

DELL RAPIDS CITY COUNCIL MINUTES

Monday, March 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: Mark Crisp, Mike Geraets, Gary Haak, James Borchert, and Bill Schmidt.

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

Absent: Council Members Barry Berg and Mike Sterud

Community Members Present:

- 1.) Robert Mier – 423 ½ E 4th Street Apt. 2, Dell Rapids
- 2.) Linsey Duffy – Trail Committee
- 3.) Matt Larson – Big Sioux Media
- 4.) Lance Mayer - DGR

Pledge of Allegiance was recited.

Ward 4 Vacant Seat Appointment – Robert Mier

Mayor Earley recommended the appointment of Robert Mier to the vacant Ward 4 seat as he was the only individual to turn in a petition for the upcoming election in April. Motion by Borchert to appoint Robert Mier, seconded by Geraets. Motion Carried.

Mayor Earley recommended the appointment of Robert Mier as the Library Board liaison, replacing himself. Motion by Borchert to appoint Robert Mier as the Library liaison, seconded by Haak. Motion carried.

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

Approval of Minutes February 21st, 2017 Regular Session: Geraets motioned to approve the Minutes of the previous Council meeting, seconded by Haak. Motion carried.

Visitors to be Heard:

None

Outdoor Event Application – American Cancer Society Dell Rapids Relay for Life Run/Walk – April 22 – Luann Heidebrink

Crisp motioned to approve the outdoor even application and waive the fee, second by Mier. Motion carried.

Old Business

Truck Route Discussion

Councilmember Haak asked this topic be placed on the agenda. He has had requests of adding on to the truck route from Garfield Avenue and Fourth Street south to Quartzite Street. The council discussed the pros and cons of this change. No action was taken.

New Business

2016 Annual Report

Finance Officer Baartman provided the Council with the 2016 Annual Report as well as an overview of the year. Motion by Crisp to approve and publish the 2016 Annual Report, seconded by Mier. Motion carried.

Declare Free Rubble Site Days – May 2nd, 4th, and 6th

Haak motioned to approve the days as stated seconded by Schmidt. Borchert Motioned to amend the dates to be May 4th, 6th, and 13th, seconded by Geraets. Motion carried.

Summer Seasonal Positions

The applications for the Pool Manager and Rubble Site Monitor Position were due on Friday, March 3rd. Administration recommends the hiring of Martin Blath for the Rubble Site Monitor position at \$9.50 per hour. Administration recommends the hiring of Megan Miles as the Pool Manager at the hourly rate of \$11.75 per hour. Haak motioned to hire Martin Blath and Megan Miles at the recommended rates, seconded by Geraets. Motion carried.

Claims Payable

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

VENDOR NAME	DESCRIPTION	FUND	AMOUNT
A-OX WELDING SUPPLY COMPANY, INC	FEBRUARY CYL RENTAL	GENERAL FUND	29.51
ANDERSON PUBLICATIONS	SEASONAL AD POSITIONS	GENERAL FUND	82.50
AVERA QUEEN OF PEACE HEALTH SERVICES	ANDERSON - DRUG TEST	GENERAL FUND	59.90
BEAL DISTRIBUTING, INC	FEBRUARY MALT	LIQUOR FUND	24,941.37
BORNS GROUP	FEBRUARY BILLING	WATER FUND	407.63
	FEBRUARY BILLING	WASTEWATER FUND	407.63
BUNKERS OIL CO	UNLEADED AND DSL	GENERAL FUND	959.50
	UNLEADED AND DSL	WATER FUND	582.25
	UNLEADED AND DSL	WASTEWATER FUND	582.25
CITY OF DELL RAPIDS	CH	GENERAL FUND	136.84
DAKOTA BEVERAGE CO, INC.	FEBRUARY MALT	LIQUOR FUND	20,010.23
DELL RAPIDS ACE	SUPPLIES	GENERAL FUND	62.97
DELL RAPIDS HAVEN	2017 ANNUAL STIPEND	GENERAL FUND	8,000.00
DELL RAPIDS LUMBER COMPANY	SUPPLIES	GENERAL FUND	867.17
	SUPPLIES	WATER FUND	8.99
DELLS ELECTRIC, INC	R&M	GENERAL FUND	900.56
	R&M	WATER FUND	593.30
	R&M	WASTEWATER FUND	593.29
DELTA DENTAL	DENTAL INSURANCE	GENERAL FUND	413.44
	DENTAL INSURANCE	WATER FUND	92.61
	DENTAL INSURANCE	WASTEWATER FUND	92.15
DGR	ENGINEERING FEES	GENERAL FUND	10,594.30
	ENGINEERING FEES	WATER FUND	3,902.06

	ENGINEERING FEES	WASTEWATER FUND	19,227.06
DIRECT AUTOMATION	FEBRUARY AND MARCH SERVICES	GENERAL FUND	2,068.28
ONE TIME VENDOR JCL	NORBY'S REPAIR	LIQUOR FUND	125.09
RAMKOTA PIERRE	MUNICIPAL DAY AT CAPITAL	GENERAL FUND	633.05
EFTPS	FEDERAL WITHHOLDING	GENERAL FUND	3,919.09
	FEDERAL WITHHOLDING	WATER FUND	1,024.40
	FEDERAL WITHHOLDING	WASTEWATER FUND	1,012.64
FIGEN TREE SERVICE LLC	DROP & SEC 3 TREES	GENERAL FUND	487.50
FIRST BANK CARD	CC PMT - MISC SUPPLIES	GENERAL FUND	1,120.03
	CC PMT - SHELVING	WATER FUND	196.63
	CC PMT - SHELVING	WASTEWATER FUND	196.64
GARBAGE N MORE	MARCH SERVICES	GENERAL FUND	75.00
GLOBAL DISTRIBUTING	FEBRUARY MALT	LIQUOR FUND	336.01
GOLDEN WEST TELECOMMUNICATIONS	FEBRUARY SERVICES	GENERAL FUND	424.17
	FEBRUARY SERVICES	LIQUOR FUND	46.09
	FEBRUARY SERVICES	WATER FUND	167.66
	FEBRUARY SERVICES	WASTEWATER FUND	209.01
GRUIS, KARLA	CLEAN CH AND LIBRARY	GENERAL FUND	960.00
HYDRAULIC WORLD, INC	STREET R&M	GENERAL FUND	52.34
JOHNSON BROTHERS FAMOUS BRANDS INC	FEBRUARY LIQUOR	LIQUOR FUND	12,347.19
LG EVERIST, INC	DOWN CRUSHED QUART.	GENERAL FUND	884.99
MID-AMERICAN RESEARCH CHEMICAL	NUKE LIFT STAT. DECREASER	WASTEWATER FUND	5,753.27
MIDAMERICAN ENERGY COMPANY	UTILITY	GENERAL FUND	896.89
	UTILITY	WATER FUND	51.51
	UTILITY	WASTEWATER FUND	51.51
MINNEHAHA COMMUNITY WATER, CORP	FEBRUARY SHOP WATER	GENERAL FUND	11.08
	FEBRUARY WATER 6,062 @1.56	WATER FUND	9,456.72
	FEBRUARY SHOP WATER	WATER FUND	11.08
	FEBRUARY SHOP WATER	WASTEWATER FUND	11.09
MINNEHAHA COUNTY REGISTER OF DEEDS	COPIES	GENERAL FUND	2.00
NORTHERN TRUCK EQUIPMENT CORP.	R&M/ SUPPLIES	GENERAL FUND	114.31
REPUBLIC NATIONAL DISTRIBUTING CO	FEBRUARY LIQUOR	LIQUOR FUND	12,015.27
ROEMEN'S AUTOMOTIVE	STREET R&M / SUPPLIES	GENERAL FUND	380.00
SAM'S MASTERCARD	SUPPLIES	GENERAL FUND	388.85
	SUPPLIES	WATER FUND	53.88
	SUPPLIES	WASTEWATER FUND	53.88
SD ASSOCIATION OF CODE ENFORCEMENT	CODE ENF. TRAINING/CONFERE	GENERAL FUND	50.00
SD STATE TREASURER, DEPT OF REVENUE	LOTTERY	LIQUOR FUND	2,744.98
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	3,695.48
	RETIREMENT	WATER FUND	958.71

	RETIREMENT	WASTEWATER FUND	950.19
SOUTHERN WINE & SPIRITS OF SOUTH DAKOT	FEBRUARY LIQUOR	LIQUOR FUND	349.02
STRAWBALE WINERY	FEBRUARY WINE	LIQUOR FUND	132.00
XCEL ENERGY	UTILITY	GENERAL FUND	1,846.76
	UTILITY	WATER FUND	1,098.11
	UTILITY	WASTEWATER FUND	2,812.84
PAYROLL EXPENSES	FEBRUARY PAYROLL	GENERAL FUND	34,173.23
	FEBRUARY PAYROLL	WATER FUND	7,989.23
	FEBRUARY PAYROLL	WASTEWATER FUND	7,918.25

ADMINISTRATOR'S REPORT

- A. Election - Update:** The City will NOT hold an Election for the open Mayor and Council seats in 2017. The petitions for the open Mayor and Council positions were due on Friday February 24th. For the Mayor position, sitting Mayor Tom Earley submitted a petition with the verified number of signatures. No other petitions were received, therefore Mayor Earley will assume the position of Mayor for a four year term starting at the May 1st City Council Meeting. The open Council positions had petitions submitted as follows: Ward 1, Bill Schmidt, signatures were verified – Bill will fill out the remainder of the term until 2018; Ward 2, Barry Berg, signatures were verified – Barry will fill out the remainder of the term until 2018; Ward 4, Bob Mier signatures were verified - Bob will fill out the remainder of the term until 2018.
- B. Game Fish and Parks – RTP Grant - Update:** The Game Fish and Park's Recreation Trail Park Grant is due on April 7th. The Sioux River Red Rock Trail Committee has been working towards raising funds towards the next phase of the trail. The next phase of the trail includes branching off of the newly constructed Hwy 115 onto 3rd Street, heading west then south to the existing 2nd Street Right of Way, heading west to Mill Avenue and south into the City owned property at the dam where a loop would be created around the property. The plans show the trail being constructed of a 4 inch concrete trail 8 feet in width. The grant would also apply for another offshoot of the trail from where the Hwy 115 project ends on Dells Drive, connecting to the scenic overlook park. The total projected costs are \$536,000. The RTP grant funds up to 80% of the costs of the project. The total City matched based on the 80% would be \$108,000. The SRRT committee is willing to fund the \$108,000 local commitment.
- C. Project Updates:**
- a. Rickeman Field Comfort Station/Campground Addition Project: The City is working with KMS the structural engineering firm hired to design the comfort station/shower facility. Hopefully by the end of March early April plans will be finalized allowing the project to be placed out for bid. On the campground the wetland determination is being conducted prior to finalizing plans to bid out for the utility (electric, water, sewer) installation for the project.
 - b. Garfield Avenue Improvement Project: The letters have been sent informing property owners of the public hearing to adopt a resolution of necessity on March 20th. The Council will hold the public hearing on March 20th. The 20 day referendum period will follow at which time, the plans and specs can be completed

and the project will be put out for bid. It is anticipated that the project will take place during the August/September time period.

- c. Hwy 115 Project: A preconstruction meeting date for the 2nd phase of Hwy 115 project has not yet been established. It is expected the DOT will hear from T&R in the next week or two with a preconstruction meeting date.
- d. 10th Street Project: The City has not yet received communication from T&R on the finalizing of the 10th Street project. It is anticipated that they will resume the final phase of construction towards the end of March/beginning of April.
- e. WWTF Project: A preconstruction meeting date has not yet been set for the WWTF project. It is anticipated that a meeting will be set up towards the end of March. The Council will be informed of the date and time of the meeting if they wish to attend.
- f. Chip Seal Project: The Chip Seal project has been advertised for bidding. Bids will be opened on March 15th at 2:15 PM. The Council will then consider award of bids at the April 3rd Council meeting.
- g. Rip Rap Project: The Army Corp of Engineers reviewed the City application for 1,200 feet of rip rap along the Big Sioux River. The Corp did not accept our permit as it did not meet the Alternatives Analysis Framework. The Corp requires a more thorough analysis of the construction with detailed cross sections and an analysis of the environmental impacts to the river. This is something that DGR has the ability to conduct, it is just a matter of timing as the plan was to attempt installing this rip rap prior to the spring 2017 thaw. However, the Corp is allowing for the placement of the rip rap on the north side of the river west of Garfield Avenue to the warming house. This is within their 350 foot rule. Administration is working with LG Everist to start the north side of the river yet this winter. We will continue working towards completing the south side hopefully in December of 2017 as the south side of the river is the area that is in most need of the rip rap stabilization.

D. Important Dates:

- a. **SDML REGION III Meeting, March 23rd – Hartford**
- b. **Board of Equalization – March 21st and 22nd:** 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. The deadline to submit an application to be heard by the BOE is on March 16th at 6:00 PM.
- c. **GOED Conference – April 26 – Sioux Falls:** The annual GOED Conference is to be held on April 26th in Sioux Falls. This is a great one day conference with an awards banquet in the evening. Please check your calendar and let Administrator Weiland know if you plan to attend.

Executive Session – Economic Development

Motion to enter Executive Session by Crisp at 8:41PM, seconded by Haak. Motion carried

Motion to exit Executive Session by Haak at 9:01PM, seconded by Mier. Motion carried

No action taken as a result of Executive Session.

Adjourn

Haak motioned to adjourn at 9:02PM, seconded by Schmidt. Motion carried.