

**REGULAR MEETING OF THE OACOMA TOWN BOARD**  
**September 6, 2022**

The Oacoma Town Board met in regular session at 6:30 P.M. on September 6, 2022 in Meeting Room #2 at the Oacoma Community Center. Board members present were Gary Dominiack, President; Richard Kirkpatrick, Vice President; Kyle Fuchs; Roger Twamley and Robin Hutmacher. Also present were Valerie Moore, Finance Officer; Bryan Mahrt, Utilities Manager; and Justin Rabern, Utilities Technician.

**EXECUTIVE SESSION**

Motion by Hutmacher, second by Fuchs, to enter executive session for discussion of personnel matters pursuant to SDCL 1-25-2 (1). Motion carried. Executive session ended at 6:55 P.M.

**RECONVENE**

Motion by Kirkpatrick second by Hutmacher to reconvene in regular session. Taryn Reidt joined the meeting. Bryan Mahrt and Justin Rabern left the meeting.

**MINUTES**

Motion by Twamley, second by Fuchs, to approve the minutes of the regular meeting on August 15, 2022. Motion carried.

**CHAMBER OF COMMERCE/CVB**

Taryn Reidt, Chamber of Commerce/CVB Executive Director, addressed the board to discuss increased expenses related to the 2022 Harvest Festival scheduled for September 24, 2022 at the Oacoma City Park. Reidt reported the band she hired at \$800 recently cancelled and the quote to hire a different available band is \$4,000. She also reported the drought and inflation increased the cost of pumpkins she purchases for the event from \$750 to \$2,000. Reidt asked the board to authorize use of \$3,000 budgeted in contingency for CVB purposes to fund the 2022 Harvest Festival. Discussion was held. Motion by Kirkpatrick, second by Fuchs, to authorize \$3,000 from the CVB contingency budget to fund the 2022 Harvest Festival. Motion carried.

**PUBLIC COMMENTS**

Time was reserved for public comments pursuant to SDCL 1-25-1. No comments were heard.

**GOLF COURSE**

The Chamberlain Country Club submitted an invoice from Cozine Electric totaling \$6,457.41 for relocation of an electric service due to course renovations and requested the \$5,000 subsidy budgeted for the course be applied to this invoice. Motion by Twamley, second by Kirkpatrick, to authorize payment of \$5,000 to Cozine Electric for costs related to course renovations. Motion carried.

**WATER & SEWER RATES**

The board reviewed historical reports of water and sewer rates and annual trends of related fund balances. It was noted the Water Fund recorded net losses of -5.01%, -7.45% and -3.35% in 2020, 2021 and 2022 year to date, respectively. Moore reported on a conversation she had with personnel from SD DANR about minimum qualifications and rates needed to qualify for project funding assistance. It was reported water rates plus debt surcharge fees are approaching a minimum residential rate of \$60.00 per month for DANR loans issued to communities over the last year. Discussion was held on future water projects needed in Oacoma including water intake improvements. Motion by Twamley, second by Hutmacher, to adopt the following rates effective with the January 2023 billing statements. Motion carried.

<u>Residential:</u>	Water - \$35.00 minimum for first 5,000 gallons plus \$5.40 per 1,000 gallons usage over the minimum.
	Sewer - \$30.00 flat monthly rate.
<u>Commercial:</u>	Water - \$50.00 minimum for first 5,000 gallons plus \$5.40 per 1,000 gallons usage over the minimum.
	Sewer - \$42.00 minimum for first 5,000 gallons plus \$5.00 per 1,000 gallons usage over the minimum (based on water meter usage).

## 2023 APPROPRIATIONS ORDINANCE NO. 2022-04

Motion by Kirkpatrick, second by Twamley, to approve the first reading of Ordinance No. 2022-04, Appropriations Ordinance for Fiscal Year 2023 for the Town of Oacoma. Motion carried. The second reading and adoption of the ordinance will be held at the next regular meeting on Monday, September 19, 2022.

## PERSONNEL

Dominiack announced Justin Rabern submitted his notice of resignation from his position as Utilities Technician on August 16 and reported Rabern's employment with the town ends on September 9, 2022. Dominiack thanked Rabern for his seven years of service and acknowledged Rabern for his contributions to the community.

Motion by Fuchs, second by Hutmacher, to authorize payment to Rabern for his unused vacation leave totaling 109.83 hours paid at his current pay rate in a lump sum payment upon his termination of employment. Motion carried.

Dominiack reported Kirkpatrick, Mahrt and he interviewed two applicants to fill Rabern's vacated position. Motion by Kirkpatrick, second by Hutmacher, to authorize Dominiack to extend an employment offer to an applicant for the Utilities Technician position at the rate of \$20.00 per hour with a \$1.25 increase upon successful completion of five required certification exams including four Class I exams and one Class II exam. Motion carried.

The board reviewed and discussed Policy #7: Leaves of Absence from the Oacoma Personnel Manual. Motion by Hutmacher, second by Fuchs, to authorize two floating holidays for employees and set the bi-weekly vacation leave accrual rates based on years of service as follows: Less than 2 years, 3.08 hours; More than 2 years, less than 10 years, 4.62 hours; More than 10 years, less than 20 years, 6.16 hours; More than 20 years, 6.93 hours. Motion carried.

## PAY BILLS

The following bills were approved for payment: Payroll: Gov Board-1300.00, Finance-6039.30, Streets-4815.77, Sewer-3319.98, Water-7906.16; Cemetery-178.31; Parks/Rec-685.98; AFLAC, insurance-40.40; Ace Hardware, batteries-11.99; Bomgaars, supplies-82.94; Buche Foods, distilled water-7.16; Burke Oil, gasoline-1209.60; Byre Bros, garbage service & 2 container pulls-528.00; Cardmember Services, credit card charges for postage, fuel & software subscription-432.98; C&B Operations, mower parts-162.64; Central Dakota Times, publishing-249.73; Chamber of Commerce/CVB, monthly subsidy-2937.00; City of Chamberlain, mosquito chemical-1030.75; Core & Main, water meter-224.63; Cozine Electric, golf course subsidy/relocation of electric service-5000.00; Jack Dooley, custodian contract-500.00; Dakota Supply Group, pipe & fittings-739.75; Dozy's Signs, signs-171.43; GF Advertising Services, 2 billboard leases-1158.00; Hawkins, Inc., chemicals-1191.29; IRS, payroll tax-6077.28; Middle America Communication Solutions, social media services-650.00; Midstate Communications, phone & internet-417.24; NAPA Auto Parts, filters & supplies-165.21; Office Products Center, printer service contract-50.49; Gary Pierce, remove tree at Main St/Henry Ave-500.00; SD DANR, 2 exam fees-120.00; SD Public Health Lab, lab samples-15.00; SD Retirement System, contributions-1753.28; Servall, OCC janitorial supplies-136.64; Sweeney Controls, annual SCADA fees-3240.00; Team Lab, lift station degreaser-1311.50; Tri-County Landfill, rubble fees/trees-1031.32; Verizon Wireless, cell phones-165.98; Wall Drug Store Inc., billboard lease-200.00; Wellmark BCBS, insurance-1268.25; WEERC, lab samples-387.00; West Central Electric Coop, utilities-4292.05; Chamber of Commerce/CVB, 2022 Harvest Festival-3000.00.

## ADJOURNMENT

Motion by Fuchs, second by Kirkpatrick, to adjourn. Motion carried. The next regular meeting is scheduled for Monday, September 19, 2022 beginning at 7:00 P.M. in Meeting Room #2 at the Oacoma Community Center.

Gary Dominiack, President

Valerie J. Moore, Finance Officer

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