

**MOBRIDGE CITY COUNCIL
REGULAR MEETING
July 10, 2018**

Pursuant to due call and notice thereof, a Regular Meeting of the Common Council of the City of Mobridge, South Dakota was held in City Hall in said City on Tuesday, July 10, 2018 at 5:30 PM. Mayor Gene Cox, City Finance Officer Heather Beck, City Administrator Christine Goldsmith, and the following council persons were present: Laundreaux, Quaschnick, O'Connell, Yellow Boy and Carlson. Mound was absent.

AGENDA:

The agenda was approved on a motion by Yellow Boy, second by Carlson with the following addition: read a letter under discussion and information items.

MINUTES:

Moved by O'Connell, second by Yellow Boy and carried, to approve the minutes from the June 12, 2018 regular meeting. Carlson abstained.

DEPT HEAD REPORTS:

Police Dept – Chief Shawn Madison

COMPUTER PURCHASE – Moved by O'Connell, second by Laundreaux and carried, to approve 3 computers in the amount of \$1,416.51.

IPAD PURCHASE – Moved by Yellow Boy, second by O'Connell and carried, to approve the purchase of an iPad and 2 printers in the amount of \$1,530 with awarded grant funds from US Marshals Service.

EXPENDITURE INCREASE – Moved by Yellow Boy, second by O'Connell and carried, to approve the computer expenditure budget in the police department by \$1,530 for the US Marshal Service grant.

RECOGNITION OF CITIZENS – Chief Madison recognized two citizens who chased down two juveniles that were breaking into a Mobridge business. Rardy Cook and Louis Duarte received a certificate of appreciation from the Mobridge Police Department.

RECOGNITION OF DISPATCHER – Chief Madison also recognized Dispatcher Tammy Fischer with a certificate of merit for her exemplary service. Madison reported that Fischer saved many lives during an active shooter incident in Pollock on May 23, 2018.

Zoning/Code Enforcement – Officer Cindy Rische

BUILDING PERMITS – The following building permits were approved and issued by the Zoning Officer for the month of May: Alan Nelson-803 4th Avenue West-18'x20' garage (Rescinded); Kristi Rahlf-713 E Grand Crossing -2400 sq. ft daycare building; Mobridge Rodeo -Rodeo Grounds-Redoing bleachers, bathroom, concession stand, ticket booth, lighting and fencing (Phase 1 & Phase 2); Darlene Semmens-308 12th Street West-Pergola; Bob Reecy-407 3rd Street West-Fence and dog run; Michael Bezenek-1601 32nd Street West-24'x36' garage & 2'x6' shed on concrete pad; Kurt Schmultz-311 E Grand Crossing -New sliding glass door in rear of house; James Silvernagel-709 Airport Road-New continual fencing around property; Shawn Madison -906 3rd Avenue West-14'x20' concrete pad in back yard; Lester Kosters-618 3rd Avenue East-90' vinyl fence – northside of property; City of Mobridge-South Main Parking Lot-7'x12' pedestal and a 4' sidewalk; Adam Quaschnick-1720 Kennedy Memorial Drive-Remove old deck replace with a 24'x18 concrete pad; and Dominick Diniz-302 8th Avenue East-180' sidewalk about his house and garage. Rische also gave a quarterly nuisance report.

Library – Director Karla Bieber

COMPUTER PURCHASE – Moved by Carlson, second by Quaschnick and carried, to approve the purchase of 2 computers from Platinum PC in the amount of \$1,228.00. The purchase is in the 2018 library budget.

Street Department – Superintendent Ryan Enderson

NEW HIRE - Moved by Carlson, second by O'Connell and carried, to approve hiring Keith Black as street maintenance at \$17.45 per hour effective June 18, 2018.

ON CALL HIRE – Moved by Carlson, second by Quaschnick and carried, to approve Dwight Baumann as on call street maintenance at \$13.52 per hour.

STRIPING EQUIPMENT PURCHASE – Moved by Carlson, second by O’Connell and carried, to approve the purchase of street striping equipment from Sherwin Williams in the amount of \$3,788 plus supplies and travel.

Parks Department – Properties Manager Ted Ford

TRAILER PURCHASE – Moved by O’Connell, second by Carlson and carried, to approve the purchase of a 2015 trailer for the parks department from Premier Equipment in the amount of \$2,600.00.

Water/Wastewater – Superintendent Kurt Schmaltz

WASTEWATER ROOF REPAIRS – Moved by O’Connell, second by Carlson and carried, to approve the roof repair to the water treatment plant south section and north section from Hub City Roofing, Inc., in the amount of \$20,004. This repair is included in the 2018 wastewater budget.

UNFINISHED BUSINESS:

2nd READING ORDINANCE NO. 968 – Moved by O’Connell, second by Quaschnick and carried, to approve the second reading of Ordinance No. 968, an ordinance in revision of building permit sections 19.02 and 19.03 of the zoning ordinances of the City of Mobridge, South Dakota pertaining to building and demolition permits.

AMENDMENT TO KLJ AGREEMENT – Moved by Carlson, second by Laundreaux and carried, to approve the additional \$2,000 to the Mobridge Rodeo property re-plat to add 66 foot right of way to the east side of the property from US Highway 12 to the County Road.

NEW BUSINESS:

GRANTS FOR AIRPORT RUNWAY PROJECT - Moved by Carlson, second by O’Connell and carried, to approve applying for both the FAA AIP Grant and the Omnibus transportation funding with the base bid and including alternate no. 1.

CONTRACT WITH KLJ – Moved by O’Connell, second by Quaschnick and carried, to approve the contract with KLJ, Inc. for construction services for the airport runway project in the amount of \$226,106.

CONTRACT FOR INDEPENDENT FEE ESTIMATE – Moved by O’Connell, second by Laundreaux and carried, to approve an agreement with HDR Engineering for an Independent Fee Estimate for the airport runway project in the amount of \$3,000 as required by the FAA.

GENERATOR MAINTENANCE AGREEMENT – Moved by Yellow Boy, second by Quaschnick and carried, to approve a planned maintenance agreement for the generators with Cummins Sales and Service in the amount of \$5,688.58. This agreement includes the 5 main generators located at City Hall, Wastewater, Arena, Raw Water and Fire Dept.

PAY REQUEST SCHERR HOWE BATHROOM PROJECT – Moved by Laundreaux, second by Carlson and carried, to approve Pay Request No. 3 to Kyburz Carlson Construction in the amount of \$16,860.00.

PROCUREMENT POLICY – Beck presented a procurement policy to the Council for approval. The policy addresses purchasing requirements and state bid laws. Moved by Quaschnick, second by Carlson and carried, to approve the Procurement Policy.

WEST NILE GRANT – Moved by O’Connell, second by Laundreaux and carried, to approve contract with the State of South Dakota for a mosquito control efforts in the amount of \$3,500.00.

DISCUSSION AND INFORMATION ITEMS:

URBAN FISHING POND – Goldsmith updated the Council on a proposed project with assistance from the SD Game, Fish & Parks and National Guard, to create a pond approximately 2 acres with ADA accessibility. The project will provide a year-round fishing and recreational opportunity for the community.

BOARD RETREAT – A Council board retreat will be held on July 31, 2018 at 5:00 PM.

LETTER FROM MDU REP - A letter was read from Montana Dakota Utilities rep Don Bohle, extending appreciation to City crew for the cleanup efforts and the dispatchers/police dept for keeping them informed of down lines.

TRAVEL:

Moved by Carlson, second by Quaschnick and carried, to approve Karla Bieber and Staci Wilson to attend the SD Library Assoc. Conference in Sioux Falls September 25-28, 2018.

Moved by O’Connell, second by Quaschnick and carried, to approve Jeff Laundreaux to Pierre for Elected Officials workshop on July 18, 2018. Laundreaux abstained.

PAYMENT OF BILLS:

Moved by Carlson, second by O’Connell and carried, to approve the following bills for payment:

A&B Business, supplies-250.42 ;Aflac, insurance-870.32 ;Alex Air Apparatus, equipment-83,464.00 ;Amazon, uniforms/equipment-416.82 ;Angie Zvihovec, refund-35.23 ;AT&T, utilities-248.35 ;B&W Air Conditioning, repairs-100.00 ;Banner Associates, prof services-3,972.00 ;Cam Wal Electric, utilities-485.58 ;Cardmember Services, other/supplies-620.56 ;Carol Godkin, travel-84.00 ;CDW Government, computer-3,212.25 ;Central Diesel, prof services-795.00 ;Century Link, utilities-1,174.74 ;Chamber of Commerce, other-8,231.71 ;Ciavarella Design, prof services-4,650.00 ;Clerk of Courts, garnishment-600.00 ;Coca Cola Bottling Co., concession-389.50 ;Credit Collections Bureau, garnishment-286.24 ;Dash Medical Gloves, supplies-131.80 ;Deputy Finance Officer, postage-20.10 ;Dish TV, utilities-28.02 ;Dwight Baumann, supplies-80.00 ;Ebsco, other services-414.30 ;Eframson Electric, repairs to runway lights-674.66 ;Eisemann Building Products, supplies-75.55 ;Environmental Resource Assoc., chemical-333.51 ;Environmental Toxicity Control, water samples-585.00 ;Ethanol Products, chemical-1,414.90 ;Fleet Services, gasoline-1,578.16 ;Galls, uniforms-823.59 ;Gas N Goodies, gasoline/supplies-1,309.94 ;Gienger Sales, supplies-256.00 ;Grafix Shop, vehicle maintenance-556.16 ;Grand Central, vehicle maintenance/gasoline-47.88 ;Great Western Bank, credit card fees-18.34 ;Great Western Bank, payroll taxes-36,297.28 ;GTC Auto Parts, supplies-61.93 ;Hach Company, chemical-751.10 ;Hawkins, chemical-6,720.25 ;Heartland Waste, prof services-20,657.25 ;Hettinger Mobridge Candy, concession-1,073.05 ;High Point Networks, computer repairs-1,278.75 ;Homestead Building Supply, supplies-20.79 ;Ingram, books-105.12 ;Jensen Rock & Sand, chip seal/cold mix-108,419.38 ;Jensen Rock & Sand, supplies-160.97 ;JGE, supplies-181.32 ;Key Insurance, insurance-549.00 ;Kyburz Carlson Construction, building-16,860.00 ;Kyle Jensen, refund-369.54 ;Language Line Services, prof services-90.00 ;Lee & Jundt Auto Body, vehicle maintenance-250.00 ;Library Director, petty cash-25.55 ;Liz Ford, travel-252.00 ;Lucky’s, gasoline/diesel-228.48 ;Matt Keller Construction, repairs-510.00 ;Matt Reichert, supplies-80.00 ;MDU, utilities-20,148.44 ;Merkel’s Foods, supplies-51.91 ;Michael Todd, repairs-119.13 ;Midco, utilities-105.00 ;Minnesota Valley Testing Labs, water samples-958.00 ;Mobr Chamber of Commerce, refund-1,100.63 ;Mobr Tribune, publishing-18.34 ;Mobridge Gas, LP gas-531.62 ;Mobridge Hardware, supplies-1,305.76 ;Mobridge Medical Clinic, prof services-552.50 ;Mobridge Tribune, publishing/supplies-809.95 ;Modern Marketing, publishing-337.98 ;Motorola Solutions, computer-5,341.70 ;Oahe Vet, prof services-70.00 ;Office Depot, supplies-310.13 ;Office of Child Support, garnishment-346.15 ;Payless Foods, concession stand/supplies-1,455.08 ;Plunketts, prof services-59.66 ;PowerPhone, prof services-2,305.00 ;Premier Equipment, repairs/trailer-3,116.78 ;Recreation Supply Co., repairs-1,139.31 ;Runnings, supplies-1,608.92 ;SD Attorney General, Scram/PBT fees-1,025.00 ;SD DENR, drinking water fee/testing fee-1,410.00 ;SD Dept of Revenue, water samples-403.00 ;SD Federal Surplus Property, equipment-3,700.00 ;SD Retirement, retirement-14,986.80 ;SD State Treasurer, sales tax-2,932.09 ;SDML, travel-50.00 ;SDRS Supplemental Retirement, retirement-225.00 ;Servall, supplies-243.89 ;Showcases, supplies-142.88 ;Slater Oil, gasoline/diesel/grease-5,514.15 ;South Dakota Magazine, other services-25.00 ;Tami Schanzenbach, refund-31.09 ;Teresa Romans, travel-84.00 ;The Open Canvas, supplies/prof services-307.50 ;Thomas O’connell, travel-189.50 ;Tonya Schoenhard, refund-27.22 ;Traffic Solutions, supplies-214.28 ;Tri State Water, supplies-181.95 ;Tumbleson Lawn Service, prof service-800.00 ;Tyler Hearnon, prof services-3,950.00 ;US Post Office, postage-519.68 ;USDA-Rural Development, loan

payment-2,925.00 ;USDA-Rural Development, loan payment-2,373.00 ;Valley Telecomm., utilities-852.16 ;Venture Communications, utilities-424.09 ;Verizon Wireless, cell phone-484.43 ;Voyager Fleet, gasoline-87.14 ;Walworth County Treasurer, other-21.20 ;Wellmark BC/BS, health insurance-21,192.72 ;West River Telecommunications, utilities-3,432.28 ;Western Communications, supplies-476.77 ;Western Equipment Finance, mowing-1,004.09 ;Zuercher Technologies, software suite-143,951.00.

Salaries: Administration-10,710.40; City Administrator-4,458.70; Police Dept-64,725.37; Fire Dept-550.00; Street Dept-18,603.82; Regulation & Inspection-2,454.16; Pool – 14,807.41; Park Dept-6,531.53; Library-6,825.14; 24/7-675.86; Water Dept-16,339.55; Sewer Dept-10,653.00.

There being no further business to come before the council, the meeting adjourned at 6:17 PM on a motion by Yellow Boy, second by Carlson and carried.

Heather Beck, Finance Officer
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Gene Cox, Mayor