

DELL RAPIDS CITY COUNCIL MINUTES

Monday, November 18, 2013 at 7:30 p.m.

Mayor Scott 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, Lee Burggraff, Mark Crisp, Mike Geraets, Gary Haak, Vice president Craig Lauritzen, Paul Miles, and Mayor Scott Fiegen.

Absent: President David Sommerfeld.

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 as presented. Second by Lauritzen. Motion carried.

Approval of Minutes: Lauritzen moved to approve the minutes of the regular meeting held on November 4, 2013. Andrews seconded. Motion carried.

Claims Approved: Lauritzen moved to approve the claims as presented. Second by Andrews. Motion carried. Argus Leader, publishing 446.23; Baumberger Vineyard & Winery, Oct wine 516.00; Beal Distributing, Oct malt 27,725.55; Borns Group, Oct billing 990.25; Bunkers Oil, fuel 2823.45; County Fair Foods, supply 39.25; Dakota Beverage, Oct malt 22,774.60; Dakota Technology consulting, pc 893.82; Dell Rapids Ace Hardware, supply 57.51; Dell Rapids Lumber, concrete 13.47; Dells Electric, city hall lighting 991.86; Dells Materials, concrete 900.00; EFTPS, withholding 5101.19; Global Distributing, Oct malt 75.50; Goldenwest, telecommunications 680.79; Gruis, Karla, maintenance 408.00; Hampton Inn & Suites Aberdeen, SDML conference 1199.00; Hawkins, bulk chemical 1524.33; Hoffman Sanitation, trash services 75.00; ICAP, transit/coordinated plan 8617.38; Johnson Brothers Famous Brands, Oct liquor 11,332.89; Kerzman, LeAnn Reimbursement, travel reimbursement 21.70; LG Everist, salt/sand 5243.90; Linweld, rental 34.41; Longville Logic, ink 12.60; Midwest Alarm, alarms 29.38; Midwest Oil Company, grease 286.00; NAPA Auto Parts, supplies 286.54; R & R Mobility, transit repair 90.49; Republic National Distributing, Oct liquor 15,309.70; Sioux Falls Area Humane Society, animal control 162.18; SD State Treasurer, sales tax 81.19; Vogt, Brown, Merry & Hammer, retainer 1920.00; Xcel Energy, street lights/electricity 6252.00.

Added or Increased Salaries: Add Library Director, Brittany Risty at \$38,480.00 per year.

Second Reading of Ordinance #780 – Planning Commission Amendment: Weiland presented the first reading of Ordinance 780 establishing clarifications to the Planning Commission formation and operation. Major change is decreasing the size of the board from eight (8) members to five (5). Change will take effect in January of 2014. Lauritzen moved to approve the second reading of Ordinance 780 as presented. Andrews seconded. Roll call: Andrews-Aye, Burggraff-Aye, Crisp-Aye, Geraets-Aye, Haak-Aye, Lauritzen-Aye, Miles-Aye. Motion carried unanimously.

First Reading of Ordinance #781 – Golf Carts: Due to the request of the council, discussion was held on allowing golf carts to operate with the city limits. Burggraff moved to approve the first reading of Ordinance #781 to allow the operation of golf carts on municipal streets. Haak seconded. Motion carried by a vote of six (6) to one (1) with Andrews dissenting.

First Reading of Ordinance #782 – 2013 Supplemental Budget Ordinance: Weiland presented the first reading of the supplemental budget appropriations ordinance for 2013. Details of the appropriations were discussed with Haak, Burggraff and Crisp prior to the council meeting. Supporting details have also been provided to members of the Finance and Utilities committee. Majority of the overruns are expenses that were budgeted for in prior years and not expended until this current year. Revenues from previous budget surpluses will be used to finance along with grant dollars received in excess of budgeted amounts. Lauritzen moved to approve the first reading of Ordinance #782. Miles seconded. Motion carried.

Visitors to be Heard: None.

Public Hearing – Clean Water SRF Application to DENR for SE Sanitary Sewer Extension: Janice Graving of South East Council of Governments was present and stated that the project is a proposed loan application of \$1,200,000.00 loan at a rate of 3% for 20 years for a total approximate cost of \$1,300,000.00 to be financed by sales tax revenues. There may be forgiveness of a portion of the loan amount at the discretion of the state Board of Water and Natural Resources. No comments were received.

Public Hearing – Package Off-Sale Liquor License Transfer for County Fair Foods: Application has been received from County Fair Foods to transfer their Off-Sale Liquor License from the current store location of 703 E 4th Street to the new building location of 1002 N Hwy 77 to take effect with the store opening. Burggraff moved to approve the transfer. Haak seconded. Motion carried.

Library – Utilities Engineering Contract: Estimate has been received from SEH for the cost of the utilities relocation and a contract for their services to proceed with the utilities relocation project. Cost estimate of \$102,500.00 and engineering of \$10,500 including expenses and equipment. Estimated project bid date of January or February. Miles moved to accept the engineering contract from Short, Elliot Hendrickson, Inc. for the library utilities relocation. Crisp seconded. Motion carried.

Personnel – Library Director: Weiland reported that sixteen applications were received and three interviews were conducted. The Library Board has recommended the hiring of Brittany Risty as an exempt employee at a salary of \$38,480.00 per year. Miles moved to approve the library board recommendation. Andrews seconded. Motion carried. Weiland stated her start date will be November 25, 2013.

Re-Plat of Lots 4A thru 17 in Block 10 of Spruce Glen Addition: Weiland presented the request from Spruce Glen to replat Lots 4A thru 17 in Block 10 of Spruce Glen Addition. Change is within the right-of-way from 66' to 55' which is allowed within a cul de sac area. Final street width will be 37' upon completion. Lauritzen moved to approve. Crisp seconded. Motion carried.

Urban Rural Services District Consideration: Toby Brown of South Eastern Council of Governments (SECOG) was present to explain the details of establishing an Urban Rural Service District. Urban Rural Service Districts are for the purpose of taxation and not zoning. It would allow rural property to remain taxed at the lower ag tax but allow development to be taxed at city tax. It would also allow Annexation Agreements to be entered into for stipulations on property use and sunset dates for taxation could be included. Consensus of the council was positive and they thanked Toby for sharing the information with them.

Claims Approved for Payment by Other Municipal Boards: Library Board: Advanced Systems, copier expense 16.74; Baker & Taylor Books, 1 book 12.11; Cengage Learning, 6 books 141.69; Dust-Tex Services, rug service 33.27; DGR Engineering, engineering 2357.73; Eco Water Systems, rent 8.00; Ingram Library Services, 22 books 422.91; Micromarketing, 1 audio book 46.00; Ollis Book Corporation, 28 kid's books 419.58; Penworthy, 40 CD's 20.00; Taste of Home, 2 books 63.96; Video Plus, maintenance 54.60.

Public Works – 7th Street Stop Signs: Geraets requested the council consider the following:

1. Removal of stop signs along 7th Street at the intersections of Westview Drive, LaDelle Avenue and State Avenue.
2. Place a Yield sign at the north portion of the intersection of Sunset Circle where it meets 7th Street.

Several community members were present and expressed their concerns with removing any of the stop signs. Geraets rescinded his request for the removals and made a motion to install the Yield sign as previously stated. Crisp seconded. Motion carried.

Mill Wheel Placement: Teri Fiegen requested the council act on the placement of the historic mill wheels that have been moved to storage at the former Fire Station on Garfield Avenue. Surplus sale will be this week and they could have been moved all summer, but were not. Crisp made a motion offered to pour the concrete this coming Saturday at 9 a.m. at a location to be determined, at the cost of the city for the concrete. Miles seconded. Crisp, Burggraff, Weiland and Fiegen will meet in the morning and select a site. Volunteers are welcome to assist with the pour. Motion carried.

Executive Declaration from Governor Daugaard – Christmas Eve Holiday: Governor Daugaard has granted administrative leave on Christmas Eve for employees in the Executive Branch agencies of the government. Weiland requested, on behalf of the employees, the council also consider the same for Dell Rapids. Haak moved to declare Christmas Eve a holiday. Burggraff seconded. Motion carried.

City Administrators Report – Weiland reported on the following:

- Dell Rapids Golf course was courteous by informing the city that they do have an offer from an interested purchaser that intends to keep the course an 18 hole course. The city has declined to place an offer.
- Surplus Property Auction to be held on Thursday, November 21 at 1 p.m. at the Garfield former Fire Station.
- Irrigation metering for businesses are being allowed through our existing ordinance.
- Civil War Monument located at the intersection of Orleans Ave and E 7th Street was damaged when a tree branch fell upon it. A group of interested parties will be discussing actions for the repair and placement of the historic monument.
- Sidewalk snow removal ordinance continues to be reviewed.

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

Burggraff moved to adjourn. Miles seconded. Council adjourned at 9:04 p.m.

LeAnn Kerzman
Finance Officer