

**COUNCIL PROCEEDINGS
REGULAR MEETING
May 7, 2018**

A regular meeting of the Philip City Council was held on Monday, May 7, 2018, at 7:00 p.m. in the Community Room of the Haakon Co. Courthouse. Present were Mayor Michael Vetter, Council Members Trisha Larson, Brit Miller, Jennifer Henrie, Marion Matt, Marty Gartner and Scott Pinney. Also present were City Administrator Brittany Smith, Finance Officer Monna Van Lint, Public Works Director Matt Reckling, Police Officer Eric Van Der Linden, Street/Sewer Supt. Rick Coyle, City Attorney Stephanie Trask, Del Bartels with the Pioneer Review, Virgil & Carla Smith; and later, Joe Gittings and Mike Schultz.

Absent: None.

Motion was made by Matt, seconded by Miller to approve the agenda as presented. Motion carried.

Motion was made by Gartner, seconded by Pinney to approve the minutes of the last meeting(s) as published in The Pioneer Review and on the City’s website. Motion carried.

Mayor Vetter referenced the bill presented by Valley Sweeping while questioning the amount of crack sealing that was completed.

PWD Reckling confirmed that the following streets were cracked sealed: Pine St. from Stanley Ave. to Stewart Ave.; Oak St. from Larimer Ave. to Center Ave.; Center Ave.; and, Bryan St. He mentioned that they did not crack seal all the streets around the school due to the construction going on. (For the record, Brent with Valley Sweeping informed the City Office that they found some areas on Scottie Ave. where the asphalt is cracking. These may need to be addressed after the school construction is complete.)

Motion was then made by Matt, seconded by Gartner to approve the payment of the bills from the appropriated funds as listed below. Motion carried.

Gross Salaries – April 30, 2018: Adm. - \$6791.59; Public Works - \$3553.33; Police - \$6229.59; Street - \$6219.19; Water - \$2920.66

| | | |
|--------------------------|----------------------------------|---------|
| Colonial Life | Employee Supplemental Ins 4/18 | 237.08 |
| EFTPS | S.S., Medicare, Withholding 4/18 | 5720.36 |
| NE Child Support Pay Ctr | Garnishment 4/18 | 659.18 |
| SDRS | Employee Retirement 4/18 | 3384.27 |

Sunshine Dr Overlay Project

| | | |
|------------|-------------|------|
| Petty Cash | Copies 4/18 | 2.00 |
|------------|-------------|------|

SW Philip Improv Project

| | | |
|--------------|------------------------|----------|
| Petty Cash | Copies 4/18 | 4.00 |
| SPN & Assoc. | Design Completion 4/18 | 10960.00 |

This Month's Bills:

| | | |
|---------------------------------|--------------------------------|----------|
| Bad River Law Prof LLC | Att/Legal Fees 4/18 | 1341.72 |
| Brant's Electric | Pool Wiring/LED 5/18 | 1230.05 |
| Cenex Harvest States | Fuel 3-4/18 | 810.07 |
| Century Business Products | Copier Contract/Overages 2018 | 1242.02 |
| CNH Productivity Plus Acct | Supplies/Repairs 3-4/18 | 201.01 |
| Core & Main LP | Water Supplies/Resale 3/18 | 736.17 |
| Coyle's Super Valu | Supplies 4/18 | 14.34 |
| D & T Auto Parts | Supplies 3-4/18 | 95.74 |
| Delta Dental | Dental Ins 5/18 | 713.00 |
| 1st Nat'l Agency | Rental Tractor Ins 4/18 | 401.00 |
| | Bond 5/18-5/19 | 1083.50 |
| | Ambulance Vehicle Update 4/18 | |
| 537.00 | | |
| 1st Nat'l Bank - Philip | UB Postage 4/18 | 128.38 |
| Golden West | Telephone 3-4/18 | 573.64 |
| Grossenburg Implement | Supplies 4/18 | 13.73 |
| Haakon Co Treasurer | Office Rent 5/18 | 500.00 |
| Haakon Co Young Woman | Calendar 2018/2019 | 9.60 |
| Hanson Oil | Fuel/LP 3-4/18 | 749.45 |
| Health Pool of SD | Health Ins 5/18 | 9465.62 |
| Holiday Inn - Spearfish | Shipp Room 3/18 | 275.97 |
| Hometown Computer Service | Laptop 4/18 | 415.40 |
| Ingram Pest Service, Inc | R Site Control 4/18 | 60.00 |
| MoRest Motel | Van Der Linden Room 3/18 | 168.00 |
| O'Connell Construction, Inc | 374.42 T Gravel 4/18 | 2246.52 |
| Office Depot | Supplies 4/18 | 155.48 |
| Optilegra | Vision Ins 5/18 | 95.70 |
| Petty Cash | Postage 4/18 | 31.71 |
| | Pool Start Cash - 2018 | 75.00 |
| Philip Chamber of Commerce | 2018 Dues/Approp | 2000.00 |
| Philip Geo-Thermal | 2018 Fire Hall Dues | 968.06 |
| Philip Hardware | Supplies 4/18 | 279.00 |
| Philip Standard | Fuel/Supplies 4/18 | 888.80 |
| Pioneer Review | Publishing 4/18 | 2942.64 |
| Reckling, Matthew | Mileage Reimb 4/18 | 131.61 |
| Schaeffer Mfg Co | Supplies 4/18 | 429.06 |
| SD Dept of Revenue | Sales Tax 4/18 | 400.91 |
| | Water Coliform Testing 4/18 | 15.00 |
| SD Gov't Finance Officers Assoc | Smith/Van Lint Reg Fees 5/18 | 150.00 |
| SD Gov't Human Resource Assoc | Smith/Van Lint Reg Fees 5/18 | 100.00 |
| SD One Call | Locates 1-3/18 | 12.60 |
| Shad's Towing & Recovery | Code Enf Towing 5/18 | 825.00 |
| Sheehan Mack | Sweeper Brooms 5/18 | 683.96 |
| The Philip Pit Stop | Fuel 3/18 | 149.26 |
| Twilight 1st Aid & Safety | Supplies/Service 4/18 | 224.75 |
| UU, Inc DBA Valley Sweeping | St Striping/Crack Sealing 4/18 | 11248.99 |
| Van Der Linden, Eric | Mileage Reimb 3/18 | 192.60 |

| | | |
|------------------------------------|----------------------------------|--------------------|
| Verizon Wireless | Cell Phone 3-4/18 | 162.72 |
| VISA - UMB Bank | Travel 3-4/18 | 335.30 |
| Walker Refuse | 368 Residential Collections 4/18 | 4857.60 |
| West Central Electric | Electric 3/1-4/1/18 | 3325.66 |
| | Electric 4/1-5/1/18 | 3214.88 |
| WR/LJ Rural Water Systems | 2,427,000 gals 4/18 | 3033.75 |
| | Contract Min 4/18 | 2500.00 |
| | Airport Water 4/18 | 40.00 |
| | South Shop Water 4/18 | 22.50 |
| <u>Total Expenditures - 5/7/18</u> | | <u>\$73,470.47</u> |

Old Business:

None.

New Business:

Council convened as the new Council for 2018/2019.

Certificates of Election were presented to following Council Members: Brit Miller in Ward I; Marty Gartner in Ward II; and, Trisha Larson in Ward III.

Oaths of Office were then taken by Council Members Miller, Gartner and Larson.

Mayor Vetter then opened the floor for nominations for the Council President and Vice President for 2018/2019.

Motion was made by Miller to nominate Matt to the position of Council President. The motion was seconded by Gartner. Gartner then motioned that nominations cease. The motion was seconded by Henrie and a unanimous ballot was cast to elect Matt as Council President for 2018/2019. Motion carried.

Motion was then made by Miller to nominate Gartner to the position of Council Vice President. The motion was seconded by Pinney. Matt then motioned that nominations cease. The motion was seconded by Henrie and a unanimous ballot was cast to elect Gartner as Council Vice-President for 2018/2019. Motion carried.

Vetter then presented the following Council Committee Appointments for 2018/2019. It was noted that the first person listed is the head of the committee.

| <u>AIRPORT</u> | <u>BUDGET</u> | <u>BUILDING</u> | <u>GARBAGE</u> | <u>NUISANCE</u> | <u>POLICE</u> |
|----------------|---------------|-----------------|----------------|-----------------|---------------|
| Pinney | Matt | Matt | Miller | Pinney | Henrie |
| Miller | Miller | Gartner | Matt | Henrie | Larson |
| Henrie | Larson | Pinney | Henrie | Matt | Miller |

| <u>REC/HEALTH</u> | <u>SAFETY</u> | <u>STREET</u> | <u>WATER/SEWER</u> |
|-------------------|---------------|---------------|--------------------|
| Larson | Henrie | Gartner | Gartner |
| Gartner | Miller | Miller | Pinney |
| Henrie | Larson | Matt | Larson |

Council went on to briefly review the legislatures changes to SD Codified Law, Title 35, effective July 1, 2018. This title regulates alcoholic beverages and a number of changes were made. One in particular is that all malt beverage licenses issued by the State will be On/Off Sale (including the option to sell and serve SD Farm Wine). There is no longer an option to hold an Off-Sale malt beverage licenses nor will establishments have to pay additional license fees to sell SD Farm Wines. On the other hand, the City does have the option to put conditions on the licenses. For instance, if the City wants to limit an establishment to sell on sale or off sale, a condition could be placed on the license. Another change noted is that liquor can now be sold on on Sundays, Memorial Day and Christmas Day. City Ordinance currently regulates and allows the sale on Sundays (if licensed) and Memorial Day. If the City does not want to allow the sale or consumption on Christmas Day, City Ordinance will need to be amended.

Attorney Trask added that knowing a condition can be placed on the license is important--now and in the future.

By general consensus of the Council, City Ordinance will remain the same and the sale of liquor will be allowed on Christmas Day per SD Codified Laws.

Southwest Philip Improv. Project:

The SD Dept. of Environment and Natural Resources (DENR) has approved the project plans and specifications.

Council reviewed correspondence from SD Dept. of Transportation (DOT) regarding the project design. More specifically, a concern for the possible need of a sidewalk to be installed at 206 S. West Ave.

It was reported that the property owner, Lee Dennis, at 206 S. West Ave. previously advised the City Engineer's that a sidewalk was not needed on his property. In addition, during the Street Committee's review of the sidewalks in the project area, it was not noted that a sidewalk was not warranted on this property as pedestrian traffic is not evident. (For the record, City Ordinance only requires a sidewalk be installed on properties with new residential and commercial structures.)

Following discussion, motion was made by Gartner, seconded by Matt to decline installing a sidewalk at 206 S. West Ave. during the project. Motion carried with all members voting aye.

Council was informed that the project bid opening will be held on May 24th at 11:00 a.m. in the Finance Office. The bid will then be awarded during the next regular Council meeting on June 4th, 2018. (For the record, this also includes the Sunshine Drive Overlay Project.)

Special Event Applications:

Motion was made by Pinney, seconded by Henrie to approve the Philip Chamber of Commerce's special event application to host their annual "Scotty Philip Days," June 15-17, 2018. The planned events include those as in years past--street dance, parade, water fights, etc. In addition, they are planning to only install two access gates to the street dance area and will have additional lighting at one of the entrances to assist with limiting underage drinking. Written permission from Brock Slovek to utilize a portion of his property during the street dance as well as a copy of the Chamber's insurance has been received. Motion carried with Council Member Miller abstaining from the vote.

Building/Flood Plain Dev. Permits:

Terrie Cerney - fence; Colt & Erin Fitzgerald - concrete pad, sidewalk & lean-to; Joe Gittings - renew driveway permit approve May 18, 2015; Barry Knutson – replace awning at 102 N Center Ave.; Tom Lesselyoung – sewer line replacement; Marilyn Millage - shed; Philip Hardware - shed; Jeff Rieckman – sidewalk & concrete pad; Ray Gibson for Sacred Heart Catholic Church – sidewalk/curb & gutter replacement; Scotchman Industries – lower lots at 108 N. Center Ave.; Russell Thompson - sidewalk replacement; Craig Weber – driveway; and, West Central Electric – replace loading dock

Following review, motion was made by Matt, seconded by Pinney to approve the above permits as presented. Motion carried.

Motion was made by Gartner, seconded by Miller to authorize publishing the property maintenance reminder (including authorization and notification that City personnel will be trimming the trees impacting the public rights-of-way this spring); and, the mosquito spraying notice. Motion carried.

At 7:15 p.m., as previously advertised, a public hearing was held on the application of Virgil and Carla Smith for a variance to City Ordinance #7-403.1, Sidewalks for New Residential or New Commercial Construction.

Application has been made for a sidewalk to be located only on the north side, along Oak Street, of the property legally described as the E2 of Lots 1, 2 & 3; and, All of Lots 4 & 5, Block 25, Original Town, Philip, Haakon Co., South Dakota.

With no comments forthcoming, motion was made by Matt, seconded by Gartner to approve Smiths requested variance as stated above. Motion carried with all members voting aye.

Motion was made by Miller, seconded by Matt to authorize submitting a grant application to the SD Dept. of Health for mosquito control chemical in the amount of \$3,000.00. Motion carried with all members voting aye.

Council went on to review an update on the TransCanada Keystone Pipeline project and the possibility of hauling their man camp waste to the City’s lagoons. It was noted that they initially presented this request to the City back in 2013, but was revoked due to the costs and SD DENR recommendations. The man camp is now moving forward and they would like to reconsider this option.

It was noted that the City’s engineer had reviewed their initial request of 56,000 gallons per day and no concerns were noted as far as the City’s lagoons handling that amount of waste. They are now estimating the amount at 60,000 gallons per day. If the City is interested in considering this again, this will need to be reviewed further as well as TransCanada will need secure permits from the SD DENR.

Discussion ensued. It was noted that the man camp will be located within four miles of Philip. They are anticipating starting the construction of the man camp in October 2018. It will be occupied for twelve to eighteen months with a maximum occupancy of 1,000 individuals. It was also mentioned that this could provide additional revenue for the City if allowed.

By general consensus of the Council, the option to accept the man camp waste will be reviewed further with the City’s engineer and TransCanada representatives.

At 7:20 p.m., as previously advertised, a public hearing was held on the request of the following establishments for Malt Beverage Licenses for 2018/2019:

BMT, Inc., 73 Bar & Lounge - On/Off Sale & SD Farm Wine (RB); Ginnys, LLC, ginnys – On/Off Sale & SD Farm Wine (RB); MG Oil Company - Corner Pantry #20 Philip – 101 W. Pine St., Ste 1 - On/Off Sale & SD Farm Wine (RB); MG Oil Company – Homestead Casino – 101 W. Pine St., Ste 2 - On/Off Sale & SD Farm Wine (RB); Pizza Etc. LLP, Pizza Etc. – On/Off Sale & SD Farm Wine (RB); Rock & Roll Lanes, Inc., Rock & Roll Lanes – On/Off Sale & SD Farm Wine (RB); and, Retail Management Systems, Inc., The Philip Pit Stop - On/Off Sale & SD Farm Wine (RB).

Officer Van Der Linden advised that the Police Dept. has no concerns with the above license requests.

Admin Smith also reported that all establishments have paid their property taxes with the exception of Retail Management Systems, Inc.

With no one appearing for or against the requested licenses, motion was made by Miller, seconded by Henrie to approve the above Malt Beverage Licenses for 2018/2019 contingent upon property taxes and all application fees being paid. Motion carried with Council Member Larson abstaining.

Council reviewed the following L/P Propane bids received in April:

| | |
|----------------------|---------------------|
| | <u>Apr. 5, 2018</u> |
| Hansen Oil Company | \$1.30/gal. |
| Midwest Cooperatives | \$1.49/gal. |

Departmental Reports:

The admin report included the following.

Motion was made by Matt, seconded by Pinney to approve the following Resolution #2018-14 as presented. Motion carried.

**RESOLUTION #2018-14
SUPPLEMENTAL APPROPRIATIONS
CONTINGENCY TRANSFER**

WHEREAS, insufficient appropriation was made in the 2018 adopted budget for the following departments to discharge just obligations of said appropriations; and,

WHEREAS, SDCL 9-21-6.1 provides that transfers be made by resolution of the board from the contingency appropriation established pursuant to SDCL 9-21-6.1 to other appropriations;

NOW THEREFORE BE IT RESOLVED that the appropriation be transferred from the contingency budget to the following department budgets:

| | | |
|-------|--|-------------|
| FROM: | 101-41100-41150 Contingency | \$ 5,800.00 |
| TO: | 101-41920-42500 Mun Bldg Repair/Replac | \$ 500.00 |
| | 101-42200-42100 Fire Dept Insurance | \$ 900.00 |

| | |
|---------------------------------------|-------------|
| 101-42300-42210 Cod Enf Legal Fees | \$ 2,000.00 |
| 101-42300-42230 Code Enf Contract Srv | \$ 975.00 |
| 101-43100-42230 St Dept Contract Srv | \$ 1,300.00 |
| 101-43800-42600 R Site Supplies | \$ 125.00 |

Dated this 7th day of May 2018.

/s/ Michael Vetter, Mayor

ATTEST:

/s/ Monna Van Lint, Finance Officer

The airport report included the following items.

PWD Reckling informed the Council that he anticipates the electrical service and water line installation by the orange hangar apron will be completed by the end of May.

Council reviewed an inspection report of the airport that was completed by the SD DOT on Apr. 19, 2018. While the report praises the overall condition of the airport facilities, the runway conditions have been reduced from good to fair condition.

The monthly police dept. report was reviewed with Officer Van Der Linden.

Vetter reviewed a time card for the Police Dept. personnel to account for their hours worked. He noted that currently, there is no detailed account of the hours worked--only day, night or on call shifts.

Vetter went on to also mention that department personnel shall be scheduled equally for day and night shifts. More specifically, personnel shall rotate the day and nights shifts every other week. In addition, leave requests need to be submitted to avoid scheduling conflicts per the personnel policy. The scheduling and leave requests need to be pre-approved by the City Administrator and/or Mayor.

Following, motion was made by Miller, seconded by Gartner to approve the time card for the Police Dept. personnel as presented. Motion carried.

The rubble site report included the following action.

Motion was made by Gartner, seconded by Henrie to authorize changing the opening date for the third weekend in June to Friday, June 15th due to Scotty Philip Days. Motion carried.

The quarterly Street Dept. report was reviewed with Street/Sewer Supt. Coyle.

Admin Smith advised that she is still waiting a response from A-1 Sewer and Drain regarding an updated cost estimate to patch the storm sewer at the intersection of Center Ave. and Pine St.

Motion was made by Matt, seconded Pinney by to accept the Quit Claim Deed from the State of SD for a portion of Pine St., between Jim Ave. and Henry Ave. (For the record, this deed reflects the unidentified section of the spur line between the City limits and Henry Ave.) Motion carried with all members voting aye.

Matt then presented an idea to overlay that section of Pine St., from Stanley Ave. to Henry Ave. He stressed that this section of the roadway is in very poor condition and is highly travelled. He recommended that the Council consider completing this work during the SW Philip Improv. project if funding is available.

By general consensus of the Council, Admin Smith will contact the City's Engineers regarding the possibility of overlaying that section of Pine St. as mentioned above. This will be considered further during the June 4th meeting..

Council went on to discuss reported drainage concerns in the alley west of the Corner Pantry at 101 W. Pine St.

PWD Reckling reported that they have graded the alley and if needed, could add gravel or blade differently . In addition, they will work to stay on top of this area to avoid future drainage issues.

Joe Gittings, neighboring property owner at 103 W. Pine St., explained that during the Corner Pantry reconstruction, the contractor ensured him as well as the Street Committee that their property drainage would flow along the west side of their building. Unfortunately, it is currently draining down the middle of the alley and causing problems.

It was mentioned that rocking, asphaltting or concreting the alley may need to be considered if the drainage cannot be addressed with the blade. In addition, Admin Smith will contact Corner Pantry personnel on this matter to ensure that they are following through with their agreement as far as their property drainage.

Motion was made by Miller, seconded by Matt to approve the following policy, as amended. (For the record, those properties included in the SW Philip Improv. project that were assessed for curb and gutter improvements during the Ash St. project are exempt from this policy.) Motion carried.

STREET IMPROVEMENTS – PROPERTY OWNER EXPENSE POLICY:

In the event that the City of Philip does a street improvement project, property owners will be assessed for the curb and gutter, driveway approaches, and/or sidewalks abutting their respective properties. They will only be assessed for the replacement costs of said actual improvements in accordance with SDCL 9-43.

The City Council has the authority to offer discounts to the property owners' assessments. The replacements to the curb and gutter, driveway approaches, and/or sidewalks shall be included as part of the designed project. Only those items included shall be allotted a discount if the City Council determines to offer a discount to the assessment.

Should a property owners wish to make changes to the plans for their respective properties during the project, the following shall be considered.

- 1) The City will only pay that portion of the replacement costs as determined by the City Council. I.e. if a discount is applied such as 60% to the property owners, the city would pay that 60% with the property owner paying the remaining 40%.

- 2) Costs for any upgrades or improvements above the initial designed project, will be the property owner(s) sole responsibility, over and above the initial replacement costs. Said upgrades will be assessed at 100% and shown as a separate assessment.

Projects will be completed with the intent to seed the boulevard areas. In projects where landscape rock is offered, property owners may request to have rock installed in lieu of seeding. Property owners will be assessed for landscape rock at the cost difference between the rock and seeding.

Prior property assessments shall also be considered. More specifically, properties assessed during a previous improvement project shall be assessed in the following manner for those same improvements unless said improvements are not in compliance with the current regulations due to neglect of the property owner.

| Prior Assessment (Years) | Assessment of New Improvements (Percentage of Cost) |
|--------------------------|---|
| 1 to 6 | No Charge |
| 7 | 10% |
| 8 | 20% |
| 9 | 30% |
| 10 | 40% |
| 11 | 50% |
| 12 | 60% |
| 13 | 70% |
| 14 | 80% |
| 15 | 90% |
| 16 & beyond | 100% |

The monthly Swimming Pool report was reviewed.

Motion was made by Gartner, seconded by Henrie to approve the following as the 2018 swimming pool personnel and salaries per the Health/Rec. Committee's recommendation. Employment offer is contingent upon passing lifeguard certification and pre-employment screening. Motion carried.

Samantha Fillingim, Lifeguard - Part Time - \$9.25/hr
 Keldon Fitzgerald, Lifeguard - Full Time - \$9.00/hr
 Jewel Jones, Lifeguard - Full Time - \$9.00/hr
 Debbie Hansen, Volunteer Lifeguard
 Libertee Koester, Lifeguard - Full Time - \$9.75/hr

Peyton Kuchenbecker, Lifeguard/WSI - Part Time - \$10.25/hr
Cylver Lurz, Lifeguard/WSI - \$9.75/hr
Kiarra Moses, Lifeguard - Full Time - \$9.00/hr
Austin Pinney, Lifeguard - Part Time - \$9.75/hr.
Josie Rush, Lifeguard - Part Time - \$9.25/hr
Mary "Gayle" Rush, Paid Volunteer Lifeguard/WSI - \$575.00/season
Chael Thorn, Lifeguard - Full Time - \$9.00/hr
Mallory Vetter, Lifeguard - Full Time - \$9.00/hr
Doreen Vetter, Volunteer Water Aerobics Instructor

(For the record, Tristen Rush was approved as the Swimming Pool Manager/Lifeguard/WSI for the 2018 season on March 5, 2018, at an hourly wage of \$13.50.)

Motion was then made by Miller, seconded by Gartner to approve the 2018 pool hours, swimming lesson schedule, rates and policies. (For the record, the only changes from the 2017 season are as follows: new pass including single season pass/water aerobics pass - \$85; and, new policy, "Unsupervised children under the age of 14 years must leave the pool area during breaks.") Motion carried. (A copy of this information is on file in the Finance Office.)

The swimming pool will open on Friday, June 1, 2018.

Motion was made by Pinney, seconded by Matt to authorize Haakon Co. Emergency Management to conduct a chlorine leak stimulation emergency exercise at the pool on July 14, 2018. Motion carried.

The monthly Water Dept. report was reviewed. The water loss for the month of April was reported at 9.32%.

The City along with Operators Coyle and Pearson have been presented the Secretary's Award for Drinking Water Excellence from the SD DENR. This recognizes the City and operators for 15 consecutive years of supplying safe drinking water.

Council reviewed an inspection report of Lake Waggoner that was completed by the SD DENR on Oct. 5, 2017. The report notes that while "the dam appeared to be in good condition, there are a few repair and maintenance items that should be completed to prevent further deterioration of the dam." Those items range from clearing the trees and brush from the embankment and spillway areas as well as monitor the upstream slope, concrete spillway and any seepage below the dam. (For the record, the City received the report on Mar. 30, 2018.)

Training/Travel:

Admin Smith & FO Van Lint will be attending the 2018 SDML Human Resource and Finance Officers School, June 5th - 8th in Sioux Falls.

At 7:55 p.m., motion was made by Miller, seconded by Gartner to enter into executive session per SDCL 1-25-2(3) for legal matters. Attorney Trask and Admin Smith were requested in the session. Motion carried.

At 8:12 p.m., motion was made by Pinney, seconded by Matt to come out of executive session with no action. Motion carried.

Public Comments:

None.

In Other Business:

City offices will be closed on Monday, May 28th in observance of the legal holiday.

The next regular meeting will be held on Monday, June 4th at 7:00 p.m. in the Community Room of the Haakon Co. Courthouse.

With no further business to come before the Council, Mayor Vetter declared the meeting adjourned at 8:14 p.m.

/s/ Michael Vetter, Mayor

ATTEST:

/s/ Brittany Smith, City Administrator

(Published once on May 17, 2018, at approximate cost of \$_____)