CITY OF ARLINGTON, SOUTH DAKOTA
February 8, 2016

The City Council met as the Zoning Commission. There was no business. Meeting adjourned.

The City Council met in regular session in the Municipal Building. Present on Roll Call were Mayor Amiel Redfish and Council Members: Curt Lundquist, Terry Rowbotham, Garth Johnson, Todd Bunker and Keith Wendland. Absent: Jared Steffensen.

Addition to the Agenda: Changes to the Fire Dept roster. Table Utility Ordinance issue until March meeting.

Motion was made by Rowbotham, seconded by Johnson to approve the minutes of the January 4th, 18th and 21st meetings. All in favor—Carried.

Bills on file were submitted for consideration and on Motion by Wendland, seconded by Bunker, the Finance Officer was instructed to issue payment for same. All in favor on Roll Call Vote—Carried.

Bills approved as follows:

23339-23345	Salaries	General Fund	101	4232.61
		Water	602	645.47
		Electric	603	2579.11
		Sewer	604	746.30
23346	Birch Communications	Phone Chges		181.89
Auto Debit	Citizens State Bank	EFTPS—Jan 15th WH-SS-Medicare		2677.67
23347	Electric Fund	City Utility Bills		3768.57
23348	Heartland Consumer Power Dist	Energy		34839.14
23349	Kingsbury County Auditor	County Law Enforcement Contract		5655.00
23350	Mediacom LLC	Internet		148.30
23351	SD State Treasurer	Sales Tax		6244.57
23352	Wellmark BCBS	Refund ambulance payment received for Gene Nelson's bill		666.08
23353	Western Area Power Adm	Energy		22426.18
23354-23372	Salaries	General Fund	101	9727.04
		Water	602	1524.25
		Electric	603	3367.62
		Sewer	604	933.59
23373	AFLAC	Payroll Deductions		172.53
23374	AT&T	Cell Phone Chges		31.18
Auto Debit	Citizens State Bank	EFTPS—Jan 29th WH-SS-Medicare		4909.50
23375	East River Electric Power Co	Energy		3101.55
23376	Northwestern	Service to Shop & Coop Shop Bldgs		266.19

23377	SD Retirement System	Jan Retirement	2814.86
23378	Sioux Valley Energy	Electricity @ Airport	26.00
23379	SD Supp Retirement	Supp Retirement/Steve Carlson	100.00
23380	The Health Pool of SD	Feb Health Insurance Premiums	4764.35
23381	Amazon Credit Plan	Books/Library	53.31
23382	A-Ox Welding Supply Co	Cylinder Rent	77.90
23383	Arlington Hardware Hank	Mouse traps/wire/utility door pulls/plumbing/Mr Clean/hose clamps/WD-40/rakes/plier/antifreeze/ deicer/fasteners/batteries/outlet tap/adapter/bit drill drive set/brooms/torch head/tape/	243.63
23384	Arlington Sun	Publications	317.10
23385	Avera Occupational Medicine	Random drug testing	266.70
23386	Banner Associates	Engineering—water system modeling/Ag business requirements/Main Street Project	12290.00
23387	Brookings Economic Dev Corp	Annual Regional Cities Membership	5000.00
23388	Bunker Auto Inc	Fuel-amb/Service 2009 Ambulance/Power service	271.85
23389	Citizens State Bank	Feb Service Chge	20.00
23390	Cook's Wastepaper & Recycling	Dec Garbage	4715.87
23391	Dakota Pump & Control	Impeller/Labor—Lagoons	2289.54
23392	Days Inn-Pierre	Motel Rooms—Tourism Conference	151.98
23393	Dept of Revenue	Water testing	15.00
23394	DGR Engineering	Electric System	740.50
23395	Dr Oz The Good Life	Subscription/Library	15.00
23396	East River Electric Power Coop	Repaired regulator panel	137.72
23397	Electric Fund	Meter deposits app to RO bills	550.00
23398	Cory Falconer	Trip to inspect dump truck	204.00
23399	Sue Falconer	Reimbursement—Commercial applicators classes for Marshal, Steve and Lonnie	325.00
23400	Fastenal Company	Gloves/hooks	88.89
23401	First Dist Assn/Local Govts	Annual Support	1054.17
23402	Handi Mart	Fuel-fire Dept	392.80
23403	Harry's Septic & Sewer	Storm sewer cleaning	3280.00
23404	Infotech Solutions LLC	Monthly maintenance/backup/hosting/cable & wireless mouse	270.00
23405	Interstate All Battery Center	Batteries—Ambulance	327.60

23406	JH Larson Co	Wire/adapters/locknuts/bushings/non-metallic liquid tite/compression connectors/PVC liquid tite Connectors/PVC conduit/fluorescent lamps	1586.53
23407	Kingbrook Rural Water System	January Water & Lease	8006.58
23408	Larsen Overhead Door	Remote garage controls	102.00
23409	Lowes	Materials for Christmas decorations/shop vac/AMI supplies/SW test leads	187.02
23410	M & T Fire & Safety	Fire Dept Badges	268.50
23411	Macksteel Warehouse	Materials for work bench & storm drain	349.88
23412	Macs Inc	Tools/chain/casters for work table	488.57
23413	Milbank Winwater Works	Cover for storm drain	340.33
23414	Marshal Mix	Reimbursement for meals & fuel—truck trip	64.62
23415	Office Peeps Inc	Paper towels/copier service agreement/copy paper/ Income tax forms	202.12
23416	Omni-Pro Software	Load mgmt. software license & support/ 3 digipeaters	14200.00
23417	PCC Ambulance Billing Service	Ambulance billings Dec 2015	621.09
23418	Petty Cash	Postage	120.91
23419	Prairie Ag Partners	Fuel pump-Chev pickup/service bucket truck & repairs/repairs-loader forks/alternator-Ford pickup/ air hose/welding supplies/auto parts/payloader repairs	1246.55
23420	Amiel Redfish	Reimbursement for personal vehicle use	236.52
23421	Terry Rowbotham	Refund payment made to Warnke Electric to move Meter socket @ rental property	210.20
23422	Ryco Construction	Labor and materials to remove, replace and finish concrete—various projects	5985.16
23423	SD Municipal Electric Assn	Conference Registration—Marshal & Jason	130.00
23424	Snap on Tools	Shop tools	559.14
23425	South Dakota One Call	Locates Oct – Dec 2015	42.56
23426	Stuart Irby Co	Winter gloves	51.60
23427	Titan Machinery	Quick attachment for snow blade	850.00
23428	Michael Todd & Company	Grader blades/snow plow blades & hdwe	1785.56
23429	Two Way Radio	Labor/ambulance radio	37.50
23430	WW Tire Service	Tractor tire	945.00
23431	Wesco Distribution Inc	Vinyl tape/disconnect sleeves	449.12

Auto Debit	Rural Development	Water Improvement Loan	1343.00
Auto Debit	Rural Development	Wastewater Improvement Loan	2859.00

Motion was made by Lundquist, seconded by Rowbotham to adopt Resolution #2522 as follows:

RESOLUTION #2522

BE IT RESOLVED, that $20,000 be transferred from the Electric Fund to the General Fund for expenses per the budget. All in favor—Carried.

Tammy Anderson, Director of Equalization from Kingsbury County, met with the council prior to the upcoming Local Board of Equalization meetings to be held in the cities in March. She advised that Commercial lots and buildings and Residential lot valuations increased 20% across the board. Residential homes both increased or decreased due to re-appraisals last summer. Any appeals must be received at the finance office in writing by March 17th and the Board will begin meeting on March 21st.

Scott Mohror, Banner Associates, met with the council to discuss the Main Street Project. He advised that the plans were in Pierre and he is waiting for their approval. He asked the council to make a motion to approve advertising for bids.

Motion was made by Lundquist, seconded by Johnson to approve advertising for bids for the South Main Street Project contingent upon approval from DOT in Pierre. All in favor—Carried.

The street lighting along this project was also discussed—Motion was made by Johnson, seconded by Bunker to install, provide electricity and maintain street lights at the Arlington School if the school purchases the lights and poles and they are installed during the street project in front of the high school by the entrance driveways to the Library, Business Office, etc. All in favor—Carried.

The finance office had received a complaint from a resident who had received a snow parking ticket on his vehicle parked on South 4th Street. He advised that he received a ticket and then moved the vehicle before the snow plow came by his house and drove around until the snow removal was completed in that area and therefore did not believe that he should have to pay the ticket. The city attorney advised that if the vehicle was parked in the street and a ticket was issued—it does not matter if it was moved before the snow plow got to that location. He is responsible for payment of the fine.

The council received another complaint regarding payment of their utility bill—they stated that the payment was made on time but were charged a late fee. Motion was made by Rowbotham, seconded by Johnson to forgive the $25.00 late fee. All in favor—Carried.

Ordinance #548 received the second reading and on Motion by Rowbotham, seconded by Wendland same was approved with all Voting Aye—Carried.

ORDINANCE #548

REGULATIONS OF THE ARLINGTON MUNICIPAL CEMETERY

AN ORDINANCE AMENDING ORDINANCE NO. 528 PRESCRIBING DEFINITIONS, RULES AND REGULATIONS PERTAINING TO THE ARLINGTON MUNICIPAL CEMETERY, ARLINGTON, SOUTH DAKOTA

BE IT ORDAINED BY THE CITY COUNCIL OF ARLINGTON, SOUTH DAKOTA, that the following rules and regulations be enacted.

Section 1. Monuments

No Double Monuments shall exceed sixty inches in length, twelve inches in width and thirty-six inches in height excluding the base. Monuments shall not be used except where two or four gravesites are owned by the same family. No Single Monument shall exceed thirty inches in length, six inches in width and eighteen inches in height excluding the base. Monuments shall be of concrete, or stone (granite or marble.) Servicemen's medal markers are accepted.

Foundations for Monuments: The foundation of a monument shall consist of an excavation approximately the size of the foundation of the monument. The bottom of the excavation shall be approximately 6 inches deep, be tamped, and leveled. Gravel can be tamped and added as needed. Once level, pour wet concrete footing, approximately 3 inches thick. Level wet concrete and place foundation over wet concrete footings.

Foundation needs to be made from either granite or a pre-stressed concrete foundation constructed of concrete and rebar. Set monument base or small monument on foundation. A setting compound must be applied between the base and the foundation. Wedge lead will be placed under the base's bottom and tablet's bottom comers before the setting compound is applied. Finish by installing the tablet and make sure the entire unit is level. Must be 6 inch pre-cut or 3 inch pre-stress (preferred). The gravel needed is what is used to level the foundation. Subject to city approval prior to placement authorization.

Foundations of Monuments incorporating flower urns shall be constructed same as above except that the foundation may be eighteen inches wider than the monument base. The additional six inches of width must be on the grave side of the monument.

Location of Lots and Mausoleums: Monuments shall be placed on the center line of the graves with the east edge of the base on the east boundary of the lot. All monuments must be tagged and the monument company is responsible to maintain all stones which they place in the cemetery going forward. Extra area can be required for flowers if the city chooses.

Section 2. Markers

Single Markers shall be of concrete, granite, or marble of any color, no larger than thirty inches long, sixteen inches wide and six inches in height. Double Markers shall be of concrete, granite, or marble of any color, no larger than sixty inches long, no more than sixteen inches wide, and no more than six inches in height. Servicemen's medal markers are accepted.

Foundations of Markers (same as for Monuments): Foundation for markers shall not be less than twelve inches in depth and net greater than six inches in length and width than the marker. The bottom of the excavation shall be approximately 6 inches deep, be tamped, and leveled. Gravel can be tamped and added as needed.

Foundations of Markers incorporating flower urns shall be constructed same as above except that the foundation may be sixteen inches wider than the marker. The additional six inches of width must be on the grave side of the marker.

Location of Markers: The use of markers is encouraged and is to be used on the west edge of the graves. All markers are typically centered on the foundation unless the family requests they are offset. Continual measurements are taken to ensure base is placed precisely on foundation with same distance front to back and side to side

Section 3. Permits for Monuments and Markers

Permits to install Monuments and Markers shall be obtained from the City Finance Officer at a cost of twenty-five ($25.00) for each. No Monuments or Markers shall be placed unless pre-approved and staked by the City of Arlington. Any person, company or entity of any sort or

type shall be required to permanently affix a label clearly disclosing the name, address and phone number of the person, company or entity placing the Monuments and or Marker. Failure to disclose this information shall be deemed grounds for refusal to allow the Monument and a Marker to be placed and or grounds allowing for removal by the City.

Section 4. Use of Slabs

Granite, concrete, metal or other material shall not be used to cover any grave or graves in the cemetery addition. Columbarium for cremates are allowed as long as within other guidelines.

Section 5. Installation of Monuments and Markers

Monuments and markers shall be installed in a workmanship like manner by a reputable dealer. Should the workmanship of any dealer leave a question regarding the installation procedures or should any tilting or movement out of line occur within one year, the installer shall be requested to straighten the monument or marker. If the dealer refuses, they shall be barred from further installation of Monuments or Markers in the cemetery addition.

Section 6.

It shall be unlawful for any owner of any lot or grave space to plant any perennial, shrubs or trees. Annuals may be planted in urns or planters which are an integral part of the monument and must be permanently fixed to the foundation or monument. Shepherd's hooks or iron hangers must be in or next to the base.

Section 7.

It shall be unlawful for any sod to be dug up or disturbed; any shrubbery or plants now on lots or grave spaces must be removed or will be removed by the City.

Section 8.

All plants and artificial flowers must be removed on or before the lapse of ten days after Memorial Day, and if not so removed, the same will be disposed of by city employees.

Section 9.

To preserve and insure uniformity and neatness of the cemetery, the City has planted and will maintain all shrubs and trees in both the old and new addition. The City reserves the right to remove any shrubs, trees or plants that mar or deface any monument or detracts from the appearance of the cemetery.

Section 10. Price Per Grave Unit

All lots except those otherwise designated by the governing body shall be sold on a basis as established, and as may be revised from time to time, by resolution of the Common Council. All grave purchase prices are subject to tax.

Section 11. Grave opening and closing fees.

All opening and closing fees are subject to tax. The opening and closing fees for each grave unit shall be established, and may be revised from time to time, by resolution of the Common Council.

Section 12. Fees for weekend and holiday grave opening and closing.

Prices are subject to tax. The opening and closing fees for each grave unit for weekends and holiday shall be established, and may be revised from time to time, by resolution of the Common Council.

Section 13. Disinterment fees.

Prices are subject to tax. The opening and closing fees for each grave unit shall be established, and may be revised from time to time, by resolution of the Common Council.

Section 14. Reclaiming and resale of lots by City.

In addition to the power granted the City in SDCL 47-29-9, relating to the reselling of cemetery lots, the City shall have the right to terminate all rights granted to a purchaser of any lot after a period of eighty (80) years from the date of sale thereof, should the City Finance Officer or designee upon investigation determine that the purchaser or owner thereof has not used said lot, or any part thereof, that such owner is deceased and that such lot will not likely be used as a burial place for the owner or purchaser or any members of his family. In the event that any such lot is to be reclaimed, inquiry shall be made to ascertain the names and addresses of such heirs or any of them, can be obtained by the making of reasonable inquiry, notice shall be given to such heirs, by mail, of the intention of the City to reclaim said property, and of the fact that said money will be deposited as hereinafter provided in this section. Whether any heirs of such deceased owner or purchaser are located or not, the original cost of said lot, as paid by said owner or purchaser, shall be held in trust by the City until such time as proof satisfactory to the City is made by the heirs of such deceased owner of the right to such proceeds. If no heir of said deceased owner is located, the termination of rights shall be final after notice of reclaiming such lot and the deposit of said money is published once a week for three successive weeks in the official newspaper in the City. Resale of a cemetery lot may be made at anytime after the completion of publication.

Section 15. Restrictions on resale of lots

If the owner or purchaser of any lot on which no burial has taken place desires to sell the same, he or she shall inform the City Finance Officer or designee of his/her desire to sell, whereupon the City shall have an option for thirty (30) days thereafter to purchase said property on the basis of the regular selling price by the City of lots in the same section or block. If such option is not exercised by the City, said owner or purchaser may then sell to any other person; however, no lot shall be sold for a price greater than that originally paid to the City for said lot. No transfer or assignment of any lot, or interest therein, shall be valid without the consent of the City Finance Officer or designee. No person shall buy or sell any lot within the cemetery for purposes of speculation. In the event any lot is purchased by the City pursuant to the option mentioned in this section, the City Finance Officer or designee shall ascertain that the owner has clear right to the same before such purchase is made.

Section 16. Perpetual care funds.

All perpetual care fund moneys shall be used and invested pursuant to SDCL 9-32 and acts amendatory thereto.

Section 17.

Any person willfully violating any provisions of this ordinance shall be guilty of a misdemeanor.

All other ordinances except those specifically modified shall remain in force and effect.

Dated this 8th, date of February, 2016

CITY OF ARLINGTON

ATTEST:

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Finance Officer Mayor

Motion was made by Bunker, seconded by Wendland to approve the Employee Overtime, Library and Police Reports. All in favor—Carried.

Motion was made by Bunker, seconded by Lundquist to approve the following changes to the fire dept roster—On: Robert Knadle and Off: Shane Swenson, Nathaniel Josephsen, Jake Scheel and Craig Christeson. All in favor—Carried.

No decision was made regarding additional benefits for full time staff—further information will be obtained on other coverage options.

The council advised the finance officer to advertise for all seasonal positions with the city which include: painter/airport mower/cemetery care takers/park mower, and pool staff. The applications will be reviewed at the March 21st meeting.

Marshal Mix presented a map with the areas that he was proposing for crack sealing and seal coating for 2016 plus he has discovered a couple of small areas that should be added to the project.

Motion was made by Lundquist, seconded by Rowbotham to approve advertising for bids/quotes to be opened at the March 7th council meeting. All in favor—Carried.

The council reviewed the Revenue-Expense, Cash and Utility Reports. It was noted that it appears that the City made water this past month, however; the meters are now being read by 10 gallon increments rather than 1000 and a little over half of the meters have been changed—so we are becoming more accurate with the meter readings.

The City purchased a 2003 International Truck from Istate Truck Center in Sioux Falls, SD. The purchase price of the truck is $44,000 and the council must decide whether to purchase the truck outright or finance it over a period of time. Motion was made by Johnson, seconded by Lundquist to use the funds that had just recently been received for electrical repairs as they had already been paid for out of city funds. All in favor—Carried.

Marshal Mix had made a trip over to Volga to look at a piece of playground equipment that they have declared surplus and need to remove it from the current location. The City of Volga will be accepting sealed bids on this piece of equipment until February 16th. Motion was made by Johnson, seconded by Bunker to submit a bid of $5000 for this playground equipment. All in favor—Carried.

The Finance Officer informed the council of the upcoming events: District 2 meeting at Howard on March 16th, Local Board of Equalization meeting to be held, Monday, March 21st @ 7:00 PM, there will be a benefit for Alona Scotting on Saturday, February 27th in DeSmet to help defray medical expenses and reminded the council members that election petitions must be filed by Friday, February 26th.

Motion was made by Wendland, seconded by Lundquist to enter into executive session at 9:45 P.M. for possible litigation and contract matters. All in favor—Carried.

Motion was made by Lundquist, seconded by Bunker to come out of executive session at 10:40 P.M. All in favor—Carried. No further action.

Motion to adjourn was made by Rowbotham, seconded by Johnson. All in favor—Carried.

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Sue Falconer, Finance Officer Amiel Redfish, Mayor

The City of Arlington is an equal opportunity provider and employer.