

White City Council Minutes

November 2, 2015

The regular meeting of the White City Council was called to order on Monday November 2nd, 2015 in the McKnight Community Center at 7:00pm by Mayor Terry Wright. Roll Call was taken: present – Tammy Byers, Chris Wilts, Chris Willmott, and Wayne Kelm; Absent -Deborah Hopfinger.

Motion was made by Kelm, seconded by Wilts to approve the agenda; roll call vote taken with all present voting aye; motion carried.

The regular meeting minutes were read from October 5th and October 19th. Motion was made by Byers, seconded by Kelm to approve the minutes as read; roll call vote taken with all present voting aye; motion carried.

The following bills were presented for approval:

Name	Description	Amount	
Aflac	Aflac Insurance Premiums for October 2015		109.85
Anderson Oil Company, Inc.	October Fuel	120.97	
AT&T Mobility	CELL PHONE BILL 690-5030	2.24	
Brookings County Sheriff's Office	November 2015 Contract Law	1,595.65	
Brookings-Deuel Rural Water System	October Water	2,026.40	
Christi Wilts	Cleaning Hall from May - September 2015	360.00	
Cook's Wastepaper & Recycling	October Garbage Pickups	1,805.20	
Daniel DeYoung	Payroll for October 2015	2,379.50	
Daniel DeYoung	Health Insurance Stipend October 2015	250.00	
Danko Emergency Equipment	Siren Installation	6,721.36	
DVL Fire and Safety	Annual Inspection	307.40	
East River Electric	September Transmission Service	4,917.33	
EFTPS	Payroll Taxes October 2015	1,069.98	
First Bank & Trust	Cash Management Service Fee	10.00	
First Bank & Trust	Withdrawals	200.00	
Heartland Consumers Power District	September Power	27,669.18	
Hendricks Farmers Lumber	Museum Roof Repair	581.05	
Hillyard	Hall supplies	155.53	
Interstate Telecommunications Coop	Phone service for October 2015	256.25	
Jolene Landmark	Refrigerator Rebate	50.00	
Melanie Haber	Payroll for October 2015	1,750.22	
Melanie Haber	Health Insurance Stipend October 2015	250.00	
Melanie Haber	Mileage Reimbursement	115.92	
RFD News Group, Inc.	September Publishing	256.20	

Robert Krein	Utility Balance Refund	130.85	
Running's Supply, Inc.	Shop Supplies	41.88	
Sally Damm HCCS	Consulting Fees	8,334.00	
SD GOVMNT FINANCE OFFICERS' ASSOCIATION		2016 Affiliate Dues	40.00
SDML	2016 Membership Dues	513.80	
SDML Workers' Compensation Fund	2016 Insurance	3,564.00	
SDRS	Retirement Contributions for October 2015	618.52	
Servall	Mop/Rag/Towel Rental	33.28	
South Dakota Department of Health	Chemicals	542.00	
South Dakota One Call	September 2015 Message Fees	11.20	
South Dakota Public Assurance Alliance	Insurance Premium - Property Nursing Home		1,208.93
South Dakota State Treasurer	October 2015 Sales Tax	1,401.77	
Tammy Byers	Cleaning Hall from May - September 2015	757.50	
Terry Wright	Reimbursement for coat hooks	19.93	
Western Area Power Administration	September 2015 Power	1,710.30	
Willmott Gravel, Inc.	Load of Gravel	375.00	
GRAND TOTAL	72,263.19		

Motion was made by Kelm, seconded by Wilts to approve all the bills as presented; roll call vote taken with all present voting as follows: Byers – Yes, Willmott – No, Kelm – Yes, Wilts – Yes; with a vote of 3-1, motion carried.

At 7:05pm, the Council welcomed a representative from the Brookings Area Singles Club. He asked if the contract had been finalized yet. He was told that it had and he asked if a copy could be sent to him to confirm. Haber will send an updated contract.

The Council proceeded to discuss the updates with the Museum roof repair. Haber had notified Cobb Creek Construction that their bid was accepted. She was told that the supplies would be ordered and upon arrival construction will be start immediately.

The Council then welcomed Randy Hanson and Angie Boersma with Mills Construction to discuss future plans of the White Care Center. They presented the Council with a booklet of information regarding their company along with some preliminary ideas for the existing facility. Randy had met with a couple representatives from the community along with Haber to tour the facility and discuss potential options. They proposed a couple different layout options including a daycare, apartments, restaurant, offices, and even a senior center. Of course, all plans are only preliminary until they are able to get a performa put together and run financial numbers to see if the plans are feasible. What Randy and Angie asked the Council to consider at this time is entering into a memorandum of understanding with Mills Construction in order for them to be given exclusive rights to the plans and ideas. Basically, Randy explained that he didn't want to come in and do all the research and analysis for the facility while the City decided to go under the table and work with another agency. Randy stated that he expected the full report to be completed by February 2016. If after the report is presented, the Council decides not to work with Mills Construction and to go in a different direction, they are allowed to do so without any obligation. They ask that during this 4 month process that no part of the facility be rented out, besides what is currently be rented

by the Brookings Health Systems. The City is not hiring Mills Construction, nor are they paying them anything to do this research. It is all at the discretion of their company. Angie discussed how she plans on working with the community to get residents involved with the planning process and see what ideas are brought to the table. Randy also explained how he is working with an investment company that would potentially buy the facility and Mills Property Management would manage the facility. Randy also encouraged the City to try to work with the Economic Development board to discuss further development ideas and possibly apply for grant programs available. Motion was made by Willmott, seconded by Kelm to approve of entering into a memorandum of understanding with Mills Construction to start this process as soon as possible; roll call vote taken with all present voting aye; motion carried.

The Council proceeded to discuss what to do with the surplus items currently in the White Care Center. It was decided that the items should remain as is until a decision has been reached with Mills Construction. The only item the City did not feel worth keeping was the van. Motion was made by Willmott, seconded by Kelm to surplus the Ford van; roll call vote taken with all present voting aye; motion carried.

The Council was also approached by a city resident about selling a portion of land located northwest of the care center building. Motion was made by Willmott, seconded by Byers to table the sale of the land until 2016; roll call vote taken with all present voting aye; motion carried.

The community digital sign contract was presented to the Council. Willmott asked that Mayor Wright's required signature be added to the contract. Motion was made by Willmott; seconded by Kelm to approve the contract with the one change; roll call vote taken with all present voting aye; motion carried.

The Council reviewed a new estimate from Stein Signs showing the cost of installing 12", 16" or 18" lettering for the McKnight Community Center. Motion was made by Willmott, seconded by Kelm to approve purchasing the 12" lettering at the cost of \$2,433; roll call vote taken with all present voting aye; motion carried.

The Council discussed what to do for the hall cleaning in 2016. Mayor Wright stated that he misunderstood what Byers and Wilts had previously stated when they agreed to clean the hall. He understood that it would be done for free. Byers and Wilts understood that they would get paid \$15 per hour. It was confirmed that each Councilmember can receive up to \$5,000 annually for contracted services according to South Dakota law. Wright stated that he had no problem with that agreement for 2016 but he asked that they try to minimize the amount of money spent on the hall without prior approval from the Council to purchase. Byers asked what items she bought without prior consent from the Council, but the list was minimal. She felt that some of the councilmembers were picking on her and that they didn't appreciate the work her and Wilts had done. Haber stated that she felt the best way to handle the spending issue would be to hold the cleaning staff to what is budgeted for in 2016. Haber also stated that she felt the work that has been done has been far better than what was done in the past and that the cleaners need to live in town due to the short notice of required work to be done. Both Byers and Wilts know what the budget for hall cleaning is and they should be able to stick with that unless they come to the Council and ask for a larger budget. After some discussion, a service contract will be written up for next month's meeting and approved for 2016 between the City and Byers and Wilts.

At the previous regular meeting, the Council discussed possibly allowing Verizon Wireless to install a cell tower on a portion of city owned land to increase cell reception in town. Possible locations included along Railroad Ave and out at the lagoon. Councilmember Byers also stated that she has been in contact with Francis Anderson who may be willing to allow the tower to go up on his land as well. The question asked was about collecting a rent check from Verizon if the tower was put on city land. Byers stated that she will follow up with this to see.

Dan DeYoung, City Maintenance Superintendent, stated that he is getting everything winterized including the park and the complex. The Council was notified that a certificate of public notice will be put in the newspaper regarding a failure to report disinfectant residuals on time. DeYoung stated that he is required to do this quarterly and forget to send in this last quarter. The state requires this public notice to be published. The Council asked again about dumping leaves out at the city dump and suggested that a sign be placed for residents to see. Leaves are not allowed to be dumped due to possible compost fire hazards. Kelm also discussed the new snow route due to the lack of needing emergency access to the nursing home any longer. DeYoung was also asked to trim more trees before winter.

Melanie Haber, Finance Officer, presented Resolution 2016-1 Wages for approval. Motion was made by Byers, seconded by Wilts to approve as read; roll call vote taken with all present voting aye; motion carried. Haber also presented Ordinance 140- 2016 Budget Appropriation for a second reading. Motion was made by Willmott, seconded by Wilts to approve; roll call vote taken with all present voting aye; motion carried. Byers asked Haber how her conference went in Watertown. Haber stated that it went good and will try to put together a short report for the next month's meeting.

Upcoming Meetings/Dates/Agenda Items included:

- November 19th – Legion Poultry Party
- December 4th – 13th - Festival of Trees
- December 5th – Santa Night
- December 7th - Next Regular City Council Meeting – McKnight Hall – 7pm
- December 11th – Dueling Pianos Supper & Concert

Old Business included:

- Repairing Patricks Ave and Wilson Ave signs – Banner Associates asked if these signs had been repaired and/or installed properly. DeYoung didn't think they had been repaired and installed, but later confirmed that they had.
- Mayor Wright stated that the Brookings County Sherriff's department received approval on their digital speed signs for 2016.

Public comments – None.

The Contract Law Report was read.

Correspondence included notice that the Brookings County Boulevard Project is looking for communities interested in planting more trees with a 50/50 cost split.

Nuisances included a down tree on a resident's property. A notice will be sent to kindly ask resident to remove it before snow fall.

The delinquent utility bill statement was presented to the Council with a total of 14 accounts being delinquent. Motion was made by Willmott, seconded by Kelm to approve of disconnecting all 14 accounts; roll call vote taken with all present voting aye; motion carried.

The Financial Statements were presented to the Council. Motion was made by Byers, seconded by Willmott to approve of the financial statements.

With no further business to come before the Council, motion made by Willmott, seconded by Wilts to adjourn; roll call vote taken with all present voting aye; motion carried. Meeting adjourned at 8:56pm.

Terry Wright, Mayor

Melanie Haber, Finance Officer