

CITY HALL, CITY OF ARLINGTON, SOUTH DAKOTA

July 6, 2015

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, and Keith Wendland. Absent: Todd Bunker and Jared Steffensen.

Additions to the Agenda: Cemetery Ordinance Revisions, Emergency Electric Equipment Purchases, Mandi DeVries add to ambulance squad, approve concrete repair bill from Ryco for July 15<sup>th</sup> payment, and Lotus Knapp complaint.

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

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

Bills approved as follows:

22545-22560	Salaries	General Fund	101	8348.60
		Water	602	439.13
		Electric	603	3178.36
		Sewer	604	473.04
22561	Arlington Ambulance Service	Annual Disbursement-Deferred Comp		2000.00
22562	Arlington Comm Dev Corp	Annual Disbursement& Addt'l Funds—		
		Director Compensation		30000.00
22563	Arlington Vol Fire Dept	Annual Disbursement—Deferred Comp		2000.00
22564	BATA Services	Annual Disbursement		1000.00
Auto Debit	Citizens State Bank	EFTPS—June 15 <sup>th</sup> WH-SS-Medicare		3800.36

22565	Electric Fund	City Utility Bills		5978.83
22566	Heartland Consumer Power Dist	Energy		14483.99
22567	IYSA, Inc	Softball Tourney Dues		175.00
22568	Kingsbury County Auditor	County Law Enforcement Contract		5265.00
22569	Mediacom LLC	Internet		148.30
22570	SD State Treasurer	Sales Tax		5455.08
22571	Watertown Fast Pitch Invitation	Softball Tourney Fees		105.00
22572	Western Area Power Adm	Energy		17275.61
22573	Prairie Ag Partners	Fuel		3992.80
22574-22602	Salaries	General Fund	101	16574.44
		Water	602	2647.43
		Electric	603	2946.11
		Sewer	604	1125.02
22603	AFLAC	Payroll Deductions		172.53
22604	AT&T	Cell Phone Chges		93.97
Auto Debit	Citizens State Bank	EFTPS—June 30 <sup>th</sup> WH-SS-Medicare		7436.07
22605	East River Electric Power Co	Energy		3369.60
22606	General Wood Supply	Materials for Office @ shop/materials for barricades/ materials for curb & gutter repairs/rags/adhesive/ repairs @ Lake, Island and Materials for bird feeder/ pool repairs/water repairs/electric materials/posts-		

		wastewater	1974.05
22607	Northwestern	Service to Shop & Coop Shop Bldgs	20.00
22608	Orbitcom	Phone Chges	169.30
22609	Prairie Ag Partners	Oil/gopher bait/soil testing/spray/alternator-bucket truck/washers	1276.54
22610	SD Retirement System	June Retirement	3466.68
22611	Sioux Valley Energy	Electricity @ Airport	74.00
22612	SD Supp Retirement	Supp Retirement/Steve Carlson	100.00
22613	The Health Pool of SD	July Health Insurance Premiums	4764.35
22614	U S Post Office	Annual box rent	90.00
22615	Ace Industrial Supply	Electric tape/wire brush/diamond blade/chore gloves/ cut-off wheel-eagle cut/ratchet straps	398.24
22616	Amazon Credit Plan	Books/Library	25.57
22617	A-Ox Welding Supply Co	Cylinder Rent	88.80
22618	Arlington Hardware Hank	Tools/keys/rubber boots/shop towels/quick link zinc/ painting supplies/sea foam/batteries/gloves/mouse traps/plumbing supplies/extension cord/brush/ electric supplies/starting fluid	437.51
22619	Arlington Insurance Agency	Bal due policy endorsements	170.00
22620	Arlington School Dist	35% Annual Electric & Janitorial Chges	1854.42
22621	Arlington Sun	Publications	209.55

22622	Badger Oil Inc	Primer pump motor red pumper/service/mower hitch and blades	669.15
22623	Banner Associates	Engineering—street project/intersections/utility project/evaluation of addt'l storm water collection alternatives—Brenda Krahn issue	3784.65
22624	Best Western Ramkota Inn	Motel room—HR & Finance Officers Schools— Sue Falconer	287.97
22625	Brookings City Landfill	City clean up chges	718.08
22626	Bunker Auto Inc	Electric boxes—O/C	594.95
22627	Campbell Supply	Spout/leather gloves	26.98
22628	Citizens State Bank	June Service Chge	20.00
22629	Cook's Wastepaper & Recycling	May Garbage	5025.74
22630	Dakota Ram-1481 Grille	Meeting Expense	488.99
22631	Danko Emergency Equipment	Repair siren	478.00
22632	Dept of Revenue	Water testing	45.00
22633	DGR Engineering	Electric System	2298.50
22634	Eighty-One Auto Clinic	Service Chev pickup/trimmer string/spark plugs/ labor/service pick up	238.86
22635	Electric Fund	Meter deposits app to RO bills	763.82
22636	ESRI Inc	Software maintenance renewal	400.00
22637	Sue Falconer	Reimbursement—meals/personal vehicle use/coffee	

		expenses	144.29
22638	Farner-Bocken Company	Candy/Gatorade/water—Pool Concessions	996.90
22639	Hawkins Inc	Chemicals for Pool	4852.22
22640	Heiman Inc	Inspect-tag-recharge fire extinguishers	154.50
22641	Sean Higgins	Refund bal meter deposit	62.84
22642	Hydro-Klein LLC	Annual maintenance—clean & televise section of sewer lines/clean storm sewer lines	18086.76
22643	Infotech Solutions LLC	Monthly maintenance/backup/hosting/cable & wireless mouse	557.47
22644	Interstate All Battery Center	Pager Battery—FD/used batteries	115.95
22645	JH Larson Co	PVC caps/PVC primer-glue-ell	153.42
22646	Mercedes Johnson	Reimbursement for private lessons off-site	100.00
22647	Kingbrook Rural Water System	June Water & Lease	8678.58
22648	LaMotte Company	Buffer Solution	72.11
22649	Lindner Music	Speakers & Cable—Pool	610.00
22650 &	Lowes	Electrical materials/sprayer tip set/lights/keys padlock	442.61
22651	Lyle Signs Inc	Drive Slowly signs	102.74
22652	M & T Fire & Safety	Hem Patch—Klingenberg	72.32
22653	M C & R Pools Inc	Cleaning equipment—pool	223.67
22654	McMaster's Construction	Gravel/red rock/landscaping rock	5906.54
22655	Mid-American Research	Battery cleaner	92.31

22656	Nelson Drug	Pens/tape/marker	7.02
22657	Norms Greenhouse & Nursery	Trees	1555.00
22658	Office Peeps Inc	Time cards/paper towels/copy paper/lead/service agreement—copier	217.54
22659	PCC Ambulance Billing Service	Ambulance billings May 2015	192.08
22660	Petty Cash	Postage	131.24
22661	Plagman's Food Center	Bleach/ruler/markers/pencils	13.83
22662	Amiel Redfish	Reimbursement—gift	227.90
22663	Rons Saw Shop Two	Chaps/helmet system	169.84
22664	Mary Clair Roudabush	Refund bal meter deposit	7.57
22665	Roys Sport Shop	Helmets/jersey	284.25
22666	Runnings Suppling Inc	5000# tube mount/rainwear/flex handle/handi hand/keys	223.31
22667	Randy Scholl	Refund meter deposit	30.00
22668	SD DENR	Annual Drinking Water fee	380.00
22669	Randy Suárez	Refund bal meter deposit	15.70
22670	T & R Electric Supply	Basic Package + DGA + pf/field service chge	105.00
22671	Tei Landmark Audio	Books/Library	30.81
22672	Travs Outfitter Inc	Shirts/Chad & Pants &Shirts/Jason	473.00
22673	US Post Office	Postage Stamps	175.00
22674	Amber Uphoff	Reimbursement for clock & pool supplies	59.10

22675	Utility Boring Inc	Repair water feed to pool/Hwy 14 primaries	2557.66
22676	Van Diest Supply Co	West Nile Chemicals	2726.00
22677	Austin VanderWal	Refund bal meter deposit	15.53
22678	Mackenzie Voneye	Refund bal meter deposit	14.54
22679	Water & Environmental Engineering Research Center—SDSU	Test lagoon samples	494.00
22680	Wesco Distribution Inc	Locator paint/elbows/safety red paint/lightning arresters/replace inventory	1064.35
22681	Wiehr Septic Service	Pumped sewer line between 81 Auto & Pheasant Motel—5 loads to lagoons	650.00
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 Johnson to adopt Resolution #2507 as follows:

#### RESOLUTION #2507

BE IT RESOLVED that \$2616.39 be transferred from the 2<sup>nd</sup> Penny Sales Tax Fund to the General Fund for the gravel portion of the McMasters bill for street repairs.

BE IT FURTHER RESOLVED, that \$6000.00 be transferred from the Electric Fund to the Water Fund for general expenses in the Water Fund. All in favor—Carried.

Motion was made by Rowbotham, seconded by Johnson to approve payment to Ryco Construction for concrete repairs in the amount of \$7033.05. This payment will be made along with the bills on July 15<sup>th</sup>. All in favor—Carried.

Lotus Knapp was in attendance at the council meeting with concerns regarding her neighbor's yard. The only time it is mowed is when another neighbor does it for nothing and where there are branches that have fallen—the weeds are growing. The Mayor advised that there are steps that need to be taken, but that it would be addressed.

Al Heuton, Brookings Economic Development Corp, met with the council to thank them for their continued partnership in the area group and also updated the council on some of the programs that are currently taking place in Brookings with the main focus being on the Entrepreneurship Program.

Todd Bunker now present.

Barb Anderson, Brookings Health System Foundation, met with the council to bring them up to date on the operations of the Brookings Health System (they operate the Medical Clinic in Arlington), the planned expansion of the Brookings Hospital and the Brookings Medical Clinic. She was also asking the City of Arlington to consider making a contribution to this expansion expense in order to assure good medical care for our local residents. No commitment was made at this time.

Now was the time for the hearing of the Special One (1) day Malt Beverage applications, Spiking Permit and Special Liquor application as advertised on June 24, 2015.

Arlington Chamber of Commerce—Block 3 & 4, Original Plat, Main Street, City of Arlington, SD for Spiking Permits for July 24<sup>th</sup> & 25<sup>th</sup> and Special One (1) Day Malt Beverage permit for July 25, 2015.

Edgar L. Herrick Post #42 American Legion—Lot 3, Block 3, Original Plat, City of Arlington, SD

Special One (1) Day-Malt Beverage Licenses and Special One (1) Day Liquor On-Sale Licenses for July 24 and 25, 2015.

Motion was made by Rowbotham, seconded by Bunker to approve these special licenses for Arlington Days. All in favor—Carried.

Brad Bunker met with the council to explain some of the options that would be available to the City to help with medical insurance, expenses, etc for the employees. He was asked to do a little more research, but advised that the issues would be further discussed in executive session later in the evening. No action taken at this time.

Brenda Krahn was at the council meeting with new pictures of her property and questions regarding the storm drain access in her yard compared to those in neighboring yards. The council advised that they would contact Hydro-Klean to have them come back to clean and televise the lines—because it started raining the last time they were in town—they could not finish this area; the manhole cover in her yard will be raised to ground level; and the culvert under Peach Street will be lowered and replaced with an oblong culvert rather than round. It will be determined what other action might be needed for repairs depending on the findings by Hydro-Klean.



Jason Niemann was in attendance to give this month's electric report. The main topic was the electric equipment that must be replaced in order to get the north substation back up and running. With the hot, humid weather that is predicted for the upcoming weekend—that would put too much stress on the west substation which is currently operating the whole town and we could blow everything. The City can get a switch approximately the same as the one that was damaged as a result of an automobile accident from Watertown and then we will need to order a replacement switch for them. Jason is going to contact DGR and get the specifications for the switch that is needed as a part of the north substation upgrade. The City will need to make an emergency purchase to get this piece of equipment ordered as it will take approximately 4 months to get the larger switch.

The council was given a drawing that had been received from Gaylene Christensen of what she wants to do to replace the curb and gutter in front of her business on South 3<sup>rd</sup> Street. She is planning on having a concrete driveway installed and would like to upgrade the curb at the same time. She would like to have the curb curved rather than coming to a straight corner. Marshal Mix advised that this would benefit the city as well, since currently it is difficult to sweep or remove snow from that area. The council does not have any problem with this plan as long as it is approved by her neighbor as it will also involve the street in front of his property.

There has been discussion for a while regarding transferring the City's revolving loans over to the Arlington Community Development Corp. It has been run through the Rural Development Office and they have approved the transfer of the accounts.

Motion was made by Lundquist, seconded by Bunker to adopt Resolution #2508 as follows with all Council members in favor--Carried:

#### RESOLUTION #2508

The City of Arlington approves transferring the revolving loan fund established with \$94,000 grant and the City's contribution of \$5,000 to the Arlington Community Development Corp.

The City of Arlington agrees to:

1. Retain funds not in excess of the City's \$5,000 invested to establish the revolving loan fund being transferred, and
2. Obtain the legal services necessary to accomplish the transfer, and
3. Transfer to Arlington Community Development all rights and obligation of the original RBEG award. This includes the terms of the grant for property acquired with grant funds. Title to all assets will be conveyed from the transferor to the transferee. All instruments of covenant will contain the Non-discrimination covenant referenced in RD Instruction 191-E, Section 1951.204, "The property described herein was obtained or improved with Federal financial assistance and is subject to the nondiscrimination provisions of Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972,

section 504 of the Rehabilitation Act of 1973, and other similarly worded Federal statutes, and the regulations issue pursuant thereto that prohibit discrimination on the basis of race, color, national origin, handicap, religion, age, or sex in programs or activities receiving Federal financial assistance. Such provisions apply for as long as the property continues to be used for the same or similar purposes for which the Federal assistance was extended, for so long as the purchaser own it, whichever is later.”

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Sue Falconer, Finance Officer

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Amiel Redfish, Mayor

Motion was made by Johnson, seconded by Lundquist to approve the Employee Overtime, Police Reports and Steve Carlson’s vacation request for three days. All in favor—Carried.

Motion was made by Lundquist, seconded by Wendland to approve Mandi DeVries as a crew member of the Arlington Ambulance Squad. All in favor—Carried.

The Revenue/Expense, Cash and Utility Reports were reviewed and it was noted that the water loss was much better than the previous month.

Jason Uphoff gave his monthly report to the council from the ACDC. He advised that the attendance at the annual meeting of the ACDC had more attendance than in the previous years and also gave an update on some of the contacts that had been made in the past month. Arlington will have a feature article in the July-August edition of the Dakotafire publication.

The cemetery ordinance was discussed briefly, but tabled until the August meeting when Todd Wilkinson will make some additional optional changes and the council will act on them all at one time.

Marshal Mix advised that he had been contacted by Topkote and they will be in town sometime between August 12<sup>th</sup> and August 26<sup>th</sup> to do the seal coating project.

Additional Items: The pool staff had asked the council about keeping the pool open on

week-ends after the scheduled closing date of August 16<sup>th</sup>, however; after checking the costs for chemicals, water, electricity, staff, etc for those hours is not cost effective. There was a short discussion regarding the operations at the pool and the Mayor advised that he would contact the manager. The date for the August council meeting is changed to August 10<sup>th</sup>.

Motion was made by Wendland, seconded by Rowbotham to enter into executive session at 9:50 P.M. for possible litigation and personnel matters. All in favor—Carried.

Motion was made by Wendland, seconded by Bunker to come out of executive session at 10:32 P.M. All in favor—Carried.

Motion was made by Bunker, seconded by Rowbotham to pay 100% of the employee health care premium or 75% of the family health care premium effective as of July 1, 2015. No other changes will be made at this time.

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

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Sue Falconer, Finance Officer

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Amiel Redfish, Mayor

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