

CITY HALL, CITY OF ARLINGTON, SOUTH DAKOTA

December 3, 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 and Cory Falconer. Absent: Rob Achterberg.

Addition to Agenda: Jay DeVries regarding Ambulance Grant

Motion was made by Lundquist, seconded by Johnson to approve the minutes of the November 5th & 26th meetings. All in favor—Carried.

Review & approve Pay Request #3 from Bowes Construction in the amount of \$205,742.29 for the Street Projects as prepared by Banner Associates. Motion was made by Lundquist seconded by Rowbotham to approve payment of this pay request. All in favor—Carried.

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

Bills approved as follows:

26918-26926	Salaries	General Fund	101	5610.79
		Water	602	662.32
		Electric	603	3052.16
		Sewer	604	1060.51
26927	Birch Communications	Phone Chges		251.35
Auto Debit	Citizens State Bank	EFTPS—Nov 15 th WH-SS-Medicare		3703.99
26928	East River Electric Power Coop	Energy		2720.74
26929	Electric Fund	City Utility Bills		3261.64
26930	First National Wealth Mgmt	Interest—Electric Rev Bond		33792.50
26931	Heartland Consumer Power Dist	Energy		24031.06
26932	Kingsbury County Auditor	County Law Enforcement Contract		5655.00
26933	Mediacom LLC	Internet		234.20

26934	SD State Treasurer	Sales Tax		6225.99
26935	Western Area Power Adm	Energy		13332.54
26936	Prairie Ag Partners	Fuel		8045.50
26937-26951	Salaries	General Fund	101	9979.27
		Water	602	1015.46
		Electric	603	3738.89
		Sewer	604	1079.25
26952	AFLAC	Payroll Deductions		281.23
Auto Debit	Citizens State Bank	EFTPS—Nov 30 th WH-SS-Medicare		5546.84
26953	Northwestern	Service to Shop & Coop Shop Bldgs		22.22
26954	PLIC-SBD Grand Island	Short Term Disability		218.78
26955	SD Retirement System	Nov Retirement		3179.18
26956	Sioux Valley Energy	Electricity @ Airport		80.00
26957	SD Supp Retirement	Supp Retirement/Steve		100.00
26958	The Health Pool of SD	Dec Health Insurance Premiums		4436.16
26959	Visa/Cor Trust	Meter reading app/Keen Inc/repairs/registration fees		
		Marshal & Radar		2101.72
26960	A T & T	Cell Phone Chges		111.23
26961	A-Ox Welding Supply Co	Cylinder Rent		311.27
26962	Arlington Sun	Publications		351.12
26963	Banner Associates	Engineering—Street Project		14056.70
26964	Best Western Ramkota Inn	Motel Rooms—SDML Conference		895.92
26965	Bobcat of Brookings	Adjustments to machine for attachments		1463.26
26966	Bowes Construction Inc	Pay Request #3—Street Project		205742.29
26967	Brookings City Landfill	Fall city cleanup chges		766.08

26968	Citizens State Bank	Dec Service Chge	20.00
26969	Cook's Wastepaper & Recycling	October garbage/fall city cleanup chges	5916.49
26970	Dept of Revenue	Water testing	15.00
26971	Ditch Witch of SD	Parts for trencher	1192.51
26972	Sue Falconer	Personal auto use/reimbursement for plant	162.41
26973	Gale	Books/Library	104.00
26974	Graybar Electric Co	Burial splice kits	78.85
26975	Infotech Solutions LLC	Monthly maintenance/backup/hosting	645.00
26976	Johnsonville Spray Foam	Grind stumps @ cemetery	3168.00
26977	Kingbrook Rural Water System	November Water & Lease	8851.08
26978	Kingsbury Co Register of Deeds	File Swedlund easement	30.00
26979	Lowes	Boots/gloves/shop supplies/wire/door lever/markings paint/coded door latch	671.26
26980	Maynards Food Center	Paper products/air fresheners	19.84
26981	McMasters Construction	Crushed gravel	541.62
26982	Milbank Winwater Works	Storm drain materials/water inventory	534.91
26983	Office Peeps Inc	Service agreement-copier/copy paper/ink cartridges	148.85
26984	PCC Ambulance Billing Service	Ambulance billings October 2018	653.01
26985	Pipe Masters	Sewer cleaning—2016	12408.50
26986	Prairie Ag Partners	Parts-welding supplies-labor for bucket truck/tire repair/filters/oil/antifreeze/oxygen tank	838.92
26987	Amiel Redfish	Personal auto use	64.20
26988	Runnings Supply Inc	Clothing allowance--Matt	357.96
26989	Snap on Tools	Pry bar/cleaner kit/gauge	275.65

26990	U S Post Office	Postage stamps	100.00
26991	Water & Environmental Engineering Research Center—SDSU		
		Testing lagoon samples	336.00
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 Falconer to adopt Resolution #2569 as follows:

RESOLUTION #2569

BE IT RESOLVED, that \$202,721.41 be transferred from the 2nd Penny Fund to the General Fund for the payment to Bowes Construction and McMasters for the Street Improvements. All in favor—Carried.

Nancy Miklos requested a meeting with the council to see if there was any action being taken on properties in town that were not in compliance with city ordinances and she felt needed to be cleaned up. Todd Wilkinson told her that there were some properties that had been taken care of and there are currently four other areas that are somewhere along in the process however those names are not public knowledge at this time. There are a few others that will be receiving letters shortly. It depends on the nature of the offense how long a time the property owners are given to make the necessary corrections.

Scott Mohror, Banner Associates, furnished the council with an opinion on the construction of North Industrial Avenue and Opportunity Drive in the Industrial Park.

Motion was made by Rowbotham, seconded by Falconer to adopt Resolution #2570 to accept Opportunity Drive and North Industrial Avenue as follows:

RESOLUTION #2570

WHEREAS, the City Engineers have reviewed the improvements made to Opportunity Drive and North Industrial Avenue and find them to be constructed in accordance with the zoning requirements of the City of Arlington.

NOW, THEREFORE, BE IT RESOLVED that Opportunity Drive and North Industrial Avenue and the improvements made are accepted as right of way to be owned and operated by the City of Arlington.

Dated this 3rd day of December, 2018.

Upon motion duly made and seconded.

All voted aye, motion carried.

ATTEST:

City Finance Officer

Mayor

Banner Associates also furnished the City with an Amendment to the Engineering Contract for the Street Project; however, the City Attorney advised against signing it at this time. Therefore, the item was tabled.

Time for Public Comments:

Jay DeVries requested time with the city council on behalf of the ambulance service regarding the grant that they had been awarded for a power lift for the ambulance. Jay advised that he had hoped that the equipment could be purchased along with a new ambulance and they have been looking for a demonstrator model—but what is available does not seem to fit the wants and needs of this service. The grant for the power loader for the cot will expire the end of the year and is for approximately a \$3000 savings on the purchase. Motion was made by Falconer, seconded by Steffensen to approve the acceptance of the grant and proceed with the purchase. All in favor—Carried.

Brad Bunker asked about his request for the addition of an issue regarding icy sidewalk on Main Street. The Finance Officer advised him that she had received the email, however; there was no picture attachment, so she had no idea of what area he was referring to and had emailed him accordingly. Brad felt that a ticket should be issued since ice is much more hazardous to someone on crutches than snow. The attorney advised that he would need to check the ordinance.

Marshal advised the council that the power had been installed out to the Swedlund property, that 3-phase power had been hooked up to the Top Lot property on Maple Street and that Efraimson should be in town within the week to bore in street light wire.

Motion was made by Johnson, seconded by Falconer to approve the Employee Overtime, Police Report and adding Todd Bunker as a volunteer to the Fire Department. All in favor—Carried.

The council reviewed the Revenue/Expense, Cash and Utility Reports. The water loss is up, however; there was a trailer that froze up and the amount of water lost is unknown. Also, a couple of property owners advised that their sump pumps had been running and Marshal was going to check out those locations for leaks.

The council had received copies of the GovPay agreements in their packets for review. Todd Wilkinson advised that this is the fourth one of the cities that he works with to consider this method of accepting payments by credit/debit cards. There is a convenience charge for people paying their bills using this method, however; it is revenue neutral for the city as the charges are paid to GovPay. Todd also advised that the company is responsible for the security and furnishing the city with the necessary equipment. There would be training scheduled that would need to be done—so it will probably be around February before this payment method is available.

Motion was made by Johnson, seconded by Falconer to authorize the Mayor to sign the agreement with GovPay to be used in collecting payments for the City of Arlington. All in favor—Carried.

The Finance Officer presented the following amounts to be written off for 2018. Utilities--\$2,441.05 and Ambulance 2016--\$8,821.09, 2017--\$19,395.90, and 2018--\$16,853.93. Motion was made by Lundquist, seconded by Johnson to approve writing these amounts off the books for 2018. All in favor—Carried.

Supplemental Appropriation Ordinance #567 received the second reading and on Motion by Rowbotham, seconded by Falconer same was approved with all voting Aye—Carried.

ORDINANCE #567

AN ORDINANCE SUPPLEMENTING THE ANNUAL APPROPRIATION ORDINANCE #558

PROVIDING REVENUE FOR INDESPENSABLE FUNCTIONS OF CITY GOVERNMENT

BE IT ORDAINED BY THE CITY OF ARLINGTON, KINGSBURY COUNTY, SOUTH DAKOTA:

SECTION 1. It is hereby deemed necessary that there is hereby appropriated for the objects and purposes herein specified to pay the necessary expenses and liabilities of the government of the City of Arlington, Kingsbury County, South Dakota, with unencumbered surplus funds from city owned utilities during the fiscal year 2018 as follows:

101 GENERAL FUND:

413	Elections	325.00
415	Attorney	12,000.00
422	Fire Dept	30,000.00
435	Airport	2,425.00
436	Solid Waste	500.00
437	Cemetery	7,000.00
441	West Nile Prevention	4,700.00
446	Ambulance	10,000.00
452	Parks	21,000.00

TOTAL GENERAL FUND \$ 87,950.00

602 Water 5,000.00
603 Electric 80,000.00
604 Sewer 15,500.00
712 Meter 10,000.00

TOTAL SUPPLEMENT \$ 182,950.00

SECTION 2. WHEREAS, this Ordinance is deemed necessary for the immediate preservation of the public peace, health, or safety and support of the Municipal Government and its existing public institutions; an emergency is hereby declared and said Ordinance shall be effective upon passage and publication thereof.

SECTION 3. All Ordinances or parts of Ordinances in conflict are hereby repealed.

Passed first reading: November 5, 2018

Passed second reading: December 3, 2018

Passed and approved: December 3, 2018

ATTEST:

Sue Falconer, Finance Officer

Amiel Redfish, Mayor

Additional items: The end of the year council meeting was set for December 26th @ 7:00; additional letters will be sent out to property owners regarding ordinance compliance; the finance officer reported on the Infotech meeting she had attended; the council discussed the proposal of installing gaga ball at the city park and will ask for further information at the

January council meeting; a resident had asked that a plumbing bill be taken to the council as she did not believe she was responsible for payment—however, the city had not been doing any sewer work in the area and the bill is being returned to the resident; there are easements still needed for storm drain and electric installations which will be drawn up by Todd Wilkinson’s office.

Motion was made by Falconer, seconded by Lundquist to enter into executive session at 8:40 P.M. for Contract, Possible litigation and Personnel matters. All in favor—Carried.

Eric Erstad was in attendance for the first portion of the session to discuss Fire Dept matters.

Motion was made by Lundquist, seconded by Johnson to come out of executive session at 9:30 P.M. All in favor—Carried.

Motion was made by Steffensen, seconded by Lundquist to authorize a loan from ACDC’s revolving loan fund for a local business. All in favor—Carried.

A short discussion was held regarding a holiday gathering for the city.

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

Sue Falconer, Finance Officer

Amiel Redfish, Mayor

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