

The City of Crooks is an equal opportunity provider.

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

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

Present: Alderman Henning, Alderman Maras, Alderman J. Richardson, Alderman Beyer, Mayor Oseby
Staff present: Planning and Zoning Director S. Richardson, Utility Superintendent Beck, Finance Officer Schantz

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

Approve agenda. Motion by J. Richardson to approve agenda, seconded by Maras. No discussion. All aye, motion carries.

Consent calendar items. Contract for scoreboard was discussed. Motion by Henning to approve consent calendar items, seconded by Beyer. No further discussion. All aye, motion carries.

Approved claims.

Vendor	Date incur.	Description	Amount
A&B Business Solutions	8/4/2020	copier lease	\$ 262.84
A&B Business Solutions	8/3/2020	IT services 07-2020	\$ 620.94
Addy Disposal	7/31/2020	garbage utilities	\$ 52.00
Aflac	7/22/2020	Aflac payable	\$ 138.34
Alliance Communications	8/1/2020	utilities	\$ 148.26
Alliance Communications	8/1/2020	utilities office	\$ 97.25
APGA SIF	8/3/2020	online access fee	\$ 19.00
Brian Timp	8/5/2020	ccc dmg dep	\$ 75.00
BX Civil & Construction Inc.	7/28/2020	dust control	\$ 1,856.10
C&R Supply, Inc.	7/15/2020	supplies water truck repair	\$ 267.11
CHS Eastern Farmers	7/20/2020	weed killer	\$ 96.40
CHS Eastern Farmers	8/6/2020	weed killer for lagoons	\$ 96.40
City of Sioux Falls	7/8/2020	bacteria testing water	\$ 87.00
Crooks Development Corporation	7/30/2020	annual contribution	\$ 5,000.00
Crooks Municipal Utilities	7/9/2020	w lift station utilities	\$ 28.00
Crooks Municipal Utilities	7/9/2020	n lift station utilities	\$ 26.50
Crooks Municipal Utilities	7/9/2020	Palmira bathroom utilities	\$ 95.20
Crooks Municipal Utilities	7/9/2020	Comm. Cen. Utilities	\$ 98.95
Crooks Municipal Utilities	7/9/2020	City shop utilities	\$ 25.00
Dauby's Sport Center	8/5/2020	pitcher rubber	\$ 54.00
DGR Engineering	7/21/2020	engineering services	\$ 2,379.25
DGR Engineering	7/21/2020	Sunset trails phase 3 services	\$ 1,200.00
DGR Engineering	7/21/2020	Palmira improvements construct. Admin	\$ 10,772.43
Diesel Machinery Inc	7/23/2020	mini excavator rental	\$ 2,912.50
Double H Paving	7/14/2020	tack oil	\$ 320.00

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First Rate Excavate	7/21/2020	repair curb stop E 6th St	\$ 612.25
First Rate Excavate	7/21/2020	repair curb stop W 6th St	\$ 612.25
Friessen Construction	7/22/2020	1" base course	\$ 1,964.95
Friessen Construction	7/30/2020	1" base course	\$ 790.24
Great Western Bank	8/7/2020	purchase card payment	\$ 1,200.85
Health Pool of SD	8/1/2020	life + health insurance payable	\$ 2,077.83
Helpline Center, Inc.	7/31/2020	07-2020 service fee	\$ 108.14
Internal Revenue Service	7/14/2020	payroll taxes council + mayor July mtg	\$ 316.56
Internal Revenue Service	7/17/2020	payroll taxes employee payroll	\$ 2,409.50
Internal Revenue Service	8/4/2020	payroll taxes employee payroll	\$ 2,447.53
Internal Revenue Service	8/4/2020	payroll taxes mayor pay	\$ 92.32
Internal Revenue Service	8/4/2020	payroll taxes PZ director pay	\$ 63.50
Interstate Power Systems	8/4/2020	lift station servicing	\$ 507.15
JCL Solutions	8/5/2020	hand sanitizing stations	\$ 1,049.55
Kevin & Robin Hempel	7/31/2020	ut dep rtn	\$ 71.78
Lacey Rentals	7/28/2020	portable restroom rental @ Sunset Park	\$ 165.00
Lacey Rentals	7/28/2020	portable restroom city shop	\$ 135.00
Lacey Rentals	8/4/2020	portable restroom rental @ Sunset Park	\$ 435.00
Matheson Tri-Gas	7/31/2020	supplies	\$ 35.06
Meierhenry Sargent	7/8/2020	06-2020 legal expense	\$ 444.00
Menards	7/29/2020	supplies	\$ 59.79
Minnehaha Community Water Corp.	8/4/2020	07-2020 water purchase	\$ 9,443.56
Minnehaha Messenger	8/5/2020	annual subscription fee	\$ 32.00
Mitchell Construction	7/17/2020	trucking + hot mix for patching	\$ 1,467.70
New Century Press	7/31/2020	hearing notice - variance	\$ 16.55
New Century Press	7/1/2020	advertising	\$ 80.00
New Century Press	7/17/2020	publication exp. res 2020-07-01	\$ 24.82
New Century Press	7/17/2020	publication exp. ord #265	\$ 21.51
New Century Press	7/17/2020	publication exp. ord #263	\$ 11.58
New Century Press	7/17/2020	publication exp. ord #264	\$ 21.51
New Century Press	7/17/2020	pub exp resolution 2020-06-03	\$ 19.86
New Century Press	7/17/2020	publication exp. July 1 mtg mins	\$ 19.03
New Century Press	7/17/2020	publication exp. July 13 mtg mins	\$ 317.76
Nexben	7/28/2020	child life insurance payable	\$ 1.70
Nexben	7/28/2020	spouse life insurance payable	\$ 50.40
Nexben	7/28/2020	vision insurance payable	\$ 18.66
Nexben	7/28/2020	dental insurance payable	\$ 161.10
Nexben	7/28/2020	life insurance payable	\$ 44.00
Nyberg's Ace Hardware	8/5/2020	supplies for hand sanitizing stations	\$ 38.97
Payment Service Network	8/2/2020	gateway fee	\$ 39.95
Pfeifer Implement	7/27/2020	repair rear axle on mower	\$ 367.05
Pfeifer Implement	7/27/2020	mower deck repair	\$ 1,697.51
Pipeline Assoc. for Public Awareness	2/19/2020	2020 annual dues	\$ 705.00
Pump'N'Stuff	7/13/2020	fuel	\$ 16.46
Pump'N'Stuff	7/15/2020	fuel	\$ 18.88

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Pump'N'Stuff	7/20/2020	fuel	\$ 16.42
Pump'N'Stuff	7/27/2020	fuel	\$ 16.59
Pump'N'Stuff	8/6/2020	fuel	\$ 18.67
Q3 Contracting	7/22/2020	repair gopher hit	\$ 2,221.38
RDO Equipment	8/4/2020	part	\$ 46.09
SD Dept of Revenue	7/14/2020	06-2020 sales tax return	\$ 1,194.78
SD Dept of Revenue	7/16/2020	excise tax return	\$ 305.62
SD One Call	7/31/2020	07-2020 fees	\$ 105.00
SD Retirement System	7/17/2020	07-2020 retirement contribution	\$ 1,933.12
SDRS Supplemental Retirement Plan	7/22/2020	ROTH contribution	\$ 75.00
Sioux Falls Area Humane Society	7/14/2020	06-2020 animal control services	\$ 56.23
Sioux Valley Energy	7/14/2020	street light utilities	\$ 238.00
Sioux Valley Energy	7/14/2020	utilities	\$ 109.31
Stan Houston	8/3/2020	grease gun	\$ 269.99
Summit Supply Corporation of Colorado	7/29/2020	dog waste bags	\$ 128.50
Symmetry Energy Solutions	7/13/2020	06-2020 natural gas purchase	\$ 2,514.20
Tire Motive Service Center	7/31/2020	tire for street sweeper	\$ 426.00
U Drive Technology	8/1/2020	text msg fees	\$ 66.80
USDA-Rural Development	8/20/2020	pay loader note payment	\$ 1,663.00
Vantek Communications	8/1/2020	monthly pager charge	\$ 15.00
Verizon Wireless	7/10/2020	utilities	\$ 23.37
Verizon Wireless	7/23/2020	utilities	\$ 95.42
Xcel Energy	7/30/2020	utilities	\$ 2,972.65
		Total claims	\$ 71,473.42

Approved purchase card payments.

Vendor	Date incur.	Description	Amount
Amazon	8/3/2020	replacement grease gun tube	\$ 28.68
Crooks Country Corner	7/16/2020	fuel	\$ 31.72
Crooks Country Corner	8/5/2020	fuel	\$ 36.20
Crooks Country Corner	7/28/2020	fuel	\$ 14.86
Crooks Country Corner	7/27/2020	fuel	\$ 50.00
Hach	7/14/2020	plastic tubes	\$ 37.14
Hach	7/20/2020	chlorine tablets	\$ 42.51
Pump'N'Stuff	7/17/2020	fuel	\$ 9.79
Pump'N'Stuff	7/17/2020	fuel	\$ 13.32
Pump'N'Stuff	7/20/2020	fuel	\$ 45.95
Pump'N'Stuff	7/20/2020	fuel	\$ 10.91
Pump'N'Stuff	7/20/2020	fuel	\$ 12.08
Pump'N'Stuff	7/20/2020	fuel	\$ 10.95
Pump'N'Stuff	7/21/2020	fuel	\$ 25.40
Pump'N'Stuff	7/21/2020	fuel	\$ 11.16
Pump'N'Stuff	7/22/2020	fuel	\$ 26.55
Pump'N'Stuff	7/23/2020	fuel	\$ 18.45
Pump'N'Stuff	8/7/2020	fuel	\$ 11.11
Pump'N'Stuff	8/7/2020	fuel	\$ 10.96

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Pump'N'Stuff	8/7/2020	fuel	\$ 94.60
Pump'N'Stuff	8/7/2020	fuel	\$ 12.67
Pump'N'Stuff	7/31/2020	fuel	\$ 9.85
Pump'N'Stuff	7/30/2020	fuel	\$ 71.09
Pump'N'Stuff	7/30/2020	fuel	\$ 30.45
Pump'N'Stuff	7/30/2020	fuel	\$ 10.82
Pump'N'Stuff	7/30/2020	fuel	\$ 11.27
Pump'N'Stuff	7/30/2020	fuel	\$ 10.74
Pump'N'Stuff	7/29/2020	fuel	\$ 11.04
Renner Corner	7/27/2020	fuel	\$ 35.40
Scooby's	8/3/2020	car wash	\$ 10.50
Scooby's	8/3/2020	car wash	\$ 7.75
Stan Houston	7/28/2020	tools	\$ 429.98
US Postal Service	7/28/2020	postage	\$ 6.95
		Total purchase card claims	\$ 1,200.85

Approved salaries/wages.

Council	\$ 700.00
Mayor	\$ 975.00
Planning and Zoning Commission	\$ 300.00
Finance Office	\$ 1,387.85
Government Buildings	\$ 733.79
Building Inspector	\$ 1,292.06
Highway & Streets	\$ 979.27
Code Enforcement	\$ 87.76
Animal Control	\$ 43.88
West Nile	\$ 92.99
Parks	\$ 3,205.66
Economic Development	\$ 288.35
Gas	\$ 4,182.14
Water	\$ 3,188.73
Sewer	\$ 3,523.15
Total wage claims	\$ 20,980.63

Public hearings. Oseby opened hearing on variance petition submitted by Tim Duff at 414 Regal Cr. For setbacks for the placement of the garage. S. Richardson explained the variance and outlined stipulations of variance. Oseby then invited public to speak in favor or opposition to the variance. No comment from public. Oseby then closed hearing. Motion by Henning to approve variance, seconded by Maras. No discussion. All aye, motion carries.

Open comments. Mike Harstad, CHRC chairman, reported on progress of lot sales, spoke on original intent of the Crooks HRC, and future development of Schoenfelder land. Council, mayor, and those present discussed Schoenfelder property and other areas identified for potential future development.

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Mike Harstad, Crooks Volunteer Fire Department Chief, asked if City Council would consider transferring the fire hydrants to Crooks Volunteer Fire Department for use in fund raising efforts. Discussion then ensued about surplusing municipal property. Motion by Maras to transfer ownership of fire hydrants to Crooks Volunteer Fire Department after declaring items surplus, seconded by Beyer. No further discussion. All aye, motion carries.

Reports / Other Business.

Parks report was given by Henning. The next Parks board meeting is scheduled for August 25 at 7 pm at the Crooks Community Center. The future of the Parks board and its composition were discussed.

Streets report was given by Maras. Maintenance and repair projects for 2021 were identified. Questions on inlet protections were received from residents, the protections will remain until grass has been established in yards.

PZ report was given by S. Richardson. No official meeting took place in July. A lot of requests were received on setbacks and other issues. S. Richardson and Pearson, the City's building inspector, met with a property owner on placement of shed.

Government buildings report was given by Beyer. The shop expansion project's status and future steps were discussed. The website will move into the next stage of development.

Finance report was given by J. Richardson. The budget meetings for FY 2021 were held between Oseby, J. Richardson and city staff, with the 2021 appropriations ordinance anticipated to be introduced in September for a first reading.

Utility report was given by Beck. Capacity. Bill Lindley, Clayton Energy proprietor, spoke on the opportunity for the City of Crooks to procure additional capacity and the advantages of the purchase to the City. Lindley also stated capacity was offered at discount to municipality. Council, mayor, and those present then discussed the financing options for capacity and future development of the City, and municipal utilities needs for additional capacity. Oseby spoke briefly on City's experience with Clayton Energy. Maras asked Lindley on capacity use and when additional cost will be used. Motion by Henning to join in participating for additional capacity, seconded by Beyer. No further discussion. All aye, motion carries. Automated meter reading system. Beck explained the process of switching to automated meter reading system and the differences between AMR and AMI for meters. The financing of meter reading system upgrade, the impact on FY 2021 budget was discussed and technical aspects of upgrade. Motion by Henning to proceed with bid letting for automated meter reading system, seconded by Maras. J. Richardson asked about bid letting process for meter reading systems. No further discussion. All aye, motion carries.

Code Enforcement / Animal Control report was given by Beck. The company hired for the abatement of the nuisance property has not removed the conditions yet and Beck is staking steps to ensure smooth abatement process.

Other items.

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Volunteer acknowledgement. Oseby identified Scott Reith, Eric Nebelsick, Rod Hanson, Todd Myhre, Betsy Sprenkle, Ron Person, Noel Ahl, Marv Wieman, Quentin Weidner, Ryan Winter, Leon Johnson, and Don Swier.

Declare surplus property. Motion by Henning to declare the approximately 10 manholes rings, five fire hydrants, old shed, and old computer parts a surplus property, seconded by Maras. No discussion. All aye, motion carries.

Ordinances, resolutions, policy, motions.

Second reading of ordinance #266 was given by Oseby. Motion by Henning to approve ordinance, seconded by J. Richardson. No discussion. Roll call vote: Henning – aye, Maras – aye, J. Richardson – aye, Beyer – aye. All aye, motion carries.

Second reading of ordinance #267 was given by Oseby. Motion by J. Richardson to approve ordinance, seconded by Henning. Maras asked about status of agreement between Tri-Valley School District and City of Crooks confirming school district’s responsibility for infrastructure cost on premises. No further discussion. Roll call vote: Henning – aye, Maras – aye, J. Richardson – aye, Beyer – aye. All aye, motion carries.

Resolution 2020-08-01 (Street maintenance assessment fee). The resolution was discussed by those present. Motion by Henning to approve, seconded by Maras. No further discussion. All aye, motion carries.

Resolution 2020-08-02 (Discretionary formula). The resolution and TIF were discussed by those present. Motion by Henning to approve resolution, seconded by Beyer. No further discussion. All aye, motion carries.

Resolution 2020-08-03 (CARES Act document authorization). Resolution was discussed by those present. Motion by J. Richardson to approve resolution, seconded by Henning. No further discussion. All aye, motion carries.

Employee wage. Oseby recommended that Larry Rezac received hourly wage increase to \$16 per hour. Motion by Henning to raise hourly rate of Larry Rezac to \$16 per hr. with an effective date of August 1, 2020, seconded by Maras. No further discussion. All aye, motion carries.

Adjourn. Motion by Henning to adjourn meeting at 9:07 pm, seconded by J. Richardson. No discussion. All aye, motion carries.

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

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