

City of Alcester  
Regular Meeting Minutes  
Tuesday March 5th, 2024 6:00 p.m.

Mayor Driesen called the meeting to order at 6:00 PM

Council members present: Darla Reppe, Kerry Hedden, Kendra Hatle, , and Brian Johnson

Absent: Councilwoman Julia Sundstrom

City Attorney Austin Felts arrived shortly before 7:00pm

Others present: Finance Officer David Hodgson, Trudy Hedden, David Larsen, Superintendent of Public Works Lonnie Johnson

The Pledge of Allegiance was recited.

D Reppe moved and B Johnson seconded to approve the agenda moving item #8 Legal Updates to after item #17. Motion carried. Unanimous.

B Johnson moved and K Hedden seconded to approve the minutes from the February 20<sup>th</sup> meeting. Motion carried. Unanimous.

Mayor Driesen explained that the Hearing of the Equalization Board would be held at the March 19<sup>th</sup> meeting of the City Council to hear any appeals filed.

Mayor Driesen asked if there was any public input. David Larson spoke to the council about if they decide to move the city offices to the old clubhouse at the golf course to be aware of the issues of the building needing addressed and to consider those improvements before establishing the city office there to make it presentable to the public. He also spoke of the agenda item of approving the surplus of the bar building that he would like to see it able to be sold and re-opened as a bar and the benefit of having that building on the property tax roll for the city. No other public input brought forward.

For the Water Meter Project K Hatle mentions that after the prior meeting she reached out to the companies with the council's questions regarding their proposals. Both proposals were then further discussed with input received from Public Works Superintendent L Johnson. K Hedden then motioned and B Johnson seconded to approve proposal #EST9120 from Metering Technology Solutions for \$71,870.00 and the purchase of 100 3/4" water meters from Metering Technology Solutions for \$14,940.00 and a total project cost of \$86,810.00. Motion carried. Unanimous.

For the WasteWater Treatment Plant K Hatle motioned and D Reppe seconded to approve pay application #10 in the amount of \$221,073.54 to Industrial Process Technology. Motion carried. Unanimous

Mayor Driesen then led another discussion on what the city should consider for the future of the City Offices. Several options were discussed at length with no action taken at this time.

D Hodgson presented Ordinance 2024-02.

ORDINANCE NO. 2024-02

AN ORDINANCE OF THE CITY OF ALCESTER, SD, PROVIDING FOR REIMBURSEMENT OF BROKEN MAILBOXES CAUSED BY CITY VEHICLES DURING SNOW REMOVAL OPERATIONS

NOW THEREFORE BE IT ORDAINED BY THE CITY OF ALCESTER, SD:

1. That Chapter 6.0304 be added to read as follows:

7.0402 Mailbox Reimbursement. In the event that a City vehicle causes damage to a residential mailbox during the course of snow removal activities, the City shall reimburse the affected property owner the sum of twenty-five dollars (\$25.00) to cover the cost of mailbox repair or replacement. Reimbursement will not occur if it is deemed that the snow moved with a City vehicle results in the damage.

The property owner must report the incident to the City Finance Officer within forty-eight (48) hours of the occurrence.

The report should include the following information:

- a. Date and time of the incident.
- b. Location of the damaged mailbox.
- c. Description of the City vehicle involved (if known).
- d. Any available photographic evidence.

Upon receipt of the report, the City shall initiate an investigation into the incident to determine the veracity of the claim.

The investigation may include interviews with City employees involved, examination of the damaged property, and any other relevant information.

Following the completion of the investigation, the City Finance Officer shall present the findings to the City Council for approval of the reimbursement.

The City Council shall review the evidence and, if satisfied, approve the reimbursement of twenty-five dollars (\$25.00) to the affected property owner.

Dated this \_\_\_ day of \_\_\_\_\_, 2024.

CITY OF ALCESTER, SOUTH DAKOTA

\_\_\_\_\_  
Lukas Driesen, Mayor

ATTEST: \_\_\_\_\_  
David Hodgson, Finance Officer

K Hatle asked that several changes be made to the ordinance to include the reimbursement will only be approved one time per year as well as clarifying the reimbursement further. Changes to be made and the Ordinance will be re-presented. No action taken.

D Hodgson mentions that many people have mentioned to him about the city having a forensic audit done. Discussion was held on this matter at length. At this time council would like to wait until the results of the 2022 audit are returned and then re-discuss if any concerns arise from that. No action taken.

D Reppe motioned and K Hedden seconded to approve the February warrants presented. Motion carried. Unanimous.

Warrants

Ad Ventures \$2,205.00, Alcester Ambulance \$1,400.00, Alcester Fire Dept \$4,200.00 (Dec, Jan, Feb Allowance), Alcester Industrial Park \$1,000.00, Alcester Quickstop \$70.15, Alliance Communications \$618.00, American Engineering Testing \$3,031.75, Appera \$670.88, Bomgaar's \$327.45, Chesterman Co. \$325.20, City of Alcester

\$147.37, Dan's Drain & Duct Cleaning \$860.00, SD Dept of Revenue \$1,549.80, EcoLab \$291.68, ELK POINT ACE HARDWARE \$1,537.98, ELO \$1,858.50, Fast Signs \$24,337.50, Frieberg, Nelson & Ask LLP \$4,710.00, Grossenburg Implement \$912.00, Haugan Heating & Air Conditioning \$330.00, Industrial Process Technology \$63,658.71, Ingram Library Services \$584.18, INTEK \$223.50, Iowa Information Inc \$260.00, IRS \$7,004.33, John Conkling \$553.00, Jon Serck \$446.04, KATIE WESTRA \$55.08, L.G. Everist \$303.16, L.P. Gill Landfill \$1,983.90, Loffler \$471.44, Loren Fischer \$160.34, Mid-American Energy \$4,191.49, Midwest Turf & Irrigation \$177.60, Muller Auto Parts \$438.93, New Century Press \$248.08, Olson's Ace Hardware \$519.93 One Office Solution \$499.31, Pete's Produce \$294.46, Premier Bank \$510.00, Reel Sharp \$3,262.47, Republic National \$115.85, Roto Rooter \$1,650.00, Sanitation Products \$1,037.45, SD Retirement \$3,527.31, SF WOMAN MAGAZINE \$595.00 South Lincoln Rural Water \$6,290.70, Southeastern Electric \$1,886.82, Square Inc \$191.16, Sun Life Financial \$57.97, Sysco \$7,263.64, TEXTMYGOV \$2,800.00, Total Stop Food Store \$371.72, Truesdell Oil Company \$1,369.22, Union County Fair \$500.00, Union County Treasurer \$75.00, VISA \$1,432.02, Wayne VanGelder \$300.00, Wellmark \$3,354.72, Your Daily Dose \$4.99, Payroll \$24,050.34

D Hodgson then asked council to consider for hire Shane Swenson for the position of Assistant Superintendent of Public Works. D Reppe motioned and K Hedden seconded to approve hiring Shane Swenson for Superintendent of Public Works at \$22.00 per hour effective immediately. Motion carried. Unanimous.

D Hodgson presented a proposed list of records for destruction. K Hatle motioned and D Reppe seconded to approve the proposed list of records for destruction. Motion carried. Unanimous.

Records	SD Records Destruction Auth #
Warrants dated:	MUN-121
Aug 1960-Jan 1962	
Sept 1962-Dec 1966	
Oct 1967-Dec 1969	
Feb 1970-Dec 1972	
Jan 2019-Dec 2019	
1970-1972 Bank Statements	MUN-97
1973-1988 & 1988-1999 Budgets	MUN-110
1973-1988 & 1988-1999 Annual Reports	MUN-78
1973-1988 & 1988-1999 Audit Reports	MUN-10
1999-2000 Annual report info	MUN-10 & MUN-78
1975-1994 Completed contract bids	MUN-126
2018 & 2019 Water Billing Sheets	MUN-102
1985-2011 Payroll	MUN-185
2003 Sewer Plant Specs & Bid Sheets	MUN-329
2002-2003 QuickBooks Financial printouts	MUN-24

D Hodgson presented the YTD budget reports to council. These were reviewed and no questions were asked at this time. No action taken.

Mayor Driesen reminded all that the first City Park meeting will be held this Thursday at the city office at 6:30pm.

D Hodgson then presented a proposal for water tower inspection and cleaning from Maguire Water. The water tower was last inspected and cleaned in 2019 and is overdue. The proposed contract would be over nine years and would lock in the cleaning and inspection cost for the duration of the contract at \$2,175.00 every other year and include exterior pressure wash at year five for a cost of \$8,475.00. After discussion by council K Hatle motioned and B Johnson seconded to approve the nine-year contract with Maguire Water as proposed. Motion carried. Unanimous.

D Hodgson presented a letter from SECOG explaining they are applying for a Planning and Demonstration Grant. If the city would want to participate in the grant program a letter of commitment would be required to return and in the event of the grant being awarded the city commitment would be \$2,500 as 20% of their local matching share. K Hatle motioned and D Reppe seconded to approve committing the city to the Grant program and contributing a local match of \$2,500.00. Motion carried. Unanimous.

March 6, 2024

Harley Ferguson, Planner

South Eastern Council of  
Governments 500 N. Western Ave.,  
Suite #100 Sioux Falls, SD 57104

Dear Ms. Ferguson:

The City of Alcester understands that the South Eastern Council of Governments (SECOG) is applying for a Planning and Demonstration Grant from the U.S. Department of Transportation through the Safe Streets and Roads for All (SS4A) grant program to assist in the cost of developing a regional Safety Action Plan. Once funding has been secured, the City of Alcester, will commit to contributing a local match of \$2,500 (Class II) to meet the 20% match cost-share. The City of Alcester understands that the goal of the Action Plan is to develop a holistic, well-defined strategy to prevent roadway fatalities and serious injuries in a locality, tribe, or region. Action Plans include, but are not limited to, adopting innovative technologies and strategies to:

- Promote safety;
- Employ low-cost, high-impact strategies that can improve safety over a wider geographic area;
- Ensure equitable investment in the safety needs of underserved communities, which includes both underserved urban and rural communities;
- Incorporate evidence-based projects and strategies; and
- Align with the U.S. Department of Transportation's mission and with priorities such as equity, climate and sustainability, quality job creation, and economic strength and global competitiveness.

With a full understanding of the obligations incurred by participating in the U.S. Department of Transportation - SS4A program as a participant, I, Lukas Driesen, Mayor, commit the City of Alcester, to the SECOG Regional Safety Action Plan

Development Process.

Sincerely,

Lukas Driesen

Mayor, City of Alcester

B Johnson then motioned and D Reppe seconded to approve surplus of city bar building. Motion carried. Unanimous.

Attorney A Felts then discussed the above proposed Mailbox Ordinance and changes council wished to change. He will make these changes and re-present to the council. No other legal updates at this time.

K Hatle motioned and D Reppe seconded to enter into Executive Session pursuant to SDCL 1-25-2(3). Motion carried. Unanimous. Mayor Driesen declared the council in Executive Session at 7:16pm. Mayor Driesen declared the council out of Executive Session at 7:34pm.

K Hedden motioned and B Johnson seconded to adjourn council. Motion carried. Unanimous. Mayor Driesen declared council adjourned at 7:34pm.

City of Alcester  
Lukas Driesen, Mayor

ATTEST:  
David Hodgson, Finance Officer