

Unapproved Minutes
Council Special Session
May 4, 2020
Monday 12:00 noon

The special session of the City Council, City of Vermillion, South Dakota was held on Monday, May 4, 2020 at 12:00 noon at the City Hall large conference room.

1. Roll Call

Present: Hellwege (teleconference), Holland (teleconference), Humphrey (teleconference), Price (teleconference), Sorensen, Ward (teleconference), Willson (teleconference), President Collier-Wise (teleconference)

2. Visitors to be Heard - None

3. Update on Emergency Ordinances - James Purdy

James Purdy, Assistant City Manager, provided an update on COVID-19 starting with the current statistics for the state and Clay county, the emergency ordinance adopted on March 30, 2020, a review of what other first class cities have done on loosening restrictions, the White House Guidelines, Governor Noem's Executive Order 2020-20 and "Back to Normal" guidelines for local government. James also reported that the city has formed a committee of city employees that has been reviewing options for city buildings regarding protective measures, layout and sanitation.

Tim Tracy with Sanford Health Vermillion reviewed the local numbers but also wanted to bring to light the areas surrounding Clay county that could have an impact. Tim reported on the amount of testing being done noting that the turnaround time has been about 48 hours. Tim reported that the hospital will have enough beds and ventilators to meet current projections. Tim reported that, starting this week, the hospital will be doing elective surgery and preventive procedures that have been postponed due to the COVID-19. Tim stated that testing can be done by drive through as well as lab samples taken by drive through followed with a tele visit. Tim answered questions of the City Council and, in closing, encouraged social distancing, wearing a mask and to give blood.

Jim McCulloch, City Attorney, reviewed Ordinance No. 1413 noting it would not be in compliance with Governor Noem's Executive Order 2020-20 and the Back to Normal guidelines. Jim noted that some cities have lifted their restrictions completely while others have included conditions. Jim reviewed the legal issues to be considered in amending the ordinance and considering including conditions.

The City Council reviewed and discussed the restrictions and conditions included in the Rapid City, Brookings and Aberdeen resolutions. The occupancy percentage was discussed with the Fire Department who noted that the calculations of occupancy do not take into account the six feet social distancing and suggested using 33 percent of the occupancy calculation. The Fire Department also noted that it might take three to five days to make these calculations for each business. The consensus of the City Council was to incorporate the conditions contained in the Brookings resolution with the 33 percent of capacity calculation for review and consideration at tonight's meeting.

4. Briefing on the May 4, 2020 City Council Regular Meeting

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

5. Adjourn

104-20

Alderman Sorensen moved to adjourn the Council special session at 1:29 p.m. Alderman Price seconded the motion. A roll call vote of the Governing Body was as follows: Hellwege-Y, Holland-Y, Humphrey-Y, Price-Y, Sorensen-Y, Ward-Y, Willson-Y, President Collier-Wise-Y. President Collier-Wise declared the motion adopted.

Dated at Vermillion, South Dakota this 4th day of May, 2020.

THE GOVERNING BODY OF THE CITY
OF VERMILLION, SOUTH DAKOTA
BY _____
Kelsey Collier-Wise, President

ATTEST:

BY _____
Michael D. Carlson, Finance Officer

Unapproved Minutes
City Council Regular Session
May 4, 2020
Monday 7:00 p.m.

The regular session of the City Council, City of Vermillion, South Dakota was called to order on Monday, May 4, 2020 at 7:00 p.m. by President Collier-Wise.

1. Roll Call

Present: Hellwege (teleconference), Holland (teleconference), Humphrey (teleconference), Price (teleconference), Sorensen, Ward (teleconference), Willson (teleconference), President Collier-Wise (teleconference)

2. Pledge of Allegiance

3. Minutes

A. Minutes of April 20, 2020 Special Meeting; April 20, 2020 regular meeting

105-20

Alderman Sorensen moved approval of the April 20, 2020 Special Meeting and April 20, 2020 Regular Meeting minutes. Alderman Willson seconded the motion. A roll call vote of the Governing Body was as follows: Hellwege-Y, Holland-Y, Humphrey-Y, Price-Y, Sorensen-Y, Ward-Y, Willson-Y, President Collier-Wise-Y. President Collier-Wise declared the motion adopted.

4. Adoption of Agenda

106-20

Alderman Willson moved approval of the agenda. Alderman Hellwege seconded the motion. A roll call vote of the Governing Body was as follows: Hellwege-Y, Holland-Y, Humphrey-Y, Price-Y, Sorensen-Y, Ward-Y, Willson-Y, President Collier-Wise-Y. President Collier-Wise declared the motion adopted.

5. Visitors to be Heard

Alderman Humphrey asked City Manager Prescott to report the results of the traffic study conducted on the intersection of Cottage Avenue, Alumni Street and Rice Street. John Prescott, City Manager, reported that, in July last year, the study showed that 2.9% of the vehicles were traveling in excess of 5 mph over the speed limit. John reported that a second test was completed in October of last year which showed 2.6% of the vehicles were traveling in excess of 5 mph over the speed limit.

6. Public Hearings - None

7. Old Business

A. Review of Ordinance No. 1413 and determine continuation of the Emergency Ordinance

John Prescott, City Manager, recapped the process used in adopting the Emergency ordinance at the March 24th and March 30th meetings. John stated that this emergency ordinance placed restrictions on public gathering places and entertainment venues such as bars, restaurants, movie theaters, video lottery casino operations, and similar places of public accommodation, as well as nail and hair salons, barber shops, health clubs, and spas where individuals are in close contact. John noted that the ordinance provided a fine for each violation and at the time of packet preparation, no establishments have been cited for a violation. John noted that Section 6 of the ordinance requires the City Council to review continuation of the restrictions at each regular meeting and any special meeting called to address the ordinance during the 60-day period. John noted that the City Council reviewed and discussed the Ordinance during the April 6, 2020 and April 20, 2020 meetings but did not make any changes. John stated that this is the third opportunity since the adoption of the Ordinance for the governing body to consider the continuation of all or part of the restrictions in the ordinance. John reported that the ordinance provided that the City Council can amend the ordinance with the adoption of a emergency resolution noting any changes. John reported that several first class cities, which have an ordinance similar to Vermillion, have rescinded their ordinance in response to the Governor's plan and Executive Order 2020-20. John noted that it was discussed at the noon meeting to remove the restrictions in the ordinance but to include conditions. John noted that the ordinance would still be available to put back into effect if conditions change during the remaining life of the 60-day ordinance. John stated that the final draft of the resolution was sent out just after 5:00 p.m. today. John reviewed the conditions included in the resolution. Discussion followed on the resolution to include Council members sharing comments that were received from doctors and citizens.

The discussion included when other city services would return with John Prescott stating that the plan is to have the Recycling Center open for citizens to drop off recycling later this week while the Library and City Hall will be closed until a later date. Jim Goblirsch, Director of Parks & Recreation, stated that they are currently holding on programs waiting for direction from the City Council. Jim stated that programs that are housed in the High School will not be held this year as their facilities are closed. Jim stated that the local guard unit is using the Armory in preparing for possible deployment so these programs are on hold. Jim noted that the online registration program requires the fees to be paid at registration and wants to wait until they are sure the program will be held to avoid refunding the fees. Discussion followed on opening playgrounds and other parks facilities with the consensus to take this up in two weeks at the May 18th meeting.

Mayor Collier-Wise reported on comments received from the public and encouraged citizens to practice social distancing and follow the CDC guidelines.

John Prescott, City Manager, recommended removing the following two conditions from the resolution "Hand sanitizer locations shall be readily available for public use at grocery and retail businesses." "Seating at large gatherings shall be reduced to comply with a six-foot minimum distance between attendees." John noted that grocery and retail business were not included in the ordinance and large group is covered in other conditions. Discussion followed on the emergency resolution to amend the emergency ordinance.

107-20

After reading the same once, Alderman Holland moved adoption of the following resolution with removal of the two conditions referred to above:

EMERGENCY RESOLUTION

AMENDING PARTS OF ORDINANCE No. 1413 WHICH ADDRESSES A PUBLIC HEALTH CRISIS BY IMPLEMENTING CERTAIN MEASURES WHICH WERE DEEMED NECESSARY TO SLOW THE COMMUNITY SPREAD OF COVID 19 (CORONAVIRUS)

WHEREAS, an outbreak of the COVID-19 disease, which is caused by the novel coronavirus, has been confirmed in more than 100 countries, including the United States; and

WHEREAS, the City Council adopted emergency Ordinance No. 1413 with second reading on March 30, 2020 to implement measures to slow the community spread of the COVID-19 virus; and

WHEREAS, Ordinance No. 1413 became effective upon passage for a maximum of sixty days (March 30, 2020 to May 30, 2020); and

WHEREAS, Ordinance No. 1413 provided that the City Council will have as an agenda item at each regular City Council meeting for the consideration of a resolution to suspend the provisions herein prior to the end of the sixty (60) day period included; and

WHEREAS, Governor Noem issued the 'Back to Normal Plan' on April 28, 2020 which details the expectations for individuals, businesses, schools, health care providers, and local governments to return to business and social interactions while accounting for the inherent uncertainties of this pandemic; and

WHEREAS, Governor Noem's Plan and Executive Order 2020-20 state that every South Dakotan shall follow South Dakota's Back to Normal Plan; and

WHEREAS, Executive Order 2020-20 which was issued on April 28, 2020 stated that local governments within the State shall follow the Plan for their respective jurisdictions.

NOW THEREFORE BE IT RESOLVED, by the Governing Body of the City of Vermillion, South Dakota, at a regular meeting thereof in the Council Chambers of said City at 7:00 p.m. CDT on the 4th day of May 2020, made the following changes to Ordinance No. 1413:

Businesses within the City of Vermillion which are open to the public shall observe guidelines to slow the spread of COVID-19.

Any business identified in Ordinance No. 1413 may re-open to serve patrons on-site pursuant to the conditions in this resolution. The restrictions on business establishments as named in #1, #2, #3, and #4 of Emergency Ordinance 1413 are amended as follows.

- a. Establish a minimum six-foot distance between any tables, chairs, and barstools. This provision does not need to be observed between members of the same household.
- b. Restaurants, bars, and video lottery casino operations shall be limited to a maximum of ten (10) customers or a capacity of thirty-three (33) percent of their maximum posted capacity, whichever is greater.
- c. All businesses will identify their occupancy allowance and post it in a conspicuous location for customers entering the building.
- d. All restaurants and bars shall dispose of, or disinfect, all menus before and after use by each customer. Condiment containers shall be cleaned/disinfected between each group and shall not be shared among multiple groups. Salad bars and self-service buffets shall not be permitted.
- e. Recreation and fitness businesses shall limit customers based on available square footage. A maximum of ten (10) customers or a capacity of thirty-three (33) percent of their posted capacity.
- f. Encourage social distance spacing while waiting for service or entry into a business. Businesses may accomplish this by requiring people to remain in their vehicles.
- g. Install a plexiglass, or similar divider where physically possible between the cashier and the customer.
- h. Require employees to wash hands at regular intervals.
- i. Food service employees must wear a mask when serving dine-in patrons which covers the employee's nose and mouth.
- j. In video lottery casinos operations, machines must be cleaned and disinfected between each customer.
- k. Employees of hair salons, nail salons, spa, and barber shops must wear masks which cover their nose and mouth during customer contact times. Customers must be seated at least six (6) feet apart.

- l. In gyms and fitness facilities, any equipment and/or exercise mats must be cleaned or disinfected between each use. Customers should be separated by at least six feet when using machines or equipment.
- m. Customer seating in theaters and similar businesses shall be reduced for social distancing with certain seats marked as "not available due to social distancing guidelines" to ensure compliance.
- n. Businesses shall publicly post a regular cleaning and disinfecting schedule.
- o. Businesses are encouraged to conduct daily employee screenings for illness.
- p. Businesses are encouraged to post signage outside of their facility that encourages customers to not enter if they are not feeling well or have COVID-19 symptoms.
- q. Businesses are encouraged to develop risk mitigation strategies for restrooms or other areas where social distancing requirements are likely to be compromised.
- r. Certain businesses (e.g. a gym, recreation facility, video lottery casino, etc.) are encouraged to have customers wipe down their equipment/machines before and after use. However, it will still be the responsibility of the business to ensure proper cleaning and disinfecting is occurring.
- s. Businesses, particularly salons, barber shops, and spas are encouraged to provide service on an appointment-only basis to ensure proper social distancing and hygiene practices are met.

The exceptions provided in #5 of Emergency Ordinance No. 1413 remain unchanged.

Ordinance No. 1413 will remain in place until May 30, 2020. The City Council with adoption of a resolution may again implement the suspended restrictions if conditions of the pandemic worsen and action is needed to promote the health and safety of the community.

BE IT FURTHER RESOLVED, that no business is required by the City of Vermillion to open but shall take into account Governor Noem's Back to Normal Plan and Executive Order 2020-20 and their ability to maintain social distancing, proper hygiene, and practices recommended by the Centers for Disease Control which reduce or slow the spread of COVID-19.

BE IT FURTHER RESOLVED, that every citizen, visitor, and property owner is encouraged to continue to do their part to slow the spread of COVID-19 through maintaining social distancing, practicing good social hygiene through frequent and thorough handwashing, staying home and isolated when sick, covering coughs and sneezes, and cleaning and disinfecting frequently touched surfaces.

Dated at Vermillion, South Dakota this 4th day of May, 2020.

THE GOVERNING BODY OF THE CITY
OF VERMILLION, SOUTH DAKOTA

By _____
Kelsey Collier-Wise, Council President

Attest:

By _____
Michael D. Carlson, Finance Officer

The motion was seconded by Alderman Humphrey. Discussion followed and the question of the adoption of the Resolution was presented for a roll call vote of the Governing Body as follows: Hellwege-Y, Holland-Y, Humphrey-Y, Price-Y, Sorensen-N, Ward-Y, Willson-Y, President Collier-Wise-Y. President Collier-Wise declared that the Emergency Resolution was adopted and is now effective.

8. New Business

A. Appointment of Mayor

President Collier-Wise asked Vice President Holland to conduct the meeting as she has expressed interest in the Mayor position.

Vice President Holland requested motions for appointment as Mayor until July 2021 as provided in state statute.

108-20

Alderman Willson moved to appoint Kelsey Collier-Wise to fill the vacancy as Mayor until July 2021 pursuant to SDCL 9-8-2. Alderman Ward seconded the motion. Alderman Collier-Wise and Alderman Sorensen had expressed interest in the opening, thus they did not vote as there was a conflict of interest. Discussion followed. A roll call vote of the Governing Body was as follows: Hellwege-Y, Humphrey-Y, Price-Y, Ward-Y, Willson-Y, Vice President Holland-Y. Vice President Holland declared the motion adopted.

Alderman Collier-Wise stated that she wanted to resign her position as Alderman Central ward.

109-20

Alderman Hellwege moved to accept the resignation of Alderman Collier-Wise as Alderman from the Central ward. Alderman Price seconded the motion. Alderman Collier-Wise abstained from the vote. A roll call vote of the Governing Body was as follows: Hellwege-Y, Humphrey-Y, Price-Y, Sorensen-Y, Ward-Y, Willson-Y, Vice President Holland-Y. Vice President Holland declared the motion adopted.

Discussion followed on the process of filling the vacancy in the Central Ward with the consensus that this be an agenda item on the next meeting agenda.

Mike Carlson administered the oath of office to Mayor Kelsey Collier-Wise.

Mayor Collier-Wise reported that there is now a vacancy for President of the City Council and asked for a motion to appoint a President.

110-20

Alderman Hellwege moved to appoint Alderman Holland as President of the City Council. Alderman Ward seconded the motion. A roll call vote of the Governing Body was as follows: Hellwege-Y, Holland-Y, Humphrey-Y, Price-Y, Sorensen-Y, Ward-Y, Willson-Y, Mayor Collier-Wise-Y. Mayor Collier-Wise declared the motion adopted.

Mayor Collier-Wise reported that, with the appointment of Alderman Holland to Council President, there is now a vacancy for Vice President of the City Council and asked for a motion to appoint a Vice President.

111-20

Alderman Price moved to appoint Alderman Ward as Vice President of the City Council. Alderman Holland seconded the motion. A roll call vote of the Governing Body was as follows: Hellwege-Y, Holland-Y, Humphrey-Y, Price-Y, Sorensen-Y, Ward-Y, Willson-Y, Mayor Collier-Wise-Y. Mayor Collier-Wise declared the motion adopted.

B. Board of Library Trustees appointments

Mayor Collier-Wise thanked those who volunteered to serve and recommended the reappointment of Greg Redlin and the appointment of Alexis Oskolkoff to three year terms on the Library Board.

112-20

Alderman Hellwege moved approval of the reappointment of Greg Redlin and the appointment of Alexis Oskolkoff to three year terms on the Library Board. Alderman Price seconded the motion. A roll call vote of the Governing Body was as follows: Hellwege-Y, Holland-Y, Humphrey-Y, Price-Y, Sorensen-Y, Ward-Y, Willson-Y, Mayor Collier-Wise-Y. Mayor Collier-Wise declared the motion adopted.

C. Human Relations Commission appointments

Mayor Collier-Wise thanked those who volunteered to serve and recommended the appointment of Brenda Fergen and Gerald Yutrzenka to three-year

terms, Jordan Bonstrom to a one-year term and Codylee Riedmann as a post-secondary student one-year term on the Human Relations Commission.

113-20

Alderman Price moved approval of the appointment of Brenda Fergen and Gerald Yutrzenka to three-year terms, Jordan Bonstrom to a one-year term and Codylee Riedmann as a post-secondary student to a one-year term on the Human Relations Commission. Alderman Willson seconded the motion. A roll call vote of the Governing Body was as follows: Hellwege-Y, Holland-Y, Humphrey-Y, Price-Y, Sorensen-Y, Ward-Y, Willson-Y, Mayor Collier-Wise-Y. Mayor Collier-Wise declared the motion adopted.

D. Amendment No. 2 on Work Order for Design for Proposal Shared Use Path Repair Options

Jose Dominguez, City Engineer, provided background on the shared use path between 12th Street and the west terminus noting sections of the trail have fallen into the river prompting the closure since 2012. Jose reported that another section of the trail was reopened in 2014 after it was reconstructed farther away from the Vermillion River. Jose reported that in 2018 staff had a few conversations with the property owners regarding the proposed route and required easements regarding the proposed path along the river. Jose noted that in April 2019 staff updated the City Council on all of the conversations with the adjoining property owners and the Council instructed Staff to come up with a different route that would reduce the amount of land acquisitions. Jose reported that these options were presented to the City Council at a November 2019 noon meeting when the Council chose to place the shared use path on the south side of West Broadway Street between the curb and property line and work with Nutrien Ag Solutions to see if it would be possible to place the path along their south and west property lines. Jose noted that this change would require an amendment to the original agreement with Banner Associates. Jose reported that the original agreement with Banner was approved by the City Council on January 15, 2018 and was for the completion of construction plans based on the idea that the shared use path would be constructed along the river with a July 1, 2018 planned completion date. Jose noted that, due to the length of time the conversations with the property owners took, and the fact that the City had not received direction from the DOT regarding an agreement with Banner Associates, the City requested an extension for the project completion. Jose stated that the DOT issued Amendment No. 1 on December 6, 2019, which extended the deadline to December 31, 2024. Jose stated that Amendment No. 2 being proposed will cover the cost of the additional survey needed for the completion of the design. Jose reported that staff will still be contacting the property owners to discuss how the new direction will affect them before Banner Associates starts the final construction plans. Jose reported that the contract will be paid by the

DOT through the Federal Grant received by the City in 2006. Jose reported that the cost for this work order will be \$18,491.92 which is a \$4,200 increase to the original agreement's cost of \$14,291.92. Discussion followed with Jose answering questions on the project and costs.

114-20

Alderman Sorensen moved approval of Amendment No. 2 on work order for Design of Proposal Shared Use Path repair options with Banner Associates for a new total of \$18,491.92. Alderman Hellwege seconded the motion. A roll call vote of the Governing Body was as follows: Hellwege-Y, Holland-Y, Humphrey-Y, Price-Y, Sorensen-Y, Ward-Y, Willson-Y, Mayor Collier-Wise-Y. Mayor Collier-Wise declared the motion adopted.

E. Resolution Fixing Time and Place for Hearing and Notice of Hearing on the Special Assessment Roll for Installation of Street Lighting along West Main Street West of Stanford Street

Shane Griese, Utility Manager, reported that on October 21, 2019 the City Council approved a Resolution Adopting the Resolution of Necessity for Installation of Street Lighting along West Main Street west of Stanford Street. Shane reported that the project was bid, work has been completed and the final payment has been authorized. Shane reported that the special assessments roll has been calculated and filed with the Finance Officer on April 27, 2020. Shane stated that, per state statute, the City is required to hold a public hearing to allow the affected property owners to review and discuss any concerns regarding the assessed value. Shane stated that the resolution will set the public hearing date of June 1st. Shane noted that the resolution provided that property owners to be assessed will be notified of the hearing by mail and notice will be published in the Plain Talk. Shane recommended approval of the resolution setting the public hearing date of June 1st that also provides for notice to be mailed and published.

115-20

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

RESOLUTION FIXING THE TIME AND PLACE FOR A HEARING
AND NOTICE OF HEARING ON THE SPECIAL ASSESSMENT ROLL
FOR INSTALLATION OF STREET LIGHTING ALONG WEST MAIN STREET WEST OF
STANFORD STREET

WHEREAS, a special assessment roll was filed in the office of the City Finance Officer of the City of Vermillion, Clay County, South Dakota, on the 27th day of April, 2020, for the installation of street lights along West Main Street West of Stanford Street, in front or abutting lots in the City of Vermillion, Clay County, South Dakota, said special

assessment being against the property abutting upon said improvement;
and

WHEREAS, said assessment roll, now on file in the office of the City Finance Officer of the City of Vermillion, South Dakota, is open for public inspection and is referred to for further particulars; and

WHEREAS, said assessment roll shows as follows:

1. The name of the owner(s) of each lot to be assessed, as shown by the assessment rolls, of the Director of Equalization.
2. A description by lot, block and addition, or by metes and bounds of each parcel of land to be assessed, recognizing divisions by deed of platted lots, and obtaining the legal description of land as of the date of the adoption of the Resolution of Necessity for such improvement;
3. The amount assessed against each lot;
4. The number of installments, the rate of interest deferred installments shall bear, and the whole of such assessment, or any installment thereof, may be paid at any time, and that all installments paid prior to the respective due dates shall be deemed paid in inverse order of their due date;
5. Whenever the word "lot" appears therein, it shall be construed to include tracts and other parcels of land.

<u>Owner</u>	<u>Description</u>	<u>Parcel ID Number</u>	<u>Total (w/fee)</u>
Bliss, Janice Gayle	1200 W. Main Street Lot 5, Blk 1 Bliss 2nd Addn	15091-00100-050-00	\$767.50
Bunyan's LLC	1201 W. Main Street Lots 1 & 2, Exc Lot H1 Blk 1, Bliss Addn	15090-00100-020-00	1,479.32
Freidel, Joanne R	1310 W. Main Street Lot 4, Blk 1 Bliss 2nd Addn	15091-00100-040-00	1,756.54
Vermillion Area Chamber & Development Company	1317 W. Main Street Lot 12, Blk 6 Pointe Addn	15093-00600-000-00	2,106.10
Gregoire, Troy & Kristine	1324 W. Main Street Lot 3, Blk 1 Bliss 2nd Addn	15091-00100-030-00	1,756.54
Bliss, Kevin	1411 W. Main Street Lot 13, Blk 6 Bliss Pointe Addn	15093-00600-130-00	1,839.21

Heine, Julie 1412 W. Main Street 15091-00100-020-00 927.04
 Lot 2, Blk 1
 Bliss 2nd Addn

Valiant Vineyards Inc 1500 W. Main Street 15091-00100-010-00 216.98
 Lot 1, Blk 1
 Bliss 2nd Addn

Ten Equal Annual Installments at Ten Percent Interest for deferred payments

NOW, THEREFORE, BE IT RESOLVED, that Monday, the 1st day of June, 2020, at the hour of 7:00 p.m. in the City Council Chambers at City Hall located at 25 Center Street, in the City of Vermillion, Clay County, South Dakota, be and the same is hereby fixed as the time and place for hearing upon said assessment roll. Any interested person may appear and show cause why the Governing Body of said City of Vermillion, South Dakota, should not approve and levy said assessments against the respective premises as set forth in said assessment roll, to defray the costs of the construction of said improvement.

BE IT FURTHER RESOLVED, that the Finance Officer of the City of Vermillion, Clay County, South Dakota, shall be and is hereby authorized and directed to cause this Resolution and Notice to be published in the official newspaper in the City of Vermillion, South Dakota, one week prior to the date set for such hearing.

BE IT FURTHER RESOLVED, that the Finance Officer of the City of Vermillion, Clay County, South Dakota, shall mail a copy of this Resolution and Notice, by first-class mail, with postage thereon fully prepaid, addressed to the owner(s) of any property to be assessed for such improvement at their address as shown by the records of the Director of Equalization. Such mailing shall be done at least one (1) week prior to the date set for said hearing.

Dated at Vermillion, South Dakota, this 4th day of May, 2020.

THE GOVERNING BODY OF THE CITY OF
VERMILLION, CLAY COUNTY, SOUTH DAKOTA

By: _____
Kelsey Collier-Wise, Mayor

ATTEST:

Michael D. Carlson, Finance Officer

The motion was seconded by Alderman Ward. Discussion followed and the question of the adoption of the Resolution was presented for a roll call

vote of the Governing Body. A roll call vote of the Governing Body was as follows: Hellwege-Y, Holland-Y, Humphrey-Y, Price-Y, Sorensen-Y, Ward-Y, Willson-Y, Mayor Collier-Wise-Y. Mayor Collier-Wise declared the Resolution was adopted.

F. Consideration of the 2020-2024 Capital Improvement Plan

John Prescott, City Manager, reported that, at the April 20, 2020 Noon City Council meeting, staff presented a Capital Improvement Plan for City Council discussion and review. John reported that staff has reviewed the plan and corrected minor errors and typos. John stated that, as was discussed during the presentation of the draft, COVID-19 has cancelled or delayed some projects originally approved for the 2020 budget year. John noted that, depending on the economic impact of COVID-19, some projects currently proposed for 2021 may be delayed during adoption of the 2021 budget in September when more complete financial information is available. John noted that the Capital Improvement Plan does not allocate funding for any particular project. John stated that one of the goals of the Capital Improvement Plan (CIP) is to present ideas to the City Council and community about projects that may be undertaken in the next five years. John noted that there is the potential for current projects during 2020 to extend into the 2021 budget. John noted that it may or may not be possible to fund all of the projects included in the CIP in the proposed budget year but requested input from the City Council to identify projects for staff to work toward accomplishing. John stated that the Capital Improvement Plan will then assist the City Council and staff with planning future budgets including applying for grant or loan funding. John reviewed the 2020-2024 Capital Improvement Plan and answered questions. Discussion followed.

116-20

Alderman Price moved the adoption of the 2020-2024 Capital Improvement Plan as presented. Alderman Willson seconded the motion. A roll call vote of the Governing Body was as follows: Hellwege-Y, Holland-Y, Humphrey-Y, Price-Y, Sorensen-Y, Ward-Y, Willson-Y, Mayor Collier-Wise-Y. Mayor Collier-Wise declared the motion adopted.

G. Tom Street Lift Station Facility Plan Agreement

Shane Griese, Utility Manager, stated that in 2014 an assessment was performed on the Tom Street Lift Station which was installed in 1975. Shane noted that the assessment was completed at that time as the Bliss Pointe housing development was just getting started and it was unknown what the additional demand of the development would place on the lift station. Shane stated that, due to the age of the lift station and condition of the lift station at that time, the assessment estimated replacement would be required between 2025-2035. Shane noted that at that

time due to the significant cost of the repairs in comparison to the cost of a new lift station, as well as the current layout of the existing lift station, full replacement at a later date was the suggested option. Shane stated that, as the City plans for replacement of the lift station in 2021, we need to have a Facility Plan performed. Shane noted that the Facility Plan will evaluate the current condition and capacity of the lift station as well update information from 2014 to the present. Shane stated that the Facility Plan will meet all state requirements and allow the City to apply for loan and grant funding to assist with the cost of needed improvements. Shane noted that the agreement with Banner Associates has been attached for your review with a cost of \$14,000. Discussion followed

117-20

Alderman Willson moved approval of the professional services agreement with Banner Associates, Inc in an amount not to exceed \$14,000 for the facility plan for the Tom Street lift station. Alderman Hellwege seconded the motion. A roll call vote of the Governing Body was as follows: Hellwege-Y, Holland-Y, Humphrey-Y, Price-Y, Sorensen-Y, Ward-Y, Willson-Y, Mayor Collier-Wise-Y. Mayor Collier-Wise 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 Item 1 and Brunick's Service on Items 2,3 & 4.

Item 1 - 4,350 gal unleaded 10% ethanol: Stern Oil \$1.1888, Brunick's Service \$1.20, Jerry's Service \$1.29; Item 2 - 1,000 gal unleaded regular: Stern Oil \$1.3835, Brunick's Service \$1.35, Jerry's Service \$1.39; Item 3 - 3,000 gal No. 2 Diesel fuel dyed: Stern Oil \$1.223, Brunick's Service \$1.15, Jerry's Service \$1.38; Item 4 - 1,000 gal No. 2 diesel fuel-clear: Stern Oil \$1.503, Brunick's Service \$1.40, Jerry's Service \$1.68.

118-20

Alderman Ward moved approval of the low quote of Stern Oil on Item 1 and Brunick's Service on Items 2,3 & 4. Alderman Price seconded the motion. A roll call vote of the Governing Body was as follows: Hellwege-Y, Holland-Y, Humphrey-Y, Price-Y, Sorensen-Y, Ward-Y, Willson-Y, Mayor Collier-Wise-Y. Mayor Collier-Wise declared the motion adopted.

10. City Manager's Report

A. John reported that the Emergency Resolution adopted earlier in the meeting to amend the restrictions contained in the Emergency Ordinance No. 1413 are effective upon adoption. John noted that when Ordinance No. 1413 was adopted it provided that changes could be made by emergency resolution to be effective upon adoption.

B. John reported that curbside recycling collection remains paused. John noted that we hope to open the Recycling Center later this week for drop-off. John reported that there are two grass collection roll offs one located on Prentis Street by the baseball field and the other in the Barstow Park parking lot off of Dartmouth Street.

C. John reported that the Historic Preservation Commission meets on Wednesday, May 6th at 9:00 a.m., the Human Relations Commission meets on Thursday, May 7th at 7:00 p.m. and the BID#1 Board meets at on Friday, May 8th at 8:00 a.m. John noted that these meeting will be conducted by Zoom and for more information contact City Hall.

D. John reported that the 2020 Census is underway and asked residents to please take a minute to complete the Census form. John noted that having an accurate count is important to the City of Vermillion and Clay County.

PAYROLL ADDITIONS AND CHANGES

Ambulance: Dylan Hinds \$16.45/hr-\$16.45/training hr-\$24.68/holiday hr;
Communications Center: Derek Ronning \$22.41/hr; Light: Dennis Davis
\$.40/meter, Teresa Gilbertson \$.40/meter, Matt Nelson \$31.94/hr

11. Invoices Payable

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Alderman Hellwege moved approval of the following invoices:

Adidas America, Inc	merchandise	2,593.12
Advanced Weighing Systems	annual support	1,695.00
Apex Equipment, LLC	repairs	867.00
Appeara	shop towels	45.00
Aqua-Pure Inc	chemicals	9,857.60
Aramark Uniform Services	uniform cleaning	563.10
Argus Leader Media #1085	subscription	28.00
Atco International	supplies	157.50
Avera Occupational Medicine	pre-employment testing	127.10
Banner Associates, Inc	professional services	1,418.25
Basin Electric Power Coop	spirit mound sub testing	1,877.45
Bierschbach Eqpt & Supply	repairs	280.35
Black Clover Enterprises	merchandise	1,451.79

Blackstone Publishing	books	150.00
Border States Elec Supply	supplies	54.96
Bound Tree Medical, LLC	supplies	2,292.68
Broadcaster Press	advertising	1,322.50
BSN Sports Inc	soccer goals	2,128.00
Burns & McDonnell	professional services	6,366.75
Butler Machinery Co.	repairs/parts	4,591.77
C & B Operations, LLC	parts	165.86
Callaway Golf	merchandise	2,585.82
Cannon Technologies, Inc	electric load management	9,435.00
Carl Smith	housing rehabilitation grant	1,113.28
Cask & Cork	merchandise	1,316.10
Century Business Products	copier contract/copies	186.20
Chamberlain Oil Co	oil	1,155.60
City Of Vermillion	copies/postage	871.20
City Of Vermillion	utility bills	34,568.91
Clay Co Register Of Deed	filing fee	30.00
Coffee King, Inc	merchandise	62.75
Colonial Life Acc Ins.	insurance	3,032.81
Core & Main LP	supplies	1,834.38
Coyote Chemical Company	supplies	82.00
Coyote Convenience	fuel	13.36
Curt Haakinson	safety boots reimbursement	100.00
D-P Tools	tools	206.72
Dakota Beverage	merchandise	8,745.13
Dakota Pc Warehouse	computers/monitor	1,352.90
Danko Emergency Equipment	wireless headset/name plates	236.02
Delta Dental Plan	insurance	6,264.66
Demco	supplies	88.18
Dennis Martens	maintenance	833.34
DGR Engineering	professional services	370.00
Drew Gortmaker	boots reimbursement	200.00
Dubois Chemicals	soda ash	7,359.00
Echo Electric Supply	supplies	2,129.14
Ed M. Feld Eqpt Co	supplies	165.00
Envisionware, Inc	annual maintenance	671.90
Equipment Blades Inc	parts	344.92
Erickson Solutions Group	IT hardware/software	2,356.24
Farmer Brothers Co.	supplies	76.85
Fast Auto Glass	repairs	527.40
Fastenal Company	safety glasses	43.69
Fedex.	shipping	14.11
Flags Unlimited2	repairs	32.78
Foreman Media	council mtg	100.00
Gale/Cengage Learning Inc	books	62.38

Garys Tree Service, Inc	stump grinding	260.00
Global Dist.	merchandise	247.56
Global Packaging Solutions	baler bags	46,432.00
Graham Tire Co.	tires	795.80
Great Northern Environment	repairs	8,920.00
Gregg Peters	freight	1,056.00
Gregg Peters	rent	937.50
Hach Co	testing	4,434.00
Hansen Locksmithing	repairs	281.00
Heartland Glass Co.	repairs	2,810.00
Heiman Fire Equipment	uniform repairs	2,149.10
Helms & Associates	professional services	3,502.79
Herren-Schempp Building	supplies	311.95
High Point Networks	professional services	488.75
HOA Solutions, Inc	repairs	1,065.00
Holiday Inn Express	lodging	392.00
Hornungs Pro Golf	merchandise	216.61
Hy Vee Food Store	supplies	497.11
Hydro Klean	clean/televise lines	23,649.29
Industrial Chem Labs	degreaser	221.11
Ingram	books	2,734.42
Jacks Uniform & Eqpt	supplies	19.95
Jamie Hall	gym membership reimbursement	247.73
Jay's Plumbing	repairs	809.94
John A Conkling Dist.	merchandise	4,644.65
Johnsen Heating & Cooling	repairs	1,030.20
Johnson Brothers Of SD	merchandise	16,547.05
Jones Food Center	supplies	1,460.35
Karsten Mfg Corp	merchandise	307.98
Kimball Midwest	supplies	51.29
Lessman Elec. Supply Co	Prentis pathway /supplies	16,319.00
Loffler	copier contract/copies	99.17
Louies Carpet Clean, Inc	treatment	614.25
LSC Environmental Products	parts	214.52
Main Street Center	contribution	16,000.00
Mart Auto Body	towing/parts	169.19
Mart Brothers Construction	replace gutters/downspouts	6,831.90
Matheson Tri-Gas, Inc	medical oxygen/cylinder rental	680.22
McCulloch Law Office	professional services	2,107.20
Mead Lumber	supplies	35.96
Medical Waste Transport, Inc	waste hauling	108.76
Menards	supplies	64.94
Merrick Industries	parts	3,250.64
Micro Marketing LLC	books	25.00
Midwest Alarm Co	alarm monitoring	153.00

Midwest Turf & Irrigation	mowers/parts	48,115.51
Midwestern Mechanical, Inc	fire sprinkler inspection	325.00
Minn Municipal Utility Assoc	2nd qtr safety mgmt program	7,353.50
Missouri Valley Maintenance	repairs	940.41
Moore Welding & Mfg	repairs	152.50
Motion Picture Licensing C	license	188.06
NCL Of Wisconsin, Inc	chemicals	2,262.35
Netsys+	repairs/software	3,393.00
Newman Signs, Inc	supplies	687.14
Nike Inc	merchandise	582.06
Nursery Wholesalers Inc	trees	4,210.85
O'Reilly Auto Parts	parts	256.80
PCC, Inc	commission	2,493.88
Pedersen Machine Inc	parts	160.82
Petrochoice	supplies	105.72
Pizza Ranch	fun zone cards	200.00
Premier Safety	testing	555.11
Presto-X-Company	inspection/treatment	62.00
Print Source	signs/supplies	910.20
Property Maintenance Service	junk/debris removal	798.85
Quadient Finance USA, Inc	postage/supplies	746.16
Quadient Leasing USA, Inc	postage meter lease	234.24
Quadient, Inc	ink cartridge	129.05
Quill	supplies	71.63
Racom Corporation	maintenance	411.70
Ramkota Hotel	lodging	183.98
Redi Towing	towing	75.00
Republic National Distributing	merchandise	17,103.92
Running Supply, LLC	supplies	2,878.19
Sanford Health Occupational	testing	228.00
Sanford Health Plan	participation fee	54.00
Sanford Usd Medical Center	supplies	103.82
Sanitation Products Inc	parts	1,515.51
Scott Iverson	safety boots reimbursement	100.00
SD Dept Of Health	testing	228.00
SD Lottery	license renewal	100.00
SD One Call	locates	124.95
SD Public Assurance Alliance	mower/loader coverage	616.25
SD Retirement System	contributions	59,052.16
Service First Fire Sprinkler	fire sprinkler inspection	245.00
Service Master Of Se SD	custodial	3,740.35
Sioux Falls Ford	repairs	189.85
Siouxland Humane Society	fees	37.00
Sooland Bobcat	parts	118.44
Southern Glazer's Of SD	merchandise	5,674.54

Special T's And More	work vest	65.00
Steve's Heating & A/C Inc	a/c & furnace-bluffs	6,394.77
Stuart C. Irby Co.	supplies	4,104.05
Sturdevants Auto Parts	parts/supplies	1,850.67
Swank Movie Licensing USA	license renewal	439.00
Syncb/Amazon	books/dvds	171.15
Taste Of Home Books	books	34.98
The Ups Store #6751	shipping	238.06
Thiesen Designs	sweatshirts/t-shirts	284.70
Tigert Art Gallery	framing	350.00
Todds Electric Service	west main street lights	10,045.60
Tractor Supply Credit Plan	parts	37.98
Truck-Trailer Sales	parts	94.35
Twin City Hardware	parts	572.25
Tyler Technologies	software maintenance	5,475.97
Uline	supplies	566.78
United Laboratories	chemicals	2,747.10
United Way	contributions	767.00
Unum Life Insurance Company	insurance	1,523.28
USA Bluebook	parts	68.12
UV Doctor Lamps, LLC	supplies	792.03
Valiant Vineyards	hand sanitizer/wipes	938.50
Van Diest Supply Co	supplies	1,497.50
Vast Broadband	911 circuit/dialup services	1,415.45
Verizon Wireless	cell phones/ipad access	2,382.24
Vermeer High Plains	supplies	68.86
Vermillion Ace Hardware	supplies	3,568.23
Vermillion Chamber Of Commerce	2nd qtr BBB cont/BID 1st qtr	74,158.60
Vermillion Rotary Club	dues/meals	127.75
Visa/First Bank & Trust	fuel/lodging/supplies	6,327.63
Walmart	supplies	1,036.61
Walt's Homestyle Foods, Inc	merchandise	74.00
Wesco Distribution, Inc	supplies	2,702.84
Yankton Fire & Safety	inspection/repairs	384.50
Yankton Janitorial Supply	toilet paper/gloves	651.80
Yankton Motorsports LLC	repairs	982.98
Zee Medical Service	supplies	72.20
Zerofriction LLC	merchandise	454.63
Ziegler Inc	parts	196.54
Zimco Supply Co	supplies	13,549.50
Jerry's Auto	Bright Energy Rebate	820.80
Kenny Erickson	Bright Energy Rebate	250.00
Nels Sorensen	Bright Energy Rebate	500.00
Kalins Indoor Comfort	Bright Energy Rebate	100.00
John Dimock	Bright Energy Rebate	250.00

Alderman Price seconded the motion. Alderman Hellwege seconded the motion. A roll call vote of the Governing Body was as follows: Hellwege-Y, Holland-Y, Humphrey-Y, Price-Y, Sorensen-Y, Ward-Y, Willson-Y, Mayor Collier-Wise-Y. Mayor Collier-Wise declared the motion adopted.

12. Consensus Agenda - None

13. Adjourn

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Alderman Ward moved to adjourn the Council Meeting at 8:38 p.m. Alderman Sorensen seconded the motion. Alderman Hellwege seconded the motion. A roll call vote of the Governing Body was as follows: Hellwege-Y, Holland-Y, Humphrey-Y, Price-Y, Sorensen-Y, Ward-Y, Willson-Y, Mayor Collier-Wise-Y. Mayor Collier-Wise declared the motion adopted.

Dated at Vermillion, South Dakota this 4th day of May, 2020.

THE GOVERNING BODY OF THE CITY
OF VERMILLION, SOUTH DAKOTA
BY _____

Kelsey Collier-Wise, Mayor

ATTEST:

BY _____
Michael D. Carlson, Finance Officer

Published once at the approximate cost of _____.