

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.

3) Public hearing(s):

- a. Community Development Block Grant South Dakota Governor's Office (CDBG): SECOG – Sophie Johnson
–policies and resolutions from the income survey results. Application due 4/1/2024.
Update: City of Colton's Land and Water Conservation Fund Application for Ballpark Improvements:
SECOG - Sophie Johnson
–Discuss changes to last year's application. Application submission for this year will need a resolution
passed at the April meeting. Application due 4/26/2024.
- b. Update: 4th Street: SECOG – Sophie Johnson
–funding package results will be in 3/27/2024

4) Reports/Other business:

- a. Update: City of Colton's Land and Water Conservation Fund Application for Ballpark Improvements:
SECOG - Sophie Johnson
–Discuss changes to last year's application. Application submission for this year will need a resolution
passed at the April meeting. Application due 4/26/2024.
- b. Update: 4th Street: SECOG – Sophie Johnson
–funding package results will be in 3/27/2024
- c. The Minnehaha County Sherrif's February patrol hours & call log.
- d. Finance Officer: Mikayla Fraser, new City phone number (605) 340–2053 and website
cityofcoltonsd.com.
- e. Update: Summer Shuttle Bus for the Colton pool – Trevor Bunde
–Colton, Crooks, and Baltic.
- f. South Dakota Municipal League events calendar: District 3 annual meeting, HR/finance officer school,
Elected officials' workshop, and annual conference.
- g. Water and Sanitary Sewer Facility Plan Amendments: Environmental Coordination Services: Banner -
Weston Blasius
- h. Phase 4 & 5 Sanitary Sewer Improvements – HK Solutions Discussion

5) Ordinances, resolutions, policies, motions:

- a. Motion to retroactively switch the City's accounting method from accrual to cash for 2022 & 2023
- b. Resolution #3 – 2024 Recreational trails program: due 4/5/2024
- c. Resolution #2 - 2024 CDBG Funding Resolution
- d. Code of Conduct Policy
- e. Equal Employment Opportunity Policy
- f. Operation, Maintenance, and Repair Statement – The City needs to pick an amount that it believes will
cover the annual operating, maintenance, and repair costs of the 4th Street Sewer project.
- g. Relocation, Displacement, and Acquisition Policy

- h. Excessive Force Policy
- i. Certification Regarding Restrictions on Lobbying
- j. Sioux Metro Growth Alliance Chris Fields Bryce Heely

6) Adjourn



Regular Monthly Meeting Minutes

Date: 3/11/2024

- 1) **Call to order / Roll call.** At 7:04 pm the meeting was called to order by Mayor Bunde in the Colton City Hall. Answering roll call were Foster Chas, Evans Tyler, Hulscher Joe, Wochnick Matthew, and Mayor Bunde. Amundson Riley and Lyon Julie were absent with cause. City staff present were Public Works Superintendent Pedersen and City Administrator/Finance Officer Fraser.
- 2) **Open Comments.** Michele Van Leur requested a status update on a complaint previously submitted for 109 W 5th St. This was tabled from last month's meeting. The council agreed to send a letter to the property owner. The council will defer the contents of the letter to the Planning and Zoning Committee.
- 3) **Public Hearing.** Public hearing notice for the City's 4th Street Utilities Improvements project was published in the Minnehaha Messenger on Friday, October 20, 2023.
- 4) **Reports/Other Business.** Public Works Superintendent Pedersen discussed quotes for fall street sweeping, waterline curb stop installation for City Hall, and payment for patchwork done on Main Street by Katzer Concrete. The council tabled this for November's meeting.
- 5) **Ordinances, resolutions, policies, and motions.** Mikayla Fraser swore the Oath of Officer for Finance Officer/City Administrator for the City of Colton. A motion was made by Hulscher and seconded by Foster. Mikayla Fraser was appointed as the authorized agent for the South Dakota Retirement System. A motion was made by Hulscher and seconded by Wochnick. Each member of the council was given a 2023 W4 form to fill out and return to the finance officer at the November 13th meeting. Monthly utilities to be set up on direct debit ACH was tabled with claims until the November 13th meeting.
- 6) **Approve Agenda.** A motion was made by Hulscher to approve the current agenda and seconded by Foster. Discussions included a public time limit per topic to assist with sticking to the agenda and limiting side conversations. Suggestions to have public time at the beginning and end of the meeting and ask our attorney for clarification on verbiage. A public comment sign-up sheet, the agenda, and the packet are to be posted one week prior to the next meeting. Adding a link to the agenda for the next meeting to Facebook, posting on the city's website, and a physical copy next to the utility billing lockbox at City Hall.
- 7) **Approve meeting minutes.** A motion was made by Hulscher to approve the minutes for September 28, 2023. The motion was seconded by Foster. Motion passed with all members voting aye.
- 8) **Approve Claims.** September and October claims were tabled to November 13th, due to the finance officer change at the end of September.
- 9) **Adjourn.** A motion was made by Foster to adjourn and was seconded by Evans. The meeting was adjourned at 9:03 P.M.

Mikayla Fraser
City of Colton Finance Officer

Date

Trevor Bunde
City of Colton Mayor

