

Unapproved Minutes  
Council Special Session  
July 15, 2019  
Monday 12:00 noon

The special session of the City Council, City of Vermillion, South Dakota was held on Monday, July 15, 2019 at 12:00 noon at the City Hall large conference room.

1. Roll Call

Present: Collier-Wise, Hellwege, Holland, Price, Sorensen, Ward, Willson, Mayor Powell

Absent: Humphrey

2. Visitors to be Heard - None

3. Educational Session - 2018 Audit - Chad Regnier, Williams & Company, P.C.

Chad Reginer, representing Williams & Company, P.C., provided Council members with the Audited Comprehensive Annual Financial Report for 2018. Chad reviewed the content of the Comprehensive Annual Financial Report. Chad answered questions of the City Council on the report.

4. Educational Session - Bicycle Master Plan presentation - Marty Shukert, RDG Planning & Design

Marty Shukert, with RDG Planning & Design, presented the Bicycle Master Plan that was completed for the City of Vermillion in an agreement with the SD Department of Transportation. Marty reviewed the process used to obtain the input, market characteristics, survey results, ridership patterns and desires, criteria used to develop a bike system, network concept, rural concept, infrastructure types, reviewed the six major intersections, preliminary cost estimates, sequencing of improvements and support programs. Marty answered questions of the City Council on the report.

5. Briefing on the July 15, 2019 City Council Regular Meeting

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

6. Adjourn

202-19

Alderman Ward moved to adjourn the Council special session at 1:09 p.m. Alderman Sorensen seconded the motion. Motion carried 8 to 0. Mayor Powell declared the motion adopted.

Dated at Vermillion, South Dakota this 15th day of July, 2019.

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

ATTEST:

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

Unapproved Minutes  
City Council Regular Session  
July 15, 2019  
Monday 7:00 p.m.

The regular session of the City Council, City of Vermillion, South Dakota was called to order on Monday, July 15, 2019 at 7:00 p.m. by Mayor Powell.

1. Roll Call

Present: Collier-Wise, Hellwege, Holland, Humphrey, Price, Sorensen, Ward, Willson, Mayor Powell

2. Pledge of Allegiance

3. Minutes

A. Minutes of July 1, 2019 Special Meeting; July 1, 2019 Regular Meeting

203-19

Alderman Price moved approval of the July 1, 2019 Special Meeting and July 1, 2019 Regular Meeting minutes. Alderman Sorensen seconded the motion. Motion carried 9 to 0. Mayor Powell declared the motion adopted.

4. Adoption of Agenda

204-19

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

5. Visitors to be Heard

A. Proclamation Recognizing July as Parks and Recreation Month

Alderman Holland read the proclamation designating the month of July, 2019 as Parks and Recreation Month in Vermillion. Mayor Powell presented the proclamation to Jim Goblirsch, Parks & Recreation Director. Jim thanked the Mayor and City Council for the proclamation as well as their support for the Parks and Recreation programs in the city. Jim also wanted to thank all the parks, recreation and golf staff for what they do for their respective programs.

6. Public Hearings

A. A retail on-off sale malt beverage license and retail on-off sale wine and cider license for Aramark Educational Services, LLC at Sanford Coyote Sports Center & Dakota Dome 1101 North Dakota Street

Mike Carlson, Finance Officer, reported that an application was received for a retail on-off sale malt beverage license and retail on-off sale wine and cider license for Aramark Educational Services, LLC for locations in the Sanford Coyote Sports Center & Dakota Dome 1101 North Dakota Street. Mike noted that the wine and cider license will be for the period of issuance to December 31, 2019 and the malt beverage license will expire on June 30, 2020. Mike stated that the City Council has the ability to issue a license on two criteria: suitable applicant and suitable location. Mike noted that, as to the suitable applicant, the local Aramark Food Service Director, Adam Chicoine, has submitted the information for the DCI and FBI background check. Mike stated that the DCI background check was received by the Police Chief and his memo states that there is no information to preclude the issuance of the license. Mike stated that, with respect to the location criteria, City Code section 112.21 requires the City Council to determine whether retail alcohol beverage license applications propose suitable locations before issuing or renewing said licenses. Mike reported that the state law was changed in 2018 to allow an exception for alcoholic beverage licenses to be issued to locations on campus and the USD Alcoholic Beverage Sales Permit Application signed by the USD President. Mike noted that the Police Chief's memo indicates that the request represents a deviation from the standard model as the sales are intended for special limited space area during sporting events. Mike noted that Chief Betzen's memo indicated that he met with Adam Chicoine, Aramark Food Service Director,

and Dave Herbster, USD Athletic Director, who outlined the following polices to be used to control the access to alcoholic beverages:

- Persons wishing to be served will be required to present identification and have a wristband put on so that servers can see who is 21 years of age or older.
- The areas where alcohol is allowed is limited to the CorTrust Club and adjacent club seating, the Dakota Dome Club, and Coyote Landing.
- Within these areas, staff will be present and will challenge anyone who is not wearing a wrist band and/or appears to be under 21 years age who possess an alcoholic beverage or consumes an alcoholic beverage.
- Alcohol sales will be limited to two drinks per transaction.
- All servers will be TIPS Certified.
- Servers will not sell to anyone who is visibly intoxicated.
- In Basketball games, alcohol sales will cease when there is 10 minutes left on the game clock. In Football games, sales will cease once the third quarter has ended. Mike recommended approval of the retail on-off sale malt beverage and wine license contingent on the controls being in place as described in the Police Chief's memo.

Adam Chicoine, Aramark Food Services Director, and Dave Herbster, USD Athletic Director, answered questions of the City Council.

205-19

Alderman Collier-Wise moved approval of the issuance of the retail on-off sale malt beverage and retail on-off sale wine and cider licenses to Aramark Educational Services, LLC for locations specified in the application in the Sanford Coyote Sports Center and Dakota Dome located at 1101 North Dakota Street contingent upon the controls being in place as described in the Police Chief's memo. Alderman Hellwege seconded the motion. Motion carried 9 to 0. Mayor Powell declared the motion adopted.

B. Integrated Resource Plan as required by the Western Area Power Administration under the Energy Planning and Management rules

John Prescott, City Manager, reported that Western Area Power Administration (WAPA) customers must comply with the requirements of the Energy Planning and Management Program (EPAMP) to meet the objectives of Section 114 of the Energy Policy Act of 1992. John noted that the Energy Policy Act was created to promote clean energy use and improve energy efficiency. John stated that every five years the City is required to approve a resolution adopting the Integrated Resource Plan (IRP). John noted that Missouri River Energy Services (MRES) is the City's supplemental power supplier and is an integral part of providing electrical service in Vermillion. John stated that the IRP is a joint document between MRES and the City. John noted that MRES prepares the bulk of the IRP document for Vermillion as well as other members covered

by the act. John reported that the IRP provides information to WAPA on how we intend to serve our future load and that we are planning for the future and includes information on how MRES will keep rates competitive, maintain reliability and minimize adverse environmental impacts. John noted that it also includes information on methods for forecasting load growth, the current and future generation resources, and needs for future capacity. John stated that IRP reviews current and future plans for demand side management as well as the Bright Energy Solutions program which helps to avoid the development of baseload power. John noted that Vermillion's electric rate structure and power purchase history is also reviewed in the IRP. John recommended adoption of the resolution included in the packet.

206-19

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

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

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

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

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

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

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

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

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

That the "Integrated Resource Plan Summary Report for the City of Vermillion" dated June 2019 shall be approved for filing with Western under the Energy Planning and Management Program.

Dated at Vermillion, South Dakota this 15th day of July, 2019.

THE GOVERNING BODY OF THE  
CITY OF VERMILLION, SOUTH DAKOTA

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

ATTEST:

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

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

7. Old Business - None

8. New Business

A. Request to close North Pine Street from East Cedar Street to East National Street, August 22, 2019 from 10:00 a.m. to 3:00 p.m. for Alpha Phi's Sorority Recruitment Bid Day

Jolly Omar, Administrative Intern, reported that the Alpha Phi Sorority has requested the closure of N. Pine Street from E. Cedar Street to E. National Street for Alpha Phi's Sorority Recruitment Bid Day. The street closure is requested for Thursday, August 22, 2019 from 10:00 a.m. to 3:00 p.m. Jolly reported that the completed street closure request application and diagram are included in the packet and the Street, Police, Fire, and EMS Departments have been notified of the street closure request. Jolly stated that cleanup will be handled by the Alpha Phi organization after the event concludes. Jolly noted that the application indicated that representatives of Alpha Phi will meet with neighbors to notify them of the street closing via phone or in person.

207-19

Alderman Willson moved approval of the street closure request of Alpha Phi Sorority of N. Pine Street from E. Cedar Street to E. National Street for Alpha Phi's Sorority Recruitment Bid Day on Thursday, August 22, 2019

from 10:00 a.m. to 3:00 p.m. Alderman Ward seconded the motion. Motion carried 9 to 0. Mayor Powell declared the motion adopted.

#### B. Lease agreement with Clay County for Fairgrounds property

Mike Carlson, Finance Officer, reported that the City owns the land on both sides of High Street west to Princeton Street which includes the fairgrounds. Mike reported that the city has leased the fairgrounds portion of the property to Clay County for the fair operations. Mike noted that the last lease agreement was dated in 1980 which was for a twenty-five year term and the lease was amended in 2003 to remove the land that is used by the Vermillion Transit bus barn. Mike noted that the existing lease expired a number of years ago and the County, at the request of the Fair Board, would like to have the lease in effect. Mike reported that the lease document was prepared following the old lease but updated to exclude property that has been removed as well as including the 2003 amendment for the Transit Bus barn. Mike reported that the lease was reviewed by the City Attorney and provided to Travis Mockler, the County Commissioner representative on the Fair Board. Mike reported that the States Attorney reviewed the lease and in working with Jim McCulloch added the following language to allow the City Manager or his/her designee to approve the lessor subletting of the property. Mike reported that the County Commission has approved the lease agreement. Discussion followed on the lease agreement document.

208-19

Alderman Sorensen moved approval of the Fairgrounds Lease Agreement with the Clay County Commission as presented and authorized the Mayor to sign. Alderman Hellwege seconded the motion. Motion carried 9 to 0. Mayor Powell declared the motion adopted.

#### C. Transfer of Fire Department turnout gear to the Davis, South Dakota Fire Department

Matt Callahan, Fire/EMS Chief, reported that firefighting gear is specific in nature and is typically custom fit for each individual. Matt noted that the NFPA stated replacement of this gear shall occur 10 years from the date listed on the garment or if the item becomes unserviceable. Matt stated that the Fire Department recently replaced 35 sets of turnout gear. Matt stated that the Fire Department would like to transfer 24 coats and 20 pants of used gear purchased in 2003 to the Davis Fire Department.

209-19

Alderman Willson moved to declare the 24 fire coats and 20 fire pants as surplus and authorize the transfer to the Davis South Dakota Fire

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

#### D. 2018 Audited Comprehensive Annual Report

Mike Carlson, Finance Officer, reported that the 2018 Audited Comprehensive Financial Report was handed out at the noon meeting by Chad Regnier of Williams & Company, P.C. Mike stated that a copy of the management letter received from Williams & Company was distributed tonight. Mike stated that the Department of Legislative Audit has reviewed the audit and their letter of acceptance was included in the packet. Mike noted that the City Council will need to accept the report. Mike noted that the report will be available on the City web site. Discussion followed.

210-19

Alderman Willson moved approval of the acceptance of the 2018 Audited Comprehensive Financial Report. Alderman Hellwege seconded the motion. Motion carried 9 to 0. Mayor Powell declared the motion adopted.

#### 9. Bid Openings - None

#### 10. City Manager's Report

A. John reminded citizens that Thursdays on the Platz have started and every Thursday through mid-September from 4:00 p.m. to 8:00 p.m. Main Street and Market Street as they abut Ratingen Platz will be closed.

B. John reported that Business Improvement District (BID) #1 has their quarterly meeting this Wednesday, July 17th at 3:00 p.m. in the Large Conference room second floor of City Hall.

C. John reported that Business Improvement District (BID) #2 is having a meeting on Wednesday, July 17th at 10:00 a.m. in the Large Conference room second floor of City Hall.

D. John reported that BID#2 is hosting another public meeting on the Downtown Streetscape project on Monday, July 29th at 7:00 p.m. in the City Council chambers.

E. John reported that the Planning Commission next meets on Monday, July 22nd at 5:30 p.m. John stated that the agenda will be to continue their work on reviewing the Zoning Code and identifying potential updates. John stated that the plan is to present the Planning Commission proposals to the City Council in September based on the current schedule.



F. John reported that, at the August 5th evening meeting, the City Council will hear a variance request. John reported that the applicant is Haan Development for the project they will be constructing at the NE corner of N. Norbeck Street and Roosevelt requesting a variance to reduce the number of required parking spaces required for their development.

PAYROLL ADDITIONS AND CHANGES

Library Board: Eric Young \$15.00/mtg; Administration: Marty Washington \$16.90/hr; Police: Matt Davis \$24.63/hr; Fire/EMS: Audrey Larsen \$16.65/hr; Pool: Hannah Runneberg \$10.00/hr

11. Invoices Payable

211-19

Alderman Price moved approval of the following invoices:

AETNA	refund amb overpayment	19.71
AT&T Mobility	mobile hot spots	434.21
Broadcaster Press	advertising	970.41
Brunick's Service Inc	fuel	2,875.00
Buhl's Cleaners	mop/mat service	553.44
Bureau Of Administration	telephone	172.51
Campbell Supply	supplies	292.14
Cask & Cork	merchandise	755.00
Ce Power	professional services	9,890.00
Centurylink	telephone	1,585.97
City Of Vermillion	landfill vouchers	1,440.00
Civicplus	website hosting fee	5,200.00
Clay Rural Water System	water usage	127.80
Clay-Union Electric Corp	electricity	1,463.05
Core & Main LP	supplies	4,595.04
Crouch Recreation	message center	825.00
Cummins Central Power, LLC	repairs	220.92
Dakota Beverage	merchandise	9,344.26
Dakota Pump Inc	parts	240.31
Dubois Chemicals	soda ash	7,282.00
Earthgrains Baking Co's Inc	supplies	20.70
Farner Bocken Company	merchandise	4,128.20
Fedex.	shipping	13.14
Global Dist.	merchandise	235.00
Graymont Capital Inc	chemicals	4,073.20
Gregg Peters	managers fee/qtr profit	27,961.93
HOA Solutions, Inc	repairs	2,911.02

John A Conkling Dist.	merchandise	4,603.64
Johnson Brothers Of SD	merchandise	6,946.33
Jones Food Center	supplies	411.33
Karsten Mfg Corp	merchandise	972.74
Loren Fischer Disposal	haul cardboard	1,010.00
McCulloch Law Office	professional services	1,222.50
Menards	supplies	51.93
MidAmerican	gas usage	2,884.50
Midcontinent Communication	cable/internet service	746.57
Nationwide Mutual Insurance	notary bonds	100.00
Nebraska Journal-Leader	advertising	75.57
Republic National Dist	merchandise	6,006.90
Reserve Account	postage for meter	900.00
Sanford Health Occupational	testing	50.00
Sanford Health Plan	participation fees	60.00
SD DENR	landfill operations fees	3,875.74
SD Secretary Of State	notary bond filing fees	60.00
Seton Identification Products	supplies	189.06
Southern Glazer's Of SD	merchandise	2,868.80
Staples Business Credit	supplies	2,587.95
Stern Oil Co.	fuel	17,623.08
Sturdevants Auto Parts	parts	30.58
The Equalizer	advertising	175.00
The Ups Store #6751	shipping	355.26
United Parcel Service	shipping	53.49
Us Postmaster	postage for utility bills	1,050.00
Valiant Vineyards	merchandise	293.15
Vermeer High Plains	parts	571.76
Vermillion Ace Hardware	supplies	310.89
Vermillion Area Community Foundation	round-up program	266.58
Vermillion Chamber Of Commerce	3rd qtr funding	62,500.00
Vermillion Rotary Club	dues/meals	140.75
Wade Mount	safety boots reimbursement	94.05
Waste Management of WI-MN	waste hauling	2,380.44
Zimco Supply Co	spreader	810.00
Caitlyn Collier	Bright Energy Rebate	150.00
Kyle Gruhn	Bright Energy Rebate	500.00
Kalins Indoor Comfort	Bright Energy Rebate	300.00
Thad Manning	Bright Energy Rebate	500.00
Claude Garelik	Bright Energy Rebate	150.00
Brian Wood	Bright Energy Rebate	6.00
Sally Stoll	Bright Energy Rebate	400.00
Joe Parlett	Bright Energy Rebate	500.00

Michael Johnson	Bright Energy Rebate	25.00
Gary Zalud	Bright Energy Rebate	500.00
Greg Redlin	Bright Energy Rebate	400.00
Renee Ondrozeck	Bright Energy Rebate	400.00

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

12. Consensus Agenda-None

13. Adjourn

212-19

Alderman Ward moved to adjourn the Council Meeting at 7:26 p.m. Alderman Price seconded the motion. Motion carried 9 to 0. Mayor Powell declared the motion adopted.

Dated at Vermillion, South Dakota this 15th day of July, 2019.

THE GOVERNING BODY OF THE CITY  
OF VERMILLION, SOUTH DAKOTA  
BY \_\_\_\_\_

John E. (Jack) Powell, Mayor

ATTEST:

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

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