AGENDA   
EGAN CITY – REGULAR MEETING

November 20, 2024

***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 item and AFTER the Chairman opens the item up 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 16, 2024 Regular and Special minutes and November 7, 2024 Special Meeting Minutes**

***Public Comment:*** This is the opportunity for persons to address the Council on items NOT on the 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:***  Public Hearing: Norman Koehn- Vacate Alley Request

Building Permits: Jacob Grimsrud-demolition of house, shed, and all trees on property located on W 3rd St

Kye Schmit- demolition of shed on property located at on W 3rd St

Michelle Ten Eyck- Moving of old shed and replacing with new shed 211 S. Fred

Brian Gundvaldson- Demolition of house at 107 E. 2nd

Letters sent to two residents who will need to install meter pits next spring.

***Old Business:*** Monthly violations recap from Sherriff department

Jones property update

Floodplain ordinance update (September deadline)

Maintenance position/Snow Plow Driver

Senior Center Updates

Bridge Update

***New Business:*** Changing of Money Market Bank Account

Resolution 2024-02- Vacate Alley

Finance Officer Oath

Sewer/Water Money Market account change

First Reading of Amended Ordinance #211

***Committee Reports:***

Compliance/Code Enforcement (Olsen & Hansen) – 3 Building Permit Letters and 2 Meter Pit Letters. 1 fowl permit application mailed to resident

Maintenance/Streets (Chamblin & Hein) – Brad Hemmer completed on 11/2/2024

Parks (Chamblin & Ten Eyck) –

Personnel & Compliance (Olsen & Hansen) –

Utilities (Hein) – Jetting and Manhole

**Motion to Approve Personnel & Financial Reports**

**Motion to approve bills presented**

***Other:*** Review Correspondence

***Next Regular Meeting:*** December 18th, 2024 at 6:00 pm

***Adjourn***

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

**Egan City Special Minutes  
October 16, 2024**

The Board of Trustees of the City of Egan, South Dakota met in special session on October 16, 2024,at Egan City Hall, 110 W 3rd Street, Egan, SD.

Present: Board of Trustees - Nancy Hansen, Mike Hein, Cody Chamblin, Jerome Olson and Michelle Ten Eyck, Finance Officer Kayla Charles and Attorney Jennifer Nelson. Also present: Norm & Donna Koehn, Barbara Warborg, and Don Hansen of Egan and Doug Kinniburgh and Joanne Hight representing South Dakota DOT.

5:30 pm meeting was called to order by Chairman Chamblin.

Motion by Hien, second by Hansen to approve the agenda. Ten Eyck objected going into executive session stating that she did not believe the conversation with the SD DOT met the qualifications of executive session. Attorney Nelson advised that she felt it was fine to speak to the SD DOT in open session and move to executive session when she advised the council.

Hansen made a motion to not go into executive session and remain in open session, Olson second. All present voted “aye.”

*Public Comment:*None

Kinniburgh advised the council that for the state to be able to recoup their cost from the federal government he needed to be able to provide a product, meaning completing phase 1 of the project. He stated that all that was left in Phase 1 was the hydraulic analysis, which would take a couple months to complete. A public meeting would them be held and at that point the city could choose to opt out at no cost, as lost as the city did not go forth with any non-participating or ineligible for Federal Funds expenses.

Chamblin made the motion to go into executive session at 6:10 pm, second by Hansen. All present voted “aye.”

*Executive Session per SDCL-25-2: Legal*

Executive session ended at 6:19pm and the council moved back into open session.

Ten Eyck motioned to table the Bridge Replacement Agreement to allow for more communication between Nelson and SD DOT to clarify and define what is considered non-participating expenses and that the City of Egan will not incur any expenses for the PROJECTwithin the Joint Powers and Funding Agreement for Bridge Replacement Between SD DOT and City of Egan. Chamblin second. All present voted “aye.”

Motion by Chamblin, second by Hansen to adjourn meeting at 6:23 pm. All present voted “aye.”

Next regular board meeting Wednesday, October 16, 2024 6:00 pm or following special meeting.

Minutes submitted pending Board approval.

Cody Chamblin, Chairman

Attest:

Kayla Charles, Finance Officer

**Egan City Minutes  
October 16, 2024**

The Board of Trustees of the City of Egan, South Dakota met in regular session on October 16, 2024, at Egan City Hall, 110 W 3rd Street, Egan, SD.   
Present: Board of Trustee’s - Present: Board of Trustees - Nancy Hansen, Mike Hein, Cody Chamblin, Jerome Olson and Michelle Ten Eyck, Finance Officer Kayla Charles. Also present: Norm & Donna Koehn, BarbaraWarborg, and Don Hansen of Egan  
6:26 pm meeting was called to order by Chairman Chamblin.  
Motion by Hansen, second by Olson to approve the agenda. All present voted “aye.”  
Motion by Hansen to approve the September 18Regular Meeting Minutes and Special Meeting Minutes with the adjustment to the September 18 Regular Meeting Minutes that Ten Eyck abstained from voting on Ordinance NO. 229, second by Hein. All present voted “aye.”  
*Public Comment:*None  
*Zoning:* Board reviewed the Petition to Vacate an Alley from Norman Koehn. Chamblin made a motion to approve the petition, second by Olson. All present voted “aye.”  
The board reviewed Ordinance 204. Hansen made a motion to amend Ordinance 204, moving block 16 of Prospect Park Addition from Rural to Urban Residential, seconded by Chamblin. All present voted “aye.”  
*Old Business:*Sheriff Monthly Recaps:Moody County Sheriff will begin monthly recaps in October.  
Jones property update- Ten Eyck informed the board that a citizen of Egan was working to get the Jones Property (tree dump) donated to the City of Egan.   
Floodplain Ordinance Update- Hansen is still waiting on FEMA. Maintenance Position/Snowplow Driver- One application was received for the Snowplow Driver, Chamblin is checking that applicant has CDL. Chamblin recommended revisiting the Maintenance Position next spring. Discussion about looking into a smaller plow that would not require a CDL. Ten Eyck suggested the state surplus site, other suggestions were Bowes or a larger town.   
Utility Billing Software- Charles advised the board that the city’s website can send out emails and texts to residents. Charles suggested using those services instead of adding another public alert system that could also call. Ten Eyck made the motion to move forward with the contract with Connecting Point for the Utility Billing Software and use the website for public alerts, seconded by Olson.  
Senior Center Update- Norman Koehn would like to donate his time to paint the Senior Center and the paint to be used will be donated by another citizen. Ten Eyck made the motion to allow for the Senior Center to be painted by Koehn with donated paint and table the new carpet discussion, seconded by Hein. All present voted “aye.”  
IM-28 Resolution 2024-02- Motioned by Chamblin to table IM-28 Resolution 2024-02 until after the November election, second by Hein. All present voted “aye.”  
*New Business:* Second reading of ORDINANCE NO. 229 2025 APPROPRIATION ORDINANCE. Motion by Chamblin to approve the first reading of ORDINANCE NO. 229 2025 APPROPRIATION ORDINANCE, second by Hein. Chamblin, Hein, Olson, and Hansen voted “aye.” Ten Eyck “abstained.”  
Public Hearing for Mowing Assessments- No comment made during hearing. Charles told the board that no payment was made on any of the assessments.   
Motion by Hansen to approve Resolution 2024-01- Mowing Assessments, seconded by Chamblin. All present voted “aye.”

RESOLUTION 2024-01  
RESOLUTION OF ASSESSMENT

WHEREAS, the City of Egan has filed an assessment roll pursuant to SDCL 9-43 and Egan City Ordinance 157 as amended, and;

WHEREAS Hearing on the assessment roll was held October 18, 2024 following proper notice, and;

WHEREAS following Hearing the City moved to approve the assessment roll as follows:

111 S Irvin Street Egan, SD 57024  
Special Assessment: $1000.00   
Legal Description: E-1/2 Lot 11 & Lot 12 Block 22 Original Plat Egan City, Moody County, South Dakota

302 E. 2nd Street Egan, SD 57024  
Special Assessment: $750.00   
Legal Description: S-1/2 Lots 8-9 Block 6 Original Plat Egan City, Moody County, South Dakota

208 W 3rd Street Egan, SD 57024  
Special Assessment: $125.00  
Legal Description: W – ½ Lot 5 Block 21 Original Plat Parcel #23.01.21.05 & E -1/2 Lot 4 Block 21 Original Plat Parcel #23.01.21.04

510 W 4th Street Egan, SD 57024  
Special Assessment: $125.00  
Legal Description: Lots 5-6-7-8 Block 5 Prospect Park Addition Parcel #23.03.05.05

The City of Egan approves the Assessment Roll and delivery to Moody County Auditor for collection. Adopted this 16th day of October 2024

Attest: /s/Kayla Charles /s/Cody Chamblin  
Finance Officer Chairman  
Adopted: October 16, 2024  
Published: October 23, 2024  
Effective: October 23, 2024

*Committee Reports:* Compliance/Code Enforcement: Charles told the board that the Zoning Ordinance does state building permits are required to demolition or move a building. Charles will send out letters to residents that will need to get a building permit pursuant to the Zoning Ordinance.   
Maintenance/Streets: Chip sealing was completed. Chamblin is still looking for someone to grade the cities gravel   
roads.  
Parks: Lacey’s can remove porta-potties at the end of October. Hein will work with Jeff to close the concession stand for the season.  
Personnel: Chamblin will reach out to the applicant to see if he has CDL.  
Utilities: Jetting will take place next Tuesday and Wednesday  
Motion by Chamblin, second by Olson to approve Financial Report. All present voted “aye”   
Motion by Hansen, second by Olson to approve the following bills: Big Sioux Community Water (Water/water loan) $3,109.38; Booster (publications) $240.00; Lacey Rental (porta potties cleaning) $150.00; Moody County Enterprise (publishing) $88.77; Nelson & Ericsson Law Office (Attorney Fees) $3,150.00; One Office Solution (Toner) $121.98; Ottertail (Utilities Date 7/12) $743.12; Ottertail (Utilities) $756.41; River’s Edge Cooperative (Gas Purchase/2025 Propane Lease) 419.01; Valley Fibercom (phone & internet) $183.00; Payroll (General + employer taxes) $2,213.00. All present voted “aye”.  
Motion by Chamblin, second by Hansen to adjourn at 7:15 pm. All present voted “aye”  
Next Regular Meeting – Wednesday, November 20, 2024  
Minutes submitted pending Board approval.   
Cody Chamblin, Chairman  
Attest:   
Kayla Charles, Finance Officer

**Egan City Special Minutes  
November 7, 2024**

The Board of Trustees of the City of Egan, South Dakota met in special session on November 7, 2024at Egan City Hall, 110 W 3rd Street, Egan, SD.

Present: Board of Trustee’s - Nancy Hansen, Mike Hein, Cody Chamblin and Michelle Ten Eyck.Finance Officer Kayla Charles.

Trustee Jerome Olson was absent

5:00 pm meeting was called to order by Chairman Chamblin.

Motion by Hansen second by Hein to approve the agenda. All present voted “aye.”

***Public Comment:***None

***Old Business:*** None

***New Business:*** None

***Executive Session:***Motion by Chamblin to go into executive session, second by Hansen.All present voted “aye.” Board of Trustees entered executive session at 5:02pm.

Motion by Chamblin to exit executive session at 5:58 pm.

Hein made a motion to hire Randall Scholl as an on-callsnowplowpick-up driver at $22.00 an hour. Kathleen Baty as an on-call snowplow pick-up driver at $22.00 an hour. Larry Baty as an on-call snowplow driver at $38.00 an hour, second by Hansen. All present voted “aye.”

Motion by Hansen, second by Hein to adjourn meeting. All present voted “aye.”

Next regular board meeting November 20th at 6:00pm

Minutes submitted pending Board approval.

Cody Chamblin, Chairman

Attest:

Kayla Charles, Finance Officer











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| September %Water Loss |  | 6% |
| October %Water Loss |  | 3% |