

DELL RAPIDS CITY COUNCIL MINUTES

Monday, May 15th, 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, Bob Mier, Mark Crisp, Mike Geraets, James Borchert, and Bill Schmidt.

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

Absent: Mike Sterud, Gary Haak (arrived at 7:49 p.m.)

Community Members Present:

- 1.) PJ & Scott Hansel - 24599 484th Ave. Sherman
- 2.) Gabe Laber – DGR
- 3.) Lance Mayer - DGR

Pledge of Allegiance was recited.

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

Approval of Minutes May1st 2017 Regular Session: Crisp motioned to approve the minutes, seconded by Geraets. Motion carried.

Visitors to be Heard:

None

Outdoor Event Permit – Quarry Days and Street Dance – June 23rd, 24th, and 25th – Chamber of Commerce: Geraets motioned to approve the street dance application for the night of the 24th and waive the fee, seconded by Mier. Motion carried. Schmidt motioned to approve the Quarry Days application for June 23rd, 24th, and 25th and waive the fee, seconded by Borchert. Motion carried.

Old Business

WWTF SBR Project – Pay Request #2 \$86,144.44 – KHC Constructions

Crisp motioned to approve pay request #2 contingent upon the appropriate signatures provided by KHC, seconded by Schmidt. Motion carried. Administrator Weiland and Gabe with DGR provided a brief update on the project.

Quartzite Street Project – Timmons Construction

- 1.) **Change Order No. 3 – Decrease Contract \$67,281.67** – Crisp motioned to approve the decrease, seconded by Mier. Motion carried.
- 2.) **Final Pay Request No. 5 - \$20,000** – Haak motioned to approve the final pay request, seconded by Borchert. Motion carried.
- 3.) **Final Completion Acceptance of Contract Construction** – Schmidt motioned to accept the completion of the project contingent upon receiving the appropriate signatures from Timmons, seconded by Berg. Motion carried.

DOT Temporary Truck Route Haul Road Agreement

Geraets motioned to approve the temporary Truck Route, seconded by Haak. Motion carried.

New Business

2017-18 Health Insurance Renewal – South Dakota Health Pool

Mier motioned to approve the 2017/18 renewal, seconded by Borchert. Motion carried.

2016 Audit – KMWF and Associates

Crisp motioned to approve the 2016 Audit Engagement Letter, seconded by Berg. Motion carried.

Declare Surplus – Transit Bus

Crisp motioned to surplus the bus at an appraisal of \$2,500, second by Mier. Motion carried.

Transit Bus – Season Pass/Additional Day of Operation – Discussion

The Council discussed different option of providing a pass and/or free rides to children during the summer months. Crisp motioned to send the issue to the Policy and Procedures Committee, Seconded by Haak. Motion Carried. Borchert motioned that if a Pool season pass was purchased children would be able to ride the bus free to and from swimming lessons, seconded by Crisp, Motion failed. Borchert motioned that if a pool season pass is purchased, children under the age of 18 ride free for the pool season. Borchert withdrew his motion. Crisp motioned that if a pool pass is purchased children ride free (within city limits) to and from swimming lessons, Seconded by Geraets. Motion carried.

There was discussion on possibly running the Bus on Fridays. The Hansel’s asked the Council to consider their situation and the need for Friday transportation to school from day care. This will also be looked at by the Policy and Procedures Committee as well as cost assessment of running an extra day and brought back to the Council with a recommendation.

Property Maintenance Contractor – Consider Award

Crisp motioned to award the bid to DJ’s Mowing Service for the summer of 2017, seconded by Mier. Motion carried.

City Bar Building – Norby’s Lease Agreement

Crisp motioned to renew the Norby’s Lease Agreement for another three years at the same rate, seconded by Borchert. Motion carried.

Claims Payable

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

VENDOR NAME	DESCRIPTION	FUND	AMOUNT
A-OX WELDING SUPPLY COMPANY, INC	APRIL CYL RENTAL	GENERAL FUND	29.51
ADAPCO, INC	MOSQUITO SPRAY	GENERAL FUND	4,244.00
ARGUS LEADER	APRIL PUBLISHING	GENERAL FUND	784.98
BEAL DISTRIBUTING, INC	APRIL BEER	LIQUOR FUND	31,474.17

BIERSCHBACH EQUIPMENT & SUPPLY	BLUE PAINT, LIGHT LUTE, R.	GENERAL FUND	188.6
BORNS GROUP	APRIL BILLING	WATER FUND	408.68
	APRIL BILLING	WASTEWATER FUND	408.68
BUNKERS OIL CO	STREET SUPPLIES	GENERAL FUND	1638.22
C & R SUPPLY	PARK R&M	GENERAL FUND	39.29
CITY OF DELL RAPIDS	APRIL WATER USAGE	GENERAL FUND	230.08
CNHCAPITAL	(6) GUTTER BROOM (2) STRIP	GENERAL FUND	1,324.82
DAKOTA BEVERAGE CO, INC.	APRIL MALT	LIQUOR FUND	22,843.32
DAKOTACARE	FLEX REIMBURSEMENT	GENERAL FUND	2884.5
		WATER FUND	750.00
		WASTEWATER FUND	750
DELL RAPIDS ACE	MISCELLANEOUS	GENERAL FUND	131.51
	NORBYS RETURN	LIQUOR FUND	-6.99
DELL RAPIDS COOP GRAIN	LAWN CHEMICAL	GENERAL FUND	1,035.80
DELL RAPIDS LUMBER COMPANY	MISCELLANEOUS	GENERAL FUND	506.98
	NORBY'S R&M	LIQUOR FUND	141.04
DELLS ELECTRIC, INC	R&M	GENERAL FUND	2,379.25
DELLS MATERIALS	PUBLIC WORKS	GENERAL FUND	1779
DIRECT AUTOMATION	MAY SERVICES	GENERAL FUND	959.14
KIRBY BUILT	KIRBY BUILT: PARK BENCHES	GENERAL FUND	3,566.75
LOWE'S	LOWE'S: NORBY'S REPAIR &	LIQUOR FUND	804.67
RAY PIERSON	RAY PIERSON: WETLAND DETR.	GENERAL FUND	810
DUST-TEX SERVICES, INC	APRIL RUG SERVICE	GENERAL FUND	46.66
ED'S PRODUCE	10 GLOVES	GENERAL FUND	105
EFTPS	FEDERAL WITHHOLDING	GENERAL FUND	4,098.93
	FEDERAL WITHHOLDING	WATER FUND	1317.94
	FEDERAL WITHHOLDING	WASTEWATER FUND	1317.96
FIGEN TREE SERVICE LLC	3 LIGHTS AND 2 COVERS	GENERAL FUND	120
GARBAGE N MORE	MAY SERVICES	GENERAL FUND	75
GEOTEK ENGINEERING & TESTING SERVICES,	CORE SAMPLE/REPORT & BORING	GENERAL FUND	4,458.00

GOLDEN WEST TELECOMMUNICATIONS	APRIL SERVICES	GENERAL FUND	550.42
	APRIL SERVICES	LIQUOR FUND	46.17
	APRIL SERVICES	WATER FUND	170.23
	APRIL SERVICES	WASTEWATER FUND	312.71
GRUIS, KARLA	CLEAN CH/LIB	GENERAL FUND	660
HD SUPPLY WATERWORKS	WATER R&M	WATER FUND	2,112.53
HYDRAULIC WORLD, INC	STREET R&M	GENERAL FUND	70.06
ICAP, INC	APRIL EXP AND JUNE MANAG.	GENERAL FUND	4,974.64
INGRAM LIBRARY SERVICES	15 BOOKS	GENERAL FUND	449.29
JOHNSON BROTHERS FAMOUS BRANDS INC	APRIL LIQUOR	LIQUOR FUND	4,555.04
KHC CONSTRUCTION, INC.	WWTF PAY REQUEST #2	WASTEWATER FUND	86,144.44
LINWELD, INC	APRIL RENTAL	GENERAL FUND	45.9
MCLEOD'S PRINTING & OFFICE SUPPLY	EARLEY BUSINESS CARDS	GENERAL FUND	71.81
MICROMARKETING LLC	AUDIO VISUAL	GENERAL FUND	422.2
MIDWEST ALARM	APRIL PUMP STATION	WASTEWATER FUND	30.38
MINNEHAHA COMMUNITY WATER, CORP	APRIL SHOP WATER	GENERAL FUND	12.75
	APRIL WATER 6,501 @ 1.56/K	WATER FUND	10,141.56
	APRIL SHOP WATER	WATER FUND	12.75
	APRIL SHOP WATER	WASTEWATER FUND	12.75
NAPA AUTO PARTS	MISCELLANEOUS	GENERAL FUND	374.06
NEOFUNDS BY NEOPOST	POSTAGE	GENERAL FUND	107.14
	POSTAGE	WATER FUND	45
	POSTAGE	WASTEWATER FUND	45
RDO EQUIPMENT CO.	STREET R&M	GENERAL FUND	343.72
REPUBLIC NATIONAL DISTRIBUTING CO	APRIL LIQUOR	LIQUOR FUND	14,447.62
SAM'S MASTERCARD	MISCELLANEOUS	GENERAL FUND	284.27
SCHUNEMAN EQUIPMENT COMPANY	PARK R&M	GENERAL FUND	577.3
SD STATE TREASURER, DEPT OF REVENUE	RECREATION TAX	GENERAL FUND	142.28
	4.16.17-4.30.17 LOTTERY	LIQUOR FUND	1,251.06
	MALT LICENSE:T&C'(2),SHOPK	LIQUOR FUND	462.5

SDRS SUPPLEMENTAL RETIREMENT PLAN	ROTH RETIREMENT	GENERAL FUND	145
	ROTH RETIREMENT	WATER FUND	25
	ROTH RETIREMENT	WASTEWATER FUND	25
SOUTHERN WINE & SPIRITS OF SOUTH DAKOT	APRIL LIQUOR	LIQUOR FUND	857.73
STATE CHEMICAL SOLUTIONS	GRAFFITI REMOVER	GENERAL FUND	140.2
TIMMONS CONSTRUCTION	QUARTZITE PAY REQUEST FINAL	GENERAL FUND	20,000.00
U DRIVE TECHNOLOGY	APRIL TEXTING SERVICE	GENERAL FUND	63.68
VERIZON WIRELESS	APRIL 09 - MAY 07	GENERAL FUND	80.65
	APRIL 09 - MAY 07	WATER FUND	24.08
	APRIL 09 - MAY 07	WASTEWATER FUND	24.08
VIRG'S SERVICE	PARK/ARBOREAL SERVICES	GENERAL FUND	810.04
VOGT, BROWN, MERRY & HAMMER	MAY RETAINER	GENERAL FUND	1900
XCEL ENERGY	51-4526479-5	GENERAL FUND	6139.62
	51-4526479-5	WATER FUND	60.57
	RELOCATION OF OVERHEAD LIN	WASTEWATER FUND	7,701.84
VENDOR NAME	DESCRIPTION	FUND	AMOUNT
ADVANCED SYSTEMS INC	COPIER CONTRACT BILLING/US	GENERAL FUND	41.92
AMERICAN FENCE COMPANY	REPLACE RICKEMAN FIELD FENCE	GENERAL FUND	7,527.00
DELL RAPIDS ACE	MISC. SUPPLIES	GENERAL FUND	101.88
	R&M	LIQUOR FUND	150.82
DELLS ELECTRIC, INC	POOL R&M	GENERAL FUND	6,235.63
DELTA DENTAL	DENTAL INSURANCE	GENERAL FUND	396.26
	DENTAL INSURANCE	WATER FUND	122.31
	DENTAL INSURANCE	WASTEWATER FUND	122.33
DEMCO, INC	SUMMER READING SUPPLIES	GENERAL FUND	2,251.05
DGR	ENGINEERING	GENERAL FUND	11,412.88
	ENGINEERING	GROSS RECEIPTS FUN	244.00
	ENGINEERING	WATER FUND	2,609.09
	ENGINEERING	WASTEWATER FUND	13,885.94
EFTPS	FEDERAL WITHHOLDING	GENERAL FUND	3,987.44
	FEDERAL WITHHOLDING	WATER FUND	1,020.27
	FEDERAL WITHHOLDING	WASTEWATER FUND	1,020.30
FIRST BANK CARD	CC EXPENSES	GENERAL FUND	1,630.49
GLOBAL DISTRIBUTING	APRIL MALT	LIQUOR FUND	320.98
GRUIS, KARLA	CLEAN CH/LIB	GENERAL FUND	640.00
HD SUPPLY WATERWORKS	C-HORN, SWIVEL, UNION NUT	WATER FUND	165.55

HEALTH POOL OF SOUTH DAKOTA	HEALTH INSURANCE	GENERAL FUND	5,575.99
	HEALTH INSURANCE	WATER FUND	1,425.29
	HEALTH INSURANCE	WASTEWATER FUND	1,425.24
DEB BROBJORG	REIMBURSE FOR R&M COSTS	LIQUOR FUND	31.95
JIM KLEIN	WWTF EASEMENT	WASTEWATER FUND	1,000.00
JUSTICE FIRE & SAFETY, LLC	ANNUAL INSPECTION	GENERAL FUND	128.90
	ANNUAL INSPECTION	LIQUOR FUND	20.40
	ANNUAL INSPECTION	WATER FUND	34.00
	ANNUAL INSPECTION	WASTEWATER FUND	27.20
LACEY'S PORTABLE RESTROOMS & ROLL OFFS	PORTABLE RESTROOMS	GENERAL FUND	650.00
LG EVERIST, INC	STREET R&M	GENERAL FUND	1,197.22
MIDAMERICAN ENERGY COMPANY	UTILITY	GENERAL FUND	318.48
	UTILITY	WATER FUND	21.48
	UTILITY	WASTEWATER FUND	21.47
MIDWESTERN MECHANICAL, INC.	ANNUAL FIRE SPRINKLER INSP	GENERAL FUND	235.00
PENWORTHY	BOOKS	GENERAL FUND	575.64
PFEIFER'S	BOBCAT GRAPPLE - 2007	GENERAL FUND	3,230.00
QUALITY BOOKS INC	QUALITY BOOKS INC	GENERAL FUND	52.77
REPUBLIC NATIONAL DISTRIBUTING CO	APRIL LIQUOR	LIQUOR FUND	7,505.94
SCHUNEMAN EQUIPMENT COMPANY	PARK TRIMMER AND BLOWER	GENERAL FUND	439.90
SD HUMAN RESOURCE ASSOCIATION	CB - MEMBERSHIP	GENERAL FUND	25.00
SD UNEMPLOYMENT INSURANCE DIVISION	2017 QTR 1 UNEMPLOYMENT	GENERAL FUND	88.86
	2017 QTR 1 UNEMPLOYMENT	WATER FUND	22.97
	2017 QTR 1 UNEMPLOYMENT	WASTEWATER FUND	22.73
SDRS SUPPLEMENTAL RETIREMENT PLAN	ROTH RETIREMENT	GENERAL FUND	145.00
	ROTH RETIREMENT	WATER FUND	25.00
	ROTH RETIREMENT	WASTEWATER FUND	25.00
SIOUX FALLS AREA HUMANE SOCIETY	MARCH SERVICES	GENERAL FUND	147.28
SOUTH DAKOTA RETIREMENT SYSTEM	RETIREMENT	GENERAL FUND	3,543.59
	RETIREMENT	WATER FUND	991.12
	RETIREMENT	WASTEWATER FUND	991.13
THE LIBRARY STORE	BEAR HUG BOOKEND	GENERAL FUND	139.54
U DRIVE TECHNOLOGY	MARCH TEXTING SERVICES	GENERAL FUND	75.80
XCEL ENERGY	UTILITY	GENERAL FUND	2,062.71
	UTILITY	WATER FUND	924.18
	UTILITY	WASTEWATER FUND	2,701.37
**PAYROLL EXPENSES	4/01/2017 - 4/30/2017	GENERAL FUND	33,371.79
		WATER FUND	8,259.45
		WASTEWATER FUND	8,259.45

ADMINISTRATOR'S REPORT:

RTP Trail Grant - Update: The City submitted for grant funding through the Game Fish and

Parks RTP Trail Grant program. City Administration met with Randy Kittle (Game Fish and Parks) to tour the proposed trail routes. Mr. Kittle began our discussion with a frank assessment of our application explaining that the funding available in 2017 doesn't match the level of our request. The State has approximately \$600,000 total to disperse to communities. The City of Dell Rapids application alone exceeded a \$600,000 request. The City applied for two sections on the application that included a south extension to the overlook off of Hwy 115. Mr. Kittle indicated that the board was more likely to approve a request to fund this short stretch than the area by the dam. Administration has now shifted the strategy for funding the dam area. The DOT's Transportation Alternatives grants have opened. These grants include funding for recreational trails, which they hadn't been open to in the past. Administration plans to work with SECOG to work through the application process for the DOT's TA grant for the dam area stretch.

A. Project Updates:

- a. 10th Street – T&R Contracting: T&R Contracting has installed the curb and gutter for the 10th Street project. The plan, as of the drafting of this memo, is to begin placing asphalt the week of May 15th. The sidewalk will then be installed followed by the grading of the yards behind the curb and planting of seed. The substantial completion date for the project has been set for June 10th.
- b. Campground/Rickeman Comfort Station: The City received the initial comfort station plans for review. City Administration and Building Inspector are in the process of reviewing the plans. The plans seem to be accurate to the design that is desired for construction. It is the intention of City Hall to have the plans out for bid prior to the end of May. For the campground the City received the wetland delineation findings and has forwarded the findings to the Corp of Engineers for review. After acceptance by the Corp the City will move forward with hiring contractors for utility installation (sewer, water, and electric), grading and tiling.

B. Capital Improvement Plan – Special Meeting June: Administration is proposing setting the Capital Improvement Plan Special Meeting on Tuesday, June 20th. This meeting will serve as an opportunity to review future proposed projects, discuss merits of each project and make determinations on which projects should be prioritized before others.

Adjourn

Crisp motioned to adjourn at 9:18 p.m., seconded by Mier. Motion carried.