

UNAPPROVED MINUTES OF THE
REGULAR MEETING OF THE
JEFFERSON CITY COUNCIL
JEFFERSON, SOUTH DAKOTA

February 6, 2023
City Hall
7:00 p.m.

Members present: J. Bogenreif, T. Boulware, J. Casper, M. LaFleur, J. Lokhorst, P. Rigg and M Stokely

Others present: B. Antonson, B. Manger, S. LaFleur-Sayler, M. Roark and D. Sharkey.

Mayor Bogenreif called the Regular meeting of the City Council of Jefferson, South Dakota, to order. Motion to approve the agenda by Rigg second by Lokhorst. Motion carried. Motion to approve the minutes of the January 10, 2023, regular City Council meeting by Casper second by Stokely. Motion carried.

Actual Bank Balances:

Checking: \$ 29,774.07

Savings: \$307,151.33

C.D.: \$17,904.03

Petty Cash: \$100.00

Restricted Cash: \$10,640.00

TOTAL FUND BALANCE AS of 1-31-2023: \$ 365,569.43

Motion to approve the financial statement by Stokely second by Casper. Motion carried.

UNFINISHED BUSINESS:

Mayor Bogenreif took this opportunity to formally appoint Dustin Sharkey as Police Chief for the City of Jefferson, South Dakota, due to the timing that was overlooked at the January 2023 meeting. Police Chief Sharkey started his position with the City in December of 2022.

CM/FC Stokely has been working on gathering information for the ISO survey. The survey was done in May of 2022 and some information was left out of that survey resulting in the fire rating changing for Jefferson. This change would affect fire insurance premiums. A discussion followed. Acting W/WWTS Manger with the help of W/WWTS Crum worked on the City portion of the survey relating to hydrants and flow. Testing the hydrants utilizing the flow meter will be done in Spring. FC Stokely stated a meeting with the FD officers is scheduled to discuss completing an inventory. FC Stokely has also discussed the matter with the County Emergency Manager.

The property at 503 Main Street was discussed. The property owner is desirous of signing the deed over to the City. The City currently has a billing against the property for \$18,826.02. The majority of that cost is for the actual demolition of the dilapidated house of \$12,826.02. The balance is for snow removal and mowing of said property. A discussion followed. The FO advised the City Council as to the information she gathered concerning the price some people would pay for the lot. The range was from \$8,000.00 to \$10,000.00. Motion by Rigg to accept the deed for 503 Main Street from the present owner to satisfy the debt she owes second by Lokhorst. Motion carried. CA LaFleur-Sayler will handle scheduling a Title Opinion Report, a lien search and bring that information to the March 6, 2023, meeting.

NEW BUSINESS:

Mayor Bogenreif recognized Brad Antonson with Jensen Insurance. Mr. Antonson was present to conduct the annual review of the City's/Fire Department/Ambulance Squad insurance policy. Mr. Antonson advised the City Council when they have the deed to 503 Main Street in their name the property should be added to the General Liability portion of their policy until the property is sold. The statement of values was reviewed. The City is insured with EMC. The property values have increased due to inflation, cost of materials and labor costs. All those factors drive the increase. The current deductible for the City is \$2,500.00. The new generator has been added to the policy for \$36,000.00 of value. Mr. Antonson outlined the coverages for the City, Fire Department, and Ambulance Squad. General Liability, Lineback policy, coverage for the City Council, Law Enforcement coverage which includes moonlighting, the Umbrella, Cyber liability, crime, inland marine and Auto. There are higher limits for the Umbrella: 2 million of coverage increase the premium by \$1,400.00 and 3 million increases the premium by \$2,600.00 per year. Mr. Antonson remarked that he saw the ISO information in the December minutes and encouraged the updated survey be done as the rating change would affect Jefferson with premium increases. The United States population could be facing 10 to 15% increase as the loss ratios are high. Mr. Antonson also discussed the Bingo boards at the Community Center. He advised the City Council Hometown Heroes does need general liability insurance on their bingo boards plus provide a certificate of liability insurance to the Firemen as they are inviting the public into this facility. Mr. Antonson advised that anyone who rents the Community Center should be providing a certificate of liability insurance to the Fire Department naming the City and Fire Department as additional insured. Mr. Antonson thanked the Mayor and City Council for their time and continued business.

Boards of Equalization will be held the third week of March. The City Council agreed to meet Tuesday March 21 and Wednesday March 22, 2023, starting at 6:00 p.m.

Due to some questions concerning the demolition of 406 Division Street the FO informed the City Council about the process. When a structure is being torn down, such as 406 Division Street, a demolition permit is issued and BI Gary Roan inspects the structure for any issues. BI Roan advised the contractor that work was not to be done on a windy day. With cold weather most windows and doors in the neighborhood are closed so air borne dust should not be an issue. The State allows residential properties to be demolished in this case. BI Roan witnessed no major asbestos removal needed. The FO receives a building permit application and forwards the pertinent information to BI Roan for his approval. After that approval the FO prepares an actual building permit for the property owner.

Police Department:

Police Chief Sharkey's report was reviewed and discussed. A copy is kept on file at City Hall.

Traffic citations- 2

Traffic warning- 5

Suspicious person x 3: 2 at the Conoco due to flat tires
 1 on Wilson Street- van Colorado plates

Alarm call

Threats

Accident

Welfare Check

Motorist Assist

Ambulance Call

CM LaFleur stated the presence of the cruiser out and about plus seeing a vehicle pulled over is a good thing and very much noticed.

Street Department:

Moved snow-

CM LaFleur rode with Crum and they looked over the storm drains and pooling water. The snow melt at the end of North 3rd Street causes drainage issues and when thawed the ditch at the end of North 3rd Street needs to be opened up. The mailboxes and snow issue were discussed as to how to facilitate delivery.

Parks Department:

Nothing to report

Water/Wastewater Department:

Lift station I: Generator installed and working. It runs every Monday at 9 am for 30 minutes.

Replaced on old meter for a new one.

New motor for water plant arrived and should be installed this week.

The water plant generator is set to ship in March.

New scale for the chlorine tanks should arrive at the end of next week.

Informational Items:

City Hall will be closed February 20, 2023, in observance of Presidents Day.

Reminder: Nominating petitions are due by 5:00 p.m. February 24, 2023.

Claims:

Motion to pay the audited, approved warrants by Casper second by Boulware. Motion carried.

Monthly payroll: General Fund: \$13,150.86, Enterprise Fund-Water: \$1,020.98, EPF-Sewer: \$840.90, Crum, Randy, water service call-262.50, sewer service calls- 112.50, \$375.00, Joe Bogenreif, cell phone, \$100.00, B. Manger, cell phone, \$100.00, Dustin Sharkey, cell phone, \$100.00, American Stamp, name plaques/stamper, \$196.20, Brians Repair, police- tires, \$991.29, CNA Surety, Notary Bond, \$50.00, CW Suter, maintenance, \$255.00, Conoco, fuel, \$335.12, Crary Huff Law Firm, legal fees, \$211.75, DPC Industries, chemicals, \$50.00, Dakota Valley After Prom, safety donation, \$100.00, EFTPS, OASI-Med-WH, \$6,174.39, EP Ace Hardware, water-repairs, \$95.95, Elk Point After Prom, safety donation, \$100.00, Jacks Uniforms, police uniform, \$112.90, Leader Courier, publishing, \$116.73, Leader Courier, subscription, \$38.50, Longlines, phone, \$173.57, Loren Fischer Disposal, garbage hauler, \$4,025.00, Main Street Checks, check order, \$149.65, Malloy Electric, water-motor, \$1,599.71, Menards, tool chest, \$749.99, Metro-Electric, lift station generator/float repair, \$45,373.76, MAE, utilities, \$1,787.62, Roark, Michaelleen, malware, \$149.51, SD 811, locates, \$1.12, SDARWS, dues, \$385.00, SDATAT, dues, \$268.75, SD Department of Revenue, sales tax, \$293.23, SD Public Health Lab water test, \$30.00, SDRS, January retirement, \$1,988.84, SDRS Supplemental Retirement, \$100.00, SE Farmers Co-Op, fuel generator, \$328.57, Southeast Farmers Co-Op, propane-water, \$205.63, Southeast Farmers Co-Op, diesel, \$828.22, Staples, supplies, \$52.19, US Bank, lagoon pyt., \$2,895.46, Verizon, December/January, \$80.10.

Adjournment:

Motion to adjourn regular session at 7:51 p.m. by Boulware second by Stokely. Motion carried. The next regular meeting of the Jefferson City Council will be Monday March 6, 2023.

Joe Bogenreif
Mayor
Jefferson, South Dakota

ATTEST:
Michaelleen Roark

City Finance Officer
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