

**CITY COUNCIL MEETING  
AGENDA  
JANUARY 18, 2011**



**CITY COUNCIL MEETING  
AGENDA**

**JANUARY 18, 2011  
7:30 P.M.**

**PLEDGE OF ALLEGIANCE**

**INVOCATION**      Grace Baptist

**ROLL CALL**

**ENTERTAIN A MOTION TO APPROVE THE AGENDA**

**ENTERTAIN A MOTION TO APPROVE COUNCIL MINUTES  
FROM THE PRIOR MEETING**

**CITIZEN'S  
INPUT:**      **If you need to address the Mayor and members of the City Council on an item that was not on the agenda, please come forward to the podium and state your name and your concern. Items will be considered but no action will be taken at this time.**

<b>APPROVE DEPARTMENT REPORTS:</b>	Finance Department (November)	<b>P1-5</b>
	Police Department (December)	<b>P6</b>
	Fire Department (December)	<b>P7</b>
	Building Permits (December)	<b>P8</b>
	Building Permits (2010 summary)	<b>P9</b>
	Mitchell Regional Ambulance (December)	<b>P10</b>
	Library (December)	<b>P11-12</b>
	Parks, Recreation & Forestry (December)	<b>P13-14</b>
	Palace Transit (December)	<b>P15-16</b>
	Water Department (December)	<b>P17-24</b>
Airport (December)	<b>P25-26</b>	

<b>AWARD BIDS:</b>	Asphalt/Concrete Crushing – City Project #2011-9	<b>P27</b>
	Street Vacuum Sweeper – City Project #2011-18	<b>P28</b>

**HEARING:**

On the application of County Fair Inc. dba County Fair Food Store for a Retail (On-Off Sale) Wine License located at 1305 West Havens Street

On the application of Somnang John Heng dba Heng-Heng Chinese Restaurant for a Retail (On-Off Sale) Wine License located at 505 North Main Street

On the application of LAB, LLC dba Arnie’s First & Foster for a Package (Off-Sale) Malt Beverage License located at 1218 East First Avenue

*Individuals with disabilities who require special assistance to take part in this meeting may contact one of the following through the switchboard at (605) 995-8420 at least 24 hours prior to the meeting with requests for assistance: Finance Officer, Human Resource Officer or Director of Public Works.*



<b>HEARING:</b>	On the Proposed Resolution of Necessity for the 1300 Block of North Edmunds	<b>P29</b>
<b>CONSIDER ADOPTION:</b>	Resolution #2880, Declaring Necessity for Street Construction on the 1300 Block of North Edmunds	<b>P30-33</b>
	Resolution #2887, Letter of Support for Proposed Housing Development	<b>P34</b>
	Resolution #2888, Resolution Dissolving Tax Increment District #1	<b>P35</b>
<b>1<sup>st</sup> READING:</b>	Ordinance #2352, Supplemental Appropriations (2010)	<b>P36</b>
	Ordinance #2353, Supplemental Appropriations (2011)	<b>P37-39</b>
<b>SET DATE: 02-15-11</b>	To receive and consider bids for the following projects at 1:30 p.m. in the Council Chambers of City Hall: <ul style="list-style-type: none"> <li>• Sidewalk Project (Pebble Beach Area) – City Project #2011-4A</li> <li>• Sidewalk Project (Sanborn Street) – City Project #2011-4B</li> <li>• Sidewalk Project (Gainer Park, Monroe Park, and Neighborhood Parks) – City Project #2011-4I</li> </ul> <p>To receive and consider bids for a Traffic Division Painter/Striper – City Project #2011-17 at 1:30 p.m. in the Council Chambers of City Hall</p>	
<b>SET DATE: 02-22-11</b>	To receive and consider bids for the following projects at 1:30 p.m. in the Council Chambers of City Hall: <ul style="list-style-type: none"> <li>• Sidewalk Project (Hazardous) – City Project #2011-4C</li> <li>• Sidewalk Project (Mentzer) – City Project #2011-4D</li> <li>• Sidewalk Project (Birch) – City Project #2011-4E</li> <li>• Sidewalk Project (Elm &amp; Dobson) – City Project #2011-4F</li> <li>• Sidewalk Project (Pioneer &amp; Jennewein Parks) – City Project #2011-4G</li> <li>• Sidewalk Project (Norway &amp; Rowley) – City Project #2011-4H</li> <li>• Rock Chips – City Project #2011-10</li> </ul>	
<b>CONSIDER APPROVAL:</b>	City/School Election to be held on June 7, 2011 at G.B. Rogers Elementary School, 1301 North Kimball	<b>P40</b>
	Authorize Silverstone Group to conduct the 2010 Actuarial Review of Other Post-Employment Benefits (O.P.E.B.) at the contracted amount of \$5,000.00	<b>P41-50</b>
	Request of Gertie Bell Rogers PTA to conduct a raffle with the drawing to be held on March 5, 2011	<b>P51</b>
<b>ABATEMENT OF TAXES:</b>	Approve Property Tax Abatements as listed in council book	<b>P52</b>



**PAY ESTIMATES:** 5<sup>th</sup> and Main Statuary Demolition Project #2009-7 contracted to L.L. Jirsa, Architect

**P53**

A. Pay Estimate #3 in the amount of \$202.50

Spruce/Cabela's Traffic Signals Project #2010-3 contracted to Howard R. Green

A. Pay Estimate #11 in the amount of \$1,117.50

Rip Rap at Campground Project #2010-5 contracted to SPN & Associates

A. Pay Estimate #10 in the amount of \$113.75

SE Interceptor Sewer (MTI) Project #2010-25 contracted to SPN & Associates

A. Pay Estimate #8 in the amount of \$1,642.05

**ENTERTAIN A MOTION TO APPROVE THE PAY ESTIMATES**

**ROLL CALL**

**ENTERTAIN A MOTION TO APPROVE THE BILLS AND AUTHORIZE MONTHLY PAYMENT OF RECURRING AND OTHER EXPENSES IN ADVANCE AS APPROVED BY THE FINANCE OFFICER**

**ROLL CALL**

**ADJOURN**

***NEXT COUNCIL MEETING DATE: FEBRUARY 7, 2011***

***COUNCIL AGENDA DEADLINE IS WEDNESDAY PRIOR TO CITY COUNCIL MEETING***

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**FOR COUNCIL INFORMATION:**

Regular Council Meeting Minutes (01-03-11)

Gas and Diesel Fuel bids

**P54-64**

**P65**



CITY OF MITCHELL  
CASH BALANCES REPORT  
AS OF: NOVEMBER 30TH, 2010

	BEGINNING CASH BALANCE	YEAR-TO-DATE RECEIPTS	YEAR-TO-DATE DISBURSEMENT	ENDING BALANCE	INCREASE/ (DECREASE)
<u>GENERAL</u>					
101-102 CASH CHANGE	200.00	0.00	0.00	200.00	0.00
101-103 PETTY CASH	200.00	0.00	0.00	200.00	0.00
101-104 CASH IN INT BEARING ACCTS	1,332,575.12	15,552,348.20	(14,434,264.22)	2,450,659.10	1,118,083.98
101-1044 INVESTMENT-FIT	336,522.54	46.05	( 336,566.45)	2.14	( 336,520.40)
101-1045 WELLS FARGO GOVT MM FUND	325,698.27	822.99	( 326,521.26)	0.00	( 325,698.27)
101-1046 DESIGNATED CASH-EVENT CENTER	303,754.20	250,000.00	( 152,061.00)	401,693.20	97,939.00
101-1047 DESIGNATED CASH-FIRE EQUIP REPL	0.00	50,000.00	0.00	50,000.00	50,000.00
101-1048 DESIGNATED CASH-EMS EQUIP REPL	73,000.00	36,500.00	0.00	109,500.00	36,500.00
101-105 CERT OF DEPOSIT-GENERAL FUND	100,000.00	0.00	0.00	100,000.00	0.00
101-1051 CERTIFICATE OF DEPOSIT-FIT	0.00	336,565.00	0.00	336,565.00	336,565.00
101-1052 RESTRICTED CD-2009 B-Y REFUND	622,595.00	0.00	0.00	622,595.00	0.00
101-1053 CERT OF DEPOSIT-GENERAL FUND	575,000.00	0.00	0.00	575,000.00	0.00
101-1054 RESTRICTED CD-2ND & 4TH STREET	150,000.00	0.00	0.00	150,000.00	0.00
101-1055 DESIGNATED CD-EVENT CENTER	750,000.00	0.00	0.00	750,000.00	0.00
101-1056 RESTRICTED CD-2000B	177,405.00	0.00	0.00	177,405.00	0.00
101-1057 CERT OF DEPOSIT-FIT	0.00	86,547.76	( 86,547.76)	0.00	0.00
101-1074 RESTRICTED SAVINGS-CABELA'S DE	0.00	0.00	0.00	0.00	0.00
101-1075 RESTRICTED SAV-2009 B-Y REFUND	905.00	0.00	0.00	905.00	0.00
101-1076 RESTRICTED SAVINGS-2ND&4TH ST	5,557.00	0.00	0.00	5,557.00	0.00
101-1078 RESTRICTED SAVINGS-	0.00	0.00	0.00	0.00	0.00
101-1079 RESTRICTED SAVINGS-	0.00	0.00	0.00	0.00	0.00
101-1512 INVESTMENTS - WELLS FARGO	0.00	650,000.00	( 325,000.00)	325,000.00	325,000.00
TOTAL 101-GENERAL	4,753,412.13	(16,962,830.00)	(15,660,960.69)	6,055,281.44	1,301,869.31
<u>PARK FUND</u>					
201-104 CASH IN INT BEARING ACCTS	200,407.17	2,160,361.05	( 2,117,127.53)	243,640.69	43,233.52
201-107 RESTRICTED CASH	0.00	0.00	0.00	0.00	0.00
TOTAL 201-PARK FUND	200,407.17	( 2,160,361.05)	( 2,117,127.53)	243,640.69	43,233.52
<u>ENTERTAINMENT TAX</u>					
211-104 CASH IN INT BEARING ACCTS	18,555.09	600,551.71	( 564,665.47)	54,441.33	35,886.24
211-107 RESTRICTED CASH-BONDS	127,640.00	0.00	0.00	127,640.00	0.00
TOTAL 211-ENTERTAINMENT TAX	146,195.09	( 600,551.71)	( 564,665.47)	182,081.33	35,886.24
<u>E-911 EMERGENCY</u>					
214-104 CASH IN INT BEARING ACCTS	269,514.29	638,986.96	( 577,895.90)	330,605.35	61,091.06
TOTAL 214-E-911 EMERGENCY	269,514.29	( 638,986.96)	( 577,895.90)	330,605.35	61,091.06
<u>SPECIAL ASSESS REVOLVING</u>					
216-104 CASH IN INT BEARING ACCTS	149,945.77	68,059.38	( 110,005.79)	107,999.36	( 41,946.41)
TOTAL 216-SPECIAL ASSESS REVOLVING	149,945.77	( 68,059.38)	( 110,005.79)	107,999.36	( 41,946.41)

CITY OF MITCHELL  
 CASH BALANCES REPORT  
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	BEGINNING CASH BALANCE	YEAR-TO-DATE RECEIPTS	YEAR-TO-DATE DISBURSEMENT	ENDING BALANCE	INCREASE/ (DECREASE)
<u>RSVP</u>					
218-104 CASH IN INT BEARING ACCTS	682,006.89	843,730.48	( 749,068.85)	776,668.52	94,661.63
TOTAL 218-RSVP	682,006.89	( 843,730.48)	( 749,068.85)	776,668.52	94,661.63
<u>NUTRITION</u>					
219-104 CASH IN INT BEARING ACCTS	176,523.48	373,876.63	( 344,139.12)	206,260.99	29,737.51
TOTAL 219-NUTRITION	176,523.48	( 373,876.63)	( 344,139.12)	206,260.99	29,737.51
<u>LIBRARY FINES FUND</u>					
226-104 CASH IN INT BEARING ACCTS	12,904.68	31,232.84	( 25,053.57)	19,083.95	6,179.27
TOTAL 226-LIBRARY FINES FUND	12,904.68	( 31,232.84)	( 25,053.57)	19,083.95	6,179.27
<u>DEBT SER-TID #4 AKG MDWST</u>					
301-104 CASH IN INT BEARING ACCTS	11,923.52	48,855.57	( 42,436.82)	18,342.27	6,418.75
TOTAL 301-DEBT SER-TID #4 AKG MDWST	11,923.52	( 48,855.57)	( 42,436.82)	18,342.27	6,418.75
<u>DEBT SER-TID #5 IVERSON</u>					
302-104 CASH IN INT BEARING ACCTS	1,527.20	29,592.98	0.00	31,120.18	29,592.98
TOTAL 302-DEBT SER-TID #5 IVERSON	1,527.20	( 29,592.98)	0.00	31,120.18	29,592.98
<u>DEBT SER-TID #7 WSTWD ADD</u>					
303-104 CASH IN INT BEARING ACCTS	( 32,010.62)	89,761.89	( 45,188.34)	12,562.93	44,573.55
TOTAL 303-DEBT SER-TID #7 WSTWD ADD	( 32,010.62)	( 89,761.89)	( 45,188.34)	12,562.93	44,573.55
<u>DEBT SER-TID #8 CONF CTR</u>					
304-104 CASH IN INT BEARING ACCTS	( 4,808.00)	186,530.10	( 211,496.99)	( 29,774.89)	( 24,966.89)
TOTAL 304-DEBT SERV-TID #8-HIGHLAND	( 4,808.00)	( 186,530.10)	( 211,496.99)	( 29,774.89)	( 24,966.89)
<u>DEBT SERV-TID #9 VANTAGE</u>					
305-104 CASH IN INT BEARING ACCTS	0.00	31,471.22	( 45,035.25)	( 13,564.03)	( 13,564.03)
TOTAL 305-DEBT SERV-TID #9-VANTAGE	0.00	( 31,471.22)	( 45,035.25)	( 13,564.03)	( 13,564.03)
<u>DEBT SERV-TID #10 MADC</u>					
306-104 CASH IN INT BEARING ACCTS	0.00	18,909.50	0.00	18,909.50	18,909.50
TOTAL 306-TID #10-MADC BUSIN PARK	0.00	( 18,909.50)	0.00	18,909.50	18,909.50
<u>WESTWOOD DEV-TID #7</u>					
520-104 CASH IN INT BEARING ACCTS	0.00	0.00	0.00	0.00	0.00
TOTAL 520-WESTWOOD DEV-TID #7	0.00	0.00	0.00	0.00	0.00
<u>SOCCER COMPLEX</u>					
524-104 CASH IN INT BEARING ACCTS	358,053.72	238,413.03	( 559,676.64)	36,790.11	( 321,263.61)
TOTAL 524-SOCCER COMPLEX	358,053.72	( 238,413.03)	( 559,676.64)	36,790.11	( 321,263.61)

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	BEGINNING CASH BALANCE	YEAR-TO-DATE RECEIPTS	YEAR-TO-DATE DISBURSEMENT	ENDING BALANCE	INCREASE/ (DECREASE)
<u>COMMUNITY CENTER</u>					
525-104 CASH IN INT BEARING ACCTS	52.49	0.00	0.00	52.49	0.00
TOTAL 525-COMMUNITY CENTER	52.49	0.00	0.00	52.49	0.00
<u>VANTAGE POINT</u>					
526-104 CASH IN INT BEARING ACCTS	0.00	0.00	0.00	0.00	0.00
TOTAL 526-VANTAGE POINT-TID #9	0.00	0.00	0.00	0.00	0.00
<u>MADC BUSIN PARK</u>					
527-104 CASH IN INT BEARING ACCTS	3,866.20	87,739.79	( 53,527.50)	38,078.49	34,212.29
527-105 CERTIFICATE OF DEPOSIT	87,000.00	0.00	( 87,000.00)	0.00	( 87,000.00)
TOTAL 527-MADC BUSIN PARK-TID #10	90,866.20	( 87,739.79)	( 140,527.50)	38,078.49	( 52,787.71)
<u>MTI - TID #13</u>					
528-104 CASH IN INT BEARING ACCTS	0.00	471,884.17	( 430,310.62)	41,573.55	41,573.55
TOTAL 528-MTI - TID #13	0.00	( 471,884.17)	( 430,310.62)	41,573.55	41,573.55
<u>ABBOTT HOUSE DORM CDBG</u>					
529-104 CASH IN INT BEARING ACCTS	0.00	304,500.00	( 304,500.00)	0.00	0.00
TOTAL 529-ABBOTT HOUSE DORM CDBG	0.00	( 304,500.00)	( 304,500.00)	0.00	0.00
<u>PEPSI WAREHOUSE TID #14</u>					
530-104 CASH IN INT BEARING ACCTS	0.00	0.00	( 302,354.54)	( 302,354.54)	( 302,354.54)
TOTAL 530-PEPSI WAREHOUSE TID #14	0.00	0.00	( 302,354.54)	( 302,354.54)	( 302,354.54)
<u>WATER</u>					
602-104 CASH IN INT BEARING ACCTS	24,244.44	4,315,531.89	( 3,972,163.25)	367,613.08	343,368.64
602-1046 INVESTMENTS	0.00	0.00	0.00	0.00	0.00
602-107 RESTRICTED CASH B-Y WATER	0.00	0.00	0.00	0.00	0.00
602-1071 CERTIFICATE OF DEPOSIT-WATER	450,000.00	0.00	( 450,000.00)	0.00	( 450,000.00)
602-1072 WATER OPERATING CERT OF DEPOSIT	50,000.00	0.00	0.00	50,000.00	0.00
602-1073 RESTRICTED CASH-BROIN PIPELINE	372,225.00	0.00	0.00	372,225.00	0.00
TOTAL 602-WATER	896,469.44	( 4,315,531.89)	( 4,422,163.25)	789,838.08	( 106,631.36)
<u>SEWER</u>					
604-104 CASH IN INT BEARING ACCTS	68,338.00	2,293,433.84	( 2,342,287.51)	19,484.33	( 48,853.67)
604-1046 INVESTMENTS	0.00	0.00	0.00	0.00	0.00
604-105 CERTIFICATES OF DEPOSIT	0.00	0.00	0.00	0.00	0.00
604-10701DESIGNATED CASH-STORM SEWER	100,833.59	108,282.00	( 90,000.00)	119,115.59	18,282.00
604-1071 RESTRICTED CASH-SEWER REPLACE	0.00	0.00	0.00	0.00	0.00
604-1072 RESTRICTED CD'S-SEWER REPLACE	0.00	0.00	0.00	0.00	0.00
TOTAL 604-SEWER	169,171.59	( 2,401,715.84)	( 2,432,287.51)	138,599.92	( 30,571.67)

CITY OF MITCHELL  
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	BEGINNING CASH BALANCE	YEAR-TO-DATE RECEIPTS	YEAR-TO-DATE DISBURSEMENT	ENDING BALANCE	INCREASE/ (DECREASE)
<u>AIRPORT</u>					
606-104 CASH IN INT BEARING ACCTS	( 267,650.85)	1,390,685.22	( 1,105,982.17)	17,052.20	284,703.05
TOTAL 606-AIRPORT	( 267,650.85)	( 1,390,685.22)	( 1,105,982.17)	17,052.20	284,703.05
<u>SANITATION</u>					
612-104 CASH IN INT BEARING ACCTS	1,143,503.02	1,900,963.33	( 1,774,390.64)	1,270,075.71	126,572.69
612-1041 LANDFILL CLOSURE RESERVES	0.00	0.00	0.00	0.00	0.00
612-1042 MRLF CLOSURE/POST CLOSURE RESE	110,550.00	27,500.00	0.00	138,050.00	27,500.00
612-1043 MRLF CELL CONSTRUCTION RESERVE	0.00	0.00	0.00	0.00	0.00
612-1046 INVESTMENTS FOR LANDFILL POST-	780,368.99	0.00	( 162,290.18)	618,078.81	( 162,290.18)
612-107 RESTRICTED CASH-LF SRF	0.00	0.00	0.00	0.00	0.00
612-1071 RESTRICTED CASH-2004 RLFL #1	13,622.00	0.00	0.00	13,622.00	0.00
612-1072 RESTRICTED CASH-2004 RLFL #2	14,318.00	0.00	0.00	14,318.00	0.00
TOTAL 612-SANITATION	2,062,362.01	( 1,928,463.33)	( 1,936,680.82)	2,054,144.52	( 8,217.49)
<u>CORN PALACE</u>					
613-102 ATM CASH CHANGE	10,000.00	0.00	0.00	10,000.00	0.00
613-104 CASH IN INT BEARING ACCTS	243,658.68	1,551,255.64	( 1,669,610.88)	125,303.44	( 118,355.24)
613-1071 RESTRICTED SINKING BONDS	0.00	0.00	0.00	0.00	0.00
613-1073 DESIGNATED FOR CAPITAL IMPROVE	40,970.18	11,748.88	( 5,500.00)	47,219.06	6,248.88
TOTAL 613-CORN PALACE	294,628.86	( 1,563,004.52)	( 1,675,110.88)	182,522.50	( 112,106.36)
<u>GOLF COURSE</u>					
614-104 CASH IN INT BEARING ACCTS	159,453.63	447,116.89	( 462,312.25)	144,258.27	( 15,195.36)
614-1052 CERTIFICATES OF DEPOSIT	0.00	0.00	0.00	0.00	0.00
TOTAL 614-GOLF COURSE	159,453.63	( 447,116.89)	( 462,312.25)	144,258.27	( 15,195.36)
<u>HEALTH INSURANCE</u>					
652-104 CASH IN INT BEARING ACCTS	951,288.00	1,770,477.81	( 1,897,152.42)	824,613.39	( 126,674.61)
652-107 RESTRICTED CD'S	0.00	0.00	0.00	0.00	0.00
TOTAL 652-HEALTH INSURANCE	951,288.00	( 1,770,477.81)	( 1,897,152.42)	824,613.39	( 126,674.61)
<u>AGENCY FUNDS</u>					
700-104 CASH IN INT BEARING ACCTS	0.00	662,642.53	( 662,642.53)	0.00	0.00
700-1041 BID DEPOSITS	4,000.00	9,400.00	( 7,700.00)	5,700.00	1,700.00
700-10411CORN PALACE GAMES	264.43	137,251.50	( 129,804.96)	7,710.97	7,446.54
700-1042 REVENUE FOR STATE	5,222.63	98,411.98	( 98,319.39)	5,315.22	92.59
700-10423FRINGE BENEFITS	4,631.12	50,377.17	( 50,031.32)	4,976.97	345.85
700-1044 PARKS & RECREATION	44,372.51	31,225.36	( 31,221.69)	44,376.18	3.67
700-1045 MCSF ROUND-UP	714.03	2,662.19	( 2,901.90)	474.32	( 239.71)
700-1048 VEHICLE TOWING	777.00	7,685.50	( 3,265.50)	5,197.00	4,420.00
700-1049 PUBLIC SAFETY-STOLEN/BUY	518.07	227.00	( 688.00)	57.07	( 461.00)
700-1050 PUBLIC SAFETY-DARE	2,405.39	0.00	( 445.17)	1,960.22	( 445.17)
TOTAL 700-AGENCY FUNDS	62,905.18	( 999,883.23)	( 987,020.46)	75,767.95	12,862.77

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	BEGINNING CASH BALANCE	YEAR-TO-DATE RECEIPTS	YEAR-TO-DATE DISBURSEMENT	ENDING BALANCE	INCREASE/ (DECREASE)
<u>SPECIAL ASSESSMENT-710</u>					
710-104 CASH IN INT BEARING ACCTS	87,786.03	173,119.72	( 130,568.07)	130,337.68	42,551.65
TOTAL 710-SPECIAL ASSESSMENT-710	87,786.03	( 173,119.72)	( 130,568.07)	130,337.68	42,551.65
<u>2005 STREET CONST</u>					
720-104 CASH IN INT BEARING ACCTS	3,269.71	16,305.53	( 23,830.70)	4,255.46	( 7,525.17)
TOTAL 720-2005 STREET CONST	3,269.71	( 16,305.53)	( 23,830.70)	4,255.46	( 7,525.17)
<u>2006 STREET CONST</u>					
721-104 CASH IN INT BEARING ACCTS	0.00	18,349.49	( 18,349.49)	0.00	0.00
TOTAL 721-2006 STREET CONST	0.00	( 18,349.49)	( 18,349.49)	0.00	0.00
<u>2007 STREET CONST</u>					
722-104 CASH IN INT BEARING ACCTS	0.00	10,242.46	( 10,242.46)	0.00	0.00
TOTAL 722-2007 STREET CONST	0.00	( 10,242.46)	( 10,242.46)	0.00	0.00
<u>2009 STREET CONST</u>					
723-104 CASH IN INT BEARING ACCTS	0.00	16,234.88	0.00	16,234.88	16,234.88
TOTAL 723-2009 STREET CONST	0.00	( 16,234.88)	0.00	16,234.88	16,234.88
<u>FLEXIBLE SPENDING ACCT</u>					
753-104 CASH IN INT BEARING ACCTS	6,407.48	51,678.83	( 47,663.88)	10,422.43	4,014.95
TOTAL 753-FLEXIBLE SPENDING ACCT	6,407.48	( 51,678.83)	( 47,663.88)	10,422.43	4,014.95
<hr/>					
GRAND TOTAL	11,242,605.09	(38,290,096.94)	(37,379,807.98)	12,152,894.05	910,288.96
	=====	=====	=====	=====	=====

\*\*\* END OF REPORT \*\*\*

**MITCHELL POLICE DEPARTMENT  
ACTIVITY REPORT FOR DECEMBER 2010**

<u>CALLS</u>	<u>MONTH</u>	<u>YEAR TO DATE</u>
Calls for Service	1238	16,103
Case Reports Written	187	2,628
<b>TOTAL CALLS ANSWERED</b>	<b>1425</b>	<b>18,731</b>

<u>ACCIDENTS</u>		
Property Damage Accidents	54	595
Injury Accidents	0	65
Hit and Run Accidents	10	72
<b>TOTAL ACCIDENTS REPORTED</b>	<b>64</b>	<b>732</b>

Total Amount of Damage	\$ 181,900	\$ 2,140,347
------------------------	------------	--------------

**STOLEN/RECOVERED VALUES**

Stolen	\$ 42,554	\$ 320,859
Recovered	\$ 21,712	\$ 77,139

<b><u>TICKETS ISSUED</u></b>	206	2496
------------------------------	-----	------

<b><u>WARNING TICKETS ISSUED</u></b>	250	3829
--------------------------------------	-----	------

Respectfully submitted,

Lyndon Overweg  
Chief of Public Safety

# Mitchell Fire Division

## Incident Type Report

December, 2010

<u>Incident Type</u>	<u>Count</u>	<u>Pct of Incidents</u>	<u>Total Est Loss</u>	<u>% of Losses</u>
Fire	7	14.58 %	\$18,605	100 %
Rescue & Emergency Medical Service Incident	27	56.25 %	\$0	0.00 %
Hazardous Condition No Fire	2	4.16 %	\$0	0.00 %
Service Call	2	4.16 %	\$0	0.00 %
Good Intent Call	5	10.41 %	\$0	0.00 %
False Alarm & False Call	5	10.41 %	\$0	0.00 %
<b>Total Incident Count:</b>	<b>48</b>		<b>Total Est Loss: \$18,605</b>	

# City of Mitchell

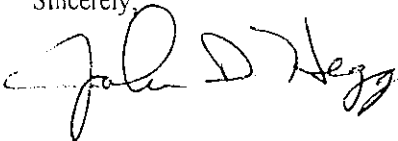
612 NORTH MAIN STREET • MITCHELL, SOUTH DAKOTA 57301 • (605) 995-8420 • FAX (605) 995-8410  
ENGINEER (605) 995-8435 • WATER PLANT (605) 995-8449 • STREET (605) 995-8465 • WASTE WATER (605) 995-8446  
January 3, 2011 WATER/UTILITIES (605) 995-8498 • PUBLIC WORKS/PLANNING/ZONING/INSPECTOR (605) 995-8433  
www.cityofmitchell.org

TO: MAYOR AND CITY COUNCIL

RE: Building Permits issued in December, 2010

NO	NAME	ADDRESS	BUILDING	CONTRACTOR	EST. COST	FEE
12644	Doug Greenway	950 Carl Road	Pole Shed	Ethan Lumber	19,466.00	135.00
12645	Cindy Hofwolt	514 S. Montana St	Add	Nick Baus	2,800.00	38.50
12646	Lakeview Spec #46	1513 Sawgrass	Residence	Pro Build	127,130.00	501.00
12647	William D Thompson	614 N. Rowley	Add.	Pro Build	5,890.00	56.50
12648	Platinum Players Club	719 N. Sanborn Blvd	Add.	Owner	3,380.00	40.00
12649	RR DBA Village Bowl	1500 N. Duff St.	Add	Bruce Signs	6,720.00	56.00
12650	Thirsty's	1801 N. Main St.	Add	John Weiser	2,800.00	62.50
12651	Kongo Klub	4901 N. Main St.	Add	Marty Worstadt	2,000.00	50.50
12652	Benjamin Dee	421 N. Wisconsin St	Garage	Owner	3,120.00	38.50
12653	Karl Abts	201 N. Calhoun	Add	Owner	7,075.00	62.50
12654	Fred Nagel	213 E Norway	Add	Radke	19,750.00	200.00
				TOTAL	<u>\$200,131.00</u>	<u>1,241.00</u>

Sincerely,



John D. Hegg

Building Official

# City of Mitchell

612 NORTH MAIN STREET • MITCHELL, SOUTH DAKOTA 57301 • (605) 995-8420 • FAX (605) 995-8410  
ENGINEER (605) 995-8435 • WATER PLANT (605) 995-8449 • STREET (605) 995-8465 • WASTE WATER (605) 995-8446  
WATER/UTILITIES (605) 995-8498 • PUBLIC WORKS/PLANNING/ZONING/INSPECTOR (605) 995-8433  
www.cityofmitchell.org

To: Mayor & City Council  
Re: Building Permits issued in 2010

<u>TYPE OF BUILDING</u>	<u>NO</u>	<u>VALUATION</u>	<u>PERMIT FEE</u>
New Residential	24	\$ 3,975,958.00	\$ 14,313.00
School	2	\$ 6,074,630.00	\$ 15,229.43
Apartment	1	\$1,560,000.00	\$4,660.00
Duplex	2	\$ 367,290.00	\$ 1,285.00
Tower	1	\$ 20,000.00	\$ 210.00
New Commercial	8	\$ 2,349,650.00	\$ 8,643.50
Residential Add	36	\$ 402,389.00	\$ 3,411.50
Garages	60	\$ 470,084.00	\$ 3,740.50
Commercial Additions	25	\$ 5,974,294.00	\$ 18,514.00
Demolitions	15	\$ -	\$ -
<b>TOTAL</b>	<b>174</b>	<b>\$ 21,194,295.00</b>	<b>\$ 70,006.93</b>

Sincerely,

John D. Hegg  
Building Official

# Mitchell Regional Ambulance

December, 2010

## Incident Location by Municipality

Date Range: 12/01/2010 - 12/31/2010

Municipality	Count	Frequency
Alexandria	4	2.5 %
Beulah Township	2	1.25 %
Emery	1	.62 %
Ethan	1	.62 %
Hanson County	7	4.38 %
Jasper Township	1	.62 %
Letcher	1	.62 %
Mitchell	138	86.25 %
Mt. Vernon Township	2	1.25 %
Mt. Vernon	3	1.88 %
<b>Total</b>	<b>160</b>	

Report Generated by Med-Media WebCUR EMS: South Dakota

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## Nature At Scene Summary

Date Range: 12/01/2010 – 12/31/2010

Nature At Scene	Number of Calls	Percentage
ALS (Advanced Life Support)	47	29.38 %
BLS (Basic Life Support)	113	70.62 %
<b>Total</b>	<b>160</b>	

Report Generated by Med-Media WebCUR EMS: South Dakota

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**OFFICIAL MINUTES OF THE MITCHELL PUBLIC LIBRARY BOARD OF TRUSTEES MEETING, DECEMBER 14<sup>TH</sup>, 2010.**

The Mitchell Public Library Board of Trustees met on Tuesday, December 14<sup>th</sup>, 2010, at 5:00 p.m. in the meeting room at the Library. Board president Julie Olson called the meeting to order at 5:07 p.m.

**Members present:** Beck, Margheim, J. Olson, Taylor.

**Members absent:** Lapka, D. Olson.

**Guests:** none.

**Minutes.** The minutes of the November 9, 2010 board meeting were approved. A copy is available at the Library as well as the Library's and City Hall's website. **M/S/P—** Margheim, Beck.

**Director's report.** The Director's report was approved as given. In addition to the report, the following information was reported. **M/S/P—**Taylor, Beck.

- 59 people attended the program presented by MaryAnn Kirkby on November 15.
- Boiler project is nearly done with 1 task to be completed.
- 110 non-perishable food items have been collected for the Food Pantry during the Food for Fines month.
- Weeding project. Should be completed by the following week.
- 57 people have signed up for Dear Reader.com.
- 69 titles have been accessed through the e-audio program.

**New business.**

Accomplishments for 2010 were highlighted.

- Finished weeding adult collection.
- New heating system was installed.
- Launched playaways audio collection.
- Launched e-book collection for public access.
- Provided more public programming.
- Secured funding for continued computer replacements for 2011.

Goals for 2011 were presented.

- Gather information on how to create community focus groups.
- Design plans for circulation desk.
- Continue to provide programming for the general public.
- Purchase computers.
- Purchase all equipment budgeted for 2011.
- Secure funding for new microfilm reader/printer for 2012.

Goals for 2012-2016 were presented.

- Hold community focus groups meetings over the next two years to assess the library's role and how it can meet the needs of the community.
- Continue to purchase music CD's as warranted and as budget allows.
- Secure funding for circulation desk plans.
- Rewiring of library.
- Purchase server.
- Furniture replacement.

Continuing goals were presented.

- Enhance the library's collection through weeding and collection development so that it will benefit its patrons.
- Promote the library, its program and services through the media and other city organizations.
- Work with organizations such Historic Preservation Commission, Mitchell Area Literacy Council, Davison County Commissioners, in ways that will benefit each organization.
- Certification for full-time staff as set by the South Dakota State Library.

These goals were approved.

The schedule for the week and New Year's weekend are as follows:

Monday-Thursday, December 27-30--10 a.m. to 8 p.m.  
Friday, December 31 and Saturday, January 1—Closed  
Sunday, January 2—2 -5 p.m.

**Bills.** The following bills were approved for payment. **M/S/P**—Taylor, Margheim. AudioGo 404.74; Better Containers MFG, Co. 244.43; Business Products, Inc. 701.23; Campbell Supply, Inc. 175.27; Center Point Large Print. 83.28; Demco Inc. 139.60; Diamond Lake Book Co. 290.19; Gale 494.91; Gaylord Bros. 104.43; Heritage Microfilm, Inc. 706.25; Ingram Library Services 1,205.39; Jones Supplies 84.25; Librarian's Choice 334.98; The Library Store Inc. 36.45; Menard's Inc. 33.38; Mitchell School District 62.51; Mitchell Telecom 57.95; Muth Electric 358.73; Northwestern Energy & Communications 1,851.40; Pumpkin Books Inc. 303.48; Random House, Inc. 31.20; Reader's Den 25.52; Recorded Books Inc., 2,897.90; S&S Worldwide Inc. 67.50; Thune True Value Hardware 10.06; Woodall's Publications Corporation 16.95.

There being no further business, the meeting adjourned at 5:50. The next regularly scheduled meeting is set for Tuesday, January 11<sup>th</sup>, 2011, at 5:00 p.m. in the meeting room at the Library.

Jackie Hess  
Secretary

OFFICIAL MINUTES OF THE  
MITCHELL PARK, RECREATION & FORESTRY BOARD  
DECEMBER 14, 2010

A regular meeting of the Parks and Recreation Board was held on Tuesday, December 14, 2010. The meeting was called to order by Bob Everson, President at 6:00 p.m. at the Mitchell Recreation Center Conference Room.

The following members of the Board were present: Bob Everson, Steve Jendersee, Gary Butterfield, John Cersosimo, Denise Werner, Gaylord Grieve. Council Liaison: Travis Carpenter. Absent: Amy Weier. Staff present: Dusty Rodiek, Billie Kelly, Rob Marchand, Angel DeWaard, Tom Kippes.

A delegation represented by Denise Werner and Hannah Walters from the State Soccer Organizing Committee were present. The Board reviewed a Post Tournament Referee Survey submitted by Denise which is comprised of all the feedback and suggestions from the High School State Soccer Tournament. Denise presented the Board with a check for \$9,805.53 from the State Soccer Committee along with a letter noting they are donating all of their proceeds from the Tournament to the Mitchell Park and Recreation Department.

Minutes of the November 9, 2010 meeting were reviewed. Motion Cersosimo, Second Grieve to approve the Minutes of the November 9, 2010 meeting as read. Motion approved.

Motion Grieve, Second Jendersee and carried approving the Bills as submitted.

Director Rodiek updated the Board on the Lake Mitchell Advisory Committee meeting which was held earlier in the day.

Billie Kelly reviewed the Recreation Report. We currently are taking registration for 3<sup>rd</sup>, 4<sup>th</sup>, 5<sup>th</sup> & 6<sup>th</sup> grade Girls Volleyball, Saturday Soccer for 1<sup>st</sup> through 4<sup>th</sup> grades and Kernel Basketball Camp for 1<sup>st</sup> & 2<sup>nd</sup> grades. We are doing two sessions of ice skating lessons, the current session has 12 participants and have 14 participants registered for lessons over Christmas vacation. Public Skate will be held from 2:00-5:00pm during Christmas vacation. We will be holding a Water Safety Instructor Class over the holidays; this is a 3-day class from 9am-7pm each day. I attended a workshop in Chamberlain with the State Department of Health and State Department of Education concerning the development of a Coordinated School Health team in Mitchell. This will run through the school drug and alcohol prevention team and we are hopeful that this will open up more opportunities for working with the schools and generate more ideas for youth fitness and health programming.

Tom Kippes reviewed the Parks-Forestry Report. All shelters, irrigation and restrooms have been winterized. All wooden picnic tables are being repaired and painted. Bryan and Steve have started the City Tree Removal Project and have taken down over several trees so far. Mike and Dustin are working with the Street Department trimming trees over the streets. Chuck and Jeremy have prepared the east side of the Hockey Arena for outside ice. They will start making ice as soon as the Hockey Association volunteers have built boards for the arena. The bathhouse floor at the campground is done; it is now nice and smooth for easy cleaning. The park staff will be installing glass board on the block walls this spring.

Rob Marchand reviewed the Recreation Center Report. We have had a part-time front desk attendant nominate the Recreation Center for the Secretary of Defense Employer Support Freedom Award and have gone through the interview process and will be notified if the center is chosen. Due to weather conditions we had to cancel our Harve's Sport Shop/Mitchell Rec Center Basketball Tourney on December 11<sup>th</sup> for 5<sup>th</sup> & 6<sup>th</sup> graders. We have started taking registration for Youth Wrestling. This program will be held at the Middle School starting in January. We will also begin taking registration at the end of the month for Ladies Boot Camp, Youth Agility and Rec Center Gymnastics.

John Cersosimo informed the Board that the Baseball Association is interested in drawing up a sports field signage contract to allow the placement of advertising signage on Drake field. John noted he will try and bring a rough draft copy of the proposed contract to the next Board meeting.

Director Rodiek gave a brief over view of the Capital Projects List handed out at last month's Board meeting and requested Board members complete their prioritizing of the list and he will compile all the lists and present his findings to the Board.

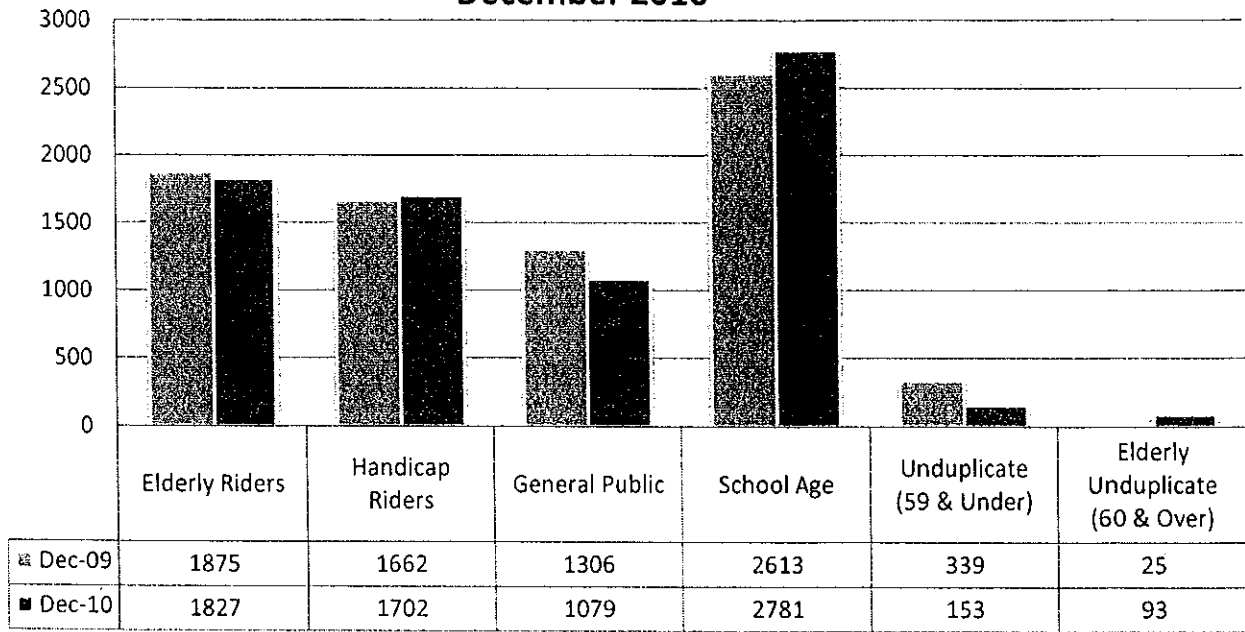
The Board reviewed a copy of the current Park and Recreation logo along with a new proposed Park and Recreation logo for their review.

Rob Marchand updated the Board on a request from the MEGA Gymnastics coach in which she is proposing to be placed under contract with the Recreation Center with a significant pay increase. After a very lengthy discussion the Board felt the current rate of compensation was in line with all other employees in similar positions and no contract should be accepted.

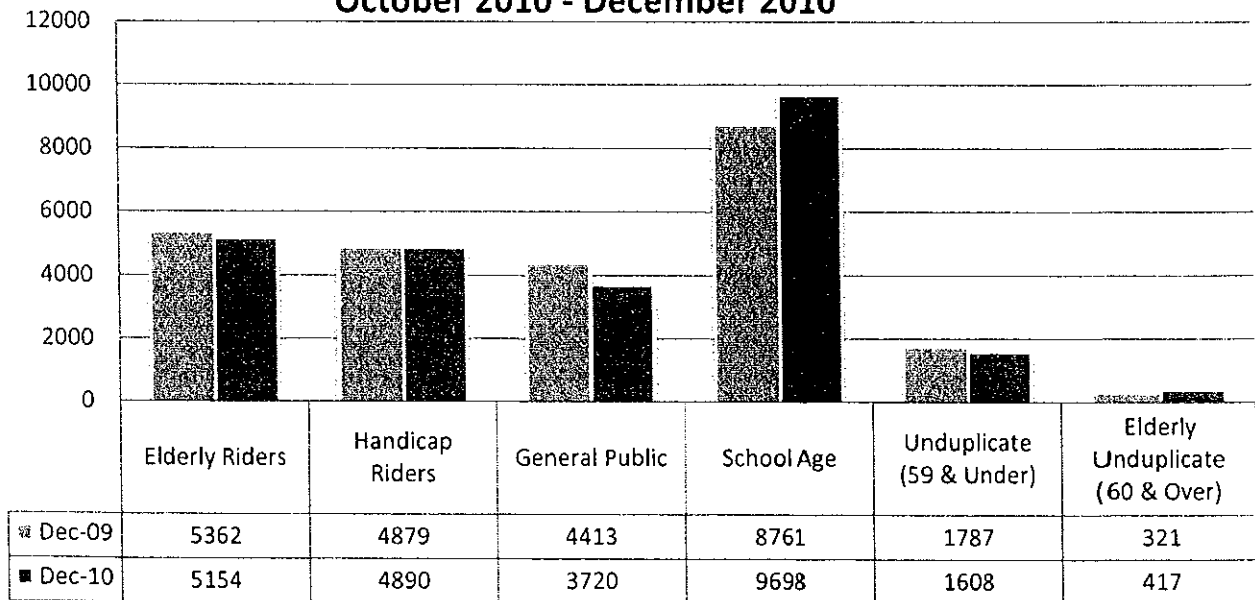
Director Rodiek presented the Board members a vest in appreciation for their time and dedication to the Mitchell Park, Recreation and Forestry Department throughout the year.

There being no further business the Board adjourned at 7:02 p.m., noting Tuesday, January 11, 2011 as the date of the next regular meeting of the Mitchell Park, Recreation and Forestry Board.

### Palace Transit Ridership December 2010



### Palace Transit Ridership October 2010 - December 2010



**PALACE TRANSIT****TOTAL RIDERSHIP**

Fiscal Year October 1, 2010 to September 30, 2011

SPECIAL EMPHASIS	ACTUAL		CUMULATIVE	
	Dec FY 2009	Dec FY 2010	Dec FY 2009	Dec FY 2010
ELDERLY RIDERS	1,875	1,827	5,362	5,154
HANDICAP RIDERS	1,662	1,702	4,879	4,890
GENERAL PUBLIC	1,306	1,079	4,413	3,720
SCHOOL-AGE	2,613	2,781	8,761	9,698
UNDUPLICATE 59 & under	339	153	1,787	1,608
ELDERLY UNDUPLICATE 60 & over	25	93	321	417
TOTAL RIDERS	7,456	7,389	30,871	30,851
MILES	16,408	15,777	50,177	50,518
		MONTHLY	YEARLY	
TOTAL RIDES AHEAD		-67	-20	
TOTAL MILES AHEAD		-631	341	

# City of Mitchell

## December, 2010 - Water Dept. Report

*January 4th, 2011*

**From:** *Richard Pollreisz  
Water Superintendent  
City of Mitchell*

**To:** *Tim McGannon  
Director of Public Works*

The month of December, was another busy month. The weather is getting colder and everybody is getting ready for the winter and the holidays. We didn't receive any rain in the month of December, but we got some snow. The water consumption for December was more than in November. We did pump water from Lake Mitchell during the month of December. We ran the Water Treatment Plant 3 different times during December. We pumped .539 MG from Lake Mitchell. All of the water that went to the water towers in December was from the B-Y- Rural Water System, except for the .539 MG we pumped from Lake Mitchell. We brought in approximately 45.543-MG. of water from the B-Y Rural Water system for the month of December. The daily average we brought in from the B-Y – Rural Water System for the month of December, was 1.40 MGD. The peak day, for water we brought in from the B-Y- Rural Water System for December was 2.086 MGD. The total we pumped into the water towers (effluent) was 44.577 MG of water for the month of December. The average daily usage of water for the City of Mitchell for December was 1.44 MGD. The maximum peak day of water consumption for the month of December, was 2.021 million gallons of water per day. The month of July, 2007 was the biggest month, for water we have ever taken from B-Y Water, which was 111.075 MG. We started getting water from them November 4<sup>th</sup>, 2003. The chemical cost for the month of December, 2010 was \$1,052.32 or \$23.87 per MG. of water, which equates to 0.018 cents per unit (750 gallons). The chemical cost was more per MG for December, because we ran the Water Plant. All of the water basins are full and ready to treat water, if and when we need to. We also have some chemicals contracted with Aqua-Pure. We paid a monthly lease charge of \$250.00 for the use of the Chlorine Dioxide Generator equipment for the month of December. We renewed our chemical contract with Aqua-Pure for two years. The contract will go from December 01, 2009 to December 01, 2011. George Reck used to work for Pristine, now he works for Aqua-Pure.

The rate changes are as follows:

- Raw Water treatment rates: from .248/1,000 Gals. to .235/1,000 Gals. of Raw Water.
- Poly-Phosphate treatment for B-Y Water: from .008710/1,000 Gals. of B-Y Water to \$1.50/lb of bagged chemical.
- CLo2 lease: \$300/Month to \$250/Month.

We operated the B-Y Rural System water lines at about 25% capacity for the month of December. We usually run the water plant approximately 2 to 3-hour's, every week to keep fresh water in the basins and to make sure that everything is kept in working order.

We did, run the Water Plant in December. When we don't run the Water Plant, we check out the Water Plant equipment, to make sure everything is in working order. We operated the B-Y Rural Water 100% of the time in December. When we operate the plant, we run one side at 1100 gpm. The only Activated Carbon we are going to use now is the better quality Activated Carbon. This better Carbon costs more, but it does a better job for the taste and odor problem and we can use less of it. Our Filter Monitoring System is working very well. We calibrated our Turbidity Analyzers and will send a copy of the Calibration Data Sheet to Pierre quarterly to verify that we done it for the months throughout the year. The SCADA System is up and running. There is an alarm system on the SCADA program. Most of the problems are worked out of the SCADA system. There may be some changes from time to time.

Water tests-

- . TOC'S & Chlorite for December wasn't done, because we didn't operate the Water Plant enough.
- . We still do our daily water tests as follows:
  - Alkalinity
  - PH
  - Turbidity
  - Chlorine
  - Total Hardness
  - Calcium Hardness
  - Fluoride

. Fluoride test for December wasn't required by the State, but we sent one sample to Pierre just to see how it compared to our fluoride tester in the Laboratory. The test came back with a good result.

Water from the Lake is tested twice a month, for the following:

- Water temp
- Total hardness
- Alkalinity
- Turbidity
- Calcium hardness
- PH

- . Bacteriological Tests for December -----TESTED---OK---Pierre, S.D.
- . B-Y WATER tests for December – OK.

All our other water tests for the month of December were good and we were in compliance.

Well, that is all I have for the month of December, and I hope everyone has a good next month and Happy New Year.

P.S. -----Attached to this letter is Lake Mitchell information and chemical costs for the month of December.

Respectfully yours,

  
Richard Pollreisz  
Water Superintendent

# CITY OF MITCHELL

## MONTHLY WATER TREATMENT CHEMICAL CONSUMPTION REPORT MONTH / YEAR---December, 2010---- Richard Pollreisz -- Water Superintendent

Coagulant Aid- (2187)	=	<u>34-Gals.</u>	X	<u>CONTRACT</u>	=	<u>\$0.00</u>
Lime	=	<u>2,290# or 1.45 - TON'S</u>	X	<u>\$95.00/TON</u>	=	<u>\$137.75</u>
Sodium Chlorite	=	<u>1-GAL.</u>	X	<u>CONTRACT</u>	=	<u>\$0.00</u>
Fluoride	=	<u>1-GAL.</u>	X	<u>\$1.99/GAL.</u>	=	<u>\$1.99</u>
Polymer (2386)	=	<u>0-GAL.</u>	X	<u>CONTRACT</u>	=	<u>\$0.00</u>
Activated Carbon	=	<u>0# or 0 - TON'S</u>	X	<u>\$1,936.25/TON</u>	=	<u>\$0.00</u>
Chlorine	=	<u>21# or .015- TON'S</u>	X	<u>\$1.26/LB.</u>	=	<u>\$26.46</u>
Poly Phosphate	=	<u>500# or .25 TON</u>	X	<u>\$1.50/LB.</u>	=	<u>\$750.00</u>
Carbon Dioxide	=	<u>0# or 0- TON'S</u>	X	<u>\$178.00/TON</u>	=	<u>\$0.00</u>
Ammonia	=	<u>5# or .0025- TON'S</u>	X	<u>\$1.89 /LB.</u>	=	<u>\$9.45</u>
Pristine Contract	=	<u>.539 -MG of WATER</u>	X	<u>.235/1000 GALS. RAW WATER</u>	=	<u>\$126.67</u>
TOTAL =						<u>\$1,052.32</u>

Raw Water Treated (LAKE) 539 MG-----or .180 MGD-----or----- PEAK DAY .209 MG  
 Finished Water (EFFLUENT) 44.577 MG----or 1.44 MGD-----or----- PEAK DAY 2.021 MG  
 B-Y- Water (INFLUENT) 43.543 MG---- or 1.40 MGD-----or----- PEAK DAY 2.086 MG  
 B-Y & RAW WATER TREATED - TOTAL= 44.082 MG --- or 1.422 MGD ---or ----- PEAK DAY 2.086 MG  
 Chemical cost = \$1,052.32 = \$23.87 per MG or .018 cents per Unit (750 GALLONS).

### CHEMICAL FEED RATES IN Mg/L

Coagulant Aid- (2187)	=	<u>63</u> Mg/L --	<u>34</u> Gallons / Raw Water
Lime	=	<u>607</u> Mg/L --	<u>2,290</u> lbs. / 7 lbs. Per Gallon/ Raw Water
Sodium Chlorite	=	<u>1.86</u> Mg/L --	<u>1</u> Gallons / Raw Water
Fluoride	=	<u>1.86</u> Mg/L --	<u>1</u> Gallons / Raw Water
Polymer (2386)	=	<u>0</u> Mg/L --	<u>0</u> Gallons / Raw Water
Activated Carbon	=	<u>0</u> Mg/L --	<u>0</u> lbs. / 4 lbs. Per Gallon / Raw Water
Chlorine	=	<u>.041</u> Mg/L --	<u>21</u> lbs. / 11.75 lbs. per Gallon / Raw Water
Poly Phosphate	=	<u>1.08</u> Mg/L--	<u>500</u> lbs. / 10.5 lbs. per Gallon / Raw Water
Carbon Dioxide	=	<u>0</u> Mg/L --	<u>0</u> lbs. / 8.50 lbs. per Gallon / Raw Water
Ammonia	=	<u>.022</u> Mg/L --	<u>5</u> lbs. / 5.15 lbs. per Gallon / Raw Water
Polymer	=	<u>0</u> Mg/L --	<u>0</u>

# CITY OF MITCHELL

## Monthly - Chemical Inventory at the Water Treatment Plant

Month: December

Date: 01/01/2011

Coagulant -- (PHI-2187)	<u>26</u>	Gallons
(AF-1102)	<u>220</u>	Gallon's
Total	<u>246</u>	Gallon's

Lime 124,927 lbs. or 62.4635 Ton's

Fluoride 831 Gallon's

Sodium Chlorite -- (PHI-3125) 97 Gallon's

Polymer-(PHI-2386) 5 Gallon's

Activated Carbon 7,160 lbs. or 3.58 Ton's

Chlorine 620 lbs. or .31 Ton's

Poly-phosphate 2,350 lbs. or 1.175 Tons

Carbon Dioxide 26,000 Lbs. or 13 Ton's

Ammonia 276 lbs. or .138 Ton's

# MONTHLY -- B-Y WATER- GALLON AND CHEMICAL USAGE REPORT

MONTH --- December      YEAR - 2010

Influent ----- 43.543 -- Million Gallon's

Effluent ----- 44.577 -- Million Gallon's

Chemical costs for B-Y Water:

Chlorine usage ----- 21 lbs. @ \$1.26 per lb. = \$26.46

Ammonia usage ----- 5 lbs. @ \$1.89 per lb. = \$5.75

Poly -phosphate----- 500 lbs. @ \$1.50 per lb. = \$750.00

Total = \$785.91

Cost per Unit (750 gallon) = \$.013

Cost per 1,000 gallons of water = \$.017

# CITY OF MITCHELL

## MONTHLY GALLON & CHEMICAL REPORT

E-mail address-(mitchellwaterplant@midconetwork.com)

Water Dept. ----- 605-995-8449

Fax: 605-995-8410

### December, 2010 Water Production

TO: Aqua-Pure

#### Lake Mitchell

GALLONS TREATED (Raw Water) -----	<u>.539- MG</u>
Contract Cost per 1,000 Gallons-----	<u>\$0.235</u>
Subtotal, Lake Mitchell-----	<u>\$126.67</u>

#### Poly-Phosphate Usage

Poly-phosphate (PO4) usage= 500 lbs. @ \$1.50 per lb. = ----\$750.00

TOTAL-----\$876.67

Generator Lease-----\$250.00

REPORTED BY: -----Richard Pollreis

REPORT RETURNED ON-----01/03/2011

## DECEMBER WATER CONSUMPTION

DATE	Lake Mitchell Influent	B-Y Rural Water Influent	Effluent to Water Towers
12/1/2010	0-MG	1.501-MG	1.599-MG
12/2/2010	0-MG	1.392-MG	1.323-MG
12/3/2010	0-MG	1.388-MG	1.460-MG
12/4/2010	0-MG	1.462-MG	1.489-MG
12/5/2010	0-MG	1.332-MG	1.402-MG
12/6/2010	0-MG	1.453-MG	1.342-MG
12/7/2010	0-MG	1.487-MG	1.566-MG
12/8/2010	0-MG	1.463-MG	1.503-MG
12/9/2010	0-MG	1.459-MG	1.457-MG
12/10/2010	0-MG	1.493-MG	1.475-MG
12/11/2010	0-MG	1.354-MG	1.371-MG
12/12/2010	0-MG	1.374-MG	1.413-MG
12/13/2010	.128-MG	1.464-MG	1.464-MG
12/14/2010	0-MG	1.351-MG	1.566-MG
12/15/2010	0-MG	2.086-MG	2.021-MG
12/16/2010	0-MG	1.362-MG	1.410-MG
12/17/2010	0-MG	1.367-MG	1.407-MG
12/18/2010	0-MG	1.344-MG	1.308-MG
12/19/2010	0-MG	1.422-MG	1.455-MG
12/20/2010	0-MG	1.377-MG	1.368-MG
12/21/2010	.209-MG	1.289-MG	1.571-MG
12/22/2010	0-MG	1.408-MG	1.375-MG
12/23/2010	0-MG	1.377-MG	1.383-MG
12/24/2010	0-MG	1.290-MG	1.275-MG
12/25/2010	0-MG	1.244-MG	1.289-MG
12/26/2010	0-MG	1.226-MG	1.281-MG
12/27/2010	0-MG	1.406-MG	1.395-MG
12/28/2010	.202-MG	1.206-MG	1.377-MG
12/29/2010	0-MG	1.431-MG	1.466-MG
12/30/2010	0-MG	1.387-MG	1.371-MG
12/31/2010	0-MG	1.348 -MG	1.395-MG
<b>TOTALS</b>	<b>.539-MG</b>	<b>43.543-MG</b>	<b>44.577-MG</b>

Prepared by Water Superintendent--Richard Pollreis

## December, 2010 -- LAKE INFORMATION

DATE	Measurement	WATER TEMP.	Rainfall
12/07/10	---Lake is 1 inch down-----	39.0 degrees-----	0.00 inch
12/14/10	---Lake is Full-----	39.0 degrees-----	0.00 inch
12/21/10	---Lake is full-----	44.2 degrees-----	0.00 inch
12/27/10	---Lake is full-----	43.2 degrees-----	0.00 inch

Total rainfall for December was -----0.00 inches

Respectfully yours  
Richard Pollreisz  
Water Superintendent

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# City of Mitchell

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612 NORTH MAIN STREET • MITCHELL, SOUTH DAKOTA 57301 • (605) 995-8420 • FAX (605) 995-8410  
ENGINEER (605) 995-8435 • WATER PLANT (605) 995-8449 • STREET (605) 995-8465 • WASTE WATER (605) 995-8446  
WATER/UTILITIES (605) 995-8498 • PUBLIC WORKS/PLANNING/ZONING/INSPECTOR (605) 995-8433  
cityofmitchell.org

## Airport Report December 2010

Snow removal was completed for the month. The snow storms of New Years Eve proved challenging for all airport personal. Continued snow and high winds warranted extensive snow blower use for drift removal. The airport received one emergency care flight on the evening of Thursday the 30<sup>th</sup> with a Queen Of Peace airlift. All equipment preformed well , with no breakdowns. All equipment received scheduled maintenance and updates. Airport lighting equipment , runway inspections and airport advisories were maintained throughout the month. The airport completed the annual DOT state inspection. No deficiencies were noted , and airport inspector Jason Enghrecht was very pleased with the condition of the airport. 2011 Project validation is moving forward for the proposed heave repair on runway 17-35 , along with reconstruction of a portion of hanger way . The outcome is still unknown regarding the acquisition of a SRE tractor to be included with the 2011 projects. Two more deer were removed from the airport in December, bringing the total to seven for 2010. All required field reports , and 2011 permit reinstatement requests have been submitted.

## Mitchell Airport

Goals for the month of January include:

1. Daily runway , lighting , fencing and gate inspections , wildlife management.
2. 24-7 on call monitoring .
3. Winter weather monitoring, airport advisories , equipment preparedness , and updates.
4. Review neighboring community airport hanger space lease rates. Possibly recommend for consideration. going from \$.10 sq ft. to .13.
5. Prepare letters for any hanger owners that may be affected by the proposed hanger way taxi reconstruction. Early estimates are that this can be completed within 14 days.
6. Prepare for Board meeting , minutes , financial report , annual report.

**BID TABULATION FOR ASPHALT/CONCRETE CRUSHING CITY PROJECT #2011-9  
 BID OPENING: 1:30 PM, JANUARY 10, 2011 - CITY HALL, MITCHELL, SOUTH DAKOTA**

ITEM DESCRIPTION	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT		
1 Crush Asphalt and Concrete as per specs	20000 ton	\$ 5.95	\$ 119,000.00	\$ 6.29	\$ 125,800.00	\$ 7.49	\$ 149,800.00	
PBI Construction	4953 "D" Avenue	Marcus, IA 51035	Mettler Fertilizer Inc.	P.O. Box 325	Menno, SD 57045	Schoenfelder Construction	3131 West Havens Mitchell, SD 57301	
ITEM DESCRIPTION	1 Crush Asphalt and Concrete as per specs	20000 ton	2010 PRICE	2008 PRICE	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
1 Crush Asphalt and Concrete as per specs	20000 ton	\$ 7.50	\$	3.75	\$	\$	\$	\$

**BID TABULATION FOR STREET VACUUM SWEEPER CITY PROJECT #2011-18  
 BID OPENING: 1:30 PM, JANUARY 10, 2011 - CITY HALL, MITCHELL, S.D.**

	ENVIRONMENTAL EQUIPMENT & SERVICES INC. 27365 ZACHARY AVENUE ELKO, MN	SHEEHAN MACK SALES & EQUIPMENT P.O. BOX 5130 SIOUX FALLS, SD 57117	
1 One (1) new 2010 vacuum sweeper as per specs  Delivery Date: _____ Completion Date: _____	\$ 131,500.00	\$ 147,800.00  3/9/2011 3/14/2011	
THE CITY RESERVES THE RIGHT TO ACCEPT OR REJECT ANY AND/OR ALL BIDS AND RESERVES THE RIGHT TO ACCEPT THE BID IN THE CITY'S BEST INTERESTS.			

*Flow not meet  
 specs.*

**NOTICE OF HEARING ON PROPOSED  
RESOLUTION OF NECESSITY**

**NOTICE IS HEREBY GIVEN**, the foregoing proposed Resolution of Necessity hereto and published herewith proposed the construction of base course, bituminous paving, curb and gutter, storm sewer approach pavements, miscellaneous expenses, Engineering Services and Project Interest in the City of Mitchell, Davison County, South Dakota noted therein; and that the Engineering Department has filed in the office of the Finance Office assessment role where the same can be examined by all interested parties, and the cost of such construction shall be defrayed by special assessments to be levied pursuant to law. Plans and Specifications will be available in the Engineers Office before construction.

**A HEARING WILL BE HELD IN THE CITY COUNCIL CHAMBERS IN THE CITY HALL OF THE CITY OF MITCHELL, DAVISON COUNTY, SOUTH DAKOTA ON THE 18th DAY OF JANUARY, 2011 AT 7:30 O'CLOCK P.M.**, upon a resolution directing the construction of such improvements in accordance with such plans and specifications and the levying of a special assessment to defray the expense thereof, at which time and place all persons interested and all property owners in the segments may appear and make objection to the construction of the improvements or to the plans and specifications therefore.

Dated this 20th day of December, 2010

Marilyn Wilson  
Finance Officer

**RESOLUTION NO. 2880**

**PROPOSED RESOLUTION DECLARING THE NECESSITY  
FOR THE CONSTRUCTION OF  
BASE COURSE, CONCRETE CURB AND GUTTER, STORM SEWER, CONCRETE PAVING, CONCRETE REMOVAL,  
ACCESSORIES, ENGINEERING FEES, MISCELLANEOUS EXPENSES ON  
CERTAIN STREETS IN THE CITY OF MITCHELL, SOUTH DAKOTA**

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MITCHELL, SOUTH DAKOTA

**SECTION 1.** That it is deemed necessary to improve certain streets IN THE City of Mitchell, South Dakota as follows:

**Segment 2010 -01:**

**STREET 1300 BLOCK OF NORTH EDMUNDS BETWEEN 13TH AND 14TH**

Construction of a 3" thick bituminous paving with 9" gravel base, storm sewer, curb and gutter and concrete approach with Engineering Fees, Miscellaneous Expenses and Accessories.

	LOT	BLK.	ADDITION	ESTIMATED ASSESSMENT
1*#	1 and E 1/2 of 2	18	Capital	\$ 12,889.18
2#	3 and W 1/2 of 2	18	Capital	\$ 1,565.59
3*#	6	17	Capital	\$ 13,829.77
4*#	7 and W 10' of 8	17	Capital	\$ 15,832.01
5*#	12	18	Capital	\$ 12,367.27
6#	11	18	Capital	\$ 1,043.73
7#	10	18	Capital	\$ 1,043.73
8#	E 40' of 8 and W 1/2 of 9	17	Capital	\$ 1,356.84
9#	E1/2 of 9 and all of 10	17	Capital	\$ 521.86
10#	5	17	Capital	\$ 1,043.73
11#	4	17	Capital	\$ 1,043.73
<b>TOTAL ASSESSMENT AMOUNT</b>				<b>\$ 62,537.44</b>

- \* Lots assessed for **FRONTING** according to Section 2d.
- # Lots assessed for **INTERSECTION** according to Section 2b or 2c.

**SECTION 2.** That it is deemed necessary to levy a special assessment to defray the expense thereof, and that the cost thereof shall be proportioned as follows:

That the method of apportioning or assessing the cost of the said improvements or payment against all assessable lots, tracts and parcels of land shall be according to the following schedules:

- b. For bituminous surfacing and intersections to be assessed to all lots, tracts, or parcels of land according to the area of each to include 1/2 of the property between the street improvement and the next street, whether or not such property abut on such street or not, but in no case shall any property situated more than 300' from such intersection be assessed.
- c. For street construction and concrete curb and gutter at street intersections, assessment shall be to all lots, tracts, or parcels of land according to the area of each to include 1/2 of the property between the street improvement and the next street, whether or not such property abut such street or not, but in no case shall any property situated more than 300' from such intersection be assessed.
- d. The Total Cost of the street, alley or utility improvements shall be assessed according to the front footage of the property fronting or abutting on the improvements.

BE IT FURTHER RESOLVED that the Engineering Department prepare and file in the office of the Finance Officer for the examination of all interested parties, plans, and specifications to be used in the construction thereof; and

BE IT FURTHER RESOLVED that a hearing will be held upon such construction of proposed street and alley improvements, as provided by statute and notice thereof be given as provided by law.

PASSED AND APPROVED THIS 18TH DAY OF JANUARY, 2011.

ATTEST:

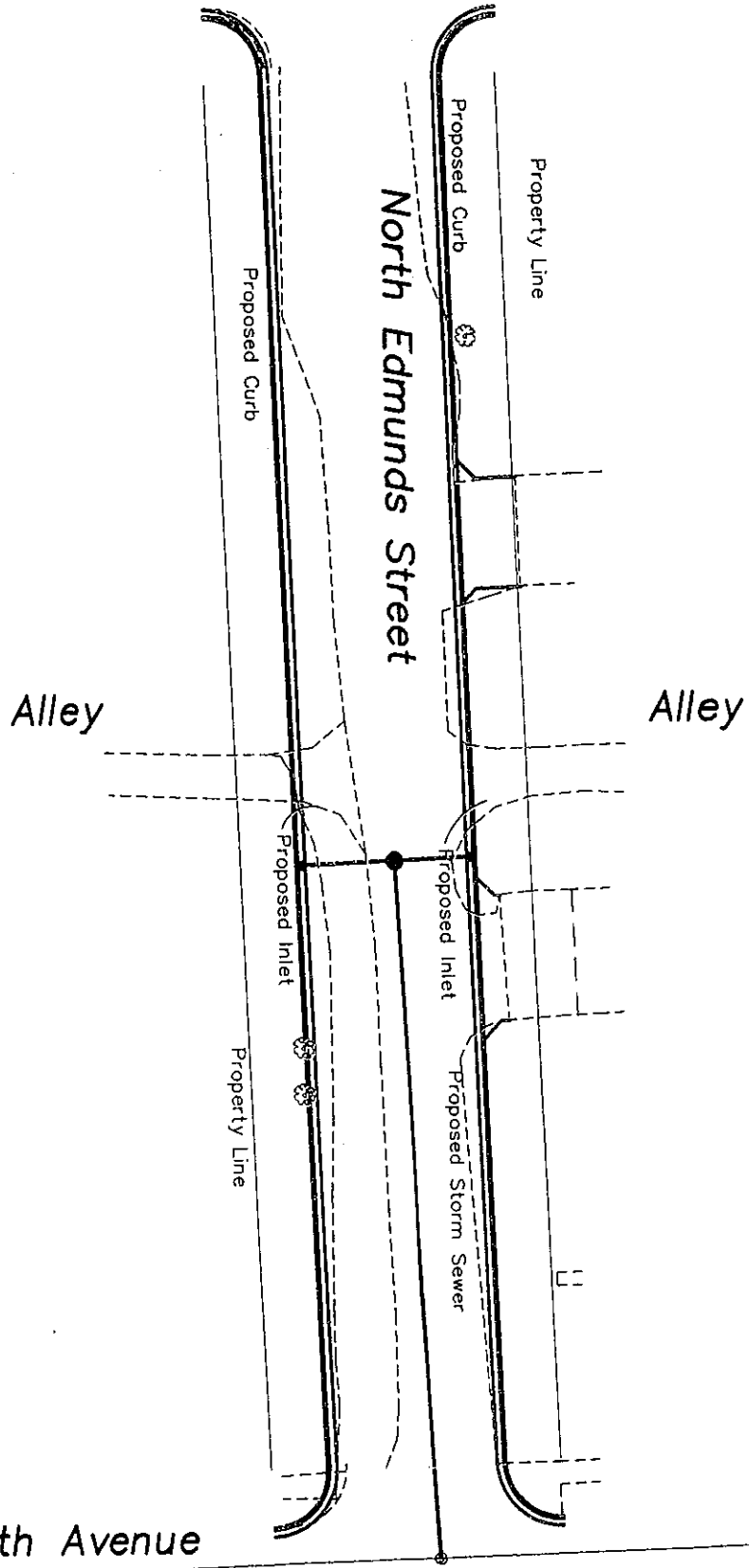
\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
FINANCE OFFICER

[SEAL]

1300 Block of North Edmunds Street				Account No. 101	
ASSESS. #	NAME MAILING ADDRESS CITY, STATE, ZIP	LOT	BLK.	ADDITION	TOTAL ASSESSMENT
	Uttecht, Wilmer E 501 W 14th Avenue Mitchell, SD 57301 15090-01800-001-00 501 W 14th Avenue	1 and E 1/2 of 2	18	Capital	\$ 12,889.18
1					
	Rice, Sandra L Trustee 1011 W 8th Avenue, #1 Mitchell, SD 57301 15090-01800-003-00 509 W 14th Avenue	3 and W 1/2 of 2	18	Capital	\$ 1,565.59
2					
	Black, Kermit W as Trustee of said Trustee Box 466 Mitchell, SD 57301 15090-01700-006-00 425 W 14th Avenue	6	17	Capital	\$ 13,829.77
3					
	Fritzeimer, Bruce J and Julie E 420 W 13th Avenue Mitchell, SD 57301 15090-01700-007-00 420 W 13th Avenue	7 and W 10' of 8	17	Capital	\$ 15,832.01
4					
	Green, Ruth and Bruce A 500 W 13th Avenue Mitchell, SD 57301 15090-01800-012-00 500 W 13th Avenue	12	18	Capital	\$ 12,367.27
5					
	Hartley, Roger and Tami 508 W 13th Avenue Mitchell, SD 57301 15090-01800-011-00 504 W 13th Avenue	11	18	Capital	\$ 1,043.73
6					
	Hartley, Roger D and Tamela L 508 W 13th Avenue Mitchell, SD 57301 15090-01800-010-00 508 W 13th Avenue	10	18	Capital	\$ 1,043.73
7					
	Schultz, Harvey and Leda 418 W 13th Avenue Mitchell, SD 57301 15090-01700-008-00 418 W 13th Avenue	E 40' of 8 and W 1/2 of 9	17	Capital	\$ 1,356.84
8					
	Claggett, John W 410 W 13th Avenue Mitchell, SD 57301 15090-01700-009-00 410 W 13th Avenue	E 1/2 of 9 and all of 10	17	Capital	\$ 521.86
9					
	Kayser, Michael P and Melanie A 419 W 14th Avenue Mitchell, SD 57301 15090-01700-005-00 419 W 14th Avenue	5	17	Capital	\$ 1,043.73
10					
	Enfield, Jason and Janel L 415 W 14th Avenue Mitchell, SD 57301 15090-01700-004-00 415 W 14th Avenue	4	17	Capital	\$ 1,043.73
11					
					\$ 62,537.44

West 14th Avenue



West 13th Avenue



812 North Main Street  
Mitchell, SD 57301  
Fax: 995-8410

Project Name: 1300 Block North Edmunds Street

**RESOLUTION #2887**

**LETTER OF SUPPORT FROM THE CITY COUNCIL TO THE SDHDA  
CONCERNING A PROPOSAL FOR A NEW AFFORDABLE HOUSING  
DEVELOPMENT TO BE NAMED PHEASANT HILLS AT NORTHRIDGE**

PREAMBLE;

The South Dakota Housing Development Authority requires a Council-approved support letter for all applications for funding from the Low Income Housing Tax Credit (LIHTC) and HOME Programs; now therefore,

BE IT RESOLVED:

That the Council, being fully advised in the premises and considering the needs of the community, endorses the application of Community Development Incorporated in its application for the proposed development in Mitchell, South Dakota, as contained in the attached letter.

Adopted this 18<sup>th</sup> day of January, 2011.

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Mayor

ATTEST:

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Finance Officer

(SEAL)

**RESOLUTION #2888**

Resolution Dissolving Tax Increment District #1

PREAMBLE:

WHEREAS, Tax Increment District #1, hereinafter referred to as TID #1, was established on or about September 5, 1995; and

WHEREAS, the positive tax increments during the term of this TID have been deposited in a special fund denominated "Tax Increment District Number One Fund", for the payment of the incurred authorized debt and expenses of the TID; and

WHEREAS, all debts and expenses of TID #1 have been paid in full, and pursuant to SDCL 11-9-46, the TID shall terminate and the District will be dissolved when the payment of all projected costs and all tax incremental bonds and notes have been paid;

NOW THEREFORE, BE IT RESOLVED BY THE CITY OF MITCHELL:

That Tax Increment District #1 be, and it is hereby, dissolved, inasmuch as the payment of all projected costs and all tax incremental bonds and notes have been paid in full.

Adopted this 18<sup>th</sup> day of January, 2011.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
Finance Officer

(SEAL)

**ORDINANCE NO. 2352  
SUPPLEMENTAL APPROPRIATION ORDINANCE  
AMENDING ORDINANCE NO. 2311  
CITY OF MITCHELL, DAVISON COUNTY, SOUTH DAKOTA**

BE IT ORDAINED, BY THE CITY OF MITCHELL, DAVISON COUNTY, SOUTH DAKOTA, that the following sums be appropriated to authorize certain expenditures and to meet certain obligations for the year 2010 according to statute:

**GENERAL FUND  
POLICE**

101-42110-41110	Overtime	\$8,000.00
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The funding will come from General Fund cash balance.

**STREET AND SIDEWALK**

101-43120-43313	Country Drive Street Project	\$19,000.00
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The funding will come from General Fund cash balance.

**SEWER FUND  
WASTEWATER TREATMENT**

604-43200-42800	Utilities	\$17,000.00
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The funding will come from the Sewer Fund cash balance.

First Reading:	January 18, 2011
Second Reading:	February 7, 2011
Adoption:	February 7, 2011

Attest:

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Finance Officer  
[Seal]

**ORDINANCE NO. 2353  
SUPPLEMENTAL APPROPRIATION ORDINANCE  
AMENDING ORDINANCE NO. 2343  
CITY OF MITCHELL, DAVISON COUNTY, SOUTH DAKOTA**

BE IT ORDAINED, BY THE CITY OF MITCHELL, DAVISON COUNTY, SOUTH DAKOTA, that the following sums be appropriated to authorize certain expenditures and to meet certain obligations for the year 2011 according to statute:

**GENERAL FUND  
MUNICIPAL BUILDINGS**

101-41920-42812	Utilities – City Hall Water/Sewer	\$600.00
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The funding will come from General Fund cash balance.

**FIRE**

101-42200-42641	Protective Clothing	\$8,000.00
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The funding will come from a reimbursement of funds from a private source.

101-42200-43461	Mitchell Township – Grass Rig	\$80,000.00
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The funding will come from contract fee revenue.

**STREET & SIDEWALK**

101-43120-42630	Gravel – Base	\$70,000.00
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**LIBRARY**

101-45500-42310	Newspapers	\$400.00
-----------------	------------	----------

The funding will come from General Fund cash balance.

**SPECIAL REVENUE FUNDS  
ENTERTAINMENT TAX**

211-49000-51100	Transfer Out to Corn Palace	\$50,000.00
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The funding will come from sales tax revenues.

**ENTERPRISE FUNDS  
WATER FUND  
DEBT SERVICE**

602-41000-23240

Water Tower SRF Loan Interest

\$25,000.00

The funding will come from the Water Fund cash balance.

First Reading: January 18, 2011  
Second Reading: February 7, 2011  
Adoption: February 7, 2011

Attest:

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Finance Officer  
[Seal]



December 8, 2010

Marilyn Wilson  
Finance Officer  
City of Mitchell  
612 N Main Street  
Mitchell, SD 57301

RE: \$1,534,224 City of Mitchell, South Dakota  
Clean Water SRF Loan #461129-03A

Dear Marilyn:

As per our recent conversation, enclosed is the amortization schedule on the above referenced loan. The repayment period of twenty years begins April 15, 2011 at two percent interest with quarterly payments of \$23,315.66 due every January, April, July and October 15<sup>th</sup>.

The accrued interest and administrative surcharge, in the amount of **\$36,745.84** on funds paid to you during the construction period, is **due on or before January 15, 2011**.

As per your request included is an External Debit Authorization Agreement. Please complete and return to my attention. **The accrued interest and administrative surcharge amount would be paid directly by the City with the first ACH payment beginning on April 15, 2011.** A business reply envelope has been included for your convenience.

Included also is Schedule A, which lists the amounts advanced along with the dates.

If you have any questions regarding the above, please contact me at (605) 335-5248.

Sincerely,

Kristie Wiederrich  
Assistant Vice President  
and Trust Officer

Enclosure

## MITCHELL CITY COUNCIL

### ELECTION DATA

Mayor/ Council Member:	Original Date of Oath of Office:	Position/ Ward:	Election 2011:
Lou Sebert	05-01-2006	Mayor	
Travis Carpenter	05-01-2006	2	
Marty Barington	05-01-2006	3	
Jeff Smith	05-01-2006	4	
Dan Allen	05-15-2006	2	x
Doug Backlund	07-01-2008	1	x
Geri Beck	07-01-2008	4	x
Scott Houwman	07-01-2008	3	x
Mel Olson	07-01-2009	1	

- MARCH 1                      Earliest date to begin petition circulation and earliest date to file nominating petition
- MARCH 29 (5:00 P.M.)      Deadline for filing nominating petition
- JUNE 7                        Election Day (polls open 7:00 a.m.-7:00 p.m.)

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# City of Mitchell

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612 NORTH MAIN STREET \* MITCHELL, SOUTH DAKOTA 57301 \* (605) 995-8420 \* FAX (605) 995-8054

January 6, 2010

TO: Mayor Sebert and Mitchell City Council

FROM: Marilyn Wilson  
Finance Officer



RE: Actuarial Services for O.P.E.B.

*Other post-employment benefits (O.P.E.B) are payments made directly to former employees or their beneficiaries as compensation for services rendered while they were still active employees.*

The City of Mitchell allows retirees, who are eligible for SD Retirement, to continue on our health insurance coverage until they turn age 65 and are eligible for Medicare. The retiree pays 100% of the premium plus a 2% administrative fee. The healthcare benefit offered to retirees qualifies as a post-employment benefit.

GASB (Governmental Accounting Standards Board) Statement #45 mandates that municipal governments record the liability for subsidizing the retiree healthcare benefit in our financial statements beginning with the 2008 fiscal year.

The implicit rate subsidy of providing health care benefits for retirees must be actuarially determined. A request for proposals has been mailed to qualified actuarial firms with a target study completion date of April 29, 2011.

The City of Mitchell is required to obtain an OPEB actuarial liability review every three years. \$5,000.00 has been budgeted in 2011 for actuarial services.

January 4, 2011

**PERSONAL AND CONFIDENTIAL**

Ms. Marilyn Wilson  
Finance Officer  
City of Mitchell  
612 North Main Street  
Mitchell, SD 57301

RE: Letter of Engagement for GASB 45 Actuarial Services

Dear Marilyn:

Please accept this letter as confirmation of the engagement of SilverStone Group, by the City of Mitchell to perform GASB 45 Actuarial Services.

**Statement of Understanding**

The immediate goal of the project is to perform the necessary actuarial valuation to satisfy the requirements for GASB 45. A complete description of the scope of services and related fees is included in our actuarial service proposal dated December 29, 2010.

**Engagement Team**

Mike Ehnke will be the primary contact for this project; although several team members will be involved in the deliverables. Mike has over 18 years of experience in actuarial reporting and analysis. The other individuals that will be involved are listed below:

- Michael Vech, OPEB Actuarial Analyst
- Tony Sorrentino, Group Medical Consultant

**Business Associate Agreement**

Enclosed is a standard Business Associate Agreement for a representative of the City of Mitchell to execute. I have already signed the enclosed document, so please have the document executed, retain a signed copy for your records and forward a copy of the signed document to me for our records.

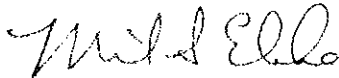
Ms. Matilyn Wilson  
January 4, 2011  
Page -2-

**Professional Fees**

The maximum fee for the project described in our actuarial service proposal dated December 29, 2010 is \$5,000.

Once we receive your acceptance, we will initially schedule a conference call to discuss details of the postemployment benefit plans. Then, we will assemble a data request for information to be provided by City of Mitchell. As presented in our proposal, we will complete the requested actuarial services by no later than April 29, 2011. Thank you for this opportunity to serve the City of Mitchell. Please contact me with any questions or comments.

Sincerely,



Michael S. Ehmke, ASA, EA, MAAA  
Principal

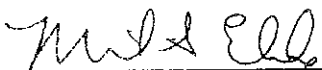
ME/mc

Enclosures

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If you accept the parameters of this scope of engagement, please sign below and return it to SilverStone Group. The terms and conditions set out above are agreed to and accepted this \_\_\_\_\_ day of \_\_\_\_\_, 2011.

By: \_\_\_\_\_ Title: \_\_\_\_\_  
City of Mitchell

By:  Title: PRINCIPAL  
SilverStone Group

## Business Associate Agreement

This BUSINESS ASSOCIATE AGREEMENT (the "Agreement") is entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2011, by and between the City of Mitchell (hereinafter the "Covered Entity") and SilverStone Group, Incorporated (hereinafter the "Business Associate").

WHEREAS, the Business Associate has been retained by the Covered Entity to perform certain plan-related services as part of its Organized Health Care Arrangement (OHCA) on its behalf.

WHEREAS, in connection with the Business Associate's provision of services, the Covered Entity may disclose to the Business Associate information that is deemed to be "Protected Health Information" by the Health Insurance Portability and Accountability Act of 1996, Public Law 104-191 ("HIPAA").

WHEREAS, Covered Entity and Business Associate intend to protect the privacy and provide for the security of Protected Health Information disclosed to Business Associate in compliance with HIPAA.

THEREFORE, the parties agree to enter into this Agreement to govern the disclosure of Protected Health Information by the Covered Entity to the Business Associate and the treatment accorded to this Protected Health Information by the Business Associate.

### Definitions.

For purposes of this Agreement:

- "Business Associate" will include the Business Associate and all successors and assigns, affiliates, subsidiaries (as applicable), and related companies of the Business Associate.
- "Designated Record Set" will have the same meaning given to the term "designated record set" in 45 C.F.R. 164.501.
- "Individual" will have the same meaning as the term "individual" in 45 C.F.R. §164.501 and will include a person who qualifies as a personal representative in accordance with 45 C.F.R. §164.502(g).
- "Privacy Rule" will mean the Standards for Privacy of Individually Identifiable Health Information at 45 C.F.R. Part 160 and Part 164, Subparts A and E.
- "Protected Health Information" will have the same meaning as the term "protected health information" in 45 C.F.R. §164.501, limited to the information created or received by the Business Associate from or on behalf of the Covered Entity.
- "Representative" will include the Business Associate's managing members (as applicable), trustees, general partners (as applicable) and financial and legal advisors.
- "Required by Law" will have the same meaning as the term "required by law" in 45 C.F.R. § 164.501.
- "Secretary" will mean the Secretary of the Department of Health and Human Services or his designee.

- “Standards for Electronic Transactions Rule” means the final regulations issued by Health and Human Services concerning standard transactions and code sets under the Administration Simplification provisions of HIPAA, 45 CFR Part 160 and Part 162.
- “Security Incident” shall have the same meaning as the term “security incident” in 45 CFR 164.304.
- “Security Rule” shall mean the Security Standards and Implementation Specifications at 45 CFR Part 160 and Part 164, subpart C.J.

1. Confidentiality. At all times, both during and after the termination of its relationship with the Covered Entity for any reason, the Business Associate and its Representatives will not use, disclose, or give others any of the Protected Health Information in any manner whatsoever, except as provided in paragraphs 2 and 3 of this Agreement, and will hold and maintain the Protected Health Information in confidence. The Business Associate will ensure that appropriate safeguards are in place to prevent the use or disclosure of the Protected Health Information otherwise than as permitted by this Agreement.

2. Permitted Uses and Disclosures.

(a) Except as otherwise limited in this Agreement, the Business Associate may use or disclose Protected Health Information on behalf of the Covered Entity for the following purposes:

1. To place a contract of insurance for health benefits for Covered Entity with a health plan that is subject to HIPAA’s requirements;
2. [For self-funded plan activities] To solicit bids on behalf of Covered Entity for self-funded plan administration with a third party administrator (TPA), stop-loss insurer, or a Business Associate of Covered Entity;
3. For the proper management and administration of the Business Associate.
4. For its own internal management and compliance purposes.

(b) At the request of the Covered Entity, the Business Associate agrees to provide access to the Protected Health Information that it or its agents or subcontractors maintains in Designated Record Sets to the Individual to whom the Protected Health Information relates in accordance with 45 C.F.R. § 164.524. The Business Associate further agrees to document any disclosures of Protected Health Information and the information related to such disclosures to respond to an accounting of disclosures of Protected Health Information if requested by the Covered Entity in accordance with 45 C.F.R. §164.528, and to provide such documentation to the Covered Entity as it may request from time to time. Furthermore, at the request of the Covered Entity, the Business Associate agrees to make amendments to Protected Health Information that it maintains in a Designated Record Set as directed by the Covered Entity and to incorporate any amendments to Protected Health Information in accordance with 45 C.F.R. § 164.526. Notwithstanding the foregoing, the Covered Entity will not request that the Business Associate use or disclose Protected Health Information in any manner that would not be permissible under the Privacy rule if such disclosure or use were done by the Covered Entity itself.

(c) The Business Associate may disclose Protected Health Information to its agents or subcontractors with a bona fide need to know such Protected Health Information, but only if, prior to such disclosure, such agents or subcontractors provide reasonable assurances that they will agree to the same restrictions and conditions that apply to the Business Associate with respect to such Protected Health Information.

3. Required Disclosures and Use. The Business Associate may disclose the Protected Health Information revealed to it by the Covered Entity if and to the extent that such disclosure is Required by Law or court order. Further, the Business Associate agrees to make its internal practices, books, and records, including policies and procedures, relating to the use and disclosure of Protected Health Information received from, or created or received by the Business Associate on behalf of the Covered Entity, or to the Secretary, as requested by the Covered Entity or designated by the Secretary, for purposes of the Secretary determining the Covered Entity's compliance with the Privacy Rule.

4. Compliance with Security Rule. With regard to its use and/or disclosure of electronic protected health information (EPHI), beginning no later than the compliance date applicable for the Plan under the HIPAA Security Rule, Business Associate shall:

(a) implement administrative, physical, and technical safeguards that reasonably and appropriately protect the confidentiality, integrity, and availability of the EPHI that we create, receive, maintain or transmit on behalf of Plan;

(b) ensure that any and all of our subcontractors or agents to whom we provide EPHI agree in writing to implement reasonable and appropriate safeguards to protect such EPHI; and

(c) report to Plan any security incident (as defined in 45 CFR Section 164.304) relating to EPHI of which we become aware, in accordance with our standard reporting procedures.

5. Required Notice to the Business Associate. In accordance with 45 C.F.R. §164.520, and to the extent that such a limitation may affect the Business Associate's use or disclosure of Protective Health Information, the Covered Entity will notify the Business Associate of any limitation(s) in its notice of privacy practices of the Covered Entity, including, without limitation, any changes in, or revocation of, permission by an Individual to use or disclose Protected Health Information. Covered Entity will also notify the Business Associate of any restriction to the use or disclosure of Protected Health Information that Covered Entity has agreed to in accordance with 45 C.F.R. § 164.522, to the extent that such restriction may affect the Business Associate's use or disclosure of Protected Health Information.

6. Required Notice to the Covered Entity. The Business Associate will report to the Covered Entity any use or disclosure of Protected Health Information otherwise than as provided by this Agreement within ten (10) days of becoming aware of such use or disclosure.

7. Disclosure to Employees of the Covered Entity or Plan Sponsor.

(a) The Covered Entity acknowledges and agrees that the Business Associate shall only disclose PHI in its possession to the following employees who are identified in the Plan documents (Designated Persons) in accordance with 45 C.F.R. § 164.504(f), and that such disclosures are solely for purposes of carrying out plan administration functions that the Plan Sponsor performs for the Plan:

*[List such persons by name or position]*

(b) Covered Entity agrees to timely notify Business Associate in writing of any changes to the names or positions of employees listed in subsection (2) as Designated Persons. Business Associate shall have no duty to inquire whether the list of Designated Persons is accurate.

(c) Covered Entity/Plan Sponsor shall indemnify and hold harmless Business Associate (and its employees) for any and all liability Business Associate may incur as a result of any improper use or disclosure of PHI by the Covered Entity, Plan Sponsor or a Designated Person(s).

8. Term/Termination.

8.1 *Term.* This Agreement shall be effective as of the date set forth above, and shall terminate as provided in Section 8.2 or upon thirty (30) days written notice by the Covered Entity or the Business Associate.

8.2 *Termination for Cause.* Upon Covered Entity's knowledge of a material breach of this Agreement by Business Associate, the Covered Entity shall either:

- (1) Provide an opportunity for Business Associate to cure the breach or end the violation to the Covered Entities' reasonable satisfaction within sixty (60) days after our receipt of written notice of such violation, or terminate this Agreement; or
- (2) If Business Associate has breached a material term of this Agreement and cure is not reasonably possible within the sixty (60) day period, then the Agreement may be terminated if the cure of such breach has not been commenced by Business Associate within such sixty (60) day period and completed within reasonable diligence; or
- (3) If neither termination nor cure is feasible, Covered Entity shall report the violation to the Secretary.

8.3 *Effect of Termination.*

- (1) Upon termination of this Agreement, for any reason, Business Associate shall return or destroy all Protected Health Information received from Covered Entity, or created or received by Business Associate on behalf of Covered Entity. This provision shall apply to Protected Health Information

that is in the possession of subcontractors or agents of Business Associate. Business Associate shall retain no copies of the Protected Health Information.

- (2) In the event that Business Associate determines, in its sole discretion, that returning or destroying the Protected Health information is infeasible, Business Associate shall provide to Covered Entity notification of the conditions that make return or destruction infeasible. In the event that Business Associate determines that return or destruction of the Protected Health Information is infeasible, Business Associate will continue to extend the protections of this Agreement to such Protected Health Information and limit further uses and disclosures of such Protected Health Information to those purposes that make the return or destruction infeasible, for so long as the Business Associate maintains such Protected Health Information.

9. No Third Party Beneficiaries. Nothing express or implied in this Agreement is intended to confer, nor shall anything herein confer, upon any person other than Covered Entity, Business Associate and their respective successors or assigns, any rights, remedies or obligations whatsoever.

10. Successors and Assigns. This Agreement and each party's obligations hereunder will be binding on the representatives, assigns, and successors of such party and will inure to the benefit of the assigns and successors of such party; provided, however, that the rights and obligations of the Business Associate hereunder are not assignable.

11. Notices. All notices, requests, consents and other communications hereunder will be in writing, will be addressed to the receiving party's address set forth below or to such other address as a party may designate by notice hereunder, and will be either (i) delivered by hand, (ii) made facsimile transmission, (iii) sent by overnight courier, or (iv) sent by registered or certified mail, return receipt requested, postage prepaid.

If to the Covered Entity:	City of Mitchell 612 North Main Mitchell, SD 57301 Facsimile: _____
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If to the Business Associate:	SilverStone Group 11516 Miracle Hills Drive Omaha, NE 68154 Facsimile: 402-963-4089
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12. Entire Agreement. This Agreement embodies the entire agreement and understanding between the parties hereto with respect to the subject matter hereof and supersedes all prior oral or written agreements and understandings relating to the subject matter hereof. No statement, representation, warranty, covenant or agreement of any kind not expressly set forth in this Agreement will affect, or be used to interpret, change or restrict, the express terms and provisions of this Agreement.

13. Modifications and Amendments. The terms and provisions of this Agreement may be modified or amended only by written agreement executed by the parties hereto and any such

amendment will comply with the requirements of the Privacy Rule and the Health Insurance Portability and Accountability Act of 1996, Pub. L. No. 104-191.

14. Severability. The parties intend this Agreement to be enforced as written. However, (i) if any portion or provision of this Agreement will to any extent be declared illegal or unenforceable by a duly authorized court having jurisdiction, then the remainder of this Agreement, or the application of such portion or provision in circumstances other than those as to which it is so declared illegal or unenforceable, will not be affected thereby, and each portion and provision of this Agreement will be valid and enforceable to the fullest extent permitted by law; and (ii) if any provision, or part thereof, is held to be unenforceable because of the duration of such provision, the Covered Entity and the Business Associate agrees that the court making such determination will have the power to reduce the duration of such provision, and/or to delete specific words and phrases, and in its reduced form such provision will then be enforceable and will be enforced.

15. Interpretation. The parties hereto acknowledge and agree that both (i) the rule of construction to the effect that any ambiguities are resolved against the drafting party and (ii) the terms and provisions of this Agreement, will be construed fairly as to all parties hereto and not in favor of or against a party, regardless of which party was generally responsible for the preparation of this Agreement.

16. Headings and Captions. The headings and captions of the various subdivisions of this Agreement are for convenience of reference only and will in no way modify, or affect the meaning or construction of any of the terms or provisions hereof.

17. No Waiver of Rights, Powers and Remedies. No failure or delay by a party hereto in exercising any right, power or remedy under this Agreement, and no course of dealing between the parties hereto, will operate as a waiver of any such right, power or remedy of the party. No single or partial exercise of any right, power or remedy under this Agreement by a party hereto, nor any abandonment or discontinuance of steps to enforce any such right, power or remedy, will preclude such party from any other or further exercise thereof or the exercise of any other right, power or remedy hereunder. The election of any remedy by a party hereto will not constitute a waiver of the right of such party to pursue other available remedies. No notice to or demand on a party not expressly required under this Agreement will entitle the party receiving such notice or demand to any other or further notice or demand in similar or other circumstances or constitute a waiver of the rights of the party giving such notice or demand to any other or further action in any circumstances without such notice or demand. The terms and provisions of this Agreement may be waived, or consent for the departure there from granted, only by written document executed by the party entitled to the benefits of such terms or provisions. No such waiver or consent will be deemed to be or will constitute a waiver or consent with respect to any other terms or provisions of this Agreement, whether or not similar. Each such waiver or consent will be effective only in the specific instance and for the purpose for which it was given, and will not constitute a continuing waiver or consent.

18. Governing Law. This Agreement will be governed by and construed in accordance with the laws of the State of Nebraska.

19. Attorney's Fees. If any action at law or in equity is brought to enforce or interpret the provisions of this Agreement, the prevailing party in such action will be entitled to reimbursement for reasonable attorneys' fees and costs.

20. Counterparts. This Agreement may be signed in counterparts, which together will constitute one agreement.


IN WITNESS WHEREOF, the parties have caused this Agreement to be signed by their duly authorized representatives or officers, effective as of the date first listed above in the preamble to this Agreement.

City of Mitchell  
COVERED ENTITY

SilverStone Group Incorporated  
BUSINESS ASSOCIATE

\_\_\_\_\_

BY



BY

\_\_\_\_\_

Print Name

MICHAEL EHMKE

Print Name

\_\_\_\_\_

Title

PRINCIPAL

Title

\_\_\_\_\_

\_\_\_\_\_

**CITY OF MITCHELL  
RAFFLE PERMIT**

Date of Application: 1-6-11

Organization: Gertie Belle Rogers PTA

SDCL #22-25-25 authorizes the following organizations or committees to conduct lotteries / raffles. Please indicate your category:

- |  |  |
|--|--|
| <input type="checkbox"/> Chartered veterans' organization  | <input type="checkbox"/> Religious organization              |
| <input type="checkbox"/> Charitable organization   | <input checked="" type="checkbox"/> Educational organization |
| <input type="checkbox"/> Fraternal organization  | <input type="checkbox"/> Local civic or service club         |
| <input type="checkbox"/> Political party   | <input type="checkbox"/> Volunteer fire department           |
| <input type="checkbox"/> Political action committee or political committee on behalf of any candidate for a political office |  |

Contact Information:

Name: Jill Weber

Address: 1512 Augusta Ave Mitchell

Phone #: 605-996-1077

Email: jweber@mitchelltelecom.net

501(c) 3 - (Non-Profit): yes  no  eligible

Dates of Ticket Sales: Feb 1, 2011 - March 5, 2011

Date of Raffle Drawing: March 5, 2011

Value of Raffle Prize: Cash prize \$25 - \$100

Proceeds Benefitting: GB Rogers

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For Finance Office Use Only:

Council Approval Date: \_\_\_\_\_

Signature:

\_\_\_\_\_  
Finance Office

TAX BILL GENERATED TO TRANSFER TITLE ON MOBILE HOME FOR 2011

TAX BILL #	PROPERTY OWNER	SERIAL #	LEGAL DESCRIPTION	YEAR & MAKE	TAX	ADJ TAX	ABATE
10214	DAVID E & DARLINE ARTERBERRY	3300	LOT 10 OF TILBERG MOBILE HOME COURT	1979 NORTH AMERICAN	86.78	0.00	86.78
10215	DAVID E & DARLINE ARTERBERRY	65353	LOT 5 OF TILBERG MOBILE HOME COURT	1984 MODULINE	101.08	0.00	101.08
10222	MARTINA LUCIUS	ZWK70143551	LOT 11 OF BRENDEN MOBILE VILLAGE	1978 WINSOR	88.78	0.00	88.78
10229	LAURA HERRLEIN OR SCOTT STYLES	MY9819088V	LOT 30 OF BRENDEN MOBIEL VILLAGE	1998 FRIENDSHIP	699.18	0.00	699.18
10254	CHARLES KOBES ETAL	98A16941	LOT 25 OF MALLARD COVE	1989 CHI	224.44	0.00	224.44
10256	WENDY L. BARKER OR DANA MILLER	GDMASD21793020	LOT 28 OF MALLARD COVE	1979 GREAT LAKES	70.38	0.00	70.38
10260	MARLYS NELSON	0501704947AB	LOT 35 OF MALLARD COVE	1990 CHAMPION	382.98	0.00	382.98
10264	DALE R. & HEATHER L. CUNNINGHAM	MY10126715ABK	LOT 41 OF MALLARD COVE	1980 SHARLO	65.32	0.00	65.32
10268	LISA FRENCH	88A16430	LOT 46 OF MALLARD COVE	1988 BELLAVISTA	168.30	0.00	168.30
10273	CHRISTINE TRACY	PAT26400ABIN	LOT 53 OF MALLARD COVE	2002 PATRIOT	394.46	0.00	394.46
10303	KATHARINA OTT	M605375	LOT 23 OF MIDDLE BORDER ESTATES	1979 HOLLY PARK	109.04	0.00	109.04
10306	DEAN SIMON	S7268	LOT 29 OF MIDDLE BORDER ESTATES	1977 SKYLINE	41.02	0.00	41.02
10308	JODY THEEL	9438	LOT 40 OF MIDDLE BORDER ESTATES	1984 COLT	81.94	0.00	81.94
10315	EDNA OR JUDY CHASE	64823	LOT 52 OF MIDDLE BORDER ESTATES	1983 MODULINE	109.04	0.00	109.04
10327	CLAUDIA K. VAUGHN & NICHOLAS BOWMAN	06L18611	LOT 82 OF MIDDLE BORDER ESTATES	1985 LIBERTY	143.48	0.00	143.48
10328	STACY MAESCHEN	5945368287	LOT 83 OF MIDDLE BORDER ESTATES	1994 CLIFTON	273.18	0.00	273.18
10331	CONNIE REINESCH	548130196	LOT 90 OF MIDDLE BORDER ESTATES	1984 CHAMPION	84.96	0.00	84.96
10349	DAVONNE COLLINS	052082A	LOT 117 OF MIDDLE BORDER ESTATES	1994 MARSHFIELD	408.66	0.00	408.66
10350	DEAN SIMON	158338	LOT 122 OF MIDDLE BORDER ESTATES	1977 SCHULT	68.64	0.00	68.64
10364	DEAN SIMON	06L30070	LOT 155 OF MIDDLE BORDER ESTATES	1999 LIBERTY	548.96	0.00	548.96
10366	BRENDEN MOBILE VILLAGE	35573	LOT 160 OF MIDDLE BORDER ESTATES	1981 MAYBERRY	162.14	0.00	162.14
10370	ORSON H. & GENEVIEVE GRAY	5943197354	LOT 164 OF MIDDLE BORDER ESTATES	1994 CHAMPION	342.86	0.00	342.86
10376	LYNDA F. CRAIN	XLSMY9818255V	LOT 38 OF MIDDLE BORDER ESTATES	1998 CHAMPION	500.84	0.00	500.84
10384	PAUL HAGEL	11265770	LOT 154 OF MIDDLE BORDER ESTATES	2003 REDMAN	860.82	0.00	860.82
10300	DEAN SIMON	10235846	LOT 17 OF MIDDLE BORDER ESTATES	1981 BRIGHTON	135.18	0.00	135.18
10255	DONALD J. OLINGER	04560898K	LOT 26 OF MALLARD COVE	1977 SKYLINE	102.20	0.00	102.20
10275	PONDEROSA SERVICE INC.	MY9699377K	LOT 56 OF MALLARD COVE	1996 FAIRMONT	382.10	0.00	382.10
7236	LOSS OF HOUSE DUE TO FIRE DONALD HALL	108 N. MONTANA ST.	LOTS 7 & 8 IN BLK 90 OF LAWLERS 2ND	FIRE ON 5-28-10	811.34	505.88	305.46
8534	RONALD PETERSON	520 N. WISCONSIN ST	LOT 12 IN BLK 16 OF ROWLEYS 2ND ADDN.	FIRE ON 2-5-10	1,782.20	284.42	1,497.78
4326	LOSS DUE TO EXPLOSION ROBERT J. SCHNEIDER	718 E HANSON ST.	LOT 11 IN BLOCK 1 OF APPLGATE ADDN.	EXPLOSION ON 8-17-10	304.38	246.37	58.01
7194	DEMO HOUSE MYRON L. & DIANE ODEGAARD	612 W 4TH AVE	LOT 4 IN BLOCK 104 OF LAWLERS 1ST ADDN	DEMO HOUSE ON 10-1-10	445.64	366.84	78.80
8427	DESCHEPPER ENTERPRISES INC	709 N. SANBORN BLVD	LOT 6 IN BLOCK 3 OF ROWLEYS 2ND ADDN	DEMO HOUSE ON 5-5-10	654.04	321.78	332.26
6332	PURCHASED BY TAX EXEMPT ENTITY MITCHELL SCHOOL DISTRICT	918 E. 2ND AVE.	LOT 16 IN BLOCK 18 OF F M GREEN ADDN	TAX EXEMPT ENTITY	440.30	0.00	440.30



**-REGULAR MEETING OF THE CITY COUNCIL  
COUNCIL CHAMBERS, CITY HALL  
MITCHELL, SOUTH DAKOTA**

**JANUARY 3, 2011  
7:30 P.M.**

**PRESENT:** Dan Allen, Doug Backlund, Marty Barington, Geri Beck, Travis Carpenter, Scott Houwman, Mel Olson, Jeffrey Smith

**ABSENT:** none

**PRESIDING:** Mayor Lou Sebert

**AGENDA:**

Moved by Beck, seconded by Olson, to approve the agenda as amended. Motion carried.

**MINUTES:**

Moved by Olson, seconded by Allen, to approve the minutes of the regular City Council meeting held on December 20, 2010. Motion carried.

Council member Houwman now present.

**CITIZEN'S INPUT:**

Council member Smith noted that February 22, 2011 is Mitchell Day at the Legislature in Pierre and he encouraged everyone to attend the event.

Council member Olson expressed his thanks to the street department for clearing the snow from the streets after the last winter storm. Olson suggested that the plows should go down Havens and Sanborn streets another time so all lanes are cleared and driveable. Street Superintendent Ron Olson stated that those streets would be cleared by morning.

Council member Houwman expressed his thanks to the Corn Palace staff for their work during the Mike Miller Classic that was held over the past weekend.

**AWARD BIDS:**

Bids were opened and read on the Class III Concrete Pipe Project #2011-8 on the 3<sup>rd</sup> day of January, 2011 in the Council Chambers of City Hall.

Moved by Carpenter, seconded by Houwman, to award as follows:

**CLASS III CONCRETE PIPE PROJECT #2011-8**

Cretex Concrete Products West Inc., PO Box 1620, Rapid City, SD 57709

Item 1	12" RCP	- \$ 11.75 per foot
Item 2	15" RCP	- \$ 14.30 per foot
Item 3	18" RCP	- \$ 17.60 per foot
Item 4	24" RCP	- \$ 24.50 per foot
Item 5	30" RCP	- \$ 36.10 per foot
Item 6	36" RCP	- \$ 48.90 per foot
Item 7	42" RCP	- \$ 69.40 per foot
Item 8	48" RCP	- \$ 84.90 per foot
Item 9	54" RCP	- \$106.90 per foot
Item 10	60" RCP	- \$130.60 per foot
Item 11	72" RCP	- \$203.30 per foot
Item 12	48" M.H. Section w/ no steps	- \$ 82.30 per foot
Item 13	48" M.H. Cone Section w/ no steps	- \$ 82.30 per foot
Item 14	30" Catch Basin Section	- \$ 52.10 per foot
Item 15	30" adj. Donuts (2" minimum)	- \$ 19.40 each
Item 16	24" adj. Donuts (2" minimum)	- \$ 12.40 each
Item 17	64" x 6" Precast M.H. Base	- \$193.30 each
Item 18	44" x 6" Precast Catch Basin Base	- \$115.30 each
Item 19	48" x 6" Type II Cover	- \$177.10 each
Item 20	48" x 24" x 1.0' short cone (Mex. Hat)	- \$179.45 each
Item 21	18" Arch	- \$ 30.00 per foot
Item 22	24" Arch	- \$ 44.60 per foot
Item 23	30" Arch	- \$ 60.70 per foot
Item 24	Adjusting Rings 1-1/2"	- \$ 12.40 each
Item 25	Adjusting Rings 2"	- \$ 12.40 each

Motion carried.

**HEARING:**

It was advised that this is the date and time set for hearing on the proposed resolution of necessity for 2011 sidewalk construction. Terry Johnson, Deputy Director of Public Works, reviewed the areas for the proposed sidewalk construction. Discussion took place with property owners in the proposed project areas. A request was made to put sidewalk on the south side of Pebble Beach this year rather than waiting until next year. Johnson will put cost estimates together and report back to council.

It was advised that this is the date and time set for hearing on the proposed resolution of necessity for alley reconstruction in the 500 block of North Main Street between 5<sup>th</sup> and 6<sup>th</sup> Avenue on the east side of Main Street. Terry Johnson, Deputy Director of Public Works, reviewed the area for reconstruction. Discussion took place with property owners in the proposed project area.

**RESOLUTIONS:**

Moved by Beck, seconded by Allen, to adopt Resolution #2872, Declaring Necessity for 2011 Sidewalk Construction. Motion carried and resolution declared duly adopted. This resolution will be published separately from these proceedings.

Moved by Smith, seconded by Olson, to adopt Resolution #2873, Declaring Necessity for Alley Reconstruction in the 500 Block of North Main Street between 5<sup>th</sup> and 6<sup>th</sup> Avenue on the East side of Main Street. Motion carried and resolution declared duly adopted. This resolution will be published separately from these proceedings.

Moved by Beck, seconded by Smith, to adopt Resolution #2886, Tax Increment District #15, as follows:

**RESOLUTION #2886  
TAX INCREMENT DISTRICT #15**

WHEREAS, the City Planning Commission has recommended a proposed plan for Tax Increment District #15 and has recommended its creation; and

WHEREAS, the City of Mitchell "City" has the power, pursuant to SDCL 11-9-2(1), to create the Tax Increment District #15 and define its boundaries

THEREFORE, IT IS HEREBY RESOLVED:

1. The "City" hereby finds that twenty-five percent (25%) and more of the real property located within the boundaries of the proposed Tax Increment District #15 City of Mitchell, is a blighted area under SDCL 11-9-10, (5), (6), (9) and 11-9-11 Further, the City finds that the improvement of the area is likely to enhance significantly the value of substantially all of the other real property in the District.
2. There is hereby created, pursuant to SDCL 11-9 the Tax Increment District #15, City of Mitchell, South Dakota.
3. The Tax Increment District is hereby created on January 3, 2011.
4. Tax Increment District #15 shall have boundaries which shall include the following described real property:  
  
Northwest Quarter of the Southwest Quarter (NW ¼ SW ¼) of Section Nine (9), Township One Hundred Three (103) North, Range Sixty (60) West, City of Mitchell, Davison County, South Dakota; Lots 1 thru 5, Block 1, Lots 1 & 2, Block 2, Lot 11, Block 3, Lot 11, Block 4, Lakeview 2<sup>nd</sup> Addition, City of Mitchell, SD
5. A hearing by the City Planning Commission concerning the creation and boundaries of the Tax Increment District #15 was held on December 13, 2010.
6. Pursuant to SDCL 11-9-7, the City Council hereby approves the project plan as approved by the City Planning Commission.
7. The City finds that the plan is feasible and in conformity with the master plan of the municipality.

8. The City hereby directs the Finance Officer to take such action as is deemed necessary to accomplish SDCL 11-9-20.
9. There is hereby created, pursuant to SDCL 11-9-31, a Tax Increment District #15 Fund.
10. All tax increments collected pursuant to Tax Increment District #15 shall be deposited into the Tax Increment District #15 Fund.
11. All funds in the Tax Increment District #15 Fund shall be used solely for those proposed expenses in SDCL 11-9.
12. The city finds that the aggregate assessed value of the taxable property in the district plus the tax incremental base of all other existing districts does not exceed ten percent of the total assessed value of taxable property in the municipality.
13. The project plan is on file with the City of Mitchell Finance Officer.

Don Peterson, attorney for the developer, provided information on the TID #15 project plan. The TID will be used for purposes of a public right-of-way which will be used for a city street and the building of public infrastructure, and without the City's financial participation and support, the land would not be developed. The developer, ProBuild, is proposing to build five homes per year within the TID, up to a total of 44 single-family homes. These homes will have an average value of approximately \$215,000.00. It was noted that this TID will be the first residential TID within city limits. All other TIDs within city limits have been for commercial property development. Council member Olson expressed concern that ProBuild would be given an unfair advantage if this TID is approved. Council member Smith noted that any developer could request a TID for residential development. Motion carried with Olson voting nay and Barington abstaining. Resolution declared duly adopted.

**SET DATE:**

Moved by Beck, seconded by Allen, that the 18<sup>th</sup> day of January, 2011 at 7:30 p.m. in the Council Chambers of City Hall be the date and time set for hearing on the application of County Fair Inc. dba County Fair Food Store for a Retail (On-Off Sale) Wine License located at 1305 West Havens. Motion carried.

Moved by Olson, seconded by Allen, that the 18<sup>th</sup> day of January, 2011 at 7:30 p.m. in the Council Chambers of City Hall be the date and time set for hearing on the application of Somnang John Heng dba Heng-Heng Chinese Restaurant for a Retail (On-Off Sale) Wine License located at 505 North Main Street. Motion carried.

Council member Olson left the council chambers.

Moved by Smith, seconded by Beck, that the 18<sup>th</sup> day of January, 2011 at 7:30 p.m. in the Council Chambers of City Hall be the date and time set for hearing on the application of LAB, LLC dba Arnie's First & Foster for a Package (Off-Sale) Malt Beverage License located at 1218 East 1<sup>st</sup> Avenue. Ray Borgen, who lives across the street from the convenience store, addressed the council. Mr. Borgen

stated that he is opposed to beer sales at this location and requested that the council table any action until the issue can be voted on by the citizens of Mitchell. Mayor Sebert suggested that this request could be addressed at the hearing on January 18<sup>th</sup>. Motion carried with Backlund abstaining.

Moved by Allen, seconded by Carpenter, that the 31<sup>st</sup> day of January, 2011 at 1:30 p.m. in the Council Chambers of City Hall be the date and time set to receive and consider bids for Irrigation Supply – City Project #2011-7. Motion carried.

Council member Olson returned to the council chambers.

Moved by Carpenter, seconded by Backlund, that the 31<sup>st</sup> day of January, 2011 at 1:30 p.m. in the Council Chambers of City Hall be the date and time set to receive and consider bids for Water Meter Reading System – City Project #2011-11. Motion carried.

### **CONSIDER APPROVAL:**

Moved by Houwman, seconded by Backlund, to approve the following banks as official depositories for the City of Mitchell for 2011:

<b><u>Bank Name:</u></b>	<b><u>Address:</u></b>	<b><u>City:</u></b>	<b><u>State:</u></b>	<b><u>Zip Code:</u></b>
BankWest	Highland Mall	Mitchell	SD	57301
CorTrust Bank	100 East Havens & Main/ 719 North Main	Mitchell	SD	57301
First Dakota	500 East Norway Avenue	Mitchell	SD	57301
First National Bank SD	210 North Lawler	Mitchell	SD	57301
Fulton State Bank	115 East Havens Avenue	Mitchell	SD	57301
Home Federal Savings Bank	714 South Burr	Mitchell	SD	57301
US Bank	1421 North Main	Mitchell	SD	57301
Wells Fargo	403 North Lawler	Mitchell	SD	57301

Motion carried with Smith abstaining.

Moved by Backlund, seconded by Barington, to approve the Daily Republic as the official newspaper for the City of Mitchell for the year 2011. Motion carried.

Moved by Olson, seconded by Backlund, to approve the following Taxicab General Licenses for 2011: Becky's Vans – Designated Drivers, E-Z Ride Taxi and Palace Transit. Motion carried.

Moved by Olson, seconded by Beck, to approve the following raffle requests:

- Xtreme Cheer Boosters – drawing to be held on February 1, 2011
- James River Gobblers NWTF – drawing to be held on February 13, 2011
- John Paul II School – drawing to be held on January 30, 2011

Motion carried.

Moved by Allen, seconded by Backlund, to approve the application of Marty Myers for a Taxicab

Drivers License for Becky's Vans – Designated Drivers. Motion carried.

Moved by Olson, seconded by Carpenter, to deny the application of Scott Nicholson for a Taxicab Drivers License for Becky's Vans – Designated Drivers. Motion carried.

**PAY ESTIMATES:**

Moved by Smith, seconded by Carpenter, to approve the following pay estimates:

- pay estimate #11-Final in the amount of \$2,177.47 for Landfill Expansion Project #2009-12 contracted with Helms & Associates,
- pay estimate #9 in the amount of \$58,550.00 for South Side Water Tower Project #2009-30 contracted with CB & I Inc.,
- pay estimate #17 in the amount of \$320.46 for South Side Water Tower Project #2009-30 contracted with SPN & Associates,
- pay estimate #4 in the amount of \$7,785.28 for Spruce/Cabela's Traffic Signals Project #2010-3 contracted with Muth Electric Inc.,
- pay estimate #3-Final in the amount of \$5,300.00 for Library Boiler Replacement Project #2010-24 contracted with Redlinger Brothers,
- pay estimate #7 in the amount of \$1,508.15 for Old Landfill Monitoring Project #2010-28 contracted with Leggette, Brashears & Graham, and
- pay estimate #6 in the amount of \$1,644.61 for New Landfill Monitoring Project #2010-29 contracted with Leggette, Brashears & Graham.

Members present voting aye: Allen, Backlund, Barington, Beck, Carpenter, Houwman, Olson, Smith. Members present voting nay: none. Motion carried.

**JANUARY 1, 2011 SALARIES:**

The following is a listing of the salaries for elected officials and full time employees of the City of Mitchell for the year 2011. Please note that salaries are shown as hourly wages unless the individual fills an exempt position:

**COUNCIL:** Daniel Allen-\$7,930.75, Doug Backlund-\$7,930.75, Marty Barington-\$7,930.75, Geri Beck-\$7,930.75, Travis Carpenter-\$7,930.75, Scott Houwman-\$7,930.75, Maylin Olson-\$7,930.75, Jeffrey Smith-\$7,930.75.

**MAYOR:** Louis Sebert-\$23,024.00.

**ATTORNEY:** Douglas Papendick-\$3,650.00, Randolph Stiles-\$48,000.00.

**FINANCE:** Michele DeVries-\$14,986, Erika Helleloid-\$15,609, Sandi Hieb-\$16,084, Cathy Krall-\$16,084, Cindy Roth-\$16,084, Heidi Tegels-\$46,357.00, Marilyn Wilson-\$85,098.00.

**PUBLIC WORKS:** Corey Beyer-\$20,149, Deb Hanson-Sudbeck-\$15,609, John Hegg-\$21,150, Terry Johnson-\$61,682.00, Sheila Loecker-\$15,609, Tim McGannon-\$85,098.00, Ryan Muck-\$20,983, Neil Putnam-\$53,811.00.

**HUMAN RESOURCES:** Teri Bertness-\$74,810.00.

**INFORMATION TECHNOLOGY:** Kristine Zomer-\$17,329.

**POLICE DEPARTMENT:** Devin Alfson-\$21,334, Peter Arnold-\$20,481, John Badker-\$20,481, Leon Baier-\$63,874.00, David Beintema-\$25,356, Steve Clarke-\$20,481, Ryan Erickson-\$25,356, Donald Everson-\$59,020.00, Dan Fechner-\$21,334, Adam Frerichs-\$21,334, Polly Huber-\$16,084, Nicholas Jongeling-\$17,919, Dean Knippling-\$21,334, Kelly Knippling-\$21,334, Dan Kopfman-\$21,334, Mike Koster-\$25,356, Kelly Loudenburg-\$21,334, Patrick Marler-\$21,334, Patrick Oleson-\$21,334, Lyndon Overweg-\$85,098.00, Joel Reinesch-\$20,481, Terance Reyelts-\$21,334, Toby Russell-\$21,334, Russ Stevenson-\$21,334, Cindy Titze-\$15,609, Ryan Titze-\$21,334, Scott Walton-\$25,356, Paul Wilson-\$18,772, Kevin Yeo-\$17,919.

**ANIMAL CONTROL:** John Parker-\$15,939.

**TRAFFIC:** Dick Figland-\$21,036, Andy Mentele-\$15,939.

**FIRE DEPARTMENT:** Justin Adams-\$13,828, Chad Cody-\$13,414, Zach Dalrymple-\$14,420, Joseph Degen-\$15,605, Ben DeVries-\$13,223, Mark Eliason-\$17,726, Douglas Glover-\$15,605, Jeffrey Harris-\$15,026, Mark Hinker-\$15,026, Brad Kobza-\$14,420, Marius Laursen-\$21,716, Paul Morris-\$60,900.00, Luke Ruml-\$13,828, Thomas Schaffner-\$13,828, Andrew Shank-\$13,414, Ben Vanden Hoek-\$16,308, Chad Van Laecken-\$15,026, Mark White-\$15,026.

**EMS:** Joel Dolezal-\$15,605, Steve Nedved-\$17,024, Robert Parker-\$15,605, Daniel Pollreisz-\$15,026.

**STREET:** Steve Anderson-\$19,024, Douglas Degen-\$21,351, Michael Dufek-\$16,707, Craig Fuerst-\$18,350, Randy Hanten-\$16,707, Nathan Hegg-\$18,243, Kevin Hughes-\$16,707, Michael Johnson-\$16,707, Troy Kokesh-\$18,243, David Muck-\$18,243, Ronald Olson-\$63,874.00, Pam Punt-\$15,609, Roger Smith-\$18,243, Arlyn Tietz-\$18,243, Jason Tuttle-\$16,707.

**CEMETERY:** Becky Handrahan-\$21,351, Aaron Willis-\$16,707.

**LIBRARY:** Jacqueline Hess-\$53,811.00, LaJeane Jons-\$16,521, Cynthia Meinen-\$16,521, Linda Rishling-\$16,521, Sandra Spanos-\$18,350, Lori Wagner-\$16,521.

**PLAYGROUNDS & ATHLETICS:** Kevin DeVries-\$20,837, Billie Kelly-\$52,725.00.

**PARKS & BOULEVARDS:** Claude Burgess-\$15,939, Thomas Kippes-\$59,020.00, Jeremy Nielsen-\$16,045, Steven Roth-\$18,243, Michael Titze-\$16,707.

**FORESTRY:** Dustin Brummett-\$15.370, Bryan Schrank-\$18.243.

**RECREATION CENTER:** Chris Cranny-\$15.609, Thomas Gullede-\$17.589, Joseph Haiar-\$15.939, Rob Marchand-\$52,725.00, Alex Young-\$14.032.

**ICE ARENA/CADWELL SPORTS COMPLEX:** Chuck Jones-\$18.516.

**PARKS, RECREATION & FORESTRY SUPERVISION:** Angel DeWaard-\$15.609, Marilyn Jansen-\$15.609, Dusty Rodiek-\$68,005.00.

**RSVP:** Shannon Foster-\$13.424, Amy Hurt-\$13.948, Deb Overseth-\$15.609, Brenda Paradis-\$65,481.00.

**PALACE TRANSIT:** Scott Brookbank-\$12.246, David Fyler-\$11.954, Patti Goudy-\$14.232, JoLynn Hanson-\$47,055.00, Ila Kulm-\$14.232, Scott Phillips-\$14.232, Tamara Workman-\$12.523, Wanda Zard-\$14.363.

**E-911:** Mary Aronson-\$18.056, Kathy Brink-\$18.056, Gerald Fradet-\$18.056, Marlene Haines-\$59,020.00, Dawn Niehoff-\$18.056, Roslyn Stevenson-\$18.056, Debbie Vaughn-\$17.358, Sidney Vissia-\$16.038, Kimberly Young-\$15.416.

**WATER:** Richard Pollreisz-\$59,020.00, Randall Wittstruck-\$19.725, William Wittstruck-\$19.725.

**UTILITIES:** Ryan Nussbaum-\$19.725, Kerry Plooster-\$19.725, Loren Skinner-\$21.618, Jon Vermeulen-\$54,363.00, Tyler Veurink-\$14.999, Eugene Wagaman-\$21.618.

**WATER DISTRIBUTION:** David Grosz-\$19.725, Kirby Larson-\$12.246, Tylor Peterson-\$17.448, Richard VanOverschelde-\$21.618, Brian Wendelboe-\$21.618.

**AIRPORT:** Michael Scherschligt-\$21.150.

**WASTE COLLECTION:** Scott Dey-\$16.045, Jason Fraser-\$14.708, Clayton Moore-\$15.370, Lloyd Morrison-\$18.350, David Schulte-\$16.707, James Zwinger-\$18.243.

**LANDFILL:** Dari Allen-\$21.351, Jerry Cain-\$18.243, Todd Russell-\$15.939, Jaylon Tollefson-\$18.243.

**CORN PALACE MAINTENANCE:** Dennis Bruske-\$15.939, Dennis Geidel-\$14.668, Sandra Grosz-\$14.232, Linda Hines-\$14.232, Diane Mutziger-\$14.232, Anthony Palli-\$21.351, Gary Walton-\$15.939.

**CORN PALACE CONCESSIONS:** Janice Peterson-\$16.124

**CORN PALACE SHOWS:** Mark Schilling-\$55,450.00.

**GOLF COURSE:** Bryan Moore-\$21.351, Kevin Thurman-\$67,100.00.

**BILLS:**

Moved by Olson, seconded by Barington, to approve the following payroll expenditures, adjustments to payroll and accounts payable warrants:

**PAYROLL, DECEMBER 12, 2010 – DECEMBER 25, 2010:** City Council-\$2,440.24, Mayor-\$885.54, Attorney-\$1,986.55, Finance-\$9,859.98, Human Resources-\$2,752.16, Information Technology-\$1,386.33, Police-\$56,057.64, Traffic-\$2,958.01, Fire-\$30,131.19, Street-\$26,462.22, Public Works-\$14,987.86, Cemetery-\$3,019.45, Animal Control-\$1,275.13, Emergency Medical Services-\$10,196.33, Library-\$9,738.64, Playground & Athletics-\$3,626.72, Recreation Center-\$10,952.12, Ice Arena-\$268.38, Cadwell-\$3,667.06, Park-\$6,403.38, Supervision-\$4,920.49, Forestry-\$2,689.04, E911-\$17,573.64, RSVP-\$3,390.59, Palace Transit-\$15,313.31, Nutrition-\$1,710.21, Water-\$5,708.08, Water Distribution-\$8,158.29, Sewer-\$9,859.20, Airport-\$2,333.81, Waste Collection-\$8,866.90, Landfill-\$6,732.07, Corn Palace Maintenance-\$9,755.37, Corn Palace Shows-\$3,491.92, Corn Palace Concessions-\$3,272.80, Golf Course-\$4,225.52.

**SALARY ADJUSTMENTS (per hour rate):**

POLICE: Kelly Loudenburg - \$21.019

RECREATION CENTER: Thomas Gullede - \$17.329

**NEW HIRES (per hour rate):**

CORN PALACE CONCESSIONS: Ashley Misiaszek - \$7.25, Jeff Peschong - \$7.50

RECREATION CENTER: Mike Isaacson - \$7.25

**WARRANTS:** A-Ox Welding Supply, Supplies-\$79.08, Accounts Management, Payroll Deductions-\$182.48, Aflac Flex One, Flex One Payments-\$4,379.25, Al's Engraving, Name Badges-\$7.90, Allied Oil & Supply, Supplies-\$329.50, American Library Association, Dues-\$300.00, American Red Cross, Supplies-\$28.00, Ann Bartscher, Refund-\$155.00, Anna Mae Maeschen, Contract Services-\$475.00, Argus Leader Media, Subscription-\$78.00, Bailey Metal Fabricators, Supplies-\$371.03, Bender's Sewer & Drain, Pumpout Holding Tank-\$98.00, Betsy Tobin, Refund-\$155.00, Bonnie E. Weber, Contract Services-\$250.00, Boyer Trucks Sioux Falls, Supplies-\$12.46, Brenda F. Reinfeld, Contract Services-\$220.00, Bryan Rock Products, Supplies-\$633.63, Business Products, Supplies-\$683.87, Campbell Supply, Supplies-\$76.36, Carquest Auto Parts, Parts-\$291.18, CB&I, Contract Services-\$58,550.00, City of Emery, Senior Meals Payroll Reimbursement-\$1,740.00, City of Mitchell, Utilities-\$16,266.05, Clerk of Courts, Background Check Fees-\$15.00, CAN Surety, Notary Bond-\$50.00, Coca Cola Bottling, Supplies-\$589.25, Concrete Creations, Repairs-\$4,357.00, Cook Implement, Parts-\$513.27, Cook Medical, Supplies-\$562.40, Corn Palace Concessions, Supplies-\$85.00, Crabtree Companies, Equipment-\$11,730.00, Daily Republic, Renewal-\$154.00, Dakota Fluid Power, Parts-\$149.26, Dakota Riggers & Tool Supply, Repairs-\$145.50, Dakota Salvage, Steel-\$5.25, Daktronics, Replace Consoles-\$1,350.00, Dale Steffen, CDL Test-\$80.00, Davison County Title Company, Fees-\$519.77, Daylight Donut, Supplies-\$17.97, Dependable Sanitation, Contract Services-\$17,083.00, Department of Social Services, Child Support-\$1,218.64, Dick's Towing, Police Tow-\$308.00, Doug Altman, Land Purchase-\$235,000.00, Dug Out, Contract Services-\$1,702.35, Element Payment Services, Supplies-\$240.00, Ellefson Implement, Parts-\$88.74, Farmers Alliance, Repairs-\$55.70, Farner-Bocken Company,

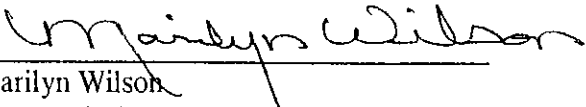
Supplies-\$1,392.68, Fastenal Company, Supplies-\$216.33, First Bankcard, Supplies-\$3,711.74, First Dakota National Bank, Loan Payment-\$47,099.99, First National Bank, Loan Payment-\$36,745.84, Fischer Rounds & Associates, Boiler Insurance-\$4,596.00, Formulations, Supplies-\$173.11, Frito-Lay, Supplies-\$205.80, G & R Controls, Parts-\$274.50, Gaylen's Homegrown Popcorn; Popcorn-\$260.00, GF Advertising Services, Screen printing-\$18.00, Graham Tire Company, Supplies-\$690.24, Grainger, Supplies-\$132.85, Great Western Tire, Tires-\$777.24, Greg Larson, Supplies-\$488.50, Hanson County Register of Deeds, Supplies-\$4.00, Hard Drive Outlet, Computer Hardware-\$1,628.90, Harve's Sport Shop, Supplies-\$12.00, Helms and Associates, Contract Services-\$2,177.47, Hohn's Carpet Cleaning, Labor-\$545.00, HW Wilson Company, Subscription-\$1,878.00, Hydrotex, Supplies-\$1,068.96, International Association of Fairs and Expositions, Membership Dues-\$175.00, In The Swim, Pool Chemicals-\$337.93, Integrity Transcription, Transcribing Service-\$721.25, Interstate All Battery Center, Supplies-\$125.98, Interstate Glass & Door, Labor-\$153.06, Iverson Chrysler Center, Rental-\$49.95, JCL Solutions-Janitors Closet, Supplies-\$2,127.21, JD Concrete Products, Supplies-\$102.50, Jones Supplies, Supplies-\$927.17, Junior Library Guild, Books-\$1,004.40, K-Mart, Supplies-\$159.76, Karen Heiser, Contract Services-\$75.00, Kleen Solutions, Supplies-\$68.59, Knology, Supplies-\$59.18, Krohmer Plumbing, Sump Pump-\$162.67, Lacial Equipment, Parts-\$1,983.42, Lakeview Sales, Supplies-\$1,764.60, Lakeview Veterinary Clinic, Rent-\$648.13, Language Line Services, Over-The-Phone Interpretation-\$107.92, Larry's I-90 Service, Parts-\$575.00, Leggette Brashers & Graham, Contract Services-\$3,152.76, Leila Schamber, Contract Services-\$350.00, Light & Siren, Supplies-\$489.95, Lois E. Huber, Contract Services-\$777.00, Matt Parrott-Storey Kenworth, Supplies-\$376.97, McFarland Supply Company, Supplies-\$63.31, McLeod's Printing, Supplies-\$764.50, Menard's, Supplies-\$623.28, Minnesota Ice Arena Management Association, Membership Dues-\$145.00, Mid-American Research Chemicals, Supplies-\$875.70, Midcontinent Communications, Utilities-\$54.36, Midwest Marketing, Advertising-\$1,875.00, Midwest Turf & Irrigation, Parts-\$209.32, Mike Miller Foundation, Ticket Sales-\$19,463.50, Minitex, Subscription-\$1,800.00, Mitchell Iron & Supply, Parts-\$33.09, Mitchell School District, City Share-\$2,053.14, Mitchell United Way, United Way Deductions-\$160.80, Motorola, Equipment-\$1,712.00, Mount Vernon School District, Contract Services-\$91.30, Mueller Lumber Company, Supplies-\$19.83, Muth Electric, Contract Services-\$8,790.07, Naeir, Supplies-\$205.53, Northwestern Energy & Communications, Utilities-\$18,028.89, National Public Employer Labor Relations Association, Membership Dues-\$175.00, Palace Cleaners, Supplies-\$212.00, Palace Motors, Sensor-\$214.26, Patzer Woodworking, Remodeling-\$8,602.39, Paulson Sheet Metal, Maintenance-\$229.64, Pepsi Cola Company, Supplies-\$668.86, Pheasant Country Express, Supplies-\$2,969.40, Photography Unlimited, Supplies-\$264.00, Planning & Development District, Membership Dues-\$10,309.00, Pony Creek Steakhouse, Contract Services-\$1,940.00, Porter Distributing, Supplies-\$195.00, Premier Designs, Equipment-\$750.00, Premier Pest Control, Contract Services-\$315.00, Qualified Presort, Mailing Service-\$686.61, Qwest, Utilities-\$3,219.76, Redlinger Bros Plumbing & Heating, Contract Services-\$5,300.00, Rob's Short Stop, Supplies-\$31.72, Sae Warehouse, Freight-\$20.00, Sam's Club, Supplies-\$741.40, Schmucker Paul & Nohr, Contract Services-\$320.45, South Dakota Airport Management Association, Membership Dues-\$25.00, South Dakota Department of Health, Lab Fee-\$241.00, South Dakota Department of Transportation, Bridge Inspection-\$99.66, South Dakota Governmental Finance Officers, Membership Dues-\$70.00, South Dakota Governmental Human Resources, Membership Dues-\$25.00, South Dakota Municipal League, Membership Dues-\$4,523.13, South Dakota Municipal Street Maintenance, Membership Dues-\$35.00, South Dakota Public Assurance Alliance, Liability & Property Insurance-\$279,604.10, South Dakota Retailers Association, Certification-\$240.00, South Dakota Retirement System, South Dakota Retirement System Payment-\$38,552.85, South Dakota Municipal League Workers' Compensation, Premium-\$206,637.00, South Dakota

Parks and Recreation Association, Membership Dues-\$20.00, South Dakota Retirement System-Special Pay Plan, Supplemental Retirement-\$2,098.33, South Dakota Water & Wastewater Association, Registration-\$100.00, Sharon Rehorst, Contract Services-\$275.00, Sheehan Mack Sales & Service, Supplies-\$1,328.19, Shopko, Supplies-\$165.87, Sleepy Eye Industrial Knife, Regrind Knife-\$70.00, Standard Insurance Company, Premium-\$2,558.25, Sturdevant's Auto Parts, Supplies-\$2,326.68, Sun Gold Trophies, Supplies-\$586.60, Tessier's, Repairs-\$469.64, Thune True Value Hardware, Supplies-\$227.24, Tigerdirect, Supplies-\$290.20, Tim McGannon, Reimbursement-\$14.00, Titan Access Account, Supplies-\$1,889.21, TK Electric, Repairs-\$1,162.43, Total Fire Protection, Contract Services-\$13,175.00, Tyler Technologies, Maintenance-\$15,134.55, United Energy, Fuel-\$16,492.34, UPS Store, Shipping Charges-\$786.92, United States Postal Service, Postage-\$84.00, Variety Foods, Supplies-\$1,054.36, Velvet Uniforms, Supplies-\$419.59, Virginia Ann Devine, Personal Training Fees-\$543.50, Walmart, Supplies-\$972.18, Wells Fargo Bank, Fees-\$350.00, Wheelco Brake & Supply, Parts-\$3,448.16, Wholesale Electronics, Parts-\$412.79.

Members present voting aye: Allen, Backlund, Barington, Beck, Carpenter, Houwman, Olson, Smith.  
Members present voting nay: none. Motion carried.

**ADJOURN:**

There being no further business to come before the meeting, it was moved by Houwman and seconded by Olson to adjourn the meeting. Motion carried.

  
\_\_\_\_\_  
Marilyn Wilson  
Finance Officer

Published once at the approximate cost of \_\_\_\_\_.

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# City of Mitchell

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612 NORTH MAIN STREET • MITCHELL, SOUTH DAKOTA 57301 • (605) 995-8420 • FAX (605) 995-8410  
ENGINEER (605) 995-8435 • WATER PLANT (605) 995-8449 • STREET (605) 995-8465 • WASTE WATER (605) 995-8446  
WATER/UTILITIES (605) 995-8498 • PUBLIC WORKS/PLANNING/ZONING/INSPECTOR (605) 995-8433  
www.cityofmitchell.org

January 10, 2011

TO: MAYOR & CITY COUNCIL

RE: On Road Diesel and Off Road Diesel Fuel

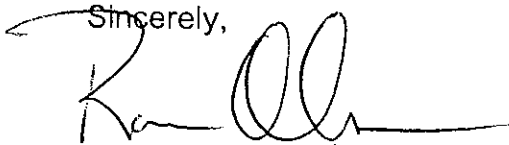
United Energy, LLC.	Requested Gallons	Bid Gallons		
On Road Diesel	2100	2100	\$3.0469	\$ 6398.49
Unleaded Gas-10% Ethanol	0	0	\$0	\$ 0
Unleaded Gas-No Ethanol	0	0	\$0	\$ 0
Off Road Diesel	5200	5200	\$2.8309	\$ 14720.68
				<b>Total: \$21119.17</b>

Meyers Oil Co.

On Road Diesel	2100	2100	\$3.0298	\$ <b>6362.58*</b>
Unleaded Gas-10% Ethanol	0	0	\$	\$ 0
Unleaded Gas-No Ethanol	0	0	\$	\$ 0
Off Road Diesel	5200	5200	\$2.8098	\$ <b>14610.96*</b>
				<b>Total: \$20973.54</b>

Meyers Oil was the low bidder and the bid for the items in bold and marked with asterisk were awarded to them.

Sincerely,



Ron Olson  
Street & Sanitation Superintendent

cc: United Energy, LLC.  
Meyers Oil Co.

