

DELL RAPIDS CITY COUNCIL MINUTES
Monday, December 19, 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: Mike Sterud, Mike Geraets, Gary Haak, James Borchert, and Bill Schmidt.

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

Absent: President Mark Crisp, Councilman Barry Berg

Community Members Present:

- 1.) Robert Mier – 423 ½ E 4th St. Dell Rapids
- 2.) Matt Larson – Big Sioux Media

Pledge of Allegiance was recited.

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

Approval of Minutes December 5th, 2016 Regular Session: Schmidt motioned to approve the Minutes of the previous Council meeting, seconded by Haak. Motion carried.

Visitors to be Heard:

Mayor Earley invited the two individuals that are interested in the Ward 4 Council Vacancy to the meeting. He asked that they introduce themselves and state the reason they'd like to be considered for the vacant seat. Robert Mier was present, introduced himself and stated he thought he'd be a strong candidate as well as would like making decisions for the City moving forward. Chad Andrews was not able to attend the meeting, however, he provided the Council with an email stating his reasons for consideration.

Old Business

Ordinance No. 842: WWTF Sewer Rate Surcharge – Second 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. Geraets motioned to accept the second reading of Ordinance No. 842, seconded by Haak. Roll Call: Sterud- Aye, Geraets- Aye, Haak – Aye, Borchert – Aye, Schmidt – Aye. Motion carried.

Ordinance No. 843: Sewer Rate Adjustment – Second 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. Borchert motioned to accept

the second reading of Ordinance No. 843, seconded by Schmidt. Roll Call: Sterud- Aye, Geraets- Aye, Haak – Aye, Borchert – Aye, Schmidt – Aye. Motion carried.

2015 Audit – KMWF & Associates – Adoption

Motion by Haak to accept the 2015 Audit, seconded by Sterud. Motion carried.

Policy & Procedures Committee- Chicken/Fowl Ordinance – Discussion

Prior to the meeting the Policy and Procedures Committee met to discuss a Chicken/Fowl Ordinance. A few of the high points of the discussion included but were not limited to (nor set in stone): A permit will be required at a rate of \$25.00 per year, permits will only be issued to residential properties (per this ordinance), there may be no greater than 6 fowl per property, and each applicant must obtain a minimum of 75% approval from abutting neighbors. No action was taken at this time.

New Business – No New Business

Claims Payable

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

VENDOR NAME	DESCRIPTION	FUND	AMOUNT
A&B BUSINESS SOULTIONS	DECEMBER BILL + USAGE	GENERAL FUND	188.66
BX CIVIL & CONSTRUCTION	SNOW REMOVAL	GENERAL FUND	1,952.50
DAKOTA SUPPLY GROUP	WATER SUPPLIES	WATER FUND	453.34
DELL RAPIDS ACE	GENERAL SUPPLIES	GENERAL FUND	48.12
	WATER SUPPLIES	WATER FUND	102.17
DELLS ELECTRIC, INC	STREET SUPPLIES	GENERAL FUND	2,412.80
	WATER R&M	WATER FUND	290.06
	SEWER R&M	WASTEWATER FUND	318.69
DIRECT AUTOMATION	MANAGED SERVICES-DEC	GENERAL FUND	959.14
DUST-TEX SERVICES, INC	NOVEMBER RUG CLEANING-LIB.	GENERAL FUND	46.66
ED'S PRODUCE	6 PAIR GLOVES	GENERAL FUND	89
EFTPS	FEDERAL WITHHOLDING	GENERAL FUND	3,840.98
	FEDERAL WITHHOLDING	WATER FUND	929.63
	FEDERAL WITHHOLDING	WASTEWATER FUND	929.65
ENTRINGER BACKHOE & TRENCHING, LLC	WATER R&M	WATER FUND	250
GRUIS, KARLA	CH/LIB CLEANING	GENERAL FUND	320
HANSON LOGOWEAR INC	CITY SHIRTS	GENERAL FUND	79.26
HAWKINS, INC	WATER SUPPLIES	WATER FUND	1,136.32
ICAP, INC	BUS EXPENSE + MANAGE. FEE	GENERAL FUND	5,156.17
INGRAM LIBRARY SERVICES	BOOKS	GENERAL FUND	125.35
LG EVERIST, INC	SNOW SUPPLIES	GENERAL FUND	175.09
MIDWEST ALARM	SEURITY ALARM BAR - QTRLY	LIQUOR FUND	81
	JANUARY PUMP STATION	WASTEWATER FUND	30.38
NEOFUNDS BY NEOPOST	NOVEMBER POSTAGE	GENERAL FUND	110
	NOVEMBER POSTAGE	WATER FUND	45
	NOVEMBER POSTAGE	WASTEWATER FUND	45

QUALITY HEATING & AIR CONDITIONING	NORBY'S R&M	LIQUOR FUND	710.2
REPUBLIC NATIONAL DISTRIBUTING CO	DEC. LIQUOR (2)	LIQUOR FUND	12,263.03
SCHILDHAUER, LARRY	2016 CLOTHING ALLOWANCE	WATER FUND	150
	2016 CLOTHING ALLOWANCE	WASTEWATER FUND	150
SD STATE TREASURER, DEPT OF REVENUE	RECREATION TAX	GENERAL FUND	20.74
	NOV 16-30 LOTTERY	LIQUOR FUND	1,767.16
SDRS SUPPLEMENTAL RETIREMENT PLAN	ROTH RETIREMENT	GENERAL FUND	145
	ROTH RETIREMENT	WATER FUND	25
	ROTH RETIREMENT	WASTEWATER FUND	25
SHOPKO STORES OPERATING CO., LLC	STREET SUPPLIES	GENERAL FUND	147.84
ONE TIME VENDOR ALTERNATIVE HRD	FMLA GUIDANCE	GENERAL FUND	125
ALTERNATIVE HRD	FMLA GUIDANCE	WATER FUND	125
ALTERNATIVE HRD	FMLA GUIDANCE	WASTEWATER FUND	125
SIOUX FALLS AREA HUMANE SOCIETY	NOVEMBER SERVICES	GENERAL FUND	173.94
VERIZON WIRELESS	NOV 8 - DEC 7 BILL	GENERAL FUND	80.66
	NOV 8 - DEC 7 BILL	WATER FUND	24.08
	NOV 8 - DEC 7 BILL	WASTEWATER FUND	24.07
VOGT, BROWN, MERRY & HAMMER	DEC RETAINER + CITY ATTY FEE	GENERAL FUND	1720
XCEL ENERGY	UTILITY	GENERAL FUND	6254.75
	UTILITY	WATER FUND	662.26
	UTILITY	WASTEWATER FUND	1,995.28

ADMINISTRATOR'S REPORT

Personnel – Performance Evaluations: The Library Board met on December 15th to discuss and approve a performance evaluation for Library Director Brittany Moeller and Library Assistant Autumn Schumaker. The Library Board is recommending a 3% increase for Library Director Moeller from \$20.66 to \$21.28 and Autumn Schumaker a 3% increase from \$8.76 to \$9.02 per hour. Both retroactive to their anniversary dates.

FEMA Flood Plain Mapping Changes - Update: The Federal Emergency Management Agency (FEMA) is in the process of re-mapping the flood plain maps for the 27 eastern South Dakota counties. FEMA has taken LIDAR data that exists for these counties and put together proposed maps based on 100 year flood events. City Administration has a scheduled webinar with FEMA and other affected Minnehaha communities on December 21st. DGR Engineering will also participate in this webinar. FEMA will be explaining the process for adoption of these new maps. It has been explained to Administration that the process will take between 3 and 5 years until the maps will become effective. Administration will keep the Council updated on the process as it unravels over the next several years.

Public Works Equipment Operator – Update: The applications for the Equipment Operator position were due on December 15th. The City received a total of 9 applications. Administrator Weiland and Public Works Director Schildhauer will review the applications and plan to call interviews in the next two weeks.

January 2nd Meeting – Move to Tuesday, January 3rd Due to Holiday: The January 1st holiday for City employees falls on a Sunday, therefore the Personnel Policy states that the holiday falls on the following Monday. Therefore it is necessary to move the regularly scheduled Council Meeting from Monday, January 2nd to Tuesday, January 3rd.

Executive Session – SDCL 1-25-2 Personnel

Haak motioned at 8:17PM to enter into executive session, seconded by Borchert. Motion carried.

Haak motioned at 8:44PM to exit executive session, seconded by Borchert. Motion carried.

There was no action as a result of Executive Session

Adjourn

Haak motioned to adjourn at 8:48PM, seconded by Geraets. Motion carried.