



**Special Meeting Agenda  
City Council**

12: 00 pm. (noon) Special Meeting  
Monday, October 5, 2015  
Large Conference Room-City Hall  
25 Center Street  
Vermillion, South Dakota 57069

1. **Roll Call**
2. **Briefing on the October 5, 2015 City Council Regular Meeting** - Briefings are intended to be informational only and no deliberation or decision will occur on this item.
3. **Informational Session – Tour of Landfill operations – Bob Iverson.**

**Note: The City Council will recess the meeting to travel to the Landfill to tour operations. A quorum of Council members may be present for the landfill tour. The landfill tour is open to the public.**

4. **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 5, 2015

City Council Chambers

25 Center Street

Vermillion, South Dakota 57069



### 1. Roll Call

### 2. Pledge of Allegiance

### 3. Minutes

- a. September 21, 2015 Special Meeting, September 21, 2015 Regular Meeting.

### 4. Adoption of the Agenda

### 5. Visitors To Be Heard

- a. Disability Employment Awareness Month Proclamation.
- b. Public Power Week Proclamation.
- c. National Fire Safety Week Proclamation.
- d. Domestic Violence Awareness Month Proclamation.
- e. Extra Mile Day Proclamation.

### 6. Public Hearings

### 7. Old Business

### 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
- b. Resolution for Funding Agreement for the Design of the Apron Reconstruction at Harold Davidson Field between the City and the State.
- c. AFSCME agreement January 1, 2016 to December 31, 2018.
- d. Resolution to adjust the storm drainage fee.

### 9. Bid Openings

- a. Fuel quotes.
- b. Bid Opening for 2003 Ford Expedition 4x4 SUV.

### 10. City Manager's Report

### 11. Invoices Payable

### 12. Consensus Agenda

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

### **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  
September 21, 2015  
Monday 12:00 noon

The special session of the City Council, City of Vermillion, South Dakota was held on Monday, September 21, 2015 at 12:00 noon at the City Hall large conference room.

1. Roll Call

Present: Collier-Wise, Erickson, Holland, Clarene Meins, Price, Ward, Willson, Mayor Powell

Absent: Holly Meins

2. Educational Session - Overview of 2014 Audited Comprehensive annual report - Jeff Peters, Williams & Company, CPA

Jeff Peters, representing Williams & Company, CPA, stated that the Comprehensive Annual Financial Report and the management letter should have been provided to all members. Jeff reviewed the content of the Comprehensive Annual Financial Report and the management letter. Jeff answered questions of the City Council on the report.

3. Informational Session - Vermillion Fertilizer Company proposal to sell 325 W Chestnut to the City - John Prescott

John Prescott, City Manager, reported that the City was offered the property located at 325 W Chestnut for a dollar. John provided a map of the property location and pictures. John reported that none of the City departments had a use for this property. Discussion followed on the property and possible used. The consensus of the City Council was to ask the City Manager to relay that the City was not going to accept the offer of the land.

4. Briefing on the September 21, 2015 City Council Regular Meeting agenda

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

5. Adjourn

286-15

Alderman Ward moved to adjourn the Council special session at 12:25 p.m. Alderman Holland seconded the motion. Motion carried 8 to 0. Mayor Powell declared the motion adopted.

Dated at Vermillion, South Dakota this 21<sup>st</sup> day of September, 2015.

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  
September 21, 2015  
Monday 7:00 p.m.

The regular session of the City Council, City of Vermillion, South Dakota was called to order on September 21, 2015 at 7:00 p.m. by Mayor Powell.

1. Roll Call

Present: Collier-Wise, Erickson, Holland, Clarene Meins, Holly Meins, Price, Ward, Willson, Mayor Powell

2. Pledge of Allegiance

3. Minutes

A. Minutes of September 8, 2015 Special Meeting, September 8, 2015 Regular Meeting, September 15, 2015 Special Meeting

287-15

Alderman Clarene Meins moved approval of the September 8, 2015 Special Meeting, September 8, 2015 Regular Meeting and September 15, 2015 Special Meeting minutes. Alderman Collier-Wise seconded the motion. Motion carried 9 to 0. Mayor Powell declared the motion adopted.

4. Adoption of Agenda

288-15

Alderman Willson moved approval of the agenda. Alderman Holland seconded the motion. Motion carried 9 to 0. Mayor Powell declared the motion adopted.

5. Visitors to be Heard - None

6. Public Hearings

A. Special permit to exceed permissible sound levels by no more than 50% for W.H. Over Museum at 1110 North University on October 9 & 10, 2015 for Oktoberfest.

Mike Carlson, Finance Officer, reported that an application for a special permit to exceed permissible sound levels by no more than 50% was received from W.H. Over Museum for their Oktoberfest event on October 9 & 10 at 1110 North University from 5:00 p.m. to 11:00 p.m. each day. Mike stated that the application and diagram for the event is included in the packet and the \$25 fee has been paid.

289-15

Alderman Collier-Wise moved approval of the special permit to exceed permissible sound levels by no more than 50% for W.H. Over Museum on October 9 & 10 at 1110 North University for Oktoberfest Event from 5:00 p.m. to 11:00 p.m. each day. Alderman Holland seconded the motion. Motion carried 9 to 0. Mayor Powell declared the motion adopted.

B. Special daily malt beverage and wine license for Vermillion Area Chamber & Development Company, Inc. on or about October 9 & 10, 2015 at 1110 North University for Oktoberfest.

Mike Carlson, Finance Officer, reported that an application was received from the Vermillion Area Chamber & Development Company, Inc. for a special daily malt beverage and wine license on or about October 9 & 10 at 1110 North University for the Oktoberfest event. Mike stated that the notice of hearing, Police Chief's report and diagram of beer garden location are included in the packet.

290-15

Alderman Ward moved approval of the special daily malt beverage and wine license for Vermillion Area Chamber & Development Company, Inc. on or about October 9 & 10, 2015 at 1110 North University for the Oktoberfest event. Alderman Collier-Wise seconded the motion. Motion carried 9 to 0. Mayor Powell declared the motion adopted.

7. Old Business

A. Second reading of Ordinance 1330 - 2016 Appropriations

John Prescott, City Manager, stated that the final step in the 2016 budget process is second reading of the appropriations ordinance. John stated that the budget ordinance was developed following the City Council budget hearings in August and first reading was approved on September 8<sup>th</sup>. John recommended approval of second reading of the budget ordinance for 2016.

291-15

Second reading of title to Ordinance No. 1330, entitled 2016 Appropriations Ordinance for the City of Vermillion, South Dakota.

Mayor Powell read the title to the above named Ordinance, and Alderman Willson moved adoption of the following:

BE IT RESOLVED that the minutes of this meeting shall show that the title to the proposed Ordinance No. 1330 entitled 2016 Appropriations Ordinance was first read and the Ordinance considered substantially in its present form and content at a regularly called meeting of the Governing Body on the 8<sup>th</sup> day of September, 2015 and that the title was again read at this meeting, being a regularly called meeting of the Governing Body on this 21<sup>st</sup> day of September, 2015 at the City Hall Council Chambers in the manner prescribed by SDCL 9-19-7 as amended.

BE IT RESOLVED and ordained that said Ordinance be adopted to read as follows:

ORDINANCE NO. 1330  
2016 APPROPRIATION ORDINANCE

AN ORDINANCE ADOPTING the 2016 Appropriations Ordinance for the City of Vermillion, South Dakota.

BE IT ORDAINED BY THE GOVERNING BODY of the City of Vermillion that the following sums are appropriated to meet the obligations of the municipality.

2016 Budget

GENERAL FUND

REVENUES:

General Property Taxes	2,186,500
Sales Tax	1,695,000
Penalties & Interest	4,000
Licenses & Permits	148,200
Cable TV Franchise	105,000
State Intergovernmental	315,100
County Intergovernmental	94,900

Charges for Goods & Services	557,500	
Fines & Forfeits	38,650	
Miscellaneous Revenues	217,525	
TOTAL GENERAL FUND REVENUES		5,362,375

EXPENDITURES:

Policy & Administration:

General Government	569,705	
Finance Office	184,007	
Engineering	314,760	
Planning & Zoning	800	
Code Compliance	205,538	
Community Promotion	92,325	
Total Policy & Administration		1,367,135

Public Safety & Security:

Police Administration & Invest.	491,105	
Police Patrol	1,377,843	
Fire & Rescue	259,503	
Emergency Management	2,200	
Ambulance	343,941	
Total Public Safety & Security		2,474,592

Maintenance & Transportation:

Municipal Garage	140,669	
Municipal Service Center	34,550	
Street Department	661,968	
Snow Removal	73,092	
Sweeping & Mowing	114,061	
Carpentry	31,148	
City Hall Maintenance	80,650	
Old Landfill Maintenance	11,000	
Airport	102,315	
Total Maintenance & Transportation		1,249,453

Human Development & Leisure Services:

Library	593,870	
Parks & Forestry	308,227	
Swimming Pool	124,584	
Recreation	176,478	
Mosquito Control	19,657	
National Guard Armory Center	53,918	
Total Human Development & Leisure		1,276,734
TOTAL GENERAL FUND EXPENDITURES		6,367,914

GENERAL FUND NEEDS (1,005,539)

Transfer to 911 Fund - Communications (278,217)

Transfer to Prentis Park Debt Service (116,000)

Transfer to Prentis Park Capital Project	(1,000,000)
Transfer from Electric Fund	803,117
Transfer from Water Fund	2,306
Transfer from Sewer Fund	1,402
Transfer from Liquor Fund	194,200
Transfer from Capital Projects	8,000
Transfer from Utilities Engineering Fees	136,387
Transfer from BID #1	1,430
Transfer to Equipment Replacement	(6,000)
Appropriation from Reserve	1,258,914
GENERAL FUND BALANCE	<u><u>0</u></u>

SPECIAL REVENUE FUNDS

SECOND CENT SALES TAX FUND

Revenues	1,808,500
Expenditures - Second Cent Sales Tax	583,850
Transfer to Airport Capital Projects	(30,000)
Transfer to TIF #6 Debt Service	(55,845)
Transfer to City Hall Debt Service Fund	(348,710)
Transfer to Bike Path Capital Projects	(200,000)
Transfer to Prentis Park Capital Projects	(731,000)
Transfer to Equipment Replacement	(13,500)
Appropriation from Reserve	154,405
SECOND CENT SALES TAX FUND BALANCE	<u><u>0</u></u>

PARKS IMPROVEMENT FUND

Revenues-Recreation Fees	3,010
Expenditures - Parks Improvements	<u>3,010</u>
PARKS IMPROVEMENT FUND BALANCE	<u><u>0</u></u>

BBB SALES TAX FUND

Revenues	344,080
Expenditures	316,300
Appropriation to Reserve	(27,780)
BBB SALES TAX FUND BALANCE	<u><u>0</u></u>

911 FUND -COMMUNICATIONS

Revenues	278,216
Expenditures	556,433
Transfer from General Fund	278,217
911FUND FUND BALANCE	<u><u>0</u></u>

BUSINESS IMPROVEMENT DISTRICT #1

Revenues	71,500
Expenditures	60,000
Transfer to General Fund	1,430
Appropriation to Reserve	(10,070)
Business Improvement District #1 Fund Balance	<u>0</u>

STORMWATER MAINTENANCE FUND

Revenues - Stormwater Fees	214,550
Expenditures:	75,000
Appropriation to Reserve	(139,550)
STORMWATER FEE FUND BALANCE	<u>0</u>

LIBRARY FINE AND GIFT FUND

Revenues- Library Fine & Gifts	13,015
Expenditures - Library	7,500
Appropriation to Reserve	(5,515)
LIBRARY FINE AND GIFT FUND BALANCE	<u>0</u>

DEBT SERVICE FUNDS

DEBT SERVICE--SPECIAL ASSESSMENT FUND

Revenues	39,653
Expenditures	39,653
Interfund Loan	162,000
Transfer to Capital Projects	(162,000)
DS SPECIAL ASSESSMENT FUND BALANCE	<u>0</u>

DEBT SERVICE-- TIF District No. 5

Revenues	27,000
Expenditures	27,000
DEBT SERVICE - TIF 5 FUND BALANCE	<u>0</u>

DEBT SERVICE-- TIF District No. 6

Revenues	4,775
Expenditures	60,620
Transfer from Second Cent Sales Tax Fund	55,845
DEBT SERVICE - TIF 6 FUND BALANCE	<u>0</u>

DEBT SERVICE - CITY HALL

Revenues	2,000
Expenditures	350,710

Transfer from Second Cent Sales Tax Fund	348,710
DEBT SERVICE - CITY HALL FUND BALANCE	<u>0</u>

<u>DEBT SERVICE - PRENTIS PARK BOND</u>	
Revenues	116,000
Expenditures	109,565
Appropriation to Reserve	<u>(6,435)</u>
DEBT SERVICE - PRENTIS PARK BOND FUND BALANCE	<u>0</u>

CAPITAL PROJECTS FUNDS

<u>CAPITAL PROJECTS FUND - SPECIAL ASSESSMENT</u>	
Expenditures	150,000
Transfer to General Fund	(8,000)
Transfer from Debt Service	162,000
Appropriation to Reserve	<u>(4,000)</u>
CP SPECIAL ASSESSMENT FUND BALANCE	<u>0</u>

<u>CAPITAL PROJECTS FUND - AIRPORT</u>	
Revenues	470,000
Expenditures	500,000
Transfer from Second Cent Sales Tax Fund	<u>30,000</u>
CP AIRPORT FUND BALANCE	<u>0</u>

<u>CAPITAL PROJECTS FUND - PRENTIS PARK</u>	
Revenues	3,150,000
Expenditures	4,881,000
Transfer from General Fund	1,000,000
Transfer from Second Cent Sales Tax Fund	<u>731,000</u>
CP PRENTIS PARK FUND BALANCE	<u>0</u>

<u>CAPITAL PROJECTS FUND - BIKE PATH</u>	
Revenues	80,000
Expenditures	280,000
Transfer from Second Cent Sales Tax Fund	<u>200,000</u>
CP BIKE PATH FUND BALANCE	<u>0</u>

<u>CAPITAL PROJECTS FUND - MAIN STREET SIGNALS</u>	
Revenues	24,000
Expenditures	<u>24,000</u>
CP <u>MAIN STREET SIGNALS</u> FUND BALANCE	<u>0</u>

INTERNAL SERVICE FUNDS (Information Only)

	Unemployment Fund	Copier - Fax- Postage Fund	Custodial Fund	Fund
<u>Revenues</u>				
Internal Dept Charges		18,150	92,000	433,691
Interest on Investments	130			2,300
Other Revenues				75,500
Total Revenues	130	18,150	92,000	511,491
<u>Expenditures</u>				
Personnel			87,789	
Operating Expenses	130	16,350	3,427	
Capital			500	689,500
Total Expenditures	130	16,350	91,716	689,500
Transfer Out (In)				(28,100)
(To) From Reserve		(1,800)	(284)	149,909
Fund Balance	0	0	0	0

UTILITY AND ENTERPRISE FUNDS (Information Only)

	Electric Fund	Water Fund	Wastewater Fund	Joint Powers Fund	Liquor Fund	Golf Course Fund	Curbside Recycling Fund
<u>Revenues</u>							
Sales	5,900,000	1,479,000	1,563,000	1,329,600	1,483,000	731,300	120,000
Surcharge	776,000	270,000	332,000				
Other Revenue	100,000	52,700	8,800	24,000		75,000	200
Interest	152,950	4,320	4,042	1,500	140	4,000	250
Total Revenues	6,928,950	1,806,020	1,907,842	1,355,100	1,483,140	810,300	120,450
<u>Expenditures</u>							
Personnel	1,014,278	649,640	501,722	533,553		376,710	98,371
Operating Expenses	3,945,824	554,297	629,734	871,830	1,266,949	415,316	12,900
Capital	660,504	152,316	418,940	429,345	2,000	13,000	36,250
Debt Service		187,105	251,608	196,814			8,408
Debt Service Surcharge	572,463	235,669	291,013				
Total Expenditures	6,193,069	1,779,027	2,093,017	2,031,542	1,268,949	805,026	155,929
Transfers Out	(884,950)	(38,583)	(37,279)		(194,200)		
Transfers In	9,000						
(To) From Reserve	140,069	11,590	222,454	676,442	(19,991)	(5,274)	35,479
Fund Balance	0	0	0	0	0	0	0

The City Manager is directed to certify the following dollar amount of tax levies in ordinance to the Clay County Auditor: \$2,190,500

Dated at Vermillion, South Dakota this 21th day of September, 2015

THE GOVERNING BODY OF THE CITY OF  
VERMILLION, SOUTH DAKOTA

by \_\_\_\_\_

John E. (Jack) Powell, Mayor

ATTEST:

BY \_\_\_\_\_

Michael D. Carlson, Finance Officer

Adoption of the Ordinance was seconded by Alderman Erickson. Thereafter, the question of the adoption of the Ordinance was put to a roll call vote of the Governing Body, and the members voted as follows: Collier-Wise-Y, Erickson-Y, Holland-Y, Clarene Meins-Y, Holly Meins-Y, Price-Y, Ward-Y, Willson-Y, Mayor Powell-Y

Motion carried 9 to 0. Mayor Powell declared that the Ordinance has been adopted and directed publication thereof as required by law.

B. Second reading of Ordinance 1331 - 2015 Revised Appropriations

John Prescott, City Manager, stated that the 2015 budget was adopted in September 2014 and since that time some things have changed that have been incorporated into the revised appropriations ordinance. John stated that there would most likely need to be another revised ordinance before the yearend to address unanticipated items. John recommended adoption of the 2015 revised appropriations ordinance.

292-15

Second reading of title to Ordinance No. 1331, entitled 2015 Revised Appropriations Ordinance for the City of Vermillion, South Dakota

Mayor Powell read the title to the above named Ordinance, and Alderman Ward moved adoption of the following:

BE IT RESOLVED that the minutes of this meeting shall show that the title to the proposed Ordinance No. 1331 entitled 2015 Revised Appropriations Ordinance was first read and the Ordinance considered substantially in its present form and content at a regularly called meeting of the Governing Body on the 8<sup>th</sup> day of September, 2015 and that the title was again read at this meeting, being a regularly called meeting of the Governing Body on this 21<sup>st</sup> day of September, 2015 at the City Hall Council Chambers in the manner prescribed by SDCL 9-19-7 as amended.

BE IT RESOLVED and ordained that said Ordinance be adopted to read as follows:

ORDINANCE NO. 1331  
2015 REVISED APPROPRIATION ORDINANCE

AN ORDINANCE ADOPTING the 2015 Revised Appropriations Ordinance for the City of Vermillion, South Dakota.

BE IT ORDAINED BY THE GOVERNING BODY of the City of Vermillion that the following sums are appropriated to meet the obligations of the municipality.

	<u>2015 Revised Budget</u>	
GENERAL FUND		
<u>REVENUES:</u>		
General Property Taxes	2,164,900	
Sales Tax	1,648,000	
Penalties & Interest	10,000	
Licenses & Permits	190,200	
Cable TV Franchise	110,000	
State Intergovernmental	294,970	
County Intergovernmental	94,900	
Charges for Goods & Services	546,600	
Fines & Forfeits	38,650	
Miscellaneous Revenues	165,000	
TOTAL GENERAL FUND REVENUES	<u>5,263,220</u>	
<u>EXPENDITURES:</u>		
<u>Policy &amp; Administration:</u>		
General Government	563,863	
Finance Office	182,077	
Engineering	305,140	
Planning and Zoning	800	
Code Compliance	204,219	
Community Promotion	53,455	
Total Policy & Administration	<u>1,309,554</u>	
<u>Public Safety &amp; Security:</u>		
Police Administration & Invest.	461,457	
Police Patrol	1,279,051	
Fire & Rescue	249,705	
Emergency Management	2,200	
Ambulance	341,786	
Total Public Safety & Security	<u>2,334,199</u>	
<u>Maintenance &amp; Transportation:</u>		
Municipal Garage	137,595	
Municipal Service Center	33,440	
Street Department	716,673	
Snow Removal	75,192	
Sweeping & Mowing	111,135	
Carpentry	30,615	

City Hall Maintenance	79,000	
Old Library Maintenance	1,900	
Old Landfill Maintenance	11,000	
Airport	92,236	
Total Maintenance & Transportation		1,288,786

Human Development & Leisure Services:

Library	592,539	
Parks & Forestry	297,062	
Swimming Pool	118,920	
Recreation	170,925	
Mosquito Control	24,664	
National Guard Armory Center	55,897	
Total Human Development & Leisure		1,260,007
TOTAL GENERAL FUND EXPENDITURES		6,192,546

GENERAL FUND NEEDS (929,326)

Transfer to 911 Fund	(271,085)	
Transfer to Prentis Park Debt Service	(58,000)	
Transfer to Equipment Replacement	(6,000)	
Transfer from Electric Fund	803,117	
Transfer from Water Fund	2,306	
Transfer from Sewer Fund	1,402	
Transfer from Liquor Fund	194,200	
Transfer from Capital Projects	17,012	
Transfer from BID #1	1,430	
Transfer from Utilities Engineering Fees	136,387	
Appropriation from Reserve	108,557	
GENERAL FUND BALANCE		0

SPECIAL REVENUE FUNDS

SECOND CENT SALES TAX FUND

Revenues		1,660,650
Expenditures - Second Cent Sales Tax	396,000	
Transfer to Bike Path Capital Projects	(31,533)	
Transfer to Airport Capital Projects	(10,380)	
Transfer to City Hall Debt Service Fund	(352,041)	
Transfer to TIF #6 Debt Service	(55,845)	
Transfer to Prentis Park Capital Projects	(347,000)	
Transfer to W. Main Capital Projects	(173,000)	
Appropriation to Reserve	(294,851)	
SECOND CENT SALES TAX FUND BALANCE		0

PARKS IMPROVEMENT FUND

Revenues-Recreation Fees 3,010

Expenditures - Parks Improvements	3,010
PARKS IMPROVEMENT FUND BALANCE	<u>0</u>

BBB SALES TAX FUND

Revenues	337,060
Expenditures	307,550
Appropriation to Reserve	<u>(29,510)</u>
BBB SALES TAX FUND BALANCE	<u>0</u>

911 FUND -COMMUNICATIONS

Revenues	307,105
Expenditures	578,190
Transfer from General Fund	<u>271,085</u>
911FUND- FUND BALANCE	<u>0</u>

BUSINESS IMPROVEMENT DISTRICT #1

Revenues	71,500
Expenditures	85,000
Transfer to General Fund	1,430
Appropriation from Reserve	<u>14,930</u>
Business Improvement District #1 Fund Balance	<u>0</u>

STORMWATER MAINTENANCE FUND

Revenues - Stormwater Fees	220,900
Expenditures:	35,200
Appropriation from Reserve	<u>(185,700)</u>
STORMWATER FEE FUND BALANCE	<u>0</u>

LIBRARY FINE AND GIFT FUND

Revenues- Library Fine & Gifts	11,215
Expenditures - Library	8,000
Appropriation to Reserve	<u>(3,215)</u>
LIBRARY FINE AND GIFT FUND BALANCE	<u>0</u>

DEBT SERVICE FUNDS

DEBT SERVICE--SPECIAL ASSESSMENT FUND

Revenues	27,559
Expenditures	27,559
Interfund Loan	517,599
Transfer to Capital Projects	(517,599)
SPECIAL ASSESSMENT FUND BALANCE	<u>0</u>

DEBT SERVICE - TIF District No. 5

Revenues	204
Expenditures	<u>204</u>
DEBT SERVICE - TIF 5 FUND BALANCE	<u>0</u>

DEBT SERVICE - TIF District No. 6

Revenues	4,775
Expenditures	60,620
Transfer from Second Cent Sales Tax Fund	<u>55,845</u>
DEBT SERVICE - TIF 6 FUND BALANCE	<u>0</u>

DEBT SERVICE - City Hall

Revenues	2,000
Expenditures	354,041
Transfer from Second Cent Sales Tax Fund	<u>352,041</u>
DEBT SERVICE - CITY HALL FUND BALANCE	<u>0</u>

DEBT SERVICE - Prentis Park Bond

Expenditures	0
Appropriation to Reserve	(58,000)
Transfer from General Fund Malt Beverage	<u>58,000</u>
DEBT SERVICE - PRENTIS PARK BOND FUND BALANCE	<u>0</u>

CAPITAL PROJECTS FUNDS

CAPITAL PROJECTS FUND - SPECIAL ASSESSMENT

Revenues	615,311
Expenditures	100,000
Transfer to General Fund	(17,012)
Appropriation to Reserve	<u>(498,299)</u>
CP SPECIAL ASSESSMENT FUND BALANCE	<u>0</u>

CAPITAL PROJECTS FUND - BIKE PATH

Expenditures	0
Transfer from Second Cent Sales Tax	31,533
Appropriation to Reserve	<u>(31,533)</u>
CP BIKE PATH FUND BALANCE	<u><u>0</u></u>

CAPITAL PROJECTS FUND - AIRPORT

Revenues	162,620
Expenditures	173,000
Transfer from Second Cent Sales Tax	<u>10,380</u>
CP AIRPORT FUND BALANCE	<u><u>0</u></u>

CAPITAL PROJECTS FUND - PRENTIS PARK

Revenues	
Expenditures	347,000
Transfer from Second Cent Sales Tax	<u>347,000</u>
CP PRENTIS PARK FUND BALANCE	<u><u>0</u></u>

CAPITAL PROJECTS FUND - TIF #6 BLISS POINTE

Expenditures	45,973
Appropriation from Reserve	<u>45,973</u>
CP TIF #6 BLISS POINT FUND BALANCE	<u><u>0</u></u>

CAPITAL PROJECTS FUND - MAIN MILL/OVERLAY & SIGNALS

Revenues	324,000
Expenditures	497,000
Transfer from Second Cent Sales Tax	<u>173,000</u>
CP WEST MAIN MILL/OVERLAY & SIGNAL FUND BALANCE	<u><u>0</u></u>

INTERNAL SERVICE FUNDS (Information Only)

	Unemploy- ment Fund	Copier - Fax- Postage Fund	Custodial Fund	Fund
<u>Revenues</u>				
Internal Dept Charges		18,150	87,000	439,397
Interest on Investments	40			2,200
Other Revenues				16,200
Total Revenues	<u>40</u>	<u>18,150</u>	<u>87,000</u>	<u>457,797</u>
<u>Expenditures</u>				

Personnel			85,986	
Operating Expenses	40	16,450	3,213	
Capital			500	329,400
Total Expenditures	40	16,450	89,699	329,400
Transfer (Out) In				6,000
(To) From Reserve		(1,700)	2,699	(134,397)
Fund Balance	0	0	0	0

UTILITY AND ENTERPRISE FUNDS (Information Only)

	Electric Fund	Water Fund	Wastewater Fund	Joint Powers Fund	Liquor Fund	Golf Course Fund	Curbside Recycling Fund
<u>Revenues</u>							
Sales	5,580,000	1,425,000	1,526,000	1,243,600	1,456,000	710,400	112,000
Surcharge	749,000	269,000	332,000				
Other Revenue	110,000	52,700	8,800	27,500		73,730	200
Interest	150,950	4,540	4,064	1,650	140	4,000	210
Grants				30,290			
Total Revenues	6,589,950	1,751,240	1,870,864	1,303,040	1,456,140	788,130	112,410
<u>Expenditures</u>							
Personnel	982,277	598,351	486,829	514,443		364,172	94,463
Operating Expenses	3,650,355	552,561	660,093	965,710	1,236,920	409,700	12,450
Capital	1,173,867	285,420	134,300	359,000	11,162	18,937	250
Debt Service	575,663	187,138	253,337	239,989			8,409
Surcharge Debt Service		235,669	291,013				
Total Expenditures	6,382,162	1,859,139	1,825,572	2,079,142	1,248,082	792,809	115,572
Transfers Out	(884,950)	(38,583)	(28,679)		(194,200)		
Transfers In	9,000						
(To) From Reserve	668,162	146,482	(16,613)	776,102	(13,858)	4,679	3,162
Fund Balance	0	0	0	0	0	0	0

Dated at Vermillion, South Dakota this 21th day of September, 2015.

THE GOVERNING BODY OF THE CITY OF  
VERMILLION, SOUTH DAKOTA

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

ATTEST:

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

Adoption of the Ordinance was seconded by Alderman Willson. Thereafter, the question of the adoption of the Ordinance was put to a roll call

vote of the Governing Body, and the members voted as follows: Collier-Wise-Y, Erickson-Y, Holland-Y, Clarene Meins-Y, Holly Meins-Y, Price-Y, Ward-Y, Willson-Y, Mayor Powell-Y

Motion carried 9 to 0. Mayor Powell declared that the Ordinance has been adopted and directed publication thereof as required by law.

## 8. New Business

### A. Tree Board appointment

Mayor Powell reported that the City Council is charged with appointing members to the City Tree Board. He stated that the term of Jim Brady is expiring and it is recommended that he be reappointed for a two year term.

293-15

Alderman Holland moved approval of the reappointment of Jim Brady to the Tree Board for a two year term expiring in September 2017. Alderman Willson seconded the motion. Motion carried 9 to 0. Mayor Powell declared the motion adopted.

### B. Street Closure Request Modification September 30th to add Main Street from Prospect to High Street 4:30 p.m. - 11:30 p.m.

Andy Colvin, Assistant to the City Manager, reported that the Dakota Days Executive Board is sponsoring a community wide event associated with Dakota Days on Wednesday, September 30, 2015. The initial request for street closing for this event that was approved on August 3<sup>rd</sup> was for the closing of Market Street from Main to Kidder Streets from 4:30 p.m. to midnight. Andy stated that on September 17<sup>th</sup> an amended request was received to include the closing of Main Street from Prospect to High Streets. Andy stated that Police, Fire and EMS were notified and have found no safety concerns.

294-15

Alderman Willson moved approval of the closing of Main Street from Prospect to High Streets in addition to the initial closing of Market Street from Main to Kidder Street on Wednesday, September 30, 2015 from 4:30 to midnight for the USD Dakota Days Executive Board community event. Alderman Collier-Wise seconded the motion. Motion carried 9 to 0. Mayor Powell declared the motion adopted.

### C. Utilities Committee report on amending Chapter 53 Water, Sewers, and Sewage Disposal, Sections 53.110 through 53.123

Jose Dominguez, City Engineer, stated that the City of Vermillion Utilities Committee met on September 15, 2015 to review proposed sewer

rate changes. Jose stated that the City has an ordinance that addresses how large users would be charged, but the ordinance needs to be brought up to date to ensure that the main constituents which are flow, biochemical oxygen demand (BOD), total suspended solids (TSS) and Kjendahl nitrogen (TKN) are treated at the Waste Water Plant and are paid for by the users generating these types of constituents. Jose stated that the proposed ordinance presented to the Committee addressed several areas that needed to be brought current to fairly charge all of our users in case we had a large industrial/commercial user in town. Jose noted that the proposed changes to the ordinance do not change the sanitary sewer rate for existing customers. Jose stated that the proposed ordinance will allow the revenue collected to meet the funds expended to treat the waste water. Jose reported that the City Council cannot act on a report of a committee at the same meeting the report is received and, if the City Council accepts the report, the ordinance will be included on the next meeting agenda. Discussion followed.

295-15

Alderman Holland moved to accept the report of the Utility Committee on amending Sewage Disposal, Section 53.110 through 53.123 and Section 53.018. Alderman Willson seconded the motion. Motion carried 9 to 0. Mayor Powell declared the motion adopted.

D. Resolution Supporting the City's Transportation Alternatives Program Grant Application for a possible downtown infrastructure program

Jose Dominguez, City Engineer, reported that during discussion on the proposed improvements to the intersection of Main and Center/Court Streets the City received several inquiries about the possibility of having a larger downtown project. Jose reported that the City held a number of public meetings to gather public input regarding possible downtown infrastructure projects. Jose reported that staff began looking into the possibility of applying for a Transportation Alternatives Program (TAP) grant soon after the first public meeting was held. Jose noted that the grant is managed by the DOT and it only covers the cost of design and construction on alternative forms of transportation up to \$400,000. Jose reported that the grant requires a matching contribution of at least 18.05% or \$72,200. Jose reported that the proposed project, at this time, is only for the reconstruction of sidewalks along Main Street from Dakota Street to Market Street. Jose noted that the proposed project would also cover Elm, Center, Prospect, Church, Court and Market Streets for one block from Main Street. Jose stated that, in order to be able to apply for multiple grants and to make the project financially feasible, it will be split into three phases with the cost of each phase around \$500,000. Jose stated that this cost would include the design engineering, construction cost and construction administration. Jose stated that the end result for each

of the phases would be a sidewalk that meets all standards with a paver/colored concrete strip along the curb, larger bump-outs and bicycles corrals at the intersections. Jose stated that this grant application would be for only the first phase which would be on Main Street from Dakota to just shy of Center Street. The intersection between Main and Center/Court Streets would be done with the intersection improvement project. Jose reported that a resolution is required by the State as part of the grant application which has been included in the packet. Jose requested that the City Council move approval of the resolution to be included with the grant application. Discussion followed.

296-15

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

A RESOLUTION SUPPORTING THE CITY'S TRANSPORTATION ALTERNATIVES PROGRAM GRANT APPLICATION FOR POSSIBLE DOWNTOWN INFRASTRUCTURE PROJECT

WHEREAS, the City of Vermillion understands the significance of making improvements to existing transportation infrastructure; and,

WHEREAS, the City of Vermillion has received numerous requests from the public to complete a downtown infrastructure project; and,

WHEREAS, the City of Vermillion strives to accommodate as many forms of transportation as possible, such as pedestrians, bicyclists, motorists, and mass transit, within the City's road network; and,

WHEREAS, the City of Vermillion recently adopted the 2004 Vermillion Downtown Streetscape Plan as an informational document to be used as a resource in planning future downtown projects; and,

WHEREAS, the City of Vermillion also adopted goals that promote safety, financial viability of projects, historical conservation and to reintroduce the downtown area to the public; and,

WHEREAS, the adopted goals are to be met during any project within the downtown area; and,

WHEREAS, the City of Vermillion wishes to improve the sidewalks within the downtown area to improve pedestrian accessibility, to provide bicycle racks for bicyclists, to improve pedestrian and motorists safety at the intersections, and to provide a dedicated mass transit stop; and,

WHEREAS, the City of Vermillion is in support of applying for a grant through the State of South Dakota's Transportation Alternatives Program to help defray a portion of the cost; and,

WHEREAS, the City of Vermillion will provide a match of at least 18.05% of the cost of the project; and,

WHEREAS, the City of Vermillion will maintain the completed project through a combination of enforcement, public funds, or private initiatives.

NOW, THEREFORE, BE IT RESOLVED, by the Governing Body of the City of Vermillion that the City Council is in support of applying for a grant through the State of South Dakota's Transportation Alternatives Program, and will be responsible for at least 18.05% of the cost of the project.

Dated at Vermillion, South Dakota this 21<sup>st</sup> day of September, 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

The motion was seconded by Alderman Collier-Wise. Discussion followed and the question of the adoption of the Resolution was presented for a vote of the Governing Body. 9 members voted in favor of and 0 members voted in opposition to the Resolution. Mayor Powell declared that the Resolution was adopted.

E. Developers Agreement between the City and Polaris Industries Inc. for Lot 1A, Block 3, Erickson Addition

Jose Dominguez, City Engineer, reported that Polaris Industries Inc. is in the process of expanding their facilities along Carr Street south of SD Highway 50. Jose noted that the new expansion will be fronting a portion of Carr Street that has not been constructed. Jose stated that City ordinance requires that the property owner construct sidewalks, grading, curb and gutter, street surfacing, street lights, water and sewer improvements on all streets abutting a property to be developed. Jose stated that the agreement will require Polaris Industries, Inc. to develop the portion of Carr Street at which time the City would request the development or other development needs the street completed. Discussion followed.

297-15

Alderman Ward moved approval of the Developers Agreement between the City and Polaris Industries Inc. for Lot 1A, Block 3, Erickson Addition and authorized the Mayor to sign on behalf of the City. Alderman Erickson seconded the motion. Motion carried 9 to 0. Mayor Powell declared the motion adopted.

F. 2014 Audited Comprehensive annual report

Mike Carlson, Finance Officer, reported that the 2014 Audited Comprehensive Financial Report is included in the packet. Mike stated that the firm of Williams & Company completed the audit and also included in the packet is a letter to the Mayor and Council from Williams & Company. Mike stated that the Department of Legislative Audit has reviewed the audit. Mike noted that the City Council will need to accept the report. Discussion followed.

298-15

Alderman Holland moved approval of the acceptance of the 2014 Audited Comprehensive Financial Report. Alderman Erickson seconded the motion. Motion carried 9 to 0. Mayor Powell declared the motion adopted.

G. Labor and Finance Committee report on AFSCME agreement negotiations

John Prescott, City Manager, reported that the City has contracts with two unions. John reported that, as part of the negotiations with the AFSCME union, the City of Vermillion Labor and Finance Committee met on July 20, 2015. John stated that the committee provided guidance on completing the negotiations. John stated that since then staff has met with the union representatives and have reached an agreement. John stated that a few larger changes in the proposed agreement include: a) The proposed agreement would run from January 1, 2016 until December 31, 2018; b) The proposal provides for a cost of living adjustment of 2.5% on January 1, 2016, 2.25% on January 1, 2017, and 2.25% on January 1, 2018; c) All employees will pay a \$30 monthly fee in addition to any health insurance premium for the type of health insurance coverage selected; d) When Veterans Day falls on a Saturday or Sunday (occurs in 2017 & 2018), the employees will have the day after Thanksgiving as a paid holiday in these two years in place of the Friday or Monday preceding or following Veterans Day; e) Changes to a couple of pay schedules for specific positions. John stated that it is anticipated that the final agreement will be on the agenda for consideration at a future meeting. John stated that, as such, the City Council will need to accept the committee report.

299-14

Alderman Willson moved to receive the report of the Labor and Finance Committee on union negotiations with the AFSCME union. Alderman Ward

seconded the motion. Motion carried 9 to 0. Mayor Powell declared the motion adopted.

9. Bid Openings - None

10. City Manager's Report

A. John reminded residents that Market Street and parts of Main Street will be closed on Wednesday, September 30<sup>th</sup> from 4:30 p.m. to midnight for Verm Town Bash which is sponsored by the Dakota Days Committee.

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 at 115 W. Duke Street.

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

D. John reported that from the Joint Powers meeting it was noted that some recycling users did not know that lids can be left on plastic containers that are being recycled. John noted that the plastic containers need to be clean and empty to recycle.

E. John reported that the Household Hazardous Waste collection is Friday, September 25<sup>th</sup> at the Recycling Center, 840 N Crawford Road from 2:00 p.m. to 6:00 p.m. with a fee of \$10 per vehicle. The collection will be in Yankton on Saturday.

PAYROLL ADDITIONS AND CHANGES

Recreation: Kayla Lewis \$8.50/hr, Carter Williams \$8.50/hr, McKenzie Waugh \$8.50/hr

11. Invoices Payable

300-15

Alderman Ward moved approval of the following invoices:

Broadcaster	advertising	87.00
Brunicks Service Inc	fuel	10,570.51
Bureau Of Administration	telephone	296.41
Candace Country Gardens	plants	1,990.00
Centurylink	telephone	1,494.51
City Of Vermillion	landfill vouchers	600.00
Clay Co Register Of Deed	filing fee	60.00
Clay Rural Water System	water usage	63.60
Clay-Union Electric Corp	electricity	1,613.90

Dakota Beverage	merchandise	545.80
Dept. Environment Natl Res	landfill operations fee	3,357.97
Drain Masters	repairs	569.39
Gregg Peters	managers fee	6,000.00
Jose Dominguez	travel reimbursement	195.00
Loren Fischer Disposal	haul cardboard	210.00
Matheson Tri-Gas, Inc	supplies	299.68
MidAmerican	gas usage	969.21
MidContinent Communication	internet/cable service	118.68
OGIO	merchandise	179.52
Republic National Dist.	merchandise	19,678.78
Reserve Account	postage for meter	900.00
SD Public Assurance Alliance	insurance coverage	131.00
Sioux Equipment	parts	1,271.13
Stern Oil Co.	fuel	5,463.93
United Parcel Service	shipping	15.21
US Postmaster	postage for utility bills	1,050.00
Vermillion Youth Football	online registration	2,857.33
Rick Erickson	Bright Energy Rebate	1,700.00
Donald E Peterson	Bright Energy Rebate	1,700.00

Alderman Erickson seconded the motion. Motion carried 9 to 0. Mayor Powell declared the motion adopted.

12. Consensus Agenda - None

13. Adjourn

301-15

Alderman Ward moved to adjourn the Council Meeting at 7:25 p.m. Alderman Erickson seconded the motion. Motion carried 9 to 0. Mayor Powell declared the motion adopted.

Dated at Vermillion, South Dakota this 21st day of September, 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  
NATIONAL DISABILITY EMPLOYMENT AWARENESS MONTH**

**WHEREAS**, the United States Congress, by Joint Resolution, has designated October of each year as National Disability Employment Awareness Month; and

**WHEREAS**, the purpose of this month is to celebrate the many and varied contributions of America's workers with disabilities and educate the public about disability employment issues; and

**WHEREAS**, we want to spread the important message that a strong workforce is one inclusive of the skills and talents of all individuals, including individuals with disabilities; and

**WHEREAS**, we cannot afford, morally or financially, to lose the contributions people with disabilities bring, not only to the workplace, but also to mainstream community life as an irreplaceable resource for our state and community; and

**WHEREAS**, we celebrate citizens, businesses, and government working together to remove barriers and false perceptions faced by individuals with disabilities; and

**WHEREAS**, everyone should have a chance to earn a living and have a sense of fulfillment from having a job. This year's theme, "Expect, Employ, Empower", supports these goals.

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

**Disability Employment Awareness Month**

in Vermillion, South Dakota, and call upon the residents of this great city to join in observing this month by hosting and supporting initiatives and activities that support and promote providing employment opportunities for people with disabilities.

Dated at Vermillion, South Dakota this 5<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

**PROCLAMATION RECOGNIZING PUBLIC POWER WEEK  
OCTOBER 4 THROUGH OCTOBER 10, 2015  
A WEEK-LONG CELEBRATION OF VERMILLION LIGHT & POWER'S  
YEAR-ROUND SERVICE TO VERMILLION**



**WHEREAS**, we, the citizens of the City of Vermillion, place high value on local control over community services and, therefore, have chosen to operate a community-owned, locally controlled, not-for-profit electric utility and, as consumers and owners of our electric utility, have a direct say in utility operations and policies; and

**WHEREAS**, the City of Vermillion Light & Power provides our homes, businesses, industry, social services, and local government agencies with reliable, efficient, and cost-effective electricity employing sound business practices designed to ensure the best possible service at not-for-profit rates; and

**WHEREAS**, the City of Vermillion Light & Power is a valuable community asset that contributes, substantially, to the well-being of local citizens through energy efficiency, customer service, environmental protection, economic development, and safety awareness; and

**WHEREAS**, the City of Vermillion Light & Power is a dependable and trustworthy institution whose local operation provides many consumers protection and continues to make our community a better place in which to live and work, as well as contributes to protecting the global environment; and

**WHEREAS**, the City of Vermillion Light & Power will continue to work to bring lower-cost, safe, and reliable electricity to community homes and businesses just as it has since 1915, the year when the utility was created to serve all the citizens of the City of Vermillion.

**NOW THEREFORE**, We, the governing body of the City of Vermillion, South Dakota, do hereby proclaim that the week of October 4 through October 10, 2015 be designated as the 29<sup>th</sup> annual

**PUBLIC POWER WEEK**

in order to honor the **City of Vermillion Light & Power** for its contributions to the community and to make its consumer-owners, policy makers, and employees more aware of its contributions to their well-being and how it makes their lives powerful; and

**BE IT FURTHER RESOLVED**, that our community joins hands with more than 2,000 other public power systems in the United States in this celebration of public power and recognition that the City of Vermillion Light & Power is good for consumers, businesses, and the community.

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

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

ATTEST:

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

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

**PROCLAMATION  
FIRE PREVENTION WEEK 2015**

**WHEREAS**, the City of Vermillion South Dakota is committed to ensuring the safety and security of all those living in and visiting Vermillion; and

**WHEREAS**, fire is a serious public safety concern both locally and nationally, and homes are the locations where people are at a greatest risk from fire; and

**WHEREAS**, home fires killed 2,755 people in the United States in 2013, according to the National Fire Protection Association (NFPA), and fire departments in the United States responded to 369,500 home fires; and

**WHEREAS**, three out of five home fire deaths result from fires in properties without working smoke alarms; and

**WHEREAS**, half of home fire deaths result from fires reported at night between 11 p.m. and 7 a.m. when most people are asleep; and

**WHEREAS**, Vermillion’s residents should install smoke alarms in every sleeping room, outside each separate sleeping area, and on every level of the home; and

**WHEREAS**, Vermillion’s residents who have planned and practiced a home fire escape plan are more prepared and will therefore be more likely to survive a fire; and

**WHEREAS**, Vermillion’s first responders are dedicated to reducing the occurrence of home fires and home fire injuries through prevention and protection education; and

**WHEREAS**, the 2015 Fire Prevention Week theme, “Hear the Beep Where You Sleep. Every Bedroom Needs a Working Smoke Alarm!” effectively serves to remind us that we need working smoke alarms to give us the time to get out safely.

**NOW, THEREFORE**, We, the governing body of the City of Vermillion, do hereby proclaim October 4 through 10, 2015 as **Fire Prevention Week** in Vermillion and urge all the people of Vermillion to install smoke alarms in every bedroom, outside each sleeping area, and on every level of the home, and to support the many public safety activities and efforts of Vermillion’s fire and emergency services during Fire Prevention Week 2015.

Dated at Vermillion, South Dakota this 5<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

**PROCLAMATION  
DOMESTIC VIOLENCE AWARENESS MONTH**

**WHEREAS**, domestic violence is a serious crime that affects people of all races, ages, gender, and income levels; and

**WHEREAS**, domestic violence is widespread and affects over four million Americans each year; and

**WHEREAS**, one in three Americans has witnessed an incident of domestic violence; and

**WHEREAS**, children that grow up in violent homes are believed to be abused and neglected at a rate higher than the national average; and

**WHEREAS**, domestic violence costs the nation billions of dollars annually in medical expenses, police and court costs, shelters, foster care, sick leave, absenteeism, and non-productivity; and

**WHEREAS**, only a coordinated community effort will put a stop to these heinous crimes; and

**WHEREAS**, Domestic Violence Awareness Month provides an excellent opportunity for citizens to learn more about preventing domestic violence and to show support for the organizations and individuals who provide critical advocacy, services, and assistance to victims.

**NOW, THEREFORE**, We, the governing body of the City of Vermillion, South Dakota, do hereby proclaim the month of October in the year 2015 as

**DOMESTIC VIOLENCE AWARENESS MONTH**

and urge the citizens of Vermillion to participate in the scheduled activities and programs sponsored by Domestic Violence Safe Options Services and all other Victim's Assistance programs to work towards the elimination of personal and institutional violence against women, men, and children and to declare NO TOLERANCE for domestic violence.

Dated at Vermillion, South Dakota this 5<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

**PROCLAMATION**  
**Recognizing November 1, 2015 as Extra Mile Day**

**WHEREAS**, the City of Vermillion, South Dakota is a community which acknowledges that a special vibrancy exists within the entire community when its individual citizens collectively “go the extra mile” in personal effort, volunteerism, and service; and

**WHEREAS**, the City of Vermillion, South Dakota is a community which encourages its citizens to maximize their personal contribution to the community by giving of themselves wholeheartedly and with total effort, commitment, and conviction to their individual ambitions, family, friends, and community; and

**WHEREAS**, the City of Vermillion, South Dakota is a community which chooses to shine a light on and celebrate individuals and organizations within its community who “go the extra mile” in order to make a difference and lift up fellow members of their community; and

**WHEREAS**, the City of Vermillion, South Dakota acknowledges the mission of Extra Mile America to create 550 Extra Mile cities in America and is proud to support “Extra Mile Day” on November 1, 2015.

**NOW THEREFORE**, We, the governing body of the City of Vermillion, South Dakota, do hereby proclaim November 1, 2015 to be

**EXTRA MILE DAY**

and urge each individual in the community to take time on this day to not only “go the extra mile” in his or her own life, but to also acknowledge all those who are inspirational in their efforts and commitment to make their organizations, families, community, country, or world a better place.

Dated in Vermillion, South Dakota this 5<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 5, 2015

**Subject:** First 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 the 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.

**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. However, during the second reading of the ordinance Staff will bring as a separate Council item a resolution setting fees for the large users. This fee will not affect the sewer rate of any existing customer. The revenue collected will meet the funds expended to treat the waste water.

**Conclusion/Recommendations:** Administration recommends approval of the first 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.

## 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 Superintendentssupervisory 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 ~~3-4~~ parameters, namely: Flow (volume) ~~60~~45%, biochemical oxygen demand (BOD) ~~25~~15%, ~~and~~-total suspended solids (TSS) ~~15~~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, that discharge waste water with an average daily BOD not exceeding 210 milligrams per liter (mg/l) or an average daily suspended solids not exceeding 200 mg/l. (See § 53.117(B)(1) and (B)(5) for requirement and procedure for periodically reviewing BOD and TSS base concentrations); and

~~————(C) Class III. Industrial and commercial establishments that discharge wastes that exceed the parameters of Class II users.~~

(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; ~~and~~-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, ~~and 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 waste water contributed to the waste water system by Class I Residential users shall be computed on the basis of a BOD concentration of 210 mg/l and a TSS concentration of 200 mg/l. These concentrations shall be reviewed periodically and adjusted if required, in accordance with division (B)(5) below.~~

~~(b) The owner or occupant of each residential premises connected to the municipal waterworks and waste water system and meeting the criteria of § 53.112 as a Class I user shall pay for the use of the waste water service a monthly user service charge computed by multiplying the incremental cost related to flow, BOD and TSS, as determined in § 53.116, by the volume of water consumed in 100 cubic foot units, poundage of BOD and poundage of TSS respectively for a 1-month period which corresponds with the regular monthly billing period by the city, plus a monthly administrative charge determined in § 53.115. The waste water user service charge for any Class I user during the period of April 1 through March 31 of the following year shall be computed using the average monthly meter reading for the immediate preceding months of January, February, and March.~~

~~(c) For any Class I user beginning to discharge to the waste water system during the period of April 1 through December 31, the user service charge shall be computed using the water meter reading for the month for which the billing is made until the end of that calendar year, after which time the average meter reading obtained during the base quarter of January 1 to March 31 shall be used. 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 ~~a flow, a~~ BOD concentration of 210 mg/l ~~and, a~~ TSS concentration of 200 mg/l, ~~and a TKN concentration of 25 mg/l. These concentrations shall be reviewed periodically and adjusted if required in accordance with division (B)(5) below.~~

(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, ~~and~~ TSS, and TKN as determined in § 53.116, by the volume of water consumed in 100 cubic foot units, ~~poundage of BOD and~~ 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 charge 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 ~~water~~ meter reading obtained during that same billing period.

~~(d) The city may classify any Class II user as a Class I user provided that user can show adequate justification that a significant amount of water being consumed is used for lawn watering or other use such that it does not enter the waste water system.~~

~~(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.~~

~~(3) Class III users. The owner or occupant of each premises connected to the municipal waterworks and waste water system, and meeting the criteria of § 53.112 as a Class III user, shall pay for the use of the waste water service a monthly user service charge computed by multiplying the incremental cost related to flow, BOD, and TSS, as determined in § 53.116, by the volume of water consumed in 100 cubic foot units, poundage of BOD and poundage of TSS respectively, for a 1-month period which corresponds with the regular monthly billing period by the city, plus a monthly administration charge as determined in § 53.115. The incremental waste water user service charges allocated to flow, BOD, and TSS will be based on actual field flow measurements and sampling and testing which will be done by the city.~~

~~(4) Users not connected to the municipal waterworks. Any owner or occupant of each premises which discharges to the waste water system and is not connected to the municipal waterworks and therefore has no municipal water meter or meter acceptable to the Waste Water Superintendent shall provide, at the owner's or occupant's expense, a meter or other acceptable method for measuring either the water consumed or waste water being discharged.~~

~~(5) Procedure for reviewing BOD and TSS base concentration for Class I and Class II users. The BOD and TSS concentrations for Class I and Class II users shall be computed by subtracting annual daily average Class III BOD and TSS loads contributed in pounds from the total annual daily average of BOD and TSS loads received at the treatment plant, and dividing the result by a denominator obtained by subtracting the annual daily average Class III flow contribution in million gallons from the total annual daily average of flow in million gallons received at the treatment plant, the denominator being multiplied by 8.34. (1975 Code, § 25-101) (Ord. 766, passed 7-2-1979)~~

§ 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 ~~within 3 months of the due date,~~ 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 ~~shall~~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 III user, ~~such as an industry,~~ has completed in-plan modifications which would change that user's BOD and/or TSS and/or TKN contributions, the user ~~can present at a regularly scheduled meeting of the City Council the factual information; and the council shall then determine if the user's BOD and/or TSS contributions are to be changed.~~ The Council shall notify the user of its findings as soon as possible. ~~The owner or occupant of any commercial or nonresidential premises who by reason of special circumstances finds the foregoing user's waste water service charges unjust or inequitable as applied to his or her premises~~ may make written application to the ~~council~~City Manager stating the circumstances and requesting a different basis of charges for waste water service to ~~his or her~~their premises, ~~in which case.~~ 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 ~~shall investigate the circumstances~~ 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** Jose Dominguez, City Engineer

**Meeting:** October 5, 2015

**Subject:** Resolution for Funding Agreement for the Design of the Apron  
Reconstruction at Harold Davidson Field between the City and the State

**Presenter:** Jose Dominguez

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

This agreement is similar to the one entered into recently with the FAA. 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. The City has entered into similar agreements for every project that has been completed at the airport.

**Discussion:** 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.

**Financial Consideration:** The cost to the City, at this point, is nothing. It is estimated that the City will pay \$44,444.44 for the design for the reconstruction of the apron. The City will be reimbursed 90% of the cost (\$40,000.00) from the Federal government and 5% of the cost (\$2,222,22) from the State. This agreement is for the State allotment.

**Conclusion/Recommendations:** Administration recommends approval of the resolution.

**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

## *Council Agenda Memo*

**From:** John Prescott, City Manager  
**Meeting:** October 5, 2015  
**Subject:** AFSCME collective bargaining agreement  
**Presenter:** John Prescott

**Background:** Over the last several months, the City has been negotiating with AFSCME Local 1052, Council #65 which 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. The current agreement was for three years and expires on December 31, 2015. Rod Tieman, Dale Husby and Dan Goeden were the City employees involved in the bargaining process for the Union members. Their work, in putting this agreement together, was very helpful.

**Discussion:** There were a few issues to address with this contract. The majority of language, in the proposed agreement, is relatively unchanged or has only been modified to reflect current practices or for clarification. The proposed agreement covers the period January 1, 2016 through December 31, 2018. The Council's Labor and Finance Committee were made aware of the proposal as the negotiations progressed. The Labor and Finance Committee have reviewed the final proposal and recommend adoption. A copy of the agreement isn't included. A report of the Labor and Finance Committee's recommendation was made at the September 21<sup>st</sup> City Council meeting.

A few larger changes in the proposed agreement include:

- The proposal provides for a cost of living adjustment of 2.5% on January 1, 2016, 2.25% on January 1, 2017, and 2.25% on January 1, 2018.
- All employees will pay a \$30 monthly fee in addition to any health insurance premium for the type of health insurance coverage selected.
- When Veterans Day falls on a Saturday or Sunday (occurs in 2017 & 2018), the employees will have the day after Thanksgiving as a paid holiday in these two years in place of the Friday or Monday preceding or following Veterans Day.
- Changes to a couple of pay schedules for specific positions.

If a Council member would like an electronic or paper copy of the agreement, please let us know.

**Financial Consideration:** The proposed agreement includes a 2.5% cost of living adjustment for 2016 for all Vermillion employees covered by the AFSCME union. The adopted 2016 budget includes sufficient funding to cover the proposed wages.

**Conclusion/Recommendations:** Administration recommends that the City Council approve the agreement between AFSCME Local 1052 and the City of Vermillion for 2016, 2017 and 2018.

## *Council Agenda Memo*

**From:** Mike Carlson, Finance Officer  
**Meeting:** October 5, 2015  
**Subject:** Resolution to Change Storm Drainage Fee  
**Presenter:** Mike Carlson

**Background:** The storm drainage fund was created in 1992 whereby all real property within the city is charged an annual fee for the operation, maintenance, and capital improvements of the storm sewer and drainage system. The fee is based on the lot area, a runoff-weighting factor, and the unit financial charge. The fee is collected as part of the property tax collection process.

**Discussion:** In 2015, the City is projected to receive approximately \$206,300 from this fee. With the proposed increase, the City would collect \$211,800 in 2016. Due to the cost of the projects, and the rate of collection, the City has historically collected storm drainage fees for a couple of years before funding a project. In 2015, the City budgeted \$20,000 for storm sewer repairs and final city share of storm water improvements on Mickelson Street of \$15,200. For 2016, the budget includes \$60,000 for storm drainage studies for the Erickson Addition and Brooks Industrial Park Addition and \$15,000 for storm sewer repairs.

During the budget review, an increase in the fee was discussed and was included in the recently adopted 2016 budget. Increasing the fee will help generate revenue to pay the increasing costs of projects related to storm drainage.

**Financial Consideration:** The proposed increase in the fee is less than 2.8%. By increasing the fee, this amount will generate just over \$5,500 in additional revenue for 2016. A single-family home on a lot of 10,000 square feet would see their annual fee change from \$27.00 to \$27.75 with this proposal.

**Conclusion/Recommendations:** Administration recommends adoption of the resolution to increase the storm drainage fee.

**RESOLUTION TO CHANGE STORMDRAINAGE 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 stormdrainage 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 ~~\$0.00036~~ \$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

Approved: October 5, 2015  
Published: October 17, 2015  
Effective: November 6, 2015

**RESOLUTION TO CHANGE STORMDRAINAGE 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 stormdrainage 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

Approved: October 5, 2015  
Published: October 17, 2015  
Effective: November 6, 2015

## *Council Agenda Memo*

**From:** Jose Dominguez, City Engineer  
**Meeting:** October 5, 2015  
**Subject:** Bid Opening for 2003 Ford Expedition 4x4 SUV  
**Presenter:** Jose Dominguez

**Background:** The Police Department 2003 Ford Expedition has been replaced and was declared surplus by the Council at the July 20<sup>th</sup> meeting.

**Discussion:** The police SUV was appraised at \$2,000. The City cannot accept a bid for less than 90% of the appraised value. Bid specifications were published in the local newspaper, and placed on the City's website. The City received one bid; however, this bid was later withdrawn without penalty to the bidder.

**Financial Consideration:** The proceeds from the sale would have gone to the Equipment Replacement Fund.

**Conclusion/Recommendations:** Due to the lack of bidders and the low appraised value of the vehicle, Administration recommends that marketing continue and if not sold be placed on the City's auction for sale. The profits would then go to the Equipment Replacement Fund.

CITY OF VERMILLION  
 INVOICES PAYABLE-OCTOBER 5, 2015

1 UNIVERSITY CLEANERS	PROFESSIONAL SERVICES	26.00
2 3D SPECIALTIES INC	SUPPLIES	1,388.25
3 4IMPRINT	OPEN HOUSE SUPPLIES	2,058.25
4 A-OX WELDING SUPPLY CO	SUPPLIES	2,208.14
5 AGK ELECTRIC	INSTALL LOAD MGMT	1,100.00
6 ALLIED INSURANCE	NOTARY BOND FILING FEE	100.00
7 APPEARA	SUPPLIES	160.88
8 ARAMARK	UNIFORM SHIRTS	8.63
9 ARAMARK UNIFORM SERVICES	UNIFORM CLEANING	167.45
10 BAKER & TAYLOR BOOKS	BOOKS	401.58
11 BANNER ASSOCIATES, INC	PROFESSIONAL SERVICES	2,488.14
12 BARKLEY ASPHALT	ASPHALT	4,645.89
13 BATTERIES PLUS	BATTERIES	59.95
14 BENJAMIN NELSEN	MILEAGE REIMBURSEMENT	48.10
15 BEST WESTERN VERMILLION INN	LODGING	368.00
16 BETH KNEDLER	MEALS REIMBURSEMENT	36.00
17 BIRSCHBACH EQPT & SUPPLY	PARTS	2,135.20
18 BIKE PLUS	REPAIRS	285.20
19 BLACKSTONE AUDIO INC	BOOKS	50.00
20 BLAKE CARVER	SUBSCRIPTION	104.00
21 BLICK ART MATERIALS	SUPPLIES	158.63
22 BORDER STATES ELEC SUPPLY	PARTS	960.27
23 BOUND TREE MEDICAL, LLC	SUPPLIES	386.48
24 BROADCASTER PRESS	ADVERTISING	247.25
25 BROWN TRAFFIC PRODUCTS	SUPPLIES	53.50
26 BUILDERS CHOICE	PARK FENCE/ARCHWAY/CONCRETE	35,871.00
27 BUTLER MACHINERY CO.	PARTS	1,361.51
28 CAMPBELL SUPPLY	SUPPLIES	1,957.15
29 CASK & CORK	MERCHANDISE	2,676.84
30 CENTURY BUSINESS LEASING	COPIER CONTRACT	138.25
31 CENTURY BUSINESS PRODUCTS	COPIES	93.07
32 CENTURYLINK	TELEPHONE	743.46
33 CHAD CHRISTOPHERSON	SAFETY BOOTS REIMBURSEMENT	100.00
34 CHEMCO, INC	SUPPLIES	63.80
35 CHESTERMAN CO	MERCHANDISE	1,370.15
36 CITY OF VERMILLION	COPIES/POSTAGE	1,303.25
37 CITY OF VERMILLION	UTILITY BILLS	42,010.94
38 CLASS C SOLUTIONS GROUP	SUPPLIES	131.47
39 CLAY COUNTY EMS ASSOCIATION	CPR CARD	40.00
40 CLAY COUNTY HIGHWAY DEPT	TACK OIL LIQUID ASPHALT	609.32
41 COFFEE KING, INC	SUPPLIES	62.75
42 COLONIAL LIFE ACC INS.	INSURANCE	3,276.43
43 COYOTE CONVENIENCE	FUEL	14.11
44 CREATIVE PRODUCT SOURCE INC	SUPPLIES	256.88
45 CUMMINS CENTRAL POWER, LLC	REPAIRS	1,580.20

46 D-P TOOLS	SUPPLIES	122.27
47 DAKOTA BEVERAGE	MERCHANDISE	28,784.17
48 DAKOTA PC WAREHOUSE	COMPUTER/TV/REPAIRS	1,198.90
49 DAKOTA SUPPLY GROUP	SUPPLIES	775.86
50 DANKO EMERGENCY EQUIPMENT	SUPPLIES	851.46
51 DELTA DENTAL PLAN	INSURANCE	6,489.58
52 DEMCO	SUPPLIES	92.72
53 DENNIS MARTENS	MAINTENANCE	833.34
54 DEPT OF REVENUE	TESTING	1,117.00
55 DGR ENGINEERING	PROFESSIONAL SERVICES	8,744.35
56 DIAMOND VOGEL PAINTS	WHITE TRAFFIC PAINT	2,659.25
57 DIANE'S GREENHOUSE	PLANTS	175.88
58 DUST TEX	ENTRY MATS	80.00
59 E.A SWEEN COMPANY	SUPPLIES	85.48
60 EARTHGRAINS BAKING CO'S INC	SUPPLIES	120.90
61 EBERLE DESIGN INC	RECERTIFY	178.00
62 ECHO ELECTRIC SUPPLY	SUPPLIES	317.70
63 ELLIOTT EQUIPMENT CO	REPAIRS	923.82
64 FARMER BROTHERS CO.	SUPPLIES	131.75
65 FASTENAL COMPANY	SUPPLIES	183.81
66 FEDEX.	SHIPPING	11.95
67 FINDAWAY WORLD LLC	BOOKS	310.60
68 FOREMAN MEDIA	COUNCIL MTG	100.00
69 FRED BALLEWEG	MEALS REIMBURSEMENT	60.00
70 FRED HAAR CO, INC	REPAIRS	155.70
71 G & R CONTROLS	REPAIRS	151.47
72 GALE	BOOKS	296.63
73 GATOR BROTHERS BORING, INC	WATER LINE BORING	19,850.00
74 GOV OFFICE	ANNUAL SUPPORT	1,100.00
75 GRAHAM TIRE CO.	TIRES	593.16
76 GRAYBAR ELECTRIC	SUPPLIES	320.00
77 GREGG PETERS	FREIGHT/FILL STATION/SUPPLIES	9,708.85
78 GREGG PETERS	RENT	937.50
79 HACH CO	CHEMICALS	2,234.13
80 HANSEN LOCKSMITHING	REPAIRS	1,412.00
81 HAUGER LAWN SERVICE	MOWING	128.00
82 HAWKINS CONSTRUCTION	PROFESSIONAL SERVICES	20.00
83 HAWKINS INC	CHEMICALS	1,102.92
84 HD SUPPLY WATERWORKS	SUPPLIES	11,290.63
85 HEIMAN, INC.	ANNUAL INSPECTION	157.00
86 HELGET SAFETY SUPPLY, INC	SUPPLIES	261.81
87 HERC-U-LIFT	MAINTENANCE	225.78
88 HERCULES INDUSTRIES, INC	SUPPLIES	251.27
89 HERREN-SCHEMPP BUILDING	SUPPLIES	1,390.25
90 HY VEE FOOD STORE	SUPPLIES	143.49
91 IN CONTROL, INC	PARTS	9,661.70
92 INDEPENDENCE WASTE	WASTE HAULING/PORTABLE TOILET RENTAL	1,533.95
93 INGRAM	BOOKS	1,064.15
94 INTERSTATE ALL BATTERY CENTER	BATTERY	56.80

95 INTOXIMETERS	SUPPLIES	345.00
96 J & L HARLEY-DAVIDSON	REPAIRS	1,575.75
97 JACKS UNIFORM & EQPT	UNIFORM	217.69
98 JANWAY COMPANY	SUPPLIES	163.73
99 JIM GOBLIRSCH	TRAVEL REIMBURSEMENTS	443.00
100 JOHN A CONKLING DIST.	MERCHANDISE	22,925.40
101 JOHNSON BROTHERS FAMOUS BRANDS	MERCHANDISE	55,707.48
102 JOHNSON CONTROLS	REPAIRS/SERVICE AGREEMENT	2,405.54
103 JOHNSON ELECTRIC	INSTALL LOAD MGMT	100.00
104 JOHNYS ELECTRIC	INSTALL LOAD MGMT	331.50
105 JONATHAN WARNER	BOOTS REIMBURSEMENT	45.55
106 JONES FOOD CENTER	MERCHANDISE	2,774.58
107 KARSTEN MFG CORP	MERCHANDISE	1,118.12
108 LAWSON PRODUCTS INC	SUPPLIES	153.08
109 LAYNES WORLD	NAME PLATE	8.00
110 LEISURE LAWN CARE	FERTILIZING	50.00
111 LESSMAN ELEC. SUPPLY CO	SUPPLIES	1,312.50
112 LIFE-ASSIST, INC	TEST STRIPS	64.50
113 LINCOLN REPUBLIC INSURANCE	INSURANCE	484.62
114 LOCATORS AND SUPPLIES, INC	SUPPLIES/SAFETY EQUIP	8,685.32
115 M & M CONSTRUCTION LLC	CONCRETE WORK	12,375.35
116 MAINLAND ENGRAVING LLC	MEDALS	90.20
117 MALLOY ELECTRIC	PARTS	100.10
118 MART AUTO BODY	TOWING	525.00
119 MATHESON TRI-GAS, INC	MEDICAL OXYGEN	103.50
120 MATTHEW BENDER & CO, INC	SUBSCRIPTION	143.62
121 MCCULLOCH LAW OFFICE	PROFESSIONAL SERVICES	1,414.20
122 MEAD LUMBER	SUPPLIES	303.26
123 MEDICAL WASTE TRANSPORT, INC	HAUL MEDICAL WASTE	446.02
124 MENARDS	SUPPLIES	154.31
125 MICRO MARKETING LLC	BOOKS	599.91
126 MICROFILM IMAGING SYSTEMS	SERVICE AGREEMENT	371.00
127 MID-AMERICAN RESEARCH CHEM	FLOOR CLEANER	98.33
128 MIDAMERICAN	GAS USAGE	383.25
129 MIDWEST ALARM CO	ALARM MONITORING	147.00
130 MIDWEST BUILDING MAINTENANCE	MAT SVC	536.70
131 MIDWEST READY MIX & EQUIPMENT	FLOWABLE FILL	6,330.00
132 MIDWEST TURF & IRRIGATION	PARTS	365.08
133 MISSOURI RIVER ENERGY SERVICE	REGISTRATION FEE	225.00
134 MISSOURI VALLEY MAINTENANCE	REPAIRS	627.60
135 MOORE WELDING & MFG	REPAIRS	68.00
136 NALCO CHEMICAL CO	SUPPLIES	169.65
137 NCL OF WISCONSIN, INC	CHEMICALS	1,272.81
138 NETSYS+	PROFESSIONAL SERVICES	1,697.12
139 NEW YORK LIFE	INSURANCE	84.02
140 NIKE INC	MERCHANDISE	126.64
141 NORTHERN LEAK DETECTION	LEAK SURVEY	2,172.00
142 NORTHERN TRUCK EQPT CORP	SUPPLIES	987.08
143 OFFICE OF WEIGHTS & MEASUREMENT	TESTING	92.00

144 OKOBOJI WINES-SD	MERCHANDISE	2,596.80
145 OVERHEAD DOOR OF SIOUX CITY	REPAIRS	9,924.24
146 PCC, INC	COMMISSION	1,579.38
147 PEDERSEN MACHINE INC	PARTS	117.24
148 PENGUIN RANDOM HOUSE LLC	BOOKS	255.00
149 PENWORTHY COMPANY	BOOKS	80.33
150 PETE LIEN & SONS, INC	CHEMICALS	7,453.36
151 PHOTOGRAPHY BY JERRY	DEPARTMENT PICTURES	120.00
152 PHYSIO-CONTROL CORP	PATIENT CABLE	271.00
153 PITNEY BOWES	POSTAGE METER LEASE	289.71
154 POSITIVE PROMOTIONS	OPEN HOUSE SUPPLIES	657.44
155 POWERPHONE, INC	RECERTIFICATION	258.00
156 PRAIRIE BERRY WINERY	MERCHANDISE	1,560.00
157 PRECISION LAWN CARE	PROFESSIONAL SERVICES	601.25
158 PRESTO-X-COMPANY	INSPECTION/TREATMENT	43.44
159 QUALITY BOOKS INC.	BOOKS	4,432.07
160 QUALITY EQUIPMENT AND SERVICE	SUPPLIES	87.50
161 QUEEN CITY WHOLESALE	MERCHANDISE	504.80
162 QUILL	SUPPLIES	2,664.48
163 RACOM CORPORATION	MAINTENANCE CONTRACT	447.85
164 RAGNASOFT, INC	SUBSCRIPTION	1,225.00
165 RANDY ISAACSON	MEALS/REGISTRATION REIMBURSEMENT	189.00
166 RECHNAGEL CONSTRUCTION, INC	CRUSHED GRAVEL	718.13
167 REINHART FOODSERVICE, LLC	SUPPLIES	836.89
168 REPUBLIC NATIONAL DIST.	MERCHANDISE	43,225.26
169 RICK ERICKSON	WATER HEATER REBATES	960.00
170 ROB PICKENS	MEALS REIMBURSEMENT	60.00
171 ROBERT HANSEN	WATER HEATER REBATE	200.00
172 RYAN HOUGH	FITNESS MEMBERSHIP REIMBURSEMENT	110.18
173 SANFORD HEALTH PLAN	PARTICIPATION FEE	57.00
174 SANITATION PRODUCTS	REPAIRS	1,886.84
175 SCHOLASTIC LIBRARY PUBLISHING	BOOKS	880.13
176 SD ASSOC. OF RURAL WTR SYSTEM	ANNUAL DUES	1,000.00
177 SD FEDERAL PROPERTY AGENCY	TIRES/WRENCH SET	2,022.25
178 SD GOLF ASSOCIATION	HANDICAP	1,180.00
179 SD MUNICIPAL LEAGUE	REGISTRATION	215.00
180 SD RETIREMENT SYSTEM	CONTRIBUTIONS	51,295.93
181 SD SECRETARY OF STATE	FILING FEE	30.00
182 SD SOLID WASTE MANAGEMENT	CONFERENCE REGISTRATION	1,325.00
183 SERVALL TOWEL & LINEN	SHOP TOWELS	16.80
184 SHANE GRIESE	MEALS REIMBURSEMENT	49.00
185 SIOUX FALLS TWO WAY RADIO	REPAIRS	171.91
186 SPECIAL T'S AND MORE	CAPS	432.00
187 STANDARD READY MIX CONCRETE	PATCHING MIX	325.00
188 STEFFEN	PARTS	34.77
189 STEWART OIL-TIRE CO	TIRES	209.85
190 STOREY KENWORTHY/MATT PARROT	UTILITY BILLS	4,389.40
191 STUART C. IRBY CO.	SUPPLIES	334.00
192 STURDEVANTS AUTO PARTS	PARTS	1,305.18

193 SUPPLYWORKS	SUPPLIES	339.20
194 SUSAN HEGGESTAD	MEALS REIMBURSEMENT	36.00
195 SWANSON FLO	REPAIRS	2,096.42
196 TASTE OF HOME BOOKS	TASTE OF HOME CHRISTMAS	32.98
197 TAYLOR MADE	MERCHANDISE	1,866.14
198 THE EQUALIZER	ADVERTISING	172.00
199 THE GROWLER STATION, INC	MERCHANDISE	2,575.24
200 TITAN MACHINE-PRODUCTIVITY	PARTS	693.63
201 TITLEIST DRAWER CS	MERCHANDISE	105.50
202 TONY KLUNDER	MEALS REIMBURSEMENT	236.00
203 TRI-B-TRIM SHOP	REPAIRS	110.00
204 TRUE FABRICATIONS	MERCHANDISE	432.55
205 TRUE VALUE	SUPPLIES	721.99
206 UNITED LABORATORIES	CHEMICALS	1,332.16
207 UNITED WAY	CONTRIBUTIONS	527.50
208 UNIVAR USA INC	SODA ASH	7,515.12
209 US GOLF ASSOCIATION	MEMBERSHIP	110.00
210 USA BLUEBOOK	SUPPLIES	659.13
211 VAN DIEST SUPPLY CO	SUPPLIES	550.13
212 VAST BROADBAND	911 CIRCUIT/DIALUP SERVICE	1,415.45
213 VERIZON WIRELESS	WIRELESS COMMUNICATIONS	2,603.13
214 VERMILLION ACE HARDWARE	PARTS	1,443.23
215 VERMILLION CHAMBER OF COMMERCE	CONTRIBUTIONS	50,000.00
216 VISA/FIRST BANK & TRUST	FUEL/LODGING/SUPPLIES	6,231.35
217 WAL-MART COMMUNITY	SUPPLIES	853.43
218 WALKER CONSTRUCTION	SIDEWALK REPAIR	229.50
219 WALT'S HOMESTYLE FOODS, INC	SUPPLIES	239.70
220 WESCO DISTRIBUTION, INC	SUPPLIES	1,834.80
221 WILLIAMS & CO.	2014 AUDIT	7,140.00
222 WIN-911 SOFTWARE	SOFTWARE MAINTENANCE	395.00
223 YAMAHA GOLF & UTILITY	AUG GOLF CARS LEASE	3,772.97
224 YANKTON FIRE & SAFETY	EXTINGUISHER RECHARGE	59.00
225 YANKTON JANITORIAL SUPPLY	SUPPLIES	383.25
226 YANKTON MEDICAL CLINIC	PRE-EMPLOYMENT EXAM	59.00
227 ZEE MEDICAL SERVICE	SUPPLIES	368.50
228 RICK ERICKSON	Bright Energy Rebate	1,700.00
229 DONALD E PETERSON	Bright Energy Rebate	1,700.00
	GRAND TOTAL	\$611,790.87



427 SOUTH CHAPELLE  
C/O 500 EAST CAPITOL  
PIERRE SD 57501-5070  
(605) 773-3595  
FAX (605) 773-6454

MARTIN L. GUINDON, CPA  
AUDITOR GENERAL

September 21, 2015

Michael Carlson, Finance Officer  
City of Vermillion  
25 Center Street  
Vermillion, SD 57069

We have reviewed and accepted your audit report on the:

City of Vermillion  
(For the Year Ended December 31, 2014)

Our review was limited to the report and did not include a review of the working papers.

It is our understanding that the Plain Talk is the official newspaper for the City of Vermillion. If this is not the case, please inform me of the name of the current official newspaper.

Please present a copy of this letter to the governing board to indicate our acceptance of the audit report.

Yours very truly,

Martin L. Guindon, CPA  
Auditor General

MLG:sld

cc: Williams & Company, P.C.  
Certified Public Accountants  
PO Box 1010  
Le Mars, IA 51031



RAFFLE AND LOTTERY NOTIFICATION FORM

See reverse side of form for state laws regarding raffles and lotteries.

- 1. Organization sponsoring raffle/lottery: USD Civil Service Advisory Council
- 2. Person to contact: Valarie Hower
- 3. Phone number: 605-658-6308      4. Email address: vhower@usd.edu
- 6. Date(s) ticket(s) will be sold: November 5, 2015
- 7. Cost per ticket(s): \$1 for 1 ticket or \$5 for 6 tickets
- 8. Date(s) drawing(s) will be held: November 5, 2015
- 9. Who is eligible to purchase ticket(s)? Anyone
- 10. Will prize winner(s) be selected at random?     Yes       No
- 11. Description and approximate value of grand prize:  
Estimate: \$75 cash
- 12. What will the proceeds be used for?  
Scholarships and donations

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 USD Civil Service Advisory Council will be hosting our annual Fall Meeting on Nov. 5, 2015. It will be held at the USD Muenster Ballroom at 10:00 AM. All staff level employees of the University are invited to come and hear updates from around campus. We will be taking food/monetary donations for the food pantry or another local charity such as mittens/hats for Grace Baptist Church. The 50/50 cash drawing is \$1 for 1 ticket or \$5 for 6 tickets. The name drawn will get half the cash and the other half goes into the USD CSAC Scholarship Fund. We give out 4 USD Scholarships each spring. The estimated dollar mount collected at the 50/50 will be \$100-\$150 with those funds split between the winner and the scholarship fund. It has always been a fun event at our fall meetings and also helps benefit our scholarship fund.

Valarie Hower  
Applicant's Signature

9-22-15  
Date

APPROVED BY:

John Prescott      9-22-15  
City Manager      Date