

## DELL RAPIDS CITY COUNCIL MINUTES

Monday, August 5, 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 (via Skype – disconnected at 8:30 p.m.), Lee Burggraff, Mark Crisp, Mike Geraets, Gary Haak, Vice President Craig Lauritzen, Paul Miles, President David Sommerfeld and Mayor Scott Fiegen. Absent: None.

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

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

**Approval of Minutes:** Sommerfeld moved to approve the minutes of the regular meeting held on July 15, 2013. Miles seconded. Motion carried.

**Claims Approved:** Lauritzen moved to approve the claims as presented. Second by Haak. Motion carried. Argus Leader, publishing 21.60; Bierschbach Equipment, gfi outlet 88.42; Borns Group, July billing 795.30; Cardmember Service, service 31.55; Cardmember Service, postage/conference 679.39; City of Dell Rapids, utilities 494.81; City of Sioux Falls, testing 259.30; Concrete Materials, asphalt 8323.90; County Fair Foods, concessions 52.44; Dakota Supply Group, parts 677.48; DakotaCare, insurance 7613.50; Dell Rapids Ace Hardware, supplies 307.37; Dells Farm & Tire, tire 215.00; Dells Materials, approach 855.00; Delta Dental, insurance 648.30; DRG, engineering 399.50; EFTPS, withholding 7291.84; Entringer Backhoe, repair 306.12; GeoTek Engineering, testing 3953.50; Goldenwest, telecommunications 806.90; Gruis, Karla, maintenance 408.00; HD Supply, water parts 1145.32; Hoffman Sanitation, maintenance 130.00; ICAP, transit 5583.60; Jensen, Ray & Darla, easement 2500.00; Koopman & Sons, rental 65.00; LG Everist, supplies 461.28; MC&R Pools, testing kit 250.71; Metro Construction, pay request #3 492,173.13; Mid American Energy, natural gas 77.26; Minnehaha Community Water, utility 17,716.72; NAPA, supplies 106.55; Robb, Ryan & Leah, refund 19.65; Queen City Wholesale, pool concessions 364.34; S&S Stump Removal, grind 200.00; Sams Club/Discover, concessions/training/supply 1795.81; SD Public Assurance Alliance, insurance 34,696.60; SD Public Health Lab, testing 52.00; SD State Treasurer, sales tax/lottery 4131.58; SD Unemployment Insurance Division, insurance 50.68; SD Retirement System, retirement 5103.62; Verizon Wireless, telecommunications 92.88; Xcel Energy, electricity 5757.45.

**Added or Increased Salaries:** Weiland presented merit increase for Library page, Brittany Risty of 3% from \$8.47 to \$8.72 upon the recommendation of the Library Board. July payroll – General Government \$12,131.96; Public Safety \$2758.40; Public Works \$25,009.92; Parks & Rec \$22,842.29; Library \$5315.42.

**Public Hearing and Second Reading of Ordinance #773 – Application for Rezone Lot 1 of Block 2 and Lots 5, 6, & 7 of Block 4 of Timber Ridge Addition:** Application received from Lee Burggraff to rezone Lot 1 Block 2 and Lots 5, 6, & 7 of Block 4 of Timber Ridge Addition from NRC (Natural Resource Conservation) to R-1 (Residential - Single Family Detached). Application heard by the Planning and Zoning board with a recommendation for approval. Sommerfeld moved to approve the second reading of Ordinance #773. Geraets seconded the motion. Crisp and Burggraff recused themselves from voting. Roll Call: Andrews–Aye, Geraets–Aye, Haak–Aye, Lauritzen–Aye, Miles–Aye, Sommerfeld–Aye. Motion carried with 6 of 6 approving.

**First Reading of Ordinance #774 – Amend Pet License:** Dr. Corale Dorn brought it to the attention of the city that the current wording of the pet immunization ordinance requires annual vaccinations when there are also multi-year vaccinations available that would be sufficient. Proposed change would remove the one year requirement from the ordinance. Burggraff moved to approve the first reading of Ordinance #774. Haak seconded. Motion carried.

**Visitors to be heard:** None.

**Outdoor Event Permit – Reformed Church Concert:** Application received from Ryan Feltman to host a concert in the City Park Band shell on August 21 from 6:30 p.m. to 9 p.m. with a request to waive the event fee because it is a church youth group sponsored activity. Crisp moved to approve and waive the fee. Burggraaf seconded. Motion carried.

**Streets - 15<sup>th</sup> Street/Garfield Ave Construction Project:** Lance Mayer, PE of DGR, briefed the council on the progress to date on the project and recommended the approval of pay request #3 to Metro Construction in the amount of \$492,173.13 for work performed through July 25, 2013. Sommerfeld moved to approve. Lauritzen seconded. Motion carried. Progress meeting to be held Tuesday, August 6 at City Hall.

**Surplus Property Committee:** Title search work continues to establish clear title due to unclear property boundaries regarding the old sand shed property on the river. Hammer suggested Quiet Title and Affidavit of Possession options. Burggraaf suggested Quit Claim. Crisp moved to proceed with platting of the property. Burggraaf seconded. Motion carried.

Weiland reported his conversation with the DENR regarding the former landfill property along Quarry Road. Site was capped in 1992 and regulations exist to insure the cap does not get disturbed in order to prevent any leeching at the site.

**Library Building Project:** SEH is working on the utility plans for the facility. The Library Board is also meeting with SEH to provide any cuts within the project that they are able to make.

**Spruce Glen Developers Inquiry:** Jon Brown and Kari Karst were present to discuss a planning option with the council. Sand Trap Circle has already been platted. They suggested the council consider a narrower street and radius of the cul de sac in exchange for a concrete street. The proposed replat would offer a 29 foot street width compared to the 37 foot required and a 40.5 foot bulb radius compared to the required 42.5 foot. The council discussed options and items of consideration such as: snow removal, emergency vehicles and parking only on one side of the roadway.

**Claims Approved for Payment by Other Municipal Boards:** Library Board: Sam's Club, books/supplies 271.18.

**City Administrators Report** – Weiland reported on the following:

- Merit reviews have been conducted and the and upon the recommendation of the Library Board: Brittany Risty, Library Page \$8.47 per hour increase of 3% to \$8.72 per hour and Rebecca Fritz, Library Assistant, probation has been completed successfully.
- Stop sign at the intersection of 7<sup>th</sup> Street and Beach Avenue was removed today as tree trimming was first necessary to insure line of sight for drivers.
- 2011 Audit has been successfully completed and will be presented to the Finance committee and any interested members at a time to be determined.
- August 26 will be budget preparation meeting.
- SD Municipal League Conference will be held on October 8 through October 11 in Aberdeen.

**Treasurer's Report:** A recap of all income and expenses that occurred since the last meeting, was presented to the council.

Miles moved to adjourn and Haak seconded. Motion carried. Meeting adjourned at 8:49 p.m.

LeAnn Kerzman, Finance Officer