

White City Council Minutes April 6, 2015

The regular meeting of the White City Council was called to order on Monday April 6th, 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, Jackie Pike and Deborah Hopfinger.

Mayor Wright asked to move items B and C under item 26 to item 19. Motion made by Kuper, seconded by Pike to approve the agenda; roll call vote taken with all present voting aye; motion carried.

The minutes of the March 2nd regular meeting and March 16th special meeting were reviewed. Motion made by Hopfinger, seconded by Kuper 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 March 2015	155.48
AMP Electric Construction Inc.	White Community Center Materials & Labor	35,193.90
Anderson Oil	March Fuel	520.85
AT&T Mobility	CELL PHONE BILL 690-5030	31.04
Baldrige & Nelson Architects	7% of Estimated Construction Amount	393.75
Brookings-Deuel Rural Water	March Water	2,237.00
Brookings Equipment	Tractor Parts & Labor	209.59
Brookings County Highway Dept.	Salt Sand Delivered	367.75
Brookings County Sheriff's Office	April 2015 Contract Law	1,595.65
Central Business Supply	1 Portable Toilet Rental	75.00
Cook's Wastepaper & Recycling	March Garbage Pickups	1,795.85
Daniel DeYoung	Health Insurance Stipend March 2015	250.00
Daniel DeYoung	Payroll for March 2015	2,502.60
Deborah Hopfinger	Payroll for Quarter 1 of 2015	235.49
East River Electric	February Transmission Service	5,496.36
EFTPS	Payroll Taxes March 2015	1,491.22
Ekern Plumbing, Heating & Air Conditioning	McKnight Hall Remodel Partial Payment	35,000.00
Erik Gutormson	Payroll for March 2015	835.58
FedEx Freight	Redelivery Charge	52.45
Feucht Construction	Portion of Demolition of McKnight Hall Remodel	58,951.44
First Bank & Trust	Cash Management Service Fee	10.00
Fishback Insurance Agency	Position Bond Premium	763.00
Foerster Office & Janitorial Supply	Hall Supplies	195.90
Heartland Consumers Power District	February Power	31,891.51
Heartland Consumers Power District	March Power	28,998.88
Hillyard	Hall Maintenance Supplies & Parts	503.93
Hiway 30 Auto Service	Batteries	242.24
ITC	Phone Service for March 2015	352.77
Jackie Pike	Payroll for Quarter 1 of 2015	184.70
Kim Kuper	Payroll for Quarter 1 of 2015	263.20
Lowe's	City Supplies	384.41
Mandi Petersen	Hall Rent Return	100.00

Melanie Haber	Payroll for March 2015	1,794.06
Melanie Haber	Mileage Reimbursement	23.98
Melanie Haber	Health Insurance Stipend March 2015	250.00
Midwest Pest Control	Pest Spray	77.50
Office Peeps, Inc.	Office Supplies	148.31
RFD News Group, Inc.	February Publishing	87.00
Robbins Construction, Inc.	Construction Management Partial Billing	3,571.44
SDML Workers' Compensation Fund	2014 payroll audit	165.00
SDRS	Retirement Contributions for March 2015	641.70
Servall	Mop/Rag/Towel Rental	93.07
South Dakota Department of Health	Chemicals	15.00
South Dakota Department of Labor	Quarterly File Report	5.00
South Dakota State Treasurer	March 2015 Sales Tax	2,379.09
Tammy Byers	Payroll for Quarter 1 of 2015	263.20
Terry Wright	Payroll for Quarter 1 of 2015	318.61
Tri-City Star	1 year paper subscription	49.98
US POSTAL SERVICE	PERSONALIZED EVELOPES	286.55
Wal-Mart	Office Supplies	13.78
Wayne Kelm	Payroll for Quarter 1 of 2015	263.20
Wesco Receivables Corp.	12 Street Lights	6,775.20
Western Area Power Administration	February 2015 Power	3,487.26
Western Area Power Administration	March 2015 Power	2,914.05
Grand Total	234,904.52	

Motion made by Byers, seconded by Hopfinger 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 residents Veronica Shriver and James Kepford requested a building permit for a new residential home. The home is planned to be built behind their existing house at 301 West 5th Street on a bare lot that they also own. The issue the Council addressed was giving the home a physical address since there isn't a street that exists that far south. Mayor Wright asked the owners what their plans were for future development of the rest of the land. The owners stated that they did not plan on developing the rest of the lot. Another issue addressed was whether or not the lot needed to be rezoned since it is currently zoned as Ag Land. According to First District of South Dakota and the City of White's zoning ordinance, the lot does not need to be rezoned unless the Council found it necessary. In this case, since no further development is planned, the Council did not feel the need to rezone this particular lot. The Council also discussed getting utility services to the house but stated that all those expenses would be at the cost of the owners. After some discussion on how to give the property a physical address it was decided to extend South School Ave further south and using 305 South School Ave as the address for the home. Motion was made by Byers, seconded by Hopfinger to approve of Shriver & Kepford's building permit; roll call vote taken with all present voting aye; motion carried.

The Council welcomed resident Bill Powers to discuss a solar electricity opportunity. Powers informed the Council of some benefits of using solar power for residential homes and stated that South Dakota is unfortunately much further behind than other states in this development. He also stated that because there are several regulations and underdeveloped procedures he will more than likely not install a system on his home. One of the factors is cost, estimating \$20,000 for a 5 kilowatt system. However, he suggested that the city look into this opportunity in the future.

The Council proceeded to discuss the McKnight Hall Remodel project with construction manager, Mike Robbins. They reviewed 2 bids from Brookings Municipal Utilities and Sound Sensations that were presented last month for electrical and audio repairs and equipment. Motion was made by Hopfinger, seconded by Kelm to approve of the \$5,324.58 BMU bid; roll call vote taken with all present voting aye;

motion carried. Motion was made by Byers, seconded by Hopfinger to approve of the \$4,019.56 minus the sales tax Sound Sensations bid; roll call vote taken with all present voting aye; motion carried.

Councilmember, Wayne Kelm, discussed some concerns that were brought to his attention for the Legion Room décor. Many people felt that the old décor should not be allowed to go back up on the walls. Joe Klein was present to represent the American Legion. He stated that the plans included installing a nice shelf to hang the boxed American flags around the perimeter of the room. It was also suggested to leave the north wall open for those who want to show a presentation while using the room. Joanne Murphy was present with the Legion Auxiliary. She stated that they would like to be able to hang their pre-amble on the west wall. Byers suggested ordering new pre-ambls as the old ones are worn out.

Councilmembers Byers and Kuper updated the Council regarding their recent Building Committee meeting. They will be hosting an open house on June 13th from 2:00pm – 5:00pm with refreshments for residents to come in and look at the complete remodel. They are also looking to put together a fundraising event in September.

Robbins asked the Council about a preference on replacement of the flag pole outside of the hall. It was decided that the best location would be on the south east corner. Motion was made by Hopfinger, seconded by Kelm to approve of this location; roll call vote taken with all present voting aye; motion carried.

Kelm also notified the Council of a concern brought up from the Post Office requesting that a bank of mailboxes be installed for residents living on the golf course. After some discussion with DeYoung, it was decided that the best placement would be on the northeast corner of Six Mile Creed Road and Golf View Drive. Of course, the US Post Office has the final decision when installing but it will be recommend by the City to install at this location.

The City received a nice letter from the Deubrook 2D Design students stating that the mural located on the east side of the White Vet Clinic will be redone within the next month.

The Council opened sealed bids for Janitorial Supplies from Hillyard and Central Business Supply. CBS bid was for \$3,325.05 for a 1 year supply and Hillyard's bid came in at \$13,209.07. Hall Custodian, Gutormson, stated that Hillyard must have misunderstood the quantities because their bid was much higher. Considering the large discretion between the two bids, motion was made by Kelm, seconded by Hopfinger to table the bids until next month's meeting while some research is done; roll call vote taken with all present voting aye; motion carried.

The Council opened sealed bids for Solid Waste Collection & Disposal from Cook's Wastepaper & Recycling. Their bid came in at \$9.35 per household for a standard 95 gallon cart. Motion was made by Hopfinger, seconded by Kelm to approve of Cook's bid; roll call vote taken with all present voting aye; motion carried.

Ordinance 138 pertaining to adopting a Peddler, Solicitor & Transient Merchant License was read. Some minor changes were made and motion was made by Pike, seconded by Byers to approve the first reading of the ordinance with changes; roll call vote taken with all present voting aye; motion carried. The second reading will be held May 4th with effective date May 11, 2015.

The Council reviewed an estimate from the Brookings County Sheriff's Office for 2 electronic solar powered speed signs. Sargent Jon Pike was present and stated that they received grant money through the Office of Highway Safety for these signs. The total cost would be shared on an 80/20 basis with 20% being the city's share. The estimate for 2-15" signs was \$8,700 and 2-18" signs was \$9,240 with the City's expense being 20% of these amounts. Pike suggested ordering the larger 18" for the small price difference. The signs would be placed on North Hooker Ave and East Main Street. Pike stated that these signs have dramatically decreased the number of speeding violations in the areas that they have been placed. The signs would not arrive until 2016. Motion was made by Hopfinger, seconded by Byers to approve of ordering 2-18" electronic speed signs; roll call vote taken with all present voting aye; motion carried.

With the vacant Councilmember spot in Ward 3, the Council asked those interested in filing the spot to speak up. Chris Willmott and James Kepford both expressed interest. Mayor Wright stated that the only concern he had with Mr. Willmott was conflicting opinions regarding being Fire Chief for the fire department. Willmott did not feel that this would be an issue. Willmott also stated that he has acted as Mayor for the city in the past as well as been on the board. Kepford stated that he felt he could bring a lot to the table being a Councilmember. With a flip of a coin, Chris Willmott will be appointed as Councilmember Ward 3 at the May 4th meeting.

Councilmember, Jackie Pike, expressed concerns with the Council about her being unable to fulfill her position as board member for Ward 2 because of health issues. She plans on resigning in May. Kim Kuper, Councilmember Ward 1, also turned in a letter of resignation effective at 10:00pm on April 6th. With 2 more vacant positions, the City Council is looked to fill these spots as soon as possible.

At approximately 8:55pm, the Council entered into executive session for Park/Rec Maintenance Mowing job interviews. Council exited executive session at 9:10pm. Motion was made by Pike, seconded by Hopfinger to award the position to Kayla Oval.

Dan DeYoung, City Maintenance Superintendent, stated that he will be getting the mowers ready for spring. He discussed getting a new fogger machine for spaying mosquitos, but didn't feel that it was a necessity for this year but possible next year. Councilmember Byers asked about replacing some street lights. DeYoung stated that he will get that done this week.

Finance Officer, Melanie Haber, asked the Council to set the City Wide Clean-up Day for May 8th. Motion was made by Kelm, seconded by Byers to approve of this date; roll call vote taken with all present voting aye; motion carried. Haber also asked when the surplus sale should be set. After some discussion, the Council opted to hold a rummage sale during the City Wide Rummage Sales on May 1st from 4:00pm – 7:00pm since many of the items aren't worth much. Motion was made by Hopfinger, seconded by Kelm to hold this sale; roll call vote taken with all present voting aye; motion carried.

Haber also notified the Council that the Loss Control Survey will take place on April 21st starting at 8:30am. She needs a representative from the Fire Department and the Ambulance to answer some questions. DeYoung will represent the Fire Department and Russ Larson from the Ambulance. Haber also asked if the Council would be okay with just using an e-mail list to mail out the McKnight Hall Calendar each month. She is currently using a couple different methods depending on what each person prefers. The Council agreed that e-mail can be used to contact everyone. The City received a letter from the Department of Transportation for a Small Community Transportation Planning Program opportunity. This program would allow small towns to have a transportation planning study done for future community growth and development with different types of transportation including bike trails. The Council agreed to send in the application. Another opportunity was presented to receive grant funds from the SD Department of Agriculture for planting new trees. The Council opted to not apply for these funds.

Upcoming meeting dates included:

- April 11, 2015 – Fireman's Dance
- April 12 – 17, 2015 – Deubrook Art Show
- May 1-3, 2015 – City Wide Rummage Sales
- May 4, 2015 – Next regular City Council Meeting, McKnight Hall 7pm

The Council discussed old business including:

- Fire Chief, Willmott, stated that after reviewing the state fire code for occupancy limits, he didn't feel that the city could monitor such restrictions. The code currently states that 1 person may reside per 200 square feet of living space.
- Mayor Wright stated that he is working with a resident to get an old shed tore down before summer.

Public comments: Tammy Byers asked if members of the electrical department for the city should be meeting for discussion. She was advised that since it is just a department and not a committee, that no meetings need to be held unless needed. Chris Willmott also notified the Council that prior to paving Golf View Drive, residents should consider getting water/sewer lines dug onto the properties sitting out at the golf course. Otherwise, once the road is paved it will need to be dug up again to get to any piping which lies underneath the road. The Council instructed Haber to send out letters to all property owners affected stating that all water/sewer/electrical lines need to be dug before any pavement will be laid down.

The contract law report was read.

Correspondence: The City received the Secretary's Award for Drinking Water Excellence for 10 years of clean drinking water.

Hall Custodian, Gutormson, asked the Council to approve the purchase of a used chair tree located at the Brookings Habitat Restore. He stated that by getting this chair tree, all the chairs in the hall will be hung instead of being laid on the floor. Motion was made by Hopfinger, seconded by Kelm to approve of this purchase for \$125; roll call vote taken with all present voting aye; motion carried.

At 9:49pm the Council went into Executive Session for employee discussion. Council exited Executive Session at 10:07pm. Kuper existed meeting at 10:07pm.

The Council reviewed the 2014 Annual Report data with no major concerns being discussed.

With review of the delinquent accounts, Byers suggested possibly raising the late fee to entice residents to pay on time. She also asked if we could see what other cities do and how they enforce utility accounts. Since only 4 councilmembers remained, no motions could take place on further business.

With no further business to come before the Council, meeting was adjourned at 10:15 p.m.

Terry Wright, Mayor

Melanie Haber, Finance Officer