

CITY HALL, CITY OF ARLINGTON, SOUTH DAKOTA  
January 2, 2024

The City Council met in regular session in the Municipal Building. Present on Roll Call were Mayor Curt Lundquist and Council Members: Terry Mutziger, Terry Rowbotham, Rob Achterberg, Cory Falconer, and Beth Sundberg. Absent: Garth Johnson.

Motion was made by Falconer, seconded by Sundberg to approve the minutes of the December 4<sup>th</sup> & 27<sup>th</sup> meetings, with the correction (sent to the Arlington Sun to be published January 4) to the amounts of the Supplemental Appropriation Ordinance in the Dec. 4<sup>th</sup> minutes. All in favor—Carried.

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

Bills approved as follows:

ARLINGTON SUN 145.34 PUBLICATION & ENVELOPES, CENTURY BUSINESS PRODUCTS 41.50 CONTRACT 11/19-12/18/2023, CITIZENS STATE BANK 20.00 JAN. MONTHLY SERVICE CHARGE, COOKS WASTEPAPER & RECYCLING 5603.15 MONTHLY GARBAGE, DANR-FISCAL MANAGEMENT DIV 950.00 ENVIRONMENTAL FEES, ELECTRIC FUND 350.00 METER DEPOSITS APPLIED TO BILL, HANDI MART 146.60 FUEL, KINGBROOK RURAL WATER 12372.93 DECEMBER WATER & LEASE PMTS, LARSEN OVERHEAD DOOR SERVICE 4250.14 FIREHALL DOOR, MCLEOD'S PRINTING & OFFICE SUP 229.90 LASER CHECKS, OMNI-PRO SOFTWARE 3080.00 SUBSTATION SCADA SOFTWARE, RAPID CITY, PIERRE & EAST. RR. 100.00 2024 POWERLINE CROSSING FEE, RON'S SAW SALES 135.52 CHAINSAW PARTS, SD AIRPORT MANAGEMENT ASSOC. 50.00 2024 ANNUAL DUES, SD BUILDING OFFICIALS' ASSOC. 50.00 2024 ANNUAL DUES, SD CITY MANAGEMENT ASSOC. 150.00 2024 ANNUAL DUES, SD ASSOC OF CODE ENFORCEMENT 75.00 2024 ANNUAL DUES, SDMEA 820.00 2024 ANNUAL DUES, SD GOV. FIN. OFFICERS' ASSOC. 40.00 2024 ANNUAL DUES, SD GOV. HUMAN RES. ASSOC. 25.00 2024 ANNUAL DUES, SD MUN. STREET MAINT. ASSOC. 35.00 2024 ANNUAL DUES, SD ASSOC. OF RURAL WATER 400.00 TRAILER SETUP AND DAILY FEE, SD MUNICIPAL LEAGUE 1290.87 2024 MEMBERSHIP DUES, SDML WORKERS' COMP. FUND 9550.00 2024 RENEWAL PREMIUMS, JESSE VINCENT CONSTRUCTION 2660.21 INSTALL WATER LINE/REMOVE BUSH, WESCO DISTRIBUTION INC 11780.00 50 KVA MINI W/BAYO.

Now was the time for the public hearing for the Special One (1) Day Malt Beverage & Liquor Permits for the Edgar L. Herrick Post #42 American Legion—Lot 3, Block 3, Original Plat, City of Arlington, SD on 1/15/2024 (Poultry Party). Motion was made by Falconer, seconded by Achterberg, to approve said Permits. All in favor—Carried.

Pat Carey from Banner Associates spoke to the Council about the Change Order and final payment request from DeBoer Construction, Inc., as well as the Certificate of Substantial Completion for warranty purposes for the Birch Street project. Motion was made by Rowbotham, seconded by Sundberg to approve the Change Order One (1)-FINAL for \$16,400.00. All in favor—Carried. Motion was made by Mutziger, seconded by Rowbotham to approve the pay request Three (3) - Final payment, once lien waivers are received, from DeBoer Construction, Inc. for \$267,162.17. All in favor—Carried. Motion was made by Falconer, seconded by Mutziger to approve the Certificate of Substantial Completion form as presented and for the Mayor to sign. All in favor—Carried. Pat also went over pay request #3 from Halme, Inc. for the sewer project. Motion was made by Rowbotham, seconded by Sundberg to approve pay request Three (3) for \$189,718.14 from Halme, Inc.. All in favor—Carried. With the approvals listed above, a motion was made by Rowbotham, seconded by Falconer to adopt resolution #2024-1 as follows:

RESOLUTION #2024-1

BE IT RESOLVED, that \$267,162.17 be transferred from the Electric Fund to the General Fund for payment to DeBoer Construction, Inc. for Birch Street 3<sup>rd</sup>-FINAL pay request; and \$189,718.14 be transferred from Sewer Fund to the General Fund for payment to Halme, Inc. for payment of the 3<sup>rd</sup> pay request. All in favor—Carried.

Motion was made by Falconer, seconded by Achterberg to vote on the second reading of the liquor tax change ordinance. All opposed—motion failed.

As the City received the high school girl's softball calendar, the Council decided to set up a meeting with the coaches and park & rec committee so everyone is on the same page for the ball diamond usage.

The Finance Officer presented the Council with two water tower prices – one for a 750,000 gallon tower and one for a 100,000 to keep in mind for the future. Pat from Banner said he would get the cost for the one that went up in Lake Norden as well.

The Finance Officer presented the Council with a quote to add a managed Security Operations Center service to provide continuous monitoring and protection for our information systems and data for \$72/month. Motion was made by Sundberg, seconded by Achterberg to approve the additional protection. All in favor—Carried.

Time for Public Comments—Karl Steege thanked the Council for their time and consideration of the liquor tax.

Electric Report—There was a ground fault discovered this past weekend, but it was fixed today. Achterberg let Mix know the light on Hwy 14 by Schmidt's is out.

ACDC Report—None

Approved Building Permits for the following were reviewed: 3B, LLC, Lot 1, Block 1, Millers Addn-OL4 of Auditors plat of OL in the S2SE Sec 36-111-53, add a 12x12 deck; Carolyn Hansen, Lot 6 & 7, Block 1 of Original Plat, demolition permit to remove a 20x20 garage.

Motion was made by Achterberg, seconded by Mutziger to approve the Police Report. All in favor—Carried.

The council reviewed the Revenue/Expense, Cash and Utility Report. Marshal Mix Let the Council know we have narrowed a 27 gallon/minute water leak down to an area on Hwy 14 between Main and 3<sup>rd</sup> St. SDARW will be coming Wednesday, Jan. 3<sup>rd</sup> to use a camera to see if they can pinpoint it exactly.

The finance office has received notification from PCC for the ambulance rates for 2024. Motion was made by Achterberg, seconded by Falconer to increase or decrease the ambulance rates as suggested by PCC. All in favor—Carried.

City Election will be held April 9, 2024 and petitions can be circulated starting January 26<sup>th</sup>. There is one council position open in Ward 1, two council positions open in Ward 2, and two positions open in Ward 3. The Mayor position is also open.

After council discussion— Motion was made by Sundberg, seconded by Rowbotham to increase the wages for all employees \$1/hour (excluding summer help which will be discussed at a later date). Salaried positions are based on a 44 hour week. All in favor—Carried.

As per SDCL6-1-10 all salaries for all officers and employees shall be published the first meeting of the fiscal year and are as follows: The following receive \$375 per quarter – Cory Falconer, Terry Rowbotham, Garth Johnson, Beth Sundberg, Rob Achterberg, and Terry Mutziger. Council Members and the Mayor receive \$40.00 for each special (non-regular monthly) meeting. Marshal Mix, Chad Mohr, Thomas Bacon, and Stephanie Damm receive a monthly allowance of \$45.00 for using their personal cell phones to conduct city business. The following payroll changes were in effect 1/1/2024 – Curt Lundquist \$416.67/month; Marshal Mix \$6282.47/month; Stephanie Damm \$5291/month; Chad Mohr \$27.95/hr; Thomas Bacon \$44.20/hr; Jodie Henry \$23.75/hr; Lonnie Johnson \$18.40/hr; Cheryl Anderson \$18.25/hr; Larry Stamer \$16.75/hr; David Wingle \$17.90/hr; Les Rowen \$17.40/hr; Martin Murphy \$17.65/hr; Jay DeVries \$500/yr; Trevor Keating \$500/yr; Sara Sheeley \$250/yr; Alex Fonseca \$125/yr; Amanda Doren \$125/yr.

Other business: Mix let the Council know that since they have been taking out part of the shelter belt at the cemetery (due to dying and topped off trees), that the SE corner would be a good spot to plot for mausoleums. The date for the next meeting will be February 6<sup>th</sup> at 6pm so Todd Kays from First District can be here to discuss the land use portion of the zoning book.

Motion was made by Achterberg, seconded by Rowbotham to enter into executive session at 8:04 P.M. for contract matters.

Mayor Lundquist declared out of executive session at 8:35 P.M.

Motion was made by Falconer, seconded by Rowbotham to adopt the following policy: The City of Arlington will not dig to connect utility services after November 15<sup>th</sup> or when the frost reaches 18" – whichever occurs first. All in favor—Carried.

Motion to adjourn was made by Rowbotham, seconded by Mutziger. 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.