

Unapproved Minutes of the  
Irene City Council  
Regular Meeting  
June 6, 2022

The Irene City Council met on Monday June 6, 2022. Council President Matthew Davis called the meeting to order at 7:00 P.M. Council present: Joe Booth (via Zoom), Matthew Davis, Steve Erickson, and Jim Viergutz. Absent: Mayor Bryce Johnke. Also present Casey Van Beek, Finance Officer.

Motion by Viergutz second by Booth to approve the May 9, 2022 regular meeting minutes. Motion carried. Following review of claims, motion by Davis second by Viergutz to approve payment of claims. Motion carried. INSERT CLAIMS

DGR representatives were unable to attend. Project update was given by Rick Bak with the maintenance report.

Tammy Huether, Bar Manager presented May liquor report. Clay County Deputies, Victor Allen and Kaleb Christopherson were present with police report. Lonnie Schenk, Code Enforcement Officer was also present for report. Various code violations were addressed including properties that need to be mowed, individuals blowing grass clippings onto the street, noxious weeds and dilapidated buildings (properties). Board members directed Mr. Schenk to address violations as set forth in city code with fines and costs assessed to the property owner in violation of city codes.

Rick Bak, Maintenance Department gave monthly report and also updated council on water tower replacement project. Mr. Bak informed Council that it has been suggested to place the new water tower on the south side of Highway 46. Consensus of the council to move forward with possible tower placement on the south side of 46. Geotek cost proposal for soil sampling was reviewed, motion by Booth second by Davis to approve the proposal from Geotek. Motion carried.

Resolution for procurement policy was distributed for review. Motion by Viergutz, second by Erickson to approve Resolution 2022-01 as presented. All voted in favor.

*RESOLUTION #2022-01  
A RESOLUTION ADOPTING PROCUREMENT POLICY*

*The City of Irene shall purchase materials, supplies, equipment and services as needed, at best possible prices and value, and maintain appropriate documentation. The Finance Officer, Public Works Director, and Bar Manager may place orders, without prior approval, for budgeted purchases and for those of less than \$1,000. Purchases exceeding that amount require prior council approval.*

*Vendors are ultimately approved by the City of Irene. Finance Officer, Public Works Director, and Bar Manager may search and purchase from vendors, but all payments are approved by the City Council.*

*The Finance Officer records procurement transactions, which are then offered to the City council for their review at their next regular monthly meeting. City Council will ask questions if they do not understand what the invoices are for.*

*Transactions are also reviewed in the form of an audit, performed by a licensed auditing firm on a bi-annual basis or more often, if deemed necessary.*

*Checks will not be mailed until the City Council has approved all transactions, other than those paid by credit card purchase.*

*The mayor, one council person, and finance officer have signatory authority on all claims.*

*The city has established an incidental account to be used when circumstances present themselves that would cause expending monies for late fees, and/or would help facilitate the flow of city business and/or where immediate payment is required. Expenditures from the incidental account shall be presented with verified vouchers, itemized and supported by receipted bills or other information as evidence of payment.*

*When bids are required for projects, those bids are reviewed and approved by the City Council before the beginning of any project.*

*Adopted this 6<sup>th</sup> day of June, 2022.*

*Signed: Bryce Johnke, Mayor*

*Attest: Casey Van Beek, Finance Officer*

Council President Davis declared meeting ended at 8:09 p.m.

Signed: Matthew Davis, Council President

Attest: Casey Van Beek, Finance Officer

Unapproved Minutes of the  
Irene City Council  
Regular Meeting  
June 14, 2022

The Irene City Council met on Tuesday June 14, 2022. Mayor Johnke called the meeting to order at 7:00 P.M. Council present: Matthew Davis, Steve Erickson, and Jim Viergutz. Absent: Joe Booth. Also present Casey Van Beek, Finance Officer.

Council proceeded to Resolution 2022-02 transferring property to the development corporation. Motion by Viergutz second by Erickson to approve Resolution 2022-02 as presented. All present voted in favor.

*RESOLUTION NO. 2022-02*

*RESOLUTION TRANSFERRING A PARCEL OF REAL PROPERTY TO THE IRENE COMMUNITY DEVELOPMENT CORPORATION FOR THE PURPOSE OF DEVELOPMENT.*

*WHEREAS, the City of Irene owns certain real property generally consisting of vacant lots, and legally described below, which are not currently being used for any public purpose;*

*WHEREAS, the Irene Community Development Corporation has been working with a prospective buyer of the vacant lot owned by the City; and*

*WHEREAS, the City has authority under SDCL 9-27-36 to convey its real property to a non-profit local industrial development corporation as defined by SDCL 9-27-38, and Irene Community Development Corporation is believed to meet all requirements of an approved local industrial development corporation;*

*NOW, WHEREFORE, BE IT RESOLVED that the City of Irene shall deed, by Quit Claim Deed, to the Irene Community Development Corporation certain real property described as follows:*

*Lot Four (4) of Block Two (2) of Arneson's Third Addition, in the Northeast Quarter of the Northwest Quarter (NE ¼ NW ¼) of Section Six (6), Township Ninety-Five (95) North, Range Fifty-Three (53) West of the 5<sup>th</sup> P.M., Clay County, South Dakota.*

*BE IT FURTHER RESOLVED that the conveyance of said lot is conditioned upon the start of development of said lot for residential purposes within six (6) months following the date of the conveyance of said lot from the Irene Community Development Corporation to any subsequent purchasers.*

*BE IT FURTHER RESOLVED that the Mayor of the City of Irene is hereby authorized to execute all agreements, deeds, certificates, and similar documents related to the transfer of said real property to the Irene Community Development Corporation.*

*Dated this 14<sup>th</sup> day of June, 2022.*

*Signed Bryce Johnke, Mayor*  
*ATTEST: Casey Van Beek, Finance Officer*

Board reviewed addendum to covenants for moving of structures. Motion by Davis, second by Viergutz to authorize moving a new building structure onto Lot 4 Block 2 Arneson's Addition. All present voted in favor.

Trent Bruce, DGR was present at this time to further discuss placement options for the new water tower. Mr. Bruce will gather more information regarding potential tower locations and will present findings at the July meeting.

Mayor Johnke declared meeting ended at 7:30 p.m.

Signed: Bryce Johnke, Mayor  
Attest: Casey Van Beek, Finance Officer