

Unapproved Minutes
Council Special Session
February 6, 2023
Monday 12:00 noon

The special session of the City Council, City of Vermillion, South Dakota was held on Monday, February 6, 2023, at 12:00 noon at the John "Jack" Powell Conference Room.

1. Roll Call

Present: Hellwege, Holland, Jennewein, Letellier, Murra, Price, Ward, Mayor Cole

Absent: Humphrey

2. Adoption of Agenda

22-23

Council Member Murra moved approval of the agenda. Council Member Price seconded the motion. Motion carried 8 to 0. Mayor Cole declared the motion adopted.

3. Visitors to be Heard - None

4. Long Range Goals review - City Manager John Prescott

John Prescott, City Manager, reviewed the long-range goals that were discussed at the June 2022 planning session. John reviewed the five areas: Empowering workforce culture, facilitating communication, developing and sources finances, improving quality of life, and enhancing facilities and organization. Discussion followed on the goals and future planning.

5. Proposed Park ordinance - Parks and Recreation Director Jim Goblirsch

Jim Goblirsch, Parks and Recreation Director presented an updated copy of a park ordinance to the Council. Jim highlighted items in the ordinance such as smoking in parks, temporary tents for sport events, and feeding wildlife. Discussion followed on the proposed park ordinance.

6. City vehicle purchase update - City Engineer Jose Dominguez

Jose Dominguez, City Engineer, reported on two vehicles that were ordered in 2021 but had to be re-ordered due to Corporate Ford cancelling all orders and requesting that new orders be submitted. The Code truck new price will be \$34,846. This is under the BID limit and can be purchased

through a resolution. The Water vehicle came in at \$53,890, which is over the \$50,000 bid limit and will have to be put to BID if the City looks to purchase it.

7. Briefing on the February 6, 2023, City Council Regular Meeting

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

8. Adjourn

23-23

Council Member Murra moved to adjourn the Council special session at 12:59 p.m. Council Member Price seconded the motion. Motion carried 8 to 0. Mayor Cole declared the motion adopted.

Dated at Vermillion, South Dakota this 6th day of February, 2023.

THE GOVERNING BODY OF THE CITY
OF VERMILLION, SOUTH DAKOTA
BY _____
Jonathan D. Cole, Mayor

ATTEST:

BY _____
Katie E Redden, Finance Officer

Unapproved Minutes
City Council Regular Session
February 6, 2023
Monday 7:00 p.m.

The regular session of the City Council, City of Vermillion, South Dakota was called to order on Monday, February 6, 2023, at 7:00 p.m. by Mayor Cole.

1. Roll Call

Present: Hellwege, Holland, Humphrey, Jennewein, Letellier, Price, Ward, Mayor Cole

Absent: Murra

2. Pledge of Allegiance

3. Minutes

A. Minutes of January 17, 2023, Special Session and January 17, 2023, Regular Session

24-23

Council Member Humphrey moved approval of the January 17, 2023, Special Session and January 17, 2023, regular session minutes. Council Member Holland seconded the motion. Motion carried 8 to 0. Mayor Cole declared the motion adopted.

4. Adoption of Agenda

25-23

Council Member Hellwege moved approval of the agenda. Council Member Price seconded the motion. Motion carried 8 to 0. Mayor Cole declared the motion adopted.

5. Visitors to be Heard

A. Black History Month Proclamation

Mayor Cole read the Black History Month proclamation recognizing the month of February as Black History Month in Vermillion

B. #LOVermillion Day Proclamation

Mayor Cole read the proclamation recognizing February 14th, 2023, as #LOVermillion Day in Vermillion and presented the proclamation to Melissa Eberts, VCDC Communications & Tourism Manager.

6. Public Hearings

7. Old Business

8. New Business

A. Resolution Authorizing the Purchase of a 2x4 ½-ton Short Box Pickup Truck

Jose Dominguez, City Engineer, reported on a resolution to Purchase a 2x4 ½-ton Short Box Pickup Truck. Jose noted that, on November 1, 2021, the City Council approved a resolution authorizing the purchase of several vehicles. One of the vehicles was a 2022 2x4 ½-ton short box pickup truck and a purchase order was placed with Vermillion Ford soon after the approval of the resolution. Jose noted that this purchase was

discussed during the budget sessions in August 2021 and was included in the 2022 equipment replacement schedule.

Jose stated that the vehicle ordered in November 2021 was delivered to the City in May 2022, but was incorrectly ordered by the dealer and promptly returned by the City without payment being issued. The dealer did order a new vehicle, but the manufacturer voided the re-order and asked all dealers to place new orders for those vehicles removed. Jose noted that, at the same time, the manufacturer removed all price protections for vehicles ordered in 2022. This meant that the price for the vehicle re-ordered would change from the price originally agreed on in November 2021. The City learned about the new price for the re-ordered vehicle in December 2022.

Jose stated that staff proposes that the Council purchase the vehicle which has been re-ordered from Vermillion Ford. The City can accomplish this by following SDCL 5-18A-22(19). This statute allows the City to purchase equipment that costs less than \$50,000 without going to bid. The new price for the vehicle would be \$34,846. Although this price is significantly more than the November 2021 price of \$27,551, the new price would have been similar to that if the City would have purchased from the State bid in June 2022. Jose stated that the Equipment Replacement Fund will have to be adjusted by \$7,295 to account for the purchase of this vehicle. This adjustment will be discussed at the 2023 budget review sessions.

26-23

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

RESOLUTION
AUTHORIZING THE PURCHASE
OF A 2x4 ½ - TON PICKUP TRUCK

WHEREAS, SDCL 5-18A-22(19) authorizes a governmental entity to purchase any piece of equipment involving the expenditure of less than \$50,000 without going to bid; and

WHEREAS, the City of Vermillion approached the local dealer, Vermillion Ford, to see if the City could purchase a 2022 Ford F150 2x4; and

WHEREAS, after the prices from the local dealer were compared with the state contract price, it was found that the local dealer's price was comparable to the state's contract price; and

WHEREAS, this new resolution will replace the resolution approved by the City Council on November 1, 2021 for the purchase of a 2022 Ford F150 2x4 for \$27,551.00 from Vermillion Ford of Vermillion, South Dakota. 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 2022 Ford F150 2x4 for \$34,846.00 from Vermillion Ford of Vermillion, South Dakota.

Dated at Vermillion, South Dakota this 6th day of February, 2023.

FOR THE GOVERNING BODY OF THE
CITY OF VERMILLION, SOUTH DAKOTA
By _____
Jonathan D. Cole, Mayor

ATTEST:

By _____
Katie E. Redden, Finance Officer

The motion was seconded by Council Member 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. Mayor Cole declared that the Resolution was adopted.

9. Bid Openings

Katie Redden, Finance Officer, read the monthly fuel quotes and recommended the low quote of Stern Oil on Item 1, 2, and 3.

Item 1 - 4,350 gal unleaded 10% ethanol: Brunick Service \$3.35, Jerry's Service \$3.02, Stern Oil \$2.84; Item 2 - 3,000 gal No. 1 & 2 Diesel fuel dyed average price: Brunick Service \$4.10, Jerry's Service \$4.10, Stern Oil \$3.60; Item 3 - 1,000 gal No. 1 & 2 diesel fuel-clear average price: Brunick Service \$4.40, Jerry's Service \$4.40, Stern Oil \$3.88.

27-23

Council Member Price moved approval of the low quotes of Stern Oil on Items 1, 2, and 3. Council Member Humphrey seconded the motion. Motion carried 8 to 0. Mayor Cole declared the motion adopted.

10. City Manager's Report

A. John reported that the City's Historic Preservation Commission next meets on Wednesday, February 8, 2023 at 9:00 a.m. in the John "Jack" Powell Conference Room of City Hall.

B. John stated that the next regular City Council meeting is on Tuesday, February 21st due to the Presidents Day Holiday on Monday, February 20th.

C. John noted that the City Planning and Zoning Commission will meet on Monday, February 13th at 5:30 p.m. at City Hall to discuss an ordinance to amend the lot at the SW corner of Rockwell Trail and Stanford Street. The property is currently zoned for light commercial uses. The proposed amendment would rezone the property to multi-family zoning. The City Council would consider this amendment at the February 21st meeting.

D. John stated that the second reading of the proposed ordinance related to the Emerald Ash Borer is scheduled for the February 21, 2023 meeting. The first reading of the ordinance was in October 2020. The second reading of the ordinance was delayed until the borer was found within 30 miles of Vermillion. The presence of the borer has been confirmed in Union County. The proposed ordinance is No. 1423 and can be found on the City's website under the Code of Ordinance tab.

E. John reported on three raffle notifications:

Clay County Agricultural Fair Association and 4-H are selling tickets at \$5 each or 5 for \$20. It is a chase the 4 of Clubs event. There will be two weekly winners who receive \$50 in Vermillion Bucks and go on to the Grand Finale drawing. The Grand Finale winner will receive 50% of the pot. They will have a series of drawings at bars and restaurants in Clay County on Wednesday evenings at 7:15 p.m. The first drawing will be on February 22nd. Proceeds from the raffle will be used for construction and equipment costs for the community kitchen at the 4-H Center.

The Knights of Columbus will be selling 100 \$20 raffle tickets numbered from 0 to 99 with the proceeds to fund Church, School or Community activities. The last digits of the score of the two teams in NCAA men's basketball Elite 8, Final 4, and Championship games are used to determine the winners. Prizes range from \$50 to \$150 depending on the game.

Vermillion High School After Prom Committee is selling \$20 tickets from January 29, 2023 to February 12, 2023 to help raise funds for the April 2023 event. Prizes range from \$20 to \$200. Winners are determined by using a grid with 100 squares. Random numbers will be drawn to assign row and column numbers. Winners are determined by using the last digit of the score of the AFC and NFC team at the end of the quarters and the final score of the Super Bowl.

PAYROLL ADDITIONS AND CHANGES

Police: Joe Ostrem \$30.00/hr, Nicholas Stark \$24.82/hr; Code: Justin Roetman \$20.76/hr; Ambulance: Madison Evans \$15.00/hr-\$15.00/training

hr-\$22.50/holiday Hr, Gunnar Gunderson \$15.00/hr-\$15.00/training hr-\$22.50/holiday hr, Samuel Osterloo \$15.00/hr-\$15.00/training hr-\$22.50/holiday hr; Recreation: Brendinh Sayaloune \$20.36/hr, Tyler Trageser \$26.17/hr; Parks: Dan Hanson \$24.44/hr, Kelly Knutson \$25.31/hr

11. Invoices Payable

Council Member Jennewein asked to abstain from voting on Item 77.

28-23

Council Member Price moved approval of the following item:

LINDSEY JENNEWEIN	REFUND REC PROGRAM FEE	10.00
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Council Member Ward seconded the motion. Motion carried 7 to 0. Mayor Cole declared the motion adopted.

29-23

Council Member Price moved approval of the following invoices:

A&M SERVICES, INC	UNIFORM CLEANING	81.20
A-OX WELDING SUPPLY CO	CHEMICALS	2,265.00
AMAZON BUSINESS	DVD/BOOKS/SUPPLIES	2,578.79
ANNA MOORE	FOCUS GROUP SERVICES	100.00
APPEARA	TOWELS	45.00
AT&T MOBILITY	MOBILE HOT SPOTS	505.80
AUSTIN ANDERSON	SAFETY BOOTS REIMBURSEMENT	156.74
AUTO VALUE	PARTS	724.97
BEST WESTERN PLUS RAMKOTA	LODGING	209.98
BILL BROWN	SNOW REMOVAL	865.50
BLACKSTONE PUBLISHING	BOOK	46.74
BLUEPEAK	E911 CIRC/TELEPHONE/INTERNET	5,011.54
BOOK SYSTEMS, INC	SUBSCRIPTION/TECH SUPPORT	4,400.00
BOONE BROTHERS ROOFING	REPAIRS	86.43
BOUND TREE MEDICAL, LLC	SUPPLIES	5,913.93
BUTCH'S PROPANE INC	PROPANE	4,800.68
BUTLER MACHINERY CO.	PARTS	1,610.62
CAPITAL ONE	SUPPLIES	519.94
CASK & CORK	MERCHANDISE	452.10
CHAD CHRISTOPHERSON	SAFETY GLASSES REIMBURSEMENT	150.00
CHAMBERLAIN OIL CO	FUEL/INJECTOR CLEANER/OIL	1,081.29
CHRISTENSEN RADIATOR & REPAIR	REPAIRS	949.86
CINTAS	SUPPLIES	133.86
CITY OF VERMILLION	COPIES/POSTAGE	878.06

CITY OF VERMILLION	UTILITY BILLS	38,420.87
CLAY COUNTY SHERIFF	FINGER PRINTING	15.00
COFFEE KING, INC	MERCHANDISE	66.75
COLLIN SCHRAWYER	REFUND ACH PAYMENT	111.63
COLONIAL LIFE	INSURANCE	1,479.24
CRARY HUFF LAW FIRM	PROFESSIONAL SERVICES	3,931.50
CUMMINS SALES & SERVICE	PARTS	670.11
CURT HAAKINSON	MEALS REIMBURSEMENT	68.00
DAKOTA BEVERAGE	MERCHANDISE	8,002.66
DAKOTA PC WAREHOUSE	MONITOR/COMPUTER/SUPPLIES	3,677.46
DELTA DENTAL PLAN	INSURANCE	6,817.86
DENNIS MARTENS	MAINTENANCE	833.34
DGR ENGINEERING	PROFESSIONAL SERVICES	583.00
DOOLEY ENTERPRISES, INC	AMMUNITION	3,614.43
DUBOIS CHEMICALS	SODA ASH	7,452.50
EAKES OFFICE SOLUTIONS	TABLE RUNNERS	256.95
ECHO ELECTRIC SUPPLY	SUPPLIES	3,598.77
ED M. FELD EQPT CO	EQUIPMENT	1,910.57
ELIZA MOLLMAN	FOCUS GROUP SERVICES	100.00
ERIC McPHERSON	MEALS REIMBURSEMENT	68.00
ERICKSON SOLUTIONS GROUP	PROFESSIONAL SERVICES	1,350.80
ESRI	SUBSCRIPTION/MAINTENANCE	5,100.00
ETHAN GULLIKSON	MEALS REIMBURSEMENT	68.00
EUROFINS ENVIRONMENT TESTING	TESTING	3,870.00
FRONTIER PRECISION, INC	REGISTRATION	1,700.00
GEOFFREY GRAY-LOBE	FOCUS GROUP SERVICES	100.00
GRAYBAR ELECTRIC	SUPPLIES	70.93
GRAYMONT (WI) LLC	CHEMICALS	5,807.13
GREGG PETERS	FREIGHT	1,808.75
GREGG PETERS	RENT	937.50
GUARANTEE ROOFING & SIDING	REPAIRS	17,669.42
HANNAH MOSTERD	REFUND REC PROGRAM FEE	10.00
HANSEN LOCKSMITHING	FOBS	40.00
HEALTH CARE LOGISTICS	BINS/DIVIDERS	66.53
HEIMAN FIRE EQUIPMENT	EQUIPMENT	18,345.09
HY VEE FOOD STORE	SUPPLIES	39.26
INGRAM	BOOKS	2,714.40
JACKS UNIFORM & EQPT	UNIFORMS	5,038.72
JAY'S PLUMBING	REPAIRS	1,628.05
JEFFREY ROHONE	REFUND PARKING TCKT OVERPMT	5.00
JENNIFER PHELAN	REFUND REC PROGRAM FEE	10.00
JESSICA BERINGER	REFUND REC PROGRAM FEE	10.00
JOHN A CONKLING DIST.	MERCHANDISE	3,167.45

JOHN C. PRESCOTT	REIMBURSEMENT-ICMA DUES	1,017.00
JOHNSON BROTHERS OF SD	MERCHANDISE	18,194.60
JOHNSON FEED, INC	REPAIRS	195.94
JONES FOOD CENTER	SUPPLIES	387.87
K & M TIRE	TIRES	2,481.18
KAIROI, INC	WEBSITE CONTRACT	1,000.00
KATHRYN BIRKELAND	REFUND REC PROGRAM FEE	10.00
KNOEPFLER CHEVROLET	REPAIRS	1,930.27
LAYNES WORLD	SUPPLIES	167.00
LISA TERWILLIGER	REFUND REC PROGRAM FEE	10.00
LOCATORS AND SUPPLIES, INC	SUPPLIES	205.10
LOW INCOME ENERGY ASSISTANCE	REFUND ONE TIME ELECTRIC PMT	264.87
LUKE HAYES	REFUND REC PROGRAM FEE	10.00
MAIN STREET CENTER	1ST QTR CONTRIBUTION	4,000.00
MART AUTO BODY & MARINE LLC	REFUND ASSESSMENT OVERPMT	406.63
MARTINSON CONSTRUCTION	HAUL SNOW	650.25
MATHESON TRI-GAS, INC	MEDICAL OXYGEN	112.15
MELISSA GRIESE	REFUND REC PROGRAM FEE	10.00
MICHAEL HEINE	MEALS REIMBURSEMENT	68.00
MIDWEST ALARM CO	ALARM MONITORING	88.29
MIKE PHELAN	FOCUS GROUP SERVICES	100.00
MILLBORN SEEDS	ADC LANDFILL COVER	9,900.00
MINN MUNICIPAL UTILITY ASSOC	1ST QTR SAFETY MGMT PROGRAM	8,004.75
MOORE WELDING & MFG	REPAIRS	532.25
NCL OF WISCONSIN, INC	CHEMICALS	639.46
NETSYS+	PROFESSIONAL SERVICES	502.00
NO BULL LANDSCAPING & SNOW	SNOW REMOVAL	769.50
NORTHERN TRUCK EQPT CORP	PARTS	2,477.00
O'REILLY AUTO PARTS	PARTS	666.22
OCEANID WATER RESCUE CRAFT	INFLATABLE RESCUE CRAFT	5,825.00
OKOBOJI WINES-SD	MERCHANDISE	180.00
PCC, INC	COMMISSION	4,401.58
PHELPS	WORK CLOTHING	165.29
PING/KARSTEN MFG CORP	MERCHANDISE	978.40
POMPS TIRE SERVICE, INC.	PARTS	2,283.77
PRAIRIE BERRY WINERY	MERCHANDISE	807.00
PRESTO-X-COMPANY	INSPECTION/TREATMENT	77.97
QUADIENT FINANCE USA, INC	POSTAGE	300.00
QUADIENT LEASING USA, INC	COPIER LEASE PAYMENT	273.24
QUILL	PLANNER	18.52
RACOM CORPORATION	MAINTENANCE	473.98
RANDY JENSEN	REFUND REC PROGRAM FEE	10.00
REDI TOWING	TOWING	1,525.00

REPUBLIC NATIONAL DISTRIBUTING	MERCHANDISE	10,600.30
RIEKES EQUIPMENT CO.	OIL FILTER	17.84
RUNNING SUPPLY, LLC	SUPPLIES	1,706.47
SCHADE'S VINEYARD	MERCHANDISE	576.00
SCHAEFFER MFG. CO	SUPPLIES	1,345.60
SD CHAPTER GCSAA	REGISTRATION	700.00
SD LOTTERY	BACKGROUND FEES	86.50
SD PUBLIC ASSURANCE ALLIANCE	EQUIPMENT COVERAGE	4,093.51
SD RETIREMENT SYSTEM	CONTRIBUTIONS	33,190.14
SECURITY SHREDDING SERVICE	SHREDDING	35.00
SERVICE MASTER OF SE SOUTH DAKOTA	CUSTODIAL	3,827.04
SESDAC, INC	FUNDING	8,000.00
SHANE GRIESE	MEALS REIMBURSEMENT	68.00
SIOUX FALLS FORD	REPAIRS	6,081.26
SNAP-ON INDUSTRIAL	TOOLS	202.24
SOUTH DAKOTA 811	LOCATES	204.75
SOUTHERN GLAZER'S OF SD	MERCHANDISE	10,087.19
STOCKTON TOWING INC	TOWING	880.60
STOREY KENWORTHY/MATT PARROTS	CHECKS	1,710.30
STRYKER SALES CORPORATION	AMB EQUIPMENT	2,543.07
STUART C. IRBY CO.	SUPPLIES	83.50
SUSAN HANSON	REFUND REC PROGRAM FEE	10.00
TECHNIMOUNT SYSTEM LLC	AMB EQUIPMENT	12,271.00
TELEDYNE INSTRUMENTS, INC	EVAP BLOWER FAN	886.62
THE BEAN COMMUNITY COFFEEHOUSE	COFFEE	200.19
THE LUMBERYARD LLC	MATERIALS	199.83
THE UPS STORE #6751	SHIPPING	39.15
TITAN MACHINERY-SIOUX FALLS	PARTS	1,246.86
TITLEIST-ACUSHNET COMPANY	MERCHANDISE	311.18
TRACTOR SUPPLY CREDIT PLAN	PART	71.98
TRUE BRANDS	MERCHANDISE	454.13
TWIN CITY HARDWARE	PART	91.54
TYLER TECHNOLOGIES	LICENSE/MAINTENANCE FEE	13,083.16
UNUM LIFE INSURANCE COMPANY	INSURANCE	1,162.90
US POSTMASTER	POSTAGE FOR UTILITY BILLS	1,250.00
UTILITY EQUIPMENT CO.	PART	222.30
VALIANT VINEYARDS	MERCHANDISE	261.00
VERIZON WIRELESS	CELL PHONES/TABLETS	2,821.23
VERMEER HIGH PLAINS	FILTERS	365.15
VERMILLION ACE HARDWARE	SUPPLIES	6,312.72
VERMILLION CHAMBER OF COMMERCE	FUNDING/MEMBERSHIPS	81,340.44
VERMILLION FORD	REPAIRS	311.85
VERMILLION GARBAGE SERVICE	WASTE HAULING	1,085.76

VERMILLION HOUSING AUTHORITY	AUDIT CONTRIBUTION	4,100.00
VERMILLION YOUTH WRESTLING	ONLINE REGISTRATION FEES	3,031.95
VESSCO, INC	PARTS	22,089.03
VISA/FIRST BANK & TRUST	TRAVEL/TRAINING/SUPPLIES	9,090.45
WADE MOUNT	MEALS REIMBURSEMENT	102.00
WINTER EQUIPMENT COMPANY	CURB RUNNERS	1,728.44
YANKTON JANITORIAL SUPPLY	SUPPLIES	142.00
YANKTON TRANSMISSION SPECIALISTS	REPAIRS	2,962.00

Council Member Ward seconded the motion. Motion carried 8 to 0. Mayor Cole declared the motion adopted.

12. Consensus Agenda

A. Set a public hearing for February 21, 2023 for the Shakespeare Festival fundraising event Wine with Will to be held on March 24, 2023.

30-23

Council Member Price moved approval of the consensus agenda. Council Member Jennewein seconded the motion. Motion carried 8 to 0. Mayor Cole declared the motion adopted.

13. Adjourn

31-23

Council Member Hellwege moved to adjourn the Council Meeting at 7:14 p.m. Council Member Ward seconded the motion. Motion carried 8 to 0. Mayor Cole declared the motion adopted.

Dated at Vermillion, South Dakota this 6th day of February, 2023.

THE GOVERNING BODY OF THE CITY
OF VERMILLION, SOUTH DAKOTA
BY _____
Jonathan D. Cole, Mayor

ATTEST:

BY _____
Katie E. Redden, Finance Officer

Published once at the approximate cost of _____.