

## **DELL RAPIDS CITY COUNCIL MINUTES**

Monday, June 5th, 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: Mike Sterud, Bob Mier, Mark Crisp, Mike Geraets, Gary Haak, James Borchert, and Bill Schmidt. Staff present: City Administrator Weiland, Finance Officer Claire Baartman, and City Attorney Dean Hammer

Absent: Barry Berg

Community Members Present:

- 1.) Lance Mayer - DGR

**Pledge of Allegiance was recited.**

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

**Approval of Minutes May15th 2017 Regular Session:** Schmidt motioned to approve the minutes, seconded by Haak. Motion carried.

**Visitors to be Heard:**

None

**Public Hearing – For Sale of Alcoholic Beverages Temporary One Day License – June 24<sup>th</sup>**

**1.) Retail On Sale Liquor – Norby’s, Deb Brobjerg Applicant**

Mier motioned to approve the one day License for June 24<sup>th</sup>, seconded by Geraets. Motion carried.

**2.) Retail On Sale Liquor – RP Kramer DBA Dells Bowl, Pam Kramer Applicant**

Geraets motioned to approve the one day License for June 24<sup>th</sup>, seconded by Haak. Motion carried.

**Old Business**

**10<sup>th</sup> Street Project – Pay Request #5 \$169,328.39 – T&R Contracting**

Crisp motioned to approve Pay Request #5 in the amount of \$169,328.39, seconded by Mier. Motion carried.

**Transit Bus – Season Pass, Additional Day of Operation**

Administration provided the council with the potential cost to operate an extra day during the school year. The council discussed and asked the Policy and Procedure Committee to confer and return to the Council with a recommendation. No action taken.

**Garfield Avenue South – Design Decision**

Administration provided the council with three paving options for the street. 1) 6 inch Asphalt street over a reclaimed base material (original plan) = \$400,000. This plan would not be rated for full truck route traffic but could accommodate local truck traffic accessing abutting properties. 2) 9 inch Concrete street section over a reclaimed base material = \$600,000. This plan would accommodate full truck route traffic. 3) 7 inch Asphalt street over a New base material (no

reclaimed material) = \$520,000. This plan would accommodate truck traffic. This plan would also allow the elevation of the street to be placed at its original street elevation as the existing material would be removed. The Council discussed each option and asked Lance with DGR what the cost savings would be to go with option #3 but only use 6 inches of asphalt. Lance thought the savings would be approximately \$30,000. As there is time to make a decision the Council decided to wait for a later date to make a decision. No action taken.

### **New Business**

#### **3<sup>rd</sup> Street between Orleans and State Avenue – Improvement Considerations**

City Administrator Weiland and Public Works Director Schildhauer have been discussing what approach to take to the section of 3rd Street between Orleans Avenue and State Avenue. This is unique to the City because it is a highly used cross route/shortcut to access Garfield or downtown/4th Street; however it is not technically a “City Street” as it is located within the Railroad Right of Way. City Attorney suggested asking for an Access Easement on this portion of the street. The Council asked administration to look into the cost of putting a 3 inch overlay on this section of street. No action was taken.

### **Claims Payable**

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

<b>VENDOR NAME</b>	<b>DESCRIPTION</b>	<b>FUND</b>	<b>AMOUNT</b>
A&B BUSINESS SOLUTIONS	MAY BILL	GENERAL FUND	80.34
A-OX WELDING SUPPLY COMPANY, INC	MAY CYL RENTAL & ACETYLEN/OXY	GENERAL FUND	136.19
ADVANCED SYSTEMS INC	LIBRARY PRINTER	GENERAL FUND	53.03
AMERICAN FENCE COMPANY	PARK R&M	GENERAL FUND	27.72
ARGUS LEADER MEDIA	CITY HALL SUB RENEWAL	GENERAL FUND	228.15
BAARTMAN, CLAIRE	SEAFOG/ERRAND MILEAGE	GENERAL FUND	31.03
	GFOA TRAVEL/TRAINING	GENERAL FUND	186
BEAL DISTRIBUTING, INC	MAY MALT	LIQUOR FUND	38,874.51
BUNKERS OIL CO	DSL 750 @1.899	GENERAL FUND	1,424.25
	0 LEAD GAS 750 @2.359	WATER FUND	884.63
	0 LEAD GAS 750 @2.359	WASTEWATER FUND	884.62
BX CIVIL & CONSTRUCTION	STREET R&M - DUST CONTROL	GENERAL FUND	325
CENGAGE LEARNING, INC	2 BOOKS	GENERAL FUND	29.68
CITY OF DELL RAPIDS	WATER USAGE	GENERAL FUND	363.36
CONCRETE MATERIALS	ASPHALT - STREET R&M	GENERAL FUND	1,181.95
CORTRUST BANK	TIF #1 COUNTY FAIR 2017 (1)	GENERAL FUND	12,185.95
COUNTY FAIR FOODS, INC	POOL CONCESSIONS	GENERAL FUND	106.93
DAKOTA BEVERAGE CO, INC.	MAY MALT	LIQUOR FUND	29,578.80
DAKOTACARE	JW FLEX	GENERAL FUND	115.38
DELL RAPIDS ACE	SUPPLIES/R&M	GENERAL FUND	151.86
	WATER R&M	WATER FUND	21.25
DELL RAPIDS COOP GRAIN	PARK - LAWN CHEMICAL	GENERAL FUND	823.75
DELLS ELECTRIC, INC	PARK R&M	GENERAL FUND	131.88

DELLS FARM & TIRE	MOUNT AND BALANCE - R&M	WATER FUND	640
DELLS PLUMBING	PARK R&M	GENERAL FUND	100.65
DELTA DENTAL	DENTAL INS	GENERAL FUND	389.19
	DENTAL INS	WATER FUND	125.84
	DENTAL INS	WASTEWATER FUND	125.87
DGR	ENGINEERING	GENERAL FUND	8025.97
	ENGINEERING	WATER FUND	774.86
	ENGINEERING	WASTEWATER FUND	24882.49
EFTPS	FEDERAL WITHHOLDING	GENERAL FUND	4,359.55
	FEDERAL WITHHOLDING	WATER FUND	1031.72
	FEDERAL WITHHOLDING	WASTEWATER FUND	1000.87
FIRST BANK CARD	CC - SUPPLIES	GENERAL FUND	1319.34
GARBAGE N MORE	JUNE SERVICES	GENERAL FUND	75
GEOTEK ENGINEERING & TESTING SERVICES,	10TH STREET TESTING	GENERAL FUND	370.79
	10TH STREET TESTING	WATER FUND	222.69
	10TH STREET TESTING	WASTEWATER FUND	390.02
	WWTF TESTING	WASTEWATER FUND	432.5
GLOBAL DISTRIBUTING	MAY MALT	LIQUOR FUND	242.78
GOLDEN WEST TELECOMMUNICATIONS	MAY TELECOMMUNICATIONS	GENERAL FUND	494.36
	MAY TELECOMMUNICATIONS	LIQUOR FUND	46.17
	MAY TELECOMMUNICATIONS	WATER FUND	170.96
	MAY TELECOMMUNICATIONS	WASTEWATER FUND	313.44
GRAHAM'S FLOOR COVERING	FINAL BAR AREA FLOORING	LIQUOR FUND	3,512.74
GRUIS, KARLA	CLEAN CH/LIB	GENERAL FUND	980
HANSON LOGOWEAR INC	LIFEGUARD/GUYS SHIRTS 2017	GENERAL FUND	715.94
	GUYS SHIRTS - 2017	WATER FUND	52.26
	GUYS SHIRTS - 2017	WASTEWATER FUND	52.26
HAWKINS, INC	POOL - CHEMICAL CONTROLLER	GENERAL FUND	2,400.32
	WATER R&M ADJ PUMP	WATER FUND	425
HD SUPPLY WATERWORKS	WATER R&M	WATER FUND	2524.94
HEALTH POOL OF SOUTH DAKOTA	HEALTH INSURANCE	GENERAL FUND	5459.68
	HEALTH INSURANCE	WATER FUND	1,483.44
	HEALTH INSURANCE	WASTEWATER FUND	1,483.40
HEINEMANN RESTORATION	CITY POOL CAULKING	GENERAL FUND	450
JOHNSON BROTHERS FAMOUS BRANDS INC	MAY LIQUOR	LIQUOR FUND	14,765.14
LACEY'S PORTABLE RESTROOMS & ROLL OFFS	PORTABLE RESTROOM RENTAL	GENERAL FUND	550
MCLEOD'S PRINTING & OFFICE SUPPLY	BOND PAPER	GENERAL FUND	49.98
MIDAMERICAN ENERGY COMPANY	MAY UTILITY	GENERAL FUND	260.55
	MAY UTILITY	WATER FUND	12.98
	MAY UTILITY	WASTEWATER FUND	12.97
MINNEHAHA COMMUNITY WATER, CORP	MAY SHOP WATER	GENERAL FUND	13.83
	MAY WATER 8,323 @1.56/K	WATER FUND	12,983.88

	MAY SHOP WATER	WATER FUND	13.83
	MAY SHOP WATER	WASTEWATER FUND	13.84
MINNEHAHA COUNTY REGISTER OF DEEDS	115 AGREEMENT	GENERAL FUND	30
NAPA AUTO PARTS	R&M	GENERAL FUND	50.56
NORTHERN TRUCK EQUIPMENT CORP.	STREET R&M - TRUCK REPAIR	GENERAL FUND	3,982.28
RAMKOTA HOTEL - PIERRE	BG - TRAINING	GENERAL FUND	186
FIGEN INSULATION	SHOP INSULATION - REMAINDER	GENERAL FUND	3,545.89
SCHOLASTIC	SCHOLASTIC: 10 BOOKS	GENERAL FUND	212.25
WELBIG, NICK	UTILITY DEPOSTI REFUND	WATER FUND	65.45
REPUBLIC NATIONAL DISTRIBUTING CO	MAY LIQUOR	LIQUOR FUND	10,968.56
ROEMEN'S AUTOMOTIVE	WATER R&M - WHEEL ALIGNMEN	WATER FUND	59.95
ROTO-ROOTER	CLEAN OUT AND CAMERA	GENERAL FUND	625
	CLEAN LINE - 718 E 5TH ST	WASTEWATER FUND	325
SAM'S MASTERCARD	SUPPLIES	GENERAL FUND	1313.89
SANITATION PRODUCTS, INC	STREET R&M	GENERAL FUND	68.71
SCHUNEMAN EQUIPMENT COMPANY	MOWER - PARK R&M	GENERAL FUND	202.76
SD ASSOCIATION OF RURAL WATER SYSTEMS,	2017-2018 MEMBERSHIP	WATER FUND	850
SD PUBLIC HEALTH LABORATORY	WW TESTING	WASTEWATER FUND	349
SD STATE TREASURER, DEPT OF REVENUE	5.01.17-5.15.17 LOTTERY	LIQUOR FUND	42.08
SDRS SUPPLEMENTAL RETIREMENT PLAN	ROTH RETIREMENT	GENERAL FUND	145
	ROTH RETIREMENT	WATER FUND	25
	ROTH RETIREMENT	WASTEWATER FUND	25
SIOUX FALLS AREA HUMANE SOCIETY	APRIL SERVICES	GENERAL FUND	207.02
SIOUX FALLS TWO WAY RADIO SVC INC	SIREN R&M	GENERAL FUND	150
SOUTH DAKOTA RETIREMENT SYSTEM	RETIREMENT	GENERAL FUND	3509.24
	RETIREMENT	WATER FUND	1103.24
	RETIREMENT	WASTEWATER FUND	1089.6
SOUTHERN WINE & SPIRITS OF SOUTH DAKOT	MAY LIQUOR	LIQUOR FUND	580.63
T & R CONTRACTING, INC	10TH ST PAY REQUEST #5	GENERAL FUND	64,344.79
	10TH ST PAY REQUEST #5	WATER FUND	38,945.53
	10TH ST PAY REQUEST #5	WASTEWATER FUND	66,038.07
TYLER TECHNOLOGIES	7.01.17-6.30.18 SUITE MAIN	GENERAL FUND	701.97
XCEL ENERGY	MAY UTILITY	GENERAL FUND	1905.57
	MAY UTILITY	WATER FUND	812.82
	MAY UTILITY	WASTEWATER FUND	2,780.27
**PAYROLL EXPENSES	5/01/2017 - 5/31/2017	GENERAL FUND	36,215.90
		WATER FUND	9,193.71
		WASTEWATER FUND	9,080.11

**A. ADMINISTRATOR'S REPORT:**

**Utility Replacement Project – 2019 – Proposed Timeline/Goals:** Administration provided the Council with a proposed timeline and goals to shoot for to move forward with the SE utility replacement project. This outlines a seasonal timeline between now and construction starting in the summer of 2019. The intent is to provide the Council and staff with a roadmap for the big pieces that need to fall in place to make the project a reality.

**B. City Hall Sewer Issue:** City Hall has been experiencing a sewer drainage issue, specifically with the bathroom on the west side (office side) of the building. Roto-Rooter spent all day two weeks ago attempting to unclog the drain without success. All the plumbing on the east side of the building is not affected. Roto-Rooter returned the week of May 26<sup>th</sup>, after the liquid had slowly drained out, to video camera the line. It was discovered that the line is completely filled with very molasses like material. Roto-Rooter will be returning to attempt to wash out the material with their jetter machine. Hopefully the attempt at jetting the material out will be a success. Administration will update the Council on the progress of fixing the sewer issue at City Hall.

**C. Project Updates:**

**a. WWTF SBR Project:** Progress continues on the WWTF SBR project. The SBR basin hole has been excavated to the rock profile. Based on elevation shots taken by DGR, there is area of the rock profile that meets the planned elevations. However there are areas where the maximum difference is around 1.5 feet from the planned elevation. This will require KHC to chip the rock out to the proposed bottom floor elevation. KHC has been slowly chipping away at the rock, which can be seen by the substantial rock pile that has accumulated due to their work. The City is holding firm to our position that we will not allow for a raise in elevation of the SBR and accompanying structures. The pipe installation sub-contractor, Prunty Construction, started the installation of the outfall pipe line. They are making progress on the line starting at the river and working their way back to the treatment facility. The good news is that when they potholed the casing pipe it was discovered that the casing was larger than anticipated. DGR checked the elevations of the casing to discover it was 6 inches higher than the plans for the new casing pipe. DGR performed an analysis on the capacity for changing the outfall elevations and are comfortable recommending utilizing the existing casing and not installing a new casing pipe. KHC and Prunty were informed of this decision and they are planning accordingly. The City has asked for a deduction based on the use of the existing casing. On the matter of the pay request from the May meeting, the City has not received the signature for Pay Request #2; therefore the City has not sent the check.

**b. Campground/Rickeman Comfort Station:** The City has received clearance from the Corp of Engineers that the proposed campground area will be removed from their wetland maps. DGR is now proceeding with issuing a FEMA No-Rise Certificate. The amount of fill the City will be able to place within the campground area will be based on this No-Rise analysis. Following the No-Rise analysis the engineer will be able to dictate elevations for utilities. Contractors will then be engaged to begin utility installation. Administration is still waiting for the full plans for the Comfort Station. The electrical, plumbing and

mechanical plans are being put together by City Administration to accompany the structural plans. It is the intention of City Hall to have the plans out for bid prior to the end of June. It is the full intent of City Administration to have the campground and comfort station complete prior to the end of the construction season so they are ready to go in 2018.

- c. **Cameras and Public Wi-Fi – Update:** The City budgeted to install cameras within City Hall and the Municipal Pool. The cameras have been installed in both the pool and City Hall (including the Council Chambers “say cheese!”). The public Wi-Fi at the pool should be up and running by the week of June 5<sup>th</sup>. Administration is still waiting on final costs from our tech consultants on the install of public-Wi-Fi at the campground.

**D. Meeting Dates/Events:**

- a. **Capital Improvement Plan – Special Meeting June:** Tuesday June 20<sup>th</sup> in the Council Chambers at 7:30 PM
- b. **Joint Minnehaha County/City Public Hearing – June 27<sup>th</sup> – 9:00 AM:** Sioux Falls at the Minnehaha County Administration building.
- c. **SDML Elected Officials Workshop – July 19<sup>th</sup> – Pierre:** Pierre on July 19<sup>th</sup> - 9 AM and ends at 3:30 PM.
- d. **July 3<sup>rd</sup> Meeting – Quorum Check:** Please check your calendars and be prepared to reply if you are able to attend.
- e. **Reminder Cootie Days June 9<sup>th</sup>, 10<sup>th</sup> AND Quarry Days June 23<sup>rd</sup>, 24<sup>th</sup> and 25<sup>th</sup>:** Just a quick reminder to the Council that the two big community event weekends are occurring in June. The American Legion hosted Cootie Days June 9<sup>th</sup> and 10<sup>th</sup> and the Chamber hosted Quarry Days June 23<sup>rd</sup> and 24<sup>th</sup>.

**Adjourn**

Haak motioned to adjourn at 9:07 p.m., seconded by Mier. Motion carried.