

DELL RAPIDS CITY COUNCIL MINUTES
Monday, January 19, 2015 at 7:30 p.m.

Mayor Scott Fiegen 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: Chad Andrews, Mark Crisp, Mike Geraets, Paul Miles, Gary Haak, and Dave Sommerfeld.

Absent: Craig Lauritzen and Lee Burrgraff

Staff present: Administrator Justin Weiland and Finance Officer Claire Baartman.

Pledge of Allegiance was recited.

Approval of Agenda: Sommerfeld moved to approve the agenda, seconded by Miles. Motion carried.

Approval of Minutes: Miles moved to approve the minutes of the regular meeting held on January 5, 2015 with the clarification of Resolution 2015-1 only city employees received an increase in base wages not City Council members or Planning Commission members, Haak seconded. Motion carried.

Visitors to be Heard: No visitors to be heard.

Library Building Project – Update – Tom Earley presented to the Council on the projects progress to date. Donations since Mr. Earley’s last Council briefing have exceeded \$24,000. The contractor, Gil Haugen, is in the home stretch and still on schedule for the March completion date. The majority of the painting work is complete, ceramic tile installation is on-going in the vestibule and the bathrooms. The electricians and mechanical contractors are nearly complete which will allow for the drop in ceiling to be placed next week. The light fixtures and electrical switches will be installed next week. Carpentry around windows doors and installation of cabinets will take place in the next month. The elevator is scheduled to arrive on January 26th and the east and south doors will be installed following the installation of the elevator. It is the intent of the Library Board to construct a short and long-term landscaping plan as well as plan a re-dedication ceremony.

Ordinance No. 815: Rezone Request – 511 East 8th Street – R-1: Single Family Residential to R-3: Medium Density Residential – Dell Rapids School District – Second Reading and Adoption- Geraets made the motion to approve the re-zone of the former Strive High building and property, seconded by Haak. Roll call vote: Geraets – aye, Miles – aye, Andrews – aye, Sommerfeld – aye, Haak – aye, and Crisp – aye. Motion carried 6-0.

Waste Water Project – Facility Plan Engineering Agreement – Geraets motioned to approve Stockwell’s proposal to complete a Facility Plan for the City’s future waste water treatment project, seconded by Miles. Motion carried.

Northview Drive/10th Street Project – Surfacing Plan – Council Member David Sommerfeld addressed the Council on the surfacing plan. Discussion was held on the pros and cons of paving Northview and 11th street in 2015. Sommerfeld motioned to add an “Ad Alternate” bid item to pave Northview and 11th street in 2015, seconded by Haak. Motion carried.

Resolution No. 2015-02: DENR State Water Plan Application - Recommend the Council approve Resolution 2015-02: DENR State Water Plan application. The first step in applying for funding assistance is to place projects onto the State Water Plan. The City Council will have further discussion to determine

the final scope of these future projects and whether or not to pursue funding. Sommerfeld motioned to approve Resolution No. 2015-02: DENR State Water Plan Application, seconded by Andrews. Motion carried.

2013 Audit Letter of Engagement – KMWF & Associates, PC – Recommended that the Council approve the letter of engagement with KMWF & Associates, PC to perform the 2013 Audit. Crisp motioned to approve the letter of engagement, seconded by Andrews. Motion carried.

Announce Summer Seasonal Positions – The City announces the hiring of employees in early February with the applications due the last week of February and the first week of March. Crisp motioned to approve the announcement of summer seasonal positions, seconded by Miles. Motion carried.

Claims Approved: Sommerfeld moved to approve the claims as presented, seconded by Miles. Motion carried. A&B Business Solutions, February billing 66.40; Badger Meter Inc., 4th qtr backhaul and January service fee 1,055.25; BX Civil & Construction, snow removal 1,942.50; City of Dell Rapids, reimburse general fund for Gil Haugen Library payment 258,119.74; City of Sioux Falls Health Department, bacteria water test 174.00; Dakotacare, LS Flex catch-up 2.96; Dell Rapids Lumber Company, certafoam and solid block 114.42; DMI Diesel Machinery, Inc., bolt 19.50; Garbage N More, January trash bill 75.00; Gil Haugen Construction Inc., Library addition pay request #6 135,135.70; Karla Gruis, Lib and City Hall cleaning 260.00; ICAP Inc., Dec expense 3,339.55; Mid-American Research Chemical Corp, lift station degreaser 7,222.83; Midwest Alarm, pump station 30.38; RDO Equipment Co., cutting edge and bucket 1,400.63; SD Municipal League, rib dinner 40.00; SD One Call, locates 202.02; SD Treasurer, lottery draw 2,502.43; SDRS Supplemental Retirement Plan, Roth 195.00; Short Elliott Hendrickson Inc., December Library bill 4,927.36; Sioux Falls Area Humane Society, December animal control 62.04; South East Area Finance Officer Group, 2015 membership 100.00; Vision Video Interactive, December text service 51.79; Vogt Brown Merry & Hammer, January retainer 1,900.00; Wheelco, med stub web hub 18.99; Xcel Energy, utility bills 6,961.78.

Administrators Report: Election Petition – Reminder: Members of the Council whose seats are expiring are reminded that petition circulation can begin no sooner than January 30th and must be submitted no later than February 27th at 5:00 PM. Petitions, ward maps and number of required signatures can be picked up from Ms. Baartman starting next week the 26th. **Board of Equalization – March 17th and 18th:** The Council should place March 17th and 18th on their calendars for the Board of Equalization hearings. The BOE hearings generally only take one evening (the 17th) to complete, however the 18th should be marked on the calendars as a possibility. **SDML Region III Meeting – Yankton, April 1st:** The South Dakota Municipal League Region III meeting is scheduled for the evening of April 1st in Yankton. Any Council Members interested in attending, please let either Administrator Weiland or Finance Officer Baartman know. Because of the distance of the travel, the City will not be taking the Transit Bus for transportation. **Zoning Ordinance Amendment – Penalty For Violations – Update:** A public hearing date has been set for February 10th for the Planning Commission to consider recommendation of adoption of the penalty for violations zoning ordinance. Administrator Weiland and Attorney Hammer have conducted research regarding the "civil" versus "criminal" approach to penalties for violations. The findings of this research have led to handling the process as it was handled in the old ordinance, to treat violation as misdemeanor criminal offenses. The draft reflects penalties as a 2nd Class Misdemeanor with a penalty not to exceed \$200 per day of violation. This is the same violation amount as the old zoning ordinance. The Council will have an opportunity to discuss in detail at a public hearing on February 17th. **2015 Chip Seal Project – Update:** Provided was a map of the proposed streets scheduled for chip sealing in 2015. Administrator Weiland is working with Lance Mayer to begin the preparation of

plans and specifications for the 2015 Chip Sealing project. The map reflects the initial glimpse of the streets originally planned during the budgeting process for chip surfacing. Mr. Mayer is working to verify actual yards of material needed for these proposed streets to compare the quantities to the budget of \$250,000. Administration will create a final map for chip sealing and present to the Council for comment prior to public bidding. **2015 Attorney Retainer – Update:** Appointed City Attorney Dean Hammer has submitted his retainer rate for 2015. Based on the hours worked in 2014, Mr. Hammer has decided to keep the retainer at the monthly rate of \$1,900. The breakdown of costs reflects that Mr. Hammer dedicated 117 hours for City Attorney work in 2014 compared to 122 hours in 2013.

Motion to adjourn at 8:25 p.m. by Crisp, seconded by Andrews. Motion carried 6-0.