



Special Meeting Agenda

City Council

12:00 p.m. (noon) Special Meeting
Monday, March 16, 2015
Large Conference Room-City Hall
25 Center Street
Vermillion, South Dakota 57069

1. **Roll Call**
2. **Informational Session – Capital Improvement Plan – John Prescott.**
3. **Briefing on the March 16, 2015 City Council Regular Meeting Agenda** - Briefings are intended to be informational only and no deliberation or decision will occur on this item.
4. **Adjourn**

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

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

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

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

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

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



City of Vermillion Council Agenda

7:00 p.m. Regular Meeting
Monday, March 16, 2015
City Council Chambers
25 Center Street
Vermillion, South Dakota 57069

1. Roll Call

2. Pledge of Allegiance

3. Minutes

- a. March 2, 2015 Special Session; March 2, 2015 Regular Session.

4. Adoption of the Agenda

5. Visitors To Be Heard

6. Public Hearings

- a. Special daily malt beverage and wine license for the Vermillion Chamber of Commerce and Development Company on or about March 17, 2015 at 1012 Princeton Street.

7. Old Business

8. New Business

- a. Fireworks public display permit for April 18, 2015 at Barstow Park requested by Dakotathon.
- b. Fireworks public display permit for the 4th of July for the Vermillion Chamber of Commerce.
- c. First Reading of Ordinance 1326 creating a requirement for Day Care businesses to register, adding certain health and safety requirements, and adding Title XI Business Regulations, Chapter 121.
- d. Permit for Consumption on portion of Kidder Street on March 28, 2015 for Old Lumber Company, Inc.
- e. Request by the VCDC to retain Riverbend lot sale proceeds.
- f. Certificate of Acceptance – Landfill Cell #5
- g. Wastewater sludge removal contract.
- h. Resolution authorizing the purchase of a Street Dept. snow blower.
- i. Reappraisal of surplus golf course utility vehicle.
- j. Appointment to the Consolidated Board of Equalization.
- k. Resolution adopting the City of Vermillion's Storm Water Management Program.
- l. 2014 Annual report of Vermillion Public Library.
- m. Transfer of replaced tazers from Vermillion Police Department to Clay County Sherriff's Dept.
- n. Authorization to construct Prentis Park storage building.

9. Bid Openings

- a. One ½ ton pickup truck.
- b. Shared Used Path Relocation, Phase 1.

10. City Manager's Report

11. Invoices Payable

12. Consensus Agenda

- a. Set a bid opening date of April 1, 2015 for the sale of a surplus golf course utility vehicle.
- b. Set a proposal opening date of April 1, 2015 for the Airport Consultant Selection for the years 2015 through 2019.
- c. Set a bid opening date of March 31, 2015 for three phase transformers.

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
March 2, 2015
Monday 12:00 noon

The special session of the City Council, City of Vermillion, South Dakota was held on Monday, March 2, 2015 at 12:00 noon at the City Hall large conference room.

1. Roll Call

Present: Collier-Wise, Erickson, Holland, Holly Meins, Price, Ward (arrived at 12:02 p.m.), President Willson

Absent: Clarene Meins, Mayor Powell

2. Informational Session - Vermillion River Shared Used Path Relocation - Jose Dominguez

John Prescott, City Manager, stated that this is a follow up to the meeting earlier this year about options for the middle and west damaged sections. Jose Dominguez, City Engineer, reported that the bike path along the Vermillion River from 12th Street west to Broadway Street was completed in the fall of 2010 and opened up for a few months before erosion on the west end started. Jose stated that clay was hauled in an attempt to fill in the area but that was washed away in one night. Jose reported that the middle section had eroded until the concrete path fell away.

Alderman Ward arrived at 12:02 p.m.

Jose reviewed a map of the bike trail and the damaged sections. Jose reviewed his research on the bank settling noting that you cannot predict when the bank will wash away again as it is a natural process. Jose reported that last fall the DOT contacted him questioning the bike path project as they had not closed the project out yet and that the City may need to refund the federal portion of the project. Jose reported that on February 4th he met with FHWA and DOT who stated that to avoid any refund of federal funds the ends of the project need to be connected within three years. Jose stated that there was discussion on several options which were: a) place gravel on areas that have been damaged (Jose stated that the easements require a concrete trail) b) move trail north around damaged areas (Jose noted that the property owners were opposed to original trail and the City taking land) c) open trail up to the middle section and repay the grant for the west portion of the trail (Jose estimated the repayment at \$125,000 but noted the City wants

to have a trail and could use those funds to construct a trail) d) reroute trail along a different right-of-way and utilize Broadway Street to connect the two ends (Jose noted safety issues of the trail using a portion of the street). Jose reported that the City needs to present a plan stating what the City's intentions are for the bike path and a timetable. Jose stated that option (d) of rerouting the trail along existing right-of-way might be the most cost effective and proposed a timeline of survey and design in 2015 and spring of 2016, construction in 2016 or 2017 to meet the three year requirement. Jose stated that there is currently \$80,000 of grant funds remaining that could be used for the survey, design and construction administration. The trail is estimated to cost \$150,000 with Jose reporting that there are State grant funds which the City can make application for possible funding. Jose asked that if the Council could provide some direction he will start putting together the timetable and plan for the State. Discussion followed with the consensus of the City Council to proceed with option d.

3. Informational Session - Storm Water Management Program - Jose Dominguez

Jose Dominguez, City Engineer, provided the history of the National Pollutant Discharge Elimination System requirements that is overseen by the SD Department of Environment and Natural Resources. Jose stated that the Clean Water Act was amended in 1990 providing for two phases of implementation, of which we are in phase 2, that need to be implemented by the end of 2017. Jose stated that the city is required to have a Storm Water Management Program that includes at least the following items: 1) Public education and outreach, 2) Public participation/involvement, 3) Illicit discharge detection and elimination, 4) Construction site storm water runoff control, 5) Post-construction storm water management, and 6) Pollution prevention/good housekeeping for municipal operations. Jose reviewed what would be required for each item noting that ordinance changes and resolutions will be required to implement the requirements. Discussion followed with Jose answering questions of the City Council.

4. Briefing on the March 2, 2015 City Council Regular Meeting Agenda

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

5. Adjourn

58-15

Alderman Ward moved to adjourn the Council special session at 12:46 p.m. Alderman Price seconded the motion. Motion carried 7 to 0. President Willson declared the motion adopted.

Dated at Vermillion, South Dakota this 2nd day of March, 2015.

THE GOVERNING BODY OF THE CITY
OF VERMILLION, SOUTH DAKOTA

BY _____

J. Howard Willson, Council President

ATTEST:

BY _____

Michael D. Carlson, Finance Officer

Unapproved Minutes
City Council Regular Session
March 2, 2015
Monday 7:00 p.m.

The regular session of the City Council, City of Vermillion, South Dakota was called to order on Monday, March 2, 2015 at 7:00 p.m. by President Willson.

1. Roll Call

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

Absent: Mayor Powell

2. Pledge of Allegiance

3. Minutes

A. Minutes of February 17, 2015 Special Session; February 17, 2015 Regular Session; February 23, 2015 Special Session

59-15

Alderman Clarene Meins moved approval of the February 17, 2015 Special Session, February 17, 2015 Regular Session, and February 23, 2015 Special Session minutes. Alderman Collie-Wise seconded the

motion. Motion carried 8 to 0. President Willson declared the motion adopted.

4. Adoption of Agenda

60-15

Alderman Collier-Wise moved approval of the agenda. Alderman Price seconded the motion. Motion carried 8 to 0. President Willson declared the motion adopted.

5. Visitors to be Heard

A. Intellectual and Developmental Disabilities Awareness Month

Alderman Meins read the proclamation that proclaimed the month of March as Intellectual and Developmental Disabilities Awareness Month in Vermillion. President Willson presented the proclamation to Renee O'Connor representing SESDAC. Renee O'Connor stated that SESDAC has been assisting individuals in the community for over 30 years and wanted to thank the City for their support as well as the Vermillion community.

Bonnie Rowland stated that she had concerns about her sidewalk special assessment. She stated that her contractor delivered the paperwork stating that he would be doing all five of her properties and apparently this paperwork was misplaced and one property had the sidewalk replaced by the City at a cost of \$997. She stated that she had larger sections of sidewalk replaced by her contractor for considerably less and wanted to know how this was calculated by the City. Bonnie also wanted to appeal the amount of the assessment. Jose Dominguez, City Engineer, stated that the special assessments were calculated from the contract bid price and that the City Council has already conducted the public hearing to approve the special assessment roll earlier this year. Jose stated that notice was sent to all property owners listed on the assessment roll with the date and time of the hearing.

6. Public Hearings

A. Special daily malt beverage and wine license for the Vermillion Area Arts Council on or about March 17, 2015 at 202 Washington Street.

Mike Carlson, Finance Officer, reported that an application was received for a special daily malt beverage and wine license from the Vermillion Area Arts Council for their St Patrick's Day event on March 17, 2015 at 202 Washington Street. Mike stated that the letter

from Judy Zwolak, notice of hearing and Police Chief's report are included in the packet.

61-15

Alderman Collier-Wise moved approval of the special daily malt beverage and wine license for the Vermillion Area Arts Council on or about March 17, 2015 at 202 Washington Street. Alderman Ward seconded the motion. Motion carried 8 to 0. President Willson declared the motion adopted.

B. Airport farmland lease

Mike Carlson, Finance Officer, reported that the airport property includes farmland that has been leased to Nels and Grant Sorensen since 1999. Mike noted that the existing lease has expired and in order to enter into a new lease State statute requires a public hearing. The notice of hearing was published and the Sorensens have agreed to increase the annual lease amount from \$1,000 per year to \$1,100 per year for the three year term of the lease. Mike noted that the airport land is marginal and the FAA has restrictions on how close to the runways crops can be grown and no corn can be planted. Mike noted that the lease also requires the mowing and weed control on the balance of the property. Mike stated that even though the wastewater sludge has not been applied to this property for years the lease provides for the option if needed. Mike recommended approval of the three year lease with Nels and Grant Sorensen for the airport property for three years at \$1,100 per year.

62-15

Alderman Ward moved approval of the airport farm land lease with Nels and Grant Sorensen as presented for a three year term at \$1,100 per year. Alderman Collier-Wise seconded the motion. Motion carried 8 to 0. President Willson declared the motion adopted.

C. Special permit to exceed allowable sound levels for Pi Kappa Alpha in the northwest corner of Prentis Park on April 16, 2015 from 5:00 p.m. to 7:00 p.m. for a fundraising event

Mike Carlson, Finance Officer, reported that a special permit to exceed permissible sound levels by no more than 50% was received from Pi Kappa Alpha for a fundraising event in Prentis Park on or about April 16, 2015 from 5:00 p.m. to 7:00 p.m. The notice of hearing, application with diagram of the event and the permit application completed by Jordan Cushman are included in the packet. Mike noted that the Pikes in the Park event has been held for a number of years without any issues.

63-15

Alderman Collier-Wise moved approval of the special permit to exceed permissible sound levels for Pi Kappa Alpha in the northwest corner of Prentis Park on or about April 16, 2015 from 5:00 p.m. to 7:00 p.m. for a fundraising event. Alderman Price seconded the motion. Motion carried 8 to 0. President Willson declared the motion adopted.

D. Special Assessment Roll for construction of concrete surfacing on Kennedy Street from West Cherry Street to Cornell Street

Jose Dominguez, City Engineer, reported that on September 27, 2013 the City Council approved a Resolution Adopting the Resolution of Necessity for Construction of Concrete Surfacing on Kennedy Street from West Cherry Street to Cornell Street. Jose stated that the work was completed on the improvements during 2014 and the final payment has been authorized. The special assessments were calculated and filed with the Finance Officer on January 28, 2015. Jose stated that at the February 2, 2015 meeting the City Council approved a resolution setting March 2nd as the hearing date. Notice of this hearing was placed in the newspaper and mailed to the affected property owners. Jose reported that State statute requires a public hearing to be held to consider the assessment roll. Jose stated that the City Council may approve, equalize, amend or reject the assessment roll. Jose reported that no comments or questions have been received regarding the assessment and recommended approval of the resolution. Jose answered questions on the assessment roll. Tagney Walters asked when she would be notified of how to make payments on the assessment and the number of years. Jose Dominguez, stated that letters will be mailed tomorrow and that property owners have 30 days to pay all or a portion of the assessment without interest and after that time the assessment will have interest calculated at 10% with payments over 10 years. Discussion followed on the interest rate and term of the assessments.

64-15

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

RESOLUTION APPROVING THE SPECIAL ASSESSMENT ROLLS AND NOTICE OF SPECIAL ASSESSMENTS FOR CONSTRUCTION OF CONCRETE SURFACING ON KENNEDY STREET FROM WEST CHERRY STREET TO CORNELL STREET IN THE CITY OF VERMILLION, SD

WHEREAS, the Governing Body of the City of Vermillion, Clay County, South Dakota has established special assessment rolls for defraying the cost of construction of a concrete street and other improvements

against the several tracts of real property fronting and abutting upon:

<u>PARCEL NUMBER</u>	<u>PROPERTY ADDRESS</u>	<u>LEGAL DESCRIPTION</u>	<u>AMOUNT</u>
15505-00100-010-00	609 Kennedy St	LOTS 1, 2 & 3 BLK 1 O'CONNOR ADDN	\$5,562.14
15505-00100-040-00	604 Kennedy St	LOT 4, BLK 1 O'CONNOR ADDN	\$2,290.65
15505-00100-050-00	612 Kennedy St	LOT 5 EXC W10' BLK 1 O'CONNOR ADDN	\$2,822.80
15093-00100-000-00	NO ADDRESS	BLK 1 EXC LOTS 8, 10 & 14 BLISS POINTE ADDN	\$23,260.48
15093-00300-000-00	NO ADDRESS	BLK 3 BLISS POINTE ADDN	\$23,250.56

in the City of Vermillion, Clay County, South Dakota. The assessment rolls were filed in the office of the City Finance Officer of the City of Vermillion, South Dakota on the 28th day of January 2015.

WHEREAS, said Governing Body, by resolution, fixed this time and place for hearing, upon the assessment rolls, and directed the City Finance Officer, of the City of Vermillion, Clay County, South Dakota, to publish a Resolution and Notice for such hearing in the official newspaper of Vermillion, South Dakota, one week prior to the date set for said hearing. Said Resolution and Notice described, in general terms, the improvement for which the special assessment is levied, the date of filing of the assessment rolls, and the time and place for the hearing that the assessment rolls would be open for public inspection at the office of the City Finance Officer of Vermillion, South Dakota, and referred to the assessment rolls for further particulars. The Finance Officer was further directed to mail a copy of the Resolution and Notice, by first-class mail, postage thereon fully prepaid, addressed to the property owners of any property to be assessed for such improvement at their address, as shown by the records of the Director of Equalization, at least one week prior to the date set for the hearing.

WHEREAS, it now appears that the Finance Officer has caused notice of the hearing to be given in the manner provided by the aforementioned Resolution and Notice, and by law.

WHEREAS, all persons interested have been given an opportunity to appear and show cause why the Governing Body should not approve the assessment rolls, and the assessments against the respective

premises of the owners, and the Governing Body has determined that the assessment rolls are, in all respects, true and correct and according to law.

NOW, THEREFORE, IT IS RESOLVED, by the Governing Body of the City of Vermillion, Clay County, South Dakota that the special assessment rolls are hereby approved without amendment or change.

BE IT FURTHER RESOLVED, that the approved assessment rolls be filed in the office of the City Finance Officer the day after approval of the assessment rolls. The City Finance Officer shall publish once in the official newspaper of Vermillion, South Dakota, and a copy of this Resolution and Notice, along with the approved assessment rolls.

BE IT FURTHER RESOLVED, that the City Finance Officer shall immediately mail to the owner, or owners, of each lot, parcel or piece of ground, as shown by the assessment rolls, a copy of this Resolution and Notice, along with the approved assessment roll for that location.

NOTICE IS HEREBY GIVEN, that the assessments mentioned in the assessment rolls will be payable according to the provisions of Plan One, as set forth in Sections 9-43, inclusive of the Codified Laws of the State of South Dakota, unless superseded by a deferred assessments agreement.

NOTICE IS FURTHER GIVEN, that any assessment under Plan One, or any installment thereof, may be paid without interest to the City Finance Officer whose office is located in City Hall at 25 Center Street in the City of Vermillion, South Dakota, at any time, within thirty days after the filing of the approved assessment rolls in the office of said City Finance Officer. Thereafter, and prior to the due date of the first installment, the entire assessment remaining, or any number of installments thereof, plus interest thereon, from the filing date to the date of payment, may be paid to the said City Finance Officer. After the due date of the first installment, provided that the installments, which are due together with interest included thereon, have been paid, any or all of the remaining installments not yet due may be paid without additional interest to the said City Finance Officer. All installments paid prior to their respective due dates shall be paid in inverse order of their due dates. No installment, under Plan One, shall be paid to the said City Finance Officer on or after its due date, and on and after said date such installment shall be paid only to the County Treasurer with interest.

NOTICE IS FURTHER GIVEN, that the approved assessment rolls, will be filed with the City Finance Officer on March 3, 2015. The assessment is payable in ten (10) installments at ten percent (10%), per annum, interest on unpaid installments as stipulated in the assessment roll for each location. The first installment due date is January 1, 2016. Subsequent installments are due January 1st of each succeeding year until the entire assessment is paid.

The assessment rolls herein referred to are attached.

Dated at Vermillion, South Dakota, this 2nd day of March, 2015.

THE GOVERNING BODY OF THE CITY
OF VERMILLION, SOUTH DAKOTA

By _____
J. Howard Willson, Council President

ATTEST:

Michael D. Carlson, Finance Officer

The motion was seconded by Alderman Holland. Discussion followed and the question of the adoption of the Resolution was presented for a vote of the Governing Body. 8 members voted in favor of and 0 members voted in opposition to the Resolution. President Willson declared that the Resolution was adopted.

7. Old Business - None

8. New Business

A. Request to assign airport hangar lease from Kramer to Morgan County Properties, Inc.

Mike Carlson, Finance Officer, reported that Peter Kramer entered into a hangar lease agreement with the City on July 19, 2004 for a twenty (20) year period that ends July 31, 2024 with an option to renew for an additional twenty (20) years. An "Assignment of Owner's Interest in Lease" was received that provides for the assignment of the hangar lease from Mr. Kramer to Morgan County Properties, Inc. Ron Anderson is the president of Morgan County Properties, Inc. Mike stated that the assignment and hanger lease are included in the packet. Mike noted that the lease requires written permission of the City in order to transfer ownership. Mike stated that the new owner is bound by the original terms of the lease including lease rates. Mike recommended approval of the assignment of the airport hanger lease.

65-15

Alderman Collier-Wise moved approval of the assignment of the airport hanger lease from Peter Kramer to Morgan County Properties, Inc. as presented. Alderman Holland seconded the motion. Motion carried 8 to 0. President Willson declared the motion adopted.

B. Request to assign farm land lease from Jeff Solomon to Robert L. (Bob) Solomon

Mike Carlson, Finance Officer, reported that Jeff Solomon entered into the farm land lease with the City on November 6, 2012 for a three (3) year period that ends February 28, 2016. Mike stated that the lease is for approximately 230 acres of farm land east of Vermillion that was left to the City by Kenneth Mockler. Mike reported that an "Assignment of Owner's Interest in Lease" was received that provides for the assignment of the farm land lease from Jeff Solomon to Robert L. (Bob) Solomon. Mike noted that a copy of the assignment and farm land lease are included in the packet. Jeff and Bob are brothers and have farmed the land together for the last two years. Mike noted that the lease requires written permission of the City in order to transfer ownership. Mike stated that the new owner is bound by the original terms of the lease including lease rates for this the last year. Mike recommended approval of the assignment of the farm land lease.

66-15

Alderman Holland moved approval of the assignment of the farm land lease from Jeff Solomon to Robert L. (Bob) Solomon as presented. Alderman Collier-Wise seconded the motion. Motion carried 8 to 0. President Willson declared the motion adopted.

C. Hangar lease agreement with David Howard d/b/a Howard Aviation, L.L.C.

Jose Dominguez, City Engineer, reported that on November 2007 Mr. Howard assumed the lease agreement entered into between the City and Hanson Aerial Spraying, Inc. Jose stated that the original agreement was signed in February 1990 and was for 25-years with no option for renew which expired on February 16, 2015. Jose stated that an agreement was received from Mr. Howard by the City the week of February 23rd. Jose stated that the lease area was modified to the amount of land occupied by the hanger, fuel pumps and space between the hanger and taxiway. The annual lease amount will be \$420 per year. Jose noted that the lease is for 10 years commencing on February 16, 2025 with a 10 year option to renew and the lease amount can be adjusted after the 5 years. Jose recommended approval of the lease agreement with David Howard.

67-15

Alderman Collier-Wise moved approval of the hanger lease agreement with David Howard dba Howard Aviation, LLC as presented. Alderman Price seconded the motion. Motion carried 8 to 0. President Willson declared the motion adopted.

D. Resolution to allocate 85% of BID Board revenues to the Vermillion Chamber of Commerce and Development Company

Nate Welch, Executive Director of the VCDC, reported on the Visitor and Tourism Committee presentation made to the Business Improvement District (BID) Board. Nate reviewed the history of the VCDC investment in Visitor and Tourism along with what an increase in the investment could do for the community. Nate reviewed how other cities invest their BID receipts. Nate reviewed the five objectives contained in the Visitor and Tourism Strategic Plan. Nate reviewed the proposed budget which at 85% of the BID receipts is about \$60,000 and where the Visitor and Tourism Committee would propose to spend the funds. Nate noted that the request to the BID Board was for a two year funding period. Nate stated that the second part of the request is for a market study proposal called a Brand Assessment that is estimated to cost between \$33,000 and \$40,000. Nate stated that the proposal made to the BID Board was to use \$20,000 of the 2014 reserve and \$5,000 of the 2015 receipts and the balance of the study costs would be funded by the VCDC. Nate reported that the BID Board action at their last meeting was to make this recommendation for use of the BID funds to the City Council for considerations. Nate noted that Dan Kenton BID Board Chairman was present if there were any questions that he could not answer. Nate answered questions of the City Council on the proposal.

John Prescott, City Manager, reported that a resolution was prepared that would adopt the BID Board recommendation of funding the VCDC Visitor and Tourism proposal at 85% of the bid receipts limited to \$60,000 and the marketing study with \$20,000 from 2014 reserve and \$5,000 from 2015 receipts. John noted that the resolution calls for amending the City budget when the next supplemental budget is adopted. Discussions followed noting that there should not be the limit of \$60,000 and use the 85% of receipts.

68-15

Alderman Collier-Wise moved approval of the Resolution to allocate 85% of BID Board revenues to the Vermillion Chamber of Commerce and Development Company with the amendment to remove the funding limit of \$60,000 to be 85% of the receipts. Alderman Holland seconded the motion. Motion carried 8 to 0. President Willson declared the motion adopted.

E. Presentation of the 2014 Annual Financial Report

Mike Carlson, Finance Officer, reviewed the 2014 unaudited Financial Report for the City and answered questions of the City Council on the report. Mike noted that the City Council will need to acknowledge receipt of the report and a copy will be sent to the Department of Legislative Audit. The report will be audited by Williams & Company later this year. Discussion followed.

69-15

Alderman Ward moved to acknowledge receipt of the 2014 Annual Financial Report. Alderman Collier-Wise seconded the motion. Motion carried 8 to 0. President Willson declared the motion adopted.

9. Bid Openings

A. Fuel Quotes

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

Item 1 - 4,350 gal unleaded 10% ethanol: Stern Oil \$2.2246, Brunick's Service \$2.32; Item 2 - 3,000 gal No. 1 & 2 Diesel fuel dyed: Stern Oil \$2.3245, Brunick's Service \$2.43; Item 3 - 1,000 gal No. 1 & 2 diesel fuel-clear: Stern Oil \$2.5445, Brunick's Service \$2.69

70-15

Alderman Holland moved approval of the low quote of Stern Oil on all three items. Alderman Ward seconded the motion. Discussion followed. Motion carried 8 to 0. President Willson declared the motion adopted.

10. City Manager's Report

A. John asked City Council members who wanted to attend the South Dakota Municipal League District meeting on April 1st to let City staff know so reservations can be made.

B. John reported on the receipt of two raffle notifications:

American Indian Science & Engineering Society submitted a raffle notification. They will be selling \$1 tickets on March 28 & 29, 2015. Half of the proceeds will go to the winning ticket holder. The other half will go to AISES to help with expenses to help students attend conferences.

Marty Indian School is submitted a raffle notification to sell \$25 raffle tickets during the USD Wacipi/Pow Wow on March 28th and 29th. There are two raffle prizes: a fully quilled women's breastplate valued at \$3,000 and purse valued at \$1,500. Proceeds from the raffle would be used for activities as the Marty Indian School.

C. John reported that the Daycare registration ordinance is in the process of having the language modified to be considered at the March 16th meeting.

D. John reported that the Policy and Procedures Committee met last week on the request to modify the City ordinance so that chickens are allowed in the city limits. John stated that the committee has no recommendation to bring forward at this time but did request a poll be placed on the City's website and to gather public input before another meeting. John stated that email comments can be sent to info@cityofvermillion.com. The committee also requested City staff review other cities ordinances for discussion at their next meeting that has not been set at this time.

PAYROLL ADDITIONS AND CHANGES

Fire: Matt Taggart \$14.00/hr; Street: Brian Steffen \$16.13/hr

11. Invoices Payable

71-15

Alderman Collier-Wise moved approval of the following invoices:

A-Ox Welding Supply Co	bulk co2	601.74
Andy Colvin	meals reimbursement	18.00
Aramark Uniform Services	uniform cleaning	239.32
Argus Leader Media #1085	subscription	57.69
Automatic Building Control	annual inspection	181.00
Baker & Taylor Books	books	582.00
Banner Associates, Inc	professional services	3,551.50
Best Western Plus Ramkota	lodging	1,066.89
Blackstone Audio Inc	books	150.00
Bobs Candy Service, Inc	supplies	130.40
Bomgaars	supplies	483.26
Book Systems, Inc	library software/training	14,377.50
Border States Elec Supply	supplies	1,480.00
Bound Tree Medical, Llc	supplies	990.52
Broadcaster Press	advertising	207.86
Brookings Public Library	book replacement	46.00

Brunicks Service Inc	fuel	1,582.60
Butler Machinery Co.	parts	4,827.53
Callaway Golf	merchandise	1,779.45
Campbell Supply	supplies	1,250.17
Cask & Cork	merchandise	1,631.20
Center Point Large Print	books	148.22
Century Business Leasing, Inc	copier contract	138.25
Century Business Products	copies	51.14
Centurylink	telephone	743.16
Chemco, Inc	supplies	324.07
Chet Moser	boots reimbursement	100.00
Children's Home Society	training	350.00
City Of Vermillion	postage/copies	1,251.86
City Of Vermillion	utility bills	38,610.08
Class C Solutions Group	supplies	139.74
Climate Systems, Inc	repairs	585.00
Colonial Life Acc Ins.	insurance	3,215.16
Concrete Materials	supplies	993.60
Continental Research Corp	tools	478.87
Coyote Chemical Company	supplies	132.00
Coyote Sports Properties	sponsorship	1,020.00
Crystal Brady	gym membership reimbursement	175.00
D-P Tools	supplies	123.83
Dakota Beverage	merchandise	10,077.46
Dakota PC Warehouse	computer/monitor/keyboard	1,500.85
Danko Emergency Equipment	supplies	445.30
David Stammer	gym membership reimbursement	165.01
Delta Dental Plan	insurance	6,447.98
Demco	supplies	1,251.31
Dennis Martens	maintenance	833.34
Dept Of Revenue	testing	260.00
Derek Ronning	mileage reimbursement	107.60
DGR Engineering	professional services	1,071.00
Dimmick Painting	professional services	5,780.00
Division Of Motor Vehicle	title/registration/plates	18.00
Drivers License Guide Co	ID checking guide	62.85
Dueco, Inc	repairs	740.00
Dust Tex	mats	80.00
Echo Electric Supply	supplies	1,133.41
Electronic Engineering	batteries	455.00
Equipment Blades Inc	parts	1,752.04
Eric Birkeland	safety boots reimbursement	100.00
Farmer Brothers Co.	supplies	119.66

Fastenal Company	supplies	77.47
Fedex.	shipping	136.07
Foreman Media	council mtg	100.00
Gale	books	516.16
Galls Incorporated	uniforms	205.72
Graham Tire Co.	tires	404.50
Grainger	parts	131.70
Graymont Capital Inc	chemicals	3,820.39
Great Northern Environment	repairs	7,890.71
Gregg Peters	freight	1,598.40
Gregg Peters	rent	937.50
Hach Co	subscription	948.00
Harold K Scholz Co	substation improvements	223,837.55
Hauff Mid-America Sports	armory basketball hoops	8,537.90
Hawkins Inc	chemicals	723.23
Helget Safety Supply, Inc	uniforms	295.05
Helms & Associates	professional services	949.72
Herc-U-Lift	repairs	1,573.68
Herren-Schempp Building	supplies	33.40
Hillyard Floor Care Supply	supplies	312.70
Hy Vee Food Store	supplies	257.67
Independence Waste	waste hauling	765.00
Ingram	books	3,824.03
Istate Truck Center	repairs	194.80
Jacks Uniform & Eqpt	uniforms	938.15
Jacy Nelsen	meals reimbursement	35.00
Jerry's Chevrolet Buick GM	parts	289.19
John A Conkling Dist.	merchandise	7,021.00
Johnson Brothers Famous Brands	merchandise	26,776.91
Johnson Controls	repairs/service agreement	3,245.90
Johnson Electric	repairs	91.84
Johnstone Supply	supplies	1,787.42
Jon Cole	meals reimbursement	56.00
Jones Food Center	supplies	1,124.05
Jones Food Center	supplies	213.89
Jose Dominguez	meals reimbursement	18.00
Kalins Indoor Comfort	repairs	413.25
Karsten Mfg Corp	merchandise	581.94
Knoepfler Chevrolet	repairs	465.77
Lawson Products Inc	supplies	100.68
Layne Stewart	meals/mileage reimbursement	124.40
Laynes World	brass plates	7.50
Lessman Elec. Supply Co	supplies	1,245.00

Lincoln Republic Insurance	insurance	489.78
Locators And Supplies, Inc	supplies	723.62
Longs Propane Inc	propane	30.00
Ludens Inc	trailer	4,905.00
M.W Bevins Co	repairs	83.75
Malloy Electric	supplies	359.81
Mart Auto Body	towing	695.00
Matheson Tri-Gas, Inc	oxygen	532.85
McCulloch Law Office	professional services	1,017.00
Mead Lumber	supplies	26.89
Menards	supplies	453.21
Micwebs	website hosting	130.00
Mid-States Org. Crime	membership	150.00
Midwest Alarm Co	alarm monitoring	119.08
Midwest Building Maintenance	mat svc	332.60
Midwest Homes	refund fees	208.75
Midwest Turf & Irrigation	parts	1,677.30
Mike Wensel	safety boots reimbursement	100.00
Miller & Sons Golf Cars, LLC	parts	371.43
Missouri Valley Maintenance	repairs	1,247.40
NCL Of Wisconsin, Inc	supplies	602.52
Netsys+	professional services	416.25
New York Life	insurance	84.02
Newman Traffic Signs	supplies	468.75
Northern Safety Co. Inc	supplies	450.30
Okoboji Wines-SD	merchandise	2,557.20
Pauls Plumbing	repairs	92.34
PCC, Inc	commission	2,138.44
Phil Wiebelhaus	safety boots reimbursement	100.00
Plain Talk Publishers	subscription	52.00
Prairie Berry Winery	merchandise	834.00
Precision Lawn Care	snow removal	245.00
Pressing Matters	supplies	33.00
Presto-X-Company	inspection/treatment	49.86
Print Source	advertising	175.00
Prosource Specialties	library materials	159.50
Pump N Pak	fuel	25.00
Quality Books Inc.	books	3,053.02
Quill	supplies	1,878.34
Racom Corporation	communications equipment	36,718.67
Random House, Inc	books	26.25
Recorded Books, Inc	books	1,028.10
Republic National Dist.	merchandise	15,046.10

Resco	supplies	225.65
Rob Pickens	safety boots reimbursement	100.00
Sanford Health Plan	participation fees	57.00
Schade's Vineyard	merchandise	390.00
Scotchman	repairs	557.65
SD Airports Conference	registration	85.00
SD Arborists Association	registration	238.00
SD Assoc. Of Rural Wtr System	registration	700.00
SD Fire Instructor's Society	dues	180.00
SD One Call	reimbursement	150.00
SD Redbook Fund	training books	861.39
SD Retirement System	contribution	52,224.42
SD Secretary Of State	notary filing fee	30.00
SD Sheriffs' Association	registration	85.00
Security Shredding Service	shredding containers	35.00
Servall Towel & Linen	shop towels	16.80
Shortys Hvac Supplies LLC	repairs	857.70
Sioux Falls Two Way Radio	battery	65.99
Siouxland Humane Society	fees	37.00
Sooland Bobcat	repairs	2,321.73
Special T's And More	uniform t-shirts	130.60
Stern Oil Co.	aviation fuel/oil	10,824.11
Stewart Oil-Tire Co	repairs	139.95
Stuart C. Irby Co.	transformer	19,527.00
Sturdevants Auto Parts	parts	1,807.60
Sue French	street/storm sewer const	13,171.07
Superior Jetting, Inc	repairs	1,725.96
Thatcher Company	soda ash	13,574.88
The Betty Mills Company, Inc	soap dispenser	64.41
The Equalizer	advertising	1,213.30
The Walking Billboard	uniform shirts	214.73
Tim Taggart	safety boots reimbursement	100.00
Titan Machine-Productivity	parts	139.20
Titleist Drawer CS	merchandise	185.40
Tom Sorensen	meals reimbursement	43.00
Torco-Remfg	parts	181.00
Total Flooring	carpet	738.12
Traf-O-Teria System, Inc	cash bond envelopes	436.53
Tri County Propane Inc	propane	3,142.77
Truck-Trailer Sales	repairs	234.00
True Fabrications	merchandise	225.00
True Value	supplies	295.53
Ultramax	supplies	1,564.00

United Parcel Service	shipping	23.15
United Way	contributions	549.50
USA Bluebook	supplies	333.87
USD Marketing & U Relations	merchandise	240.98
Valiant Vineyards	merchandise	286.50
Verizon Wireless	wireless communication	1,971.40
Vermillion Ace Hardware	supplies	1,660.32
Vermillion Chamber Of Commerce	membership	200.00
Vermillion Ford	parts	20.81
VGSA	registration	745.11
Vermillion Youth Baseball Assoc	registration	568.63
Visa/First Bank & Trust	fuel/lodging/supplies	5,377.05
Wal-Mart Community	supplies	852.70
Walker Construction	haul snow	1,097.60
Wesco Distribution, Inc	supplies	520.00
WH Over Museum	contribution	15,000.00
WOW! Business	911 circuit	1,365.50
Yankton Janitorial Supply	supplies	347.80
Yankton Medical Clinic	pre-employment exam	40.00
Zee Medical Service	supplies	115.05
Zep Sales & Service	supplies	604.85

Alderman Price seconded the motion. Motion carried 8 to 0. President Willson declared the motion adopted.

12. Consensus Agenda

A. Set a public hearing date of March 16, 2015 for a special daily malt beverage and wine license for the Vermillion Chamber of Commerce and Development Company on or about March 17, 2015 at 1012 Princeton Street

72-15

Alderman Collier-Wise moved approval of the consensus agenda. Alderman Price seconded the motion. Motion carried 8 to 0. President Willson declared the motion adopted.

13. Adjourn

73-15

Alderman Ward moved to adjourn the Council Meeting at 8:00 p.m. Alderman Collier-Wise seconded the motion. Motion carried 8 to 0. President Willson declared the motion adopted.

Dated at Vermillion, South Dakota this 2nd day of March, 2015.

THE GOVERNING BODY OF THE CITY
OF VERMILLION, SOUTH DAKOTA

BY _____
J. Howard Willson, Council President

ATTEST:

BY _____
Michael D. Carlson, Finance Officer

Published once at the approximate cost of _____.

Council Agenda Memo

From: Mike Carlson, Finance Officer

Meeting: March 16, 2015

Subject: Special Daily Malt Beverage License for the Vermillion Area Chamber and Development Company on or about March 17, 2015 at 1012 Princeton Street

Presenter: Mike Carlson

Background: The Vermillion Chamber and Development Company has submitted an application for a special daily malt beverage and wine license for their annual banquet on March 17, 2015 at the Vermillion Technology Center at 1012 Princeton Street.

Our city ordinance on special daily licenses reads as follows:

112.18 SPECIAL LICENSES FOR SALES OF MALT BEVERAGES AND/OR WINE.

The City Council may recommend to the State Department of Revenue that a special malt beverage and/or wine license may be granted to a civic, charitable, educational or fraternal organization in conjunction with a special event. The granting of the special license shall be subject to such conditions and restrictions, as the City Council may deem appropriate and consistent with state law. The fee for such license shall be set by resolution of the City Council.

State Statute for the special daily licenses is as follows:

35-4-124. Special alcoholic beverage licenses issued in conjunction with special events. Any municipality or county may issue:

- (1) A special malt beverage retailers license in conjunction with a special event within the municipality or county to any civic, charitable, educational, fraternal, or veterans organization or any licensee licensed pursuant to subdivision 35-4-2(4), (6), or (16) in addition to any other licenses held by the special events license applicant;
- (2) A special on-sale wine retailers license in conjunction with a special event within the municipality or county to any civic, charitable, educational, fraternal, or veterans organization or any licensee licensed pursuant to subdivision 35-4-2(4), (6), or (12) or chapter 35-12 in addition to any other licenses held by the special events license applicant;
- (3) A special on-sale license in conjunction with a special event within the municipality or county to any civic, charitable, educational, fraternal, or veterans organization or any licensee licensed pursuant to subdivision 35-4-2(4), (6), or (16) in addition to any other licenses held by the special events license applicant; or
- (4) A special off-sale package wine dealers license in conjunction with a special event within the municipality or county to any civic, charitable, educational, fraternal, or veterans organization or any licensee licensed pursuant to subdivision 35-4-2(3), (5), (12), (17A), or (19) or chapter 35-12 in addition to any other licenses held by the special events license applicant. A special off-sale package

6. Public Hearing; item a

wine dealer's licensee may only sell wine manufactured by a farm winery that is licensed pursuant to chapter 35-12.

Any license issued pursuant to this section may be issued for a period of time established by the municipality or county. However, no period of time may exceed fifteen consecutive days. The local governing body may establish rules to regulate and restrict the operation of the special license.

Discussion: The notice of public hearing is attached, along with the Police Chief's memo. The routine Police Department records check of the parties involved with the special daily license revealed no alcohol related violations or felony convictions in reference to this application. City staff is not aware of any problems with previous special daily licenses granted to the Vermillion Area Chamber and Development Company.

Financial Consideration: The City has received the \$15 per day license fee and \$15 advertising fee from the applicant.

Conclusion/Recommendations: Administration recommends approving the issuance of the special daily malt beverage license unless further information is provided at the public hearing.

NOTICE OF PUBLIC HEARING OF APPLICATIONS
FOR SALE OF ALCOHOLIC BEVERAGES

NOTICE IS HEREBY GIVEN THAT the Vermillion City Council on the 16th day of March, 2015 at the hour of 7:00 P.M. in the City Hall Council Chambers, 25 Center Street, will meet in regular session to consider the following application for an alcoholic beverage license to operate within the municipality for the licensing period stated below, which has been presented to the City Council and filed in the Finance Officer's Office:

Special Daily License (On-Sale) Malt Beverage and Wine License:

Vermillion Area Chamber & Development Company, Inc on or about March 17, 2015 at 1012 Princeton Street.

NOTICE IS FURTHER GIVEN THAT any person, persons, or their attorney may appear and be heard at said scheduled public hearing who are interested in the approval or rejection of any such application.

Dated at Vermillion, South Dakota this 27th day of February, 2015.

Michael D. Carlson, Finance Officer

Publish: March 6, 2015

Published once at the approximate cost of _____.

City of Vermillion
Police Department
15 Washington Street
Vermillion, SD 57069
Phone: (605)677-7070
FAX: (605)677-7166
www.vermillionpd.org



To: Vermillion City Council

Date: 03/09/15

From: Matthew Betzen 
Chief of Police

Subject: Vermillion Area Chamber and Development Company/Special Daily License Request

I have reviewed the application for "Special Daily License (On-Sale) Malt Beverage and Wine License" submitted by the VCDC. This application is a VCDC Banquet on 3/17/15. A check of the Vermillion Police Records does not reveal any felonies with regards to the applicants. A check of the Vermillion Police records does not show any problems in past years.

Council Agenda Memo

From: Mike Carlson, Finance Officer

Meeting: March 16, 2015

Subject: Fireworks public display permit for Dakotathon on April 18, 2015

Presenter: Mike Carlson

Background: Marcus Mahlen with Dakotathon (formerly Dance Marathon) is requesting City Council approval for a fireworks display to be held on Saturday, April 18, 2015. The display is planned to begin at about 9:15 p.m. and would be discharged from the field south of Polaris and west of Carr Street. Tom Taylor and James Taylor will be conducting the show. James Taylor has indicated that he is providing the insurance as he has done for other displays. The event has had a permit in previous years but the location of the fireworks display was the high school. A copy of the permit application, site plan and diagram is attached.

Discussion: State law requires approval from the governing board of the municipality where the public display is to be fired.

SDCL: 34-37-13. Public display of fireworks. Nothing in this chapter prohibits the use of public display of fireworks. However, any person, association, organization, municipality, county, firm, partnership, or corporation, before making such public display of fireworks shall secure a written permit from the governing board of the municipality, township, or county where the public display is to be fired, and shall have purchased fireworks for the display from a licensed wholesaler under this chapter. Any public display shall comply with the National Fire Protection Association Standard 1123, 1995 edition.

Chief Draper met with Mr. Taylor to review the site. The City Manager will contact local veteran groups to make them aware of the display time and date.

Financial Consideration: None.

Conclusion/Recommendations: Administration recommends that the City Council authorize the Mayor to sign the Fireworks Public Display permit for Dakotathon to be held on April 18, 2015 in the field south of Polaris and west of Carr Street.

**FIREWORKS PUBLIC DISPLAY PERMIT
A PERMIT TO OPERATE A DISPLAY OF FIREWORKS**

Name of Applicant Dakotathon Phone 605-670-1253

Address 25 Prentis Ave City Vermillion State SD Zip 57069

PERSONS ACTUALLY IN CHARGE OF FIRING THE DISPLAY:

Name James Taylor Address 25 Prentis Ave City Vermillion State SD Zip 57069

Name Thomas Taylor Address 703 Valley View Dr. City Vermillion State SD Zip 57069

Date of Display 4/18/15 Time of Day 9:15

Exact Location of Display In the field to the south of Polaris and the north of Cherry St.

TYPES OF FIREWORKS: U.S. Consumer Product Safety Commission CFR Title 16-1507-1998
American Pyrotechnics Association STD 87-1-1993

- Display Fireworks
- Consumer Fireworks

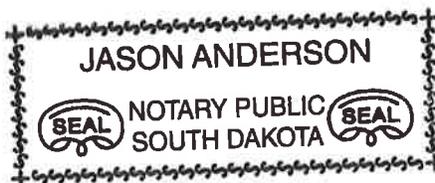
I, James Taylor, declare and affirm under the penalty of perjury that this Fireworks Display Permit has been examined by me and to the best of my knowledge and belief is true and correct.

Date this 12 day of March, 20 15
[Signature]
Signature of Applicant

Subscribed and sworn to (or affirmed)

Before me this 12th day of March, 20 15.

[Signature]
Notary Public



My Commission Expires August 11, 20 17.

Permit Authorized By: _____

Title _____

Location of Issuing Authority _____

Date _____

Issued subject to all applicable laws and regulations, SDCL 34-36, SDCL 34-37 and National Fire Protection Association Pamphlet #1123 (1995 Edition). This permit may not be reassigned or transferred.

COPIES: WHITE-Permit Holder; YELLOW-Fireworks Wholesaler; PINK-Issuing Authority



Fireworks Display Site Plan

Vermillion Fire Department

25 Center ST Vermillion, SD 57069

(605) 677-9637

Site Plan

Please provide information about your event on page 1, sketch the site on page 2 and fax back to us. Page 4 includes an example of a completed site sketch and firing distance specifications from the NFPA. Page 3 is a checklist you may refer to when planning your event.

ABOUT YOU

Name (first, last) James Taylor _____

Street address 25 Prentis Ave _____ City Vermillion _____ State SD _____ Zip 57069

Primary phone 605-670-1253 Mobile 605-670-1253 _____ Email address fireworksunlimited@vyn.midco.net

EVENT INFO

Display date 4/18/15 _____ Rain date 4/19/15 _____ Display time (am/pm) 9:15 PM _____ Length of display 10-15 mins _____

Exact location of display (for example, park, ball field, office complex, etc) In the field south of Polaris and North of Cherry St.

Fire official  _____ Phone 675-9637

Place to meet on date of display 4/18/15 _____ Meeting time 9 pm

INSURANCE

Name of insurance certificate holder 1 Fireworks Unlimited, Inc _____

Additional insured (list all additional) 2 University of South Dakota _____

3 City of Vermillion _____

4 Vermillion School District _____

CONTACT INFO FOR DAY OF SHOW

Primary contact James Taylor _____ Home phone 605-670-1253 _____ Work phone _____

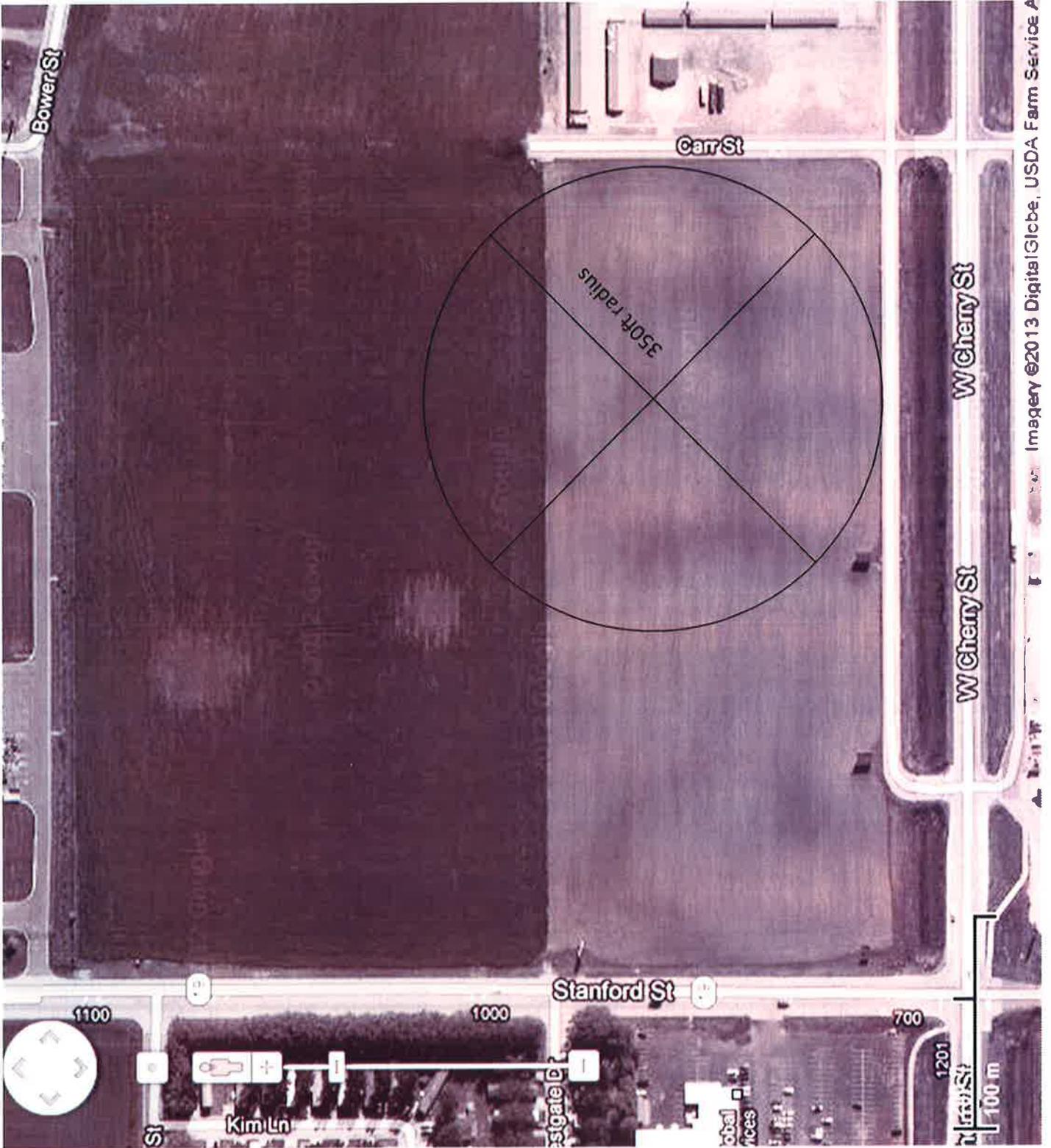
Mobile 605-670-1253 _____ Email fireworksunlimited@vyn.midco.net _____

Pager _____

Secondary contact Dennis Andersen _____ Home phone 605-366-0308 _____ Work phone _____

Mobile _____ Email _____

Pager _____



Council Agenda Memo

From: Mike Carlson, Finance Officer

Meeting: March 16, 2015

Subject: Fireworks public display permit for July 4, 2015 for the Vermillion Chamber of Commerce

Presenter: Mike Carlson

Background: The Vermillion Chamber and Development Company (VCDC) is requesting City Council approval for a fireworks display to be held on July 4, 2015. The display is planned to begin at about 10:00 p.m. and would be discharged from the field south of Polaris and west of Carr Street. Tom Taylor and James Taylor will be conducting the show. Tom Taylor has indicated that he is providing the insurance as he has done for his other displays. This permit request is similar to previous years. A copy of the permit application, site plan and diagram is attached.

Discussion: State law requires approval from the governing board of the municipality where the public display is to be fired.

SDCL: 34-37-13. Public display of fireworks. Nothing in this chapter prohibits the use of public display of fireworks. However, any person, association, organization, municipality, county, firm, partnership, or corporation, before making such public display of fireworks shall secure a written permit from the governing board of the municipality, township, or county where the public display is to be fired, and shall have purchased fireworks for the display from a licensed wholesaler under this chapter. Any public display shall comply with the National Fire Protection Association Standard 1123, 1995 edition.

Chief Draper met with Mr. Taylor to review the site. The City Manager will contact local veteran groups to make them aware of the display time and date.

Financial Consideration: The City provides \$3,500 in BBB Sales Tax funding to the VCDC to assist in funding the cost of the fireworks display.

Conclusion/Recommendations: Administration recommends that the City Council authorize the Mayor to sign the Fireworks Public Display permit for the Vermillion Chamber of Commerce and Development Company to be held on July 4, 2015 in the field south of Polaris and west of Carr Street.

**FIREWORKS PUBLIC DISPLAY PERMIT
A PERMIT TO OPERATE A DISPLAY OF FIREWORKS**

Name of Applicant Vermillion Chamber of Commerce Phone 605-670-1253

Address 116 Market St. City Vermillion State SD Zip 57069

PERSONS ACTUALLY IN CHARGE OF FIRING THE DISPLAY:

Name James Taylor Address 25 Prentis Ave City Vermillion State SD Zip 57069

Name Thomas Taylor Address 703 Valley View Dr. City Vermillion State SD Zip 57069

Date of Display 7/4/15 Time of Day 10:00

Exact Location of Display In the field to the south of Polaris and the north of Cherry St.

TYPES OF FIREWORKS: U.S. Consumer Product Safety Commission CFR Title 16-1507-1998
American Pyrotechnics Association STD 87-1-1993



Display Fireworks

Consumer Fireworks

I, James Taylor, declare and affirm under the penalty of perjury that this Fireworks Display Permit has been examined by me and to the best of my knowledge and belief is true and correct.

Date this 12 day of March, 2015


Signature of Applicant

Subscribed and sworn to (or affirmed)
Before me this _____ day of _____, 20____.

Notary Public

My Commission Expires _____, 20____.

Permit Authorized By: _____

Title _____

Location of Issuing Authority _____

Date _____

Issued subject to all applicable laws and regulations, SDCL 34-36, SDCL 34-37 and National Fire Protection Association Pamphlet #1123 (1995 Edition). This permit may not be reassigned or transferred.

COPIES: WHITE-Permit Holder; YELLOW-Fireworks Wholesaler; PINK-Issuing Authority



Fireworks Display Site Plan

Vermillion Fire Department

25 Center ST Vermillion, SD 57069

(605) 677-9637

Site Plan

Please provide information about your event on page 1, sketch the site on page 2 and fax back to us. Page 4 includes an example of a completed site sketch and firing distance specifications from the NFPA. Page 3 is a checklist you may refer to when planning your event.

ABOUT YOU

Name (first, last) James Taylor _____

Street address 25 Prentis Ave _____ City Vermillion _____ State SD _____ Zip 57069

Primary phone 605-670-1253 Mobile 605-670-1253 _____ Email address fireworksunlimited@vyn.midco.net

EVENT INFO

Display date 7/4/15 Rain date 7/5/15 Display time (am/pm) 10:00PM Length of display 25-35 mins

Exact location of display (for example, park, ball field, office complex, etc) In field north of Cherry St., east of Stanford St., and South of Polaris

Fire official _____ Phone 675-9637

Place to meet on date of display _____ Meeting time 930

INSURANCE

Name of insurance certificate holder 1 Fireworks Unlimited, Inc

Additional insured (list all additional) 2 Vermillion Chamber of Commerce

3 City of Vermillion

4

CONTACT INFO FOR DAY OF SHOW

Primary contact James Taylor _____ Home phone 605-670-1253 _____ Work phone _____

Mobile 605-670-1253 _____ Email fireworksunlimited@vyn.midco.net _____

Pager _____

Secondary contact Dennis Andersen _____ Home phone 605-366-0308 _____ Work phone _____

Mobile _____ Email _____

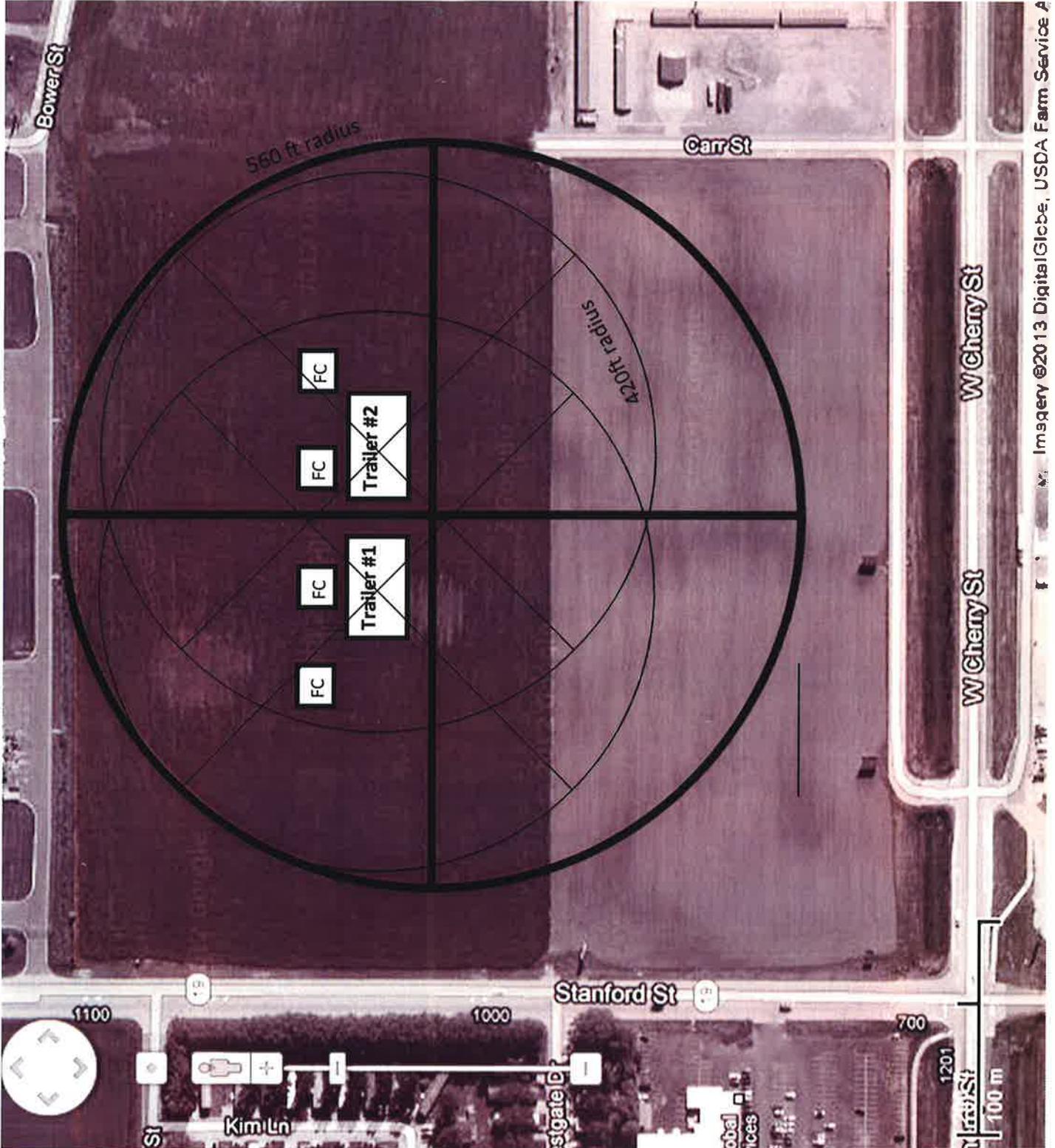
Pager _____

City of Vermillion,

July 4, 2015

10:00 PM

- Trailer # 1 & Trailer # 2 will have mortars in sizes between 2" to 6"
- In between Trailer # 1 & Trailer # 2 will be 8" mortars
- FC—Finale cakes:
- Finale cakes will range from 25shot 1.25" cakes to 16 shot 3" Fan Cakes.





Council Agenda Memo

From: John Prescott, City Manager

Meeting: March 16, 2015

Subject: First Reading of Ordinance 1326 – Daycare Registration

Presenter: John Prescott & Fire Chief Shannon Draper

Background: During the 2015 budget review sessions, the City Council posed a question about the location of daycare facilities in the community. It was noted at the time that the City did not have regulations pertaining to daycare facilities. City staff was asked to look into the matter and report back to the City Council. At the November 3, 2014 Noon meeting City staff presented a list of what some other SD communities have in their daycare regulations and a draft ordinance. City Council reviewed the information and directed staff to contact some daycare providers to gather feedback. Staff worked to compile a list of providers, sent the information previously provided to the Council, and asked for comments to be returned in December. Several comments were received. Daycare providers were invited to a meeting on January 27, 2015. Staff explained the proposal and received additional feedback. The same presentation was made at the Noon Council meeting on February 2, 2015. The City Council requested to have a Special Meeting with providers before placing the ordinance on a future agenda for consideration. The Special City Council meeting was held on February 23, 2015.

Discussion: The proposed ordinance has not changed much since the February 23 meeting. Some minor language clarifications were made. All of the providers that the City knows of were mailed a copy of the attached ordinance last week. At the time of packet preparation, no comments have been received since the February 23 meeting.

The ordinance requires a provider to register. To register a daycare provider will need to demonstrate safety items such as having a fire extinguisher, smoke detector, two ways out of basement if the space is used for a daycare, safe electrical wiring, closets that prevent a child from being locked inside, and other basic safety requirements.

In the development of the proposal, there was a lot of discussion on the requirement to have a fence. While the fence requirement is still part of the ordinance, an exception to having a fence can be obtained if the parents sign a consent form noting that there is not an enclosed playground at the registered location. The ordinance provides a daycare can

register prior to July 1, 2015 without completing an inspection. In this case the first inspection would not be until 2016. Registrations are for a two year period and expire on the June 30 of even numbered years. If the ordinance is adopted, a handout will be developed similar to the power point presentations used at the meetings to better explain the details.

Financial Consideration: If the Council wants to establish a fee for registration, a resolution has typically been adopted with the second reading of an ordinance.

Conclusion/Recommendations: Several opportunities have been provided and many comments have been offered to shape the proposed ordinance. Administration recommends approval of the first reading of Ordinance 1326.

ORDINANCE NO. 1326

AN ORDINANCE AMENDING TITLE XI, ADDING CHAPTER 121, DAY CARE, TO THE 2008 REVISED ORDINANCES OF THE CITY OF VERMILLION, SOUTH DAKOTA, CREATING A REQUIREMENT FOR DAYCARE BUSINESSES TO REGISTER WITH THE CITY OF VERMILLION AND PROVIDING FOR CERTAIN HEALTH AND SAFETY REQUIREMENTS.

WHEREAS, the governing body of the City of Vermillion has deemed these regulations and controls to be reasonable and related to the purpose of promoting the health, safety, and general welfare of the City of Vermillion.

NOW, THEREFORE, BE IT ORDAINED, by the governing body of the City of Vermillion, South Dakota, that there be enacted a requirement for all day care businesses within the corporate limits of Vermillion to be registered with the City of Vermillion and Chapter 121 shall be added to Title XI as follows:

121.01 Definitions. The following words, terms and phrases, when used in this article, shall have the meanings provided in this section, except where the context clearly indicates a different meaning:

Home day care means the providing of group care and supervision of five or more children on a regular basis for part of a day, with or without compensation, as a supplement to regular parental care, including children under the age of six living in the home and children from more than one unrelated family receiving day care. (This shall include Group Daycare and Family Daycare as defined in the Vermillion Zoning Regulations, Chapter 155.)

Home Day Care home means the private residence wherein day care is provided.

Provider means the principal caretaker of children in a family day care home.

121.02 Required. Every person engaged in the business of operating a home day care shall, before engaging in such business, register with the City of Vermillion as provided in this article. The fee for such registration shall be set by resolution.

121.03 Application. Any person desiring to register as provided in this article shall file with the City Finance Officer a written application on a form provided by the City. The application shall be signed by each adult at least 18 years of age operating the day care. The application shall contain, at a minimum, the following information:

1. A floor plan of the proposed location;
2. The expected number and age range of the children being cared for.

Registration to engage in the business of home day care operation shall be valid until the next June 30 in an even numbered year. Applications for renewal shall be submitted within 45 days of the expiration of the current registration.

121.04 Central registry for child abuse and neglect/sex offender registry. No person whose name is currently, or at any time in the past has been on the state central registry for abuse and neglect, the state sex offender registry, or any similar registry or list maintained by any other state, shall reside in the premises in which the home day care business is being conducted, nor shall such person be employed in any capacity by the home day care. Applicant shall provide an affidavit to this extent.

121.05 Age requirements. No person under 18 years of age may be registered under this article. No person between 14 years of age and 17 years of age may provide child care services in a home day care unless a registered home day care provider is actually present in the home day care facility.

121.06 CPR required. All home day care operators registered under this article must maintain a current cardiopulmonary resuscitation (CPR) certification from the American Red Cross or American Heart Association. Employees of a home day care are recommended to have such certification.

121.07 Inspections. Any day care licensed under this article shall be inspected by the Fire Chief, or designee, prior to registration approval. All home daycares shall be open to announced inspection, or unannounced inspection in case of emergency, by city officials at any time during normal business hours. The Fire Chief or designee shall re-inspect each premise prior to recommending the renewal of registration.

Exception: All home day cares registered by July 1, 2015 will not be required to complete an inspection for the initial registration.

121.08 Fencing or other barrier. Playground areas shall be enclosed by a fence, hedge, trellis, or other barrier not less than 42 inches high to protect the area from traffic, animals, or other hazards. Openings in a fence, trellis, or other manmade barrier shall not allow passage of a four-inch diameter sphere. Playground areas shall be in rear yard whenever possible.

Exception: A registered daycare provider may be exempt from the fencing or other barrier requirement of this section if a written consent form signed by a parent or guardian of each child being cared for stating they understand that there is not an enclosed playground area at the registered location.

121.09 Building code requirements applicable. Nothing in this article shall be construed to exempt any structure from any otherwise applicable portion of the relevant building code or fire code. In any case where the building code requirements are in conflict with the requirements of this article, the more stringent requirement shall apply.

121.11 State registered home day cares. Any home day care which falls within the scope of this article but which is registered as a family day care pursuant to SDCL ch. 26-6 and ARSD ch. 67:42:03 shall be required to register pursuant to this article.

121.12 All home day care facilities shall comply with the most recent version of the International Fire Code and International Building Code as modified and adopted by the City.

Dated at Vermillion, South Dakota this 6th day of April, 2015

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: March 16, 2015
Second Reading: April 6, 2015
Published: April 17, 2015
Effective: May 7, 2015

Council Agenda Memo

From: Mike Carlson, Finance Officer

Meeting: March 16, 2015

Subject: Permit for Consumption on portion of Kidder Street from 4:00 p.m. to 6:00 p.m. on March 28, 2015 for Old Lumber Company Grill and Bar, LLC hosting the Polar Plunge event

Presenter: Mike Carlson

Background: The City Council approved the closing of a portion of Kidder Street from Court Street west to the alley at the February 2, 2015 meeting. The closing is on Saturday March 28, 2015 from 12:00 noon to 8:00 p.m. for the Polar Plunge. The request was received from the Law Enforcement Torch Run and Special Olympics South Dakota.

Chad Grunewaldt of Old Lumber Company is now requesting consideration of a permit for consumption of alcohol on that portion of Kidder Street from 4:00 p.m. to 6:00 p.m. A copy of the request is attached.

State statute 35-1-5.5 provides that provides that the Governing Body of a municipality may permit the consumption, but not sale, of any alcoholic beverage on property owned by the public. The statute is as follows:

35-1-5.5. Permit for consumption of alcoholic beverage on property owned by public or nonprofit corporation. The board of county commissioners or the governing body of a municipality may permit the consumption, but not the sale, of any alcoholic beverage on property owned by the public or by a nonprofit corporation within its jurisdiction. The permit period may not exceed twenty-four hours and the hours of authorized consumption may not exceed those permitted for on-sale licensees. However, a municipality or county may permit the sale of alcoholic beverages on publicly owned property or property owned by a nonprofit corporation if it is during a special event for which a temporary license has been issued pursuant to § 35-4-124.

The Polar Plunge event has previously been held at the high school. Sale of alcohol was not a part of past Polar Plunge events.

Discussion: The City Council may permit the consumption, but not the sale, of alcoholic beverage on property owned by the public. Due to the nature of the event and the property upon which the Old Lumber Company is situated, the request is to utilize Kidder Street for consumption of alcohol. When Chad dropped off the request he indicated that

he did not want to fence the area for the event but to have employees and volunteers monitor the area so that alcoholic beverages leave the designated area.

Below are some special conditions required by the City Council for other entities that have used city property for the consumption of alcoholic beverages. Adjustments may be appropriate for the conditions, but Staff recommends the City Council consider and attach the following conditions:

- Require a Release and Indemnification to hold the City harmless from claims.
- Require the applicant identify and utilize a fenced area where alcoholic beverages may be consumed but not sold, as well as a plan to monitor the entrances and exits from this area to ensure that those under the age of 21 are allowed. The applicant will need to coordinate the fencing and security plan with the Police Department in advance of the event.
- Require a plan for the cleanup and disposal of materials after the event.
- The hours consumption will be allowed will need to be stated. The statute provided the permit period may not exceed twenty-four hours and the hours of authorized consumption may not exceed those permitted for on-sale licensees. The street closing is from 12:00 noon to 8:00 p.m. on March 28 that was to allow four hours to set up one hour for the event and three hours to tear down. A question for Chad will be the time he wants to allow consumption as the area will need to be monitored during all hours consumption is allowed.

Chad Grunewaldt has indicated he will be present to explain the event.

It should be noted that when the liquor and malt beverage licenses were renewed for the Old Lumber Company that they were restricted to the interior of the building on the location. If the permit is approved the motion should include a suspension of the restriction of the requirement for consumption only on the interior of the structure for this event.

Financial Consideration: None

Conclusion/Recommendations: Administration would recommend that if the permit is approved the motion should include a suspension of the restriction of the requirement for consumption only on the interior of the structure and is contingent upon the Old Lumber Company complying with the conditions listed above and that the hours that consumption will be allowed be included in the motion.



Old Lumber Company with conjunction with Polar Plunge of South Dakota would like to allow the consumption of alcohol during the Vermillion Polar Plunge Saturday , March 28th outside of Old Lumber Company starting at 4pm. Old Lumber Company will I.D and wristband all of the participants, volunteers, and on lookers of the event. Old Lumber Company will also provide garbage cans around the event area and will be taken down when the event is finished. We estimate the event will be over before 6pm.



Council Agenda Memo

From: John Prescott, City Manager
Meeting: March 16, 2015
Subject: Request by the VCDC to retain Riverbend lot sale proceeds
Presenter: Nate Welch, VCDC Executive Director

Background: In October 2011 the City Council approved a Memorandum of Understanding (MOU) which transferred the City owned Erickson Addition property to the Vermillion Chamber of Commerce and Development Company (VCDC) for marketing and development. The VCDC has been marketing the property as the Riverbend Business Park. The MOU transferring the property to the VCDC included language that all land sale proceeds minus reasonable sale expenses such as title searches, filing fees, etc. would be remitted to the City.

Discussion: Over the last twelve months, the VCDC has sold Lots 6 & 7, Block 7 and has a pending sale agreement on Lot 5, Block 8. The sale of Lots 6 & 7, Block 7 netted \$75,636.75 after closing costs and legal fees were paid. Lot 5, Block 8 has a listing price of \$180,000. The final sale price for Lot 5, Block 8 may be reduced per stipulations in the sale agreement. There would also be closing costs which would reduce the net proceeds from this lot sale.

Polaris is planning a 224,000 square foot expansion to their facility. The State of South Dakota is providing a sales and use tax rebate on some eligible construction costs as well as other incentives to help facilitate the development of the expansion.

In 2014, the City entered into an agreement with the VCDC and Polaris to rebate up to \$208,000 of sales and use on the \$10.4 million dollar conveyor system that was installed.

The VCDC has submitted the attached request to keep the sale proceeds from Lots 6 & 7, Block 7 and Lot 5, Block 8. The first \$100,000 of funding would be used as a local incentive for the Polaris expansion. Proof of payment of sales and use tax receipts in Vermillion would be used to trigger the payment of land sale receipts to Polaris as the local incentive for the expansion. Effectively, Polaris would have the payment of local sales and use tax payments reduced \$1 for \$1 up to a maximum award of \$100,000. The source of the funding for the incentive payment is not from sales and use tax collection but from Erickson Addition land sale receipts. Funds generated by the sale of property in

the business park, are effectively being used to generate new economic development opportunities for the community.

A letter from VCDC Executive Director Nate Welch that outlines the request is attached to this memo.

Financial Consideration: The City had not budgeted to receive funds from the land sales in the General Fund revenue for 2015. Not collecting the funding will not impact budget projections.

Conclusion/Recommendations: Administration recommends granting the request of the VCDC to retain the sale proceeds from Lots 6 & 7, Block 7 and Lot 5, Block 8 to be reinvested in economic development opportunities.



John Prescott
City Manager
City of Vermillion
25 Center St
Vermillion, SD 57069

March 10th, 2015

Dear John,

As state in the October 2011 Memorandum of Understanding between the City of Vermillion and the Vermillion Area Chamber and Development Company (VCDC), which set the terms for the transfer of Riverbend Business Park from the City to the VCDC, upon sale of lots the VCDC will remit the proceeds of the sale, less any reasonable costs, to the city.

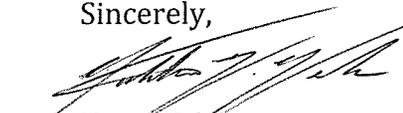
On October 9, 2014, the VCDC sold Lots 6 & 7, Block 7 in the Riverbend Business Park for the purchase price of \$80,000. Costs incurred for the sale of this lot include closing and legal fees in the amount of \$4,363.25. Supporting documentation is included. The remaining balance due the City is \$75,636.75

Also, the VCDC has a pending sale agreement for Lot 5, Block 8 which is listed for \$180,000 sale price. The final sale price may be reduced per stipulations in the sale agreement. There would also be closing costs, which would reduce the net proceeds from this lot sale.

The VCDC respectfully asks the City Council to waive the payment of the total of the net sales for these three lots and allow the funds to be reinvested into further Economic Development efforts in Vermillion. Should the City Council agree to this request, the funds would be deposited in an existing account dedicated to building and infrastructure improvement and would be specifically allocated toward a current expansion project at Polaris as well as other future Economic Development opportunities in the Vermillion Area.

We hope the City will rule upon this requests favorably, and we will be happy to provide any additional information you may need.

Sincerely,



Nate Welch
Executive Director

Council Agenda Memo

From: Jose Dominguez, City Engineer
Meeting: March 16, 2015
Subject: Certificate of Acceptance – Landfill Cell #5
Presenter: Jose Dominguez

Background: In 2011 the City Council filed a grant/loan application with the State to see if funding would be available for construction at the landfill of a leachate pond, leachate collection system and construction of Cell No. 5. The City was ultimately awarded a grant/loan package. The construction of the leachate pond and collection system was completed last year. The final payment on the construction of Cell No. 5 will be approved later on tonight's meeting.

Discussion: One of the requirements that the State imposes on the City for using the SRF loan and grant money is that the City has to accept the project once it is completed. In order for this to be accomplished the City needs to sign a Certificate of Acceptance. This document certifies that the project was done per specifications, plans and any change orders. The document also certifies that there was an inspector present during the construction of the project. By signing this document the City will fulfill its requirement and be able to receive any remaining funds from the SRF loan or grant award. Signing this document does not remove any responsibilities from the contractor that may arise due to warranties.

Financial Consideration: There is no financial consideration involved with this item. However, the construction of Cell #5 was originally going to cost \$1,292,472.00. The actual cost came at \$1,166,031.40. This project will be paid using a combination of Joint Powers Landfill Reserves funds, SRF loans and a grant.

Conclusion/Recommendations: Administration recommends signing the Certificate of Acceptance for the Landfill Cell #5 Construction.

CERTIFICATE OF ACCEPTANCE

Recipient City of Vermillion Project No. C46102207

Project Title. Cell #5 Construction

Contractor Lessard Contracting, Inc.

The Project Engineer/Architect verifies that the construction has been performed in accordance with the plans, specifications, and change orders as approved the Department of Environment and Natural Resources and the terms of the contract documents and the work performed has been observed by an authorized representative of the Project Engineer/Architect and the project is determined complete.

HDR Engineering
Project Engineer/Architect Firm

[Signature] 3/11/15
Authorized Representative Date

The owner accepts the project as complete in accordance with the terms of the contract documents.

City of Vermillion
Owner

Authorized Representative Date

Council Agenda Memo

From: Jason Anderson, Asst. City Engineer
Meeting: March 16, 2015
Subject: Wastewater Sludge Removal Contract
Presenter: Jason Anderson

Background: Since 2011, the City has contracted with Dakota Rock Farms for removing wastewater sludge from the storage lagoons at the wastewater treatment plant and applying the sludge to nearby agricultural land. Dakota Rock Farms performed the work in 2011 for the City on short notice after another contracted company failed to perform the work. The following year the City received quotes from multiple contractors and awarded the contract to Dakota Rock Farms with contract renewal options for three (3) years. The most recent contract amount of \$0.02896/gallon resulted in a cost of \$12,279.04 to the City for 2014. In 2013, substantially more sludge was hauled, resulting in a cost of \$17,626.78.

Discussion: City staff has been very pleased with the service provided by Dakota Rock Farms since 2011. The company is local, timely, cost competitive, and effective. Prior to Dakota Rock Farms, the previous two contractors eventually defaulted on their contracts with the City. In 2009 Oak Plains Farms failed to complete the work and in 2011 3M Farms failed to complete the work.

The final contract renewal option on the existing contract with Dakota Rock Farms has now expired. Because the cost of the service is less than \$25,000, the City does not need to seek competitive bids to procure a contractor (SDCL 5-18A-14).

Dakota Rock Farms has submitted two proposals to the City for consideration. Proposal 1 is a three (3) year proposal for a flat fee of \$0.0295/gallon every year. Proposal 2 is a five (5) year proposal for a flat fee of \$0.0285/gallon every year. City staff would like the Council to consider awarding the next contract to Dakota Rock Farms without a competitive bid or quote process. Staff is very comfortable with the rate provided in both the three (3) year and five (5) year proposals. It should be noted that whichever sludge removal contract we enter, and with whomever, the contract has annual renewal options;

thus, the City will always have the option to terminate the contract if the contractor is not fulfilling the terms of the contract.

Financial Consideration: The hauling and application of sludge is budgeted in the Wastewater Treatment Fund. In 2011 it cost \$13,780.48; in 2012 it cost \$12,687.17; in 2013 it cost \$17,626.78; and in 2014 it cost \$12,279.04. The five (5) year proposal rate of \$0.0285/gallon is slightly lower than the rate paid for 2014.

Conclusion/Recommendations: Administration recommends the City Council authorize the contract with Dakota Rock Farms for the removal and land application of wastewater treatment sludge. Staff would recommend entering into a five (5) year price guarantee contract with an annual option for either party to terminate the contract.

Council Agenda Memo

From: Jason Anderson, Asst. City Engineer
Meeting: March 16, 2015
Subject: Resolution Authorizing the Purchase of a Street Dept. Snow Blower
Presenter: Jason Anderson

Background: At budget sessions in August, the City Council reviewed a proposed equipment replacement schedule for 2015. As part of the approved 2015 schedule, a 1995 Fair 9541C snow blower attachment used by the Street Department was scheduled for replacement. The snow blower attaches to one of the City's front-end loaders. It is primarily used to move windrowed snow piles from the City streets to dump trucks prior to being transported. After purchase and receipt of a new snow blower, staff would like to sell the surplus snow blower by sealed bids.

Discussion: To replace the snow blower, the City may purchase from Minnesota's Cooperative Purchasing Venture (CPV). The CPV is Minnesota's "state bid". In July 2010, the State of South Dakota law changed to allow purchases from other governmental entity bids or cooperative agreements outside of the state. Because staff had a few hesitations with purchasing from the CPV, we contacted the State of South Dakota Procurement Office and spoke with their director. Staff has been informed that we are legally allowed to make purchases from this cooperative. In fact, the South Dakota Procurement Office, among other South Dakota cities and counties, is a member of the CPV and has made purchases from the CPV.

With Council authorization, the City may purchase a Teamco SnowBlast M9000HD snow blower attachment from the local dealer Titan Machinery, Inc. of Sioux Falls. After outfitting the unit with a few options, the resulting price is \$114,197. The added options include a telescoping and folding chute for multi-directional snow movement, a two-way remote to operate the machine, and a quick attach hitch that is necessary to attach the snow blower to Caterpillar front-end loaders.

City staff feels that the CPV contract pricing is competitive, and likely very similar to the pricing that we could expect from a sealed bid process. Street Department staff reviewed many different units manufactured by various companies and has determined this

SnowBlast unit to be the best fit for the department. This SnowBlast unit meets the capability requirements of our Street Department and is outfitted with the necessary attachments. Because this unit is available for purchase from a government contract, City staff is able to purchase this unit without the costs and time associated with soliciting sealed bids.

Financial Consideration: The 2015 Equipment Replacement Fund includes funding of \$115,000 for this purchase. The revenue from the sale of the surplus snow blower will be returned to the Equipment Replacement Fund.

Conclusion/Recommendations: Administration recommends approving the Resolution to purchase a new Teamco snow blower from Titan Machinery, Inc. for the Street Department at the CPV contract price of \$114,197.

**RESOLUTION
AUTHORIZING THE PURCHASE OF A
STREET DEPARTMENT SNOW BLOWER**

WHEREAS, SDCL 5-18A-37 authorizes a governmental entity to enter into agreements with purchasing agents in any other state for purchases under a joint agreement or contract at the accepted bid price and the concurrence of said bidder; and

WHEREAS, the City of Vermillion has reviewed and determined that the bid awarded by the Cooperative Purchasing Venture of the State of Minnesota for a snow blower from the Teamco, Inc. participating distributor, Titan Machinery, Inc., for the total amount of \$114,197 offers an advantageous price to the City for said item; and

WHEREAS, the City has contacted Titan Machinery, Inc. and they have agreed to allow the City to purchase a snow blower for the contract price and terms as awarded by the Cooperative Purchasing Venture.

NOW, THEREFORE, BE IT RESOLVED, by the Governing Body of the City of Vermillion, that the City Finance Officer is hereby authorized to purchase a new 2015 SnowBlast M9000HD snow blower unit from Titan Machinery, Inc. of Sioux Falls, South Dakota at the above stated price and under the same terms as the Cooperative Purchasing Venture contract.

Dated at Vermillion, South Dakota this 16th day of March, 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: Jason Anderson, Asst. City Engineer
Meeting: March 16, 2015
Subject: Reappraisal of Surplus Golf Course Utility Vehicle
Presenter: Jason Anderson

Background: At the January 20, 2014 City Council meeting, the City Council declared a 2005 Toro Workman golf course utility vehicle surplus and the Surplus Property Appraisal Committee appraised the unit at \$6,000. A bid opening was held on February 25, 2014 and no bids were received. At the March 3, 2014 City Council meeting, staff was advised to delay purchasing a new golf course utility vehicle while continuing to search for a buyer of the surplus unit. After conversation with golf course maintenance staff, it was decided to delay the purchase of a new golf course utility vehicle until 2015.

Discussion: The purchase of a new golf course utility vehicle was included in the 2015 Equipment Replacement Fund. At the February 2, 2015 meeting, the City Council approved the purchase of a new golf course utility vehicle.

With the recent delivery of the new utility vehicle, staff would like to request reappraisal of the 2005 utility vehicle by the Surplus Property Appraisal Committee and set another bid opening date for the sale of the surplus unit. City staff would like to appraise the surplus unit at \$5,400. The minimum acceptable bid is 90% of the appraised value, or \$4,860. The unit will be advertised and sold by sealed bids with a proposed bid opening date to be set on the Consensus Agenda for April 1, 2015.

Financial Consideration: The revenue from the sale of the surplus equipment will go to the Equipment Replacement Fund.

Conclusion/Recommendations: Administration recommends authorizing the reappraisal of the 2005 Toro Workman golf course utility vehicle by the Surplus Property Appraisal Committee.

Council Agenda Memo

From: Mike Carlson, Finance Officer
Meeting: March 16, 2015
Subject: Appointment to the Consolidated Board of Equalization
Presenter: Mike Carlson

Background: The County, City and School District have each adopted resolutions to consolidate the Board of Equalization within city limits. The Consolidated Board hears citizen appeals of real estate valuation within the city and is made up of the five County Commissioners, three City Council members and one School Board member. The County Auditor and Director of Equalization schedule the appointments for the consolidated board.

Prior to having a Consolidated Board, the City Council, along with one School Board member, comprised the local Board of Equalization that heard appeals. If the citizen did not agree with the finding of the local board, they would then appeal to the county board. If the Director of Equalization did not agree with the local board's decision, he could change the valuation and the citizen would need to go to the county board to make their appeal again. The Consolidated Board makes it easier for the citizen as they only need to go before one board with their appeal.

Discussion: The City Council will need to appoint three members to serve as City representatives on the consolidated board; the remaining members will be designated as alternates to fill a vacancy if a member is unable to attend. Ina Peterson, from the Assessor's Office, reported the first day of hearings as April 7, 2015 starting about 1:00 p.m. with additional days as needed. The board will most likely meet for a short time on later in April for any final items.

Financial Consideration: None

Conclusion/Recommendations: Administration recommends the City Council appoint three members to serve on the consolidated Board of Equalization with the remaining members being designated as alternates.

Council Agenda Memo

From: Jose Dominguez, City Engineer

Meeting: March 16, 2015

Subject: Resolution Adopting the City of Vermillion's Storm Water Management Program

Presenter: Jose Dominguez

Background: As part of the 1990 Clean Water Act, the City is required to comply with the requirements set in the National Pollutant Discharge Elimination System (NPDES). The Clean Water Act, and the NPDES, goals are to reduce, or eliminate, the amount of pollutants and sediments entering our waters.

One of the requirements set is that the City needs to adopt a Storm Water Management Program (SWMP). The SWMP was presented at the March 2 Noon City Council meeting for discussion. The South Dakota Department of Environment and Natural Resources will be the enforcement authority in the state.

Discussion: The SWMP delineates the steps that the City will take to achieve the goal of reducing, or eliminating, pollutants and sediments from entering the Vermillion River. The SWMP will consist of six required control measures. These measures are: public education and outreach, public participation and involvement, illicit discharge detection and elimination, construction site storm water runoff control, post-construction storm water management, and pollution prevention for municipal operations. Additionally, the SWMP will also have a list of departmental responsibilities along with a schedule. The schedule will require the City to create items necessary to implement the control measure, and also to adopt ordinances, or resolutions, to better enforce the ultimate goal of mitigating pollution.

Financial Consideration: At this point the only cost associated with the SWMP will be publishing the resolution in the newspaper. However, in the future the City will have costs associated with printing brochures, maintaining a website, stenciling storm sewer inlets and inspecting construction sites.

Conclusion/Recommendations: Administration recommends adopting the resolution adopting the Storm Water Management Program.

City of Vermillion, South Dakota
Storm Water Management Program



March 2015

Table of Contents

Table of Contents	1
Introduction.....	3
Program Information.....	3
Purpose.....	3
Drainage Study and Plan.....	3
Management.....	3
Main Contact Information.....	4
Departmental Responsibilities	4
Implementation Schedule.....	5
Public Education and Outreach.....	6
USEPA Program Requirement.....	6
Goal for Control Measure	6
Best Management Practices	6
Implementation Schedule.....	7
BMP: Educational Information	7
BMP: Website	8
BMP: Partnership Opportunity	8
BMP: Storm Drainage Stenciling	9
Public Participation/Involvement.....	9
USEPA Program Requirement.....	9
Goal for Control Measure	9
Current Best Management Practices	9
Best Management Practices	10
Implementation Schedule.....	10
BMP: Public Meetings.....	10
BMP: Citizen Contact	10
BMP: Volunteer Opportunities	11
Illicit Discharge Detection and Elimination.....	11
USEPA Program Requirements	11
Goal for Control Measure	12
Current Best Management Practices	12

City of Vermillion Storm Water Management Program

Best Management Practices	12
Implementation Schedule.....	13
BMP: Ordinance	13
BMP: Illicit Discharge Procedures	13
BMP: Illicit Discharge Informational Brochure	13
Construction Site Storm Water Control.....	13
USEPA Program Requirements	13
Goal for Control Measure	14
Best Management Practices	14
Implementation Schedule.....	15
BMP: Ordinance	15
BMP: Construction Site Pollution Control Procedures.....	15
BMP: Construction Site Storm Water Controls Informational Brochure	15
BMP: Construction Site BMP List.....	16
Post-Construction Storm Water Management.....	16
USEPA Program Requirements	16
Goal for Control Measure	16
Best Management Practices	16
Implementation Schedule.....	17
BMP: Ordinance	17
BMP: Post-Construction Storm Water Management Procedures	17
BMP: Post-Construction BMP List.....	18
Pollution Prevention/Good Housekeeping for Municipal Operations	18
USEPA Program Requirements	18
Goal for Control Measure	18
Current Best Management Practices	18
Best Management Practices	19
Implementation Schedule.....	19
BMP: City Facilities Evaluation	19
BMP: City Employee Training	19
Appendix A- Storm Sewer Drainage Locations	21
Appendix B- Resolution Adopting the Storm Water Management Program	22

Introduction

Program Information

In 1987, the Federal Clean Water Act was amended by the United States Environmental Protection Agency (USEPA), and implemented a two phase plan to manage storm water discharges. Phase I, centered on the National Pollutant Discharge Elimination System (NPDES), was promulgated in 1990 to address storm water concerns of municipal separate storm sewer systems (MS4s) serving a population of 100,000 or greater.

Phase II of the Storm Water Regulations, promulgated December 8, 1999, expanded the plan to incorporate small MS4s such as the City of Vermillion.

In South Dakota, the Department of Environment and Natural Resources (DENR) is the primary authority for the Storm Water Program. The DENR is charged with implementing the national program into South Dakota. In addition, the federal storm water regulations have been adopted, by reference, into the Administrative Rules of South Dakota (Chapters 74:52:01 through 74:52:11).

Phase II of the program requires small MS4s to establish a Storm Water Management Program (SWMP). The program is required to contain, as a minimum, the following control measures:

1. Public education and outreach
2. Public participation/involvement
3. Illicit discharge detection and elimination
4. Construction site storm water runoff control
5. Post-construction storm water management
6. Pollution prevention/good housekeeping for municipal operations

Purpose

The purpose of the MS4 Storm Water Management Program is to reduce, or eliminate, any pollution from reaching any body of water. At this point the pollutants of concern (POC) that we are trying to eliminate reaching any body of water are: sediment, oil, bacteria and trash. However, this is not to say that other pollutants can be discharged into a local waterway.

Drainage Study and Plan

A drainage study for the city of Vermillion, South Dakota, along with the surrounding area, was completed in 2013. The drainage study, and accompanying master drainage plan, was completed by Short Elliott Hendrickson Inc. (SEH). Current systems were tested, documented, and evaluated for effectiveness. Future plans and estimates were also included with the master drainage plan.

Management

Program management will be run by the City Engineering Office. The City Engineer will oversee all parts of the Storm Water Management Program. Funding will come out of current department budgets. Future expenses may be budgeted separately, with a possibility of raising

funds from fees/penalties associated with SWMP violations. Enforcement of the SWMP will be done through city ordinances approved by the City Council.

Main Contact Information

City Engineer
 Engineering Department
 (605) 677-7050

Departmental Responsibilities

Department	Responsibility
Engineering	<ul style="list-style-type: none"> • Main contact for SWMP • Create and distribute educational brochures for residents • Create and distribute educational brochures for businesses and industries • Create a BMP brochure to be handed out with building permits • Create a presentation and present to students and civic groups • Create a website with SWMP information • Create a list of agencies, businesses, school groups, or civic organizations for partnership opportunities • Contact agencies in opportunity for partnership list • Create a list of inlets to be stenciled • Hold a public meeting regarding the SWMP • Address questions and comments regarding the SWMP • Maintain a list of volunteers willing to work on items to remove POC • Contact possible volunteers • Create and implement an illicit discharge ordinance • Create a procedure to handle illicit discharges • Create and distribute an education brochure about illicit discharges • Create and implement a construction site storm water control ordinance • Create and implement procedures regarding construction site storm water

	<p>controls</p> <ul style="list-style-type: none"> • Create and distribute an education brochure about construction site storm water controls • Create a list of construction site BMPs • Ensure that construction BMPs are being used in construction projects • Develop and maintain a map of the storm sewer system with all of the outfalls • Inspect City facilities and develop a list of possible corrections to address POCs • Implement possible improvements at City facilities to reduce, or eliminate, POCs • Develop and implement training sessions for city personnel
Code Enforcement	<ul style="list-style-type: none"> • Distribute BMP brochure with each building permit • Implement procedures regarding construction site storm water controls • Distribute construction site storm water controls brochure • Ensure that construction BMPs are being used in construction projects
Parks and Recreation	<ul style="list-style-type: none"> • Staff is trained for, and correctly applies, all of the fertilizer, herbicide and pesticide on all city properties • Has pet waste refuse bags available at all parks and trails
Wastewater	<ul style="list-style-type: none"> • Stencil inlets through the City • Implement procedures regarding construction site storm water controls • Ensure that construction BMPs are being used in construction projects • Clean the storm sewer system throughout the year • Implement possible improvements at City facilities to reduce, or eliminate, POCs
Water	<ul style="list-style-type: none"> • Implement procedures regarding construction site storm water controls • Ensure that construction BMPs are being used in construction projects • Implement possible improvements at

City of Vermillion Storm Water Management Program

	City facilities to reduce, or eliminate, POCs
Recycling / Solid Waste	<ul style="list-style-type: none"> • Manage and maintain the regional recycling center which accepts paint, oil, lawn clippings, plastics, paper and cardboard • Implement possible improvements at City facilities to reduce, or eliminate, POCs
Street	<ul style="list-style-type: none"> • Implement procedures regarding construction site storm water controls • Ensure that construction BMPs are being used in construction projects • Conducts city wide street sweeping program through the spring, summer and fall • Maintains an oil disposal site that is open to the public • Implement possible improvements at City facilities to reduce, or eliminate, POCs

Implementation Schedule

Item	2015	2016	2017
Educational Brochures for Residents	XX		
Educational Brochures for Businesses and Industries	XX		
Create a BMP Brochure	XX		
Create an Educational Presentation		XX	
Create a Webpage	XX		
Enter into a partnership		XX	
Stencil Storm Drainage Basins		XX	
Hold a Public Meeting		XX	
Encourage Citizen Contact	XX		
Volunteer Opportunities		XX	
Create and Implement Illicit Discharge Ordinance		XX	
Create and Implement Illicit Discharge Policy	XX		
Illicit Discharge Brochure	XX		
Create and Implement Construction Site Storm Water Runoff Ordinance		XX	
Create and Implement Construction Site Storm Water Runoff Policy		XX	

Item	2015	2016	2017
Construction Site Storm Water Runoff Brochure	XX		
Construction Site Storm Water Runoff BMP List		XX	
Create and Implement Post-Construction Storm Water Runoff		XX	
Create and Implement Post-Construction Storm Water Runoff Procedure	XX		
Post-Construction Storm Water Runoff BMP	XX		
Facility Evaluation		XX (inspect)	XX (implement)
City Employee Training		XX	

Public Education and Outreach

USEPA Program Requirement

Implement a program to educate the public on storm water management. Educational materials, or similar outreach materials, should be distributed to the public, businesses, and industries. These outreach methods should emphasize the impact storm water can have and what the public can do to reduce pollution in local water bodies.

Goal for Control Measure

The main goal of this control measure will be to reach out to approximately 500 community members each year.

Best Management Practices

- Educational Information

An educational brochure will be developed and distributed to municipal residents, handed out at public events, and included with building permits. Brochures will focus on how storm water can affect receiving water, and what residents can do to stop pollution. Graphics, quick facts, and easy examples of how the public can help will be included on brochures to draw attention. Additional information will be given to local businesses, industries, and contractors depending on their function. These brochures will contain more business/industry specific information to target their probable pollution contributions. Existing educational materials from the EPA and similar programs may be used and tailored to best inform the community. The measurable goal will be a count of brochures distributed to residents, businesses, and industries.

In addition to the brochures, a presentation will be created and presented to local elementary students and civic groups. The presentation will emphasize what students and citizens can do to stop pollution along with its basic effects on the environment. Existing

educational presentations from the EPA and similar programs may be used and tailored to best inform the elementary students and citizens in the community. The measurable goal will be a count of students attending and presentations given.

- Website

An informational website will be available through the City website. The storm water management program informational page will be accessible from the main City site, as well as from the Wastewater department page. The SWMP webpage will contain a variety of information on all six elements of the program. Emphasis will be placed on what citizens can do to help. Copies of all presentations, educational materials, and the SWMP will be available on the website. The measurable goal will be a count of webpage views to the SWMP site.

- Partnership Opportunities

Program managers will explore partnership possibilities with agencies, businesses, conservationists, and high school and college volunteer groups. Collaboration will be discussed, along with partner's ideas and concerns. Partnership will be encouraged for all six minimum control measures. Partnerships that maximize community information and involvement will be emphasized. The University of South Dakota is located in Vermillion, which leads to a large volunteer presence. In addition, there may be opportunities to work with a USD sustainability group or class. The measurable goal will be a count of partners/groups worked with.

- Storm Drain Stenciling

Storm drains around the City will be labeled with "Do Not Dump- Drains Directly to River". This will be done by City staff, volunteer groups, or partners depending on the interested volunteers. The measurable goal will be a count of storm drains with stenciling.

Implementation Schedule

BMP: Educational Information

- Item: Educational brochure for residents
 - Frequency: The brochure will be created and a notice of the brochure will be mailed to residents annually starting in 2015. The brochure will also be available at City Hall.
 - Measurable Goal for Item: The measurable goal will be the number of brochures distributed to residences.
 - Responsible Party: The responsible party will be the Engineering Department.
 - How will this item affect the POC? It is expected that by raising awareness among the public over time the number of POC discharged will diminish.
- Item: Educational brochure for businesses and industries

City of Vermillion Storm Water Management Program

- Frequency: The brochure will be created and a notice of the brochure will be mailed to businesses and industries annually starting in 2015. The brochure will also be available at City Hall.
- Measurable Goal for Item: The measurable goal will be the number of brochures distributed to businesses and industries.
- Responsible Party: The responsible party will be the Engineering Department.
- How will this item affect the POC? It is expected that by raising awareness among the public over time the number of POC discharged will diminish.
- Item: Create a BMP brochure
 - Frequency: The brochure will be created and handed out with each building permit issued starting in 2015.
 - Measurable Goal for Item: The measurable goal will be the number of brochures handed out with the building permits.
 - Responsible Party: The Engineering Department will be responsible for creating the brochures; the Code Enforcement Department will be responsible for handing the permit out with the building permits.
 - How will this item affect the POC? It is expected that by raising awareness among the public over time the number of POC discharged will diminish.
- Item: Create an educational presentation for students and civic groups
 - Frequency: Create a presentation and present it to local students and civic groups starting in 2016.
 - Measurable Goal for Item: The measurable goal will be the number of presentations completed through the year.
 - Responsible Party: The responsible party will be the Engineering Department.
 - How will this item affect the POC? It is expected that by raising awareness among the public over time the number of POC discharged will diminish.

BMP: Website

- Item: Create a website with information about the program
 - Frequency: The website would be created in 2015 and updated when required.
 - Measurable Goal for Item: The website will have a counter that will keep track of how many people visit the site. We will use the number of visitors as the measurable goal.
 - Responsible Party: The responsible party will be the Engineering Department.
 - How will this item affect the POC? It is expected that by raising awareness among the public over time the number of POC discharged will diminish.

BMP: Partnership Opportunity

- Item: Enter into a partnership with agencies, businesses, school groups, or civic organizations
 - Frequency: A list of possible partners will be compiled in 2016. The City will contact these agencies to see if an opportunity exists to partner. The City will contact the possible partners annually.

City of Vermillion Storm Water Management Program

- Measurable Goal for Item: The measurable goal will be the number of partners, or groups, worked with.
- Responsible Party: The Engineering Department will be the responsible party.
- How will this item affect the POC? As with the other BMPs in this control measure, it is expected that the POC will be reduced by the increased awareness created. However, we anticipate that the increase awareness would increase with this item since the partner would also be increasing awareness to others in the community.

BMP: Storm Drainage Stenciling

- Item: Stencil storm drainage drains
 - Frequency: A map showing all of the drains in the community will be completed in 2016. Every year a list of drains to be stenciled will be compiled from the map. Once the list is compiled the drains would be stenciled with “DO NOT DUMP – DRAINS DIRECTLY TO RIVER”. These tasks would be done annually until all of the drains in the City are stenciled.
 - Measurable Goal for Item: The measurable goal will be the number of drains stenciled annually.
 - Responsible Party: The Engineering Department will be the responsible for choosing the inlets to be stenciled. The Wastewater Department will be in charge of stenciling.
 - How will this item affect the POC? It is expected that by raising awareness among the public over time the number of POC discharged will diminish.

Public Participation/Involvement

USEPA Program Requirement

Develop and implement strategies for involving the public on the creation, review, implementation, and future of the SWMP. The program should be discussed at public hearings/City Council with opportunities for citizen input, as well as implementation information. Volunteer opportunities should be considered for all parts of the process.

Goal for Control Measure

The main goal of this control measure would be the following: to hold at least one public meeting, receive ten public comments regarding storm water issues and complete two volunteer projects. These would all be yearly goals.

Current Best Management Practices

Throughout the year there is a large amount of volunteering in and around the City of Vermillion; some of which already helps lessen storm water pollution. Volunteer groups clean up garbage from roads, ditches, and waterways themselves. In addition, the Adopt-a-Highway program cleans up roads farther outside the community.

Best Management Practices

- Public Meetings
Public meetings will be held specifically for the SWMP, or it will be discussed at City Council meetings. Meetings will be advertised for maximum community attendance. Public notice, with the meeting agenda, will be posted at least 24 hours before the meeting per State law. Public and council comments, concerns, and ideas will be encouraged. Citizens or local groups with prior knowledge of the subject will be asked to help with program development. The measurable goal will be the number of public meetings.

- Citizen Contact
Citizens will be encouraged to contact the SWMP managing party, or other City departments, if they suspect someone is violating City ordinances or if they have any other stormwater concerns. To report a violation, citizens can call the City or use the contact form on the SWMP website. Questions and comments will also be encouraged to maximize implementation effectiveness of the program. The measurable goal will be the number of citizen comments received by the City and the amount of responses to the citizen comments by the City.

- Volunteer Opportunities
Members of the community interested in the SWMP will be encouraged to volunteer. Citizens who want an active role with the SWMP can participate in water testing, educating others, and various cleanups of the City and surrounding area. Volunteer groups and individuals will be encouraged to continue programs with similar goals as the SWMP, and offered new roles in the execution of the SWMP as it is put in place or expanded. The measurable goal will be the number of volunteer projects benefitting the SWMP.

Implementation Schedule

BMP: Public Meetings

- Item: Hold a public meeting regarding SWMP's
 - Frequency: The meeting should be held annually commencing in 2016.
 - Measurable Goal for Item: The measurable goal will be the number of public meetings and attendees.
 - Responsible Party: The responsible party will be the Engineering Department.
 - How will this item affect the POC? It is expected that by raising awareness among the public over time the number of POC discharged will diminish.

BMP: Citizen Contact

- Item: Encourage citizens to contact the City with storm water concerns

City of Vermillion Storm Water Management Program

- Frequency: Citizens would be able to contact the City through telephone, email, or the website as soon as 2015. New contact methods would be made available as soon as possible throughout the year.
- Measurable Goal for Item: There would be two measurable goals for this item. First, the number of comments received by the public, and secondly, the number of city responses to the comments.
- Responsible Party: The responsible party will be the Engineering Department.
- How will this item affect the POC? We expect that by having a venue for public comments available throughout the year that POC reaching any water body would be reduced significantly.

BMP: Volunteer Opportunities

- Item: Encourage community members and groups to volunteer
 - Frequency: A list of possible projects that could be completed with volunteer help will be compiled in 2016. Once the list is completed the City will announce the need for volunteers during a public meeting. This announcement would also happen in 2015. The City would update the project list and also announce to the public the need for volunteers annually.
 - Measurable Goal for Item: The measurable goal will be the number of projects completed.
 - Responsible Party: The Engineering Department will be the responsible party.
 - How will this item affect the POC? As with the other BMPs in this control measure, it is expected that the POC will be reduced by the increased awareness created. However, we anticipate that the increase awareness would increase with this item since the partner would also be increasing awareness to others in the community.

Illicit Discharge Detection and Elimination

USEPA Program Requirements

Develop, implement, and enforce procedures to detect and eliminate illicit discharges into the MS4. A systematic plan for detecting and addressing illicit discharges must be put into place. The plan must contain four component procedures: locating priority areas for illicit discharges, tracing the source of an illicit discharge, removing the source of the discharge, and future analysis and change of the plan. Educational materials given to the public, businesses, and industries should include information on the hazards associated with illicit discharge into storm sewers. Outfalls into receiving waters should be screened in dry weather with field tests for selected pollutants. To aid in all of this, a storm sewer map must be completed with all outfalls and receiving waters labeled. Lastly, ordinances prohibiting illicit discharges should be put into place and enforced.

Goal for Control Measure

The goal for this control measure will be the creation and implementation of an ordinance and procedures that give the City a way to remove POC's from entering a body of water.

Current Best Management Practices

The City of Vermillion is home to the Missouri Valley Recycling Center, a recycling facility shared with other communities in the area. The Recycling Center accepts waste that could be dumped illegally; such as paint or oil. In addition, the city has other facilities where residents can dispose of waste oil free of charge. Additionally, once a year the Recycling Center accepts other items that could be dumped illegally; such as pesticides, herbicides, etc... These services reduce the amount of pollutants entering storm water.

The City of Vermillion Engineering Department has already developed a map of the storm sewer system, with points of discharge from the system and names/locations of the receiving water bodies. The map is located in Appendix A.

The City of Vermillion Wastewater Department cleans out storm sewer inlets and piping within the municipal area throughout the year to decrease the amount of pollutants discharging into local waterways.

Best Management Practices

- Ordinances
Ordinances dealing with illicit discharge will be developed and implemented. The ordinances will make it clear to citizens what illicit discharge means, what is counted, and the penalties to those dumping. Ordinances will be used to give authority to the MS4 to prohibit and eliminate all illicit discharges. The measurable goal will be the ordinance put into place.
- Illicit Discharge Procedures
Comprehensive procedures will be developed and implemented to address illicit discharge. The procedures will encompass how to locate priority areas for illicit discharge, assess the problem, trace the original illicit discharge source, and remove all sources of illicit discharge. All illicit discharge information and steps taken to eliminate the discharge will be documented. The measurable goal will be the documentation of the actions taken to correct any illicit discharge occurrences.
- Illicit Discharge Informational Brochures
Brochures, or individual sections on aforementioned educational brochures, will be developed to educate the public on illicit discharge. It will give information about what is illegal to dump into storm sewers, how it affects the water/environment, and where the

waste can be disposed of properly. Additional brochures will be developed for businesses and industries with more specific information relevant to the recipient. The brochure will also contain a reminder to report suspected illicit discharge, or any other pollution problems, to the City. The measurable goal will be the number of brochures distributed.

Implementation Schedule

BMP: Ordinance

- Item: Create and implement ordinances that address illicit discharges
 - Frequency: The City will create and start implementing an illicit discharge ordinance in 2016. The ordinance may be amended in later years.
 - Measurable Goal for Item: Creation and implementation of ordinance.
 - Responsible Party: The responsible party will be the Engineering Department.
 - How will this item affect the POC? The ordinance would clarify what an illicit discharge is and it will also specify penalties associated with each discharge. The ordinance would, hopefully, deter illicit discharges.

BMP: Illicit Discharge Procedures

- Item: Create and implement procedures used to mitigate illicit discharges
 - Frequency: The City will create and implement procedures used to mitigate illicit discharges in 2015. The procedures may be modified as need arises.
 - Measurable Goal for Item: Creation and implementation of procedures.
 - Responsible Party: The responsible party will be the Engineering Department.
 - How will this item affect the POC? The procedures would clarify what needs to occur when an illicit discharge is detected. This item would reduce the possibility that a POC would enter a body of water.

BMP: Illicit Discharge Informational Brochure

- Item: Create and distribute an information brochure
 - Frequency: The brochure will be created and a notice of the brochure will be mailed to businesses and industries within the City. This item will be done in 2015, and every year thereafter.
 - Measurable Goal for Item: The measurable goal will be the number of brochures distributed to businesses and industries.
 - Responsible Party: The responsible party will be the Engineering Department.
 - How will this item affect the POC? The brochure would educate the public on what is considered a POC, how it affects the environment and how to properly dispose of the POC. The brochure would reduce the number of illicit discharges and would also educate the public on how to spot them.

Construction Site Storm Water Control

USEPA Program Requirements

Small MS4s must develop and implement a plan to reduce polluted storm water and sediment runoff from construction sites with a size greater than one acre within the MS4 area. To do this MS4 operators must have ordinances enacted requiring contractors to control storm water pollution and sediment runoff. Furthermore, the MS4 should have procedures in place to review construction plans, inspect new construction, receive information/complaints from the public, and create sanctions to ensure compliance.

Goal for Control Measure

This control measure will have a few goals. The goals will be to create and implement an ordinance and policy. Also, the increase in use of BMPs at construction sites will be a goal.

Best Management Practices

- Ordinances
Ordinances dealing with storm water pollution and sediment runoff at construction sites will be developed. The ordinances will state what must be done to reduce pollution and storm water runoff at construction sites and the penalties if the requirements are not meant. The ordinances will be used to give authority to the MS4 to enforce penalties to construction sites not complying with MS4 rules. The measurable goal will be ordinances put into place.
- Construction Site Pollution Control Procedures
Procedures will be put into place to minimize pollution and sediment runoff in storm water from constructions sites. The construction site procedures will encompass: construction plan reviews before the groundbreaking of the project, inspection during construction, how to receive and what to do with complaints from the public, and sanctions for violating ordinances. To assist with information recording for the procedures a uniform inspection form will be created. The measurable goal will be procedures developed.
- Construction Site Storm Water Controls Informational Brochures
Brochures will be developed with practices for contractors to reduce pollutants and sediment runoff from construction sites into storm water. It will contain information about City ordinances and procedures pertaining to construction site storm water controls. Clear strategies to reduce storm water pollution will be shown. The brochures will be given to contractors after the initial review of their plans. The measurable goal will be brochures distributed to contractors.
- Construction Site BMP List
A list of construction site BMPs will be developed for use by city employees and private contractors. The BMPs will be used to control both sediment and non-sediment runoffs,

minimize erosion, and prevent disturbances in the natural landscape and environment. The Construction Site BMP List will be developed from existing material and tailored to the needs of the MS4. The BMPs to be used will range from silt fences, straw wattles, inlet protection and temporary seeding. They will be temporary in nature and only used during construction, or until permanent vegetation is established. BMPs from the list will be suggested or required for specific construction sites depending on the nature of the project. BMPs will be included in informational brochures given to developers, with a full list on the website. The measurable goal will be the development of the BMP list.

Implementation Schedule

BMP: Ordinance

- Item: Create and implement ordinances that address construction site storm water controls
 - Frequency: The City will create and start implementing a construction site water controls ordinance in 2016. The ordinance may be amended in later years.
 - Measurable Goal for Item: Creation and implementation of ordinance.
 - Responsible Party: The responsible party will be the Engineering Department.
 - How will this item affect the POC? The ordinance would clarify what POC is generated from a construction site and which construction sites would be required to follow the ordinance. The ordinance would also specify penalties associated with each discharge. The ordinance would, hopefully, increase the number of construction sites that incorporate construction storm water controls. Thus, reducing the amount of POC entering a body of water.

BMP: Construction Site Pollution Control Procedures

- Item: Create and implement procedures used to minimize, or eliminate, construction site pollution
 - Frequency: The City will create and implement procedures used to minimize, or eliminate, construction site pollution in 2016. The procedures may be modified as need arises.
 - Measurable Goal for Item: Creation and implementation of procedures.
 - Responsible Party: The responsible party will be the Engineering, Code Enforcement, Water, Wastewater and Street Departments.
 - How will this item affect the POC? The procedures would reduce or eliminate POC's, specifically sediments, from reaching a body of water. It would also give the public an outlet for filing construction pollution related complaints.

BMP: Construction Site Storm Water Controls Informational Brochure

- Item: Create and distribute an information brochure
 - Frequency: The City will create the brochure in 2015. The brochure will be distributed to contractors with building permits and other capital projects. The informational brochure will also be sent to the University of South Dakota (USD)

for them to distribute with their contractors. It should be noted that USD is not required to get a building permit.

- Measurable Goal for Item: The measurable goal will be the number of brochures distributed with building permits and capital projects.
- Responsible Party: The responsible party will be the Engineering Department and Code Enforcement.
- How will this item affect the POC? The brochure would educate the contractors on what a POC is and how to reduce the amount of them reaching a body of water. It is expected that this item would reduce the amount of sediment leaving construction sites.

BMP: Construction Site BMP List

- Item: Create a list of BMPs to be used in construction sites
 - Frequency: The City will create a list of construction site BMPs to be used in projects. The list will be created in 2016 with updates occurring on a yearly basis.
 - Measurable Goal for Item: The measurable goal will be the number of BMPs used in projects.
 - Responsible Party: The Engineering Department will be responsible for developing and implementing the list. The Wastewater, Water, Code Enforcement and Streets Department will assist with the implementation.
 - How will this item affect the POC? The creation of the list will make available to contractors approved BMPs that could be used in construction projects. The implementation will greatly reduce the amount of POC entering water bodies.

Post-Construction Storm Water Management

USEPA Program Requirements

Develop and implement measures to address storm water runoff and pollution during new development and redevelopment of sites disturbing greater than or equal to one acre, or development that is part of a larger plan. Both structural and non-structural strategies should be used. Solutions should be made for long-term water control. Mechanisms need to be instituted to minimize water quality impacts.

Goal for Control Measure

The main goal for this control measure will be the creation and implementation of the ordinance and policy. Additionally, a goal will also be to require most of the developments in the city to construct a permanent BMP to handle storm water runoff and pollution.

Best Management Practices

- Ordinances
Ordinances to help manage post-construction storm water runoff will be developed. They will state the rules/restrictions relating to control of post construction storm water.

Classifications of what developments are taken into account will be added. In addition, they will include the penalties for not following the ordinances. The measurable goal will be ordinances created.

- Post-Construction Storm Water Management Procedures

Procedures will be developed encompassing how to best minimize water quality impacts during new development, or redevelopment. The procedure will include site plan reviews before groundbreaking, inspections, citizen complaints, and penalties for violations. The measurable goal will be ordinances implemented

- Post-Construction Storm Water Management BMP Program

A BMP program will be created for buildings within the MS4 area. A library of BMPs will be developed and accessible to the public. The BMPs to be constructed would be permanent in nature such as: storm water detention ponds, grass swales, pervious pavements and buffer strips. BMPs will be encouraged for all properties within the MS4, with an emphasis on 'green' infrastructure and similar strategies. Furthermore, records will be kept on current BMPs, and the upkeep needed to maintain them. Legal responsibility for the maintenance of each individual BMP will be with the individual property owners. The measurable goal will be the development and implementation of a BMP program, along with current BMPs completed in the MS4 area.

Implementation Schedule

BMP: Ordinance

- Item: Create and implement ordinances that address post-construction storm water runoff
 - Frequency: The City will create and start implementing a post-construction storm water runoff ordinance in 2016. The ordinance may be amended in later years.
 - Measurable Goal for Item: Creation and implementation of ordinance.
 - Responsible Party: The responsible party will be the Engineering Department.
 - How will this item affect the POC? The ordinance would clarify what POC is generated post-construction site and which construction sites would be required to follow the ordinance. The ordinance would also specify penalties associated with each discharge. The ordinance would, hopefully, reduce the amount of POC entering a body of water after construction is completed.

BMP: Post-Construction Storm Water Management Procedures

- Item: Create and implement procedures used to minimize, or eliminate, post-construction water quality impacts
 - Frequency: The City will create and implement procedures used after construction projects. The procedures would be created and implemented in 2015 and modified as need arises.
 - Measurable Goal for Item: Creation and implementation of procedures.

- Responsible Party: The responsible party will be the Engineering, Code Enforcement, Water, Wastewater and Street Departments.
- How will this item affect the POC? The procedures would reduce or eliminate POC's from reaching a body of water. It would also give the public an outlet for filing construction pollution related complaints.

BMP: Post-Construction BMP List

- Item: Create a list of BMPs to be used in construction sites
 - Frequency: The City will create a list of construction site BMPs to be used in projects. The list will be created in 2015 with updates occurring on a yearly basis.
 - Measurable Goal for Item: The measurable goal will be the number of BMPs used in projects.
 - Responsible Party: The Engineering Department will be responsible for developing and implementing the list. The Wastewater, Water, Code Enforcement and Streets Department will assist with the implementation.
 - How will this item affect the POC? The creation of the list will make available to contractors approved BMPs that would be used to reduce runoff and pollution after the construction is completed. The implementation of this item will greatly reduce the amount of POC entering water bodies.

Pollution Prevention/Good Housekeeping for Municipal Operations

USEPA Program Requirements

Develop and implement pollution prevention guidelines to reduce storm water pollution from municipal operations. Actions should be taken to reduce pollution as much as possible from all City facilities, both structural and non-structural. Waste and storm water pollution should also be minimized for all City activities, such as maintenance. An integral part of the program should be City staff training on the effects of storm water pollution and on the role they play in prevention.

Goal for Control Measure

The goal for this control measure will be to evaluate one facility per year and to train at least one department per year.

Current Best Management Practices

The City of Vermillion Street Department currently has a street sweeping program. The goal of the program is to removing possible pollutants from entering the storm drainage system. These POCs range from sediments, oils, trash, leaves and grass clippings. Every street in the city is swept once per month. However, our main business routes get swept once per week. The street sweeping only occurs as weather permits during the spring, summer and fall months.

The City of Vermillion Parks and Recreation Department currently applies all of the fertilizers, pesticides and herbicides on all city properties. The personnel have been trained, and certified by the State, to apply the correct amounts and also to handle accidental spills that may occur. Additionally, the department also has available at all of the City parks and trails pet refuse bags. The public is encouraged to use the bags to reduce the amount of pet waste from entering a body of water.

Best Management Practices

- City Facilities Evaluation

City facilities will be evaluated on their current level of storm water pollution. Various facilities will be reviewed depending on how they might affect storm water. Problems found will work to be resolved to minimize storm water pollution. Strategies to further decrease storm water pollution within the MS4 will be discussed. The measurable goal will be facilities evaluated and the number of improvements completed.

- City Employee Training

A training session will be developed and implemented for City employees. The program will highlight specific ways municipal activities may affect storm water, the City's role in minimizing pollution, and what each employee can do to help. Employees in different departments will receive different information depending on their role in storm water pollution prevention. The measurable goal will be number of employees receiving training.

Implementation Schedule

BMP: City Facilities Evaluation

- Item: Inspect city facilities and implement a plan to correct deficiencies
 - Frequency: City staff will inspect city facilities and make a list of deficiencies. After the list is created an implementation plan will be created to correct the deficiencies found. The list will be compiled in 2016 and the start of the implementation plan will be in 2017.
 - Measurable Goal for Item: The measurable goal will be the number of deficiencies found and corrected.
 - Responsible Party: The Engineering Department will be responsible for developing the list. The Wastewater, Water, Water, Streets, and Engineering Department will work together during the implementation.
 - How will this item affect the POC? This item will reduce the amount of POC entering a body of water. We expect that the majority of the POC removed would be sediments and oils.

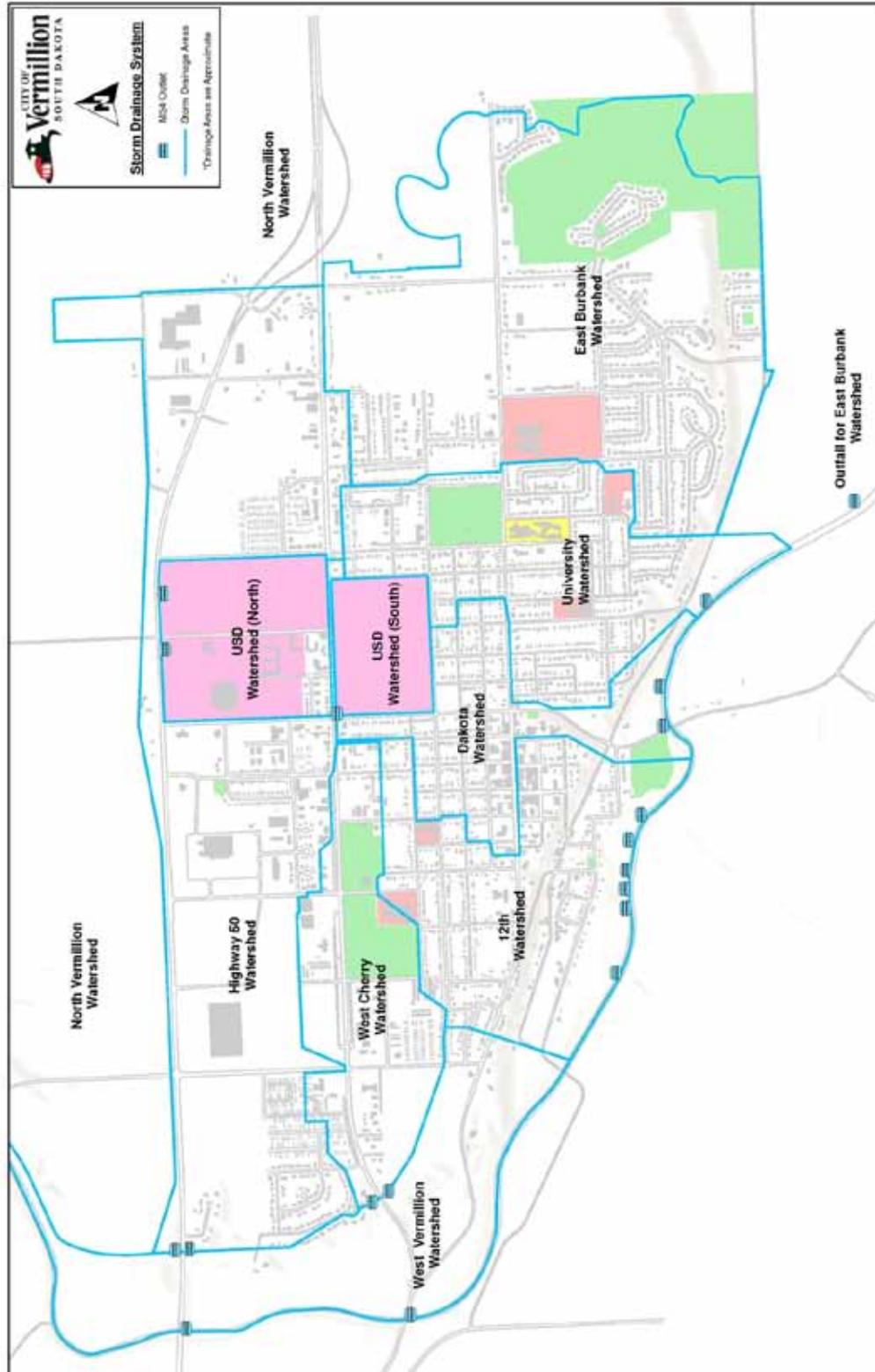
BMP: City Employee Training

- Item: Develop and implement training sessions for city employees

City of Vermillion Storm Water Management Program

- Frequency: This item will be developed in 2016 and the training will occur in 2017. The training will happen once every year.
- Measurable Goal for Item: The measurable goal will be the number of employees trained each year.
- Responsible Party: The Engineering Department will be responsible for developing and implementing the training session.
- How will this item affect the POC? This item will reduce the amount of POC entering a body of water by educating city staff.

Appendix A- Storm Sewer Drainage Locations



Appendix B- Resolution Adopting the Storm Water Management Program

RESOLUTION ADOPTING A STORM WATER MANAGEMENT PROGRAM

WHEREAS, the federal Clean Water Act was amended by the United States Environmental Protection Agency in 1987; and,

WHEREAS, this amendment created a phase approach requiring that cities with a separate storm sewer system reduce the amount of pollutants and sediments entering our waters; and,

WHEREAS, in 1999 the City was required by the EPA to start adopting measures to reduce, or eliminate, the amount of pollutants and sediments entering the Vermillion River; and,

WHEREAS, part of the requirement is that the City has a Storm Water Management Program that delineates how the City will be achieving the goal of reducing, or eliminating, the pollutants and sediments entering the Vermillion River.

NOW, THEREFORE, BE IT RESOLVED, by the Governing Body of the City of Vermillion, South Dakota that the City will adopt as policy the City of Vermillion's Storm Water Management Program.

Dated at Vermillion, South Dakota this 16th day of March, 2015.

THE GOVERNING BODY OF THE
CITY OF VERMILLION, SOUTH DAKOTA

By _____
John E. (Jack) Powell, Mayor

ATTEST:

By _____
Michael D. Carlson, Finance Officer

RESOLUTION ADOPTING A STORM WATER MANAGEMENT PROGRAM

WHEREAS, the federal Clean Water Act was amended by the United States Environmental Protection Agency in 1987; and,

WHEREAS, this amendment created a phased approach requiring that cities with a separate storm sewer system reduce the amount of pollutants and sediments entering our waters; and,

WHEREAS, in 1999 the City was required by the EPA to start adopting measures to reduce, or eliminate, the amount of pollutants and sediments entering the Vermillion River; and,

WHEREAS, part of the requirement is that the City has a Storm Water Management Program that delineates how the City will be achieving the goal of reducing, or eliminating, the pollutants and sediments entering the Vermillion River.

NOW, THEREFORE, BE IT RESOLVED, by the Governing Body of the City of Vermillion, South Dakota that the City adopts as policy the City of Vermillion's Storm Water Management Program, dated March 2015.

Dated at Vermillion, South Dakota this 16th day of March, 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: Jane Larson, Library Director

Meeting: March 16, 2015

Subject: Annual Library Report

Presenter: Jane Larson

Background: State law requires the Library Board to prepare and submit an annual report (using a federally dictated template) to the governmental bodies that provide funding to the library.

SDCL 14-2-40. Duties of trustees. Each board of public library trustees shall:

- (1) Appoint a librarian to serve at the pleasure of the board. Any paid librarian shall receive any employee benefits provided all other employees of the local governmental unit and shall be compensated at rates determined by the governing body's compensation schedule, if such schedule exists. If no such schedule exists, the salary shall be set by the local governing body;
- (2) Adopt bylaws for the conduct of their business and adopt policies for the selection of public library materials, the governance of the library, and the use of public library services and materials;
- (3) Prepare and submit an annual budget request to its governing body;
- (4) Adopt a final annual budget within those funds certified to it as being appropriated in the annual budget of its governing body;
- (5) Meet at least once during each quarter of the year;
- (6) Prepare and submit an annual report to its governing body and to the South Dakota State Library on such forms as may be provided by the State Library.

Discussion: The report was presented and accepted by the Library Board of Trustees at their February meeting. The report will also be presented to the Clay County Commission. The report is compiled and submitted electronically. The report is typically presented in the spring.

Financial Consideration: None

Conclusion/Recommendations: Administration recommends that the City Council acknowledge receipt of the 2014 Annual Report for the Vermillion Public Library.

Council Agenda Memo

From: John Prescott, City Manager
Meeting: March 16, 2015
Subject: Surplus and Transfer of Police tasers
Presenter: John Prescott

Background: The Police Department replaced their tasers this year. The tasers that were replaced were purchased in 2009 as part of a joint grant with the Clay County Sheriff's Office. The Clay County Sheriff's Office continues to use this model of taser.

Discussion: As the City no longer has a need for this model of taser, the request is to have the City Council declare them surplus but donated to another law enforcement agency. State statute allows one government agency to transfer property to another agency as follows:

6-5-1. Transfers of land or property between political subdivisions permitted--Work exchanges--Agreements of governing bodies. All counties, municipalities, sanitary districts, improvement districts, townships, and school districts of this state may exchange with each other and to transfer and convey from one to the other any land or property belonging to them and under their respective jurisdictions and to perform and exchange work between themselves. All transfers of property and work as authorized by this section shall be upon such terms and conditions as may be determined and agreed upon by the respective governing bodies thereof.

The Clay County Sheriff's Office continues to use this model of taser and respond to numerous events in Vermillion. The items to be transferred are:

X26 Tasers – 7 total	XDPM (new batteries) – 7 total
25' XP Cartridges – 8 total	XDPM (used batteries) – 7 total
21' Cartridges – 2 total	X26 taser holsters – 17 total
21' Training cartridges – 3 total	

Financial Consideration: The items do not have value in the market place.

Conclusion/Recommendations: Administration recommends the City Council declare the above listed items surplus and authorize the transfer to the Clay County Sheriff's Office.

City of Vermillion
Police Department
15 Washington Street
Vermillion, SD 57069
Phone: (605)677-7070
FAX: (605)677-7166
www.vermillionpd.org



03/12/2014

To: John Prescott, City Manager

From: Matt Betzen, Chief of Police 

Re: Transfer of old Tasers

Sir,

Below is a list of equipment for the old tasers that were replaced early this year. These items are no longer used and were purchased in 2009 on a Federal Byrne Grant. This was a joint grant between the Vermillion Police Department and Clay County Sheriff's Office. The Sheriff's Office continues to use this model of Taser.

Pursuant to SDCL 6-5-2, I would request a resolution to transfer this property to the Clay County Sheriff's Office. There they will be used to replace non-functional units and accessory equipment.

Items to be transferred:

- 1) X26 Tasers: 7 total.
- 2) 25' XP Cartridges: 8 cartridges.
- 3) 21' Cartridges: 2 cartridges.
- 4) 21' Training Cartridges: 3 cartridges.
- 5) XDPM (batteries): 7 XDPM new batteries.
- 6) XDPM (batteries): 7 Used batteries.
- 7) X26 taser holsters. 17 Holsters.

Council Agenda Memo

From: Jim Goblirsch – Director of Parks and Recreation

Meeting: March 16, 2015

Subject: Prentis Park Baseball storage unit

Presenter: Jim Goblirsch

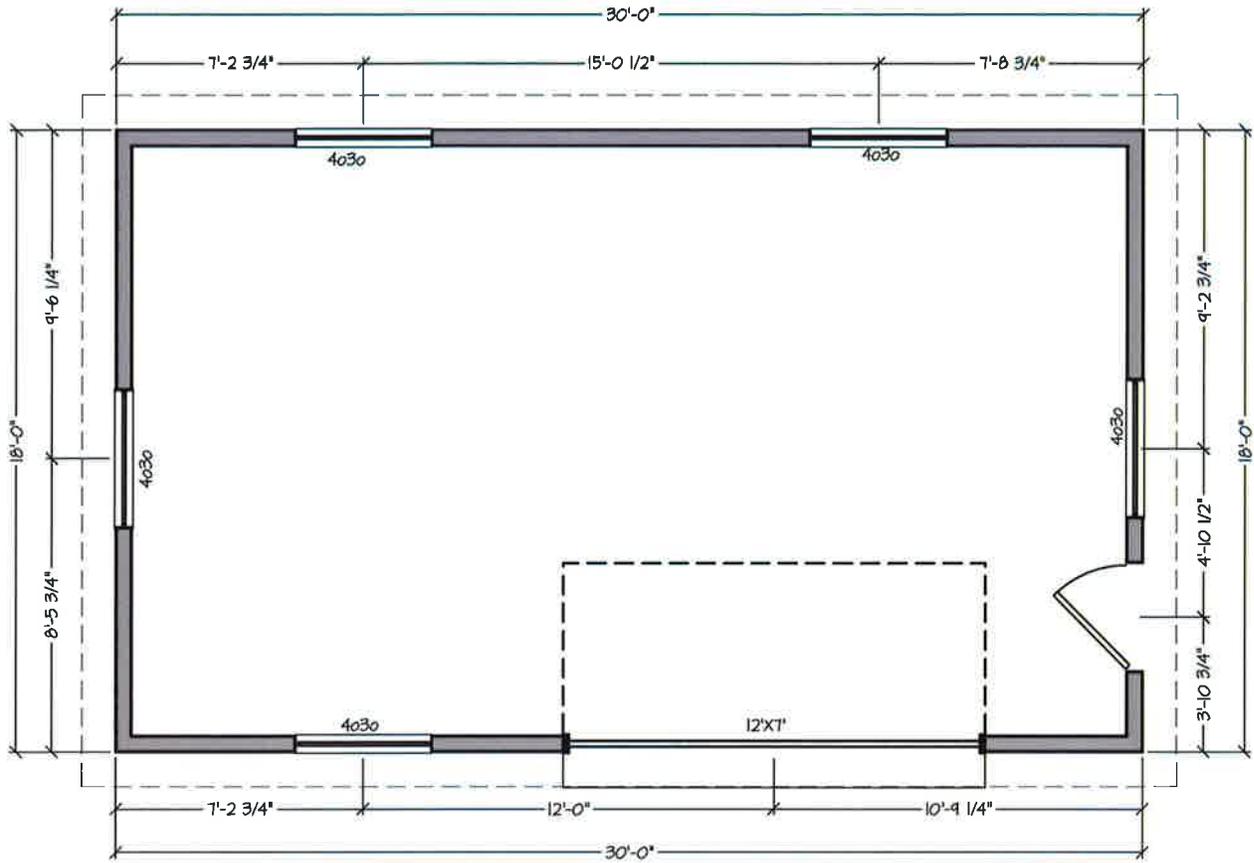
Background: In 2013 2nd Penny funds of \$110,000.00 were budgeted for a restroom/storage unit at the Prentis Park baseball field to replace the current bathrooms and provide storage. Staff was unable to secure a contractor to develop the project at that time. The project was placed on hold while the Master Plan was developed. With the adoption of the Prentis Park Master Plan by City Council in January of 2014, the current storage unit (the Park caretakers garage) will be demolished and the Park Caretaker house will be moved to make room for the new parking lot

Discussion: The house was put up for auction in December of 2014 and a bid was awarded by City Council in February of 2015 to have the house moved. The garage was primarily used as storage for ballfield maintenance equipment.

City Staff spoke with three local contractors about the construction of a storage unit building to replace the garage. Only one contractor followed through with conceptual plans but did not follow up those plans after numerous attempts to contact them.

Financial Consideration: Staff has obtained a quote from Builders Choice of Vermillion for \$25,000.00 for a turnkey storage building that would be used for Prentis Park ballfield equipment. Funding would come from the budgeted 2nd penny funds. The balance of the funds will remain in the 2nd Penny fund for development of a joint park/baseball field restroom facility.

Conclusion/Recommendations: Administration recommends the City Council authorize the quote from Builder Choice LLC. of Vermillion for the construction of a 18 x 30 storage unit for the Prentis Park baseball field.



This plan is the property of Builders Choice Inc, considered confidential, and shall not be distributed without the consent of an authorized BCI representative



Council Agenda Memo

From: Jason Anderson, Asst. City Engineer

Meeting: March 16, 2015

Subject: One ½ ton pickup

Presenter: Jason Anderson

Background: The 2015 Solid Waste Department budget includes funding for the replacement of a ¾ ton 4WD pickup truck. A bid opening was held on January 28, 2015 and one bid from Vermillion Ford was received. The bid received for a replacement ¾ ton pickup was higher than anticipated and a similar state contract pickup was a Dodge that did not meet our local bid specifications. In addition, the City has historically only considered purchasing Chevy or Ford vehicles due to the presence of local dealers.

In the bid evaluation process, Solid Waste Department staff indicated that this pickup could be replaced with a ½ ton pickup if necessary. Due to the nature of how the truck was going to be used, the crewcab feature was more important than the weight of the truck. Therefore, at the February 2nd City Council meeting the Council authorized City staff to advertise for bids to purchase a ½ ton 4WD crew cab pickup.

Discussion: The notice was published and bid specifications for a new ½ ton 4WD crew cab pickup were sent to the local Chevy and Ford dealerships. Contact was made with local dealers, and staff received indication that they would not be bidding. The bid opening was held on March 10, 2015 and no bids were received.

Financial Consideration: The Solid Waste Department has \$36,000 budgeted for the purchase of this pickup and a roll-off dumpster in 2015.

Conclusion/Recommendations: Because no bids were received, Administration recommends approving the Resolution to purchase a ½ ton 4WD crew cab pickup from Beck Motors at the state contract price of \$28,027.

**RESOLUTION
AUTHORIZING THE PURCHASE OF
ONE PICKUP TRUCK**

WHEREAS, SDCL 5-18A-22 authorizes a local government unit to purchase any supplies from the state contract list, or from any willing vendor at a price at or below that shown in the state contract; and

WHEREAS, the City of Vermillion has reviewed and determined that the bid awarded by the State of South Dakota for a 2015 ½ ton crew cab 4WD Chevrolet Silverado pickup from Beck Motors of Pierre, South Dakota, for the total amount of \$28,027.00 offers an advantageous price to the City for said item; and

WHEREAS, the City has contacted Beck Motors and they have agreed to allow the City to purchase one 2015 ½ ton crew cab 4WD Chevrolet Silverado pickup for the contract price and terms as awarded by the State of South Dakota.

NOW, THEREFORE, BE IT RESOLVED, by the Governing Body of the City of Vermillion, South Dakota that the City Finance Officer is hereby authorized to purchase one 2015 ½ ton crew cab 4WD Chevrolet Silverado pickup from Beck Motors of Pierre, South Dakota at the above stated price and under the same terms as the State of South Dakota contract.

Dated at Vermillion, South Dakota this 16th day of March, 2015.

THE GOVERNING BODY OF THE CITY
OF VERMILLION, SOUTH DAKOTA

By _____
John E. (Jack) Powell, Mayor

ATTEST:

By _____
Michael D. Carlson, Finance Officer

Council Agenda Memo

From: Jose Dominguez, City Engineer
Meeting: March 16, 2015
Subject: Shared Used Path Relocation, Phase 1
Presenter: Jose Dominguez

Background: The City hike/bike trail between the west end of Cotton Park and 12th Street was constructed in 2005. Since then the river has been eroding the north bank of the Vermillion River. In 2012 a portion of this trail was closed due the bank being within one foot of the trail. Currently the north bank of the Vermillion River is undermining close to 200-feet of the trail.

The City Council adopted a resolution on July 15, 2013 instructing Staff to remove portions of the trail that were falling in to the river at this location. The Council also instructed Staff to relocate the trail within platted streets/alleys in the area.

Bids were opened March 4, 2015. The City send request for bids to seven contractors, and to five plan houses. From those requests to bid, the City received five bids. The low bid was from Vermillion Concrete for the amount of \$66,818.75. The high bid was for \$96,954.13.

Discussion: Bidding is required by State law when the cost of the project is estimated to exceed \$50,000. This project was estimated to cost \$81,000.

Financial Consideration: This project was originally intended to be constructed in 2014. However, the Council chose to hold off on the construction until other route options were explored. Due to this late development, the project was not budgeted for in 2015. The budget will have to be revised to \$80,000. This will allow for additional money to cover surveying costs and any other costs that may arise through the construction process.

Conclusion/Recommendations: Administration recommends awarding the project to Vermillion Concrete for the amount of \$66,818.75.

210 - CONTRACT
SHARED USED PATH RELOCATION, PH. 1

THIS AGREEMENT entered into this 16th day of March 2015 by and between the City of Vermillion, South Dakota, acting by and through the City Council of said City hereinafter called the City, and Vermillion Concrete of Vermillion, SD, hereinafter called the Contractor.

WITNESSETH:

WHEREAS the City Council of Vermillion, South Dakota has heretofore caused to be prepared certain drawings, specifications, and proposal blank for furnishing equipment and materials for said City under terms and conditions therein fully stated and set forth; and

WHEREAS the Contractor is required to return to the City a signed copy of the contract within 20-days of signing of the Contract by the Mayor along with the required bonds and insurance.

WHEREAS said drawings, specifications, and proposal of the Contractor accurately and fully describe the terms and conditions upon which the Contractor has offered to furnish all equipment and material awarded the Contractor;

NOW, THEREFORE, IT IS AGREED: That the City hereby accepts the proposal of the Contractor at the prices set out hereinafter:

ITEM	DESCRIPTION	UNIT	QUAN	UNIT PRICE	TOTAL PRICE
1	1000-REMOVE TREES, 6-INCHES	EA	8	\$106.31	\$850.48
2	1000-REMOVE TREES, 12-INCHES	EA	22	\$79.57	\$1,750.54
3	1000-REMOVE TREES, 18-INCHES	EA	6	\$233.33	\$1,399.98
4	1000-REMOVE TREES, 24-INCHES	EA	2	\$499.00	\$998.00
5	1000-REMOVE TREES, 36-INCHES	EA	2	\$625.00	\$1,250.00
6	1000-CLEARING	LS	1	\$1,450.00	\$1,450.00
7	1100-REMOVE SIDEWALK	SY	121	\$18.50	\$2,238.50
8	1200-UNCLASSIFIED EXCAVATION	CY	92.5	\$16.50	\$1,526.25
9	1200-UNCLASSIFIED EXCAVATION, DIGOUT	CY	254	\$17.50	\$4,445.00
10	1200-CONTRACTOR FURNISH BORROW	CY	168	\$24.00	\$4,116.00
11	2000-GRAVEL CUSHION	TON	470.25	\$22.51	\$10,585.33
12	4400-SIDEWALK, 6-INCHES	SY	372.25	\$51.00	\$18,984.75
13	6000-18-IN, STRM SWR, RCP III, 8-FT OR LESS	LF	28	\$84.00	\$2,352.00

14	6000-18-IN, STRM SWR, RCP III, FES	EA	1	\$780.00	\$780.00
15	6000-STRM STABILIZATION ROCK	LF	35	\$45.00	\$1,575.00
16	10000-LANDSCAPING	LS	1	\$2,100.00	\$2,100.00
17	10400-EROSION CONTROL	LS	1	\$2,600.00	\$2,600.00
18	20000-MOBILIZATION	LS	1	\$3,520.92	\$3,520.92
19	20000-STORM SEWER CONNECTION	EA	1	\$200.00	\$200.00
20	20000-RETAINING WALL	SF	64	\$64.00	\$4,096.00
				TOTAL	\$66,818.75

The work to be performed shall be completed no later than August 31, 2015.

IN ADDITION, IT IS FURTHER AGREED: That said drawings, specifications, proposal and addenda are hereby incorporated as parts of this contract as fully as though set out herein verbatim.

This contract is executed in DUPLICATE by the parties hereto as of the date first herein written.

CITY OF VERMILLION
 CLAY COUNTY, STATE OF SOUTH DAKOTA

 John E. (Jack) Powell, Mayor

ATTEST:

DATE SIGNED: _____

 Michael D. Carlson, Finance Officer

Vermillion Concrete
 CONTRACTOR

 DATE SIGNED: _____

CITY OF VERMILLION
 ACCOUNTS PAYABLE-MARCH 16, 2015

1 BROADCASTER PRESS	ADVERTISING	1,375.78
2 BRUNICK'S SERVICE INC	FUEL	10,209.20
3 BUREAU OF ADMINISTRATION	TELEPHONE	259.27
4 CANON FINANCIAL SERVICES	COPIER LEASE	196.27
5 CENTURYLINK	TELEPHONE	1,496.65
6 CLAY RURAL WATER SYSTEM	WATER USAGE	43.20
7 CLAY-UNION ELECTRIC CORP	ELECTRICITY	2,135.43
8 DEPT. ENVIRONMENT NATL RES	LANDFILL OPERATIONS FEE	2,151.85
9 GREGG PETERS	MANAGERS FEE	6,000.00
10 LESSARD CONTRACTING	LANDFILL CELL 5 FINAL	179,898.60
11 LOREN FISCHER DISPOSAL	HAUL CARDBOARD	210.00
12 MARK CLARK	MEALS/MILEAGE REIMBURSEMENT	259.60
13 MATHESON TRI-GAS, INC	OXYGEN	309.40
14 MIDAMERICAN	GAS USAGE	9,041.49
15 MIDCONTINENT COMMUNICATION	INTERNET/CABLE SERVICE	118.68
16 MIDWEST TURF & IRRIGATION	UTILITY VEHICLE	20,442.00
17 REPUBLIC NATIONAL DIST.	MERCHANDISE	15,009.15
18 RESERVE ACCOUNT	POSTAGE FOR METER	950.00
19 SD MUNICIPAL LEAGUE	REGISTRATION	84.00
20 THE EQUALIZER	ADVERTISING	184.00
21 TREASURER-CLAY COUNTY	STORM SEWER FEES	6,409.42
22 US POSTMASTER	POSTAGE FOR UTILITY BILLS	1,125.00
23 VERMILLION ACE HARDWARE	SNOW BLOWER	1,500.00
24 VERMILLION CHAMBER OF COMMERCE	BLISS POINTE GRANT	45,973.05
25 WOW! BUSINESS	DIALUP SERVICES	49.95
26 YANKTON DAILY PRESS & DAKOTAN	ADVERTISING	42.70
27 RANDY VOSS	BRIGHT ENERGY REBATE	32.00
28 MARTY GILBERTSON	BRIGHT ENERGY REBATE	1,550.00
	GRAND TOTAL	\$307,056.69

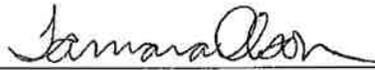
City of Vermillion (See reverse side of form for state laws regarding raffles and lotteries)
RAFFLE AND LOTTERY NOTIFICATION FORM

- Date: 3/5/2015
1. Name of organization/group USD Civil Service Advisory Council
Contact person: Name: Tamara Olson
2. Date(s) that tickets/chances will be sold: from 5/12/15 to 5/12/15
Cost of tickets/chances: \$1 for 1 ticket of \$5 for 6 tickets
3. Date(s) of drawing(s): 5/12/2015
4. Can anyone purchase tickets? Yes
5. Will the prize winner(s) be selected at random? Yes Yes No _____
6. Description and approximate value of top prize: Estimate: \$75 Cash

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 University of South Dakota Civil Service Advisory Council will be hosting our Spring Meeting/Picnic on May 12. It will be held at the USD Muenster University Center Ballroom at 11:00 AM. All staff level employees of the University are welcome to come and hear a message from President Abbott and the new HR VP Lee Felder. We will also be taking donations for the Vermillion Food Pantry. 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 amount 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 spring meetings and also helps benefit our scholarship fund.

Thank you for your consideration!



Applicant's Signature

Approval:


City Manager

3-6-15
Date

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

- Date: 3-4-2015
1. Name of organization/group Vermillion Rotary Club
Contact person: Name: Timothy J. Tracy
 2. Date(s) that tickets/chances will be sold: from 3-10-15 to 3-29-15
Cost of tickets/chances: \$25 each - Limit of 100 books
 3. Date(s) of drawing(s): 3-29-15 through 4-6-15
 4. Can anyone purchase tickets? Yes
 5. Will the prize winner(s) be selected at random? Yes Yes No
 6. Description and approximate value of top prize: \$50-\$150, total \$900

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.

Sale of raffle cards for NCAA basketball Elite Eight through the Championships. Score determines the winner with leftover proceeds to be used by the Vermillion Rotary Club for charitable activities.

Timothy J. Tracy
Applicant's Signature

Approval: John Prescott 3-3-15
City Manager Date