

Unapproved Minutes
Council Special Session
June 16, 2014
Monday 12:00 noon

The special session of the City Council, City of Vermillion, South Dakota was held on Monday, June 16, 2014 at 12:00 noon at the City Hall large conference room.

1. Roll Call

Present: Collier-Wise, Davies, Meins, Osborne, Ward, Willson,
Zimmerman, Mayor Powell
Absent: Grayson

2. Informational Session - 2014 Community Survey Presentation - Andy Colvin

Andy Colvin, Assistant to the City Manager, reported that the Planning Commission is currently in the process of updating and revising the Comprehensive Plan. Andy noted that the Planning Commission conducted a community survey to obtain community input to assist with the update process. Andy reviewed the results of the community survey and answered questions of the City Council on the survey. Andy noted that the surveys were sent to over 300 residents with over 100 responding. Andy also updated the City Council on the Planning Commission's steps to date on the Comprehensive Plan update with a goal to have it completed by fall 2014.

3. Briefing on the June 16, 2014 City Council Regular Meeting

Council reviewed items on the agenda with City staff. No action was taken.

5. Adjourn

196-14

Alderman Osborne moved to adjourn the Council special session at 12:19 p.m. Alderman Zimmerman seconded the motion. Motion carried 8 to 0. Mayor Powell declared the motion adopted.

Dated at Vermillion, South Dakota this 16th day of June, 2014.

THE GOVERNING BODY OF THE CITY
OF VERMILLION, SOUTH DAKOTA
BY _____
John E. (Jack) Powell, Mayor

ATTEST:

BY _____
Michael D. Carlson, Finance Officer

Unapproved Minutes
City Council Regular Session
June 16, 2014
Monday 7:00 p.m.

The regular session of the City Council, City of Vermillion, South Dakota was called to order on Monday, June 16, 2014 at 7:00 p.m. by Mayor Powell.

1. Roll Call

Present: Collier-Wise, Davies, Meins, Osborne, Willson, Zimmerman, Mayor Powell, Student Representative Zoss

Absent: Grayson, Ward

2. Pledge of Allegiance

3. Minutes

A. Minutes of June 2, 2014 Special Session; June 2, 2014 Regular Session; June 6, 2014 Special Session

197-14

Alderman Meins moved approval of the June 2, 2014 Special Session, June 2, 2014 Regular Session and June 6, 2014 Special Session minutes with the vote correction in the June 2 regular session minutes to motion 192-14 from 9 to 0 to 8 to 0. Alderman Collier-Wise seconded the motion. Motion carried 7 to 0. Mayor Powell declared the motion adopted.

4. Adoption of Agenda

198-14

Alderman Willson moved approval of the agenda. Alderman Zimmerman seconded the motion. Motion carried 7 to 0. Mayor Powell declared the motion adopted.

5. Visitors to be Heard

A. Proclamation of Appreciation

Mayor Powell read the proclamation of appreciation for Mike Carlson, Finance Officer, for his twenty-five years of service as Finance Officer to the City. Mayor Powell presented the proclamation and plaque to Mike Carlson. Mike thanked the Mayor and City Council along with all City employees for their assistance over the years.

6. Public Hearings

A. Special permit to exceed permissible sound levels by no more than 50% in the northwest portion of Barstow Park on July 4, 2014 from 3:00 p.m. to 9:00 p.m. for the Vermillion Fire Department Community Day in the Park event that will include a band.

Mike Carlson, Finance Officer, reported that an application was received for a special permit to exceed the permissible sound levels by no more than 50% in the northwest portion of Barstow Park on July 4th for a band as part of the Vermillion Fire Department Community Day in the Park event. Mike stated that the request is from 3:00 p.m. to 9:00 p.m. The Fire Department is inviting the community to the events they have planned from 4:00 p.m. until the fireworks in the evening. Mike reported that the diagram and notice of hearing are included in the packet. Mike recommended approval of the special permit.

199-14

Alderman Zimmerman moved approval of the special permit to exceed permissible sound levels by no more than 50% in the northwest portion of Barstow Park on July 4, 2014 from 3:00 p.m. to 9:00 p.m. for the Vermillion Fire Department Community Day in the Park event that will include a band. Alderman Willson seconded the motion. Motion carried 7 to 0. Mayor Powell declared the motion adopted.

B. Integrated Resource Plan (IRP) for Vermillion Light and Power

Jason Anderson, Assistant City Engineer, reported that Western Area Power Administration (WAPA) customers must comply with the requirements of the Energy Planning and Management Program (EPAMP) to meet the objectives of Section 114 of the Energy Policy Act of 1992. Jason noted that the Energy Policy Act was created to promote clean energy use and

improve energy efficiency. Jason stated that every five years the City is required to approve a resolution adopting the Integrated Resource Plan (IRP). Jason noted that Missouri River Energy Services (MRES) is the City's supplemental power supplier and is an integral part of providing electrical service in Vermillion. Jason stated that the IRP is a joint document between MRES and the City. MRES prepares the bulk of the IRP document for Vermillion as well as other members covered by the act. Jason reported that the IRP provides information to WAPA on how we intend to serve our future load and that we are planning for the future and includes information on how MRES will keep rates competitive, maintain reliability and minimize adverse environmental impacts. Jason noted that it also includes information on methods for forecasting load growth, the current and future generation resources, and needs for future capacity. Jason stated that Vermillion's electric rate structure and power purchase history is also reviewed in the IRP. Jason recommended adoption of the resolution included in the packet.

200-14

After reading the same once, Alderman Willson moved adoption of the following:

RESOLUTION ADOPTING INTEGRATED RESOURCE PLAN
FOR SUBMITTAL TO WESTERN AREA POWER ADMINISTRATION

WHEREAS, the City of Vermillion purchases a significant portion of its power supply from the Western Area Power Administration (Western); and

WHEREAS, Western has published its Energy Planning and Management Program Rules specifying the requirements for preparing and filing of an Integrated Resource Plan (IRP); and

WHEREAS, the City of Vermillion with assistance from our supplemental power supplier Missouri River Energy Services has prepared an IRP Summary Report describing the IRP process used and the information and assumptions used to develop the IRP; and

WHEREAS, utility customers were informed of our IRP and resulting Action Plans through various means including a public meeting where public questions and comments were encouraged; and

WHEREAS, any public comments received have been addressed in order to strengthen the City's Integrated Resource Plan; and

WHEREAS, the IRP Summary Report includes 5-year and 2-year action plans outlining actions to be taken by the municipal utility during the next several years.

NOW, THEREFORE, BE IT RESOLVED, by the Governing Body of the City of Vermillion, South Dakota as follows:

That the "Integrated Resource Plan Summary Report For the City of Vermillion" dated September 2014 shall be approved for filing with Western under the Energy Planning and Management Program.

Dated at Vermillion, South Dakota this 16th day of June, 2014.

THE GOVERNING BODY OF THE
CITY OF VERMILLION, SOUTH DAKOTA

By _____
John E. (Jack) Powell, Mayor

ATTEST:

By _____
Michael D. Carlson, Finance Officer

The motion was seconded by Alderman Meins. Discussion followed and the question of the adoption of the Resolution was presented for a vote of the Governing Body. 7 members voted in favor of and 0 members voted in opposition to the Resolution. Mayor Powell declared that the Resolution was adopted.

7. Old Business - None

8. New Business

A. City Employee Personnel Manual

Andy Colvin, Assistant to the City Manager, stated that the report from the Labor and Finance Committee was presented at last meeting on the personnel manual. Andy stated that the current personnel manual is in need of updating to be complaint with federal and state laws. Andy noted that the manual, as presented, will not conflict with the current union agreements and makes no changes to wages or benefits. Andy noted that the manual has been reviewed by the City Attorney. Andy stated that the Labor and Finance Committee recommended adoption of the personnel manual. Andy requested the effective date of August 1, 2014 to allow time to provide a copy to all City employees. Discussion followed.

201-14

Alderman Zimmerman moved approval of the adoption of the Personnel Manual & Employee Policy Handbook as presented to become effective

August 1, 2014. Alderman Osborne seconded the motion. Motion carried 7 to 0. Mayor Powell declared the motion adopted.

B. Vermillion Housing Authority Board appointment

Mayor Powell reported that Cindy Benzel's current term on the Vermillion Housing Authority will be expiring at the end of June. The opening was posted and two individuals have expressed interest in the position. Mayor Powell recommended the reappointment of Cindy Benzel to a five year term on the Vermillion Housing Authority.

202-14

Alderman Osborne moved approval of the Mayor's recommendation of the appointment of Cindy Benzel to a five year term on the Vermillion Housing Authority Board. Alderman Willson seconded the motion. Motion carried 7 to 0. Mayor Powell declared the motion adopted.

C. Resolution authorizing the Prepayment of Special Assessment Bonds

Mike Carlson, Finance Officer, reported that the City issues special assessment bonds to pay for the improvements that are assessed as a benefit to the adjoining property for curb and gutter, street paving, street lights, water and sanitary sewer mains. Mike stated that, after the project is completed, a special assessment bond is prepared that is sold to the Electric Utility fund as an inter fund loan. Mike reported that with the internal loan, there are no bond issuance fees that would need to be passed along as costs of the project to the benefiting property owners. The bond resolution provides that all payments are to be restricted until the bond has been repaid. The special assessment bonds are issued to the City Electric Utility by the City and provide that they may be prepaid upon notice to the bond holder which is the City. The special assessment amounts are filed with the County Treasurer and the annual principal and interest payment is included on the property tax statements. The payments made with the property taxes are collected by the County and remitted to the City. Mike stated that special assessments can be prepaid with interest to the City as long as the payments to the County are current. Due to the amount of prepayments by property owners, it is in the best interest of the debt service fund to repay the electric utility to avoid future interest costs.

Mike stated that a resolution has been prepared to serve as the notice and lists the amounts to be prepaid on the individual bonds by the debt service fund, water utility and wastewater utility. Discussion followed.

203-14

After reading the same once, Alderman Zimmerman moved adoption of the following:

RESOLUTION AUTHORIZING THE PREPAYMENT
OF SPECIAL ASSESSMENT BONDS

WHEREAS, the City of Vermillion has issued special assessment bonds to finance the curb and gutter, street pavement, water and sewer main improvements, that were authorized by resolutions of necessity adopted by the City Council; and

WHEREAS, these special assessment bonds were purchased by the Electric Utility fund as an investment of electric utility reserve funds, accounted for as an interfund loan; and

WHEREAS, the bonds provide for annual payments of principal and interest from the special assessment debt service fund, water utility fund and wastewater utility fund, to the electric utility fund; and

WHEREAS, the bond resolution provide that all or a portion of the individual bonds may be called without penalty upon notice; and

WHEREAS, the special assessment bonds were secured by a assessment levied against the parcels of property benefiting from the improvement to be repaid in annual assessments with the property taxes or may be prepaid at any time; and

WHEREAS, the special assessment debt service fund, water utility and wastewater utility fund have received prepayment funds that are restricted for the payment of the outstanding bonds and as such, elects to exercise the option to call this portion of the individual special assessment bonds that are currently outstanding.

NOW, THEREFORE, BE IT RESOLVED, that the City Council authorizes to exercise the option to call the following portions of the special assessment bonds in the amounts stated on July 1, 2014:

2005 Special Assessment Bond	\$4,183.64
2006 Special Assessment Bond	\$58,012.19
2008 Special Assessment Bond	\$9,778.26
2010 Special Assessment Bond	\$10,045.89
2013 Special Assessment Bond	\$13,370.59

BE IT FURTHER RESOLVED, that the City Council authorizes the Finance Officer to make the advance bond payments, as authorized, from and to the respective city funds effective July 1, 2014.

Dated in Vermillion, South Dakota this 16th day of June, 2014.

THE GOVERNING BODY OF THE
CITY OF VERMILLION, SOUTH DAKOTA

By _____
John E. (Jack) Powell, Mayor

ATTEST:

By _____
Michael D. Carlson, Finance Officer

The motion was seconded by Alderman Willson. Discussion followed and the question of the adoption of the Resolution was presented for a vote of the Governing Body. 7 members voted in favor of and 0 members voted in opposition to the Resolution. Mayor Powell declared that the Resolution was adopted.

D. Fireworks public display permit on June 17, 2014 for a University of South Dakota groundbreaking

Mike Carlson, Finance Officer, reported an application for a fireworks public display permit was received from James Taylor on behalf of the University of South Dakota for a public display on June 17, 2014 between 1:45 p.m. and 2:00 p.m. at the ground breaking ceremony by the Dakota Dome. Mike stated that the application, Fire Chief's report and diagram are included in the packet.

204-14

Alderman Willson moved approval of the fireworks public display permit for James Taylor on behalf of University of South Dakota on June 17th between 1:45 p.m. and 2:00 p.m. north of the Dakota Dome. Alderman Zimmerman seconded the motion. Motion carried 7 to 0. Mayor Powell declared the motion adopted.

9. Bid Openings - None

10. City Manager's Report

A. John reported that the Clay County Historic Preservation Commission (CCHPC) is having an informational meeting for property owners and the public, Thursday, June 19th at 7:00 p.m. at the UCC Church, 226 E. Main Street.

B. John reported that an orientation session for new City Council members is being planned with tentative dates of July 8th or July 10th.

John asked Council members to let him know which day works best for them.

C. John reported that the Pro-Am at the Bluffs is Friday, Saturday and Sunday June 27-29.

D. John reported that the Vermillion Fire Department is hosting the First Annual Community Day in the Park at Barstow Park on Friday, July 4th from 4:00 p.m. until approximately 10:00 p.m. when the fireworks begin. John stated that there will be free fun activities for children and a BBQ meal will be available at \$8.00 for adults and \$5.00 for children.

E. John reported that USD has requested the closure of N. University Street from 500 feet north of E. Cherry Street to 700 feet north of E. Cherry Street as part of a utility construction project on campus. The closure began today and is scheduled to last through the week.

PAYROLL ADDITIONS AND CHANGES

Ambulance: Dawn Abbott-Thompson \$8.00/call-\$6.00/1st-\$6.00-2nd, Luke Crance \$30.00/1st-\$17.00/2nd, David Kyte \$8.00/call-\$6.00/1st-\$6.00/2nd; Recreation: Jason Gault \$8.00/hr, Heather Petrino \$8.00/hr; Pool: Kate Veiga \$7.75/hr; Golf Clubhouse: Jordan Rearick \$7.25/hr

11. Invoices Payable

205-14

Alderman Davies moved approval of the following invoices:

A-OX WELDING SUPPLY CO	PARTS	7.20
ATCO INTERNATIONAL	SUPPLIES	339.60
BOUND TREE MEDICAL, LLC	SUPPLIES	3,971.00
BROADCASTER PRESS	ADVERTISING	2,390.88
BUREAU OF ADMINISTRATION	TELEPHONE	260.86
CAMPBELL SUPPLY	SUPPLIES	127.65
CANON FINANCIAL SERVICES	COPIER LEASE	196.27
CENTURYLINK	TELEPHONE	1,486.89
CITY OF VERMILLION	LANDFILL VOUCHERS	768.00
CLAY CO REGISTER OF DEED	FILING FEE	240.00
CLAY-UNION ELECTRIC CORP	ELECTRICITY	608.14
CONCRETE MATERIALS	GOLF SAND	936.36
DEPT. ENVIRONMENT NATL RES	LANDFILL OPERATIONS FEE	3,449.72
GRAYBAR ELECTRIC	SUPPLIES	129.50
GREGG PETERS	MANAGERS FEE	5,375.00
INDEPENDENCE WASTE	PORTABLE TOILET RENTAL	300.95

LOREN FISCHER DISPOSAL	HAUL CARDBOARD	210.00
MIDAMERICAN	GAS USAGE	3,811.49
MIDCONTINENT COMMUNICATION	CABLE/INTERNET SERVICE	118.68
MIDWEST TURF & IRRIGATION	PARTS	1,236.17
PETE JAHN	BLADE REIMBURSEMENT	933.31
QUILL	SUPPLIES	157.49
RESERVE ACCOUNT	POSTAGE FOR METER	950.00
SD GOVT FINANCE OFFICERS' ASSOC	REGISTRATION	150.00
SERVALL TOWEL & LINEN	SUPPLIES	58.80
STERN OIL CO.	FUEL	22,122.01
STURDEVANTS AUTO PARTS	PARTS	46.79
THE EQUALIZER	ADVERTISING	1,176.00
THE WALKING BILLBOARD	UNIFORM SHIRTS	537.50
TRUE VALUE	SUPPLIES	14.98
TURFWERKS	PARTS	699.72
UNITED PARCEL SERVICE	SHIPPING	8.62
US POSTMASTER	POSTAGE FOR UTILITY BILLS	1,050.00
VERMILLION ACE HARDWARE	SUPPLIES	49.55
VERMILLION CHAMBER OF COMMERCE	TIF #6 GRANT	15,967.61
VISA/FIRST BANK & TRUST	FUEL/SUPPLIES	163.11
WOW! BUSINESS	DIALUP SERVICES	49.95
ZIMCO SUPPLY CO	SUPPLIES	10,383.00
FIRST BANK & TRUST	BRIGHT ENERGY REBATE	940.00

Alderman Osborne seconded the motion. Motion carried 7 to 0. Mayor Powell declared the motion adopted.

12. Consensus Agenda

A. Set a bid opening date of July 16, 2014 for the 2014 Shared Use Path Relocation project

206-14

Alderman Osborne moved approval of the consensus agenda. Alderman Collier-Wise seconded the motion. Motion carried 7 to 0. Mayor Powell declared the motion adopted.

13. Adjourn

207-14

Alderman Osborne moved to adjourn the Council Meeting at 7:22 p.m. Alderman Willson seconded the motion. Motion carried 7 to 0. Mayor Powell declared the motion adopted.

Dated at Vermillion, South Dakota this 16th day of June, 2014.

THE GOVERNING BODY OF THE CITY
OF VERMILLION, SOUTH DAKOTA

BY _____
John E. (Jack) Powell, Mayor

ATTEST:

BY _____
Michael D. Carlson, Finance Officer

Published once at the approximate cost of _____.