

**CITY OF FREEMAN
CITY COUNCIL | REGULAR SESSION
TUESDAY, JUNE 20, 2023
6:30 P.M. | CITY HALL COUNCIL CHAMBERS
AGENDA**

ROLL CALL

MINUTES OF JUNE 6, 2023 REGULAR MEETING

VOUCHERS

PUBLIC INPUT

FCDC JULY COMMUNITY EVENT

SPECIAL EVENT LICENSE – FIRE DEPARTMENT

HANDICAP SIGNS

1ST READING ORDINANCE 2023-02 – POLICE RESIDENCY

1ST READING ORDINANCE 2023-03 – GOLF CARTS

DEVELOPMENT & MARKETING REPORT

OTHER BUSINESS

NEXT MEETING DATE – TUESDAY, JULY 5, 2023 @ 6:30 PM

EXECUTIVE SESSION PURSUANT TO SDCL 1-25-2(1) – PERSONNEL

ADJOURN

**This meeting will be livestreamed via the link posted in the “Government” section at
CityofFreeman.org & on Golden West Cable channel 90.**

Council Minutes

Regular Session

Tuesday, June 6, 2023

The Freeman City Council met in regular session on Tuesday, June 6, 2023 at 6:30 pm at City Hall in Freeman. Mayor Michael Walter called the meeting to order and the following members were present: Charles Gering, Blaine Saarie, Tabitha Schoenwald, Clifford Tjaden, Elizabeth Waltner and Steve Waltner. Also attending were Finance Officer Lisa Edelman, Duane Walters, Carol Eisenbeis, Jay Slevin, John Munkvold, Andrea Baer, Mike McCue, Anna Martinez and Carrie Klein.

Minutes

S. Waltner moved to accept the minutes of the May 16, 2023 regular meeting as presented. Saarie seconded the motion. All votes aye.

Vouchers

Tjaden moved to approve the vouchers listed below. Saarie seconded the motion. Roll call: All votes aye.

PAYROLL – FINANCE	2819.24	FIRST BANK & TRUST, Main St pmt	196766.67
PAYROLL – MARKETING	3541.46	FIRST NET, police cell phone	106.80
PAYROLL – GOVERNMENT BUILDING	216.50	GOLDEN WEST, telephone service	1239.54
PAYROLL – POLICE	8820.42	HAWKINS, pool supplies	3309.82
PAYROLL – PUBLIC SAFETY	170.50	HUTCHINSON CONSERVATION, trees/seed	1746.40
PAYROLL – STREETS	2081.66	JAMBOREE, supplies	835.09
PAYROLL – SEWER	5866.81	JEBRO, liquid asphalt	729.00
PAYROLL – REFUSE	4744.75	LAWNS UNLIMITED, spraying	181.12
PAYROLL – RECYCLE	2945.66	LANCE EDWARDS, trees	362.68
PAYROLL – WATER	6513.18	MATHESON, amb supplies	84.49
PAYROLL – AMBULANCE	5443.55	M C & R POOLS, pump	2456.61
PAYROLL – PARK/POOL	1278.55	MILLER CONSULTING, computer software	1047.50
PAYROLL – GOLF COURSE	13308.92	MR G'S, repair	869.85
PAYROLL – LIBRARY	7189.00	NAPA, repair	659.92
PAYROLL – COMMUNITY CENTER	297.00	NORTHWESTERN ENERGY, electric & gas	7044.00
MERCHANTS STATE BANK, 941 deposit	12181.24	PERFORMANCE FOOD SERVICE, resale	5374.68
SD RETIREMENT	6209.68	PITNEY BOWES, postage	600.00
ACH FEES, payroll & utilities	40.00	PLUNKETT'S, pest control	95.70
APPEARA, rugs	226.12	R & R PRODUCTS, repair	819.35
ARROW MFG, chassis down pmt	5000.00	RITEWAY, checks	197.48
BARNES & NOBLE, library books	85.54	RORY HERMSEN, resale	1104.26
BEAL, beer	170.90	RURAL MFG, repair	290.54
B-Y WATER, water purchase	8482.43	SAARIE AUTO BODY, repair	424.76
B-Y WATER INTEREST	3168.00	SD DEPT OF HEALTH, testing	88.00
C & B OPERATIONS, repair	4507.39	SD DEPT OF PUBLIC SAFETY, license renew	240.00
CARDMEMBER SERVICES, supplies	3551.60	SD DEPT OF REVENUE, sales tax	6302.45
CHS, fuel	2568.29	SECOND CENTURY PRINTING, publishing	698.93

CITY OF FREEMAN, utilities	43.50	SIOUX INTERNATIONAL, repair	199.65
CITY OF MITCHELL LANDFILL, garbage fees	3746.40	SOUTHEASTERN ELECTRIC, electric	2106.53
D & D SMALL ENGINE, repair	13.63	SQUARE, monthly subscription	35.00
DAKOTA BEVERAGE, beer	319.60	STERN OIL COMPANY, fuel	1445.87
DAKOTA PUMP, repair	862.65	TOTAL STOP, fuel	1040.10
DAVE HUBER FARMS, cultivate Westside View	575.00	TURKEY RIDGE HUBCAP STORE, equipment	2450.00
EAST RIVER, golf course sign	6579.00	USPS, box rent	80.00
FEDEX, shipping	17.68	VINTAGE VAULT, flowers	49.15
FENSEL'S ELECTRIC, supplies	931.03	WEIDENBACH, concrete	182.00
FINK LAW OFFICE, legal	428.04	ZIMCO, chemical	309.37
		VOUCHERS	301281.03
		SALARIES	65237.20
		TOTAL VOUCHERS & SALARIES	366518.23

Financial Report

Tjaden moved to approve the financial report as presented. E. Waltner seconded the motion. Roll call: all votes aye.

Public Input

John Munkvold asked the council to waive the dumping fees for a house he is tearing down on Well Street. S. Waltner moved to waive the tipping fees for a house removal on Well Street. Saarie seconded the motion. Roll call: all votes aye.

Mike McCue requested additional stop signs be placed along the curve between 5th and 6th Streets. He is requesting these additional signs due to safety for the kids in the area. Mayor Walter will look at the intersection and make a recommendation this week.

Special Event Alcoholic Beverage License – SD Chislic Festival

The Council considered the application for a one-day alcoholic beverage license submitted by the following:

One day on-sale alcoholic beverage license for Saturday, July 29, 2023

Application of:

South Dakota Chislic Festival

PO Box 645

Freeman, SD 57029

Location of:

Prairie Arboretum

748 S Main Street

Freeman, SD 57029

No persons were at the meeting to show rejection of this application. Saarie moved to approve the one day malt beverage license for beer only for Saturday, July 29, 2023. Tjaden seconded the motion. Roll call: all votes aye.

Special Event Alcoholic Beverage License – Valiant Vineyards, Inc.

The Council considered the application for a one-day alcoholic beverage license submitted by the following:

One day on/off-sale alcoholic beverage license for Saturday, July 29, 2023

Application of:
Valiant Vineyards, Inc.
1500 W Main St
Vermillion, SD 57069

Location of:
Prairie Arboretum
748 S Main Street
Freeman, SD 57029

No persons were at the meeting to show rejection of this application. Tjaden moved to approve the one day alcoholic beverage license for Saturday, July 29, 2023. Saarie seconded the motion. Roll call: all votes aye.

District III Joint Cooperative Agreement

S. Waltner moved to approve the Joint Cooperative Agreement with District III and to authorize the mayor to sign the agreement. Tjaden seconded the motion. Roll call: all votes aye.

Recycle Trailers

S. Waltner presented a quote for a 5' x 8' enclosed trailer with 78" walls for \$4430. Saarie moved to purchase 2 5' x 8' enclosed trailers from Yankton Trailers at the price of \$4430 each. S. Waltner seconded the motion. Roll call: all votes aye.

Golf Carts

Mayor Walter informed the group that according to state law it is illegal to drive a golf cart on city streets if there is not a city ordinance allowing it. This will be included on the next agenda for further discussion.

Pool Personnel

Schoenwald moved to hire Ashton Massey, Kaelie Derby, Lauren Schoenfish and Zenovia Butler at \$12.00/hour as seasonal swimming pool personnel for the 2023 season. Tjaden seconded the motion. All votes aye.

Other Business

S. Waltner: Informed the council that the building needs to get set up at the rubble site. Also, the sign and electronics trailer need to be in place by June 16.

Saarie: Stated that the Main Street lights were involved in a traffic situation and were damaged. New lights were ordered and should be here in July. Asked if a committee should be formed to review and clean up the city's ordinances.

Walters: Updated the council on why the lagoon cleaning has not been done. Benders have been contacted and they are waiting for the lagoon to be discharged. This can not be completed until a clean sample is received from the state so it is environmentally safe to discharge.

Slevin: Informed the group that he is exploring possibilities to purchase goggles that will simulate intoxication in order to start up some community learning projects with the school. Also asked some questions regarding camping limits at the park.

Next Meeting Date

The next meeting of the Freeman City Council will take place on Tuesday, June 20, 2023 at 6:30 pm.

Executive Session

S. Waltner moved to go into Executive Session at 7:50 pm pursuant to SDC 1-25-2(1). E. Waltner seconded the motion. All votes aye.

S. Waltner declared out of executive session at 8:45 pm.

Saarie moved to hire John Weier for recycling/rubble operator at \$14.50/hour. S. Waltner seconded the motion. All votes aye.

Adjournment

Gering moved to adjourn at 8:45 pm. Saarie seconded motion. All votes aye.

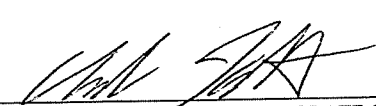
Lisa Edelman, Finance Officer

Michael Walter, Mayor

City of Freeman
SPECIAL EVENTS
Alcoholic Beverage License Application

<p>Business Name: <i>Freeman Fire Dept</i> Owner Name: Address: <i>320 N Main St</i> <i>Po Box 201</i> <i>Freeman SO 57029</i> Telephone #:</p>	<p>Location of Event: COMPLETE DESCRIPTION INCLUDING STREET ADDRESS <i>Freeman City Park</i> <i>115 N Wipf St</i> <i>Freeman SO 57029</i> Dates of Event: <i>8/12/23</i></p>
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Description of Event: <i>Fire Dept Rib Cook Off</i>

Check which license you currently hold: <input type="checkbox"/> Malt Beverage <input type="checkbox"/> Liquor <input type="checkbox"/> Wine	
Do you <input type="checkbox"/> own or <input type="checkbox"/> lease this property? If leasing, please include copy of lease agreement.	
Check which license is requested for Special Event: <input checked="" type="checkbox"/> Malt Beverage <input type="checkbox"/> Liquor <input type="checkbox"/> Wine	
Also Include:	
<input type="checkbox"/> Proof of Insurance (ATTACH A VALID COPY OF CERTIFICATE OF INSURANCE OR LETTER FROM INSURER CONFIRMING THE POLICY IS IN PLACE NAMING THE CITY OF FREEMAN AS AN ADDITIONAL INSURED FOR THE ACTIVITES DESCRIBED IN THE SPECIAL EVENT APPLICATION.)	
<input type="checkbox"/> \$25 per day fee for License.	No. of Days <u>1</u> X \$25 = <u>25</u> Total
TOTAL AMOUNT DUE <u>25</u>	
<input type="checkbox"/> Copy of Current Valid Alcoholic Beverage License	
Has applicant requested use of City property as part of license request? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
<input type="checkbox"/> Copy of request attached	
Signature <u></u>	Date <u>5/19/23</u>
BUSINESS OWNER OR CORPORATE OFFICER ONLY	

OFFICE USE ONLY:
COUNCIL DECISION: <input type="checkbox"/> Approved <input type="checkbox"/> Disapproved
Signature _____ Mayor

ORDINANCE 2023-02

**AN ORDINANCE AMENDING TITLE 1 OF THE REVISED ORDINANCES
OF THE CITY OF FREEMAN, SOUTH DAKOTA**

Be it ordained by the City of Freeman, South Dakota, that Title 1, Section 1.0403 is hereby amended to read as follows:

1.0403 Residency:

The Chief of Police ~~must live within the city limits of the City of Freeman and~~ all full-time police department employees must live within (1) mile of the city limits of the City of Freeman. A full-time employee is one who is considered to have worked thirty-two (32) hours per week.

Dated this 5th day of July, 2023.

Michael Walter, Mayor

(SEAL)

ATTEST:

Lisa Edelman, Finance Officer

First Reading: June 20, 2023
Second Reading: July 5, 2023
Published: July 13, 2023
Effective Date: August 2, 2023

ORDINANCE 2023-03

**AN ORDINANCE ENACTING TITLE 8, SECTION 8.05 OF THE REVISED ORDINANCES
OF THE CITY OF FREEMAN, SOUTH DAKOTA**

Be it ordained by the City of Freeman, South Dakota, that Title 8, Section 8.05 shall be enacted as follows:

8.05 Golf Carts:

The City of Freeman hereby permits the use of golf carts on the municipal streets of the City of Freeman, subject to the following:

1. The golf cart shall be insured and shall comply with all State Statutes.
2. The person operating the golf cart shall hold a valid driver's license.
3. The person operating the golf cart shall, on an annual basis, obtain a permit from the City of Freeman to operate the golf cart on municipal streets; the fee for said annual permit shall be set by resolution of the city council. A yearly city issued sticker must be displayed on the back of the approved cart.
4. Permitted golf carts may operate on the municipal streets of the City of Freeman from one-half hour before sun-rise to one-half hour after sun-set. Operation of a golf cart outside of these times is not allowed unless the golf cart is equipped with an operating head light and tail lights.
5. The operator and all occupants of a golf cart shall be seated at all times.
6. Golf carts shall not be operated on the sidewalks.
7. No person may operate a golf cart on a state or county highway except for crossing from one side of the highway to the other. A golf cart may cross the highway at a right angle, but only after stopping and yielding the right-of-way to all approaching traffic and crossing as closely as possible to an intersection or approach.
8. The operator of a golf cart is required to obey the same traffic laws of the state and ordinances of the city, including street and road signs, as the operators of all other motorized vehicles are required to obey.
9. Any permit issued under this section may be revoked for any violation of this ordinance or state law related to operating golf carts.
10. The operator of any golf cart shall be subject to a penalty, as provided in Title 15 of the ordinances of the City of Freeman, South Dakota, for any violation of this section.

Dated this 5th day of July, 2023.

Michael Walter, Mayor

(SEAL)

ATTEST:

Lisa Edelman, Finance Officer

First Reading: June 20, 2023

Second Reading: July 5, 2023

Published: July 13, 2023

Effective Date: August 2, 2023



DEVELOPMENT & MARKETING COORDINATOR REPORT FREEMAN CITY COUNCIL | JUNE 20, 2023

INTERVIEWS have been somewhat of a theme in the past month. Southeast South Dakota Tourism recommended KELOLAND digital reporter Rae Yost to contact me as someone to interview about Freeman because we're seen as a small, southeastern South Dakota town that's found success with tourism.

"Fill the Fairway" is a golf promotion headed up by a Mitchell Radio group involving Valley View Golf Course. A team of four individuals from the radio stations were out at the course with Rory Hermsen and myself to capture some video content earlier this month.

Since my last report to the council, the South Dakota Association of Healthcare Organizations released a video & article showcasing Freeman Regional Health Services & the Freeman Community. Courtney Unruh, Elizabeth Waltner & I were among those interviewed for the project, with my interview segments recorded last fall.

A highlight for me has been to interview member representatives of the Freeman Community Development Corporation and take photos for the weekly Spotlight ads that appear in The Courier. To date, we've showcased 16 local businesses/organizations. This not only provides advertising for each specific entity, but also allows us to brag on what people like about the Freeman community. It's been so gratifying to engage in these conversations and have the opportunity to share a condensed version of the information I've gleaned with a broader audience.

SOCIAL MEDIA & WEBSITES were two of the responsibilities emphasized by the council when I accepted this position, and rightly so; a strong and positive online presence plays a significant role in economic development. My work in this realm includes creating and posting timely graphics, photos and written content on behalf of the City of Freeman, Experience Freeman and Valley View Golf Course. I do this for the websites and Facebook pages associated with each of these entities.

INSTALLATION of the ADA lift chair – funded primarily through a Freeman Community Foundation grant - has taken place at the Freeman Swimming Pool & has been in use. And kiosks for the Swimming Pool Park picnic area & City Campground were installed just in time for the first Farmers Market of the season. Funded jointly by the City of Freeman and the Freeman Community Development Corporation, the kiosks currently display the new Experience Freeman Welcome Guides, as well as event information and campground expectations.

MULTIPLE PRESS RELEASES related to free access to the rubble site, the opening of the swimming pool & a variety of special events hosted by FCDC were written & provided to The Courier in the past month. My most recent development column, "Relationships & respect are keys to rural survival," was published as one of the top four "Must Reads" in the June 1 edition.

WESTWARD VIEW is a collaborative housing development designed to provide an economic benefit to our community. At the urging of our local business community, the City of Freeman made a significant financial investment in bringing this project to fruition. The new street & cul de sac – complete with curb & gutter – were in place prior to the 2022 SD Chislic Festival. Yet, I continue to field many questions about when the old tin shed & blue-roofed house positioned at the entrance to the property will be removed. Early in the process, the council informally affirmed that these buildings would be removed & it was on May 16 of this year that the council took official action to authorize their removal. We are unable to properly showcase this property while the buildings remain in place; as a result, we continue to lose interested buyers. Facilitating the removal process in a swift manner is a matter of good stewardship of taxpayer dollars & an investment in the economic future of Freeman.

TIME-SENSITIVE COMMUNICATION is a big part of my role on behalf of the City of Freeman, the Freeman Swimming Pool, Valley View Golf Course, and the Freeman Community Development Corporation. In addition to the work that takes place in my office, I'm involved in a variety of meetings & relay information, as needed/directed, via our citywide text notification system & social media during evenings & weekends. My office phone rings in simultaneously with my cell phone which means I'm easily accessible & can be responsive in situations that require timely follow-through. My "up to 40 hours a week" salaried position typically involves an investment of 46 to 58 hours

per week. I state this only as a matter of accountability; while I'm paid the same regardless of the hours I work - & have no expectation for additional pay – the hours I routinely invest provide a good value for Freeman taxpayers.

ASSORTED PROJECTS & RESPONSIBILITIES in the past month have been working with FCDC sub-committees as they work through details for retooling Freeman Bucks with specific expiration dates & as they plan for & implement a variety of "Market in the Park, Main Street & More" events taking place this summer. I continue to update & create visual content for our local cable channel, follow-up on business expansion & development inquiries, relay information relevant to addressing child care needs, participate as Freeman's representative to the Brookings Area Transit Authority board & write & record a weekly "Hometown Happenings" segment that airs on Hot Country 93.1 radio. Recent work with Freeman's Healthy Hometown Team involved the creation of promos for bike collection, repair & redistribution made possible by the volunteer efforts of our resident Bike Doctor (a.k.a. Dr. Dennis Ries). I also assist in providing front office coverage at City Hall, as needed.

Respectfully Submitted by Carol J. Eisenbeis
Development & Marketing Coordinator | City of Freeman, SD