

DELL RAPIDS CITY COUNCIL MINUTES

Monday, July 1, 2013 at 7:30 p.m.

Mayor Fiegen called the meeting to order at 7:30 p.m. at the Dell Rapids City Council Chambers. The Roll was called finding the following members present: Chad Andrews, Lee Burggraff, Mike Geraets, Gary Haak, Paul Miles, President David Sommerfeld and Mayor Scott Fiegen. Absent: Mark Crisp (arrived at 7:31 p.m.), Vice President Craig Lauritzen (arrived at 7:32 p.m.).

Staff Present: Administrator Justin Weiland, Finance Officer LeAnn Kerzman, and City Attorney Dean Hammer. Pledge of Allegiance was recited.

Approval of Agenda: Sommerfeld moved to approve the agenda. Second by Burggraff. Motion carried.

Approval of Minutes: Andrews moved to approve the minutes of the regular meeting held on June 17, 2013. Haak seconded. Motion carried.

Claims Approved: Sommerfeld moved to approve the claims as presented. Second by Andrews. Motion carried.

A-Ox Welding Supply, rental/gloves 142.98; Argus Leader, publishing 192.57; Best Western Ramkota Inn, Pierre FO school 439.95; Bierschbach Equipment & Supply, straw blankets 385.50; Borns Group, services 759.50; Cardmember Services, postage 5.80; City of Dell Rapids, utilities 454.12; Concrete Materials, asphalt 1525.55; Cooper's Welding & Mfg, replace antennae on tower 1078.57; County Fair Foods, concessions 197.72; Dakota Tree Nursery, move tree 250.00; Dells Electric, repair 919.42; Dells Plumbing, repairs 906.89; Delta Dental, insurance 648.30; DGR, engineering 35,145.81; EFTPS, withholding 6424.92; Electric Supply Company, repair 515.72; First National Bank, water loans 28,247.03; First National Bank, wastewater loans 49,621.40; Geuther, Sandra, refund 20.28; Gruis, Karla, maintenance 391.00; HD Supply Waterworks, parts 2768.30; Hوجلund, Morgan, WSI reimbursement 190.00; ICAP, Transit monthly fee 3530.37; Johns, Marge, refund 14.48; Lacey's Portable Restrooms, service 1325.00; LG Everist, road stone 1080.93; Metro Construction, pay request #2 136,364.72; MidAmerican Energy, natural gas 68.99; Minnehaha Community Water, utility 11,129.93; Roto-Rooter, maintenance 800.00; Sam's Discover, travel/pool concessions 2486.56; SD Public Health Lab, testing 392.00; SD Dept of Revenue, lottery/sales tax 2098.49; SDRS, retirement 4896.40; Sioux Falls Area Humane Society, May animal control 561.59; South Eastern Council of Governments, SRF Administration 6000.00; Southeast SD Tourism Association, membership 345.00; Utech, Steve, WSI reimbursement 190.00; Northern States Power, electricity/street lights 4558.05; Xcel Energy, capital improvement 381.50; Zee Medical, supply 217.15.

Added or Increased Salaries: June payroll - General Government: 11,777.08; Public Safety 1792.96; Public Works 10,056.66; Parks 10,563.65; Library 5331.80; Water 7289.55; Wastewater 7428.54. Weiland presented merit increases for Public Works Director Schildhauer from \$68,422.50 annually to \$69,097.60 or 1% and Finance Officer Kerzman from \$49,102.76 annually to \$50,579.36 or 3%.

Visitors to be heard: None.

Public Hearing and First Reading of Ordinance #773 – Application for Rezone 503 E 6th Street:

Application received from SD Realty, LLC to rezone 503 E 6th Street from R1 (Residential) to B2 (General Business). Application heard by the Planning and Zoning board with a recommendation for denial. Lauritzen moved to deny the application. Second by Sommerfeld. Motion carried.

Plat of Lot 1A and Lot 2A in Block 1 of Kelley's Addition: Plat submitted for approval by the recommendation of the Planning and Zoning board. Homeowner purchased a small amount of property from a neighboring property for the proposed construction of a garage stall. Andrews moved to approve. Geraets seconded. Motion carried.

15th Street Phase Two Project – Change Order: Trent Bruce of DGR presented change order #1 which added the sewer line installed in the casing to cross the river, traffic control expense along county roads and turf mat for

the north side of 15th Street. Total cost of the change order is \$25,770.20. Lauritzen moved to approve change order #1. Burggraff seconded. Motion carried.

– **Pay Request:** Trent Bruce gave an update on the project and presented pay request #2 in the amount of \$136,364.72. Crisp moved to approve pay request #2. Lauritzen seconded. Motion carried.

– **Engineering Agreement Amendment:** Bruce explained that the original engineering agreement did not include each of the additional projects that have been added since the original funding package was submitted to the state. In order to include the additional time that has been asked of DGR, the agreement needs to be amended to include the additional work requested in the amount of \$96,000. Sommerfeld moved to approve the amendment. Miles seconded. Motion carried.

SE Sanitary Sewer Engineering Agreement: Bruce presented the engineering agreement for services to install sanitary sewer south of the Garfield Avenue bridge. Estimated expense of \$175,000-\$185,000. Lauritzen moved to approve. Haak seconded. Motion carried.

Southeastern Sanitary Sewer Study: Weiland stated that since the capital improvement plan emphasis was to pursue economic development through the addition of land to the city limits to the south and east of the intersection of Garfield Ave and Centennial, the city needs to also consider utility services to the area. To find funding, and to apply to the State Water Plan, engineering work is needed. Trent Bruce of DGR emphasized the need for an engineering report to establish costs and plan for additional services such as lift stations. There are existing customers that are currently not being served by city utility services. Geraets moved to hire engineering. Lauritzen seconded. Motion carried.

Surplus Property Committee: Trent Bruce informed the council that while researching the properties, it was found additional research needs to be conducted to be certain of clear title. Attorney Hammer will assist with additional action and direction was given to contact proximity property owners for a mutual agreement.

Campers and Trailers on Streets: Mayor Fiegen had appointed Policy and Procedures to review and make a recommendation. Haak spoke for the committee and suggested a bill stuffer to request neighbors not park their campers on city streets but find more suitable accommodations. Emphasis on being a ‘good neighbor’ instead of creating more laws.

Library Building Project: Tom Earley spoke to the council as a representative of the Library Building Project. They have cut \$96,000 from the plans and would like to proceed with window renovations in order to use the Larson Foundation grant prior to its expiration. Mayor Fiegen asked the Finance & Utility committee meet with the project board to discuss solutions.

Streets – 4th & Garfield turning lane: Traffic movement at the intersection was discussed. Due to the location of the railroad tracks, turning lanes can not be implemented and still meet size standards.

Recreational Fires: Weiland presented the current ordinance regarding fires within city limits and a proposed ordinance in regard to recreational fires that was defeated in 2003. The council discussed with no action taken.

Out of State Travel – ICMA Conference: Weiland informed the council of the upcoming ICMA conference to be held in Boston, MA on September 22 through the 25th. Anticipated expense of approximately \$2,000. Lauritzen moved to approve the travel. Sommerfeld seconded. Motion carried.

City Administrators Report – Weiland reported on the following:

- Merit reviews have been conducted and the following are recommended: Schildhauer, Larry, Public Works Director increase of 1% and Kerzman, LeAnn, Finance Officer increase of 3%.
- 2014 Budget preparation planning meeting to be held on August 26.
- Code Enforcement shared services with the City of Baltic has been discussed and they are researching their ordinances.
- Beach Avenue sewer replacement can be included within the 15th Street SRF funding package. If it will be is yet to be determined.

- Cornhusker Day – Chamber of Commerce Event. Administration is willing to offer a day of free swimming at the Dell Rapids pool in coordination with the event.
- Fireworks are only allowed on the 4th of July from 8 a.m. to 11 p.m.

Treasurer's Report: A recap of all income and expenses that occurred since the last meeting, was presented to the council. Finance committee members received a full accounting of revenue and expenses to date for review.

Executive Session: Executive Session was listed as an agenda item in the event the council wished to discuss personnel performance as a result of the performance reviews. The council did not enter into executive session.

Burggraff moved and Sommerfeld seconded to adjourn. Motion carried. Meeting adjourned at 9:39 p.m.

LeAnn Kerzman, Finance Officer