

City of Crooks
City Council
Regular monthly meeting minutes
February 10, 2020

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

Present: Alderman Henning, Alderman Kringen, Alderman Maras, Alderman Richardson, Mayor Oseby
City staff present: Utility Superintendent Beck, Finance Officer Schantz, Planning and Zoning Director S. Richardson

Pledge was recited by those present. Invocation was led by Oseby.

Approve agenda. Motion by Richardson to approve agenda, seconded by Maras. Henning asked if pipe lining was consent calendar item. No discussion. All aye, motion carries.

Approve consent calendar. Motion by Richardson to approve consent calendar items, seconded by Kringen. Council and mayor discussed the pipe lining item. Board of Equalization date and meeting time were discussed by those present. No further discussion. All aye, motion carries.

Approved claims for February

Vendor	Date incur.	Description	Amount
A&B Business Solutions	2/4/2020	copier lease	\$ 252.37
A&B Business Solutions	2/3/2020	02-2020 IT service	\$ 620.94
Aflac	1/23/2020	Aflac payable	\$ 138.34
Alliance Communications	2/1/2020	utilities office	\$ 142.72
Alliance Communications	2/1/2020	utilities lift station	\$ 145.66
Automotive Services, Inc.	2/5/2020	repair Tahoe	\$ 348.51
Automotive Services, Inc.	2/5/2020	Tahoe repair	\$ 1,379.84
Beverly Hubers	2/3/2020	ccc dmg dep rtn	\$ 75.00
Boyer Trucks	2/4/2020	snow plow light repair	\$ 104.54
Boyer Trucks	1/22/2020	repair snow plow truck	\$ 1,770.93
Brittany Reith	1/24/2020	ut dep rtn	\$ 100.00
CenterPoint Energy Services	2/7/2020	01-2020 natural gas purchase	\$ 58,896.12
Cintas	1/15/2020	mop, towel and mat service Comm. Cen.	\$ 35.00
Clayton Energy Corporation	2/5/2020	Capacity	\$ 20,219.49
Cody Rolfes	1/20/2020	ccc dmg dep rtn	\$ 75.00
Concrete Materials	1/13/2020	deicing sand	\$ 1,557.75
Crooks Municipal Utilities	1/8/2020	utilities N lift station	\$ 26.27
Crooks Municipal Utilities	1/8/2020	utilities W lift station	\$ 27.55
Crooks Municipal Utilities	1/8/2020	utilities Palmira bathroom	\$ 118.89
Crooks Municipal Utilities	1/8/2020	utilities city shop	\$ 219.77
Crooks Municipal Utilities	1/8/2020	utilities Comm. Cen.	\$ 551.71
Crooks Volunteer Fire Department	2/4/2020	2020 fire services + fireworks	\$ 27,000.00
Direct Automation	12/31/2019	IT services remainder 12-19	\$ 292.50

Ecolab	1/10/2020	pest control services	\$ 77.63
Elizabeth Sprenkle	1/24/2020	ut dep rtn	\$ 100.00
Gas Training Specialties	1/29/2020	gas training Humboldt 01/10/20	\$ 236.22
Goebel Printing	1/26/2020	notice of hearing signs	\$ 380.55
Great Western Bank	2/7/2020	purchase card payment	\$ 2,384.12
Health Pool of SD	2/1/2020	02-2020 health + life insurance premium	\$ 2,077.83
Helpline Center, Inc.	1/31/2020	01-2020 services	\$ 108.05
Internal Revenue Service	1/31/2020	Fica for 01.30.20 council special mtg	\$ 19.10
Internal Revenue Service	2/3/2020	FICA 02.03.2020 special council mtg	\$ 19.10
Internal Revenue Service	1/14/2020	FICA PZ payroll 12-19	\$ 37.76
Internal Revenue Service	2/3/2020	FICA 01-2020 PZ ayroll	\$ 45.14
Internal Revenue Service	2/4/2020	Mayor PR FICA + Fed with	\$ 77.02
Internal Revenue Service	1/14/2020	FICA council + mayor pay	\$ 178.04
Internal Revenue Service	1/16/2020	FICA + Fed. With employee PR	\$ 2,100.29
Internal Revenue Service	2/4/2020	City employee FICA + Fed with	\$ 2,154.37
Little Falls Machine, Inc.	1/20/2020	mushroom shoe & curb shoe	\$ 713.63
Mac's Inc. / BlueTarp Financials	1/31/2020	supplies	\$ 14.36
Mac's Inc. / BlueTarp Financials	1/27/2020	supplies	\$ 17.03
Matheson Tri-Gas, Inc	1/31/2020	supplies	\$ 33.51
Meierhenry Sargent	1/10/2020	12-19 legal expense	\$ 456.00
Meierhenry Sargent	2/5/2020	01-2020 legal expense	\$ 528.00
Minnehaha Comm. Wtr. Corp.	2/4/2020	01-2020 water purchase	\$ 7,289.73
Minnehaha County Economic Develop.	1/10/2020	2020 mceda dues	\$ 3,200.00
Minnehaha County Sheriff's Dept.	1/24/2020	1st quarter 2020 law enforcement	\$ 11,537.50
Mitchell Construction, Inc.	1/2/2020	hauling snow off	\$ 1,105.00
New Century Press	1/10/2020	publication expense first portion 01-20	\$ 212.66
New Century Press	1/31/2020	01-2020 publication expense 2nd half	\$ 333.92
Nexben	2/4/2020	Voluntary child life insurance prem.	\$ 1.70
Nexben	2/4/2020	Vision insurance premium	\$ 17.66
Nexben	2/4/2020	Voluntary spousal life insurance prem.	\$ 33.60
Nexben	2/4/2020	Voluntary life insurance premium	\$ 44.00
Nexben	2/4/2020	Dental insurance premium	\$ 120.30
Nexben	1/12/2020	supplemental insurance	\$ 217.26
Payment Service Network, Inc.	2/3/2020	gateway 01-2020	\$ 39.95
Pfeifer Implement	1/20/2020	tractor repair	\$ 750.87
Pump'N'Stuff	12/20/2019	fuel purchase	\$ 15.81
Pump'N'Stuff	1/17/2020	fuel purchase	\$ 21.90
Pump'N'Stuff	1/13/2020	fuel purchase	\$ 32.62
Pump'N'Stuff	1/21/2020	fuel purchase	\$ 33.91
SD Municipal League	2/6/2020	district meeting registration	\$ 52.00
SD Public Assurance Alliance	1/29/2020	2020 property, auto & liability ins.	\$ 18,984.88
SD Retirement Systems	1/16/2020	01-2020 retirement contribution	\$ 1,903.50
SDRS Supplemental Retirement Plan	1/22/2020	ROTH contribution	\$ 75.00

Sioux Valley Energy	1/15/2020	utilities	\$ 221.42
Sioux Valley Energy	1/15/2020	street light utilities	\$ 238.00
U Drive Technology	2/1/2020	01-2020 text msg service	\$ 77.72
US Bank	1/15/2020	SRF lagoon bond payment	\$ 7,194.04
USDA - Rural Development	2/20/2020	pay loader note payment	\$ 1,663.00
Utility Safety and Design, Inc.	12/31/2019	odorant purchase + delivery	\$ 842.40
Verizon Wireless	1/10/2020	utilities	\$ 27.78
Verizon Wireless	1/23/2020	utilities	\$ 94.68
Xcel Energy	1/20/2019	utilities	\$ 12.37
Xcel Energy	1/30/2020	utilities	\$ 2,943.53
		Total claims	\$ 185,195.36

Purchase card payments			
Vendor	Date incur.	Description	Amount
Amazon	1/14/2020	camera	\$ 729.95
Amazon	1/14/2020	webcaster	\$ 295.00
Amazon	1/14/2020	tripod for camera	\$ 23.49
Amazon	12/4/2019	supplies Comm. Cen.	\$ 27.44
Amazon	12/11/2019	tensioner tire chain bungee tightener	\$ 19.99
Amazon	1/15/2020	tensioner tire chain bungee tightener	\$ 18.99
Crooks Country Corner	1/14/2020	fuel purchase	\$ 71.16
Crooks Country Corner	1/17/2020	fuel purchase	\$ 37.26
Crooks Country Corner	2/5/2020	fuel purchase	\$ 94.12
Crooks Country Corner	1/10/2020	fuel purchase	\$ 37.93
Lunch Thyme	2/7/2020	lunch for staff meeting	\$ 25.54
Office Depot	1/27/2020	office supplies	\$ 97.62
Office Depot	1/30/2020	office supplies	\$ 40.48
Pfeifer Implement	1/27/2020	parts for loader maintenance	\$ 43.98
Pfeifer Implement	1/21/2020	tire chain purchase	\$ 193.08
Pump'N'Stuff	1/21/2020	fuel purchase	\$ 130.26
Pump'N'Stuff	1/14/2020	fuel purchase	\$ 93.27
Pump'N'Stuff	1/31/2020	fuel purchase	\$ 17.80
Pump'N'Stuff	1/30/2020	fuel purchase	\$ 146.99
Pump'N'Stuff	2/5/2020	gas can purchase	\$ 8.81
Scooby's	12/3/2019	car wash	\$ 8.25
Scooby's	12/8/2019	car wash	\$ 10.50
Sioux Falls Truck & Trailer, Inc.	1/21/2020	tire chain	\$ 142.06
Stan Houston	2/4/2020	supplies Comm. Cen.	\$ 23.90
US Postal Service	1/29/2020	postage	\$ 12.90
US Postal Service	1/23/2020	postage W2 mailing	\$ 33.35
		Total due	\$ 2,384.12

Approved salaries and wages

Council	\$ 700.00
Mayor	\$ 425.00
Planning and Zoning Commission	\$ 246.80

Finance Office	\$ 1,367.33
Government Buildings	\$ 551.39
Building Inspector	\$ 1,107.38
Highway & Streets - Snow Removal	\$ 4,946.70
Code Enforcement	\$ 42.60
Animal Control	\$ 21.30
Gas	\$ 5,106.53
Water	\$ 2,534.68
Sewer	\$ 2,475.24
Total wage claims	\$ 19,524.95

Recognition of Crooks Volunteer Fire Department. Council and Mayor recognized the Crooks Volunteer Fire Department for its volunteerism and services to Community. Oseby explained the services Crooks Volunteer Fire Department renders to community. Mike Harstad, Crooks Fire Chief, spoke about department and acknowledged department members' service.

Public hearing – petition to rezone. Oseby opened hearing and described the property location. Oseby invited those wishing to speak on the matter. Mark Deinert, resident, spoke on the impact the rezoning would have on his property, which is adjacent to property proposed to be rezoned. Jo Ellen Deschamp, resident, stated she believed the rezoning and acquisition of property was not done with full transparency, she also spoke on impact of rezoning on her property. Mark Deinert, resident, spoke on precedent of rezoning property from R-1 to Central Business in a residential area. Suzie Schmidt, resident, spoke on the concerns of safety she has for her kids playing in the street and that the increased traffic might increase risk of accidents. Maras, Alderman, asked S. Richardson if City has protections in place to regulate what happens with property. Ron Person, member of Crooks Development Corp., spoke on the mission of the Crooks Development Corp. and its involvement with the property. Property was then discussed by Oseby and the business interested in acquiring it. Henning asked S. Richardson about potential concerns that could occur in connection with the rezoning of the land. Clyde Glanzer asked why City provided funding to Crooks Development Corp. As no further comment was received, Oseby closed hearing.

Open comments. Adam Smith, president of the Tri-Valley Baseball Association addressed the Council and Mayor, speaking on the association's activities and programs. Smith thanked the City for the work done in Crooks' parks. Bryon Farmer, organizer of Ride for a Cure and St. Patrick's Day parade, addressed Council and asked for use of the City shop for events. Maras asked where equipment is stored in the shop during events. Richardson asked about equipment stored in shop. Council and mayor then discussed issues involved with insurance coverage and protection from liability. Motion by Richardson require a hold harmless agreement for both events, seconded by Maras. No further discussion. All aye, motion carries.

Reports.

Park report was given by Henning. The clearing of drainage area in New Hope Park was discussed.

Street report was given by Maras. Snow removal was discussed. The Palmira neighborhood will experience some mud when the snow thaws, but the City will ensure the contractor will keep roads in

acceptable condition. Sandy Dumke, resident, asked City to watch area and make sure it is in acceptable condition.

Planning and Zoning report was given by Richardson. No items to report, except the rezoning of the property, which was discussed earlier in the meeting.

Government Buildings report was given by Kringen. City staff is obtaining quotes for new AC and heating unit at the Community Center. Richardson stated the new sign outside of the Community Center will soon be underway and installed.

Finance report was given by Richardson. End-of-years entries are being finalized. Schantz will soon start preparing the annual report for the City of Crooks.

Utility report was given by Beck. The pipe lining project was explained by Beck.

Code Enforcement/Animal Control report was given by Beck. Letters were sent to property owners reminding them to clear sidewalks. A resident ignored letters asking about number of animals at residence, Beck asked Humane Society to explore issue.

Crooks Housing and Redevelopment Commission ("CHRC") report was given by Harstad. Three lots are scheduled to close this month with anticipated construction once the ground thaws. According to the CHRC's realtor, there is a lot of interest in lots. CHRC recently signed a purchase agreement with Crooks Community Child Care on selling property located at 105 S West Ave in Crooks. Harstad also spoke on the CHRC's closing on land, the Commission recently made a down payment on. Harstad spoke on funds needed to close on land.

Ordinances, resolutions, policy, motions.

First reading of ordinance #256 was given by Oseby. First reading of ordinance #257 was given by Oseby.

Adjourn. Motion by Henning to adjourn meeting at 8:07 pm, seconded by Maras. No discussion. All aye, motion carries.

Respectfully submitted,
Tobias Schantz
Municipal Finance Officer
City of Crooks, SD

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