

DELL RAPIDS CITY COUNCIL MINUTES

Monday March 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.) Matt Larson – Big Sioux Media / Dell Rapids Baseball Association
- 3.) Robin Wiebenga – 1007 E 11th St. Dell Rapids, SD
- 4.) Ben Temple – 23928 472nd Ave. Dell Rapids, SD

Pledge of Allegiance was recited.

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

Approval of Minutes: February 20, 2018 – Regular Session

Mier motioned to approve, seconded by Borchert. Motion carried

Visitors to be Heard:

None

Plat of Tracts 1A, 1B, 1C and E of Wyland's Addition to the City of Dell Rapids, Minnehaha County, South Dakota

Crisp motioned to approve, seconded by Mier. Roll Call: Berg – Aye, Sterud – Aye, Mier – Aye, Crisp – Aye, Geraets – Aye, Haak – Aye, Borchert – Aye, Schmidt – Aye. Motion carried 8-0.

Old Business (None)

New Business

2017 Annual Report

Haak motioned to approve, seconded by Schmidt. Motion carried.

Resolution No. 2018-02: Appoint Bridge Inspection Engineer

Haak motioned to approve seconded by Mier. Motion Carried.

DREDC Request to Deed Detention Pond to the City – Lot 5 of Fiegen Development Park Addition

Borchert motioned to approve, seconded by Geraets. Motion carried 7-1.

Declare Free Rubble Site Days – First/Second Week of May.

Mier motioned to set free rubble site days as May 3rd, 5th, and 12th, seconded by Geraets. Motion carried.

Claims Payable

Crisp motioned to approve the bills, seconded by Haak. Motion carried.

VENDOR NAME	DESCRIPTION	FUND	AMOUNT
A-OX WELDING SUPPLY COMPANY, INC	STREET R&M	GENERAL FUND	2.51
ADVANCED SYSTEMS INC	COPIER	GENERAL FUND	24.5
AMANDA ROTH	BOOKS	GENERAL FUND	775.98
ARGUS LEADER	CC MINUTES	GENERAL FUND	110.5
	AD FOR BID - GARFIELD AVE	GENERAL FUND	77.5
BEAL DISTRIBUTING, INC	MALT	LIQUOR FUND	22,567.37
BUNKERS OIL CO	SNOW SUPPLIES	GENERAL FUND	1,842.26
BX CIVIL & CONSTRUCTION	SNOW REMOVAL	GENERAL FUND	8,800.00
CENGAGE LEARNING, INC	BOOKS	GENERAL FUND	29.68
CENTER POINT LARGE PRINT	BOOK RENEWAL	GENERAL FUND	1,553.04
CITY OF DELL RAPIDS	CITY HALL	GENERAL FUND	59.25
	FIRE	GENERAL FUND	118.65
	LIBRARY	GENERAL FUND	48.83
COAST TO COAST SOLUTIONS	SR SUPPLIES	GENERAL FUND	372.56
DAKOTA BEVERAGE CO, INC.	MALT	LIQUOR FUND	14,768.66
DELL RAPIDS ACE	STREET SUPPLIES - FLAP DI	GENERAL FUND	55.75
	TRANSIT COPIES	GENERAL FUND	19.29
DELL RAPIDS HAVEN	2018 ANNUAL STIPEND	GENERAL FUND	8,500.00
DELTA DENTAL	DENTAL INS	GENERAL FUND	409.67
	DENTAL INS	WATER FUND	108.31
	DENTAL INS	WASTEWATER FUND	108.32
DGR	GARFIELD AVENUE STREET IMP	GENERAL FUND	7,809.38
	SOUX RIVER REDROCK TRAIL	GENERAL FUND	2,374.00
	2019/2020 CITYWIDE INFRAST	WATER FUND	2,418.50
	2019/2020 CITYWIDE INFRAST	WASTEWATER FUND	2,418.50
	WWTF	WASTEWATER FUND	6,002.02
EFTPS	FEDERAL WITHHOLDING	GENERAL FUND	4,133.26
	FEDERAL WITHHOLDING	WATER FUND	1197.31
	FEDERAL WITHHOLDING	WASTEWATER FUND	1268.98
FIGEN TREE SERVICE LLC	TRIM TREES BROWN PARK	GENERAL FUND	800
FIRST BANK CARD	CB CC	GENERAL FUND	3607.34
	SHELVING	WATER FUND	394
	SHELVING	WASTEWATER FUND	394
GARBAGE N MORE	MARCH BILL	GENERAL FUND	75
GARDNER MEDIA LLC	BOOKS	GENERAL FUND	82.59
GLOBAL DISTRIBUTING	MALT	LIQUOR FUND	251

GOLDEN WEST TELECOMMUNICATIONS	FEBRUARY SERVICE	GENERAL FUND	384.33
	FEBRUARY SERVICE	LIQUOR FUND	45.43
	FEBRUARY SERVICE	WATER FUND	179.44
	FEBRUARY SERVICE	WASTEWATER FUND	316.23
GRUIS, KARLA	CLEAN CH/LB	GENERAL FUND	640
	CLEAN CH/LB	GENERAL FUND	320
HEINEMANN CONCRETE AND SNOW REMOVAL	SNOW REMOVAL	GENERAL FUND	75
INGRAM LIBRARY SERVICES	BOOKS	GENERAL FUND	198.56
JOHNSON BROTHERS FAMOUS BRANDS INC	LIQUOR	LIQUOR FUND	14,940.72
KOOPMAN & SONS GAS CO.	PROPANE	GENERAL FUND	206.73
	PROPANE	WATER FUND	206.73
	PROPANE	WASTEWATER FUND	206.72
LG EVERIST, INC	SALT SAND	GENERAL FUND	2,193.37
	SALT SAND	WATER FUND	466.5
MICROMARKETING LLC	AUDIO BOOKS	GENERAL FUND	327.52
MIDAMERICAN ENERGY COMPANY	UTILITY	GENERAL FUND	1238.49
	UTILITY	WATER FUND	70.31
	UTILITY	WASTEWATER FUND	70.3
MINNEHAHA COMMUNITY WATER, CORP	FEBRUARY SHOP WATER	GENERAL FUND	13.83
	FEB WATER: 6,615@1.56	WATER FUND	10,319.40
	FEBRUARY SHOP WATER	WATER FUND	13.83
	FEBRUARY SHOP WATER	WASTEWATER FUND	13.84
	WWTF WATER USAGE	WASTEWATER FUND	35
MINNEHAHA COUNTY ECONOMIC DEVELOPMENT	MCEDA ANNUAL DUES	GROSS RECEIPTS FUN	10,500.00
NAPA AUTO PARTS	MISCELLANEOUS	GENERAL FUND	1,610.45
	WATER MAIN.	WATER FUND	45.98
NEOFUNDS BY NEOPOST	POSTAGE	GENERAL FUND	200
PENWORTHY	BOOKS	GENERAL FUND	256.12
POPULAR SUBSCRIPTION SERVICE	MAGAZINE RENEWALS	GENERAL FUND	1,237.43
REPUBLIC NATIONAL DISTRIBUTING CO	LIQUOR	LIQUOR FUND	8,518.94
ROEMEN'S AUTOMOTIVE	TOW VEHICLE - WATER MAIN B	WATER FUND	50
SD ASSOCIATION OF CODE ENFORCEMENT	BG - TRAINING	GENERAL FUND	50
SD MUNICIPAL LEAGUE	5 ATTENDING DISTRICT MEETI	GENERAL FUND	90
SD STATE TREASURER, DEPT OF REVENUE	2.01.18 - 2.15.18 LOTTERY	LIQUOR FUND	1,851.61
SDRS SUPPLEMENTAL RETIREMENT PLAN	ROTH RETIREMENT	GENERAL FUND	195
	ROTH RETIREMENT	WATER FUND	48.67
	ROTH RETIREMENT	WASTEWATER FUND	51.33
SOUTH DAKOTA RETIREMENT SYSTEM	RETIREMENT	GENERAL FUND	3951.22
	RETIREMENT	WATER FUND	1217.32
	RETIREMENT	WASTEWATER FUND	1250.34
SOUTHERN WINE & SPIRITS OF SOUTH DAKOT	LIQUOR	LIQUOR FUND	846.76
BROWN, BILLY	01-01130-01	WATER FUND	37.46
DR TRIBUNE - CASS IN	01-01819-03	WATER FUND	8.41

FITLAWN	FITLAWN: SNOW REMOVAL 303	GENERAL FUND	50
GOSCMSA	GOSCMSA: REGISTRATION -JW	GENERAL FUND	100
HANSEN, JAMIE	04-01500-06	WATER FUND	64.51
KAESER	KAESER: PROGRAM SUPPLIES	GENERAL FUND	175.9
NELSON, STEVEN	01-01130-02	WATER FUND	98.75
PENNING	PENNING: BUS PARTS	GENERAL FUND	14.43
VIRG'S SERVICE	THAW FROZEN WATER LINE	WATER FUND	211.61
WEILAND, JUSTIN	GOSCMSA CONFERENCE FLIGHT	GENERAL FUND	493.6
XCEL ENERGY	UTILITY	GENERAL FUND	1918.45
XCEL ENERGY	UTILITY	WATER FUND	1321.05
XCEL ENERGY	UTILITY	WASTEWATER FUND	3558.41
XEROX	LIBRARY COPIER LEASE	GENERAL FUND	58.68
PAYROLL EXPENSES	2/01/2018 - 2/28/2018	GENERAL FUND	35,992.40
PAYROLL EXPENSES	2/01/2018 - 2/28/2018	WATER FUND	10,144.50
PAYROLL EXPENSES	2/01/2018 - 2/28/2018	WASTEWATER FUND	10,419.36

ADMINISTRATOR/FINANCE OFFICER REPORT

- A. 2018 Election - Update:** The petitions for the open Council positions were due on February 23rd. Based on the submissions, the City will not be required to host a City Council election as only one candidate was filed for each ward. The following petitions were submitted and certified by Finance Officer Baartman; Ward 1 – Bill Schmidt, Ward 2 – Barry Berg, Ward 3 – Chad Ronshaugen, Ward 4 – Bob Mier. The new Council will be sworn in at the first meeting in May.
- B. Website – Update:** The Policy and Procedures committee will be meeting at 6:30 prior to the meeting to review the most recent findings from the website research. Dependent upon the conversation, the Committee should be getting close to recommending a website provider.
- C. Projects Update:**
- a. Big Sioux River Rip Rap Project:** The Rip Rap project is complete. The City crews assisted Dakota Clearing and Grading with the application of the rip rap. The project was completed in fewer days than anticipated by the contractor, therefore should be within the City’s planned budget. The project happened perfectly within the weather window as the warming temperatures would have made it difficult to move heavy machinery on the banks of the river. A bill should be submitted by the contractor for approval at the next Council meeting.
 - b. Hwy 115 Project – Public Meeting and Right of Way Encroachment:** The DOT has set up meetings for March 15th with property owners that have remaining encroachments into the Hwy 115 state right-of-way. Three properties have been identified with obstructions. There is some confusion on the specific

right of way location on the north/south section of Hwy 115. The DOT plans to have the property staked prior to these meetings. The DOT is also working on setting up a pre-construction meeting for the third week of March. They also hope to plan a public meeting for the Hwy 115 project on this same day. A date and location has not yet been set. Finding a location to host a large group is proving difficult right now in Dell Rapids. The Council will be informed once this public meeting is set.

D. Job Announcements – Public Works Director, Waste Water Treatment Plant

Operator and Seasonal Positions: The City has started receiving applications for both the Public Works Director and the Waste Water Treatment Plant Operator positions. The Public Works Director is due on March 9th and the WWTF Operator is due March 26th. As far as the Seasonal positions, the Pool Manager and Rubble Site Operator were due on March 2nd and the rest of the staff applications are due on March 9th. It is anticipated that interviews for the pool manager will occur in the next two weeks with a recommendation for hire occurring at the March 19th meeting.

E. Upcoming Meetings:

- a. **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 been sent to property owners. The appeal paperwork is due at City Hall by Thursday, March 15th at 5 PM.
- b. **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.
- c. **GOED Conference – April 12th – Sioux Falls:** The Governor’s Office of Economic Development will be holding their annual conference in Sioux Fall on April 12th. The location and details of the conference have not been announced at this time.

Adjourn

Mier motioned to adjourn at 8:31 p.m., seconded by Haak. Motion carried.