

**DELL RAPIDS CITY COUNCIL MINUTES**  
**Monday, December 5, 2011 at 7:30 p.m.**

Mayor Fiegen called the Dell Rapids City Council regular 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: Vice-President Keith DeLange, Mark Downs, Doug Grovenburg, Craig Lauritzen, John Paul, Carrie Testerman, President Todd Wiebenga and Mayor Scott Fiegen. Absent: David Sommerfeld.

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

**Approval of Agenda:** Downs moved and Grovenburg seconded the approval of the agenda. Motion carried unanimously.

**Minutes:** Downs moved and Testerman seconded to approve the minutes of the regular council meeting held on November 21, 2011. Motion carried unanimously.

Wiebenga moved and Paul seconded, to approve the minutes of the special meeting held on Wednesday, November 30, 2011. Motion carried unanimously.

**Claims Approved:** Lauritzen moved and Grovenburg seconded to approve the following claims as presented. Motion carried unanimously.

A-Ox Welding, tank rental 88.52; Americinn, Safety Conference 81.99; Argus Leader, publishing 327.52; Avera, vaccinations 98.00; Bunkers Oil, diesel 3042.20; Cardmember Services, planner 70.87; City of Dell Rapids, reimburse fund 501 S.E.H expense 9078.94; City of Dell Rapids, water bill 201.84; City of Sioux Falls, appliances 87.90; Dakota Supply Group, water supply 56.65; DR Ace Hardware, supplies 274.16; DR Coop Grain, hose & seed 626.00; Dells Diesel, bus repair, fire supply 851.78; Dells Electric, light repair 189.80; Delta Dental, insurance 660.80; DGR, engineering 31,342.80; Dells Investment Group, 12<sup>th</sup> St asphalt lift 10,000.00; Entringer Backhoe, water service dig 1428.57; Fastenal, supply 113.63; GeoTek, testing 882.00; Goldenwest, telecommunications 570.15; HD Supply water parts 690.56; Hoffman Sanitation, Nov dumpster 60.00; Interstate All Battery Center, batteries 133.42; Interstate Power Systems, service generators 597.00; KMWF & Associates, 2010 audit 12,000.00; LG Everist, stone/salt sand 4242.02; Linweld, tank rental 30.60; MidAmerican Research Chemical, degreaser 4337.34; MidAmerican Energy, natural gas 717.64; Midwest Alarm, loops 105.35; Minnehaha Community Water, 7808.50; Napa Auto Parts, supply 53.52; Revier Pressure Washers, soap 66.00; S & S Stump Removal, 40 stumps 975.00; Schildhauer, Larry, clothing allowance 200.00; Schwebach Insurance, FirePak 9554.00; SD Assoc Code Enforcement, 2012 dues 40.00; SD Building Officials, 2012 dues 50.00; SD City Management Assoc., dues 150.00; SD Finance Officers Assoc, dues 70.00; SD Human Resource Assoc, dues 25.00; SDML, dues 1555.07; SD Municipal Liquor Control Assoc, dues 25.00; SD Public Health Lab, wastewater testing 105.00; SD Street Maintenance Assoc, dues 35.00; SD Water & Wastewater Assoc., dues 20.00; SDML Workers Comp Fund, 2012 funds 13,636.00; SDRS, retirement 4764.92; SE SD Tourism, advertising 1601.00; Steve Bunkers Construction, rubble site hole 3176.33; USPS, Nov postage and annual fee 620.05; Verizon Wireless, telecommunications 112.12; Xcel Energy, street lights/electricity 387.60.

**Added or Increased Salaries:** Public Works: Decker, Randy increase from \$14.62 to \$15.06 per hour; Fennicle, Les increase from \$20.40 to \$20.81 per hour; Fjellanger, Clarence increase from \$22.91 to \$23.37 per hour; Wildermuth, Paul increase from \$16.20 to \$16.69 per hour.

Water & Wastewater Billing: LeBrun, Diane increase from \$16.66 to \$16.99 per hour.

All increases are based upon performance reviews with increases effective as of the employee's anniversary date.

**Public Hearing – Liquor License Applications:** All conditions have been met for the council to consider the applications of renewal for the following:  
LAMB Properties, Dell Rapids Events Center, 309 W 4<sup>th</sup> Street; Municipal On/Off-Sale d/b/a Norby's, 319 E 4<sup>th</sup> Street; Monkey's, 313 Garfield Ave; Old Dutch Inn, 405 S Garfield Ave; The Grand Opera House, 425/427 E 4<sup>th</sup> Street. Downs moved and Lauritzen seconded to approve all applicants. Kerzman stated that there has been one violation at the Old Dutch for a sale to a minor. Motion carried unanimously to approve all applications.

**Dells Bowl Liquor License Application:** Application received from Pamela Kramer of RP Kramer LLC d/b/a Dells Bowl & Café for an on-sale liquor license. Kerzman interpreted the availability of another license due to the increase in the census numbers for Dell Rapids. After a conversation with the Department of Revenue, the license may be denied due to a change in the state law in how a grandfathered class Q or bottle club license is considered in the total allowed for the city limits. Upon the advice of attorney Hammer, Downs moved and Paul seconded to approve the application. Motion carried unanimously. The state will make the determination on the availability of another license.

**Visitors to be heard:** None.

**First Reading Ordinance #756 – Designation of Wards:** The council has been considering different options to redistrict the city. Each ward must not deviate from another in population by more than 8% and should attempt to not displace any existing council members. Weiland was able to produce another option that meets both standards. Lauritzen moved and Weibenga seconded to approve map option three. Motion carried unanimously.

**First Reading Ordinance #757 – Mayor, Term of Office:** Ordinance change will change the length of office for the mayor to go from two to four years after the current mayors term has expired in 2013. Downs moved and Testerman seconded to approve the first reading. Motion carried unanimously.

**First Reading Ordinance #758 – Aldermen, Terms of Office:** Ordinance change will change the length of alderperson term from two to three years to take effect after current terms have been served. Lauritzen moved and Downs seconded to approve. Motion carried unanimously.

**2011 Annual Report – Independent Audit Services:** Kerzman has been researching for firms to assist in the compilation of the annual report. Benjamin Elliott of Independent Audit Services is located in Madison and has worked with Madison and Faulkton on their annual reports and/or audits. Cost of service is fixed at \$3,500.00. Downs moved and Grovenburg seconded approval of the letter of engagement. Motion carried unanimously.

**Contract Services – Professional Mailing and Marketing:** A review was conducted of the costs associated with the city printing and mailing bills or outsourcing to another firm. Quote received from Professional Mailing and Marketing reflects a cost saving compared to the costs the city is currently experiencing. Paul moved and Lauritzen seconded to enter into a one-year contract with Professional Mailing and Marketing. Motion carried unanimously.

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

- Ice skating rink is established.
- Joint meeting with Minnehaha County to be held on January 10, 2012 to discuss height restrictions within the joint jurisdictional area.
- Personnel – evaluations were conducted for five employees and merit raises were recommended between 2-3% for each.

- Fire & Rescue Facility – A pump gasket broke and caused a leak of glycol that reached the carpeted flooring of the meeting room. Rick Plumbing is addressing the cleaning and repairing. S.E.H. is also reviewing.
- Rib Dinner with your Legislators to be held February 7-8 in Pierre at the Kings Inn & Convention Center.

**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: Argus Leader, publishing 53.36; Baker & Taylor Books, 19 books 216.43; Center Point Large Print, book 28.14; Dustex, rug service 20.68; Ecowater Systems, rent/cups 24.00; Feature Filmx for Families, 3 dvd's 45.80; Gale, 3 books 71.24; Goldenwest, telecommunications 168.33; Ingram, 9 books 189.43; MicroMarketing, 9 books 385.84; MidAmerican Energy, natural gas 140.86; Penworthy, 38 CD's 665.48; Sam's Club Discover, 8 books/paper 129.42.

Library Building Fund: Cardmember Services, mailing expense 139.09; S & S Stump Removal, grind stump 25.00; S.E.H., design thru 10/31/11 \$913.61.

Paul moved and Downs seconded to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 8:28 p.m.

LeAnn Kerzman  
Finance Officer