

CITY OF SISSETON
September 14, 2020 AGENDA
Sisseton City Hall – 6:30 p.m.
Agenda

1. Call to Order
2. Adopt Agenda
3. Minutes – August 10 & 31, 2020
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. Public Hearings:
 - a.
8. Old Business:
 - a. Request to change meeting date
9. Visitors
 - a.
10. Travel/Training Approval:
 - a.
11. New Business:
 - a. Extension of temporary building permit for storage unit
 - b. J & J Earth Works pay request #5 – Runway Reconstruction Project
 - c. Efraimson Electric, Inc. pay request #5 – Runway Reconstruction Project
 - d. Lien Transportation pay request #1 – Drainage Channel Project
 - e. Nuisance Properties
 - f. Surplus Property (recycling trailer)
 - g. Propane/Heating Fuel Quotes
12. Ordinances and Resolutions:
 - a. Resolution 2020-10 Plat
 - b. Ordinance 666: 2021 Budget Appropriation – second reading & adoption
13. Information and Discussion Items
 - a. October meeting date – Tuesday, October 13, 2020
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 24 hours in advance of the meeting.

The City Council for the City of Sisseton met in regular session on Monday, August 10, 2020 at 6:30 p.m.

Members Present: Mayor Terry Jaspers, Alderwoman Appel, Aldermen German, Just, Solberg, Stapleton and Wegleitner.

Others Present: Erin Cameron, Amber Kemnitz, Jim Croymans, Gary Spencer, Terry Hillberg, Jeff Pageler, Jason Deutsch, Deb Jonnassen, John & Mary Christopherson, Kevin Deutsch, Jane Rasmussen, Sandi Jaspers

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

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

Minutes: Stapleton moved and Wegleitner seconded to approve the July 13 & July 21, 2020 minutes. All voted aye.

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

Executive Session: Stapleton moved and Just seconded to enter into executive session at 6:33 p.m. pursuant to SDCL 1-25-2 (3) to consult with attorney regarding litigation. All voted aye. Mayor Jaspers declared the meeting back into regular session at 7:00 p.m.

Oath: The oath of office was given by the City Attorney to Lee Solberg, Ward One Alderman for the period beginning August 2020 and ending May 2021.

Liquor: Council received the July 2020 liquor report.

Police: Croymans reported on police department.

Street/Safety: Mayor Jaspers reported for street department.

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

Conditional Use Public Hearing: At 7:15 p.m. a public hearing was held for a conditional use of Lots 3 & 4 of Block 58. The conditional use permit submitted by John & Mary Christopherson would allow the property to be used as a residence. Christopherson's provided information regarding use of property and improvements that were made to address the concerns to provide adequate fire escapes. Mayor Jaspers, Alderman Solberg and Fire Chief Pageler did a walk through of the property and reported that the improvements were in compliance with requirements. There was no public input. Solberg moved and Just seconded to allow the conditional use permit. Upon roll call vote, voting aye were, Appel, Just, Stapleton, Solberg, Wegleitner, German and Jaspers.

Building Permits: Solberg moved and Stapleton seconded to approve the following building permits: 2020-24 L.Smith, 2020-25 J.Brooks, 2020-27 J.Christopherson, 2020-28 K.Archer, 2020-29 J.Sabel. All voted aye.

Finance Report: Wegleitner moved and Solberg seconded to approve the July 2020 finance report. All voted aye.

Public Comment: Terry Hillberg addressed Council regarding use of semi-trailer as a residential storage unit. Council had addressed this issue at a previous meeting and were in agreement to not change ordinance to include these types of non-traditional storage units. Hillberg requested a refund for his building permit fee. No action was taken by Council.

Visitors: Sandi Jaspers and Jane Rasmussen representing the Sisseton Arts Council presented information regarding art in the green space on the south side of Hwy 10 where the old Coteau Blvd was located.

Midway Green Space Agreement: Just moved and German seconded to authorize Mayor Jaspers to sign Midway Green Space Artist Agreement between the Artist, the Sisseton Arts Council and the City of Sisseton to provide art in the area of the old Coteau Blvd. All voted aye.

Jason & Kevin Deutsch, Sisseton Courier, addressed Council with a request to change the date of the regular City Council meetings in order to accommodate the ability to live stream both City Council meetings and Sisseton School District meetings which are currently held on the same day. State statute will be reviewed to determine if this is an option and Council will discuss at the September meeting.

Approval of Committees, Staff, Volunteer Boards, City Engineer and City Attorney: Stapleton moved and Wegleitner seconded to approve Mayor Jaspers 2020-2021 appointments as follows:

Departments

Street	Chairman Stapleton & Solberg
Finance	Chairman Just & Appel
Water/Sewer	Chairman Stapleton & German
Sanitation	Chairman Wegleitner & Just
Liquor	Chairman Wegleitner & Stapleton
Police	Chairman German, Solberg & Appel
Airport	Chairman Jaspers & Just
Fire	Chairman German & Wegleitner
Farm	Chairman Solberg & Wegleitner

Boards

Library	Wegleitner
Housing	Stapleton
Airport	Jaspers
1 st Planning District	Jaspers
Health	Solberg
Recreation	Appel

Zoning

Jaspers

Staff

Finance Officer

Amber Kemnitz

Deputy Finance Officer

Marie Deutsch

Police Chief

Jim Croymans

Street Superintendent

Myron Doud

Sanitation

Tim German

Water & Sewer Superintendent

Gary Spencer

Liquor Store Manager

Ellen Lekness

City Attorney

Erin Cameron

City Engineers

Helms & Associates

Volunteer Boards

Civil Defense – 1 year term

Jeff Pageler

City Forester – 1 year term

Rodney Veflin

Recreation Board – 4 year term

Tanelle Steichen

Park Board – 3 year term

Rodney Veflin

Park Board – 3 year term

Sylvia Deutsch

Library Board – 3 year term

Heather McCleerey

Library Board – 3 year term

Ann Tasa

Housing Board – 5 year term

Mina Schmid

Airport Board – 2 year term

Clayton Moen

Promotion Board – 3 year term

John Rasmussen

Promotion Board – 3 year term

Neal Nelson

Health Board – 1 year term

Jeff Pageler

Health Board - 1 year term

Kerry Cameron

Health Board - 1 year term

Craig Kantos

Health Board - 1 year term

Tim Pearson

Health Board – 1 year term

Butch Alvarado

Zoning Board - 1 year term

Samantha Stickland

Zoning Board - 1 year term

Larry Peterson

Zoning Board – 1 year term

Mike Tchida

Zoning Board - 1 year term

Wade Veflin

Zoning Board – 1 year term

Cory Deutsch

Depositories:

First Savings Bank

Dacotah Bank

Wells Fargo Bank

Coteau Valley Federal Credit Union

FIT-SD Public Funds Investment Trust

Sisseton Courier

Newspaper:

All voted aye.

Bayer Foundation Donation: German moved and Solberg seconded to distribute donation in the amount of \$2,500 from the Bayer Foundation to the Sisseton Volunteer Fire Department. All voted aye.

J & J Earth Works, Inc. Pay Request #4: Solberg moved and Appel seconded to approve pay request #4 from J & J Earth Works, Inc. in the amount of \$322,762.45 for the Airport Runway Reconstruction Project. All voted aye.

Efraimson Electric, Inc. Pay Request #4: Solberg moved and Stapleton seconded to approve pay request #4 from Efraimson Electric, Inc. in the amount of \$49,996.00 for the Airport Runway Reconstruction Project. All voted aye.

Federal Aviation Administration Agreement: Just moved and Solberg seconded to authorize Mayor Jaspers to sign agreement with the Department of Transportation Federal Aviation Administration to provide a special flight inspection of the PAPIs on Runway 16/34 at the Sisseton Municipal Airport at an estimated cost of \$9,512.10. All voted aye.

Nuisance Properties: Council discussed properties in need of general clean up. City Attorney will notify owners of requirements.

Maintenance of Vacated Street: Council discussed repairing Spruce St. between Main & Veterans Ave. that has been vacated and is on the property of Tekakwitha Nursing Center. Venture Communications is willing to participate in the cost to repair. Stapleton moved and Wegleitner seconded to provide City equipment and labor if Venture is willing to provide asphalt to repair area of vacated street. All voted aye.

Surplus Property: Council discussed the possibility of vacating a portion of lots 5-7 in block 58 to allow a parking area for residence within the block. German moved and Solberg seconded to request Holton Engineering to determine legal description of area to declare surplus. All voted aye.

Resolution 2020-9: Wegleitner moved and German seconded to approve Resolution 2020-9 as follows:

BE IT RESOLVED by the City Council of Sisseton, in Roberts County, South Dakota in a meeting assembled that the City of Sisseton agrees to provide \$3,107.23 of support to the First District Association of Local Governments for the 12 months from October 1, 2020 – September 30, 2021 payable in February 2021.

Dated at Sisseton, Roberts County, South Dakota this 10th day of August 2020.
All voted aye.

Information & Discussion: A special City Council meeting will be held on Monday, August 31, 2020 at 5:30 p.m. to discuss the 2021 budget and have the first reading of the ordinance. Council discussed the DakotaPlex program and the possibility of housing development on surplus city lots. The fence ordinance was reviewed and Council was in agreement to revise ordinance to list acceptable material for fences. A request was made by Jason Sackreiter to allow him to haul recycling trailer to Milbank rather than transferring all material from one trailer to another. He would leave a similar trailer at the location and just switch trailers each week. Council discussed the possibility of selling the trailer. Consideration of these options will be discussed at the

special meeting in August or the regular meeting in September. Alderman German suggested contacting SWO to find out if they intend to operate the homeless shelter again this winter. If so, they will need to apply for a conditional use permit. Alderman Solberg encouraged Council to continue to work on addressing nuisance properties. Mayor Jaspers discussed the importance of personal responsibility regarding Covid-19. Although there are no local restrictions on businesses, it is still encouraged to practice social distancing and avoid large public gatherings.

Adjourn: German moved and Wegleitner seconded to adjourn. All voted aye. Meeting adjourned at 9:00 p.m.

Amber Kemnitz, Finance Officer

The City Council for the City of Sisseton met in special session on Monday, August 31, 2020 at 5:30 p.m.

Members Present: Mayor Terry Jaspers, Alderwoman Appel, Aldermen German, Just, Stapleton, and Wegleitner. Alderman Solberg was absent.

Others Present: Amber Kemnitz, Jason Deutsch

Call to Order: Mayor Jaspers called the meeting to order at 5:30 p.m.

Agenda: German moved and Wegleitner seconded to adopt the agenda as presented. All voted aye.

Bills Payable: Stapleton moved and Wegleitner seconded to approve the following bills payable:

QT POD – Equipment \$14,295.00

SD Public Assurance Alliance – Insurance \$64,887.42

All voted aye.

Drainage Channel Project: Leif Redinger and Bob Babcock with Helms & Associates called in to update Council on storm sewer drainage channel project. Damage to the concrete occurred due to a rain event shortly after pouring. A surface coating could be applied to the damaged concrete with a reduction in cost as well as an extended warranty or the damaged concrete could be removed and replaced. Council was in agreement to have the damaged concrete removed and replaced.

2021 Budget: The City Council discussed the 2021 budget.

Ordinance 666: Stapleton moved and Wegleitner seconded to approve the first reading of Ordinance 666 the 2021 appropriation ordinance. Upon roll call vote, voting aye were Appel, Just, Stapleton, Wegleitner and German. Alderman Solberg was absent. Motion carried.

Information & Discussion: Jason Deutsch inquired about theater on Veterans Ave. The property owner is working on securing the marquee.

Adjourn: German moved and Appel seconded to adjourn. All voted aye. Meeting adjourned at 6:10 p.m.

Amber Kemnitz, Finance Officer

**City of Sisseton
Liquor Store Report
August 2020**

Liquor Store Deposits	99,879.02
Less Sales Tax	-6,940.79
Gross Liquor Store Sales	92,938.23

Opening Inventory	146,473.14
Purchases	71,832.84
Total Merchandise	218,305.98
Closing Inventory	-149,206.73
Cost of merchandise for sale	69,099.25

Liquor Store Profit	23,838.98
Less Expenses	-22,029.16
Net Liquor Store Profit	1,809.82

10% tax on clubs

End Zone	526.32
Hickory St. Kitchen & Cocktails	367.74
Rosalie's	210.26
Taco's El Bajio	23.22
Doubletree Gallery	100.61
Dollar General	322.62
Freddie's Casino	0.00
Holiday	1,387.98
K&K	1,969.03
Stillsons	501.63
Total	5,409.41

Other Expenses

Salaries	8,423.36
FICA	644.38
Retirement	325.21
Work Comp	0.00
Group Insurance	809.16
Unemployment Insurance	0.00
Insurance/Prof Services	9,020.28
Publishing	0.00
Repair	0.00
Supplies	1,892.69
Equipment	0.00
Utilities	914.08
Total Expense	22,029.16

Breakdown - Liquor Store Deposits

Beer	44,319.56
Whiskey	41,049.22
Wine	4,604.80
Pop/Miscellaneous	1,513.48
Tobacco	1,192.67
Ice	258.50
Total	92,938.23

Net liquor store profit plus 10% from clubs

7,219.23

Sisseton Police Dept. 2020 Totals

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	Yearly Total
Accidents	6	0	4	3	5	1	3	2	0	0	0	0	24
Assaults	3	3	8	8	11	7	8	10	0	0	0	0	58
DUI	6	10	9	2	3	5	4	6	0	0	0	0	45
Underage Consumption	1	6	8	3	3	5	3	1	0	0	0	0	30
Drug Violations	20	39	43	8	6	9	15	34	0	0	0	0	174
Disorderly Conduct	1	2	5	2	2	7	9	7	0	0	0	0	35
Theft	0	1	5	2	2	4	4	3	0	0	0	0	21
Vandalism	0	1	6	0	4	4	5	2	0	0	0	0	22
Misc (Tickets)	70	69	42	14	21	23	46	69	0	0	0	0	354
Arrests	31	34	33	15	23	28	39	48	0	0	0	0	251
Curfew	0	3	3	0	1	8	4	6	0	0	0	0	25
Warrant Arrests	14	16	8	1	5	7	13	10	0	0	0	0	74
Monthly Total	152	184	174	58	86	108	153	198	0	0	0	0	1113

CITY OF SISSETON - FINANCE REPORT

August 2020

Balance last report		13,218,945.93
Receipts this month		
Property Tax	3,868.71	
Sales Tax	208,362.25	
Amusement Tax	144.00	
Building Permits	65.00	
Peddler/Pawnshop License	0.00	
Dog License	32.00	
Liquor/Malt Bev. License	0.00	
Video Lottery License	400.00	
State/Federal Grants	584,583.01	
State/County Shared Revenue	0.00	
Bank Franchise	0.00	
Motor Vehicle License	7,268.12	
Local Hwy/Bridge Fund	0.00	
Sisseton Housing Pmt in Lieu of Taxes	0.00	
Accident Reports/Bike licenses	12.00	
Sales/Excise Tax	0.00	
Fire Dept Fees	0.00	
Hwy & Street	1,920.00	
Library/Recreation Fees	0.00	
Av Gas sales	181.66	
Fines	67.50	
Interest	7,326.63	
Rentals	6,173.69	
Rubble Site Charges	0.00	
Cable TV Franchise	0.00	
Contributions and Donations	0.00	
Miscellaneous (Includes pmt for SRO)	743.96	
Sale of Fixed Assets	0.00	
Compensation for loss-insurance proceeds	985.76	
Third Cent Sales Tax	15,405.11	
Liquor Sales	92,938.23	
Sales Tax	6,940.79	
Operating Agreements	406.40	
10% Beverage Mark Up	6,995.34	
Utility receipts	108,239.00	
Bulk Water	370.35	
Sale of Water Supplies	2,496.50	
Sales Tax	0.00	
Sewer - Land Rent	0.00	
Other Solid Waste Revenue	0.00	
Total Receipts		1,055,926.01
<u>Total Expense</u>		<u>799,315.16</u>
Cash Balance End of Month		13,475,556.78

Respectfully Submitted by Amber Kemnitz, Finance Officer

Revenue - August 2020

	<u>Anticipated</u>	<u>YTD Revenue</u>	<u>Balance</u>
General Fund			
Property Tax	775,000.00	415,740.44	359,259.56
Sales Tax	1,000,000.00	681,027.75	318,972.25
Amusement Tax	300.00	348.00	-48.00
Taxi License	0.00	0.00	0.00
Building Permits	1,200.00	774.00	426.00
Pawnshop License	200.00	100.00	100.00
Peddler License	100.00	0.00	100.00
Dog License	350.00	337.00	13.00
Liquor & Malt Beverage License	6,000.00	1,550.00	4,450.00
Video Lottery Fees	2,550.00	2,800.00	-250.00
Federal Grants	0.00	729,046.46	-729,046.46
State Grants	0.00	115,502.59	-115,502.59
Bank Franchise Fee	13,000.00	9,420.14	3,579.86
Liquor Tax Reversion	15,000.00	8,020.64	6,979.36
Motor Vehicle License	30,000.00	25,139.26	4,860.74
Local Hwy/Bridge Fund	65,000.00	35,406.37	29,593.63
Other State Share Revenue	0.00	0.00	0.00
Payment in Lieu of Tax	20,000.00	0.00	20,000.00
County Road Tax	2,200.00	2,246.47	-46.47
Accident Reports	150.00	72.00	78.00
Fire Dept Townships	24,000.00	26,290.90	-2,290.90
BIA/SWST Fire Dept	0.00	0.00	0.00
Fire Dept Ins Co & Individual Pmts	1,000.00	2,250.00	-1,250.00
Hwy & Street	200.00	2,236.97	-2,036.97
Recreation	10,000.00	0.00	10,000.00
Library Card Fees	750.00	247.88	502.12
AV Gas (Airport)	10,000.00	2,244.28	7,755.72
Fines	150.00	390.47	-240.47
Dog Keeping	100.00	227.50	-127.50
Interest	60,000.00	44,257.34	15,742.66
Rentals	30,000.00	20,808.59	9,191.41
Rubble Site Charge	0.00	0.00	0.00
Private Donations	0.00	12,225.15	-12,225.15
Cable TV Franchise Fee	20,000.00	13,016.06	6,983.94
Other Miscellaneous Revenue	75,000.00	40,583.93	34,416.07
Dividend Income	0.00	0.00	0.00
Sale of General Fixed Assets	0.00	0.00	0.00
Compensation for loss-ins. proceeds	0.00	985.76	-985.76
<u>Operating Transfers In</u>	<u>100,000.00</u>	<u>0.00</u>	<u>100,000.00</u>
Total General Fund	2,262,250.00	2,193,295.95	68,954.05
Liquor, Lodging & Dining Sales Tax	72,500.00	45,302.38	27,197.62
State Grant	2,500.00	0.00	2,500.00
Interest	0.00	0.00	0.00
Liquor	1,100,000.00	772,914.83	327,085.17
Water	462,000.00	325,437.94	136,562.06
Sewer	421,000.00	280,135.04	140,864.96
Sanitation	298,000.00	201,322.66	96,677.34
Total City Funds	4,618,250.00	3,818,408.80	799,841.20

Expenditures - August 2020

	<u>Appropriation</u>	<u>YTD Expense</u>	<u>Balance</u>
General Fund			
Legislative	50,260.00	20,404.43	29,855.57
Contingency	100,000.00	0.00	100,000.00
Executive	12,300.00	7,320.19	4,979.81
Elections	2,200.00	1,054.18	1,145.82
Legal	12,000.00	6,211.00	5,789.00
Finance Office	89,350.00	51,437.95	37,912.05
Financial Administration	46,000.00	43,713.19	2,286.81
General Government Building	40,000.00	17,963.79	22,036.21
Police	622,100.00	385,441.52	236,658.48
Fire	72,000.00	19,089.68	52,910.32
Street Department	552,900.00	278,945.62	273,954.38
Snow Removal	73,000.00	38,790.36	34,209.64
Street Lighting	49,000.00	27,786.27	21,213.73
Street Cleaning	9,000.00	483.87	8,516.13
Airport	172,500.00	1,248,862.13	-1,076,362.13
Health	11,000.00	4,323.10	6,676.90
Recreation	67,000.00	101,000.01	-34,000.01
Parks	30,450.00	6,822.17	23,627.83
Library	154,450.00	92,887.40	61,562.60
Economic Development	100,400.00	48,253.92	52,146.08
<u>Capital Outlay</u>	<u>67,500.00</u>	<u>0.00</u>	<u>67,500.00</u>
Total General Fund	2,333,410.00	2,400,790.78	-67,380.78
Special Revenue Fund-Promotion	75,000.00	12,659.65	62,340.35
Enterprise Funds			
Liquor	1,081,750.00	595,380.51	486,369.49
Water	767,100.00	117,964.58	649,135.42
Sewer	153,100.00	192,797.51	-39,697.51
Garbage	270,700.00	159,096.52	111,603.48
Total City Funds	4,681,060.00	3,478,689.55	1,202,370.45

**City of Sisseton
Cash Fund Balance
August 2020**

Cash by Fund

General Fund	7,216,415.80
Lodging & Dining Sales Tax Fund	185,230.42
Liquor Fund	1,295,536.21
Liquor Fund - Change	900.00
Water Fund	2,494,607.20
Water Fund - Change	200.00
Sewer Fund	1,882,083.01
<u>Garbage Fund</u>	<u>400,584.14</u>
Total	13,475,556.78

Bank Reconciliation

Checking Account First Savings Bank	1,701,685.73
FIT GCR Acct	10,099,118.39
Wells Fargo Acct #4231	599,564.19
Dacotah Bank 7/23/21	520,069.61
BankStar Financial 9/3/20	500,000.00
RCNB - Library Trust	54,018.86
<u>Change Fund</u>	<u>1,100.00</u>
Cash Balance	13,475,556.78

PERIODIC PAYMENT ESTIMATE

ISSUE DATE: September 10, 2020 ESTIMATE NO. 5A (Partial) (Final)

OWNER: City of Sisseton PERIOD FROM: 8/2/2020 - 9/5/2020

CONTRACTOR: J & J Earth Works, Inc. DATE OF CONTRACT: October 14, 2019

DESCRIPTION OF JOB: Runway 16/34 Reconstruction

JOB NUMBER: Helms A-6626 AIP # 3-46-0051-015-2019

BID SCHEDULE: Bid Schedule A - Grading & Paving

INCLUDING APPROVED C/O's: N/A

STATEMENT OF THE CONTRACT ACCOUNT

Original Contract Amount	\$2,164,175.70
Additions Approved to Date - C/O #'s ()	
Deductions Approved to Date - C/O #'s ()	
Net Contract Amount this Date	\$2,164,175.70
Value of Application for PPE for Work to Date	\$1,949,718.20
Less Recommended Minimum Amount to be Withheld	
Estimated Value of Work to Date	\$1,949,718.20
Material Stored On-Site	
Estimated Work to Date and Material On-Site	\$1,949,718.20
Value of 10 Percent Retainage	\$194,971.82
Estimated Value of Work to Date, Less Retainage	\$1,754,746.38
Total Previously Certified	\$900,209.20
Amount Due this Request	\$854,537.18

Certificate of Approval:

OWNER: City of Sisseton

BY: _____ DATE: _____

Contractor warrants and guarantees that title to all Work, materials and equipment covered by any Application for Payment, whether incorporated in the Project or not, will pass to Owner at the time of payment free and clear of all liens, claims, security interests and encumbrances.

CONTRACTOR: J & J Earth Works, Inc.

BY: _____ DATE: _____

I have reviewed the Work, and as a result of my observations and to the best of my knowledge and belief, the quantities shown in the periodic estimate are correct, and, it is my Opinion, the Work has been basically performed to meet the intent of the Plans and Specifications. A minimum recommended amount should be withheld from the value of those quantities because of nonperformance or because of partial completion of Work, which is not in accordance with the intent of the Contract Documents. This Work is subject to subsequent inspection, which may require corrective measures to be performed by the Contractor prior to final Certificate of Completion and the final acceptance by the Owner. The Engineer does not guarantee the performance of the work by the Contractor and will not be held responsible for techniques of construction or the safety measures and precautions incidental thereto.

HELMS AND ASSOCIATES:

BY: _____ DATE: _____
 (Project Engineer)

PERIODIC PAYMENT ESTIMATE NO. 5A (PARTIAL)
 OWNER: City of Sisseton
 WORK COMPLETED THROUGH: 8/2/2020 - 9/5/2020

ISSUE DATE: 9/10/2020
 CONTRACTOR: J & J Earth Works, Inc.
 INCLUDING CHANGE ORDER: N/A

Bid Schedule A - Grading & Paving

ITEM NO.	SPEC NO.	UNITS TO DATE	UNIT	DESCRIPTION	UNIT PRICE	TOTAL PRICE APPROVED TO DATE	INSTALLED THIS PERIOD		MATERIALS STORED ON-SITE	UNITS PREVIOUSLY INSTALLED	INSTALLED TO DATE		BALANCE TO INSTALL
							UNITS	TOTAL PRICE			UNITS	TOTAL PRICE	
1	C-105	1	L.S.	Mobilization	\$175,000.00	\$175,000.00				0.9		\$175,000.00	\$17,500.00
2	C-100	1	L.S.	Contractor Quality Control Plan	\$220,000.00	\$220,000.00	0.9	\$198,000.00			0.9	\$198,000.00	\$22,000.00
3	S-100	1	L.S.	Construction Safety Phasing Plan	\$115,000.00	\$115,000.00	0.45	\$51,750.00		0.45	0.9	\$103,500.00	\$11,500.00
4	P-152	40,241	CuYd	Unclassified Excavation	\$3.15	\$126,759.15	162	\$510.30		40,241	40,403	\$127,269.45	(\$510.30)
5	P-152	8,223	CuYd	Disposal of Excess Material	\$1.50	\$12,334.50	41	\$61.50		8,223	8,264	\$12,596.00	(\$61.50)
6	P-154	14,101	CuYd	Subbase Course (Furnished)	\$16.50	\$232,666.50	60	\$990.00		14,101	14,161	\$233,656.50	(\$990.00)
7	P-154	10,913	CuYd	Subbase Course (Recycled)	\$4.75	\$51,836.75				10,913	10,913	\$51,836.75	
8	P-208 (MOD)	4,848	CuYd	Aggregate Base Course	\$29.00	\$140,592.00	10	\$290.00		4,848	4,858	\$140,882.00	(\$290.00)
9	P-401	6,703.0	Ton	Asphalt Base / Surface Course	\$55.50	\$372,016.50	6,364.9	\$353,251.95			6,364.9	\$353,251.95	\$18,764.55
10	P-401	470.0	Ton	Asphalt Binder (PG 64-34)	\$75.00	\$354,850.00	380.5	\$287,277.50			380.5	\$287,277.50	\$67,572.50
11	P-602	37.0	Ton	Emulsified Prime Coat	\$1,050.00	\$38,850.00	39.0	\$40,950.00			39.0	\$40,950.00	(\$2,100.00)
12	P-603	13.0	Ton	Emulsified Tack Coat	\$1,050.00	\$13,650.00							\$13,650.00
13	P-620	1	L.S.	Runway & Taxiway Painting	\$28,000.00	\$28,000.00							\$28,000.00
14	D-701	152	Ft	15" RCP	\$58.00	\$8,816.00				152	152	\$8,816.00	
15	D-701	260	Ft	18" RCP	\$63.00	\$16,380.00				260	260	\$16,380.00	
16	D-701	2	Each	15" RCP Flared End	\$850.00	\$1,700.00				2	2	\$1,700.00	
17	D-701	2	Each	Connect RCP to Existing Inlet	\$1,200.00	\$2,400.00				2	2	\$2,400.00	
18	D-705 (MOD)	8,171	Ft	4" Perforated Underdrain Piping	\$6.50	\$53,111.50				8,204	8,204	\$53,526.00	(\$214.50)
19	D-705 (MOD)	323	Ft	4" Solid Underdrain Piping	\$8.50	\$2,745.50				323	323	\$2,745.50	
20	D-705 (MOD)	32	Each	Underdrain Cleanout	\$275.00	\$8,800.00				32	32	\$8,800.00	
21	D-705 (MOD)	4	Each	Connect Underdrain to RCP	\$450.00	\$1,800.00				4	4	\$1,800.00	
22	T-901	12.0	Acre	Seeding and Fertilizing	\$850.00	\$10,200.00							\$10,200.00
23	T-905	6,381	CuYd	Topsoil (Removed from Stockpile)	\$2.75	\$17,547.75	3,381	\$9,297.75		3,000	6,381	\$17,547.75	
24	T-905	125	CuYd	Topsoil (Furnished from Off the Site)	\$28.00	\$3,500.00							\$3,500.00
25	TL-100	1	Each	Field Laboratory	\$4,500.00	\$4,500.00							\$4,500.00
26	SP-1	27,595	SqYd	Full Depth Reclamation (1.5" Nominal Depth)	\$2.35	\$64,848.25	39	\$91.65		27,595	27,634	\$64,939.90	(\$91.65)
27	SP-2	7,000	SqYd	Geogrid	\$2.75	\$19,250.00				5,403	5,403	\$14,858.25	\$4,391.75
28	SP-3	31,178	SqYd	Geotextile Separator Fabric	\$1.45	\$45,208.10	4,838	\$7,015.10		26,379	31,217	\$45,264.65	(\$56.55)
29	Plus	260	Ft	Remove and Dispose of 18" RCP	\$12.00	\$3,120.00				260	260	\$3,120.00	
30	Plus	4	Each	Underdrain Outlet Structure	\$375.00	\$1,500.00				4	4	\$1,500.00	
31	Plus	160	Ft	High Flow Silt Fence	\$7.00	\$1,120.00							\$1,120.00
32	Plus	7,306	SqYd	Type II Erosion Control Blanket	\$2.20	\$16,073.20							\$16,073.20
Bid Schedule A - Grading & Paving						\$2,164,175.70		\$949,485.75				\$1,949,718.20	\$214,457.50

PERIODIC PAYMENT ESTIMATE

ISSUE DATE: September 10, 2020 ESTIMATE NO. 5B (Partial) (Final)

OWNER: City of Sisseton PERIOD FROM: 8/2/2020 - 9/5/2020

CONTRACTOR: Eframson Electric, Inc. DATE OF CONTRACT: October 14, 2019

DESCRIPTION OF JOB: Runway 16/34 Reconstruction

JOB NUMBER: Helms A-6626 AIP # 3-46-0051-015-2019

BID SCHEDULE: Bid Schedule B - Electrical, Alternate Bid B1, and Alternate Bid B2

INCLUDING APPROVED C/O's: N/A

STATEMENT OF THE CONTRACT ACCOUNT

Original Contract Amount	\$297,712.46
Additions Approved to Date - C/O #'s ()	
Deductions Approved to Date - C/O #'s ()	
Net Contract Amount this Date	\$297,712.46
Value of Application for PPE for Work to Date	\$284,089.10
Less Recommended Minimum Amount to be Withheld	
Estimated Value of Work to Date	\$284,089.10
Material Stored On-Site	
Estimated Work to Date and Material On-Site	\$284,089.10
Value of 10 Percent Retainage	\$28,408.91
Estimated Value of Work to Date, Less Retainage	\$255,680.19
Total Previously Certified	\$164,768.54
Amount Due this Request	\$90,911.65

Certificate of Approval:

OWNER: City of Sisseton

BY: _____ DATE: _____

Contractor warrants and guarantees that title to all Work, materials and equipment covered by any Application for Payment, whether incorporated in the Project or not, will pass to Owner at the time of payment free and clear of all liens, claims, security interests and encumbrances.

CONTRACTOR: Eframson Electric, Inc.

BY: _____ DATE: _____

I have reviewed the Work, and as a result of my observations and to the best of my knowledge and belief, the quantities shown in the periodic estimate are correct, and, it is my Opinion, the Work has been basically performed to meet the intent of the Plans and Specifications. A minimum recommended amount should be withheld from the value of those quantities because of nonperformance or because of partial completion of Work, which is not in accordance with the intent of the Contract Documents. This Work is subject to subsequent inspection, which may require corrective measures to be performed by the Contractor prior to final Certificate of Completion and the final acceptance by the Owner. The Engineer does not guarantee the performance of the work by the Contractor and will not be held responsible for techniques of construction or the safety measures and precautions incidental thereto.

HELMS AND ASSOCIATES:

BY: _____ DATE: _____
(Project Engineer)

PERIODIC PAYMENT ESTIMATE NO. 5B (PARTIAL)
 OWNER: City of Sisseton
 WORK COMPLETED THROUGH: 8/2/2020 - 9/5/2020

ISSUE DATE: 9/10/2020
 CONTRACTOR: Eframson Electric, Inc.
 INCLUDING CHANGE ORDER: N/A

Bid Schedule B - Electrical, Alternate Bid B1, and Alternate Bid B2

ITEM NO.	SPEC NO.	UNITS TO DATE	UNIT	DESCRIPTION	UNIT PRICE	TOTAL PRICE APPROVED TO DATE		MATERIALS STORED ON-SITE		UNITS PREVIOUSLY INSTALLED	INSTALLED TO DATE		BALANCE TO INSTALL
						UNITS	PRICE	UNITS	PRICE		UNITS	PRICE	
1	C-105	1	L.S.	Mobilization	\$17,900.00	\$17,900.00	\$7,160.00	0.4	\$7,160.00	0.5	0.9	\$16,110.00	\$1,790.00
2	L-100-3.1a	1	L.S.	Demolition, Site	\$5,000.00	\$5,000.00				1	1	\$5,000.00	
3	L-107-5.1a	1	Each	Disconnect and Reconnect Existing Wind Cone	\$525.00	\$525.00							\$525.00
4	L-108-5.1a	8,281	Fl	Trenching and Backfill for Duct	\$1.75	\$14,491.75				8,000	8,000	\$14,000.00	\$491.75
5	L-108-5.1b	8,057	Fl	1/2 #8 AWG, 5KV, L-824, Type C Cable, Installed in Conduit	\$0.73	\$5,881.61	\$5,110.00	7,000	\$5,110.00		7,000	\$5,110.00	\$771.61
6	L-108-5.1c	6,008	Fl	1/2 #6 AWG, 600V, L-824, Type C Cable, Installed in Conduit	\$0.74	\$4,445.92	\$3,700.00	5,000	\$3,700.00		5,000	\$3,700.00	\$745.92
7	L-108-5.1d	3,829	Fl	1/2 #6 AWG, 600V, L-824, Type C Cable, Installed in Conduit (GND)	\$0.74	\$2,833.46	\$2,220.00	3,000	\$2,220.00		3,000	\$2,220.00	\$613.46
8	L-108-5.1e	1,650	Fl	1/2 #4 AWG, 600V, L-824, Type C Cable, Installed in Conduit	\$1.11	\$1,831.50	\$1,332.00	1,200	\$1,332.00		1,200	\$1,332.00	\$499.50
9	L-108-5.1f	7,568	Fl	#6 AWG, Solid, Bare Copper Counterpoise Wire, Installed in Trenched or Ploved, Including above Homennus, Connections, Terminations, and Ground Rods	\$1.44	\$10,897.92	\$9,792.00	6,800	\$9,792.00		6,800	\$9,792.00	\$1,105.92
10	L-109-16.1a	1	L.S.	Removal of Existing Equipment in the Vault Building	\$1,100.00	\$1,100.00				1	1	\$1,100.00	
11	L-109-16.1b	1	L.S.	Constant Current Regulator	\$9,820.00	\$9,820.00		1	\$9,820.00		1	\$9,820.00	
12	L-109-16.1c	1	L.S.	Complete Installation of Vault Building Equipment	\$20,900.00	\$20,900.00		0.1	\$2,090.00		0.9	\$20,900.00	
13	L-110-5.1a	10,293	Fl	Non-encased, Electrical Conduit, 2-inch, Sch. 40 PVC or HDPE	\$1.40	\$14,410.20	\$2,198.00	1,570	\$2,198.00		7,430	\$12,600.00	\$1,810.20
14	L-110-5.1b	751	Fl	Non-encased, Electrical Conduit, 2-inch, Sch. 80 PVC or HDPE	\$4.10	\$3,079.10	\$742.10	181	\$742.10		570	\$3,079.10	
15	L-110-5.1c	525	Fl	Non-encased, Electrical Conduit, 2-inch, Sch. 80 PVC or HDPE, Bored	\$8.20	\$4,305.00							\$4,305.00
16	L-115-5.1	2	Each	Electrical Manhole	\$1,645.00	\$3,290.00					2	\$3,290.00	
17	L-115-5.2	11	Each	Electrical Junction Box, L-867, Class 1, Size E	\$965.00	\$10,615.00	\$1,930.00	2	\$1,930.00		8	\$9,650.00	\$965.00
18	L-125-5.1a	16	Each	Medium Intensity Runway Edge Light, LED, Base Mounted, Red/Green Lens, Complete	\$1,000.00	\$16,000.00	\$8,000.00	8	\$8,000.00		8	\$16,000.00	
19	L-125-5.1b	20	Each	Medium Intensity Runway Edge Light, LED, Base Mounted, Clear/Yellow Lens, Complete	\$1,000.00	\$20,000.00	\$14,000.00	14	\$14,000.00		15	\$20,000.00	
20	L-125-5.1c	2	Each	Medium Intensity Runway Edge Light, LED, Base Mounted, Yellow/Yellow Lens, Complete	\$1,000.00	\$2,000.00	\$1,000.00	1	\$1,000.00		2	\$2,000.00	
21	L-125-5.1d	30	Each	Medium Intensity Taxiway Edge Light, LED, Base Mounted, Blue Lens, Complete	\$740.00	\$22,200.00	\$11,100.00	15	\$11,100.00		15	\$22,200.00	
22	L-125-5.1e	22	Each	L-824 Retroreflective Markers	\$68.00	\$1,496.00	\$1,496.00	22	\$1,496.00		22	\$1,496.00	
23	L-125-5.1f	1	L.S.	Spare Parts	\$3,550.00	\$3,550.00		1	\$3,550.00		1	\$3,550.00	
24	L-202-5.1	2	Set	L-881 (2-Box) Style A, Class II, Precision Approach Path Indicator (PAPI), Complete	\$19,270.00	\$38,540.00	\$38,540.00	2	\$38,540.00		2	\$38,540.00	
25	L-203-5.1	4	Each	L-853R, Airport Signs, Unlighted, Size 1, Style 4, Class 2, Made 1, Complete	\$1,325.00	\$5,300.00	\$5,300.00	4	\$5,300.00		4	\$5,300.00	
B1-1	L-100-3.1b	1	L.S.	Demolition, Site	\$1,600.00	\$1,600.00					1	\$1,600.00	
B1-2	L-107-5.2	1	Each	L-807, Style J-B, Size 2, Wind Cone and Foundation, in Place	\$7,100.00	\$7,100.00		1	\$7,100.00		1	\$7,100.00	
B2-1	L-100-3.1c	1	L.S.	Site Demolition and Restoration	\$2,200.00	\$2,200.00					1	\$2,200.00	
B2-2	L-101-5.2	1	L.S.	L-801A, Class 2, Airport Rotating Beacon, in Place	\$37,400.00	\$37,400.00		1	\$37,400.00		1	\$37,400.00	
Bid Schedule B - Electrical, Alternate Bid B1, and Alternate Bid B2						\$297,712.46	\$173,580.10					\$284,089.10	\$13,623.36

Contractor's Application for Payment No. 1

Application Period: 1/1/2020 thru 9/5/2020	Application Date: September 14, 2020
To (Owner): City of Sisseton	Via (Engineer): Helms & Associates
Project: Concrete Drainage Channel	Contract: Lien Transportation Company Base Bid
Owner's Contract No.:	Engineer's Project No.: A-7298

Application For Payment Change Order Summary

Approved Change Orders	Number	Additions	Deductions	
				1. ORIGINAL CONTRACT PRICE..... \$ 1115,933.50
				2. Net change by Change Orders..... \$ 0.00
				3. Current Contract Price (Line 1 ± 2)..... \$ 1115,933.50
				4. TOTAL COMPLETED AND STORED TO DATE (Column F on Progress Estimate)..... \$ 89,500.00
				5. RETAINAGE:
		a. 5% X \$89,500.00	Work Completed..... \$ 4,475.00	
		b. 5% X \$0.00	Stored Material..... \$ 0.00	
		c. Total Retainage (Line 5a + Line 5b)..... \$ 4,475.00		
				6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5c)..... \$ 85,025.00
				7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application)..... \$ 0.00
				8. AMOUNT DUE THIS APPLICATION..... \$ 85,025.00
				9. BALANCE TO FINISH, PLUS RETAINAGE (Column G on Progress Estimate + Line 5 above)..... \$ 330,908.50
				TOTALS
		\$0.00	\$0.00	NET CHANGE BY CHANGE ORDERS \$0.00

Contractor's Certification

The undersigned Contractor certifies that to the best of its knowledge: (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 Work covered by prior Applications for Payment; (2) title of 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 Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

Payment of: \$ <u>885,025.00</u> (Line 8 or other - attach explanation of the other amount)	9/11/2020 (Date)
is recommended by: <u><i>Alvin C. Pedinger</i></u> (Engineer)	
Payment of: \$ <u>885,025.00</u> (Line 8 or other - attach explanation of the other amount)	
is approved by: _____ (Owner)	
Approved by: _____ Funding Agency (if applicable)	

Endorsed by the Construction Specifications Institute.

Progress Estimate

Contractor's Application

For (contract):		Concrete Drainage Channel										Application Number: I									
Base Bid		1/1/2020 thru 9/5/2020										September 14, 2020									
Application Period:		A										C		D		E		F		G	
Bid Item No.	Item	Bid Quantity	Unit	Unit Price	B	B1	B2	B3	B4	C	D	E	F	% (F)/B	Balance to Finish (B - F)						
					Bid Value	Previous Quantity Installed	Previous Value Installed	Quantity Installed This Pay Period	Value Installed This Pay Period	Estimated Quantity Installed	Value	Materials Presently Stored (not in C)	Total Completed and Stored to Date (D + E)								
1	Mobilization	1	L.S.	\$15,000.00	\$15,000.00	0.00	\$0.00	1.00	\$15,000.00	1.00	\$15,000.00	\$0.00	\$15,000.00	100.0%	\$0.00						
2	Unclassified Excavation	1,149	CuYd	\$12.00	\$13,788.00	0.0	\$0.00	1,149.0	\$13,788.00	1,149.0	\$13,788.00	\$0.00	\$13,788.00	100.0%	\$0.00						
3	Geotextile Separator Fabric	900	SqYd	\$1.50	\$1,350.00	0.0	\$0.00	900.0	\$1,350.00	900.0	\$1,350.00	\$0.00	\$1,350.00	100.0%	\$0.00						
4	Subbase Course	875	Tons	\$22.00	\$19,250.00	0.0	\$0.00	700.0	\$15,400.00	700.0	\$15,400.00	\$0.00	\$15,400.00	80.0%	\$3,850.00						
5	6" Concrete	4,950	SqFt	\$10.95	\$54,202.50	0.0	\$0.00	3,960.0	\$43,362.00	3,960.0	\$43,362.00	\$0.00	\$43,362.00	80.0%	\$10,840.50						
6	Topsailing from Stockpiles	577	CuYd	\$9.00	\$5,193.00	0.0	\$0.00	0.0	\$0.00	0.0	\$0.00	\$0.00	\$0.00	0.0%	\$5,193.00						
7	Seeding and Fertilizing	1	Acre	\$2,950.00	\$2,950.00	0.0	\$0.00	0.0	\$0.00	0.0	\$0.00	\$0.00	\$0.00	0.0%	\$2,950.00						
8	Erosion Control Watle	100	Ft	\$6.00	\$600.00	0.0	\$0.00	100.0	\$600.00	100.0	\$600.00	\$0.00	\$600.00	100.0%	\$0.00						
9	Type II Erosion Control Blanket	900.0	SqYd	\$4.00	\$3,600.00	0.0	\$0.00	0.0	\$0.00	0.0	\$0.00	\$0.00	\$0.00	0.0%	\$3,600.00						
Totals					\$115,933.50		\$0.00		\$89,500.00		\$89,500.00	\$0.00	\$89,500.00	77.2%	\$26,433.50						

Resolution 2020-10

BE IT RESOLVED by the City Council of Sisseton, South Dakota in a regular meeting assembled that the plat of KKA Investments Subdivision in the NW1/4NE1/4 of Section 34, T126N, R51W of the 5th P.M., in the City of Sisseton, Roberts County, South Dakota be approved this 14th day of September 2020.

Dated at Sisseton, Roberts County, South Dakota this 14th day of September 2020.

Terry Jaspers, Mayor

ATTEST:

Amber Kemnitz, Finance Officer

Ordinance 666
2021 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	Special Rev Fund
General Government		
411-Legislative & Contingency	150,250.00	
412-Mayor	12,300.00	
413-Elections	2,200.00	
414-General Financial Admin.	152,350.00	
419-General Govt Buildings	40,400.00	
Public Safety		
421-Police	567,500.00	
422-Fire	70,500.00	
Public Works		
431-Streets/Lights/Snow Removal	713,100.00	
432-Street Cleaning	9,000.00	
435-Airport	32,500.00	
Health & Welfare		
441-Health	11,000.00	
Culture & Recreation		
451-Recreation	67,000.00	
452-Parks	37,950.00	
455-Library	156,650.00	
Conservation & Development		
465-Development & Promotion	103,800.00	75,000.00
Debt Service		
Capital Outlay		
Equipment	70,000.00	
Total Appropriation and Accumulation	2,196,500.00	75,000.00

Part II

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

	General Fund	Special Rev Fund
Undesignated Fund Balance	-	-
311 General Tax Levy	775,000.00	
313 Sales Tax	1,100,000.00	72,500.00
314 Amusement tax	300.00	
320 Licenses & Permits	10,100.00	
330 Intergovernmental Revenue	145,200.00	2,500.00
340 Goods & Services	49,450.00	
350 Fines	450.00	
360 Miscellaneous	116,000.00	
390 Other Sources		
Transfer from Liquor Fund	-	
Total Means of Finance	2,196,500.00	75,000.00

PROPRIETARY FUNDS 2021

	Liquor	Water	Sewer	Garbage
Un-appropriated				
Fund Balance	\$ 1,200,000.00	\$ 2,200,000.00	\$ 1,900,000.00	\$ 390,000.00
Estimated Revenue	\$ 1,102,100.00	\$ 475,200.00	\$ 426,200.00	\$ 285,050.00
Total Estimated				
Balance & Revenue	\$ 2,302,100.00	\$ 2,675,200.00	\$ 2,326,200.00	\$ 675,050.00
Less Appropriations	\$ 996,800.00	\$ 768,500.00	\$ 166,000.00	\$ 295,700.00
Estimated Surplus	\$ 1,305,300.00	\$ 1,906,700.00	\$ 2,160,200.00	\$ 379,350.00
Less Estimated				
Surplus Retained	\$ 1,305,300.00	\$ 1,906,700.00	\$ 2,160,200.00	\$ 379,350.00
Surplus to be transferred				
to governmental fund	\$ -	\$ -	\$ -	\$ -

Part IV

The Finance Officer is directed to certify the following dollar amount of tax levies made in this ordinance to the County Auditor.

For General Fund Revenues 775,000.00

Terry Jaspers, Mayor

ATTEST:

Amber Kernnitz, Finance Officer

Passed this first reading this 31st day of August 2020.

Passed this second reading and adoption this 14th day of September 2020.