

MINUTES OF THE REGULAR MEETING OF THE SALEM CITY COUNCIL HELD IN THE COUNCIL ROOM OF CITY HALL IN SALEM SOUTH DAKOTA ON MONDAY, APRIL 11, 2016 AT 6:00 P.M.

Mayor Robin Rayman called the meeting to order with Council Members George Eichacker, Laura Gessner, Ben Johnson, Ron Mayrose, Doug Mokros and Robin Westhoff present. Foreman William Selland and Gabriel Laber of DGR Engineering were also present.

Motions made were unanimous of Council members present unless roll call identifies otherwise.

Motion Gessner, second Mokros, carried, to approve the minutes of March 7, 2016 with a correction to the date in the header and March 21, 2016 as written.

Motion Mayrose, second Johnson, carried, to approve the following reports: the Finance report stating a balance of \$2,524,618.26 for all funds and includes all investments and cash on hand; sewer pumpage of 3,986,000 gallons; water pumpage of 2,586,400 gallons; and the bacteriology report is satisfactory.

Motion Mokros, second Eichacker, carried, to approve the police report from the McCook County Sheriff.

Motion Mokros, second Westhoff, carried, to approve the Foreman report presented by Foreman Selland. The following items were discussed:

- JD tractor lease program.
- Interstate Power Systems generator maintenance contracts for 2017, 2018 & 2019.
- Maguire Iron 2016 Water Tower inspection.
- DGR Engineering Contracts.
- Nano Skid Repair.

Gabe Laber, DGR Engineering, discussed DGR's proposal to perform the scope of services described on a Task Order basis. The Task Order includes a Master Agreement and then each project is identified as a separate Task Order.

- Task 0 is for Miscellaneous Engineering Services. Fee Agreement: Hourly fee basis. Scope of work examples: plan & plat review, map updates, general city planning requests, curb & gutter staking.
- Task 1 – 2016 Water, Sewer & Street Project. Fee Agreement \$3,750.00. Scope of Work: Complete the Wastewater System Facility Plan Amendment & Water System Facility Plan Amendment, present the amendments to the Council and work with City and SECOG to complete funding applications for the project to CDBG, SD DENR, SD DOT and USDA RD.
- Task 2 – Water Treatment Plant Improvements. Fee Agreement: Hourly fee basis with an estimate of \$5,000 for the review of Treatment Plant Operations and \$1,500 for the header pipe replacement. Scope of Work: Header pipe replacement – review shop drawings and answer questions during installation; review treatment plant operations to include the following: 1) coordinate water sampling/review results, 2) RO performance projections, 3) finished water stability calculations, 4) miscellaneous analysis, 5) review results and develop work plan, 6) meeting to discuss results.

Laber also reviewed the two proposals for the Nano Skid Repair. D.W. Proehl low bid is \$19,220 and will be able to fix header within the next month.

Finance Officer Heumiller stated City Attorney Gerlach reviewed and approved the Master Agreement.

Motion Mokros, second Johnson, carried, to participate in the JD tractor with loader/grapple forks lease program with Fred Haar.

Motion Mokros, second Johnson, carried, to approve the 3 year (2017, 2018, 2019) Maintenance Contract with Interstate Power Systems, Inc. for the generators at City Hall and the Salem Armory.

Motion Mokros, second Johnson, carried, to approve the 2016 Water Tower Inspection Agreement with Maguire Iron Inc at a cost of \$1,390.00.

Motion Mokros, second Eichacker, carried, to approve the Master Agreement with DGR Engineering.

Motion Gessner, second Mokros, carried, to approve Task Order "0" with DGR Engineering for Miscellaneous Engineering Services with an hourly fee basis.

Motion Mokros, second Johnson, carried, to approve Task Order "1" with DGR Engineering for the 2016 Street, Sewer, Water Project with listed scope of work at a cost of \$3,750.00.

Motion Gessner, second Johnson, carried, to approve Task Order "2" with DGR Engineering for Water Treatment Plant Improvements with listed scope of work on an hourly fee basis, estimated at \$6,500.00.

Motion Mayrose, second Johnson, carried, to approve D.W. Proehl' s quote of \$19,220.00 to replace existing R.O. PVC piping with stainless steel piping and valves.

Sewer Televising/Cleaning Project Update: Final reports and video were received from SPN.

Pool Bathhouse & Playground Project:

Motion Johnson, second Mayrose, carried, to approve pay request #1 from Swift Contractors Inc in the amount of \$5,230.00. Pay request covers bonding and insurance requirements.

The color scheme of the playground equipment was reviewed and approved by Council.

The city responsibilities on the removal of the playground equipment, sand, play curbs, trees, and bathhouse were reviewed. Bathhouse building will need to be removed and dirt grade established to include the capping/abandoning of exposed services.

Committee reports were given.

Motion Mokros, second Johnson, carried, to approve the following claims:

Payroll: Finance Office \$4632.17; City Hall \$154.13; Streets \$1622.73; Storm-Sewer \$286.92; Parks \$345.02; Armory \$1638.81; Snow \$653.51; Water \$3224.92; Sewer \$1457.37; Payroll Taxes \$1040.65; City Share: Health \$1775.04; Dental \$94.78; Aflac \$95.28; Life 43.80; Retirement \$840.95.

Claims:

VENDOR NAME	DESCRIPTION	AMOUNT
BANK OF THE WEST	DEPOSTI REFUND	60.00
BARBARA KELLEY	WATER DEPOIST REFUND	71.17
BEST WESTERN RAMKOTA - RAPID C	MENTELE_CONFERENCE MARCH 16	230.97
BRIAN MENTELE	ROAD CONFERENCE - RAPID & MDSH - MITCHELL	369.92
CENTRAL FARMERS CO-OP	DIESEL; SNOW/STREET TANK LEASE - LAGOONS	341.62
CENTURY BUSINESS PRODUCTS	COPIER MAINT. CONTRACT	26.25
COLE PARMER	WTP-CIP ACID VALVE	259.15
CONSOLIDATED WATER SOLUTIONS	WTP - FILTERS (60)	753.52
DEPARTMENT OF TRANSPORTATION	SNOW: SALT/SAND	186.00
DUSTTEX SERVICE INC	RUG SERVICE - CITY HALL & ARMORY	107.11
FRIEBERG, NELSON & ASK LLP	5 OWNERSHIP/ENCUMB REPORTS MCCOOK ABSTRACT & TITLE	980.50
FRONTLINE PLUS FIRE & RESCUE	2016 SIREN SERVICE CONTRACT	250.00
HAWKINS INC	WTP: CHEMICALS	1,522.46
HD SUPPLY WATERWORKS	ST/SE REPAIRS/ 4 METERS & MXU & DIST SUPPLY	2,835.60
HEGG REALTORS	WATER DEPOSIT REFUND	60.00
HILLYARD	PARK: SUPPLIES	838.66
INDELCO PLASTICS CORPORATION	WTP: CIP SKID REPAIR PARTS & FIRE HALL PARTS	454.74
INTERNATIONAL CODE COUNCIL	FY2016 RENEWAL	135.00
IRON WHEEL SALES & SERVICE INC	WTP: UF REPAIR SUPPLIES	6.97
JASON BLOSMO	I-29 LEAGUE & TOURNEY FEES (2) TEAMS	500.00
LORI A HEUMILLER	RED CROSS LTS FACILITY FEE	300.00
MCCOOK COUNTY AUDITOR	LAW AGREEMENT	7,323.00
MIDAMERICAN ENERGY CO	UTILITIES	609.82
MIDAMERICAN RESEARCH CHEMICAL	SUPPLIES: SEWER/ARMORY/PARKS/H2O/ARMORY	5,063.31
ON DECK SPORTS	PITCHING MATS - SALEM BASEBALL	616.00
PRODUCTIVITY PLUS ACCOUNT	STREET: LOADER MAINTENANCE & HEATER FAN	387.53
PUTHOFF REPAIR SALES & SERVICE	SUPPLIES: STREETS	5.13
RBS SANITATION INC	GARBAGE CONTRACT & MARCH PICKUP SERVICE	5,662.30
SALEM LUMBER CO	ARMORY-DOOR TRIM PAINTING	163.49
	FIRE HALL OVERHEAD DOOR REHAB	21,813.57
SALEM SPECIAL	MARCH PUBLICATIONS	705.28

SALEM WATER DEPARTMENT	UTILITIES	166.20
SD GOVERNMENT FINANCE OFFICERS	2016 CONFERENCE REGISTRATION	75.00
SD HUMAN RESOURCE ASSOCIATION	2016 CONFERENCE REGISTRATION	50.00
SERVALL TOWEL & LINEN	SHOP: RAG SERVICE	16.80
SIOUX FALLS NETWORKS	OFFSITE BACKUP	34.00
SOUTH DAKOTA ONE CALL	MARCH 2016 LOCATES	17.85
SOUTHEASTERN ELECTRIC COOPERAT	UTILITIES	118.71
SPENCER QUARRIES INC	SAND - ST/SE REPAIR & 7/16" CHIPS: CHIP SEAL STREETS	3,325.48
STATE OF SOUTH DAKOTA	WTP: WATER TESTING FEES	30.00
STURDEVANT'S SALEM INC	LOADER FILTERS: WA/SE/STREETS	50.61
T & C PIT STOP INC	FUEL	106.42
TRIOTEL COMMUNICATIONS INC	UTILITIES	221.30
US POSTMASTER	20 ROLLS .34 CENT STAMPS	680.00
XCEL ENERGY	UTILITIES	7,218.59
ZAPP HARDWARE	SUPPLIES: WTP/ARMOYR/CITYAHL	387.34
CLAIMS PRE-APPROVED:		
VERIZON	UTILITIES	104.49
ACH		
STATE OF SOUTH DAKOTA	SALES TAX COLLECTED 2016/MARCH	489.98
FIRST NATIONAL BANK SIOUX FALLS	SRF LOAN PAYMENTS	38,842.41

The Council reviewed the following bids on the four overhead doors.

OVERHEAD DOORS

April 11, 2016 3:30 p.m. bid opening

BIDDER	DAN RABENHORST	ROLAND VANDERWERFF	DENTON COMBS
DOOR - 1	263.75	162.00	250.00
DOOR - 2	-	162.00	250.00
DOOR - 3	-	162.00	250.00
DOOR - 4	-	162.00	250.00

Motion Mayrose, second Johnson, carried, to accept the high bids, Door 1 to Dan Rabenhorst for \$263.75 and Door 2 – 4 to Denton Combs for \$750.00.

WNV Grant was discussed. Consensus of the Council is to apply for a new ULV machine and chemical.

Motion Mokros, second Westhoff, carried, to approve the 2016 Concession Stand agreement with the SSYR.

Mayor Rayman read a letter of resignation from Alycia Eich. Alycia's family is moving to Iowa; her official last day is June 1, 2016.

Motion Eichacker, second Johnson, carried, to approve Alycia Eich's resignation effective June 1, 2016. Council thanks Alycia for her years of service and wishes her family success on their new opportunity.

Advertisement for Assistant Finance Officer will be published immediately, applications due April 29th. Interviews to be held the week of May 2nd. Interview committee – Mayor Rayman, Council Members Mayrose, Mokros, and Gessner.

Motion Johnson, second Westhoff, to hire the following 2016 seasonal life guard employees:

- Head Lifeguards: Heather Mead, \$11.25 per hour
- Lifeguards: Brenden Ecklein, \$9.35 per hour
- Allison Schallenkamp, \$9.35 per hour (w/ WSI)
- Joey Eickman, \$9.10 per hour
- Drew McCormick \$9.10 per hour
- Austin Stromberg \$8.85 per hour

Kylar Hansen \$8.85 per hour
Colin Sabers \$8.85 per hour

Motion Gessner, second Johnson, carried, to hire the following 2016 Seasonal Coaches:

Softball Coaches: Havard, Brian – 8/Under Team- \$1,000.00
Dekiniker, D.J. – 8/Under Team - \$1,000.00
Koepsell, Melissa – 10/Under Team – \$1,000.00.
Baseball Coaches: Durfee, Doug– Rugrats (5/6 yr. olds) - \$1,000.00
Grady, Jeremy – Peewee (7/8 yr. olds) & Midget (10/11 yr. olds) - \$2,000.00
Randall, Tom – Peewee (8/9 yr. olds) & Midget (11/12 yr. olds) - \$2,000.00
Cheeseman, Craig – Teeners (13/14 yr. olds) - \$1,000.00
Bosn, Brett – Teeners (15/16 yr. olds) - \$500.00
Assistant Coaches: Cole Cheeseman, Kyle Tuschen and Matt Wegener - \$8.55 per hour

Motion Gessner, second Westhoff, carried, to hire Robert Schnider as a substitute burn site operator at a wage of \$9.39 per hour.

Motion Mayrose, second Eichacker, carried, to approve the purchase of the following 2016 budgeted items:

- (6) 8' Standard perforated metal portable picnic tables (T8XPP-PERF) from Leisure Craft Inc at a cost of \$4,976.35 (\$691.00 per table plus shipping).
- (84) NPS-800 folding chairs from SCHOOLSin at a cost of \$1,764.80 (\$16.95 per chair plus shipping).

Uniforms for 10/under softball and PeeWee Baseball have been ordered – expenses covered by sponsors.

Motion Mokros, second Westhoff, carried, to authorize Mayor Rayman and Finance Officer Heumiller to pay league fees as they become due.

Finance Officer Heumiller informed the Council of the change of location for the 2016 Car Show. Proposal is to move the car show to the park area, due to the shade it provides to participants and spectators. A map of the area and proposed street closure for the Car Show was presented. Pool Fund Raising committee will be the sole food vendor for this year's show. Council was agreeable to the venue and road closure. Property owners will be notified closer to the event.

Council extends a thank you to the Salem Senior Citizens for their \$4,764.85 donation to the new Playground Equipment and to MidAmerican Energy Foundation's donation of \$2,500.00 to the Pool Renovation Project.

Next meeting is scheduled for Monday, May 9, 2016.

Motion Gessner, second Johnson, carried, to adjourn at 7:40 PM.

Dated this 11th day of April, 2016, at Salem, South Dakota.

Robin Rayman
Mayor

ATTEST:

Lori Heumiller
Finance Officer

Published once at the approximate cost of _____.