

DELL RAPIDS CITY COUNCIL MINUTES

Monday, February 6th, 2017 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: Finance Officer Claire Baartman, and City Attorney Dean Hammer
Absent: Administrator Justin Weiland

Community Members Present:

- 1.) Robert Mier – 423 ½ E 4th Street Apt. 2, Dell Rapids
- 2.) Micah Bader – Dell Rapids Tribune
- 3.) Sam Johnson – DGR
- 4.) Matt Larson – Big Sioux Media
- 5.) Deb Brobjerg – Norby's
- 6.) Lance Mayer - DGR

Pledge of Allegiance was recited.

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

Approval of Minutes January 17, 2017 Regular Session: Schmidt motioned to approve the Minutes of the previous Council meeting, seconded by Geraets. Motion carried.

Visitors to be Heard:

None

Outdoor Event Permit – Easter Egg Hunt April 8, 2017 – Chamber of Commerce: Geraets motioned to approve the permit and waive the fee, seconded by Haak. Motion carried.

Old Business

Ordinance No. 844: Animal Ordinance Amendment Allowing Chickens and Fowl – Second Reading and Adoption

Borchert motioned to approve the second reading and adoption of Ordinance No. 844, seconded by Haak. Roll Call: Berg – Aye, Sterud – Aye, Crisp – Aye, Geraets – Aye, Haak – Aye, Borchert – Aye, Schmidt – Aye. Motion carried.

City Bar Property – Request from Norby's to Replace Carpet – Deb was present to answer questions of the Council. The Council asked if Deb plans to continue running Norby's – Deb indicated that she has no plans of leaving any time soon. The Council also asked Finance Officer Baartman for a list of assets and the dates put into use to set up a possible time line for updates over the coming years. Motion by Crisp to replace the carpet on both sides of Norby's (on and off sale), seconded by Borchert. Motion carried.

Wastewater Treatment Facility – Sequence Batch Reactor – Consider Bid Award – DGR was present to present the bid information for the opening. The low bid was from KHC

Construction in the amount of \$4,094,000.00 which is well under the estimate of \$4.8 million. Preliminary discussion is to break ground in late March or early April. Crisp motioned to approve the bid to KHC contingent upon funding agency approval, seconded by Geraets. Motion carried.

Hwy 115 Phase II – Utility Replacement Contract – Consider Bid Award – The DOT opened bids for the Hwy 115 project – the low bidder was T&R contracting in the amount of \$768,614.31. The bid is 6% lower than the estimate of \$821,000. Crisp motioned to approve the bid to T&R, seconded by Haak. Motion carried.

New Business

Comfort Station – Bathhouse Facility Design Agreement – Borchert moved to enter into the agreement with Mr. Keith Stroh to put a structural engineering set of plans together for \$12,500, seconded by Schmidt. Motion carried 6-1.

Garfield Avenue Improvement – Assessment Proposal

After some discussion and review of the proposed breakdown per property with DGR the council was in agreement to give City Administration the go-ahead with the Resolution of Necessity Notices and Public Hearing.

Announce Summer Seasonal Positions - Haak motioned to approve the announcement of hiring seasonal staff, seconded by Borchert. Motion carried.

Claims Payable

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

VENDOR NAME	DESCRIPTION	FUND	AMOUNT
A&B BUSINESS SOULTIONS	JANUARY BILL AND USAGE	GENERAL FUND	80.34
A-OX WELDING SUPPLY COMPANY, INC	JANUARY RENTAL	GENERAL FUND	75.22
AVENET, INC	GOV OFFICE ANNUAL SERVICE	GROSS RECEIPTS FUN	650.00
AVERA/DELLS AREA HEALTH CENTER	ANDERSON, GREG HIRE - PREC	WATER FUND	58.50
	ANDERSON, GREG HIRE - PREC	WASTEWATER FUND	58.50
BEAL DISTRIBUTING, INC	JANUARY MALT	LIQUOR FUND	22,856.53
BOYER TRUCKS	BUS - FIX VISOR CLIP	GENERAL FUND	7.43
BUNKERS OIL CO	FUEL AND OIL	GENERAL FUND	1,410.20
BX CIVIL & CONSTRUCTION	SNOW - PRO SERV. SNOW FALL	GENERAL FUND	3,155.00
CITY OF DELL RAPIDS	CITY WATER USAGE	GENERAL FUND	143.55
DAKOTA BEVERAGE CO, INC.	JANUARY MALT	LIQUOR FUND	17,899.88
DELL RAPIDS ACE	SUPPLIES	GENERAL FUND	31.98
	SUPPLIES	WATER FUND	71.02
DELL RAPIDS LUMBER COMPANY	SUPPLIES	GENERAL FUND	981.38
	SUPPLIES	WATER FUND	101.11
DELL RAPIDS VOLUNTEER FIRE DEPT INC	2017 ANNUAL STIPEND	GENERAL FUND	45,735.00
DELLS ELECTRIC, INC	LIFT STATION REPAIR	WASTEWATER FUND	141.36
DELLS FARM & TIRE	TIRES	GENERAL FUND	2,965.00
DELTA DENTAL	DENTAL INS	GENERAL FUND	402.54

	DENTAL INS	WATER FUND	127.23
	DENTAL INS	WASTEWATER FUND	125.63
DGR	2016 MISC. ROCKY RUN FLOOD	GENERAL FUND	920.00
	2016 MISC. MAP/FEMA FLOOD	GENERAL FUND	1,659.50
	10TH STREET	GENERAL FUND	46.75
	GARF. AVE. STREET IMPROVE	GENERAL FUND	9,172.50
	CAMPGROUND	GENERAL FUND	186.00
	10TH STREET	WATER FUND	28.08
	SD HWY 115	WATER FUND	589.00
	CITY WIDE INFRAS. IMPROVE	WATER FUND	4,691.23
	SD HWY 115	WASTEWATER FUND	589.00
	10TH STREET	WASTEWATER FUND	49.17
	CITY WIDE INFRAS. IMPROVE	WASTEWATER FUND	3,127.49
DIRECTO AUTOMATION	CH/LIB MANAGED SERVICES	GENERAL FUND	1,146.64
ONE TIME VENDOR J&P ROOFING SYSTEMS	UTILITY REFUND	WATER FUND	27.67
EFTPS	FEDERAL WITHHOLDING	GENERAL FUND	3,886.20
	FEDERAL WITHHOLDING	WATER FUND	868.27
	FEDERAL WITHHOLDING	WASTEWATER FUND	868.34
FIRST BANK CARD	CC PMT	GENERAL FUND	1,734.26
	CC PMT	WATER FUND	328.00
	CC PMT	WASTEWATER FUND	328.00
FIRST BANKCARD	CC PMT	GENERAL FUND	262.94
GARBAGE N MORE	FEBRUARY GARAGE SERVICE	GENERAL FUND	75.00
GLOBAL DISTRIBUTING	JANUARY MALT	LIQUOR FUND	44.15
GOLDEN WEST TELECOMMUNICATIONS	JANUAREY SERVICES	GENERAL FUND	429.52
	JANUAREY SERVICES	LIQUOR FUND	46.09
	JANUAREY SERVICES	WATER FUND	170.90
	JANUAREY SERVICES	WASTEWATER FUND	212.25
GRUIS, KARLA	CLEAN CH/LIB	GENERAL FUND	960.00
HEALTH POOL OF SOUTH DAKOTA	HEALTH INSURANCE	GENERAL FUND	5,538.68
	HEALTH INSURANCE	WATER FUND	1,105.98
	HEALTH INSURANCE	WASTEWATER FUND	1,079.65
HUEWE PLUMBING, HEATING & A/C, INC	FIRE STATION HEATER FUSE	GENERAL FUND	72.00
JOHNSON BROTHERS FAMOUS BRANDS INC	JANUARY LIQUOR	LIQUOR FUND	9,731.48
LOGIC INC.	NORBY'S LOTTERY PRINTER	LIQUOR FUND	75.00
MCLEOD'S PRINTING & OFFICE SUPPLY	1000 LASER CHECKS	GENERAL FUND	199.90
MIDAMERICAN ENERGY COMPANY	JANUARY UTILITY	GENERAL FUND	1,266.31
	JANUARY UTILITY	WATER FUND	78.08
	JANUARY UTILITY	WASTEWATER FUND	78.08
MINNEHAHA COMMUNITY WATER, CORP	JANUARY SHOP WATER	GENERAL FUND	14.92
	JANUARY WATER 6,609 @ \$1.5	WATER FUND	10,310.04
	JANUARY SHOP WATER	WATER FUND	14.92
	JANUARY SHOP WATER	WASTEWATER FUND	14.91

MINNEHAHA COUNTY SHERIFF	2017 QTR 1 PMT	GENERAL FUND	63,846.28
NAPA AUTO PARTS	SUPPLIES	GENERAL FUND	200.95
PFEIFER'S	BOBCAT-SBX240-72" SNOWBLOW	EQUIPMENT REPLACEM	5,499.20
PHEASANTLAND INDUSTRIES	GOLF CART PERMITS	GENERAL FUND	60.40
QUALITY HEATING & AIR CONDITIONING	CH ZONE HEAT/AIR	GENERAL FUND	1,938.77
REPUBLIC NATIONAL DISTRIBUTING CO	SECOND HALF JANUARY LIQUOR	LIQUOR FUND	8,624.47
SAM'S MASTERCARD	LATE FEE	GENERAL FUND	48.40
SD PUBLIC HEALTH LABORATORY	WW TESTING	WASTEWATER FUND	43.00
SD STATE TREASURER, DEPT OF REVENUE	JAN 16-31 LOTTERY	LIQUOR FUND	852.23
SD UNEMPLOYMENT INSURANCE DIVISION	2016 4TH QTR UNEMPLOYMENT	GENERAL FUND	10.95
SDRS SUPPLEMENTAL RETIREMENT PLAN	ROTH RETIREMENT	GENERAL FUND	290.00
	ROTH RETIREMENT	WATER FUND	50.00
	ROTH RETIREMENT	WASTEWATER FUND	50.00
SIOUX FALLS AREA HUMANE SOCIETY	DECEMBER SERVICES	GENERAL FUND	61.00
SOUTH DAKOTA RETIREMENT SYSTEM	RETIREMENT	GENERAL FUND	3,539.95
	RETIREMENT	WATER FUND	929.59
	RETIREMENT	WASTEWATER FUND	919.38
SOUTHERN WINE & SPIRITS OF SOUTH DAKOT	JANUARY LIQUOR	LIQUOR FUND	825.30
STRAWBALE WINERY	JANUARY WINE	LIQUOR FUND	132.00
VERIZON WIRELESS	DEC 08- JAN 07 BILL	GENERAL FUND	80.62
	DEC 08- JAN 07 BILL	WATER FUND	24.07
	DEC 08- JAN 07 BILL	WASTEWATER FUND	24.07
VIRG'S SERVICE	SUPPLIES	GENERAL FUND	200.32
WOLLES, SHIRLEY	PAINTING AT FIRE HALL	GENERAL FUND	887.40
XCEL ENERGY	JANUARY UTILITY	GENERAL FUND	2,354.38
	JANUARY UTILITY	WATER FUND	1,205.94
	JANUARY UTILITY	WASTEWATER FUND	3,495.88
**PAYROLL EXPENSES	1/01/2017 - 1/31/2017	GENERAL FUND	32,667.42
	1/01/2017 - 1/31/2017	WATER FUND	7,746.69
	1/01/2017 - 1/31/2017	WASTEWATER FUND	7,661.53

ADMINISTRATOR'S REPORT

A.) Administrator Vacation: Administrator Weiland will be out of the office on a vacation from February 16th through the 28th. All City Staff will be briefed on current issues have been directed to contact Mayor Tom Earley with any important decisions that may arise during his absence.

A. Hwy 115 Phase II – Update: The DOT opened bids for the 2nd phase of the Hwy 115 project. The low bidder is T&R Contracting (whom will also be handling the utility project. The total bid award was in the amount of \$18,816,518.52.

B. Campground Expansion Project – Update: DGR is in the process of putting together plans for the Campground utilities installation. One issue that was discovered in late 2016 was the existence of a mapped/designated wetland in the center of the old tractor pull property. It will be necessary to mitigate this wetland prior to making any

improvements on the property. DGR has contacted Ray Pierson, a retired engineer, whom is willing to conduct the necessary study on the wetland and submit paperwork to the US Fish and Wildlife Service. Mr. Pierson's initial research on the wetland indicates that he will be able to dedicate the wetland as "non-jurisdictional". This means the City won't be responsible to mitigate or replace the wetland. Mr. Pierson has agreed to conduct this research and submit the application for a fee of \$1,200. Unfortunately this is a necessary step if the City intends to develop the property.

C. Big Sioux River Rip Rap Project: Administrator Weiland has been working with Rob Everist of LG Everist to move forward with the budgeted project to place rip rap upon areas of the Big Sioux River. The first step of this project is to gain approval from the Corps of Engineers in the form of a 404 permit. This permit has been submitted to the Corp and we are anticipating the permit to be approved in the next few weeks. After receiving the permit the City will begin coordination with LG Everist to complete the placement of the rip rap. It is best if this can occur prior to the frost coming out of the ground.

D. Important Dates:

- a. SDML Legislative Rib Dinner and DENR Meeting:** Mayor Earley, Council Member Borchert, Administrator Weiland and Finance Officer Baartman will be heading to Pierre on Tuesday, February 7th. On February 8th a meeting has been scheduled with the DENR to discuss recommended strategies for replacing the cast iron water main and clay sewer pipe in Dell Rapids.
- b. February 21st (Presidents Day), Regular Meetings moved to 21st:** Presidents Day is Monday February 20th. The Council meeting will be moved to Tuesday February 21st.
- c. SDML REGION III Meeting, March 23rd – Hartford:** The Municipal League region 3 meeting is scheduled to take place this year in Hartford on March 23rd.. This event consists of social, dinner and update of the most recent legislative session from Yvonne Taylor, Executive Director of SDML.
- d. Board of Equalization – March 21st and 22nd:** The Council needs to place March 21st and potentially March 22nd on the calendar for the Board of Equalization meetings. The Regular Meeting will be held on Monday, March 21st with the BOE meetings to follow on Tuesday and possibly Wednesday. These meetings are a requirement of the City Council to attend with a quorum.

Adjourn

Haak motioned to adjourn at 8:36PM, seconded by Berg. Motion carried.