

CITY HALL, CITY OF ARLINGTON, SOUTH DAKOTA  
September 7, 2021

The City Council met as the Zoning Commission—Board of Adjustment. Present on Roll Call were Mayor Curt Lundquist and Council Members: Terry Mutziger, Terry Rowbotham, Garth Johnson, Jesse Steffensen, and Rob Achterberg. Absent: Cory Falconer.

Cheryl Bunker submitted a special exception request to open an in-home daycare at the following property: S2NW 1-110-53 S 160' Lot 6, Block 10 County Auditors Plat (MH) (409 S. Willow Street). There was one property owner who came to speak regarding an issue she had seen, Cheryl said that issue had been addressed. Motion was made by Rowbotham, seconded by Johnson to approve the request. All in favor--Carried.

Motion to adjourn the Zoning Commission was made by Achterberg, seconded by Johnson. All in favor—Carried.

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Stephanie Damm, Finance Officer

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Curt Lundquist, Mayor

The City of Arlington is an equal opportunity provider and employer.

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September 7, 2021

The City Council met in regular session in the Municipal Building—202 West Elm Street. Present on Roll Call were Mayor Curt Lundquist and Council Members: Terry Mutziger, Terry Rowbotham, Garth Johnson, Jesse Steffensen, and Rob Achterberg. Absent: Cory Falconer.

Motion was made by Steffensen, seconded by Achterberg to approve the minutes of the August 2<sup>nd</sup> and 16<sup>th</sup> meetings. All in favor—Carried.

Motion was made by Achterberg, seconded by Mutziger to approve the Bowes payment request of \$147,930.84 for the 3<sup>rd</sup> Street project. All in favor—Carried.

Motion was made by Johnson, seconded by Achterberg to approve payment for the South Dakota Vacation Guide Ads in the amount of \$2,968.75. All in favor—Carried.

Bills on file were submitted for consideration and on Motion by Steffensen, seconded by Rowbotham, the Finance Officer was instructed to issue payment for same. All in favor on Roll Call Vote—Carried.

Bills approved as follows:

30003-30020	Salaries	General Fund	101	\$11,575.43
		Water	602	\$430.03
		Electric	603	\$2,954.66
		Sewer	604	\$280.30
Auto Debit	Citizens State Bank	AUG 15 EFTPS WH		\$4,528.83
Auto Debit	Citizens State Bank	Loan Payment		\$12,125.49
30021	Ava Bunker	Reimbursement - Lifeguard Training		\$175.00
30022	East River Electric Power	Energy		\$4,194.40
30023	Electric Fund	City Utility Bills		\$8,104.23
30024	Evan Fonseca	Reimbursement - Lifeguard Training		\$175.00
30025	Heartland Consumer Power	Energy		\$36,836.85
30026	Infotech Solutions, LLC	Backups/Cloud/Firewall/Office 365/Maint.		\$874.00
30027	Kingsbury Co. Auditor	County Contract Law		\$5,655.00
30028	Morgan Larsen	Reimbursement - Lifeguard Training		\$175.00
30029	Jael Lundquist	Reimbursement - Lifeguard Cert.		\$100.00
30030	Erica Mohr	Reimbursement - Lifeguard Training		\$175.00
30031	Lyle Ruapp	Water Heater Rebate		\$400.00
30032	SD Dept of Revenue	Sales Tax		\$5,742.81
30033	Western Area Power Admin	Energy		\$14,022.30
30034	VOID			
30035	SDWWA	Waste Water Conference Fee		\$130.00
30036-30048	Salaries	General Fund	101	\$13,008.68
		Water	602	\$1,434.19

		Electric	603	\$3,619.93
		Sewer	604	\$681.06
Auto Debit	Citizens State Bank	August 31 EFTPS SS&MEDI		\$6,199.20
30049	AT&T	Cell Phone Charges		\$108.38
30050	Colonial Life	Payroll Deduction		\$107.33
30051	Northwestern	Service to COOP Shop		\$20.00
30052	PLIC - SBD Grand Island	Short Term Disability		\$231.38
30053	SD Retirement System	August Retirement		\$3,313.72
30054	Sioux Valley Energy	Electricity at Airport		\$92.00
30055	Nicole Steffensen	Reimbursement - Lifeguard Cert.		\$175.00
30056	The Health Pool of SD	Health Insurance		\$6,615.97
30057	Visa/Cor Trust	JD Mower parts		\$1,349.86
Auto Debit	Rural Development	Water Improvement Loan		\$1,343.00
Auto Debit	Rural Development	Water/Wastewater Loan		\$2,958.00
30058	A-Ox Welding	Cylinder Rent		\$94.10
30059	Banner Associates	Birch St. Utilities/3rd St. /Engineering		\$25,706.55
30060	Bobcat of Brookings	Pump for Lake		\$215.94
30061	Bowes Construction	3rd St. Project		\$147,930.84
30062	Buckshot Construction	Meter Refund		\$149.06
30063	Bunker Auto	Ambulance Fuel		\$154.16
30064	Citizens State Bank	Monthly Service Charge		\$20.00
30065	Cook's Wastepaper	July Garbage		\$5,486.22
30066	Core & Main	Storm Sewer 20' Dual Wall		\$942.00
30067	Coro Medical	AED for Pool		\$720.00
30068	Dakota Pump & Control	Annual Inspection - Lift Stations		\$750.00
30069	Dept. of Revenue	Haloacetic Acid/Trihalomethane & Water testing		\$466.00
30070	Detco	Instant Gel Antiseptic Handwash		\$242.36
30071	Eighty-One Auto Clinic	ATO3 Fuses/ Mower Filters		\$13.65
30072	Electric Fund	Meter Deposits applied to RO Bills		\$941.00
30073	Benjamin Elliott	2020 Financial Audit		\$5,700.00
30074	Delores Falla	Meter Refund		\$150.00
30075	General Wood Supply	Paint/ posts/ brackets for shelf		\$542.03
30076	Glacial Lakes & Prairies	Ads - Glacial Lakes & SD Guides		\$2,968.75
30077	Glawe Plumbing	Faucet for Council Room		\$212.50
30078	Handi Mart	Diesel Fuel - Amb. & Fire Dept		\$338.68
30079	Hawkins	Pool Chemicals		\$2,014.10
30080	Infotech Solutions, LLC	Backup/Cloud/Firewall/New Server		\$5,573.98
30081	Interstate All Battery Center	MT-34		\$4.52
30082	Kibble Equipment	JD Mower parts		\$1,245.44
30083	Kingbrook Rural Water	August Water & Lease Pmts		\$15,630.73
30084	Brian Lee/B&R Properties	Meter Refund		\$200.00
30085	Lowes	Door Knob/Thermostat Wire/street paint		\$381.12
30086	David Madsen	Meter Refund		\$95.09
30087	Maynards	Shop supplies/cleaning supplies		\$87.70
30088	Summer Monchamp	Meter Refund		\$93.10
30089	Caitlin Nelsen	Meter Refund		\$49.75
30090	Mark Norgaard	Meter Refund		\$52.00
30091	Office Peeps	Service agreement/copy paper		\$137.13
30092	Omni-Pro	Load management software upgrade		\$6,250.00
30093	PCC Ambulance Billing Serv.	July Ambulance Billing		\$321.44
30094	Prairie Ag Partners	Fuel/2 4 D/Water Truck parts/brake fluid		\$631.66
30095	Ryco Construction	Baseball Fence and Gate Installation		\$2,551.03
30096	Schein Inc.	Plastic Collar and stretcher sheets		\$194.36
30097	SD Assn of Rural Water Systems	Annual Dues - Class B Member		\$500.00
30098	SDWWA	Registration additional amount		\$20.00
30099	Sign Solutions	Ball Park Signs		\$3,206.66
30100	Topkote Inc	Armor Coat		\$49,951.44
30101	Wesco Distribution Inc	Wire 600V		\$492.50

Motion was made by Rowbotham, seconded by Johnson to adopt Resolution #2617 as follows:

RESOLUTION #2617

BE IT RESOLVED, that \$197,882.28 be transferred from the 2<sup>nd</sup> Penny Fund to the General Fund for payment of the seal coating bill to Topkote (\$49,951.44) and for the 3<sup>rd</sup> St. project to Bowes (\$147,930.84).

BE IT FURTHER RESOLVED, that \$12,900 be transferred from the Parks & Rec Fund to the General Fund for payment of the Baseball Field Signs. Motion by Rowbotham, seconded by Johnson. All in favor—Carried.

Based on the recommendations from the Zoning Commission—Motion was made by Steffensen, seconded by Achterberg to approve the special exception permit request from Cheryl Bunker to operate a daycare at 409 South Willow St. All in favor—Carried.

Doyle Kjellsen discussed with the council the zoning areas in town, and which areas are zoned for Mobile Homes, as well as adding salt solution to the west end (gravel portion) of Cottonwood St.

Eldon Smith had presented a plat map to the finance office for the city council to approve.

RESOLUTION #2618

BE IT RESOLVED BY THE CITY OF ARLINGTON, SOUTH DAKOTA

Whereas Eldon Smith and Jami Smith, owners of the hereinafter described real property, have submitted to the governing board a proposed plat of the following described real estate situated in the City of Arlington in the State of South Dakota to-wit:

PLAT OF LOT 2, BLOCK 1, J & E SMITH SECOND ADDITION, located in a portion of Out Lots 1, 2, & 3, in the South ½ of the Southeast ¼ of Section 36 in T111N, R53W of the 5<sup>th</sup> P.M. in the City of Arlington, according to County Auditor's Plat of Lots in Arlington, Kingsbury County, South Dakota.

All the Board of the City Council of said City having examined the proposed plat and is appearing that all municipal taxes and special assessments, if any, upon said plat and survey have been executed according to the law.

NOW, THEREFORE, BE IT RESOLVED THAT SAID PLAT AND SURVEY BE AND ARE HEREBY IN ALL THINGS ACCEPTED AND APPROVED.

PASSED AND APPROVED THIS 7TH DAY OF SEPTEMBER 2021.

ATTEST:

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City Finance Officer

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Mayor

Eric & Laura Kinslow had presented a plat map to the finance office for the city council to approve.

RESOLUTION #2619

BE IT RESOLVED BY THE CITY OF ARLINGTON, SOUTH DAKOTA

Whereas Eric Kinslow and Laura Kinslow, owners of the hereinafter described real property, have submitted to the governing board a proposed plat of the following described real estate situated in the City of Arlington in the State of South Dakota to-wit:

Plat of Lot 3B, in Block 3 of Johnson's Addition to the City of Arlington, Kingsbury, South Dakota.

All the Board of the City Council of said City having examined the proposed plat and is appearing that all municipal taxes and special assessments, if any, upon said plat and survey have been executed according to the law.

NOW, THEREFORE, BE IT RESOLVED THAT SAID PLAT AND SURVEY BE AND ARE HEREBY IN ALL THINGS ACCEPTED AND APPROVED.

PASSED AND APPROVED THIS 7thTH DAY OF SEPTEMBER 2021.

ATTEST:

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City Finance Officer

Mayor

Motion was made by Mutziger, seconded by Steffensen to approve Resolution #2618 and #2619 as stated above. All in favor—Carried.

Motion was made by Achterberg, seconded by Rowbotham to approve Bob Rutton’s appointment to the HRC board for a 5-year term. All in favor—Carried.

Now was the time for Public Comments—Concerned citizen asked for action on their neighbor’s yard as it is becoming a nuisance.

The following building permits were previously approved this month: Baseball Field Building SE LOTS 2&3, BLOCK 26, COUNTY AUDITOR’S PLAT OF OUTLOTS NE 1-110-53, and a fence for Kelly McCallum at Lot 7, Block 8, Keep’s 1<sup>st</sup> Addn. (202 W. Birch St.).

Homecoming will be held during the week of September 20<sup>th</sup> for the Arlington Cardinals and are asking for a burning permit for the burning of the “A” on Monday, September 20<sup>th</sup> on the school grounds. Motion was made by Steffensen, seconded by Johnson to approve this permit if there are personnel from the fire dept on scene during this event. All in favor—Carried.

Electric Report—

ACDC Report—

Motion was made by Achterberg, seconded by Mutziger to approve the employee overtime and police report. All in favor—Carried.

The council reviewed the monthly Revenue/Expense, Cash & Utility Reports.

The annual Appropriation Ordinance #583 for 2022 received the second reading and on Motion by Rowbotham, seconded by Mutziger same was adopted with all voting Aye—Carried.

### ANNUAL APPROPRIATION ORDINANCE

NO. 583

An Ordinance appropriating funds for the necessary expenditures and liabilities of the City of Arlington, Kingsbury County, South Dakota, for the fiscal year of 2022; transferring funds from the earnings of the City owned utilities for the payment of a portion of such expenditures and liabilities, and levying a tax for the balance and declaring an emergency:

BE IT ORDAINED BY THE CITY OF ARLINGTON, KINGSBURY COUNTY, SOUTH DAKOTA.

SECTION 1. It is hereby deemed necessary and therefore is hereby appropriated for the objects and purposes of the City of Arlington, Kingsbury County, South Dakota, during the fiscal year of 2022 follows:

#### 101 GENERAL FUND – EXPENDITURES

411	Mayor & Council	\$40,215
413	Elections	\$620
414	Finance Office	\$166,575
415	Attorney	\$7,500
416	Insurance	\$1,000
419	General Government Building	\$10,420
421	Police	\$70,000
422	Fire Department	\$54,840
431	Highway & Streets	\$728,317
432	Storm Drainage	\$21,190
435	Airport	\$9,630
436	Solid Waste	\$83,365
437	Cemetery	\$32,530
441	West Nile	\$5,920
446	Ambulance	\$51,765
451	Swimming Pool	\$70,335
452	Parks	\$27,535
453	Baseball	\$10,850
455	Library	\$17,987
456	Bata Services	\$1,000
465	Development Corporation	\$25,000

TOTAL TAX SUPPORTED FUNDS EXPENDITURES	\$1,436,594
212 2ND PENNY SALES TAX	\$301,200
500 CAPITAL PROJECT FUNDS	
502 Fire Equipment	\$10,000
504 Street Equipment	\$10,000
TOTAL CAPITAL PROJECT FUNDS	\$20,000
600 SELF-SUPPORTED FUNDS-EXPENDITURES	
602 Water Fund	\$222,325
603 Electric Fund	\$1,132,700
604 Sanitary Sewer Fund	\$136,432
TOTAL SELF-SUPPORTED FUNDS	\$1,812,657
 TOTAL 2022 APPROPRIATION	 \$3,249,251

SECTION 2. The following is a summary by fund of the appropriation amounts and the means of financing them.

TAX-SUPPORTED FUNDS

101 GENERAL FUND

3111 Taxes	\$310,000
3112-	
3119 Other Taxes	\$3,800
3130 General Sales & Use Tax	\$300,000
Miscellaneous Revenue	\$326,556
Transfer from Electric Fund	\$296,354
Transfer from Sewer	
Transfer from 2 <sup>nd</sup> Penny	\$35,068
Retained Cash Balance - Streets	\$164,816
	<hr/>
	\$1,436,594

212 2<sup>ND</sup> PENNY SALES TAX \$301,200

500 CAPITAL PROJECT FUNDS

502 Fire Equipment (10,000)	
504 Street Equipment (10,000)	
Transfer from Electric	\$20,000
TOTAL REVENUE-CAPITAL PROJECT FUNDS \$ 18,000	\$20,000

600 SELF-SUPPORTED FUNDS

602 Water Fund	
3610 Interest Earned	\$50
3810 Disconnect/Reconnect Fees	\$750
3811 Metered Sales	\$220,000
3813 Bulk Sales	\$500
3814 Sales of Supplies	\$300
3816 Frozen Meters	\$725
603 Electric Fund	
3610 Interest Earned	\$500
3821 Metered Sales	\$1,400,000
3823 Sales of Supplies	\$500
3824 Pole Rental	\$245
3826 Disconnect/Reconnect Fees	\$300
3827 Penalties	\$17,500
3829 Electric Other	\$10,000
Less Transfers	\$296,345
604 Sanitary Sewer	
3610 Interest	\$1,500
3831 Sewer Charges	\$170,000
Less Add'l Loan Payment/transfer	\$35,068

TOTAL APPROPRIATION REVENUE—2022 \$3,249,251

SECTION 3. All Ordinances or parts of Ordinances in conflict herewith are hereby repealed.

Passed First Reading August 2, 2021  
Passed Second Reading September 7, 2021  
Passed and Approved September 7, 2021

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Curt Lundquist, Mayor

ATTEST:

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Stephanie Damm, Finance Officer

First reading of Ordinance #584, amending Ordinance #446, was approved by motion of Johnson, seconded by Achterberg. All in favor—Carried.

First reading of Ordinance #585, adding Chapter 9 to the revised Ordinances creating provisions for cannabis establishments within the city of Arlington, was approved by motion of Mutziger, seconded by Johnson. All in favor—Carried.

Beth from Banner asked the council if there were any questions regarding the bill, and also provided information, she received from the contractors on the 3<sup>rd</sup> St. project.

Additional items: Fall City Cleanup is still on for Thursday, October 14<sup>th</sup>; Hydrant Flushing is still on for September 21<sup>st</sup>; discussion was held regarding a type of crosswalk or flashing light when the kids want to cross Highway 14 to get to school – since it's a state highway, it is very difficult to get, if not impossible; Wilkinson asked us to get the Archer Lot assessment to his office as soon as possible. Discussion was held in regards to snow parking tickets and mowing charges. Council advised to go ahead and begin reclaiming cemetery lots. Garth will be getting quotes and information regarding new security cameras. Council approved online banking sign-on for purposes of reviewing for check clearing.

Discussion was held in regards to afterhours burials. Motion was made by Steffensen, seconded by Robwotham to increase the digging charge for caskets to \$450 (with a \$50 addition if coverage to take place outside of regular working hours). Digging for ashes will remain the same, but will have the same additional charge if outside of regular working hours. All in favor—Carried.

RESOLUTION #2620

BE IT RESOLVED, that the charge for grave digging (casket) will increase to \$450.

BE IT ALSO RESOLVED, that an additional \$50 will be assessed to burial charges if the digging or covering of graves happens outside of regular working hours.

Motion was made by Achterberg seconded by Mutziger to enter into executive session at 9:22 P.M. to discuss a contract matter. All in favor—Carried.

Motion was made by Achterberg, seconded by Rowbotham to come out of executive session at 9:37 P.M. All in favor—Carried. No action taken at this time.

Motion to adjourn was made by Rowbotham seconded by Steffensen. All in favor—Carried.

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Stephanie Damm, Finance Officer

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Curt Lundquist, Mayor