

CITY HALL, CITY OF ARLINGTON, SOUTH DAKOTA

November 5, 2018

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, Jesse Steffensen, Rob Achterberg and Cory Falconer. Absent: None.

Additional Item: Garth Johnson building permit.

Motion was made by Lundquist, seconded by Falconer to approve the minutes of the October 1<sup>st</sup> meeting. All in favor—Carried.

Motion was made by Steffensen, seconded by Achterberg to approve Pay Request #2 in the amount of \$65,470.36 from Bowes Construction for the Street Project. All in favor—Carried.

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

Bills approved as follows:

26826-26834	Salaries	General Fund	101	7067.06
		Water	602	593.84
		Electric	603	2352.31
		Sewer	604	832.69
26835	Birch Communications	Phone Chges		251.09
Auto Debit	Citizens State Bank	EFTPS—Oct 15 <sup>th</sup> WH-SS-Medicare		3846.84
26836	East River Electric Power Coop	Energy		2926.58
26837	Electric Fund	City Utility Bills		3030.66
26838	Heartland Consumer Power Dist	Energy		22774.35
26839	Kingsbury County Auditor	County Law Enforcement Contract		5655.00
26840	Mediacom LLC	Internet		234.20
26841	SD State Treasurer	Sales Tax		6568.90
26842	Western Area Power Adm	Energy		13617.99
26843-26863	Salaries	General Fund	101	12640.22

		Water	602	806.18
		Electric	603	4149.87
		Sewer	604	1431.21
26864	AFLAC	Payroll Deductions		281.23
26865	A T & T	Cell Phone Chges		109.36
Auto Debit	Citizens State Bank	EFTPS—Oct 31 <sup>st</sup> WH-SS-Medicare	6438.31	
26866	PLIC-SBD Grand Island	Short Term Disability		218.78
26867	SD Retirement System	Oct Retirement		3234.48
26868	Sioux Valley Energy	Electricity @ Airport		91.00
26869	SD Supp Retirement	Supp Retirement/Steve		100.00
26870	The Health Pool of SD	Nov Health Insurance Premiums		4436.16
26871	Visa/Cor Trust	Meter reading app/fuel/meals/registration- Water conference		162.24
26872	A-Ox Welding Supply Co	Cylinder Rent		801.49
26873	Arlington Ministerial Aid Fund	Refund meter deposit		150.00
26874	Arlington Sun	Publications		218.79
26875	Banner Associates	Engineering—Street Project		23489.50
26876	Kathleen Behrend	Refund meter deposit		30.00
26877	John Berry	Refund bal meter deposit		102.24
26878	Bobcat of Brookings	Seeder rent		150.00
26879	Bound Tree Medical LLC	Ambulance supplies		109.93
26880	Bowes Construction	Pay Request #2—Street Project		65470.36
26881	Brookings Health System	Hepatitis B Vaccine—Ryan O’Riley		106.74
26882	Bunker Auto Inc	Fuel/repairs		569.61
26883	Citizens State Bank	Nov Service Chge		20.00
26884	Cook’s Wastepaper & Recycling	September Garbage		4856.76
26885	Dakota Pump & Control	Service Call & hydromantic pump for the Lagoons		6366.38

26886	Dakota Riggers & Tool Supply	Supplies for Bucket Truck	90.14
26887	Dept of Revenue	Water testing	330.00
26888	Eighty-One Auto Clinic	Fuel/oil filters	23.28
26889	Electric Fund	Meter deposits app to RO bills	754.68
26890	Ben Elliott	Preparing 2017 Audit	5500.00
26891	Hawkins Inc	Corrosion inhibitor	2512.07
26892	Shawn Husmann	Refund bal meter deposit	65.75
26893	Infotech Solutions LLC	Monthly maintenance/backup/hosting	678.99
26894	Kayla Juhnke	Refund bal meter deposit	91.75
26895	Kingbrook Rural Water System	October Water & Lease	8886.83
26896	Carson Kostal	Refund bal meter deposit	83.21
26897	Lowes	Misc Shop Supplies/air fresheners	116.43
26898	Matheson Tri-Gas Inc	Victor cutting tip	25.71
26899	Maynards Food Center	Storage bags/air fresheners/paper products	34.86
26900	Milbank Winwater Works	Plastic pipe	232.00
26901	Nelson Drug	Epinephrine-amb/tape	422.26
26902	Jennifer Norgaard	Refund bal meter deposit	17.37
26903	Office Peeps Inc	Service agreement-copier/time cards/adding machine paper	121.66
26904	PCC Ambulance Billing Service	Ambulance billings September 2018	315.21
26905	Don Plagman	Refund meter deposit—Hardware Hank	100.00
26906	Prairie Ag Partners	Grass seed/tire repair/tire/tube/repairs & labor-Blue Dodge/oil/antifreeze	1303.77
26907	Resco	3 water heaters/lower elements	2728.25
26908	Roy's Sport Shop	Base plugs/Pro Model in ground bases	125.88
26909	Runnings Supply Inc	Shop supplies/clothing allowance/nabber	400.87
26910	South Dakota One Call	Locates July-Sept 2018	82.95
26911	Stuart Irby Co	Cable	495.00

26912	Titan Machinery	Henke shoes/paint	529.60
26913	Michael Todd & Company	Sweeper repairs/grader blades	1348.03
26914	Travs Outfitter Inc	Clothing allowance	129.99
26915	Two Way Solutions	Radio repairs	37.50
26916	U S Post Office	Postage—utility bills	350.00
26917	Wesco Distribution Inc	Ground rods/fuse kits	363.00
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 #2568 as follows:

#### RESOLUTION #2568

BE IT RESOLVED, that \$162,939.12 be transferred from the 2<sup>nd</sup> Penny Fund to the General Fund for the payment to Bowes Construction for the Street Project. All in favor—Carried.

Now was the time as advertised for the public hearing for the issuance of the 2019 Liquor Licenses. Motion was made by Johnson, seconded by Falconer to approve issuing 2019 licenses to the Handi-Mart, Kings Lanes, Dakota Ram/1481 Grille and Frontier Logic-Cardinal Tap. All in favor—Carried.

Travis Steffensen met with the council on behalf of the Field of Grace group and shared some of the responses that were received after last summer's concert and asked the council for any good and bad comments that they had heard. Next year's concert is in the planning stages and Travis asked the council to consider approving the concert date of August 17, 2019 to be held at the baseball field and also asked for permission to add a 4-foot section to the bottom of the billboard at the ball park. He has been in contact with the DOT and they do not have any issues with the request.

Motion was made by Steffensen, seconded by Achterberg to approve the concert date of August 17, 2019 to be held at the baseball field and allow there to be a 4 foot extension to the bottom of the billboard. All in favor—Carried.

Travis was wondering if the city could do some checking on the cost to install 3-phase power to the ball park so that the concert would have available power rather than using generators. Matt Asmussen had advised that the cost would be approximately \$12,000. This is a larger amount than Travis had estimated. No decision was made on this proposal at this time.

Steve Dilley and Brad Bunker met with the council on behalf of the Fire Dept. They still have some concerns regarding the safety hazard of the tables and chairs that have always been stored in the municipal building and feel that they should be stored elsewhere. The council instructed that the Fire Dept should do some research and see if there is some type of storage in the municipal building that would make better use of the space.

The American Legion would like to rent the municipal building to hold a turkey supper/raffle and the pickup drawing to be held December 15<sup>th</sup>. The only obstacle to this event is finding a place for the fire trucks to be stored so that they do not freeze up. Motion was made by Johnson, seconded by Lundquist to approve the Legion renting the building contingent on finding a place for the fire trucks. All in favor—Carried. The Fire Dept will be holding their monthly meeting on Wednesday, November 7<sup>th</sup> so hopefully after that meeting the Legion can be given an answer to their request.

The following building permit applications were reviewed by the council:

Diane Krimbill—revision of Bldg Permit #787 to construct an additional 10 feet on the back side of their proposed shop house at 708 S 3<sup>rd</sup> Street. Motion was made by Rowbotham, seconded by Johnson to approve the permit with the understanding that the living quarters must be finished within one year of the permit issuance. All in favor—Carried.

Dave Fonseca—60 X 36 Pole Shed at 100-110-63 Bennett's Addition, Block 1, 542 acres. Motion was made by Rowbotham, seconded by Lundquist to approve. All in favor—Carried.

Terry Mutziger—10 X 20 portable lawn shed @ Lot 1, Block 4, Johnson's Addition. Motion was made by Johnson, seconded by Steffensen to approve contingent that the building is placed within the required setbacks. All in favor—Carried.

Alex Schafer—Demolition permit to take down the mobile home currently located @ Lot 2, Block 2, Chandler's 1<sup>st</sup> Addition. All in favor—Carried.

Garth Johnson/Johnsonville—Construct 2-appr 72 X 22 storage units @ Lot B2 of Lot 1, Johnson's Addition. Motion was made by Achterberg, seconded by Lundquist to approve this permit contingent that the buildings are placed within the required setbacks. All in favor with Johnson absent from the vote—Carried.

The council has received questions regarding a building permit that was granted to Jesse Vincent in 2016 for a shop/house, however; the house part of the building has never been finished. Marshal Mix was instructed to check on the status of this building since it would not be in compliance with the building permit that was approved.

The Finance Officer gave a report on the correspondence that has been received regarding the electric utility. Heartland and WAPA have advised that their rates will remain stable and no rate increase is planned. East River advised that they will have a small increase and based on last year's usage the total increase would be around \$3000. The information has been forwarded on to DGR Engineering for their input, however, at this time the city is not anticipating an increase for the electric rates in 2019.

At Heartland's Budget meeting, they informed the municipalities that the rural electrics are once again planning legislation that would be beneficial to them, but detrimental to municipalities regarding the annexing of property and where the revenue would go and who would be responsible for the expenses of the infrastructure. They are asking the cities to contact their senators and representatives to encourage them not to promote this type of action.

ACDC Report—The board will be compiling the expenses for asphaltting the street in the Industrial Park in order to apply for the balance of the grant funds and that the site can now be advertised as "site ready".

Motion was made by Achterberg, seconded by Falconer to approve the Employee Overtime and Police Report. No library board meeting was held. All in favor—Carried.

Motion was made by Achterberg, seconded by Falconer to authorize Marshal Mix, Steve Carlson, Chad Mohr and Lonnie Johnson to issue snow parking tickets during the winter of 2018-2019. All in favor—Carried.

The Finance Officer has received correspondence from the SD Health Pool advising that the rates for the health insurance coverage for city employees will remain the same for 2019. Motion was made by Johnson, seconded by Falconer to approve renewing these coverages for 2019. All in favor—Carried.

Copies of the 2017 Audit Report as prepared by Ben Elliott were handed out to the council along with his comments which dealt with such things as the use of contingency funds, the HRC financial report, the lack of a financial report from the ambulance service and his suggestion to consider forming a Fire/Ambulance District (s).

Motion was made by Lundquist, seconded by Achterberg to accept the proposals from Ben Elliott to prepare the 2018 Annual Report and Audit. All in favor—Carried.

Scott Mohror, Banner Associates, met with the council and four property owners from the Park Circle Street Project regarding the plan for that street. Scott had received a letter from Bowes advising that they are planning to work on the four unfinished streets so that they are manageable for the city to maintain over the winter. They requested a stop in work due to

the current conditions and the weather forecast ahead. They asked that the completion date for the project be moved to July 1, 2019 to allow adequate time to complete the project in the right manner. There was a discussion between the property owners, the council, the attorney and Scott Mohror. Remarks were made as to the type of curb that was installed on the project, however; roll over curb was what was proposed when the project was bid due to the lay of the land in this area. There was a general agreement that the streets can no longer be asphalted this construction season. There was a variation of how the contract should be handled going forward. Todd Wilkinson advised that he would put together a proposal for the council to consider sending back to Bowes and that could be reviewed at the next council meeting. Everyone involved wants this street to be installed correctly as we do not want to have to consider re-doing it in a few years. Scott advised that all of the contractors that he is dealing with have faced the same issues relating to weather conditions since the snow storm from last April to the rainy summer season.

Motion was made by Achterberg, seconded by Lundquist to approve the first reading of the 2018 Supplemental Appropriation Budget Ordinance #567 which is currently at \$122,910.00—a big part which was from the Fire Dept, Parks and Electric Budgets. All in favor—Carried.

Other items: The attorney checked on the status of the cleanup at a couple of properties and the council advised that they had been addressed and the files could be closed. A property owner had contacted the finance office wondering if they could put a snow fence in their yard to keep the neighbor's snow out of the yard. The council advised that they would need to follow the regular fence ordinance and apply for a building permit for installation. Finance Officer advised that the grant applications that had been discussed earlier have been tabled as there needs to be more research done on the projects before application is made.

Motion was made by Achterberg, seconded by Johnson to enter into executive session at 8:30 P.M. for contract matters, personnel matter and possible litigation. All in favor—Carried.

Motion was made by Rowbotham, seconded by Steffensen to come out of executive session at 8:55 P.M. All in favor—Carried. No further action taken.

Motion to adjourn was made by Achterberg, seconded by Falconer. All in favor—Carried.

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Sue Falconer, Finance Officer

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Amiel Redfish, Mayor

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