



## Special Meeting Agenda

### City Council

12: 00 pm. (noon) Special Meeting  
Monday, October 19, 2015  
Large Conference Room-City Hall  
25 Center Street  
Vermillion, South Dakota 57069

1. **Roll Call**
2. **Informational Session – Introduction of USAID / ICMA Fellows – Teeraphong Kunklangdone, Thailand and Marlon Arthur Huwae, Indonesia – John Prescott**
3. **Briefing on the October 19, 2015 City Council Regular Meeting** - Briefings are intended to be informational only and no deliberation or decision will occur on this item.
4. **Informational Session – Tour of Recycling Center operations – Bob Iverson.**

**Note: The City Council will recess the meeting to travel to the Recycling Center at 840 N. Crawford Road to tour operations. A quorum of City Council members may be present for the Recycling Center tour. The Recycling Center tour is open to the public.**

## 5. **Adjourn**

Access the City Council Agenda on the web – [www.vermillion.us](http://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, October 19, 2015  
City Council Chambers  
25 Center Street  
Vermillion, South Dakota 57069

1. **Roll Call**
2. **Pledge of Allegiance**
3. **Minutes**
  - a. October 5, 2015 Special Meeting, October 5, 2015 Regular Meeting.
4. **Adoption of the Agenda**
5. **Visitors To Be Heard**
  - a. World Polio Day proclamation.
6. **Public Hearings**
7. **Old Business**
  - a. Second reading of Ordinance 1332 amending Chapter 53 Water, Sewers, and Sewage Disposal, Sections 53.018, 53.111-53.113, and 53.115-53.119.
8. **New Business**
  - a. Firm Electric Service Agreement with Western Area Power Administration (WAPA).
  - b. Proposal Acceptance of Geotechnical Exploration & Engineering Services at Harold Davidson Field.
  - c. Resolution of Necessity and Notice of Hearing for Sidewalk Repairs in the City of Vermillion (sidewalks in the northeast quadrant).
  - d. Resolution to purchase a street sweeper for Street Department from National Joint Purchasing Alliance.
  - e. Resolution Establishing Fees for Waste Water Service Charge.
  - f. Resolution Establishing Fees for Septic Tank Waste Haulers.
9. **Bid Openings**
10. **City Manager's Report**
11. **Invoices Payable**
12. **Consensus Agenda**
  - a. Set a public hearing date of November 2, 2015 for a special daily malt beverage and wine license for the Vermillion Area Arts Council on or about November 14, 2015 at 202 Washington Street.
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  
October 5, 2015  
Monday 12:00 noon

The special session of the City Council, City of Vermillion, South Dakota was held on Monday, October 5, 2015 at 12:00 noon at the City Hall large conference room.

1. Roll Call

Present: Collier-Wise, Clarene Meins, Price, Mayor Powell

Absent: Erickson, Holly Meins, Holland, Ward, Willson

Mayor Powell stated that, as there was not a quorum present, no action can be taken.

2. Briefing on the October 5, 2015 City Council Regular Meeting

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

Council members traveled to the landfill to tour facility.

Unapproved Minutes  
City Council Regular Session  
October 5, 2015  
Monday 7:00 p.m.

The regular session of the City Council, City of Vermillion, South Dakota was called to order on October 5, 2015 at 7:00 p.m. by Mayor Powell.

1. Roll Call

Present: Collier-Wise, Erickson, Clarene Meins, Holly Meins, Price, Mayor Powell, Student Representative Ireland

Absent: Holland, Ward, Willson

2. Pledge of Allegiance

3. Minutes

A. Minutes of September 21, 2015 Special Meeting, September 21, 2015 Regular Meeting.

302-15

Alderman Price moved approval of the September 21, 2015 Special Meeting and September 21, 2015 Regular Meeting minutes. Alderman Erickson seconded the motion. Motion carried 6 to 0. Mayor Powell declared the motion adopted.

4. Adoption of Agenda

303-15

Alderman Collier-Wise moved approval of the agenda. Alderman Price seconded the motion. Motion carried 6 to 0. Mayor Powell declared the motion adopted.

5. Visitors to be Heard

A. Disability Employment Awareness Month Proclamation

Alderman Price read the proclamation designating October 2015 as Disability Employment Awareness Month in Vermillion. Mayor Powell presented the proclamation to representatives of SESDAC.

B. Public Power Week Proclamation

Alderman Erickson read the proclamation designating the week of October 4-10, 2015 as Public Power Week in Vermillion. Mayor Powell asked John Prescott to present the proclamation to the Light Department.

C. National Fire Safety Week Proclamation

Alderman Clarene Meins read the proclamation designating the week of October 4-10, 2015 as Fire Prevention Week in Vermillion. Mayor Powell asked John Prescott to present the proclamation to the Fire Department.

D. Domestic Violence Awareness Month Proclamation

Alderman Collier-Wise read the proclamation designating October, 2015 as Domestic Violence Awareness Month in Vermillion. Mayor Powell presented the proclamation to Sandie Sullivan. Sandie thanked the Mayor and City Council for the proclamation and support.

E. Extra Mile Day Proclamation

Alderman Holly Meins read the proclamation designating November 1, 2015 as "Extra Mile Day" in Vermillion to recognize the individuals and

organizations within the community who go the extra mile in order to make a difference in the community.

6. Public Hearings - None

7. Old Business - None

8. New Business

A. First reading of Ordinance 1332 amending Chapter 53 Water, Sewers, and Sewage Disposal, Sections 53.110 through 53.123, and Section 53.018

Jose Dominguez, City Engineer, reported that the proposed amendments to the ordinance will address several areas that need to be updated to fairly charge all of our users in the event we have a large industrial/commercial user in town. Jose stated that the proposal will charge large users for the cost to treat sewage flow, biochemical oxygen demand (BOD), total suspended solids (TSS), and total Kjendahl nitrogen (TKN). Jose reported that the City's Utility Committee met on September 15, 2015 to review the proposed ordinance. The Council accepted the Committee's report at the September 21, 2015 meeting. Jose noted that this ordinance change and the proposed fees will not affect the sewer rate of any existing customer. Jose stated that following second reading of the ordinance a rate resolution will be presented for consideration. Discussion followed.

304-15

Mayor Powell read the title to the above mentioned Ordinance and Alderman Collier-Wise moved adoption of the following Resolution:

BE IT RESOLVED that the minutes of this meeting shall show that the title to proposed Ordinance No. 1332 entitled An Ordinance Amending Title V Public Works Chapter 53 Water, Sewers, And Sewage Disposal Sections 53.018, 53.111-53.113, And 53.115-53.119 of the Revised Ordinances of the City of Vermillion, South Dakota, to address how the administrative/fixed fee is derived, how the cost associated with treating waste water is split amongst its constituents, how the different class users are determined, how the cost for each of the class users is calculated, and how the user's charge may be modified, of the City of Vermillion, South Dakota has been read and the Ordinance has been considered for the first time in its present form and content at this meeting being a regularly called meeting of the Governing Body of the City on this 5<sup>th</sup> day of October, 2015 at the Council Chambers in City Hall in the manner prescribed by SDCL 9-19-7 as amended.

The motion was seconded by Alderman Erickson. After discussion, the question of adoption of the Resolution was put to a vote of the

Governing Body and 6 members voted in favor of and 0 members voted in opposition to the motion. Mayor Powell declared the motion adopted.

B. Resolution for Funding Agreement for the Design of the Apron Reconstruction at Harold Davidson Field between the City and the State

Jose Dominguez, City Engineer, reported that the existing airport capital improvement plan and the 2015 budget for the airport have the design for the reconstruction of the apron starting this year. Jose noted that this agreement is similar to the one entered into recently with the FAA. Jose stated that the agreement stipulates how the funding will be made available and also has criteria that need to be followed during the development of the plan. Jose reported that the City has entered into similar agreements for every project that has been completed at the airport. Jose reported that, as part of the grant agreement, the City Council needs to pass a resolution accepting the agreement with the State for 5% of the cost to complete the ALP. Jose reported that the project estimate is \$44,444.44 with the City share being \$2,222.22. Jose recommended adoption of the resolution.

305-15

After reading the same once, Alderman Collier-Wise moved adoption of the following:

RESOLUTION

ACCEPTING THE FUNDING AGREEMENT FOR THE DESIGN ENGINEERING FOR THE RECONSTRUCTION OF THE APRON AT HAROLD DAVIDSON FIELD BETWEEN THE CITY AND STATE OF SOUTH DAKOTA.

WHEREAS, the City of Vermillion wishes to complete the engineering design for the reconstruction of the apron by utilizing a combination of Local, State and Federal Funds, and;

WHEREAS, the Governing Body of the City of Vermillion is asked by the State of South Dakota's Department of Transportation to approve the above mentioned agreement by resolution.

NOW, THEREFORE, BE IT RESOLVED, that the Governing Body of the City of Vermillion accepts the Agreement between the State of South Dakota and the City of Vermillion for Project 3-46-0056-011-2015.

Dated at Vermillion, South Dakota this 5<sup>th</sup> day of October 2015.

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 Erickson. Discussion followed and the question of the adoption of the Resolution was presented for a vote of the Governing Body. 6 members voted in favor of and 0 members voted in opposition to the Resolution. Mayor Powell declared that the Resolution was adopted.

C. AFSCME agreement January 1, 2016 to December 31, 2018

John Prescott, City Manager, reported that in the last several months the City has been negotiating with AFSCME Local 1052, Council #65, that represents employees in the following departments: Street, Water, Waste Water, Parks & Recreation, Solid Waste, and General Government with the exception of the Department Heads, supervisors, professional, confidential, part-time and seasonal employees. John reported that the proposed agreement covers the period January 1, 2016 through December 31, 2018. John stated that the Council's Labor and Finance Committee were made aware of the proposal as the negotiations progressed and have reviewed the final proposal and recommend adoption. John noted that the report of the Labor and Finance Committee's recommendation was made at the September 21<sup>st</sup> City Council meeting. John reviewed the major changes included in the proposed agreement and recommended approval. Discussion followed.

306-15

Alderman Erickson moved approval of the AFSCME Local 1052, Council #65 agreement as presented for the period of January 1, 2016 through December 31, 2018. Alderman Holly Meins seconded the motion. Motion carried 6 to 0. Mayor Powell declared the motion adopted.

D. Resolution to adjust the storm drainage fee

Mike Carlson, Finance Officer, reported that during the budget process it was proposed to raise the storm drainage fee to provide additional revenues for storm drainage projects. The fee is charged to all properties in the city and is included on the property tax statements. The proposed increase will generate \$5,500 of additional revenue for the storm water fund. For a residential lot of 10,000 square feet, the fee would go from \$27.00 to \$27.75 per year. Discussion followed.

307-15

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

RESOLUTION TO CHANGE STORM DRAINAGE FEE

WHEREAS, Section 53-135 of the 2008 Revised Ordinances of the City of Vermillion allows the City Council to change the city wide property drainage fee.

AND WHEREAS, during the annual budget it was determined there were not sufficient revenues in the storm drainage fee fund.

BE IT HEREBY RESOLVED by the Governing body of the City of Vermillion, South Dakota, at a regular meeting thereof of said City at 7:00 p.m. on the 5<sup>th</sup> day of October, 2015 that the fee be changed as follows:

The unit financial charge shall be \$0.00037.

Dated at Vermillion, South Dakota this 5<sup>th</sup> day of October, 2015.

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 Erickson. Discussion followed and the question of the adoption of the Resolution was presented for a vote of the Governing Body. 6 members voted in favor of and 0 members voted in opposition to the Resolution. Mayor Powell declared that the Resolution was adopted.

9. Bid Openings

A. Fuel quotes

Mike Carlson, Finance Officer, read the monthly fuel quotes and recommended the low quote of Stern Oil on all items.

Item 1 - 4,350 gal unleaded 10% ethanol: Stern Oil \$2.2663, Brunick's Service \$2.29; Item 2 - 1,000 gal unleaded: Stern Oil \$2.6385, Brunick's Service \$2.75; Item 3 - 3,000 gal No. 2 Diesel fuel dyed:

Stern Oil \$1.9129, Brunick's Service \$2.00; Item 4 - 1,000 gal No. 2 diesel fuel-clear: Stern Oil \$2.1894, Brunick's Service \$2.35

308-15

Alderman Price moved approval of the low quote of Stern Oil on all four items. Alderman Erickson seconded the motion. Discussion followed. Motion carried 6 to 0. President Powell declared the motion adopted.

#### B. Bid Opening for 2003 Ford Expedition 4x4 SUV

Jose Dominguez, City Engineer, reported that the Police Department's 2003 Ford Expedition has been replaced and was declared surplus at the July 20<sup>th</sup> meeting. The vehicle was appraised at \$2,000, advertised for sale to other government unities through the Municipal League and then advertised for sale by sealed bids with bid opening on September 30<sup>th</sup>. One bid was received but was withdrawn prior to bid opening. Jose stated that, due to lack of bids and the low appraised value, he recommended to continue efforts to market and if not sold placed on the next City auction.

309-15

Alderman Collier-Wise moved to acknowledge that no bids were received and authorized the continued marketing of the surplus vehicle and if it remained unsold to include on the next City auction. Alderman Erickson seconded the motion. Motion carried 6 to 0. Mayor Powell declared the motion adopted.

#### 10. City Manager's Report

A. John reported that the Fire/EMS Open House is Wednesday, October 7th from 5:00 p.m. to 7:00 p.m. at the Station, 820 N Dakota Street.

B. John reported that the Light & Power Open House is Thursday, October 8<sup>th</sup> from 11:00 a.m. to 1:00 p.m. at the Municipal Service Center, 115 West Duke Street.

C. John reported that the Police/Emergency Communications Open House is Saturday, October 24<sup>th</sup> from 11:00 a.m. to 1:00 p.m. at the Police Station, 15 Washington Street.

D. John reported that the fall fire hydrant flushing will begin on Tuesday, October 13<sup>th</sup>.

E. John reported that, due to equipment problems, the roll-off at the Recycling Center for tree branches is unavailable. John reported that tree branches are accepted at the Landfill. John stated that a notice

will be posted on the City website when the tree branch roll-off is available back at the Recycling Center.

F. John reported that City offices are closed next Monday, October 12th for the Native Americans Day holiday.

PAYROLL ADDITIONS AND CHANGES

Golf Clubhouse: Alexa Rudeen \$8.50/hr; Recycling: Eric McPherson \$15.12/hr; Curbside Recycling: Dan Hanson \$16.57/hr

11. Invoices Payable

310-15

Alderman Collier-Wise moved approval of the following invoices:

University Cleaners	professional services	26.00
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Alderman Holly Meins seconded the motion. Alderman Clarene Meins requested to abstain. Motion carried 5 to 0. Mayor Powell declared the motion adopted.

311-15

Alderman Collier-Wise moved approval of the following invoices:

3D Specialties Inc	supplies	1,388.25
4Imprint	open house supplies	2,058.25
A-Ox Welding Supply Co	supplies	2,208.14
AGK Electric	install load mgmt	1,100.00
Allied Insurance	notary bond filing fee	100.00
Appera	supplies	160.88
Aramark	uniform shirts	8.63
Aramark Uniform Services	uniform cleaning	167.45
Baker & Taylor Books	books	401.58
Banner Associates, Inc	professional services	2,488.14
Barkley Asphalt	asphalt	4,645.89
Batteries Plus	batteries	59.95
Benjamin Nelsen	mileage reimbursement	48.10
Best Western Vermillion Inn	lodging	368.00
Beth Knedler	meals reimbursement	36.00
Bierschbach Eqpt & Supply	parts	2,135.20
Bike Plus	repairs	285.20
Blackstone Audio Inc	books	50.00
Blake Carver	subscription	104.00
Blick Art Materials	supplies	158.63

Border States Elec Supply	parts	960.27
Bound Tree Medical, LLC	supplies	386.48
Broadcaster Press	advertising	247.25
Brown Traffic Products	supplies	53.50
Builders Choice	park fence/archway/concrete	35,871.00
Butler Machinery Co.	parts	1,361.51
Campbell Supply	supplies	1,957.15
Cask & Cork	merchandise	2,676.84
Century Business Leasing	copier contract	138.25
Century Business Products	copies	93.07
Centurylink	telephone	743.46
Chad Christopherson	safety boots reimbursement	100.00
Chemco, Inc	supplies	63.80
Chesterman Co	merchandise	1,370.15
City Of Vermillion	copies/postage	1,303.25
City Of Vermillion	utility bills	42,010.94
Class C Solutions Group	supplies	131.47
Clay County EMS Association	CPR card	40.00
Clay County Highway Dept	tack oil liquid asphalt	609.32
Coffee King, Inc	supplies	62.75
Colonial Life Acc Ins.	insurance	3,276.43
Coyote Convenience	fuel	14.11
Creative Product Source Inc	supplies	256.88
Cummins Central Power, LLC	repairs	1,580.20
D-P Tools	supplies	122.27
Dakota Beverage	merchandise	28,784.17
Dakota PC Warehouse	computer/TV/repairs	1,198.90
Dakota Supply Group	supplies	775.86
Danko Emergency Equipment	supplies	851.46
Delta Dental Plan	insurance	6,489.58
Demco	supplies	92.72
Dennis Martens	maintenance	833.34
Dept Of Revenue	testing	1,117.00
DGR Engineering	professional services	8,744.35
Diamond Vogel Paints	white traffic paint	2,659.25
Diane's Greenhouse	plants	175.88
Dust Tex	entry mats	80.00
E.A Sween Company	supplies	85.48
Earthgrains Baking Co's Inc	supplies	120.90
Eberle Design Inc	recertify	178.00
Echo Electric Supply	supplies	317.70
Elliott Equipment Co	repairs	923.82
Farmer Brothers Co.	supplies	131.75

Fastenal Company	supplies	183.81
Fedex.	shipping	11.95
Findaway World LLC	books	310.60
Foreman Media	council mtg	100.00
Fred Balleweg	meals reimbursement	60.00
Fred Haar Co, Inc	repairs	155.70
G & R Controls	repairs	151.47
Gale	books	296.63
Gator Brothers Boring, Inc	water line boring	19,850.00
Gov Office	annual support	1,100.00
Graham Tire Co.	tires	593.16
Graybar Electric	supplies	320.00
Gregg Peters	freight/fill station/supplies	9,708.85
Gregg Peters	rent	937.50
Hach Co	chemicals	2,234.13
Hansen Locksmithing	repairs	1,412.00
Hauger Lawn Service	mowing	128.00
Hawkins Construction	professional services	20.00
Hawkins Inc	chemicals	1,102.92
HD Supply Waterworks	supplies	11,290.63
Heiman, Inc.	annual inspection	157.00
Helget Safety Supply, Inc	supplies	261.81
Herc-U-Lift	maintenance	225.78
Hercules Industries, Inc	supplies	251.27
Herren-Schempp Building	supplies	1,390.25
Hy Vee Food Store	supplies	143.49
In Control, Inc	parts	9,661.70
Independence Waste	waste hauling/toilet rental	1,533.95
Ingram	books	1,064.15
Interstate All Battery Center	battery	56.80
Intoximeters	supplies	345.00
J & L Harley-Davidson	repairs	1,575.75
Jacks Uniform & Eqpt	uniform	217.69
Janway Company	supplies	163.73
Jim Goblirsch	travel reimbursements	443.00
John A Conkling Dist.	merchandise	22,925.40
Johnson Brothers Famous	merchandise	55,707.48
Johnson Controls	repairs/service agreement	2,405.54
Johnson Electric	install load mgmt	100.00
Johnys Electric	install load mgmt	331.50
Jonathan Warner	boots reimbursement	45.55
Jones Food Center	merchandise	2,774.58
Karsten Mfg Corp	merchandise	1,118.12

Lawson Products Inc	supplies	153.08
Laynes World	name plate	8.00
Leisure Lawn Care	fertilizing	50.00
Lessman Elec. Supply Co	supplies	1,312.50
Life-Assist, Inc	test strips	64.50
Lincoln Republic Insurance	insurance	484.62
Locators And Supplies, Inc	supplies/safety equip	8,685.32
M & M Construction LLC	concrete work	12,375.35
Mainland Engraving LLC	medals	90.20
Malloy Electric	parts	100.10
Mart Auto Body	towing	525.00
Matheson Tri-Gas, Inc	medical oxygen	103.50
Matthew Bender & Co, Inc	subscription	143.62
McCulloch Law Office	professional services	1,414.20
Mead Lumber	supplies	303.26
Medical Waste Transport, Inc	haul medical waste	446.02
Menards	supplies	154.31
Micro Marketing LLC	books	599.91
Microfilm Imaging Systems	service agreement	371.00
Mid-American Research Chem	floor cleaner	98.33
MidAmerican	gas usage	383.25
Midwest Alarm Co	alarm monitoring	147.00
Midwest Building Maintenance	mat svc	536.70
Midwest Ready Mix & Equipment	flowable fill	6,330.00
Midwest Turf & Irrigation	parts	365.08
Missouri River Energy Service	registration fee	225.00
Missouri Valley Maintenance	repairs	627.60
Moore Welding & Mfg	repairs	68.00
Nalco Chemical Co	supplies	169.65
NCL Of Wisconsin, Inc	chemicals	1,272.81
Netsys+	professional services	1,697.12
New York Life	insurance	84.02
Nike Inc	merchandise	126.64
Northern Leak Detection	leak survey	2,172.00
Northern Truck Eqpt Corp	supplies	987.08
Office Of Weights & Meas	testing	92.00
Okoboji Wines-SD	merchandise	2,596.80
Overhead Door Of Sioux City	repairs	9,924.24
PCC, Inc	commission	1,579.38
Pedersen Machine Inc	parts	117.24
Penguin Random House LLC	books	255.00
Penworthy Company	books	80.33
Pete Lien & Sons, Inc	chemicals	7,453.36

Photography By Jerry	department pictures	120.00
Physio-Control Corp	patient cable	271.00
Pitney Bowes	postage meter lease	289.71
Positive Promotions	open house supplies	657.44
Powerphone, Inc	recertification	258.00
Prairie Berry Winery	merchandise	1,560.00
Precision Lawn Care	professional services	601.25
Presto-X-Company	inspection/treatment	43.44
Quality Books Inc.	books	4,432.07
Quality Equipment And Service	supplies	87.50
Queen City Wholesale	merchandise	504.80
Quill	supplies	2,664.48
Racom Corporation	maintenance contract	447.85
Ragnasoft, Inc	subscription	1,225.00
Randy Isaacson	meals/registration reimb	189.00
Rechnagel Construction, Inc	crushed gravel	718.13
Reinhart Foodservice, LLC	supplies	836.89
Republic National Dist.	merchandise	43,225.26
Rick Erickson	water heater rebates	960.00
Rob Pickens	meals reimbursement	60.00
Robert Hansen	water heater rebate	200.00
Ryan Hough	fitness membership reimb	110.18
Sanford Health Plan	participation fee	57.00
Sanitation Products	repairs	1,886.84
Scholastic Library Publishing	books	880.13
SD Assoc. Of Rural Wtr System	annual dues	1,000.00
SD Federal Property Agency	tires/wrench set	2,022.25
SD Golf Association	handicap	1,180.00
SD Municipal League	registration	215.00
SD Retirement System	contributions	51,295.93
SD Secretary Of State	filing fee	30.00
SD Solid Waste Management	conference registration	1,325.00
Servall Towel & Linen	shop towels	16.80
Shane Griese	meals reimbursement	49.00
Sioux Falls Two Way Radio	repairs	171.91
Special T's And More	caps	432.00
Standard Ready Mix Concrete	patching mix	325.00
Steffen	parts	34.77
Stewart Oil-Tire Co	tires	209.85
Storey Kenworthy/Matt Parrot	utility bills	4,389.40
Stuart C. Irby Co.	supplies	334.00
Sturdevants Auto Parts	parts	1,305.18
Supplyworks	supplies	339.20

Susan Heggestad	meals reimbursement	36.00
Swanson Flo	repairs	2,096.42
Taste Of Home Books	Taste Of Home Christmas	32.98
Taylor Made	merchandise	1,866.14
The Equalizer	advertising	172.00
The Growler Station, Inc	merchandise	2,575.24
Titan Machine-Productivity	parts	693.63
Titleist Drawer Cs	merchandise	105.50
Tony Klunder	meals reimbursement	236.00
Tri-B-Trim Shop	repairs	110.00
True Fabrications	merchandise	432.55
True Value	supplies	721.99
United Laboratories	chemicals	1,332.16
United Way	contributions	527.50
Univar USA Inc	soda ash	7,515.12
Us Golf Association	membership	110.00
USA Bluebook	supplies	659.13
Van Diest Supply Co	supplies	550.13
Vast Broadband	911 circuit/dialup service	1,415.45
Verizon Wireless	wireless communications	2,603.13
Vermillion Ace Hardware	parts	1,443.23
Vermillion Chamber Of Commerce	contributions	50,000.00
Visa/First Bank & Trust	fuel/lodging/supplies	6,231.35
Wal-Mart Community	supplies	853.43
Walker Construction	sidewalk repair	229.50
Walt's Homestyle Foods, Inc	supplies	239.70
Wesco Distribution, Inc	supplies	1,834.80
Williams & Co.	2014 audit	7,140.00
Win-911 Software	software maintenance	395.00
Yamaha Golf & Utility	Aug golf cars lease	3,772.97
Yankton Fire & Safety	extinguisher recharge	59.00
Yankton Janitorial Supply	supplies	383.25
Yankton Medical Clinic	pre-employment exam	59.00
Zee Medical Service	supplies	368.50
Rick Erickson	Bright Energy Rebate	1,700.00
Donald E Peterson	Bright Energy Rebate	1,700.00

Alderman Holly Meins seconded the motion. Motion carried 6 to 0. Mayor Powell declared the motion adopted.

## 12. Consensus Agenda

A. Set a public hearing date of November 2, 2015 for the lease of approximately 232 acres of farmland east of Vermillion.

312-15

Alderman Price moved approval of the consensus agenda. Alderman Erickson seconded the motion. Motion carried 6 to 0. Mayor Powell declared the motion adopted.

13. Adjourn

313-15

Alderman Collier-Wise moved to adjourn the Council Meeting at 7:29 p.m. Alderman Price seconded the motion. Motion carried 6 to 0. Mayor Powell declared the motion adopted.

Dated at Vermillion, South Dakota this 5<sup>th</sup> day of October, 2015.

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 \_\_\_\_\_.

**PROCLAMATION  
WORLD POLIO DAY**

**WHEREAS**, Rotary International was founded on February 23, 1905, in Chicago, Illinois, and is the world's first and one of the largest nonprofit service organizations with more than 1.2 million Rotary club members; and

**WHEREAS**, there are more than 1.2 million Rotary club members comprised of professional and business leaders in more than 34,000 clubs in 200 countries and geographic areas; and

**WHEREAS**, the Rotary Club of Vermillion sponsors service projects to address critical issues such as polio, poverty, health, hunger, and illiteracy; and

**WHEREAS**, in 1985 the Rotary launched PolioPlus and spearheaded the Global Polio Eradication Initiative with the World Health Organization, Centers for Disease Control and Prevention and UNICEF to immunize the children of the world against polio; and

**WHEREAS**, polio cases have dropped by 99 percent since 1988, and the world stands on the threshold of eradicating the disease; and

**WHEREAS**, to date, Rotary has contributed more than a billion dollars and countless volunteer hours to the protection of more than 2 billion children in 122 countries; and

**WHEREAS**, the Rotary motto "Service Above Self" inspires members to provide humanitarian service, encourage high ethical standards, and promote good will and peace in the world.

**NOW, THEREFORE**, We, the governing body of the City of Vermillion, do hereby proclaim October 23, 2015 as

**World Polio Day**

and encourage all citizens of the City and Rotary International in the fight for a polio free world.

Dated at Vermillion, South Dakota this 19<sup>th</sup> day of October, 2015.

FOR THE GOVERNING BODY OF THE  
CITY OF VERMILLION, SOUTH DAKOTA

By \_\_\_\_\_  
John E. (Jack) Powell, Mayor

ATTEST:

By \_\_\_\_\_  
Michael D. Carlson, Finance Officer

## *Council Agenda Memo*

**From:** Jose Dominguez, City Engineer

**Meeting:** October 19, 2015

**Subject:** Second Reading of Ordinance No. 1332 amending Chapter 53 Water, Sewers, and Sewage Disposal, Sections 53.018, 53.111 through 53.113, and 53.115 through 53.119

**Presenter:** Jose Dominguez

**Background:** In order to ensure that large users discharging into the waste water plant are charged in a consistent manner the existing ordinances need to be amended. The proposed changes will charge large users for the cost to treat sewage flow, biochemical oxygen demand (BOD), total suspended solids (TSS), and total Kjendahl nitrogen (TKN).

The City's Utility Committee met on September 15, 2015 to review the proposed ordinance. The Council accepted the Committee's report at the September 21, 2015 meeting. The City Council approved the first reading of Ordinance 1332 on October 19, 2015.

**Discussion:** The proposed amendments to the ordinance will address several areas that need to be updated to fairly charge all of our users in the event we have a large industrial/commercial user in town. The proposed amendment would address how the administrative/fixed fee is derived, how the cost associated with treating waste water is split amongst its constituents, how the different class users are determined, how the cost for each of the class users is calculated, and how the user's charge may be modified.

These updates will allow the City to more effectively charge for the use of the waste water facility. For example, with the current ordinance the City would charge a large user for the actual amount of waste water constituents being treated while the residential user is being charged for a set amount of constituents treated. This created an unfair approach due to the fact that the waste water constituents created by the residential user more than likely are not as high as the set values. Additionally, the existing ordinance did not take into account the treatment of ammonia. The new ordinance will address this by charging for the treatment of ammonia through the TKN constituent.

**Financial Consideration:** The only cost to the City at this point will be publishing. This ordinance change will not affect the sewer rate of any existing customer. The resolution establishing the fees is under new business later on the agenda. The revenue collected will meet the funds expended to treat the waste water.

**Conclusion/Recommendations:** Administration recommends approval of the second reading of Ordinance 1332 amending Chapter 53 Water, Sewers, and Sewage Disposal, Sections 53.018, 53.111 through 53.113, and 53.115 through 53.119. As this is the second reading of the ordinance, a roll call vote is required.

ORDINANCE 1332

AN ORDINANCE AMENDING TITLE V PUBLIC WORKS CHAPTER 53 WATER, SEWERS, AND SEWAGE DISPOSAL SECTIONS 53.018, 53.111-53.113, AND 53.115-53.119 OF THE REVISED ORDINANCES OF THE CITY OF VERMILLION, SOUTH DAKOTA, TO ADDRESS HOW THE ADMINISTRATIVE/FIXED FEE IS DERIVED, HOW THE COST ASSOCIATED WITH TREATING WASTE WATER IS SPLIT AMONGST ITS CONSTITUENTS, HOW THE DIFFERENT CLASS USERS ARE DETERMINED, HOW THE COST FOR EACH OF THE CLASS USERS IS CALCULATED, AND HOW THE USER'S CHARGE MAY BE MODIFIED.

BE IT ORDAINED, by the Governing Body of the City of Vermillion, South Dakota, that Chapter 53, Sections 53.018, 53.111-53.113, and 53.115-53.119 be amended and it is hereby ordained by authority of the same as follows:

§ 53.018 RATES.

(A) Class I Residential, Commercial and Industrial Users.

The monthly sewer charge to each user for ordinary use of the public sanitary sewer utility shall be equal to a percentage, set from time to time by resolution of the Council, of the average monthly charges made for water during the last January, February, and March period to any person occupying any premises served by the utility and to his or her successors in the occupancy. In cases where the premises were unoccupied during the months of January, February, and March and/or where the use of the premises has significantly changed the water usage, the sewer charge may be based on the average usage during 3 other months of the year.

(1975 Code, § 25-21) (Ord. 625, passed 4-15-1974; Am. Ord. 834, passed 3-7-1983; Am. Ord. 1017, passed 9-19-1994)

(B) Class II Commercial and Industrial Users.

The monthly sewer charge for each user shall be determined as outlined in § 53.110 through § 53.123 and shall be set by resolution of the Council.

§ 53.111 DETERMINING THE TOTAL ANNUAL COST OF ADMINISTRATION AND OPERATION AND MAINTENANCE.

(A) The city shall determine the total estimated costs of administration and of operation and maintenance for the ensuing year which are necessary to maintain the capacity and performance during the service life of the treatment works, for which the works were designed and constructed.

(B) These costs shall be determined as two separate items of expense:

- (1) Those costs associated as administrative shall include debt service, billing, meter reading, administrative and general costs, including the salary of the Waste Water supervisory staff; and

(2) Those costs associated as operation and maintenance of the waste water system shall include but need not be limited to labor, repairs, equipment replacements, maintenance, necessary modifications, power, chemicals and materials, sampling and laboratory testing, studies and reports by special consultants, principal and interest of bonds payable from revenues of the waste water system, and an adequate reserve fund.

(C) The total estimated annual cost associated with operation and maintenance shall be allocated by percentage to each of 4 parameters, namely: Flow (volume) 45%, biochemical oxygen demand (BOD) 15%, total suspended solids (TSS) 20%, and total Kjendahl nitrogen (TKN) 20%.

(D) BOD used hereinafter in this subchapter shall mean 5-day, 20°C biochemical oxygen demand under standard laboratory procedure. The percentage allocation for each parameter shall be reviewed periodically and adjusted if necessary.  
(1975 Code, § 25-95) (Ord. 765, passed 7-2-1979)

#### § 53.112 DETERMINING EACH USER'S WASTE WATER CLASSIFICATION.

(A) Class I. Residential, commercial and industrial users;

(B) Class II. Industrial and commercial establishments exceeding 150,000-cubic feet of waste water used per month. Additionally, if the user exceeds a BOD of 210 mg/L, or a TSS of 200 mg/L, or a TKN of 25 mg/L they will be classified as a Class II establishment.  
(1975 Code, § 25-96) (Ord. 765, passed 7-2-1979)

#### § 53.113 DETERMINING ESTIMATED WASTE WATER LOADS FOR EACH CLASSIFICATION OF USER.

The city shall estimate the waste water loads to be contributed to the waste water system for the ensuing year for each classification of user. In estimating these loads, consideration shall be given to expected increases or decreases in wasteload contributions, which shall be added to or subtracted from the wasteload contributions billed during the previous year. The loads shall be determined for the following parameters: Flow, in 100 cubic feet per year; BOD, in pounds per year; TSS, in pounds per year; and TKN in pounds per year.  
(1975 Code, § 25-97) (Ord. 765, passed 7-2-1979)

#### § 53.115 DETERMINING THE WASTE WATER SYSTEM ADMINISTRATIVE COST SERVICE CHARGE.

(A) The city shall determine the administrative cost service charge by dividing the total annual administrative cost, as determined in section § 53.111, by the total number of users determined in § 53.114. One-twelfth of the service charge so computed shall be charged to each user of the waste water system for each month, or fraction thereof, of use as the administrative cost service charge.

(B) This administrative cost/fixed fee shall be set by resolution of the Council.  
(1975 Code, § 25-99) (Ord. 765, passed 7-2-1979)

§ 53.116 DETERMINING THE WASTE WATER SYSTEM OPERATION AND MAINTENANCE SERVICE CHARGE.

(A) Generally. The city shall determine the incremental operation and maintenance service charge for flow, BOD, TSS, and TKN in the following manner.

(B) Specifically.

(1) Flow. The incremental cost of operation and maintenance related to flow shall be determined by dividing the operation and maintenance costs allocated to flow as determined in § 53.111 by the total annual flow determined in § 53.113.

(2) BOD. The incremental cost of operation and maintenance related to BOD shall be determined by dividing the operation and maintenance costs allocated to BOD as determined in § 53.111 by the total BOD determined in § 53.113.

(3) TSS. The incremental cost of operation and maintenance related to TSS shall be determined by dividing the operation and maintenance costs allocated to TSS as determined in § 53.111 by the total TSS determined in § 53.113.

(4) TKN. The incremental cost of operation and maintenance related to TKN shall be determined by dividing the operation and maintenance costs allocated to TKN as determined in § 53.111 by the total TKN determined in § 53.113  
(1975 Code, § 25-100) (Ord. 765, passed 7-2-1979)

§ 53.117 DETERMINING EACH USER'S TOTAL WASTE WATER SERVICE CHARGE.

(A) Generally. The city shall determine each waste water system user's monthly service charge in the following manner.

(B) Specifically.

(1) Class I users.

(a) The monthly service charge shall be determined as outlined in section § 53.018.

(2) Class II users.

(a) The waste water contributed to the waste water system by Class II users shall be computed on the basis of flow, a BOD concentration of 210 mg/l, a TSS concentration of 200 mg/l, and a TKN concentration of 25 mg/l.

- (b) The owner or occupant of each premises connected to the municipal waterworks and waste water system, and meeting the criteria of section § 53.112 as a Class II user, shall pay for the use of the waste water service a monthly user service charge per 100 cubic foot units of waste water generated computed by multiplying the incremental cost related to flow, BOD, TSS, and TKN as determined in § 53.116, by the volume of water consumed in 100 cubic foot units, poundage of BOD, poundage of TSS, and poundage of TKN respectively, for a 1-month period which corresponds with the regular monthly billing period by the city, plus a monthly administrative cost/fixed fee as determined in § 53.115.
- (c) The waste water user service charge for any Class II user during any billing period shall be computed using the meter reading obtained during that same billing period.
- (d) There will be an additional charge to the user for any flow exceeding 150,000 cubic feet of waste water used per month.
- (e) There will be an additional charge to the user for any BOD, TSS, or TKN concentration exceeding the parameters set in (a).
- (f) This service charge shall be set by resolution of the Council.

§ 53.118 PAYMENT OF THE USER'S WASTE WATER SERVICE CHARGE AND PENALTIES.

The waste water service charge shall be due and billed at the same time as charges are made for consumers taking water from the municipal water system, and penalties for nonpayment thereof shall be added in the same manner as for water charges. Should any user fail to pay the waste water user service charge and penalty the city may disconnect water service to the premises. In the event of the discontinuance of the water service, the same shall not be resumed until payment of all past-due water and waste water service charges, including penalties thereon, has been made.

(1975 Code, § 25-102) (Ord. 765, passed 7-2-1979)

§ 53.119 REVIEW OF EACH USER'S WASTE WATER SERVICE CHARGE.

The city may review the total annual administrative and operation and maintenance costs as well as the estimated waste water loads and number of users on an annual basis to assure equity of the service charge system established herein. If a Class II user has completed in-plan modifications which would change that user's BOD and/or TSS and/or TKN contributions, the user may make written application to the City Manager stating the circumstances and requesting a different basis of charges for waste water service to their premises. The City Manager is allowed to enter into an agreement with a user as long as an understanding has been reached between the City Manager and the user, otherwise, the City Manager will present to the Council and afford a hearing to all interested parties and shall by resolution fix and establish fair and equitable service

charges for the premises if the normal charges are found to be inequitable to the owner or occupant.

(1975 Code, § 25-103) (Ord. 765, passed 7-2-1979)

THE GOVERNING BODY OF THE  
CITY OF VERMILLION, SOUTH DAKOTA

By: \_\_\_\_\_  
John E. (Jack) Powell, Mayor

ATTEST:

By: \_\_\_\_\_  
Michael D. Carlson, Finance Officer

First Reading: October 5, 2015  
Second Reading: October 19, 2015  
Publish: October 24, 2015  
Effective: November 13, 2015

## *Council Agenda Memo*

**From:** John Prescott, City Manager  
**Meeting:** October 19, 2015  
**Subject:** WAPA Firm Electric Service agreement  
**Presenter:** John Prescott

**Background:** Western Area Power Administration (WAPA) currently provides a fixed amount of electrical power to the City. WAPA provides a winter allotment of 6,430 kilowatts and a summer allotment of 10,796 kilowatts. The current agreement was signed in 1989 and extended in 1996. The current agreement expires on December 31, 2020. In June 2012, the City entered into a Reserve Contract with WAPA to continue the 1989 agreement in the event that a new agreement was not accepted prior to the expiration of the current agreement. City staff reviewed the proposed WAPA Firm Electric Service agreement with the City Council at the September 8, 2015 noon meeting.

**Discussion:** All preference power customers receive the same term and conditions with the proposed agreement. The term of the new agreement is January 1, 2021 to December 31, 2050. The amount of power provided to the City can be reduced at different intervals of the agreement. The options to reduce the amount of the electrical power are as follows:

- January 1, 2021 – reduce by 1% with a 2-year notice
- January 1, 2031 – reduce by 1% with a 2-year notice
- January 1, 2041 – reduce by 1% with a 2-year notice
- Hydrology & river operations – no percentage cap; 5 year advance notice
- Project use withdrawal – reduce summer allotment by up to 5%; 5 year advance notice

Missouri River Energy Services (MRES) is the City's supplemental power supplier. They have assisted city staff with the review of the proposed WAPA agreement. MRES has reviewed the proposed agreement against a template agreement, reviewed the exhibits and community specific agreements. MRES recommends the City Council enter into the new agreement proposed by WAPA.

The City Attorney has also reviewed the agreement. A letter of legal opinion is attached.

**Financial Consideration:** The agreement obligates the City to purchase fixed amount of power from WAPA over the term. WAPA power has historically been the lowest cost power the City can purchase.

**Conclusion/Recommendations:** Administration recommends approval of the WAPA Firm Electric Service agreement.

**RESOLUTION APPROVING A CONTRACT ASSOCIATED WITH POST 2020 FIRM  
ELECTRIC SERVICE FROM WESTERN AREA POWER ADMINISTRATION**

**WHEREAS**, pursuant to previous action taken, the City of Vermillion has entered into an agreement to obtain an allocation of federal hydroelectricity from the United States Department of Energy, Western Area Power Administration, Pick-Sloan Missouri Basin Program, Eastern Division (“Western”) pursuant to a contract for electric service to the City of Vermillion; and

**WHEREAS**, both Western and City of Vermillion wish to revise the existing electric service agreement and associated exhibits which provides for power supply through December 31, 2020; and

**WHEREAS**, both Western and the City of Vermillion desire to enter into a new firm electric service agreement to continue to provide and to receive the allocation of federal hydroelectricity for January 1, 2021 through December 31, 2050; and

**WHEREAS**, Western has asked the City of Vermillion to consider approving Contract for Firm Electric Service 15-UGPR-1017 for post 2020 power supply, and its associated exhibits; and

**WHEREAS**, the City of Vermillion staff has reviewed the agreements and has recommended to the City Council the approval of the agreements; and

**WHEREAS**, the City Attorney has reviewed the agreements and has concluded that this governing body has the authority and right to enter into these agreements; and

**WHEREAS**, the City Council finds that it is in the public interest to enter into these long-term agreements to provide its citizens with a reliable, low-cost and environmentally friendly source of power and energy.

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

1. Contract for Firm Electric Service 15-UGPR-1017 for post 2020 power supply, and its associated exhibits, hereby are approved.
2. That the Mayor and the Finance Officer are authorized to sign said agreement on behalf of the City of Vermillion.

Dated at Vermillion, South Dakota this 19<sup>th</sup> day of October, 2015.

FOR THE GOVERNING BODY OF THE CITY  
OF VERMILLION, SOUTH DAKOTA

By \_\_\_\_\_  
John E. (Jack) Powell, Mayor

ATTEST:

By \_\_\_\_\_  
Michael D. Carlson, Finance Officer



25 Center Street • Vermillion, SD 57069  
Ph: 605.677.7050 • Fax: 605.677.5461  
[info@cityofvermillion.com](mailto:info@cityofvermillion.com)  
[www.vermillion.us](http://www.vermillion.us)

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October 20, 2015

Robert J. Harris  
Upper Great Plains Regional Manager  
Upper Great Plains Customer Service Region  
Western Area Power Administration  
P.O. Box 35800  
Billings, MT 59107-5800

Dear Mr. Harris:

I am an attorney licensed to practice law in the State of South Dakota, and I am pleased to advise you of the following in relation to the execution by the City of Vermillion, South Dakota (“Municipality”) of the Contract for Firm Electric Service 15-UGPR-1017 for post 2020 power supply, and its associated exhibits:

The Municipality is a municipal corporation duly created and validly existing pursuant to the Constitution and statutes of the State of South Dakota.

The Municipality is an eligible preference customer under the Reclamation Laws, including the Flood Control Act of 1944, fully entitled to the benefits of the hydroelectricity for its consumers under federal law.

The Municipality has full legal right and authority to enter into this agreement and to carry out the obligations thereunder.

The Municipality has approved the Contract for Firm Electric Service 15-UGPR-1017 for post 2020 power supply, and its associated exhibits, and that these agreements have been duly executed by the appropriate officer of the Municipality and upon execution and delivery by Western, constitutes the legal, valid and binding obligation of the Municipality enforceable in accordance with its terms.

Sincerely,

James E. McCulloch  
Vermillion City Attorney

## *Council Agenda Memo*

**From:** Jose Dominguez, City Engineer

**Meeting:** October 19, 2015

**Subject:** Proposal Acceptance for Geotechnical Exploration & Engineering Services at Harold Davidson Field

**Presenter:** Jose Dominguez

**Background:** The existing airport capital improvement plan and the 2015 budget for the airport mention that a project to design the reconstruction of the apron would be started this year.

The Council has already signed agreements with the State and the FAA regarding funding for the engineering portion of the project.

**Discussion:** As part of the project, the engineering consultant needs to know the subsurface conditions of the apron in order to provide the best possible product to the City. Helms and Associates, the City's airport consultant, and the City requested proposals from five firms specializing in geotechnical exploration. The City received four proposals back, with the cost ranging from \$3,885 to \$7,219. The lowest cost proposal was from Core Engineering & Consulting, LLC, from Chamberlain.

Helm's and Associates recommends awarding the contract to Core Engineering & Consulting based on previous good experiences with them.

**Financial Consideration:** The City will be responsible to pay the \$3,885. However, the City will be reimbursed 95% of the cost, or \$3,690.75.

**Conclusion/Recommendations:** Administration recommends that the City accept the proposal from Core Engineering & Consulting, L.L.C. for \$3,885.

October 13, 2015

Jose Dominguez, P.E. – City Engineer  
City of Vermillion  
25 Center St.  
Vermillion, SD 57069

Re: Harold Davidson Field  
Apron Rehabilitation including Fueling Pad  
AIP #3-46-0056-11-2015  
A-6177

Dear Mr. Dominguez,

On behalf of the City, we have requested proposals from five (5) different firms to conduct soils investigation and reporting for the Apron Reconstruction Project at Harold Davidson Field. Below is a summary of the proposals:

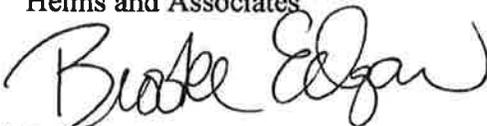
Firm		Proposal Amount
Core Engineering & Consulting, LLC	Chamberlain, SD	\$ 3,885.00
American Technical Services, Inc.	Sioux Falls, SD	\$ 4,970.00
American Engineering Testing, Inc.	Sioux Falls, SD	\$ 5,435.00
Soil Technologies, Inc.	Sioux Falls, SD	\$ 7,219.00
Midwest Testing Laboratory, Inc.	Fargo, ND	No Proposal Received

We recommend accepting the proposal from Core Engineering & Consulting, Inc. It is complete and we have worked with this firm on past projects and all have been good experiences.

Upon approval of the City Council, please have the Proposal Acceptance signed on all four copies, retain one copy for your files, and return the remaining three copies to our office for further distribution.

If you have any questions, concerns, or need any additional information regarding this matter, please contact our office at your convenience.

Sincerely,  
Helms and Associates



Brooke B. Edgar, E.I.T.

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115 West Beebe Avenue  
Chamberlain, South Dakota 57325  
ph: (605) 234-2673 fx: (605) 234-2674

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[www.coresd.com](http://www.coresd.com)

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306 Golf Lane  
Yankton, South Dakota 57078  
ph: (605) 260-4908 fx: (605) 260-4908

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October 12, 2015

City of Vermillion  
25 Center Street  
Vermillion, SD 57069

Attn: Mr. Jack Powell, Mayor

Re: Proposal for Geotechnical Exploration & Engineering Services  
Proposed Apron Rehabilitation Including Fueling Pad  
Harold Davidson Field  
Vermillion, South Dakota

Dear Mr. Powell,

We are submitting this proposal in response to the written request for geotechnical drilling and engineering services at the referenced project submitted to us by your consultant, Helms & Associates. Core Engineering & Consulting, Inc. (CEC) appreciates the opportunity to provide these services to you. This proposal is based on the information provided and defines the understood scope of services to be provided, the anticipated completion schedule and our estimated fees.

### **Project Information**

Based on the information provided, we understand the project will consist of reconstruction of the GA apron and fueling pad. We understand the construction may consist of salvaging the existing pavement and granular material for use as a subbase material. We assume the final product will be paved using asphalt concrete or Portland cement concrete pavements.

### **Scope of Services**

The purpose of the geotechnical study will be to provide subsurface soil information at the project location and to provide information and engineering recommendations for pavement support and construction. To accomplish this, the following scope of services has been requested.

We would like to note that the scope of services defined in this proposal is intended for geo-structural purposes only. This scope is not intended to explore for the presence or extent of environmental contamination at the site, however any apparent contamination will be noted on the logs.

### **Field Services**

Field engineering services will include field reconnaissance by a geotechnical engineer to evaluate geologic considerations, Standard Penetration Test (SPT) borings (ASTM:D1586) and an elevation survey. Boring locations will be determined in the field by the project geotechnical

engineer based on the final site layout design, the site topography and access considerations.

- Prior to mobilizing to the site, underground utilities will be cleared through the SD One-Call system; understand that location of private utilities is the responsibility of the owner
- Eight (8) in-tact pavement cores will be obtained using a 1½" diameter diamond-tipped core barrel
- Eight (8) Standard Penetration Test (SPT) borings (ASTM:D1586) will be drilled and sampled to depths of 10' below existing surface grade on existing GA apron
- The pavement thickness and condition of pavement cores ...
- The classification, subsurface conditions, blow counts, and groundwater characteristics at the boring locations will be logged by a geotechnical engineer or geologist in accordance with ASTM:D2488
- Representative samples of the recovered soils will be preserved for laboratory classification and analysis
- Following drilling, the boreholes will be backfilled in accordance with Federal and/or local regulations and pavement surfaces will be repaired using an asphalt cold patch material

We understand the boring locations will be accessible by a truck-mounted drill rig and support vehicle. We assume the hours of field operations will in no way be limited.

### **Soil Laboratory Testing**

As part of our engineering analysis, a range of laboratory testing will be performed on recovered soil samples to clarify soil classifications and to evaluate the physical properties of the site soils. Laboratory tests requested in the referenced RFP include:

- Four (4) Standard Proctor moisture/density relationships
- Three (3) California Bearing Ratio determinations
- Two (2) particle size analyses
- Five (5) Atterberg Limits determinations
- Approximately forty (40) moisture content determinations for each soil layer encountered

### **Engineering Report**

Following the field and laboratory testing, a formal engineering report will be prepared and submitted. This report will include logs of the test borings, the laboratory test results, a review of the engineering properties of the on-site soils, and our geotechnical engineering opinions and recommendations regarding:

- Pavement subgrade preparation
- Frost susceptibility and swell potential of the on-site subgrade soils
- Drainage considerations
- Other issues seen as pertinent to potential construction at the site.

All recommendations will reference the FAA Standards and Specifications listed in the RFP.

### **Fees**

Our fees for this project will be billed in accordance with the following unit rates:

**Table 1: Breakdown of Estimated Costs**

<b>Item Description</b>	<b>Estimated Quantity</b>	<b>Unit Rate</b>	<b>Total</b>
Mobilization	56 miles	\$4/mile	\$224.00
In-Tact Pavement Cores	8 cores	\$30/core	\$240.00
Standard Penetration Test Boring	80 feet	\$12/foot	\$960.00
Standard Proctor Moisture/Density Relationship	4 tests	\$151/test	\$604.00
California Bearing Ratio	3 tests	\$121/test	\$363.00
Natural Moisture Content	40 tests	\$9/test	\$360.00
Particle Size Analysis	2 tests	\$73/test	\$146.00
Atterberg Limits	5 tests	\$61/test	\$305.00
Summary Report	1 each	L.S.	\$683.00
<b>Total Estimate:</b>			<b>\$3,885.00</b>

The above estimate is based on the quantities provided on the referenced RFP. The actual amount billed may be more or less depending on the conditions encountered and the final approved scope of services.

### **Schedule**

Weather permitting, CEC can begin drilling within 2 weeks of receiving written authorization to proceed. We anticipate the drilling & field testing can be completed in 1 day. The laboratory analyses are anticipated to take an additional 2 weeks. We anticipate delivery of the final report approximately 1 week following the completion of the laboratory testing or by the required delivery date of November 20, 2015, whichever is earlier.

### **Terms**

Our services will be performed per the attached three-page "Terms and Conditions" document. This document outlines our limitations of liability, payment terms and other conditions governing the contractual relationship between CEC and the City of Vermillion.

**Acceptance**

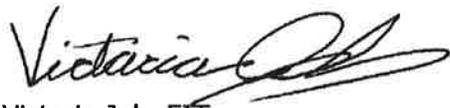
Please indicate your acceptance of this proposal by endorsing the enclosed copy and returning it to our office. We will not begin work on this project without written authorization to proceed.

**Closing**

Thank you for considering CEC for this project. If you have any questions, comments or concerns feel free to contact us.

Sincerely,

**Core Engineering & Consulting, Inc.**



Victoria Job, EIT  
Staff Engineer  
[victoria@coresd.com](mailto:victoria@coresd.com)

Attachments: Schedule of Fees FY 2015  
Terms and Conditions

<b>PROPOSAL ACCEPTANCE BY:</b>
SIGNATURE: _____
PRINTED NAME: _____
COMPANY: _____
DATE: _____



**Core Engineering & Consulting, Inc.  
Schedule of Fees  
FY2015**

<b>Description</b>	<b>Unit Rate</b>
<b><u>Labor</u></b>	
Engineering Technician	\$ 55.00 / hour
Drill Rig Operator	\$ 62.00 / hour
Staff Engineer	\$ 77.00 / hour
Registered Professional Engineer	\$ 100.00 / hour
Administrative Professional	\$ 44.00 / hour
<b><u>Equipment</u></b>	
Drill Rig Rental	\$ 53.00 / hour
Mileage	
2-Ton Drill Truck	\$ 1.80 / mile
Drill Support Vehicle	\$ 0.80 / mile
Light-Duty Passenger Vehicle	\$ 0.70 / mile
Slope Inclinometer	\$ 175.00 / day
Ground/Earth Resistivity Meter	\$ 30.00 / day
Concrete/Asphalt Coring Machine	\$ 140.00 / day
Concrete Core Barrel Bit Wear	\$ 2.00 / inch cored
Asphalt Core Barrel Bit Wear	\$ 1.00 / inch cored
<b><u>Laboratory Soil Testing</u></b>	
Extrude/Log Thin-Walled Tube Sample	\$ 24.00 / sample
Moisture Content	\$ 9.00 / test
Moisture/Density of Undisturbed Sample	\$ 15.00 / test
Atterberg Limits (PL & LL Only)	\$ 61.00 / test
Unconfined Compressive Strength	\$ 57.00 / test
Moisture/Density Relationship	
1-Point	\$ 61.00 / test
4-Point	\$ 151.00 / test
California Bearing Ratio	\$ 121.00 / test
Particle Size Analysis	
Coarse Fraction (includes % -#200 Sieve)	\$ 98.00 / test
Percent Passing the #200 Sieve Only	\$ 46.00 / test
Hydrometer Analysis (Clay/Silt Portion)	\$ 73.00 / test
One-Dimensional Consolidation/Swell	
Primary Consolidation (Up to 32 tsf)	\$ 312.00 / test
Swell Potential Only	\$ 172.00 / test
Electric Soil Resistivity (Miller Soil Box Method)	\$ 61.00 / test
Flexible Wall Permeability	\$ 324.00 / test
Triaxial Shear (3-point test)	
Unconsolidated/Undrained	\$ 240.00 / test
Consolidated/Undrained	\$ 1,210.00 / test
Consolidated/Drained	\$ 1,550.00 / test
<b><u>Laboratory Concrete/Masonry Testing</u></b>	
Compression Testing of Cylindrical Specimens	
6x12 Concrete Cylinders	\$ 24.00 / cylinder
4x8 Concrete/Masonry Cylinders or Recovered Cores	\$ 17.00 / cylinder
Compression Testing of Mortar/Grout Cubes	\$ 24.00 / cube
Compression Testing of CMU Assemblies	\$ 30.00 / assembly
Trimming of Test Specimens/Cores (As Required)	\$ 15.00 / specimen
<b><u>Supplies, Materials &amp; Reimbursable Expenses</u></b>	
Shipping	Cost
Subcontractor Costs	Cost + 10%
Supplies & Materials	Cost + 15%
Reimbursable Employee Expenses	
Personal Vehicle Mileage	\$ 0.70 / mile
Per-Diem	\$ 31.00 / day
Lodging	Cost + 10%

## *Council Agenda Memo*

**From:** Jose Dominguez, City Engineer

**Meeting:** October 19, 2015

**Subject:** Resolution of Necessity and Notice of Hearing for Sidewalk Repairs  
(Northeast Quadrant)

**Presenter:** Jose Dominguez

**Background:** The City instituted a Sidewalk Inspection Program in 2010 which is meant to bring deficient portions of sidewalks up to a proficient standard. Prior to this program, the City's sidewalk repair/replacement policy was complaint-based. The previous program was reactive and costly. The City's liability insurance carrier had also recommended the City begin a sidewalk inspection program to address hazards before accidents occur and claims are presented. The sidewalk inspection program is intended to protect property owners because insurance claims are often presented against property owners and the City.

The new Sidewalk Inspection Program was first presented to the City Council in 2010 and comments and discussion helped create the program used today. The program divided the City into quadrants with the northeast (north of Main Street and east of Dakota Street) quadrant being inspected this year. During City inspections, staff looked for a couple of deficiencies; trippers and surface conditions. In addition, sidewalk tiles were inspected more closely to verify that they were functioning as originally constructed. If the panels were found to be deficient, they were also marked for replacement.

**Discussion:** The special assessment process requires that the governing body: (1) set a public hearing; and (2) notify the property owners of the hearing by both sending notice and publishing the notice of the hearing. The notice calls for the public hearing to be held on November 16, 2015. Following the hearing, the City Council will be asked to adopt a resolution approving the special assessment roll with any added adjustments in the amounts.

There are now two sets of statutes covering sidewalk assessments. One set of statutes requires a single publication and a mailing while the second set of statutes requires two

publications but no mailing. If the Resolution setting the hearing is adopted, the City is going to send a mailing to the property owners and publish the notice twice.

In addition to sending the property owners a letter notifying them of the hearing, the City will provide packet information on the City website at [www.vermillion.us](http://www.vermillion.us). Packets will also be sent to property owners upon request. The packet will include: a list of contractors that they could use, a list of acceptable repair methods, a copy of the City's specifications and a sidewalk repair permit.

**Financial Consideration:** The cost will include postage and the publications of the notice. The City will need to budget in 2016 to repair sidewalks throughout the community which did not pass inspection.

**Conclusion/Recommendations:** Administration recommends adoption of the resolution that sets the public hearing date for November 16, 2015.

## 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 19<sup>th</sup> day of October, 2015, that the necessity has arisen for sidewalk repairs along the parcels of land hereinafter named, viz:

VIOLATION ADDRESS	VIOLATION LEGAL DESCRIPTION	VIOLATION PARCEL NUMBER	ESTIMATED COST
447 N. PLUM	LOT D & E & S 20' OF E 280' OF LOT C, LOT 1 OF NE 1/4 SW 1/4 18-92-5~1 EXC PLUM ST MISC~	15880-09251-183-08	\$800.00
419 ADAMS	LOT 10 THRU 13 EXC S 33' OF LOT 10 BLK 2 REPLAT OF BLESSING	15080-00200-100-03	\$145.00
519 ADAMS	LOTS 7 & 8 BLK 2 REPLAT OF SAMMELSONS 2ND ADDN	15690-00200-080-00	\$1,105.00
520 PRENTIS	LOTS 1 & 2 BLK 2 REPLAT OF SAMMELSONS 2ND ADDN	15690-00200-020-00	\$905.00
502 PRENTIS	S 8' OF LOT 3 & N 44' OF LOT 4 BLK 2 REPLAT OF SAMMELSONS 2ND	15690-00200-040-00	\$360.00
438 PRENTIS	LOT 1 EXC S 13' OF 1 BLK 2 REPLAT OF BLESSING	15080-00200-010-00	\$400.00
422 PRENTIS	LOT 3 BLK 2 REPLAT OF BLESSING	15080-00200-030-00	\$160.00
416 PRENTIS	LOT 4 BLK 2 REPLAT OF BLESSING	15080-00200-040-00	\$145.00
410 PRENTIS	LOT 5 BLK 2 REPLAT OF BLESSING	15080-00200-050-00	\$465.00
918 MADISON	W 72' OF 8 & S 15' OF 9 BLK 2 REPLAT OF BLESSING	15080-00200-090-00	\$145.00
922 CLARK	E 50' OF LOT HM-1 SW 1/4 18-92-51 MISC	15880-09251-182-43	\$160.00
206 N. PLUM	LOTS 5, 6 & 7 BLK 9 BIGELOW'S UNIVERSITY	15060-00900-070-00	\$175.00
214 N. PLUM	LOTS 3 & 4 BLK 9 BIGELOW'S UNIVERSITY ADDN	15060-00900-040-00	\$445.00
701 E. CLARK	LOT 14 BLK 9 BIGELOW'S UNIVERSITY	15060-00900-140-00	\$890.00
323 N. PINE	LOT 17 & S 1/2 OF 18 BLK 10 BIGELOW'S UNIVERSITY	15060-01000-180-00	\$250.00
334 N. PLUM	LOT 3 & N 1/2 OF 4 BLK 10 BIGELOW'S UNIVERSITY ADDN	15060-01000-040-00	\$445.00
338 N. PLUM	LOTS 1 & 2 BLK 10 BIGELOW'S UNIVERSITY	15060-01000-020-00	\$225.00
326 N. PLUM	S 1/2 OF 4 & ALL OF 5 BLK 10 BIGELOW'S UNIVERSITY ADDN	15060-01000-050-00	\$445.00
320 N. PLUM	LOT 6 & N 1/2 OF LOT 7 BLK 10 BIGELOW'S UNIVERSITY	15060-01000-070-00	\$250.00
314 N. PLUM	S 1/2 OF 7 & ALL OF 8 BLK 10 BIGELOW'S UNIVERSITY	15060-01000-080-00	\$225.00
720 E. CLARK	E 1/2 OF 9 & 10 & 11 BLK 10 BIGELOW'S UNIVERSITY	15060-01000-110-03	\$1,330.00
430 E. PLUM	S 1/2 OF 4 & ALL OF 5 BLK 13 BIGELOW'S UNIVERSITY	15060-01300-050-00	\$225.00
423 N. PINE	LOT 18 & 19 BLK 13 BIGELOW'S UNIVERSITY	15060-01300-190-00	\$225.00
723 E. CHERRY	E 92' OF LOTS 1 & 2 BLK 16 BIGELOW'S UNIVERSITY	15060-01600-020-00	\$225.00
801 E. CHERRY	W 203' OF LOTS A & B OF LOT 1 SW 1/4 18-92-51 EXC CHERRY & PLUM ST & ~EXC S 2' OF N 35' OF W 42' OF LOT A GOV LOT 1 & EXC LOT H1 NE 1/4~SW 1/4 MISC~	15880-09251-183-02	\$850.00
825 E. CHERRY	LOT 1 BLK 1 EXC E 2' ARNOLD ADDN	15013-00100-010-00	\$250.00
929 E. CHERRY	E 100' OF LOT B-1 NE 1/4 SW 1/4 18-92-51 MISC	15880-09251-183-10	\$225.00
440 ADAMS	LOT 2 MICHELS	15440-00000-020-00	\$850.00
856 MADISON	LOT 3A MICHELS	15440-00000-030-00	\$850.00
403 N. PLUM	LOT L-1 IN NE 1/4 SW 1/4 MISC	15880-09251-183-19	\$320.00
407 N. PLUM	S 2' OF 5 & ALL OF 6 BLK 1 LARSONS	15380-00100-060-00	\$360.00
19 N. HARVARD	LOT 7 & S 1/2 OF LOT 8 BLK 62 BIGELOW'S ADDN	15050-06200-080-00	\$175.00
23 N. HARVARD	W 71' OF N 1/2 OF LOT 8 & W 71' OF LOT 9 BLK 62 BIGELOW'S ADDN	15050-06200-090-00	\$3,110.00
210 E. MAIN	LOT 5 BLK 61 BIGELOW'S ADDN	15050-06100-050-00	\$530.00
17 N. DAKOTA	W 107' OF LOT 8 & W 107' OF S 10' OF LOT 9 BLK 61 BIGELOW'S ADDN	15050-06100-090-03	\$270.00
222 N. YALE	LOTS 8 & 9 BLK 68 BIGELOW'S	15050-06800-090-00	\$490.00
110 N. YALE	LOT 12 BLK 65 BIGELOW'S ADDN	15050-06500-120-00	\$270.00

105 N. YALE	LOTS 1 & 2 BLK 64 BIGELOW	15050-06400-020-00	\$225.00
124 N. UNIVERSITY	E 120' OF LOTS 8 & 9 BLK 64 BIGELOW	15050-06400-090-00	\$270.00
114 N. UNIVERSITY	LOTS 10,11& N 1/2 OF 12 BLK 64 BIGELOW	15050-06400-120-00	\$360.00
26 N. UNIVERSITY	E 165' OF 11 & E 165' OF N 37' OF LOT 12 BLK 63 BIGELOW	15050-06300-120-03	\$890.00
18 N. UNIVERSITY	E 165' OF S 10' OF 12 & E 170' OF LOT 13 BLK 63 BIGELOW	15050-06300-130-03	\$445.00
424 E. MAIN	LOT 1 & E 10' OF 2 BLK 63 BIGELOW ADDN	15050-06300-020-00	\$320.00
408 E. MAIN	LOT 5 & E 1/2 OF LOT 6 & W 1/2 VAC ALLEY BLK 63 BIGELOW ADDN	15050-06300-060-00	\$640.00
21 N. YALE	LOT 8 & S 12' OF LOT 9 & W 1/2 VAC ALLEY BLK 63 BIGELOW ADDN	15050-06300-090-00	\$270.00
204 N. UNIVERSITY	E 125' OF LOTS 13 & 14 BLK 69 BIGELOW	15050-06900-140-06	\$1,340.00
411 E. CLARK	LOT A REPLAT OF 6 & 7 BLK 69 BIGELOW	15050-06900-070-00	\$1,175.00
219 N. YALE	N 1/2 OF 4 & ALL OF 5 BLK 69 BIGELOW	15050-06900-050-00	\$225.00
209 N. YALE	LOT 3 & S 1/2 OF LOT 4 BLK 69 BIGELOW	15050-06900-040-00	\$445.00
201 N. YALE	W 100' OF 1 & 2 BLK 69 BIGELOW	15050-06900-020-00	\$460.00
412 E. CEDAR	W 50' OF LOTS 13 & 14 BLK 69 BIGELOW	15050-06900-140-00	\$270.00
520 E. MAIN	E 104' OF S 126' OF 1 BLK 1 BIGELOW UNIVERSITY AUD TRACT C OF LOT 2 SW 1/4 18-92-51 AUD TRACT	15060-00100-010-03	\$1,075.00
5 N. UNIVERSITY	BIGELOW UNIVERSITY	15070-09251-180-03	\$1,370.00
100 WILLOW	S 10' OF 6 & ALL OF 7 BLK 6 BIGELOW UNIVERSITY	15060-00600-070-00	\$490.00
110 WILLOW	S 1/2 OF 5 & N 34' OF 6 BLK 6 BIGELOW UNIVERSITY	15060-00600-060-00	\$1,110.00
124 WILLOW	LOTS 1 & 2 BLK 6 BIGELOW UNIVERSITY ADDN	15060-00600-020-00	\$800.00
206 WILLOW	LOT 6 BLK 7 BIGELOW UNIVERSITY	15060-00700-060-00	\$175.00
210 WILLOW	LOTS 4 & 5 BLK 7 BIGELOW UNIVERSITY	15060-00700-050-00	\$250.00
225 N. UNIVERSITY	W 86' OF LOTS 13 & 14 BLK 7 BIGELOW UNIVERSITY	15060-00700-140-00	\$225.00
217 N. UNIVERSITY	LOTS 11 & 12 BLK 7 BIGELOW UNIVERSITY	15060-00700-120-00	\$1,230.00
208 N. PINE	LOT 5 & N 1/2 OF 6 BLK 8 BIGELOW UNIVERSITY	15060-00800-060-00	\$445.00
222 N. PINE	LOTS 1, 2 & N 1/2 OF 3 BLK 8 BIGELOW UNIVERSITY	15060-00800-030-00	\$625.00
216 N. PINE	S 1/2 OF 3 & ALL OF LOT 4 BLK 8 BIGELOW UNIVERSITY	15060-00800-040-00	\$845.00
708 E. MAIN	LOT 7 & E 25' OF LOT 8 BLK 3 BIGELOW UNIVERSITY	15060-00300-080-00	\$670.00
20 N. PLUM	S 34' OF E 103' OF LOT 2 & ALL OF LOT 3 BLK 3 BIGELOW UNIVERSITY	15060-00300-030-00	\$225.00
102 N. PLUM	LOTS 6 & 7 BLK 4 BIGELOW UNIVERSITY	15060-00400-070-00	\$225.00
118 N. PLUM	LOTS 1, 2 & 3 BLK 4 BIGELOW UNIVERSITY	15060-00400-030-00	\$225.00
1317 MADISON	LOT 9A BLK 2 DAKOTA ADDN	15206-00200-090-00	\$210.00
1309 MADISON	LOT 8A BLK 2 DAKOTA ADDN	15206-00200-080-00	\$160.00
1301 MADISON	LOT 7A BLK 2 DAKOTA ADDN	15206-00200-070-00	\$145.00
1326 MADISON	LOT 13A BLK 1 DAKOTA ADDN	15206-00100-130-00	\$500.00
1321 ROOSEVELT	LOT 15 BLK 1 DAKOTA ADDN	15206-00100-150-00	\$160.00
1305 LINCOLN	LOT B BLK 2 OUELLETES ADDN	15540-00200-130-00	\$320.00
1115 LINCOLN	LOTS 12 THRU 19 BLK 2 OUELLETES	15540-00200-130-17	\$480.00
507 JEFFERSON	S 275' OF LOT 2-S NE 1/4 SW 1/4 18-92-51 MISC	15880-09251-183-29	\$1,525.00
1320 LINCOLN	LOT 15 BLK 1 OUELLETES	15540-00100-150-00	\$145.00
1326 LINCOLN	LOT 16 BLK 1 OUELLETES	15540-00100-160-00	\$160.00
612 N. NORBECK	S 90' OF E 173.2' OF LOT 17 BLK 1 OUELLETES	15540-00100-170-03	\$870.00
1325 E. CHERRY	E 173.2' OF LOT 17 BLK 1 EXC S 90' & EXC LOT H1 OUELLETES	15540-00100-170-02	\$1,685.00
1407 E. CHERRY	LOT 12 BLK 1 MEISENHOLDER EAST	15450-00100-120-00	\$480.00
427 PRENTIS	LOT 2 BLK 1 REPLAT OF BLESSING	15080-00100-020-00	\$400.00
503 PRENTIS	LOT 1 BLK 1 REPLAT OF SAMMELSONS 2ND	15690-00100-010-00	\$145.00
515 PRENTIS	LOT 3 BLK 1 REPLAT OF SAMMELSONS 2ND	15690-00100-030-00	\$175.00
1011 LINCOLN	LOT 3-S EXC S 144' NE 1/4 SW 1/4 18-92-51 MISC	15880-09251-183-35	\$285.00
506 JEFFERSON	S 144' OF LOT 3-S NE 1/4 SW 1/4 18-92-51 MISC	15880-09251-183-38	\$145.00
432 JEFFERSON	N 66.26' OF LOT 10 BLK 1 BRECHTELS	15100-00100-100-00	\$285.00
426 JEFFERSON	N 47' OF LOT 9 & S 19' OF LOT 10 BLK 1 BRECHTELS	15100-00100-100-02	\$160.00

420 JEFFERSON	N 33' OF LOT 8 & S 33' OF LOT 9 BLK 1 BRECHTELS	15100-00100-090-00	\$145.00
314 JEFFERSON	S 78' OF LOT 3 BLK 1 BRECHTELS	15100-00100-030-00	\$305.00
139 PRENTIS	LOT 2 BLK 1 SAMMELSONS	15680-00100-020-00	\$160.00
11 PRENTIS	S 1/2 OF LOT 4 & LOT 5 BLK 2 SAMMELSONS	15680-00200-050-00	\$145.00
954 E. MAIN	E 102' OF W 198' OF LOT HD-1 IN SE 1/4 SW 1/4 18-92-51 MISC	15880-09251-183-72	\$210.00
105 ANDERSON	LOT 4 BLK 2 POTTERS	15580-00200-040-00	\$305.00
1120 E. MAIN	LOT 1A BLK 1 POTTERS ADDN	15580-00100-010-00	\$145.00
1209 MADISON	LOT 6 BLK 2 DAKOTA ADDN	15206-00200-060-00	\$640.00
1117 MADISON	LOT 5 BLK 2 DAKOTA ADDN	15206-00200-050-00	\$400.00
333 JEFFERSON	LOT 4 BLK 2 DAKOTA ADDN	15206-00200-040-00	\$430.00
1106 E. CLARK	LOT 1 BLK 5 POTTERS	15580-00500-010-00	\$1,150.00
1116 E. CLARK	LOT 2 BLK 5 POTTERS	15580-00500-020-00	\$445.00
1202 E. CLARK	LOTS 3 & 4 BLK 5 POTTERS	15580-00500-030-00	\$145.00
1214 E. CLARK	LOT 5 BLK 5 POTTERS	15580-00500-050-00	\$320.00
1220 E. CLARK	LOT 6 BLK 5 POTTERS	15580-00500-060-00	\$160.00
1322 E. CLARK	LOT 1 BLK 2 MEHLHAF ADDN	15435-00200-010-00	\$190.00
928 E. CHERRY	E 20' OF LOT A & W 75' OF LOT B OF GOVT LOT 1 NW 1/4 18-92-51 MISC~ URUP TRACT A OF LOT 2 GOV'T LOT 1 SE 1/4 NW 1/4 18-92-51 MISC	15880-09251-182-20	\$605.00
713 N. PLUM	LOT 2A FIRST DAKOTA ADDN	15880-09251-182-01	\$250.00
1110 E. CHERRY	W 150' OF LOT 1 W 1/2 SW 1/4 NE 1/4 18-92-51 MISC	15291-00000-020-00	\$445.00
1122 E. CHERRY	BLK 1 URUPS UNIVERSITY ADDN	15880-09251-181-11	\$175.00
720 N. UNIVERSITY	E 81.3' OF S 213' OF SE 1/4 NE 1/4 13-92-52 MISC	15790-00100-000-00	\$1,140.00
440 E. CHERRY	LOTS T-1, W-1, W-2 & W-3 IN NE 1/4 EXC LOT H1 13-92-52 MISC	15880-09252-131-26	\$2,625.00
320 E. CHERRY	LOT 13 EXC LOT H1 & H2 MCKELLARS	15880-09252-131-08	\$2,205.00
202 E. CHERRY	URUP TRACT C OF LOT 2 OF GOV'T LOT 1 SE 1/4 NW 1/4 18-92-51 MISC	15430-00000-130-00	\$155.00
833 E. DUKE	URUP TRACT C OF LOT 2 OF GOV'T LOT 1 SE 1/4 NW 1/4 18-92-51 MISC	15880-09251-182-05	\$625.00
833 E. DUKE	LOT 2 BLK 1 EXC N 56' OF E 95.5 OF LOT 2 & EXC W 8' OF S 99.7' OF LO~T 2 SUMMERSET~	15880-09251-182-05	\$760.00
911 E. DUKE	LOT 2 BLK 1 EXC N 56' OF E 95.5 OF LOT 2 & EXC W 8' OF S 99.7' OF LO~T 2 SUMMERSET~	15750-00100-020-00	\$600.00
911 E. DUKE	N 56' OF E 95.5 OF LOT 2 BLK 1 SUMMERSET	15750-00100-020-00	\$520.00
816 JEFFERSON	LOTS SL-1 & SL-2 SW 1/4 18-92-51 MISC	15750-00100-020-05	\$175.00
816 E. CLARK		15880-09251-183-20	\$670.00

The estimate is based on 2015 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 30<sup>th</sup> day of June, 2016, or be under contract to be completed no later than the end of 2016. 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, 2016.

**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 16<sup>th</sup> day of November, 2015 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 19<sup>th</sup> day of October, 2015.

THE GOVERNING BODY OF THE CITY  
OF VERMILLION, SOUTH DAKOTA

By \_\_\_\_\_  
John E. (Jack) Powell, Mayor

ATTEST:

By \_\_\_\_\_  
Michael D. Carlson, Finance Officer

Published: October 31, 2015  
November 7, 2015

## *Council Agenda Memo*

**From:** Jose Dominguez, City Engineer

**Meeting:** October 19, 2015

**Subject:** Resolution Authorizing the Purchase of a Street Sweeper for the Street Department from the National Joint Purchasing Alliance

**Presenter:** Jose Dominguez

**Background:** During the August budget sessions, the City Council reviewed the 2016 equipment replacement schedule. As part of the 2016 schedule that was approved with the 2016 budget adoption, a 2010 Elgin Pelican street sweeper used by the Street Department was scheduled for replacement.

**Discussion:** To replace this sweeper the City may purchase from the National Joint Purchasing Alliance (NJPA) contract with Elgin Sweeper Company. With Council authorization, the City may purchase one 2016 Elgin Pelican NP Sweeper through the NJPA at a cost of \$178,803. Due to the fact that it takes roughly six months to construct a sweeper, the order needs to be put in the fall of 2015. This allows the City to use the existing sweeper and have it sold prior to the 2016 sweeping season, when we would be getting the new street sweeper.

**Financial Consideration:** The 2016 Equipment Replacement Fund includes the purchase of a street sweeper for \$182,900. In the spring of 2016 when delivery has been confirmed the existing sweeper will be declared surplus and advertised for sale. The revenue from the sale of the surplus equipment will be returned to the equipment replacement fund.

**Conclusion/Recommendations:** Administration recommends approving the Resolution to purchase one 2016 Elgin Pelican NP Sweeper at the NJPA price of \$178,803.

**RESOLUTION AUTHORIZING THE PURCHASE OF STREET SWEEPER**

**WHEREAS**, SDCL 5-18A-37 authorizes a governmental entity to participate in cooperative purchasing agreements and conduct purchasing transactions under a joint agreement in this or any other state; and

**WHEREAS**, the City of Vermillion has reviewed and determined that the National Joint Purchasing Alliance (NJPA) price of \$178,803 for a 2016 Elgin Pelican NP Sweeper offers an advantageous price to the City for said item; and

**WHEREAS**, the City has contacted Sanitation Products, Inc. of Sioux Falls, South Dakota and they have agreed to allow the City to purchase one street sweeper for the awarded price and terms as they have contracted with the NJPA; and

**WHEREAS**, the City will not take delivery or make payment for the street sweeper until it has been delivered in 2016.

**NOW, THEREFORE BE IT RESOLVED**, by the Governing Body of the City of Vermillion, that the City Finance Officer is hereby authorized to purchase one new 2016 Elgin Pelican NP Sweeper for the total price of \$178,803.

Dated at Vermillion, South Dakota this 19<sup>th</sup> day of October, 2015.

THE GOVERNING BODY OF THE  
CITY OF VERMILLION, SOUTH DAKOTA

By \_\_\_\_\_  
John E. (Jack) Powell, Mayor

ATTEST:

By \_\_\_\_\_  
Michael D. Carlson, Finance Officer

## *Council Agenda Memo*

**From:** Jose Dominguez, City Engineer

**Meeting:** October 19, 2015

**Subject:** Resolution Establishing Fees for Waste Water Service Charge

**Presenter:** Jose Dominguez

**Background:** The ordinance addressing large users discharging into the waste water plant has been modified to fairly accommodate all users discharging to the plant. The ordinance allows the large users to be charged for the cost to treat the sewage flow, the biochemical oxygen demand (BOD), total suspended solids (TSS), and total Kjendahl nitrogen (TKN).

**Discussion:** Previously the City had two ordinances, one dealt with mostly residential type of uses and the other dealt with large users. However, the City charged large users for the exact amount of flow, BOD and TSS being treated, while the residential user paid for the flow and a set amount of BOD and TSS. Amongst many things, the newly adopted ordinance allows the City to charge large users similar to residential users for a set amount of BOD and TSS. Additionally, the City will be charging for the TKN being treated at the plant. This is already being paid by the residential user, but would not have been paid by the large user if not for the amendment provided for in Ordinance 1332 on this Council agenda.

The proposed charge will have a fixed fee based on the size of the meter installed. A water meter will be used most of the time; however, there may be instances where the user might use well water and discharge into the sanitary sewers. In these cases the City will install a sanitary sewer flow meter to monitor the flow. In addition to the fixed fee, the user would then be charged \$2.77 per 100 cubic feet up to a maximum of 150,000 cubic feet. This cost would cover all of the cost associated with treating the flow, BOD, TSS and TKN. Large users will also be charged an additional fee for sewage flows in excess of 150,000 cubic feet. There will also be an additional fee for the pounds of BOD, TSS and TKN in exceeding concentrations of 210 mg/L, 200 mg/L, and 25 mg/L respectively.

**Financial Consideration:** At this point the only costs to the City will be the cost to publish the resolution.

**Conclusion/Recommendations:** Administration recommends approving the Resolution Establishing Fees for the Waste Water Service Charge.

**RESOLUTION ESTABLISHING FEES FOR WASTE WATER SERVICE CHARGE**

**WHEREAS**, Sec. 53.018 of the Ordinances of the City of Vermillion allows the City Council to establish and change fees to calculate each user’s total waste water service charge; and

**WHEREAS**, Sec. 53.018 has been amended to include part (A) Class I users and part (B) Class II users.

**NOW, THEREFORE, BE IT 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 at 7:00 p.m. on the 19<sup>th</sup> day of October, 2015 that fees be established or changed as follows:

For Class I, the fee will be as approved by the City Council through the Resolution Amending Sewer Rates approved on April 7<sup>th</sup>, 2014; and

For Class II, the fee will be as outlined below:

	<u>Size of Meter Installed</u>	<u>Fixed Fee (per month)</u>
Fixed fee	½ to ¾ inch	\$25.00
	1 inch	\$45.00
	1 ½ inch	\$65.00
	2 inch	\$95.00
	3 inch	\$185.00
	4 inch	\$290.00
	6 inch	\$575.00
	Sanitary Sewer Flow Meter	\$575.00
	<u>Cost for</u>	
Cost for sewage discharge (includes flow, BOD, TSS, and TKN)	\$2.77 per 100 cubic feet up to a maximum of 150,000 cubic feet	

**BE IT FURTHER RESOLVED**, that if a Class II user were to exceed the flow, BOD, TSS and TKN limits, the user will be charged an additional fee for the amount of the item that exceeded the allowable maximum. The fee shall be as follows:

	<u>Cost for</u>	
Cost for sewage discharge (includes flow, BOD, TSS, and TKN)	\$3.60 per 100 cubic feet for anything over 150,000 cubic feet	
Cost for BOD	\$0.44 per pound for anything over 210 mg/L	
Cost for TSS	\$0.60 per pound for anything over 200 mg/L	
Cost for TKN	\$3.31 per pound for anything over 25 mg/L	

**BE IT FURTHER RESOLVED**, that the Class II fees listed above include a surcharge fee as defined in the Resolution Amending Sewer Rates approved on April 7<sup>th</sup>, 2014.

**BE IT FURTHER RESOLVED**, that the effective date of the above listed fees is December 1, 2015.

Dated at Vermillion, South Dakota this 19<sup>th</sup> day of October, 2015.

FOR THE GOVERNING BODY OF THE  
CITY OF VERMILLION, SOUTH DAKOTA

By \_\_\_\_\_  
John E. (Jack) Powell, Mayor

ATTEST:

By \_\_\_\_\_  
Michael D. Carlson, Finance Officer

## *Council Agenda Memo*

**From:** Jose Dominguez, City Engineer

**Meeting:** October 19, 2015

**Subject:** Resolution Establishing Fees for Septic Tank Waste Haulers

**Presenter:** Jose Dominguez

**Background:** Recently the City has been approached by several commercial entities that pump the sewage from septic tanks. These entities have to dump the waste from the septic tanks in a farmer's field that is willing to take the waste or travel a long distance to a location that accepts the waste.

By allowing the waste to be dumped at the waste water treatment plant the City is offering another location that can be used by the commercial entities to properly dispose of the waste.

**Discussion:** The service that would be provided to the septic tank waste haulers will require that minor improvements be completed at the plant. These improvements will facilitate the transfer of the waste from the hauler to the plant. The waste from the truck will be dumped into a manhole. The manhole will be located in an area that will be easy to access with a truck, and easy to clean after the waste is dumped into the manhole.

At this point the City will require septic tank waste haulers to complete a permit at City Hall. The permit will require some basic information from the hauler including the origin(s) of the waste being disposed and the size of the hauler's tank that he will be emptying at the plant. The hauler will pay a fee, based on the tank size being emptied, at City Hall prior to disposal. Then the permit and receipt will be taken to the waste water treatment plant and given to a plant operator, after which the hauler will be allowed to dump his waste.

The proposed fee will cover the cost of treating the waste at the plant and having an employee assist the waste hauler during the emptying of the waste truck.

**Financial Consideration:** The materials that the City will be using for the minor improvements at the plant are salvaged items from other construction projects. At

this point we estimate that there will be close to \$500 of concrete to be ordered for an inlet base and some flatwork around the dumping site.

**Conclusion/Recommendations:** Administration recommends approving the Resolution Establishing Fees for Septic Tank Waste Haulers.

**RESOLUTION ESTABLISHING FEES FOR SEPTIC TANK WASTE HAULERS**

**WHEREAS**, there have been several businesses in the region asking if the City accepts waste from septic tank waste haulers at the City's Waste Water Treatment Plant; and

**WHEREAS**, it is up to the City to determine whether to accept waste from septic tank waste haulers as long as the waste is disposed of in an acceptable manner that will not disrupt the operations of the Waste Water Treatment Plant; and

**WHEREAS**, the City of Vermillion may establish and change fees to cover the cost to provide services to the public.

**NOW, THEREFORE, BE IT 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 at 7:00 p.m. on the 19<sup>th</sup> day of October, 2015 that fees be established or changed as follows:

<b>TANK SIZE</b>	<b>FEE</b>
0 – 499 gallons	\$25.00
500 – 1,999 gallons	\$30.00
2,000 – 3,499 gallons	\$35.00
3,500 gallons and over	\$40.00

**BE IT FURTHER RESOLVED**, that the effective date of the above listed fees is November 1, 2015.

Dated at Vermillion, South Dakota this 19<sup>th</sup> day of October, 2015.

FOR THE GOVERNING BODY OF THE  
CITY OF VERMILLION, SOUTH DAKOTA

By \_\_\_\_\_  
John E. (Jack) Powell, Mayor

ATTEST:

By \_\_\_\_\_  
Michael D. Carlson, Finance Officer

CITY OF VERMILLION  
 INVOICES PAYABLE-OCTOBER 19, 2015

1 RICH HOLLAND	MILEAGE REIMBURSEMENT	140.28
2 BROADCASTER PRESS	ADVERTISING	712.00
3 BRUNICKS SERVICE INC	PROPANE	19.00
4 BUREAU OF ADMINISTRATION	TELEPHONE	260.77
5 CAMPBELL SUPPLY	SUPPLIES	183.83
6 CENTURYLINK	TELEPHONE	1,494.51
7 CITY OF VERMILLION	LANDFILL VOUCHERS	504.00
8 CLAY RURAL WATER SYSTEM	WATER USAGE	112.80
9 CLAY-UNION ELECTRIC CORP	ELECTRICITY	1,607.60
10 DEPT. ENVIRONMENT NATL RES	LANDFILL OPERATIONS FEE	3,318.57
11 ENERGY LABORATORIES	TESTING	3,040.00
12 FINDAWAY WORLD LLC	BOOKS	298.25
13 FIRST NATIONAL BANK	CITY HALL BOND/TRUSTEE FEE	285,243.11
14 GREAT PLAINS ZOO	ZOOMOBILE	141.00
15 GREGG PETERS	MANAGERS FEE & PROFIT	30,520.31
16 INGRAM	BOOKS	1,067.54
17 LOREN FISCHER DISPOSAL	HAUL CARDBOARD	210.00
18 MICHAEL CONNELL	REFUND AMBULANCE OVERPAYMENT	457.60
19 MIDAMERICAN	GAS USAGE	208.87
20 MIDCONTINENT COMMUNICATION	INTERNET/CABLE SERVICE	118.68
21 MIDWEST READY MIX & EQUIPMENT	MATERIALS	456.00
22 MILLS & MILLER, INC	DEICING SALT	2,994.21
23 MISSOURI RIVER ENERGY SERVICE	REGISTRATION FEE	297.00
24 REPUBLIC NATIONAL DISTRIBUTING	MERCHANDISE	9,978.11
25 RESERVE ACCOUNT	POSTAGE FOR METER	900.00
26 STATE FARM MUTUAL AUTOMOBILE	REFUND AMBULANCE OVERPAYMENT	150.00
27 STERN OIL CO.	AVIATION FUEL/FUEL/HYDRAULIC OIL	19,721.82
28 THE EQUALIZER	ADVERTISING	1,777.84
29 THE GROWLER STATION, INC	GROWLER FILL STATION	6,824.44
30 TONYA CHRISTOPHERSON	REFUND AMBULANCE OVERPAYMENT	10.00
31 UNITED PARCEL SERVICE	SHIPPING	42.85
32 UNIVAR USA INC	SODA ASH	22,545.36
33 US POSTMASTER	POSTAGE FOR UTILITY BILLS	1,050.00
34 VERMILLION AREA COMMUNITY	ROUND UP PROGRAM	286.71
35 VERMILLION YOUTH FOOTBALL	ONLINE REGISTRATION	22.76
36 MARLIN HANSON	BRIGHT ENERGY REBATE	500.00
37 PHIL WIEBELHAUS	BRIGHT ENERGY REBATE	400.00
38 MICHELLE TUOHY	BRIGHT ENERGY REBATE	425.00
	GRAND TOTALS	398,040.82