

DELL RAPIDS CITY COUNCIL MINUTES

Monday, May 4, 2015 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, Paul Miles, Chad Andrews, Dave Sommerfeld, Craig Lauritzen, Lee Burggraff, and Mark Crisp.

Absent: Gary Haak

Staff present: Administrator Justin Weiland and Billing Clerk Diane LeBrun

Pledge of Allegiance was recited.

Approval of Agenda: Lauritzen motioned to approve the agenda, seconded by Miles. Motion carried.

Approval of Minutes: Sommerfeld motioned to approve the minutes of the regular meeting held on April 20, 2015, seconded by Lauritzen. Motion carried. Lauritzen motioned to approve the minutes of the special meeting on April 28, 2015, seconded by Andrews. Motion carried.

Visitors to be Heard: None

Outdoor Event Permits: Memorial Day Parade – Monday May 25, 2015 – American Legion – Geraets made the motion to approve, waiving the fee, Andrews seconded. Motion carried. **Cootie Days – June 12 and 13, 2015 – American Legion** – Lauritzen made the motion to approve, waiving the fee, Andrews seconded. Motion carried.

Old Business – 409 E 15th Street – Request to repair sprinkle system – Jim Schildhauer requested that his sprinkler system that was damaged by the 15th Street project be repaired to its previous condition. Weiland did speak to Kurt Hannasch of American Underground and he gave an estimate of \$300 - \$400 to repair 4 to 5 sprinkler heads affected. Motion by Lauritzen to repair according to the estimate up to \$400, seconded by Crisp. Motion carried 6-1.

Mayor Fiegen called the new council to order at 7:45 p.m. Roll was taken finding the following present: Geraets, Miles, Klockman, Sommerfeld, Sterud, Burggraff, and Crisp. Haak arrived at 8:10 p.m.

Election of Council Officers – Miles moved to appoint Crisp as council President, Burggraff seconded. Motion carried.

Geraets moved to appoint Miles as Vice-President, Burggraff seconded. Motion carried.

Appointment of Administrative Officers – Sommerfeld moved to appoint Claire Baartman as Finance Officer, Miles seconded. Motion carried.

Motion by Crisp, seconded by Burggraff to appoint Dean Hammer as City Attorney, motion by Burggraff, seconded by Miles to appoint Max Merry as Deputy City Attorney, both motions carried.

Finance and Utilities Committee – Mayor Fiegen recommended Sommerfeld, Crisp and Miles. So moved by Geraets, seconded by Klockman. Motion carried.

Policy and Procedures Committee – Mayor Fiegen recommended Sterud, Haak and Burggraff. So moved by Miles, seconded by Sommerfeld. Motion carried.

Surplus Property Appraisal Committee – Mayor Fiegen recommended the council as a whole. So moved by Sommerfeld, seconded by Miles. Motion carried.

Minnehaha County Economic Dev. Assoc. and Dell Rapids Economic Dev. Corp – Mayor Fiegen recommended Mike Geraets. So moved by Miles, seconded by Burggraff. Motion carried.

Library Board Liaison – Mayor Fiegen recommended Klockman. So moved by Miles, seconded by Sommerfeld. Motion carried.

Official Newspaper – Mayor Fiegen recommended the Dell Rapids Tribune be designated. So moved by Miles, seconded by Burggraff. Motion carried.

Official Depositories – Mayor Fiegen recommended First National, Home Federal, Wells Fargo and SD FIT fund. So moved by Miles, seconded by Burggraff. Motion carried.

Finance Officer Authorization – state law allows the council to pre-approve expenditures to prevent late fees, and approve recurring payment items such as payroll and its corresponding liabilities. Motion by Burggraff, seconded by Geraets. Motion carried.

Rules of Order – Mayor Fiegen recommended that Roberts Rules of Order be followed. So moved by Sommerfeld, seconded by Geraets. Motion carried.

Malt Beverage/Operating Agreement Renewals – Renewal applications were received from T&C's, T&C's Other Place, Pizza Ranch, Cubby's and Unique Boutique and Bistro. Motion to approve by Burggraff, seconded by Miles. Motion carried.

MCWC Territorial Agreement – City Attorney Hammer and City Administrator Weiland received a proposed MCWC agreement, made minor changes based on other communities' territorial agreements, to finalize a draft for council consideration. The agreement essentially establishes a boundary where the City is reserving the right to serve future customers with water service. Motion by Crisp, seconded by Burggraff to approve the agreement. Motion carried.

Dell Rapids Transit – 5310 Agreement/Civil Right Non-Discrimination Policy Adoption – The 5310 Agreement covers reimbursement for repairs and maintenance to the bus, it also acknowledges a civil rights/non-discrimination policy. Motion by Miles, seconded by Geraets to approve. Motion carried.

Housing Study – City Administration is requesting approval for the City to cover 25% of the costs to perform a professional housing study. The total cost of the study is \$7500, the housing authority program covers 50%, SECOG covers 25%, and the City would be responsible for the remaining 25% or \$1875.00 The Dell Rapids Development Corporation met on April 28, 2015 and recommended the Council approve the study. Motion by Geraets, seconded by Sommerfeld to move forward with the study. Motion carried.

Seasonal Personnel – Weiland gave a proposed list of wages for our seasonal staff, listed as follows:

Returning Guards

Jessica Tisher (WSI)	\$9.25
Taylor Brown (WSI)	\$9.00
Lindsey Morris (WSI)	\$9.00
Megan Miles	\$9.00

New Guards

Mackenzie Gullickson (admission clerk last year)	\$8.75
Sarah Ginsbach(New)	\$8.75
Claudia Schwebach (New)	\$8.75
Mara Adams (New)	\$8.75

Makaylah Miller (New)	\$8.75
Kiah Shumacher (New)	\$8.75
Chelsey Vimr (New)	\$8.75

Admission Clerks:

Sarah Haak (Lifeguard last year)	\$8.50
Drew Wood (Returning)	\$8.25
Ted DeLange(New)	\$8.25
Ty Hogle (New)	\$8.25
Kendra Drew (New)	\$8.25
Ashley Lorenzon (New)	\$8.25
Haley Michel (New)	\$8.25
Mikalya DeNoon (New)	\$8.25

Motion by Crisp to approve suggested wages, second by Burggraff. Motion carried.

Library Board Appointments – Sharon Judd and Kimberly Gaul’s current terms on the library board are up in May, both submitted letters asking to be re-appointed to a new 3 year term. Motion by Burggraff to approve Judd and Gaul’s re-appointment, second by Miles. Motion carried.

Claims Payable – Burggraff moved to approve the claims as presented, seconded by Miles. Motion carried. A-Ox, rental and supplies 621.76; Bunkers Oil, fuel 353.70; City of Dell Rapids, water 220.70; Concrete Materials, 38 tons asphalt 2280.60; Dakota Beverage, April malt 27,467.19; Dakotacare, health insurance 7178.23; Dell Rapids Coop, grass seed, fertilizer 620.65; Dells Electric, repairs 12,866.58; Dells Materials, library sidewalk 432.00; Delta Dental, dental insurance 649.50; DGR, engineering Northview, chip seal, 9642.40; EFTPS, payroll liabilities 5472.27; Entringer Backhoe & Trenching, water leak 475.00; Fenicle, Les, travel expenses 13.50; First Bank Card, books, supplies 650.52; First Bankcard, supplies 26.49; Global Distributing, February malt 105.75; Golden West, phone and internet 955.57; Gruis, Karla, cleaning 640.00; HD Water Supply, supplies 1012.04; ICAP, April bus expenses 1719.03; Johnson Brothers Famous Brands, April liquor 10,248.87; Justice Fire & Safety, fire protection maintenance 611.00; LG Everist, supplies 380.83; Linweld, supplies 35.10; Maximum Promotions, flags 206.45; MidAmerican Energy, gas 306.29; Minnehaha Community Water Corp, water 11,209.12; Neofunds, postage 200.00; Jorgensen, Ada, library supplies 223.57; Express Copy & Print, library programs 182.00; Schumacher Oil, oil 307.00; Earley, Tom, plaques for library 854.57; Reliable Office Supplies, paper 69.73; Republic National Distributing, April liquor 12,808.12; Sam’s Mastercard, cleaning supplies 53.24; SD Dept of Transportation, Garfield Bridge 395,363.90; SD Dept of Revenue, lottery draw 748.51; SD Unemployment Insurance Division, payroll liabilities 147.11; SDRS Supplemental Retirement Plan, employees Roth 195.00; South Dakota Retirement System, retirement 5252.92; Vogt, Brown, Merry & Hammer, April retainer 1900.00; Xcel Energy, electric 4113.47; Payroll expenses 46,810.89.

Administrator Report –

Street patching bid update – May 11, 2015 at 2:15 bid opening for 1000 tons of asphalt. The council will award the bid at the May 18th meeting.

Current projects – The library re-dedication was held, Tom Earley was thanked for all of his work on the library addition and the ceremony.

Beach Avenue is 99% complete, the walk through with the engineer will be Tuesday, May 5th.

Monday, May 11 at 5:30 p.m. is the Development Corporation annual meeting – all council members are invited to attend.

The Northview Drive project is scheduled to start the first week of June.
The Garfield Bridge should be open by the weekend of May 8th.

Motion to adjourn at 8:12 by Burggraff, second by Haak. Motion carried.