

DELL RAPIDS CITY COUNCIL MINUTES

Monday, March 7, 2016 at 7:30 p.m.

President Mark Crisp called the Dell Rapids City Council meeting to order at 7:30 p.m. at the City Hall Council Chambers. The Roll was called finding the following members present: Mike Geraets, Mike Sterud, Mary Klockman, Tom Earley, Lee Burggraff, Gary Haak, and Dave Sommerfeld (Via Speakerphone).

Staff present: Administrator Justin Weiland, Finance Officer Claire Baartman, and City Attorney Dean Hammer

Absent: Mayor Fiegen

Community Members Present (who addressed the Council):

Peter Rasmusson of Rasmusson Properties LLC

Max Merry representing Dells Area Health Center

Pledge of Allegiance was recited.

Approval of Agenda: Burggraff motioned to approve the agenda, seconded by Haak. Roll Call Vote: Geraets- Aye, Sterud- Aye, Klockman- Aye, Crisp – Aye, Earley – Aye, Burggraff – Aye, Haak – Aye, Sommerfeld – Aye. Motion carried.

Approval of Minutes February 16, 2016 Regular Session: Sommerfeld motioned to approve, seconded by Haak. Roll Call Vote: Geraets- Aye, Sterud- Aye, Klockman- Aye, Crisp – Aye, Earley – Aye, Burggraff – Aye, Haak – Aye, Sommerfeld – Aye. Motion carried.

Visitors to be Heard: None

Outdoor Even Applications

American Cancer Society Dell Rapids Relay for Life – July 29th – LuAnn Heidebrink

Burggraff motioned to approve the American Cancer Society Dell Rapids Relay for Life and waive the fee, seconded by Haak. Roll Call Vote: Geraets- Aye, Sterud- Aye, Klockman- Aye, Crisp – Aye, Earley – Aye, Burggraff – Aye, Haak – Aye, Sommerfeld – Aye. Motion carried.

Quarry Rock Church Easter Egg Hunt – March 26th – Kelly Hight

Haak moved to approve the Quarry Rock Church Easter Egg Hunt and waive the fee, seconded by Sommerfeld. Roll Call Vote: Geraets- Aye, Sterud- Aye, Klockman- Aye, Crisp – Aye, Earley – Aye, Burggraff – Aye, Haak – Aye, Sommerfeld – Aye. Motion carried.

Old Business

April 12th Municipal Election – Approval of Ballot Forms

Two ballots were presented to the Council. The first is the election ballot for Ward 4. There will be a race between incumbent Lee Burggraff and James Borchert. The second ballot is for the referendum vote regarding 608 E 6th Street.

Geraets motioned to approve the Ward 4 ballot for a three year term, seconded by Haak. Roll Call Vote: Geraets- Aye, Sterud- Aye, Klockman- Aye, Crisp – Aye, Earley – Aye, Burggraff – Aye, Haak – Aye, Sommerfeld – Aye. Motion carried.

Burggraff motioned to approve the referendum ballot, seconded by Klockman. Roll Call Vote: Geraets- Aye, Sterud- Aye, Klockman- Aye, Crisp – Aye, Earley – Aye, Burggraff – Aye, Haak – Aye, Sommerfeld – Aye. Motion carried.

10th Street Project – Property Owner Agreements

The Finance and Utilities Committee (Geraets, Crisp, Earley (substitute for Sommerfeld)), have held meetings with the property owners affected by the 10th street project. Crisp updated the council on the outcome of the meetings. City Administrator Weiland provided the council with the framework of the breakdown of the individual property agreements. Burggraff moved to approve the framework of the agreements as is, seconded by Klockman. Further discussion ensued with the Council and Mr. Max Merry and Mr. Peter Rasmusson on a set date when the deferred assessments must be paid to the City regardless of development on the corresponding properties. Haak moved to amend the original motion by adding a 10 year maximum on the deferred assessments, seconded by Sterud. Roll Call Vote on Amended Motion: Geraets- Nay, Sterud- Aye, Klockman- Nay, Crisp – Nay, Earley – Nay, Burggraff – Nay, Haak – Aye, Sommerfeld – Aye. Motion fails 3-5. Roll Call Vote on Original Motion: Geraets- Aye, Sterud- Nay, Klockman- Aye, Crisp – Aye, Earley – Aye, Burggraff – Aye, Haak – Aye, Sommerfeld – Aye. Motion carried 7-1.

New Business

2015 Annual Report

Finance Officer Baartman prepared and presented the 2015 Annual Report to the Council. Recommend the Council approve the 2015 Annual Reports as deemed necessary by the Government Accounting Standards Board and Department of Legislative Audit. Sommerfeld motioned to approve the Annual Report, seconded by Haak. Roll Call Vote: Geraets- Aye, Sterud- Aye, Klockman- Aye, Crisp – Aye, Earley – Aye, Burggraff – Aye, Haak – Aye, Sommerfeld – Aye. Motion carried.

Surplus Property – Declare Surplus

1.) 2001 Mustang Skid Steer with 67” Bucket Loader

Burggraff motioned to declare the 2001 Mustang Skid Steer with 67” Bucket Loader as surplus for \$12,500, seconded by Geraets. Roll Call Vote: Geraets- Aye, Sterud- Aye, Klockman- Aye, Crisp – Aye, Earley – Aye, Burggraff – Aye, Haak – Aye, Sommerfeld – Aye. Motion carried.

2.) Western Snow Plow

Burggraff motioned to table declaring the Western Snow Plow as surplus until the City can find out if it’s possible to get the mounts back. The mounts were by mistakenly left on a pickup that was previously surplused. Motion was seconded by Haak. Roll Call Vote: Geraets- Aye, Sterud- Aye, Klockman- Aye, Crisp – Aye, Earley – Aye, Burggraff – Aye, Haak – Aye, Sommerfeld – Aye. Motion carried.

Resolution No. 2016-06: DOT Industrial Park Grant Agreement

The City has successfully received a \$250,000 grant from the DOT Industrial Park Access Grant program for the construction of Quartzite Street. The DOT has provided the City with the necessary contractual obligations and agreements to receive the funds. The Resolution 2016-06 approves entering into the agreement and authorizes the Mayor to sign grant agreement documents. Haak motioned to adopt Resolution No. 2016-06, seconded by Haak. Roll Call Vote: Geraets- Aye, Sterud- Aye, Klockman- Aye, Crisp – Aye, Earley – Aye, Burggraff – Aye, Haak – Aye, Sommerfeld – Aye. Motion carried.

RESOLUTION NO. 2016-06

RESOLUTION AUTHORIZING COMMITMENT AND SIGNATURE AUTHORIZATION FOR THE SOUTH DAKOTA
DEPARTMENT OF TRANSPORTATION INDUSTRIAL PARK GRANT

WHEREAS, the City of Dell Rapids has applied for and received the award of an Industrial Park Access Grant for the construction of Quartzite Street; and

WHEREAS, the City Council through the adoption of the 2016 annual budget and other associated action approved the project, the project budget and funding commitment necessary to complete the project including construction, engineering and geotechnical expenditures; and

NOW THEREFORE BE IT RESOLVED that based on previous action, discussion and the adoption of the 2016 budget, it is affirmed that the Mayor was in the past, and shall continue to be authorized to sign all documents associated with the project's contracts and grant requirements.

Adopted at Dell Rapids, South Dakota, this 7th day of March 2016.

APPROVED:

Mayor Scott Fiegen

City of Dell Rapids

(Seal)

Attest: _____

Claire Baartman, Finance Officer

Garfield Avenue Bridge – Select Bridge Inspection Engineer

The City of Dell Rapids participates in the State's bridge inspection program. We are responsible for having our bridges inspected every two years in order to be eligible for the 80%-20% replacement

program. The City has used Banner Engineering as the inspection engineer for the past several inspections. Earley motioned to approve Banner Engineering to conduct the Bridge Inspection for the Garfield Avenue Bridge, seconded by Klockman. Roll Call Vote: Geraets- Aye, Sterud- Aye, Klockman- Aye, Crisp – Aye, Earley – Aye, Burggraff – Nay, Haak – Aye, Sommerfeld – Aye. Motion carried 7-1.

Warming House – Historic Preservation Restrictive Covenants Agreement:

The City received a grant of \$10,000 to upgrade and preserve the warming house. As part of the grant agreement it is necessary for the owner of the property to sign a restrictive covenant on the structure. The agreement stipulates that any restoration or repairs of the warming house will need to be in line with the architectural/original historic characteristics and these improvements will need to be reviewed and approved by the State Historical Society. These covenants will exist on the property for 8 years. Klockman motioned to approve, seconded by Sterud. Roll Call Vote: Geraets- Aye, Sterud- Aye, Klockman- Aye, Crisp – Aye, Earley – Aye, Burggraff – Aye, Haak – Aye, Sommerfeld – Aye. Motion carried.

HWY 115 Project – SD DOT Right of Way Agreement

The SD DOT is purchasing a piece of property from the Dell Rapids Grain Co-op on the “island” east of Hwy 115 and north of the approach entrance into the property. The purpose of purchasing the property is to create a 90 degree entrance onto Hwy 115. The agreement reflects the State purchasing the property and then giving the remaining land that is not used to create the entrance to the City. The City owns the property on the very north end for the purpose of the recreational trail. Burggraff motioned to approve the SD DOT Right of Way Agreement, seconded by Haak. Roll Call Vote: Geraets- Aye, Sterud- Aye, Klockman- Aye, Crisp – Aye, Earley – Aye, Burggraff – Aye, Haak – Aye, Sommerfeld – Aye. Motion carried.

Claims Payable

Earley motioned to approve the Claims, seconded by Burggraff. Motion carried. Roll Call Vote: Geraets- Aye, Sterud- Aye, Klockman- Aye, Crisp – Aye, Earley – Aye, Burggraff – Aye, Haak – Aye, Sommerfeld – Aye. Motion carried.

VENDOR NAME	DATE	DESCRIPTION	FUND	AMOUNT
A&B BUSINESS SOULTIONS	03/08/2016	FEBRUARY BILL	GENERAL FUND	73.04
A-OX WELDING SUPPLY COMPANY, INC	03/08/2016	FEBRUARY CYL RENTAL	GENERAL FUND	28.89
AVENET, INC	03/08/2016	GOV OFFICE ANNUAL SERVICE	GROSS RECEIPTS FUN	600
BAARTMAN, CLAIRE	03/08/2016	TRAVEL AND TRAINING REIMBU	GENERAL FUND	111
BEAL DISTRIBUTING, INC	03/08/2016	FEBRUARY MALT	LIQUOR FUND	25,133.68
CITY OF DELL RAPIDS	03/08/2016	FEBRUARY WATER	GENERAL FUND	122.31
DAKOTA BEVERAGE CO, INC.	03/08/2016	FEBRUARY MALT	LIQUOR FUND	16,873.01
DAKOTA SUPPLY GROUP	03/08/2016	WATER SUPPLIES	WATER FUND	453.34
DAKOTACARE	03/08/2016	HEALTH INSURANCE	GENERAL FUND	5160.61
	03/08/2016	HEALTH INSURANCE	WATER FUND	1,486.43
	03/08/2016	HEALTH INSURANCE	WASTEWATER FUND	1,486.43
DELL RAPIDS VOLUNTEER FIRE DEPT INC	02/22/2016	2016 SUPPORT	GENERAL FUND	43,558.00
DELLS ELECTRIC, INC	03/08/2016	STREET R&M	GENERAL FUND	120.44
DELTA DENTAL	03/08/2016	DENTAL INS	GENERAL FUND	450.74
	03/08/2016	DENTAL INS	WATER FUND	108.67
	03/08/2016	DENTAL INS	WASTEWATER FUND	108.69

DENR	03/08/2016	2016 DISCHARGE FEE	WASTEWATER FUND	2,500.00
DGR	03/08/2016	JANUARY ENGINEERING	GENERAL FUND	26,051.15
	03/08/2016	JANUARY ENGINEERING	WATER FUND	3183.01
	03/08/2016	JANUARY ENGINEERING	WASTEWATER FUND	4877.64
EFTPS	03/01/2016	FEBRUARY PAYROLL WITHHOLD.	GENERAL FUND	3,939.51
	03/01/2016	FEDERAL WITHHOLDING	WATER FUND	975.29
	03/01/2016	FEDERAL WITHHOLDING	WASTEWATER FUND	975.31
FIRST BANK CARD	03/08/2016	CC PMT	GENERAL FUND	312.39
FIRST BANKCARD	03/08/2016	CC PMT	GENERAL FUND	273.75
	03/08/2016	CC PMT - OFFICE SUPPLIES	WATER FUND	100.48
	03/08/2016	CC PMT - OFFICE SUPPLIES	WASTEWATER FUND	100.46
GARBAGE N MORE	03/08/2016	MARCH GARBAGE SERVICE	GENERAL FUND	75
GLOBAL DISTRIBUTING	03/08/2016	FEBRUARY MALT	LIQUOR FUND	112.25
GOLDEN WEST TELECOMMUNICATIONS	03/08/2016	FEBRUARY TELE. BILL	GENERAL FUND	430.65
	03/08/2016	FEBRUARY TELE. BILL	LIQUOR FUND	46.27
	03/08/2016	FEBRUARY TELE. BILL	WATER FUND	171
	03/08/2016	FEBRUARY TELE. BILL	WASTEWATER FUND	211.9
GRUIS, KARLA	03/08/2016	CLEAN CH AND LIB	GENERAL FUND	980
HAWKINS, INC	03/08/2016	WATER SUPPLIES	WATER FUND	1,015.86
HD SUPPLY WATERWORKS	03/08/2016	WATER SUPPLIES	WATER FUND	1,592.65
	03/08/2016	SEWER SUPPLIES	WASTEWATER FUND	49.23
HEINEMANN CONCRETE AND SNOW REMOVAL	03/08/2016	2/17/16 SNOW REMOVAL	GENERAL FUND	625
ICAP, INC	03/08/2016	JANUARY EXENSE	GENERAL FUND	5,238.53
JOHNSON BROTHERS FAMOUS BRANDS INC	03/08/2016	FEBRUARY MALT BILL	LIQUOR FUND	8,741.23
LEBRUN, DIANE REIMBURSEMENT	03/08/2016	TRAVEL AND TRAINING REIM.	WATER FUND	55.5
	03/08/2016	TRAVEL AND TRAINING REIM.	WASTEWATER FUND	55.5
LG EVERIST, INC	03/08/2016	STREET SUPPLIES	GENERAL FUND	2181.44
MCLEOD'S PRINTING & OFFICE SUPPLY	03/08/2016	ELECT./FO/CODE ENF. SUPPLIES	GENERAL FUND	449.86
MID-AMERICAN RESEARCH CHEMICAL	03/08/2016	STREET SUPPLIES	GENERAL FUND	154.3
MIDAMERICAN ENERGY COMPANY	03/08/2016	UTILITY	GENERAL FUND	803.66
	03/08/2016	UTILITY	WATER FUND	54.28
	03/08/2016	UTILITY	WASTEWATER FUND	54.27
MINNEHAHA COMMUNITY WATER, CORP	03/08/2016	FEBRUARY WATER 6,313 @ 1.5	WATER FUND	9,848.28
OLD DUTCH INN	02/22/2016	OLD DUTCH INN	LIQUOR FUND	1,200.00
PFEIFER'S	03/08/2016	2016 BOBCAT S750 SKID-STEER	EQUIP. REPLACE.	47,372.16
PRAIRIE BERRY WINERY	03/08/2016	FEBRUARY WINE	LIQUOR FUND	660
R & R MOBILITY	03/08/2016	TRANSIT REPAIR	GENERAL FUND	40.03
REPUBLIC NATIONAL DISTRIBUTING CO	03/08/2016	2ND FEBRUARY LIQUOR BILL	LIQUOR FUND	14,726.44
SAM'S MASTERCARD	03/08/2016	CB TRAINING- CC PMT	GENERAL FUND	448.15
	03/08/2016	DL TRAINING - CC PMT	WATER FUND	209.08
	03/08/2016	DL TRAINING - CC PMT	WASTEWATER FUND	209.08
SD DEPT OF TRANSPORTATION	03/08/2016	FINAL PAYMENT GARF. BRIDGE	GENERAL FUND	290
SD STATE TREASURER, DEPT OF REVENUE	02/29/2016	2.1.16 - 2.15.16 LOTTERY	LIQUOR FUND	426.84
SDRS SUPPLEMENTAL RETIREMENT PLAN	03/08/2016	ROTH RETIREMENT	GENERAL FUND	290
	03/08/2016	ROTH RETIREMENT	WATER FUND	50

	03/08/2016	ROTH RETIREMENT	WASTEWATER FUND	50
SHOPKO	03/08/2016	REFUND FOR UNAVIL. LIQ LIC	LIQUOR FUND	700
ONE TIME VENDOR: KIRBY BUILT	03/08/2016	PARK SUPPLIES	GENERAL FUND	1,853.53
SIOUX FALLS AREA HUMANE SOCIETY	03/08/2016	JANUARY SERVICES	GENERAL FUND	61
SOUTH DAKOTA RETIREMENT SYSTEM	03/08/2016	RETIREMENT	GENERAL FUND	3786.86
	03/08/2016	RETIREMENT	WATER FUND	919.5
	03/08/2016	RETIREMENT	WASTEWATER FUND	919.48
VERIZON WIRELESS	03/08/2016	CELL PHONES	GENERAL FUND	80.7
	03/08/2016	CELL PHONES	WATER FUND	24.09
	03/08/2016	CELL PHONES	WASTEWATER FUND	24.09
XCEL ENERGY	03/08/2016	UTILITY	GENERAL FUND	1017.1
	03/08/2016	UTILITY	WATER FUND	899.89
	03/08/2016	UTILITY	WASTEWATER FUND	3,218.49
PAYROLL EXPENSES	02/29/2016	FEBRUARY PAYROLL	GENERAL FUND	34,231.66
			WATER FUND	7,662.13
			WASTEWATER FUND	7,662.17

Administrator Report:

Summer Seasonal Positions - Update: Applications for Pool Manager, Pool Assistant Manager and Rubble Site Operator were due on Friday, February 26th. Applications for all other seasonal positions were due on Friday March 4th. Administration will be reviewing applications for these positions and bringing forward recommendations for Pool Management positions and Rubble Site Monitor at the March 21st Meeting

Zoning Ordinance Amendments - Update: Attached is public notice for the City to proceed with amendment to the Zoning Ordinance. The City Council requested to move forward with the amendments to the Zoning Ordinance for the B-2: General Business and I-I: Light Industrial District. The public hearings have been set for the Planning Commission on March 29th and for the Council on April 4th.

Water Quality Issues - Ice Pigging Presentation, March 15th: Attached is information on a service that attempts to clean corroded water mains called ice pigging. City Administration has arranged for a presentation from the Utility Service Group on March 15th at City Hall at 10AM. The Utility Service Group specializes in a service called Ice Pigging where an ice slurry solution is pumped through corroded water mains to attempt routing out the inside walls of the pipe. The hope is this process will clean out the inner walls of the pipe alleviating rust issues for property owners. The costs of implementing this method are much less (don't have quotes from the service provider at this time) than replacing water lines. City Administration has conducted some minimum research on this service and felt it was worth exploring in further depth. The City made the decision to replace the water mains on Northview Drive in order to address rust issues created by corroded water lines. Administration still feels this was a good decision because we have now nearly eliminated the existence of cast iron water main in this sector of Dell Rapids. This project is now complete and we no longer have to worry about rusty water in this neighborhood. The problem we face is the funding of current and future water main issues. The City has received complaints throughout this winter in multiple neighborhoods of rusty/cloudy water. These residents expect the City to take action to address this issue. The reality is that the City's water fund can't afford \$400,000 projects on an annual basis to address the rusty water issues. We know we need to address replacing the outdated infrastructure throughout the City. We can and will do this over the course of time. City Administration sees the option of Ice Pigging as a means to delay the replacement of

the lines that are having the rust issues. Therefore, the plan is to explore this option, the costs associated, the negative affect it could have on pipes, etc... Any Council members available would be welcome to attend the meeting on the 15th.

Hwy 115 Project - Update: The DOT has awarded the first phase of the Hwy 115 Project (Quarry Road south to Colton Road). The bid was awarded to Reede Construction out of Aberdeen. The DOT is working to finalize documents with the contractor and call a Preconstruction meeting. The DOT plans to hold a public meeting in Dell Rapids prior to beginning construction. The DOT representatives anticipate that the bridge will be removed middle to late March.

WWTF Process Selection: Attached is the recommendation from DGR for the method of selecting a supplier for the SBR equipment. The Finance and Utilities Committee is meeting prior to the meeting to review and discuss DGR's recommendation for the selection process to determine a supplier for the SBR equipment. The Committee will report their recommendation at the Council Meeting.

Department Inventory List: Per Council Request a Departmental Inventory List was provided in the Council packet. Finance Officer Baartman has finalized an inventory list from each City Department Head for the Council's review.

Housing Study Presentation Preference: City Administrator Weiland met with Community Partners Research, the consulting firm to review the first draft of the Dell Rapids Housing Study. The final draft should be completed in a few weeks. The consultant has requested the City Council's preference for presenting the findings of the study. They are willing to present to the Council in 30 to 45 minutes the highpoints of the study. They could also just send the study without a presentation. City Administration is seeking the Council's preference. Council majority indicated a presentation would be preferred.

Important Dates for Upcoming Meetings and Events:

Chip Seal Bid Opening – March 9th at City Hall at 2:15 PM

Board of Equalization – March 22nd (March 23rd if necessary)

GOED Conference – April 13th in Sioux Falls. This is a conference to learn about the State's economic development strategies and to network with other community business leaders. The City has also applied to be considered for the Community of the Year Award.

Municipal Election – Petitions due February 26th at City Hall by 5 pm.

Municipal Election – April 12th

Motion to adjourn at 9:00 p.m. by Haak, second by Klockman. Roll Call Vote: Geraets- Aye, Sterud- Aye, Klockman- Aye, Crisp – Aye, Earley – Aye, Burggraff – Aye, Haak – Aye, Sommerfeld – Aye. Motion carried.