

## MINUTES OF REGULAR MEETING

The City Council of the City of Volga, SD met for a regular meeting Monday, January 4, 2016 at 5:30 PM in the conference room of City Hall; Mayor Randy Santema presiding. Members present: Wendell Karlstad, Dave Rankin, Rod Hageman, Ken Fideler, Roger Anderson, and Kelly VanderWal. Also present: City Attorney Steve Britzman, City Administrator Andrew Bremseth, Finance Officer Ashley Rentsch, Fire Chief Matt Anderson, and Kathi Granum with the Volga Tribune.

Following the Pledge of allegiance, Bremseth stated that two items should be added to the agenda, including section (e.) under Public Works – Authorization to enter into contract with Banner Associates for a Wastewater Facility Plan, and section (b.) under Parks & Public Buildings – Discussion regarding appointment of planning team for new Activity Center. Anderson made a motion to approve the agenda as amended. VanderWal seconded the motion. All in favor; motion carried.

Fideler made a motion to approve the minutes of the December 21, 2015 regular meeting. Anderson seconded the motion. All in favor; motion carried.

Bremseth stated that no bids had been received for the used model year 2002-2005 dump truck with less than 100,000 miles, for which the bidding period had closed at 3:00 PM. VanderWal made a motion to authorize City staff to shop around for a truck that meets the specifications and falls within the budgeted amount. Fideler seconded the motion. All in favor; motion carried.

Bremseth reported that all contracts have been finalized for the West Substation project and that Electrical Superintendent Chad Collins had begun ordering materials for 2016 capital projects.

Fire Chief Matt Anderson stated that the Fire Department had ten calls in December, bringing the total for 2015 to 104 calls. This broke the previous record by 21 calls. He said 80-85% of the calls have been medical. The brush truck is continuing to work very well, and the annual County Feed will be held on Monday, January 11 in the Fire Hall.

Fideler made a motion to approve a perpetual easement for the West 6<sup>th</sup> Street Lift Station from Scott and Michelle VanderWal. Anderson seconded the motion. Discussion was held. All in favor; motion carried.

VanderWal made a motion to approve a perpetual easement for the West 6<sup>th</sup> Street Lift Station from Edman Development, LLC. Fideler seconded the motion. Discussion was held. All in favor; motion carried.

Bremseth presented recommendations for street signage in the new developments. He recommended stop signs on Fourth Street at the intersections of Jefferson Avenue and Caspian Avenue. He stated that after hearing feedback from residents in that area, east and west bound stop signs on Fourth Street would be appropriate, rather than allowing the street to be a thoroughfare. Bremseth said stop signs should also be placed on LeeAnn Avenue and Jackson Avenue at their intersections to Fourth Street and Sixth Street In the new Westland Addition,

stop signs are recommended on Edman Avenue and Vicki Avenue at their intersections to Sixth Street. Bremseth will work with City Attorney Britzman to develop these ordinances.

Bremseth discussed current snow removal ordinances, noting that they only give the City authority to issue snow alerts during certain times rather than allowing for snow alerts to be issued any time as needed in order to get vehicles off the streets. Mayor Santema encouraged Bremseth to do some research as to how other cities handle snow removal. City Attorney Britzman stated that it may be a good idea to develop a new ordinance based on the process Brookings uses. Bremseth and Britzman will work together and bring an Ordinance before the Council at the next meeting.

Bremseth stated that Banner Associates is planning to develop a wastewater facility plan in 2016 that would be similar to the water facility plan completed in 2015. The total cost would be approximately \$23,000; with the City being responsible for approximately one-third upon approval for grants from the South Dakota Department of Natural Resources and East Dakota Water Development District. Fideler made a motion to authorize Bremseth to enter into a contract with Banner Associates for a wastewater facility plan. Anderson seconded the motion. Discussion was held. All in favor; motion carried.

Rankin made a motion to approve **Resolution 2016-01** BE IT RESOLVED that in accordance with SDCL 35-1-5.5, prior authorization for persons to consume or blend alcoholic beverages on Monday, January 11, 2016 in the Volga Fire Hall is hereby given. All such consumption or blending shall occur during the private party for the Volga Volunteer Fire Department County Feed. Said property shall be considered for purposes of the Resolution to be the location of a special license and shall not constitute a public place as defined by Ordinance 145 of the City of Volga. Sale of alcohol beverages shall not be permitted at any time at the above described location by this party. There shall be no consumption of any alcoholic beverage by any individual who is under twenty-one years of age. This permit shall commence at 12:00 AM on January 11, 2016 and shall conclude at 11:59 PM on January 11, 2016. Dated this 4th day of January, 2016. CITY OF VOLGA BY: /s/Randy Santema, Mayor ATTEST: /s/ Ashley Rentsch, Finance Officer. Anderson seconded the motion. All in favor; motion carried.

Bremseth stated that Rick Salonen with Banner Associates has asked the Council to appoint a project planning team of up to nine individuals who will meet at least five times. They will be responsible for reviewing and approving work completed by Banner on the new Activity Center. The Council will work together to identify potential members and appoint the team at the next regular meeting on January 19.

Fideler made a motion to approve the following claims and ordered them paid. Anderson seconded the motion. All in favor; motion carried.

1ST DIST. ASSOC. OF LOCAL GOV.	\$1,934.17	FY2016 annual support
AUS SIOUX CITY MC LOCKBOX	\$256.64	cleaning supplies
BROOKINGS COUNTY TREASURER	\$9,607.03	01.2016 contract law
CIVICPLUS	\$4,649.97	year 2 website fee
DAKOTA SUPPLY GROUP	\$994.08	water dept. supplies

DELTA DENTAL	\$406.20	premiums
EDMAN DEVELOPMENT LLC.	\$1,588.14	TIF #1 payment
HAROLD K. SCHOLZ CO.	\$19,351.80	Final pay request - West Sub
HAWKINS INC.	\$15.00	water supplies
HEALTH POOL OF SOUTH DAKOTA	\$5,598.56	premiums
HOLIDAY CREDIT OFFICE	\$63.89	fuel
I STATE TRUCK CENTER	\$41,000.00	2001 FL80 Dump Truck
INTERSTATE ALL BATTERY CENTER	\$85.00	batteries
JERE'S HOME INSPECTIONS, LLC	\$1,250.00	2015 home inspections
JOAN BJORKLUND	\$100.00	cleaning services
KEVIN O. STEEN	\$133.56	mileage for classes
NORTHWESTERN ENERGY	\$700.74	natural gas service
OFFICE PEEPS INC.	\$147.80	office supplies
RUNNINGS	\$840.04	supplies
SCOTT E. VANDERWAL	\$500.00	lift station easement
SD CITY MANAGEMENT ASSOC.	\$150.00	2016 Annual Dues
SD DEPARTMENT OF REVENUE	\$79.00	testing
SD HUMAN RESOURCE ASSOC.	\$50.00	2016 Annual Dues
SD PUBLIC ASSURANCE ALLIANCE	\$205.00	addition of sewer lift station
SD-DENR-OPERATOR CERTIFICATION	\$1,548.00	2016 licenses and permits
SD-GFOA	\$40.00	2016 Annual Dues
SD-MEA	\$3,105.00	2016 Annual Dues
SDML	\$1,417.46	2016 Annual Dues
SDRS	\$4,624.42	contributions
SD-STREET MAINTENANCE ASSOC.	\$35.00	2016 Annual Dues
SIOUX VALLEY WIRELESS	\$50.95	SDSP metering utility
STEVEN J. BRITZMAN, ATTORNEY	\$4,143.00	4Q2015 professional services
STURDEVANT'S AUTO SUPPLY	\$100.30	parts
T & L SERVICE'S	\$1,250.00	cleaning services
VALLEY FITNESS	\$120.00	employee deductions
VERIZON WIRELESS	\$325.60	cell phone service
WESCO DISTRIBUTION, INC.	\$38,887.05	electric dept. supplies
WESCO DISTRIBUTION, INC.	\$2,242.75	electric dept. supplies
GENERAL FUND	\$17,195.68	12.2015 Payroll
WATER FUND	\$2,780.75	12.2015 Payroll
ELECTRIC FUND	\$16,055.25	12.2015 Payroll
WASTEWATER FUND	\$2,780.74	12.2015 Payroll

Rentsch presented the monthly revenue and expenditure guidelines, highlighting annual sales and property tax revenues for 2015. She also presented the capital projects status report and monthly profit and loss summary.

Fideler made a motion to set the 2016 election date for Tuesday, April 12, 2016 to be combined with Sioux Valley Schools. VanderWal seconded the motion. All in favor; motion carried.

Fideler made a motion to enter Executive Session pursuant to SDCL 1-25-2(1) for employee performance and salary increases at 6:40 PM. Anderson seconded the motion. All in favor; motion carried.

Anderson made a motion to move out of Executive Session at 6:47 PM. Rankin seconded the motion. All in favor; motion carried.

Fideler made a motion to approve a salary increase of 3% for all full-time employees. New wages are as follows: Andrew Bremseth, \$74,263 annual salary; Ashley Rentsch, \$23.88/hour; Mary Ries, \$15.45/hour; Chad Collins, \$35.02/hour; Kevin Steen, \$21.75/hour; Jon Hauge, \$21.43/hour; Colt Moyer, \$14.94/hour. Rankin seconded the motion. All in favor; motion carried.

Annual bonuses may be provided to full-time and regular part-time employees upon Council approval prior to distribution.

Fideler made a motion to adjourn at 6:53 PM. Rankin seconded the motion. All in favor; motion carried.

/s/ Randy Santema, Mayor, City of Volga

/s/ Ashley Rentsch, Finance Officer, City of Volga