

**MINUTES****ABERDEEN CITY COUNCIL MEETING**

City Council Chambers, 123 South Lincoln Street, Municipal Building, Aberdeen, South Dakota, May 18, 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, Josh Rife, Alan Johnson, David Bunsness by teleconference, Dennis “Mike” Olson by teleconference, and Clint Rux. City Council Member Dave Lunzman was absent. City Staff present were Lynn Lander by teleconference, Ron Wager by teleconference, Robin Bobzien by teleconference, Brett Bill by teleconference, Karl Alberts, Dave McNeil by teleconference, Jill Mohr by teleconference, Mark Hoven by teleconference, Bob Braun, and Tom Wanttie by teleconference.

Mayor Schaunaman led the Pledge of Allegiance.

**MINUTES**

Motion by Johnson, second by Rux to approve the minutes of the City Council Meeting of May 11, 2020, as circulated. Upon roll call vote, all present voting aye, motion carried.

**OPEN FORUM**

Mike Bockorny discussed the Aberdeen Development Corporation operations and developments.

Casey Weismantel discussed the Convention and Visitor’s Bureau events at the Malchow Plaza.

Shelley Westra-Heier discussed Aberdeen Downtown Association’s part in the proposed Malchow Plaza.

Gail Ochs discussed the Chamber of Commerce’s part in the Plaza.

Brody Mueller discussed the Market on the Plaza.

Lisa Anderson of the Chamber of Commerce announced the new branding.

Tiffany Langer, owner of Pinned Workshop, described the design of the new community logo.

**CONSENT CALENDAR**

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

LICENSE – Residential Building Contractor – C. J. Lane

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

**NEW BUSINESS****DISCUSSION AND PASSAGE OF RESOLUTION NO. 20-05-04R**

Motion by Ronayne, second by Johnson to approve first reading and passage of Resolution No. 20-05-04R extending Ordinance No. 20-04-05 (COVID-19 Emergency Ordinance No. 3). Discussion followed on an update on positive coronavirus cases in the

area. Upon roll call vote to approve resolution, all present voting aye, motion carried.

RESOLUTION NO. 20-05-04R

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 18<sup>th</sup> day of May, 2020. Number of AYES: 8; Number of NAYS: 0.

#### **APPOINTMENT OF NEW CITY MANAGER**

Human Resource Director Jill Mohr requested the Council approve the appointment of Joseph A. Gaa as the City Manager, upon the June 19, 2020 retirement of the current City Manager Lynn Lander, at a beginning compensation of \$150,000.00 for a term starting June 22, 2020 and to authorize the Mayor to execute an employment agreement with Mr. Gaa. Motion by Bunsness, second by Rux to appoint Joseph A. Gaa as City Manager, pursuant to Aberdeen City Charter, Sec. 3.01 and SDCL §9-10-10, for a term starting on June 22, 2020 at a beginning compensation of \$150,000.00 per year, with periodic raises thereafter as approved by the Council, and to authorize the Mayor to execute an employment agreement with Mr. Gaa setting forth employment terms and conditions. Motion by Ronayne, second by Johnson to postpone the appointment of Joseph A. Gaa as City Manager for one week to allow the City Council to review the terms and conditions set forth in the employment agreement. Upon roll call vote, all present voting aye, motion carried.

#### **DISCUSSION ON COUNCIL MEETING RULES AND PROCEDURES**

City Attorney Ron Wager asked the Council for input on the scope of a future draft of meeting rules and procedures to modify Robert's Rules of Order for a small board. Wager discussed the process of adopting Council meeting rules and procedures. The Council directed Wager to draft meeting rules and procedures similar to the rules and procedures adopted by the City of Charlottesville, VA for managing and conducting Council meetings. No action was taken.

#### **CARES ACT AIRPORT GRANT AGREEMENT**

City Manager Lynn Lander explained a CARES ACT Airport Grant Agreement in the amount of \$1,116,870.00 to provide funding to help offset a decline in revenue from diminished airport operations and activities as a result to the COVID-19 pandemic. Motion by Ronayne, second by Rux to approve and authorize the City Manager to sign the CARES ACT Airport Grant Agreement for AIP #3-46-0001-41-2020 in the amount of \$1,116,870.00 to reimburse airport operational and maintenance expenses. Upon roll call vote, all present voting aye, motion carried.

#### **BID ON OLD BUILDING ROOF REPLACEMENT FOR WATER PLANT**

Water Treatment Superintendent Bob Braun requested approval to award the bid for the Old Building Roof Replacement Project at the Water Treatment Plant to Hub City Roofing in the amount of \$47,350.00. Motion by Johnson, second by Rife to award the bid to Hub City Roofing in the amount of \$47,350.00 and authorize the City Manager and Finance Officer to sign all necessary documents after the approval by the City Attorney. Upon roll call vote, all present voting aye, motion carried.

#### **PAYMENT FOR DOME COVER REPLACEMENT AT WATER PLANT**

Water Treatment Superintendent Bob Braun presented a Payment Request in the amount of \$413,000.00 to AB Contracting LLC for work on the 2019 Dome Cover Replacement Project at the Water Treatment Plant. Motion by Bunsness, second by Ronayne to approve Payment #1 in the amount of \$413,000.00 to AB Contracting LLC for the work on the project. Upon roll call vote, all present voting aye, motion carried.

#### **CHANGE ORDER/PAYMENT FOR N. DAKOTA ST. ROADWAY PROJECT**

City Engineer Robin Bobzien asked for approval of a Change Order in the amount of \$19,725.95 and Payment Request in the amount of \$201,556.74 to Reede Construction, Inc. for work on the North Dakota Street Roadway Improvements Project. Motion by Bunsness, second by Olson to approve Change Order #1 in the amount of \$19,725.95 and Payment Request #1 in the amount of \$201,556.74 to Reede Construction, Inc. for work on the project. Upon roll call vote, all present voting aye, motion carried.

#### **CHANGE ORDER/PAYMENT FOR ACCESSIBLE QUADRANT IMPROVEMENTS**

City Engineer Robin Bobzien asked for approval of a Change Order in the amount of \$23,511.35 and Payment Request in the amount of \$103,934.96 to CWF Masonry for work on the Accessible Quadrant Improvements Project. Motion by Bunsness, second by Johnson to approve Change Order #2 in the amount of \$23,511.35 and Payment #2 in the amount of \$103,934.96 to CWF Masonry for work on the project. Upon roll call vote, all present voting aye, motion carried.

#### **BILLS**

Motion by Rux, second by Olson to approve payment of the bills listed for May 18, 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: American News 4,038.11; Aberdeen Development Corp. 14,166.67; CST Industries, Inc. 3,195.00; Helms & Associates 8,490.60; MARCO Technologies LLC 986.90; Tarah Heupel 50.00; Russell B Landscaping 24,378.00; Bethany Russell 50.00; Tom Kuck 50.00; Duluth Trading Co. 1,081.20; WEB Scribble Solution, Inc. 599.00; RDO Equipment Co. 7,075.48; Brown County Landfill 20,603.04; Dakota Doors Inc. 9,000.96; Cradys Radiator Shop 121.95; Hawkins Inc. 2,760.00; Dakota Electronics 2,692.60; Dakota Pump & Control 3,492.83; Lang's TV & Appliance 14.00; Cole Papers Inc. 517.19; Farm Power Mfg Inc. 1,636.48; Graham Tire Co. 3,505.82; Direct Automation LLC 1,665.27; Auto Value Part Stores/Hedahls 992.11; Rhomar Industries Inc. 1,005.36; Matt Prehn 200.00; House of Glass, Inc. 266.05; Nelson Sales & Service, LLC 300.28; Kesslers Inc. 91.84; CDW Government Inc. 5,255.37; Lawson Products Inc. 529.72; Steven Lust Automotive 683.07; MAC's Inc. 250.69; RDO Equipment 182,000.00; Sewer Duck Inc. 85.00; Sanford Health Occupational Medicine Clinic 156.00; Farnams Genuine Parts 97.06; Dakota Supply Group 1,659.69; Midstates Group 518.00; Cross Country Freight Solutions, Inc. 90.27; Ringgenberg

Electric Inc. 3,158.26; Safety Service Inc. 1,164.91; Avera St. Luke's Hospital 778.93; SHARE Corp. 3,830.57; Sherwin-Williams Co. 133.96; Crawford Trucks & Equipment 2,368.18; SD Dept. of Transportation 89,607.64; Town & County Lumber Inc. 20,307.98; Western Area Power Adm. 3,828.76; Wright & Sudlow 144.00; Spaans Babcock Inc. 1,015.00; Mission Mgmt Information 670.09; Fastenal Company 770.25; Praxair, Inc. 8,463.21; Totally Tubular Mfg 915.10; MacQueen Emergency Group 845.05; Dolly Schmidt 27.69; Ultimate Upholstery Solutions 30.00; Dependable Sanitation, Inc. 13,747.66; Dakota Inn & Toner 179.96; Western States Fire Protection Co. 300.00; Energy Laboratories Inc. 48.00; SD Dept. Health Lab 1,089.00; Titan Access Acct/Productivity Plus Acct. 23.00; Hub City Radio 240.00; Automationdirect.com Inc. 153.50; Executive Management 312.20; DANKO Emergency Equipment Co. 1,296.00; Environmental System Research Institute 2,576.71; Senior Companions 400.00; Univar USA Inc. 816.00; JH Larson Company 79.56; Richardson, Wyly, Wise, Sauck & Hieb 310.00; Streicher's Inc. 5,783.50; Cornerstones Career Learning Center 2,750.00; Northern Valley Communications 79.88; MTI Distributing 30.98; Kirk's Auto 7,447.25; Lien Transportation Co. 18,123.71; McMaster-Carr Supply Co. 2,535.93; Dr. Steve Redmond 500.00; Midland Lease Division 250.91; Angerhofer Slab Jacking 857.14; AE2S 559.30; Federal Express Corp. 27.84; Claims Associates Inc. 250.00; SD Secretary of State 30.00; Century Business Products 210.00; Menards 4,605.99; Bound Tree Medical LLC 3,086.25; Aqua Pure Inc. 325.00; Convention Visitors Bureau 33,405.73; Dakota Fluid Power Inc. 1,143.38; McQuillen Creative Group Inc. 121.56; Borns Group 2,039.06; Impact Janitorial 2,180.25; AT & T 442.49; Pete Lien & Sons, Inc. 21,244.84; Stryker Sales Corp. 17,760.51; NCL of Wisconsin 7,380.39; Swede's Body Shop 326.00; Tyler Technologies 1,097.47; ATCO International 173.53; First Line Technology 777.00; Boys & Girls Club of Aberdeen Area 60,000.00; Aberdeen Shuttle 105.00; POMP's Tire Service, Inc. 2,381.33; Toyne, Inc. 295.35; Konica Minolta Premier Finance 260.05; AXON Enterprises, Inc. 53,111.00; Galls, Inc. 1,097.50; Dakota Oil 465.85; David Sandvig 50.00; VESSCO Inc. 11,648.41; North Central Rental/Leasing 8,560.34; OMEGA Industrial Supply, Inc. 874.15; Pro Ag Supply Inc. 292.11; TAPCO 7,407.48; Meierhenry Sargent LLP 20,000.00; Midcontinent Communications 2,167.44; US Bank Corp. 1,200.00; Northern Lake Service Inc. 1,496.00; Groton Ford, LLC 2,400.31; Butler Machinery Co. 3,064.68; L & O Acres Transport 8,742.00; GRAINGER 279.52; Sanitation Products Inc. 2,603.43; Geffdog Designs 9,676.02; Dubois Chemicals, Inc. 28,819.77; Ameripride Services Inc. 739.63; Crescent Electric Supply 127.96; J Gross Equipment 2,550.08; Jasper Engineering & Equipment 1,745.00; KnowBE4, Inc. 7,603.20; Harlow's Bus Sales, Inc. 1,943.37; A-1 Sanitation 563.40; G & R Controls Inc. 2,750.00; Tri-State Water, Inc. 24.00; 121 Benefits 314.00; Northern Plains Psychological 1,070.00; Doug Farrand 100.00; American Bankers Ins. Co. 14,487.00; Aberdak Club 37.50; Office Depot 1,222.11; Aberdeen Transmission Center 142.27; Aberdeen BMX 20,000.00; Core & Main LP 5,961.41; Blackstrap Inc.

18,856.99; Autozone 43.33; AGTEGRA Cooperative 90.82; Shannon Chemical Corp. 6,269.88; Blaze Publications Inc. 500.00; LTK Heating & Cooling 5,278.58; Runnings Supply Inc. 1,072.41; Interstate Battery 173.90; Prairie Hill Farms, LLC 4,000.00; Nick Gehrts 50.00; Grate Interpreting 60.00; Amazon Capital Services 422.60; Eide Bailly LLP 12,655.00; Jayme Overacker 161.64; Seth Kauffman 277.44; Diane Brist 42.60; Renee Carda 53.88; Amy Hayes 104.37; Carol Jerke 1,641.10; Stephanie Litzen 80.94; Nancy Miklos 46.86; Anna Rosenau 161.32; Angela Shelnett 104.37; Mandy Walberg 42.60; Ana Cortez 924.52; Michael Novack 25.00. Northwestern Energy 10,819.49; CenturyLink 4,060.03; NVC 397.71; Borns Group 4,541.91; Triplec Pros LLC 1,241.00; SD One Call 722.40. Upon roll call vote, Rux, Olson, Johnson, Rife, Remily, and Mayor Schaunaman voting aye, Bunsness and Ronayne abstaining, motion carried.

#### **CITY MANAGER'S REPORT**

Lynn Lander gave the City Manager's Report including the Promotion Fund allocation process. Also, the dual allocation process for the Promotion Fund was discussed, one at 100% of expected revenue and the other at 85% of expected revenue. Discussions held again on possible Aquatic Center opening.

#### **ADJOURN**

There being no further business, motion by Johnson, second by Rux to adjourn the meeting. Upon roll call vote, all present voting aye, motion carried. Meeting adjourned at 7:26 p.m.

Prepared by Mary Campton for the Finance Office.

  
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Finance Officer