

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

**COUNCIL PROCEEDINGS  
August 21<sup>st</sup>, 2023**

The City Council of the City of Flandreau, South Dakota, met in regular session on August 21<sup>st</sup>, 2023 at 6:00 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; Carla Bruning, Marty Skroch, Tawny Heinemann, Kyle Haug, Wendi Haug, Police Chief Zach Weber, Public Works Superintendent Tanner Harris, and Electric Superintendent Ryan Sherman.

The proposed agenda was reviewed. Motion by Fargen and seconded by Bjerke 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 Ahlers and seconded by Yeaton to approve the minutes of August 7<sup>th</sup>, 2023. The following members voted aye: Ahlers, Bjerke, Ekern, Fargen, Tufty and Yeaton. Nays: None. Absent: None. Motion carried.

Motion by Ekern and seconded by Ahlers to allow the following claims for the City and to pay them: (24677) A-1 Portable Toilets, rentals, 640.00; Access Systems, contract, 458.96; Ahlers Automotive, repair, 220.00; AMG Flandreau, police, 238.00; Blackburn Foundation, repair, 209.18; Border States Electric Supply, supplies, 3,826.48; City of Sioux Falls, water tests, 29.00; Code Enforcement Specialists, professional fees, 1671.70; Core & Main, water repair, 1,566.70; Crystal Hanson, conference, 102.00; Drennen Gun Shop, supplies, 265.34; Ekern Home Equipment, repair/supplies, 248.15; Flandreau Public School, printer paper, 993.25; Grainger, cold mix, 642.43; Great America Financial, contract, 205.00; Hansen-Thomas, concrete, 9,426.00; Hawkins, supplies, 1,664.79; Helms & Associates, agreements, 3,324.23; Hillyard/Sioux Falls, supplies, 187.94; IMEG, agreement, 2,400.00; Industrial Chem Labs, supplies, 512.84; Interlake's Comm Actions Program, reimbursement, 160.00; JLG Architects, project, 2,557.21; Justice Fire & Safety, repair, 338.00; Lavonne Headrick, deposit refund, 250.00; Lyle Signs, signs, 924.63; Maynards of Flandreau, supplies, 2096.26; MC & R Pools, supplies, 585.40; Meierhenry Sargent, revenue bond, 15,507.50; Missouri River Energy Services, contract, 381.60; Office Peeps, supplies, 220.65; Pitney Bowes-Purchase Powers, postage, 500.00; Plunkett's Pest Control, supplies, 137.00; Postmaster, postage, 400.00; Rep Com International, sewer-camera, 11,861.76; River's Edge Cooperative, gas/oil, 3,431.52; SD Dept of Public Safety, boiler inspection, 70.00; SD Supplemental Retirement, retirement, 100.00; Sharon Wilts Dailey, deposit refund, 250.00; Sparkle Car Wash, vehicles, 35.10; Sturdevant's Auto Supply, supplies, 353.21; Underground Threads, clothing, 1,840.25; USA Bluebook, signs, 273.44; Wesco Receivables Corp., supplies, 7,792.40; WS Construction Management, fire state, 27,734.79. (24723) The following members voted aye: Ahlers, Bjerke, Ekern, Fargen, Tufty and Yeaton. Nays: None. Absent: None. Motion carried.

Visitors to Be Heard: None.

Mayor Dan Sutton informed the Council he has been contacted by out-of-town businesses looking to possibly expand in Flandreau. Sutton said more information will be shared at future meetings about these opportunities. Sutton also stated he was disappointed in the vandalism that occurred on main street, when someone pulled the flowers out of some of the planters downtown. City Crews have removed these empty planters.

City Administrator Cohl Turnquist informed Council that plans are still underway for a City-wide cleanup on September 9<sup>th</sup>. Wood items will be accepted and residents are encouraged to have their items out early in the morning on September 9<sup>th</sup>. Turnquist stated the dog swim at the Flandreau Aquatic Center was successful, and also presented a thank-you from the Flandreau Booster Club, for recent help with the Fall Sports Rally. IMEG Engineering, who will be the main engineer for the upcoming water and sewer project, will be doing some surveying around town. The Chip Seal Project for First Avenue is expected to begin in September. Turnquist thanked Kyle and Wendi Haug for hosting the Council for their special meeting. Administrator Turnquist also stated he is pleased with the progress being made at the Flandreau Fire Station.

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

Old Business: None.

New Business: Carla Bruning, Marty Skroch, and Tawny Heinemann, representing Moody County, presented information to the Council about the Moody County Ambulance Service. Bruning reported the County is looking for ways to help fund the ambulance, which she stated is an integral service for the community. Skroch informed Council that the City of Flandreau makes up about 60% of the ambulance call volume. Heinemann presented an ambulance expense and revenue spreadsheet for the Council. County representatives are asking for a \$25,000 subsidy from the City to assist with ambulance operations. No council action was taken at this time.

City Council members had an opportunity to tour the Japanese Gardens during their special meeting August 21<sup>st</sup> at 5:00 p.m. Kyle and Wendi Haug attended a prior Council meeting asking for an extension to their lease with the City. Alderman Fargen stated he liked the progress that was being made and encouraged the Haug's to have better communication with the City Administrator. Alderman Ekern asked for periodic renovation reports moving forward. Alderman Tufty inquired about the foundation of the building under the stage area.

Motion by Fargen and seconded by Ekern to authorize the City Administrator to sign the Lease Addendum for the Japanese Gardens after working with Parly Properties and the City Attorney on some changes to the language in the addendum. The following members voted aye: Ahlers, Bjerke, Ekern, Fargen, Tufty and Yeaton. Nays: None. Absent: None. Motion carried.

In early 2023, Administration made a move to reorganize the duties of the Police Secretary to include tasks in the Finance Department at the City Office. Consequently, administration has drafted a new job description and title that accurately defines the current role of the Police Secretary.

Motion by Bjerke and seconded by Yeaton to approve the Administrative Office Assistant Job description. The following members voted aye: Ahlers, Bjerke,

Ekern, Tufty and Yeaton. Nays: Fargen. Absent: None. Motion carried. Alderman Fargen wanted to note that at one time this position was mentioned as being cut from the City budget.

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

Motion by Fargen and seconded by Ahlers to approve the placement of Amela Knuth on Step 1 of the Certified Police Officer Scale at a wage of \$23.33/hourly. The following members voted aye: Ahlers, Bjerke, Ekern, Tufty, Fargen and Yeaton. Nays: None. Absent: None. Motion carried.

City Administrator Cohl Turnquist and Finance Officer Lori Kneebone presented the 2024 Proposed Budget to Council. Turnquist highlighted expenses and revenues in each department of the City. In 2024, the estimated operational expenses of the General Fund will be approximately \$1,923,730, which is a decrease from \$3,034,290 in 2023, due to several projects in 2023, including the Crescent Street Bridge Project, Elevator Demolition, Chip Seal Project, and transferring of funds for the new Fire Station. General Fund Revenues for 2024 will once again rely heavily on sales and property tax. The City will see a slight increase in Property Tax, using a 5.63% CPI and Growth Calculation. Sales Tax was down slightly in 2023, but Turnquist expects numbers to stay steady and has budgeted \$820,000 for sales tax revenue for 2024. Turnquist also presented information on the Enterprise Funds, which continue to be primarily self-sufficient.

Department heads were also present to discuss their budgetary needs. Police Chief Zach Weber stated he would like to update the car and body cameras for the police department, which will be a \$15,000 increase. Stationary Speed Signs are also being budgeted for 2024, at the cost of \$8,000.

Public Works Superintendent Tanner Harris highlighted a new truck for the street department, and a new mower for the park department as some of the needs within the General Fund Departments he supervises. Harris reported that the Water Department is on track to finish updating water meters, and stated the City has around 80 meters left to replace. Harris would like to see some funds designated for valve evaluation in the 2024 Budget, and stated the upcoming water/sewer project is much needed. Council members would like to see additional funding set aside for fire hydrant inspection and/or replacement. Harris thanked the Council for their recent purchase of a sewer camera, which has already saved the City money.

Electric Superintendent Ryan Sherman reported that the City is working with Missouri River Energy Services on a rate study which will hopefully be complete in 2023. Sherman would like to see funds allocated in 2024 to include a new trencher for the skid steer. Sherman also informed Council that Electric Meters are updated and are now capable of billing in time of use billing, if the Council decides to go that route.

Fire Chief Don Peters is requesting funds for additional items for the Fire Department, including gear room lockers, meeting room furniture, and mezzanine shelving for the new Fire Station. After some discussion, Council recommended to add \$18,000 to the Fire Department's budget to go towards those purchases.

An additional \$15,000 is to be added to Capital Outlay at the Aquatic Center for water feature repairs, a new vacuum, and possible security cameras.

Council would like to add \$4,000 to the Cemetery Department for perpetual care for gravestones at the cemetery whose family members can't be located.

The Flandreau Municipal Airport was also discussed. Alderman Ekern is not in favor of spending money at the airport as he feels it doesn't benefit enough people. Alderman Bjerke spoke in favor of the Airport and the Expansion project and said it will bring economic growth to the city.

Many community subsidy requests will once again be funded by the City. The Flandreau Golf Course is asking for a \$40,000 subsidy in 2024. In 2022, the Golf Course received a \$20,000 subsidy from the City. In 2023, a \$30,000 subsidy was issued. The recommended budget amount for 2024 was \$30,000. Alderman Fargen agreed that a subsidy is currently necessary for the Golf Course, but would like to see the Golf Course Board utilize their own assets before requesting additional funds from the City. Council members agreed to a \$30,000 subsidy for 2024, but stated that amount could decrease in the future.

Administrator Turnquist and Finance Officer Kneebone will now revise the 2024 Proposed Budget to prepare for the first reading of the 2024 Appropriation Ordinance, which will take place at the first council meeting in September.

Council Comments: None.

The Mayor declared the meeting adjourned at 9:35 p.m.

Daniel D. Sutton  
Mayor

ATTEST:

Cohl Turnquist  
City Administrator