

DELL RAPIDS CITY COUNCIL MINUTES
Monday, February 6, 2012 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, Doug Grovenburg, Craig Lauritzen, John Paul, David Sommerfeld (via Skype), Carrie Testerman, President Todd Wiebenga and Mayor Scott Fiegen. Absent: Mark Downs (arrived at 8:50 p.m.).
Staff Present: City Administrator, Justin Weiland, Public Works Director, Larry Schildhauer, Finance Officer, LeAnn Kerzman and City Attorney, Dean Hammer.

Approval of Agenda: Testerman moved and Lauritzen seconded the approval of the agenda. Motion carried unanimously.

Minutes: Lauritzen moved and DeLange seconded to approve the minutes of the regular council meeting held on January 17, 2012. Motion carried unanimously.

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

A-Ox Welding Supply, cylinder rental 21.08; Argus Leader, publishing 199.17; Bierschbach Equip, Jan bill printing 737.13; Brown & Saenger, office supply 896.90; Buskerud Construction, Rec Trail #10 24,826.65; Cardmember Services, ICMA-dues 584.00; Christenson, Crystal, transit refund 22.50; City of Dell Rapids, utilities 120.15; DakotaCare, health insurance 6540.13; Dakota Supply, 49 meters 14,049.64; DR Ace Hardware, supplies 170.77; DR Coop Grain, seed 528.75; Dells Plumbing, repair 351.79; Delta Dental, insurance 684.80; Denny's Electric, repair 739.47; DeWild, Grant & Reckert, engineering-(15th St-1402.88), (15th St Phase II-13,294.75), (Sioux River Crossing 62.50), (Wylands-547.00) and (SE Area Development-4914.00) 20,221.13; Hawkins, water chemicals 1551.38; Hoffman Sanitation, utility 60.00; ICAP, Dec transit 5560.38; Linweld, tank rental/helmet 204.95; Logic, repair 247.00; MidAmerican Energy, natural gas 1150.19; MidAmerican Research Council, degreaser 6120.00; MidWest Alarm, loops 105.35; Minnehaha Community Water, water 8707.34; Minnehaha County Economic Development, dues 9600.00; NAPA, parts 52.93; Sam's Club/Discover, Amazon.com-laptop battery 29.95; Schuneman Equipment, brush kit 475.09; SD Municipal League, legislative dinner 175.00; SD Public Health Lab, wastewater testing 93.00; SD Retirement, retirement 4723.00; Tender Lawn Care, snow removal 70.00; Titan Machinery, cutting blades 747.12; Tyler Technologies, A/R maintenance 505.05; Virg's Service, service 111.56; Xcel Energy, street lights/electricity 4214.81.
Payroll by Department for January: General Government 12,098.94; Public Safety 2,237.20; Public Works 23,177.21; Culture & Recreation 5,067.99.

2010 Audit Report: Justin Schneider of KMWF & Associates presented the audit report for 2010. There was one significant deficiency noted for the lack of segregation of duties. This is a standard finding for an office of this size. There aren't sufficient personnel to separate the duties and the council should be aware to provide as much oversight as possible. Three significant deficiencies noted were: annual inventories not being turned into the Finance Officer, loan agreement reserves are not maintained in a separate account and expenses exceeded budgeted amounts. The council asked questions of Mr. Schneider and thanked him for his work.

Resolution #2012-04 State Water Plan Drinking Water and Clean Water Improvements: Weiland informed the council that the proposed resolution will allow the city to apply for funding for assistance from the state for the completion of 15th Street from Clark to Garfield with additional appendages, and river crossing of utility services on Garfield Avenue. Passage of the resolution allows the city to be on the state water plan but doesn't obligate or in any way ensure the project to be completed as presented. Paul moved and Wiebenga seconded to approve the Resolution #2012-04. Motion carried with all seven members present in favor.

CITY OF DELL RAPIDS
RESOLUTION #2012-04

SUBMITTAL OF APPLICATIONS FOR INFRASTRUCTURE FINANCING

WHEREAS, the City of Dell Rapids has determined a need for the Drinking Water and Clean Water Improvements 2012;

WHEREAS, financial assistance will be necessary to enable the City to construct these improvements; and

WHEREAS, the South Dakota Department of Environment and Natural Resources provides grants and low-interest loans to eligible applicants for financing water, wastewater, and storm water infrastructure projects.

NOW THEREFORE BE IT RESOLVED THAT:

1. The City of Dell Rapids hereby authorizes the filing of a State Water Plan and grant and/or loan applications with the South Dakota Department of Environment and Natural Resources, including all understandings and assurances contained therein, to fund its project.
2. Be it further resolved that the City of Dell Rapids hereby authorizes its Mayor to act as Project Certifying Officer in connection with the

applications, grant and/or loan agreements, and other required forms, and to provide such additional information as may be required by the South Dakota Department of Environment and Natural Resources.

Adopted this 6th day of February, 2012.

/s/ Scott Fiegen, Mayor

ATTEST:

/s/ LeAnn Kerzman, Finance Officer

Plat of Tract 1 12th Street and Tract 2 14th Street of Dell Rapids Elementary School Addition: A plat was presented by the Dell Rapids School District 49-3 which platted and dedicated the hammerhead turnarounds at the east end of 12th and 14th Streets. Sommerfeld moved and Paul seconded to approve the plat. Wiebenga abstained from the vote. Motion carried six of the six voting, in favor of passage.

Sioux River Red Rock Trail – Pay Request #10 for Buskerud Construction: Trent Bruce of DeWild, Grant, Reckert & Associates was present to inform the council of progress to date on the construction of the Sioux River Red Rock Trail Project. The proposed pay request would decrease the retainage on the project from 10% to 5%, leaving \$24,826.64 in retainage. ADA panels are an item that remains under review to see how a retrofit withstands the winter and spring elements. Lauritzen moved to approve Pay Request #10 to Buskerud Construction in the amount of \$24,826.65. Testerman seconded the motion. Motion carried unanimously.

Trash Haulers License Renewal Applications: One application has been received from Garbage N More. Testerman moved and Grovenburg seconded to approve the application provided they have completed all of the requirements for the license. Motion carried unanimously.

FEMA Hazard Mitigation Grant Dollars: Weiland briefed the council on a grant through the state using FEMA dollars for a property acquisition program. FEMA has a 75/25 split on the value of the home. There is extensive paperwork documentation required to prove the costs associated with previous flood events. Weiland would like to pursue the options with homeowners to gauge their interest in participating. The council consented for Weiland to proceed in determining homeowner interest in the program.

Summer Seasonal Positions: Weiland requested the council approve the list of summer seasonal positions and proceed with the application process. Motion by Testerman to proceed was followed by a second from Wiebenga. Motion carried unanimously.

City Administrators Report: Justin Weiland reported on the following:

- Planning & Zoning are working on a subdivision ordinance revision in order to make the process more simple. They are also looking to adopt zoning map revisions.
- Southeast sanitary sewer study is progressing. Borings are done and the information is with DGR for analysis.
- Snow Alert was issued for the first snowfall. The council, administration and public works discussed how the process worked or didn't work and how adjustments can be made for the future.
Alderman Downs arrived.
- Reminder of the Equalization meeting which will be called to order on Monday, March 19 and recess until completed on Tuesday, March 20th and possibly Wednesday, March 21st.

Wyland's Addition Street Resurfacing – Engineering Contract: An engineering contract from DGR for the subgrade preparation and four (4) inches of asphalt overlay, valley gutters and sidewalk radius corrections for the Wyland's Addition had been tabled. Project estimated at \$520,000 but could be altered to meet the budgeted amount of \$400,000. A cost estimate was also requested for 7th Street improvement between Sunset and Iowa. Items included installation of new sidewalk, curb and gutter and replacement of culverts, sewer and street paving, with the project cost estimated at \$350,000. City Engineer, Trent Bruce, and City Administrator, Justin Weiland, expressed concern regarding adequate time to prepare property owners for special assessments on 7th Street project. Wyland's Addition would not require special assessments. Discussion ensued regarding priority of each project. Downs moved and Testerman seconded to start engineering for 7th Street and proceed with Wyland's Addition if 7th Street special assessments are not approved. Wiebenga requested a roll call vote. DeLange-Nay, Downs-Aye, Grovenburg-Aye, Lauritzen-Nay, Paul-Nay, Sommerfeld-Nay, Testerman-Aye, Wiebenga-Nay. Motion failed with three (3) aye and five (5) nay.

Wiebenga moved to proceed with Wyland's Addition project and engineer should continue on 7th Street and consider extension to 4th Street along Sunset with a water main replacement. Paul seconded. Roll call vote requested again.

DeLange-Aye, Downs-Nay, Grovenburg-Aye, Lauritzen-Aye, Paul-Aye, Sommerfeld-Aye, Testerman-Aye, Wiebenga-Aye. Motion carried with seven (7) ayes and one (1) nay.

Visitors to be heard: None.

Claims Approved for Payment by Other Municipal Boards – Library Board Claims: Center Point, 120 books 2530.80; Creative Forms, bookmarks 209.56; Ecowater Systems, rent 15.45; Ingram, 13 books 277.17; MicroMarketing, 14 books, 5 DVD's, 1 disc 387.99; MidAmerican Energy, natural gas 305.52; OverDrive, digital subscription 1500.00; Popular Subscription Service, 62 magazine subscriptions 1400.00; Pumpkin Books, 23 books/10 puppet gloves 416.01; Sam's Club, 19 books/supplies 322.33; SD Library Association, dues 155.00; Short, Elliott, Hendrickson, environmental review 705.75 and plan design 7681.17.

Downs moved and Lauritzen seconded to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 9:55 p.m.

LeAnn Kerzman
Finance Officer