

MINUTES

ABERDEEN CITY COUNCIL MEETING

City Council Chambers, 123 South Lincoln Street, Municipal Building, Aberdeen, South Dakota, March 6, 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, Alan Johnson, Justin Reinbold, Tiffany Langer, David Novstrup, and Mayor Travis Schaunaman.

City Staff present were Joe Gaa, Ron Wager, Robin Bobzien, Ken Hubbard, Jordan McQuillen, Dave McNeil by teleconference, and Joel Weig by teleconference.

PLEDGE OF ALLEGIANCE

Mayor Schaunaman led the Pledge of Allegiance.

APPROVAL OF AGENDA

Motion by Liebelt, second by Reinbold to approve the Agenda with the inclusion of Item #7F under New Business – Resolution No. 23-03-03R designating certifying officer to executive documents necessary to secure SWRMS Grant Funding for WINS Project. Voice vote to approve, all voting aye, motion carried.

MINUTES

Motion by Johnson, second by Ronayne to approve the minutes of the February 27, 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 Reinbold, second by Rife to approve the following items on the consent calendar:

SET BID DATES – for the following Advertisements for Bids: March 21, 2023 at 2:00 p.m. – South Dakota Street Roadway Improvements; April 4, 2023 at 2:00 p.m. – Runway 13/31 Pavement Rehabilitation and Lighting Improvements at Airport; March 21, 2023 at 2:00 p.m. – Rodent and Pigeon Control Services

PERMIT TO SERVE ALCOHOLIC BEVERAGES – at the Wylie Park Pavilion on July 1, 2023 for a Fauth/Fuhr Wedding Reception

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

OLD BUSINESS

ORDINANCE NO. 23-02-01 – SECOND READING AND FINAL ADOPTION

Motion by Johnson, second by Ronayne to approve second reading and final adoption of Ordinance No. 23-02-01 to rezone property described as Lots 11 – 15, Block 25, Roches

East Side Addition in the SW¼, Section 17, T123N, R63W (2401 – 3rd Avenue, SE) from (R-3) High Density Residential District to (C-1) Neighborhood Commercial District. Roll call vote to approve, all voting aye, motion carried.

NEW BUSINESS

PUBLIC HEARING AND FIRST READING OF ORDINANCE NO. 23-03-01 DESIGNATING HARVEST ROAD NORTH

Mayor Schaunaman opened a hearing on proposed Ordinance No. 23-03-01 designating a portion of public right-of-way as Harvest Road North (Gooseneck Lake Road between 2201 and 2305 Eighth Avenue, NW). City Planner Ken Hubbart explained that developers have approved of the ordinance to change the street name from Gooseneck Lake Road to Harvest Road North on a portion of public right-of-way that was recently dedicated by a replat of land adjacent to the south. Mayor Schaunaman closed the hearing and called for a vote. Motion by Ronayne, second by Johnson to approve of the first reading of Ordinance No. 23-03-01 as presented. Roll call vote to approve, all voting aye, motion carried.

PUBLIC HEARING AND APPROVAL OF SPECIAL LIQUOR LICENSE FOR BROWN COUNTY FAIR FOUNDATION

Mayor Schaunaman opened a hearing on a request for a Special One-Day Retail On-Sale Liquor License on March 25, 2023 for the Brown County Fair Foundation Fundraiser at the Yelduz Shrine, 802 South Main Street. No public comments were received. Mayor Schaunaman closed the hearing and called for a vote. Motion by Ronayne, second by Liebelt to approve of a Special One-Day Retail On-Sale Liquor License on March 25, 2023 for the Brown County Fair Foundation at Yelduz Shrine, 802 South Main Street. Roll call vote to approve, all voting aye, motion carried.

PUBLIC HEARING AND APPROVAL OF TRANSFER OF LIQUOR LICENSE TO THE CIRCUS LLC

Mayor Schaunaman opened a hearing on a request for a transfer of a Retail On-Sale Liquor License from The 322 LLC at Three 22 Kitchen & Cocktails, 322 South Main Street, to The Circus LLC at The Circus Suite B, 14 – 3rd Avenue, SE Suite B. No public comments were received. Mayor Schaunaman closed the hearing and called for a vote. Motion by Rife, second by Langer to approve of the transfer of Retail On-Sale Liquor License from The 322 LLC at Three 22 Kitchen & Cocktails, 322 South Main Street, to The Circus LLC at The Circus Suite B, 14 – 3rd Avenue, SE Suite B. Roll call vote to approve, all voting aye, motion carried.

PUBLIC HEARING AND APPROVAL OF LIQUOR-RESTAURANT LICENSE FOR THE 322 LLC

Mayor Schaunaman opened a hearing on a request for a new Retail On-Sale Liquor-Full-Service Restaurant License for The 322 LLC at Three 22 Kitchen & Cocktails, 322

South Main Street. No public comments were received. Mayor Schaunaman closed the hearing and called for a vote. Motion by Reinbold, second by Langer to approve of a Retail On-Sale Liquor-Full-Service Restaurant License for The 322 LLC at Three 22 Kitchen & Cocktails, 322 South Main Street. Roll call vote to approve, all voting aye, motion carried.

AGREEMENT WITH HKG ARCHITECTS FOR PUBLIC WORKS SPACE NEEDS ANALYSIS

City Engineer Robin Bobzien requested approval to enter into an agreement for professional services related to a Public Works Space Needs Analysis with HKG Architects on an hourly basis for an amount not to exceed \$20,000. Motion by Johnson, second by Rife to enter into an agreement for professional services for the Public Works Space Needs Analysis with HKG Architects as recommended by the City Engineer. Roll call vote to approve, all voting aye, motion carried.

RESOLUTION NO. 23-03-03R DESIGNATING OFFICER TO EXECUTE DOCUMENTS TO SECURE SWRMS GRANT FUNDING FOR WINS PROJECT

City Manager Joe Gaa requested approval of Resolution No. 23-03-03R designating the City Manager as the certifying officer to execute documents necessary to secure SWRMS Grant Funding for WINS Project. Gaa explained that a Policy Committee of representatives from the three entities, WEB Water Development Association, City of Aberdeen, SD, and BDM Rural Water Systems, Inc., assembled for discussion of the water supply project known as “Water Investment in Northern South Dakota” (WINS) and the committee will continue to have meetings and updates for the Council. Motion by Langer, second by Reinbold to approve Resolution No. 23-03-03R as presented. Roll call vote to approve, all voting aye, number of ayes 9, number of nays 0, members abstaining 0, motion carried.

RESOLUTION NO. 23-03-03R

RESOLUTION DESIGNATING CERTIFYING OFFICER TO EXECUTE DOCUMENTS NECESSARY TO SECURE SWRMS GRANT FUNDING FOR WINS PROJECT

WHEREAS, the water supply project known as “Water Investment in Northern South Dakota” (WINS), a joint venture of WEB Water Development Association (WEB), City of Aberdeen, SD (Aberdeen), and BDM Rural Water Systems, Inc. (BDM), has been placed on the State Water Plan; and

WHEREAS, WINS proposes to accept a grant of \$5,000,000 of State Water Resources Management System (SWRMS) money to be used as a portion of the local share matching federal funds for the same project. The grant will be supplemented with funds from the parties’ contributions to make up the local share as well as other sources of funds; and

WHEREAS, WINS is required to designate certifying officers for the purpose of signing required documents pertaining to this grant; and

WHEREAS, the WINS sponsors agree that the governing body of each WINS

partner shall designate its certifying officer and authorize such officer to execute all documents necessary to secure the SWRMS grant and funds.

NOW, THEREFORE, BE IT RESOLVED, the City Council hereby authorizes the City Manager to execute and submit the letter requesting placement of the SWRMS funds under agreement for the proposed project on behalf of the City of Aberdeen for WINS; and,

BE IT FURTHER RESOLVED, the City Manager is hereby designated as the certifying officer for the City of Aberdeen for WINS for the purpose of executing the SWRMS grant agreement, contract, correspondence, and other required documents for this grant and is also designated as the certifying officer for the purpose of signing pay requests and other financial documents for this grant.

The foregoing Resolution was considered at a regular meeting of the Aberdeen City Council on the 6th day of March, 2023, and upon Roll Call vote the Resolution was adopted.

REVIEW AND APPROVAL OF CLAIMS AND PAYROLL

Motion by Liebelt, second by Ronayne to approve payment of the bills listed for March 6, 2023 and payroll for the period from February 26, 2023 through March 11, 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: US Bank 4,835.45; Benefit Resource LLC 352.60; Reed Fund 14,226.91; Blackstone 9.00; Mansheim, Brent 102.08; Aberdeen Housing 26.47; Hout, Marlin 12.44; T & S Investments LLC 30.36; Sumpter, Kimberly 59.65; Cross, Mary 46.67; Hagadone, Dorothy 15.91; Osborn, Scott 21.04; Fischbach, Doug 22.76; Daughters Property LLC 25.10; Northwestern Energy 150,000.00; Northern Electric 10,000.00; MARCO Technologies LLC 146.02; RDO Equipment Co. 277.39; City Treasurer 2,000.00; Quality Welding Inc. 294.52; Direct Automation LLC 659.81; Auto Value Parts/Hedahls 938.17; House of Glass Inc. 520.71; Nelson Sales & Service LLC 28.48; Kesslers Inc. 43.95; Steven Lust Automotive 196.95; MAC's Inc. 83.27; Midstates Group 277.60; Light & Siren 174.68; SHARE Corp. 2,393.39; Sherwin-Williams Co. 104.33; SD Division of Motor Vehicles 7.00; Fastenal Company 81.08; Braxton Farmen 220.00; Harms Oil Company 31,648.05; Dependable Sanitation 247.00; SD Dept. Health Lab 810.00; Foerster Testing 3,321.94; Pierson Ford-Lincoln-Mercury 269.59; Northern Balance & Scale 3,351.14; Fire Safety First 55.63; Civic Plus 21,656.33; Claims Associates Inc. 5,250.00; Century Business Products 63.60; Menards Inc. 421.72; AT & T Cell 1,495.53; The UPS Store 107.77; POMP's Tire Service 1,637.24; GALLS Inc. 2,617.79; Dakota Oil 554.90; DSS Image Apparel 612.00; Dyllen Fleckenstein 220.00; Aberdeen Chrysler Center 1,460.00; ARAMARK Uniform Service 214.07; Newman Traffic Signs 11,422.50; Geffdog Designs 169.99; Cooper Animal Clinic PC 335.00; Guardian Life Ins. Co. 1,530.59; Sarge's Mobile Blasting Service 1,200.00; Blackstrap Inc. 4,355.17; Ethan Traster 220.00; Runnings Supply Inc. 674.64; Brady Woehl 220.00; HR Green Inc. 7,277.03; Dacotah Paper Co. 79.85; ODP Business

Solutions LLC 488.92; Brown's Flooring LLC 10,822.00; JP Automotive Detailing LLC 340.00; NARTEC Inc. 363.28; Griffin Filters Inc. 1,684.92; Frontier Precision Inc. 1,050.60; CivicPlus 3,646.52; Muth Electric 332,192.00.

Payroll for the period from February 26, 2023 through March 11, 2023 and city share of social security, old age & survivor's insurance, retirement, health and life insurance: EFTPS 150,377.35; SD Retirement 91,810.10; Governing Body 3,192.28; City Manager 7,959.57; City Attorney 7,216.71; Finance 15,230.77, Kamphius, Amanda 25.18 hr; HR 16,046.62, Building 1,797.76; Computer 4,838.92; Planning/Zoning 15,752.96, Phillips, Benjamin 23.97 hr; Engineering 13,831.02; Police 139,627.56; Fire 122,401.63, Housing/Building 6,886.55; Street 32,890.23, Traffic 6,312.25; Solid Waste 27,500.74; Transportation/Ride Line 21,408.86; Library 28,650.09; Parks, Rec & Forestry 91,502.32, DeVries, Joshua 20.67 hr; Airport 16,725.12; Pipe 25,110.31; Water Treatment 18,741.37; Meter 1,766.72; Water Reclamation 20,793.88, Koch, Timothy 21.72 hr; Pump 7,494.68.

Roll call vote to approve, all voting aye, motion carried.

CITY MANAGER'S REPORT

City Manager Joe Gaa acknowledged the presence of the Leadership Aberdeen Class of 2023 and gave employee recognitions to Jay Tobin for 35 years of service with the Police Department, Darcy Schock for 20 years of service with the Fire Department, Crystal Harper for 5 years of service with Parks & Recreation Department, and Chase Hornseth for 5 years of service with the Street Department.

ADJOURNMENT

There being no further business, motion by Ronayne, second by Johnson to adjourn the meeting. Voice vote to adjourn, all voting aye, motion carried. The meeting adjourned at 5:46 p.m.

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