

## **DELL RAPIDS CITY COUNCIL MINUTES**

Monday, September 17<sup>th</sup>, 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, Gary Haak, Mike Geraets, Mark Crisp, Chad Ronshaugen, and Barry Berg.

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

Absent: James Borchert, Bob Mier (arrived at 7:50)

Community Members Present:

Ben Temple – KMWF

Linda and Craig Maeschen – 613 N. Iowa Ave, Dell Rapids

Tom Ludens – 205 Prospect Ave, Dell Rapids

Art Eulberg – 212 Mill Ave, Dell Rapids

**Pledge of Allegiance was recited.**

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

**Approval of Minutes September 17<sup>th</sup>, 2018 Regular Session:** Haak motioned to approve, seconded by Schmidt. Motion carried.

**Approval of Minutes August 21<sup>st</sup>, 2018 Special Budget Session:** Haak motioned to approve, seconded by Berg. Motion carried.

**Visitors to be Heard:**

None

**Public Hearing – Resolution No. 2018-12: Assessment for Snow Removal and Vegetation Abatement**

Haak motioned to approve, seconded by Geraets. Roll Call: Schmidt – Aye, Haak – Aye, Geraets – Aye, Crisp – Aye, Ronshaugen – Aye, Bert – Aye. Motion carried 6-0.

**Public Hearing – Transfer of Alcoholic Beverage License, El Tapatio (Maria Guitron) to The Grand (Joan Rasmusson)**

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

**OLD BUSINESS**

**10<sup>th</sup> Street Water Tower Project – Pay Request #1 \$55,789.41 – E.J. Chris Contracting**

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

**Ordinance No. 857: 2019 Budget Appropriations – Second Reading and Adoption**

Schmidt motioned to approved, seconded by Crisp. Roll Call: Schmidt – Aye, Haak – Aye, Geraets – Aye, Crisp – Aye, Ronshaugen – Aye, Bert – Aye. Motion carried 6-0.

## NEW BUSINESS

**Utility Customer Billing and Parking Tickets – Send Unpaid Bills and Parking Tickets to Collections.** Art Eulberg addressed the Council and asked they reduce the utility bill outstanding at 212 Mill Ave. Haak motioned to reduce the bill by 25% to \$206.30 if paid by the November 1<sup>st</sup> due date, seconded by Crisp. Motion carried. Schmidt motioned to send all unpaid utility and parking tickets to AAA Collections. Motion carried.

## 2017 Audit Presentation – KMWF and Associates

Ben Temple presented the 2017 Audit to the Council. Mier motioned to approve the audit, seconded by Haak. Motion carried.

## Free Rubble Site/Free Technology Drop off Days – Set Dates

Mier motioned to set the free days as Saturday October 27<sup>th</sup>,

## Claims Payable

Haak motioned to approve claims payable, seconded by Berg. Motion carried.

VENDOR NAME	DESCRIPTION	FUND	AMOUNT
ARGUS LEADER	AUGUST PUBLICATION	GENERAL FUND	552.50
BARNES & NOBLE	BOOKS	GENERAL FUND	305.69
BEAL DISTRIBUTING, INC	MALT	LIQUOR FUND	39,165.92
BORNS GROUP	AUGUST BILLING	WATER FUND	421.20
	AUGUST BILLING	WASTEWATER FUND	421.19
BUNKERS OIL CO	UNL 400@2.959 / DSL: 500@2	GENERAL FUND	1,254.50
	UNL 400@2.959 / DSL: 500@2	WATER FUND	591.80
	UNL 400@2.959 / DSL: 500@2	WASTEWATER FUND	591.80
CITY OF DELL RAPIDS	AUGUST WATER USAGE	GENERAL FUND	702.38
CITY OF SIOUX FALLS HEALTH DEPARTMENT	WATER TESTING	WATER FUND	88.00
COUNTY FAIR FOODS, INC	POOL CLEANING SUPPLIES	GENERAL FUND	33.67
DAKOTA BEVERAGE CO, INC.	MALT	LIQUOR FUND	28,889.52
DELL RAPIDS ACE	BRUSH WHEEL POLY 21"	GENERAL FUND	8.99
	BUS COPIES	GENERAL FUND	2.50
DELL RAPIDS COOP GRAIN	CHEMICAL	GENERAL FUND	470.00
	GRASS SEED	GENERAL FUND	150.00
DELL RAPIDS CUSTOM TRAILERS, INC.	ST R&M	GENERAL FUND	129.09
DELL RAPIDS LAW FIRM	SEPTEMBER RETAINER	GENERAL FUND	1,800.00
DELL RAPIDS LUMBER COMPANY	STREET R&M	GENERAL FUND	264.75
	POOL R&M	GENERAL FUND	171.84
	PARK R&M	GENERAL FUND	15.09
DELLS FARM & TIRE	2 TIRES - PARKS R&M	GENERAL FUND	96.00
DELLS MATERIALS	PARKS MAINT.	GENERAL FUND	676.00
DIAMOND VOGEL PAINTS	WHITE PAINT 25G @15.68	GENERAL FUND	392.00

DIRECT AUTOMATION	CH IT CONTRACT	GENERAL FUND	571.66
	LIBRARY IT CONTRACT	GENERAL FUND	555.00
	CH ADDITIONAL - WWTF	WASTEWATER FUND	62.50
DUST-TEX SERVICES, INC	RUG CLEANING	GENERAL FUND	86.68
E.J. CHRIS CONTRACTING	10TH ST WATER TOWER #1	WATER FUND	55,786.41
ONE TIME VENDOR AMERICAN ENGINEERING	AMERICAN ENGINEERING: WWTF	WASTEWATER FUND	324.00
EFTPS	FEDERAL WITHHOLDING	GENERAL FUND	4,125.09
	FEDERAL WITHHOLDING	WATER FUND	991.60
	FEDERAL WITHHOLDING	WASTEWATER FUND	991.64
FJELLANGER, CLARENCE	CLOTHING REIMB. 2018	WATER FUND	150.00
	CLOTHING REIMB. 2018	WASTEWATER FUND	150.00
GARBAGE N MORE	AUGUST + EXTRA	GENERAL FUND	145.00
GEOTEK ENGINEERING & TESTING SERVICES,	GARFIELD AVE. PRAVING	GENERAL FUND	1,639.00
GLOBAL DISTRIBUTING	MALT	LIQUOR FUND	239.74
GOLDEN WEST TELECOMMUNICATIONS	AUGUST TELE BILL	GENERAL FUND	491.28
	AUGUST TELE BILL	LIQUOR FUND	45.23
	AUGUST TELE BILL	WATER FUND	172.06
	AUGUST TELE BILL	WASTEWATER FUND	420.90
GRUIS, KARLA	CH & LIB CLEANING	GENERAL FUND	640.00
HAWKINS, INC	WATER R&M	WATER FUND	1,059.26
INGRAM LIBRARY SERVICES	BOOK	GENERAL FUND	133.12
INTERSTATE POWER SYSTEMS	SEWER R&M	WASTEWATER FUND	186.00
JOHNSON BROTHERS FAMOUS BRANDS INC	LIQUOR	LIQUOR FUND	15,232.20
JUSTICE FIRE & SAFETY, LLC	WWTF FIRE EXT.	WASTEWATER FUND	477.00
KIDS REFERENCE COMPANY, INC	BOOKS	GENERAL FUND	126.91
LACEY'S PORTABLE RESTROOMS & ROLL OFFS	RENTAL	GENERAL FUND	399.00
LEWIS DRUG INC	NOTEBOOK	WASTEWATER FUND	3.98
LINWELD, INC	SEPTEMBER RENTAL	GENERAL FUND	28.83
	SEPTEMBER RENTAL	WASTEWATER FUND	28.83
METERING & TECHNOLOGY SOLUTIONS	WATER R&M	WATER FUND	9.72
MICROMARKETING LLC	AUDIO VISUAL	GENERAL FUND	342.46
MIDAMERICAN ENERGY COMPANY	UTILITY	GENERAL FUND	5.83
MIDWEST ALARM	NORBY'S 3RD QTR SEC. ALARM	LIQUOR FUND	81.00
	SEPTEMBER PUMP STATION	WASTEWATER FUND	30.38
MINNEHAHA COMMUNITY WATER, CORP	AUGUST SHOP WATER	GENERAL FUND	11.08
	AUG WATER: 9,547 @ 1.56	WATER FUND	14,893.32
	AUGUST SHOP WATER	WATER FUND	11.08
	AUGUST WWTF WATER	WASTEWATER FUND	329.25
	AUGUST SHOP WATER	WASTEWATER FUND	11.09
NAPA AUTO PARTS	STREET R&M	GENERAL FUND	76.66
	SEWER R&M	WASTEWATER FUND	41.78
NEOFUNDS BY NEOPOST	POSTAGE	GENERAL FUND	200.00
REPUBLIC NATIONAL DISTRIBUTING CO	LIQUOR	LIQUOR FUND	5,879.48

SAM'S MASTERCARD	CH MISC. SUPPLIES	GENERAL FUND	291.95
	WWTF SUPPLIES	WASTEWATER FUND	62.97
SD DEPT OF TRANSPORTATION	ANNUAL HWY SIGN FEE	GROSS RECEIPTS FUN	48.00
SD STATE TREASURER, DEPT OF REVENUE	AUGUST REC SALES TAX	GENERAL FUND	520.07
SDRS SUPPLEMENTAL RETIREMENT PLAN	ROTH RETIREMENT	GENERAL FUND	195.00
	ROTH RETIREMENT	WATER FUND	49.54
	ROTH RETIREMENT	WASTEWATER FUND	50.46
SOUTHERN WINE & SPIRITS OF SOUTH DAKOT	LIQUOR	LIQUOR FUND	633.60
THOMPSON REUTERS, PROFESSIONAL SOFTWARE	CS RENEWAL 18/2019	GENERAL FUND	525.00
U DRIVE TECHNOLOGY	AUGUST TEXTING SERVICE	GENERAL FUND	75.80
XCEL ENERGY	51-7003010-5	GENERAL FUND	5,959.90

## ADMINISTRATOR/FINANCE OFFICER REPORT

**A. MCWC Water Rate Increase 2019 - Update:** MCWC is planning a water rate increase in 2019 of \$.12 per 1,000 gallons. This increase was received too late to incorporate into the 2019 budget. Administrator Weiland will plan to implement this additional increase into the planned water rate increase in 2019. The planned increase was \$4.00 per 5,000 gallons. The \$.12 will create an additional \$.60 per 5,000 gallons.

**B. Peddlers License Issuance - Update:** City Administration received inquiries from Council Members and the public regarding the issuance of peddler's licenses. The City issued 8 peddlers license to a cleaning solution company. The City followed the process for issuing these licenses by collecting the \$35.00 permit fee for each license, taking copy of photo ID, and having each individual complete an application. Based on an inquiry from a Council Member and a complaint that had been lodged on social media. Administration called the Company (based in California) and described the scenario that was explained by the accuser. The Company was able to track the specific individual that was accused of this conduct and they removed the individual from the sale of products in Dell Rapids. The Dell Rapids citizen that had the issue with the individual was satisfied with this action by the company.

Administration provided a copy of the current peddler's license for the Council's review and discussion purposes. It should be pointed out that the City issues several peddlers licenses annually and we generally have very few issues with

**C. Minnehaha Joint Jurisdiction – September 24<sup>th</sup> Planning Commission Public Hearing – LG Everist Conditional Use:** L.G. Everist is requesting to expand their current Conditional Use permit at the west quarry site. They are requesting to expand the current extraction lines to the east and south up to the road. They are requesting a conditional use to place a seasonal asphalt plant.

**D. Transit DOT Grant to Construct Transit Bus Shop:** The City has received preliminary word that we will be the recipients of a grant to construct a 3-stall garage for the Dell Rapids Transit. This grant will cover a \$300,000 structure. The City will be responsible for 20% of the costs (\$60,000). Administration will be working with ICAP and the State to

process the grant. The City will need to determine a final location to place the Transit Bus Shop.

**E. Dam Area Community Clean Up Effort – October 7<sup>th</sup>:** Dell Rapids resident Kiley Stone is organizing a river cleanup day focused at the dam park area. This is the second year that this event will be held. The City will provide trash bags for the event. This was a successful event in 2017 and the City is appreciative of this effort by our community members and Ms. Stone for organizing the event.

**F. Projects Update:**

- 1. Overlook Recreational Trail:** The contractor is continuing to make progress on the Overlook Recreation Trail. Unfortunately, they had an issue with the first concrete poured section. The contractor did not apply the cure agent with an even distribution. More importantly the contractor did not sawcut the concrete at the right time during the cure period. Therefore, certain areas began cracking in incorrect locations. DGR has marked areas that will need to be removed. The other areas will be monitored for future cracking. The City will most likely need to negotiate a deduct for potential cracking issues in the future. DGR is monitoring the issue closely and will be very careful to watch all future pours.
- 2. Campground Project:** The comfort station is under construction. The footings have been poured and the concrete walls are poured. As mentioned before the contractor will continue to move forward with construction but has informed the City that they will most likely not meet the October 15<sup>th</sup> deadline. The utilities are on schedule to begin in the next few weeks. The City has engaged Prunty construction to assist with the installation of the water and sewer utilities.
- 3. Hwy 115 Project:** As everyone is aware, the 3<sup>rd</sup> Street Bridge is open! The Rocky Run creek bridge deck has been poured and work continues on the northern half of the highway coming into town. The underground subcontractor H&W has installed the sewer and is currently working on the water main installation. The DOT is continuing to state the project is approximately 30 days behind schedule.
- 4. SE Infrastructure Project:** DGR is continuing to work on designing the plans for the SE Infrastructure project. The City and DGR met with the D&I Railroad to discuss details of handling the four crossings that will be affected by this project. Coordination with the D&I will be crucial for the project to go smoothly. The City has not heard back on the DOT Community Access Grant. The board should make awards on that grant by November. Administration is looking at the calendar and now looking at mid-November, before Thanksgiving, for the property owner meeting. The City will have a clearer view of our funding and DGR will have a more advanced look at the final design to present to the property owners. The City will also have a more defined phasing established by that time. Timeline wise we are still looking at a January special assessment hearing, going to bid in mid to late February bid, with construction to begin in the spring.

**Adjourn**

Mier motioned to adjourn at 8:47PM, seconded by Schmidt. Motion carried.