AGENDA   
EGAN CITY – REGULAR MEETING

September 18, 2024

***Persons wishing to comment on items on the Agenda shall raise their hand, state their name, and request to speak; following presentation of the agenda item and AFTER the Chairman opens the item up for public comment.***

**Call Meeting to Order**

**Conflict of Interest Items on current agenda for anyone on the Council**

**Motion to approve agenda**

**Motion to Approve August 21 and September 9, 2024 minutes**

***Public Comment:*** This is the opportunity for persons to address the Council on items NOT on the agenda. If the item requires Council action, it will be scheduled for an upcoming meeting. This session is limited to 30 minutes allowing **3 minutes per citizen**.

***Zoning:*** Review Travis Anderson Building Permit

***Old Business:*** Senior Center update

Monthly violations recap from Sherriff department- Starting September

Jones property update

Floodplain ordinance update (September deadline)

Maintenance position

Utility Billing Software

***New Business:*** IM-28 Resolution

National 4-H Week Proclamtion October 6th-12th, 2024

First Reading of ORDINANCE NO. 229 2025 APPROPRIATION ORDINANCE

SDML Conference October 8th-11th

***Committee Reports:***

Compliance/Code Enforcement (Olsen & Hansen) –

Maintenance/Streets (Chamblin & Hein) – Paving update

Parks (Chamblin & Ten Eyck) –

Personnel & Compliance (Olsen & Hansen) –

Utilities (Ten Eyck) – Jetting and Manhole/

**Motion to Approve Personnel & Financial Reports**

**Motion to approve bills presented**

***Other:*** Review Correspondence

**Executive Session per SDCL1-25-2: Legal**

***Next Regular Meeting:*** October 16th, 2024 at 6:00 pm

***Adjourn***

**AGENDA** **SUBJECT TO CHANGE UP TO TWENTY FOUR (24) HOURS PRIOR TO MEETING TIME**

Egan City Special Minutes

August 21, 2024

The Board of Trustees of the City of Egan, South Dakota met in special session on August 21, 2024 at Egan City Hall, 110 W 3rd Street, Egan, SD.

Present: Board of Trustee’s - Nancy Hansen, Mike Hein, Cody Chamblin and Michelle Ten Eyck. City Attorney Jennifer Nelson, Finance Officer Kayla Charles, and County Commissioner Assistant Marty Skroch. Also present: Norm & Donna Koehn, Barb Warborg and Don Hansen

Trustee Jerome Olson was absent

5:30 pm meeting was called to order by Chairman Chamblin.

Motion by Ten Eyck, second by Hansen to approve the Agenda. All present voted “aye.”

*Public Comment:* None

*Old Business:* Ten Eyck presented board with work she had been doing on the project. Discussion was had about spending how that relates to taxes for residents. No motion was made and the budget will be continued to be worked on by all board members.

Motion by Hansen, second by Hein to adjourn meeting. All present voted “aye.”

Next regular board meeting Wednesday, August 21stat 6:00pm

Minutes submitted pending Board approval.

Cody Chamblin, Chairman

Attest:

Kayla Charles, Finance Officer

**Egan City Minutes**

**August 21, 2024**

The Board of Trustees of the City of Egan, South Dakota met in regular session on August 21, 2024 at Egan City Hall, 110 W 3rd Street, Egan, SD.

Present: Board of Trustee’s - Nancy Hansen, Mike Hein, Cody Chamblin and Michelle Ten Eyck, City Attorney Jennifer Nelson, Finance Officer Kayla Charles, and County Commissioner Assistant Marty Skroch. Jerome Olson present via telephone. Also present: Norm & Donna Koehn, Barb Warborg and Don Hansen

6:00 pm meeting was called to order by Chairman Chamblin.

Motion by Hansen, second by Hein to approve the Agenda. All present voted “aye.”

Motion by Hansen to approve the July 17, 2024 Meeting Minutes and the amended May 15, 2024 Meeting Minutes, second by Ten Eyck. All present voted “aye.”

***Public Comment:*** Donna Koehn asked the board the status on the IMEG Bridge contract payment. Attorney Nelson advised she is still working on the issue. Barb Warborg asked on a status update on the IMEG signage for town. Skroch advised that the entire IMEG sign project is behind schedule and the county is waiting as well.

***Zoning:*** Building permit- Travis Anderson was not present to submit drawing of where he wants to place garage, showing set backs from the alley. No permit issued

***Old Business:*** Skroch advised the board on the process to change to the county fire levy tax. Motion by Ten Eyck to table the possible change until next year to allow for more research into cost and coverage, second by Hansen. All present voted “aye.” Hansen asked to changed order of the agenda to allow for Skroch to speak on the Floodplain Ordinance. Skroch advised that nothing has been received from FEMA, but First District advises everyone to be ready for the updated floodplain ordinances by end of September. There will be a tight time line for approving ordinances. The floodplain ordinances are a standard ordinance set by FEMA that must be adopted by each town in South Dakota. Senior Center update – Motion made by Hansen to accept the bid from J&P roofing to complete the roof repairs to the senior center, since no black mold was found, second by Ten Eyck. All present voted “aye.”Monthly violations recap from the Sheriff Department information not received yet. No update on the Jones property that houses the burn pile. Ten Eyck is going to reach out to Steve Wendell for help contacting Jones family. Tree Dump sign- Motion by Ten Eyck for the tree dump to be open Friday Morning to Sunday Evening, Second by Hein. All present voted “aye.” Interview for maintenance position- Motion by Ten Eyck to post on social media platforms for a part time Snow Removal and to repost for the maintenance position, Second by Hein. All present voted “aye.”

***New Business:*** 2024 Propane contract- Motion by Chamblin to purchase 2,000 gallons of propane at the price of $1.509/gallon, Second by Ten Eyck. All present voted “aye.” Bridge Fence- table until safety concerns with placement of the fence can be researched. Street Bids- Ten Eyck presented three quotes to the board. Motion was made by Ten Eyck to approve Seal Pro to chip seal all of First and Second Street and part of third, Second by Hansen. All present voted “aye.” Chamblin advised the board he is working on getting quotes for work on the four gravel roads in town. Skid Loader- tabled until more bids and lease information collected. Certified Weed Sprayer- tabled until a maintenance worker is hired. Internal Control Review report was gone over by the board. Motion By Hansen to approve the review for publication in the newspaper, Second by Hein. All present voted “aye.”

***Committee Reports:***

Compliance/Code Enforcement: Ten Eyck is assisting Olson with taking pictures of violations. Ten Eyck advised the board she has noticed residents not keeping alley ways, even abandoned alleys, clear for utility workers.

Maintenance/Streets: Chip sealing will be done and notice will be given to residents once a date is given to the city.

Parks: Softball has wrapped up for the season; ball field received a lot of use. Michelle has painted the park sign and had benches on main street s painted by someone fulfilling community service hours. Legion may assist with painting the Gazebo; the city has already purchased the paint. Reminder anyone utilizing city buildings or volunteering must sign a waiver.

Personnel: Kayla Charles was hired as the new Finance Officer effective August 6th at $20.00 per hour.

Utilities: 5% water loss for August. Jeff with Big Sioux will be jetting within the next month, residents will receive notice. Jeff has the green light for the pressure tank update.

Motion by Ten Eyck, second by Hansen to approve Financial Report. All present voted “aye”

Motion by Ten Eyck, second by Hein to approve the following bills: Big Sioux Community Water (Water/water loan) $3,224.74; Booster (publications) $565.00; City of Colman (West Nile Contract) City of Sioux Falls (water testing) $43.50;Eng Services (garbage July) $1,133.60; Harvey Donley-Rentals (Utility Deposit Refund) $60.90; Lacey Rental (porta potties cleaning) $150.00; Lorrie Kuehne (Utility Deposit Refund) $43.43; Michelle Ten Eyck (reimbursement for paint supplies) 118.83; Moody County Auditor (June deputy coverage) $927.80; Moody County Enterprise (publishing) $326.95; Ottertail (Utilities Date 7/12) $743.12; Ottertail (Utilities Date 8/13) $851.00; SDARWS (annual membership) $385.00; SDARWS (mapping of sewer and water) $3,100.00; USDA ( water loan) $569.00; Valley Fibercom (phone & internet) $183.20; Payroll (General + employer taxes) $3,102.84. Total of $16,662.15 All present voted “aye”.

Motion by Chamblin to go into Executive Session on legal and personnel matters at 7:01pm, Second by Ten Eyck. All present voted “aye”

Executive Session ended at 7:59 pm

Motion by Hein, second by Hansen to adjourn at 7:59 pm. All present voted “aye”

Next Regular Meeting – Wednesday, September 18, 2024

Minutes submitted pending Board approval.

Cody Chamblin, Chairman

Attest:

Kayla Charles, Finance Officer

Egan City Special Minutes  
September 9, 2024

The Board of Trustees of the City of Egan, South Dakota met in special session on September 9, 2024,at 5:30 pm in Egan City Hall, 110 W 3rd Street, Egan, SD.

Present: Board of Trustee’s - Nancy Hansen, Mike Hein, Cody Chamblin and Michelle Ten Eyck.Finance Officers Kelly Wosje Kayla Charles.Also present: Don Hansen

Trustee Jerome Olson was absent

5:30 pm meeting was called to order by Chairman Chamblin.

Motion by Hansen, second by Hein to approve the Agenda. All present voted “aye.”

***Public Comment:***None

***Old Business:*** Finance Officer Kelly Wosje presented the board with her budget suggestions for 2025. The board and Wosje went through each line item and adjusted after discussion.

***New Business:*** Finance Officer Kayla Charles presented the board with two bids for new utility billing software. Board requested a third bid be received before moving forward

Motion by Chamblin to go into Executive Session on personnel matters at 6:44 pm, Second by Hein. All present voted “aye”

Regular session began at 7:04pm.

Motion by Hansen, second by Ten Eyck to adjourn meeting. All present voted “aye.”

Next regular board meeting Wednesday, September 18 6:00pm.

Minutes submitted pending Board approval.

Cody Chamblin, Chairman

Attest:

Kayla Charles, Finance Officer









