

The City Council for the City of Sisseton met in regular session on Monday, December 10, 2018 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, Mark Mauersberger, David Lau, Georgia Streier

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

Agenda: German moved and Solberg seconded to approve agenda as presented. All voted aye.

Minutes: Stapleton moved and Wegleitner seconded to approve the November 13, 2018 minutes. All voted aye.

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

Liquor: Lekness presented the November 2018 liquor report.

Police: Croymans reported on police department.

Street/Safety: Doud reported for street department.

Street Department Seasonal Wage: Wegleitner moved and Stapleton seconded to amend hourly rate for seasonal snow removal employees from \$12.00 per hour to \$15.00 per hour. All voted aye.

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

Building Permits: German moved and Just seconded to approve the following building permits: 2018-48 R.Morales. All voted aye.

Finance Report: Wegleitner moved and Brooks seconded to approve the November 2018 finance report. All voted aye.

Visitors: Mark Mauersberger and David Lau with Dakota Range Winds were present to discuss the Dakota Range III wind turbine project in Roberts County. Council members were invited to a public meeting regarding the project scheduled on December 19, 2018 at 6:00 p.m. in Summit, SD.

Liquor Licenses and Operating Agreements Public Hearing: A public hearing was held at 7:10 p.m. concerning the 2019 liquor licenses, liquor operating agreements and off-sale wine license. There was no public input. Wegleitner moved and Stapleton seconded to approve the off sale liquor license in the name of the City of Sisseton and the on-sale liquor operating agreements with The End Zone, Hickory Street Kitchen & Cocktails, Rosalie's and Tacos El Bajio and off-sale wine with Dollar General. All voted aye.

Airport Engineering Proposals: Stapleton moved and German seconded approval of proposal from Helms & Associates for engineering services for the Municipal Airport for 2019-2023. All voted aye.

CDP Hospital 340B Program MOU: Solberg moved and Brooks seconded to authorize Mayor Jaspers to sign Memorandum of Understanding with Coteau Des Prairies Hospital for the 340B Program. All voted aye.

Resolution 2018-11: Stapleton moved and German seconded to approve Resolution 2018-11 as follows:

WHEREAS, garbage fees, water fees and sewer fees should defer the actual expense of the operation of the city's water, sewer and sanitation system so that this cost is not borne by the general fund.

THEREFORE BE IT RESOLVED that the garbage, water and sewer rates to become effective January 1, 2019 shall be set as follows:

GARBAGE RATES:

The residential garbage rate shall be set at \$12.35 per month. The senior citizen discounted garbage rate shall be set at \$9.45 per month (Senior Citizens, over age 65, must apply for this discounted rate at City Hall). The rate for qualifying apartments with dumpsters shall be set at \$10.05 per month.

Commercial garbage rates are as follows:

Base Charge Commercial	\$22.10
Consumption charge for extra usage (no dumpster)	\$5.00/pickup
Consumption charge (dumpster)	\$2.80/yd

RUBBLE SITE:

Residents will be charged \$1.70 per month, billed on the monthly utility bill. There will be no fees assessed when the rubble site is attended. A \$10.00/load charge will be billed when rubble site is not attended.

Items accepted at Sisseton's restricted use rubble site include leaves, grass clippings, stump grindings, garden debris, branches, cement, wood products, and fill dirt. White goods will be accepted according to proper handling procedures. All rubble must be sorted, with a full accounting made after inspection. Unusual materials and requests will be considered by the Sisseton City Council at a regular meeting.

It is mandatory that all rubble dumped at Sisseton's restricted rubble site be inspected.

The rubble site will be attended as weather permits, usually beginning mid April through October. Days and hours of operation will be posted.

IN TOWN WATER RATES:

The minimum charge for 2,000 gallons of water be set at \$15.80 per month and that the charge for excess gallons of water be set at \$2.94 per 1,000 gallons excess for 2,000 to 350,000 gallons used and \$1.58 per 1,000 gallons for excess water over 350,000 gallons.

OUT OF TOWN WATER RATES:

The minimum charge for 2,000 gallons of water be set at \$47.40 per month and that the charge for excess gallons of water be set at \$5.30 per 1,000 gallons excess for 2,000 to 8,000 gallons used and \$3.68 per 1,000 gallons for excess over 8,000 gallons.

SEWER RATES FOR RESIDENTIAL USERS AND NON-RESIDENTIAL USERS LOCATED WITHIN THE LEGAL LIMITS OF THE CITY OF SISSETON:

Residential users are considered to be one class of user and are assessed a charge of \$3.15 per 1000 gallons per month. Non residential users with flows no greater than the average residential user's flows of six thousand gallons per month and with 200 mg/L BOD and 250 mg/L SS will pay the same charge of \$3.15 per 1000 gallons per month as the average residential user. The minimum sewer bill for any class user will be \$18.90 per month, or \$3.15 per 1000 gallons, whichever is greater.

Non-residential users with volumes greater than the average residential user will pay an additional charge of \$3.15 per 1000 gallons per month for all flows greater than the average residential user's flow of six thousand gallons per month.

Any non-residential user with BOD and SS greater than the average residential user's strength of 200 mg/L BOD and 250 mg/L SS will pay a surcharge in accordance with the rates shown in the surcharge rate structure.

SEWER RATES FOR RESIDENTIAL USERS AND NON-RESIDENTIAL USERS LOCATED OUTSIDE OF THE LEGAL LIMITS OF THE CITY OF SISSETON:

Residential users are considered to be one class of user and are assessed a charge of \$6.30 per 1000 gallons per month. Non-residential users with flows no greater than the average residential user's flows of six thousand gallons per month and with 200 mg/L BOD and 250 mg/L SS will pay the same charge of \$6.30 per 1000 gallons per month as the average residential user. The minimum sewer bill for any class user will be \$37.80 per month or \$6.30 per 1000 gallons, whichever is greater.

Non-residential users with volumes greater than the average residential user will pay an additional charge of \$6.30 per 1000 gallons per month for all flows greater than the average residential user's flow of six thousand gallons per month.

Any non-residential user with BOD and SS greater than the average residential user's strength of 200 mg/L BOD and 250 mg/L SS will pay a surcharge in accordance with the rates shown in the surcharge rate structure.

CHARGE SET FOR TURN-ON AND TURN-OFF OF WATER SERVICES:

The charge for turning off and turning on water service to a customer shall be set at \$25.00 for each turn-on and \$25.00 for each turn-off of water service at the water shut-off. If the water is not shut off at the water shut-off, the customer shall be charged the minimum water and sewer charges.

These rates will become effective January 1, 2019. The residential monthly sewer bill will be based on the water usage of January, February and March of each year. Non-residential sewer bill will be based on actual water usage year round.

mg/L = milligrams per liter - parts per million (ppm)

Dated this 10th day of December, 2018.

The City of Sisseton
All voted aye.

Ordinance 655: Just moved and Brooks seconded to approve the second reading and adoption of Ordinance 655 - Supplemental Appropriation Ordinance. Upon roll call vote, voting aye were Brooks, Just, Stapleton, Solberg, Wegleitner and German. Motion carried.

Ordinance 656: Solberg moved and Just seconded to approve the first reading of Ordinance 656 the 2019 Salary Ordinance. Upon roll call vote, voting aye were Brooks, Just, Stapleton, Solberg, Wegleitner and German. Motion carried.

Information & Discussion: A special Council meeting will be held on Thursday, December 27, 2018 at 5:30 p.m. Attorney Cameron discussed Health Board inspections and issue with vicious dog. Council discussed draft ordinance allowing chickens in city limits. Council members were in agreement not to pursue changing the ordinance to make the allowance.

Adjourn: Wegleitner moved and Stapleton seconded to adjourn. All voted aye. Meeting adjourned at 7:55 p.m.

Amber Kemnitz, Finance Officer

November 2018 Bills Payable

Bank Charge-Credit Card	bank charge	719.58
Health Pool of SD	health insurance	13,818.60
Postmaster	postage	174.72
Postmaster	postage	300.00
RCNB	ACH fees	57.10
SD Retirement	retirement	4,178.25
Venture	utilities	1,324.35
Verizon	utilities	170.44
EFTPS	payroll tax	5,026.28
Payroll:	administration	6,461.82
	public safety	24,060.54
	public works	7,374.98
	culture/recreation	5,130.09
	economic development	2,120.01
	liquor	7,261.82
	water	3,677.07
	sewer	3,677.06
	sanitation	6,577.82
		92,110.53

December 10, 2018 Bills Payable

American Bottling	merchandise	304.97
Coca Cola	merchandise	336.25
Ellwein Brothers	merchandise	21,428.75
Henry's Foods	merchandise	2,335.58
Johnson Bros	merchandise	13,744.50
Ellen Lekness	merchandise	110.23
Porter Distributing	merchandise	8,184.00
Republic National Distributing	merchandise	12,034.55
SD Treasurer	sales tax	6,734.51
Southern Glazer's of SD	merchandise	1,516.20
Republic National Distributing	merchandise	4,391.10
Center Point Large Print	books	42.54
Gale/Cengage Learning	books	77.22
Heartland Ag-Business Group	books	25.00
Know Buddy	books	354.74
Librarians Choice	books	196.61
Lookout Books	books	230.60
MidAmerica Books	books	99.75
Jayne Nieland	books/supplies/travel	115.14
Sebco Books	books	54.89
Shopko	books/supplies	167.88
Wells Fargo Credit Card	books	246.49
KBWS	promotion	175.00
KIXX	promotion	125.00
Media One	promotion	14,750.00
Sara McGregor-Okrio	promotion	200.00
Sisseton Arts Council	promotion	1,740.14
Sisseton Volunteer Fire Dept	intergovernmental	2,140.00
Ace Hardware	supplies	269.49
AmeriPride	supplies	154.93
Auto Value Parts Store	supplies	222.21
Baus Oil	utilities	3,123.90
Erin Cameron	prof services	446.25
CHS	utilities	2,210.64
Core & Main	supplies	668.49
Display Sales	supplies	89.50
First Call Auto Parts	supplies	203.03
FP Mailing Solutions	postage meter lease	156.00
Galls	supplies	740.00
Hawkins	supplies	2,375.37
Helms & Associates	prof services	86,338.59
Holiday Service	supplies	944.28

Home Comfort Heating & Cooling	repair	1,758.15
Municode	supplies	225.00
Ruth Munro	maintenance	240.00
Otter Tail Power Co.	utilities	7,768.40
RC Treasurer - Landfill	landfill rent	6,450.73
Redlinger Bros.	repair	1,363.59
Rinas Farms Inc.	repair	435.00
Rolstad Farm & Gravel	supplies	210.00
Jason Sackreiter	supplies	25.00
SD Dept of Revenue	lab fees	43.00
SD Treasurer	sales tax	1,285.11
Sisseton Courier	publishing/supplies	171.48
Sisseton Radiator Works	repair	251.56
Sisseton Volunteer Fire Dept	travel	755.84
Stillson Service	supplies	1,720.51
Summit Supply Corp.	supplies	2,928.19
Teal's Market	supplies	19.58
Tech One	repair	450.75
Traverse Electric Coop	utilities	269.80
Tri State Building Center	supplies	641.16
Tri State Water	supplies	26.90
Twin Valley Tire	repair & supplies	2,123.16
Valley Office Products	supplies	63.98
Verizon	utilities	68.20
W. D. Larson Co.	supplies	83.96
Wex Bank	supplies	1,674.77
Whetstone Valley Electric Coop	utilities	175.39
Xerox	copier leases	222.38

221,255.91

ORDINANCE 655

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:

101-43500	Airport	
	Professional Services	60,000.00
101-44100	Health	
	Supplies	3,425.00
101-45510	Library	
	Repairs	13,800.00
101-46500	Economic Development & Assistance	
	Promotion: Valley View Country Club	21,500.00

Liquor, Lodging, Dining Gross Receipts Sales Tax Fund:

211-46501	Promotion	
	Promotion: Donation to RC Sportsmen’s Club	15,000.00
	Donation to Heritage Museum	10,000.00

Part II

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

General Fund	
Private Donations	35,300.00
Federal Grants	57,000.00
State Grants	6,425.00
Liquor, Lodging, Dining Gross Receipts Sales Tax Fund	
Unassigned Fund Balance	25,000.00

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 13th day of November 2018.
Passed this second reading and adoption this 10th day of December 2018.