

DELL RAPIDS CITY COUNCIL MINUTES

Monday, July 5, 2011 at 7:30 p.m.

Mayor Fiegen called the Dell Rapids City Council meeting to order at 7:30 p.m. at the Council Chambers in City Hall. The Pledge of Allegiance was recited and roll was taken finding the following Council Members present: Mayor Scott Fiegen, President Carrie Probst, Vice-President Todd Wiebenga, Keith DeLange, Carrie Testerman and David Sommerfeld. Absent: Doug Grovenburg, John Paul, and Mark Downs (arrived at 8:15).

Staff Present: Administrator: Justin Weiland, Finance Officer: LeAnn Kerzman, City Attorney: Dean Hammer.

Approval of Agenda: Testerman moved and Sommerfeld seconded the approval of the agenda. Motion carried unanimously.

Minutes: Wiebenga moved and Probst seconded to approve the minutes of the regular council meeting held on June 20, 2011. Motion carried unanimously.

Claims Approved: Sommerfeld moved and Wiebenga seconded to approve the following claims as presented. Motion carried unanimously.

A-Ox Welding, tank rental 21.08; Argus Leader, publishing 99.74; Cardmember Service, supply 681.47; Cardmember Service, pool suits 860.79; Concrete Materials, asphalt 3,229.05; County Fair, meeting supply 49.60; Cubby's, license overpayment 50.00; Dakotacare, health insurance 6605.91; Dell Rapids Coop Grain, chemical 412.21; Dell Rapids True Value, paint/supplies 426.38; Dells Electric, lift station repair 379.59; Dells Farm & Tire, repair 96.00; Delta Dental, insurance 625.60; DGR, engineering 33,417.92; Entringer Backhoe, repair 2193.87; Gee, Christina, WSI reimbursement 190.00; First National Bank, loan payments 57,423.06; GoldenWest, telecommunications 680.85; Hanson Logowear, pool uniforms 65.16; Hawkins, chemicals 3251.72; ICAP, May transit 3023.62; ICS Healy –Ruff, lift station electronics 1448.00; Lacey's Portable Restrooms, 23 units 1495.00; LG Everist, road stone 1443.21; MidAmerican Energy, natural gas 69.28; Midwest Alarm Company, alarm services 105.35; Midwest Siratech, repair 1721.73; Minnehaha Community Water, water 9733.58; Rinehart, Kim, WSI reimbursement 190.00; Sam's Discover, pool concessions 2327.49; Schlaikjer, Brittney, WSI reimbursement 190.00; Schwebach Insurance, lottery bond 100.00; SD Dept of Revenue, sales tax 462.19; SD Public Health Lab, wastewater testing 25.00; SE SD Tourism Association, annual dues 335.00; Steineke, Leah, WSI reimbursement 190.00; Tender Lawn Care, mowing 395.00; Titan machinery, sweeper parts 516.46; Tri-State Garage Door, 2 shop door receivers 241.65; USPS, postage 508.39; Xcel Energy, electricity/street lights 4194.58.

Added or Increased Salaries: The following positions have been added since the last council meeting: Department: Swimming Pool, Lifeguard – Alexandra VanOverbeke \$7.50/hour. The following have been increased since the last council meeting: Finance Office – LeAnn Kerzman increase from \$45,011.20 to \$46,361.53; Library – Linsey Duffy increase from \$9.45 to \$9.95/hour.

Visitors to be heard: None.

Old Business: 15th Street Reconstruction – Winter Brothers Inc., Pay Request #2 – Trent Bruce of DGR was introduced by Lance Mayer. Mr. Mayer proceeded to inform the council of the status of the construction to date. Almost all of the underground work has been completed. Testerman moved and Sommerfeld seconded approval of pay application #2 in the amount of \$156,797.95. Motion carried unanimously.

Ordinance 748 - Revised Zoning Ordinances – Weiland stated the second reading would be delayed in order to allow attorney Hammer additional time to review. Any changes would take effect upon passage of the second reading and not be retroactive. They are posted on the city website for viewing and comment.

12th & 14th Street Hammerheads – School District Request – Weiland reported to the Council that he, Alderman Sommerfeld, Public Works Director Schildhauer and City Attorney Hammer met with Dell Rapids Public School officials and their attorney on June 30th to discuss the hammerhead issue. The school wanted to know what authority the City had to require the hammerheads and whether the City would be willing to split the \$30,000 cost on a 50/50 basis. Alderman Sommerfeld commented that the hammerheads were in the site plans submitted by the School with their building permit application and that the construction bids included plans for the hammerheads. City Attorney Hammer stated the Dell Rapids Ordinances require that all new streets within the city shall be built by the property owner or developer according to the engineering standards of the city's engineer. City Engineer Mayer stated that he follows the AASHTO design standards which require some type of a turnaround at the end of dead-end streets.

Motion by Testerman, seconded by Sommerfeld, that the School shall install hammerhead type turnarounds on their property at the east end of 12th and 14th Streets according to the site plans submitted by the School with their building permit application. Motion carried unanimously. Motion by Sommerfeld, seconded by Probst, that the School shall pay the entire cost of installing the hammerhead turnarounds at the east end of 12th and 14th Streets. Motion carried unanimously.

New Business: Audit Services, KMWF & Associates – Annual audit fee proposal received from KMWF & Associates for an amount to not exceed \$13,650. Sommerfeld moved to accept the Letter of Engagement. DeLange seconded. Motion carried unanimously.

Ordinance Review – Vegetation Nuisance – Weiland reported to the council the current verbiage of the vegetation ordinance and how it takes fourteen (14) days from a complaint being received until the city can take action to correct the overgrowth. During that time the situation worsens. Proposed correction for an ordinance revision would allow faster response and notification at each physical address to allow all parties full notification.

Ordinance Review – Snow Removal – Weiland reported to the council the current verbiage of the snow removal ordinance and how there is a window of 24 hours following a snowfall for vehicles to be removed from the streets for plowing. Plowing starts as soon as possible and by vehicles not moving for 24 hours, each street has to be patrolled and cleaned more than one time. This causes the wasting of time, fuel and man hours. Proposed change would incorporate a snow removal alert to cause all vehicles to be removed from the street prior to cleaning starting. Emergency snow removal routes would remain in existence and receive priority cleaning. Discussion continued with items for consideration: 4th Street snow removal; cleaning a street once will also mean cleaning private driveways once; equipment and manpower sufficient to meet the needs of the city.

Request for Out of State Travel: ICMA Conference – Weiland requested the council allow his attendance at the annual ICMA conference to be held in Milwaukee, WI in September. Downs moved and Testerman seconded the approval of his attendance and payment of the expense. Motion carried unanimously.

Personnel: Seasonal Lifeguard – Pool Manager Andrea Petrik relayed to Weiland the request to hire an additional lifeguard, Alexandra VanOverbeke at a rate of \$7.50 per hour. Downs moved and Probst seconded the hire. Motion carried unanimously.

City Administrators Report – Weiland reported on the following:

- Annual review completed for Finance Officer, LeAnn Kerzman with a recommendation of a 3% increase.
- Annual review completed for Library Clerk, Linsey Duffy with a recommendation of .50 per hour increase based on the Library Board request.
- Redistricting will be considered at a forthcoming public hearing to allow input from the community.
- Municipal Clerk School will be held July 11-15 in Vermillion. Kerzman is attending.
- Quarry Days Update and recap.

Treasurers Report – A recap of all income and expenses, since the last meeting, were presented to the council for their review.

Claims Approved for Payment by Other Municipal Boards – Library Board Claims: Baker & Taylor Books, books 95.93; EDC Educational Services, 12 books 142.43; Gale Group, 10 books 172.55; Golden West, telecommunications 171.01; Huewe Plumbing, toilet repair 32.65; Ingram Library Services, 4 books 76.01; Junior Library Guild, 6 books 38.00; MicroMarketing, audio series/6 DVDs 297.79; MidAmerican Energy, natural gas 9.91; Sam's Club Discover, candy/office supply 95.05; Western Books, 66 books 1016.90; Xcel Energy, electricity 135.16.

Sommerfeld moved and Wiebenga seconded to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 9:10 p.m.

LeAnn Kerzman
Finance Officer