

**White City Council Minutes
March 2, 2015**

The regular meeting of the White City Council was called to order on Monday March 2nd, 2015 in the McKnight Community Center at 7:00 p.m. by Mayor Terry Wright. Roll call was taken: present—Tammy Byers, Kim Kuper, Wayne Kelm and Deborah Hopfinger; absent - Jackie Pike.

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

The minutes of the February 2nd regular meeting were reviewed. Motion made by Kuper, seconded by Byers to approve the minutes as read; roll call vote taken with all present voting aye; motion carried.

The following bills were presented for payment:

Name	Memo	Amount
Aflac	Aflac Insurance Premiums for February 2015	110.89
A-I Computer Solutions	Computer Virus Removal	137.78
AMP Electric Construction Inc.	White Community Center Materials & Labor	6,341.36
Anderson Oil	Service Work	163.27
Anderson Oil	February Fuel	1,818.76
AT&T Mobility	CELL PHONE BILL 690-5030	31.04
Brookings-Deuel Rural Water	February Water	2,089.00
Brookings County Sheriff's Office	February Animal Control	67.66
Brookings County Sheriff's Office	March 2015 Contract Law	1,595.65
Colonial Research Chemical Corp.	Gallons of Total Kill	1,575.96
Cook's Wastepaper & Recycling	February Garbage Pickups	1,814.55
Daniel DeYoung	Payroll for February 2015	2,345.17
Daniel DeYoung	Health Insurance Stipend February 2015	250.00
East River Electric	January Transmission Service	5,565.48
EFTPS	Payroll Taxes February 2015	1,135.87
Erik Gutormson	Payroll for February 2015	441.17
Feucht Construction	Portion of Demolition of McKnight Hall Remodel	28,255.59
First Bank & Trust	Withdrawals	280.46
First Bank & Trust	Cash Management Service Fee	10.00
Heartland Consumers Power	January Power	33,632.99
Interstate Telecommunications Coop	Phone service for February 2015	368.21
Interstate Telecommunications Coop	Phone service for January 2015	427.82
Melanie Haber	Payroll for February 2015	1,709.54
Melanie Haber	Mileage Reimbursement	23.98
Melanie Haber	Health Insurance Stipend February 2015	250.00
Postmaster	PO Box Fee Payment	50.00
RFD News Group, Inc.	January Publishing	177.36
SDRS	Retirement Contributions for February 2015	612.86
South Dakota Department of Health	Chemicals	30.00
South Dakota State Treasurer	February 2015 Sales Tax	2,289.72
Thomsen Garage	Welding	25.00
Western Area Power Administration	January 2015 Power	3,197.44

GRAND TOTAL**96,824.58**

Motion made by Hopfinger, seconded by Kelm to approve payment of all bills; roll call vote taken with all present voting aye; motion carried.

At 7:05 p.m. the Council welcomed Brett Behrends with Century 21 real estate. Behrends asked the Council about paving Golf View Drive on the north side of town. He stated that back when he built his first home out there that it was discussed and he thought it had been approved to pave that road. He has sold 2 homes out there telling both buyers that the road will be paved in the summer of 2015. Mayor Wright stated that it was his understanding that construction on that road wouldn't start until construction was complete with the home development. He didn't see the need to pave the road for it to possibly get tore up with more construction work in the future. He suggested waiting another year until the city had enough funding and more development was complete. The council was presented with an F.J McLaughlin bid that was submitted back in October 2014 for the asphalt and gravel work necessary. The project was an estimated \$70,000. Councilmember Byers referred to the minutes from November 2014 when this was discussed. Nothing was formally approved at that time. Behrends stated that in order for him to better promote the area he feels the road should be paved. The people to whom he has sold the existing houses to are not from the area therefore he is bringing more development to the community. It was also brought to the Council's attention that the construction company may be able to do 1 layer now and 1 layer later which would divide the costs into a 2 year span versus paying for it all at once. After much discussion, motion was made by Hopfinger, seconded by Kelm to put the project out for bids requesting that 1 lift be done in 2015 and 1 lift done in 2016 with the deadline to place bids set for May 4, 2015; roll call vote taken with all present voting aye; motion carried.

The Council proceeded to discuss the McKnight Hall Remodel project with construction manager, Mike Robbins. The city received a bid from Brookings Municipal Utilities to change out the current transformer and metering for the building. Robbins explained that the one currently being used will not be efficient enough to power the remodel. The bid total was \$5,324.58. This cost was not planned for in the initial costs and will be an additional expense. Robbins stated that before the Council approves said bid, he wants to confirm with BMU. The Council also received a bid from Sound Sensations to update the audio and visual equipment in the hall. The bid included all wiring, equipment and labor to update. It also included the cost for a new projector which the White Community Club has agreed to pay for totaling \$ 1,099.90. It was confirmed that the equipment will be placed in a lockable case but controls will be accessible to renters. The total cost that the city would be responsible for is \$2,692.14. Councilmember Kuper thought this number seemed high and suggested getting more bids. Hall Custodian, Gutormson, stated that the other audio and visual company in Brookings was approached to bid, but they didn't feel like they had the time to do such project. The other companies that may be interested would be located in Sioux Falls or Watertown. Since this work does not need to be done in the immediate future, the Council tabled the bid until next month.

Councilmembers Byers and Kuper updated the Council regarding their recent Building Committee meeting. Kuper could not attend due to an illness, but Byers stated that they made some design decisions and added a water fountain to the entry hallway. They also decided that adding an automatic handicapped front door could be done at a later time. Byers stated that not much discussion took place regarding fundraising opportunities since Kuper wasn't present and she had initiated some grant opportunities. Kuper felt that she didn't need to be present for such discussion to take place. After some debate, Mayor Wright suggested the Building Committee schedule another meeting to brainstorm fundraising ideas.

Robbins also asked the Council if it would be okay to discontinue installation of a false ceiling in the storage room. It was requested by the American Legion so they would have more room to add cabinets in the future if necessary. The Council felt no need to install the ceiling and agreed.

The Council proceeded to discuss the opportunity to open up bids for janitorial supplies for the new community center. Finance Officer, Melanie Haber, and custodian, Gutormson, suggested doing this in order to get the best rate possible for supplies such as toilet paper, paper towels, soap and cleaning supplies. Any companies interested should submit a bid for at least a 1 year time span for all the supplies they feel necessary. Motion was made by Hopfinger, seconded by Kuper to put this out for bids with the deadline to submit by April 6, 2015; roll call vote taken with all present voting aye; motion carried.

The Council reviewed Condition Use Permit 2015-1-C submitted by Jeremy Paulson, representing the buyers regarding the home at 402 E Main. The property currently has a storage shed that sits 2 feet within the city's right of way on the east side of the lot. Motion made by Hopfinger, seconded by Kelm to approve of the permit; roll call vote taken with all present voting aye; motion carried.

Haber notified the Council of a call she received from Monkey Business Treats out of Ward, SD. The business sells ice cream treats out of an ice cream truck and would like to visit the town in the summer months. They will be certified with the state and be approved by all health codes. They were asking if the city of White has any other permits or ordinances they need to be aware of prior to visiting. Haber stated that currently there is nothing in place. It was suggested that the city adopt an ordinance for permission prior to any sales requiring proof of certification and other required documentation. There would be no costs associated with the permit. Haber will work on getting something written up for review at the next regular meeting.

With no competing petitions filed for the vacant spots opening on the City Council board, there will not be an election held in 2015. All current members will be reinstated May 1, 2015 unless a letter of resignation is submitted. However, with one vacant spot still open in Ward 3 with the resignation of Joyce Krein back in 2014 the Council was notified that this spot is required to be filled by May 1 regardless. It was suggested to place an ad in the paper and on the website to promote the position. If no one shows interest in the spot by April the Council will need to appoint a resident. Anyone interested is asked to contact the Finance Office.

The City is also looking to hire a part time employee to take care of the lawn maintenance throughout town. The Council reviewed the current job description for this position and decided not to make any changes. Discussion also took place about combining the lawn maintenance and the hall custodian job to create a full time position. Concerns were addressed about the time requirement in the summer months if events increase in the hall taking away time needed to mow. It was decided not to combine positions. Anyone interested in applying for the job has until April 1, 2015 to apply. Interviews will be set for April 6 at the regular City Council meeting. Contact the Finance Office for application.

The Council was notified that their Solid Waste Collection & Disposal Bid Agreement with Cook's Wastepaper & Recycling expired on February 28, 2015. It was overlooked by the Finance Office with the relocation of the office and the fact that the agreement was set up 3 years ago prior to Haber's employment. The Council has opened this bid up with a deadline set for April 6, 2015. Sealed bids should be submitted to the Finance Office.

Dan DeYoung, City Maintenance Superintendent, stated that he has been doing routine maintenance and has ordered the new LED lights for Main Street but has not yet received them.

Haber asked the Council to approve of her getting a bank debit card for city use. Items such as business forms, tax forms and online orders have been bought using her personal card and then reimbursed creating a margin for error. Motion was made by Kelm, seconded by Byers to approve of debit card application; roll call vote taken with all present voting aye; motion carried. Haber also asked the Council to set a special meeting date for the Tax Equalization Appeals for some time between March 16 and 20. Motion was made by Hopfinger, seconded by Kelm to set the meeting for Monday March 16th at 6:30pm; roll call vote taken with all present voting aye; motion carried.

Haber also presented the Council with a program called ITC Notify through our current telephone company ITC. This program is used by the Deubrook School system called School Reach notifying students of school cancellations via an automated phone call. This same program can be used by the City to notify residents in emergency situations, pay due bills, and other events. The monthly cost is \$19.95 and includes unlimited calls, e-mails and texts. Motion was made Byers, seconded by Kelm to set up this program; roll call vote taken with all present voting aye; motion carried.

Upcoming meeting dates included:

- March 4, 2015 – Tax Assessment Meeting – Brookings 9:30am. Melanie to attend. Request for mileage reimbursement
- March 16, 2015 – Meeting of Local Review Board, McKnight Hall 6:30pm
- April 6, 2015 – Next regular City Council Meeting, McKnight Hall 7pm

Motion was made by Kelm, seconded by Kuper to approve mileage reimbursement for Haber; roll call vote taken with all present voting aye; motion carried.

The Council discussed old business including:

- Occupancy dwelling ordinance: Acquiring actual state fire code via Fire Chief Willmott for review
- Deubrook Art Show April 12 – 17, 2015: Motion made by Hopfinger, seconded by Kelm to approve waiving of rental fees; roll call vote taken with all present voting aye; motion carried.
- SD DOT signage project: Street sign colors are customizable but not with burgundy. Motion made by Kelm, seconded by Hopfinger to use Black & White street signs.

Public comments: Tammy Byers stated that the mural located on the east side of the vet clinic will be repainted this year.

The contract law report was read.

Nuisances: The City received a letter from attorney Ronning addressing an issue which occurred over Pioneer Days in 2014 involving Gusso and Pike. The letter stated that both individuals violated city ordinance 5.0101 regarding disorderly conduct. The letter asked the Council to review and if any concerns or questions were necessary to contact Mr. Ronning. No concerns were addressed.

The Council reviewed city ordinance 65 regarding delinquent utility accounts. It was suggested that the members take the full ordinance home and review and present any changes at next month's meeting.

After reviewing the financial statements presented to the council, motion made by Kuper, seconded by Byers to approve statements. Roll call vote taken with all present voting aye; motion carried.

With no further business to come before the Council, motion made by Hopfinger seconded by Kelm to adjourn; all present voting aye; motion carried. Meeting adjourned at 9:00 p.m.

Terry Wright, Mayor

Melanie Haber, Finance Officer