

DELL RAPIDS CITY COUNCIL MINUTES

Monday, July 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, Gary Haak, and James Borchert.

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

Absent: Mayor Scott Fiegen

Community Members Present:

- 1.) Amy VanDam of 1209 N. Orleans
- 2.) Marcus VanDam of 1209 N. Orleans
- 3.) Patricia Sward of 510 E 8th St.
- 4.) Nancy Jorgensen of 814 E 6th St
- 5.) Jesse Christen with Dell Rapids Tribune
- 6.) Trent Bruce of DGR
- 7.) Matt Larson of DR Booster Club and Big Sioux Media
- 8.) Bill Schmidt of 805 Vermont Ave
- 9.) Kaitlyn Umphlett of 310 S 1st Ave. Sioux Falls
- 10.) Dominic Holmes of 201 N Garfield Ave.
- 11.) Brittany Moeller of Dell Rapids Public Library

Pledge of Allegiance was recited.

Approval of Agenda: Haak motioned to approve the agenda, seconded by Klockman. Motion carried.

Approval of Minutes June 16, 2016 Regular Session: Councilman Geraets requested the following changes: Under New Business: Ordinance 835 – 10lb should read 10th and 10'h should read 10th. Earley motioned to approve the minutes as amended, seconded by Geraets. Motion carried.

Visitors to be Heard:

None

Public Hearing – Ordinance No. 837: Rezone Request – S 85.36' Tracs H and I in Lot 2 of Edenburn's addition to the City of Dell Rapids from B-2: General Business District to Planned Development District – First Reading

The planning commission held a public hearing on June 28th for the request to create a Planned Development for a property owned by Art Eulberg. The Planning Commission voted 3 to 1 to deny the request to rezone the property. Recommend the Council table the first reading as Mr. Eulberg was not able to attend this meeting. Haak motioned to table, seconded by Earley. Motion carried.

Outdoor Event Permit – 5K Run/Walk – September 17th – DR Booster Club

Geraets moved to approve and waive the fee, seconded by Haak. Motion carried.

Old Business

City Hall Roof – Consider Additional Quotes

Councilman Crisp researched the options during the past two weeks and is in favor of the rubber roof option as the age of the City Hall building is not ideal for a ballast roof (which is what is currently on the

building). Crisp also noted it would be in the best interest of the City to coordinate the replacement of the A/C system with the new roof. Crisp motioned to award the project to J&P roofing at a quote of \$22,465 for the 60 mil EPDM rubber roof. Geraets seconded the motion. Motion carried.

Ordinance No. 835: Water Rate Increase for 10th Street /Hwy 115 Funding – Second Reading and Adoption

The DENR provided the City with a loan for the combined projects in the amount of \$705,000 over 30 years at 3.25%. In order to gain approval for the loan it is necessary to dedicate funding at 110% of the loan. Therefore it is necessary to increase the water rates for residents by \$2.25 per 5,000 gallons. City Administration recommends a base rate increase from \$10.00 to \$11.50 AND increase the per 1,000 gallon rate from \$4.37 to \$4.52. This is an increase of \$2.25 per 5,000 gallons of water used. Earley motioned to approve Ordinance No. 835, seconded by Geraets. Roll Call Vote: Geraets - Aye, Sterud – Aye, Klockman – Aye, Crisp – Aye, Earley – Aye, Haak – Aye, Borchert – Aye. Motion carried.

Ordinance No. 836: Memorial Day Package On-Off Sale Alcohol Sales – Second Reading and Adoption

This would allow the sale of alcoholic beverages by on/off sale liquor license holders on Memorial Day. Motion by Klockman to approve Ordinance No. 836, second by Borchert. Motion carried.

Quartzite Street Project – Pay Request #1 \$160,349.74 Timmon’s Construction

Trent Bruce with DGR updated the Council. The project is 25% complete with grading and paving starting in the next couple weeks. Recommend approval of pay request #1. Klockman motioned to approve, seconded by Sterud. Motion carried.

New Business

Floodway Development Permit Issue – Sward Property

The Sward family has requested the Council to consider a recent situation regarding the construction of a new utility shed on their property along the Big Sioux River that is within the FEMA determined Floodway. However, the City cannot issue a building permit/encroachment in the Floodway without a “No-Rise” Certificate. The reason this is so important is because the City is a member of the National Flood Insurance Program (NFIP) overseen by FEMA. If they find that we are in violation of allowing fill or the placement structures in the Floodplain without the proper documentation, the City can be subject to being removed from the NFIP program and as such no one in Dell Rapids would have access to flood insurance.

There was much discussion between the Council, property owners, and City Administration.

Crisp motioned approval of the placement of a utility shed provided they put an axle, wheels, and hitch on it to make it mobile, seconded by Geraets. Motion carried.

Carnegie Library – Update

Brittany Moeller, the Library Director, requested to address the Council to provide an update on the how the Library is doing. The Library has experienced increased visitors, book distribution and participation as well as an increase in participation in the newly created programs for the community to take part in. Ms. Moeller provided the council with a summary of all the happenings at the Library over the past year. No action was taken.

DOT Master Planning Grant – Appoint Study Advisory Team Committee

The City received a grant from the Department of Transportation to perform a Master Transportation Plan with a consulting engineer. Part of the process to develop the master plan is to appoint a

committee that will be involved with the brainstorming and planning process. The committee members for the Council's consideration are as follows:

1. Larry Schildhauer – City of Dell Rapids
2. Council Member (Appointed by Council – City of Dell Rapids)
3. Justin Weiland - City of Dell Rapids
4. Lance Mayer – DGR Engineering (City of Dell Rapids Engineer)
5. Kevin Schnieder – Dell Rapids Township
6. DJ Buthe – Minnehaha County Highway Department
7. Kurt Peppel – Dell Rapids Citizen (Works for City of Sioux Falls, Engineering Department)
8. Linsey Duffy – Sioux River Red Rock Trail Committee
9. Doug Hainje – Dell Rapids Economic Development Corporation

Motion by Haak to approve the Committee members as listed as well as appoint Tom Earley from within, seconded by Crisp. Motion carried.

Rural Sioux Empire Coalition for Youth – Tobacco Free Parks Request

Kaitlynn Umphlett from the Rural Sioux Falls Empire Coalition and Dominic Holmes a recent Dell Rapids graduate presented to the council the dangers of and pollution correlated with allowing tobacco on City property. Kaitlynn noted that if the council would approve Tobacco Free Parks the Coalition would provide the signage needed. The council discussed the possibility and referred the issue to the Policy and Procedures committee to make a determination on adoption. No action taken.

Dell Rapids Transit – ICAP Contract 2017

The City contracts with ICAP out of Madison to perform all functions of managing our transit system. This includes all personnel management, reporting to the state, grant applications etc. ICAP has submitted the monthly agreement for \$1,616.00 per month. This is an increase of \$45 per month from the 2016 contract. Klockman motioned to approve the 2017 ICAP Contract, seconded by Borchert. Motion carried.

Resolution 2016-14: DENR Drinking Water Loan – 10th Street/Hwy 115 Project

The City is finalizing the closing of the loan with the DENR for the 10th Street and Hwy 115 project. The adoption of the resolution lays out all assurances, responsibilities and authorizations of the \$705,000 revenue bond with the DENR State Water Fund. Klockman motioned to approve Resolution 2016-14, seconded by Earley. Motion carried.

Dell Rapids Baseball Association – Request for State Tournament Support

Dell Rapids Baseball Association was awarded the 2017, 13 and 14 yr old VFW Teener State Baseball Tournament. The Baseball Association is responsible for paying a \$400 hosting fee. They are requesting assistance from the City to assist with paying this fee. Haak motioned to deny the request as the City contributes a substantial amount of funds for the upkeep of the ball fields as well as adding a new grandstand in recent years, seconded by Klockman. Motion carried.

Capital Improvement Plan Quality of Life Projects Prioritization

The Council discussed the possibility of adding some type of enhancement to the pool. City Administration asked Council to have their top 5 list to him by the end of the week. No action was taken.

Claims Payable

Earley motioned to approve the Claims, seconded by Haak. Motion carried.

VENDOR NAME	DESCRIPTION	FUND	AMOUNT
BOYER TRUCKS	BUS REPAIR	GENERAL FUND	601.74
BX CIVIL & CONSTRUCTION	STREET SUPPLIES	GENERAL FUND	2,410.00
CITY OF DELL RAPIDS	WATER USAGE	GENERAL FUND	419.89
CONCRETE MATERIALS	ASPHALT	GENERAL FUND	1,829.90
DAKOTACARE	DAKOTACARE FLEX-JW	GENERAL FUND	3,000.00
DELL RAPIDS ECONOMIC DEVELOPMENT CORPO	2016 ANNUAL STIPEND	GENERAL FUND	64,600.00
	2016 ANNUAL STIPEND	GROSS RECEIPTS	35,400.00
DELLS ELECTRIC, INC	POOL PUMP HOUSE BAD BREAKE	GENERAL FUND	73.44
DELLS FARM & TIRE	TRANSIT - FLAT TIRE	GENERAL FUND	20.00
DELTA DENTAL	PAYROLL DEDUCTION	GENERAL FUND	431.50
	PAYROLL DEDUCTION	WATER FUND	118.30
	PAYROLL DEDUCTION	WASTEWATER FUND	118.30
DGR	ENGINEERING FEES	GENERAL FUND	28,664.85
	ENGINEERING FEES	WATER FUND	3,494.29
	ENGINEERING FEES	WASTEWATER FUND	52,089.65
EFTPS	FEDERAL WITHHOLDING	GENERAL FUND	6,384.87
	FEDERAL WITHHOLDING	WATER FUND	1,220.80
	FEDERAL WITHHOLDING	WASTEWATER FUND	1,220.81
FIRST BANK CARD	CCP PMT - TRAVEL/SUPPLIES	GENERAL FUND	1,380.68
GEOTEK ENGINEERING & TESTING SERVICES,	QUARTZITE STREET	GENERAL FUND	985.00
GRUIS, KARLA	CLEAN CH/LIB	GENERAL FUND	660.00
ICAP, INC	MAY ICAP EXPENSE	GENERAL FUND	4,606.53
LACEY'S PORTABLE RESTROOMS & ROLL OFFS	PORTABLE RESTROOMS	GENERAL FUND	730.00
MCLEOD'S PRINTING & OFFICE SUPPLY	ENVELOPES	GENERAL FUND	157.50
	ENVELOPES	WATER FUND	36.17
	ENVELOPES	WASTEWATER FUND	36.17
MIDAMERICAN ENERGY COMPANY	UTILITY	GENERAL FUND	60.43
	UTILITY	WATER FUND	4.50
	UTILITY	WASTEWATER FUND	4.50
NEOPOST USA INC.	POST MACHINE RENT JULY - OCT	GENERAL FUND	74.85
REPUBLIC NATIONAL DISTRIBUTING CO	2ND HALF JUNE LIQUOR	LIQUOR FUND	2,229.09
SAM'S MASTERCARD	SAM'S CC PMT/ANNUAL FEE	GENERAL FUND	236.27
SANITATION PRODUCTS, INC	STREET SUPPLIES - SWEEPER	GENERAL FUND	266.32
SD PUBLIC HEALTH LABORATORY	WASTEWATER TESTING	WASTEWATER FUND	199.00
SD STATE TREASURER, DEPT OF REVENUE	SD STATE TREASURER, DEPT O	LIQUOR FUND	860.77
SDRS SUPPLEMENTAL RETIREMENT PLAN	ROTH RETIREMENT	GENERAL FUND	145.00
	ROTH RETIREMENT	WATER FUND	25.00
	ROTH RETIREMENT	WASTEWATER FUND	25.00
SOUTH DAKOTA RETIREMENT SYSTEM	RETIREMENT	GENERAL FUND	3,578.68
	RETIREMENT	WATER FUND	976.08
	RETIREMENT	WASTEWATER FUND	976.08
SOUTHEAST SD TOURISM ASSOCIATION	MEMBERSHIP TO JUNE 2017	GROSS RECEIPTS FUN	360.00
TIMMONS CONSTRUCTION	QUARTZITE PAY REQUEST #1	GENERAL FUND	160,349.74
COMMUNITY PARTNERS RESEARCH	HOUSEING STUDY	GENERAL FUND	3,750.00

MARGESON, SCOTT	WATER DEPOSIT REFUND	WATER FUND	6.10
MID-STATES UTILITY TRAILER	BUS REPAIR	GENERAL FUND	744.00
MIDWEST REMODELING SERVICE	POOL RE-ROOF	GENERAL FUND	13,469.41
VARIETY FOODS LLC	POOL CONCESSIONS	GENERAL FUND	2,449.36
VIRG'S SERVICE	STREET SUPPLIES	GENERAL FUND	99.55
XCEL ENERGY	UTILITY	GENERAL FUND	2,414.18
	UTILITY	WATER FUND	1,473.64
	UTILITY	WASTEWATER FUND	2,909.54
PAYROLL EXPENSES	6/01/2016 - 6/30/2016	GENERAL FUND	44,668.33
	6/01/2016 - 6/30/2016	WATER FUND	8,133.77
	6/01/2016 - 6/30/2016	WASTEWATER FUND	8,133.78

Administrator's Report:

Personnel – Library Staff Performance Review: Library Director Brittany Moeller and the Library Board conducted a personnel performance review for Part-Time Library Assistant Autumn Schumaker. The Library Board approved and recommended a 3% increase for Ms. Schumaker increasing her hourly wage from \$8.50 to \$8.76

Chip Seal Project - Update: Topkote Inc. plans to be in Dell Rapids towards the end of July. Director Schildhauer is prepping the planned chip seal streets in advance. Also the City budgeted \$100,000 for street overlays in 2016. Director Schilhauer has finalized the streets to be overlaid and we are expecting this project to go to bid in mid-July.

2017 Budget – Update: Administrator Weiland has begun working on the 2017 budget. Letters have been sent to the outside community groups for them to submit requests for 2017 funding. The Council is also finalizing the Capital Improvement Plan. It will be necessary to have a special meeting in mid-August to review the Administrator's proposed budget. At this time please place Tuesday, August 16th on your calendars for a potential special budget meeting.

Earley motioned to enter into executive session at 9:07 p.m., seconded by Borchert. Motion carried
Earley motioned to exit executive session at 9:20 p.m., seconded by Sterud. Motion carried.

Earley motioned to appoint Bill Schmidt to fill the Ward 4 vacancy until the next election in April of 2017, seconded by Geraets. Motion carried

Motion to adjourn at 9:21 p.m. by Sterud, seconded by Klockman. Motion carried.