

DELL RAPIDS CITY COUNCIL MINUTES

Monday, December 7, 2015 at 7:30

Mayor 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: Mike Geraets, Mike Sterud, Mary Klockman, Mark Crisp, Tom Earley, Lee Burggraff, Gary Haak and Dave Sommerfeld.

Staff present: Administrator Justin Weiland, Finance Officer Claire Baartman, and City Attorney Dean Hammer

Pledge of Allegiance was recited.

Approval of Agenda: Burggraff motioned to approve the agenda, seconded by Haak. Motion carried.

Approval of Minutes November 16, 2015 Regular Session:

Geraets requested Dave Sommerfeld be listed as absent. Mayor Fiegen noted the Sioux Falls Humane Society 2016 Contract should be changed from 2061 to 2016. Mayor Fiegen also noted 'Christmas at the Dells' was misspelled in the minutes. Earley motioned to approve the minutes of the regular session on November 16, 2015, with the changes stated as above, seconded by Crisp. Motion carried.

Approval of Minutes November 23, 2015 Special Session:

Geraets requested Earley be added to those present and Miles be removed. Geraets also requested the following be added: During the discuss of the motion made by Councilman Earley and before the roll call vote was taken Councilman Geraets asked Public Works Director Larry Schildhauer if he felt current city staff could handle the additional responsibilities of the SBR system. Mr. Schildhauer replied that with additional training he was confident that the present staff could handle the additional responsibility. Sommerfeld motioned to approve the minuets of the special session on November 23, 2015, with the changes as stated above, seconded by Geraets. Motion carried.

Visitors to be Heard: None

Public Hearing – Ordinance No. 826: Re-Zone Lot 6 of Herding Addition From NRC: Natural Resource Conservation District to B-2: General Business District – First Reading

Sommerfeld motioned to approve Ordinance No. 826, Seconded by Klockman. Motion carried. Burggraff abstained.

Public Hearing – DENR State Water Plan Loan Application Resolutions

A.) 2015-18: 10th Street/HWY 115 Project Drinking Water Application

Janice Gravning with SECOG addressed the Council and answered questions. The City, with SECOG's assistance, will be submitting applications to the Department of Environment & Natural Resources (DENR) for a \$705,000 Drinking Water State Revolving Fund (DW-SRF) Loan for the 10th Street and Highway 115 Project. The interest Rate for the loan is 3.25% for a term of 30 years. Burggraff motioned to approve Resolution 2015-18, seconded by Haak. Motion carried.

B.) 2015-19: 10th Street/HWY 115 Project Clean Water Application

Janice Gravning with SECOG addressed the Council and answered questions. The City, with SECOG's assistance, will be submitting applications to the Department of Environment & Natural Resources (DENR) for a \$1,037,000 Clean Water State Revolving Fund (CW-SRF)

Loan. The interest Rate for the loan is 3.25% for a term of 30 years. Haak motioned to approve Resolution 2015-19, seconded by Sommerfeld. Motion Carried.

C.) 2015-20: Waste Water Treatment Facility Clean Water Application

Janice Gravning with SECOG addressed the Council and answered questions. Trent with DGR was also available to answer questions from the Council. The City, with SECOG's assistance, will be submitting an application to the Department of Environment & Natural Resources (DENR) for a \$5,758,000 Clean Water State Revolving Fund (CW-SRF) Loan for the Wastewater Treatment Facility Project. The interest rate for the loan is 3.25% for a 30 year term. Sommerfeld motioned to approve Resolution 2015-20, seconded by Crisp. Motion carried.

Old Business

Ordinance No. 822 – Accept Referendum Petitions/Set Election Date

Accept Referendum - The floor was open to community members for questions. The questions revolved around what the referendum petition was for. City Administrator Weiland stated that the petitions received by the City of Dell Rapids were a formal, written request that Ordinance 822, as passed by the governing board of the municipality on October 19th, 2015, be submitted to the voters for their approval or rejection. Crisp motioned to accept the referendum petitions, seconded by sommerfeld. Motion carried.

Set Election Date – Crisp motioned to set the election date to coincide with the Municipal Election on April 12, 2016, seconded by Sommerfeld. Motion Carried.

Resolution No. 2015-13: 2016 Grand Opera House Operating Agreement

Burggraff motioned to table, seconded by Haak. Motion Carried.

Ordinance No. 825 Amend Section 21-39 Increase the Deposit for Water Service – 2nd Reading and Adoption

The Ordinance reflects a new deposit of \$125.00 for renting or leasing property. Haak motioned to approve the 2nd reading of Ordinance No. 825, seconded by Klockman. Roll Call: Geraets – Aye, Sterud – Aye, Klockman – Aye, Crisp – Aye, Earley – Aye, Burggraff – Aye, Haak – Aye, Sommerfeld – Aye. Motion Carried 8-0.

New Business

Fire Department 2016 Agreement –

The City established a service agreement with the Dell Rapids Fire Department in 2013. This agreement for 2016 remains the same as 2015 with the contribution to the Fire Department set at \$43,558.00. Burggraff moved to approve, seconded by Earley. Motion carried.

Minnehaha County Sherriff Department 2016 Agreement –

Minnehaha County gave notice prior to the 2016 Budget acceptance of a 2.8% increase for 2016 services. The Council discussed the agreement and asked questions on the service provided. Haak motioned to approve the 2016 agreement, seconded by Sterud. Motion carried.

Ordinance No. 827: Waste Water Rate Increase – First Reading

The City Council approved a 20% increase in sewer rates in the 2016 adopted budget. The Council agreed to the rate increase because of the impending wastewater treatment facility project. This increase will be the first of a phased in increase to cover the costs of the new treatment facility. The total increase will not be known until the City receives the final funding package from the DENR. The increase recommended is as follows:

- Increase base rate from \$15.25 to \$18.34.
- Increase per 1,000 gallons rate from \$4.22 to \$5.06
- Total increase 5,000 gallon user \$7.26 per month.

Haak motioned to approve the first reading of Ordinance No. 827, seconded by Sommerfeld. Motion carried.

Chamber of Commerce Update

Dan Ahlers with the Chamber of Commerce addressed the Council. Mr. Ahlers updated the Council on their most recent accomplishments and events and provided plans for upcoming Chamber activities and events. The Chamber produces a newsletter for Chamber members, Christmas at the Dells was a bigger success than prior years, and they have holiday punch cards distributed in the community for a chance to win a Samsung Galaxy Tablet (purchased locally). The Chamber is also in the process of lining up vendors and entertainment for Quarry Days 2016 as well as working on a Shop Local Campaign.

Hwy 115 Project Phase 2 – T&C's Intersection Design

Mike Park of T&C's addressed the Council and has requested the Council consider the design for the south side of his property at the intersection of 4th Street and Hwy 115. Mr. Park is concerned that with the angle of the intersection large trucks and semis will have a hard time accessing the gas tanks if the entrance is reduced in size. However, Mr. Park is in favor of dressing up the corner and is willing to consider other types of curb such as rollover or gutter type curbs. Administration has had conversations with the DOT and it is their opinion that a 50 foot approach provides all the access that is needed and is the largest they allow anywhere in the state. The difference with this area is that it is within the City's jurisdiction. As such, they will follow the City's direction to a certain extent. The City and the DOT will need to work together to come to a mutual agreement on the T&C entrance footage. Burggraff motioned to work with the DOT to leave T&C's entrance as wide as it currently is to allow adequate access for Semi's and other large vehicles, seconded by Sommerfeld. Motion carried.

HWY 115 Project – DOT Temporary Construction Easements

The DOT is seeking signature of temporary construction easements on the following three properties 1.) City Shop, 2.) Dells Drive Overlook area 3.) leaf drop property. The DOT is offering \$1,315.00 for the temporary easements which expire one year after the project is completed. Burggraff motioned to approve signature of the three requested temporary construction easements, seconded by Klockman. Motion carried.

Christmas Eve – City Hall Hours

Recommend the Council discuss and make a decision whether or not to allow the closure of the City officer on December 24th at 12:00 noon. Haak motioned to allow City Hall to close at 12:00 noon and the City employees to take 4 hours accrued vacation time, seconded by Sommerfeld. Motion carried.

Claims Payable

Earley moved to approve the claims as presented, seconded by Sommerfeld. Motion carried.

A-OX WELDING SUPPLY COMPANY, INC	NOVEMBER CYLINDER RENTAL	GENERAL FUND	28.27
ARGUS LEADER	NOVEMBER BILL	GENERAL FUND	691.54
BAARTMAN, CLAIRE	REIMB. FOR DUMP TRUCK LICE	GENERAL FUND	14.00
BEAL DISTRIBUTING, INC	NOVEMBER MALT	LIQUOR FUND	26,479.36
BORNS GROUP	NOVEMBER BILLING	WATER FUND	303.87
	NOVEMBER BILLING	WASTEWATER FUND	303.87
CEDAR SHORE RESORT	SAFETY TRAINING	GENERAL FUND	110.45
CENGAGE LEARNING, INC	2 BOOKS	GENERAL FUND	54.96
CITY OF DELL RAPIDS	NOVEMBER WATER BILL	GENERAL FUND	168.29
DAKOTA BEVERAGE CO, INC.	NOVEMBER MALT	LIQUOR FUND	17,550.21
DAKOTA SUPPLY GROUP	WATER SUPPLIES	WATER FUND	1,010.66
DAKOTA TECHNOLOGY CONSULTING	CH MANAGED SERVICES/BACKUP	GENERAL FUND	1,106.02
DELL RAPIDS ACE	STREET SUPPLIES	GENERAL FUND	144.06
	WATER SUPPLIES	WATER FUND	26.46
DELL RAPIDS LUMBER COMPANY	STREET SUPPLIES	GENERAL FUND	5.96
DELLS ELECTRIC, INC	STREET R&M	GENERAL FUND	192.00
	SEWER R&M	WASTEWATER FUND	107.94
DELLS FARM & TIRE	STREET R&M	GENERAL FUND	35.00
	TRANSIT ROTATE TIRES	GENERAL FUND	30.00
DELLS MATERIALS	STREET SUPPLIES	GENERAL FUND	96.00
DELTA DENTAL	DENTAL INS	GENERAL FUND	419.25
	DENTAL INS	WATER FUND	115.13
	DENTAL INS	WASTEWATER FUND	115.12
DGR	QUARTZITE STREET IMPROVEME	GENERAL FUND	7,878.00
	MISCELLANEOUS ENGINEERING	GENERAL FUND	240.00
	HWY 115 UTILITY REPPLACEME	WATER FUND	1,540.75
	HWY 115 UTILITY REPPLACEME	WASTEWATER FUND	1,540.75
	NORTHVIEW/10TH STREET	WASTEWATER FUND	1,439.63
	WWTF IMPROVEMENTS	WASTEWATER FUND	6,327.00
ED'S PRODUCE	STREET DEPARTMENT GLOVES	GENERAL FUND	121.00
EFTPS	FEDERAL WITHHOLDING	GENERAL FUND	7,194.84
	FEDERAL WITHHOLDING	WATER FUND	2,026.13
	FEDERAL WITHHOLDING	WASTEWATER FUND	2,026.16
ENTRINGER BACKHOE & TRENCHING, LLC	WATER R&M	WATER FUND	714.12
FIRST BANK CARD	CITY CAR - FUEL	GENERAL FUND	59.22
	BOOKS/SUPPLIES	GENERAL FUND	228.76
	OFFICE/SHOP SUPPLIES	GENERAL FUND	148.49
	OFFICE/SHOP SUPPLIES	WATER FUND	37.12
	OFFICE/SHOP SUPPLIES	WASTEWATER FUND	37.12
GARBAGE N MORE	DECEMBER GARBAGE SERVICE	GENERAL FUND	75.00
GEOTEK ENGINEERING & TESTING SERVICES,	QUARTZITE STREET	GENERAL FUND	2,537.50

	WWTF IMPROVEMENTS	WASTEWATER FUND	1,480.00
GLOBAL DISTRIBUTING	NOVEMBER LIQUOR	LIQUOR FUND	425.50
GOLDEN WEST TELECOMMUNICATIONS	NOVEMBER PHONE BILL	GENERAL FUND	428.31
	NOVEMBER PHONE BILL	LIQUOR FUND	46.09
	NOVEMBER PHONE BILL	WATER FUND	170.28
	NOVEMBER PHONE BILL	WASTEWATER FUND	211.05
GRUIS, KARLA	CLEAN CH/LIB	GENERAL FUND	960.00
HANSON LOGOWEAR INC	CLOTHING	GENERAL FUND	62.28
HD SUPPLY WATERWORKS	WATER SUPPLIES	WATER FUND	465.84
J D'S HOUSE OF TROPHIES	EARLEY NAME PLATE	GENERAL FUND	11.25
JOHNSON BROTHERS FAMOUS BRANDS INC	NOVEMBER LIQUOR	LIQUOR FUND	10,320.41
LG EVERIST, INC	SALT/SAND	GENERAL FUND	2,357.70
	SALT/SAND	GENERAL FUND	2,931.82
	STREET - CRUSHED ROAD STON	GENERAL FUND	356.76
	STREET SUPPLIES	GENERAL FUND	372.77
	STREET - CRUSHED ROAD STON	GENERAL FUND	271.67
LINWELD, INC	STREET SUPPLIES	GENERAL FUND	38.70
MIDAMERICAN ENERGY COMPANY	UTILITY BILL	GENERAL FUND	212.86
	UTILITY BILL	WATER FUND	14.99
	UTILITY BILL	WASTEWATER FUND	14.99
MINNEHAHA COMMUNITY WATER, CORP	NOVEMBER SHOP WATER	GENERAL FUND	12.17
	NOVEMBER WATER 6,057K @1.4	WATER FUND	8,843.22
	NOVEMBER SHOP WATER	WATER FUND	12.17
	NOVEMBER SHOP WATER	WASTEWATER FUND	12.16
MINNEHAHA COUNTY REGISTER OF DEEDS	REGISTER OF DEEDS	GENERAL FUND	90.00
NAPA AUTO PARTS	STREET SUPPLIES	GENERAL FUND	188.21
NORTHERN TRUCK EQUIPMENT CORP.	SNOW SUPPLIES	GENERAL FUND	500.82
PENWORTHY	BOOKS	GENERAL FUND	451.41
REPUBLIC NATIONAL DISTRIBUTING CO	LIQUOR 2ND HALF NOVEMBER	LIQUOR FUND	9,043.61
ROEMEN'S AUTOMOTIVE	TRANSIT BUS - OIL CHG AND	GENERAL FUND	137.10
SCHADE VINEYARD	NOVEMBER WINE	LIQUOR FUND	528.00
SCHUNEMAN EQUIPMENT COMPANY	SNOW SUPPLIES	GENERAL FUND	196.90
SD STATE TREASURER, DEPT OF REVENUE	OCTOBER RECREATION TAX	GENERAL FUND	119.86
	LOTTERY 11.01.15-11.15.15	LIQUOR FUND	1,459.37
SDRS SUPPLEMENTAL RETIREMENT PLAN	ROTH RETIREMENT	GENERAL FUND	290.00
	ROTH RETIREMENT	WATER FUND	50.00
	ROTH RETIREMENT	WASTEWATER FUND	50.00
SEATING AND ATHLETIC FACILITY ENTERPRI	RICKEMAN FIELD - GRANDSTAN	GENERAL FUND	58,112.00
SOUTH DAKOTA RETIREMENT SYSTEM	RETIREMENT	GENERAL FUND	3,387.49
	RETIREMENT	WATER FUND	999.22
	RETIREMENT	WASTEWATER FUND	999.21
SOUTH EASTERN COUNCIL OF GOVERNMENTS	2016 SECOG DUES	GENERAL FUND	4,870.00
STAN HOUSTON EQUIP.CO.INC.	WATER SUPPLIES	WATER FUND	475.00

THOMPSON REUTERS, PROFESSIONAL SOFTWARE	CS FA SYSTEM - PAYMENT 1 O	GENERAL FUND	1,012.30
A.J. SWANSON	A.J. SWANSON: KOMMES ATTY	GENERAL FUND	2,054.89
PRAIRIE BERRY WINERY	NOV WINE	LIQUOR FUND	714.00
WILDERMUTH, PAUL	CLOTHING	WATER FUND	97.97
	CLOTHING	WASTEWATER FUND	97.97
XCEL ENERGY	NOV UTILITY BILL	GENERAL FUND	3,762.32
	NOV UTILITY BILL	WATER FUND	621.85
	NOV UTILITY BILL	WASTEWATER FUND	573.11
PAYROLL EXPENSES	11/01/2015 - 11/30/2015	GENERAL FUND	31,436.93
		WATER FUND	8,326.63
		WASTEWATER FUND	8,326.65
			48,090.21

Administrator Report:

Personnel Annual Review(s) - Update: Public Works Director Schildhauer conducted personnel performance reviews for Public Works Equipment Operators, Paul Wildermuth, Les Fennicle and Chris Mergen. Based on performance Administrator Weiland and PW Director Schildhauer are recommending the following merit increases; Paul Wildermuth currently \$18.60 per hour recommend 2% increase to \$18.97, Les Fenicle currently \$23.22 per hour recommend 2% increase to \$23.66, and Chris Megen currently \$17.70 per hour recommend 2% increase to \$18.05. Each effective to anniversary dates of November 11th, November 14th, and November 10th, respectively. We thank these employees for their hard work and for their service making our community better.

SE Sewer Extension Connection District: The City has identified approximately 70 properties to connect to the SE sewer extension. Notice of hearings will be published, and hearings will be held for the property owners the first part of 2016.

10th Street Project – DOT Community Access Grant: The City has successfully received a \$400,000 Community Access Grant from the Department of Transportation for the 10th Street project. Administration is working with Lance Mayer (DGR) to distribute the grant proceeds across the project and determine how this will affect the property owners. City Administration plans to present a proposed assessment plan to the Council at the December 21st meeting. Following approval from the Council Administration will communicate these newly proposed assessments with the property owners and begin the assessment process.

Xcel Energy Community Grant: The City was successful at obtaining a grant award of \$6,250.00 from Xcel Energy to assist the City with the costs associated with the construction of Quartzite Street. Administration applied for the annual grant in October and wanted to take the opportunity to provide Xcel with a thank you and recognition for their grant. Administration also wanted to ask the Council if they wanted to keep the grant for the City or potentially forward the funds to the Economic Development Corporation to cover their costs associated with Quartzite Street and their recent efforts to attract Midwest Fresh Logistics. Sommerfeld motioned to forward the funds to the Dell Rapids EDC, seconded by Geraets. Motion carried.

Motion to adjourn at 9:22 by Burggraff, second by Haak. Motion carried.