

UNAPPROVED MINUTES OF THE REGULAR MEETING OF THE ELK POINT CITY COUNCIL

The Elk Point City Council met in regular session on Monday, February 3, 2014 at 7:00pm in the council chamber of City Hall located at 106 W. Pleasant Street with Mayor Trobaugh presiding and these members present: Verros, Honomichl, Zevenbergen, Buum, McCreary and Fanta. No one was absent. Also present were: City Attorney Thompson, City Engineer McLaury, City Administrator Nelsen, Police Chief Fleek, Public Works Director Buum and Finance Officer Hammitt.

Motion made by Honomichl, seconded by Verros to approve the agenda. All in favor.

McCreary moved and Zevenbergen seconded a motion to approve the minutes from the January 6, 2014 council meeting. Unanimous.

Motion and second, Verros/McCreary to approve the following salaries and bills and to instruct the Finance Officer for payment of the same. All in favor. Salaries: General Fund: \$37,190.22; Enterprise Fund: \$22,692.54; Fringe Benefits: General Fund: \$9,802.32; Enterprise Fund: \$5,737.83; Bills: 5 Star Communications-advertising: \$106.00; Banyon Data Systems, Inc.-software support: \$795.00; Barco Municipal Products-supplies: \$510.00; Barnes Distribution-supplies: \$411.67; Best Western Ramkota, Inc.-travel & conference: \$375.96; Bomgaars-uniforms: \$310.46; Border States Electric Supply-supplies: \$1,185.19; Briggs, Inc. of Omaha-pump: \$503.28; California Contractors Supplies-supplies: \$165.76; Cardmember Services-supplies: \$2,486.54; City of Sioux Falls-water testing: \$87.00; City of Vermillion-tipping fees: \$3,063.20; Craig K. Thompson, Atty.-professional fees: \$1,099.54; Dakota Pump, Inc.-repairs: \$1,314.78; Dakota Supply Group-equipment: \$6,983.58; Department of Revenue-water testing: \$225.00; Ditchwitch of SD-supplies: \$129.59; Fanta-C Auto-auto expenses: \$75.00; Gary's Tree Service-snow removal: \$75.00; Hanson, Mark-utilities: \$20.00; Hawkins, Inc.-supplies: \$179.00; Ingram Library Services-library books: \$269.37; Jensen Insurance Agency-insurance: \$124.00; Jones' Food Center-supplies: \$94.66; Kalin's Indoor Comfort-repairs: \$457.70; Leader-Courier-publishing: \$443.09; Lowe's supplies: \$232.20; McGrath North Attorney at Law-professional fees: \$804.00; MidAmerican Energy-utilities: \$1,239.48; Mid-States Organized Crime-dues: \$100.00; Midwest Wheel Companies-repairs: \$141.37; MRO-crushed concrete: \$13,030.14; Nygren's True Value-supplies: \$178.66; Office Systems Co.-quarterly service contract: \$284.00; Olson Welding-repairs: \$89.20; Perkins Office Solutions-office expense: \$291.16; Resco-inventory: \$576.94; Rick's Radiator & Heater Repair-repairs: \$65.00; Sioux City Foundry Company-supplies: \$1,250.00; Sioux Sales, Co.-uniforms: \$199.90; South Dakota One Call-locate tickets: \$8.40; Southeast Farmer Elevator Coop.-auto expense: \$3,235.07; Standard Battery, Inc.-repairs: \$76.98; Sturdevant's Auto Parts-repairs: \$359.18; Union County Electric Coop.-utilities: \$496.13; U.S. Bank Equipment Finance-copier lease: \$162.47; VanRoekel, Troy-utilities: \$20.00; Verizon Wireless-utilities: \$370.61; Welch, Jason-utilities: \$20.00; WOW-utilities: \$9.00

A public hearing was held at 7:00pm for the Retail on-sale Liquor license and on-off sale Malt Beverage license transfer from Bump N' Sam's to the American Legion. Public hearing was closed. Motion made by Honomichl, seconded by Buum to approve the transfer. All in favor.

A public hearing was held at 7:02pm for Abeln & Associates Architects, P.A. to change the Elk Point Zoning Map from Light Industrial to General Business District on Lot B Dailey Tract 1 of Lot 3 of Lot C in the SW ¼ of the SE ¼ of S19, T91 North, R49 West of the 5th PM, City of Elk Point, Union County, South Dakota. The public hearing was closed. First reading was given to Ordinance No. 366, an Ordinance Amending the 2011 Revised Zoning Regulations for the City of Elk Point, South Dakota.

An update was given on the traffic study completed by Public Works Director Buum and Technical Assistance Provider Cliff Reuer from SDLTAP. Mr. Reuer agreed that the stop sign location at the corner of Washington Street and Green Street should be placed where currently is, because of sight distance. Council agreed to install a four-way stop sign at this intersection. A full report will be completed by Mr. Reurer on other locations in town.

Motion made by Verros, seconded by Zevenbergen to approve a garbage exemption request for Elk Point Martial Arts. Unanimous.

Discussion was held on the proposed Ordinance to amend Section 11.04 (A) of the Elk Point Zoning Regulations. The proposed Ordinance would add a provision to off-street parking to restrict parking and using travel trailers on the driveway. The Ordinance will be presented to the Planning and Zoning Board at their next meeting, so the council can consider their recommendations.

Zevenbergen moved and Verros seconded a motion to approve advertising for a 2014 zero turn commercial riding mower as budgeted in the 2014 budget. All in favor.

Motion and second, Verros/Fanta to go into executive session at 7:16pm per SDCL 1-25-2.1 (personnel). Unanimous.

Mayor Trobaugh declared the council out of executive session at 8:15pm.

Motion made by Verros, seconded by Fanta to give the full-time hourly police officers a 3% cost of living raise retroactive to January 1, 2014 as all other full-time employees received. All in favor.

Zevenbergen moved and Honomichl seconded a motion to revise the night shift differential policy in the police department to include shifts from 5:00pm-7:00am. Officers will be paid \$.25/hour more, if shifts are worked during the designated time. Unanimous.

Motion and second, Fanta/Buum to make the following change in Section 5.5 Overtime Policy in the Employee Personnel Policy Manual. Police Officers shall be paid at a rate of one and one-half (1 ½) times the employee's regular hourly rate. Overtime compensation is paid when an employee works more than forty (40) hours in a regular work week, except where otherwise noted in the manual. The current overtime compensation policy for law enforcement employees stated that they had to work more than eighty six (86) hours in the fourteen (14) day work period before receiving overtime will be removed. All in favor.

Article 6: Annual Leave 6.0 Holidays of the Personnel Manual will be discussed during adoption of the 2015 Budget.

Motion made by McCreary, seconded by Honomichl to approve City Administrator Nelsen and Police Chief Fleeks recommendation to promote Police Officer Jacob Limoges to Police Sergeant and give a merit increase of \$.50/hour. Limoges will be on a 6-month probation period. Another \$.50/hour will be given after the City reevaluates the position after 6-months to determine the performance and the City's need for the position. If the City determines the position is not needed, Limoges will return to the Police Officer position and will keep the first\$.50/hour increase. The City will update the policy manual to include a Police Sergeant Job description. Unanimous.

Motion to adjourn, Zevenbergen/Buum. All in favor.

Attest: Erika Hammitt
Finance Officer

Isabel Trobaugh
Mayor

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