

DELL RAPIDS CITY COUNCIL MINUTES

Monday, October 16th, 2017 at 7:30 p.m.

Mayor 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, Mike Geraets via phone, James Borchert, and Bill Schmidt.

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

Absent: Barry Berg, Mark Crisp, Gary Haak

Community Members Present:

- 1.) Matt Larson – Big Sioux Media
- 2.) Riley Rinehart- DGR
- 3.) Gabe Laber – DGR
- 4.) Brandon & Marlana Wenzel – Quest Church
- 5.) Ben Temple – KMWF
- 6.) Jack Prasek – Boy Scouts (Eagle Scout Project)

Pledge of Allegiance was recited.

Approval of Agenda: Mier motioned to approve the Agenda, seconded by Schmidt. Roll Call: Sterud- Aye, Mier – Aye, Geraets – Aye, Borchert – Aye, Schmidt – Aye. Motion carried.

Approval of Minutes October 2nd 2017 Regular Session: Borchert motioned to approve the minutes of the regular session, seconded by Sterud. Roll Call: Sterud- Aye, Mier – Aye, Geraets – Aye, Borchert – Aye, Schmidt – Aye. Motion carried.

Visitors to be Heard:

None – Mayor Earley welcomed Brandon and Marlana to the City.

Public Hearing – Ordinance No. 847: Rezone – Lot 7 Fiegen Development Park Addition to the City of Dell Rapids, Minnehaha County, South Dakota – From NRC: Natural Resource Conservation District to I-1: Light Industrial District – Dell Rapids Economic Development Corporation – First Reading

Mier motioned to approve the first reading of Ordinance No. 847, seconded by Geraets. Roll Call: Sterud- Aye, Mier – Aye, Geraets – Aye, Borchert – Aye, Schmidt – Aye. Motion carried.

Public Hearing – One Day Special Retail On-Sale Liquor License- American Legion Hall Ducks Unlimited Banquet, October 30th, 2017 – Norby’s, Deb Brojborg Applicant

Sterud motioned to approve the Special One Day License, seconded by Borchert. Roll Call: Sterud- Aye, Mier – Aye, Geraets – Aye, Borchert – Aye, Schmidt – Aye. Motion carried.

Old Business

WWTF – SBR Improvement Project – Pay Request #7 \$656,452.44 – KHC Construction

Schmidt motioned to approve pay request #7 to KHC Construction, seconded by Mier. Roll Call: Sterud- Aye, Mier – Aye, Geraets – Aye, Borchert – Aye, Schmidt – Aye. Motion carried.

New Business

2016 Audit – KMWF and Associates

Ben Temple presented the 2016 Audit. Schmidt motioned to approve the audit, seconded by Borchert. Roll Call: Sterud- Aye, Mier – Aye, Geraets – Aye, Borchert – Aye, Schmidt – Aye. Motion carried.

Ordinance No. 848: Water and Waste Water Utility Customer Collections Amendment – First Reading

The current ordinance requires that the unpaid balances are to be sent to the County to be collected as lien on the real property tax. Minnehaha County is no longer accepting these water and sewer bills, therefore the City has adjusted by sending the unpaid bills to a private collection agency. The new ordinance reflects this change by determining that the unpaid bills will be sent to a collection agency that is appointed by the City Council. The ordinance also states that the properties will be approved by the City Council after attempted collection by City Hall. Mier motioned to approve the first reading of Ordinance No. 848, seconded by Schmidt. Roll Call: Sterud- Aye, Mier – Aye, Geraets – Aye, Borchert – Aye, Schmidt – Aye. Motion carried.

Eagle Scout Project Request – Baseball Improvements

Jack Prasek along with the Baseball Association has requested to install two wooden scoreboards. Jack is installing one sign for his Eagle Scout Project and Ethan Geraets the other for his Project. The score boards will have wooden numbers to keep track of the score and outs. They will have a locked storage box for the numbers that will be attached to the score board. The first scoreboard would be installed on Field F and the second on Field A. The Eagle Scouts are requesting approval to install these on the fields. Motion by Mier to approve the Eagle Scout projects, seconded by Schmidt. Roll Call: Sterud- Aye, Mier – Aye, Geraets – Aye, Borchert – Aye, Schmidt – Aye. Motion carried.

Snow Removal Contract 2017/18 – BX Civil and Construction

Schmidt motioned to approve the 2017-18 Contract, seconded by Mier. Roll Call: Sterud- Aye, Mier – Aye, Geraets – Aye, Borchert – Aye, Schmidt – Aye. Motion carried.

Claims Payable

Schmidt motioned to approve the bills, seconded by Sterud. Motion carried.

VENDOR NAME	DESCRIPTION	FUND	AMOUNT
A-OX WELDING SUPPLY COMPANY, INC	STREET R&M	GENERAL FUND	19.20
BADGER METER INC	3RD QTR 2017 GATEWAY	WATER FUND	108.00
BEAL DISTRIBUTING, INC	MALT	LIQUOR FUND	27,735.95
BORNS GROUP	SEPTEMBER BILLING	WATER FUND	410.07
	SEPTEMBER BILLING	WASTEWATER FUND	410.06
BUNKERS OIL CO	GASOLINE - 1/2 WATER 1/2 SEWER	WATER FUND	1,169.72
CITY OF DELL RAPIDS	SEPT WATER USAGE	GENERAL FUND	457.62
CITY OF SIOUX FALLS HEALTH DEPARTMENT	WATER TESTING	WATER FUND	203.00
CNHCAPITAL	SUPPLIES	GENERAL FUND	252.64
CORE & MAIN	COPPERHORN METER/BACKFLOW/	WATER FUND	1,437.86

DAKOTA BEVERAGE CO, INC.	MALT	LIQUOR FUND	22,002.90
DAKOTA FLUID POWER, INC.	DAKOTA FLUID POWER, INC.	GENERAL FUND	84.94
DELL RAPIDS ACE	STREET R&M	GENERAL FUND	33.78
DELL RAPIDS LUMBER COMPANY	STREET RENTAL - WACKER	GENERAL FUND	45.00
DELLS DIESEL SERVICE, INC	LOADER - NOT STARTING-REAP	GENERAL FUND	120.00
DELLS FARM & TIRE	TUBE INSTALL - PARK R&M	GENERAL FUND	16.00
DGR	SIoux RIVER REDE ROCK TRAI	GENERAL FUND	1,656.00
	SD HWY 115	WATER FUND	861.91
	CITYWIDE INFRASTRUCTURE	WATER FUND	5,098.87
	SD HWY 115	WASTEWATER FUND	861.91
	WWTF	WASTEWATER FUND	16,822.66
	CITYWIDE INFRASTRUCTURE	WASTEWATER FUND	5,098.87
DOUBLE H PAVING	ASPHALT OVERLAY	GENERAL FUND	129,827.10
DUST-TEX SERVICES, INC	RUG CLEANING SERVICE	GENERAL FUND	86.68
EFTPS	FEDERAL WITHHOLDING	GENERAL FUND	4,133.01
	FEDERAL WITHHOLDING	WATER FUND	1,463.00
	FEDERAL WITHHOLDING	WASTEWATER FUND	1,237.11
GARBAGE N MORE	OCTOBER SERVICE	GENERAL FUND	75.00
GARDNER MEDIA LLC	BOOKS	GENERAL FUND	60.47
GEOTEK ENGINEERING & TESTING SERVICES,	WWTF INLET WORKS	WASTEWATER FUND	2,597.50
GLOBAL DISTRIBUTING	MALT	LIQUOR FUND	359.45
GOLDEN WEST TELECOMMUNICATIONS	SEPTEMBER TELECOMMUNICATIO	GENERAL FUND	213.01
	SEPTEMBER TELECOMMUNICATIO	LIQUOR FUND	46.34
	SEPTEMBER TELECOMMUNICATIO	WATER FUND	176.64
	SEPTEMBER TELECOMMUNICATIO	WASTEWATER FUND	320.20
GRUIS, KARLA	CLEAN CH/LIB	GENERAL FUND	640.00
ICAP, INC	NOVEMBER MGT FEE	GENERAL FUND	1,616.67
INGRAM LIBRARY SERVICES	BOOKS	GENERAL FUND	405.96
JOHNSON BROTHERS FAMOUS BRANDS INC	LIQOUR	LIQUOR FUND	11,928.42
KHC CONSTRUCTION, INC.	WWTF PAY REQUEST 7	WASTEWATER FUND	656,452.44
LACEY'S PORTABLE RESTROOMS & ROLL OFFS	PORTABLE RESTROOMS	GENERAL FUND	520.00
LG EVERIST, INC	STREET R&M	GENERAL FUND	118.33
LINWELD, INC	SEPTEMBER RENTAL	GENERAL FUND	50.40
MICROMARKETING LLC	AUDIO BOOKS	GENERAL FUND	307.47
MIDWEST ALARM	NOVEMBER PUMP STATION	WASTEWATER FUND	30.38
MINNEHAHA COMMUNITY WATER, CORP	SEPTEMBER SHOP WATER	GENERAL FUND	11.08
	SEPT WATER 8,237 @1.56/K	WATER FUND	12,849.72
	SEPTEMBER SHOP WATER	WATER FUND	11.08
	SEPTEMBER SHOP WATER	WASTEWATER FUND	11.09
	WWTF SERVICE LINE	WASTEWATER FUND	1,434.17
MINNEHAHA COUNTY SHERIFF	4TH QTR SERVICES	GENERAL FUND	63,846.28
MOELLER, BRITTANY	SDLA CONFERENCE REIMBURS.	GENERAL FUND	179.78
NAPA AUTO PARTS	STREET R&M	GENERAL FUND	571.95

NEOFUNDS BY NEOPOST	POSTAGE	GENERAL FUND	200.00
PENWORTHY	BOOKS	GENERAL FUND	889.08
REPUBLIC NATIONAL DISTRIBUTING CO	LIQUOR	LIQUOR FUND	10,754.73
ROEMEN'S AUTOMOTIVE	TOW - ASPHALT OVERLAY PROJ	GENERAL FUND	140.00
SAM'S MASTERCARD	SUPPLIES - CC	GENERAL FUND	403.78
SCHUCH, DAVID	CLOTHING ALLOWANCE	WATER FUND	149.02
	CLOTHING ALLOWANCE	WASTEWATER FUND	149.03
SD MUNICIPAL LEAGUE	THURS CONFERENCE LUNCH +3	GENERAL FUND	60.00
SD ONE CALL	3RD QTR MESSAGE FEES	WATER FUND	163.52
SD STATE TREASURER, DEPT OF REVENUE	SEPT RECREATION TAX	GENERAL FUND	160.06
	LOTTERY 9.16-9.30	LIQUOR FUND	1,317.62
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	SEPTEMBER SERVICE	GENERAL FUND	186.78
SKIP JENSEN	SAMPLE BOOKS	GENERAL FUND	480.00
TASTE OF HOME BOOKS	BOOK	GENERAL FUND	32.98
U DRIVE TECHNOLOGY	SEPTEMBER TEXT SERVICE	GENERAL FUND	109.08
US BANK	OCT 15TH SRF PRIN & INT PMT	WATER FUND	38,665.64
	CW#2 4TH ST	WASTEWATER FUND	79,824.22
ONE TIME VENDORS: CHRIS BERTOGLIO	BOOKS	GENERAL FUND	42.00
ONE TIME VENDORS:JIM WELBIG	COMFORT STATION PLANS	GENERAL FUND	300.00
ONE TIME VENDORS:LYLE SIGNS	STREET SIGNS	GENERAL FUND	1,301.97
ONE TIME VENDORS:MEREDITH BOOKS	BOOKS	GENERAL FUND	32.92
VOGT, BROWN, MERRY & HAMMER	OCTOBER RETAINER	GENERAL FUND	1,900.00
XCEL ENERGY	UTILITY	GENERAL FUND	5,907.66
	UTILITY	WATER FUND	68.72
	UTILITY	WASTEWATER FUND	4,843.96

ADMINISTRATOR/FINANCE OFFICER REPORT:

- A. Comprehensive Plan, Planning and Zoning Commission - Update:** The Planning and Zoning Commission met with SECOG on October 10th to begin the process of a “major update” to the Comprehensive Plan. Kristin Benidt with SECOG presented Chapter 2 – Community Demographics to the board for their review. Kristin described the process moving forward of reviewing a chapter each month. She predicted it will take six to eight months for the full update and adoption of the new plan. Administration plans to periodically update the Council on the progress of the Planning Commission.
- B. City Administrator Performance Evaluation – Reminder:** The Mayor has asked to distribute the performance evaluation for City Administrator, Justin Weiland and return it by Monday, October 23rd. The rating scale is 1 (low) to 5 (high). This question was asked and not verified after the last council meeting.

- C. SDML Conference - Update:** The SDML Conference was held in Sioux Falls October 4th, 5th and 6th. The Conference was well attended from communities across the State as well as our Council and Staff. Two awards were presented to our city staff. Ben Gruis was awarded with the annual Jim Fjerstad Safety Award. This award goes to one person in South Dakota therefore it was a great honor to have a Dell Rapids staff member receive the award. The City thanks Ben for his great work with the City safety program. Larry Schildhauer was also inducted into the South Dakota Municipal League Hall of Fame for his 42 years of service. Larry's high school classmate, Governor Dauggard was the speaker at this award luncheon and recognized Larry for his service to Dell Rapids.
- D. Ordinance Codification – Update:** City staff has been working with Patrick Andrews at SECOG to codify the City Ordinance book. The last codification was in 1999. This creates problems because all ordinances that have been adopted since 1999 are not incorporated into the ordinance book. Therefore it is difficult to interpret certain ordinances that may have been amended but are stored within an ordinance binder. The first draft of the codification has been completed by SECOG. Attorney Hammer and Administrator Weiland plan to review this draft in the coming months prior to bringing to the City Council for adoption. This codification will be a very positive step in the right direction because the City will have the ability to provide the public with a complete ordinance. Currently the ordinance that exists on the City website is incomplete.

Adjourn

Mier motioned to adjourn at 8:48 p.m., seconded by Schmidt. Motion carried.