

**AGENDA**  
**EGAN CITY – REGULAR MEETING**  
**November 16, 2022**

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**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 and AFTER the Chairman opens 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 October 19, 2022 Minutes***

***Public Comment:*** This is the opportunity for persons to address the Council on items not on the current 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: 1 Non-Compliance

***New Business:***

- Valley Fibercom
- Review Utility Account #137
- Liquor License Renewal
- \$5,000 Contingency Transfer - \$4,000 to Public Works Fund, \$1,000 to Payroll Tax Fund
- GWorks Contract
- Small Claims Filings

***Committee Reports:***

- Compliance/Code Enforcement
- Maintenance
- Parks
- Personnel & Financial
- Utilities

***Motion to approve bills presented***

***Other:*** Review Correspondence

***Next Regular Meeting:*** December 21, 2022 at 6:00 pm

***Adjourn***

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

EGAN CITY MINUTES  
REGULAR MEETING  
October 19, 2022

The Board of Trustees of the City of Egan, South Dakota met in regular session on October 19, 2022 at Egan City Hall, 110 W 3rd Street, Egan, SD.

Present: Board of Trustee members John Steinhauer, Cody Chamblin, Nancy Hansen, and Brad Judstra. Board member absent: Jerome Olson. Also present were Marty Skroch, and Troy Wellman.

Motion by Chamblin, second by Judstra, to approve the agenda. All present voted "aye."

Motion by Judstra, second by Chamblin, to approve the minutes from September 21, 2022 regular meeting. All present voted "aye".

**No Public Comment:**

**Old Business:**

Commissioner Assistant Skroch reported on sale of tax deed property, installation of culvert, and upcoming election.

Motion by Judstra, second by Chamblin, to table action on Game Fish and Parks fishing pond until January 2023 meeting. All present voted "aye".

**New Business:**

Discussion on law enforcement with Moody County Sheriff Troy Wellman.

Motion by Judstra, second by Hansen, to hold 2nd reading and passage of amending Ordinance #134 – Truck Routes. All present voted "aye".

Public hearing held for mowing assessments. No public in attendance.

Motion by Hansen, second by Judstra, to approve Resolution 2022-04 – Resolution of Assessment. All present voted "aye".

Discussion on Flandreau Fire Department contract for 2023. Motion by Judstra, second by Chamblin, to approve the 2023 Flandreau Fire Department Contract. All present voted "aye".

Motion by Judstra, second by Chamblin, to approve Resolution 2022-05 – Automatic Supplemental Appropriation. All present voted "aye".

**Committee Reports:**

Compliance/Code Enforcement: Update on one abatement.

Parks: Porta Potty has been dry pumped and will be removed from campground for the winter months.

Personnel & Financial: Motion by Chamblin, second by Judstra, to approve the financial report. All present voted "aye".

Utilities: approved one non-complaint letter and one zoning letter be sent in October 21<sup>st</sup> billing.

Motion by Steinhauer, second by Chamblin, to approve the following bills: Big Sioux Water \$3,048.28 (Water/water loan/supplies); Booster Publishing \$49.95 (Publishing); Century Link \$288.16 (Phone); CitiBusiness Card \$315.34 (Supplies); Dakota Pumping \$200.00 (Pumping Service); Department of Treasury \$348.28 (Payroll Tax); Echo \$359.03 (Generator services); Eng Services \$1,111.80 (September garbage service); F & M Coop Oil \$151.50 (Tractor tire repair); Jerome Olson \$118.00 (Meals/Mileage); Lacey's Rentals \$50.00 (Porta Potty Service); Moody County Auditor \$857.60 (Law Contract); Moody County Enterprise \$139.84 (Publishing); Ottertail \$890.81 (Electric); RDC \$84.90 (Internet/Static IP); River's Edge \$515.97 (Tank Rent/Lagoon Spraying); SDML Workers Comp \$406.00 (2023 Fees); SD One Call \$66.29 (811 Fees); Softline Data \$155.00 (Utility Bill Cards); USDA - \$569.00 (Loan); Payroll – General \$2,027.92 All present voted "aye".

Correspondence reviewed. No action taken.

Motion by Steinhauer, second by Chamblin, to adjourn at 6:50 pm. All present voted "aye".

Next Regular Meeting – November 16, 2022 6:00pm

Minutes submitted pending Board approval.

John Steinhauer, Chairman

Attest:

Brenda Duncan, Finance Officer

October	Reconciliation of Cash Assets					
	<b>Beginning</b>		<b>TRAN</b>	<b>SFER</b>		<b>Ending</b>
<b>RECORDED CASH ASSETS:</b>	<b>Balance</b>	<b>Receipts</b>	<b>In</b>	<b>Out</b>	<b>Dsbrsmnts</b>	<b>Balance</b>
General Fund	\$ 445,346.48	\$ 20,448.58			\$ (6,080.72)	\$ 459,714.34
Water Fund	\$ (17,126.95)	\$ 6,146.84			\$ (3,832.30)	\$ (14,812.41)
Utility Deposit Fund	\$ 10,417.19					\$ 10,417.19
Sewer Fund	\$ (3,090.23)	\$ 2,239.38			\$ (1,135.04)	\$ (1,985.89)
Sewer Lagoon Reserve Fund	\$ 7,559.63	\$ 746.99				\$ 8,306.62
SD Bridge Grant	\$ 15,378.86					\$ 15,378.86
Veterans Memorial Park	\$ 3,415.16	\$ 40.00				\$ 3,455.16
	\$ 461,900.14	\$ 29,621.79			\$ (11,048.06)	\$ 480,473.87
Debt Reserves (USDA Loan)	\$ 6,828.00					\$ 6,828.00
Water Fund Money Market	\$ 4,327.58					\$ 4,327.58
Sewer Fund Money Market	\$ 41,625.01	\$ 14.76				\$ 41,639.77
Sewer Lagoon Money Market	\$ 63,072.23					\$ 63,072.23
	\$ 115,852.82	\$ 14.76				\$ 115,867.58
SD FIT Investments	\$ 1,235.52	\$ 2.62				\$ 1,238.14
<b>TOTAL CASH ASSETS:</b>	<b>\$ 511,806.95</b>	<b>\$ 29,639.17</b>			<b>\$ (11,048.06)</b>	<b>\$ 530,398.06</b>
<b>RECONCILED CASH ON HAND AND IN BANK:</b>						
Checking Acct Balance 10/31/2022						\$ 424,783.48
Outstanding Checks (listed below)						\$ (501.00)
Reconciled Bank Balance						\$ 424,282.48
Outstanding Checks:	\$ (1.00)					
	\$ (500.00)					
Petty Cash:	\$ 32.38					\$ 32.38

		Budgeted	Oct 22	Year to Date	Budget %
<b>Income</b>					
<b>101-310 General</b>					
	101-311.01 Taxes Current		2,552.04	41,859.20	
	101-311.02 Prior Year(s) Proper			2,736.87	
	101-311.07 Tax on Mobile Home			1,085.93	
	101-311.09 Special Meeting Fee			140.00	
	101-313 Sales Tax		5,255.22	48,464.06	
	101-315 Amusement Taxes		0.00	-	
	101-318 Tax Deed Revenue		0.00	-	
	<b>Total 101-310 General</b>	<b>\$ 130,000</b>	<b>7,807.26</b>	<b>94,286.06</b>	<b>73%</b>
<b>101-320 Licenses &amp; Permits</b>					
	101-320.01 L Liquor License			-	
	101-320.02 Building Permit			663.00	
	101-320.03 Dog Tags/Fowl License		16.00	309.91	
	<b>Total 101-320 Licenses &amp; Permits</b>	<b>\$ 2,000</b>	<b>16.00</b>	<b>972.91</b>	<b>49%</b>
<b>101-330 Intergovernment Revenue</b>					
	101-332.01 Fed Flood Reimbursement			-	
	101-334 State Grants		1,163.00	1,438.64	
	101-335 State Shared Revenue (Covid)			24,685.47	
	101-335.01 Bank Franchise Tax			669.19	
	101-335.02 Port of Entry Prorate		1,133.17	1,865.74	
	101-335.03 Liquor Tax Reversion		453.54	1,688.74	
	101-335.04 Motor Vech Licen 5%		2,833.36	10,494.24	
	101-335.06 SD Flood Reimbursement			-	
	101-335.08 Lcl. Gov. HWY/Bridg		3,627.64	12,886.54	
	101-338 County Shared Revenue				
	101-338.01 County Road Tax 25%			647.19	
	<b>Total 101-330 Intergovernment Revenue</b>	<b>\$ 30,000</b>	<b>9,210.71</b>	<b>54,375.75</b>	<b>181%</b>
<b>101-340 Charges Goods Services</b>					
	101-341 General Government			-	
	101-341.01 Zoning/Subdivis Fees			-	
	101-341.99 Other			-	
	<b>Total 101-341 General Government</b>		<b>0.00</b>	<b>-</b>	
<b>101-360 Miscellan Revenue</b>					
	101-360.01 SDFIT Interest/Dividend		2.62	11.11	
	101-362 City Hall Rental				
	101-363 Special Assessments			1,001.50	
	<b>Total 101-360 Miscellan Revenue</b>		<b>2.62</b>	<b>1,012.61</b>	
<b>101-367 Donation</b>					
	101-367.01 Veteran's Park		40.00	250.00	
	101-367.02 Senior Center			-	
	101-367 Donation - Other			-	
	<b>Total 101-367 Donation</b>		<b>40.00</b>	<b>250.00</b>	
<b>101-390 Other Source's</b>					
	<b>Total 101-390 Other Source's</b>		<b>2,244.23</b>	<b>2,244.23</b>	
<b>101-370/380 Enterprise Funds</b>					
	101-377 Campground			731.00	
	<b>Total 101-370/380 Enterprise Funds</b>	<b>\$ -</b>	<b>0.00</b>	<b>731.00</b>	
<b>101-388 Solid Waste</b>					
	101-388.10 Garbage		1,101.56	10,579.11	
	101-388.11 Sales Tax Collecte		68.82	654.90	
	101-388 Solid Waste - Other			130.00	
	<b>Total 101-388 Solid Waste</b>	<b>\$ 14,000</b>	<b>1,170.38</b>	<b>11,364.01</b>	<b>81%</b>

	<b>602-238 Water</b>			-	
	602-238.1 Water		5,631.20	52,794.29	
	602-381.02 Meter Chg		83.24	283.24	
	602-238.1-1 Water - Other			340.17	
	<b>Total 602-238 Water</b>	<b>\$ 55,000</b>	<b>5,714.44</b>	<b>53,417.70</b>	<b>97%</b>
	<b>602-390 Other Sources</b>			-	
	602-390.1 Collection Fee		162.57	683.60	
	602-390.2 Disconnect Fee		114.00	462.00	
	602-390.3 Late Fees		76.00	846.99	
	602-390.4 Utility Deposits			465.00	
	602-390.6 Laor Fees		79.83		
	<b>Total 602-390 Other Sources</b>	<b>\$ -</b>	<b>432.40</b>	<b>2,537.42</b>	
	<b>604-383.01 Sewer</b>		2,239.38	24,458.55	
	604-383.01.1 Sewer Interest		14.76	143.77	
	604-383.02 Lagoon Project		746.99	8,306.62	
	<b>Total 604-Sewer</b>	<b>\$ 40,000</b>	<b>3,001.13</b>	<b>32,908.94</b>	<b>82%</b>
				-	
	<b>Total Income</b>	<b>\$ 271,000</b>	<b>29,639.17</b>	<b>254,100.63</b>	<b>93.76%</b>

Expense					
101-410-412 Payroll 941s					
	Payroll Expenses		1,026.13	3,401.40	
	From Contingency \$1,000			-	
	<b>Total 101-410-412 Payroll 941s</b>	<b>\$ 4,500</b>	<b>1026.13</b>	<b>3,401.40</b>	<b>76%</b>
101-511-0000 Transfer Out					
412-Administrative					
	101-412-427 Travel/RegistraFees		118.00	938.58	
	101-412.1-411 Salaries of board			6,750.00	
	101-412.2-422 Legal Srvcs/fees		0.00	-	
	101-412-423 Publishing		189.79	1,484.77	
	101-412-422 Insurance			-	
	<b>Total 412-Administrative</b>	<b>\$ 12,000</b>	<b>307.79</b>	<b>9,173.35</b>	<b>76.4%</b>
411.5 - Contingency-Transferred to Public Works				-	
414- Financial Administratio					
	101-414.1-411-Attorney Fee			2,596.51	
	101-414.2-411-Finance Office		1,459.51	10,313.64	
	101-414.2-421 Insurance		106.37	1,106.37	
	101-414.2-422 FO/Service & Fees		472.84	3,163.07	
	101-414.2-426.1 FO Supplies			1,750.34	
	101-414.2-427FOTravel/Conf Fees			-	
	101-414.2-428- FO Phone		106.29	957.66	
	101-414.2-429 FO Maintenance			-	
	<b>Total 414- Financial Administratio</b>	<b>\$ 29,000</b>	<b>2,145.01</b>	<b>19,887.59</b>	<b>69%</b>
419.2 Buildings					
	101-419.2-421 Insurance		0.00	2,526.48	
	101-419.2-425 Rep/maint		60.00	2,119.51	
	101-419.2-426.1 Supplies		66.94	6,013.46	
	101-419.2-428.1 Elec/LP Heat		122.04	6,842.01	
	<b>Total 419.2 Buildings \$8000</b>	<b>\$ 23,244</b>	<b>248.98</b>	<b>17,501.46</b>	<b>75%</b>
	Ordinance 224 \$13000				
	Resolution 2022-05 \$2,244.23				
420 Public Safety				-	
	101-420.2-426.1 Supplies			-	
421 Police				-	
	101-421-422 Law Enforcement		857.60	5,969.60	
	101-422.9-449-FD-Contracts			8,456.71	
	<b>Total 420 Public Safety</b>	<b>\$ 19,000</b>	<b>857.60</b>	<b>14,426.31</b>	<b>76%</b>
430 Public Works					
431-HWY-Streets					
	101-431.1-421 Insurance		299.63	2,022.42	
	101-431.1-425 Repairs Maint.		96.76	71,588.06	
	101-431.1-426.1 Gas Oil/Supplie			6,290.99	
	101-431.1-426.2 Materials			-	
	101-431.6-428 Street Lights		516.95	5,041.10	
431.7 Snow Removal					
	101-431.7-424 Snow RemovalWages			894.36	
	101-431.7-425 Repairs/Maint.			681.25	
	101-431.7-426.1GAS-SNOW PLOW			323.33	
	101-431.7-426.2 Supplies			-	
	<b>Total 431.7 Snow Removal &amp; Public Works</b>	<b>\$ 89,000</b>	<b>913.34</b>	<b>86,841.51</b>	<b>98%</b>
	Contingency \$4,000				

Total 432 Sanitation	\$ 18,000	1,203.70	14,700.86	82%
432.6-weed control				
101-432.6-411 Salary		18.38	1,382.16	
101-432.6-426.1 Gas-Oil/Supplies			-	
Total 432.6-weed control		18.38	1,382.16	0%
440-Health/Welfare				
101-441.3 West Nile				
101-441.3-422 Labor			1,374.72	
101-441.3-426 Spray			1,890.00	
101-441.3-427			-	
Total 440-Health/Welfare	\$ 3,500	0.00	3,264.72	93%
450 Culture & Rec.				
452 Parks				
101-45.22-421 Insurance		0.00	-	
101-452.2-422 Services/Fees		50.00	475.00	
101-452.2-425-Park Repairs		110.28	1,616.35	
101-452.2-426.1 Gas-Oil			-	
101-452.2-428 Parks Elec		66.68	800.36	
101-452.2-429 Park Supplies			786.56	
Total 452 Parks	\$ 7,000	226.96	3,678.27	53%
602-Water				
420-Other Current Expenses				
602-433.5-421 Insurance			54.95	
602-433.5-428- Phone/Utilites		181.87	1,952.51	
602-433.5-429-Locate/Misc/Other			-	
602-433.5-441.2 USDA Water loan		569.00	5,690.00	
602-433.5-410 Utility Deposit Refund			199.81	
602-433.5-411 Salary		1,769.15	5,458.85	
602-433.5-421 Insurance			-	
602-433.5-422 Services & Fees			16,024.22	
602-433.5-425 Repairs Maint.			13,349.51	
602-433.5-426.1 Gas Oil/Supplies			12,390.04	
602-433.5-426.2 Water purchase		968.60	14,668.22	
602-433.5-426.3 Water Testing			128.09	
602-433.5-429 Dues/Other/NFS			-	
602-433.5-441 Principal BSCWS		283.30	2,775.52	
602-433.5-442 Interest BSCWS		60.38	660.74	
Total 602-Water	\$ 50,000	3,832.30	73,352.46	147%
604-Sewer				
604-432.3-411 Salary			2,218.01	
604-432.3-421 Insurance		191.09	246.71	
604-432.3-422 Services & Fees		458.11	2,438.66	
604-432.3-425 Rep/Maintenance			12,956.07	
604-432.3-426.1 Supplies/Gas Oil		100.36	7,516.29	
604-432.3-426.2 Materials			-	
604-432.3-428 Phone/Utilities		385.48	1,068.70	
604-432.3-429-Locate/Dues/NFS			-	
Total 604-Sewer	\$ 26,000	1,135.04	26,444.44	102%
Discrepancy		0.00	-	
Total Expense	\$ 281,244	\$ 11,915.23	274,054.53	
Net Income		17,723.94	(19,953.90)	

<b><u>OCTOBER WATER REPORT</u></b>		
Present Reading	10/21/2022	9,485,501
Previous Month Reading	9/20/2022	9,070,801
Gallons Pumped		414,700
Metered Water		330,934
Non-Metered Water		
Accounted for Water		
Total For Non-Metered Water		83,766
Total Non-Metered Water		83,766
Gallons Pumped		414,700
%Water Loss		20%
Gallons per minute loss	31 Days	1.88



<b>Name</b>	<b>Description</b>	<b>Paid Amount</b>
<b>Big Sioux Community Water</b>	<b>Water/Loan/Service Contract</b>	<b>2,952.40</b>
<b>BOOSTER</b>	<b>Publishing</b>	<b>49.95</b>
<b>Brian Bergjord</b>	<b>Repairs to Shop</b>	<b>2,270.62</b>
<b>CenturyLink</b>	<b>Telephones</b>	<b>280.93</b>
<b>CITY OF SIOUX FALLS</b>	<b>Water Testing</b>	<b>43.50</b>
<b>Days Inn Watertown</b>	<b>Lodging</b>	<b>154.00</b>
<b>Dept of Treasury</b>	<b>Payroll Taxes</b>	<b>1,296.39</b>
<b>Dutton-Lainson</b>	<b>Water ERTs</b>	<b>1,558.20</b>
<b>ENG SERVICES</b>	<b>Garbage</b>	<b>1,090.00</b>
<b>J.P. Cooke Co</b>	<b>Dog Tags</b>	<b>89.95</b>
<b>Lacey Rentals, Inc.</b>	<b>Porta Potty Final Service</b>	<b>50.00</b>
<b>Moody County Auditor</b>	<b>Contract Law</b>	<b>857.60</b>
<b>Moody County Clerk of Courts</b>	<b>Small Claims Filing Fees</b>	<b>42.25</b>
<b>MOODY COUNTY ENTERPRISE</b>	<b>Publishing</b>	<b>91.72</b>
<b>RDC</b>	<b>Internet/Static IP/Web Hosting</b>	<b>84.90</b>
<b>RIVER'S EDGE</b>	<b>Fuel</b>	<b>230.04</b>
<b>SDML</b>	<b>2023 Dues</b>	<b>478.98</b>
<b>STURDEVANTS AUTO PARTS</b>	<b>Park Supplies</b>	<b>17.56</b>
<b>Tyler Lumber Company</b>	<b>Street Supplies</b>	<b>4.45</b>
<b>USDA RD-WATER</b>	<b>Loan</b>	<b>569.00</b>
<b>WW Excavation &amp; Construction LLC</b>	<b>Machinery use</b>	<b>85.20</b>
<b>Payroll</b>	<b>General</b>	<b>1,943.39</b>