

## DELL RAPIDS CITY COUNCIL MINUTES

Monday, March 21, 2016 at 7:30 p.m.

Mayor Scott Fiegen 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, Mark Crisp, 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

Community Members Present (who addressed the Council):

Peter and Joann Rasmusson of Rasmusson Properties LLC

AliceAnn Krantz of Riverfront Soccer Club

### **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 March 7, 2016 Regular Session:** Haak motioned to approve, seconded by Geraets. 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

### **Public Haring – Rezone Lot 4 Herding Addition from NRC: Natural Resource Conservation District to B-2: General Business District – Former Old Dutch Property**

Crisp motioned to approve the rezone of lot 4 Herding Addition, seconded by Geraets. Roll Call Vote: Geraets- Aye, Sterud- Aye, Klockman- Aye, Crisp – Aye, Earley – Aye, Burggraff – Abstain, Haak – Aye, Sommerfeld – Aye. Motion carried.

### **Public Hearing Alcoholic Beverage Licenses**

#### **A.) Shopko Hometown – Package Off Sale Malt Beverage and Retail On/Off Sale Wine**

Burggraff moved to approve the Alcoholic Beverage Licenses for Shopko, seconded by Klockman. Roll Call Vote: Geraets- Aye, Sterud- Aye, Klockman- Aye, Crisp – Aye, Earley – Aye, Burggraff – Aye, Haak – Aye, Sommerfeld – Aye. Motion carried.

#### **B.) License Transfer: Monkey’s, Retail On Sale Liquor From Monte Martel to James Crisp and Miriah Sharp**

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

### **Old Business**

#### **Surplus Property – Declare Surplus – Western Snow Plow**

Burggraff researched the cost of this particular plow new and what a dealership would charge used. Burggraff indicated that Administrations recommendation was in line with what he had found. Burggraff motioned to declare surplus the Western Snow Plow at \$2,000, seconded by Haak. Roll Call Vote:

Geraets- Aye, Sterud- Aye, Klockman- Aye, Crisp – Aye, Earley – Aye, Burggraff – Aye, Haak – Aye, Sommerfeld – Aye. Motion carried.

### **New Business**

#### **Personnel – Summer Seasonal Positions: Pool Manager, Pool Assistant Manager, and Rubble Site Monitor**

Administration asked the Council to table the pool positions as an unforeseen circumstance arose prior to the meeting. Administration recommends Martin Blath at \$9.25 per hour. Burggraff motioned to table the pool positions and hire Martin Blath as the Rubble Site Monitor for the 2016 summer season, seconded by Haak. Roll Call Vote: Geraets- Aye, Sterud- Aye, Klockman- Aye, Crisp – Aye, Earley – Aye, Burggraff – Aye, Haak – Aye, Sommerfeld – Aye. Motion carried.

#### **2016 Chip Seal Project – Consider Bid Award**

Administration recommends the Council award the project to the low bidder at \$63,319.78 from Topkote. Klockman moved to approve the award to Topkote, seconded by Crisp. Roll Call Vote: Geraets- Aye, Sterud- Aye, Klockman- Aye, Crisp – Aye, Earley – Aye, Burggraff – Aye, Haak – Aye, Sommerfeld – Aye. Motion carried.

#### **Garfield Avenue Bridge – Light Installation – Consider Bid**

Administration recommends the hiring of Dells Electric to perform the work. Dells Electric has agreed to honor their bid that was provided in 2015 for budgeting. City Administration has verified the bid with SHE engineers, that designed the bridge, and they agree that the \$37,499.79 is solid bid. Haak moved to approve the hiring of Dells Electric for the Garfield Avenue Bridge light installation, seconded by Klockman. Roll Call Vote: Geraets- Aye, Sterud- Aye, Klockman- Aye, Crisp – Aye, Earley – Aye, Burggraff – Aye, Haak – Aye, Sommerfeld – Aye. Motion carried.

#### **Campground Improvements**

Councilman Haak requested this item be placed on the agenda. He believes it is in the best interest of the City to capitalize on the influx of construction workers during the next few years of the Hwy 115 project. It is also a concern that the increase of construction workers would take away for family camping at our main campground during this time. Discussion ensued and it was determined that City Administration should look at the warming house area as a temporary location for a campground. No action was taken.

#### **Resolution 2016-07: Accept City of Sioux Falls Soccer Goals – Transfer Property to Dell Rapids Soccer Club Non-Profit.**

Burggraff motioned to approve the acceptance of the soccer goals from Sioux Falls and transfer them to the Dell Rapids Soccer Club, 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. 2016-07

#### A RESOLUTION DECLARING THE GRATUITOUS TRANSFER OF SURPLUS PROPERTY TO A NONPROFIT CORPORATION.

WHEREAS The City of Dell Rapids City Council graciously accepts the donation of 14 sets of soccer goals from the City of Sioux Falls; and

WHEREAS The Riverfront Soccer Club is working to increase the participation of soccer amongst the youth of Dell Rapids; and

WHEREAS The Riverfront Soccer Club intends to create both youth and adult size soccer goals to be used on public property in Dell Rapids; therefore

BE IT RESOLVED by the City Council of City of Dell Rapids, South Dakota (the "City"), that pursuant to SDCL 6-5-2, the City shall transfer 14 sets of soccer goals that were donated from the City of Sioux Falls, which has been declared surplus property, to the Riverfront Soccer Club, a South Dakota nonprofit corporation.

Adopted this 21<sup>st</sup> day of March, 2016.

\_\_\_\_\_  
Mayor Scott Fiegen

City of Dell Rapids

(Seal)

Attest: \_\_\_\_\_

Claire Baartman, Finance Officer

#### **Declare Free Rubble Site Days – Set Dates**

Haak motioned to declare May 10, 12, and 14 as the 2016 spring free Rubble Site days, seconded by Klockman. Roll Call Vote: Geraets- Aye, Sterud- Aye, Klockman- Aye, Crisp – Aye, Earley – Aye, Burggraff – Aye, Haak – Aye, Sommerfeld – Aye. Motion carried.

#### **Good Friday March 25<sup>th</sup> – Governor Declared Holiday**

Per the City's Personnel Policy regarding Governor Action, "No holiday declared by the President of the United States or by the Governor of the State of South Dakota shall be granted unless approved by the City Council." Sterud motioned to approve the afternoon of March 25<sup>th</sup> a holiday, seconded by Klockman. Roll Call Vote: Geraets- Aye, Sterud- Aye, Klockman- Aye, Crisp – Nay, Earley – Aye, Burggraff – Aye, Haak – Nay, Sommerfeld – Aye. Motion carried.

#### **Claims Payable**

Earley motioned to approve the Claims, seconded by Haak. 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	DESCRIPTION	FUND	AMOUNT
A&B BUSINESS SOULTIONS	MARCH BILLING + 1ST QTR US	GENERAL FUND	217.98
ADVANCED SYSTEMS INC	LIBRARY COPIER CONTRACT	GENERAL FUND	55.23
ANDERSON PUBLICATIONS	ADVERTISE SEASONAL POSITIONS	GENERAL FUND	99
ARGUS LEADER	FEBRUARY BILL	GENERAL FUND	814.07

BORNS GROUP	FEBRUARY BILL		WATER FUND	402.22
		105.6	WASTEWATER FUND	402.21
BUNKERS OIL CO	300 @1.209 & 400 @ 1.379 -		GENERAL FUND	914.3
BX CIVIL & CONSTRUCTION	SNOW REMOVAL 3-01-16		GENERAL FUND	1,400.00
CENGAGE LEARNING, INC	2 BOOKS		GENERAL FUND	28.58
CITY OF SIOUX FALLS LANDFILL	RUBBLE PROF. FEES		GENERAL FUND	102.34
DAKOTA CLEARING & GRADING	RUBBLE SITE		GENERAL FUND	16,030.65
DAKOTA TECHNOLOGY CONSULTING	CH/LIB MANAGED SERVICES		GENERAL FUND	899.01
DELL RAPIDS ACE	ICE MELT-CH/STREET SUPPLIES		GENERAL FUND	151.63
	WATER SUPPLIES		WATER FUND	2.99
DELL RAPIDS CHAMBER	ANNUAL BANQUET - CB/JW		GENERAL FUND	50
DELL RAPIDS LUMBER COMPANY	SUPPLIES		GENERAL FUND	152.73
DELLS ELECTRIC, INC	GRANDSTAND ELECTRICAL		GENERAL FUND	8,400.00
DUST-TEX SERVICES, INC	LIBRARY FEB RUG CLEANING		GENERAL FUND	69.99
EFTPS	FED/FICA WITHHOLDING		GENERAL FUND	3,932.55
	FED/FICA WITHHOLDING		WATER FUND	969.66
	FED/FICA WITHHOLDING		WASTEWATER FUND	969.7
GRUIS, KARLA	CLEAN CH/LIB		GENERAL FUND	640
HD SUPPLY WATERWORKS	WATER SUPPLIES		WATER FUND	183.74
INGRAM LIBRARY SERVICES	8 BOOKS		GENERAL FUND	207.64
KMWF & ASSOCIATES, PC	2014 YE AUDIT		GENERAL FUND	15,500.00
LEARNING OPPORTUNITIES	94 BOOKS		GENERAL FUND	1,942.14
LG EVERIST, INC	CRUSHED ROAD STONE		GENERAL FUND	1888.55
LINWELD, INC	STREET SUPPLES		GENERAL FUND	40.02
MICROMARKETING LLC	11 AUDIO VISUAL		GENERAL FUND	178.95
MIDWEST ALARM	APRIL PUMP STATION		WASTEWATER FUND	30.38
MINNEHAHA COMMUNITY WATER, CORP	FEBRUARY SHOP WATER		GENERAL FUND	13.25
	FEBRUARY SHOP WATER		WATER FUND	13.25
	FEBRUARY SHOP WATER		WASTEWATER FUND	13.25
MOELLER, BRITTANY	TRAVEL REIMB. LIBRARY WORK		GENERAL FUND	46.62
NAPA AUTO PARTS	STREET SUPPLIES		GENERAL FUND	321.1
PENWORTHY	18 BOOKS		GENERAL FUND	225.14
QUALITY BOOKS INC	5 BOOKS		GENERAL FUND	103.17
R & R MOBILITY	TRANSIT REPAIR INTLCK CTRL		GENERAL FUND	75
REPUBLIC NATIONAL DISTRIBUTING CO	1ST MARCH LIQUOR PMT		LIQUOR FUND	6,001.83
SANITATION PRODUCTS, INC	STREET REPAIR AND MAINT.		GENERAL FUND	3,328.92
SCHUNEMAN EQUIPMENT COMPANY	SNOW SUPPLIES		GENERAL FUND	242.22
SD STATE TREASURER, DEPT OF REVENUE	FEB RECREATION TAX		GENERAL FUND	44.54
	LIQUOR 2.16.16-2.19.16		LIQUOR FUND	2,093.01
SDRS SUPPLEMENTAL RETIREMENT PLAN	ROTH RETIREMENT		GENERAL FUND	145
	ROTH RETIREMENT		WATER FUND	25
	ROTH RETIREMENT		WASTEWATER FUND	25
THE LIBRARY STORE	SUPPLIES		GENERAL FUND	496

TYLER TECHNOLOGIES	INCODE TRAINING - CB/DL	GENERAL FUND	375
	INCODE TRAINING - CB/DL	WATER FUND	187.5
	INCODE TRAINING - CB/DL	WASTEWATER FUND	187.5
VERIZON WIRELESS	FEB 08- MAR 07 CELL BILL	GENERAL FUND	80.7
	FEB 08- MAR 07 CELL BILL	WATER FUND	24.09
	FEB 08- MAR 07 CELL BILL	WASTEWATER FUND	24.09
VIDEO PLUS	DVD CLEANING	GENERAL FUND	99
VISION VIDEO INTERACTIVE	FEBRUARY TEXTING SERVICES	GENERAL FUND	97.87
VOGT, BROWN, MERRY & HAMMER	MARCH RETAINER	GENERAL FUND	1,700.00
XCEL ENERGY	FEBRUARY UTILITY	GENERAL FUND	6853.44
	FEBRUARY UTILITY	WATER FUND	368.46
	FEBRUARY UTILITY	WASTEWATER FUND	72.32

### **Administrator Report:**

**Water Department – Testing Mistake - Update:** The City has received a violation notice from the DENR for not correctly testing our water samples. During the month of January the City had a positive sample for coliform at one of our testing sites. We tested after the positive test and the test came back negative. However, if the City has a positive test, the following month we are required to test 5 times instead of the normal 4 times. The City only tested 4 times. This was an oversight on the part of the Public Works Department. As a result, the City is required to notify all water customers of this violation. Administration is sure that this letter will cause concern with customers and City Hall is prepared to answer those questions. We are confident that the water in Dell Rapids is quality water and safe for drinking. The Public Works Department has set measures to make sure this won't happen again.

**10<sup>th</sup> Street Project- Update:** The deadline to file a protest petition for the 10th Street project of March 15th has passed. A petition was not filed by the property owners. The City has received one signed agreement from a property owner and is waiting on the two other agreements. DGR is moving forward with final designs on the project and plans to get the project out for bid as soon as they can. Administration is working with property owners on finalizing agreements. Those agreements will be brought to the council for consideration at a future meeting. Peter and Joan Rasmusson of Rasmusson Properties LLC ask to address the Council. The Rasmusson's gave a brief update as to the work that has gone into the property since they purchased it- such as water and sewer upgrades. They also provided an explanation as to why they have yet to sign their agreement with the City. Both Sanford and the Dells Area Health Center have a deferred portion of their assessment associated with the un-developed property that the project abuts. The Rasmusson's feel they should also be granted the same courtesy on their un-developed

**Water Quality Issues - Ice Pigging Presentation, March 15<sup>th</sup>:** City staff and Council Member Tom Earley met with a representative from the Utility Service Group to hear a presentation regarding ice pigging. The presentation was very informative and the group came away with the notion that the City should pursue ice pigging a few hundred feet of water lines as a test for its effectiveness on our old cast iron water mains. The public works department is determining locations where the pigging should occur. A questionnaire that will help determine the cost for the pigging is being filled out and analyzed by the Utility Service Group. The ice pigging crews move east to west - back and forth across the U.S. so the City will have to catch them the next time they travel towards South Dakota. A contract with costs to perform the service and where the service will be performed will be brought to Council for approval prior to scheduling the ice pigging.

**Hwy 115 Project - Update:** A public meeting with the DOT has been scheduled for Tuesday, March 22<sup>nd</sup> at 5:30 PM at the Fire Hall. The DOT will be reviewing their plans for the Hwy 115 project and taking questions from the public at this meeting. City Administration plans to attend to answer any questions on behalf of the City.

**WWTF Process Selection:** DGR has moved forward with advertising for the SBR equipment RFP. The requests are due by April 4<sup>th</sup>. Once requests have been received they will be reviewed by DGR and the Finance and Utilities committee and brought to the City Council for approval. Once the equipment has been selected DGR can move forward with fully designing the plans and specifications for the SBR WWTF.

**Housing Study April 18<sup>th</sup> Presentation:** The representative for Community Partners Research plans to attend the April 18th Council meeting to give a short presentation on the results of the Housing Study.

**Current Grant and Funding Applications – Updates:** A few updates on current grant and funding applications in the pipeline.

1) The DENR meets on March 24th to decide the status of funding for the WWTF and the 10th Street project/Hwy 115 project applications. Administrator Weiland will attend the meeting in Pierre and present the City's needs for funding. Recent conversations with the DNR have alluded to the fact that they have over \$60 million in requests with a smaller amount of dollars than usual to disperse. We will have to see what level of funding the City receives for our projects, most importantly the WWTF.

2) DOT Planning Grant: The City received word from the DOT that they have approved the City's application for a Master Plan Traffic Study. The Council will consider approving an agreement in the coming months. More details on this to come.

3) Mosquito Control Grant: The City has submitted for a Mosquito Control grant with the South Dakota Department of Public Health. The City applied for a \$9,000 grant to purchase an additional sprayer. The City currently has one sprayer and we are looking to have an additional sprayer so the entire community can be sprayed in one evening as opposed to two.

**Important Dates for Upcoming Meetings and Events:**

Board of Equalization – March 22<sup>nd</sup> – Council Chambers

DOT HWY 115 Public Information Meeting – March 22<sup>nd</sup> – Fire Hall

GOED Conference – April 13<sup>th</sup> - Sioux Falls.

Motion to adjourn at 8:37p.m. by Haak, second by Crisp. Roll Call Vote: Geraets- Aye, Sterud- Aye, Klockman- Aye, Crisp – Nay, Earley – Aye, Burggraff – Aye, Haak – Aye, Sommerfeld – Aye. Motion carried.