

**UNAPPROVED MINUTES OF THE SPECIAL MEETING OF THE ELK POINT CITY COUNCIL**

The Elk Point City Council met in special session on Monday, December 18, 2023, at 7:00am in the council chambers of City Hall located at 106 W. Pleasant Street with Vice-President Hurlbert presiding and these members present: Irlbeck, VonHaden and Penfield (via telephone). McCreary, Verros, and Abraham were absent. Also, present were City Administrator Tuttle, Police Chief Limoges, Public Works Director Job, and Finance Officer Hammitt.

Motion made by VonHaden, seconded by Irlbeck to approve the agenda. Voting in favor: VonHaden, Irlbeck, Penfield (via telephone), and Hurlbert. Voting against: None. Motion carried.

Motion and second, Irlbeck/VonHaden to approve the following bills and to instruct the Finance Officer for payment of the same. Voting in favor: Irlbeck, VonHaden, Hurlbert, Penfield (via telephone). Voting against: None. Motion carried. Bills: Altec Industries, Inc.-annual inspection: \$1,443.18; Fed Ex-postage: \$30.86; Hanson, Mark-uniforms: \$325.01; Job, Trevor-travel and conference: \$158.00; Kollbaum Construction-street repairs: \$14,893.79; Menards-supplies: \$684.48; Midcontinent Communications-utilities: \$546.04; Midwest Ready Mix-street repairs: \$503.07; Orkin-professional services: \$71.14; Siouxlandproud.com-publishing: \$100.00; South Dakota One Call-locate tickets: \$27.30; Tep's Refrigeration-repairs: \$816.00

Robin Schiro spoke during public forum.

Second reading was given to Ordinance No. 426, an Ordinance Providing for the Supplemental Appropriations for the City of Elk Point, South Dakota during the Fiscal Year 2023.

**CITY OF ELK POINT SOUTH DAKOTA  
ORDINANCE NO. 426**

**AN ORDINANCE PROVIDING FOR THE SUPPLEMENTAL  
APPROPRIATIONS FOR THE CITY OF ELK POINT, SOUTH DAKOTA  
DURING THE FISCAL YEAR 2023**

**BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF ELK POINT, SOUTH DAKOTA:**

Section 1: That there be and hereby is appropriated by the governing body of the City of Elk Point, South Dakota, for the fiscal year 2023, the following additional sums of money for the following purposes which are deemed necessary to defray additional expense and liabilities of the City of Elk Point, South Dakota.

General Fund:

Revenue:

Donation

\$ 5,000

Unassigned Fund Balance	\$150,000	
TOTAL GENERAL FUND REVENUE:		\$155,000

Expenditures:		
Library Supplies & Materials	\$ 5,000	
Land (Park)	\$150,000	
TOTAL GENERAL FUND EXPENSES:		\$155,000

Capital Improvement Fund:

Revenue:		
Unreserved Fund Balance	\$ 29,690	
TOTAL CAPITAL IMPROVEMENT FUND REVENUES:		\$ 29,690

Expenditures:		
Improvements Other Than Buildings	\$ 29,690	
TOTAL CAPITAL IMPROVEMENT FUND EXPENDITURES:		\$ 29,690

Section 2. That any and all miscellaneous revenue received from any and all sources shall be credited to said funds.

Section 3. That there are inadequate funds in the Treasury of the City of Elk Point and for said additional expenditures, the City Finance Officer may issue and register warrants.

Section 4. This Ordinance being for immediate preservation of public health and support of said City will be in full force and effect immediately upon its passage and publication as provided by law.

Dated this 18<sup>th</sup> day of December 2023.

CITY OF ELK POINT, SOUTH DAKOTA

Deb McCreary  
Mayor

Attest: Erika Hammitt  
Finance Officer

First Reading: December 4, 2023  
Second Reading: December 18, 2023  
Passed and Approved: December 18, 2023  
Published: December 28, 2023

Irlbeck moved and VonHaden seconded a motion to approve Ordinance No. 426 as presented. Voting in favor: Irlbeck, VonHaden, Penfield (via telephone), and Hurlbert. Voting against: None. Motion carried.

Motion and second, Irlbeck/VonHaden to move \$10,000.00 from the General Fund Expense to Restricted account for future park mower. Voting in favor: Irlbeck, VonHaden, Penfield (via telephone), and Hurlbert. Voting against: None. Motion carried.

Irlbeck moved and VonHaden seconded a motion to move \$20,000.00 from the General Fund Expense to Restricted account for future police vehicle. Voting in favor: Irlbeck, VonHaden, Penfield (via telephone), and Hurlbert. Voting against: None. Motion carried.

Motion made by Irlbeck, seconded by VonHaden to move \$50,000.00 from the General Fund Expense to Restricted account for future Court Street resurfacing. Voting in favor: Irlbeck, VonHaden, Penfield (via telephone), and Hurlbert. Voting against: None. Motion carried.

Motion and second, Irlbeck/VonHaden to move \$50,000.00 from the General Fund Expense to Restricted account for future pay loader. Voting in favor: Irlbeck, VonHaden, Penfield (via telephone), and Hurlbert. Voting against: None. Motion carried.

Motion and second, Irlbeck/VonHaden to move \$50,000.00 from the Water Fund Expense to Restricted account for future water line replacement. Voting in favor: Irlbeck, VonHaden, Penfield (via telephone), and Hurlbert. Voting against: None. Motion carried.

Motion made by Irlbeck, seconded by VonHaden to move \$10,000.00 from the Sewer Fund Expense to Restricted account for sucvac truck. Voting in favor: Irlbeck, VonHaden, Penfield (via telephone), and Hurlbert. Voting against: None. Motion carried.

Irlbeck moved and VonHaden seconded a motion to move \$80,000.00 from the Sewer Fund Expense to Restricted account for future lagoon and lift station repairs. Voting in favor: Irlbeck, VonHaden, Penfield (via telephone), and Hurlbert. Voting against: None. Motion carried.

Motion and second, Irlbeck/VonHaden to move \$40,000.00 from the Garbage Fund Expense to the Restricted account for future garbage truck. Voting in favor: Irlbeck, VonHaden, Penfield (via telephone), and Hurlbert. Voting against: None. Motion carried.

Motion made by VonHaden, seconded by Irlbeck to transfer \$160,365.00 from the General Fund unassigned fund balance to the General Fund transfer in as budgeted. Voting in favor: VonHaden, Irlbeck, Hurlbert, and Penfield (via telephone). Voting against: None. Motion carried.

Motion and second, Penfield/VonHaden to unassign the following restricted and reserved cash accounts to use towards equipment purchases, improvements, and projects as budgeted. General Fund Equipment Replacement Fund - \$10,000.00, Water Fund Equipment Replacement Fund - \$40,000.00, and Sewer Fund Equipment Replacement Fund - \$73,000.00. Voting in favor: Penfield (via telephone), VonHaden, Hurlbert, and Irlbeck. Voting against: None. Motion carried.

VonHaden moved and Irlbeck seconded a motion to authorize an automatic supplement of \$5,944.64 from the general fund Comp or Loss of Fixed Asset to pay an insurance claim for the

police vehicle. Voting in favor: VonHaden, Irlbeck, Hurlbert, and Penfield (via telephone).  
Voting against: None. Motion carried.

Motion made by Irlbeck, seconded by VonHaden to approve a 3.5% cost of living raise for all full-time employees. Voting in favor: Irlbeck, VonHaden, Penfield (via telephone), and Hurlbert.  
Voting against: None. Motion carried.

VonHaden moved and Irlbeck seconded a motion to accept 215 hours of sick leave donated by Eric Haines. Voting in favor: VonHaden, Irlbeck, Hurlbert, and Penfield (via telephone). Voting against: None. Motion carried.

Motion made by Penfield seconded by Irlbeck to authorize an automatic supplement of \$29,800.00 from the Street fund to the swimming pool fund (\$24,500.00) for salaries & wages; Police Department (\$5,300.00) for salaries and wages. Voting in favor: Penfield (via telephone), Irlbeck, VonHaden, and Hurlbert. Voting against: None. Motion carried.

Hurlbert moved and VonHaden seconded a motion to authorize an automatic supplement of \$30,000.00 from the contingency fund to the Police Department (\$8,700.00) for salaries & wages, City Hall (\$1,300.00) for salaries and wages; Planning and Zoning (\$20,000.00) for the tax rebate program. Voting in favor: Hurlbert, VonHaden, Penfield (via telephone), and Irlbeck.  
Voting against: None. Motion carried.

Motion to adjourn, Hurlbert/VonHaden. Voting in favor: Hurlbert, VonHaden, Penfield (via telephone), and Irlbeck. Voting against: None. Motion carried.

Attest: Erika Hammitt  
Finance Officer

Kris Hurlbert  
Vice-President

Publish: December 28, 2023