

## MINUTES OF 09 JULY 2013 REGULAR SESSION

THE BALTIC CITY COUNCIL MET IN REGULAR SESSION ON 09 JULY 2013 MAYOR MIKE WENDLAND called the meeting to order at 7:01 PM. Present were Council members Ron Jenks and Scott Grunewaldt, Jason Turner and Calvin Whiting. Also present were Finance Officer Hendrickson, and Maintenance Supervisor Johnson, Maintenance-Administrative Assistant Fods and Deputy Finance Officer Faith. The meeting was held at the Baltic City Hall.

Mayor Wendland asked all present to rise and join in the Pledge of Allegiance to the Flag.

Whiting made a motion to approve the 11 June 2013 Regular Session minutes. Grunewaldt seconded. All Ayes.

Disbursements were reviewed. Jenks made a motion to approve the following disbursements. Turner seconded. All Ayes. ALL STAR DIGITAL PRODUCTS, INC \$327.60 qrtly, maint agree; ALLIANCE COMMUNICATIONS \$142.41 Phone and alarm; ANDERSON PUBLICATIONS \$132.00 Dwag Days; ARGUS LEADER MEDIA \$155.59 legals; BADGER METER INC \$206.25 Quarterly Service; CITY OF BALTIC P/C REIMBURSE \$63.85 Swimming Pool; CITY OF BALTIC WATER DEPT. \$1428.68 inteceptor line, monthly water; D&D MARKET \$14.48 Supplies; DAKOTA BACKUP \$30.00 DAILY BACKUPS; DAKOTA ROAD BUILDERS, INC \$9,033.23 BH Bike Path; DELL RAPIDS ACE \$106.83 Mulch; DSG \$212.34 Supplies; DUST-TEX SERVICE INC \$13.73 rug exchange; EFPTS \$4911.36 taxes; FIRST NATIONAL BANK \$18024.13 SRF Loan; FIRST RATE EXCAVATE \$207539.08 Elm Ave; GILLESPIE \$55.93 Park Supplies; GREAT PLAINS ZOO \$314.66 Zoo Admission; HUBERS ELECTRIC \$4,059.03 BH Park Electric; HUGHES LAW OFFICES \$1,011.21 SERVICES; ICMA RETIREMENT TRUST 457 \$150.00; INTERSTATE ALL BATTERY CENTER \$119.95 Battery; JASON PITTMANN \$353.00 Dwag Days; KINETIC LEASING \$4014.55 lease buy back; LACEY S \$595.00 Restroom Rental; MENARD S \$84.59 Park Supplies; MIDAMERICAN ENERGY \$17.38 GAS; MIDWAY SERVICE \$924.25 Fuel; MINNEHAHA COMM WATER \$3,233.60 WATER; NOVAK SANITARY SERVICE \$5674.77 fuel charge; ONE TIME USE \$354.00 Baseball Admission, Summer Youth; RAMKOTA INN \$175.98 Travel; REVTRAK \$13.89 credit card; SCREAMING EAGLE SWEEPING SERVI \$3,400.00 Street Sweeping; SD DEPT OF REVENUE \$444.92 SALES TAX; SD DEPT OF REVENUE-SPECIAL \$112.50 Liquor License; SD UNEMPLOYMENT DIV \$171.83 Unemployment Ins; SDRS \$1395.16 retirement contrib; SIGN DESIGN AND LABELING INC \$120.00 T-Shirts; SVERDRUP TOWNSHIP \$60.00 BLADING; UNITED RENTALS \$1,129.60 Tent; US BANK \$1659.63 Flag Pole Lights; VERIZON WIRELESS \$71.80 CELL PHONE; XCEL ENERGY \$1827.23 street lights; Total \$273,886.02

June 2013 Salaries in gross amounts by Department: Finance, \$2723.14; Protective Services \$96.90; Streets, \$3469.70; Parks, \$7353.21; Liquor, \$372.55; Water, \$3551.32; Sewer, \$3551.28; Total \$21,118.10.

Public time. No one was present to speak.

Police Report. No Deputy was present.

Maintenance Update. Discussion about what fund should pay for pulling the water from 6<sup>th</sup> street. We will use the Sewer fund because it is storm water removal.

Chip sealing was discussed. Whiting made a motion to use the existing municipal bid, by Parker, from The Road Guy of Yankton. Turner seconded. All ayes.

City Hall Update. The code enforcement meeting with Dell Rapids was discussed. We will begin working on updating the Nuisance Ordinance. Additionally we will work toward publishing our ordinances online.

Attorney Update. Hughes stated he had an easement agreement for 104 S 6<sup>th</sup> Street for the Council's review. Action on this item was delayed until the owner Dan Moan could attend the meeting.

Business.

The Elm Avenue punch list was reviewed. Jenks made a motion to approve the list. Whiting seconded. All Ayes.

Elm Avenue pay request #6. Jenks made a motion to approve the request. Whiting seconded. All Ayes.

Elm Avenue reimbursement request #7. Jenks made a motion to approve the request. Whiting seconded. All Ayes.

Elm Avenue change order #2 was reviewed. Grunewaldt made a motion to approve the change order. Jenks seconded. All Ayes.

The Certificate of Substantial Completion for Elm Avenue was reviewed. Jenks made a motion to approve the Certificate. Whiting seconded. All Ayes.

Change order #1 for the Baltic Heights Bike Path was reviewed. Turner made a motion to approve the change order. Grunewaldt seconded. All Ayes.

Baltic Heights Pay request #2 was reviewed. Jenks made a motion to approve the request. Whiting seconded. All Ayes.

A Memorandum of Agreement with Minnehaha County was reviewed. Approval was delayed until Attorney Hughes can further review the agreement.

The Risk Management and Loss Control Guidelines (Safety Manual) was reviewed. Jenks made a motion to approve the manual. Whiting seconded. All Ayes.

Dan Moan came to the meeting and reviewed the easement allowing a storm sewer waterway across his property. Upon Moan's consent to the easement, Whiting made a motion to sign the easement for the city. Jenks seconded. All Ayes.

Whiting made a motion to go into executive session to discuss personnel issues. Jenks seconded. All Ayes.

Mayor Wendland declared the Council out of Executive Session at 9:30 PM.

Jenks made a motion directing Hendrickson to send Nikki and Richie Oien a letter stating that the City in good faith has decided to issue a building permit for their back deck. With this issuance all inspections are due. The building inspector will be notified of this decision. Whiting seconded. All Ayes.

At 9:45 PM Jenks made a motion to adjourn the meeting. Motion seconded by Whiting. All Ayes.

Elaine C. Hendrickson  
Municipal Finance Officer

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