

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

Brown County Courthouse Community Room, 25 Market Street, Aberdeen, South Dakota, November 6, 2020 at 2:00 p.m., special meeting of the City Council.

**CALL TO ORDER****MEETING ROLL CALL**

Present at roll call were City Council Members Mark Remily, Josh Rife, Justin Reinbold, Tiffany Langer, Clint Rux, and Mayor Travis Schaunaman.

City Staff present were Ron Wager, Jordan McQuillen, and Joe Gaa.

**CANVAS SPECIAL ELECTION RESULTS**

Brown County Auditor Cathy McNickle presented the election results from the Special Municipal Election held in coordination with the General Election on November 3, 2020. Ordinance No. 20-06-01 proposing a comprehensive amendment to the Aberdeen Home Rule Charter was referred to the voters of the City of Aberdeen, South Dakota. Motion by Rux, second by Rife to approve Resolution No. 20-11-01R declaring results of the canvas of Special Municipal Election on November 3, 2020. Upon roll call vote, all present voting aye, motion carried.

**RESOLUTION NO. 20-11-01R****RESOLUTION DECLARING RESULTS****OF CANVAS OF SPECIAL MUNICIPAL ELECTION**

**WHEREAS**, in adopting Ordinance No. 20-06-01 on June 15, 2020, the City Council of Aberdeen, South Dakota, set the time and date for a Special Municipal Election to be held in the City in coordination with the General Election on November 3, 2020. The purpose of the special election was to refer to the voters of the City of Aberdeen, South Dakota, for approval or disapproval Ordinance No. 20-06-01 proposing a comprehensive amendment to the Aberdeen Home Rule Charter; and

**WHEREAS**, the proposed amendment to the Home Rule Charter eliminates or modifies obsolete language regarding the transition in 2004 from the old commission-form of city government to the current city manager-form of government, revises when council member salaries may become effective, deletes the requirement that a conveyance or lease of city land for a period longer than one year be by ordinance, deletes specific terms of a misdemeanor punishment if a person disobeys a lawful order of the council, clarifies that roll call votes of council members are required only for ordinances, resolutions, and expenditures, requires an appointed council member to be subject to the same conditions of office as an elected council member, and includes numerous "housekeeping" changes to correct typographical, punctuation, and grammatical errors, misspelled words, incorrect letter case, incorrect singular and plural word forms, omitted, extra, or repeated words or phrases, incorrect or omitted references, and margin and formatting errors; and

**WHEREAS**, at the Special Municipal Election conducted on November 3, 2020, there were cast 6,750 legal votes **for** approving Ordinance No. 20-06-01 changing the Home Rule Charter, and 3,923 legal votes **against** Ordinance No. 20-06-01 changing the Home Rule Charter, for a total of 10,673 legal votes cast; and

**WHEREAS**, the returns of said election are hereby declared and canvassed by the City Council.

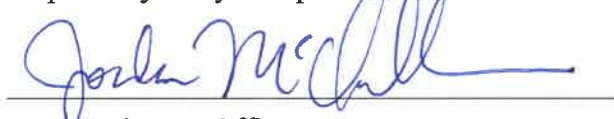
**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ABERDEEN, SOUTH DAKOTA**, that a majority of the legal votes cast approved Ordinance No. 20-06-01 comprehensively amending the Aberdeen Home Rule Charter for the City of Aberdeen, South Dakota.

**BE IT FURTHER RESOLVED** that, pursuant to Sec. 8.03 of the Aberdeen Home Rule Charter, Ordinance No. 20-06-01 amending the Home Rule Charter does become effective on December 3, 2020, as an Ordinance of the City of Aberdeen, South Dakota. The foregoing Resolution No. 20-11-01R was adopted at a special meeting of the Aberdeen City Council on the 6<sup>th</sup> day of November, 2020. Number of AYES: 6; Number of NAYS: 0 Members abstaining: None.

#### **ADJOURN**

There being no further business, motion by Langer, second by Reinbold to adjourn the meeting. All present voting aye, motion carried. Meeting adjourned at 2:25 p.m.

Prepared by Mary Campton for the Finance Office.



Deputy Finance Officer

#### **ABERDEEN CITY COUNCIL MEETING**

City Council Chambers, 123 South Lincoln Street, Municipal Building, Aberdeen, South Dakota, November 9, 2020 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 Mark Remily by teleconference, Rob Ronayne by teleconference, Dave Lunzman, Josh Rife, Alan Johnson, Justin Reinbold, Tiffany Langer, Clint Rux, and Mayor Travis Schaunaman.

City Staff present were Joe Gaa, Ron Wager, Robin Bobzien, Brett Bill, Karl Alberts, Dave McNeil by teleconference, Joel Weig by teleconference, and Rich Krokkel by teleconference.

#### **PLEDGE OF ALLEGIANCE**

Mayor Schaunaman led the Pledge of Allegiance.

#### **MINUTES**

Motion by Lunzman, second by Rux to approve the minutes of the November 2, 2020 City Council Meeting, as circulated. Upon roll call vote, all voting aye, motion carried.

### **OPEN FORUM**

No one appeared in open forum to address the Council.

### **CONSENT CALENDAR**

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

LICENSE – Private Security – Brent Craft

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

### **NEW BUSINESS**

#### **ORDINANCE NO. 20-11-03**

City Finance Officer Karl Alberts presented Ordinance No. 20-11-03 setting certain fees and charges for services provided by the City of Aberdeen for first reading. Motion by Ronayne, second by Johnson to approve first reading of Ordinance No. 20-11-03. Upon roll call vote, all voting aye, motion carried.

#### **MEETING RULES OF ORDER AND BYLAWS IN HANDBOOK OF CITY COUNCIL**

City Attorney Ron Wager requested adoption of the new meeting rules of order and bylaws for the Council as set forth in the *Handbook of the Aberdeen City Council*. The *Handbook* identifies (1) new rules of order for debate and discussion during meetings, (2) a summary of motions, (3) a statement of Council values, and (4) comprehensive bylaws for the conduct of the business of the Council. Discussion followed. Motion by Reinbold, second by Ronayne to adopt rules of order and business as set forth in the *Handbook of the Aberdeen City Council*, as amended, to guide and govern the meetings of the Council, with an effective date of November 11, 2020. Upon roll call vote, all voting aye, motion carried.

#### **AMENDMENT TO EMPLOYEE HANDBOOK TO ALLOW COUNCIL ACCESS TO CITY HEALTH INSURANCE**

City Manager Joe Gaa requested an amendment to the *Employee Handbook* to add a provision allowing Council Members access to the City Health Insurance Plan. Discussion followed. Motion by Rife, second by Reinbold to approve the amendment to the *Employee Handbook* allowing Council Members access to the City Health Insurance Plan. Upon roll call vote, Remily, Ronayne, Lunzman, Rife, Reinbold, Langer, Rux, and Mayor Schaunaman voting aye, Johnson abstaining, motion carried.

#### **RATIFICATION OF POLICE AND FIRE UNION AGREEMENTS FOR 2021-2022**

City Manager Joe Gaa requested ratification of the Police and Fire Union Agreements for 2021 – 2022. Motion by Johnson, second by Rux to approve the negotiated Police and Fire Union Agreements for 2021 and 2022 and Resolution No. 20-11-03R approving the collective bargaining agreements. Upon roll call vote, all voting aye, motion carried.

RESOLUTION NO. 20-11-03R  
RESOLUTION APPROVING COLLECTIVE BARGAINING  
AGREEMENTS FOR FISCAL YEARS 2021 AND 2022

WHEREAS, negotiations between the designated representatives of F.O.P. Lodge #4 Labor Council and the City of Aberdeen resulted in a collective bargaining agreement for fiscal years 2021 and 2022 to address wages and other conditions of employment for all police officers, sergeants, and detectives of the City of Aberdeen Police Department; and

WHEREAS, the collective bargaining agreement entitled "Collective Bargaining Agreement for 2021 and 2022" dated August 13, 2020, has been placed on file with the Finance Officer and is available for review and inspection; and

WHEREAS, negotiations between the designated representatives of Local 446 of the International Association of Fire Fighters and the City of Aberdeen resulted in a collective bargaining agreement for fiscal years 2021 and 2022 to address wages and other conditions of employment for all firefighters, EMTs, paramedics, and lieutenants of the City of Aberdeen Fire Department; and

WHEREAS, the collective bargaining agreement entitled "Fire Employees Union Contract for 2021 and 2022" dated September 1, 2020, has been placed on file with the Finance Officer and is available for review and inspection; and

WHEREAS, the designated representatives hereby recommend approval by the City Council of the above collective bargaining agreements for the identified public employees of the police and fire departments.

NOW, THEREFORE, BE IT RESOLVED that, pursuant to SDCL Ch. 3-18, the City Council of Aberdeen, South Dakota, hereby approves the collective bargaining agreements identified above and authorizes implementation of the terms and conditions therein.

The foregoing Resolution No. 20-11-03R was adopted at a regular meeting of the Aberdeen City Council on the 9<sup>th</sup> day of November, 2020. Number of AYES: 9; Number of NAYS: 0; Members abstaining: None.

**LETTER OF AGREEMENT WITH HELMS & ASSOCIATES**

Transportation Director Rich Krokkel requested approval and authorization for the City Manager to sign a Letter of Agreement with Helms & Associates to provide miscellaneous engineering services for the Aberdeen Regional Airport. Motion by Rux, second by Johnson to approve and authorize the City Manager to sign the Letter of Agreement with Helms & Associates for the Airport. Upon roll call vote, all voting aye, motion carried.

**CHANGE ORDER FOR AIP TAXIWAY IMPROVEMENTS PROJECT**

Transportation Director Rich Krokkel requested approval and authorization for the City Manager to sign Change Order #3, a decrease in the AIP #3-46-0001-40-2019 Taxiway Improvements Project contract by (\$50,889.46), for Reede Construction. Motion by

Reinbold, second by Lunzman to approve of Change Order #3, a decrease in the contract amount of (\$50,889.46), for Reede Construction for work on the project. Upon roll call vote, all voting aye, motion carried.

### **PAYMENT REQUESTS FOR WORK ON AIRPORT PROJECTS**

Transportation Director Rich Krokkel requested approval of the following payments for work on Airport Improvement Projects: Payment #7 – AIP #3-46-0001-40-2019 Taxiway Improvements – Reede Construction, in the amount of \$1,175,847.40; Payment #27 – AIP #3-46-0001-39-2018 Airport Master Plan/Airport Layout Plan – Helms & Associates, in the amount of \$4,875.37; Payment #25 – AIP #3-46-0001-40-2019 Reconstruction of Taxiway ‘C’ – Helms & Associates, in the amount of \$20,811.61; Payment #13 – AIP #3-46-0001-43-2020 Taxiway Geometry – Helms & Associates, in the amount of \$1,988.66; Payment #4 – AIP #3-46-0001-44-2021 Assist in purchase of Snow Removal Equipment – Helms & Associates, in the amount of \$250.00. Motion by Ronayne, second by Johnson to approve and authorize the City Manager to sign the payment requests for work on the Airport Improvement Projects. Upon roll call vote, all voting aye, motion carried.

### **BILLS**

Motion by Lunzman, second by Rife to approve payment of the bills listed for November 9, 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: US Bank 37,121.43; Washington Holding, LLC 41.07; Dakota Equity Group 287.07; S & H Inc. 14.00; Mary Ann Allery 19.34; Toby Wolf 85.60; Cole Johnson 137.31; Diane Herting 37.26; Dakota Custom Turf 4,292.79; Praxair Distribution Inc. 179.66; Justice Fire & Safety, Inc. 225.00; MARCO Technologies LLC 132.98; RDO Equipment Co. 790.87; Aberdeen News 798.00; Dakota Doors Inc. 665.52; Northern Plains Animal Health 193.33; Leidholt Electric LLC 192.86; Don’s Builders Hardware 933.00; Heartland Paper Company 1,183.66; Cole Papers Inc. 353.88; Jensen Rock & Sand Inc. 231.50; Graham Tire Co. 725.13; Farm & Home Publishers Ltd. 285.00; Auto Value Part Stores 988.16; House of Glass, Inc. 3,539.79; Inman Irrigation 264.02; H F Jacobs & Son 1,314.42; M-B Companies Inc. 2,042.50; MAC’s Inc. 211.58; B & B Contracting 200,245.69; Farnums Genuine Parts 84.53; NSU Workstudy 200.22; Playground Guardian 1,800.00; Dakota Supply Group 1,451.61; Midstates Group 799.20; Avera St. Luke’s Hospital 4,893.75; Ditch Witch of SD, Inc. 68.54; Crawford Trucks & Equipment 20.37; Stan Houston Equipment, Inc. 1,560.00; Weismantel Rent All 500.00; Hannah Lagerquist 53.76; Aberdeen Lawn Care 425.00; Baker & Taylor Inc. 159.11; GALE/Cengage Learning 843.11; Mission Mgmt Information 855.09; Fastenal Company 347.74; Midland Publications 225.00; Airside Solutions, Inc. 743.80; Jaeda Davis-Golliher 48.00; Avery Kroll 48.00; Alison Kusler 48.00; Plumbing & Heating Wholesale, Inc. 72.54; Keri Walker 120.00; Metering & Technology Solutions 1,063.92; Gerald Bitz 26.00; Pointe

Magazine 26.95; Ladner Electric 441.08; National Pen Co., Inc. 97.94; Double Duty Portable Storage 339.90; Janene K. Papendick 120.00; Cassie Mraz 105.00; Tim Reed 5,200.00; Dependable Sanitation, Inc. 3,151.14; Center Point Large Print 853.79; Pressure Washer Central 107.88; Fordham Signs 142.00; WISP Services LLC 60.00; Cartney Bearing Co. 30.82; SD Dept. Health Lab 51.00; Pauer Sound & Music Inc. 1,927.52; Titan Access Acct/Productivity Plus Acct 12.45; Hub City Radio 600.00; Amber Fortin 117.00; Executive Management 27.07; Service Signs Inc. 99.98; Moonlit Advertising 525.00; Beacon Athletics 400.20; ULine 168.56; Parkview Nursery Inc. 1,905.94; Dakota Broadcasting LLC 600.00; MTI Distributing 117.00; Marlene Schroeder 75.00; Ryan Dowd 359.00; Chad Lewis 300.00; Angerhofer Slab Jacking 459.18; Federal Express Corp. 23.10; Jerome Wild 224.00; Century Business Products 101.56; Sabrina Padfield 53.76; Menards 3,080.83; Taste of Home Books 38.32; Shannon Broderson 54.00; Convention Visitors Bureau 112.00; Dakota Fluid Power Inc. 52.60; McQuillen Creative Group Inc. 118.75; Borns Group 600.98; OCLC, Inc. 955.25; AT & T Cell 128.24; Sheryl Erickson 780.00; Ferguson Waterworks 523.50; Tri-State Bobcat 783.04; Matheson Tri-Gas Inc. 17.70; The UPS Store 55.41; Haider Construction, Inc. 1,009.19; POMP's Tire Service, Inc. 594.76; Van Diest Supply Co. 5,884.50; Carlson & Stewart Refrigeration Inc. 1,544.90; Vericom LLC 110.00; Crafton Railroad Company Inc. 1,393.00; Advance Auto Parts 932.44; Karli Stubbe 28.00; Jordan C. Menken 56.00; Ingram Library Services 3,556.47; R & R Specialties Inc. 2,901.35; Rivards Turf & Forage 1,571.21; SD State Treasurer 240.00; Plunkett's Pest Control 221.79; Aberdeen Plumbing & Heating Inc. 167.67; Patricia Brosz 450.00; Tom Suedmeier 252.00; Midwest Tape 250.62; ARAMARK 176.46; GRAINGER 234.37; The Library Store 106.80; Ameripride Services, Inc. 1,806.66; Lois Beckner 60.00; Builders Firstsource, Inc. 159.94; K & A Log Furniture, LLC 2,038.58; Tri-State Water, Inc. 47.25; Domino's Pizza 125.31; Robyn Ewalt 157.50; Hub City Roofing, Inc. 375.00; Carla Jo Krege 128.00; Jackie Witlock 74.47; Megan Kusler 224.00; Blue 360 Media 89.75; Motion Picture Lic. Corp. 346.23; Autozone 577.79; Jonathon Murdy 2,500.00; AGTEGRA Coop 2,080.98; Runnings Supply Inc. 1,899.74; Ashley Dunham 300.00; Triplec Pros Window Cleaning LLC 370.00; Consolidated Ready Mix Inc. 240.00; Dale Aman 40.00; Siegel, Barnett & Schutz LLP 10.00; Linda Siebrasse 40.00; Gwen Petrich 60.00; Jeff McCall 40.00; Greg Kirnan 40.00; Don Jakober 40.00; Michael Haselhorst 56.00; Sue Graves 56.00; Wayne Fischer 30.00; Marty Axlund 80.00; Helms & Associates 27,925.64; Northwestern Energy 73,133.93; Brown County Bar Association 20.00; Great Western Bank 84,856.87; Reede Construction, Inc. 1,175,847.40; Borns Group 1,678.91; State Bar of South Dakota 490.00; American Engineering Testing 10,254.75; United Parcel Service 84.66. Upon roll call vote, all voting aye, motion carried.

## **PAYROLL**

Motion by Johnson, second by Lunzman to approve the payroll for the period from October 25, 2020 through November 7, 2020 and city share of social security, old age &

survivor's insurance, retirement, health and life insurance: EFTPS 132,229.74; SD Retirement 79,076.71; Governing Body 3,192.28; City Manager 7,583.40; City Attorney 7,238.69; Finance 14,895.15; HR 7,946.20, Building 1,753.75; Computer 4,708.31; Planning/Zoning 14,723.45; Engineering 13,495.02; Police 131,207.97; Fire 118,687.49, Taylor Broek 17.12 hr, Tara Davis 17.12 hr, Christian Scott 20.86 hr; Housing/Building 6,718.55; Street 33,129.06; Traffic 4,227.86; Solid Waste 24,143.07, William Feiock 19.20 hr; Transportation/Ride Line 18,376.89, Library 27,416.01; Parks, Rec & Forestry 96,121.91, Todd Abrams 9.60 hr, Robb Erickson 11.50 hr, Eric Marnette 11.75 hr, Nancy Ohnstad 12.50 hr, Joshua Steinwandt 9.60 hr; Airport 19,126.10; Pipe 23,840.60; Water Treatment 19,459.53; Meter 1,654.40; Water Reclamation 20,657.82; Pump 8,615.22. Upon roll call vote, all voting aye, motion carried.

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

City Manager Joe Gaa gave the City Manager's Report including the Veteran's Day holiday on November 11<sup>th</sup>, the November 3<sup>rd</sup> election results of the City Home Rule Charter amendment, and the passage of marijuana laws.

#### **ADJOURN**

There being no further business, motion by Johnson, second by Langer to adjourn the meeting. Upon roll call vote, all voting aye, motion carried. Meeting adjourned at 6:05 p.m. Prepared by Mary Campton for the Finance Office.

  
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Finance Officer