

City of Colton City Council
Regular Monthly Meeting Agenda
Date: 3/11/2024 Time: 6:30 pm
Colton City Hall 309 E 4th St, Colton, SD, 57018

- 1) Call to order / Roll call:
 T. Bunde R. Amundson C. Foster T. Evans J. Hulscher J. Lyon M. Wochnick
 M. Fraser J. Pedersen
- 2) Public Time:
 - a. Colton Country Days: Annual request for funding - Heather Bunde & Kathy Lamer. **Pg 2-2a**
 - b. Tri-Valley Baseball Field Association – Heather Bunde **No Docs**
- 3) Public hearing(s):
 - a. Community Development Block Grant SD Governor’s Office (CDBG): SECOG – Sophie Johnson
-Policies and Resolutions #2 & #4 from the income survey results. Application due 4/1/2024. **Pg 3**
- 4) Reports/Other business:
 - a. Update: City of Colton’s Land and Water Conservation Fund Application for Ballpark Improvements:
SECOG - Sophie Johnson **Pg 4-6**
-Discuss changes to last year’s application for Resolution #5 - 2024. Application due 4/26/2024.
 - Update: 4th Street projects: SECOG – Sophie Johnson **No Docs**
 - Update: Redway Park trail improvements for Resolution #3: SECOG - Sophie Johnson **Pg 11a-11d**
 - b. The Minnehaha County Sherrif’s February patrol hours. **Pg 7**
 - c. Finance Officer: Mikayla Fraser, new city phone number (605) 340–2053 and website cityofcoltonsd.com. **No Docs**
 - d. Update: Summer Shuttle Bus for the Colton pool – Trevor Bunde **No Docs**
-Colton, Crooks, and Baltic.
 - e. Update: Concession stand food license & food safety manager – Trevor Bunde **No Docs**
 - f. South Dakota Municipal League events calendar: District 3 annual meeting, HR/finance officer school, Elected officials’ workshop, and annual conference. **Pg 8**
 - g. Water and Sanitary Sewer Facility Plan Amendments: Environmental Coordination Services: Banner - Weston Blasius & Reece Poppins **Pg 8a-8g**
 - h. Phase 4 & 5 Sanitary Sewer Improv: HK Solutions Discussion: Mike Ingham & Matt Huston **Pg 9**
-Packet found at cityofcoltonsd.com under 2024 Agendas “Manhole Rehab Letter”
 - i. Sioux Metro Growth Alliance: Chris Fields **No Docs**
- 5) Ordinances, resolutions, policies, motions:
 - a. Motion to retroactively switch the city accounting method from accrual to cash for 2022/2023 **No Docs**
 - b. Resolution #3 – 2024 Recreational Trails Program: Application due 4/5/2024 **Pg 10-11, 11a-11d**
 - c. Resolution #2 - 2024 CDBG Funding Resolution **Pg 12**
 - d. Resolution #4 – 2024 CDBG Funding Fair Housing Resolution **Pg 12a**
 - e. Code of Conduct Policy **Pg 13**
 - f. Equal Employment Opportunity Policy **Pg 14**
 - g. Operation, Maintenance, and Repair Statement **Pg 15**
 - h. Relocation, Displacement, and Acquisition Policy **Pg 16**
 - i. Excessive Force Policy **Pg 17**
 - j. Certification Regarding Restrictions on Lobbying **Pg 18**
 - k. Certification of No Language Plan Required **Pg 18a**

- 6) Approve agenda and minutes from 2/13/2024: **Pg 19-21**
- 7) Approve March 2024 claims: **Pg 22**
- 8) Executive session (if needed):
- 9) Adjourn:



City of Colton City Council
Regular Monthly Meeting Minutes
Date: 03/11/2024

- 1) **Call to order / Roll call.** At 6:34 P.M. the meeting was called to order by Mayor Bunde in Colton City Hall. Answering roll call were Evans Tyler, Hulscher Joe, Lyon Julie, Wochnick Matthew, and Mayor Bunde Trevor. Amundson Riley and Foster Chas were absent with cause. City staff present were Public Works Superintendent Pedersen Jerrit and City Administrator/Finance Officer Fraser Mikayla.

- 2) **Public Time.**
 - a. Heather Bunde, Kathy Lamer, and Janae Klein with Colton Country Days provided the council with an update on this year's events and requested their annual funding request of \$3,000. The funding requested was previously approved last year and is included in this year's budget. Colton Country Days will be held on the last weekend in July. Campsite 1 will be reserved for food truck power. There will be a port-a-potty on Main Ave.
 - b. Heather Bunde added an agenda item update for the Tri-Valley Baseball Field Association. There are over 250 players who signed up to play this year. The first high school game is on March 23 at 10 AM at the big field in Colton. The baseball season will continue through the end of June. The Tri-Valley Baseball Association would like to thank the City of Colton and the 2023 Colton Baseball sponsors for the new lights on the West field, with a check for \$3,500.

- 3) **Public Hearing.**
 - a. Sophie Johnson with SECOG addressed the council concerning the public hearing for the CDBG application submittal, due on 4/1/2024. (Resolutions #2 & #4) Income surveys were previously sent out to Colton residents and the results are in progress. During the public hearing, the council discussed the community and housing needs of low- and moderate-income residents and came up with the following projects: Geraet's addition development, in-fill housing, 4th Street utilities (water & sewer), sanitary sewer project phases 4 & 5 (state revolving loan fund), 4th Street Road reconstruction project (community access grant), and 4th Street sidewalk project (transportation alternatives grant). A motion to close the public hearing was made by Evans and seconded by Hulscher. The motion passed with all members voting aye.

4) Reports/Other Business.

- a. Sophie Johnson with SECOG discussed updates with the council on the following projects: the 4th Street utilities improvement project, Redway Park trail improvements (recreational trails program), Redway Park ballpark improvements (land water conservation fund), and Redway Park saferoom (FEMA hazard mitigation grant assistance)

The council approved the resolution for the recreational trails program (Resolution #3) for the Redway Park Trail. Next month, the council will consider the application for the land water conservation fund grant program for ballpark improvements. (Resolution #5)

- b. The council reviewed the Minnehaha County Sherrif's hours (66.77) for February.
- c. The City of Colton is in the process of changing to a new phone number, 605-340-2052. The city's new website is cityofcoltonsd.com.
- d. Mayor Bunde provided the council with an update on the summer bus for the Colton pool. The City of Crooks is on board. Mayor Bunde will attend the next city council meeting in Baltic to answer questions for their council before they decide.

*To qualify for a reduced bus pass or Colton pool membership, residents may provide a photo ID, and one of the following: SD Medicaid Card, reduced school lunch approval letter, or Dakota EBT Card. Please provide copies to Colton City Hall via email at financeoffice@cityofcoltonsd.com or in person, mailed, or left in the drop box at 309 E 4th St, Colton, SD 57018.

- e. Mayor Bunde provided the council with an update on the pool & baseball concession stands. The city has applied for the SD Department food service license. Jessica Sargent will be Colton's food service manager.
- f. The council reviewed the South Dakota Municipal League's upcoming events: District 3 annual meeting on April 2nd, HR/finance officer school on June 11-14th, Elected officials' workshop on July 24th, and annual conference on Oct 8-11th.
- g. Weston Blasius & Reece Poppen, engineers with Banner Associates, discussed with the council additional engineering efforts on the Water and Wastewater Facility Plan. An amendment to the wastewater facility plan along with environmental letters was added to the scope of work and completed as part of the City's request for funding of the utility replacements on 4th Street and Sherman Ave. Banner's cost estimate for their additional engineering services will be approximately \$2,600 over the previously allotted \$5,000. A motion to approve was made by Wochnick and seconded by Lyon. The motion passed with all members voting aye.
- h. Mike Ingham & Matt Huston with HK Solutions (a subcontractor hired to perform sanitary sewer and manhole lining rehabilitation for the phase 4 & 5 sanitary sewer improvement project) addressed the council with a proposal for the non-compliant test results for required adhesion & liner thickness. This proposal would require surface preparation, relining of the manholes, and testing to verify thickness compliance of 1" with costs incurred by HK Solutions. Weston Blasius, an engineer with Banner Associates, approves of this proposal, and recommends the City of Colton accept this repair method. A motion to approve was made by Wochnick and seconded by Evans. The motion passed with all members voting aye.
- i. Chris Fields with the Sioux Metro Growth Alliance introduced himself to the council as one of their new Economic Development & Member Relations Specialists.

5) Ordinances, resolutions, policies, and motions.

- a. A motion was made by Lyon to retroactively switch the city accounting method from accrual to cash for 2022 & 2023 and seconded by Hulscher. The motion passed with all members voting aye.
- b. A motion was made by Lyon to pass Resolution #3 – 2024 for the Recreational Trails Program application approval and seconded by Evans. The motion passed with all members voting aye.
- c. A motion was made by Hulscher to pass Resolution #2 - 2024 for the Community Development Block Grant application approval and seconded by Lyon. The motion passed with all members voting aye.
- d. A motion was made by Hulscher to pass Resolution #4 – 2024 for Fair Housing and seconded by Lyon. The motion passed with all members voting aye.
- e. A motion to approve the following was made by Wochnick: Code of Conduct, Equal Employment Opportunity, Excessive Force, Relocation, Displacement, and Acquisition Policy's, Operation, Maintenance, and Repair Statement, Certification Regarding Restrictions on Lobbying, and Certification of No Language Plan Required, seconded by Evans. The motion passed with all members voting aye.

6) Approve Agenda & Minutes from 02/13/24.

- a. A motion was made by Hulscher to approve the agenda & minutes from 02/13/24 and seconded by Lyon. The motion passed with all members voting aye.

7) Approve Claims.

- a. A motion was made by Wochnick to approve the March 2024 claims and seconded by Hulscher. The motion passed with all members voting aye.

8) Executive Session.

- a. A motion to enter executive session at 8:45 P.M. was made by Lyon and seconded by Evans. The motion passed with all members voting aye. A motion to exit the executive session at 9:27 P.M. was made by Lyon and seconded by Hulscher.

9) Adjourn.

- a. A motion was made by Hulscher to adjourn and was seconded by Lyon. The meeting was adjourned at 9:28 P.M.

Respectfully Submitted,
Mikayla Fraser
City Administrator/Municipal Finance Officer
City of Colton, SD
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