

The regular meeting of the Tea City Council was held at Tea City Hall on January 6, 2025 at 6:00 pm.

Mayor Casey Voelker called the meeting to order at 6:00 pm with the following members present: Terry Woessner, Ruby Zuraff, James Erck, Joe Weis, Aaron Otten and Lynn DeYoung. Also present: City Administrator Justin Weiland and Finance Officer Dawn Murphy. Absent: Planning & Zoning Officer Kevin Nissen.

AGENDA. MOTION 25-01. MOTION by Otten, seconded by Zuraff to approve the January 6, 2025 Agenda. All members voted AYE.

CONSENT AGENDA. MOTION 25-02. MOTION by DeYoung, seconded by Woessner to approve the following consent agenda items:

- 1) December 16, 2024 Minutes
- 2) January 6, 2025 Claims (claims will be listed at the end of the minutes)

There were no public comments.

PUBLIC HEARING. Mayor Voelker opened the public hearing for a new Malt Beverage License and a Malt Beverage License transfer. There were no comments for or against. **MOTION 25-03. MOTION** by Weis, seconded by Woessner to approve the following Alcohol Beverage Licenses:

1. New Retail (on-off sale) Malt Beverage & SD Farm Wine License
 - One Stop Tea, LLC, 101 W. 1st St., Byron Add. Lots 1, 2, & 3, Block 1
 - MX LLC d/b/a Makers Exchange, 102 Venture Pl., Bakker Landing 1st Add., Lot 7, Block 2
2. Transfer - Retail (on-off sale) Malt Beverage & SD Farm Wine License
 - FROM: G & T Gaming d/b/a Dakota Players Club, Limited to Suites Labeled A, B & C, 108 Venture Pl.
 - TO: MG Oil Company, d/b/a 777 Tea Casino, Limited to Suites Labeled A, B & C, 108 Venture Pl.

All members voted AYE.

JOB DESCRIPTION. The Council reviewed the Community Development Director job description and announcement. This position was previously titled Planning & Zoning Administrator/Director. **MOTION 25-04. MOTION** by Erck, seconded by Zuraff to approve the Community Development Director job description and announcement. All members voted AYE.

PAY PLAN POLICY, MATRIX, EMPLOYEE PLACEMENT. This has been discussed at previous meetings. City Administrator Weiland presented the final version. **MOTION 25-05. MOTION** by Erck, seconded by Zuraff to approve the final Play Plan Policy, matrix and employee placement within the matrix. All members voted AYE.

RESOLUTION 25-01-01. MOTION 25-06. MOTION by DeYoung, seconded by Erck to approve the following resolution. All members voted AYE.

**RESOLUTION 25-01-01
A RESOLUTUION ESTABLISHING THE SALARIES FOR 2025**

WHEREAS, SDCL 9-14-48 requires that the governing body of every municipality shall fix and determine by ordinance or resolution, the amount of salaries and compensation of all municipal officers and the time at which the same shall be paid; and

WHEREAS, the City Council shall publish the salaries for compliance with the provisions of SDCL;

NOW THEREFORE, BE IT RESOLVED by the City Council that the following resolution be passed and approved effective beginning January 1, 2025. The Mayor and City Council shall be paid quarterly. The Planning & Zoning Board and Recreation Board shall be paid annually. All other officers and employees shall be paid bi-weekly at the following yearly salary or hourly wage:

NAME	POSITION	SALARY/HOURLY RATE
Justin Weiland	City Administrator	\$163,176.00 per year \$78.45 per hour
Thad Konrad	Utility Superintendent	\$ 105,851.00 per year \$50.89 per hour

Dawn Murphy	Finance Officer	\$ 103,168.00 per year 49.60 per hour
Jessica Quigley	Police Chief	\$ 108,534.40 per year \$52.18 per hour
Kevin Nissen	Planning & Zoning Admin	\$ 91,145.60 per year 43.82 per hour
Jacob Kerr	Park and Recreation Director	\$ 64,937.60 per year \$31.22 per hour
Ellen Martin	Planning & Zoning Assistant	\$ 29.64 per hour
Lena Schaunaman	Administrative Assistant	\$ 29.18 per hour
Brian Tvedt	Police Administrative Assistant	\$ 30.32per hour
Brian Crosby	Police Sergeant	\$ 42.07 per hour
Adrian Hoesli	Police Officer	\$ 36.79 per hour
Marcus Van Lingen	Police Officer	\$ 35.10 per hour
Parker Christensen	Police Officer	\$ 35.96 per hour
Alexi Miranda	Police Officer	\$ 35.54per hour
Grey Tracy	Police Officer	\$ 31.72 per hour
Aaron Furth	Police Officer	\$ 36.46 per hour
Taylor White	Police Officer	\$35.54 per hour
Avery Fenne	Police Officer	\$31.72 per hour
Steve Oberle	Maintenance	\$ 33.60 per hour
Kelly Keehn	Maintenance	\$ 33.94 per hour
Lenny Przybys	Maintenance	\$ 41.04 per hour
Matt Ernster	Maintenance	\$ 27.53 per hour
Dwight VanZee	Maintenance	\$ 29.62 per hour
Andres Thomas	Maintenance	\$ 26.83 per hour
Keith Bittner,	Maintenance	\$33.94 per hour
Steve Lowry	Part-Time Police Officer	\$ 30.50 per hour
Mark Russell	Part-Time Police Officer	\$ 30.50 per hour
Justin Quigley	Park-Time Police Officer	\$ 30.50 per hour
	Mayor	\$1,875.00 per month
	Councilmembers	\$625.00 pr month
	Planning & Zoning Board Members	\$100.00 per meeting
	Park and Recreation Board Members	\$ 50.00 per meeting

BE IT FUTHER RESOLVED night duty police officers will receive an additional differential rate of \$1.10 per hour;

Dated this 6th day of January 2025.

Casey Voelker, Mayor

ATTEST: Dawn R. Murphy, Finance Officer

MOTION 25-07. MOTION by Otten, seconded by Woessner to adjourn at 6:09 pm. All members voted AYE.

Casey Voelker , Mayor

ATTEST:

Dawn R. Murphy, Finance Officer

Published once at the approximate cost of _____.

**CITY OF TEA
WARRANTS PAID JANUARY 6, 2025**

Vendor	Description	Amount
ASCAP	Music licensing	445.00
A & B Business Solutions	Copy lease	91.51
Badger Meter	LTE Service	1,767.62
Banyon Data System	PSN Support	195.00
Bender Sewer & Drain	Camera James Ave sewer	477.00
Bluepeak	Phones	1,298.38
Bumblebee-Gibson	Ice melt	2,548.80
Casey's	Fuel	400.62
Central Square	Software subscription	4,711.27
Christensen, Jennifer	PD cleaning	150.00
City of Sioux Falls	Water samples	348.00
City of Sioux Falls	Nov. sewer pumping	27,543.99
Colliers	Continuing disclosure services	600.00
Cummins Sales & Service	Repair lift 31	711.99
Dakota Fluid Power	Rebuild backhoe cylinder	502.85
Dakota Mainstem	2025 Membership dues	4,711.75
DK Lawn Care	Road salt	2,264.95
Dust Tex	Rug service	47.20
Explorers Credit Union (credit card)	PD - charges	649.18
Explorers Credit Union (credit card)	Misc. department charges	2,677.23
Ferguson	Paint	12.22
Frantzen Reporting	Transcription fees	348.00
Fred the Fixer	Replace lock	122.00
Ganschow, John	P & R Board meetings	600.00
Gass, Kimberly	Books	240.95
Get N Go	Fuel	3,647.36
GR Emergency Vehicle Outfitters	Car equipment	4,539.00
Hauff, Curt	P & R Board meetings	500.00
Headrick, Brian	P & R Board meetings	550.00
Integrated Technology & Security	Park cameras	25,606.00
Integrated Technology & Security	Traffic cameras	42,038.02
Integrated Technology & Security	Rapid response monitoring	180.00
IWorQ	P & Z Software	10,000.00
KCL Group Benefits	Insurance	586.03
Kerr, Jake	2024 mileage	89.78
Konrad, Thad	Clothing allowance	125.00
Lewis & Clark Regional Water	2025 System expansion fees	112,835.00
Lewis & Clark Regional Water	11,939,838 December usage	30,559.92
Lincoln County Auditor	Dispatch service	11,117.82
Lincoln County Register of Deeds	File plat	187.00
Lincoln County Rural Water	Water service transfer fee	2,609.07
Lookout Plan & Code Consulting	Plan review	152.40
Meierhenry Sargent	2024 services	6,620.00

Metering & Technology	Meter gaskets	30.40
Midco	Lift station phone	42.12
Munoz, Hallie	P & R Board meetings	350.00
Odland, Tim	Nov.- Dec inspections	6,532.50
Olson, Joann	December cleaning	150.00
O'Reilly	Supplies	309.19
Pick, Vicki	P & R Board meetings	600.00
Portner, Jeff	P & R Board meetings	550.00
RBS Sanitation	Garbage service	1,007.87
Richarz Repair	Test Volvo Fuel System	574.30
Riteway	Checks	194.02
Roberts, Steve	December inspections	2,080.00
Roto Rooter	Clean James Ave Sewer	455.00
Rural Development	Water Loan 91-06 (\$921 per month x 12)	11,052.00
Rural Development	Water Loan 91-07 (\$1,032 per month x 12)	12,384.00
Rural Development	Water Loan 91-08 (\$5,241 per month x 12)	62,892.00
SD Association of Code Enforcement	2025 membership	75.00
SD City Management Associations	2025 membership	150.00
SD DANR	Drinking water fees	5,500.00
SD Governmental Finance Officers Associations	2025 membership	40.00
SD Human Resource Association	2025 membership	25.00
SD Municipal League	2025 membership	3,999.00
SD One Call	Locates	196.00
SD Police Chiefs' Association	2025 Membership	200.00
SD Street Maintenance Association	2025 membership	35.00
SDML Workers Compensation	2025 Workers comp	49,406.00
Sioux Falls Area Humane Society	December charges	284.12
Southeast Area Finance Officers Group	2025 Membership	100.00
Southeastern Council of Governments	2025 Dues	13,590.00
The Fire Group Inc	PD Fire inspections	371.70
Toshiba Financial Services	Copy lease	335.43
U-Drive	December texting	50.72
US Bank	Agent fees	600.00
US Bank	2025 DW #3 (\$8,920.13 x 4)	35,680.52
US Bank	2025 DW #2 (\$22,779.24 x 4)	91,116.96
US Bank	2025 CW-SRF #6 (\$13,420.14 x 4)	53,680.56
US Bank	2025 CW #7 (\$14,084.64 x 4)	56,338.56
US Bank	2025 CW # 10 (\$15,830.40 x 4)	63,321.60
US Bank	2025 DW #4 (\$38,593.10 x 4)	154,372.40
US Bank	2025 CW #8 (\$49,734.53 x 4)	198,938.12
US Bank	2025 CW #9 (\$90,877.88 x 4)	363,511.52
Wellmark	Insurance	21,059.18
Williams & Co	2023 Audit	5,590.00
Workplace IT	Monthly service	3,183.66
Xcel Energy	Services	10,775.39

1,537,137.75

DECEMBER PAYROLL

DEPARTMENT	GROSS PAY	SS/MED	RETIRMENT	TOTAL
Administrator 4122	11,903.84	910.64	714.24	13,528.72
Finance 4142	7,529.00	575.98	451.74	8,556.72
Public Safety 4210	75,624.95	5,657.57	5,982.86	87,265.38
Highway/Streets 4311	12,812.29	975.89	768.74	14,556.92
Recreation 201-4501	4,826.92	369.28	289.62	5,485.82
Planning & Zoning 4650	13,534.35	1,027.02	812.05	15,373.42
Water Distribution 4334	12,987.29	989.19	779.24	14,755.72
Water Administration 4335	1,143.28	87.46	68.60	1,299.34
Sewer Administration 4321	12,991.03	989.54	779.44	14,760.01
Sanitary Clerk 4322	1,143.28	87.46	68.60	1,299.34
TOTAL DECEMBER PAYROLL	154,496.23	11,670.03	10,715.13	176,881.39