

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

**March 2, 2020
6:00 P.M.**

PRESENT: Dan Allen, Marty Barington, Kevin McCardle, Dan Sabers, Jeffrey Smith,
Susan Tjarks

ABSENT: John Doescher, Steve Rice

PRESIDING: Mayor Bob Everson

AGENDA:

Moved by Allen, seconded by Tjarks, to approve the following items on the consent agenda.

- a. City Council Minutes
 1. City Council February 18, 2020.
- b. Committee Meeting Minutes
 1. Planning Commission February 10, 2020, and
 1. Planning Commission February 13, 2020.
- c. Raffle Permits
 1. Davison County Democrats with the drawing to be held on May 19, 2020,
 2. Pheasant Country with Mitchell Area Youth Shooters with the drawing to be held on June 1, 2020, and
 3. Big Friend Little Friend with the drawing to be held on July 16, 2020.
- d. Set date of March 16, 2020 for hearing on the application of Big Friend Little Friend for a Special Event Liquor/Malt Beverage License located on Main Street and to obtain Consumption and Noise permits, Street Closures, Poker Run permit and associated cost for the Memorial Weekend in Mitchell and Barbecue Cook off on May 23, 2020.
- e. 2019 Annual Report
- f. Set date for 1:30 p.m. on March 31, 2020 for bid opening for Public Safety Roof Project #2020-16.
- g. Set date for 1:30 p.m. on March 18, 2020 for requests of qualifications for Planning and Environmental Services for the Municipal Airport.
- h. Request to declare old Corn Palace Dome and Turrets as surplus property.
- i. Street and Parking Lot Closures for the El Riad Shrine Circus from the Mitchell Shrine Club on April 28th (Main Street from 6th to 7th) from 8:30 a.m. until approximately 2:00 p.m. for loading and unloading, and closing City Hall Parking Lot and 6th to 7th Avenues from Sunday, April 26, 2020 at 8:00 a.m. until Thursday, April 30, 2020 at 11:59 p.m. for circus setup and overnight parking.

- j. Request for temporary road closure at East 3rd Avenue-North Main Street to North Lawler Street on Sunday, March 15th, 2020.
- k. Updated Road Closure at West Harmon Drive from 407th Avenue to Canal Circle for one day for prescribed burn between March 4 and March 13, 2020.

l. **Howes Oil Company**

	<u>Requested Gallons</u>	<u>Bid Gallons</u>	<u>Price per Product</u>	<u>Total Bid</u>
On Road Diesel-#2	1,350	2,700	\$2.12	\$ 5,724.00*
On Road Diesel-#1	1,350	-0-	-0-	\$ -0-
Unleaded Gas-10% Ethanol	4,800	4,800	\$2.0135	\$ 9,664.80*
		Total Bid:		\$15,388.80*

Howes Oil was the only bidder for items marked with an asterisk. There was no #1 fuel at the pipeline so we decided to go with all #2 and treat heavily on our end.

- m. Pay Estimates 03-02-2020
 - Pay Estimate #22 in the amount of \$7,500.00 for E. Central Drainage-Phase II-SS #2019-39 contracted to SPN & Associates,
 - Pay Estimate #23 in the amount of \$14,464.00 for E. Central Drainage-Phase II-SS #2019-39 contracted to SPN & Associates,
 - Pay Estimate #24 in the amount of \$8,160.00 for E. Central Drainage-Phase II-SS #2019-39 contracted to SPN & Associates,
 - Pay Estimate #25 in the amount of \$1,280.00 for E. Central Drainage-Phase II-Water #2019-39 contracted to SPN & Associates,
 - Pay Estimate #6 in the amount of \$2,840.01 for Corn Palace Plaza Phase II #2019-48 contracted to Confluence, Inc,
 - Pay Estimate #3 in the amount of \$18,884.58 for Corn Palace Plaza Phase II #2019-48 contracted to Puetz Corporation, and
 - Pay Estimate #2 in the amount of \$13,000.00 for Mitchell Airport Snow Removal #2019-53R2 contracted to Quality Cut Lawn and Snow Removal.
- n. Approve Bills, Payroll, Salary Adjustments and New Employee Hires and Authorize Payment of Recurring and other expenses in advance as approved by the Finance Officer

PAYROLL FEBRUARY 9, 2020 – FEBRUARY 22, 2020- City Council \$3,199.68, Mayor \$1,331.42, City Administrator \$5,216.46, Attorney \$4,210.23, Finance \$14,040.01, Human Resources \$3,679.23, Municipal Building \$1,586.64, Information Technology \$2,570.96, Police \$74,335.47, Traffic \$4,487.41, Fire \$48,542.76, Street \$29,952.24, Public Works \$22,274.43, Cemetery \$3,930.77, Library \$16,772.35, Recreation & Aquatics \$7,376.85, Recreation Center \$18,077.17, Sports Complexes \$11,787.20, Parks \$9,568.62, Supervision \$5,449.06, E911 \$23,767.55, RSVP \$5,962.54, Palace Transit \$20,408.41, JVCC \$1,540.00, Nutrition \$1,209.40, Water Distribution \$10,533.15, Sewer \$13,515.47, Airport \$3,034.08, Recycling Program \$5,999.59, Waste Collection

\$5,551.68, Landfill \$9,317.80, Corn Palace \$19,936.98, Golf Course \$5,784.38, Emergency Medical Services \$10,063.11.

NEW HIRES:

COMMUNITY SERVICES: Thomas Buffington-\$16.278.

CORN PALACE: Dakota Becker-\$9.35, Mary Letcher-\$10.85, Halle Mickelson-\$9.85.

RECREATION CENTER: Christina Siemsen-\$11.85, Ray VanOverschelde-\$10.85.

SALARY ADJUSTMENTS:

FIRE: Mark White-\$20.656.

POLICE: Crystal Reitzel-\$20.345.

RECREATION CENTER: Kim Strehlow-\$13.00, Lisa Schultz-\$13.00.

COMMUNITY SERVICES: Ken Graves-\$19.600.

WARRANTS: A-Ox Welding Supply, Supplies-\$216.39; AAA Collections, Pre-Collection Letters-\$35.00; Advance Auto Parts, Repair-\$285.90; Advantage Auto Glass, Repair-\$40.00; AFSCME Council 65, Union Dues-\$566.40; Al's Engraving, Supplies-\$491.95; Amazon Capital Services, Supplies-\$116.71; Americinn Fort Pierre, Travel-\$283.98; Ameripride Services, Supplies-\$140.53; Arctic Refrigeration, Repair-\$262.12; Auto Body Specialties, Supplies-\$22.85; Avera Queen of Peace Hospital, Supplies-\$346.57; Axon Enterprise, Supplies-\$7,311.00; B-Y Water District, Repair-\$7,923.70; Bailey Metal Fabricators, Repairs-\$96.25; Baker & Taylor, Book-\$3.59; Baker Bros Electric, Repairs-\$609.73; Big Daddy D's, Contract Services-\$3,858.75; Boyer Trucks Sioux Falls, Supplies-\$10,271.36; Brandon Manchester, Reimbursement-\$3,500.00; Carquest Auto Parts, Supplies-\$24.99; CDW Government, Supplies-\$140.69; Center Point Large Print, Books-\$89.28; Central Electric, Utilities-\$1,316.07; Century Link, Utilities-\$1,280.61; CHR Solutions, January Billing-\$2,899.82; Coca Cola Bottling, Supplies-\$1,139.56; Confluence, 2019-48 P.E. #6-\$2,840.01; Connections, Training-\$1,354.05; Continental Research, Supplies-\$445.23; Cook Implement, Supplies-\$163.28; Core-Mark Midcontinent, Supplies-\$7,562.36; Corporate Translation Service, Professional Service-\$13.70; County Fair, Supplies-\$78.91; Cummins Sales and Service, Maintenance-\$462.79; Dakota Pump, Repairs-\$2,287.52; Dawn Niehoff, Supplies-\$56.40; Dearreader, Subscription-\$350.00; Demco, Supplies-\$119.94; Department of Social Services, Child Support-\$1,159.27; Dick's Body Shop, Repairs-\$364.96; Dick's Towing,

Police Tow-\$340.00; Dive Rescue International, Training-\$637.50; DLT Solutions, Subscription-\$4,257.00; Don Everson, Supplies-\$116.44; Eric Hieb, Contract Services-\$4,361.26; Ethan School District, Corn Palace Games-\$1,432.70; Farmers Alliance, Supplies-\$1,808.66; Fastenal, Supplies-\$867.65; FBI-Leeda, Annual Dues-\$50.00; Fedex, Express Services-\$14.46; First National Bank Omaha, Supplies-\$9,128.90; Fox Paint & Blinds, Supplies-\$29.74; Fuller Williamson Nelsen & Preheim, Professional Fees-\$1,188.00; Gale, Books-\$599.02; Gaylen's Homegrown Popcorn, Supplies-\$375.00; Henry Schein, Supplies-\$2,290.90; Hillyard/Sioux Falls, Supplies-\$36.60; Honda of Mitchell, Equipment-\$170.96; IACP Membership, Membership-\$190.00; Ingram Library Services, Books-\$187.53; Innovative Office Solution, Supplies-\$235.24; Integrity Transcription, Transcribing Service-\$90.75; Interstate Office Products, Supplies-\$145.69; Jack's Campers, Supplies-\$51.90; JCL Solutions, Supplies-\$309.30; Jeremy Nielsen, Supplies-\$79.99; John Hegg, Supplies-\$21.99; Jolynn Hanson, CDL Renewal-\$33.00; Jones Supplies, Supplies-\$1,321.00; Justin Adams, Reimbursement-\$3,500.00; Karl's, Supplies-\$179.99; Kimball/White Lake School, Corn Palace Games-\$964.40; Krohmer Plumbing, Boiler Maintenance-\$922.76; Larry's I-90 Service, Repair-\$236.23; Laser Line, Supplies-\$2,487.22; Lodge at Deadwood, Travel-\$498.00; Lori Schmidt, Contract Services-\$200.00; Luke Ruml, Supplies-\$200.00; Make It Mine Designs, Supplies-\$1,214.59; McKenzy Young, Reimbursement-\$3,500.00; McLeod's Printing, Supplies-\$990.68; Menard's, Supplies-\$1,353.90; Meyers Oil, Supplies-\$2,854.84; Michael Todd & Company, Supplies-\$1,747.96; Midamerica Books, Books-\$59.85; Midwest Turf & Irrigation, Supplies-\$46.12; Millennium Recycling, Contract-\$1,078.35; Minitex, Supplies-\$213.00; Mitchell Animal Rescue, March Payment-\$350.00; Mitchell Concrete Product, Supplies-\$30.00; Mitchell Iron & Supply, Supplies-\$17.61; Mitchell Park & Recreation, Youth Wrestling Revenue-\$1,368.00; Mitchell Plumbing & Heating, Repairs-\$388.95; Mitchell Technical Institute, Repairs-\$96.08; Mitchell United Way, United Way-\$425.69; Mitchell Wrestling, Youth Wrestling-\$1,576.80; Mueller Lumber, Supplies-\$28.01; Muth Electric, Repairs-\$2,455.61; Napa Auto Parts, Repairs-\$1,202.63; Nathan Powell, Travel-\$310.75; Northwestern Energy & Communications, Utilities-\$33,756.40; Pat Dockendorf, Contract Services-\$125.00; Paulson Sheet Metal, Repairs-\$2,016.85; Penguin Management, Service Renewal-\$1,586.00; Pepsi Cola, Supplies-\$353.15; Phoenix Beltek, Supplies-\$108.58; Photography Unlimited, Professional Service-\$75.00; Porta Pros, Rental-\$151.00; Porter Distributing, Supplies-\$192.00; Prairie Fire Solutions, Repairs-\$270.00; Premier Pest Control, Contract Services-\$175.00; Puetz, 2019-48 P.E. #3-\$18,884.58; Qualified Presort, Contract Services-\$571.40; Quality Cut Lawn & Tree Service, 2019-53R2 P.E. #2-\$13,000.00; Rockmount Research & Alloy, Supplies-\$966.81; Roger Hazuka, Contract Services-\$150.00; Ron's Bicycle and Locksmith, Supplies-\$39.00; Runnings, Supplies-\$634.46; S & M Printing, Supplies-\$662.00; Sanitation Products, Supplies-\$995.43; Santel Communications, Utilities-\$106.16; Schmucker Paul & Nohr, 2019-39 P.E. #22-\$31,404.00; South Dakota Department of Revenue, Title Registration-\$51.20; South Dakota Newspaper

Services, Advertising-\$143.40; South Dakota One Call, Professional Service-\$31.50; South Dakota Public Assurance Alliance, Insurance-\$2,641.35; South Dakota Retirement System, Retirement Contributions-\$52,258.79; South Dakota-Supplemental Retirement, Supplemental Retirement-\$19,612.21; South Dakota-Supplemental Roth 457, Roth 457 Contributions-\$450.00; Sign Pro, Professional Service-\$49.30; Standard Insurance, Insurance Premium-\$414.44; Staples, Supplies-\$401.17; Stichtogether, Supplies-\$12.00; Sturdevant's Auto Parts, Supplies-\$1,895.88; Subway, Meals-\$38.74; Sun Gold Sports, Supplies-\$239.36; Teamsters Local No. 120, Union Dues-\$950.00; Tessier's, Supplies-\$1,361.65; Thune True Value Hardware, Supplies-\$102.81; Ticketforce, Monthly Fees-\$172.50; Titze Electric & Remodeling, Repairs-\$1,208.23; TK Electric, Supplies-\$451.89; TMA Stores, Supplies-\$1,654.51; Tractor Supply Credit Plan, Supplies-\$37.46; Transource, Supplies-\$372.16; Two Way Solutions, Repairs-\$608.93; Uline, Supplies-\$4,905.30; Upper Midwest Garage Door, Repairs-\$613.26; Verizon Wireless, Utilities-\$306.09; Vern Eide Chevrolet Buick, Repairs-\$128.17; Walmart, Supplies-\$75.92; Wheelco Brake & Supply, Supplies-\$988.57; Wholesale Electronics, Supplies-\$43.50.

Members present voting aye: Allen, Barington, McCardle, Sabers, Smith, Tjarks. Members present voting nay: none. Motion carried.

CITIZENS INPUT:

South Dakota Family Assistance Specialist Contractor Ruth Ragels informed City Council Members and the public of their Military Family Assistance programs that provides support and information to military members, families and friends to build up their military support circles, and strengthen their resiliency. Ragels said they are having a United Homefront gathering at the Overtime Steakhouse & Lounge on March 12, 2020 from 5:00 p.m. to 8:00 p.m. for those who are interested in attending.

Council Member Sabers asked Parks & Recreation Director Nathan Powell how the Ice Bumper Cars were going and if it was going to be a year around event. Powell stated that the Ice Bumper Cars have been busy and they are looking for another location to use them during the summer.

Council Member Allen asked Street Superintendent Kevin Roth for an update on the KC Hall demolition. Roth stated that Schoenfelder Construction salvaged over 300 ton of recycling from the KC building and an estimated 108 ton of construction was delivered to the landfill.

Council Member Tjarks asked Corn Palace Director Doug Greenway what precaution or safety measures the Corn Palace is doing to prevent the spread of the flu. Greenway stated that they have added additional hand sanitizers throughout the lobby and are frequently spraying door handles and tables with a germicide spray.

BOARD OF ADJUSTMENT:

Moved by Smith, seconded by McCardle, for the City Council to recess and sit as the Board of Adjustment. Motion carried.

Moved by Allen, seconded by Barington, to set date for March 16, 2020 on the application of Tracy Fink for a conditional use permit to operate a family residential childcare center located at 712 E 14th Avenue, legally described as Lot 9 & E 40 feet of Lot 8, Block 4, Northridge Subdivision, City of Mitchell, Davison County, South Dakota. The property is zoned R2 Single Family Residential District. Motion carried.

Moved by McCardle, seconded by Sabers, for the Board of Adjustment to adjourn and the City Council to reconvene in regular session. Motion carried.

PROJECT UPDATE:

Public Works Director Kyle Croce updated the City Council on the East Central Drainage Basin Utility and Street Improvement Project. Croce stated that the City is a candidate for an Economic Development Administration (EDA) grant that will be awarded in March. The grant would cover 80% of the project cost not including engineering cost for Phase II. Croce also stated that the SRF loan application for funding is available if the City is not awarded the grant.

CONSIDER APPROVAL:

Moved by Tjarks, seconded by Barington, to approve Enhanced Pedestrian Crossing Measures at the intersection of Kimball Street and Green Drive in the amount of \$3,200.00. Motion carried.

Moved by Allen, seconded by Sabers, to approve to reassign Capital Improvement Funds for the old pool remodel at the Recreation Center. Motion carried.

Moved by McCardle, seconded by Barington, to approve and authorize the Mayor to sign Agreement #A2020-12, Public Safety Maintenance Contract to Tessier's Inc. in the amount of \$3,492.00. Motion carried.

Moved by Smith, seconded by Tjarks, to approve and authorize the Mayor to sign Agreement #A2020-13, FEMA Hazard Mitigation Grant Assistance Application for the Wise Mobile Home Park Property Acquisition Project with the State of South Dakota with a total estimated cost of the project to be \$358,417.00 with the City's local match of \$53,464.00. Motion carried.

RESOLUTIONS:

Moved by McCardle, seconded by Sabers, to approve Resolution #R2020-10, Appoint Mayor as Authorized Agent for Hazard Mitigation Grant Program for Wise Mobile Home Park Project, as follows:

RESOLUTION #R2020-10

APPOINTMENT OF APPLICANT AGENT
For the Hazard Mitigation Grant Program (HMGP)

WHEREAS, the City of Mitchell is submitting a Hazard Mitigation Grant project to the Federal Emergency Management Agency and the State of South Dakota for the Wise Mobile Home Park Property Acquisition Project; and

WHEREAS, the City of Mitchell is required to appoint an Applicant Agent for the purpose of signing documents and assuring the completion of all application documents;

NOW THEREFORE BE IT RESOLVED that the City of Mitchell appoints Robert Everson as the authorized Applicant Agent for this project.

Motion carried and resolution declared duly adopted.

Moved by Tjarks, seconded by Allen, to approve Resolution #R2020-11, Annual Bridge Inspection Program with the SDDOT to Hire Brosz Engineering, as follows:

**RESOLUTION #R2020-11
BRIDGE REINSPECTION**

WHEREAS, Title 23, Section 151, United States Code and Title 23, Part 650 Subpart C, Code of Federal Regulations, requires initial inspection of all bridges and reinspection at intervals not to exceed two years with the exception of reinforced concrete box culverts that meet specific criteria. These culverts are to be reinspected at intervals not to exceed four years.

THEREFORE, the City of Mitchell is desirous of participating in the Bridge Inspection Program using Bridge Replacement funds.

The City of Mitchell requests SDDOT to hire Broz Engineering, Inc. Consulting Engineers for the inspection work. SDDOT will secure federal approvals, make payment to the Consulting Engineer for inspection services rendered, and bill the City for 20% of the cost. The City of Mitchell will be responsible for the required 20% matching funds.

Motion carried and resolution declared duly adopted.

ORDINANCE:

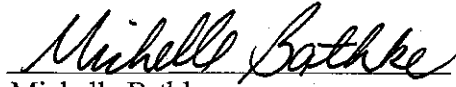
Discussion took place with those who were for the project and those in opposition of the proposed housing project.

Moved by McCardle, seconded by Sabers, to place Ordinance #O2020-02, An Ordinance Changing the District Classification of the Real Property Currently Owned by Avera Queen of Peace from UD Urban Development District and R4 High Density Residential District to the Ridge View on Foster Planned Development on first reading. Roll call vote.

Members present voting aye: Allen, McCardle, Sabers, Smith, Tjarks. Members present voting nay: none. Motion carried with Barington abstaining.

ADJOURN:

There being no further business to come before the meeting, Mayor Everson adjourned the meeting.


Michelle Bathke
Finance Officer

Published once at the approximate cost of _____.