

The City Council for the City of Sisseton met in regular session on Monday, December 9, 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, Jim Croymans, Myron Doud, Gary Spencer, Jeff Fryer, Terry Sutton

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

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

Minutes: Just moved and Wegleitner seconded to approve the November 12 & 19, 2019 minutes. All voted aye.

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

Liquor: Council received the November 2019 liquor report.

Police: Croymans reported on police department.

Approval to Hire Patrol Officer: Brooks moved and Solberg seconded to approve hiring Jonathan Sheehan as a patrol officer effective December 19, 2019 at a wage of \$19.61 per hour. All voted aye.

Street/Safety: Doud reported for street department.

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

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

Visitors: Jeff Fryer with Fryer Auto Service addressed Council regarding use of property located within the Highway Commercial Zoning District. Council had concerns with accumulation of inoperable vehicles as well as vehicle parts. Jeff informed Council that the property will be cleaned up within two weeks.

Liquor Licenses and Operating Agreements Public Hearing: A public hearing was held at 7:00 p.m. concerning the 2020 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.

City Attorney: Attorney Cameron discussed removal of viscous dog from city limits.

Public Comment: None

Surplus Property Bid Opening: At 7:15 p.m. surplus property bids were received as follows:

1990 Chevy Pickup: Bryce Johnson \$1,253.00
E 63' of lots 13-15 in Block 87: No Bids
German moved and Just seconded to accept bid from Bryce Johnson in the amount of \$1,253.00 for the 1990 Chevy Pickup. All voted aye.

Resolution 2019-13: A request was received from business owners to designate an area on Veterans Ave. as 2 hour parking. There was no action taken by Council to approve the resolution.

Comstock Construction, Inc. Pay Request #3: Brooks moved and German seconded to approve pay request #3 from Comstock Construction, Inc. in the amount of \$89,716.50 for the Baseball Complex Project. All voted aye.

ARC/PLC Program: Mayor Jaspers informed Council that the 80 acres of land previously enrolled in CRP is eligible to enroll in the ARC/PLC program but the funds received would need to go to the Sisseton School District according to USDA guidelines. Just moved and Stapleton seconded to approve enrollment in the ARC/PLC Program with the understanding that any funds received from the program would need to go to the Sisseton School District, and to authorize Mayor Jaspers to sign documents with the FSA Office. All voted aye.

AIP 3-46-0051-015-2019 Construction Contracts: Brooks moved and Just seconded to authorize Mayor Jaspers to sign construction contracts with J&J Earthworks, Inc. for Bid Schedule A and with Efraimson Electric, Inc. for Bid Schedule B for the Airport Runway Reconstruction Project. All voted aye.

Resolution 2019-12: Stapleton moved and German seconded to approve Resolution 2019-12 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, 2020 shall be set as follows:

GARBAGE RATES:

The residential garbage rate shall be set at \$12.70 per month. The senior citizen discounted garbage rate shall be set at \$9.75 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 \$10.35 per month.

Commercial garbage rates are as follows:

Base Charge Commercial	\$22.75
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 \$16.30 per month and that the charge for excess gallons of water be set at \$3.03 per 1,000 gallons excess for 2,000 to 350,000 gallons used and \$1.63 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 \$48.90 per month and that the charge for excess gallons of water be set at \$5.46 per 1,000 gallons excess for 2,000 to 8,000 gallons used and \$3.79 per 1,000 gallons for excess over 8,000 gallons.

BULK WATER:

An availability charge of \$10.00 per occurrence will be assessed to the purchase of bulk water. Usage rate for bulk water is set at \$5.46 per 1,000 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 \$3.25 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 \$3.25 per 1000 gallons per month as the average residential user. The minimum sewer bill for any class user will be \$19.50 per month, or \$3.25 per 1000 gallons, whichever is greater.

Non-residential users with volumes greater than the average residential user will pay an additional charge of \$3.25 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 \$6.50 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 \$6.50 per 1000 gallons per month as the average residential user. The minimum sewer bill for any class user will be \$39.00 per month or \$6.50 per 1000 gallons, whichever is greater.

Non-residential users with volumes greater than the average residential user will pay an additional charge of \$6.50 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, 2020. 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 9th day of December, 2019. The City of Sisseton. All voted aye.

Ordinance 660: Solberg moved and Brooks seconded to approve the second reading and adoption of Ordinance 660 - Supplemental Appropriation Ordinance. Upon roll call vote, voting aye were: Brooks, Just, Stapleton, Solberg, Wegleitner and German. Motion carried.

Ordinance 661: Wegleitner moved and Just seconded to approve the first reading of Ordinance 661 the 2020 Salary Ordinance. Upon roll call vote, voting aye were Brooks, Just, Stapleton, Solberg, Wegleitner and German. Motion carried.

Information & Discussion: A special City Council meeting will be held on Monday, December 30, 2019 at 5:30 p.m.

Adjourn: German moved and Stapleton seconded to adjourn. All voted aye. Meeting adjourned at 7:40 p.m.

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

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 9th day of December 2019.

November 2019 Bills Payable

Bank Charge-Credit Card	bank charge	706.00
BX Civil & Construction Inc.	hwy 10 project	178,475.00
Comstock Construction Inc.	baseball project	107,837.55
First Savings Bank	fees	47.30
Health Pool of SD	health insurance	13,818.60
Postmaster	supplies	300.00
Postmaster	supplies	170.80
SD Retirement	retirement	4,224.42
Venture Communication	utilities	1,326.09
Verizon Wireless	utilities	241.89
EFTPS	payroll tax	5,141.67
Payroll:	administration	6,605.25
	public safety	21,844.15
	public works	9,878.89
	culture/recreation	5,348.76
	economic development	2,224.00
	liquor	7,443.61
	water	3,799.60
	sewer	3,799.60
	sanitation	6,939.68
		380,172.86

December 9, 2019 Bills Payable

Coca Cola	merchandise	247.75
Ellwein Brothers	merchandise	19,516.75
Henry's Foods	merchandise	1,979.74
Johnson Bros.	merchandise	11,474.99
Madison Bottling Co.	merchandise	165.32
Porter Distributing	merchandise	7,938.55
Republic National Distributing	merchandise	7,472.27
SD Treasurer	sales tax	6,591.23
Southern Glazer's	merchandise	2,990.56
Springer Gourmet, Inc.	merchandise	205.50
True Brands	merchandise	513.68
Johnson Bros.	merchandise	1,551.69
Republic National Distributing	merchandise	7,208.22
Cengage Learning	books	79.47
Center Point Large Print	books	42.54
Librarians Choice	books	240.30
MidAmerica Books	books	654.30
Jayne Nieland	books & travel	133.57
Wells Fargo Credit Card	books	526.29
Heritage Museum	promotion	946.74
Sara McGregor-Okroi	promotion	220.58
Sisseton Arts Council	promotion	2,720.35
Watertown Radio	promotion	175.00
Sisseton Volunteer Fire Dept.	intergovernmental	1,490.00
Ace Hardware	supplies	129.68
American Carpet Care	maintenance	427.90
AmeriPride	supplies	160.42
Auto Value	supplies	839.98
Blue 360 Media	supplies	82.75
Erin Cameron	prof services	1,726.10
CHS	utilities	1,483.23
City of Sisseton	supplies	27.77
Dacotah Insurance	insurance	1,320.00
FedEx	supplies	13.43
Steve Finnesand	repair	2,020.00
First Call Auto Parts	supplies	299.35
FP Mailing Solutions	postage meter lease	156.00
Hamm Plumbing	4-H building project	7,543.84
Hawkins	supplies	2,892.64
Helms & Associates	prof services	4,566.55
Holiday Service	supplies	758.25
Colbey Lehrke	supplies	161.85

Lyle Signs	supplies	220.70
Milbank Communications	supplies	359.00
Municode	annual support	225.00
My Turn Playsystems	supplies	3,515.00
Ruth Munro	maintenance	306.00
Oien Electric	repair	511.97
Otter Tail Power Company	utilities	7,362.01
RC Treasurer - Landfill	landfill rent	6,276.60
Riteway Business Forms	supplies	138.00
Roberts County Auditor	AlertSense	300.00
SD Public Health Lab	lab fees	71.00
SD Treasurer	sales tax	1,260.16
Sisseton Courier	publishing	205.45
Sisseton Radiator Works	repair	114.76
Sisseton Volunteer Fire Dept.	supplies	765.00
Stillson Service	supplies	2,052.48
Teal's Market	supplies	66.52
Top Quality Mfg.	supplies	39.95
Traverse Electric Coop	utilities	1,815.06
Tri State Building Center	supplies	299.33
Tri State Water	supplies	42.30
Twin Valley Tire	repair/supplies	1,382.53
Valley Office Products	supplies	334.19
Valley Rental & Recycling	recycling agreement	500.00
Verizon	utilities	71.45
Wex Bank	supplies	1,191.95
Whetstone Valley Electric Coop	utilities	155.60
Xerox	copier lease	215.72

129,492.86