

## **MINUTES**

### **ABERDEEN CITY COUNCIL WORK SESSION**

City Council Chambers, 123 South Lincoln Street, Municipal Building, Aberdeen, South Dakota, April 24, 2023 at 4:30 p.m., work session for the City Council.

#### **CALL TO ORDER**

##### **MEETING ROLL CALL**

Present at roll call were City Council Members Rob Ronayne, Charlotte Liebelt, Josh Rife, Alan Johnson, Justin Reinbold, David Novstrup, and Mayor Travis Schaunaman. City Council Members Erin Fouberg and Tiffany Langer were absent. City Staff present were Joe Gaa, Ron Wager, Amanda Kamphuis, and Jordan McQuillen.

##### **PLEDGE OF ALLEGIANCE**

Mayor Schaunaman led the Pledge of Allegiance.

##### **DISCUSSION**

City Attorney Ron Wager presented two new Articles to Council Bylaws establishing procedure to fill council vacancies and establishing procedure to declare forfeiture of a Council Member, and an addition for abstentions. Discussion was held.

Council Member Johnson departed at 4:45 p.m.

Council Member Fouberg joined at 4:47 p.m.

Council Member Johnson returned at 4:52 p.m.

#### **ADJOURNMENT**

There being no further business, motion by Reinbold, second by Johnson to adjourn the work session. Voice vote to adjourn, all present voting aye, motion carried. The Work Session adjourned at 5:15 p.m. Prepared by Amanda Kamphuis for the Finance Office.

## **MINUTES**

### **ABERDEEN CITY COUNCIL MEETING**

City Council Chambers, 123 South Lincoln Street, Municipal Building, Aberdeen, South Dakota, April 24, 2023 at 5:30 p.m., regular meeting for the City Council.

#### **CALL TO ORDER**

##### **MEETING ROLL CALL**

Present at roll call were City Council Members Rob Ronayne, Erin Fouberg, Charlotte Liebelt, Josh Rife, Justin Reinbold, David Novstrup, and Mayor Travis Schaunaman. City Council Members Alan Johnson and Tiffany Langer were absent. City Staff present were Joe Gaa, Ron Wager, Stuart Nelson, Brett Bill, Dave McNeil, Joel Weig, Amanda Kamphuis, and Jordan McQuillen.

##### **PLEDGE OF ALLEGIANCE**

Mayor Schaunaman led the Pledge of Allegiance.

#### **APPROVAL OF AGENDA**

Motion by Liebelt, second by Novstrup to approve the agenda. Voice vote to

approve, all present voting aye, motion carried.

### **MINUTES**

Motion by Reinbold, second by Rife to approve the minutes of the April 13, 2023 Work Session and the April 17, 2023 City Council Meeting as circulated. Voice vote to approve, all present voting aye, motion carried.

### **OPEN FORUM**

No one appeared in open forum to address the Council.

### **CONSENT CALENDAR**

Motion by Ronayne, second by Liebelt to approve the following items on the consent calendar:

SET BID DATE - of May 9, 2023 at 2:00 p.m. – Recycling Services

COMMUNITY EVENT PERMIT – Fallout Creative Community Music Event on April 28, May 19, May 26, June 2, June 23, July 14, July 21, July 27, July 28, July 29, August 30, September 8, September 9, and October 13 at the 200 Block of South Main Street

PLATS – (1) Dacotah Banks Inc. Addition to the City of Aberdeen, in the SW<sup>1</sup>/<sub>4</sub> of Section 13, T123N, R64W of the 5<sup>th</sup> P.M., Brown County, South Dakota (12, 18, & 20 Fourth Avenue SE and 404, 410, 414 & 420 Lincoln Street South – Parking lot North of First United Methodist Church); (2) TDAF Second Addition to the City of Aberdeen, in the SW<sup>1</sup>/<sub>4</sub> of Section 13, T123N, R64W of the 5<sup>th</sup> P.M., Brown County, South Dakota (1 Main Street North & 102 Railroad Avenue SW – BNSF Depot Building and a portion of the surrounding parking lot); (3) Scotty’s First Addition to the City of Aberdeen in the NW<sup>1</sup>/<sub>4</sub> of Section 13, T123N, R64W of the 5<sup>th</sup> P.M., Brown County, South Dakota (719 Main Street North); (4) Plaza Rentals Addition to the City of Aberdeen, in the SW<sup>1</sup>/<sub>4</sub> of Section 17, T123N, R63W of the 5<sup>th</sup> P.M., Brown County, South Dakota (2401 Third Avenue SE – One block South of the National Guard Armory); (5) Layton First Subdivision to the City of Aberdeen, in the N<sup>1</sup>/<sub>2</sub> of Section 19, T123N, R63W of the 5<sup>th</sup> P.M., Brown County, South Dakota (901 & 905 Lawson Street South – 3 Blocks South of Snap Fitness); (6) Steele’s Quarter First Addition to the City of Aberdeen, in the NW<sup>1</sup>/<sub>4</sub> of the SW<sup>1</sup>/<sub>4</sub> of Section 16, T123N, R63W of the 5<sup>th</sup> P.M., Brown County, South Dakota (115 Brown County 19 South – Approximately ½ Mile South of 3M)

LICENSES – Daycare – Barbara Wacholz; Taxi Cab Driver – John Powell

LOTTERY NOTICE – Old Cronies, Inc. – receive and place on file

REPORTS AND MINUTES FROM CITY BOARDS – Aberdeen Airport Board Meeting Minutes; Aberdeen City Planning Commission Meeting Minutes; Board of Zoning Adjustment Meeting Minutes – receive and place on file

PROCLAMATION – “Arbor Day” – April 28, 2023

Voice vote to approve, all present voting aye with Foubert abstaining on the Dacotah Banks, Inc. Plat and voting aye on remainder of items, motion carried.

**OLD BUSINESS****SECOND READING AND FINAL ADOPTION OF ORDINANCE NO. 23-04-02 AMENDING THE ABERDEEN CITY CODE TO PERMIT GOLF CARTS ON STREETS OF THE CITY**

Chief Dave McNeil discussed the safety concerns regarding 18 years of age valid driver's license operator, slow moving vehicle emblem, a visible flag and time restrictions for operating use. City Attorney Ron Wager identified a recommended fee schedule and a 3-year permit to be presented when Ordinance 23-04-02 becomes effective. An amended Ordinance regarding the City fee schedule will be presented at a future date. Discussion was held. Motion by Ronayne, second by Reinbold to approve and adopt Ordinance No. 23-04-02 amending the Aberdeen City Code to permit golf carts on the streets of the City.

Council Member Tiffany Langer joined at 5:33 p.m.

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

**NEW BUSINESS****PUBLIC HEARING AND FIRST READING OF ORDINANCE NO. 23-04-01 TO REZONE PROPERTY LOCATED AT 115 BROWN COUNTY 19 SOUTH**

Mayor Schaunaman opened a hearing on Ordinance No. 23-04-01 to rezone property described as Lots 1&2, Steele's Quarter First Addition, located at 115 Brown County 19 South from (I-2) Unrestricted District to (C-2) Highway Commercial District. City Planning and Zoning Director Brett Bill stated the Petitioner is requesting this Petition to Rezone in order to bring the property into a district that will allow for a variety of commercial development uses. This rezone was filed in conjunction with a Plat that was approved at this meeting, as well as the annexation of this property of Resolution No. 23-03-04R approved on March 27, 2023. Mayor Schaunaman closed the hearing and called for a vote. Motion by Rife, second by Novstrup to approve the first reading of Ordinance No. 23-04-01. Roll call vote to approve, all present voting aye, motion carried.

**FIRST READING OF ORDINANCE NO. 23-04-03 AMENDING THE ABERDEEN CITY CODE REGARDING CERTAIN VACANT BUILDINGS AS PUBLIC NUISANCES AND ESTABLISHING A REGISTRATION PROGRAM**

City Planning & Zoning Director Brett Bill explained the purpose of Ordinance No. 23-04-03 is to add a new division to Aberdeen City Code the Chapter on Nuisances which declares that certain vacant buildings are a public nuisance. The amendment will establish a program to identify and register vacant buildings, determine the responsibilities to the owners of these vacant buildings, and provide administration, enforcement, and penalties. City Attorney Ron Wager clarified the definition of public nuisance vacant buildings and proposed an amendment to add the word "nuisance" before the phrase "vacant building." Motion by Ronayne, second by Novstrup to approve the first reading of Ordinance No. 23-04-03 as presented amending the Aberdeen City Code regarding certain vacant buildings as

public nuisances and establishing a registration program. Motion by Ronayne, second by Novstrup to approve an amendment of Ordinance No. 23-04-03 to add the word “nuisance” before the phrase “vacant buildings” throughout the Ordinance. City Attorney Ron Wager clarified the definition of nuisances. Discussion was held. Roll call vote to approve the amendment of Ordinance No. 23-04-03, all present voting aye, motion carried. Mayor Schaunaman indicated the fee schedule will be determined at a later date once Ordinance No. 23-04-03 is adopted and effective. Roll call vote to approve the first reading of Ordinance No. 23-04-03 as presented, all present voting aye, motion carried.

**REQUEST BY MCQUILLEN PROPERTIES FOR PERMISSION TO PAINT A MURAL AT 423 MAIN STREET SOUTH**

City Planning & Zoning Director Brett Bill stated the Petitioner is requesting permission to attach a mural on the east side of their building located at 423 Main Street South. Troy McQuillen was present. Discussion was held. Motion by Ronayne, second by Reinbold to approve the request by McQuillen Properties for permission to paint a mural on the east side of the building located at 423 Main Street South. Voice vote to approve, all present voting aye, motion carried.

**REVIEW AND APPROVAL OF CLAIMS**

Motion by Rife, second by Liebelt to approve payment of the bills listed for April 24, 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: Zamperla, Inc. 130,500.00; Nancy Kelsey 176.38; Christie Rall 200.00; Marco Technologies, LLC 209.29; Brown County Treasurer 16.70; Idexx Distribution, Inc. 907.41; Dakota Doors, Inc. 338.72; Dakota Pump & Control 5,407.66; Eddie’s Northside Sinclair 990.00; Performance Oil & Lubricant 461.47; Cole Papers, Inc. 247.68; Farm Power MFG, Inc. 48.32; Flexible Pipe Tools & Equipment 823.30; Graham Tire Co. 1,117.47; Hach Co. 349.01; Direct Automation, LLC 7,536.61; Auto Value Parts/Hedahls 453.67; Kesslers, Inc. 83.46; Sewer Duck, Inc. 375.00; Sanford Health Occupational 3,090.00; Leadsonline 3,389.00; Dakota Supply Group 534.42; Midstates Group 245.00; Riggerberg Electric, Inc. 2,714.07; Rockmount Research & Alloys 688.38; Avera St. Luke’s Hospital 1,492.15; Share Corp. 2,280.04; Fay’s Refrigeration Service 2,117.35; Crawford Trucks & Equipment 69.14; Town & Country Lumber, Inc. 687.48; Fastenal Company 118.43; Great Northern Environmental 331.70; Harms Oil Company 28,345.76; Northern Truck Equipment 7,089.37; Dependable Sanitation 23,994.37; M&T Fire & Safety, Inc. 2,754.04; US Postal Service 1,829.38; Traffic Control Corp. 2,640.00; Northern Valley Communications 251.00; Lien Transportation Co. 51,688.51; McMaster-Carr Supply Co. 222.10; SD Assn Rural Water Systems 1,515.00; South Dakota One Call 39.20; Robert Braun 469.38; Dale Jensen’s Plumbing & Heating 204.00; Century Business Products 70.00; Menards, Inc. 1,161.56; Dakota Fluid Power, Inc. 260.47; Borns

Group 5,978.70; NCL of Wisconsin 2,945.69; Kevin Bourdon 3,185.00; Advantage Police Supply 13,900.00; ATCO International 677.00; NSU Finance & Administration 30.00; Matheson Tri-Gas, Inc. 75.60; Locators & Supplies, Inc. 736.85; Galls, Inc. 654.12; Best Western Ramkota Watertown 629.40; Aramark Uniform SVC 86.30; Dave McNeil 80.00; Rob Jackson 272.36; Butler Machinery Co. 76.53; GRAINGER 1,261.33; Zoll Medical Corp Group 1,850.00; Geffdog Designs 636.00; Jefferson Partners LP 396.76; Crescent Electric Supply 3,268.34; J Gross Equipment 1,280.57; Builders FirstSource, Inc. 200.44; Diamond Dry Cleaners 96.30; A-1 Sanitation 9,753.86; KEI 5,560.07; John Baasch Auger Flighting 358.47; Napa Central 393.15; James Valley Coop Tele Co. 43.02; Cummins, Inc. 2,310.33; Runnings Supply, Inc. 191.95; Austin Fischbach 84.00; Wyatt Bill 120.00; Connections, Inc. EAP 400.20; Betson Enterprises 4,460.75; Platinum Auto Spa 12.00; Industrial Gear Repair, Inc. 1,000.00; Chris Holzer 120.00; Christian Ponath 31.75;

Payroll for the period from April 9, 2023, through April 22, 2023, and city share of social security, old age & survivor's insurance, retirement, health and life insurance: EFTPS 139,401.93; SD Retirement 88,123.66; Governing Body 3,435.71; City Manager 8,556.29; City Attorney 7,562.72; Finance 17,510.31; HR 8,204.80, Building 1,933.75; Computer 5,291.45; Planning/Zoning 16,917.76; Engineering 15,187.48; Police 152,887.07; Fire 127,060.93; Housing/Building 6,736.80; Street 33,781.66; Traffic 8,236.28; Solid Waste 23,323.06; Transportation/Ride Line 21,875.83; Library 28,679.11, Freitag, JoAnne 11.00/hr.; Economic Development 2,711.20; Parks, Rec & Forestry 99,375.01, Gackle, David 14.50/hr., Howard, Lucas 14.50/hr., Kenitzer, Michael 14.00/hr., Pies, David 14.00/hr., Olson, Gary 14.25/hr., Evans, Shannon 14.50/hr., Rux, Gretchen 13.25/hr., McNeely, Lisa 13.25/hr., Haliburton, Debra 13.25/hr., Johnson, Keith 15.50/hr., Webb, Cassandra 13.00/hr., Brown, James 13.00/hr., Azzone, James 13.00/hr., Elfman, Theresa 14.00/hr., Olson, Dennis 13.00/hr., Hartung, Katharine 12.00/hr., Nelson, Aiden 12.00/hr., Sueltz, Scott 15.25/hr., Craft, Donald 15.00/hr., Bitz, Gerold 14.00/hr., Sharp, Jessemy 15.25/hr., Forrest, Charles 15.00/hr., Padfield, Arista 14.25/hr., Link, Lisa 12.75/hr., Miller, Makylie 12.50/hr., Siebert, Caiden 12.25/hr., Rice, David 13.25/hr., McNeil, Jacquelin 14.50/hr., Auske, Denise 12.75/hr., Severson, Bethany 12.25/hr., Kamin, Sydney 12.50/hr., Schwan, Grace 12.50/hr., Kornmann, Nathan 13.50/hr., Grandbois, Robert 13.25/hr., Bettman, Madalyn 14.00/hr., Walks, Tabitha 16.25/hr., Franks, Jozlyn 12.25/hr., Kiefer, Ashlyn 12.25/hr.; Airport 19,977.03; Pipe 26,458.14; Water Treatment 17,508.00; Meter 1,825.60; Water Reclamation 22,239.76; Pump 9,346.21; Utilities Aman, Nancy 21.19/hr. Roll call vote to approve, all voting aye, motion carried.

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

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

City Manager Joe Gaa presented a plan for curbside branch pick up to address problem branches left by a November ice storm. For the week of April 24, 2023 through

April 28, 2023, City residents can put branches that are less than 6” in diameter with their trash collection to be picked up by City Sanitation Department.

Assistant City Engineer Stuart Nelson discussed preparations for street sweeping.

**ADJOURNMENT**

There being no further business, motion by Novstrup, second by Reinbold to adjourn the meeting. Voice vote to adjourn, all present voting aye, motion carried. The meeting adjourned at 5:56 p.m.

Prepared by Amanda Kamphuis for the Finance Office. /s/ Jordan McQuillen, Finance Officer.