

DELL RAPIDS CITY COUNCIL MINUTES
Monday, December 5, 2016 at 7:30 p.m.

Mayor Tom Earley 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: Barry Berg, Mike Sterud, Mark Crisp, Mike Geraets, Gary Haak, James Borchert, and Bill Schmidt.

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

Absent: None

Community Members Present:

- 1.) Micah Bader – Dells Tribune
- 2.) Matt Larson – Big Sioux Media
- 3.) Justin Schneider – KMWF & Associates
- 4.) Deputy Bakeberg – Minnehaha County Sheriff's Office

Pledge of Allegiance was recited.

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

Approval of Minutes November 21, 2016 Regular Session: Crisp motioned to approve the Minutes of the previous Council meeting, seconded by Geraets. Motion carried.

Visitors to be Heard:

Deputy Bakeberg noted he would be present at the meeting and would answer any questions the Council had for him. There were none.

2015 Audit – KMWF & Associates

Justin Schneider presented a summary of the 2015 audit to the Council. A copy of the completed audit is available at the City Finance Office. No action was taken.

Old Business

10th Street Pay Request #4 \$34,795.64 – T&R Contracting

Crisp motioned to approve pay request #4, seconded by Haak. Motion carried.

New Business

Ordinance No. 842: WWTF Sewer Rate Surcharge – First Reading

The ordinance puts in place what is defined as a “surcharge” that will affect every billed customer. The DENR allows for surcharges to be implemented when a system wide project occurs that benefits the entire community. The benefit of a surcharge is how it categorizes the loan within the City's debt capacity. The total amount of the bond is \$2,386,000. The State DENR requires 110% coverage of the loan payments. Based on 1,300 customers, the surcharge amount calculated to cover the payment on this loan is \$8.60 per customer, per month. It is important to remember that the State DENR provided the City with two grants for this project totaling \$3,372,000. This is nearly 55% of the total estimated \$5.5 million price tag on the project. Administration makes this point because the \$8.60 surcharge could be double without this assistance from the State. Haak motioned to accept the first reading of Ordinance No. 842, seconded by Berg. Motion carried.

Ordinance No. 843: Sewer Rate Adjustment – First Reading

This Ordinance is adjusting the sewer rate to accommodate the new surcharge for the WWTF. Ordinance No. 843 reflects leaving the per 1,000 gallon rate at \$5.06 and reducing the minimum from \$18.34 to \$16.00, reflecting a decrease of \$2.34 in the monthly minimum. Crisp motioned to accept the first reading of Ordinance No. 843, seconded by Sterud. Motion carried,

2017 Dell Rapids Volunteer Fire Department Service Agreement

Borchert motioned to approve the 2017 service agreement, seconded by Geraets. Motion carried.

Personnel – Library Part-Time Staff Hires

The Library Board has approved the hiring of two part-time employees at the rate of \$9.00 per hour. The two individuals are Theresa Rhoads and Brooke Ellingson. Borchert moved to approve both new hires, seconded by Schmidt. Motion carried.

Garfield Avenue Paving Project – Scope and Potential Assessments – Discussion

The Council decided the scope of the project should remain as per budgeted - complete the surfacing of the road between Centennial and Quartzite Street. The Council also discussed potential assessments. No action was taken at this time.

Claims Payable

Haak motioned to approve claims payable, seconded by Crisp. Motion carried.

VENDOR NAME	DESCRIPTION	FUND	AMOUNT
A-OX WELDING SUPPLY COMPANY, INC	NOVEMBER RENTAL	GENERAL FUND	28.89
ADVANCED SYSTEMS INC	LIBRARY COPIER/PRINTER	GENERAL FUND	40.78
ANDERSON PUBLICATIONS	JOB DESCRIPTION AD	GENERAL FUND	9.44
	JOB DESCRIPTION AD	WATER FUND	54.90
	JOB DESCRIPTION AD	WASTEWATER FUND	51.16
ARGUS LEADER	NOVEMBER PUBLICATION	GENERAL FUND	249.39
	NOVEMBER PUBLICATION	LIQUOR FUND	287.90
BEAL DISTRIBUTING, INC	NOVEMBER MALT	LIQUOR FUND	29,660.95
BORNS GROUP	NOVEMBER BILLING	WATER FUND	419.01
	NOVEMBER BILLING	WASTEWATER FUND	125.70
	NOVEMBER BILLING	WASTEWATER FUND	293.31
BUNKERS OIL CO	SUPPLIES	GENERAL FUND	3,302.24
BX CIVIL & CONSTRUCTION	NOVEMBER EXPENSES	GENERAL FUND	12,710.00
CENGAGE LEARNING, INC	BOOKS	GENERAL FUND	29.68
CITY OF DELL RAPIDS	WATER USED	GENERAL FUND	181.20
CLUBHOUSE HOTEL & SUITES	TRAINING - BG	GENERAL FUND	136.00
CNHCAPITAL	SNOW SUPPLIES	GENERAL FUND	749.79
CONCRETE MATERIALS	STREET SUPPLIES	GENERAL FUND	1,380.67
DAKOTA BEVERAGE CO, INC.	NOVEMBER MALT	LIQUOR FUND	22,851.88
DAKOTA PUMP & CONTROL CO, INC	LIFT STATION REPAIR	WASTEWATER FUND	1,979.59
DAKOTACARE	HEALTH INSURANCE	GENERAL FUND	4,104.67
	HEALTH INSURANCE	WATER FUND	1,662.05

	HEALTH INSURANCE	WASTEWATER FUND	1,662.02
DELL RAPIDS ACE	CITY HALL SUPPLIES	GENERAL FUND	118.82
	WATER SUPPLIES	WATER FUND	48.72
DELL RAPIDS COOP GRAIN	STREET R&M	GENERAL FUND	116.68
DELL RAPIDS LUMBER COMPANY	10TH ST PRJ - FENCE	GENERAL FUND	2,276.81
	10TH ST PRJ - FENCE	WATER FUND	1,382.35
	10TH ST PRJ - FENCE	WASTEWATER FUND	2,395.03
DELTA DENTAL	DENTAL INS	GENERAL FUND	389.28
	DENTAL INS	WATER FUND	118.56
	DENTAL INS	WASTEWATER FUND	118.56
DUST-TEX SERVICES, INC	CITY HALL RUG SERVICE	GENERAL FUND	36.70
EFTPS	FEDERAL WITHHOLDING	GENERAL FUND	4,029.59
	FEDERAL WITHHOLDING	WATER FUND	935.77
	FEDERAL WITHHOLDING	WASTEWATER FUND	935.78
FIRST BANK CARD	WATER FOR MEETING	GENERAL FUND	441.23
	KELO JOB DESCRIPTION	WATER FUND	47.06
	KELO JOB DESCRIPTION	WASTEWATER FUND	43.85
GARBAGE N MORE	DECEMBER GARBAGE SERVICE	GENERAL FUND	75.00
GEOTEK ENGINEERING & TESTING SERVICES,	PROJECT TESTING	GENERAL FUND	236.83
	PROJECT TESTING	WATER FUND	941.08
	PROJECT TESTING	WASTEWATER FUND	1,806.09
GLOBAL DISTRIBUTING	NOVEMBER MALT	LIQUOR FUND	525.90
GOLDEN WEST TELECOMMUNICATIONS	NOVEMBER TELE BILL	GENERAL FUND	437.57
	NOVEMBER TELE BILL	LIQUOR FUND	46.17
	NOVEMBER TELE BILL	WATER FUND	175.73
	NOVEMBER TELE BILL	WASTEWATER FUND	217.15
GRUIS, KARLA	CLEAN CH AND LIB	GENERAL FUND	6,692.56
HEALTH POOL OF SOUTH DAKOTA	HEALTH INSURANCE	GENERAL FUND	5,712.56
	HEALTH INSURANCE	WATER FUND	1,356.98
	HEALTH INSURANCE	WASTEWATER FUND	1,356.98
MEIERHENRY SARGENT LLP	SALES TAX REVENUE BOND	GENERAL FUND	8,000.00
INGRAM LIBRARY SERVICES	BOOKS	GENERAL FUND	268.41
INTERSTATE POWER SYSTEMS	FIRE DEPT. R&M	GENERAL FUND	597.16
	WATER R&M	WATER FUND	252.00
	SEWER R&M	WASTEWATER FUND	381.53
JOHNSON BROTHERS FAMOUS BRANDS INC	NOVEMBER 2 1/2 LIQUOR	LIQUOR FUND	15,853.52
KMWF & ASSOCIATES, PC	2015 AUDIT	GENERAL FUND	14,000.00
LINWELD, INC	NOVEMBER RENTAL	GENERAL FUND	45.90
MICROMARKETING LLC	DVD	GENERAL FUND	60.00
MIDAMERICAN ENERGY COMPANY	NOVEMBER UTILITY	GENERAL FUND	259.50
	NOVEMBER UTILITY	WATER FUND	13.40
	NOVEMBER UTILITY	WASTEWATER FUND	13.40
MINNEHAHA COMMUNITY WATER, CORP	NOVEMBER SHOP WATER	GENERAL FUND	11.08

	SHOP WATER AND WATER PURCH.	WATER FUND	10,079.32
	NOVEMBER SHOP WATER	WASTEWATER FUND	11.09
MINNEHAHA COUNTY REGISTER OF DEEDS	REGISTER OF DEEDS	GENERAL FUND	60.00
NAPA AUTO PARTS	MISC. SUPPLIES	WATER FUND	89.26
PENWORTHY	BOOKS	GENERAL FUND	578.16
PRAIRIE BERRY WINERY	NOVEMBER WINE	LIQUOR FUND	657.00
REPUBLIC NATIONAL DISTRIBUTING CO	NOVEMBER 2ND HALF LIQUOR	LIQUOR FUND	14,189.85
SAM'S MASTERCARD	BUILDING/PARK SUPPLIES	GENERAL FUND	83.42
SCHUNEMAN EQUIPMENT COMPANY	SNOW SUPPLIES	GENERAL FUND	187.64
SD STATE TREASURER, DEPT OF REVENUE	NOVE 1-15 LOTTERY	LIQUOR FUND	1,664.90
SDRS SUPPLEMENTAL RETIREMENT PLAN	ROTH RETIREMENT	GENERAL FUND	145.00
	ROTH RETIREMENT	WATER FUND	25.00
	ROTH RETIREMENT	WASTEWATER FUND	25.00
SOUTH DAKOTA RETIREMENT SYSTEM	RETIREMENT	GENERAL FUND	3,495.72
	RETIREMENT	WATER FUND	969.49
	RETIREMENT	WASTEWATER FUND	969.49
SOUTH EASTERN COUNCIL OF GOVERNMENTS	2017 SECOG DUES	GENERAL FUND	4,870.00
SOUTHERN WINE & SPIRITS OF SOUTH DAKOT	NOVEMBER LIQUOR	LIQUOR FUND	657.00
STRAWBALE WINERY	NOVEMBER WINE	LIQUOR FUND	132.00
T & R CONTRACTING, INC	10TH ST PAY REQUEST #4	GENERAL FUND	13,106.62
	10TH ST PAY REQUEST #4	WATER FUND	7,871.83
	10TH ST PAY REQUEST #4	WASTEWATER FUND	13,787.19
XCEL ENERGY	NOVEMBER UTILITY	GENERAL FUND	1,721.90
	NOVEMBER UTILITY	WATER FUND	300.55
	NOVEMBER UTILITY	WASTEWATER FUND	717.71
**PAYROLL EXPENSES	11/01/2016 - 11/30/2016	GENERAL FUND	32,804.86
		WATER FUND	8,079.14
		WASTEWATER FUND	8,079.17

ADMINISTRATOR'S REPORT

Personnel – Performance Evaluations: Public Works Director Schildhauer conducted performance evaluations on three employees in his Department. The annual performance wage increases have been determined as follows; Paul Wildermuth a 1% increase from \$18.97 per hour to \$19.16 per hour retroactive to November 11th, Chris Mergen a 3% increase from \$18.05 per hour to \$18.59 per hour retroactive November 10th and Les Fenicle a 3% increase from \$23.66 to \$24.37 effective November 14th.

Sales Taxes Revenue Report: There has been a fair amount of reporting statewide about the decrease in Sioux Falls and the States predicted sales tax revenues for 2016. The City of Dell Rapids has continued to see an increase in our sales tax revenues in 2016 from the previous year. As of the end of October a total of \$52,536.20 increase from the same month in 2015, this is a 5.7% increase. The November numbers have not been reported but should be in by the middle of December.

Adjourn

Haak motioned to adjourn at 8:53PM, seconded by Berg. Motion carried.