



**Special Meeting Agenda
City Council**

12:00 p.m. (noon) Special Meeting
Monday, November 18, 2013
Large Conference Room
City Hall-25 Center Street
Vermillion, South Dakota 57069

1. **Roll Call**
2. **Informational Session – Draft of the Prentis Park Master Plan – Jim Goblirsch.**
3. **Briefing on the November 18, 2013 City Council Regular Meeting Agenda-** Briefings are intended to be informational only and no deliberation or decision will occur on this item.
4. **Adjourn**

Access the City Council Agenda on the web – www.vermillion.us

Addressing the Council: Persons addressing the Council shall use the microphone at the podium. Please state your name and address. Presentations are limited to 5 minutes. For those who do not appear on the agenda, no decision is to be expected at this time.

Meeting Assistance: If you require assistance, alternative formats and/or accessible locations consistent with the Americans with Disabilities Act, please contact the City Manager’s Office at 677-7050 at least 3 working days prior to the meeting.

Council Meetings: City Council regular meetings are held the first and third Monday of each month at 7:00 p.m. If a meeting falls on a City holiday, the meeting will be scheduled for the following Tuesday.

Live Broadcasts of Council Meetings On Cable Channel: Regular City Council meetings are broadcast live on Cable Channel 3.

As a courtesy to others, we ask that cellular phones and pagers be turned off during the meeting.



City of Vermillion Council Agenda

7:00 p.m. Regular Meeting
Monday, November 18, 2013
City Council Chambers
25 Center Street
Vermillion, South Dakota 57069

1. **Roll Call**
2. **Pledge of Allegiance**
3. **Minutes**
 - a. November 4, 2013 Special Session; November 4, 2013 Regular Session.
4. **Adoption of the Agenda**
5. **Visitors To Be Heard**
6. **Public Hearings**
7. **Old Business**
8. **New Business**
 - a. Request by Haan Development to reduce building permit and tap fees for a tax credit, income qualified apartment complex proposed for Lot 1, Block 1, Madison Park Addition.
 - b. Annual write off of old accounts receivable.
 - c. Declaration of surplus Street Department Motor Grader.
 - d. Declaration of surplus Fire Department pumper truck.
 - e. Appointment of non-voting City representative to Business Improvement District #1 Board.
9. **Bid Openings**
 - a. Surplus Skid Steer Loader.
10. **City Manager's Report**
11. **Invoices Payable**
12. **Consensus Agenda**
 - a. Set a public hearing date of December 2, 2013 for annual liquor and wine license renewals.
 - b. Set bid opening of Wednesday, December 11, 2013 at 2:00 p.m. for new 5 year golf cart lease.
 - c. Set bid opening of Tuesday, January 14, 2014 at 2:00 p.m. for sale of Fire Department pumper truck.
 - d. Set bid opening of Wednesday, January 15, 2014 at 2:00 p.m. for sale of motor grader.
13. **Adjourn**

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Addressing the Council: Persons addressing the Council shall use the microphone at the podium. Please raise your hand to be recognized, go to the podium and state your name and address.

a. Items Not on the Agenda Members of the public may speak under Visitors to Be Heard on any topic NOT on the agenda. Remarks are limited to 5 minutes and no decision will be made at this time.

b. Agenda Items: Public testimony will be taken at the beginning of each agenda item, after the subject has been announced by the Mayor and explained by staff. Any citizen who wishes may speak one time for 5 minutes on each agenda item. Public testimony will then be closed and the topic will be given to the governing body for possible action. At this point, only City Council members and staff may discuss the current agenda item unless a Council member moves to allow another person to speak and there is unanimous consent from the Council. Questions from Council members, however, may be directed to staff or a member of the public through the presiding officer at any time.

Meeting Assistance: The City of Vermillion fully subscribes to the provisions of the Americans with Disabilities Act of 1990. If you desire to attend this public meeting and are in need of special accommodations, please notify the City Manager's Office at 677-7050 at least 3 working days prior to the meeting so appropriate auxiliary aids and services can be made available.

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Vermillion City Council's Values and Vision

This community values its people, its services, its vitality and growth, and its quality of life and sees itself reinforcing and promoting these ideals to a consistently increasing populace.



Unapproved Minutes
Council Special Session
November 4, 2013
Monday 12:00 noon

The special session of the City Council, City of Vermillion, South Dakota was held on Monday, November 4, 2013 at 12:00 noon at the City Hall large conference room.

1. Roll Call

Present: Davies, Meins, Ward, Willson, Zimmerman, Mayor Powell

Absent: Collier-Wise, Grayson, Osborne

2. Informational Session - Electric Substation Improvement Project - Jason Anderson and Mark Koller

John Prescott, City Manager, stated that the substation improvement project is the next step following the transmission line and, as such, he wanted to provide an update on the project as some of the equipment is being bid.

Mark Koller, Electric Superintendent, handed out information on the project cost and timeline for completion. Mark stated that the project consists of two major items: 1) The installation of 115kV circuit breakers to provide an energized loop of the 115 kV system. This would automatically switch the load if one leg of the transmission line had a fault and 2) The replacement of switchgear that has reached the end of its life. He stated that this will require a small building to house the switchgear and control panels in the substation. Mark stated that the estimated cost of this project is \$1,080,000 with completion in 2014. Mark answered questions of the City Council on the project and the electric system.

3. Informational Session - Airport Operations Policies - Jose Dominguez

Jose Dominguez, City Engineer, reported that, following inquiries about Fixed Base Operator (FBO) along with some of the related services, it was suggested by the FAA and the City's airport consultant that policies be established. Jose stated that he started with the airport policies from Aberdeen as they have been approved by the FAA. Jose reviewed the proposed policies of minimum standards for operators of commercial activities at the Harold Davidson Field Airport. Jose stated that the policies establish a limited service FBO and address fuel sales and fuel tanks. Jose asked the City Council if they had time to review the proposed policies and will place this on a future noon

agenda next month to update the policies. Following the update of the policies, the City ordinance can be updated to reflect the policies.

4. Briefing on the November 4th City Council Regular Meeting

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

5. Adjourn

324-13

Alderman Ward moved to adjourn the Council special session at 12:49 p.m. Alderman Willson seconded the motion. Motion carried 6 to 0. Mayor Powell declared the motion adopted.

Dated at Vermillion, South Dakota this 4th day of November, 2013.

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
November 4, 2013
Monday 7:00 p.m.

The regular session of the City Council, City of Vermillion, South Dakota was called to order on Monday, November 4, 2013 at 7:00 p.m. by Mayor Powell.

1. Roll Call

Present: Davies, Grayson, Meins, Ward, Willson, Zimmerman, Mayor Powell, Student Representative Peterson

Absent: Osborne

2. Pledge of Allegiance

3. Minutes

A. Minutes of October 21, 2013 Special Session; October 21, 2013 Regular Session

325-13

Alderman Zimmerman moved approval of the October 21, 2013 Special Session and October 21, 2013 Regular Session minutes. Alderman Willson seconded the motion. Motion carried 8 to 0. Mayor Powell declared the motion adopted.

4. Adoption of Agenda

326-13

Alderman Meins moved approval of the agenda. Alderman Zimmerman seconded the motion. Motion carried 8 to 0. Mayor Powell declared the motion adopted.

5. Visitors to be Heard

A. Rotary 70th Anniversary Proclamation

Alderman Meins read the proclamation recognizing the 70th anniversary of the Vermillion Rotary Club in Vermillion and their contributions to the community. Mayor Powell presented the proclamation to Art Mabry representing the Vermillion Rotary Club.

6. Public Hearings

A. Special daily malt beverage and wine license for the Vermillion Area Arts Council on or about November 16, 2013 at 202 Washington Street

Mike Carlson, Finance Officer, reported that an application was received from the Vermillion Area Arts Council for a special daily malt beverage and wine license on or about November 16, 2013 at 202 Washington Street for their Chili Blues event. Mike stated that the notice of hearing and Police Chief's reports are included in the packet.

327-13

Alderman Collier-Wise moved approval of the special daily malt beverage and wine license for the Vermillion Area Arts Council on or about November 16, 2013 at 202 Washington Street. Alderman Willson seconded the motion. Motion carried 8 to 0. Mayor Powell declared the motion adopted.

7. Old Business - None

8. New Business

A. Request from High School for assistance in funding trip to sister city Ratingen, Germany

Kami Dibley, High School German Teacher and Club trip leader, introduced Michael Dendinger a co-chaperone and adult volunteer with the German class. Kami stated that five to ten Vermillion high school students will be participating in the initial student exchange with our sister city, Ratingen, Germany in the summer of 2014. She stated that the students will be staying with host families in Ratingen and attending school for two weeks and then one week of traveling around Germany before returning home. Kami stated that the German American Partnership Program (GAPP) will provide stipends to officially recognized partnerships between American and German school for exchange programs. GAPP will provide funding for the lead teacher's airfare and \$85 towards each students airfare. Vermillion will then host students from Ratingen the following year. Kami stated that the travel costs are estimated at \$3,300 per student and, as the exchange is with our sister city where the students will meet with representatives from Ratingen, could the city provide some support. Kami and Michael answered questions of the City Council on the exchange program.

328-13

Alderman Davies moved approval of funding for the high school German Club student exchange with our sister city, Ratingen, Germany at \$150 per student with a maximum of \$1,500 from the BBB sales tax fund contingent upon the students reporting back to the City Council upon their return. Alderman Willson seconded the motion. Discussion followed with Mayor Powell requesting if Kami and the students would deliver a letter from him to the Mayor of Ratingen. Motion carried 8 to 0. Mayor Powell declared the motion adopted.

B. Vermillion NOW! 2 Pledge request

Steve Howe, representing the Vermillion Chamber and Development Company, reported on the Vermillion NOW! 1 campaign that started five years ago with total pledges of \$1.6 million. Steve reviewed the goals accomplished with the funds provided by the campaign. He reported that the VCDC Board has authorized the Vermillion NOW! 2 campaign and reviewed the goals of this new campaign. Steve stated that the campaign goal is to raise \$1.65 million over the next five years. Steve requested a pledge of \$500,000 from the City which is up from the \$450,000 committed to the first campaign. Discussion followed on the Vermillion NOW campaign.

329-13

Alderman Grayson moved approval of City's pledge of \$500,000 to the Vermillion NOW! 2 campaign to be paid at \$100,000 per year to be split equally between the BBB sales tax fund and Second Penny sales tax fund. Alderman Collier-Wise seconded the motion. Discussion followed with John Prescott, City Manager, reporting on the funds available in the BBB sales tax fund and Second Penny sales tax fund noting that the 2014 budget included the final payment of the first campaign pledge and that the Vermillion NOW! 2 pledge payments will start in 2015. Motion carried 8 to 0. Mayor Powell declared the motion adopted.

C. Appointment of Business Improvement District #1 Board of Directors

Mayor Powell reported that the City Council, by resolution, established Business Improvement District #1 (BID) on September 16th that called for a five member Board of Directors. The City Council adopted by-laws for the BID on October 7th that called for at least one member of the Board to be a hotelier and that the Board shall consist of property owners, residents, business owners or users of space within the defined area. Mayor Powell stated that eight expression of interest forms were received for the Board and he would recommend the following as members of the Business Improvement District Board #1: Steve Parker - one year term, James Peterson - one year term, David Herbster - two year term, Amy Christensen - two year term and Joe Eckert - three year term. Mayor Powell stated that this consists of business managers, USD athletics, downtown business and hotelier. Discussion followed.

330-13

Alderman Ward moved approval of the Mayor's recommendation for the Board of Directors for the Business Improvement District #1: Steve Parker - one year term, James Peterson - one year term, David Herbster - two year term, Amy Christensen - two year term and Joe Eckert - three year term. Alderman Willson seconded the motion. Discussion followed noting that the City will need to appoint an ex-official member to the BID Board and the Vermillion Chamber and Development Company will also need to appoint a representative. This City appointment will be made at next meeting. Motion carried 8 to 0. Mayor Powell declared the motion adopted.

D. Resolution of Necessity and Notice of Hearing for Sidewalk Repairs (southwest quadrant)

Jose Dominguez, City Engineer, reported that the city instituted a sidewalk inspection program in 2010 which is meant to bring deficient portions of sidewalks up to proficient standard. Jose reported that the program divided the city into quadrants with the southwest (south of National Street and west of Dakota Street) quadrant being inspected

this year. Jose stated that the special assessment process provides that the governing body set a public hearing date and notify the property owners of the hearing by sending notice and publishing the notice. The notice in the packet will set December 2, 2013 as the public hearing date for this sidewalk improvement project. Jose noted that, due to the estimated costs of the sidewalk improvements, he has proposed providing an extra year for completion or contract for completion being June 30, 2015. Discussion followed with Jose noting that some of the sidewalks on the list may have already been corrected, but this is the list from the original inspection.

331-13

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

RESOLUTION OF NECESSITY AND NOTICE OF HEARING FOR SIDEWALK REPAIRS
IN THE CITY OF VERMILLION, SD

BE IT HEREBY RESOLVED, by the Governing Body of the City of Vermillion, South Dakota, at a regularly called meeting thereof, in the Council Chambers of said City Hall at 7:00 p.m. on the 4th day of November, 2013, that the necessity has arisen for sidewalk repairs along the parcels of land hereinafter named, viz:

<u>VIOLATION ADDRESS</u>	<u>VIOLATION LEGAL DESCRIPTION</u>	<u>VIOLATION PARCEL NUMBER</u>	<u>ESTIMATED COST</u>
10 AUSTIN	LOT 3 BLK 7 MEISENHOLDERS 3RD	15530-02900-180-00	\$1,947.75
15 AUSTIN	LOTS 6 & 7 BLK 30 ORIGINAL TOWN	15530-03000-070-00 15530-03000-200-00	\$367.50
102 AUSTIN	N 1/2 OF 13 & ALL OF 14 BLK 22 ORIGINAL TOWN	15530-02200-140-00	\$1,741.95
110 AUSTIN	LOT 12 & S 1/2 OF 13 BLK 22 ORIGINAL TOWN	15530-02200-130-00	\$1,117.20
15 BLOOMINGDALE	W 80' OF 1, 2 & W 80' OF N 13.5' LOT 3 BLK 13 ORIGINAL TOWN	15530-01300-030-06	\$2,322.60
18 BLOOMINGDALE	E 50' OF N 1/2 OF 12 & E 50' OF 13 & 14 BLK 14 ORIGINAL TOWN	15530-01400-140-03	\$597.33
21 BLOOMINGDALE	COMM 80' E OF NW COR LOT 1 THEN S TO 80' E OF SW COR LOT 3 THEN E 44' THEN N TO N LINE OF LOT 1 THEN W 44' TO POINT OF BEGINNING BLK 13 ORIGINAL TOWN	15530-01300-030-00	\$1,205.40
22 BLOOMINGDALE	W 100' OF 10, 11, 12, 13 & 14 BLK 14 ORIGINAL TOWN	15530-01400-140-00	\$489.07
32 BLOOMINGDALE	LOTS 6 & 7 EXC W 62' BLK 24 ORIGINAL TOWN	15530-02400-070-03	\$735.00

12 CENTER	N 38.5' OF LOT 25 BLK 35 SNYDERS	15720-03500-250-03	\$1,885.28
24 CENTER	S 12' OF LOT 2 BLK 35 SNYDERS	15720-03500-020-03	\$6,372.45
103 CHURCH	LOT 1 BLK 24 ORIGINAL TOWN	15530-02400-010-00	\$183.75
107 CHURCH	LOT 2 & N 15' OF LOT 3 BLK 24 ORIGINAL TOWN	15530-02400-030-00	\$735.00
111 CHURCH	S 29' OF LOT 3 & N 15' OF LOT 4 BLK 24 ORIGINAL TOWN	15530-02400-040-00	\$367.50
7 COURT	S 34' OF LOT 4 & N 14' OF LOT 5 BLK 28 ORIGINAL TOWNSITE OF VERMILLION	15530-02800-040-00	\$2,903.25
9 COURT	N 18' OF 6 & S 30' OF 5 BLK 28 ORIGINAL TOWN	15530-02800-050-00	\$2,646.00
11 COURT	S 20' OF N 38' OF LOT 6 BLK 28 ORIGINAL TOWN	15530-02800-060-00	\$1,617.00
15 COURT	S 6' OF 6 & ALL OF LOT 7 BLK 28 ORIGINAL TOWN	15530-02800-070-00	\$4,178.48
16 COURT	LOTS 8,9,10 & 11 BLK 27 ORIGINAL TOWN	15530-02700-110-00	\$4,678.28
104 COURT	W 93' OF N 1/2 OF LOT 12 & W 93' OF 13 & 14 BLK 24 ORIGINAL TOWN	15530-02400-140-00	\$1,617.00
110 COURT	N 26' OF 11 & S 1/2 OF LOT 12 BLK 24 ORIGINAL TOWN	15530-02400-120-00	\$1,052.33
111 COURT	LOTS 1, 2, 3 & 4 BLK 23 ORIGINAL TOWN	15530-02300-020-00	\$2,256.33
116 COURT	N 1/2 OF LOT 10 & S 18' OF LOT 11 BLK 24 ORIGINAL TOWN	15530-02400-110-00	\$367.50
117 COURT	LOT 5 BLK 23 ORIGINAL TOWN	15530-02300-050-00	\$1,286.25
122 COURT	LOT 9 & S 1/2 OF LOT 10 BLK 24 ORIGINAL TOWN	15530-02400-100-00	\$1,212.75
124 COURT	LOT 8 BLK 24 ORIGINAL TOWN	15530-02400-080-00	\$1,617.00
125 COURT	LOT 7 BLK 23 ORIGINAL TOWN	15530-02300-070-00	\$551.25
203 COURT	LOTS 1 & 2 BLK 14 ORIGINAL TOWN	15530-01400-020-00	\$705.60
204 COURT	N 32' OF 13 & ALL OF 14 BLK 13 ORIGINAL TOWN	15530-01300-140-00	\$1,256.85
215 COURT	W 1/2 OF VAC COURT ST LOCATED BTWN S 34' OF LOT 5 & ALL LOTS 6 & 7 BLK 14 & S 34' OF LOT 10 & ALL OF LT 8 & 9 BLK 12 BLK 14 ORIGINAL TOWN	15530-01400-010-00 15530-01400-070-00	\$367.50
2 E. MAIN	LOTS 15 & 16 BLK 34 SNYDERS	15720-03400-160-00	\$6,236.48
6 E. MAIN	LOT 17 BLK 34 SNYDERS	15720-03400-170-00	

			\$551.25
8 E. MAIN	LOT 18 BLK 34 SNYDERS	15720-03400-180-00	\$183.75
10 E. MAIN	LOT 19 BLK 34 SNYDERS	15720-03400-190-00	\$918.75
12 E. MAIN	LOT 20 BLK 34 SNYDERS	15720-03400-200-00	\$183.75
15 E. MAIN	LOTS 3 THRU 7 & 21 THRU 24 & LOT V1 BLK 27 ORIGINAL TOWN	15530-02700-000-00	\$3,704.17
14 E. MAIN	LOTS 21 & W 6' OF 22 BLK 34 SNYDERS	15720-03400-220-00	\$367.50
20 E. MAIN	E 47' OF 22 & ALL OF 23 BLK 34 SNYDERS	15720-03400-230-00	\$1,543.50
100 E. MAIN	W 20.1' OF LOT 15 BLK 33 SNYDERS	15720-03300-150-00	\$2,315.25
101 E. MAIN	LOTS 15, 16 & 17 BLK 26 REPLAT OF LOTS 13 & 14 ORIGINAL TOWN	15530-02600-170-00	\$8,011.50
102 E. MAIN	E 9.9' OF LOT 15 & W 10' OF LOT 16 BLK 33 SNYDERS	15720-03300-160-00	\$183.75
104 E. MAIN	E 16' OF LOT 16 & W 4' OF LOT 17 BLK 33 SNYDERS	15720-03300-170-02	\$183.75
106 E. MAIN	E 23' OF LOT 17 BLK 33 SNYDERS	15720-03300-170-00	\$367.50
108 E. MAIN	LOT 18 EXC 18A BLK 33 SNYDERS	15720-03300-180-00	\$183.75
110 E. MAIN	LOT 18A BLK 33 SNYDERS	15720-03300-180-02	\$183.75
112 E. MAIN	LOT 19 & W 11' OF 20 BLK 33 SNYDERS	15720-03300-200-00	\$477.75
113 E. MAIN	W 31' OF LOTS 1, 2, 3 & 4 BLK 26 ORIGINAL TOWN	15530-02600-040-12	\$183.75
115 E. MAIN	E 20' OF W 51' OF LOTS 1, 2, 3 & 4 BLK 26 ORIGINAL TOWN	15530-02600-040-09	\$551.25
117 E. MAIN	E 15' OF W 66' OF LOTS 1, 2, 3 & 4 BLK 26 ORIGINAL TOWN	15530-02600-040-06	\$367.50
121 E. MAIN	LOT 13 BLK 5 SMITH-QUAM S90' OF E15' LOT 20 & S90' LOTS 21, 22, 23, 24 & 25 BLK 33	15715-00500-130-00	\$551.25
120 E. MAIN	SNYDERS W 41' OF VACATED DAKOTA ST ABUTTING LOT 1 & E 18' OF LOT	15720-03300-250-03	\$551.25
125 E. MAIN	1 BLK 26 ORIGINAL TOWN E 48' OF N 20' OF LOT 13 & E 48'	15530-02600-010-00	\$183.75
109 E. NATIONAL	OF LOT 14 BLK 33 SNYDERS	15720-03300-140-03	\$1,580.25
17 ELM	LOT 11 BLK 33 SNYDERS	15720-03300-110-00	\$330.75
23 ELM	W 85' OF LOT 14 & W 85' OF N 20'	15720-03300-140-00	

	OF LOT 13 BLK 33 SNYDERS		\$918.75
121 KIDDER	LOTS 14, 15, 16 & 17 BLK 29 ORIGINAL TOWN	15530-02900-170-00	\$1,800.75
5 LUXEMBURG	N 70' OF 18, 19 & 20 BLK 31 ORIGINAL TOWN	15530-03100-200-00	\$3,057.60
9 LUXEMBURG	S 52' OF 18, 19 & 20 BLK 31 ORIGINAL TOWN	15530-03100-200-03	\$235.20
5 MARKET	N 23'4 OF S 27' 2 1/2 OF LOT 2 BLK 29 ORIGINAL TOWN	15530-02900-020-03	\$1,396.50
11 MARKET	LOT 5 & 6 BLK 29 ORIGINAL TOWN	15530-02900-050-00	\$2,164.58
14 MARKET	LOT 10 & N 20' OF E 50' & S 24' OF LOT 11 BLK 28 ORIGINAL TOWN	15530-02800-100-00	\$3,307.50
17 MARKET	LOTS 7, 8 & 9 BLK 29 ORIGINAL TOWN	15530-02900-070-00	\$3,770.55
19 MARKET	LOT 11 BLK 29 ORIGINAL TOWN	15530-02900-100-00	\$1,675.80
21 MARKET	LOT 11 BLK 29 ORIGINAL TOWN	15530-02900-110-00	\$404.25
23 MARKET	LOT 12 BLK 29 ORIGINAL TOWN	15530-02900-120-00	\$588.00
24 MARKET	LOT 9 BLK 28 ORIGINAL TOWN	15530-02800-090-00	\$3,381.00
26 MARKET	LOT 8 BLK 28 ORIGINAL TOWN	15530-02800-080-00	\$6,438.60
116 MARKET	LOTS 10, 11 & 12 BLK 23 ORIGINAL TOWN	15530-02300-110-00	\$595.00
5 PROSPECT	LOT HD-1 LOT 15 BLK 35 SNYDERS	15720-03500-150-03	\$1,521.45
16 PROSPECT	LOT 3 BLK 36 SNYDERS	15720-03600-030-00	\$1,102.50
25 PROSPECT	N 1/2 OF LOT 13 & ALL OF LOT 14 BLK 35 SNYDERS	15720-03500-140-00	\$441.00
111 W. KIDDER	LOT 13 BLK 29 ORIGINAL TOWN	15530-02900-130-00	\$3,351.60
121 W. KIDDER	LOTS 14, 15, 16 & 17 BLK 29 ORIGINAL TOWN	15530-02900-170-00	\$10,032.17
1 W. MAIN	S 60.5' OF LOT 25 BLK 35 SNYDERS ADDN	15720-03500-250-00	\$6,618.68
2 W. MAIN	LOT 25 BLK 28 ORIGINAL TOWN	15530-02800-250-00	\$11,502.75
3 W. MAIN	LOT 24 BLK 35 SNYDERS	15720-03500-240-00	\$771.75
4 W. MAIN	LOT 24 BLK 28 ORIGINAL TOWN	15530-02800-240-00	\$367.50
5 W. MAIN	LOTS 22 & 23 BLK 35 SNYDERS	15720-03500-230-00	\$735.00
9 W. MAIN	LOT 21 BLK 35 SNYDERS	15720-03500-210-00	\$183.75
10 W. MAIN	LOTS 1 & 2 EXC W 10' OF S 84'	15530-02800-210-00	

	LOT 2 BLK 29 & W 1/2 VACATED WEST ST VAN METERS SUNSET HILL		\$551.25
12 W. MAIN	LOT 20 & ALL VAC ALLEY ADJ TO LOT 20 BLK 28 ORIGINAL TOWN	15530-02800-200-00	\$955.50
13 W. MAIN	E 23 1/2' OF LOT 19 BLK 35 & ALL OF VAC ALLEY SNYDERS	15720-03500-190-03	\$661.50
16 W. MAIN	LOT 18 & W 25' OF E 50' OF LOT 12 BLK 28 ORIGINAL TOWN OF VERMILLION	15530-02800-180-00	\$367.50
15 W. MAIN	E 5.5' OF LOT 18 & W 12.5' OF LOT 19 BLK 35 SNYDERS	15720-03500-190-00	\$183.75
18 W. MAIN	W 25' OF N 20' OF E 75' OF 11 & W 25' OF E 75' OF 12 & ALL LOT 17 BLK 28 ORIGINAL TOWN~	15530-02800-170-00	\$183.75
19 W. MAIN	LOT 17 & W 12.5' OF 18 BLK 35 SNYDERS	15720-03500-180-00	\$183.75
23 W. MAIN	E 25' OF LOT 15 BLK 35 SNYDERS W 30' OF LOTS 12 & 15 EXC W 5' & N 10' & N 3.4' OF W 31.4' LOT 11 EXC W 5' BLK 28 ORIGINAL TOWN	15720-03500-150-06	\$183.75
24 W. MAIN	W 25' OF LOT 15 EXC LOT HD-1 BLK 35 SNYDERS	15530-02800-150-03	\$6,063.75
25 W. MAIN		15720-03500-150-00	\$6,004.95
101 W. MAIN	LOT 24 BLK 36 SNYDERS ADDN	15720-03600-050-00 15720-03600-230-00	\$4,134.38
108 W. MAIN	LOT B BLK 29 ORIGINAL TOWN LOTS 15, 16 & 17 BLK 36 SNYDERS	15530-02900-020-00	\$3,333.17
113 W. MAIN	LOTS 19 & 20 BLK 29 ORIGINAL TOWN	15720-03600-170-00	\$4,005.75
114 W. MAIN	N 78' OF LOT 18 BLK 29 ORIGINAL TOWN	15530-02900-200-00	\$3,785.25
120 W. MAIN	N 125' OF LOTS 18, 19, 20 BLK 30 ORIGINAL TOWN	15530-02900-180-03	\$477.75
200 W. MAIN		15530-03000-200-03	\$1,433.25
211 W. MAIN	LOTS 1 TO 14 BLK 37 SNYDERS	15720-03700-140-00	\$3,675.00
214 W. MAIN	LOTS 1 TO 14 BLK 37 SNYDERS LOT 15 & W 40' OF 16 BLK 30 ORIGINAL TOWN	15530-03000-170-00	\$1,102.50
222 W. MAIN	LOT PE-1 A PT OF LOTS 5 & 6 BLK 38 SNYDERS	15530-03000-160-00	\$3,439.80
301 W. MAIN		15720-03800-000-00	\$4,998.00
309 W. MAIN	TRACT D-1 BLK 38 SNYDERS E 100' OF S 24' OF 11 BLK 38 SNYDERS	15720-03800-000-06 15720-03800-110-06	\$1,653.75
315 W. MAIN		15720-03800-170-00	\$1,929.38

317 W. MAIN	LOT 15 & W 50' OF S 24' OF LOT 11 BLK 38 SNYDER'S ADDN	15720-03800-150-00	\$1,837.50
		15530-03100-060-00	
320 W. MAIN	LOTS 4 & 5 & N 1/2 OF 6 BLK 31 ORIGINAL TOWN	15530-03100-110-00 15530-03100-170-00	\$551.25
14 WASHINGTON	LOT 4 BLK 38 SNYDERS	15720-03800-040-00	\$1,286.25
16 WASHINGTON	S 1' OF LOT 2 & ALL 3 BLK 38 SNYDERS	15720-03800-030-00	\$1,653.75
22 WASHINGTON	LOT 1 & N 43' OF LOT 2 BLK 38 SNYDERS	15720-03800-020-00	\$955.50
115 MARKET	LOTS 4, 5, 6 & 7 BLK 22 ORIGINAL TOWN	15530-02200-070-00	\$3,601.50
7 MARKET	S 3' 10.5" OF LOT 2 & N 19' 10.5" OF LOT 3 BLK 29 ORIGINAL TOWN	15530-02900-030-00	\$1,675.80

The estimate is based on 2013 estimated costs.

BE IT FURTHER RESOLVED, that the property owner shall, at their own expense, repair the sidewalk according to the specifications filed in the office of the City Engineer. The repairs must be completed by the 30th day of June, 2015, or be under contract to be completed no later than the end of 2015. A no cost permit is required to be filed at the City for any repairs performed to the sidewalks. This permit is required to be filled whether the owner is performing the work himself, hiring a contractor to complete the work or electing to have the City perform the work. The permits will be due to the City no later than June 30, 2015.

BE IT FURTHER RESOLVED, that if a property owner does not repair their sidewalk properly within the time specified, the City of Vermillion will cause the repairs to be made and assess the costs, plus a fiscal fee. The fiscal fee will be EIGHT PERCENT (8%) of the cost or FIFTY DOLLARS (\$50.00), whichever is greater.

BE IT FURTHER RESOLVED, that the assessment shall be payable in two (2) equal annual installments. Any assessment or installment not paid within THIRTY (30) days after filing the approved assessment roll in the Finance Office shall be collected under Plan One, collection by the County Treasurer, as set forth in SDCL 9-43, and that all deferred payments shall bear interest at the rate of TEN PERCENT (10%) per annum.

BE IT FURTHER RESOLVED, that any person interested may appear and show cause, before the Governing Body of the City of Vermillion, at the City Council Chambers of said City at 7:00 p.m. on the 2nd day of December, 2013 why the above and foregoing resolution should not, at said time and place, be adopted and passed by the Governing Body, at which time

the Governing Body will finally approve, disapprove, or modify the same in its discretion.

Dated at Vermillion, South Dakota this 4th day of November, 2013.

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 Ward. Discussion followed and the question of the adoption of the Resolution was presented for a vote of the Governing Body. 8 members voted in favor of and 0 members voted in opposition to the Resolution. Mayor Powell declared that the Resolution was adopted.

E. Street Closure Request for Main Street from Elm Street to High Street on Friday, December 6, 2013 from 6:15 p.m. to 7:00 p.m. for the Parade of Lights parade

John Prescott, City Manager, reported that the Vermillion Chamber and Development Company, in planning for their annual Parade of Lights, is requesting a street closing. The Parade of Lights will take place on Friday, December 6th from 6:30 p.m. to 6:45 p.m. The request is to close Main Street from Elm Street to High Street on December 6, 2013 from 6:15 p.m. to 7:00 p.m. City staff will open intersections as the parade passes, similar to what has been done in prior years.

332-13

Alderman Grayson moved approval of the closing of Main Street from Elm Street to High Street on December 6, 2013 from 6:15 p.m. to 7:00 p.m. for the VCDC Parade of Lights event. Alderman Willson seconded the motion. Motion carried 8 to 0. Mayor Powell declared the motion adopted.

9. Bid Openings

A. Surplus Digger Derrick Truck

Jason Anderson, Assistant City Engineer, reported that, after receipt of the new truck, the 1998 Terex Commander digger derrick truck was declared surplus to be sold by sealed bids. The truck was advertised

for sale with bids opened on October 29th with only one bid received. Bid specifications were requested by three potential bidders. The only bid was from Truman Public Utilities for \$16,585 which was in excess of the appraised value of \$15,000. Jason stated that the sale proceeds will be returned to the equipment replacement fund.

333-13

Alderman Willson moved approval of the sale of the surplus 1998 Terex Commander digger derrick truck to the only bidder Truman Public Utilities for \$16,585. Alderman Ward seconded the motion. Motion carried 8 to 0. Mayor Powell declared the motion adopted.

B. Fuel Quotes

Mike Carlson, Finance Officer, read the monthly fuel quotes and recommended the low quote of Brunick Service on Items 1 & 2 and Stern Oil on Item 3.

Item 1 - 4,350 gal unleaded 10% ethanol: Stern Oil \$2.7709, Brunick's Service \$2.77; Item 2 - 3,000 gal No. 1 & No. 2 Diesel fuel dyed: Stern Oil \$3.2954, Brunick's Service \$3.27; Item 3 - 1,000 gal No. 1 & No. 2 diesel fuel-clear: Stern Oil \$3.5319, Brunick's Service \$3.54

334-13

Alderman Ward moved approval of the low quote of Stern Oil on Item 3 and Brunick's Service on Items 1 & 2. Alderman Willson seconded the motion. Discussion followed. Motion carried 8 to 0. Mayor Powell declared the motion adopted.

10. City Manager's Report

A. John reported that the public meeting on the plans to repair or replace section of the Vermillion River hike/bike trail is Tuesday, November 5th at 7:00 p.m. in the City Council Chambers.

B. John reported that the Prentis Park Master Plan presentation is scheduled for Monday, November 25th at 7:00 p.m. in the City Council Chambers where the consultant will present conceptual designs for feedback.

C. John reported that City offices are closed on Monday, November 11th for the Veterans Day holiday.

D. John reported that the landfill will be implementing their winter schedule this week where they will not be open on Saturday mornings during winter months.

E. John reported that the quarterly City Update will be in this week's Equalizer.

F. John reported that City Ordinance requires residents to remove snow and ice from sidewalks within 24 hours of snow and freezing rain.

PAYROLL ADDITIONS AND CHANGES

Ambulance: Ashley Brunick \$8.00/call-\$6.00/1st-\$6.00/2nd, Tenelle Choal \$8.00/call-\$6.00/1st-\$6.00/2nd, Luke Crance \$8.00/call-\$6.00/1st-\$6.00/2nd, Janeane Robinson \$8.00/call-\$6.00/1st-\$6.00/2nd, Eric Rupe \$8.00/call-\$6.00/1st-\$6.00/2nd; Recreation: Ryan Baedke \$18.04/hr; Jessica Kennedy \$15.60/hr; Recycling: Tyler Peterson \$14.12/hr

11. Invoices Payable

335-13

Alderman Willson moved approval of the following invoices:

4IMPRINT	OPEN HOUSE SUPPLIES	1,425.19
AMERICAN PUBLIC WORK ASSOC	MEMBERSHIP	568.00
AMSAN	SUPPLIES	126.36
APPEARA	SUPPLIES	145.15
ARAMARK UNIFORM SERVICES	UNIFORM CLEANING	298.93
ARGUS LEADER MEDIA #1085	SUBSCRIPTION	47.58
AVENET, LLC	PROFESSIONAL SERVICES	500.00
BAKER & TAYLOR BOOKS	BOOKS	1,071.97
BANNER ASSOCIATES, INC	PROFESSIONAL SERVICES	3,267.91
BARKLEY ASPHALT	ASPHALT	1,473.15
BARNES DISTRIBUTION	SUPPLIES	375.68
BATTERIES PLUS	BATTERIES	29.00
BEST WESTERN RAMKOTA INN	LODGING	83.00
BETTER HOMES & GARDENS	BOOKS	35.94
BIERSCHBACH EQPT & SUPPLY	SUPPLIES	11.44
BLACKSTONE AUDIO INC	BOOKS	150.00
BORDER STATES ELEC SUPPLY	SUPPLIES	2,419.09
BOUND TREE MEDICAL, LLC	SUPPLIES	205.55
BROADCASTER PRESS	ADVERTISING	42.00
BROWN TRAFFIC PRODUCTS	PARTS	753.00
BSN SPORTS INC	SUPPLIES	295.73
BUTLER MACHINERY CO.	PARTS	9.82
CAMPBELL SUPPLY	SUPPLIES	594.18
CANNON TECHNOLOGIES, INC	SUPPLIES	530.40

CASK & CORK	MERCHANDISE	1,256.44
CATERING BY DESIGN BOOKS	BOOKS	59.90
CENTURY BUSINESS LEASING	COPIER LEASE	138.25
CENTURY BUSINESS PRODUCTS	COPIES	351.14
CENTURYLINK	TELEPHONE	741.57
CERTIFIED LABORATORIES	SUPPLIES	521.65
CHAD PASSICK	MEALS REIMBURSEMENT	34.00
CHASE PEST SERVICE	INSPECTION/TREATMENT	185.00
CHEMCO, INC	SUPPLIES	382.50
CHESTERMAN CO	SUPPLIES	560.79
CITY OF VERMILLION	COPIES/POSTAGE	1,258.25
CITY OF VERMILLION	UTILITY BILLS	40,263.09
CIVIL AIR PATROL MAGAZINE	ADVERTISING	95.00
CLARK EQUIPMENT CO	SKID-STEER LOADER	39,617.16
CLASSIC INDUSTRIAL SUPPLIES	UNIFORMS	57.85
CLAY RURAL WATER SYSTEM	WATER USAGE	167.60
CLIMATE SYSTEMS, INC	MAINTENANCE	1,450.00
COFFEE KING, INC	SUPPLIES	57.75
COLONIAL LIFE ACC INS.	INSURANCE	3,006.80
CONCRETE MATERIALS	GOLF SAND	867.60
CONCRETE PRODUCTS CO	SUPPLIES	75.61
DAKOTA BEVERAGE	MERCHANDISE	14,259.85
DAKOTA CONST & MRS. SUE FRENCH	STORM SEWER-MICKELSON	41,473.73
DAKOTA PC WAREHOUSE	COMPUTER/SUPPLIES	1,084.82
DAKOTA RIGGERS & TOOL SUPPLY	SUPPLIES	672.69
DAKOTA ROCK FARMS	HAUL SLUDGE	17,626.78
DAKOTA SUPPLY GROUP	SUPPLIES	2,198.75
DANKO EMERGENCY EQUIPMENT	REPAIRS	2,570.58
DAVID L. HILL PAINTING	PAINT STREET LIGHT POLES	2,025.00
DAVIS PHARMACY	SUPPLIES	64.13
DELTA DENTAL PLAN	INSURANCE	6,301.56
DEMCO	SUPPLIES	719.43
DENNIS MARTENS	MAINTENANCE	833.34
DEPT OF REVENUE	TESTING	756.00
DEREK RONNING	REIMBURSE MEMBERSHIP	110.76
DETCO	SUPPLIES	1,720.15
DGR ENGINEERING	PROFESSIONAL SERVICES	12,490.00
DIANE'S GREENHOUSE	PERENNIALS	51.96
DUECO, INC	PARTS	165.57
DUST TEX	SUPPLIES	64.80
E.A SWEEN COMPANY	SUPPLIES	307.46

EARTHGRAINS BAKING CO'S INC	SUPPLIES	55.90
ECHO ELECTRIC SUPPLY	SUPPLIES	4,537.93
ELECTRONIC ENGINEERING	SUPPLIES	248.00
EMBROIDERY & SCREEN WORKS	EMBROIDERY	140.00
ENERGY LABORATORIES	TESTING	1,552.50
EQUIMEDIC USA, INC	SHARPS CONTAINERS	316.74
EZ-LINER INDUSTRIES	SUPPLIES	101.02
FARMER BROTHERS CO.	SUPPLIES	52.11
FAST AUTO GLASS	REPAIRS	540.70
FASTENAL COMPANY	SUPPLIES	332.43
FEDEX.	SHIPPING	36.60
FIRE CATT, LLC	FIRE HOSE TESTING	1,162.60
FIRE DEPARTMENT CLOTHING.COM	FIRE/RESCUE SHIRTS	1,558.58
FIRST NATIONAL BANK	TRUSTEE FEE	2,000.00
FOOT-JOY	MERCHANDISE	3,112.04
FOREMAN MEDIA	COUNCIL MTG	100.00
GALE	BOOKS	474.72
GEOTEK ENGINEERING	TESTING	1,439.00
GERSTNER OIL CO	JET FUEL	14,135.13
GRAHAM TIRE CO.	TIRES	750.02
GRAINGER	SUPPLIES	422.20
GRAYMONT CAPITAL INC	CHEMICALS	3,845.55
GREGG PETERS	FREIGHT	2,102.75
GREGG PETERS	RENT	937.50
GREY HOUSE PUBLISHING	BOOKS	163.00
HACH CO	CHEMICALS	805.09
HAUGER YARD/SNOW SERVICE	MOWING	100.00
HAWKINS INC	CHEMICALS	1,238.74
HD SUPPLY WATERWORKS	SUPPLIES	10,675.80
HDR ENGINEERING, INC	PROFESSIONAL SERVICES	21,875.47
HELGET SAFETY SUPPLY, INC	SUPPLIES	50.12
HELMS & ASSOCIATES	PROFESSIONAL SERVICES	557.17
HENDERSONS ULTIMATE CAR WASH	CAR WASH CARD	40.00
HERREN-SCHEMPP BUILDING	SUPPLIES	165.27
HILLYARD FLOOR CARE SUPPLY	SUPPLIES	37.82
HY VEE FOOD STORE	SUPPLIES	483.25
INDEPENDENCE WASTE	PORTABLE TOILET RENTAL	300.95
INDUSTRIAL MACHINERY INC	PARTS	22.20
INGRAM	BOOKS	2,790.46
JACKS UNIFORM & EQPT	UNIFORMS	1,655.90
JANE LARSON	MILEAGE REIMBURSEMENT	117.20

JAY'S PLUMBING	REPAIRS	30.60
JOHN A CONKLING DIST.	MERCHANDISE	7,714.69
JOHNSON BROTHERS FAMOUS BRANDS	MERCHANDISE	32,708.41
JOHNSON CONTROLS	REPAIRS/SERVICE AGREEMENT	3,604.73
JOHNSON FEED, INC	REPAIRS	36.05
JOHNSTONE SUPPLY	SUPPLIES	104.20
JONES FOOD CENTER	SUPPLIES	339.37
JONES FOOD CENTER	OPEN HOUSE MEALS	952.40
JOSE DOMINGUEZ	MEALS REIMBURSEMENT	29.00
JOYCE MOORE	MILEAGE REIMBURSEMENT	172.79
LARGE PRINT OVERSTOCKS	BOOKS	36.65
LAWSON PRODUCTS INC	SUPPLIES	159.95
LAYNES WORLD	PLAQUE	47.19
LEGETTE, BRASHEARS & GRAHAM	PROFESSIONAL SERVICES	988.54
LEISURE LAWN CARE	TREATMENT/SPRINKLER HEADS	100.00
LESSMAN ELEC. SUPPLY CO	SUPPLIES	888.00
LINCOLN MUTUAL LIFE	INSURANCE	457.53
LOCATORS AND SUPPLIES, INC	SUPPLIES	3,055.44
LONGS PROPANE INC	PROPANE	25.00
MALLOY ELECTRIC	REPAIRS	50.00
MARILYN ZEMAN	REFUND TUMBLING FEES	20.00
MART AUTO BODY	TOW CHARGES	1,320.00
MATHESON TRI-GAS, INC	OXYGEN	75.35
MATTHEW BENDER & CO, INC	BOOKS	116.48
MC2, INC	PARTS	764.93
MCCULLOCH LAW OFFICE	PROFESSIONAL SERVICES	1,168.00
MEAD LUMBER	SUPPLIES	96.97
MEDICAL WASTE TRANSPORT, INC	HAUL MEDICAL WASTE	85.53
MI CASA SU CASA, LLC	UNDERGROUND REIMBURSEMENT	150.00
MICHAEL FREDERICK	BOOKS	70.00
MICWEBS	WEBSITE HOSTING	65.00
MID AMERICA METER, INC	REPAIRS	362.00
MIDAMERICAN	GAS USAGE	1,021.41
MIDWEST ALARM CO	ALARM MONITORING	63.00
MIDWEST BUILDING MAINTENANCE	MAT SVC	329.90
MIDWEST READY MIX & EQUIPMENT	CONCRETE	1,361.75
MIDWEST TURF & IRRIGATION	PARTS	958.36
MINN MUNICIPAL UTILITY ASSOC	4TH QTR SAFETY PROGRAM	5,770.00
MISSOURI RIVER ENERGY SERVICES	TESTING	701.50
MISSOURI VALLEY MAINTENANCE	REPAIRS	737.25
MOD PAINTING	REPAIRS	300.00

MOORE WELDING & MFG	WELDING	45.00
MUTH ELECTRIC INC	SIGNAL POLE	22,245.00
MYRL & ROY'S PAVING, INC	CHIPS	9,181.08
McLAURY ENGINEERING	PROFESSIONAL SERVICES	232.50
NALCO CHEMICAL CO	SUPPLIES	96.60
NCL OF WISCONSIN, INC	SUPPLIES	664.27
NEBRASKA JOURNAL-LEADER	ADVERTISING	34.92
NETSYS+	PROFESSIONAL SERVICES	1,395.99
NEW YORK LIFE	INSURANCE	94.02
NICK MERRIGAN	UNDERGROUND REIMBURSEMENT	920.00
OFFICE SYSTEMS CO	COPIES	1,350.43
OLSON MEDICAL CLINIC	EXAMINATION	186.00
OVERHEAD DOOR OF SIOUX CITY	PARTS	39.00
PAUL'S PLUMBING	REPAIRS	256.45
PNC EQUIPMENT FINANCE	DEFIBRILLATOR LEASE	741.27
PRESTO-X-COMPANY	INSPECTION/TREATMENT	92.27
PRINT SOURCE	PRINTING	35.00
PUMP N PAK	FUEL	2,581.77
QT TECHNOLOGIES	SERVICE AGREEMENT	995.00
QUEEN CITY WHOLESALE	MERCHANDISE	159.87
QUILL	SUPPLIES	1,188.93
RACOM CORPORATION	MAINTENANCE CONTRACT	386.75
RANDOM HOUSE, INC	BOOKS	191.24
RASMUSSEN MECHANICAL SERVICE	REPAIRS	1,531.84
RASMUSSEN MOTORS, INC	REPAIRS	103.58
RECORDED BOOKS, INC	BOOKS	3,053.20
REINHART FOODSERVICE, LLC	SUPPLIES	262.93
REPUBLIC NATIONAL DISTRIBUTING	MERCHANDISE	29,354.90
RESCO	SUPPLIES	1,278.60
RIVERSIDE HYDRAULICS & LAB	REPAIRS	208.41
RYAN HOUGH	REIMBURSE MEMBERSHIP	20.67
SAFETY BENEFITS INC	REGISTRATION	130.00
SANITATION PRODUCTS	PARTS	265.55
SCHINDLER ELEVATOR CORP	MAINTENANCE	278.71
SD ELECTRICAL COMMISSION	WIRING PERMITS	200.00
SD GOLF ASSOCIATION	MEN'S HANDICAP	36.00
SD MUNICIPAL LEAGUE	REGISTRATION	50.00
SD ONE CALL	LOCATES	445.95
SD RETIREMENT SYSTEM	CONTRIBUTIONS	48,942.19
SDN COMMUNICATIONS	WORKSTATION COMM CENTER	15,331.31
SEH, INC	PROFESSIONAL SERVICES	25,321.31

SERVALL TOWEL & LINEN	SUPPLIES	16.80
SHANE GRIESE	SAFETY BOOTS	100.00
SHI INTERNATIONAL CORP.	SOFTWARE	153.78
SIOUX FALLS TWO WAY RADIO	REPAIRS	288.97
SIOUXLAND PARAMEDICS, INC	PROFESSIONAL SERVICES	175.00
SKIP JENSEN	BOOKS	240.00
SPECIAL T'S AND MORE	UNIFORM T-SHIRTS	810.35
SPRINT	CAR CHARGERS	19.98
STANDARD READY MIX CONCRETE	PEA ROCK	48.15
STEVE'S COMFORT SYSTEM	REPAIRS	229.59
STOCKMEN'S TRAILER SALES	SUPPLIES	34.99
STUART C. IRBY CO.	SUPPLIES	160.75
STURDEVANTS AUTO PARTS	PARTS	1,709.89
TAYLOR MADE	MERCHANDISE	8.49
TENELLE CHOAL	MILEAGE REIMBURSEMENT	199.06
THATCHER COMPANY	SODA ASH	13,675.20
THE BOULDER COMPANY	SUPPLIES	75.22
THE EQUALIZER	ADVERTISING INSERTS	582.25
THE WALKING BILLBOARD	UNIFORMS	246.96
TITLEIST DRAWER CS	MERCHANDISE	296.87
TRAVIS VANBEEK	SAFETY BOOTS	100.00
TRI TECH SALES	PARTS	463.58
TRICARE WEST REGION	REFUND AMB OVERPAYMENT	261.04
TRUE VALUE	SUPPLIES	1,010.81
TURNER PLUMBING	REPAIRS	2,865.00
UNITED WAY	CONTRIBUTIONS	335.20
USBORNE BOOKS	BOOKS	611.32
VAN DIEST SUPPLY CO	CHEMICALS	1,612.50
VERIZON WIRELESS	WIRELESS COMMUNICATIONS	334.56
VERMEER HIGH PLAINS	PARTS	1,162.00
VERMILLION ACE HARDWARE	SUPPLIES	735.80
VERMILLION CONCRETE	CONCRETE WORK	15,386.81
VERMILLION FORD	REPAIRS	535.66
VERMILLION ROTARY CLUB	DUES/MEALS	140.75
VISA/FIRST BANK & TRUST	FUEL/LODGING/SUPPLIES	7,208.97
WAL-MART COMMUNITY	SUPPLIES	1,181.85
WALKER CONSTRUCTION	SIDEWALK REPAIRS	8,483.98
WESCO DISTRIBUTION, INC	SUPPLIES	9,741.24
WESTECH ENGINEERING, INC	PARTS	1,100.26
WIN-911 SOFTWARE	SOFTWARE MAINTENANCE	395.00
WOW! BUSINESS	911 CIRCUIT	1,365.50

YANKTON COMMUNITY LIBRARY	BOOKS	14.99
YANKTON FIRE & SAFETY	EXTINGUISHER INSPECTIONS	1,003.00
YANKTON JANITORIAL SUPPLY	SUPPLIES	610.08
ZEE MEDICAL SERVICE	SUPPLIES	78.05
ZIMCO SUPPLY CO	SUPPLIES	7,891.00
KIM DRUECKER	BRIGHT ENERGY REBATE	50.00
STEVEN WALLER	BRIGHT ENERGY REBATE	25.00
BOB NOONAN	BRIGHT ENERGY REBATE	150.00
RODNEY OBERLE	BRIGHT ENERGY REBATE	275.00
MARY PETERSEN	BRIGHT ENERGY REBATE	275.00

Alderman Meins seconded the motion. Motion carried 8 to 0. Mayor Powell declared the motion adopted.

12. Consensus Agenda

A. Set a bid opening date of November 26, 2013 for 115 kV breakers and CVTs for 115 kV substation improvement project.

336-13

Alderman Willson moved approval of the consensus agenda. Alderman Ward seconded the motion. Motion carried 8 to 0. Mayor Powell declared the motion adopted.

13. Adjourn

337-13

Alderman Ward moved to adjourn the Council Meeting at 8:10 p.m. Alderman Willson seconded the motion. Motion carried 8 to 0. Mayor Powell declared the motion adopted.

Dated at Vermillion, South Dakota this 4th day of November, 2013.

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 _____.

Council Agenda Memo

From: John Prescott, City Manager
Meeting: November 18, 2013
Subject: Request for tap and building permit fees
Presenter: John Prescott, City Manager

Background: Haan Development contacted the City in late 2012 and indicated that they were interested in developing a 40-unit apartment complex in Vermillion. They negotiated with Dunham Company to purchase a site for the apartment complex on the east side of N. Norbeck Street immediately south of the intersection with Madison Street. Their application for tax credits to help fund the project in the Spring of 2013 was unsuccessful.

Haan Development plans to apply again during the first quarter of 2014 for tax credits to help fund the project. The building plan remains the same. The project calls for the 40 unit complex to have five buildings with eight units per building. There would be 25 two-bedroom units of 900 square feet and 15 three-bedroom units of 1100 square feet. Apartment units would be rented to qualifying individuals having an income between 30% and 60% of the adjusted median income for Clay County. The rent would not exceed 30% of the household income. The complex will also include a 900 square foot community space with a kitchen, a manager's office and a children's play area. The property is currently zoned R-3 which is appropriate for this type of apartment development.

Discussion: As noted, Haan Development will be submitting an application to the South Dakota Housing Development Authority seeking the award of a portion of the State's share of federal tax credits for the project. The awarding of tax credits is a competitive process. The applications are evaluated on a 1,000 point scale. An application can receive 25 points through the demonstration of local financial support for the project. Haan Development has submitted a request seeking a reduction in the City building permit fees and tap fees related to this project. The City of Huron waived tapping fees for a similar project Haan Development constructed in their community.

A copy of the email making the request and a template letter which would be submitted as part of the application, if the request is funded, are attached.

Without a building permit application detailing building plans and desired utility service connections, it is difficult to determine the exact building permit value. We have estimated the following costs for a 50 x 70 building:

Building permit: \$1,415

4 inch water tap, connection with a ¾ inch meter: \$1,250

6 inch sanitary sewer tap: \$235

For five buildings, the total amount potentially forgiven would be \$14,500.

Over the last couple of years, City Council members, business leaders and VCDC officials have expressed the need for additional housing of all types. The market study completed by Haan Development for their 2013 tax credit application as well as the housing study completed by the City and VCDC in October 2012 all have indicated a need for additional affordable housing units. Haan Development will be completing an update to the market study with the 2014 application but the update is not yet completed.

New construction, multi-family units rented based on 30% to 60% of the average median income for Clay County are typically not built with 100% private financing due to the limited rent income potential. The financing to make this project happen is tax credits. To assist in helping the project earn points in the competitive process to receive tax credits, the City Council is asked to consider reducing building and tap fees.

The policy question for the City Council is to what extent, if any, the fees should be reduced and how a fee reduction can be justified to others seeking building permits. Staff again suggests that building permit fees and tapping fees only be reduced when such reduction is needed to earn points in a competitive, tax-credit project to meet a need documented by the City Council. The City Council may also want to consider capping the dollar value of fees forgiven. With the previous request, the Council capped the dollar figure at \$14,500 and required the building permit to be issued by December 31, 2013.

As noted below, the respective fees go to a variety of funds. As the utility funds are generally tighter and are supported by users vs. general tax dollars, it may be worth considering a smaller reduction in utility fees and a larger reduction in the building permit fee. The building permit fee goes in the General Fund which will benefit from the property tax generated by the project.

Financial Consideration: The building permit fee is placed in the General Fund. The water tap fee is placed in the water fund while the sanitary sewer fees are allocated to the sewer fund.

Conclusion/Recommendations: Administration would recommend a reduction in the building permit fee, water tap fee and sanitary sewer fee for the Madison Park Apartments project if it is awarded tax credits and a request for a building permit to construct the complex is made prior to December 31, 2014. If a reduction in fees is approved, staff would suggest authorizing the City Manager to submit the letter indicating the fee reduction for the tax credit application.



Sample Letter

25 Center Street • Vermillion, SD 57069
Ph: 605.677.7050 • Fax: 605.677.5461
Info@cityofvermillion.com
www.vermillion.us

February 6, 2013

To Whom It May Concern:

I, John Prescott, City Manager of Vermillion, South Dakota, am writing on behalf of the Vermillion City Council in support of the following proposed development:

Madison Park Apartments
401 N. Norbeck, site located south of Cherry Street and east of Madison Street 40 units

The development will consist of as many as 40 newly constructed rental units targeted to families.

The rental project market study provided by the applicant, which was undertaken by Property Dynamics and dated January 2013, has been reviewed by the Vermillion City Council on February 4, 2013, and it is in concurrence with the need identified therein.

Attached are the meeting minutes dated February 4, 2013, evidencing approval from the Vermillion City Council, and authorizing the City Manager to sign this letter of support.

John Prescott
City Manager
February 6, 2013


Signature

Encl

JP/am

John Prescott

From: Ide, Ben [ben@phoenixholding.us]
Sent: Thursday, October 17, 2013 1:48 PM
To: John Prescott
Subject: Haan Project
Attachments: VMP City Support Letter 2013-02-07.pdf

Hi John,

We're going to submit another application to SDHDA in their February funding round for the Madison Park Apartments project. Last year the City approved a waiver of permit and tap fees up to \$14,500 and also provided a letter of support (see attached). These two things are critical components of our application and I would like to respectfully request that the City "refresh" these letters for our upcoming application.

Not much has changed in the project since our last application, but I would be happy to discuss it with you by phone if needed. You'll notice that the letter of support references a market study and the date of the study. We're going to be ordering an update to the last study we had completed and should have that within the next 90 days. I'll share that with you when complete, but I'm hoping you can take this request to council to get their blessing on these two items and then we can just insert the date of the new study when it is known.

The letter confirming the waiver of tap fees put a deadline of December 31, 2013 to request the permit. If the City could extend this by a year it should be enough for our application.

Please let me know if you have any questions, otherwise I look forward to hearing back from you.

Thanks,

Benjamin W. Ide
G.A. Haan Development / NLR Property Management
P.O. Box 556
380 Franklin Street, Suite 104
Harbor Springs, MI 49740
G.A. Haan Office: (231) 526-7380
NLR Office: (231) 242-7513
Cell: (517) 980-0494
Fax: (231) 526-7390

Council Agenda Memo

From: Mike Carlson, Finance Officer
Meeting: November 18, 2013
Subject: Write-off of old Accounts Receivable
Presenter: Mike Carlson

Background: The City bills for utilities, use of the landfill, ambulance, and other miscellaneous items (weed and snow tagging, mowing or snow removal, damage to city property, utility service fees, etc.). The City also has a check that have been returned by the bank for nonsufficient funds. These billings are considered accounts receivable of the City and, as such, are recorded on the accounting records. To remove uncollectible items, the City Council must take action as required per the following state statute:

9-22-4 Assignment of delinquent accounts receivable--Disposition of uncollectible accounts. Every municipality may assign for collection any or all delinquent accounts receivable. After reasonable collection efforts, the governing body may determine that an account is uncollectible and, by formal action, direct that the uncollectible amount be removed from the records and disclosed on that year's financial report. Evidence of the debt removed from the records by the formal action of the governing body shall be retained by the municipality to support possible subsequent collection of that debt.

Discussion: This action will remove the accounts from the accounting records but collection efforts will continue. The accounts have been sent to small claims court, or a collection agency, unless they were discharged by bankruptcy. The accounts are as follows:

Utility accounts receivable	
161 accounts	\$45,166.11
General accounts receivable	
5 accounts	319.89
Returned Checks	
1 check	100.00
Ambulance	
252 accounts (two years)	135,815.92

As to the ambulance billings, there were no write-off last year as the City had contracted with PCC, Inc. for the billing and collection starting in July 2012. PCC, Inc. has reviewed the accounts and has exhausted their collection efforts on the listed total. The number of accounts and the amount is larger this year, as it represents two years of write-off. These accounts have been sent to small claims or collection agency to continue collection efforts.

The lists of all these accounts are on file in the Finance Office. As utility accounts are confidential, the list of individual names and amounts has not been included in your packets.

Attached is a spreadsheet with a summary of account write-off for the last ten years.

Financial Consideration: There is no cost to the City to remove the accounts.

Conclusion/Recommendations: Administration recommends that a motion be made to remove the old utility accounts of \$45,166.11, general accounts receivable of \$319.89, a returned check of \$100.00 and ambulance accounts receivable of \$135,545.87 from the accounting records, but to continue collection efforts.

City of Vermillion
 Summary of Accounts Receivable Write-off
 For the Years 2004-2013

	<u>2013</u>	<u>2012</u>	<u>2011</u>	<u>2010</u>	<u>2009</u>	<u>2008</u>	<u>2007</u>	<u>2006</u>	<u>2005</u>	<u>2004</u>
Utility Accounts Receivable	\$45,166	\$32,817	\$31,655	\$31,024	\$20,098	\$35,602	\$29,830	\$27,730	\$21,645	\$20,625
Number of accounts	161	139	119	143	131	171	134	149	123	136
Annual Billing	\$9,977,996	\$9,567,937	\$9,171,755	\$8,387,257	\$7,878,919	\$7,430,781	\$6,877,402	\$6,418,237	\$5,657,425	\$5,246,325
Percentage of Annual Billing	0.45%	0.34%	0.35%	0.37%	0.26%	0.48%	0.43%	0.43%	0.38%	0.39%
General Accounts Receivable	\$320	\$984	\$3,240	\$875	\$348	\$1,272	\$1,535	\$1,849	\$451	\$2,967
Number of Accounts	5	8	22	16	9	15	18	16	8	23
Return Checks amounts	\$100	\$565	\$417	\$754	\$215	\$130	\$728	\$436	\$974	\$957
Number of Checks	1	4	4	10	5	4	6	7	10	22
Ambulance Receivable	\$135,816 *	Note 1	\$53,544	\$33,199	\$34,885	\$23,475	\$21,939	\$32,207	\$20,764	\$21,809
Number of Accounts	252		130	90	85	49	45	64	48	42
Annual Ambulance Billing	\$383,404	\$405,420	\$396,634	\$369,740	\$306,170	\$262,837	\$223,524	\$241,175	\$230,729	\$237,009
Percentage of Annual Billing	35.42%		13.50%	8.98%	11.39%	8.93%	9.82%	13.35%	9.00%	9.20%
Percentage of two year billing	17.22% *									

* The ambulance write-off for 2013 is higher as there were no write-off's in 2012. PCC has provided a listing of accounts that they were unable to collect and these accounts have been filed with small claims court or collections agency.

Note 1 - The City contracted for the ambulance billing and collection with PCC, Inc starting in July 2012. PCC, Inc. has been doing the monthly billing and working on reviewing all the old accounts so at this time it is the recommendation to not write off any of the ambulance accounts until we receive a report from PCC.

Council Agenda Memo

From: Jason Anderson, Asst. City Engineer
Meeting: November 18, 2013
Subject: Declaration of Surplus Street Department Motor Grader
Presenter: Jason Anderson

Background: A new 2014 Caterpillar 140M2 motor grader is expected to be delivered and put into service soon. The Street Department's current motor grader, a 1998 Caterpillar 120H, is now ready to be declared surplus and appraised prior to being sold by sealed bids.

Discussion: To sell the motor grader, the City Council will need to declare the item surplus and have the Surplus Property Appraisal Committee appraise the item. Staff recommends appraising the item at \$84,500. The item will be advertised and sold by sealed bids with a proposed bid opening date of January 15, 2014. The Consensus Agenda includes setting the bid opening date.

Financial Consideration: The revenue from the sale of the surplus motor grader will be placed in the Equipment Replacement Fund.

Conclusion/Recommendations: Administration recommends declaring the motor grader surplus and authorizing the appraisal by the Surplus Property Committee to be sold by sealed bids.

Council Agenda Memo

From: Jason Anderson, Asst. City Engineer
Meeting: November 18, 2013
Subject: Declaration of Surplus Fire Department Pumper Truck
Presenter: Jason Anderson

Background: A new pumper truck for the Fire Department has been delivered and will be put into service soon. The pumper that is being replaced, a 1992 Smeal Charger C-801, is now ready to be declared surplus and appraised prior to being sold by sealed bids.

Discussion: To sell the pumper truck, the City Council will need to declare the item surplus and have the Surplus Property Appraisal Committee appraise the item. Staff recommends appraising the item at \$40,000. The item will be advertised and sold by sealed bids with a proposed bid opening date of January 14, 2014. The Consensus Agenda includes setting the bid opening date.

Financial Consideration: The revenue from the sale of the surplus pumper truck will be placed in the Equipment Replacement Fund.

Conclusion/Recommendations: Administration recommends declaring the pumper truck surplus and authorizing the appraisal by the Surplus Property Committee to be sold by sealed bids.

Council Agenda Memo

From: John Prescott, City Manager
Meeting: November 18, 2013
Subject: Business Improvement Board Appointment
Presenter: Mayor Jack Powell

Background: At the last City Council meeting, five members were appointed to the Business Improvement District #1 Board. Appointed to the Board were: Amy Christensen, David Herbster, Joe Eckert, Steve Parker, and Jim Peterson. They will serve terms of one to three years as the Board is established. Future Board members will be appointed to three year terms.

Discussion: Per the BID Board by-laws adopted by the City Council at the October 7, 2013 meeting, the City Council and Vermillion Chamber of Commerce and Development Company can each appoint one ex-officio, non-voting member to the Board. At the November 4th meeting, it was suggested that the City Council appoint their ex-officio member at the next Council meeting. The VCDC Board is slated to appoint their ex-officio member of the BID Board at their meeting on November 21, 2013.

The by-laws do not establish any guidelines as to who the City Council can appoint as their ex-officio member. A City Council member or city staff member would seem the logical choices to serve in this liaison-type role as the ex-officio, non-voting member of the BID Board. As the Board is getting started, city staff would anticipate that two or more staff members may attend the meetings to help answer questions.

Financial Consideration: Per the by-laws, the members of the BID Board are not compensated. The Board potentially may be making recommendations to the City Council on how lodging fees are spent.

Conclusion/Recommendations: Administration recommends appointing an ex-officio, non-voting member to the Business Improvement District Board.

Council Agenda Memo

From: Jason Anderson, Asst. City Engineer

Meeting: November 18, 2013

Subject: Sale of Surplus Skid Steer Loader

Presenter: Jason Anderson

Background: The Solid Waste Department's 2010 Bobcat S205 skid steer loader was budgeted for replacement in 2013. The new skid loader has been received and is now being utilized. The used skid loader was declared surplus and appraised at the October 7, 2013 meeting and a bid date of November 13, 2013 was set for the opening of sealed bids.

Discussion: The 2010 surplus skid loader was appraised at \$17,500. The City cannot accept a bid for less than 90% of the appraised value, which would be \$15,750. Bid specifications were sent to 4 potential bidders with one bid received for the amount of \$17,900.50.

Financial Consideration: The revenue from the sale of the surplus equipment will be placed in the Joint Powers Recycling Center Fund.

Conclusion/Recommendations: Administration recommends awarding the sale of the surplus skid loader to the high bidder, Andrew DeVries, for \$17,900.50.

CITY OF VERMILLION
 INVOICES PAYABLE-NOVEMBER 18, 2013

1 ANGELA JACKSON	SIDEWALK ASSESSMENT REFUND	328.51
2 ARCHITECTURE INC.	PROFESSIONAL SERVICES	400.20
3 BOUND TREE MEDICAL, LLC	SUPPLIES	338.79
4 BRUNICKS SERVICE INC	FUEL	3,361.50
5 BUREAU OF ADMINISTRATION	TELEPHONE	286.00
6 BUTLER MACHINERY CO.	PARTS	2,950.37
7 CALLE SORENSEN	SAFETY BOOTS REIMBURSEMENT	100.00
8 CANON FINANCIAL SERVICES	COPIER LEASE	196.27
9 CENTURYLINK	TELEPHONE	1,485.99
10 CITY OF VERMILLION	LANDFILL VOUCHERS	360.00
11 CLAY-UNION ELECTRIC CORP	ELECTRICITY	521.55
12 DEPT OF ENVIRONMENT & NAT RESOURCES	LOAN PAYMENT	66,031.51
13 DEPT. ENVIRONMENT NATL RES	LANDFILL OPERATIONS FEE	3,042.36
14 FIRST NATIONAL BANK	TIF 4 FINAL PAYMENT	320,966.67
15 GREGG PETERS	MANAGERS FEE	5,375.00
16 INDEPENDENCE WASTE	WASTE HAULING	1,116.00
17 LEO TAGGART	UNDERGROUND REIMBURSEMENT	385.00
18 LOREN FISCHER DISPOSAL	HAUL CARDBOARD	140.00
19 METRO FIRE	FIRE DEPT EQUIPMENT	1,006.18
20 MIDAMERICAN	GAS USAGE	9.55
21 MIDCONTINENT COMMUNICATION	CABLE/INTERNET SERVICE	118.55
22 RESERVE ACCOUNT	POSTAGE FOR METER	950.00
23 SMEAL FIRE APPARATUS INC	FIRE PUMPER TRUCK FINAL	169,568.00
24 SPRINT	WIRELESS DATA CARDS	87.41
25 STERN OIL CO.	FUEL	19,265.23
26 THE EQUALIZER	ADVERTISING	284.75
27 TITAN ACCESS ACCOUNT	PARTS	5,064.86
28 UNITED PARCEL SERVICE	SHIPPING	161.19
29 US POSTMASTER	POSTAGE FOR UTILITY BILLS	850.00
30 VEOLIA ENVIRONMENTAL SERVICE	HHHW COLLECTION	26,070.40
31 WOW! BUSINESS	DIALUP SERVICE	49.95
32 EDITH HEER	BRIGHT ENERGY REBATE	175.00
	GRAND TOTAL	\$631,046.79

City of Vermillion (See reverse side of form for state laws regarding raffles and lotteries)
RAFFLE AND LOTTERY NOTIFICATION FORM

Date: 11.13.13

1. Name of organization/group Law School Class of 2015
Contact person: Name: _____

2. Date(s) that tickets/chances will be sold: from 11.19.13 to 12.13.13
Cost of tickets/chances: \$3.⁰⁰/ticket or 2 for \$5

3. Date(s) of drawing(s): 12.13.13

4. Can anyone purchase tickets? Yes

5. Will the prize winner(s) be selected at random? Yes X No _____

6. Description and approximate value of top prize: Keurig coffee brewer (\$129.⁰⁰)

In the space below, please provide a brief, general summary of the event. Be sure to include information such as the location and reason for the event.

The class of '15 is seeking to raise funds for our hooding & class celebration following our final year of classes. We will be selling tickets in the law school during classes & to anyone else that wants a chance.

Ber Bergmann
Applicant's Signature

Approval: John Prescott 11-13-13
City Manager Date

City of Vermillion (See reverse side of form for state laws regarding raffles and lotteries)
RAFFLE AND LOTTERY NOTIFICATION FORM

Date: Nov 6th 2013

1. Name of organization/group USD Student Govt Assoc State & local Committee
Contact person: Name: Rachelle Norberg / Jess Peterson
2. Date(s) that tickets/chances will be sold: from Nov 7th 2013 to Nov 16th 2013
Cost of tickets/chances: \$10 per ticket
3. Date(s) of drawing(s): Nov 16th 2013
4. Can anyone purchase tickets? yes
5. Will the prize winner(s) be selected at random? Yes No
6. Description and approximate value of top prize: calf - \$800

In the space below, please provide a brief, general summary of the event. Be sure to include information such as the location and reason for the event.

We will be ~~celebrating~~ ^{raffling} off a baby calf (to be born in Spring 2014) to raise money for the Rancher's Relief Fund in response to Winter Storm Atlas. Participants can purchase tickets for \$10 each & a winner will be selected at random. The winner will work with Rachelle Norberg to arrange a pickup date in Spring 2014.

Rachelle Norberg
Applicant's Signature

Approval:

City Manager

John Prescott

Date

11-7-13

605-830-1255