

**CITY OF FLANDREAU  
1005 W. Elm Avenue  
Flandreau, SD 57028-1404**

**COUNCIL PROCEEDINGS  
February 6<sup>th</sup>, 2023**

The City Council of the City of Flandreau, South Dakota, met in regular session on Monday, February 6<sup>th</sup> at 6:30 p.m. at the City Council Chambers, 1005 W. Elm Avenue, Flandreau, SD.

Present: Mayor Dan Sutton. Aldermen: Curt Ahlers, Brad Bjerke, Mark Ekern, Mike Fargen, Karen Tufty, and Tim Yeaton. Absent: None. Also present were City Administrator Cohl Turnquist, Finance Officer Lori Kneebone and Deputy Finance Officer Crystal Hanson.

The proposed agenda was reviewed. Motion by Ekern and seconded by Ahlers to adopt the proposed agenda. The following members voted aye: Ahlers, Bjerke, Ekern, Fargen, Tufty and Yeaton. Nays: None. Absent: None. Motion carried.

Motion by Fargen and seconded by Yeaton to approve the minutes of January 17<sup>th</sup>, 2023. The following members voted aye: Ahlers, Bjerke, Ekern, Fargen, Tufty and Yeaton. Nays: None. Absent: None. Motion carried.

Motion by Ahlers and seconded by Tufty to approve the minutes of February 1<sup>st</sup>, 2023. The following members voted aye: Ahlers, Bjerke, Ekern, Fargen, Tufty and Yeaton. Nays: None. Absent: None. Motion carried.

Motion by Fargen and seconded by Tufty to allow the following claims for the City and to pay them: Payroll 1/25/2023; general, 24,722.53; water, 1,864.02; electric, 4,629.69; sewer, 1864.02; (24069) Aflac, supplemental insurance, 260.19; Allison Claflin, dep refund, 250.00; Amaril Uniform Company, clothing, 1,717.22; AT & T, phones, 252.72; Automatic Building Controls, annual fire alarm check, 776.00; Avera Health Plans, health insurance, 11,165.51; Betty VonEye, medical insurance, 164.90; Big Sioux Comm Water, water purchase, 15,413.51; Bluepeak, phone/internet, 872.70; Booster Publishing, Jan minutes, 250.00; Cenex Fleetcard, gas/oil, 1282.52; Central Square Technologies, annual subscription fee, 720.00; Chase Amdahl, meeting, 16.00; City of Flandreau Petty Cash, postage for billing cards, 162.00; Dakota Pump & Control, lift pump failure, 2,121.43; Dakota Pump, Flandreau tower miscommunication, 914.38; DGR Engineering, professional services, 1,122.00; Eng Services, hauling solid waste, fuel escalation, 16,139.97; First District, support for local gov't, 2,850.00; GreatAmerica Financial Service, copier agreement, 454.00; Hawkins, chlorine cylinder, 40.00; Jaymar, billing cards, receipt paper, penalty notices, 1,766.37; Krull's Garage, vehicle repairs, 799.85; Lexy Marie Photography, police photos, 515.00; Lori Kneebone, debt training class, 46.92; M S Martin Enterprises, noptic camera with LED spotlight, 6,400.00; Metron-Farnier, verizon service extension plan, 2,660.00; Mid-American Energy, gas bill, 18.51; MN Municipal Utilities Assoc, Resmen substation school, 515.00; Moody County Auditor, serving official documents, 142.00; Onsolve, CodeRed 1,736.44; Principal Life Insurance, dental & vision insurance, 1,176.76; Ramsdell F & M, propane, 1,790.94; Ryan Sherman, JUTS training, 16.00; SD Dept of Public Safety, boiler inspection, 320.00; SD Police Chief's Assoc, membership, 73.00; SD Retirement System, retirement, 11,934.28; SD Supplemental Retirement Plan, Kneebone, Sherman, 200.00; Sioux Valley

Energy, electric, 208.00; Standard Insurance Company, life insurance, 496.04; Sturdevants Auto Supply, supplies, 211.89; Taylor White, DUI instructor, 96.00; Transunion Risk, contract, 120.00; Tyler Lumber, supplies, 119.59; Vadim Municipal Software, ebilling monthly transaction, 16.32; Verizon Wireless, mobile jet packs and cell phone, 128.71; Wesco, supplies, 6,738.00; Wyatt Resmen, JUTS Training, 16.00; (24116).

Mayor Dan Sutton informed the Council that he has attended several meetings since the Council last met. He and Administrator Cohl Turnquist met with the Housing Authority Committee about a possible housing project. The Housing Authority Committee will be working with Banner and Associates to develop a plan. Members are Gene Odenbrett, Don Duncan, and Don Whitman and the Mayor will be recommending 2 more members to join that committee. Sutton also had a meeting with Flandreau Santee Sioux Tribal President Tony Reider and was informed about various projects involving the Tribe, including the Crescent Street Bridge project, which is still waiting for grant funding to rebuild, an update of the new FSST Nursing home, and the Grow Barns. The Mayor also reminds residents to keep their properties up to code, as Code Enforcement Fines have been sent out.

Administrator Cohl Turnquist informed the Council the Planning and Zoning Board will have a meeting on February 21<sup>st</sup> at 5:15 p.m. to consider three conditional use permits and a variance request. Ruth Schramm will be assisting with clerical duties at the City Office beginning February 7<sup>th</sup>. With the implementation of a new software system, an additional staff member in the office would alleviate the work load, due to the number of trainings on the new system. Turnquist has been working with Bart Sample and the National Guard on setting up a City-Wide Cleanup, which is planned to take place in the fall. The City has coordinated with the Flandreau Development Corporation on a proposed Recreation Trail and is hoping to be awarded grant funding at the end of February. Turnquist also updated the Council on the Fire Station Project. A bid-opening was held on February 2<sup>nd</sup> and three bids were received. Bids were based on the General Construction costs, along with 3 Alternate Projects. Alternate 1 includes an Antique Fire Truck Bay, Alternate 2 includes the building of a Mezzanine, and Alternate 3 includes a built-in Sprinkler System. Bruce Allen Construction submitted a bid for \$4,115,850 for General Construction, Alternate 1; \$161,600, Alternate 2; \$83,500, Alternate 3; No Quote. WS Construction's bid came in at \$2,947,000 for General Construction; Alternate 1; \$200,144; Alternate 2; \$72,000 and Alternate 3; \$25,700. Visions Construction Group submitted a General Construction bid of \$2,943,000. Alternate 1; \$241,000, Alternate 2; \$115,000, Alternate 3; \$10,500. Turnquist and the Architects from JLG were pleased with the bids received and he feels the City is in a good place to move forward with the project. However, there will still be some difficult decisions ahead, including finding funding for the Alternates (if included) and obtaining additional borrowing to meet the low bid. The City plans to pay off an existing Sales Tax Bond in the spring of 2023, which will free up approximately \$60,000 of debt service. Additional options to reduce borrowing for this project include reaching out to our Partners in the Community that receive Fire Protection for a Capital Contribution and/or negotiating Current Fire Protection Contracts.

Motion by Bjerke and seconded by Ahlers to approve the Administrative Reports. The following members voted aye: Ahlers, Ekern, Fargen, Tufty and Yeaton. Nays: None. Absent: Bjerke. Motion carried.

Old Business: None

New Business: Deputy Finance Officer, Crystal Hanson gave the Council an update on the changes in Utility Billing. The City of Flandreau is in the process of implementing a new software system and residents may have noticed their City bills looking a little different. The new system went live at the end of January and City staff are still working out some details. Staff members want to thank the residents of Flandreau for their patience as we convert to a new and more efficient system. Some things to note: there is still a 10% late fee, which will incur automatically after the bill due date. This notice will be mailed to residents on white paper with red ink. Disconnect notices are now yellow and will be hung on resident's doors on the 25<sup>th</sup> or the following business day; if residents are subject for disconnect. A \$10.65 processing fee is included on the yellow disconnect notices. Budget billing is now referred to as AMP, average monthly payment, and residents can now track their balance on their monthly bill. Email services are now available for receipting and bills and residents are encouraged to provide updated email and phone information to the City Office. The City of Flandreau now accepts Credit or Debit Card Payments, which includes a 3.7% processing fee and a minimum payment of \$2.50. Online payments will also still be available and are subject to a \$1.25 convenience fee plus a 3.75% processing fee. Please reach out to the City Office if you have any questions or concerns about your Utility Bill.

Administrator Turnquist shared information with the Council about the Healthy Hometowns Match Grant Application. The Flandreau Park Board has notified the City of their intent to donate \$25,000 toward the purchase of new park equipment at the Flandreau City Park. Turnquist recommended the City appropriate \$5,000 from the General Fund to the project and the Flandreau Development Corporation will consider matching any funding that the City provides. By appropriating \$5,000 the City can increase the total project budget to \$70,000, with matching funds from the Hometown Match Grant and the FDC.

Motion by Fargen and seconded by Bjerke to authorize the City Administrator to submit the Healthy Hometowns Match Grant Application and to allocate \$5,000 from the General Fund for the purchase of new playground equipment for the Flandreau City Park. The following members voted aye: Ahlers, Ekern, Fargen, Tufty and Yeaton. Nays: None. Absent: Bjerke. Motion carried.

Four quotes were received for the Elevator Demolition Project in preparation of the new Fire Station Construction Site. Quotes were received from Bruce Allen Construction, \$137,000; Bode Construction, \$49,285; Austreim Excavating, \$65,455; Claflin Excavating, \$45,000.

Motion by Bjerke and seconded by Yeaton to approve the quote from Claflin Excavating for \$45,000 for the Demolition of the Elevator. The following members voted aye: Ahlers, Ekern, Fargen, Tufty and Yeaton. Nays: None. Absent: Bjerke. Motion carried.

Motion by Ekern and seconded by Ahlers to approve the placement of Jaymes Zollner at Step 1 of the Apprentice Lineman Wage Scale at a wage of \$21.36/hourly. The following members voted aye: Ahlers, Ekern, Fargen, Tufty and Yeaton. Nays: None. Absent: Bjerke. Motion carried.

City Administrator Cohl Turnquist reached out to Amber Hoffman of Underground Threads to design a new logo for the City of Flandreau. The Council was presented a couple options, and a few minor changes were suggested. The new logo will be approved at the next City Council meeting.

Motion by Yeaton and seconded by Ahlers to go into Executive Session for a Personnel and Legal Matter at 7:21 p.m. The following members voted aye: Ahlers, Ekern, Fargen, Tufty and Yeaton. Nays: None. Absent: Bjerke. Motion carried.

Motion by Ekern and seconded by Tufty to come out of Executive Session for a Personnel and Legal Matter at 8:05 p.m. The following members voted aye: Ahlers, Ekern, Fargen, Tufty and Yeaton. Nays: None. Absent: Bjerke. Motion carried.

Motion by Yeaton and seconded by Ekern to approve a Step Increase for City Administrator Cohl Turnquist to Step 2 of the City Administrator scale, \$83,740 annually. The approval of the step increase was based on a successful performance evaluation. The following members voted aye: Ahlers, Ekern, Fargen, Tufty and Yeaton. Nays: None. Absent: Bjerke. Motion carried.

Council Comments: None

The Mayor declared the meeting adjourned at 8:07 p.m.

Daniel D. Sutton  
Mayor

ATTEST:

Cohl Turnquist  
City Administrator