

CITY OF SISSETON
November 12, 2019 AGENDA
Sisseton City Hall – 6:30 p.m.

Agenda:

1. Call to Order
2. Adopt Agenda
3. Minutes – October 15, 2019
4. Bills Payable
5. Reports:
 - a. Liquor
 - b. Police
 - c. Street/Safety
 - d. Water/Sewer
 - e. Building Permits
 - f. Finance
 - g. City Attorney
6. Public Comment
7. Visitors:
 - a.
8. Public Hearings:
 - a. 7:00 Liquor Operating Agreement Transfer Application – Tacos El Bajio
9. Old Business
 - a.
10. New Business
 - a. Youth Baseball Association – Baseball Complex Funding Request
 - b. Airport Hangar Lease Renewals
 - c. Approve Street Department Seasonal Help
 - d. Comstock Construction pay request #2 – Baseball Complex Project
 - e. Health Insurance Renewal
11. Travel Approval
 - a.
12. Ordinances and Resolutions
 - a. Resolution 2019-11: Consolidated Board of Equalization
 - b. Ordinance 660: Supplemental Appropriation, first reading
13. Information and Discussion Items
 - a. Special Council Meeting on Tuesday, November 19, 2019 at 7:00 p.m.
 - b. Township Fire Protection Contracts
14. Mayor/Council Member Reports
15. Such Additional Items Which May Properly Come Before the Council
16. Adjourn

The meeting is open to the public and interested persons are encouraged to attend. The TDD number is 1-800-877-1113. Disabled individuals wishing assistance should contact the City Finance Officer for information and/or special assistance – the request should be made at least 48 hours in advance of the meeting.

The City Council for the City of Sisseton met in regular session on Tuesday, October 15, 2019 at 6:30 p.m.

Members present were Mayor Terry Jaspers, Aldermen Brooks, German, Just, Solberg, Stapleton and Wegleitner.

Others Present: Erin Cameron, Amber Kemnitz, Ellen Lekness, Jim Croymans, Myron Doud, Gary Spencer, Terry Sutton, Craig Bair, Dan Nigg, Calvin Max

Call to Order: Mayor Jaspers called the meeting to order at 6:30 p.m.

Agenda: Wegleitner moved and Just seconded to approve agenda as presented. All voted aye.

Minutes: Stapleton moved and Solberg seconded to approve the September 9, 2019 minutes. All voted aye.

Bills Payable: Brooks moved and Solberg seconded to approve the bills payable as presented. All voted aye.

Liquor: Lekness presented the September 2019 liquor report.

Police: Croymans reported on police department.

U.S. Department of Justice Grant Agreement: Just moved and Wegleitner seconded to authorize Mayor Jaspers to sign grant agreement with U.S. Department of Justice for Police Department equipment. All voted aye.

Street/Safety: Doud reported for street department.

Water/Sewer: Spencer reported for water/sewer department.

Building Permits: Stapleton moved and Brooks seconded to approve the following building permits: 2019-32 H.Anderson, 2019-33 Sisseton School. All voted aye.

Finance Report: Wegleitner moved and Just seconded to approve the September 2019 finance report. All voted aye.

City Attorney: Attorney Cameron updated Council on a Health Board inspection. Calvin Max addressed Council regarding necessary sewer repairs at property. Council was in agreement to have City crew clean up outside of property.

Aerial Applicator's Lease: Solberg moved and Brooks seconded to authorize Mayor Jaspers to sign Aerial Applicator's Lease with Bair Aviation Inc. All voted aye.

Surplus Property: Council discussed property that has been declared surplus but haven't received bids on. Mayor Jaspers appointed Brooks, Just and Stapleton as an appraisal board for surplus vehicle, and Solberg, Wegleitner and German as an appraisal board for surplus lots.

SD Department of Transportation AIP 3-46-0051-15-2019 Agreement: Stapleton moved and Brooks seconded to authorize Mayor Jaspers to sign Agreement with SD Department of Transportation for AIP 3-46-0051-15-2019. All voted aye.

Helms & Associates Amendment #1 to AIP 3-46-0051-013-2017: Brooks moved and Just seconded to authorize Mayor Jaspers to sign Amendment #1 to Agreement for Professional Services for AIP 3-46-0051-013-2017 with Helms & Associates. All voted aye.

Media One Agreement: Solberg moved and Just seconded to authorize Mayor Jaspers to sign Website Hosting Agreement with Media One. All voted aye.

SD Community Foundation Contribution: Stapleton moved and Wegleitner seconded to distribute contribution in the amount of \$5,800.00 from SD Community Foundation to Valley View Country Club. All voted aye.

BX Civil & Construction, Inc. Pay Request #4: Brooks moved and Just seconded to approve pay request #4 from BX Civil & Construction, Inc. in the amount of \$74,218.75 for the SD Hwy 10 Water & Sewer Project. All voted aye.

Comstock Construction, Inc. Pay Request #1: Just moved and Stapleton seconded to approve pay request #1 from Comstock Construction, Inc. in the amount of \$98,570.25 for the Baseball Complex Project. All voted aye.

Concrete Drainage Channel Bids: Bids were received on the concrete drainage channel project as follows:

Base Bid – 10 Foot Channel:

Lien Transportation Company - \$115,933.50

F.R.S. Inc. dba Solbros Construction - \$116,474.53

BX Civil & Construction, Inc. - \$173,878.00

American General Contractors, Inc. - \$272,511.00

Alternate Bid – 4 Foot Valley Gutter

Lien Transportation Company - \$47,303.00

F.R.S. Inc. dba Solbros Construction - \$57,416.55

BX Civil & Construction, Inc. - \$92,191.00

American General Contractors, Inc. - \$137,171.00

Solberg moved and Just seconded to accept base bid for the 10 foot drainage channel from Lien Transportation Company in the amount of \$115,933.50. All voted aye.

Special Event Application: Wegleitner moved and Stapleton seconded to approve the special event application submitted by Aliive Roberts County for a Trunk or Treat event on Veterans Ave. and Maple St. on Thursday, October 31, 2019. All voted aye.

Visitors: Gary Hanson addressed Council regarding a City lien on a property that was purchased by Emanuel Lutheran Church.

Property Lien: Wegleitner moved and Solberg seconded to accept half of the amount due on the lien against property at 714 E. Maple St. purchased by Emanuel Lutheran Church. All voted aye.

Travel: Brooks moved and Just seconded to approve travel for Fire Chief Pageler to attend the SD Fire Chiefs Association Annual Meeting in Deadwood, SD. All voted aye.

Resolution 2019-6: Stapleton moved and Wegleitner seconded to approve Resolution 2019-6 as follows:

WHEREAS, Roberts County received assistance in the preparation of the Roberts County Pre-Disaster Mitigation Plan 2019-2024 from representatives of the City of Sisseton and received funding from the South Dakota Office of Emergency Management/FEMA; and

WHEREAS, several public planning meetings were held between October of 2018 and July of 2019 regarding the development and review of the Roberts County Pre-Disaster Mitigation Plan 2019-2024; and

WHEREAS, the Roberts County Pre-Disaster Mitigation Plan 2019-2024 contains several potential future projects to mitigate hazard damage in the City of Sisseton; and

WHEREAS, the Federal Emergency Management Agency (FEMA) has rendered its approval of the Roberts County Pre-Disaster Mitigation Plan on September 10, 2019; and

WHEREAS, a duly noticed public hearing was held by the Roberts County Pre-Disaster Mitigation Team on July 18, 2019 to solicit public comment on the Roberts County Pre-Disaster Mitigation Plan 2019-2024; and

WHEREAS, a duly noticed public meeting was held by the Sisseton City Council on October 15, 2019 to formally approve and adopt the final Roberts County Pre-Disaster Mitigation Plan 2019-2024.

NOW, THEREFORE, BE IT RESOLVED that the Sisseton City Council adopts the Roberts County Pre-Disaster Mitigation Plan 2019-2024.

All voted aye.

Resolution 2019-7: Solberg moved and Just seconded to approve Resolution 2019-7 as follows: BE IT RESOLVED by the City Council of Sisseton, South Dakota in a regular meeting assembled that the plat of Brook's Addition in the City of Sisseton, in the NW1/4NE1/4 of

Section 33, T126N, R51W of the 5th P.M., Roberts County, South Dakota be approved this 15th day of October 2019.

Alderman Brooks abstained from vote, all other members voted aye, motion carried.

Resolution 2019-8: Brooks moved and Wegleitner seconded to approve Resolution 2019-8 as follows:

WHEREAS, the City Council for the City of Sisseton, Roberts County, South Dakota, will put a special assessment against property as hereinafter set forth for the collection of outstanding bills for property improvements due to the City of Sisseton.

Property Legal Descriptions:

Lot 12 in Block 42, City of Sisseton, SD; in the amount of \$300.00 for mowing;

Lots 4 & 5; N 11' of lot 6 in Block 96, City of Sisseton, SD; in the amount of \$120.00 for mowing

S 11' of Lot 6; Lots 7-8 in Block 96, City of Sisseton, SD; in the amount of \$120.00 for mowing;

Lots 1-6 in Block 49, City of Sisseton, SD; in the amount of \$240.00 for mowing;

Lots 7-12 in Block 49, City of Sisseton, SD; in the amount of \$240.00 for mowing;

Lots 4-6 in Block 14, City of Sisseton, SD; in the amount of \$120.00 for mowing;

Lots 5-6 in Block 35, City of Sisseton, SD; in the amount of \$720.00 for mowing;

S 16.5' of Lot 15; Lot 16; Lot 17 exc the S2W2; Lot 18 exc the W2 in Block 12, City of Sisseton, SD; in the amount of \$120.00 for mowing;

Lots A & B in Block 5, City of Sisseton, SD; in the amount of \$80.00 for mowing;

Lots 19 & 20 in Block 5, City of Sisseton, SD; in the amount of \$80.00 for mowing;

E2 of Lots 21-24 in Block 5, City of Sisseton, SD; in the amount of \$80.00 for mowing;

W2 of Lots 7-12 in Block 8, City of Sisseton, SD; in the amount of \$120.00 for mowing;

Lots 21-24 in Block 69, City of Sisseton, SD; in the amount of \$360.00 for mowing.

THEREFORE, BE IT RESOLVED by the City Council of Sisseton, in Roberts County, South Dakota in a meeting assembled that the Finance Officer is authorized to file a special assessment against the properties with the Roberts County Auditor for the outstanding bills.

All voted aye.

Resolution 2019-9: Solberg moved and Stapleton seconded to approve Resolution 2019-9 as follows:

WHEREAS, SDCL 9-21-14.1 allows the accumulation of funds for a period of longer than one (1) year for specific capital outlay purposes otherwise authorized by law and

WHEREAS, the City of Sisseton has several projects requiring capital outlay which are too large to fund from one (1) year's budget

NOW THEREFORE BE IT RESOLVED that the City of Sisseton accumulates funds pursuant to SDCL 9-21-14.1 for the following projects.

From the 2019 Appropriation Ordinance:

Fire Dept Equipment	\$10,000.00
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Street Dept Equipment	\$50,000.00
Police Dept Equipment	\$25,000.00
SSPA Capital Impr. Project	\$7,500.00

All voted aye.

Resolution 2019-10: Wegleitner moved and Solberg seconded to approve Resolution 2019-10 as follows:

BE IT RESOLVED, that \$60,000.00 shall be transferred from the Liquor Fund to the General Fund as provided in the 2019 Appropriation Ordinance.

All voted aye.

Information & Discussion: Regular November City Council meeting will be held on Tuesday, November 12, 2019.

Adjourn: Stapleton moved and Wegleitner seconded to adjourn. All voted aye. Meeting adjourned at 7:52 p.m.

Amber Kemnitz, Finance Officer

**City of Sisseton
Liquor Store Report
October 2019**

Liquor Store Deposits	87,705.83
Less Sales Tax	-6,083.43
Gross Liquor Store Sales	81,622.40

Opening Inventory	129,304.52
Purchases	64,597.72
Total Merchandise	193,902.24
Closing Inventory	-136,586.33
Cost of merchandise for sale	57,315.91

Liquor Store Profit	24,306.49
Less Expenses	-22,965.16
Net Liquor Store Profit	1,341.33

10% tax on clubs

End Zone	442.54
Hickory St. Kitchen & Cocktails	626.83
Rosalie's	316.58
Taco's El Bajio	18.77
Billys	39.66
Doubletree Gallery	9.23
Dollar General	261.39
Family Dollar	0.00
Holiday	1,163.85
K&K	1,424.03
Stillsons	548.57
Total	4,851.45

Other Expenses

Salaries	10,867.23
FICA	831.31
Retirement	470.84
Work Comp	0.00
Group Insurance	767.70
Unemployment Insurance	21.56
Insurance/Prof Services	8,196.33
Publishing	0.00
Repair	0.00
Supplies	970.47
Equipment	0.00
Utilities	839.72
Total Expense	22,965.16

Breakdown - Liquor Store Deposits

Beer	37,006.82
Whiskey	37,287.23
Wine	3,531.72
Pop/Miscellaneous	1,968.70
Tobacco	1,701.19
Ice	126.82
Total	81,622.48

Net liquor store profit plus 10% from clubs

6,192.78

Sisseton Police Dept. 2019 Totals

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	Yearly Total
Accidents	11	14	6	0	4	1	2	5	6	3	0	0	52
Assaults	8	9	3	2	8	5	0	8	8	11	0	0	62
DUI	7	7	4	8	13	11	18	5	15	12	0	0	100
Underage Consumption	2	3	3	2	22	9	8	11	17	10	0	0	87
Drug Violations	23	38	55	53	43	52	41	52	36	71	0	0	464
Disorderly Conduct	5	2	5	5	6	7	10	6	3	5	0	0	54
Theft	3	3	2	3	3	2	5	3	5	2	0	0	31
Vandalism	2	0	2	5	2	2	3	2	2	3	0	0	23
Misc (Tickets)	90	69	95	92	99	117	123	131	108	106	0	0	1030
Arrests	34	44	41	38	44	44	50	46	46	51	0	0	438
Curfew	0	0	3	0	17	8	10	8	11	6	0	0	63
Warrant Arrests	9	18	10	13	8	12	13	7	12	16	0	0	118
Monthly Total	194	207	229	221	269	270	283	284	269	296	0	0	2522

Building Permits November 2019

PERMIT #	NAME	ADDRESS	DESCRIPTION
2019-34	Beth Gray	314 West Maple	Chain Link Fence
2019-36	Emanuel Lutheran Church	321 7th Ave East	House Demo
2019-37	CDP Hospital	205 Orchard Dr	Addition
2019-38	Orville Bubak	603 East Maple	Storage Shed

CITY OF SISSETON - FINANCE REPORT**October 2019**

Balance last report		12,949,826.56
Receipts this month		
Property Tax	23,420.67	
Sales Tax	108,787.52	
Amusement Tax	336.00	
Building Permits	160.00	
Peddler/Pawnshop License	50.00	
Dog License	24.00	
Liquor/Malt Bev. License	0.00	
Video Lottery License	0.00	
State/Federal Grants	2,638.27	
State/County Shared Revenue	0.00	
Bank Franchise	0.00	
Motor Vehicle License	2,254.69	
Local Hwy/Bridge Fund	17,927.33	
Sisseton Housing Pmt in Lieu of Taxes	0.00	
Accident Reports	8.00	
Sales/Excise Tax	0.00	
Fire Dept Fees	2,500.00	
Hwy & Street	1,055.29	
Library/Recreation Fees	0.00	
Av Gas sales	1,133.40	
Fines	50.00	
Interest	13,645.37	
Rentals	8,702.00	
Rubble Site Charges	0.00	
Cable TV Franchise	5,498.54	
Contributions and Donations	99,020.25	
Miscellaneous (Includes pmt for SRO)	11,453.47	
Sale of Fixed Assets	0.00	
Compensation for loss-insurance proceeds	0.00	
Third Cent Sales Tax	6,484.96	
Liquor Sales	81,622.40	
Sales Tax	6,083.43	
Operating Agreements	0.00	
10% Beverage Mark Up	5,034.97	
Utility receipts	89,479.70	
Bulk Water	0.00	
Sale of Water Supplies	1,211.90	
Sales Tax	0.00	
Sewer - Land Rent	8,337.25	
Other Solid Waste Revenue	95.42	
Total Receipts		497,014.83
<u>Total Expense</u>		<u>565,656.80</u>
Cash Balance End of Month		12,881,184.59

Respectfully Submitted by Amber Kemnitz, Finance Officer

Revenue - October 2019

	<u>Anticipated</u>	<u>YTD Revenue</u>	<u>Balance</u>
General Fund			
Property Tax	775,000.00	461,235.75	313,764.25
Sales Tax	1,100,000.00	859,577.46	240,422.54
Amusement Tax	335.00	336.00	-1.00
Taxi License	0.00	0.00	0.00
Building Permits	1,200.00	906.00	294.00
Pawnshop License	200.00	100.00	100.00
Peddler License	100.00	100.00	0.00
Dog License	300.00	401.00	-101.00
Liquor & Malt Beverage License	5,000.00	3,800.00	1,200.00
Video Lottery Fees	2,500.00	2,550.00	-50.00
Federal Grants	0.00	107,111.97	-107,111.97
State Grants	75,000.00	14,369.01	60,630.99
Bank Franchise Fee	12,000.00	13,938.73	-1,938.73
Liquor Tax Reversion	15,000.00	7,459.98	7,540.02
Motor Vehicle License	30,000.00	30,057.31	-57.31
Local Hwy/Bridge Fund	60,000.00	54,384.10	5,615.90
Other State Share Revenue	0.00	0.00	0.00
Payment in Lieu of Tax	16,000.00	23,321.12	-7,321.12
County Road Tax	2,200.00	2,246.47	-46.47
Accident Reports	150.00	220.00	-70.00
Fire Dept Townships	22,000.00	24,650.67	-2,650.67
BIA/SWST Fire Dept	0.00	2,940.00	-2,940.00
Fire Dept Ins Co & Individual Pmts	7,500.00	2,900.00	4,600.00
Hwy & Street	500.00	4,007.79	-3,507.79
Recreation	10,000.00	11,420.26	-1,420.26
Library Card Fees	750.00	911.83	-161.83
AV Gas (Airport)	7,500.00	10,843.41	-3,343.41
Fines	150.00	246.47	-96.47
Dog Keeping	100.00	190.00	-90.00
Interest	15,000.00	194,865.82	-179,865.82
Rentals	25,000.00	22,701.90	2,298.10
Rubble Site Charge	0.00	300.00	-300.00
Private Donations	125,000.00	106,315.11	18,684.89
Cable TV Franchise Fee	20,000.00	16,679.55	3,320.45
Other Miscellaneous Revenue	65,000.00	45,021.86	19,978.14
Dividend Income	0.00	0.00	0.00
Sale of General Fixed Assets	0.00	2,801.00	-2,801.00
Compensation for loss-ins. proceeds	0.00	0.00	0.00
<u>Operating Transfers In</u>	<u>60,000.00</u>	<u>0.00</u>	<u>60,000.00</u>
Total General Fund	2,453,485.00	2,028,910.57	424,574.43
Liquor, Lodging & Dining Sales Tax	75,000.00	52,897.97	22,102.03
State Grant	0.00	0.00	0.00
Interest	0.00	0.00	0.00
Liquor	1,052,500.00	939,839.86	112,660.14
Water	451,000.00	390,125.00	60,875.00
Sewer	411,000.00	350,871.24	60,128.76
Sanitation	295,650.00	248,403.95	47,246.05
Total City Funds	4,738,635.00	4,011,048.59	727,586.41

Expenditures - October 2019

	<u>Appropriation</u>	<u>YTD Expense</u>	<u>Balance</u>
General Fund			
Legislative	50,235.00	24,138.54	26,096.46
Contingency	100,000.00	0.00	100,000.00
Executive	12,200.00	8,399.97	3,800.03
Elections	2,200.00	0.00	2,200.00
Legal	12,000.00	5,962.50	6,037.50
Finance Office	89,350.00	66,031.67	23,318.33
Financial Administration	43,000.00	43,355.48	-355.48
General Government Building	40,200.00	23,418.41	16,781.59
Police	569,000.00	436,732.08	132,267.92
Fire	76,000.00	200,847.36	-124,847.36
Street Department	513,500.00	269,717.96	243,782.04
Snow Removal	54,800.00	68,044.62	-13,244.62
Street Lighting	51,500.00	34,815.80	16,684.20
Street Cleaning	9,000.00	3,773.03	5,226.97
Airport	189,000.00	197,927.85	-8,927.85
Health	9,000.00	9,055.97	-55.97
Recreation	258,900.00	149,835.81	109,064.19
Parks	28,100.00	9,741.24	18,358.76
Library	161,300.00	112,521.55	48,778.45
Economic Development	125,950.00	83,971.95	41,978.05
<u>Capital Outlay</u>	<u>92,500.00</u>	<u>0.00</u>	<u>92,500.00</u>
Total General Fund	2,487,735.00	1,748,291.79	739,443.21
Special Revenue Fund-Promotion	75,000.00	55,011.01	19,988.99
Enterprise Funds			
Liquor	1,073,700.00	757,033.23	316,666.77
Water	442,200.00	125,786.07	316,413.93
Sewer	626,200.00	736,909.36	-110,709.36
Garbage	257,900.00	198,628.78	59,271.22
Total City Funds	4,962,735.00	3,621,660.24	1,341,074.76

**City of Sisseton
Cash Fund Balance
October 2019**

Cash by Fund

General Fund	7,032,963.26
Lodging & Dining Sales Tax Fund	135,945.82
Liquor Fund	1,193,230.04
Liquor Fund - Change	700.00
Water Fund	2,218,783.46
Water Fund - Change	200.00
Sewer Fund	1,939,433.38
<u>Garbage Fund</u>	<u>359,928.63</u>
Total	12,881,184.59

Bank Reconciliation

Checking Account First Savings Bank	1,170,727.48
FIT GCR Acct	10,043,439.92
Wells Fargo Acct #4231	599,465.48
Dacotah Bank 7/23/20	513,377.43
BankStar Financial 9/3/20	500,000.00
RCNB - Library Trust	53,274.28
<u>Change Fund</u>	<u>900.00</u>
Cash Balance	12,881,184.59

NOTICE OF PUBLIC HEARING ON APPLICATION FOR TRANSFER OF
OPERATING AGREEMENT RETAIL LIQUOR

NOTICE IS HEREBY GIVEN THAT: The City Council in and for the City of Sisseton, South Dakota on the 12th day of November, 2019 at the hour of 7:00 p.m. at City Hall in the City Council Room will meet in regular session to consider the following transfer application for an operating agreement for a Retail (on sale) Liquor Establishment to operate within the municipality for the 2019 licensing period which has been filed with the City Finance Officer.

Transfer from:
Tacos El Bajio
10 4th Ave. W.

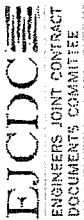
Transfer to:
Tacos El Bajio
407 Veterans Ave.

NOTICE IS FURTHER GIVEN THAT: Any person, persons or their attorney may appear and be heard at said scheduled Public Hearing who are interested in the approval or rejection of any such application.

Dated at Sisseton, South Dakota this 23rd day of October 2019.

Amber Kemnitz
Finance Officer

Publish: October 29, 2019



Contractor's Application for Payment No. _____

To (Owner): CITY OF SISSETON	Application Period: 11/7/2019
Project: LWCF PROJECT NO. 46-01507 SISSETON BALL PARK EXPANSION	Via (Engineer): COMSTOCK CONSTRUCTION, INC
Owner's Contract No.:	Contractor's Project No.: 199566
	Engineer's Project No.:

Application For Payment Change Order Summary

Approved Change Orders Number	Additions	Deductions	
1	\$38,425.00	\$255,248.60	
TOTALS			
	\$38,425.00	\$255,248.60	
NET CHANGE BY CHANGE ORDERS			
		-\$216,823.60	

1. ORIGINAL CONTRACT PRICE..... \$ 588,400.00
2. Net change by Change Orders..... \$ -216,823.60
3. Current Contract Price (Line 1 + 2)..... \$ \$371,576.40
4. TOTAL COMPLETED AND STORED TO DATE
(Column F total on Progress Estimates)..... \$ \$229,342.00
5. RETAINAGE:
 - a. 10% X \$229,342.00 Work Completed..... \$ \$22,934.20
 - b. 10% X _____ Stored Material..... \$ _____
 - c. Total Retainage (Line 5.a + Line 5.b)..... \$ \$22,934.20
6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5.c)..... \$ \$306,407.80
7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application)..... \$ \$98,570.25
8. AMOUNT DUE THIS APPLICATION..... \$ \$107,837.55
9. BALANCE TO FINISH, PLUS RETAINAGE
(Column G total on Progress Estimates + Line 5.c above)..... \$ \$165,168.60

Contractor's Certification
The undersigned Contractor certifies, to the best of its knowledge, the following:
(1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;
(2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all Liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such Liens, security interest, or encumbrances); and
(3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective

By: Date: 11/7/19

Payment of: \$ 107,837.55
(Line 8 or other - attach explanation of the other amount)

is recommended by: (Date) 11-7-19
(Engineer)

Payment of: \$ _____
(Line 8 or other - attach explanation of the other amount)

is approved by: _____ (Date) _____
(Owner)

Approved by: _____ (Date) _____
Funding or Financing Entity (if applicable)

Progress Estimate - Unit Price Work

Contractor's Application

For (Contract):		LWCF PROJECT NO 46-01507 SISSEYON BALL PARK EXPANSION										Application Number: 2	
Application Period: 2												Application Date: 4/37/76	
Bid Item No	Item Description	Contract Information				B		C	D	E	F		
		Item Quantity	Units	Unit Price	Total Value of Item (\$)	Estimated Quantity Installed	Value of Work Installed to Date				Materials Presently Stored (not in C)	Total Completed and Stored to Date (D + E)	% (F/B)
1	MOBILIZATION	1	LS	\$60,000.00	\$60,000.00	0.9	\$54,000.00			\$54,000.00	90.0%	\$6,000.00	
2	CLEARING	1	LS	\$7,150.00	\$7,150.00	1	\$7,150.00			\$7,150.00	100.0%		
3	CHANGED TO DISKING & GRADING OF TOPSOIL	1	LS	\$19,676.00	\$19,676.00	1	\$19,676.00			\$19,676.00	100.0%		
4	EXCAVATION & PLACEMENT OF SOIL FILL	1500	CUYD	\$5.35	\$8,025.00	1500	\$8,025.00			\$8,025.00	100.0%		
5	CCO NO 1 DELATED THIS ITEM												
6	CCO NO 1 DELATED THIS ITEM												
7	FURNISHING & PLACING OF GRANDULAR GRAVEL IN PARKING LOT AND WALKING PATH	1503	TON	\$ 9.00	\$28,557.00	2119	\$40,261.00			\$40,261.00	141.0%	-\$17,704.00	
8	CCO NO 1 DELATED THIS ITEM												
9	CCO NO 1 DELATED THIS ITEM												
10	GRASS SEEDING FERTILIZER & MULCHING	22046	SOYD	\$0.65	\$14,329.90							\$14,329.90	
11	FURNISH AND INSTALL AUTOMATIC IRRIGATION SYSTEM	2	EACH	\$13,650.00	\$27,300.00	2	\$27,300.00			\$27,300.00	100.0%		
12	FURNISH AND INSTALL 20" HIGH BACKSTOP	2	EACH	\$13,300.00	\$26,600.00							\$26,600.00	
13	20"X20"X20" 5 RAILS												
14	FURNISH AND INSTALL 8" HIGH OUTFIELD FENCE WITH THREE RAILS	1174	FT	\$5.00	\$29,350.00							\$29,350.00	
15	FURNISH AND INSTALL 4" HIGH SIDELINE FENCE	386	FT	\$=0.00	\$15,840.00							\$15,840.00	
16	PARKING LOT	1412	FT	\$ 5.00	\$21,180.00							\$21,180.00	
17	FURNISH AND INSTALL 4" HIGH 10' WITH DOUBLE SWING GATES	1	EACH	\$750.00	\$750.00							\$750.00	
18	FURNISH AND INSTALL 4" HIGH 4" WIDE GATES	6	EACH	\$315.00	\$1,890.00							\$1,890.00	
19	FURNISH AND INSTALL 6" HIGH 16" WIDE DOUBLE SWING GATES	5	EACH	\$845.00	\$4,075.00							\$4,075.00	
20	FURNISH AND INSTALL 8" HIGH 4" WIDE SINGLE SWING GATES	1	EACH	\$544.00	\$544.00							\$544.00	
21	FURNISH AND INSTALL BALL DIMOND AGGREGATE	560	TON	\$81.00	\$45,360.00	391	\$31,671.00			\$31,671.00	69.8%	\$13,689.00	
22	FURNISH AND INSTALL YARD HOSE HYDRANT & WATER LINE TO IT	1	EACH	\$853.00	\$853.00	1	\$853.00			\$853.00	100.0%		
23	FURNISH AND INSTALL 6" PVC WATER MAIN	530	FT	\$=0.00	\$21,200.00	530	\$21,200.00			\$21,200.00	100.0%		
24	FURNISH AND INSTALL 6" TAP TO CITY WATER MAIN	1	EACH	\$1,500.00	\$1,500.00	1	\$1,500.00			\$1,500.00	100.0%		
Totals - Page 1					\$334,179.90		\$211,656.00			\$211,656.00	63.3%	\$122,543.90	

Progress Estimate - Unit Price Work

Contractor's Application

For (Contract):		LWCF PROJECT NO 46-01507 SISSETON BALL PARK EXPANSION		Application Number: 2										
Application Period: 2				Application Date: 43776										
Item		Contract Information			F									
Bid Item No.	Description	Item Quantity	Units	Unit Price	Total Value of Item (\$)	Estimated Quantity Installed	Value of Work Installed to Date	Materials Presently Stored (not in C)	Total Completed and Stored to Date (D + E)	% (F / E)	Balance to Finish (B - F)			
												B		C
24	FURNISH AND INSTALL 6" 60 DEGREE MI WYE	1	EACH	\$835.00	\$835.00	1	\$835.00		\$835.00	100.0%				
25	FURNISH AND INSTALL 6" 90 DEGREE MI BEND	1	EACH	\$727.00	\$727.00	1	\$727.00		\$727.00	100.0%				
26	FURNISH AND INSTALL 6" GATE VALVE/BO W/BOX	1	EACH	\$2,324.00	\$2,324.00	1	\$2,324.00		\$2,324.00	100.0%				
27	FURNISH AND INSTALL 2 1/2" FLUSH HYDRANT	1	EACH	\$1,200.00	\$1,200.00	1	\$1,200.00		\$1,200.00	100.0%				
28	FURNISH AND INSTALL EXTERIOR 220 ELECTRIC SERVICE PANEL & UNDERGROUND WIRE TO TRANSFORMER. POWER SERVICE TO DUGDOUTS. FUTURE SCORE BOARD. SOURCE OF POWER FOR IRRIGATION SYSTEM BALL FIELD	1	LS	\$12,620.00	\$12,620.00	1	\$12,620.00		\$12,620.00	100.0%				
29	CCO NO. 1 DELATED THIS ITEM													
30	CCO NO. 1 DELATED THIS ITEM													
31	CCO NO. 1 DELATED THIS ITEM (CCO 1 ERROR)	1	LS	\$0.50	\$0.50						\$0.50			
32	CCO NO. 1 ADDED THIS ITEM ASPHALT CONCRETE CLASS D FURNISH AND PLACE ASPHALT 2 INCHES DEEP ON WALKING PATH	1	LS	\$19,690.00	\$19,690.00						\$19,690.00			
Total - Page 2											\$17,705.00	\$17,705.00	47.3%	\$19,690.50
Grand Total											\$229,342.00	\$229,342.00	61.7%	\$142,234.40



THE HEALTH POOL OF SOUTH DAKOTA
208 Island Drive, Ft. Pierre, SD 57532 Phone: 1-800-658-3633

November 4, 2019

Amber Kemnitz
Sisseton, City of
406 2nd Ave. W
Sisseton, SD 57262

Dear Ms. Kemnitz:

Thank you for your continued support of the Health Pool of SD (HPSD). The pool has successfully completed 24 years of operation as of December 31, 2019.

After two consecutive years of a rate pass, we are pleased to announce a minimal rate increase this year of 5.4% overall.

Members must indicate their renewal intention no later than December 1 of this year for purposes of a January 1 renewal date. ***Please complete the enclosed Subscription Agreement, make any necessary updates, and return on or before December 1. Also sign and return the enclosed Confirmation of MSP Addendum.***

The pool's open enrollment will be held in **November** of each year for purposes of a January 1 renewal date. Each Member's coverage will then extend from January 1 to December 31 of successive years.

Your loss ratios or are as follows:

Fiscal 2016-2017	84.6%
July 1, 2017 - December 31, 2017	39.9%
Calendar 2018 thru June 30	45.7%
Calendar 2019 thru June 30	92.0%

Your average loss ratio for the past 3 years is 59.2%. The pool's loss ratio for the period January 1, 2019 thru June 30, 2019 was 108.6%.

Based on this information and the actuarial analysis, the HPSD Board of Trustees has approved the following monthly contribution rates, effective January 1, 2020 through December 31, 2020.

November 4, 2019
Sisseton, City of
Page 2

Current Plan: D

	Current Contribution	Contribution Effective January 1, 2020	
Single	\$ 767.70	\$ 809.16	
Employee +1	\$1,422.30	\$1,499.10	
Employee + Children	\$1,563.67	\$1,648.11	
Family	\$1,838.85	\$1,938.15	

Again, thank you for your continued support of the Health Pool of South Dakota. If you have any questions regarding the renewal packet, or would like pricing for an alternate plan design, please contact me at 1-800-658-3633 or email sandi@sdmunicipalleague.org

Best Regards,
The Health Pool of South Dakota

Sandi Larson

Sandi Larson, Director of Risk Sharing Services
www.healthpoolsd.org

Enclosures

Board of Trustees

Al Cerny – Chairman
City of Gregory

Yvonne Taylor, Secretary
Executive Director, SDML

Mike Grosek
City of Webster

Jennifer Eimers
City of Madison

Chip Schroeder
Tripp County

Resolution 2019-11

WHEREAS, the City Council of Sisseton finds it to be in the best interest for the City of Sisseton to consolidate with Roberts County as a Board of Equalization.

THEREFORE, BE IT RESOLVED by the City Council of Sisseton, in Roberts County, South Dakota in a meeting assembled that the City of Sisseton will consolidate with Roberts County as a Board of Equalization for 2020.

BE IT FURTHER RESOLVED, that representatives of the City of Sisseton Council for the 2020 Consolidated Board of Equalization shall be Aldermen Brooks and Stapleton with Alderman Just as alternate.

Dated at Sisseton, Roberts County, South Dakota this 12th day of November 2019.

Terry Jaspers, Mayor

ATTEST:

Amber Kemnitz, Finance Officer

ORDINANCE 660

Supplemental Appropriation Ordinance

Be it ordained by the City of Sisseton that the following sums are appropriated to meet the obligations of the municipality.

Part I

General Fund:

101-42210	Fire	
	Machinery & Equipment	167,500.00
101-43130	Snow Removal	
	Salaries	15,000.00
	Repairs	5,000.00
	Supplies	5,000.00
101-43500	Airport	
	Professional Services	75,000.00
101-44100	Health	
	Supplies	3,360.00
101-45110	Recreation	
	Improvements	150,000.00
Liquor, Lodging, Dining Gross Receipts Sales Tax Fund:		
211-46501	Promotion	
	Promotion: Donation to Roberts County 4-H	25,000.00

Part II

The following designates the fund or funds that money from the following sources is applied to:

General Fund

Unassigned Fund Balance	192,500.00
Private Donations	150,000.00
Federal Grants	75,000.00
State Grants	3,360.00

Liquor, Lodging, Dining Gross Receipts Sales Tax Fund

Unassigned Fund Balance	25,000.00
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This ordinance shall take effect and be in force from and after twenty days after the date of publication, after final passage and adoption.

Terry Jaspers, Mayor

ATTEST:

Amber Kemnitz, Finance Officer

Passed this first reading this 12th day of November 2019.

Passed this second reading and adoption this _____ day of December 2019.