

DELL RAPIDS CITY COUNCIL MINUTES

Monday, July 18, 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 (via phone), Mary Klockman, Tom Earley, and Gary Haak.

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

Absent: Mayor Scott Fiegen, Mike Sterud, and James Borchert

Community Members Present:

- 1.) Trent Bruce of DGR
- 2.) Matt Larson of Big Sioux Media
- 3.) Jerome Lang of 903 Pepper Ridge Rd
- 4.) Micah Bader of Dell Rapids Tribune
- 5.) Rob Everist of D&I Railroad

Pledge of Allegiance was recited.

Oath of Office Ward 1 Council Seat – Bill Schmidt

The Oath of Office was recited by Bill Schmidt.

Approval of Agenda: Haak motioned to approve the agenda, seconded by Klockman. Roll Call Vote: Geraets – Aye, Klockman – Aye, Crisp – Aye, Earley – Aye, Haak – Aye, Schmidt – Aye. Motion carried.

Approval of Minutes June 16, 2016 Regular Session: Klockman motioned to approve the minutes, seconded by Earley. Roll Call Vote: Geraets – Aye, Klockman – Aye, Crisp – Aye, Earley – Aye, Haak – Aye, Schmidt – Aye. Motion carried.

Visitors to be Heard:

Jerome Lang noted he was present and would be speaking with Trent Bruce after the meeting for an update on the drainage situation in he and his neighbor's back yards.

Old Business

10th Street Project and Garfield Ave Water Main Relocation – Consider Bid Award

Earley motioned to reject the apparent low bid from Seal Pros Inc in the amount of \$732,703.76 for Base Bid and \$34,801.64 for Alternate A, based on Seal Pros failure to submit all proper bid documents, therefore classifying them as a Non-Responsive Bidder, seconded by Haak. Roll Call Vote: Geraets – Aye, Klockman – Aye, Crisp – Aye, Earley – Aye, Haak – Aye, Schmidt – Aye. Motion carried.

Earley motioned to award the contract for 10th Street to the 2nd low bidder, T&R Contracting, in the amount of \$752,558.00 and Alternate A in the amount of \$34,771.00 (contingent upon SD DOT and SD DENR Concurrence) , seconded by Haak. Roll Call Vote: Geraets – Aye, Klockman – Aye, Crisp – Aye, Earley – Aye, Haak – Aye, Schmidt – Aye. Motion carried.

10th Street Project – Property Owner Agreements

The City is planning to bring the drainage from 10th Street to the north along the western lot line of the Sanford Orchard Hills property. It will then cross the property of Mark Crisp, where a new culvert will be placed under his driveway and head east to an existing drainage structure. In order to cross the property Mr. Crisp is requesting the City supply materials to install a 6" height cedar fence for 360 feet

along his west property line as in the process trees will be removed and therefore opening his backyard up to pedestrians wanting to access 12th street from 10th. Mr. Crisp will install the fence. The total cost for the fence materials is estimated at \$6,500. Mr. Crisp is also requesting that costs associated with moving a propane tank and moving an underground dog fence also be the responsibility of the City. Klockman motioned to approve Mr. Crisp's request, seconded by Earley. Roll Call Vote: Geraets – Aye, Klockman – Aye, Crisp – Abstain, Earley – Aye, Haak – Aye, Schmidt – Aye. Motion carried.

Resolution 2016-15: Dissolve TIF #2 – Fiegen Development Park

The Council approved the creation of TIF District #3 at the June 6th Council meeting. The 20 day referendum has passed; therefore TIF District #3 is in effect. The Council tabled the dissolution of TIF District #2 at the June 6th meeting in order to wait out the 20 day referendum period. Now it is necessary to dissolve the previously established TIF District #2. The Council approved TIF District #2 in the fall of 2015. This TIF District was not certified as a TIF Plan and was not adopted or sent to the County. Since that time the City saw a need to change the boundaries of the district. TIF District #2 only included Lot 1 of Fiegen's addition, the Midwest Fresh Produce lot and Quartzite Street. Klockman motioned to dissolve TIF #2, seconded by Geraets. Roll Call Vote: Geraets – Aye, Klockman – Aye, Crisp – Aye, Earley – Aye, Haak – Aye, Schmidt – Aye. Motion carried.

RESOLUTION 2016-15

**A RESOLUTION DISSOLVING TAX INCREMENT DISTRICT NUMBER TWO
CITY OF DELL RAPIDS**

WHEREAS the City of Dell Rapids approved the boundaries of Tax Increment District Number Two on November 2, 2015;

WHEREAS the City never incurred any eligible expenses and nor was there a project plan adopted for Tax Increment District Number Two; and

WHEREAS Tax Increment District Number Two was not filed with state of SD and thus no base was created

WHEREAS the City Council of the City of Dell Rapids is authorized to dissolve this Tax Increment District pursuant to SDCL 11-9-46

NOW, THEREFORE, BE IT RESOLVED by the City of Dell Rapids that the Tax Increment District Number Two be, and the same hereby is, dissolved.

Dated this ____ day of ____, 2016

THE CITY OF DELL RAPIDS
By _____
Scott Fiegen, Mayor

ATTEST:

Claire Baartman, Finance Officer

(SEAL)

New Business

Ordinance No. 837: Truck Route Amendment – First Reading

Section 1. That subsection (a) (8) of Section 20-133 of the Revised Ordinances of the City of Dell Rapids, South Dakota, be amended, to read as follows:

“Sec. 20-133. Truck routes.

(a) There is hereby established within and for the city a truck route or routes which shall be subject to the regulations set forth in this section upon the following described streets and highways:

...

(8) *Second Street* between State Highway 115 and La Delle Avenue and *Juniata Avenue* between State Highway 115 and Third Street and *Iowa Avenue* between Third Street and Second Street and *Clark Avenue* between Third Street and Second Street and *La Delle Avenue* between Third Street and Second Street.”

Section 2. That subsections (a) (9) and (a) (10) be added to Section 20-133 of the Revised Ordinances of the City of Dell Rapids, South Dakota, to read as follows:

“(9) *Zero Street* from State Highway 115 on the east to Quarry Road on the west.

(10) The entire portions *Quarry Road* and *Quartzite Street*.”

Haak motioned to approve the first reading of Ordinance No. 837, seconded by Klockman. Roll Call Vote: Geraets – Aye, Klockman – Aye, Crisp – Aye, Earley – Aye, Haak – Aye, Schmidt – Aye. Motion carried.

Policies and Procedures Committee – Tobacco Free Policy – Update

Council Member Haak updated the Council on the discussions of the committee. Would like to establish tobacco free policies in areas where children are present- such as the pool and all city parks. A Policy will be drawn up. No action was taken.

D&I Railroad Crossing Closure Request(s) – Clark and State Avenue – Discussion

Rob Everist owner of D&I Railroad addressed the Council to consider closing crossings at Clark Avenue and State Avenue. D&I Railroad is seeking to improve and replace all the crossings west of Garfield Avenue. They are looking to participate in the State’s replacement program where a community is eligible for 100% complete coverage of costs if a crossing is closed. The alternative is for the local entity to be responsible for 10% of the costs of the crossing improvement. The Council discussed and asked Administration to move forward with the proper notices to move forward with the possible closures.

Claims Payable

Earley motioned to approve the Claims, seconded by Klockman. Roll Call Vote: Geraets – Aye, Klockman – Aye, Crisp – Aye, Earley – Aye, Haak – Aye, Schmidt – Aye. Motion carried.

A&B BUSINESS SOULTIONS	JULY BILLING	GENERAL FUND	73.04
A-OX WELDING SUPPLY COMPANY, INC	JUNE CYL RENTAL	GENERAL FUND	28.89
ADVANCED SYSTEMS INC	LIB. COPIER CONTRACT	GENERAL FUND	140.04
AMERICAN UNDERGROUND SPRINKLER, INC	R&M	GENERAL FUND	318
ARGUS LEADER	PUBLICATION	GENERAL FUND	404.33
BADGER METER INC	2ND QTR 2016 GATEWAY	WATER FUND	108

BEAL DISTRIBUTING, INC	JUNE MALT	LIQUOR FUND	46,754.04
BORNS GROUP	JUNE BILLING INVOICE	WATER FUND	398.54
	JUNE BILLING INVOICE	WASTEWATER FUND	398.53
BRYAN ROCK PRODUCTS	PARK SUPPLIES	GENERAL FUND	1,227.24
BUNKERS OIL CO	DSL 500 @1.809	GENERAL FUND	904.5
CITY OF SIOUX FALLS HEALTH DEPARTMENT	POOL BACTERIA TEST	GENERAL FUND	141.6
	2ND QTR CITY WATER TEST	WATER FUND	217.5
CNHCAPITAL	STREET SUPPLIES AND R&M	GENERAL FUND	4,904.12
CONCRETE MATERIALS	ASPHALT - STREET SUPPLIES	GENERAL FUND	1081.12
COUNTY FAIR FOODS, INC	POOL CONCESSION SUPPLIES	GENERAL FUND	531.75
CREATIVE PRODUCT SOURCE INC	LIBRARY LOLLIPOPS	GENERAL FUND	245.52
DAKOTA BEVERAGE CO, INC.	JUNE MALT	LIQUOR FUND	40,823.46
DAKOTA PUMP & CONTROL CO, INC	SEWER R&M	WASTEWATER FUND	908.16
DAKOTA TECHNOLOGY CONSULTING	JULY MANAGED SERV.	GENERAL FUND	911.99
DAKOTACARE	HEALTH INSURANCE	GENERAL FUND	4884.56
	HEALTH INSURANCE	WATER FUND	1,624.46
	HEALTH INSURANCE	WASTEWATER FUND	1,624.45
DELL RAPIDS ACE	SUPPLIES	GENERAL FUND	473.2
	WATER SUPPLIES	WATER FUND	21.97
DELL RAPIDS COOP GRAIN	SEWER MAINTENANCE	WASTEWATER FUND	869.75
DELL RAPIDS LUMBER COMPANY	STREET SUPPLIES	GENERAL FUND	62.63
	WATER SUPPLIES	WATER FUND	32.81
DELLS ELECTRIC, INC	PARK R&M	GENERAL FUND	98.67
DELLS FARM & TIRE	PARK R&M	GENERAL FUND	42
DELLS PLUMBING	REPAIR CH DRINKING FOUNTAIN	GENERAL FUND	86.09
DIAMOND VOGEL PAINTS	STREET PAINT	GENERAL FUND	548.33
DJ'S MOWING SERVICE	MOWING SERVICES	GENERAL FUND	400
DOUGHERTY & COMPANY, LLC	SALES TAX REV BOND/TIF PAPERWORK	GENERAL FUND	16,000.00
DUST-TEX SERVICES, INC	RUG SERVICE - JUNE	GENERAL FUND	82.21
ED'S PRODUCE	GLOVES - CF	WATER FUND	31.5
	GLOVES - CF	WASTEWATER FUND	31.5
FIGEN TREE SERVICE LLC	CLEAN UP TREES FROM STORM	GENERAL FUND	937.5
FIRST NATIONAL BANK	SRF LOAN PMT	WATER FUND	38,665.64
	SRF LOAN PMT	WASTEWATER FUND	79,824.22
GARBAGE N MORE	JULY + EXTRA SERVICE	GENERAL FUND	225
GLOBAL DISTRIBUTING	JUNE MALT	LIQUOR FUND	112.8
GOLDEN WEST TELECOMMUNICATIONS	JUNE TELE. BILL	GENERAL FUND	429.28
	JUNE TELE. BILL	LIQUOR FUND	46.23
	JUNE TELE. BILL	WATER FUND	170.75
	JUNE TELE. BILL	WASTEWATER FUND	212.21
GRAYBAR	STREET SUPPLIES	GENERAL FUND	342.42
GRUIS, KARLA	CLEAN CH/LIB 32 HRS	GENERAL FUND	640
GUY H. MACKNER	42 BOOKS	GENERAL FUND	597.6
HANSON LOGOWEAR INC	POOL - CLOTHING	GENERAL FUND	58.6
HAWKINS, INC	SUPPLIES	GENERAL FUND	1487.52

HOLIDAY INN	FO SCHOOL HOTEL STAY	GENERAL FUND	305.85
	FO SCHOOL HOTEL STAY	WATER FUND	152.93
	FO SCHOOL HOTEL STAY	WASTEWATER FUND	152.92
INGRAM LIBRARY SERVICES	12 BOOKS	GENERAL FUND	324.13
JOHNSON BROTHERS FAMOUS BRANDS INC	JUNE LIQUOR	LIQUOR FUND	17,586.40
KOOPMAN & SONS GAS CO.	TANK RENTAL	GENERAL FUND	16.99
	TANK RENTAL	WATER FUND	16.99
	TANK RENTAL	WASTEWATER FUND	16.98
LACEY'S PORTABLE RESTROOMS & ROLL OFFS	PORTABLE RESTROOMS	GENERAL FUND	870
LG EVERIST, INC	STREET SUPPLIES	GENERAL FUND	132.53
LINWELD, INC	JUNE RENTAL	GENERAL FUND	41.4
MC&R POOLS	CHEMICALS	GENERAL FUND	134.88
MICROMARKETING LLC	19 AUDIO BOOKS	GENERAL FUND	338.95
MIDWAY SERVICE, INC.	LOANER BUS REPAIR	GENERAL FUND	894.23
MIDWEST ALARM	AUGUST PUMP STATION	WASTEWATER FUND	30.38
MINNEHAHA COMMUNITY WATER, CORP	JUNE WATER	GENERAL FUND	13.83
	JUNE WATER	WATER FUND	16,902.39
	JUNE WATER	WASTEWATER FUND	13.84
NAPA AUTO PARTS	STREET SUPPLIES	GENERAL FUND	191.89
NEOFUNDS BY NEOPOST	JUNE POSTAGE	GENERAL FUND	110
	JUNE POSTAGE	WATER FUND	45
	JUNE POSTAGE	WASTEWATER FUND	45
PENWORTHY	20 BOOKS	GENERAL FUND	340.36
R & R MOBILITY	LOANER BUS REPAIR	GENERAL FUND	477.25
RDJ SPECIALTIES, INC	SILICONE WRISTBAND	GENERAL FUND	427.58
REPUBLIC NATIONAL DISTRIBUTING CO	JULY 1ST HALF LIQUOR	LIQUOR FUND	10,727.72
SCHUNEMAN EQUIPMENT COMPANY	PARK SUPPLIES	GENERAL FUND	38.42
SD ONE CALL	2ND QTR MESSAGE FEES	WATER FUND	477.68
	2ND QTR MESSAGE FEES	WASTEWATER FUND	477.68
SD STATE TREASURER, DEPT OF REVENUE	TAX PMT	GENERAL FUND	1,801.90
SDRS SUPPLEMENTAL RETIREMENT PLAN	ROTH RETIREMENT	GENERAL FUND	145
	ROTH RETIREMENT	WATER FUND	25
	ROTH RETIREMENT	WASTEWATER FUND	25
SIOUX FALLS AREA HUMANE SOCIETY	JUNE SERVICE	GENERAL FUND	178.38
SOUTHERN WINE & SPIRITS OF SOUTH DAKOT	JUNE LIQUOR	LIQUOR FUND	2178.8
ONE TIME VENDOR JOYCE NORBY	JOYCE NORBY: REFUND CAMPGRD	GENERAL FUND	60
VERIZON WIRELESS	CELL BILL JUN 08- JUL 07	GENERAL FUND	80.69
	CELL BILL JUN 08- JUL 07	WATER FUND	24.09
	CELL BILL JUN 08- JUL 07	WASTEWATER FUND	24.1
VERN EIDE MANAGEMENT GROUP	JUNE TEXT SERVICES	GENERAL FUND	50
VIDEO PLUS	CD CLEANING	GENERAL FUND	156
VOGT, BROWN, MERRY & HAMMER	JULY RETAINER	GENERAL FUND	1,700.00
XCEL ENERGY	UTILITY	GENERAL FUND	6937.35
	UTILITY	WATER FUND	316.14
	UTILITY	WASTEWATER FUND	116.08

Administrator's Report:

Automatic Reader System Issues - Update: The City experienced the loss of one of the automatic meter reading receivers following a weather related event on June 17th. The City contacted Badger Meters to trouble shoot the problems following the storm. It was discovered that the receiver located on the top of the 10th Street water tower was no longer functioning. In order to get our system up and running again it has been determined that a replacement is needed at the cost of \$5,450.00. This is an unfortunate scenario that had to be addressed immediately and an Administrative decision was made to order a new receiver unit. Administration has also filed a claim with our South Dakota Public Assurance Alliance insurance to see if they have an inclination to cover the costs based on the storm. The City would be responsible for our deductible costs.

CIP Quality of Life Prioritization - Reminder: Administration has received 6 submissions for the CIP Quality of life exercise. Therefore one more needs to be returned in order to tabulate the final results. Names are not listed on the sheets therefore it is not possible to determine who has not submitted. Administration will also provide a sheet to new Council member Schmidt for a submission to be included in the results.

Special Budget Meeting, Tuesday August 16th: Reminder to the Council that a Special Budget Meeting is scheduled for Tuesday, August 16th at 7:30 PM. The Council should receive the Administrator proposed budget on the Thursday or Friday prior to the meeting. Please contact Administrator Weiland with items that should be included in the 2017 budget.

Project Updates:

City Hall Roof: J&P Roofing completed the installation of the new roof on City Hall the week of July 11th. The finished product looks great from both the upper exterior, on top and the rear. This was a great investment by the City Council to further secure the City's building asset. In speaking with both the AC contractor and J&P it was not necessary to coordinate the placement of the new units as the proper conduit is in place to set new units.

Rickeman Field Comfort Station: The Rickeman Field comfort station is officially out for bid with bids due on July 27th at 3 PM. The Council will consider awarding bids at the August 1st Council meeting. Administration is seeking qualified contractors to bid the project. If Council knows of any contractors that may be interested please send them to City Hall.

Quartzite Street: There has not been any progress on Quartzite Street since the July 5th Council Meeting. Therefore the proposed dates to begin paving the last week of July have been pushed back into early August. There is a progress meeting on Tuesday July 19th where a more firm schedule will be presented by Timmons construction.

City Administration has been working with the GOED regarding reimbursement for the Local Infrastructure Improvement Program grant the City received. We received a grant award up to \$300,000 for the project. The GOED is only allowed to cover 24% of the project costs. Since the project came in under budget, the City will not reach the \$300,000 grant eligibility. The total project costs will be \$1,026,000. We will only be eligible for \$246,240 of reimbursement. Therefore City Administration will be submitting a request to the GOED Board of Directors to amend our application to also include the paving of Garfield Avenue between Quartzite Street and Centennial Avenue. There is not a guarantee that the Board will approve our request but it is worth attempting as these costs can be seen as justifiable to the Fiegen Development Park and Midwest Fresh Produce operation.

Street Overlay Project: The Street Overlay project has been put out for public bid and will be opened on August 1st 2016 at 2:15 PM. The Council will consider award of bids at August 15th meeting

Motion to adjourn at 8:36 p.m. by Haak, seconded by Klockman. Roll Call Vote: Geraets – Aye, Klockman – Aye, Crisp – Aye, Earley – Aye, Haak – Aye, Schmidt – Aye. Motion carried.