

DELL RAPIDS CITY COUNCIL MINUTES

Monday, July 20, 2015 at 7:30

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, Mark Crisp, Paul Miles, Lee Burggraff, Gary Haak , and Dave Sommerfeld.

Absent: Mayor Scott Fiegen

Staff present: Administrator Justin Weiland and Finance Officer Claire Baartman

Pledge of Allegiance was recited.

Approval of Agenda: Burggraff 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 July 6, 2015, seconded by Burggraff. Motion carried.

Visitors to be Heard: None

Old Business

Library Project – Change Order #4 \$1,397 – Gil Haugen

Recommended the Council approve Change Order #4 for the elevator shaft smoke alarms. It is necessary to pass this change order to close out the project. Burggraff motioned to deny change order #4 as the smoke alarms should have been included in the original bid, Haak second. Motion Fails 1-7. Motion by Sommerfeld to approve the change order, second by Miles. Motion carried 5-3.

Ordinance No. 818 2015 Supplemental Appropriations, Library Building Fund

Recommend the Council approve the first reading of Ordinance No. 818 to transfer \$27,020.82 from the General Fund to the Library Building Fund. It is necessary to transfer the funds to cover the final costs. Miles motioned to approve the final pay request, seconded by Sommerfeld. Motion carried 6-2.

Library Project – Final Pay Request #9 \$57,688.63 – Gil Haugen

Motion by Miles to approve the final pay request, seconded by Klockman. Motion carried.

Rickeman Field Grandstand – Consider Bid Award

Recommend the Council award the bid for the grandstand in the amount of \$58,112 and the electrical work is either budgeted for 2016 or completed \$6,000 over the budget of \$70,000. Motion by Haak to table the issue to further research new option brought to the table, seconded by Burggraff. Motion carried.

WWTF Project – Design Engineer Selection

Motion by Haak to approve the contract with DGR to complete further research comparing a SAGR facility to a mechanical plant and to complete the design of the selected Waste Water Treatment Facility, seconded by Miles. Motion carried.

7th Street to 6th Street Sewer – Additional Request – Mergen

Recommend the council listen to Mr. Mergen and make a determination whether or not the city will participate and commit more funding towards this project. The only way to complete this project to City standards for depth slope is to lower the manhole on 6th and to replace the sewer main east of Garfield. Motion by Burggraff to table the decision until it is determined whether the \$25,000 or the \$50,000 threshold applies to the new situation, seconded by Miles. Motion carried.

New Business

Rocky Run Planned Development - Request

Kari Karst, part owner of Rocky Run Plaza, addressed the council on the idea of the City donating a parcel of City owned land to the north of the car wash. In return the owners of Rocky Run Plaza will construct a parking lot that will be available to the public for accessing Veteran's Park. As the City can't legally make an exchange or gift directly to an entity a legal exchange would be for the City to contribute the land to the Economic Development Corporation, whom would then make a land sale to the owners of Rocky Run Plaza. Motion by Burggraff to allow the Development Corporation to work the Rocky Run Plaza with the land/parking lot exchange, seconded by Haak. Motion carried.

Library Personnel – Request to Hire Half Time Employee

Library Director Brittany Moeller approached the Library Board about hiring an additional employee. With the flow of the new space and the separation of duties of each current employee, Ms. Moeller is recommending the hiring of an employee lower than full-time but above part-time status. The proposal is for an employee that works an average of 25 hours per week. The State retirement system requires an employee that works over 20 hours per week to contribute to retirement. As such the position would be \$15,000 to \$16,000 annually. Motion by Burggraff to approve the hiring of a half time employee, seconded by Miles. Motion carried 7-1.

Claims Payable

Burggraff moved to approve the claims as presented, seconded by Miles. Motion carried.
A&B Business Solutions, July billing 66.40; Advanced Systems Inc., copier contract 156.73; Argus Leader, June bill 173.84; Concrete Materials, June asphalt 6,834.00; Creative Product Source Inc., Summer Reading Program lollipops 245.65; Dakota Technology Consulting, computer services and library camera 5,853.94; Dauby's Sports Center, ball field supplies 31.04; Dell Rapids Volunteer Fire Department Inc., 2015 annual support 43'558; Dells Electric, Inc., Street repairs and maintenance 1,075.76; Dells Plumbing, Norby's restroom repair 85.18; EFTPS, payroll 7,309.07; First National Bank, July SRF loan payment 10,778.35; Karla Gruis, clean CH and Library 640.00; Ingram Library Services, books 336.67; Koopman & Sons Gas Co., propane tank rental 65.00; Metering & Technology Solutions, water department supplies 8,316.54; Micromarketing LLC, audio visual 453.94; Minnehaha County Sheriff, 3rd quarter law enforcement 61,363.80; Penworthy, 29 books 337.76; Queen City Wholesale, pool concessions 969.32; Schuneman Equipment Company, park supplies and 2010 John Deere mower 14,936.34; SD One Call, 6/15 locates 264.32; SD State Treasurer, June recreation tax and 6.15 lottery draw 2,816.75; SDRS Supplemental Retirement Plan, roth retirement 195; Sioux Falls Area Humane Society, June services 350.12; Stockwell Engineers, Inc., WW treatment facility improvement 963.50; Verizon Wireless, June cell phone bill 128.66; Video Plus, dvd purchase and disk repair 118.71; Vision Video Interactive, June texting service 57.31; Vogt, Brown, Merry & Hammer, July retainer 1,900.00; Jeff Welbig, special assessment mowing 152.00; Xcel Energy, Utility bills 8,775.99.

Administrator Report

Capital Improvement Plan Exercise - Reminder

Administration has collected 7 out of 9 Mayor/Council submissions for the Top 5 list.

10th Street Improvement Project – Update

DGR has put together preliminary cost estimates as well as proposed assessments to neighboring property owners for a full scale 10th Street project. The Community Access Grant was submitted to the DOT on July 15th and the City is currently waiting for acceptance. The council gave approval for Administration to proceed with discussion with property owners as necessary.

Meetings: Joint Minnehaha/Dell Rapids Meeting – July 21st – 9 AM; Special Budget Meeting August 18th 7:30 PM

Reminder at least 5 members of the City Council need to be present at the second floor of the Minnehaha County Administration building on Tuesday morning July 21st at 9AM. Reminder to set calendars for Tuesday, August 18th at 7:30 PM for a Special Meeting to review and discuss the Administrator's recommended Budget for 2016.

Hail Damage to City Property – Update

The adjuster from Claims Associates, whom represents the South Dakota Public Assurance Alliance, inspected City facilities on July 8th for hail damage. The swimming pool bath house sustained damage to the shingled roof and will be covered for replacement. The adjuster did not find damage to the shingles of the new Library building. However, there was small cosmetic damage to the gutter covers and roof vents. The adjuster did not recommend replacement of these items on the Library; however, he did recommend re-assessing the shingles in one year to determine if they sustained damage that he couldn't see at the time of inspection. The concession stands at Volunteer field and Rickeman sustained damage as well as the Main Lift Station structure on Hwy 115. All other structures including, City Hall, the City Shop, the Fire Department, the Municipal Bar Building were cleared of hail damages. City Administration has yet to receive a detailed report from insurance but will provide that to the council once it is received. The deductible for the storm occurrences is \$500.

Motion to adjourn at 9:02 by Burggraaf, second by Haak. Motion carried.