

DELL RAPIDS CITY COUNCIL MINUTES

Monday February 5th, 2018 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, Mike Sterud, Bob Mier, Mark Crisp, Mike Geraets, Gary Haak, James Borchert, and Bill Schmidt.

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

Absent: None

Community Members Present:

- 1.) Brandon & Marlana Wenzel – Quest Church
- 2.) Jeff Holm – Dell Rapids Baseball Association
- 3.) Matt Larson – Big Sioux Media / Dell Rapids Baseball Association
- 4.) Tom Ludens – Mayoral Appointment to Dell Rapids Planning and Zoning Board

Pledge of Allegiance was recited.

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

Approval of Minutes: January 16, 2018 – Regular Session

Schmidt motioned to approve, seconded by Berg. Motion carried

Visitors to be Heard:

MCSO Deputy – Brief update on happenings around town.

Old Business (None)

New Business

Planning and Zoning – Accept Resignation/Appoint New Member

Haak motioned to accept Paul Zweifel's resignation and accept Mayor Earley's appointment of Tom Ludens, seconded by Mier. Motion carried

Personnel

- a.) **Wastewater treatment Operator Job Description** – Mier motioned to approve the new WWTF Operators Job Description and Advertise for the position, seconded by Crisp. Motion carried.
- b.) **Job Announcements – Public Works Director and WasteWater Treatment Plant Operator** - Public Works Director Larry Schildhauer has notified Mayor Earley and Administrator Weiland of his intent to retire from his position with the City after 43 years of employment – effective April 21st. The City is grateful for Larry's leadership and countless hours of public service over more than four decades. Borchert motioned to approve for posting public notice the hiring a public works director.

10th Street Water Tower Painting Options

Mier motioned to follow Administrations recommendation of completing the 7-10 option – amending his motion to include alternate cost estimates for the other options of a 15-20 year and a 25-30 year cost estimate, seconded by Geraets. Motion carried.

Baseball Association – Request to Install Batting Cages

Crisp motioned to approve, seconded by Berg. Motion carried.

Campground/Ballfield Concept – Discussion

Council discussed different options with the plan provided. Haak motioned to place the new portion of the campground just east of Rickeman and directly south of the current campground, leaving the tractor pull area for future development, seconded by Mier. Motion carried.

Dell Rapids Transit – Grant Opportunity – Discussion

Scott Finck with ICAP has inquired with the State DOT about the possibility of receiving grant funds for assisting building a new transit bus facility to house the transit employees and bus. Scott is making sure the City is aware of this opportunity. The City would need a location for a facility and commit to 20% of the total costs. This is an 80% state/federal and 20% city match grant. The Council discussed and asked Administration to look into the option of adding on to the current public works building. Crisp motioned to pursue the grant opportunity, seconded by Geraets. Motion Carried.

Claims Payable

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

VENDOR NAME	DESCRIPTION	FUND	AMOUNT
A&B BUSINESS SOULTIONS	JANUARY BILL	GENERAL FUND	88.37
ADVANCED SYSTEMS INC	FEBRUARY COPIER CONTRACT	GENERAL FUND	24.50
ARGUS LEADER	ELECTION NOTICE OF VACANCY	GENERAL FUND	24.58
	CC MINUTES	GENERAL FUND	142.00
BEAL DISTRIBUTING, INC	JANUARY MALT	LIQUOR FUND	22,255.56
BX CIVIL & CONSTRUCTION	SNOW REMOVAL	GENERAL FUND	1,445.00
CITY OF DELL RAPIDS	CITY HALL WATER USAGE	GENERAL FUND	58.26
	FIRE STATION WATER USAGE	GENERAL FUND	79.33
	LIBRARY WATER USAGE	GENERAL FUND	46.77
CORE & MAIN	REP CLAPS/BACKFLOW/CPLG MI	WATER FUND	1,351.89
	2 CH11-444NL 1 COPPERHORN	WATER FUND	283.08
DAKOTA BEVERAGE CO, INC.	JANUARY LIQUOR	LIQUOR FUND	18,843.78
DELL RAPIDS ACE	MISC. STREET SUPPLIES	GENERAL FUND	76.82
	ICE MELT - LIBRARY	GENERAL FUND	47.98
DELL RAPIDS CHAMBER	2018 CHAMBER STIPEND	GENERAL FUND	25,000.00
	2018 CHAMBER STIPEND	GROSS RECEIPTS FUN	10,000.00
DELL RAPIDS VOLUNTEER FIRE DEPT INC	2018 ANNUAL SUBSIDY	GENERAL FUND	48,021.00
DELLS ELECTRIC, INC	FIX LIBRARY LIGHTS	GENERAL FUND	72.00
DELTA DENTAL	DENTAL INS	GENERAL FUND	395.44

	DENTAL INS	WATER FUND	130.60
	DENTAL INS	WASTEWATER FUND	100.26
DEMCO, INC	REGULAR SUPPLIES	GENERAL FUND	56.40
DGR	10TH STREET IMPR.	GENERAL FUND	3,087.10
	10TH STREET IMPR.	WATER FUND	9,373.17
	SD HWY 115 UTILITY REPLACE	WASTEWATER FUND	16,587.54
EFTPS	FEDERAL WITHHOLDING	GENERAL FUND	4,184.74
	FEDERAL WITHHOLDING	WATER FUND	1,158.04
	FEDERAL WITHHOLDING	WASTEWATER FUND	1,134.17
ELECTRIC SUPPLY COMPANY	FIRE DEPT. OUTSIDE LAMP R	GENERAL FUND	2,985.00
FIRST BANK CARD	LIBRARY CC	GENERAL FUND	491.62
GARBAGE N MORE	FEBRUARY BILL	GENERAL FUND	75.00
GLOBAL DISTRIBUTING	JANUARY MALT	LIQUOR FUND	565.58
GOLDEN WEST TELECOMMUNICATIONS	JANUARY TELE BILL	GENERAL FUND	383.52
	JANUARY TELE BILL	LIQUOR FUND	45.43
	JANUARY TELE BILL	WATER FUND	179.36
	JANUARY TELE BILL	WASTEWATER FUND	315.65
GRUIS, KARLA	CLEAN CH/LIB	GENERAL FUND	960.00
HEALTH POOL OF SOUTH DAKOTA	HEALTH INSURANCE	GENERAL FUND	5,429.14
	HEALTH INSURANCE	WATER FUND	2,198.52
	HEALTH INSURANCE	WASTEWATER FUND	1,634.84
HYDRO KLEAN	SEWER R&M REMOVE ROOTS	WASTEWATER FUND	2,102.50
ICAP, INC	DECEMBER EXPENSES	GENERAL FUND	5,055.58
	FEBRUARY MANAGEMENT FEE	GENERAL FUND	1,616.67
INGRAM LIBRARY SERVICES	BOOKS	GENERAL FUND	467.04
JOHNSON BROTHERS FAMOUS BRANDS INC	JANUARY LIQUOR	LIQUOR FUND	8,614.70
JP COOKE CO.	2018 DOG TAGS	GENERAL FUND	67.59
LG EVERIST, INC	SALT SAND - SNOW REMOVAL	GENERAL FUND	2,691.58
METERING & TECHNOLOGY SOLUTIONS	24 3/4" X 7-1/2" METERS	WATER FUND	7,186.98
MICROMARKETING LLC	AUDIO BOOKS	GENERAL FUND	581.03
MID-AMERICAN RESEARCH CHEMICAL	DEGREASER (12) + \$89 OTHER	WASTEWATER FUND	6,130.44
MIDAMERICAN ENERGY COMPANY	UTILITY	GENERAL FUND	1,483.32
	UTILITY	WATER FUND	81.16
	UTILITY	WASTEWATER FUND	81.16
MIDWAY SERVICE, INC.	BUS OIL CHANGE	GENERAL FUND	31.57
MINNEHAHA COMMUNITY WATER, CORP	JAN WATER: 7,164@1.56	WATER FUND	11,175.84
MINNEHAHA COUNTY SHERIFF	1ST QTR POLICE SERVICES	GENERAL FUND	65,387.82
OUTLAW GRAPHICS	GARFIELD BRIDGE BANNERS	GROSS RECEIPTS FUN	405.00
PENWORTHY	BOOKS	GENERAL FUND	916.53
PHEASANTLAND INDUSTRIES	GOLF CART PERMITS	GENERAL FUND	64.32
REPUBLIC NATIONAL DISTRIBUTING CO	JANUARY LIQUOR	LIQUOR FUND	10,589.32
SAM'S MASTERCARD	OFFICE SUPPLIES	GENERAL FUND	305.70
SD MUNICIPAL LEAGUE	RIB DINNER - JB	GENERAL FUND	25.00

SD PUBLIC HEALTH LABORATORY	SEWER TESTING	WATER FUND	25.00
SDRS SUPPLEMENTAL RETIREMENT PLAN	ROTH RETIREMENT	GENERAL FUND	399.24
	ROTH RETIREMENT	WATER FUND	98.94
	ROTH RETIREMENT	WASTEWATER FUND	91.82
SIOUX FALLS AREA HUMANE SOCIETY	DECEMBER 2017 SERVICE	GENERAL FUND	126.78
SOUTH DAKOTA RETIREMENT SYSTEM	RETIREMENT	GENERAL FUND	3,965.21
	RETIREMENT	WATER FUND	1,385.66
	RETIREMENT	WASTEWATER FUND	1,181.55
SOUTHERN WINE & SPIRITS OF SOUTH DAKOT	DECEMBER LIQUOR	LIQUOR FUND	329.00
	JANUARY LIQUOR	LIQUOR FUND	486.00
STRAWBALE WINERY	DECEMBER WINE	LIQUOR FUND	132.00
	12.08.17-01.07.18	GENERAL FUND	80.90
	12.08.17-01.07.18	WATER FUND	24.12
VERIZON WIRELESS	12.08.17-01.07.18	WASTEWATER FUND	24.12
	UTILITY	GENERAL FUND	2,440.48
	UTILITY	WATER FUND	1,450.08
XCEL ENERGY	UTILITY	WASTEWATER FUND	4,188.88
	FEBRYARY COPIER LEASE	GENERAL FUND	39.00
	UTILITY PMT REIMBURSMET	WATER FUND	72.40
XEROX FINANCIAL SERVICES	W.MAIN BREAK	WATER FUND	1,134.49
AMMON, GREG	CAMPGROUND IMP.	GENERAL FUND	1,440.16
DOUBLE D GRAVE	1/01/2018 - 1/31/2018	GENERAL FUND	35,880.48
HANCOCK		WATER FUND	11,547.16
		WASTEWATER FUND	9,846.44
	**PAYROLL EXPENSES		

ADMINISTRATOR/FINANCE OFFICER REPORT:

- A. Personnel Performance Evaluation:** The Library Board has approved a 3% increase for Library Assistant, Kinsey Griffin. This is an increase from the current hourly rate of \$12.85 per hour to \$13.24 retroactive to her anniversary date of January 4th.
- B. Water and Sewer Bill Increase – Effective on February Billing:** This is to serve as a reminder that the water and sewer rates are increasing effective on February 20th, therefore the new rates will reflect on the March billings. The new rates will effect ratepayers as follows;
- a.** Waste Water \$16.00 to \$16.90 on the base the Per 1,000 gallon increase from \$5.06 to \$5.78. This is a total increase of 9%. The total increase per 5,000 gallons rate from \$49.90 to \$54.40.
 - b.** Water from \$11.50 to \$12.00 and the per 1,000 gallons from \$4.52 to \$4.64. This provides for an increase of 3%. The total increase per 5,000 gallons rate is from \$37.10 to \$38.20.
- C. DOT – TA Grant for Trail Extension to Dam Site – Update:** The TAP grant committee has made their recommendations to the DOT board. The Board will meet later in February but it is anticipated that the board will follow the recommendations of the committee. Unfortunately, it has been recommended that the City will receive \$0 of

our \$400,000. Administration foresaw this result because the project to extend a trail to the dam site doesn't necessarily fit the goals of this transportation alternative specific grant. The extension to the dam site can be classified more as recreational trail type trail as opposed to a Transportation Alternative. Truthfully the proposed trail between 4th Street and 15th Street is more fitting towards this specific Transportation Alternatives grant. Administration plans to sit down with the Sioux River Red Rock Trail Committee to discuss strategies to update priorities based on upcoming trail grants and their commitment of funds towards these projects. The Game Fish and Recreational Trail Project grant is due in April. It should be noted that the majority of the match for this specific trail was committed by the Sioux River Red Rock Trail Committee.

- D. 2017 Sales Totals:** The final sales tax revenues have been calculated for 2017. The City saw an increase of 6% from 2016 to 2017. The total amount collected was \$1,227,419.65 compared to \$1,156,926.02 in 2016 for a total increase of \$70,493.63.
- E. Website - Update:** City Staff are meeting with the Policy and Procedures committee prior to the February 5th Council meeting to present the information and costs gathered regarding the website upgrades. The Policy and Procedures Committee will provide feedback to the Staff and provide direction for any further research or information needed to make a recommendation. It is Administration's hope that a recommendation can be made by the committee by the February 20th and possibly March 5th Council meeting.
- F. 10th Street Assessments – Update:** City Administration and Attorney Hammer requested the Council not adopt the original proposed 10th Street Assessments at the public hearing. Attorney Hammer had discovered a court case that stated assessments can only be placed on properties commensurate with the financial commitment of the local government. Since the City received these grant dollars it is legally necessary that they are applied towards the property assessments. Administrator Weiland has met with each of the property owners to present them with the new assessment numbers. Administrator Weiland has also made requests of each property owner to that the City would prefer not to pursue the deferred assessments as originally set up in the assessment agreements. Each party is discussing this request internally and plans to provide an answer in the coming weeks. Administration plans to wait for an answer regarding the deferred assessment requests prior to setting a new public hearing for adoption of the assessment roll. It is anticipated that a new public hearing will be held within the next 60 days.
- G. Upcoming Meetings:**
- a. **SDML Legislative Rib Dinner and Day at the Capitol – February 6th and 7th:** The annual SDML Rib Dinner and day at the Capital is scheduled for the evening of February 6th and the morning of February 7th.
 - b. **February 20th Meeting Calendar – Reminder:** The second meeting in February is to be held on TUESDAY February, 20th as President's Day is on Monday.
 - c. **Board of Equalization – March 20th:** The Council needs to place on their calendars Tuesday, March 20th for the Board of Equalization meeting. The 2018 valuation cards have not been sent to property owners. They generally go out the first or second week of February.
 - d. **SDML District 3 Meeting – March 13th in Harrisburg:** The District 3 South Dakota Municipal League meeting and banquet is scheduled to be held on March 13th in Harrisburg. This is an evening meeting where dinner is provided a meeting is held and those in attendance will return to Dell Rapids. It would be great to

have a good representation from Dell Rapids. Please look at your calendars and let Finance Officer Baartman know if you plan on attending.

- e. **Election Petitions Due 5 PM on February 23rd**: Petitions are now open for circulation and available at City Hall. A listing of each Ward and the number of signatures required are also available at City Hall. Petitions are due by 5 PM at City Hall on February 23rd.

Adjourn

Mier motioned to adjourn at 8:57 p.m., seconded by Crisp. Motion carried.