

Regular Meeting, Ethan Town Board, 5-12-25

The Town of Ethan board met on May 12th, 2025, at 6:00 pm in the Ethan City Hall. Trustees present were Megan Perry, Raquel Nesheim, Michele Pollreis, and Jason Koch. Trustees absent: Mataya James. City personnel present: Bob Riggs. Others present: Jaysen Riggs and Courtney Sorenson.

Chairman Perry called the meeting to order and led the Pledge of Allegiance.
All motions were unanimously voted as aye unless stated otherwise.

APPROVAL OF AGENDA: Motion made by Pollreis, 2nd by Nesheim to approve agenda.

APPROVAL OF BOARD MINUTES: Motion made by Nesheim, second by Pollreis to approve minutes from 4-16-25 special meeting. No Community Center meeting. Board discussed dissolving community center board if new members are not found and current board members do not want to meet regularly.

APPROVAL OF CLAIMS: Motion made by Pollreis, 2nd by Koch to approve claims.

General, sewer, water, preservation and community center funds- Board wages \$731.31; SD Retirement System \$755.80; SD Department of Revenue, malt beverage license renewal \$150; American Legal, renewal fees \$500.00; Runnings, supplies \$89.03; ELO, professional fees \$140; Menards, supplies \$88.84; Badger Meter, \$82.34; Mike's Corner, fuel & supplies \$281.30; Santel, telephone \$142.39; SD Department of Health, testing \$15.00; Weber Sanitation, garbage service \$2628.00; Century Business Products, copier lease \$80.49; John Deere Financial, tractor payment \$703.42; QuickBooks Payroll Services, for finance and public works wages \$4022.50; SD Dept of Revenue, sales tax \$157.05; US Treasury, employment taxes \$1349.36; ELO, professional fees \$265; Daily Republic, job advertisement \$607.78; Hanson Rural Water \$4047.76; Parkston Advance, job advertisement \$67.50

FINANCIAL REPORTS: Reviewed the financial reports from April 2025. Discussed SD Agriculture Forestry Grant pending reimbursement for park trees. Reviewed Brosz road repairs contract. Discussed COVID recovery funds annual submission. Discussed working to simplify ALLPAID credit card processor online form for utility payments. Reviewed budget items.

PUBLIC WORKS REPORT: Discussed water loss report and the completion of the exercising of the water valves throughout town. Discussed the Historical Society dedicating a tree and/or plant to current senior class and reviewed budget for purchase.

CITIZEN INPUT: None

OLD BUSINESS: Reviewed quote from ELO for assistance with finance officer duties. Motion by Nesheim, 2nd by Pollreis to move forward with quote. Discussed audit options and reviewed quote provided by Schoenfish & Co. Motion by Koch, 2nd by Pollreis to approve review of January to March 2025 financials.

NEW BUSINESS:

Oath of Office: Jaysten Riggs and Courtney Sorenson were both sworn in for a 3- year term.

Discussed purchasing a paper folding machine. Motion by Pollreis, 2nd by Sorenson to make purchase of folding machine for utility payments and other mailings.

Discussed remote deposit capture and banking options for a more efficient office process.

Discussed 2024 Annual Report. Motion by Nesheim, 2nd by Koch to approve 2024 annual report.

Nominations were opened for President and Vice President. Nesheim nominated Perry for Board President, 2nd by Sorenson. Perry nominated Nesheim for Vice President, 2nd by Pollreis. No other nominations were made.

Executive Session: SDL 1-25-2 (1 & 4): Motion by Pollreis, 2nd by Nesheim, to enter session at 7:06pm. Session ended at 8:58 pm on motion by Sorenson, 2nd by Nesheim.

Board president, Perry, presented motion to hire Kaci Connor at a rate of \$750 per pay period for part-time finance officer position.

Next regular board meeting is scheduled for Monday, June 16th, 2025 at 6:30 pm.

Motion to adjourn by Riggs, 2nd by Pollreis at 9:00 pm.

Raquel Nesheim
Vice President

Megan Perry
Chairman

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