

CITY HALL, CITY OF ARLINGTON, SOUTH DAKOTA

June 2, 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.

Motion was made by Bunker, seconded by Johnson to approve the minutes of the May 2<sup>nd</sup> meeting. All in favor—Carried.

Bills on file were submitted for consideration and on Motion by Johnson, 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:

23717	Ditch Witch of SD	Tractor w/attachments		31900.00
23718-23725	Salaries	General Fund	101	6048.06
		Water	602	648.10
		Electric	603	3208.00
		Sewer	604	341.06
23726	Birch Communications	Phone Chges		183.23
Auto Debit	Citizens State Bank	EFTPS—May 16 <sup>th</sup> WH-SS-Medicare		3217.74
23727	East River Electric Power Coop	Energy		2193.85
23728	Electric Fund	City Utility Bills		2667.14
23729	Heartland Consumer Power Dist	Energy		13712.56
23730	Kingsbury County Auditor	County Law Enforcement Contract		5655.00
23731	Mediacom LLC	Internet		148.30
23732	SD State Treasurer	Sales Tax		5411.24
23733	Western Area Power Adm	Energy		20201.19
23734	Prairie Ag Partners	Fuel		3774.55
23735-23750	Salaries	General Fund	101	11028.88
		Water	602	875.17
		Electric	603	3401.15
		Sewer	604	824.33
23751	AFLAC	Payroll Deductions		172.53
23752	AT&T	Cell Phone Chges		33.14
Auto Debit	Citizens State Bank	EFTPS—May 31 <sup>st</sup> WH-SS-Medicare		5195.69
23753	Northwestern	Service to Shop & Coop Shop Bldgs		48.66
23754	SD Retirement System	May Retirement		2989.92

23755	Sioux Valley Energy	Electricity @ Airport	78.00
23756	SD Supp Retirement	Supp Retirement/Steve Carlson	100.00
23757	The Health Pool of SD	June Health Insurance Premiums	4764.35
23758	Amaril Uniform Company	3 FR Jeans—Jason	248.68
23759	Amazon Credit Plan	Books/Library	67.36
23760	A-Ox Welding Supply Co	Cylinder Rent	148.70
23761	Arlington Hardware Hank	Wood boring bit set/gloves/fasteners/mats/wet mops/ painting supplies/cleaning supplies/circle blade/drum liner/hooks/frame-rip blade/shovels/repairs/primer spray/water dept inventory/conduit/cord/markings paint	514.62
23762	Arlington Insurance Agency	Annual Renewal Premiums	35676.50
23763	Arlington School Dist	35% Annual Electric & Janitorial Chges @ Library	1741.03
23764	Badger Oil Inc	Repairs-Labor on Bad Boy Mower	252.11
23765	Banner Associates	Design & bidding service-Main Street Project/ Substation expansion project	18055.70
23766	Border States Electric Supply	Wire	5029.41
23767	Brookings Rent All	Grass Seeder	300.00
23768	Bunker Auto Inc	Lighter socket/fuel/repairs	130.52
23769	Citizens State Bank	June Service Chge	20.00
23770	Consumer Reports	Renewal-Library	26.00
23771	Cook's Wastepaper & Recycling	April Garbage	4914.66
23772	Dakota Supply Group	Din rail/knock out kit/wire	928.94
23773	Dept of Revenue	Water testing	15.00
23774	DGR Engineering	Engineering distribution voltage conversion/ Substation design/bidding/project financing coordination	30579.00
23775	Division of Motor Vehicles	Title & license—2004 Roos Trailer	16.20
23776	East River Electric Coop	Pole	617.78
23777	Eighty-One Auto Clinic	Spark plugs/oil	66.35
23778	Electric Fund	Meter deposits app to RO bills	710.00
23779	ESRI Inc	Software maintenance renewal	400.00
23780	Fastenal Company	Chain hoist/screws	161.75
23781	First National Bank	Revenue Bonds-paying agent fee	500.00

23782	Gale	Books-Library	231.50
23783	Hawkins Inc	Chemicals-Equipment for Pool	3076.36
23784	Infotech Solutions LLC	Monthly maintenance/backup/hosting/Microsoft 2016 software/mouse	974.48
23785	Interstate All Battery Center	Batteries—FD	306.49
23786	Kingbrook Rural Water System	May Water & Lease	10208.58
23787	Library Store	Book cards/date due slips-Library	63.89
23788	Lowes	Saw blades/chrome dble prong cloth/freezer	270.08
23789	M & T Fire & Safety	T-Storm SFFF Foam/Fire Dept	340.00
23790	Madsen Sewer Drain	Trenching/skidsteer/labor—Water @ Garth Johnson Project	1350.00
23791	Mid-American Research	Bug-Off insect repellent	138.67
23792	Milbank Winwater Works	1" water meters/ball valves/inserts/qwickseal/sleeves/ corps/poly pipe	1959.06
23793	Marshal Mix	Reimbursement-SB league dues	75.00
23794	Nelson Drug	Rubbing alcohol—water testing	7.19
23795	O, The Oprah Magazine	Subscription-Library	8.00
23796	Office Peeps Inc	Service Agreement—copier/canned air/adding machine paper	73.38
23797	Omni-Pro Software	AMR software license & technical support	2200.00
23798	PCC Ambulance Billing Service	Ambulance billings April 2016	468.72
23799	Petty Cash	Postage/Meal reimbursement	58.18
23800	Plagman's Food Center	Paper products/hand soap/bleach/cleaning supplies	50.99
23801	Prairie Ag Partners	Brake clean/cutting edges/oil filters/turf tires/welding supplies/coolant sending unit/spraying chemicals/ grass seed	2101.14
23802	Resco	Box pads w/hold downs/ground sleeves	1496.65
23803	Runnings Suppling Inc	Gloves/hammer drill	178.97
23804	Sanitation Products	Repairs for Street Sweeper	372.74
23805	Schein Inc	Non-rebreather masks/Amb	18.50
23806	Schuneman Equipment	Ball bearing	27.28
23807	Snap on Tools	Shop Tools	351.58
23808	Stamp Fulfillment Services	Personalized-Stamped envelopes	1084.75
23809	Michael Todd Company	Edges/payloader	1471.42

23810	US Post Office	Postage Stamps	340.00
23811	Visa	Business cards/hoses/clamps/trailer brakes/meal @ WW School	237.28
23812	Water & Environmental Engineering Research Center—SDSU	Test lagoon samples	504.00
23813	Wesco Distribution Inc	15 KV load breaks/rubber inlines/ground rods/rod clamps/couplings/photo controls/cable/wire/cold shrink splices/street light fusing/pipe/clamps/low voltage cold shrink/white flags	16770.95
Auto Debit	Rural Development	Water Improvement Loan	1343.00
Auto Debit	Rural Development	Wastewater Improvement Loan	2859.00

Additional Item: Ron Jacobson regarding the condition of his lot where the South 3<sup>rd</sup> Street storm drain project was started last year. Ron advises that he is unable to mow as the ground is too uneven and he is concerned that the weeds will be going to seed. He realizes that the project is not completed but needs some help from the City so that he can take care of the lot. Marshal advised that he would have someone go up and level off the area and even do some mowing if he needs some assistance for this first time.

Nancy Miklos met the with council to request permission to close off a portion of Birch Street on Saturday, July 30<sup>th</sup> from 9:00 AM- 4:00 PM for a vendor fair for Arlington Days. There was some concern that there will be other streets closed off due to the Main Street Project—but decided that the public will need to deal with it since the other areas that were discussed would interfere with the parade route, fire dept water Olympics, etc. Motion was made by Johnson, seconded by Lundquist to approve closing off a portion of Birch Street for the vendor fair. All in favor—Carried.

The council reviewed the following building permit applications:

Wes Brown—Top Lot Processors to rebuild building for their mink processing business which Consists or a 36 X 58 office attached to a 120 X 162 main building and a 20 X 31 breezeway to attach to existing structure at Block 3 Industrial Park in OL 4 in SESE & NENE 36-111-53 to the City of Arlington. Motion was made by Bunker, seconded by Lundquist to approve the application as submitted. All in favor—Carried.

Jesse Vincent to build a 14 X 40 X 54 living and storage structure at Lots 3 & 4, Spilde Addn to the City of Arlington. Motion was made by Johnson, seconded by Lundquist to approve this permit with the understanding that this area is not zoned commercial and that a business cannot be run from this location—it is a residential area. Todd Wilkinson will call Jesse to verify his intended use for this structure. All in favor—Carried.

Now was the time for the hearing to vacate a portion of Maple Street as was advertised. The Mayor called the hearing to order and it was noted that there had been no responses received by the City regarding this action. It was moved by Lundquist, seconded by Wendland to adopt and pass the following resolution:

RESOLUTION #2524

WHEREAS a Petition for Vacation of part of Maple Street running northwest and southeast between Warehouse Lots 20, 21, 22, 23, and 24 of Substation Addition, to the City of Arlington, in Kingsbury County, South Dakota and Lots 3, 7, and 8 in Block 13, Western Town Lot Company's Fourth Addition to the City of Arlington, in Kingsbury County, South Dakota; has been presented to the City of Arlington, pursuant to SDCL 9-45; and

WHEREAS publication of a Notice of Hearing on the proposed vacation has been given and a hearing held and evidence and testimony presented, and

WHEREAS the Petition and the evidence and testimony presented evidenced a necessary and compelling basis for vacating that portion of the street described thereon;

NOW THEREFORE BE IT HEREBY RESOLVED that the part of Maple Street running northwest and southeast between Warehouse Lots 20, 21, 22, 23, and 24, of Substation Addition, to the City of Arlington, in Kingsbury County, South Dakota, is hereby declared vacated and that portion of the property as vacated shall relict back to the adjoining property.

On roll call, all voting "aye", Resolution declared PASSED and ADOPTED on the 2<sup>nd</sup> day of June, 2016.

CITY OF ARLINGTON

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Mayor

ATTEST:

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City Finance Officer

#### CERTIFICATION

I, Sue Falconer, Finance Officer of the City of Arlington, Kingsbury County, South Dakota, hereby CERTIFY that the above RESOLUTION is a true and correct transcript of that Resolution adopted June 2, 2016, at a regular meeting of the City of Arlington City Council, South Dakota.

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Finance Officer

Scott Mohror, Banner Associates, met with the council to discuss the water main near the Industrial Park. According to the City Maps—the water mains in this area are 6” mains, however; when they dug up an area to install a new service to a house being constructed—it was only a 4” main at that intersection. It was decided to dig in a few other test areas to see if either there might be a

second line which is a 6” line or to see how big of a stretch of pipe actually only a 4” water main is. There was also a short discussion regarding the Main Street Project, and Scott stated that he did not believe that the contractor would begin working on the street until around June 13<sup>th</sup>—when the road would not be passable to traffic.

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

Motion was made by Johnson, seconded by Wendland to approve adding Victorian Donovan as a bath house employee at \$9.00/Hr and Darci Bottem as a substitute lifeguard at \$11.00/Hr. All in favor—Carried.

Tami Steffensen met with the council on behalf of some of the parents of baseball and softball players. She had found an outlet for used refrigerators for the concession stand and a couple of people had volunteered to pay for them. She was asking the city for help to dispose of the ones that are currently in the concession stand and approval to bring in the replacements—which the council advised would be no problem. The current coaches are also asking if the city can be in charge of prepping the field before all of the home games as the coaches do not get home in time from their jobs to take care of it. Marshal Mix advised that the City would take care of it unless they came up against some emergency situation that would be their priority and in that event Tami told him to contact her and she would be the go-between person. She also advised that the scoreboard does not work and wondered about getting it fixed. The council advised that this was the first they had heard about this—so if no one notifies the city office of the problem—it cannot be addressed. The last issue was regarding equipment—or the lack of it. They are asking about a pitching machine for softball since the batting cage is set up for baseball. Marshal advised that there is a machine in the equipment room that is only a few years old and if they need help learning how to run it—they should contact him to set up a time to meet up with him on the field and he will show them how to set it, etc. Also, it was stated that many of the players have bought their own equipment since there is not sufficient equipment when multiple teams are playing at the same time. There has been equipment bought over the years and the city doesn’t know if some of the items “have walked away” or if there is a lack of communication where to find the equipment. Tami said that she would take charge of doing an inventory at the end of the season to see what would be needed before next year.

The council reviewed the Revenue/Expense, Cash and Utility Reports. The water loss looked very good this month.

It was moved by Bunker, seconded by Wendland to adopt and pass the following Resolution:

#### RESOLUTION #2525

WHEREAS, the City of Arlington has deemed that it is necessary to purchase an excavator to use for future projects and currently there are not sufficient funds in the City’s budget; it was approved by the members of the Arlington City Council to borrow the funds from Citizens State Bank, Arlington SD in order to make this purchase.

THEREFORE, the Finance Officer (Sue Falconer) is authorized to sign the necessary loan papers for a \$68,109.60 loan with three (3) annual payments of \$23,959.28 with a maturity date of December 1, 2018 for the purchase of a new E50T4 Bobcat Excavator with attachments.

On roll call, all voting “aye”, Resolution declared PASSED and ADOPTED on the 2<sup>nd</sup> day of June, 2016.

CITY OF ARLINGTON

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Mayor

ATTEST:

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City Finance Officer

Jason Uphoff, ACDC, gave his monthly report. There was a short discussion regarding the bid opening that they had regarding the extension of the road at the Industrial Park. He also invited all of the council members to the annual ACDC meeting which will be held on July 12<sup>th</sup>.

The annual disbursements per the budget to the Arlington Volunteer Fire Dept & Arlington Ambulance Squad for \$2000 each for their deferred compensation funds, the BATA Services \$1000 and after the council has had a chance to review the financial information from the Arlington Community Development Corp approved the annual disbursement of 30,000.

Since July 4<sup>th</sup> falls on the first Monday of July—a different date needed to be set for the regular July meeting. The Mayor advised that he would like to hold it on July 5<sup>th</sup> and there did not seem to be any conflicts from the council.

Motion was made by Lundquist, seconded by Wendland to enter into executive session at 9:35 P.M. for contract matters and possible litigation. All in favor—Carried.

Motion was made by Wendland, seconded by Bunker to come out of executive session at 10:19 P.M. All in favor—Carried.

Motion was made by Lundquist, seconded by Rowbotham to authorize the Mayor to sign the contracts with East River Electric for wheeling the electricity to the City of Arlington. All in favor—Carried.

The Finance Office was contacted by Scott Pretzer with the Dept of Transportation—Right of Way Office advising that they have surveyed property down by Lake Arlington and are interested in selling it and the City has first chance at purchasing the land. There is still an area of land between what they no longer need and the highway—but they will not sell that land. The land has been appraised at \$1960.

Motion was made by Wendland, seconded by Bunker to notify the DOT that the City wants to buy this area for the \$1960 appraised value. All in favor—Carried.

Motion to adjourn was made by Bunker, seconded by Johnson. 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.