

## MINUTES

### ABERDEEN CITY COUNCIL MEETING

City Council Chambers, 123 South Lincoln Street, Municipal Building, Aberdeen, South Dakota, February 21, 2023 at 5:30 p.m., regular meeting of the City Council.

#### **CALL TO ORDER**

##### MEETING ROLL CALL

Present at roll call were City Council Members Rob Ronayne, Erin Fouberg by teleconference, Charlotte Liebelt, Josh Rife by teleconference, Alan Johnson by teleconference, Justin Reinbold, Tiffany Langer, David Novstrup, and Mayor Travis Schaunaman.

City Staff present were Joe Gaa, Ron Wager, Robin Bobzien, Brett Bill, Jordan McQuillen, Dave McNeil, Rich Krokkel, Bob Braun, and Joel Weig by teleconference.

##### PLEDGE OF ALLEGIANCE

Mayor Schaunaman led the Pledge of Allegiance.

#### **APPROVAL OF AGENDA**

Motion by Reinbold, second by Ronayne to approve the agenda. Voice vote to approve, all voting aye, motion carried.

#### **MINUTES**

Motion by Liebelt, second by Ronayne to approve the minutes of the February 6, 2023 City Council Meeting, as circulated. Voice vote to approve, all voting aye, motion carried.

#### **OPEN FORUM**

No one appeared in open forum to address the Council.

#### **CONSENT CALENDAR**

Motion by Novstrup, second by Reinbold to approve the following items on the consent calendar:

SET HEARING DATE – of March 6, 2023 at 5:30 p.m. for the following applications for alcoholic beverage licenses – Transfer of Retail On-Sale Liquor License from The 322 LLC dba Three 22 Kitchen & Cocktails, 322 South Main Street to The Circus LLC dba The Circus Suite B, 14 – 3<sup>rd</sup> Avenue, SE, Suite B; New Retail On-Sale Liquor-Restaurant License – The 322 LLC dba Three 22 Kitchen & Cocktails, 322 South Main Street; Special One-Day Retail On-Sale Liquor License on March 25, 2023 for Brown County Fair Foundation Inc. dba Fundraiser at Yelduz Shrine, 802 South Main Street

SET HEARING DATE – of March 6, 2023 at 5:30 p.m. regarding Ordinance No. 23-03-01 designating a portion of public right-of-way as Harvest Road North

ADVERTISEMENTS FOR BIDS – Set Bid Date of March 7, 2023 at 2:00 p.m. for new Refuse Collection Unit for Public Works Department-Solid Waste Division; Set Bid Date of March 14, 2023 at 2:00 p.m. for Waterman and Sewer Pipe, Fittings and Accessories,

Manhole Covers, Inlet Frames and Grates; Set Bid Date of March 16, 2023 at 2:00 p.m. for Police Package Sport Utility Vehicle(s); Set Bid Date of March 16, 2023 at 2:00 p.m. for Fleet Vehicles for City Departments

LICENSES – Journeyman Plumber – Levi Johnson; Journeyman Plumber – Darby Feist; Master Plumber – Nathan Solum; Taxi Cab Driver – Steven Catalano; Taxi Cab Driver – Roberta Mitzel

LOTTERY NOTICES – Lincoln Elementary PTA; Sidney L. Smith American Legion Post 24; Yelduz Foot Patrol – receive and place on file

Voice vote to approve, all voting aye, motion carried.

### **NEW BUSINESS**

**PUBLIC HEARING AND APPROVAL OF WINE AND MALT BEVERAGE LICENSES FOR ACT2, INC.**

Mayor Schaunaman opened a hearing on applications for a new Retail On-Off Sale Wine and Cider License and a new Retail On-Off Sale Malt Beverage and SD Farm Wine License for ACT2, Inc. dba Aberdeen Community Theatre, 415 South Main Street. No public comments were received. Mayor Schaunaman closed the hearing and called for a vote. Motion by Ronayne, second by Rife to approve of a Retail On-Sale Wine and Cider License and a Retail On-Off Sale Malt Beverage and SD Farm Wine License for ACT2, Inc. at Aberdeen Community Theatre, 415 South Main Street. Voice vote to approve, all voting aye, motion carried.

**PUBLIC HEARING AND APPROVAL OF SPECIAL ONE-DAY LIQUOR LICENSE FOR NSU FOUNDATION**

Mayor Schaunaman opened a hearing on an application for a Special One-Day On-Sale Liquor License on April 28, 2023 for Northern State University Foundation dba APEX Events, LLC at NSU Bourbon and Brews Event, 1416 South State Street. No public comments were received. Mayor Schaunaman closed the hearing and called for a vote. Motion by Novstrup, second by Reinbold to approve of a Special One-Day On-Sale Liquor License on April 28, 2023 for Northern State University Foundation dba APEX Events, LLC at NSU Bourbon and Brews Event, 1416 South State Street. Voice vote to approve, all voting aye, motion carried.

**REAPPOINTMENTS AND APPOINTMENTS OF MEMBERS TO DOWNTOWN BUSINESS IMPROVEMENT DISTRICT I BOARD OF DIRECTORS**

City Manager Joe Gaa presented a request for approval of reappointments and appointments of members to the Downtown Business Improvement District I Board of Directors for a term from January 19, 2023 to December 31, 2023 as follows: reappoint Olaf Hanson to a second term, reappoint Patricia Kendall to a second term; reappoint Spencer Sommers to a third term; appoint Molly Genzler to a first term; appoint Sarah Eisenbeisz to a first term; appoint Lee Kessler to a first term; and appoint Sam Schaunaman to a first term.

Discussion followed. Motion by Ronayne, second by Novstrup to approve of the reappointments and appointments of members to the Downtown Business Improvement District I Board of Directors with future review of the board's bylaws by the City Attorney. Voice vote to approve, all voting aye, motion carried.

**PROPOSAL FOR WATER TREATMENT PLANT SCADA SYSTEM UPGRADES FROM DIRECT AUTOMATION**

Water Treatment Superintendent Bob Braun requested approval of a proposal for the Water Treatment Plant SCADA System Upgrades submitted by Direct Automation in the amount of \$227,112.65. Motion by Novstrup, second by Ronayne to accept the proposal for the Water Treatment Plant SCADA System Upgrades from Direct Automation. Roll call to approve, all voting aye, motion carried.

**LETTER OF AGREEMENT WITH HELMS & ASSOCIATES TO PROVIDE MISCELLANEOUS SERVICES AT AIRPORT**

Transportation Director Rich Krokkel request approval to authorize the City Manager to sign the Letter of Agreement with Helms & Associates to provide for miscellaneous services at the Aberdeen Regional Airport. Motion by Johnson, second by Reinbold to authorize the City Manager to sign the Letter of Agreement between the City of Aberdeen and Helms & Associates for miscellaneous services at the Aberdeen Regional Airport. Voice vote to approve, all voting aye, motion carried.

**PAYMENT REQUESTS FOR AIRPORT IMPROVEMENT PROJECTS**

Transportation Director Rich Krokkel requested approval of the following payments for work on Airport Improvement Projects: Payment #39 – AIP #3-46-0001-43-2021 Taxiway Geometry – Helms & Associates in the amount of \$209.31; Payment #5 – AIP #3-46-0001-48-2022 Runway 13/31 Rehabilitation/Lighting Project – Helms & Associates in the amount of \$24,959.79; Payment #12 – AIP #3-46-0001-47-2022 GA Apron Reconstruction – Helms & Associates in the amount of \$965.46. Motion by Johnson, second by Ronayne to approve and authorize the City Manager to sign the payment requests for work on the Airport Improvement Projects. Roll call vote to approve, all voting aye, motion carried.

**REVIEW AND APPROVAL OF CLAIMS**

Motion by Liebelt, second by Rife to approve payment of the bills listed for February 21, 2023.

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: Zumbaum Property Management 277.74; Michael Jepsen 37.34; Victoria Fischbach 66.83; Shelley Latreille 43.27; Chris Schilken 46.40; Ray Siegle 25.45; Doug Wanttie 42.04; Chris Schilken 27.09; Bairy Santana 25.09; Randy Grote 43.01; Ashley Schlichenmayer 144.33; Jerke Brothers LLC 85.52; Mike Forsting 25.07; Phillip

Eichstadt 44.54; Benefit Resource 747.60; Wellmark Blue Cross/Blue Shield 265,000.00; Wellmark Blue Cross/Blue Shield 178,961.49; SD Dept. of Revenue 7,994.03; US Bank Corp. Trust 17,334.95; Gary Compton 29.82; Janel Hettich 136.65; Midwest Alarm Company 300.96; Ryan DeRouchey 352.40; Aberdeen Chamber of Commerce 800.00; APWA 1,910.00; Helms & Associates 34,151.90; MARCO Technologies LLC 254.19; RDO Equipment Co. 9,721.48; Brown County Landfill 16,625.66; A M Leonard Inc. 1,557.27; Aberdeen News 1,161.96; Dakota Doors Inc. 3,024.46; Northern Plains Animal Health 200.00; IMLA 625.00; City Treasurer 7,500.00; Dakota Electronics 4,726.20; Don's Builders Hardware 355.45; One Source 35.00; Quality Welding Inc. 57.00; Performance Oil & Lubricant 747.00; Cole Papers Inc. 3,680.30; Farm Power Mfg. Inc. 103.98; Jensesn Rock & Sand Inc. 946.53; Graham Tire Co. 1,118.24; Direct Automation LLC 1,016.85; Auto Value Parts/Hedahls 4,005.54; Nelson Sales & Service LLC 321.12; Kesslers Inc. 149.95; Automatic Building Controls 3,973.12; Lawson Products Inc. 670.91; Steven Lust Automotive 113.83; MAC's Inc. 364.40; Sewer Duck Inc. 225.00; Sanford Health Occupational 1,894.00; B & B Contracting 8,531.25; CenturyLink 21,976.13; Dakota Supply Group 297.58; Midstates Group 13,551.79; Avera St. Luke's Hospital 5,580.97; Sanders Sew-N-Vac Inc. 34.99; Schwan Welding & Boiler 61.00; SHARE Corp. 5,429.84; Sherwin-Williams Co. 237.62; Crawford Trucks & Equipment 2,333.81; Stan Houston Equipment Inc. 331.05; Western Area Power Adm. 5,780.98; Diesel Machinery Inc. 4,304.05; Aberdeen Area Arts Council 2,675.20; Baker & Taylor Inc. 73.08; GALE/Cengage Learning 412.64; Mission Mgmt Information 355.09; Fastenal Company 312.57; Aberdeen Awards 12.00; Totally Tubular Mfg 150.37; Angerhofer Concrete Product 92.00; Olson's Pest Technicians 400.00; MacQueen Emergency Group 1,898.31; Northern Truck Equipment 3,713.09; Tim Reed 548.00; Dependable Sanitation 24,720.58; Br. Co. Sheriff's Office 57.86; Center Point Large Print 479.80; Harr Motors 200.00; Pressure Washer Central 89.41; Kussmal Electronics Co. 507.64; WISP Services LLC 60.00; M & T Fire & Safety Inc. 723.01; Cartney Bearing Co. 521.57; Floor to Ceiling Store 2,301.66; Energy Laboratories Inc. 100.65; SD Dept. Health Lab 70.00; Caleb Crosby 184.50; Dawn Menning 195.00; Titan Access Productivity 208.50; Hub City Radio 4,192.06; Dell Marketing LP 12,252.87; Executive Management 316.54; Landon Seaman 84.00; Winter Equipment Company Inc. 1,654.06; Climate Control 1,661.03; Beacon Athletics 1,361.40; Pierson Ford-Lincoln-Mercury 11.44; West Payment Center 366.81; ULine 836.48; Barton Heating & Air Conditioning 1,040.47; Active Data Systems Inc. 850.00; Dakota Broadcasting LLC 380.00; Mariah Mougey 46.00; Jarman's Water Systems 643.05; Dakotaland Autoglass Inc. 99.18; Streicher's Inc. 7,516.99; Luke Nelson 2,000.00; HDR Engineering Inc. 1,768.96; Northern Valley Communications 457.08; MTI Distributing 1,165.02; Kirk's Auto 1,912.97; McMaster-Carr Supply Co. 632.77; Pontem Software 1,800.00; CNA Surety 150.00; ACE Refrigeration 328.95; Quill Corp. 342.27; Ray O'Herron Inc. 287.89; Ken's Superfair Foods

1,768.77; Dale Jensen's Plmbg & Htg 221.72; Cardinal Tracking Inc. 4,263.55; O'Reilly Auto Parts 15.18; Sertoma Club 46.25; SD Secretary of State 120.00; Jerome Wild 405.00; Century Business Products 615.12; Menards Inc. 7,680.10; Shannon Broderson 160.00; Bound Tree Medical LLC 2,313.31; Overdrive Inc. 6,805.62; Aberdeen Hockey Assn. 8,400.00; Aqua Pure Inc. 17,739.40; Creative Services of New England 475.95; Convention Visitors Bureau 46,223.30; Dakota Fluid Power Inc. 1,186.39; McQuillen Creative Group 1,325.00; Borns Group 9,322.20; Killoran Trucking & Brokerage 14,706.50; OCLC Inc. 1,018.79; Impact Janitorial 2,140.25; Pete Lien & Sons Inc. 16,571.01; Kevin Bourdon 1,300.00; Sheryl Erickson 1,068.75; Confluence 1,200.00; North American Truck 375.00; ATCO International 519.55; NSU Finance & Administration 90.00; Matheson Tri-Gas Inc. 496.34; The UPS Store 124.66; POMP's Tire Service 2,209.07; General Traffic Controls 3,484.89; Camby's Pass Inc. 2,453.02; AXON Enterprise Inc. 3,000.00; GALLS Inc. 767.04; Dakota Oil 1,469.15; Brad Holm 34.00; DSS Image Apparel 1,482.00; Advance Auto Parts 117.68; Cole Kissner 84.00; Ingram Library Services 4,777.73; Vollan Oil Co. 28,080.96; Steve Markley 192.00; Plunkett's Pest Control 386.00; Patricia Brosz 742.50; John Kersten 278.00; Carrot-Top Industries 648.42; Randy Murphy 160.00; Midcontinent Communications 230.84; ARAMARK Uniform Services 1,995.71; Curt Fredrickson 264.00; Butler Machinery Co. 2,371.09; Michael Thomle 34.00; GRAINGER 1,086.95; Sanitation Products Inc. 6,054.19; Jance Miller 100.00; Geffdog Designs 798.98; Jefferson Partners LP 1,080.15; Cooper Animal Clinic PC 601.37; Crescent Electric Supply 264.47; Lisa Fischer 46.00; Innovative Interfaces Inc. 2,826.79; J Gross Equipment 978.93; Makynna Snow 48.00; Diamond Dry Cleaning 122.16; Stantec Consulting Services 1,303.49; A-1 Sanitation 9,580.08; Aberdeen Area Humane Society 5,400.00; Linde Gas & Equipment Inc. 826.11; G & R Controls Inc. 475.51; Eitan Group North America 1,170.54; Environmental Toxicity 1,400.00; Tri-State Water Inc. 143.75; Domino's Pizza 715.68; Kanopy, Inc. 112.00; NAPA Central 180.17; Masterpieces Puzzle Co. 1,544.14; Alec Schoof 54.00; Mark Hanson 360.00; Affordable Funeral Supply 1,018.36; Midland Scientific Inc. 246.23; Eframson Electric Inc. 4,241.28; Lyla Agius Designs 341.25; Carla Jo Krege 40.00; Daniel Orr 220.00; Hillyard Sioux Falls 783.79; Jackie Witlock 210.88; Megan Kusler 360.00; Aldous Ulvog 165.00; Haar Plumbing & Heating, 104.64; Core & Main LP 2,457.14; Stephanie Sorensen PHD 650.00; Blackstrap Inc. 28,520.10; Autozone 279.59; Jonathon Murdy 2,500.00; Briston Bruce 84.00; The Slide Experts Inc. 24,475.00; Runnings Supply Inc. 3,064.96; Interstate Battery 280.90; Custom Installation Solutions 185.00; Cardconnect 325.00; Dacotah Paper Co. 134.64; ODP Business Solutions LLC 397.70; Moore Sewing 10.00; Language Line Services 352.71; Hope Stappler 60.00; Connections Inc. EAP 400.20; Melony R. Malsom 150.00; Andrew Rohrbach 90.00; Central Salt 2,373.92; The Glass Doktor LLC 82.50; Guardian Fleet Safety LLC 1,152.03; Lynn Gauer 180.00; Janet Wright 105.00; Olivia Corey 105.00; Maggie Heesch 60.00; Mia Hinsz 105.00; Reese Johnson 75.00; Abby Meister 30.00;

Kade Russell 36.00; Sportaflex LLC 64,846.06; World Wide Audio Media Inc. 975.00; Environmental Building System 4,569.98; Northern Plains Animal Health 90.00; Hawkins Inc. 1,268.50; NSU Workstudy 208.00; Stan Houston Equipment Inc. 225.00; Aberdeen Area Arts Council 200.00; Titan Access Productivity 1,185.09; Executive Management 28.89; Bismarck Tribune 169.00; Century Business Products 37.31. Roll call vote to approve, Ronayne abstaining on payments to B & B Contracting and Climate Control and voting aye on remainder of the bill payments, Fouberg, Liebelt, Rife, Johnson, Reinbold, Langer, Novstrup voting aye, Mayor Schaunaman abstaining on payment to Climate Control and voting aye on remainder of the bill payments, motion carried.

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

City Manager Joe Gaa reported on the water main break on Saturday impacting many users on the east side of town and that the upcoming snow event response will be determined by need.

### **OTHER**

Mayor Schaunaman reminded residents to keep sidewalk areas in front of their homes and businesses clear of ice and snow.

Council Member Langer recognized the Kansas City Chiefs as the Super Bowl Champions.

### **EXECUTIVE SESSION**

Motion by Fouberg, second by Reinbold to move into executive session at 6:01 p.m. to discuss contract negotiations pursuant to SDCL §1-25-2(4). Voice vote to approve, all voting aye, motion carried.

Council Member Rife departed the meeting at 6:03 p.m.

Motion by Ronayne, second by Reinbold to move out of executive session at 6:49 p.m. Voice vote to approve, all present voting aye, motion carried.

### **ADJOURNMENT**

There being no further business, motion by Ronayne, second by Reinbold to adjourn the meeting. Voice vote to adjourn, all present voting aye, motion carried. The meeting adjourned at 6:49 p.m.

Prepared by Mary Campton for the Finance Office. /s/ Jordan McQuillen, Finance Officer.