

DELL RAPIDS CITY COUNCIL MINUTES

Monday, June 18th, 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: Bill Schmidt, James Borchert, Gary Haak, Mike Geraets, Mark Crisp, Bob Mier, Chad Ronshaugen, and Barry Berg.

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

Absent: None

Community Members Present:

Terry and Virginia Miller – 805 Dakota Avenue
Trent Bruce – DGR
Chad Andrews – 807 E 4th Street
Tammy Chamley – Dells City Journal
Brittany Moeller – DR Library
Brandon Wenzel – Quest Church

Pledge of Allegiance was recited.

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

Approval of Minutes June 4th, 2018 Regular Session: Schmidt motioned to approve, seconded by Geraets. Motion carried.

Visitors to be Heard:

Tammy Chamley, Editor of the new Dells City Journal noted the first addition will be mailed out Wednesday June 27th. A free first issue will be provided to the citizens of Dell Rapids.

Public Hearing – Resolution 2018-07: 10th Street Improvement Project – Approving Assessments Roll and Levying Special Assessment

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

Outdoor Event Permit – Wedding at City Park Amphitheater – July 8th – Timothy Domel
Schmidt motioned to approve, seconded by Mier. Motion carried.

OLD BUSINESS

10th Street Water Tower Painting Project – Consider Bid Award

Crisp motioned to award the base bid (30-year paint) to E.J. Christ Contracting in the amount of \$162,700, including additional bid items # 14 and #18 but hold off on accepting additional bid item #15 (tank mixer) until further data can be supplied to the Council, seconded by Haak. Motion carried.

Campground Comfort Station/Shower Facility – Consider Bid Award

Crisp motioned to accept the low bid of \$155,000 from A&B Contracting, seconded by Mier. Motion carried.

Ordinance No. 854: Animal Ordinance Amendment Pigeons – First Reading

The proposed ordinance attempted to keep everything simplified therefore the term “pigeons” was added where “fowl” is identified throughout the ordinance. The main highlights of the ordinance amendment are; defining pigeons, specifying types of pigeons allowed, specifying number of pigeons allowed (12) and referencing section 6-32 that specifies the coop/loft arrangements and care of the birds. Haak motioned to approve the first reading of Ordinance No. 854, seconded by Borchert. Motion carried.

NEW BUSINESS

Petition to vacate Alley Block 55 of Dell Rapids Original – Set Public Hearing Date – July 16th 7:30 PM Haak motioned to set the date seconded by Geraets. Motion carried.

Personnel – Part Time Library Assistant

Recommend the Council approve the hire of Cydney Lee as Part Time Library Assistant at the hourly rate of \$9.00 per hour. Haak motioned to approve, seconded by Mier. Motion carried.

Dell Rapids Carnegie Library Update – Library Director Moeller

Director Moeller updated the Council on the growth of the summer reading program: 200 participants in 2015 versus almost 600 this year). Director Moeller also mentioned that she has graduated from the 4-year Library Institute Program. No action taken.

Claims Payable

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

VENDOR NAME	DESCRIPTION	FUND	AMOUNT
A-OX WELDING SUPPLY COMPANY, INC	SUPPLIES	GENERAL FUND	172.08
ARGUS LEADER	MAY PUBLICATIONS	GENERAL FUND	442.75
	NOTICE OF HEARING - LIQUOR	LIQUOR FUND	113.00
	AD FOR BID - WATERTOWER	WATER FUND	262.53
BADGER METER INC	JUNE - DECEMBER 2018 RENEW	WATER FUND	780.00
BORNS GROUP	MAY BILLING	WATER FUND	420.87
	MAY BILLING	WASTEWATER FUND	420.86
BX CIVIL & CONSTRUCTION	CAMPGROUND PROJECT	GENERAL FUND	225.00
CLUBHOUSE HOTEL & SUITES	JW - TRAVEL/TRAINING	GENERAL FUND	136.00
CONCRETE MATERIALS	STREET R&M - ASPHALT	GENERAL FUND	1,542.30
CORE & MAIN	CAMPGROUND	GENERAL FUND	2,220.91
DAUBY'S SPORTS CENTER	4 BASKETBALL NETS	GENERAL FUND	14.40
DELL RAPIDS ACE	MISC SUPPLIES	GENERAL FUND	76.64
	SCREW DRIVER SET	WATER FUND	9.99
	SCREW DRIVER SET	WASTEWATER FUND	10.00
DELL RAPIDS COOP GRAIN	LAWN CHEMICAL	GENERAL FUND	996.00
DELL RAPIDS LAW FIRM	JUNE RETAINER	GENERAL FUND	1,800.00
DELL RAPIDS LUMBER COMPANY	MISC SUPPLIES	GENERAL FUND	246.28

DELLS ELECTRIC, INC	VETERANS PARK - ELEC SERVI	GENERAL FUND	5,293.06
DELLS FARM & TIRE	TIRE REPAIR	GENERAL FUND	104.00
DIAMOND VOGEL PAINTS	STREET PAINT	GENERAL FUND	270.20
DIRECT AUTOMATION	CH MAY SERVICES	GENERAL FUND	1,073.91
	LIBRARY - MAY SERVICES	GENERAL FUND	930.00
DUST-TEX SERVICES, INC	CH RUG SERVICE	GENERAL FUND	38.16
	LIBRARY RUG SERVICES	GENERAL FUND	48.52
ENTRINGER BACKHOE & TRENCHING, LLC	CAMPGROUND PROJECT	GENERAL FUND	867.34
	CURB STOP LEAK	WATER FUND	200.00
ETS	MAY STATEMENT	GENERAL FUND	6.35
GARBAGE N MORE	JUNE BILL	GENERAL FUND	75.00
GLOBAL DISTRIBUTING	MALT	LIQUOR FUND	131.43
GOLDEN WEST TELECOMMUNICATIONS	MAY TELE BILL	GENERAL FUND	550.94
	MAY TELE BILL	LIQUOR FUND	45.29
	MAY TELE BILL	WATER FUND	171.52
	MAY TELE BILL	WASTEWATER FUND	492.31
GRUIS, KARLA	CLEAN CH & LIB	GENERAL FUND	960.00
HACH	PUMP, VACUUM	WASTEWATER FUND	659.00
BUNKERS, MONIQUE	UTILITY DEPOST REFUND	WATER FUND	13.42
DOUG MERGAN	POOL GRATE	GENERAL FUND	19.54
LEAGUE OF MINNESOTA CI	LEAGUE OF MINNESOTA CITIES	WASTEWATER FUND	161.00
LUKE REECY	WSI REIMBURSMENT	GENERAL FUND	294.85
MADLINE SCHWEBACH	WSI REIMBURSMENT	GENERAL FUND	294.85
VERONICA BECK	WSI REIMBURSMENT	GENERAL FUND	294.85
HANSON LOGOWEAR INC	CITY SHIRTS	GENERAL FUND	486.39
	POOL SHIRTS	GENERAL FUND	447.46
	CITY SHIRTS	WATER FUND	45.93
	CITY SHIRTS	WASTEWATER FUND	45.93
HAWKINS, INC	POOL CHEMICAL	GENERAL FUND	3,071.82
ICAP, INC	MAY ACT. EXP/JUL MGM FEE	GENERAL FUND	5,812.04
INGRAM LIBRARY SERVICES	BOOK	GENERAL FUND	34.50
KIDS REFERENCE COMPANY, INC	BOOKS	GENERAL FUND	154.89
LACEY'S PORTABLE RESTROOMS & ROLL OFFS	CAMPGROUND	GENERAL FUND	266.00
LG EVERIST, INC	STREET R&M	GENERAL FUND	567.59
	STREET SUPPLIES	GENERAL FUND	750.53
LINWELD, INC	MAY RENTAL	GENERAL FUND	57.66
LOYAL ELECTRIC, INC	NORBY'S REPAIR	LIQUOR FUND	257.09
MCLEOD'S PRINTING & OFFICE SUPPLY	CF BUSINESS CARDS	WATER FUND	34.95
	CF BUSINESS CARDS	WASTEWATER FUND	34.95
MIDWEST ALARM	SEC ALARM - NORBY'S 2ND QT	LIQUOR FUND	81.00
	JUNE PUMP STATION	WASTEWATER FUND	30.38
MINNEHAHA COUNTY REGISTER OF DEEDS	FILE FEE	GENERAL FUND	30.00
MOELLER, BRITTANY	LIBRARY INSTITUTE	GENERAL FUND	261.60

NAPA AUTO PARTS	MISC R&M	GENERAL FUND	59.83
	SEWER R&M	WASTEWATER FUND	30.48
REPUBLIC NATIONAL DISTRIBUTING CO	LIQUOR	LIQUOR FUND	7,812.17
SD ASSOCIATION OF RURAL WATER SYSTEMS,	2018-2019 MEMEBERSHIP	WATER FUND	875.00
SDRS SUPPLEMENTAL RETIREMENT PLAN	ROTH RETIREMENT	GENERAL FUND	207.50
	ROTH RETIREMENT	WATER FUND	50.00
	ROTH RETIREMENT	WASTEWATER FUND	37.50
SHOPKO	SUPPLIES	GENERAL FUND	103.53
SIOUX FALLS AREA HUMANE SOCIETY	MAY SERVICES	GENERAL FUND	263.48
SOUTHEAST SD TOURISM ASSOCIATION	2018/2019 MEMBERSHIP	GROSS RECEIPTS FUN	370.00
SOUTHERN WINE & SPIRITS OF SOUTH DAKOT	LIQUOR	LIQUOR FUND	347.12
THYSSENKRUPP ELEVATOR CORPORATION	LIB ELEVATOR CONTRACT	GENERAL FUND	763.85
TYLER TECHNOLOGIES	UBO SET UP FEE - ONE TIME	GENERAL FUND	539.00
	UBO SET UP FEE - ONE TIME	WATER FUND	269.50
	UBO SET UP FEE - ONE TIME	WASTEWATER FUND	269.50
U DRIVE TECHNOLOGY	MAY TEXT SERVICE	GENERAL FUND	68.36
VARIETY FOODS LLC	POOL CONCESSIONS	GENERAL FUND	2,462.28
VERIZON WIRELESS	MAY 08 - JUNE 07 2018	GENERAL FUND	94.07
	MAY 08 - JUNE 07 2018	WATER FUND	28.05
	MAY 08 - JUNE 07 2018	WASTEWATER FUND	28.05
VIRG'S SERVICE	PARK SUPPLIES	GENERAL FUND	46.89
XCEL ENERGY	51-7003010-5	GENERAL FUND	5,822.36
	51-4526479-5	WATER FUND	28.81
	51-5468558-8	WASTEWATER FUND	2,561.26
ZEE MEDICAL SERVICE, INC	POO MED SUPPLIES	GENERAL FUND	277.19

ADMINISTRATOR/FINANCE OFFICER REPORT

Project Updates:

Garfield Avenue Paving Project – Update: The pre-construction meeting for the Garfield Avenue paving project has been scheduled for 10:00 AM on June 19th. The contractor will provide a schedule and coordinate with the various utilities affected by the project. Once a schedule has been provided it will be communicated with the abutting property owners. The contractor will be responsible for providing access to property owners throughout construction.

Hwy 115 Project – Update: Administrator Weiland received an update from the DOT on the Hwy 115 project. T&R is on schedule for completion by the end of October. The flagging on the east/west route will be complete on Monday, the 18th. This 3,000 feet of paving will be complete. The 24-hour two-way traffic will reconvene on Tuesday. The grading of the east west area in City limits will begin the week of the 18th, followed by the paving of this area. The encasement for the water line has been installed under Hwy 115 and the utilities are scheduled to be begin installation the week of the 18th. The bridge will see the pouring of the deck starting the

week of the 18th. It is anticipated that the paving of the bridge deck will take 4 to 6 weeks. The bridge should be open to traffic by the beginning to middle of August.

Street Maintenance Patching and Crack Sealing – Update: Public Works Director Fjellanger has engaged contractors for the annual street maintenance. Public Works Director Fjellanger is making the decision to not chip seal in 2018. The City has chip sealed all asphalt streets over the past 4 years. Therefore, the focus will be on crack sealing in 2018. PW Director Fjellanger is analyzing streets in need of crack sealing and will be calculating quantities to provide to contractors. The City is also engaging contractors for street patching. Several locations will be identified for removal and replacement of asphalt surfaces. The City has budgeted \$125,000 for street sealing in 2018.

WWTF Oversight Management Agreement – Update: Administrator Weiland has worked with Attorney Hammer to develop a contract agreement for the oversight of the Waste Water Treatment plant. Administrator Weiland has provided this contract to the potential oversight individual for consideration. The agreement is not signed yet for consideration at the June 18th meeting. This item should come before the Council at the July 2nd meeting.

SE Infrastructure Project – Update: DGR is continuing the design of the SE infrastructure project. It is important to keep in mind that this is a very large-scale project with literally many small projects within the scope of the project. DGR is continuing to break down these intricacies and make decisions on best design practices. In the next few weeks, staff and DGR plans to meet with a few of the property owners that had questions as a result of the public meeting at the end of 17th. The staff is also planning a letter to be sent to all affected property owners as an update on current progress and a timeline for proposed future progress. Another public meeting will be held with property owners once DGR is closer to design. This public meeting will be held prior to the Resolution of Necessity public hearing. The project is scheduled to be bid in the mid-winter (February) timeframe.

Upcoming Meetings/Important Dates:

Capital Improvement Plan – July 9th – 7:30 PM: The Council has decided to schedule a special Capital Improvement Plan meeting for July 9th at 7:30 PM. Administrator Weiland is pulling project information together and working with DGR to gather estimated costs. If the Council has a specific project they would like considered for the discussion and ranking of the projects, please speak with Administrator Weiland in the next few weeks. In order to add specific projects, it would be good to have some base level information. Therefore, bringing these projects forward sooner provides more time to gather this information. Again, this is an important meeting for the Council to discuss priorities for future projects, and future spending. Future budgets are based off of these Council priorities.

Community Events – Quarry Days June 22nd, 23rd and 24th: A reminder to the Council that Quarry Days is scheduled for June 22nd, 23rd and 24th.

Adjourn

Mier motioned to adjourn at 8:44PM, seconded by Schmidt. Motion carried.