

DELL RAPIDS CITY COUNCIL MINUTES

Monday, May 16, 2016 at 7:30 p.m.

President Mark Crisp 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, Tom Earley, and James Borchert.

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

Absent: Mayor Scott Fiegen, Mary Klockman, and Gary Haak (arrived at 8:45 p.m.)

Community Members Present (who addressed the Council):

- 1.) Dan Ahlers of the Dell Rapids Chamber of Commerce
- 2.) Norene Frederickson of the Dell Rapids Senior Citizen Center
- 3.) Darlene Schnieders of the Dell Rapids Senior Citizen Center
- 4.) Dick Woolf of the Dell Rapids Senior Citizen Center
- 5.) Jerome Lang of 903 Pepper Ridge Road, Dell Rapids

Pledge of Allegiance was recited.

Mayoral Appointment to Ward 1 Council Seat

As Mayor Fiegen was not present this item was tabled until the next meeting on June 6th, 2016.

Approval of Agenda: Geraets motioned to approve the agenda, seconded by Earley. Motion carried.

Approval of Minutes May 2, 2016 Regular Session: Geraets motioned to approve with the following changes: Ordinance 20-133 Truck Routes should read "4th street to be upped from 5 ton to 8 ton". Motion seconded by Sterud with the changes. Motion carried.

Visitors to be Heard:

Jerome Lang asked the Council what the progress is on the drainage issue behind his home. Geraets stated a meeting will be held on May 18th at 8 a.m. with himself, Trent Bruce of DGR, and Tim Wolles to discuss the drain tile.

Outdoor Event Permits

A.) Quarry Days – June 24th, 25th, and 26th – Chamber of Commerce

Dan Ahlers was present and available for questions. Earley motioned to approve the Quarry Days Event Permit and waive the fee, seconded by Geraets. Motion carried.

B.) Quarry Days, Street Dance, June 25th – Chamber of Commerce

Earley asked Mr. Ahlers what protocol was in place to restrict minors from consuming alcohol as well as asked about any issues in the past. Mr. Ahlers indicated that representatives from both of the Special Event Liquor Applicants (Norby's and Dells Bowl) will be at each gate carding individuals prior to being allowed to enter. Geraets asked Mr. Ahlers about the clean up procedures that were in place. Mr. Ahlers mentioned the clean up procedures after the street dance closed as well as clean up procedures the following morning. Borchert moved to approve the Quarry Days, Street Dance Special Event and waive the fee, seconded by Sterud. Motion carried.

C.) Memorial Day Parade, May 30th – American Legion

Geraets moved to approve the Memorial Day Parade and waive the fee, seconded by Sterud. Motion carried.

D.) Cootie Days, June 10th and 11th – American Legion Auxiliary

Administration requested this item be tabled as the application has not yet been received at City Hall. Motion by Crisp to table, seconded by Sterud. Motion carried.

Old Business

Ordinance No. 831: Lot 4 of Fiegen Development Park Addition to the City of Dell Rapids, Minnehaha County, South Dakota From NRC: Natural Resource Conservation District to B-2: General Business District – Second Reading and Adoption

Geraets motioned to approve the second reading and adoption of Ordinance No. 831, Seconded by Earley. Roll Call Vote: Geraets – Aye, Sterud – Aye, Crisp – Aye, Earley – Aye, Borchert – Aye. Motion carried 5-0.

Ordinance No. 832: Lot 2 and 3 of Fiegen Development Park Addition to the City of Dell Rapids, Minnehaha County, South Dakota From NRC: Natural Resource Conservation District to I-1: Light Industrial District – Second Reading and Adoption

Geraets motioned to approve the second reading and adoption of Ordinance No. 832, Seconded by Earley. Roll Call Vote: Geraets – Aye, Sterud – Aye, Crisp – Aye, Earley – Aye, Borchert – Aye. Motion carried 5-0.

Ordinance No. 833: Lot 6 of Fiegen Development Park Addition to the City of Dell Rapids, Minnehaha County, South Dakota from NRC: Natural Resource Conservation District to PD: Planned Development District – Second Reading and Adoption

Geraets motioned to approve the second reading and adoption of Ordinance No. 833 with the change within iii) "If any water service is desired within the Planned Development the *property owner* shall be required to install proper waste water systems in the form of a city sewer connection." The motion with the changes was seconded by Earley. Roll Call Vote: Geraets – Aye, Sterud – Aye, Crisp – Aye, Earley – Aye, Borchert – Aye. Motion carried 5-0.

Library Board Council Liaison/Library Board Member Appointment

At the last Library Board Meeting on May 12th new officers were elected including Councilman Borchert as President. It was then decided that Tom Earley would step down from his position on the Library Board and become the Council /Library Board Liaison. In Councilman Earley's place on the Board, Will Boever was appointed. Earley motioned to make the abovementioned changes/appointments, seconded by Sterud. Motion carried.

New Business

Dell Rapids Senior Citizen Center – Request for Additional Funding

Dick Woolf addressed the council and explained their financial situation. The additional \$1,000 would be to help support a 2016 deficit of \$13,000. Motion by Crisp to approve a onetime addition of \$1,000 to the Senior Citizen Center's annual stipend, seconded by Geraets. Motion carried.

Ordinance No. 834: Amend Truck Route – First Reading

Earley moved to approve the first reading of Ordinance No. 834. Geraets moved to approve with the amendment ((d) (1) or where it becomes necessary for properties that are directly abutting city limits.) Geraets motion was seconded by Sterud. Motion carried 5-0. Earley's motion was seconded by Crisp. Motion carried 4-1.

Swimming Pool Cameras – Consider Quote

This topic was postponed to the end of the meeting in hopes that Councilman Haak would arrive. Councilman Haak arrived at 8:45 p.m. There was discussion on whether or not to have available video feed at City Hall and how to best keep the cost down and still benefit from the cameras. The Council requested Dakota Technology Consulting attend the June 6th Council Meeting to answer questions as well as provide other options.

Collection Agency – Consider Approval

Councilman Geraets asked when the City shuts off utilities for nonpayment. The answer is after 2 months. Geraets requested this be changed to 1 month so as to be stuck with less of an outstanding bill if a homeowner or tenant leaves town without paying. City staff said they’d look into how other Cities handle this and this issue will be placed on the June 6th Agenda.

Geraets motioned to approve United Accounts Inc. as the City’s collection agency, seconded by Borchert. Motion carried.

2015 Audit Engagement Letter – KMWF & Associates

Earley moved to approve the 2015 audit engagement letter, seconded by Geraets. Motion carried.

Minnehaha County Multi-Hazard Pre-Disaster Mitigation Plan – Letter

The main function of this process is to identify the vulnerabilities and identify risks to our community. This is a requirement of FEMA in order to be eligible for any disaster grants in the future. Geraets motioned to approve the Mayor’s signature of the letter of support, seconded by Earley. Motion carried

Claims Payable

Earley motioned to approve the Claims, seconded by Borchert. Motion carried.

VENDOR NAME	DESCRIPTION	FUND	AMOUNT
A&B BUSINESS SOULTIONS	MAY BILLING - COPIER CONTR	GENERAL FUND	73.04
A-OX WELDING SUPPLY COMPANY, INC	APRIL CYL RENTAL	GENERAL FUND	28.89
ADVANCED SYSTEMS INC	LIBRARY COPIER CONTRACT	GENERAL FUND	37.62
AMERICAN UNDERGROUND SPRINKLER, INC	RECKEMAN SERVICE CALL	GENERAL FUND	59.00
ARGUS LEADER	APRIL BILL	GENERAL FUND	1,797.12
	APRIL BILL	WASTEWATER FUND	51.89
BEAL DISTRIBUTING, INC	APRIL MALT	LIQUOR FUND	30,303.85
BLOOMS ON MAIN	PLANT - SOMMERFELD FUNERAL	GENERAL FUND	47.70
BORNS GROUP	APRIL BILLING - INVOICE	WATER FUND	398.01
	APRIL BILLING - INVOICE	WASTEWATER FUND	398.01
BX CIVIL & CONSTRUCTION	LANDFILL SEEDING	GENERAL FUND	1,550.00
CENTER POINT LARGE PRINT	LIBRARY SUB. RENEWAL	GENERAL FUND	1,466.64
CITY OF DELL RAPIDS	APRIL WATER USAGE	GENERAL FUND	181.96
CNHCAPITAL	STREET SUPPLIES AND R&M	GENERAL FUND	7,829.43
COUNTY FAIR FOODS, INC	PK WATER 3 LIT. POP MAYOR	GENERAL FUND	8.86
DAKOTA BEVERAGE CO, INC.	APRIL MALT	LIQUOR FUND	20,024.11
DAKOTA SUPPLY GROUP	SEWER SUPPLIES	WASTEWATER FUND	194.55
DAKOTA TECHNOLOGY CONSULTING	MAY MANAGED SERVICES	GENERAL FUND	905.99

DAKOTACARE	HEALTH INSURANCE	GENERAL FUND	4,797.39
	HEALTH INSURANCE	WATER FUND	1,668.05
	HEALTH INSURANCE	WASTEWATER FUND	1,668.03
DAUBY'S SPORTS CENTER	BALL FIELD SUPPLIES	GENERAL FUND	359.28
DELL RAPIDS ACE	STREET SUPPLIES	GENERAL FUND	65.25
	WATER SUPPLIES	WATER FUND	48.75
DELL RAPIDS COOP GRAIN	PARK CHEMICAL	GENERAL FUND	1,488.06
DELL RAPIDS LUMBER COMPANY	GF SUPPLIES	GENERAL FUND	1,023.54
DELLS AUTO SERVICE	OIL/FILTER - PARTS IMPALA	GENERAL FUND	38.85
	OIL/FILTER - PARTS IMPALA	WATER FUND	6.47
	OIL/FILTER - PARTS IMPALA	WASTEWATER FUND	6.47
DONALDSON, JERAD	DEPOSIT REFUND	WATER FUND	75.89
HANSEN, ALEC	DEPOSIT REFUND	WATER FUND	31.13
RAMKOTA HOTEL	BG TRAINING	GENERAL FUND	183.98
DELLS ELECTRIC, INC	GF SUPPLIES + LIGHT INSTALL	GENERAL FUND	37,886.65
DELLS FARM & TIRE	BUSS & STREET TIRES	GENERAL FUND	5,800.00
DGR	ENGINEERING FEES	GENERAL FUND	12,742.43
	ENGINEERING FEES	WATER FUND	3,775.01
	ENGINEERING FEES	WASTEWATER FUND	54,055.48
DUST-TEX SERVICES, INC	CH AND LIB RUGS	GENERAL FUND	128.87
EFTPS	PAYROLL WITHHOLDING	GENERAL FUND	3,664.54
	FEDERAL WITHHOLDING	WATER FUND	1,205.37
	FEDERAL WITHHOLDING	WASTEWATER FUND	1,205.39
ENTRINGER BACKHOE & TRENCHING, LLC	SEWER REP & MAINT.	WASTEWATER FUND	500.00
FREDERICK, MICHAEL	3 BOOKS	GENERAL FUND	24.00
GARBAGE N MORE	MAY GARBAGE SERVICE	GENERAL FUND	75.00
GLOBAL DISTRIBUTING	APRIL MALT	LIQUOR FUND	76.69
GOLDEN WEST TELECOMMUNICATIONS	APRIL TELE. BILL	GENERAL FUND	438.82
	APRIL TELE. BILL	LIQUOR FUND	46.23
	APRIL TELE. BILL	WATER FUND	172.06
	APRIL TELE. BILL	WASTEWATER FUND	212.93
GRUIS, KARLA	CLEAN CH. AND LIB.	GENERAL FUND	960.00
ICAP, INC	APRIL ICAP EXPENSE	GENERAL FUND	5,221.94
INGRAM LIBRARY SERVICES	14 BOOKS	GENERAL FUND	428.88
J D'S HOUSE OF TROPHIES	BORCHERT NAME PLATE	GENERAL FUND	15.00
JOHNSON BROTHERS FAMOUS BRANDS INC	APRIL LIQUOR	LIQUOR FUND	13,412.09
JUNIOR LIBRARY GUILD	4 BOOK CATEGORIES	GENERAL FUND	582.00
JUSTICE FIRE & SAFETY, LLC	FIRE EXT. RECHARGE	GENERAL FUND	43.50
	FIRE EXT. RECHARGE	LIQUOR FUND	179.50
	FIRE EXT. RECHARGE	WATER FUND	30.50
	FIRE EXT. RECHARGE	WASTEWATER FUND	30.50
KIDS REFERENCE COMPANY, INC	9 BOOKS	GENERAL FUND	147.44
LACEY'S PORTABLE RESTROOMS & ROLL OFFS	3 PORTABLE RESTROOMS	GENERAL FUND	375.00

LG EVERIST, INC	STREET SUPPLIES	GENERAL FUND	132.15
LINWELD, INC	APRIL RENTAL	GENERAL FUND	41.40
MICROMARKETING LLC	15 AUDIO VISUAL	GENERAL FUND	283.45
MIDAMERICA BOOKS	4 BOOKS	GENERAL FUND	89.75
MIDAMERICAN ENERGY COMPANY	UTILITY EXPENSE	GENERAL FUND	303.26
	UTILITY EXPENSE	WATER FUND	20.07
	UTILITY EXPENSE	WASTEWATER FUND	20.08
MIDWAY SERVICE, INC.	BUS OIL CHANGE/TRANS FLUID	GENERAL FUND	259.15
MIDWEST ALARM	JUNE PUMP STATION	WASTEWATER FUND	30.38
MIDWESTERN MECHANICAL, INC.	ANNUAL FIRE SPRINKLER INSP	GENERAL FUND	235.00
MINNEHAHA COMMUNITY WATER, CORP	APRIL SHOP WATER	GENERAL FUND	12.75
	APRIL WATER 6,930 @ 1.56/1	WATER FUND	10,810.80
	APRIL SHOP WATER	WATER FUND	12.75
	APRIL SHOP WATER	WASTEWATER FUND	12.75
NAPA AUTO PARTS	STREET SUPPLIES	GENERAL FUND	171.34
NEWMAN SIGNS	NO TRUCKS / SPEED LIMIT SI	GENERAL FUND	369.06
PENWORTHY	16 BOOKS	GENERAL FUND	226.72
REPUBLIC NATIONAL DISTRIBUTING CO	MAY LIQUOR	LIQUOR FUND	11,088.02
ROEMEN'S AUTOMOTIVE	REAR AC - BUS	GENERAL FUND	50.00
SAM'S MASTERCARD	GF SUPPLIES	GENERAL FUND	395.83
	WATER - SUPPLIES	WATER FUND	11.28
SCHWEBACH INSURANCE AGENCY	SURETY BOND RENEWAL POLICY	LIQUOR FUND	100.00
SD GOVERNMENTAL FINANCE OFFICERS ASSOC	FO SCHOOL - DL AND CVB	GENERAL FUND	75.00
	FO SCHOOL - DL AND CVB	WATER FUND	37.50
	FO SCHOOL - DL AND CVB	WASTEWATER FUND	37.50
SD MUNICIPAL LEAGUE	BUDGET TRAINING - CVB	GENERAL FUND	25.00
SD STATE TREASURER, DEPT OF REVENUE	APRIL TAX	GENERAL FUND	159.57
SDRS SUPPLEMENTAL RETIREMENT PLAN	ROTH RETIREMENT	GENERAL FUND	145.00
	ROTH RETIREMENT	WATER FUND	25.00
	ROTH RETIREMENT	WASTEWATER FUND	25.00
SIOUX FALLS AREA HUMANE SOCIETY	APRIL SERVICES	GENERAL FUND	255.92
SIOUX FALLS TWO WAY RADIO SVC INC	SIREN REGULATOR BOARD	GENERAL FUND	474.99
THE LIBRARY STORE	CIRCULATION DESK	GENERAL FUND	2,203.48
TYLER TECHNOLOGIES	6.01.16 - 6.30.17 SUITE MAINT.	GENERAL FUND	668.54
UPSTART	SUMMER READING SUPPLIES	GENERAL FUND	3,428.26
VERIZON WIRELESS	CELL BILL APRIL 08 - MAY 07 2016	GENERAL FUND	80.69
	CELL BILL APRIL 08 - MAY 07 2016	WATER FUND	24.09
	CELL BILL APRIL 08 - MAY 07 2016	WASTEWATER FUND	24.09
VOGT, BROWN, MERRY & HAMMER	MAY RETAINER	GENERAL FUND	1,700.00
XCEL ENERGY	UTILITY EXPENSE	GENERAL FUND	6,490.69
	UTILITY EXPENSE	WATER FUND	214.51
	UTILITY EXPENSE	WASTEWATER FUND	2,119.79

Administrator Report:

Project Updates:

- 1.) **Quartzite Street** The pre-construction meeting for the Quartzite Street project was held on May 11th with the contractor Timmons Construction, their subcontractors, utility companies and the City. Timmons Construction provided a preliminary proposed schedule for work and discussed their plans for tackling the project. Timmons subcontractor for grading, Loiseau Construction, is also the grading contractor on the Hwy 115 project. Therefore they will be coordinating their work with both projects and intend to begin excavating and cutting the street within the next week. The underground sub-contractor, Prunty Construction, will follow with the installation of utilities. The goal is to have the construction complete by mid-September. The City and the contractor will hold bimonthly meetings on the 1st and 3rd Tuesdays of the month at 1 PM at the Old 77 Bar and Grille.
- 2.) **10th Street Project Status – Update** The plans for 10th Street are 95% complete with the exception of finalizing the drainage to the north east end of the project. Lance Mayer, given the timing of the project, will submit the plans to the DENR for review and approval this week. Administrator Weiland is working with Sanford to finalize approval for the drainage to the north. The most recent proposed plan brings the drainage to the north and flows the drainage in between Sanford's and Mark Crisp's properties, directing the water under Mr. Crisp's driveway into the front end of the retention pond. Easements with both property owners will be necessary to complete the plan. Following approval of plans from the DENR the City will be able to seek bids for the project. Given the current date, the timeline for the project will be to bid in July, project start in late July/early August. The Contractor will get as much as they can completed in 2016, hopefully the utilities, grading of road, base course material and curb and gutter installed. They will then come back and complete the project in 2017 with an approximate June 30th deadline. There is the potential that when we open bids in July that we won't receive good pricing. If this is the case, the City always has the option to reject all bids. We could then re-bid the project this winter for construction in the spring of 2017.

TIF District Hearings Set for the May 24th P&Z, June 6th Council: The City has set the public hearings to adopt a new TIF district with the P&Z on May 24th and June 6th for the City Council. The County and the School District have been informed of the plans to disband TIF District #2 and create a new TIF District #3. The P&Z and Council will adopt a TIF district at these public hearings as well as consider the adoption of the TIF Plan. The TIF Plan is 90% complete with a few details left to fill in the blanks prior to adoption.

Minnehaha Co. Joint Jurisdiction Hearing – Conditional Use: The owners of the Old 77 Bar and Grille have requested a conditional use on behalf of J&P Roofing to convert their building from a restaurant to a Contractors Shop within a light industrial district. This property is outside of City Limits within the joint jurisdiction area. The City's Planning Commission will attend a joint public hearing on May 23rd to consider the conditional use request. City Administrator Weiland is working with the County Planning office to determine any conditions (i.e. surfacing, screening, requirements) that should be subject to the approval of their request. If the Council has any direction they would like to provide to the Planning Commission, please be prepared to make any statements at this meeting.

Motion to adjourn at 8:54 p.m. by Haak, second by Sterud. Motion carried 4-1.