

The City Council for the City of Sisseton met in regular session on Monday, May 8, 2023 at 6:30 p.m.

**Members Present:** Mayor Terry Jaspers, Alderwomen Appel & Randolph, Aldermen German, Just, Solberg and Stapleton.

**Others Present:** Erin Cameron, Amber Kemnitz, Ellen Lekness, Jim Croymans, Myron Doud, Gary Spencer, Jason Deutsch, Leif Redinger, Terry Sutton, Katy Heinecke, Chris Huber, Justin Miller.

**Call to Order:** Mayor Jaspers called the meeting to order at 6:30 p.m.

**Agenda:** German moved and Appel seconded to approve agenda as presented. All voted aye.

**Minutes:** Stapleton moved and Randolph seconded to approve the April 10 & May 1, 2023 minutes. All voted aye.

**Bills Payable:** Randolph moved and Just seconded to approve the bills payable as presented. All voted aye.

**Adjourn:** Stapleton moved and German seconded to adjourn as an old City Council. All voted aye.

**Reconvene as New Council:** The Council reconvened as a new City Council with Mayor Terry Jaspers presiding and Alderwomen Appel & Randolph, Aldermen German, Just, Solberg and Stapleton present.

**Oaths:** The oaths of office were given by the City Attorney to Terry Jaspers, Mayor; Lee Solberg, Ward One Alderman; Connie Randolph, Ward Two Alderwoman and DelRay German, Ward Three Alderman for the period beginning May 2023 and ending May 2025.

**Election of Officers:** Just moved and German seconded to nominate Alderman Stapleton for Council President. German moved and Randolph seconded that nominations cease and that a unanimous ballot be cast. Alderman Stapleton was elected Council President. Stapleton moved and Appel seconded to nominate Alderman German as Council Vice-President. Just moved and Randolph seconded that nominations cease and that a unanimous ballot be cast. Alderman German was elected Council Vice-President.

**Liquor:** Lekness presented the April 2023 liquor report. Council was in agreement to advertise for an additional part time liquor clerk position. Solberg has not been able to find a contractor to construct a recycling container for liquor store.

**Police:** Croymans reported on police department.

**Street/Safety:** Doud reported for street department.

**Street Dept. Resignation:** Stapleton moved and Solberg seconded to accept resignation from Keith Griffin. All voted aye.

**Street Dept. Wage Adjustment:** Just moved and Solberg seconded to authorize a wage increase of \$0.25/hour effective immediately to Brett Kellner for obtaining an applicator license. All voted aye.

**Authorization to Hire Rubble Site Attendant:** Just moved and Stapleton seconded to hire John Nerison as Part-Time Seasonal Rubble Site Attendant at a wage of \$15.00 per hour. All voted aye.

Water/Sewer: Spencer reported for the water and sewer department. Mayor Jaspers presented Spencer with certificates from SD Department of Agriculture and Natural Resources for receiving the Secretary's Award for Drinking Water Excellence for 22 consecutive years as well as individual Certificates of Achievement for Gary Spencer and Michael Sutton.

Public Hearing – Land Leases: At 7:00 p.m. a public hearing was held concerning Resolution 2023-3 Farmland Leases. There was no public input.

**Resolution 2023-3:** Just moved and German seconded to approve Resolution 2023-3 as follows:

WHEREAS, the City of Sisseton owns real property which is not necessary for the operation of City government and has been therefore leased to private parties, and

WHEREAS, said leases are due to expire April 1, 2024, and

WHEREAS, the City Council deems it to be in the best interest of the City of Sisseton to renew said leases, now therefore BE IT RESOLVED by the City Council of the City of Sisseton that it intends to lease the following property:

PARCEL 1) The cultivated portion of the Northwest Quarter (NW1/4), Section Twenty-five (25), Township One Hundred Twenty-six (126) North, Range Fifty-one (51) West of the Fifth Principal Meridian, Roberts County, South Dakota, consisting of approximately 101.2 acres of cropland.

PARCEL 2) The East Half of the Southwest Quarter (E1/2SW1/4) and the West Half of the Southeast Quarter (W1/2SE1/4) Section Thirty-five (35) Township One Hundred Twenty-seven (127) North of Range Fifty-one (51) West of the Fifth Principal Meridian, all in Roberts County, South Dakota. This parcel contains approximately 100.6 acres cropland.

PARCEL 3) The hayland of the Northwest Quarter (NW1/4), Section Twenty-five (25), Township One Hundred Twenty-six (126) North, Range Fifty-one (51) West of the Fifth Principal Meridian, Roberts County, South Dakota, consisting of approximately 40 acres of hayland.

PARCEL 4) All pastureland located in Outlots One (1), Five (5) and Six (6) in the Southwest Quarter (SW1/4) and Lot 2 in Fader's 2<sup>nd</sup> Subdivision Section Twenty-seven (27), Township One Hundred Twenty-six (126) North, Range Fifty-one (51) West of the Fifth Principal Meridian. Approximately 31 acres.

PARCEL 5) All pasture located in Lots A in the Northeast Quarter (NE1/4) of Section Twenty-three (23), Township One Hundred Twenty-six (126) North of Range Fifty-one (51) West of the Fifth Principal Meridian. Approximately 15 acres.

PARCEL 6) All hayland located in lots A in the Northeast Quarter (NE1/4), of Section Twenty-three (23), Township One Hundred Twenty-six (126) North of Range Fifty-one (51) West of the Fifth Principal Meridian and all hayland located in Lot A in the Northwest Quarter (NW1/4) of Section Twenty-four (24), Township One Hundred Twenty-six (126) North of Range Fifty-one (51) West of the Fifth Principal Meridian. Hayland inside the lagoon fences including the berms around the ponds is NOT included in this parcel. Approximately 20 acres.

PARCEL 7) The East half of the Southwest Quarter (E1/2 SW1/4) Section Two (2), Township One Hundred Twenty-six (126), North, Range Fifty-one (51) West of the Fifth Principal Meridian. Approximately 60 acres of hay or crop land.

A public hearing on the resolution of intent to so lease said parcels of land was held at the City Council Chambers of the City of Sisseton in the City Hall of Sisseton, South Dakota, on Monday, the 8<sup>th</sup> day of May, 2023 at the hour of 7:00 p.m. pursuant to the terms of SDCL 9-12-5.2.

Dated at Sisseton, South Dakota this 8<sup>th</sup> day of May 2023.  
All voted aye.

Bid Opening – Land Leases: Bids were opened for land leases as follows:

Parcel 1: Derek Veflin \$170.00/acre (\$17,204.00)

Parcel 2: Rydell Nieland \$201.50/acre (20,270.90)

Parcel 3: No Bid

Parcel 4: No Bid

Parcel 5: No Bid

Parcel 6: Bill Stickland \$320.00

Parcel 7: Randy Bostrum \$425.00

**Farmland Bids:** German moved and Solberg seconded to accept the high bids for the 2024-2026 land leases with the land to be leased to the bidders as follows:

Parcel 1: Derek Veflin \$170.00/acre

Parcel 2: Rydell Nieland \$201.50/acre

Parcel 6: Bill Stickland \$320.00

Parcel 7: Randy Bostrum \$425.00

All voted aye.

Visitors:

Dan Karst & Bob Johnston were present to request funds to assist with Teener & Legion Baseball Program for the 2023 season.

**Teener Baseball Contribution:** Solberg moved and Appel seconded to authorize contribution of \$2,500.00 to Teener Baseball. All voted aye.

**Legion Baseball Contribution:** German moved and Stapleton seconded to authorize contribution of \$2,500.00 to Legion Baseball. All voted aye.

Building Permits: Council received a list of the following building permits that have been approved: 2023-2 J.Larsen, 2023-3 Prairies Edge Properties, 2023-4 B.Schrader, 2023-5 K.Peterson.

**Finance Report:** Randolph moved and Solberg seconded to approve the April 2023 finance report. All voted aye.

Public Comment: None

Visitor:

Leif Redinger was present to update Council on the water treatment plant project and the ground storage painting project. Since ground storage will be offline for a period of time, the water treatment plant cannot operate the filters which remove iron and manganese. A notice will be published in the paper as well as social media and website.

**Travel:** German moved and Solberg seconded to approve travel for fire members to attend SD Fire School in Watertown, SD on June 15-17, 2023. All voted aye.

**Stanek Constructors Pay Request #6:** German moved and Just seconded to approve pay request #6 submitted by Stanek Constructors in the amount of \$504,155.00 for the Water Treatment Plant Project. All voted aye.

**Fire Department Members:** Stapleton moved and German seconded to approve fire department members as follows:

Tyler Brooks, Jonathan Bucklin, Brian Chase, Gary Gaikowski, Joe Hamm, Ben Hanson, Brett Hanson, Sam Hanson, Nick Heinecke, Tyler Hellwig, Victor Herberg, Toby Martenson, Parke Nieland, Rick Oien, Jeff Pageler, Chris Pallesen, David Peterson, Larry Peterson, Travis Rinas, Carter Schaunaman, Jacob Schaunaman, Michael Schneider, Pat Stickland, Jared Waletich, Lyle Wolf

All voted aye.

**Approval of Committees, Staff, Volunteer Boards, City Engineer and City Attorney:**

Randolph moved and Just seconded to approve Mayor Jaspers 2023 appointments as follows:

Departments

Street	Chairman Solberg & Stapleton
Finance	Chairman Appel & Randolph
Water/Sewer	Chairman Stapleton & German
Sanitation	Chairman Just & Randolph
Liquor	Chairman Stapleton & Just
Police	Chairman German & Solberg
Airport	Chairman Jaspers & Just
Fire	Chairman German & Appel
Farm	Chairman Solberg & Randolph

Boards

Library	Randolph
Housing	Stapleton
Airport	Jaspers
1 <sup>st</sup> Planning District	Jaspers
Health	Solberg
Recreation	Appel
Zoning	Jaspers

Staff

Finance Officer	Amber Kemnitz
Deputy Finance Officer	Marie Deutsch
Police Chief	Jim Croymans
Street Superintendent	Myron Doud
Sanitation	Tim German
Water & Sewer Superintendent	Gary Spencer
Liquor Store Manager	Ellen Lekness
City Attorney	Erin Cameron
City Engineers	Helms & Associates

Volunteer Boards

Civil Defense – 1 year term	Jeff Pageler
City Forester – 1 year term	Neal Nelson
Recreation Board – 4 year term	Erin Hanson
Park Board – 3 year term	Rodney Veflin
Park Board – 3 year term	Sylvia Deutsch
Library Board – 3 year term	Heather McCleerey
Library Board – 3 year term	Ann Tasa
Housing Board – 5 year term	Jeani Hammer
Promotion Board – 3 year term	John Rasmussen
Promotion Board – 3 year term	Neal Nelson
Health Board – 1 year term	Jeff Pageler
Health Board - 1 year term	Kerry Cameron
Health Board - 1 year term	Craig Kantos
Health Board - 1 year term	Tim Pearson
Health Board – 1 year term	Butch Alvarado
Zoning Board - 5 year term	Cory Deutsch

Zoning Board - 5 year term	Larry Peterson
Zoning Board – 5 year term	Wade Veflin
Zoning Board – 3 year term	Samantha Stickland
Zoning Board – 3 year term	Gary Halseide
Zoning Administrative Official	Amber Kemnitz
Depositories:	First Savings Bank
	Dacotah Bank
	Wells Fargo Bank
	Coteau Valley Federal Credit Union
	FIT-SD Public Funds Investment Trust
Newspaper:	Sisseton Courier

All voted aye.

**Fee Schedule:** Randolph moved and Stapleton seconded to approve the fee schedule for city licenses and fees. All voted aye.

**SD Department of Health West Nile Prevention Grant:** Randolph moved and Just seconded to approve authorization for City to apply for SD Department of Health West Nile Prevention Grant. All voted aye.

**SD Department of Tourism Grant Agreement:** German moved and Just seconded to authorize Mayor Jaspers to sign SD Department of Tourism Grant Agreement. All voted aye.

**Special Event Permit:** Randolph moved and Stapleton seconded to approve special event permit submitted by Lake Area Cruisers for a Car Show on Veterans Avenue on June 3, 2023. All voted aye.

**2022 Annual Report:** Just moved and Solberg seconded to approve the 2022 Annual Report. All voted aye.

**Resolution 2023-4:** Randolph moved and Solberg seconded to approve Resolution 2023-4 as follows:

BE IT RESOLVED by the City Council of Sisseton, in Roberts County, South Dakota in a meeting assembled that the form of Amended Section 125 Cafeteria Plan effective June 1, 2023, presented to this meeting is hereby approved and adopted and that the proper officers of the Employer are hereby authorized and directed to execute and deliver to the Administrator of the Plan one or more counterparts of the Plan.

BE IT FURTHER RESOLVED, that the Administrator shall be instructed to take such actions that are deemed necessary and proper in order to implement the amended Plan, and to set up adequate accounting and administrative procedures to provide benefits under the Plan.

BE IT FURTHER RESOLVED, that the proper officers of the Employer shall act as soon as possible to notify the employees of the Employer of the adoption of the amended Plan by delivering to each employee a copy of the summary description of the Plan in the form of the Summary Plan Description presented to this meeting, which form is hereby approved.

Dated at Sisseton, Roberts County, South Dakota this 8<sup>th</sup> day of May 2023.  
All voted aye.

Information & Discussion:

Council discussed current zoning ordinance for commercial properties that prohibits shipping containers to be used as accessory structures. Council heard comments from Chris Huber, Katy Heinecke and Justin Miller who would like to see the ordinance changed to allow shipping containers. Council was in agreement to amend the zoning ordinance to allow shipping containers on a case by case basis by conditional use permit in commercial zoning districts.

Council discussed implementing a code of conduct for elected officials. Mayor appointed Appel, Just and Randolph as a committee to work on development of a policy.

Rubble site is now open for the season with regular hours of Monday, Wednesday & Friday from 3:00-7:00 and Saturday from 10:00-5:00. Citywide cleanup is being held on May 10-17, 2023.

**Executive Session:** Stapleton moved and Randolph seconded to enter into executive session at 8:34 p.m. pursuant to SDCL 1-25-2 (3) legal. All voted aye. Mayor Jaspers declared the meeting back into regular session at 9:18 p.m.

City Attorney Report: No report

Mayor/Council Report: Just inquired about sanitation shop siding project. Mayor Jaspers has not yet received an estimate from contractor.

**Adjourn:** Randolph moved and Appel seconded to adjourn. All voted aye. Meeting adjourned at 9:20 p.m.

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Amber Kemnitz, Finance Officer