

City of Crooks
 Regular monthly meeting minutes
 04.08.2019
 (The City of Crooks is an equal opportunity provider)

At 7:00 pm, Mayor Rounds called the meeting to order at the Crooks Community Center. Rounds took roll call:

Present: Alderman Henning, Alderman J. Richardson, Alderman Kringen, Alderman Maras

Staff present: Utility superintendent Beck, operations director Rezac, Planning and Zoning director S. Richardson (joined meeting later), building inspector Pearson, finance officer Schantz (joined meeting later), city attorney Ramstad, city engineer Morris (DGR)

Pledge of allegiance and invocation were led by Rounds.

Consent calendar. Motion by Henning to approve consent calendar items, seconded by Maras. Kringen asked claims to be lifted off consent calendar for discussion at later point. Claims were lifted off consent calendar. No further discussion. All aye, motion carries, consent calendar items approved.

Claims. Kringen discussed the claim for Investigative Services and explained this involved a security sweep of the office, as a concern was brought forward by an employee that the office may have been compromised. The sweep was done to alleviate the concern and confirm that the office had not been compromised. Motion by Kringen to approve claims, seconded by J. Richardson. No further discussion. All aye, motion carries.

Approved claims:

Vendor	Date incur.	Description	Amount
3D Security	3/14/2019	check city camera log for remote access	\$ 45.00
3D Security	3/12/2019	pull audio file	\$ 100.00
A&B Business solutions	4/4/2019	contract lease + quarterly printing charge	\$ 425.42
A-1 Septic Tank & excavating	3/14/2019	pumping lift station	\$ 225.00
Alliance Communications	4/1/2019	utilities	\$ 294.06
Anderson Publications	3/31/2019	03-2019 publication expense	\$ 451.98
Ashley Lauck	3/25/2019	ccc dmg deposit return	\$ 75.00
Banyon Data Systems	3/26/2019	fund accounting software support	\$ 795.00
Blue Tarp Financial (on behalf of Mac's)	4/2/2019	drill bit purchase	\$ 26.99
CAWT	4/5/2019	sign contribution	\$ 10,000.00
City of Crooks	4/1/2019	04-2019 rent bldgs	\$ 1,200.00
Concrete Materials	3/8/2019	deicing sand	\$ 640.92
Crew & Crew	3/22/2019	legal expense	\$ 3,700.00
Crooks Country Corner	3/29/2019	Tahoe repair	\$ 581.90
Crooks HRC	4/1/2019	monthly bond guarantee	\$ 13,655.17
DGR Engineering	3/15/2019	slurry seal engineering + development concepts	\$ 1,894.50
DGR Engineering	3/15/2019	Palmira utility engineering (90% complete)	\$ 90,900.00
DGR Engineering	3/15/2019	Map updates, TIF maps & Palmira parking lot design	\$ 2,492.50
Direct Automation	4/2/2019	IT services PC screen issues	\$ 62.50
Direct Automation	4/2/2019	04-2019 monthly IT services	\$ 531.06
Display Sales	4/4/2019	decorations for town	\$ 10,516.00

Ecolab	4/3/2019	pest control	\$ 75.00
Elan City	3/25/2019	speed sign purchase	\$ 3,189.00
Ferguson Waterworks	3/19/2019	registers	\$ 1,223.25
Garbage'N'More	4/1/2019	utilities	\$ 160.00
Goebel Printing, Inc.	3/8/2019	promotion items	\$ 284.56
Great Western Bank	3/8/2019	account analysis charges	\$ 57.57
Great Western Bank	4/1/2019	safe deposit box annual fee	\$ 26.00
Great Western Bank	4/5/2019	purchase card payment	\$ 1,211.00
Groebner & Associates	2/28/2019	freight charge for supplies	\$ 88.99
Health Pool of SD	4/1/2019	04-2019 health + life insurance payable	\$ 1,973.91
Helpline Center, Inc.	3/31/2019	03-2019 monthly service fee	\$ 108.00
Infra-Track	3/29/2019	jetting culverts & drain tile in park	\$ 1,425.00
Infra-Track	4/1/2019	jetting lines	\$ 1,500.00
Internal Revenue Service	4/3/2019	03-2019 Fica + Fed. With.	\$ 4,885.89
Investigative Services LLC	3/21/2019	office security sweep	\$ 458.83
Lindsay Slepikas	3/16/2019	ccc dmg deposit return	\$ 75.00
Little Falls Machine	3/28/2019	mushroom shoe	\$ 351.80
Marissa Bucher	3/26/2019	utility deposit return	\$ 173.71
Matheson Tri-Gas, Inc.	3/31/2019	supplies	\$ 22.01
McLeod's	3/23/2019	election supplies	\$ 65.81
Menards	4/4/2019	pothole batch	\$ 69.50
Minnehaha Co. Econ. Develop.	2/28/2019	2019 dues	\$ 3,100.00
Minnehaha Comm. Wtr. Corp.	4/15/2019	water tower bond payment	\$ 1,043.97
Minnehaha Community Water Corp.	4/2/2019	03-2019 water purchase	\$ 4,764.00
Minnehaha County Sheriff	4/3/2019	quarterly sheriff's bill	\$ 11,284.00
Mitchell Construction, Inc.	2/27/2019	haul snow	\$ 1,306.25
Natz & Associates	3/21/2019	rendering rec center	\$ 4,615.00
Nereyda Jahvey	2/18/2019	ccc dmg deposit return	\$ 175.00
Nexben	3/25/2019	employee pd benefits	\$ 270.32
Northern Truck Equipment	3/14/2019	snow plow repair	\$ 185.80
Payment Service Network	3/31/2019	03-2019 gateway fee	\$ 39.95
Precision Dirtworks	3/24/2019	clean ice out of culverts	\$ 255.10
Pump'N'Stuff	3/9/2019	fuel purchase	\$ 14.77
Q3 Contracting	4/2/2019	2019 retainer fee	\$ 4,000.00
Rhonda Erickson	4/2/2018	ccc dmg deposit return	\$ 75.00
Rose Waldner	3/25/2019	ccc dmg deposit return	\$ 400.00
Schoenfish & Co.	3/19/2019	non-audit tax services	\$ 57.50
SD Public Assurance Alliance	3/26/2019	2019 insurance payable	\$ 17,428.72
SD Retirement System	3/20/2019	03-2019 retirement contribution	\$ 1,764.20
SDML Worker's Comp Fund	3/20/2019	additional work com premium	\$ 565.00
SDRS Supplemental Retirement	3/6/2019	Roth contribution	\$ 50.00
SDRS Supplemental Retirement	3/22/2019	Roth contribution	\$ 50.00
Sioux Valley Energy	3/15/2019	utilities	\$ 444.07
U Drive Technology	4/1/2019	03-2019 text messaging service	\$ 52.88
US Bank on behalf of SD DENR	4/15/2019	SRF water bond payment	\$ 2,351.58
US Bank on behalf of SD DENR	4/15/2019	SRF lagoon bond payment	\$ 7,194.04
USDA - Rural Development	4/26/2019	water main bond payment	\$ 706.15
USDA - Rural Development	4/20/2019	pay loader note payment	\$ 1,663.00
Verizon Wireless	3/10/2019	utilities	\$ 27.84
Verizon Wireless	3/23/2019	utilities	\$ 94.44

April wage claims:

Council - \$750.00
Mayor - \$1,050.00
Planning and Zoning Commission - \$555.00
Finance Office - \$1,412.20
Government Buildings - \$564.95
Building Inspector - \$1,107.42
Highway & Streets - \$4,424.55
Parks - \$203.58
Gas - \$4,386.98
Water - \$3,159.40
Sewer - \$3,159.38

Bid for Palmira utility improvement project. Motion by Maras to award bid for Palmira utility improvement project to Duininck, Inc. for submitted low bid of \$3,067,936.40, seconded by Kringen. No further discussion. All aye, motion carries.

List of bids submitted for Palmira utility project	
Bidder	Bid amount
Duininck	\$3,067,936.40
First Rate	\$3,083,482.00
H&W Contracting	\$3,771,705.24
Menning Backhoe	\$3,423,429.00
Winter, Inc.	\$3,848,758.30

Ordinances, resolution, policy, motions.

Second reading of ordinance #240 (An ordinance amending the Crooks zoning ordinance for a planned unit development zoning classification). Motion by Maras to approve ordinance, seconded by Henning. No further discussion. All aye, motion carries.

First reading of ordinance #241 (An ordinance to adopt the 2018 International Residential Building Code) was given by Rounds.

Motion for MedStar Paramedics' reconsideration request. Rounds asked if representative of MedStar was present, no representative was present. Motion by Henning to deny reconsideration of request for \$5,000, seconded by Maras. No further discussion. All aye, motion carries. Harstad, Crooks Fire Chief, explained how ambulance services work in county. Ramstad explained that contract for ambulance services can be compared to license, as it permits an ambulance service to provide services within a certain geographical area of Minnehaha County.

Resolution 2019-04-01: A resolution to create TIF district boundaries. S. Richardson explained the Crooks Planning and Zoning Commission unanimously adopted and recommended the TIF plan with the stipulation that any necessary amendments and corrections be made. Motion by Maras to approve

resolution, seconded by Henning. Council, mayor and those present then discussed the TIF plan, project costs and the recreational center.

Ramstad then noted errors in legal description that needed to be clarified. Motion by Henning to clarify the typographical errors in the written document, seconded by Kringen. Motion by J. Richardson to table motion, no second, motion fails. Motion by Henning to amend initial motion to be a motion to correct and clarify the typographical errors and errors as to form in the document, to strike the portion starting with NE 3/4 and ending in 10 102 50 Crooks City Unplatted and substitute for lot 11, block 5 in Sunset Addition to the City of Crooks; and to strike portion starting after Crooks Sanitary District TR 1 with NW ¼ 10 102 50 Crooks City Unplatted, seconded by Maras. No further discussion. All aye, motion carries, resolution amended to reflect changes and accurate legal description. Rounds then called for roll call vote. Schantz took roll call vote: Henning – aye, Kringen – nay, Maras – aye, J. Richardson – aye. Majority aye, motion carries, resolution passed.

Reports / Other business.

Park report was given by Henning. The last parks board meeting was discussed, possible diamond locations, the possible location for the recreational center, inquiries on how to serve on the parks board. Henning encouraged residents interested in serving on parks board should contacted the municipal office. Rezac said the city is moving forward with Palmira restroom. The annual Spring clean-up is scheduled for April 27 and Garbage-N-More will be there to accept old appliances (please see published notice for detailed list). Rezac also stated if upcoming winter storm causes branches to fall off, Sunset Park will be opened for a branch drop-off. Henning stated he is unsure when the next parks board meeting will take place.

Street report was given by Maras. Frost boils have been noticed around town, and residents are encouraged to drive carefully around them. Some frost boils will need full depth replacement. The trails along the highway will start soon (the original project start date was April 8). Rezac said that the city will work with contractors to keep public informed of any inconveniences. Maras asked if a tentative start date for the Palmira utility improvement project can be provided, to which Rezac stated the preconstruction meeting will take place on April 15.

Planning and Zoning report was given by S. Richardson. The recent planning and zoning meetings were discussed.

Government buildings report was given by Kringen. The new mosquito sprayer was delivered.

Finance report. No report.

Utility report was given by Beck. New gas services have been lined up for installation. The recent training for staff was discussed.

Code enforcement/animal control report was given by Beck. Beck has been selling dog tags.

Executive session. Motion by Henning to enter into executive session pursuant to SDCL 1-25-2[3] to consult with legal counsel at 8:24 pm, seconded by J. Richardson. Schantz took roll call:

Henning – aye, Kringen – aye, Maras – aye, J. Richardson – aye. All aye, motion carries. Rounds called meeting back to order at 8:48 pm. No action by council.

Open comments.

Mike Harstad, resident, the National Weather Service informed fire departments of the upcoming winter storm. Harstad stated the Crooks Fire Department building is the 24-hour emergency shelter for Crooks.

Barb Meyers, resident, asked who is responsible for correcting electric power outages and repair power lines.

Brenda Miller, resident, stated residents need to look at electric pole for number to help utility find the pole needing repair.

Suzette Schlueter, resident, talked about Xcel Energy's tree trimming.

Shannon Skovlund, resident, said debris from fireworks were found in his backyard after they were shot off during Crooks Flag Football Superbowl.

Butch Oseby, resident, stated he also found fireworks debris in his backyard.

Butch Oseby, resident, asked if April 30th municipal election will be posted on website and on CAWT sign.

Jeanne Hisek, resident, asked if full version of TIF resolution with changes will be provided to public.

Bryon Farmer, resident, spoke on Ride for A Cure event and invited the public to attend. The event dates are May 18 and May 19. On May 19, the Main St. event in Crooks will take place.

Adjourn. Motion by Henning to adjourn meeting at 9:04 pm, seconded by Kringen. All aye, meeting adjourned.

Respectfully submitted,
Tobias Schantz
Municipal finance officer
City of Crooks, SD

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