

**TOWN OF NEWELL
COMMISSIONER MEETING
MARCH 13, 2017
UNAPPROVED MINUTES**

The Town of Newell Commissioners met in regular session at 18:00 at the Town Office Building. The meeting was called to order by Mayor Keolker followed by the Pledge of Allegiance. Commissioner Adams, Commissioner Humble, Commissioner Howie, Commissioner Youngberg, Finance Officer Parrow, and Finance Clerk Heisler were all present.

Adopt the Agenda: Motion by Commissioner Howie, 2nd by Commissioner Humble to adopt the 13 March, 2017 agenda. All in favor, motion carried.

Approve Minutes: Motion by Commissioner Adams, 2nd by Commissioner Howie to approve the minutes of the 13 February, 2017 regular Commissioners Meeting. All in favor, motion carried.

Public Hearing to receive comments from members of the community regarding submitting an application to the State of South Dakota for Community development Block Grant to make possible the Newell Water Main Replacement Project: William Lass was here from Black Hills Council of Local Governments started the public hearing by giving the public a breakdown of the water main replacement project. Discussion was heard by Mayor and Commissioners and then turned over to public for comments.

Application for State Assistance: Was read by Mayor Keolker – Motion to approve Application for State Assistance was made by Commissioner Adams, 2nd by Commissioner Youngberg. All in favor, motion carried. Mayor Keolker then signed the Application for State Assistance.

Application/Recipient/Update Report – Was read by Mayor Keolker – Motion to approve Application/Recipient/Update Report was made by Commissioner Humble, 2nd by Commissioner Howie. All in favor, motion carried. Mayor Keolker then signed Application/Recipient/Update Report.

Community Development Block Grant – Application Resolution #01-2017 Town of Newell Community Development Block Grant Application Resolution: Was read by Mayor Keolker – Motion to approve Resolution #01-2017 Community made by Commissioner Adams, 2nd by Commissioner Howie. All in favor, motion carried. Mayor Keolker and Finance Officer Parrow then signed the Application Resolution #01-2017 Town of Newell Community Development Block Grant Application Resolution.

Community Development Block Grant – Project Certifying Officer Resolution #02-2017: Was read by Mayor Keolker – Motion to approve #02-2017 made by Commissioner Humble, 2nd by Commissioner Youngberg. All in favor, motion carried. Mayor Keolker and Finance Officer Parrow then signed the Resolution #02-2017 Community Development Block Grant Project Certifying Officer Resolution.

Community Development Block Grant-Project Environmental Certifying Officer Resolution #03-2014: Was read by Mayor Keolker – Motion to approve #03-2017 made by Commissioner Adams, 2nd by Commissioner Howie. All in favor, motion carried. Mayor Keolker and Finance Officer then signed the Resolution #03-2017 Community Development Block Grant Project Environmental Certifying Officer Resolution.

Form 8-Documentation of Environmental Exemption: Was read and by Mayor Keolker – Motion to Sign Form 8-Documentation of Environmental Exemption made by Commissioner Howie, 2nd by Commissioner Adams. All in favor, motion carried. Mayor Keolker then signed Form 8-Documentation of Environmental Exemption.

Community Development Block Grant Operation, Maintenance and Repair Statement Resolution #04-2017: Was read by Mayor Keolker – Motion to approve Resolution #04-2017 made by Commissioner Howie, 2nd by Commissioner Humble. All in favor, motion carried. Mayor Keolker and Finance Officer Parrow then signed the Resolution #04-2017 Community Development Block Grant Operation, Maintenance and Repair Statement Resolution.

Community Development Block Grant Relocation, Displacement and Acquisition Plan Resolution #05-2017: Was read by Mayor Keolker – Motion to approve Resolution #05-2017 made by Commissioner Youngberg, 2nd by Commissioner Adams. All in favor, motion carried. Mayor Keolker and Finance Officer Parrow then signed the Resolution #05-2017 Community Development Block Grant Relocation, Displacement and Acquisition Plan Resolution.

Community Development Block Grant Certification Regarding Restrictions on Lobbying Resolution #06-2017: Was read by Mayor Keolker – Motion to approve Resolution #06-2017 made by Commissioner

Howie, 2nd by Commissioner Humble. All in favor, motion carried. Mayor Keolker and Finance Officer Parrow then signed the Resolution #06-2017 Community Development Block Grant Certification Regarding Restrictions on Lobbying Resolution.

Community Development Block Grant Code of Conduct Resolution #07-2017: Was read by Mayor Keolker – Motion to approve Resolution #07-2017 made by Commissioner Youngberg, 2nd by Commissioner Humble. All in favor, motion carried. Mayor Keolker and Finance Officer Parrow then signed the Resolution #07-2017 Community Development Block Grant Code of Conduct Resolution.

Community Development Block Grant Equal Employment Opportunity Policy Resolution #08-2017: Was read by Mayor Keolker – Motion to approve Resolution #08-2017 made by Commissioner Youngberg, 2nd by Commissioner Howie. All in favor, motion carried. Mayor Keolker and Finance Officer Parrow then signed the Resolution #08-2017 Community Development Block Grant Equal Employment Opportunity Policy Resolution.

Community Development Block Grant Excessive Force Policy Resolution #09-2017: Was read by Mayor Keolker – Motion to approve Resolution #09-2017 made by Commissioner Adams, 2nd by Commissioner Howie. All in favor, motion carried. Mayor Keolker and Finance Officer Parrow then signed the Resolution #09-2017 Community Development Block Grant Excessive Force Policy Resolution.

Community Development Block Grant Resolution Assuring Fair Housing Resolution #10-2017: Was read by Mayor Keolker – Motion to approve Resolution #10-2017 made by Commissioner Howie, 2nd by Commissioner Humble. All in favor, motion carried. Mayor Keolker and Finance Officer Parrow then signed the Resolution #10-2017 Community Development Block Grant Resolution Assuring Fair Housing Resolution.

CDBG Program Assurances: Was read by Mayor Keolker

Community Development and Housing Needs Assessment: Mayor Keolker read Community Development and Housing Needs Assessment then opened it up to public comments, hearing none. Motion was made by Commissioner Howie, 2nd by Commissioner Adams to approve the Community Development and Housing Needs Assessment. All in favor, motion carried.

Establish a Water Main Replacement Project Fund: Motion made by Commissioner Howie, 2nd by Commissioner Humble to establish a water Main Replacement Project Fund. All in favor, motion carried.

Transfer money to Sewer Fund Checking Account from Sewer Fund Money Market Account: Motion Made by Commissioner Adams, 2nd by Commissioner Howie to approve the transfer of \$50,000 from Sewer Money Market Account to the Sewer Fund checking account. All in favor, motion carried.

Approving Bills: Motion by Commissioner Humble, 2nd by Commissioner Adams to approve the February Bills. All in favor, motion carried.

February Payroll; FINANCE OFFICE \$2,020.92; GOV'T BLDGS \$974.95; STREET DEPT. \$1,687.78; SNOW REMOVAL \$834.51; PEST/WEED CONTROL \$83.47; LANDFILL \$500.69; CEMETERY \$83.47; PARKS DEPT.\$751.07; LIBRARY \$1,167.36; MUSEUM \$151.65; BAR/LIQ \$7,121.75; WATER DEPT. \$3,375.99; SEWER DEPT. \$2,207.66;TOTAL PAYROLL \$20,961.27

CLAIMS: 212-79 \$347.55 GOODS; A & J SUPPLY \$137.20 GOODS; AVERA \$ 5,197.04 SERVICES; BAKER & TAYLOR BOOKS \$137.13 BOOKS; BANYON DATA SYSTEMS \$295.00 SERVICES; BH POWER \$5493.53 SERVICE; BH WEEKLY GROUP \$246.17 SERVICES; BUTTE CO SHERIFF \$4093.74 SERVICE; BLACK HILLS PURE INC \$13.95 GOODS; BUTTE COUNT REGISTER OF DEEDS \$30.00 SERVICE; CAHS-WA DISTRIBUTING \$1559.70; CITY OF NEWELL \$551.49 SERVICE; CAN SURETY \$593.50 SERVICES; COCA COLA \$477.60 GOODS; COMPANION CORPOATION \$299.00 GOODS; DAKOTA BUSINESS \$297.37 GOODS; DEMCO \$207.55 BOOKS; DENNIS MYRICE \$176.42 GOODS; DRUG SCREENING \$375.00 SERVICES; DOUBLE STAR COMPUTING \$1550.00 SERVICES; EAGLE SALES \$ 5370.91 GOODS; ECOLAB PEST \$ 80.35 SERVICES; ENNING PROPANE \$2621.2 GOODS; FAST BREAK SCREEN PRINTING \$1590.00 GOODS; FASTENAL \$213.15 GOODS; FISHER BEVERAGE \$ 1689.90 GOODS; FIRST NATIONAL BANK VISA \$748.60 GOODS; GAYLORD BROTHERS \$227.50 BOOKS; HAWKINS \$529.10 GOODS; HD SUPPLY \$3222.28 GOODS; HOMESTEAD MAINTENANCE \$734.69 SERVICE; HOWDY'S NEW MART \$216.48 GOODS; HOEDY HOBEMUHT \$400.00 SERVICE; JOHNSON BROS \$2363.96 GOODS; JESSY CARLSEN \$72.70 SERVICES; KDSJ 98 AM RADIO \$ 210.00 SERVICE; LOOK UP STORAGE \$40.00 SERVICE; MARC \$965.00 GOODS; MACHANIC ON WHEELS \$160.00 SERVICES; NEWELL SERVICE CENTER \$1110.48 SERVICE; NEWLL STOP N SHOP \$270.28 GOODS; NEWELL MUSEUM \$40.84 GOODS; NEWELL BAR \$749.32 LOTTO LOSS; OLSON KURT \$29.40 GOODS; PARROW JEN \$51.00 TRAVEL; PENWORTHY \$76.84 BOOKS; PEPSI \$70.05 GOODS; PETTY CASH \$2.99 GOODS; POST MASTER \$136.00 GOODS; QUILL \$150.84 GOODS; REFUSE SOLUTIONS \$8959.54 SERVICES; REPUBLIC BEVERAGE \$5122.54 GOODS; RPM MACHINE \$531.51 SERVICES; RUNNINGS \$125.91 GOODS; S & S ROADRUNNER \$239.00 GOODS; SAND CREEK PRINTING \$363.40 GOODS; SD PUBLIC ASSURANCE ALLIANCE \$627.86 SERVICE; SERVALL UNIFORMS \$404.41 GOODS; SD RETIREMENT \$2083.68 RETIREMENT; VERISON \$228.28 SERVICE; WRCTC \$800.37 SERVICE; **GRAND TOTAL \$64939.08**

Committee Reports: Finance Office: Finance Officer Parrow-**Sherriff's Office:** Written report -**Liquor Store:** Written Report **Museum:** Museum Curator Linda Velder - **Library:** Librarian Heather Kari -**W.I.T:** Written report-**Fire Department:** No report - **Building Inspector/Ordinance Officer:** No report -**Public Works:** Forman Larry Parker - **Ambulance:** No report: Motion by Commissioner Howie, 2nd by Commissioner Humble, to approve the committee reports. All in favor, motion carried.

Citizen's Comments and Concerns: Were Heard and appreciated

Commissioner's Comments and Concerns: Were heard and appreciated

Utility Trailer for Public Works: Discussion was heard on getting new or used Utility trailer

Reminder Board of Equalization Meeting Monday 20 March 2017 at 4pm in Town offices 101 E 3rd street

Pal lights: Discussion on Pal lights to close out accounts on pal light services on 410 Girard Ave, 331 E 3rd Street and 422 Elmira Ave. Motion by Commissioner Humble, 2nd by Commissioner Howie to close out services on pal lights on 410 Girard Ave, 331 E 3rd Street 422 Elmira Ave. All in favor, motion carried.

Estimate/Discussion on Bar Lights: Discussion was heard on New Bar Lights.

Dennis Myrice pay \$.29 for passing Waste Water Treatment and \$.29 for passing Class 1 Water Treatment on 02/16/2017 which would bring his pay to \$14.13 per hour: Motion made by Commissioner Youngberg to increase Dennis Myrice for passing Waste Water Treatment and class 1 Water Treatment , 2nd by Commissioner Adams. All in favor, motion carried.

Kurt Olson pay raise of \$.29 for passing Waste Water Treatment Class and \$.29 for passing Class 1 Water Treatment class on 2/16/2017 and another \$.29 for passing Mosquito exam 03/03/2017 bringing his pay to \$13.95 an hour: Motion made by Commissioner Humble to increase Kurt Olson pay for passing his classes, 2nd by Commissioner Adams. All in favor, motion Carried.

Motion to approve Foreman Parker to attend Water Technology Expo 2017 April 26-27 in Rapid City:

Motion by Commissioner Howie to approve Forman Parker to attend Water Technology Expo 2017 April 26-27 in Rapid City SD, 2nd by Commissioner Adams. All in favor, motion carried.

2016 Annual Report: Motion made by Commissioner Humble, 2nd by Commissioner Howie to accept the 2016 Annual Report, All in favor, motion carried.

Commissioner Meeting in April will be April 17, 2017 due to Elections

Discuss City owned property Block 43 Lot 13 as surplus: Motion made by Commissioner Howie, 2nd by Commissioner Adams to declare Block 43 Lot 13 as surplus as the City no longer needs it and will except sealed bids for the next meeting in April. All in favor, motion carried.

Adjourn Meeting at 19:53

NEXT REGULER MEETING WILL BE MONDAY 17 April 2017 AT 6 PM AT 101 E 3RD STREET

Published 22 March 2017

Judy Heisler, Finance Clerk

Published once at the total approximate cost of \$_____

M.R. Keolker Mayor