

## **DELL RAPIDS CITY COUNCIL MINUTES**

Monday, March 20<sup>th</sup>, 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: Berry Berg, Mike Sterud, Bob, Mier, Mike Geraets, James Borchert, and Bill Schmidt.

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

Absent: Council President Mark Crisp and Councilman Gary Haak

Community Members Present:

- 1.) Matt Larson – Big Sioux Media
- 2.) Lance Mayer – DGR
- 3.) Gabe Laber - DGR
- 4.) Dan Ahlers- DR Chamber of Commerce
- 5.) Joe Sneve – Dell Rapids Tribune
- 6.) Mark Feehan 24665 S. Garfield Ave.
- 7.) Dolly Feehan – 24665 S. Garfield Ave.
- 8.) Patrick Bent – 24654 475<sup>th</sup> Ave.
- 9.) Ricca Bent – 24654 475<sup>th</sup> Ave.
- 10.) Jody Brust – 24629 S. Garfield Ave.
- 11.) Dan Klein – 600 Garfield Ave.
- 12.) Torin Lodmell – 24635 S. Garfield Ave.

**Pledge of Allegiance was recited.**

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

**Approval of Minutes March 6<sup>th</sup>, 2017 Regular Session:** Geraets asked to have a “t” added to the Out Door Even”t” motion for approval. Geraets motioned to approve the Minutes as amended, seconded by Berg. Motion carried.

### **Visitors to be Heard:**

Dan Ahlers provided an update on Chamber activities. The new office is coming along. The hope is to have the Chamber Administrator position filled by the end of May. The annual banquet will be the evening of April 8<sup>th</sup>. Finally, the street dance music has been booked.

### **Public Hearing – Resolution 2017-04: Resolution of Necessity for Garfield Avenue South Street Improvements**

Lance Mayer with DGR provided the Council and community members with project specifications. Lance and Gabe both answered questions throughout the public hearing process. Property owners affected by the project made comments to the council: Mark Feehan asked questions of the Council and asked that the additional option of paving south of Quartzite be done at a later date. Ricca Bent asked questions of the Council and noted she is not in favor of the assessment presented. Jody Brust asked questions of the Council and noted he is against the assessment. Torin Lodmell asked questions of the Council and noted he also is against the

assessments. Borchert motioned to amend Resolution 2017-04 to exclude the additional alternate to continue the project south of Quartzite St. and exclude property owners #1 (Brust) and #3 (Lodmell) from the assessment and give the cost of such to the Dell Rapids Economic Development Corporation, seconded by Sterud. Roll call: Berg- Nay, Sterud – Aye, Mier – Nay, Geraets – Nay, Borchert- Aye, Schmidt – Nay. Motion failed. Geraets moved to amend Resolution 2017-04 to exclude the additional alternate to continue the project south of Quartzite St, seconded by Mier. Roll call: Berg- Nay, Sterud – Nay, Mier – Nay, Geraets – Aye, Borchert- Nay, Schmidt – Aye. Motion failed. Geraets motioned to table Public Hearing – Resolution 2017-04: Resolution of Necessity for Garfield Avenue South Street Improvements until the April 3<sup>rd</sup> Council Meeting, seconded by Berg. Roll call: Berg- Aye, Sterud – Aye, Mier – Aye, Geraets – Aye, Borchert- Aye, Schmidt – Aye. Motion carried.

### **Old Business**

#### **2017 Chip Seal Project – Consider Bid Award**

Mier motioned to award the bid to the low bidder The Road Guy in the amount of \$50,477.81, seconded by Borchert. Motion carried.

### **New Business**

#### **Resolution 2017-05: Game Fish and Parks Recreational Trail Program Grant Application Support**

Resolution 2017-05 is a statement of support on behalf of the City Council to apply for the RTP Grant program. The Grant the Council is pursuing is to fund a new branch 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. Geraets motioned to approval Resolution 2017-05, seconded by Mier. Motion carried.

## **CITY OF DELL RAPIDS, SOUTH DAKOTA**

### **RESOLUTION NO. 2017-05**

#### **RESOLUTION OF GOVERNING BODY**

#### **RECREATIONAL TRAILS PROGRAM APPLICATION SPONSORSHIP**

WHEREAS, the State of South Dakota has authorized the making of grants to public bodies to aid in financing the availability and maintenance of recreational trails for both motorized and non-motorized use;

NOW, THEREFORE BE IT RESOLVED:

That Tom Earley, Mayor of Dell Rapids, is hereby authorized to execute and file an application on behalf of the City of Dell Rapids, South Dakota with the State of South Dakota, Department of Game, Fish and Parks, Division of Parks and Recreation, for a Recreational Trails Program grant to aid in financing the Sioux River Red Rock Trail for the City of Dell Rapids, South Dakota and its Environs.

That Tom Earley, Mayor of the City of Dell Rapids, South Dakota, is hereby authorized and directed to furnish such information as the South Dakota Department of Game, Fish & Parks may reasonably request in connection with the application which is hereby authorized to be filed. That the City of Dell Rapids shall provide a minimum of 20% of the total cost of the project; and will assume all responsibility in the operation and maintenance of the project upon completion of construction, for the reasonable life expectancy of the facility.  
Adopted this 20th day of March, 2017 by the City Council of the City of Dell Rapids, South Dakota.

By: \_\_\_\_\_  
Tom Earley, Mayor

**CERTIFICATE OF RECORDING OFFICER**

The undersigned duly qualified and acting Finance Officer of the City of Dell Rapids, South Dakota does hereby certify: That the attached Resolution is a true and correct copy of the Resolution authorizing the filing of an application with the National Park Service as regularly adopted at a legally convened meeting of the City of Dell Rapids, South Dakota duly held on the \_\_\_\_ day of \_\_\_\_\_, 2016 and further that such Resolution has been fully recorded in the journal of proceedings and records in my office.

IN WITNESS WHEREOF I have hereunto set my hand this \_\_\_\_ day of \_\_\_\_\_, 2016.

\_\_\_\_\_  
Claire Baartman

(SEAL)

\_\_\_\_\_  
Finance Officer

**4<sup>th</sup> Street Overnight Parking Request – Lindsey Miller**

Council discussion of what constitutes an emergency. Schmidt motioned to deny the request, seconded by Berg. Motion carried.

**Resolution 2016-06 3<sup>rd</sup> Street Bridge Inspection – Appoint Engineering Firm**

The City is responsible for inspecting our bridges every two years to remain in compliance with the Federal Highway Replacement program. The City is responsible for 20% of the costs of the bridge inspection. The City has utilized Banner Engineering for the bridge inspections on both the 3rd Street and Garfield Avenue Bridges for the past 20 plus years. The total costs for the inspection is \$1,700. Therefore the City's responsibility is \$340.00. Motion by Schmidt to appoint Banner, seconded by Mier. Motion carried.

**RESOLUTION #2017-06  
BRIDGE REINSPECTION  
PROGRAM RESOLUTION  
FOR USE WITH SDDOT RETAINER CONTRACTS**

**WHEREAS**, Title 23, Section 151, *United States Code* and Title 23, Part 650, Subpart C, *Code of Federal Regulations*, requires initial inspection of all bridges and reinspection at intervals not to exceed two years with the exception of reinforced concrete box culverts that meet specific criteria. These culverts are reinspected at intervals not to exceed four years.

**THEREFORE**, the City of Dell Rapids is desirous of participating in the Bridge Inspection Program using Bridge Replacement funds.

The City requests SDDOT to hire Banner Associates (Consulting Engineers) for the inspection work. SDDOT will secure Federal approvals, make payments to the Consulting Engineer for inspection services rendered, and bill the City for 20% of the cost. The City will be responsible for the required 20% matching funds.

Dated this 20<sup>th</sup> day of March, 2017, at Dell Rapids, South Dakota.

By \_\_\_\_\_

Tom Earley, Mayor

ATTEST:

By \_\_\_\_\_

Claire Baartman, Finance Officer

**Claims Payable**

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

VENDOR NAME	DESCRIPTION	FUND	AMOUNT
A&B BUSINESS SOULTIONS	MARCH BILL + USAGE	GENERAL FUND	236.88
ADVANCED SYSTEMS INC	MARCH COPIER CONTRACT	GENERAL FUND	31.82
ARGUS LEADER	FEBRUARY BILL	GENERAL FUND	339.97
CENGAGE LEARNING, INC	2 BOOKS	GENERAL FUND	29.68
CENTER POINT LARGE PRINT	2017 RENEWAL	GENERAL FUND	1,509.84
COAST TO COAST SOLUTIONS	1,000 LOLLIPOPS	GENERAL FUND	322.41
CREATIVE PRODUCT SOURCE INC	100 ADULT COLORING BOOKS	GENERAL FUND	198.54
DUST-TEX SERVICES, INC	FEBRUARY RUG SERVICES	GENERAL FUND	83.36
EFTPS	FEDERAL WITHHOLDING	GENERAL FUND	4,024.74
	FEDERAL WITHHOLDING	WATER FUND	1,013.26
	FEDERAL WITHHOLDING	WASTEWATER FUND	1,013.29
GARDNER MEDIA LLC	1 BOOK	GENERAL FUND	46.11
GRAHAM'S FLOOR COVERING	50% DOWN - FLOORING NORBYS	LIQUOR FUND	3,512.75
GRUIS, KARLA	CLEAN CH/LIB	GENERAL FUND	320.00
HAWKINS, INC	SUPPLIES	WATER FUND	1,092.04
ICAP, INC	FEB EXP/APR ADMIN	GENERAL FUND	6,112.79

INGRAM LIBRARY SERVICES	BOOKS	GENERAL FUND	232.02
LG EVERIST, INC	CRUSHED QUARTZITE - STREET	GENERAL FUND	178.81
LINWELD, INC	FEBRUARY RENTAL LOTTERY MONITOR REPLACEMENT	GENERAL FUND	42.84
LOGIC INC.		LIQUOR FUND	1,188.00
METERING & TECHNOLOGY SOLUTIONS	SUPPLIES	WATER FUND	3,669.27
MICROMARKETING LLC	4 AUDIO VISUAL	GENERAL FUND	151.92
MIDWEST ALARM	SECURITY ALARM - NORBY'S	LIQUOR FUND	81.00
	APRIL PUMP STATION	WASTEWATER FUND	30.38
NEOFUNDS BY NEOPOST	FEBRUARY POSTAGE	GENERAL FUND	112.86
	FEBRUARY POSTAGE	WATER FUND	45.00
	FEBRUARY POSTAGE	WASTEWATER FUND	45.00
NORTHERN TRUCK EQUIPMENT CORP.	R&M TAILGATE CYL.	GENERAL FUND	166.82
PENWORTHY	24 BOOKS	GENERAL FUND	394.78
PETRIK, WAYNE	3 BOOK CASES	GENERAL FUND	1,279.20
POPULAR SUBSCRIPTION SERVICE	2017 RENEWAL	GENERAL FUND	1,335.11
QUALITY BOOKS INC	63 BOOKS	GENERAL FUND	1,016.46
RDO EQUIPMENT CO.	SUPPLIES	GENERAL FUND	171.86
REPUBLIC NATIONAL DISTRIBUTING CO	MARCH 1/2 LIQUOR	LIQUOR FUND	8,076.45
SD CITY MANAGEMENT ASSOCIATION	JW GOSMA CONFERENCE	GENERAL FUND	100.00
SD MUNICIPAL LEAGUE	DISTRICT III MEETING	GENERAL FUND	140.00
SD STATE TREASURER, DEPT OF REVENUE	RECREATION TAX	GENERAL FUND	75.05
SDRS SUPPLEMENTAL RETIREMENT PLAN	ROTH RETIREMENT	GENERAL FUND	145.00
	ROTH RETIREMENT	WATER FUND	25.00
	ROTH RETIREMENT	WASTEWATER FUND	25.00
SEATING AND ATHLETIC FACILITY ENTERPRI	6 ALUMINUM BENCHES - PARK	GENERAL FUND	3,965.00
SIOUX FALLS AREA HUMANE SOCIETY	FEBRUARY SERVICES	GENERAL FUND	199.52
SOUTHERN WINE & SPIRITS OF SOUTH DAKOT	MARCH 1/2 LIQUOR	LIQUOR FUND	779.81
THE LIBRARY STORE	LABEL PROTECTOR SHEETS /BA	GENERAL FUND	272.32
	RUBBER TAK BOARD	GENERAL FUND	118.48
TRI-STATE GARAGE DOOR, INC	WATER R&M	WASTEWATER FUND	201.00
VERIZON WIRELESS	FEB 08-MARCH 07 BILL	GENERAL FUND	80.62
	FEB 08-MARCH 07 BILL	WATER FUND	24.07
	FEB 08-MARCH 07 BILL	WASTEWATER FUND	24.07
VOGT, BROWN, MERRY & HAMMER	MARCH RETAINER	GENERAL FUND	950.00
	MARCH RETAINER	GENERAL FUND	950.00
XCEL ENERGY	UTILITY	GENERAL FUND	6,188.31
	UTILITY	WATER FUND	84.36

## ADMINISTRATOR'S REPORT

**Recent Snow Emergency - Update:** The City received significant snow fall the weekend of March 11th and 12th. The City began snow plowing at 4:30 AM on Monday morning March

13th. The snow fall ended around 2 AM on the morning of March 13th. A Snow Alert was called at 4:30 PM on March 12th to go into effect at 4 AM on March 13th. City Hall received several calls with complaints on the timing of the snow removal. The City's follows an internal policy for snow plowing. Unfortunately, the City doesn't have unlimited resources for plowing snow. The resources we have at our disposal are taken into consideration when making the call to issue a snow alert.

**WWTF Project Pre-Construction Meeting - Update:** The Pre-Construction meeting for the WWTF was held on March 13<sup>th</sup> at City Hall. The Contract KHC was in attendance with several of their subcontractors. DGR reviewed responsibilities of the contractor and their subcontractors and the SECOG and the DENR had an opportunity to review the paper work that is necessary to submit throughout the course of the project. KHC provided a proposed schedule of the project to begin in the next few weeks, with the excavation of the SBR pit and rock blasting of the bottom surface, and ending with the startup of the plant. Some of the work will not begin until road restrictions are lifted in the area and the contractor's equipment can be moved. The contractor plans to start with the excavation then construction of the SBR facility. At some point during the summer footing and concrete work will begin for the equipment building. Plans are to have the equipment building complete before the end of the fall in order to work on installing equipment and completing the interior over the winter months. The outfall line to the river will take place in May after the City has completed our discharge in April. Over all it is apparent that the City landed a good contractor with experience building these type of facilities and we look forward to working with them over the next year.

**Truck Route Discussion – Update:** The City has contracted with Geo-Tek to perform soil borings along Garfield Avenue to determine the base materials content. This is to be performed on March 23<sup>rd</sup>. Following a soil report from Geo-Tek, DGR will better be able to make a recommendation what type of street should be constructed if the Council wishes to place the Truck Route onto Garfield Avenue.

**Hwy 115 Project Phase II – Preconstruction Meeting - Update:** The DOT will be holding the pre-con for the Hwy 115 project on Monday, March 20<sup>th</sup> at 2:00 PM at the Sioux Falls DOT office. Mayor Earley, Administrator Weiland, Public Works Director Schildhauer and Lance Mayer with DGR plan to attend the meeting. Administrator Weiland will update the Council at Monday's meeting.

**Finance Officer Monthly Update – Amendment to Investment Policy and Change of SRF Loan Servicing Agent:** Finance Officer Baartman presented the Council with the February financials. It is necessary to update the Investment Policy for the change in banks – Home Federal being acquired by Great Western. Finally, First Nation Bank in Sioux Falls has submitted their resignation to DENR as trustee and loan servicing agent for SRF loans. The DENR has selected US Bank National Association to assume this role. As such, beginning in July and going forward the City will make the SRF loan payments to US Bank rather than FNB.

**SDML Workers Compensation Insurance – 2017 Decrease:** The City received our workers compensation billing for 2017. We received a very good report that our \$16,000 bill with discounts based on our performance is \$11,000. This is \$2,000 less than our 2016 billing. This can be attributed to a combination of the City's safety program that is headed by Ben Gruis the City Building Inspector and Code Enforcement Officer and the reporting done annually to the SDML fund.

**Important Dates:**

- **SDML REGION III Meeting, March 23<sup>rd</sup> – Hartford:** The Municipal League region 3 meeting is scheduled to take place in Hartford on March 23<sup>rd</sup>. This event consists of social, dinner and update of the most recent legislative session from Yvonne Taylor, Executive Director of SDML. Please let us know if you plan on attending the event.
- **Board of Equalization – March 21<sup>st</sup> and 22<sup>nd</sup>:** March 21<sup>st</sup> and potentially March 22<sup>nd</sup> are the scheduled dates for the Board of Equalization meetings. The Regular Meeting will be held on Monday, March 21<sup>st</sup> 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 was on March 16<sup>th</sup> at 5:00 PM.
- **Minnehaha County Emergency Management EMS Study Public Meetings – April 4<sup>th</sup>:** Minnehaha County has conducted a study of the EMS system for our area. The study will be released on March 31<sup>st</sup> with public meetings scheduled in Humboldt and Baltic on April 4<sup>th</sup>. Administrator Weiland will review the study, attend a meeting and report back to the Council on the findings of the study.

Mayor Earley extended his condolences to the family of Ron Peterson former councilman and Mayor of Dell Rapids.

#### **Adjourn**

Berg motioned to adjourn at 10:16PM, seconded by Mier. Motion carried.