

**City of Clark Board of Adjustment Meeting
January 6, 2025 at 7PM**

Call to order: The Clark City Board of Adjustment met in session on January 6, 2025 at 7:00 pm in the City Hall Council Room.

Board of Adjustment Members Present: Shane Hagstrom, Nick Dalton, Brandon Kottke, and Melissa Nesheim.

Others Present: Mayor Kerry Kline, Finance Officer Rae Jean Flora, City Attorney Chad Fjelland, Deputy Finance Officer April Fitzgerald,Carolynn Olson, Stefanie Oleson, Police Chief Jeremy Wellnitz

Mayor Kerry Kline called the Board of Adjustment Meeting to order at 7:00pm.

Oleson Conditional Use Permit

Stefanie Oleson applied for a Conditional Use Permit for the following property: W 125' of N 95' of OL A Second Railway Addn (107 South Idaho St.) in the following manner: run an in-home daycare. No opposition was heard. Board finds applicant meets requirements of Clark City Code.

Motion by Dalton and seconded by Kottke to approve the conditional use permit and allow Oleson to run an in-home daycare. All members voting yes. Motion carried.

Meeting adjourned at 7:02pm.

This institution is an equal opportunity provider and employer.

Mayor Kerry Kline

Attest: Finance Officer Rae Jean Flora
(seal)

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**City of Clark Council Meeting
January 6, 2025**

Call to order: The Clark City Council met in regular session on January 6, 2025, at 7:02pm in the City Hall Council Room.

Council Members Present: Nick Dalton, Shane Hagstrom, Brandon Kottke and Melissa Nesheim. Dohman and Zemlicka were absent.

Others Present: Mayor Kerry Kline, Finance Officer Rae Jean Flora, Deputy Finance Officer April Fitzgerald, City Attorney Chad Fjelland, Police Chief Jeremy Wellnitz and Carolyn Olsen.

This was the first meeting that was live to the public. They could log on at the City’s website cityofclark.com.

Mayor Kline called the meeting to order at 7:02 pm.

Motion # 001-2025

Adopt Agenda

Motion by Kottke and seconded by Dalton to adopt the agenda. All members voting yes. Motion carried.

All stood and recited the Pledge of Allegiance.

Public Input

There was no public input.

Department Updates

Flora stated that their office is doing end of the year stuff and got new computers in December, otherwise just the normal day-to-day activities. Wellnitz had nothing new to report for the month.

The mayor asked for an update on the pool fundraising. Nesheim said that they have raised \$235,000 so far. They have events planned for the next few months and they are probably going to have to ask for a bond issuance.

Motion # 002-2025

Approve Department Updates

Motion by Kottke and seconded by Nesheim to approve department updates. All members voting yes. Motion carried.

Motion # 003-2025

Surplus Items

Motion by Kottke and seconded by Nesheim to surplus the following items listing them with Purple Wave: skid steer broom, grapple forks and pallet forks. All members voting yes. Motion carried.

Motion # 004-2025

Approve 2023 Audit Report

Motion by Dalton and seconded by Hagstom to approve the 2023 Audit Report from William Neale and Associates. All members voting yes. Motion carried.

Motion # 005-2025 Approve December Meeting Minutes

Motion by Nesheim and seconded by Kottke to approve the December meeting minutes. All members voting yes. Motion carried.

Motion # 006-2025

Approve Financials

Motion by Hagstrom and seconded by Dalton to approve the monthly financial reports. All members voting yes. Motion carried.

Motion # 007-2025

Approve Claims

Motion by Dalton and seconded by Kottke to approve the following claims. All members voting yes. Motion carried.

DECEMBER CLAIMS (12 24CLMS2)

3256	Dacotah Bank	Service Charges	\$ 15.00
3257	Future POS	Golf Club Credit Card Fees	\$ 116.98
31480	Cook's Wastepaper & Recycling	December Garbage Billing	\$ 8,173.76
31481	WW Tire Service	Mounting of Snow Tires	\$ 165.50
31482	Forest Excavating	Install New Water Svc	\$ 1,031.63
31483	Jim Zeck	Catering	\$ 1,527.23
31484	Clark County Courier	Advertising	\$ 218.36
31485	u Drive Technology	Texting Svc	\$ 66.76
31486	WW Tire Service	Snow Tire Mounting	\$ 165.60
31487	SD DANR	DANR Online Fees	\$ 50.00
31488	Ken's Food Fair	Concessions	\$ 6.44
31489	Reader's Digest	Periodical	\$ 13.81
31490	FedEx	Pooice Delivery Service	\$ 12.13
314191	Westside Implement	Supplies	\$ 54.57
31492	Star Laundry	Laundry Service	\$ 230.44
31493	Clark Community Oil	Fuel	\$ 2,094.87
31494	Northwestern Energy	Utilities	\$ 83.33
31495	Clark Building Center	Supplies	\$ 25.47
3260	City of Clark	Utilities	\$ 294.55
31496	Cook's Wastepaper & Recycling	Utilities	\$ 334.75
31497	Dacotah Bank	Tif Loan	\$ 2,482.18
31498	Michael Gravning	Refund on Bill Overpayment	\$ 99.93
31499	Pheasantland Industries	Business Cards	\$ 64.28
31500	Forest Excavating	Repair Work	\$ 2,596.94
31501	Northwestern Energy	Utilities	\$ 455.80
31502	Pedersen Underground LLC	Boring	\$ 637.76
31503	Helms & Associates	Engineering Fees	\$ 13,774.88
31504	SD Dept of Health	Food Service License	\$ 170.00
31505	William Neale & Co	2023 Audit	\$ 14,500.00
31506	Westside Implement	Skid Steer	\$ 14,900.00

31507	Clark Co. Historical Society	Subsidy	\$ 577.00
31508	City of Clark	Apply Deposit to Final Bill	\$ 93.83
		Refund of Remainder of	
31509	Collin Guest	Deposit	\$ 6.17
31510	Northwestern Energy	Utilities	\$ 45.99
31511	Dell USA LP	Computer for Police Car	\$ 2,849.45
31512	Clark Rural Water	Supplies	\$ 12,024.80
31513	Northwestern Energy	Utilities	\$ 43.18
31514	Blackstrap, Inc.	Supplies	\$ 3,770.00
31515	Pheasantland Industries	Supplies	\$ 199.86
3262	SD Dept of Revenue	Sales Taxes	\$ 16.68
3263	SD Dept of Revenue	Golf Club Sales Taxes	\$ 44.09
3264	Amazon Capital Services	Supplies	\$ 426.59
3265	Quill	Supplies	\$ 31.18
31516	Northwestern Energy	Utilities	\$ 48.85
31517	Butler Machinery Company	Generator Inspection	\$ 840.00
31518	Westside Implement	Skid Steer Forks	\$ 5,050.00
31519	Tonys Collision Center	Repairs	\$ 7,676.55
31520	Pheasantland Industries	Shipping Fees	\$ 17.47
31521	Black Hills Ammunition	Ammo	\$ 669.00
31522	Guardian Fleet Safety	Outfitting of New Police Car	\$ 11,000.00
31523	Elan Financial Services	Credit Card	\$ 905.78
31524	Amy Woodland	Painting at City Hall	\$ 660.00
31625	SD Dept of Health	Water Testing	\$ 30.00
3268	Delta Dental of SD	Insurance	\$ 1,507.90
31526	Northwestern Energy	Utilities	\$ 7,552.77
31527	Dakota Butcher Clark	Supplies	\$ 102.91
31528	A-I Computer Solutions	Computers	\$ 3,349.98
31529	WW Tire Service	Repairs	\$ 2,848.65
31530	Dakota Supply Group	Maintenance	\$ 2,699.99
3270	A & B Business Solutions	Maintenance	\$ 81.12
31531	FedEx	Delivery Service	\$ 18.93
3272	Quill	Supplies	\$ 682.00
31534	RM Tools	Tools	\$ 119.99
31535	Forest Excavating	Final Water Meter Billing	\$ 39,008.32
31536	Star Laundry	Laundry Service	\$ 181.60
31537	Clark Community Aquatics Center	Pool Funds	\$ 147,664.65
31538	Westside Implement	Broom for Skid Steer	\$ 8,500.00
31539	Dollar General	Supplies	\$ 8.97
31540	AT & T	Utilities	\$ 241.00
31541	Sturdevant's Auto Value	Supplies	\$ 136.42
31542	Helms & Associates	Engineering Fees	\$ 3,900.00
2419	SD Rural Development	RD Sewer Loan	\$ 787.00

2420	SD Rural Development	RD Water Loan	\$ 908.00
2421	SD Rural Development	RD Sewer Laon #2	\$ 1,307.00
31543	Jim Holm	Land Rent	\$ 200.00
31544	Clark Fire Dept	2024 Expenses	\$ 23,967.32
3275	Future POS	Credit Card Fees	\$ 106.36
3277	Dacotah Bank	Service Charges	\$ 15.03
31545	Greater Clark Area Community Foundation	2024 Collections	\$ 2,512.43

12/5/2024 COUNCIL PAYROLL

	Council	Payroll	\$ 6,506.00
3258	EFTPS	Payroll Taxes	\$ 617.88

12/10/2024 PAYROLL

	Mayor	Payroll	\$ 276.92
	Finance Office	Payroll	\$ 2,607.05
	Police	Payroll	\$ 4,319.23
	Streets	Payroll	\$ 4,632.60
	Sewer	Payroll	\$ 1,502.15
	Water	Payroll	\$ 1,502.45
	Transit	Payroll	\$ 224.25
	Golf Club	Payroll	\$ 322.00
	Library	Payroll	\$ 660.00
3259	EFTPS	Payroll Taxes	\$ 3,319.07

12/23/2024 PAYROLL

	Mayor	Payroll	\$ 226.92
	Finance Office	Payroll	\$ 2,576.80
	Government Bldgs-Janitor	Payroll	\$ 45.50
	Police	Payroll	\$ 4,341.35
	Streets	Payroll	\$ 4,729.92
	Sewer	Payroll	\$ 1,381.50
	Water	Payroll	\$ 1,381.78
	Transit	Payroll	\$ 188.50
	Golf Club	Payroll	\$ 337.88
	Library	Payroll	\$ 690.00
3266	EFTPS	Payroll Taxes	\$ 3,283.40

12/31/2024 Payroll

	Finance Office	Payroll	\$ 1,000.00
	Police	Payroll	\$ 2,058.13
	Streets	Payroll	\$ 1,399.96
	Sewer	Payroll	\$ 439.95
	Water	Payroll	\$ 440.09
3271	EFTPS	Payroll Taxes	\$ 1,133.93
31532	Child Support Payment Center	Child Support	\$ 352.62
31533	SD Retirement Systems	Employee Retirement	\$ 3,947.42

JANUARY CLAIMS (01 25 CLMS)

Wellmark Blue Cross Blue Shield	Insurance	\$ 9,978.87
Clark County Treasurer	2025 Tango Tango	\$ 224.50
Principal Life Insurance	Insurance	\$ 42.91
Clark Co. Historical Society	Subsidy	\$ 577.00
Delta Dental of SD	Insurance	\$ 1,552.70
Vision Service Plan	Insurance	\$ 403.08
SD Rural Development	Sewer Loan	\$ 787.00
SD Rural Development	Water Loan	\$ 908.00
SD Rural Development	Sewer Loan #2	\$ 1,307.00
US Bank	SRF Loan	\$ 6,940.29
ITC	Utilities	\$ 771.72
Clark Ace Hardware	Supplies	\$ 729.68
Ken's Food Fair	Supplies	\$ 156.57
Mack's Standard	Gas	\$ 230.57
U Drive Technology	Texting Service	\$ 66.68
Oscar's Machine Shop	Repairs	\$ 2,946.61
Westside Implement	Final Skidder Pymt & Parts	\$ 10,056.80
Star Laundry	Laundry Service	\$ 60.81
Cook's Wastepaper & Recycling	Utilities	\$ 334.75
JW Roll Off Service	Utilities	\$ 356.60
USA Blue Book	Supplies	\$ 582.30
WW Tire	Repairs	\$ 813.90
City of Clark	Utilities	\$ 362.55
Clark County Courier	Advertising	\$ 278.47
PAYROLL		
Mayor	Payroll	\$ 280.77
Finance Office	Payroll	\$ 2,532.70

Government Bldgs	Payroll	\$	62.25
Police	Payroll	\$	4,935.77
Streets	Payroll	\$	4,615.91
Sewer	Payroll	\$	1,374.05
Water	Payroll	\$	1,374.34
Transit	Payroll	\$	39.75
Library	Payroll	\$	891.50
EFTPS	Payroll Taxes	\$	3,340.49

Approve Operations Manual Changes

Tabled until February meeting.

Motion # 008-2025

Executive Session

Motion by Kottke and seconded by Dalton to enter executive session for personnel and contractual issues, per SDCL 1-25-2.1 & 4. All members voting yes. Motion carried.

Executive session began at 7:20pm and was declared out at 7:37pm.

Motion # 009-2025

Wage Raise for Deputy Finance Officer

Motion by Kottke and seconded by Hagstrom to approve a wage increase for April Fitzgerald of .25 cents an hour, beginning on her 6 month anniversary date. All members voting yes. Motion carried.

Motion # 010-2025

Adjourn

Motion by Nesheim and seconded by Dalton. All members voting yes. Motion carried.

Meeting adjourned at 7:38pm.

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Mayor Kerry Kline

Attest: Finance Officer Rae Jean Flora
(seal)

Published once at the approximate cost of _____.

**City of Clark Council Meeting
February 3, 2025**

Call to order: The Clark City Council met in regular session on February 3, 2025, at 7:01pm in the City Hall Council Room.

Council Members Present: Shane Hagstrom, Derrick Dohmann and Andrew Zemlicka in person with Brandon Kottke present on the phone. Nesheim and Dalton were absent.

Others Present: Mayor Kerry Kline, Finance Officer Rae Jean Flora, Deputy Finance Officer April Fitzgerald, Darin Altfillisch, Tammy Rusher, Brent Forest and Carolyn Olsen.

Mayor Kline called the meeting to order at 7:01 pm.

Motion # 011-2025

Adopt Agenda

Motion by Hagstrom and seconded by Zemlicka to adopt the agenda. All members voting yes. Motion carried.

All stood and recited the Pledge of Allegiance.

Motion # 012-2025

Rezoning on North Cloud Street

The Council got a request from Brent Forest to rezone his property on the east side of North Cloud Street (Lots 1 and 2 of OL 44) from Residential to Industrial and to give his business a Conditional Use permit, since the lot is 22,500 square feet and the required square footage in Industrial zoning is 30,000 square feet. After visiting with Luke Muller about this, Flora said that Muller had stated that if the Council decides to go ahead with the rezoning of Forest's land they should also do the lot to the north of it (OL 43). It is just a narrow lot that is owned by Clark County & is attached to their other lots which are all zoned Industrial, At the moment that lot is zoned Agricultural. After the discussion, Hagstrom made a motion to start the process to rezone those two lots and also the process to allow a Conditional Use permit for Forest. Dohmann seconded the motion. There was a roll call vote and everyone voted yes. The motion passed. The first reading of the ordinance will be at the March 3rd meeting.

Public Input

As there was nobody present for public input this item was passed over.

Department Updates

Altfillisch asked for permission to buy a tree puller to help with drainage clean out. The Council agreed that it would be money well spent. Altfillisch would like to look into billing businesses for snow pile removal, some research will be done to see how much was billed in the past and this will be discussed again during the March meeting. He will be at classes in Watertown for three days next week. He also reported that the skating rink is open and will be open as long as the ice is good.

Rusher reported that the Club house will be opening at the beginning of April. They will have sign up days with a 10% membership discount on April 12th and 13th. She discussed the need for

the carpet to be cleaned before opening. She asked when the new well will be put in and Dohmann said we are on the list for this year but he doesn't have a definite date yet. Mayor Kline asked if the Course people had cleaned out shed five yet so people could use that for parking their golf carts, but Rusher was not aware that that had been discussed or if it had been done.

Fitzgerald discussed the new water meters and how now that they are all in and functioning they are really helping with finding leaks. Her and Altfillisch just found two significant leaks in the last month.

Mayor Kline talked about the new feature she is doing on Facebook Live. It is called Coffee with Keri and even though we only had six watch during the actual live session, the count is now up to over 1000 views. She is hoping to get more people to watch it and interact with her by asking her some questions. She also wants to introduce different City Council people and employees during this time. Watch the City's Facebook page for more details on dates and times for this.

Motion # 013-2025 **Approve Department Updates**
 Motion by Dohmann and seconded by Kottke to approve department updates. All members voting yes. Motion carried.

Motion # 014-2025 **Approve January Meeting Minutes**
 Motion by Hagstrom and seconded by Dohmann to approve the January meeting minutes. All members voting yes. Motion carried.

Motion # 015-2025 **Approve Financials**
 Motion by Zemlicka and seconded by Kottke to approve the monthly financial reports. All members voting yes. Motion carried.

Motion # 016-2025 **Approve Claims**
 Motion by Zemlicka and seconded by Dohmann to approve the following claims. All members voting yes. Motion carried.

JANUARY CLAIMS (01 25CLMS2)

31560	Mammoth Sports Construction	Reimbursed Design	\$ 20,000.00
31561	Mack Landscaping	Prepay on 2025 Winterization	\$ 455.00
31562	Axon Enterprise	Supplies	\$ 2,653.21
31563	Central Square Technologies	Maintenance Fees	\$ 3,130.71
31564	Modern Marketing	Supplies	\$ 480.45
31565	Menard's	Supplies for Owl	\$ 25.15
31566	Cook's Wastepaper & Recycling	January Garbage	\$ 8,109.24
31567	Overdrive Inc.	SD Titles To Go	\$ 600.00
31568	Clark Chamber of Commerce	Membership	\$ 3,000.00
31569	Clark Rural Water	Supplies	\$ 11,868.40
31570	Clark County Treasurer	Property Taxes on Quick Claim Deed	\$ 1,537.91
31571	Clark Community Oil Co.	Fuel & Propane Tank Rent	\$ 891.80

31572	Northwestern Energy	Utilities	\$ 12.74
31573	Midwest Alarm Company	Fire Alarm Monitoring & Testing	\$ 296.00
31574	Axon Enterprise	Equipment	\$ 325.00
31575	Maguire Iron, Inc.	Water Tower Repairs	\$ 21,500.00
3282	SD Dept of Revenue	Sales Taxes	\$ 9.20
3283	SD Dept of Revenue	Golf Club Sales Taxes	\$ 186.08
31576	South Dakota 811	Message Fees	\$ 30.45
31577	Northwestern Energy	Utilities	\$ 603.39
31578	Northwestern Energy	Utilities	\$ 50.87
31579	Northwestern Energy	Utilities	\$ 181.94
31580	Amy Woodland	Maintenance	\$ 780.00
3286	Amazon Capital Services	Library Books	\$ 203.06
31581	SDML Work Comp Fund	Work Comp Insurance	\$ 13,361.00
31584	SD Municipal League	Memberships	\$ 245.00
31585	Elan Financial Services	Credit Card	\$ 591.82
31586	Rae Jean Flora	Mileage	\$ 86.43
3292	A & B Business Solutions	Copier Maintenance	\$ 119.59
31587	RM Tools	Tools	\$ 219.99
31588	April Fitzgerald	Mileage & meal for conference	\$ 227.06
3295	Future POS	Golf Club Credit Card Fees	\$ 467.17
3296	Dacotah Bank	Service Charges	\$ 25.00

1/21/2025 PAYROLL

	Mayor	Payroll	\$ 230.77
	Finance Office	Payroll	\$ 2,606.97
	Govt Buildings	Payroll	\$ 74.25
	Police	Payroll	\$ 4,543.95
	Streets	Payroll	\$ 4,948.56
	Sewer	Payroll	\$ 1,596.05
	Water	Payroll	\$ 1,596.37
	Transit	Payroll	\$ 249.76
	Golf Club	Payroll	\$ 213.63
	Library	Payroll	\$ 693.00
3287	EFTPS	Payroll Taxes	\$ 3,640.96
31583	Child Support Payment Center	Child Support	\$ 352.62
31582	SD Retirement Systems	Employee Retirement	\$ 4,119.74

FEBRUARY CLAIMS (02 25 CLMS)

Clark County Auditor	E-911	\$ 4,144.28
212 Truck & Trailer	Parts	\$ 8.85

Glass Products	Ullyott Bldg West Doors	\$	9,246.32
Forest Excavating	Repairs and Tear Down	\$	4,811.03
Wellmark Blue Cross Blue Shield	Insurance	\$	9,978.87
First District Association of Local Govts	Support	\$	1,591.35
Pitney Bowes	Postage	\$	1,041.99
BlackStrap Inc.	Sand/Gravel	\$	4,860.80
Quill	Supplies	\$	233.32
VSP	Insurance	\$	451.50
Delta Dental	Insurance	\$	1,552.70
Principal Financial Group	Insurance	\$	42.91
A-I Computer Solutions	Computers	\$	1,749.97
Axon Enterprise, Inc.	Police Supplies	\$	7,879.53
Creative Printing	Billing Paper	\$	953.33
Econo Signs	Signs	\$	196.06
Heiman, Inc.	Inspection & Extinguishers	\$	649.00
Menards	Supplies	\$	7.98
SD Dept of Health	Water Testing	\$	30.00
Clark County Historical Society	Subsidy	\$	577.00
Core & Main	Supplies	\$	280.64
Doug's Service & Marine	Repairs to Mower	\$	4,968.37
Northwestern Energy	Utilities	\$	8,966.59
AT & T	Utilities	\$	241.01
SD Rural Development	Sewer Loan 1	\$	787.00
SD Rural Development	Sewer Loan 2	\$	1,307.00
SD Rural Development	Water Loan	\$	908.00
US Bank	SRF Sewer Loan	\$	25,016.47
Amazon Capital Services	Books & Supplies	\$	447.29
Butler Machinery Company	Parts	\$	19.22
Northwestern Energy	Utilities	\$	88.19
Star Laundry	Rugs & Mops	\$	169.63
Uline	Folding Chairs & Chair Dolly	\$	1,072.61
Clark County Courier	Advertising	\$	259.61
SD Association of Code Enforcement	Membership	\$	75.00
SD Government Finance Offc Assoc.	Membership	\$	70.00
SD Human Resourse Association	Membership	\$	25.00
SD Municipal Attorneys Association	Membership	\$	50.00
SD Police Chiefs Association	Membership	\$	200.00
Pitney Bowes	Mail Meter	\$	135.75
JB's Auto Repair	Oil Change on Police Car	\$	94.50
Sturdevant's	Parts	\$	288.25
ITC	Utilities	\$	770.12
Clark Ace Hardware	Supplies	\$	591.01
Mack's Standard	Fuel & Repairs	\$	535.40

Oscar's Machine Shop	Parts	\$	145.58
U Drive Technology	Texting Service	\$	50.00
US Foods	Groceries for Golf Club	\$	277.64

PAYROLL

Mayor	Payroll	\$	280.77
Finance Office	Payroll	\$	2,629.37
Govt Buildings	Payroll	\$	91.13
Police	Payroll	\$	5,389.22
Streets	Payroll	\$	4,778.92
Sewer	Payroll	\$	1,424.48
Water	Payroll	\$	1,424.77
Transit	Payroll	\$	361.13
Golf Club	Payroll	\$	220.13
Skating Pond (Parks)	Payroll	\$	304.75
Library	Payroll	\$	770.56
EFTPS	Payroll Taxes	\$	3,578.00

Motion # 017-2025

Adjourn

Motion by Zemlicka and seconded by Kottke to adjourn. All members voted yes. Motion carried.

Meeting adjourned at 7:29pm.

This institution is an equal opportunity provider and employer.

Mayor Kerry Kline

Attest: Finance Officer Rae Jean Flora
(seal)

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