

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

March 4, 2024
City Hall
7:00 p.m.

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

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

Mayor Rigg called the Regular meeting of the City Council of Jefferson, South Dakota, to order. Motion to approve the agenda by Casper second by Stokely. Motion carried. Motion to approve the minutes of the February 5, 2024, City Council meeting by Lokhorst second by Casper. Motion carried.

Actual Bank Balances:

Checking: \$ 28,017.49

Savings: \$257,368.93

C.D.: \$18,038.62

Petty Cash: \$100.00

Restricted Cash: \$10,705.00

TOTAL FUND BALANCE AS of 02-29-2024: \$ 314,230.04

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

UNFINISHED BUSINESS:

The former JHS property was first on the agenda. Motion to move into Executive session with the Mayor, City Council members, City Attorney, Police Chief, and the FO present at 7:00 p.m. to discuss a legal matter by Lokhorst second by Casper. Motion carried. The regular meeting of the City Council reconvened at 7:11 p.m. with all members present.

The minutes from the SECOG 2024 Pre-Disaster Mitigation Plan meeting held February 28, 2024, were shared with the City Council members. CM LaFleur stated he needs information from FO Roark to take to the next PDM meeting. Harley Ferguson, SECOG planner, sent the FO a letter requesting the city participate in the Safety Action Plan. SECOG will apply for the Safe Streets and Roads for All and the city must send a letter committing to contribute a 20% financial match should the grant be secured. Motion by Lokhorst to approve the mayor's signature on the commitment letter second by Boulware. Motion carried.

The application for abatement for Parcel # 04.01.05.1005 will be heard by the Commissioners at their next meeting.

NEW BUSINESS:

The City will be holding a Municipal election on April 9, 2024. The FO requested the City Council appoint the Election Board.

Susan Collins, Precinct Superintendent
Molly Lokhorst, Precinct Deputy
Debra Harding, Precinct Deputy

Motion by Casper to approve the appointment of the election board second by Lokhorst. Motion carried. The precinct superintendent will receive \$200.00 plus \$25.00 for training, precinct deputies will receive \$175.00 plus \$25.00 for training with lunch to be provided for the election workers. The FO will draw for candidate order on the ballot Thursday March 7, 2024 at 5:30 p.m.

Mayor Rigg recognized Brad Antonson with Jensen Insurance. Mr. Antonson was present for the annual insurance review. The annual review covered Property, Liability, Crime/Fidelity, Inland Marine, Automobile, the Umbrella, Cybersolutions, Linebacker and Law Enforcement coverages. The property insurance was affected by 4% inflation due to the cost of goods sold for replacement. All in all the annual premium has increased \$2,337.00 overall. There were not any major changes. Inland Marine will be reviewed to make sure it is updated. The City, Fire Department and Ambulance Department pay their share of the annual premium.

FO Roark shared the building permit information for Lots 6-19, Block 1, Bernards 3rd, Jefferson City. Mr. T.J. Trudeau plans on starting construction soon but expressed concern about the dilapidated garage next door and who would be responsible should it fall. BI Roan inspected the area and advised the garage at 607 Wilson Street needs to be removed. CA LaFleur-Sayler will be in contact with BI Roan concerning the matter and send the necessary notice to the property owner.

A survey plat for property owned by JET Enterprises, LLC was received from McLaury Engineering for review and approval. A discussion followed. Motion to approve the Plat and allow for the mayor's signature on same by Lokhorst second by Boulware. Motion carried.

BE IT RESOLVED BY THE CITY OF JEFFERSON, SOUTH DAKOTA, PLANNING AND COMMISSION, THAT THE ABOVE PLAT REPRESENTING "Lot A of Trudeau Tract 1, in the S1/2 of the NW1/4 of Section 19, Township 90 North, Range 48 West of the 5th P.M., City of Jefferson, Union County, South Dakota." BE AND THE SAME IS HEREBY APPROVED
Dated this 4th day of March 2024.

Padraic Rigg- Chairman Planning Commission
City of Jefferson

CITY OF JEFFERSON COUNCIL RESOLUTION:

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF JEFFERSON, SOUTH DAKOTA, THAT THE ABOVE PLAT REPRESENTING "Lot A of Trudeau Tract 1, in the S1/2 of the NW1/4 of Section 19, Township 90 North, Range 48 West of the 5th P.M., City of Jefferson, Union County, South Dakota." BE AND THE SAME IS HEREBY APPROVED.
Dated this 4th day of March 2024.

Padraic Rigg- Mayor
City of Jefferson, South Dakota

I, THE UNDERSIGNED, FINANCE OFFICER OF THE CITY OF JEFFERSON, SOUTH DAKOTA, DO HEREBY CERTIFY THAT THE WITHIN AND FOREGOING IS A TRUE COPY OF THE RESOLUTION PASSED BY THE CITY OF JEFFERSON, SOUTH DAKOTA, on this 4th day of March 2024.

Michaeleen Roark
City Finance Officer
City Of Jefferson, South Dakota

The City Council agreed to meet as the Local Board of Equalization Tuesday March 19, 2024 starting at 6:00 p.m. should they receive any letters of grievance.

Police Department:

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

Traffic warning x 1

Traffic Verbal Warning x 5

Animal Complaint x 4

Animal Call (Pet Tags) x 7

Agency Assist Elk Point

Agency Assist Union County

Ambulance Call x 2

Welfare Check

Sex Offender Registry

Removal of Road Debris

Alarm

Driving Complaint

Code Enforcement

Street Department:

Moved snow

Poles on Fire Hydrants. I have half of them installed.

Chip and Seal? Check with County to do. Meet with Boulware and Van Beest to determine footage.

Repaint street lines and stop lines?

Water/Wastewater Department:

Normal operation and working as it should.

Wastewater Collection Claas, 2/6 to 2/8; passed test. A discussion concerning compensation was discussed.

Parks Department:

Nothing to report

Informational Items:

Mayor Rigg read a letter from the Elk Point Jefferson Educational Foundation concerning their Chili Cup fundraiser. The monies raised provide scholarships to EPJ graduates pursuing higher education. Motion by Stokely to donate \$100.00 to the EPJ Educational Foundation second by LaFleur. Motion carried.

Spring Clean Up is scheduled for April 19, 20 and 21st, 2024. The dumpsters will be set in the parking lot by the park.

FO Roark asked the City Council if they would reschedule their April 1, 2024, regular meeting as she would be gone over the Easter weekend. The City Council agreed to meet Thursday April 4, 2024.

The Warranty Deed for the property in the park has been finalized and filed.

Claims: Motion to pay the audited, approved warrants by Casper second by Lokhorst. Motion carried. Monthly payroll: General Fund: \$12,148.46, Enterprise Fund-Water: \$ 1,750.45, EPF-Sewer: \$ 1,750.45, Paddy Rigg, cell phone, \$100.00, Bill Manger, cell phone, \$100.00, Dustin Sharkey, cell phone, \$100.00, Ace Hardware, supplies, \$80.53, Conoco, fuel, \$906.53, EFTPS, OASI-Med-WH, \$4,883.75, Grainger, hydrant poles, \$1,855.52, Jefferson Ambulance ½ penny, \$11,442.07, Jefferson Fire Department, balance insurance monies, \$2,207.23, Jensen Insurance, insurance premium, \$5,803.00, Leader Courier, publishing, \$123.44, Longlines, phone, \$178.86,

Loren Fischer Disposal, October service, \$4,140.00, MAE, utilities, \$1,805.48, Menards, supplies, \$156.48, O'Reilly's, oil/filters/wipers, \$342.01, Raines, Bre-Anna, RC Dep Ref, \$34.00, Roark, Michaeleen Adobe Acrobat program, \$286.40, Roark, Michaeleen, Christmas wreaths/Printer-Ink, \$516.55, Sams, supplies, \$315.54, Sioux City Journal, website, \$99.00, Siouxland Trailer Sales, cutting edges, \$125.00, SD 811, locates, \$19.04, SD Department of Labor, Unemp Ins., \$14.28, SD Department of Revenue, sales tax, \$276.04, SD Public Health Lab water test, \$71.00, SDRS, retirement, \$2,205.22, SDRS Supplemental Retirement, September, \$100.00, tudogs computing, ltd, computers/monitor service, \$2,683.42, US Bank, lagoon pyt., \$2,895.46, USA Blue Book, water supplies, \$215.48, Verizon, PD Hotspot August/September, \$80.08.

Adjournment:

Motion to adjourn regular session at 7:56 p.m. by Boulware second by Lokhorst. Motion carried. The next regular meeting of the Jefferson City Council will be Monday December 4, 2023.

Padraic Rigg
Mayor
Jefferson, South Dakota

ATTEST:
Michaeleen Roark
City Finance Officer
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