

**MINUTES**

**ABERDEEN CITY COUNCIL MEETING**

City Council Chambers, 123 South Lincoln Street, Municipal Building, Aberdeen, South Dakota, November 16, 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 Rob Ronayne by teleconference, Dave Lunzman, Josh Rife, Alan Johnson, Justin Reinbold, Tiffany Langer by teleconference, Clint Rux, and Mayor Travis Schaunaman. City Council Member Mark Remily was absent.

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

**PLEDGE OF ALLEGIANCE**

Mayor Schaunaman led the Pledge of Allegiance.

**APPROVAL OF AGENDA**

Motion by Rife, second by Lunzman to approve the agenda. Upon roll call vote, all present voting aye, motion carried.

**MINUTES**

Motion by Reinbold, second by Rux to approve the minutes of the November 6 and 9, 2020 City Council Meetings, as circulated. Upon roll call vote, all present voting aye, motion carried.

**OPEN FORUM**

Leon Crawford, Vice President of Crawford Trucks & Equipment of Aberdeen, SD, and Brian Brakefield, Truck Sales representative for Crawford Trucks & Equipment of Aberdeen, SD, were present to discuss agenda item #6D on bids for two new 2022 Single Axle Truck Cab and Chassis.

**OLD BUSINESS**

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

Motion by Rux, second by Reinbold to approve second reading and final adoption of Ordinance No. 20-11-03 setting the fees and charges for certain services provided by the City of Aberdeen, SD for 2021. Upon roll call vote, all present voting aye, motion carried.

**CONSENT CALENDAR**

Motion by Ronayne, second by Lunzman to approve the following item on the consent calendar:

SET HEARING DATE – of December 7, 2020 at 5:30 p.m. for a new Retail On-Off Sale Malt Beverage & SD Farm Wine License and new Retail On-Off Sale Wine & Cider License for MP Aberdeen, LLC dba My Place Hotel, 410 South Harvard Street.

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

**NEW BUSINESS**

**PUBLIC HEARING ON RESOLUTION TO APPROVE LEASE OF CITY-OWNED LAND TO A PRIVATE PERSON**

Mayor Schaunaman opened a public hearing for comments on a proposed lease of 32 acres of city-owned land in Ordway Township, north of the Elm River, to a private person. City Attorney Ron Wager requested approval of Resolution No. 20-11-04R approving the lease of the city land to Leroy “Butch” Podoll for the term from May 1, 2021 to November 30, 2021 and for a rental amount of \$1,440.00 as set forth in the “Cash Farm Lease for 2021”.

Mayor Schaunaman closed the hearing. Motion by Rux, second by Ronayne to approve first reading and passage of Resolution No. 20-11-04R approving a lease of city land to Leroy “Butch Podoll, a private person, for the term and rental amount set forth in the “Cash Farm Lease for 2021”, and to authorize the City Manager to execute the lease. Upon roll call vote, all present voting aye, motion carried.

**RESOLUTION NO. 20-11-04R**

**RESOLUTION APPROVING LEASE OF CITY-OWNED PROPERTY TO A PRIVATE PERSON**

**WHEREAS**, the City Council adopted Resolution No. 20-10-02R stating its intent to lease municipally-owned property to a private person for a term exceeding 120 days and for a rental amount exceeding \$500.00 annual value, such term and rental amount invoking the requirements of SDCL § 9-12-5.2; and

**WHEREAS**, a notice of hearing was published as required by law and the public hearing on the proposed lease was held by the City Council in City Council Chambers, 123 South Lincoln Street, Municipal Building, in the City of Aberdeen, South Dakota, on the 16<sup>th</sup> day of November, 2020, at 5:30 p.m., when and where any persons interested in the lease had an opportunity to appear and be heard prior to any action on such lease;

**NOW, THEREFORE, BE IT RESOLVED** that, after public hearing and due consideration of any comments of persons interested in such lease, the property owned by the City of Aberdeen described as: That portion of the NE1/4 of the NE1/4 of Section 6, lying north of the center of the Elm River in Township 124 North, Range 63 West, Brown County, South Dakota, which contains approximately 32.0 acres of hayable land; may be leased to Leroy “Butch” Podoll, a private person, for a term of seven months (May 1, 2021, to November 30, 2021) and for the rental amount of \$1,440.00 annual value.

**BE IT FURTHER RESOLVED** that the City Manager is authorized to execute all documents necessary to finalize such lease.

The foregoing Resolution was approved after first reading and passed at a regular meeting of the Aberdeen City Council on the 16<sup>th</sup> day of November, 2020.

Number of AYES: 8; Number of NAYS: 0; Members abstaining: None.

**PUBLIC HEARING ON NEW MALT BEVERAGE LICENSE**

Mayor Schaunaman opened a public hearing on a new Retail On-Off Sale Malt Beverage & SD Farm Wine License for Hub City Axe Throwing LLC dba 3315 – 6<sup>th</sup> Avenue, SE, Suite #10. No one was present to testify in opposition to the malt beverage license request so Mayor Schaunaman closed the hearing. Motion by Reinbold, second by Rux to approve of the Retail On-Off Sale Malt Beverage & SD Farm Wine License for Hub City Axe Throwing LLC at 3315 – 6<sup>th</sup> Avenue, SE, Suite #10. Upon roll call vote, all present voting aye, motion carried.

#### **TASK ORDER #2 WITH STANTEC CONSULTING SERVICES FOR BROWNFIELD ASSESSMENT**

City Manager Joe Gaa requested approval of Task Order #2 with Stantec Consulting Services to complete a Brownfield Assessment for an amount not to exceed \$288,000.00. Gaa explained that the City previously entered into a task order with Stantec to prepare a grant application to the Environmental Protection Agency to acquire a Brownfield Assessment Grant which was awarded to the City in the amount of \$300,000.00. Gaa stated that the work proposed in task order #2 will accomplish the purpose of the grant which is to compile a list of potential brownfield sites for analysis and position the City for further funding opportunities. Motion by Rux, second by Johnson to approve Task Order #2 with Stantec Consulting Services to complete a Brownfield Assessment for an amount not to exceed \$288,000.00. Upon roll call vote, all present voting aye, motion carried.

Council Member Remily joined the meeting by teleconference at 5:38 p.m.

#### **BIDS FOR TWO SINGLE AXLE TRUCK CAB AND CHASSIS FOR PUBLIC WORKS – UTILITY DIVISION**

City Engineer Robin Bobzien explained that two bids were received on November 10, 2020 for one 2021 Single Axle Truck Cab & Chassis for the Public Works Department – Utility Division. Bobzien requested approval to award the bid for the purchase of two 2022 Freightliner Single Axle Trucks from Truck Center Companies of Marshall, MN at a cost of \$62,271.00 each. Leon Crawford and Brian Brakefield of Crawford Trucks & Equipment discussed the bidding process since their bid was for \$62,580.00. City Attorney Ron Wager explained that SDCL §5-18A-5 states that a contract shall be awarded to the lowest responsible bidder whose bid meets the requirements set forth in the bid specifications. Discussion followed. Motion by Langer, second by Ronayne to reject all bids and re-bid the two vehicles. Motion by Ronayne, second by Langer to amend the motion by postponing consideration of the truck cab & chassis bids until the next scheduled City Council meeting. Upon roll call vote, all voting aye, motion carried.

#### **PAYMENT/CHANGE ORDER FOR DAKOTA STREET ROADWAY IMPROVEMENTS**

City Engineer Robin Bobzien requested approval of Payment #5 in the amount of \$166,136.70 and Change Order #5 in the amount of \$78,487.89 to Reede Construction, Inc. for work on the Dakota Street Roadway Improvements Project. Motion by Rux, second by Reinbold to approve of Payment #5 in the amount of \$166,136.70 and Change Order #5 in the amount of \$78,487.89 to Reede Construction for work on the project. Upon roll call vote, all voting aye, motion carried.

**PAYMENT FOR STREET MAINTENANCE CONCRETE REPAIR II**

City Engineer Robin Bobzien requested approval of Payment #3 in the amount of \$11,656.48 to CWF Masonry & Construction for work on the Street Maintenance Concrete Repair II Project. Motion by Johnson, second by Lunzman to approve Payment #3 in the amount of \$11,656.48 to CWF Masonry & Construction for work on the project. Upon roll call vote, all voting aye, motion carried.

**REVIEW AND APPROVAL OF CLAIMS**

Motion by Johnson, second by Rife to approve payment of the bills listed for November 16, 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 401.76; Praxair Distribution Inc. 381.68; Rhodes Anderson Agency 744.00; Helms & Associates 15,242.42; MARCO Technologies LLC 1,045.79; Lighthouse Uniform Co. 695.45; RDO Equipment Co. 2,703.40; Brown County Landfill 19,419.76; Linde Inc. 3,547.50; Aberdeen News 6,011.16; Dakota Doors Inc. 147.95; Chris & Dan's Tarp & Canvas Repr. 12.00; Overhead Door 142.86; NDSU Soil Testing Lab 30.00; Dakota Electronics 5,443.20; Heartland Paper Company 303.20; Eddie's Northside Sinclair 3,113.75; Exhaust Pros 81.75; Cole Papers Inc. 2,933.83; Farm Power Mfg. Inc. 176.58; Jensen Rock & Sand Inc. 30,722.76; HACH Co. 111.37; Direct Automation LLC 765.00; Auto Value Part Stores 2,546.76; House of Glass, Inc. 397.21; Nelson Sales & Service, LLC 81.22; Johnson Controls 740.93; CDW Government Inc. 1,006.55; Automatic Building Controls 758.00; Lawson Products Inc. 27.24; Steven Lust Automotive 313.60; MAC's Inc. 96.22; Sewer Duck, Inc. 100.00; Sanford Health Occupational Medicine Clinic 8,766.00; Fire & Police Selection, Inc. 1,327.95; Witmer Public Safety Group 77.99; Farnums Genuine Parts 270.56; Northern Electric 5,709.66; Centurylink 736.60; Nathan Sturgeon 80.00; Pantorium 29.00; Parcel Erickson Texaco 125.00; Dakota Supply Group 2,134.52; Midstates Group 1,369.00; Cross Country Freight Solutions, Inc. 93.44; Ringgenberg Electric Inc. 1,934.91; Safety Service Inc. 1,228.68; Avera St. Luke's Hospital 2,520.43; SHARE Corp. 3,177.73; Fay's Refrigeration Service 1,773.91; Sherwin-Williams Co. 273.13; Crawford Trucks & Equipment 7,093.06; SD Dept. of Labor 2,692.28; SD Div. of Motor Vehicles 21.20; SD Dept. of Transportation 9,379.80; Western Area Power Adm. 8,356.69; Wright & Sudlow 16,932.00; Hanna Lagerquist 17.04; Fastenal Company 885.83; Aberdeen Awards 12.00;

Totally Tubular Mfg. 20.48; Blair Scoular 48.00; Mattern Electric 213.05; Metering & Technology Solutions 18,427.26; Olson's Pest Technicians 800.00; Harms Oil Company 15,574.11; Tony Bisbee 2,000.00; Ultimate Upholstery Solutions 379.77; Northern Truck Equipment Corp. 601.08; Tanner Seaman 140.00; Tim Reed 2,500.00; Dependable Sanitation, Inc. 294.00; Dakota Ink & Toner 363.93; Center Point Large Print 16.49; Harr Motors 1,441.25; Tanner Jondahl 220.00; M & T Fire & Safety Inc. 323.64; Cartney Bearing Co. 61.90; Energy Lab Inc. 48.00; SD Dept. Health Lab 1,917.00; Caleb Crosby 168.00; Dawn Menning 120.00; Titan Access Acct/Productivity Plus Acct 2,814.55; Hub City Radio 3,025.00; Executive Management 296.33; Pierson Ford-Lincoln-Mercury 176.68; West Payment Center 662.20; SD Dept. of Revenue 14,856.99; Univar Solutions USA Inc. 816.00; Jarman's Water Systems 327.50; Dorsey & Whitney LLP 15,000.00; Northern Valley Communications 84.07; Kirk's Auto 5,911.25; Lien Transportation Co. 14,770.00; Quest Development, LLC 800.00; Aberdeen Police Dept. 2.70; Footsteps Counseling 180.00; McMaster-Carr Supply Co. 495.52; Carlsen Funeral Home 375.00; Midland Lease Division 250.91; Premier Auto 3,851.25; Backdraft OPCO, LLC 860.00; William Cantalope 64.00; Tough Rugged Laptops 753.94; ASL Foundation 617.58; WW Goetsch Associates 3,903.00; Reede Construction, Inc. 166,136.70; Otis Elevator Company 4,565.50; Lutheran Social Services 365.86; Federal Express Corp. 24.81; Ray O'Herron Inc. 2,588.75; Bookpage 354.00; Century Business Products 1,869.00; Sanford Health 2,380.00; Menards 1,705.02; Fred Ludwig Trucking 914.00; Taste of Home Books 38.32; Allegiant Emergency Services, Inc. 12.00; Aqua Pure Inc. 4,724.40; Convention Visitors Bureau 52,380.88; Dakota Fluid Power Inc. 4,253.90; McQuillen Creative Group Inc. 165.00; Borns Group 4,698.02; OCLC, Inc. 955.25; Impact Janitorial 2,621.55; AT & T Cell 415.36; Pete Lien & Sons, Inc. 27,333.74; Stryker Sales Corp. 869.00; NCL of Wisconsin 1,102.67; Kevin Bourdon 977.50; Tyler Technologies 9,602.78; David's Lawn & Snow 4,210.00; Matheson Tri-Gas Inc. 310.97; SRF Consulting Group, Inc. 428.32; Rackspace Hosting 3,888.68; POMP's Tire Service, Inc. 2,827.88; SD Public Assurance Alliance 785.79; Konica Minolta Premier Finance 126.85; Premier Specialty Vehicles, Inc. 1,910.48; JK Sales & Towing 1,290.00; Matt Parrott 634.15; Crouch Irrigation 130.00; Chase Hornseth 37.00; Advance Auto Parts 188.61; Commercial Specialties, Inc. 168.93; Durr Universal, Inc. 2,600.85; North Central Rental/Leasing 3,543.54; Louis Koch 25.00; MVTL Lab Inc. 2,372.50; Ingram Library Services 805.04; Steve Markley 128.00; Tanner Venard 225.00; Midstates Equipment & Supply 217.00; 3D Specialties Inc. 477.00; TAPCO 3,093.88; Aberdeen Chrysler Center 1,724.23; Midwest Tape 206.66; Midcontinent Communications 812.00; Aramark 717.59; Aberdeen Area Radiator 220.00; Northern Lake Service Inc. 868.80; Curt Fredrickson 66.00; Butler Machinery Co. 75.34; GRAINGER 2,214.37; Sanitation Products Inc. 2,305.06; Geffdog Designs 779.19; Dubois Chemicals, Inc. 29,391.75; Ameripride Services Inc. 271.37; Bowers Tree Service 1,750.00; Crescent Electric Supply 404.78; Knight Towing

8,682.50; J Gross Equipment 304.81; Harlow's Bus Sales, Inc. 90.01; Diamond Dry Cleaning 76.00; A-1 Sanitation 712.92; G & R Controls Inc. 3,169.25; Tri-State Water, Inc. 24.00; Malloy Electric 108.75; 121 Benefits 292.00; Spencer S. Aberle 48.00; Melissa Kollman 225.00; Briggs Elsperger 1,200.00; Aberdak Club 75.00; CWF Masonry & Construction Inc. 11,656.48; MAC Tools/D & D Distributing LLC 99.99; Lyla Agius Designs 585.00; Insurance Plus 1,393.30; Daniel Orr 48.00; Luke Bunke 64.00; Office Depot 100.21; Tyler Oliver 48.00; Core & Main LP 1,927.25; Transource Truck & Equipment, Inc. 614.34; Apple Books 2,815.01; Verathon, Inc. 543.22; Blackstrap Inc. 31,114.36; Autozone 7.71; Jonathon Murdy 1,302.93; AGTEGRA Coop 2,150.41; Briston Bruce 140.00; Runnings Supply Inc. 5,119.56; Interstate Battery 577.80; MES Companies 39.40; Custom Installation Solutions 66.25; Triplec Pros Window Cleaning LLC 225.00; Gary's Engine & Repair Inc. 79.40. Upon roll call vote, all voting aye, motion carried.

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

City Manager Joe Gaa presented the City Manager's Report including discussion of fleet planning and the interaction between the Police Department and the School District during the lockdown situation today at the high school.

### **OTHER**

City Attorney Ron Wager discussed the Council Handbooks that have been prepared and the open forum procedures.

Council Member Langer discussed any potential mask policies that may be adopted by the City Council in response to the letter received by the Council from Avera CEO Todd Forkel. Council Member Ronayne asked for support of a mask mandate ordinance.

### **ADJOURNMENT**

There being no further business, motion by Johnson, second by Rife to adjourn the meeting. Upon roll call vote, Rux, Langer, Reinbold, Johnson, Rife, Lunzman, Remily, and Mayor Schaunaman voting aye, Ronayne voting nay, motion carried. Meeting adjourned at 6:24 p.m.

Prepared by Mary Campton for the Finance Office.

  
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 Finance Officer