

MINUTES**ABERDEEN CITY COUNCIL MEETING**

City Council Chambers, 123 South Lincoln Street, Municipal Building, Aberdeen, South Dakota, May 11, 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 Mark Remily by teleconference, Rob Ronayne, Dave Lunzman by teleconference, Josh Rife, Alan Johnson, David Bunsness by teleconference, Dennis “Mike” Olson by teleconference, and Clint Rux. City Staff present were Lynn Lander by teleconference, Ron Wager by teleconference, Robin Bobzien by teleconference, Brett Bill by teleconference, Karl Alberts, Dave McNeil, and Rich Krokkel by teleconference.

Mayor Schaunaman led the Pledge of Allegiance.

MINUTES

Motion by Johnson, second by Rux to approve the minutes of the City Council Meetings of May 1, 2, and 4, 2020, as circulated. Upon roll call vote, all voting aye, motion carried.

OPEN FORUM

Jim Koehler was present to discuss the COVID-19 pandemic and the related spread.

CONSENT CALENDAR

Motion by Rux, second by Rife to approve the following items on the consent calendar:

LICENSE – Excavator – Ryan DeWitte dba Underground Solutions, Inc.

Upon roll call vote, all voting aye, motion carried.

NEW BUSINESS**DISCUSSION AND PASSAGE OF RESOLUTION NO. 20-05-03R**

Motion by Bunsness, second by Ronayne to approve first reading and passage of Resolution No. 20-05-03R extending Emergency Ordinance No. 3 regarding the novel coronavirus COVID-19 Public Health Crisis. Discussion followed on possible consideration of a plan of action to have in place for acute coronavirus cases so as not to overwhelm the health care system. Upon roll call vote to approve the resolution, all voting aye, motion carried.

RESOLUTION NO. 20-05-03R**RESOLUTION EXTENDING ORDINANCE NO. 20-04-05****COVID-19 EMERGENCY ORDINANCE NO. 3****AND EASING CERTAIN RESTRICTIONS OF THE ORDINANCE**

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, aided by the voluntary compliance of most residents and businesses with the social distancing and hygiene practices recommended by the CDC, such measures have helped in slowing the community spread of the virus and providing a basis to begin reopening businesses and other public gathering places within the community; 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.

WHEREAS, based on the number of cases in Brown County, the almost complete lack of hospitalization in the City, and the available modeling, the City Council believes some of the social distancing restrictions can be modified to allow businesses to resume on-site services of customers without causing the number of cases in the city to rise to the level that it will overwhelm the hospitals' capacity if proper procedures are put in place.

NOW, THEREFORE, BE IT RESOLVED:

1. The City Council affirms that some, but not all, of the social distancing measures set forth in Section A, Paragraphs 1, 2, 3, 4, 5, 6, and 7 of the emergency ordinance are necessary for the prevention and spread within the City of Aberdeen of the contagious virus.

2. The City Council hereby extends paragraphs 1, 2, 3, 4, 5, and 7 of Section A of the emergency ordinance for the day following the next regular or special meeting of the City Council, except that part of each paragraph that prohibits or closes on-site consumption, sales, or services *if* such business, facility, club, shop, organization, or other entity complies with the following restrictions:

- (a) Maintains a minimum six-foot space between tables, chairs, and barstools if occupants are not members of the same household or dining party of not more than 10 persons;
- (b) Limits capacity in indoor recreational facilities and fitness businesses to a number of persons that can safely and reliably ensure social distancing;
- (c) Requires handwashing at regular intervals of at least once per hour for all restaurant, bar, and food service employees;
- (d) Cleans and disinfects video lottery machines between each customer and at the start of business;

- (e) Reduces seating to allow for social distancing by removing chairs or marking certain seats as “not available due to social distancing”;
- (f) Posts for customers the regular cleaning and disinfecting schedule;
- (g) Maintains a six-foot space between customers waiting for service or entry into the facility; and
- (h) Employees of beauty and hair salons, nail salons, tattoo parlors, spas, massage studios, and barber shops wear masks which cover their nose and mouth during customer contact times. Customer seating must be at least six (6) feet apart.
- (i) Implements daily health screening protocol per South Dakota Department of Health guidelines for all employees.
- (j) Employees shall wear a mask that covers the face and nose when social distancing guidelines cannot be met with, or a barrier to the public is not provided.
- (k) Equipment and mats in health, fitness, athletic, and weight training facilities must be cleaned and disinfected between each use.

3. In addition to the specific requirements listed above, businesses shall operate in a manner consistent with CDC guidelines and any applicable state regulation or executive orders. Employers should plan to respond in a flexible way to varying levels of disease transmission in the community and be prepared to refine their business response plans as needed.

4. The City encourages all individuals within the City to continue to follow the CDC guidelines and recommended hygiene practices.

5. The City encourages grocery and retail stores to limit customers to a number of persons that can safely and reliably ensure social distancing, and, where practicable, to clearly mark one-way shopping aisles and install a plexiglass or similar divider between the customer and the cashier.

6. The City encourages enhanced cleaning and disinfecting requirements for motel and hotel rooms.

7. The City Council hereby extends paragraph 6 of Section A and all of Section B of the emergency ordinance for the day following the next regular or special meeting of the City Council.

The foregoing Resolution was approved after first reading and passed at a regular meeting of the Aberdeen City Council on the 11th day of May, 2020. Number of AYES: 9; Number of NAYS: 0.

DISCUSSION OF CHARTER ORDINANCE ON NOV. ELECTION BALLOT

City Attorney Ron Wager explained that the Charter Revision Subcommittee is seeking input on placing a Charter Amendment Ordinance for a special municipal

election with the November 3, 2020 General Election. Wager presented a timeline for possible approval of the proposed charter amendment ordinance and placing the ordinance on the November 3, 2020 Election Ballot. Wager stated that the Charter Revision Subcommittee recommends that the proposed ordinance be placed on the Council's June 8, 2020 meeting agenda for possible first reading. Upon its passage, the ordinance proposing revisions to the Charter would become effective only if approved by a majority of the voters of the City of Aberdeen at the election. Motion by Bunsness, second by Johnson to approve the proposed timeline to place a Charter Amendment Ordinance for a municipal election on the November 3, 2020 General Election Ballot. Upon roll call vote, all voting aye, motion carried.

POLICE/FIRE ESCORT FOR GRADUATING SENIOR CLASS PROCESSION

Police Chief Dave McNeil presented a request from Aberdeen Community members asking the Police and Fire Departments to provide an escorted procession through Aberdeen for the Aberdeen Central High School Graduating Senior Class of 2020 on May 17, 2020. The City Manager acknowledged this administrative action is under his charge but is requesting governing body consent of approval so the board is aware of city contribution efforts. Motion by Bunsness, second by Rux to allow the Aberdeen Police and Fire Departments to lead a police and fire escort procession on May 17, 2020 for the Aberdeen Central High School Graduating Senior Class of 2020. Upon roll call vote, all voting aye, motion carried.

PURCHASE OF GENERATOR

City Engineer Robin Bobzien requested approval to purchase a Caterpillar 200 kw-480V generator from Butler Machinery Company of Aberdeen, SD through Sourcewell, a governmental contracting agency, in the amount of \$66,105.00 for the Utility Sewer Department. Bobzien told the Council that the Utility Sewer Department is upgrading pumps at the Riverside Lift Station to accommodate additional flows that are a result of recent city growth. The lift station handles most of the wastewater flows from the east side of Aberdeen and the existing generator is not capable of handling the electrical demands of the new pumps. Motion by Ronayne, second by Olson to approve the purchase of the Caterpillar 200 kw-480V generator from Butler Machinery Company in the amount of \$66,105.00 as requested. Upon roll call vote, all voting aye, motion carried.

CHANGE ORDER/PAYMENT FOR AIRPORT TAXIWAY PROJECT

Transportation Director Rich Krokkel asked approval and authorization for the City Manager to sign Change Order #1, a decrease in the contract amount by -\$209,805.00, due to adjustment of quantities of bid items on the Taxiway Project and Payment Request #1 in the amount of \$115,909.00 to Reede Construction for work on the AIP #3-46-0001-40-2019 Taxiway Improvements Project. Motion by Johnson, second by Rux to approve and authorize the City Manager to sign Change Order #1, decrease of -209,805.00 to the contract

amount, and Payment #1 in the amount of \$115,909.00 to Reede Construction for work on the project. Upon roll call vote, all voting aye, motion carried.

PAYMENTS FOR WORK ON AIRPORT PROJECTS

Transportation Director Rich Krokkel asked approval and authorization for the City Manager to sign the following payment requests for work on Airport Improvement Projects: Payment #21 - AIP-#3-46-0001-39-2018 Airport Master Plan/Airport Layout Plan – Helms & Associates in the amount of \$21,268.25; Payment #19 – AIP #3-46-0001-40-2019 Reconstruction of Taxiway ‘C’ – Helms & Associates in the amount of \$11,488.18; and Payment #7 – AIP #3-46-0001-41-2020 Reconstruction of General Aviation Apron – Helms & Associates in the amount of \$11,470.09. Motion by Johnson, second by Rux to approve Payment #21 in the amount of \$21,268.25, Payment #19 in the amount of \$11,488.18, and Payment #7 in the amount of \$11,470.09 to Helms & Associates for the work on the Airport Improvement Projects. Upon roll call vote, all voting aye, motion carried.

BILLS

Motion by Rux, second by Rife to approve payment of the bills listed for May 11, 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 60,570.30; Northern Electric 6,207.45; US Bank Corp. Trust 118,201.20; United Parcel Service 83.66; Jason Wetzel 10.00; Warren Hunstad 44.08; Gary Aderhold 86.00; Jerke Brothers 15.74; Brett Goodwin 100.00; Morrison Construction 9,801.43; SD Dept. of Revenue 14,099.12; AT & T 128.24; MARCO, Inc. 143.41; American News 95.14; Mettler Sichmeller Engineering 4,390.00; Aberdeen School Dist 2,275.00; Praxair Distribution Inc. 243.95; Helms & Associates 120,479.50; Bonnie Bitz 4,055.00; Brown County Landfill 31.16; A M Leonard Inc. 854.31; Dakota Doors Inc. 432.00; Chris & Dan’s Tarp & Canvas Repr. 45.00; Dakota Electronics 110.00; Heartland Paper Company 128.04; Eddie’s Northside Sinclair 20.00; Quality Welding Inc. 47.00; SD Gov. Human Resource Assn. 80.94; Cole Papers Inc. 15,164.38; Farm Power Mfg. Inc. 284.03; Jensen Rock & Sand Inc. 116.18; Graham Tire Co. 20.47; Auto Value Part Stores/Hedahls 1,747.28; House of Glass, Inc. 611.61; MAC’s Inc. 278.11; Farnams Genuine Parts 7.29; Mardian Scrap Recycling Inc. 174.64; Dakota Supply Group 1,427.31; Midstates Group 12,647.86; Ringgenberg Electric Inc. 1,007.04; Safety Service Inc. 207.96; Avera St. Luke’s Hospital 5,925.00; Schwan Welding & Boiler 80.00; Northwest Pipe Fittings 454.83; Sherwin-Williams Co. 624.45; Crawford Trucks & Equipment 26.48; Sodak Sports 86.94; Sound Decisions 105.97; Stan Houston Equipment, Inc. 822.35; Town & Country Lumber Inc. 2,131.78; Weismantel Rent All 40.00; Wright & Sudlow 870.00; Hannah Lagerquist 39.48; DEMCO Inc. 127.30; Fastenal Company 28.12; Totally Tubular Mfg. 666.20; ADAPCO Inc. 28,003.14; North Wind Machine 72.00; Deere & Company 14,718.65; Dakota Pump Inc. 698.98; Harms Oil

Company 16,899.42; Ladner Electric 173.47; Dependable Sanitation, Inc. 930.75; Fordham Signs 1,200.00; WISP Services LLC 60.00; Gracelynn Miller 48.00; Hub City Radio 500.00; Executive Management 52.22; US Postal Service 240.00; Toysmith 3,838.80; West Payment Center 560.05; Univar USA Inc. 14,025.00; Richardson, Wyly, Wise, Sauck, & Hieb 292.00; Vermont Systems Inc. 1,105.00; MTI Distributing 6,205.66; Glacial Lakes & Prairies Tourism Assoc. 125.00; Fire Safety First 245.70; Public Opinion Co. 172.00; Federal Express Corp. 32.78; Kiwanis Club 200.00; Sertoma Club 35.00; Century Business Products 104.55; Symbol Arts 954.50; Melissa & Doug, LLC 3,150.70; Menards 2,067.03; Taste of Home Books 37.25; Shannon Broderson 54.00; Matthew Bender & Co., Inc. 14.80; Overdrive Inc. 4,017.10; McQuillen Creative Group Inc. 118.75; Turfwerks 88.53; Borns Group 53.75; FP Mailing Solutions 136.50; Spectrum Promotional Products 3,517.66; OCLC, Inc. 955.25; Ferguson Waterworks 300.80; Matheson Tri-Gas Inc. 51.74; Van Diest Supply Co. 3,762.00; Marilyn Kohles 92.40; Carlson & Stewart Refrigeration Inc. 759.95; American Solutions for Business 457.17; Advance Auto Parts 67.34; Barcodes Inc. LLC 106.85; Vollan Oil Co. 860.39; Ferguson Enterprises LLC 470.25; Select Parts, Inc. 141.64; Collaborative Summer Library Program 168.20; Brad Kingsriter 60.00; Rivards Turf & Forage 620.12; Plunkett's Pest Control 221.79; Carrot-Top Industries 607.92; GRAINGER 290.24; Jance Miller 50.00; Cooper Animal Clinic PC 435.63; Ameripride Services Inc. 1,160.48; Bowers Tree Services 4,025.00; Aberdeen Blinds, LLC 1,347.50; G & R Controls Inc. 380.02; Benji Locke 42.60; Athletica Sport Systems Inc. 1,035.00; Eframson Electric, Inc. 96.94; Carla Jo Krege 60.00; Hillyard Sioux Falls 568.02; Jackie Witlock 64.47; Megan Kusler 60.00; Kinetic Leasing, Inc. 24,000.00; Lee Park Golf Course 5,250.00; Autozone 823.70; Jonathon Murdy 2,500.00; Specialty Mfg. Co. 158.37; Anna Jahraus 30.00; Runnings Supply Inc. 3,806.75; Triplec Pros Window Cleaning LLC 1,400.00; Eide Bailly LLP 370.00; Shirley Bock 80.94; Cameron Brownson 76.39; Lillie Bruce 27.69; Grayce Comes 60.00; Tracy Crowley 27.69; Alice Hepola 63.90; Jessica Levtzow 30.00; Bill Martens 159.77; Donna Olson 319.50; Yankton School District 36.00; Charissa Peterson 68.16. Upon roll call vote, Remily, Lunzman, Rife, Johnson, Rux, and Mayor Schaunaman voting aye, Ronayne, Bunsness, and Olson abstaining, motion carried.

PAYROLL

Motion by Ronayne, second by Johnson to approve the payroll for the period from April 26, 2020 through May 9, 2020 and city share of social security, old age & survivor's insurance, retirement, health and life insurance: Wells Fargo 130,268.78; SD Retirement 78,897.22; Governing Body 3,192.28; City Manager 8,563.41; City Attorney 7,200.16; Finance 14,924.88; HR 8,021.20, Building 1,753.75; Computer 4,747.16; Planning/Zoning 15,712.71; Engineering 13,570.00; Conner Torrence 13.00 hr; Police 135,764.02; Fire 110,439.11; Harley Beck 15.52 hr; Housing/Building 6,718.55; Street 32,494.18; Jackson Rohlfs 13.25 hr, Isaac VanOrman 13.50 hr; Traffic 5,336.49; Maxwell Bent 13.25 hr; Solid

Waste 22,530.45; Nicholas Gerlach 13.25 hr, Erick Hoon 13.25 hr, Austin Kokales 13.50 hr, Alex Schlotte 13.25 hr, Benjamin Skon 13.25 hr; Transportation/Ride Line 18,484.65; Library 26,867.54; Parks, Rec & Forestry 89,599.70, Kathryn Andersen 10.25 hr, Avery Bad Moccasin 10.50 hr, Logan Bell 10.50 hr, Madalyn Bettmann 9.75 hr, Kaylee Block 9.75 hr, Brooklyn Briscoe 10.00 hr, Conner Chamberlain 11.00 hr, Andrea Christianson 10.50 hr, Crystal Cook 10.25 hr, Trey Cramer 10.00 hr, Faith Crissman 10.25 hr, Reganne Engebretson 11.25 hr, Shannon Evans 11.00 hr, Paige Falcon 10.25 hr, Abigail Forrest 10.00 hr, Zachary Hanson 10.50 hr, Benjamin Hayden 10.50 hr, Cole Holmes 11.00 hr, Kallyn Jerde 11.25 hr, Jaden Karst 11.00 hr, Trejon King 10.50 hr, Megan Kingsriter 9.75 hr, John Kludt 10.50 hr, Kaitlyn Krumm 10.25 hr, Alyson Lang 9.75 hr, Kaitlyn Lefforge 10.00 hr, Grace Luond 10.00 hr, Myah Malchow 10.75 hr, Alicia Malewicki 10.75 hr, Jacqueline McNeil 11.50 hr, Tate Mikkelson 11.00 hr, Jonathan Mitzel 12.50 hr, Jesse Nellans 11.50 hr, Kaylla Nicholson 11.00 hr, Danielle Notz 10.50 hr, William Olander 11.00 hr, Andrew Perleberg 10.50 hr, Kyra Pfaff 10.25 hr, Bailey Pietz 12.50 hr, Tanner Pietz 10.50 hr, Dylan Rausch 10.25 hr, Joy Rohrbach 9.75 hr, Kaylene Sauer 11.25 hr, Emma Scheidt 9.75 hr, Meara Sharisky 10.25 hr, Bradley Sharp 12.50 hr, Daniel Sharp 12.25 hr, Travis Sharp 12.00 hr, Josephine Snow 10.50 hr, Jade Soe 10.00 hr, Sawyer Stroschein 10.50 hr, Connor Stubbe 12.75 hr, Katelyn Thares 10.00 hr, Mason Thompson 12.00 hr, Megan Thone 9.75 hr, Elizabeth Wagner 10.75 hr, Christopher Weber 10.50 hr, Haley Weber 9.75 hr, Donald Weigel Jr 11.50 hr, Tessa Wiest 9.75 hr, Airport 16,349.99; Pipe 25,263.19; Triston Brown 13.50 hr, LeRoy Conn 18.27 hr, Brandon Fauth 13.50 hr, Austin Hopfinger 13.25 hr, Isaac Nelson 13.50 hr, Water Treatment 18,732.17; David Flanigan 13.50 hr; Meter 1,654.40; Water Reclamation 21,655.90; James Brick 15.50 hr; Pump 9,345.72, Brady Morgan 13.50 hr. Upon roll call vote, all voting aye, motion carried.

CITY MANAGER'S REPORT

Lynn Lander gave the City Manager's Report including City Attorney Ron Wager's research on council procedures and the timeline for COVID-19 Emergency Ordinance No. 4, if necessary.

ADJOURN

There being no further business, motion by Johnson, second by Rife to adjourn the meeting. Upon roll call vote, all voting aye, motion carried. Meeting adjourned at 6:23 p.m. Prepared by Mary Campton for the Finance Office.



 Finance Officer