

MINUTES

SPECIAL ABERDEEN CITY COUNCIL MEETING

City Council Chambers, 123 South Lincoln Street, Municipal Building, Aberdeen, South Dakota, April 20, 2020 at 4:00 p.m., special meeting of the Board of City Council Members, Mayor Travis Schaunaman presiding. Present at roll call were City Council Members Mark Remily by teleconference, Rob Ronayne, Dave Lunzman by teleconference, Alan Johnson, David Bunsness by teleconference, Dennis “Mike” Olson, and Clint Rux. City Council Member Josh Rife was absent. City Manager Lynn Lander was present.

Mayor Schaunaman led the Pledge of Allegiance.

NEW BUSINESS

EXECUTIVE SESSION

Motion by Rux, second by Bunsness to move into executive session to select finalists for the City Manager Position. All present voting aye, motion carried. Council had a discussion of the qualifications, competence, performance, character or fitness of a prospective public officer or employee, consulted with legal counsel to discuss contractual matters, and prepared for contract negotiations with prospective employee. {SDCL §1-25-2(1), (3), and (4)}. Council received input from executive search consultant. Motion by Johnson, second by Rux to move out of executive session. All present voting aye, motion carried.

Council Member Josh Rife arrived at the meeting at 4:30 p.m.

FINALISTS FOR CITY MANAGER POSITION

Mayor Schaunaman announced the following finalists for the City Manager Position: Ana Cortez, Seth Kauffman, Shawn Hennessee; Brett Bill, Karl Alberts, and Joe Gaa. No action was taken.

RESOLUTION NO. 20-04-04R

Motion by Bunsness, second by Rux to approve first reading and passage of Resolution No. 20-04-04R extending Ordinance No. 20-04-05 (COVID-19 Emergency Ordinance No. 3) as follows:

RESOLUTION NO. 20-04-04R

RESOLUTION EXTENDING ORDINANCE NO. 20-04-05

COVID-19 EMERGENCY ORDINANCE NO. 3

WHEREAS, the Aberdeen City Council adopted COVID-19 Emergency Ordinance No. 3 (Ordinance No. 20-04-05) (“emergency ordinance”) implementing certain measures which it deemed necessary to slow the community spread of the virus responsible for the COVID-19 disease; and

WHEREAS, the emergency ordinance shall be repealed, in part or in whole, on the day following each regular or special meeting of the City Council, *unless* the City Council at

such regular or special meeting by resolution affirms (1) the continued existence of the public health emergency, and (2) the necessity of all or certain parts of the social distancing measures set forth in Section A, Paragraphs 1 – 7, and extends all or any part of the ordinance for the day following the next regular or special meeting of the City Council.

NOW THEREFORE, BE IT RESOLVED:

1. The City Council affirms the COVID-19 public health emergency continues to exist within the City of Aberdeen.

2. The City Council affirms the social distancing measures set for in Section A, Paragraphs [1, 2, 3, 4, 5, 6, 7] of the emergency ordinance are necessary for the prevention and spread within the City of Aberdeen of the contagious virus causing the deadly COVID-19 disease.

3. The City Council hereby extends Section A, Paragraphs [1, 2, 3, 4, 5, 6, 7] and all of Section B of the emergency ordinance for the day following the next regular or special meeting of the City Council.

All voting aye, number of ayes 9, number of nays 0, motion carried.

ADJOURN

There being no further business, motion by Rux, second by Bunsness to adjourn the meeting. All voting aye, motion carried.

Prepared by Mary Campton for the Finance Office.



City Manager

MINUTES

ABERDEEN CITY COUNCIL MEETING

City Council Chambers, 123 South Lincoln Street, Municipal Building, Aberdeen, South Dakota, April 20, 2020 at 5:30 p.m., regular meeting of the Board of City Council Members, Mayor Travis Schaunaman presiding. Present at roll call were City Council Members Rob Ronayne, Dave Lunzman by teleconference, Josh Rife by teleconference, Alan Johnson, David Bunsness, Dennis “Mike” Olson by teleconference, and Clint Rux. City Council Member Mark Remily was absent. City Staff present were Lynn Lander by teleconference, Ron Wager by teleconference, Robin Bozien by teleconference, Brett Bill by teleconference, Karl Alberts, and Dave McNeil by teleconference.

Mayor Schaunaman led the Pledge of Allegiance.

MINUTES

Motion by Bunsness, second by Johnson to approve the minutes of the meeting of April 13, 2020, as circulated. Upon roll call vote, all voting aye, motion carried.

PROCLAMATION

Mayor Schaunaman read and proclaimed April 24, 2020 as “Arbor Day”.

OPEN FORUM

Scott Meintz and J R Huebner gave an update by teleconference on activities of the Emergency Operating Center. Ashley Erickson of Sanford Aberdeen and Todd Forkel of Avera St. Luke’s were present by teleconference and joined in on a discussion for providing another care facility for possible patients during pandemic.

Russell Kimball was present to discuss the COVID-19 pandemic as it relates to business closings.

Mike Carrels was present to discuss steps taken by the municipality.

Council Member Mark Remily joined the meeting by teleconference at 5:47 p.m.

OLD BUSINESS

ORDINANCE NO. 20-04-01

Motion by Bunsness, second by Johnson to approve second reading and final adoption of Ordinance No. 20-04-01 amending the zoning regulations of the Aberdeen City Code regarding the official zoning map. Upon roll call vote, all voting aye, motion carried.

ORDINANCE NO. 20-04-02

Motion by Rux, second by Olson to approve second reading and final adoption of Ordinance No. 20-04-02 amending the zoning regulations of the Aberdeen City Code regarding corner visibility. Upon roll call vote, all voting aye, motion carried.

NEW BUSINESS

RESOLUTION NO. 20-04-05R

Motion by Ronayne, second by Rux to approve first reading and passage of Resolution No. 20-04-05R extending Ordinance No. 20-04-05 (COVID-19 Emergency Ordinance No. 3) as follows:

RESOLUTION NO. 20-04-05R

RESOLUTION EXTENDING ORDINANCE NO. 20-04-05

COVID-19 EMERGENCY ORDINANCE NO. 3

WHEREAS, the Aberdeen City Council adopted COVID-19 Emergency Ordinance No. 3 (Ordinance No. 20-04-05) (“emergency ordinance”) implementing certain measures which it deemed necessary to slow the community spread of the virus responsible for the COVID-19 disease; and

WHEREAS, the emergency ordinance shall be repealed, in part or in whole, on the day following each regular or special meeting of the City Council, *unless* the City Council at such regular or special meeting by resolution affirms (1) the continued existence of the public health emergency, and (2) the necessity of all or certain parts of the social distancing measures set forth in Section A, Paragraphs 1 – 7, and extends all or any part of the ordinance for the day following the next regular or special meeting of the City Council.

NOW THEREFORE, BE IT RESOLVED:

1. The City Council affirms the COVID-19 public health emergency continues to exist within the City of Aberdeen.

2. The City Council affirms the social distancing measures set for in Section A, Paragraphs [1, 2, 3, 4, 5, 6, 7] of the emergency ordinance are necessary for the prevention and spread within the City of Aberdeen of the contagious virus causing the deadly COVID-19 disease.

3. The City Council hereby extends Section A, Paragraphs [1, 2, 3, 4, 5, 6, 7] and all of Section B of the emergency ordinance for the day following the next regular or special meeting of the City Council.

Upon roll call, all voting aye, number of ayes 9, number of nays 0, motion carried.

DISCUSSION ON CERTIFICATIONS FOR COVID-19-RELATED FUNDING

City Attorney Ron Wager explained the need to formally approve the authorization of the Mayor or City Manager to approve and execute certifications for COVID-19-related emergency funding and grant applications for nonprofits, businesses, and persons requiring local government approval. Motion by Johnson, second by Rux to authorize the Mayor or City Manager to approve and sign or execute certifications for the COVID-19-related emergency funding and grant application on behalf of nonprofits, businesses, and similar persons requiring local government approval and to ratify any such applications previously signed or executed by the Mayor or City Manager. Upon roll call vote, all voting aye, motion carried.

CITY SUPPORT RESPONSE TO COVID-19

City Manager Lynn Lander discussed administrative actions to offset certain utility charges for a temporary period to provide payment relief to Aberdeen customer. Motion by Johnson, second by Rux to consent to administrative actions to offset certain utility charges for a temporary period to provide payment relief to Aberdeen customers as follows: 1) Suspend late fees for city utility services for the months of April, May, and June of 2020; 2) Reduce the water utility base charge for customers with less than a two inch service by \$5.00 for each of the months of May and June of 2020; 3) Finance Office to exercise discretion in disconnecting water service of delinquent accounts, waiving water off or on fees, and establishing payment plans with distressed customers. Upon roll call vote, all voting aye, motion carried. It was noted that sales tax or property tax adjustments require legislative actions and the City Council or Brown County can't make those decisions.

BILLS

Motion by Johnson, second by Bunsness to approve payment of the bills listed for April 20, 2020, and any additions thereto, such bills having been audited by the Finance Officer and fully itemized and authorize the Mayor or City Manager to sign, and the Finance Officer to countersign, all warrants for payment of the following approved bills: Northwestern Energy 13,528.68; US Bank Corp. Trust 1,685,622.50; B & B Contracting

135,784.45; Verizon Wireless 32.22; Aberdeen Chrysler Center 38,095.00; Brown County Treasurer 16.00; UPS 47.25; Borns Group 4,610.43; NVC 866.32; IXOM 3,310.00; James Valley Coop Telephone Co. 97.47; Direct Automation 600.00; Environmental Toxicity Control 525.00; Nationwide Employee Benefits 222.18; Kutak Rock, LLP 15,000.00; Brian Jarvis 30.65; Mary Kamen 26.28; Stanley Goldade 44.78; Dawaine Haar 66.06; Ty Reinke 392.00; American News 3,915.31; Aberdeen Chamber of Commerce 27,545.00; Aberdeen Development Corp. 14,166.67; Sioux Council, BSA 520.00; Praxair Distribution Inc. 167.64; MARCO Technologies LLC 1,015.92; RDO Equipment Co. 10,675.31; Brown County Landfill 17,456.46; Wastecorp Pumps LLC 542.52; Baxter Healthcare Corp. 80.00; Dakota Doors Inc. 100.00; Overhead Door 1,400.00; Dahme Construction 15,978.26; Dakota Electronics 4,732.45; Dakota Pump & Control 82,500.00; Lang's TV & Appliance 224.00; Don's Builders Hardware 218.00; Heartland Paper Company 3,379.86; Eddie's Northside Sinclair 450.91; Quality Welding Inc. 68.16; Performance Oil & Lubricants 384.25; Entenmann-Rovin Co. 1,415.90; Exhaust Pros 67.50; Cole Papers Inc. 1,081.26; Farm Power Mfg. Inc. 223.80; Flexible Pipe Tool Company 2,970.69; Jensen Rock & Sand Inc. 693.60; Graham Tire Co. 23.00; HACH Co. 15,136.92; Direct Automation LLC 165.27; Auto Value Part Stores 2,157.20; CASH-WA Distributing 37.50; House of Glass, Inc. 1,577.72; Keeleys Inc. 1,025.10; Kesslers Inc. 116.92; Lawson Products Inc. 1,175.23; Steven Lust Automotive 141.13; MAC's Inc. 1,136.88; Michael Todd & Co. Inc. 3,413.34; Sewer Duck Inc. 320.00; Sanford Health Occupational Medicine Clinic 240.00; Farnams Genuine Parts 283.07; Pantorium 52.00; Dakota Supply Group 839.78; Midstates Group 1,868.95; Cross Country Freight Solutions, Inc. 182.43; Safety Service Inc. 1,293.17; Avera St. Luke's Hospital 747.79; Light & Siren 2,863.00; SHARE Corp. 5,223.40; Crawford Trucks & Equipment 1,818.08; Sodak Sports 3,899.87; Stan Houston Equipment, Inc. 1,075.00; Town & Country Lumber Inc. 37.14; Western Area Power Adm. 4,474.77; Aberdeen Lawn Care 60.00; Diesel Machinery Inc. 2,400.38; Aberdeen Area Arts Council 11,606.43; Fastenal Company 79.75; Praxair, Inc. 4,485.86; Totally Tubular Mfg 14.54; Master Blaster 149.80; North Wind Machine 97.20; Olson's Pest Technicians 1,200.00; Harms Oil Company 12,120.82; Mitchell1 4,322.66; Ultimate Upholstery solutions 570.65; Dive Rescue International Inc. 2,125.00; Tom Wanttie 136.72; Harms Heating and Cooling Inc. 528.06; Dependable Sanitation, Inc. 657.00; Dakota Inn & Toner 477.68; M & T Fire & Safety Inc. 2,726.00; USA Blue Book 311.14; Sleuth Software 1,558.00; Cartney Bearing Co. 7.78; Zackary Krage 672.00; Energy Laboratories Inc. 48.00; SD Dept. Health Lab 414.00; Aberdeen Family YMCA 125.00; Titan Access Acct 1,379.39; Dell Marketing LP 3,486.99; Executive Management 272.36; Electrical Engineer & Equipment Co. 1,952.00; Univar USA Inc. 816.00; JH Larson Company 304.96; Jarman's Water Systems 120.00; Dakotaland Autoglass Inc. 487.80; Northern Valley Communications 29.88; MTI Distributing 186.24; Kirk's Auto 7,668.83; Aberdeen Police Dept. 47.96; Dr. Steve Redmond 500.00; CNA Surety 50.00; SD

Assn. Rural Water Systems 1,500.00; AE2S 4,474.40; Fire Safety First 329.35; Action Pest Control 300.00; SD One Call 123.20; Quill Corp. 242.48; Federal Express Corp. 14.11; Ray O'Herron Inc. 311.61; Ken's Superfair Foods 26.55; SD Secretary of State 30.00; Menards 3,450.69; Bound Tree Medical LLC 2,857.99; Emblem Enterprises, Inc. 881.00; Aqua Pure Inc. 6,802.50; Convention Visitors Bureau 37,687.26; Dakota Fluid Power Inc. 2,877.40; McQuillen Creative Group Inc. 47.50; Borns Group 1,089.34; Impact Janitorial 4,114.87; AT & T 442.49; Pete Lien & Sons, Inc. 28,538.10; Double D Body Shop 331.54; Stryker Sales Corp. 2,804.54; NCL of Wisconsin 249.73; Tyler Technologies 4,077.69; 3M 839.77; Advantage Police Supply 1,277.00; Matheson Tri-Gas Inc. 153.86; SRF Consulting Group, Inc. 8,282.48; Rackspace Hosting 3,808.00; POMP's Tire Service, Inc. 1,249.48; Jeff Neal 100.00; Lou's Gloves, Inc. 152.00; Konica Minolta Premier Finance 126.85; GALLS Inc. 2,328.00; Allied 100, LLC 355.57; MSA Safety Sales, LLC 700.00; Truck World, Inc. 475.71; Remmy's Rustic Woodwerx, LLC 1,685.26; Pepperball 468.00; Infrastructure Design Group, Inc. 5,971.75; DLT Solutions Inc. 6,448.40; Breanne Anderson-Mueller 156.00; Vessco Inc. 2,988.00; Desiree Sears 236.25; Advance Auto Parts 265.75; Hase Plumbing & Heating 254.78; North Central Rental/Leasing 16,945.00; Grand Forks Fire Equipment, LLC 434.42; Mychal Rydeen 84.00; Cole Kissner 196.00; Louis Koch 8.00; MVTL Laboratories Inc. 1,446.00; Vollan Oil Co. 9,332.01; Riverside Technologies Inc. 6,948.00; TAPCO 315.47; Environmental Resource Associates 991.17; Intoximeters Inc. 790.00; Northern Lake Service Inc. 1,496.00; Groton Ford, LLC 90.59; Sanitation Products Inc. 7,829.96; Geffdog Designs 402.16; Cooper Animal Clinic PC 406.79; Dubois Chemicals, Inc. 21,285.80; Ameripride Services Inc. 1,284.01; Crescent Electric Supply 725.76; Harry Implement, Inc. 12,121.94; Knight Towing 250.00; J Gross Equipment 311.67; Jim Kohlen 6.01; Sight and Sound 231.00; Huelife 6,000.00; Detection Instruments Corp. 48.92; A-1 Sanitation 672.08; Environmental Toxicity Control 375.00; Tri-State Water, Inc. 17.25; 121 Benefits 99.39; Melissa Kollman 371.25; Checkfluid, Inc. 237.92; ICPC 125.00; Nicole Embury 32.00; Jarrod Zaruba 672.00; Aberdak Club 525.00; MAC Tools/D & D Distributing LLC 350.00; Lyla Agius Designs 585.00; Office Depot 199.08; Hanna Instruments 222.00; Haar Plumbing & Heating, Inc. 1,821.09; Core & Main LP 2,858.34; Henry Schein, Inc. 982.41; Blackstrap Inc. 17,020.30; Agtegra Cooperative 275.90; Cummins Sales & Service 1,911.47; Runnings Supply Inc. 2,644.87; Interstate Battery 483.80; Custom Installation Solutions 151.25; Amazon Capital Services 2,088.83; Bailey Pietz 800.00; Accessdata Group, Inc. 2,518.88; Frontier Precision, Inc. 517.00; Eide Bailly LLP 25,310.00; Joshua Gold 400.00; Hailey Huff 800.00; Robert Keefe 800.00; Olivia Rud 800.00; Margaret Vetch 800.00; Amy Filipek 63.90; Becky Hinz 63.90; Madison Kienow 856.78; Amy Stevahn 136.32; Donna Wester 63.90. Upon roll call vote, Remily, Lunzman, Rife, Johnson, Olson, and Rux voting aye, Ronayne, Bunsness, and Mayor Schaanman abstaining, motion carried.

CITY MANAGER'S REPORT

Lynn Lander gave the City Manager's Report including the potential impact of reduced sales tax revenue and steps to address the impact. City Manager Lander and City Engineer Bobzien also discussed social distancing practices for City Public Works crews.

ADJOURN

There being no further business, motion by Bunsness, second by Rux to adjourn the meeting. Upon roll call vote, all voting aye, motion carried.

Prepared by Mary Campton for the Finance Office.



Finance Officer