

## **Minutes**

### **Emery City Council**

**March 10, 2025**

The Emery City Council met in regular session on Monday, March 10, 2025, at the city office. At 7:00 PM, Mayor Andy Erickson called the meeting to order with the following Council members present: Brad Bartscher, Ross Bartscher, Kenny Kayser, Ryan Storm, Clar Weber, and Elizabeth Weber. Also attending were the following: Finance Officer Kristi Wollmann, Maintenance Supervisor Travis Kampshoff, and Daycare Director Kelbie Miller. Visitors in attendance were Becky Brunsing and Owen Reitzel.

#### **Agenda**

Motion by C. Weber to approve the agenda as presented. B. Bartscher seconded the motion. All votes aye.

#### **Minutes**

Motion by C. Weber to amend the minutes of the regular meeting February 10, 2025 as follows: Motion by Storm to approve the daycare to purchase the following items: nap mats and silicone muffin pans. R. Bartscher seconded the motion. All votes aye. R. Bartscher seconded the motion to amend. All votes aye.

**Public Comment** - none

#### **Visitors - Becky Brunsing, SDPAA Member Service Rep.**

Becky Brunsing discussed South Dakota Public Assurance Alliance (SDPAA) quote for liability and property coverage with council.

#### **Daycare Report**

Daycare Director, Kelbie Miller, gave a report on the daycare.

Motion by C. Weber to compensate Kendra Erickson \$1,000.00 salary for Interim Daycare Director duties. E. Weber seconded the motion. All votes aye.

Motion by B. Bartscher to change the daycare name from Little Learners Preschool & Daycare to Little Huskies Daycare. C. Weber seconded the motion. All votes aye.

Motion by B. Bartscher to approve new hire Krystal Strong at \$12.20/hour. K. Kayser seconded the motion. All votes aye.

Motion by K. Kayser to approve the daycare purchase an anti-choking device at \$59.99. Storm seconded the motion. All votes aye.

#### **Maintenance Report**

Maintenance Supervisor, Travis Kampshoff, discussed chip sealing streets. A quote from DSG was presented for a Hydrant and Value exerciser.

#### **Finance Officer Report**

Claims and reports were reviewed. Motion by E. Weber to approve the claims and February Reports. C. Weber seconded the motion. All votes aye. A discussion was held on delinquent utility billing accounts.

#### **February 2025 Gross Wages by Dept**

Finance \$3,964.02; Streets \$6,032.38; Sewer \$2,056.21; Water \$2,413.23; Parks \$1,379.34; Daycare \$15,118.51;

#### **Claims to Approve (prior to meeting including ACH claims)**

HANSON RURAL WATER water purchases \$4,224.99; VISA supply/daycare \$915.37; SD DEPT OF REVENUE sales tax on garbage \$260.64; SDRS retirement \$2,687.48; XCEL ENERGY street lighting/utilities \$2,937.53; IRS payroll tax PP3 of 2025 \$2,174.82; USDA RURAL DEV tractor loan payment \$777.00; CENTRAL ELECTRIC eagle estates street lighting/sewer lift station \$172.17; RAIN RETAIL website monthly fee \$91.00; US BANK WEALTH MGT sewer & water project loan (water surcharge) \$5,923.08; US BANK WEALTH MGT sewer & water project loan (sewer surcharge) \$12,905.93; USDA RURAL DEV wastewater loan (sewer fund) \$1,556.00; USDA RURAL DEV wastewater loan (water fund) \$837.00; AREAWIDE BUSINESS COUNCIL daycare loan \$213.03; IRS payroll tax PR4 of 2025 \$2,213.80;

#### **Claims to Approve (at meeting)**

ADDY DISPOSAL INC garbage service \$ 3,854.00, CENTURY LINK daycare 2<sup>nd</sup> line \$32.72; CHS budget propane \$820.00; CITY OF SIOUX FALLS water test fees \$14.52; FINK LAW legal fees \$150.00; HANSON CO. SHERIFF contract law and alert system annual fee \$2,500.00; HEIMAN FIRE annual inspection fees \$896.00; MATHESON

TRI-GAS INC shop rental \$39.35; MENARDS supply \$295.43; KELBIE MILLER mileage for daycare supply \$92.46; NEW CENTURY PRESS council publications \$121.64; OFFICE ADVANTAGE printer contract office/daycare \$205.65; OLINGER ELECTRIC service \$338.86; NIKKI PLAGMANN cleaning service auditorium \$50.00; SAME DAY EXPRESS water test delivery fees \$20.00; SECURITY STATE BANK skid steer loan payment \$12,127.67; TOTAL STOP supply \$218.61; TRIOTEL phone/internet \$331.35; STAN HOUSTON rental \$1120.00; FIRST RATE EXCAVATE storm sewer project \$388,273.19; SPENCER QUARRIES storm sewer project \$961.80; Andy Erickson website design fees \$1,000.00; SPN storm sewer project fees \$24,455.12

**Old Business**

**Nuisance Properties**

A discussion was held on code enforcement and nuisance properties.

**New Business**

**SDPAA Insurance Quote for Property and Liability Coverage**

Motion by C. Weber to approve the quote from SDPAA for Property and Liability Coverage at 2 million with two year retro coverage option and 15% commission to Steve Arend for administration fees. R. Bartscher seconded the motion. All votes aye.

**Storm Sewer Project Update**

The Storm Sewer Project will be moving into town as soon as the weather allows.

**Resolution No. 2025-03 Revise Service Rates & Charges**

Motion B. Bartscher to approve Resolution 2025-03 Resolution for Fees and Charges for Services Provided by the City of Emery. Storm seconded the motion. Roll Call: B. Bartscher - yes, R. Bartscher - yes, Kayser - yes, Storm - yes, C. Weber - yes, E. Weber - yes. Motion carried.

Note the following revisions to service rates & charges: NSF charge \$50.00; Utility Billing Late Fee \$20.00; Disconnect/Reconnect Fee \$100.00; and Bulk Water \$1.25/hundred gallons.

**CITY OF EMERY**

**Resolution No. 2025-03**

**RESOLUTION SETTING CERTAIN FEES AND CHARGES FOR SERVICES PROVIDED BY THE CITY OF EMERY**

**WHEREAS**, the City of Emery provides numerous services and enforces several requirements which are supported financially by various fees and charges as allowed by South Dakota Codified Law and City Ordinances; and

**WHEREAS**, the City of Emery finds it to be in the best interests of the city and its citizens to adopt a comprehensive fee resolution.

**NOW THEREFORE, BE IT RESOLVED**, by the City of Emery to set the following schedule of fees and charges as provided below:

**Note: Applicable sales tax may be required on some of the fees within this resolution.**

**NOW THEREFORE BE IT FURTHER RESOLVED**, that these rates and fees will be effective immediately upon passage and adoption. They shall be fully enforced and collected by appropriate staff and departments and shall remain in place until changed by an act of the City Council.

**PASSED AND APPROVED** this 10<sup>th</sup> day of March 2025, by the City Council of the City of Emery, South Dakota by the following vote:

Ayes: 6

Nays: 0

Absent: 0

City of Emery

Andrew Erickson, Mayor

ATTEST:

Kristi Wollmann, Finance Officer

(SEAL)

**EMERY SERVICE RATES AND CHARGES**  
**EFFECTIVE DATE: March 10<sup>th</sup>, 2025**

<b>Administrative Fees</b>		<b>Utility Fees</b>	
Copy Fees for Public Records (one hour minimum)	\$20.00/hour	Water Deposit	\$75.00
Black & White Copies	\$0.25/page	Water Reconnect Fee (Involuntary shut off)	\$100.00
NSF Fee (returned check)	\$50.00	Disconnect/Reconnect Fee (Voluntary shut off/turn on)	\$100.00
<b>Auditorium Rent</b>		Utility Billing Late Payment Fee	\$ 20.00
<b>Deposit</b>	<b>\$ 150.00/\$500.00</b>	Water Service (incl. 1,000 gallons)	\$20.00
<b>One Day Rental</b>	<b>\$350.00</b>	Sewer Service (incl. 1,000 gallons)	\$20.00
<b>Event w/ alcohol - 2 days</b>	<b>\$1,200.00</b>	Water Usage (per hundred gallons over 1,000 gallons)	\$ 0.59
<b>Event w/ alcohol - 3 days</b>	<b>\$1,500.00</b>	Sewer Usage (per hundred gallons over 1,000 gallons)	\$ 0.21
<b>Hourly Rental (max of 4 hrs.)</b>	<b>\$25.00/hr.</b>	Water Surcharge	\$10.50/month
<b>Licenses</b>		Sewer Surcharge	\$25.25/month
Retail Liquor: On-Sale	\$900.00	Water Meter Surcharge	\$ 2.95/month
Package Liquor: Off-Sale	\$300.00	Bulk Water	\$1.25/hundred gal.
Special Event (1 day): (Additional \$500.00 if special meeting is needed to approve)	\$ 40.00	Garbage:	
Peddler License	\$ 25.00/day	Green Can	\$23.00/month (additional green cans can be requested at \$23.00/can/month)
Bond Required	\$500.00		
Medical Cannabis Application	\$3,000.00		
<b>Permits</b>		<b>Minimum Fees</b>	
Building Permit	\$ 10.00	<b>Water Usage</b>	<b>\$20.00/month</b>
Moving Permit	\$ 10.00	<b>Sewer Usage</b>	<b>\$20.00/month</b>
Livestock Permit	\$ 10.00	<b>Water Surcharge</b>	<b>\$10.50/month</b>
		<b>Sewer Surcharge</b>	<b>\$25.25/month</b>
		<b>Water Meter Surcharge</b>	<b>\$2.95/month</b>
<b>Property Maintenance Fees</b>		<b>Storm Sewer Surcharge</b>	<b>\$6.75/month</b>
Mowing/Snow Removal- 1 <sup>st</sup> Offense	\$75.00/hour		
Mowing after-1 <sup>st</sup> Offense	\$150.00/hour		
<b>Swimming Pool Fees</b>			
Season Pass - Family	\$125.00		
Season Pass – Single	\$ 50.00		
Day Pass (age 4 and older)	\$ 5.00		
Day Pass (age 3 and under)	FREE		
Lessons per session/student	\$ 25.00		

**Auditorium**

**Sewer Line Quote**

Motion by B. Bartscher to approve the quote from Krohmer plumbing to fix the broken sewer line and add natural gas water heaters. E. Weber seconded the motion. Roll Call: B. Bartscher - yes, R. Bartscher - yes, Kayser - yes, Storm - yes, C. Weber - abstain, E. Weber - yes. Motion carried.

**Pool Planning & Hiring**

A discussion was held on hiring a Pool Manager and lifeguards.

**Building Permit**

A building permit was presented from Jerry and Kim Weber for their property at 241 N. 4<sup>th</sup> Street, Emery, SD for a 40x60 Shome. Motion by B. Bartscher to approve the building permit as presented. R. Bartscher seconded the motion. All votes aye.

**Adjourn**

Motion by Storm to adjourn at 9:30 PM. Kayser seconded the motion. All votes aye.

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Andy Erickson, Mayor

ATTEST:

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Kristi Wollmann, Finance Officer

The City of Emery is an equal opportunity employer.  
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