

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

City Council Chambers, 123 South Lincoln Street, Municipal Building, Aberdeen, South Dakota, November 21, 2022 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, Erin Fouberg, 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, Brett Bill, Jordan McQuillen, Dave McNeil, Joel Weig, Cathy McNickle, and Rich Krokkel.

**PLEDGE OF ALLEGIANCE**

Mayor Schaunaman led the Pledge of Allegiance.

**APPROVAL OF AGENDA**

Mayor Schaunaman asked for a motion to approve the agenda with the removal of Agenda Item #C – Resolution No. 22-11-01R under New Business. Motion by Johnson, second by Reinbold to approve the agenda with the deletion of Item #C under New Business. Voice vote to approve, all voting aye, motion carried.

**MINUTES**

Motion by Liebelt, second by Rife to approve the minutes of the November 7, 2022 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 Fouberg, second by Reinbold to approve the following items on the consent calendar:

SET HEARING DATE – of December 19, 2022 at 5:30 p.m. – Petition to Vacate Public Right-Of-Way for property described as the 66 feet wide Second Avenue, SW Public Right-Of-Way commencing 122 feet West of Fourth Street South Public Right-Of-Way and continuing 100.45 feet West to the point of termination adjacent to Railroad Right-Of-Way located between Lot 3A, Mardian Sixth Subdivision to the City of Aberdeen and Lot 1, Ladner's First Addition in the SW<sup>1</sup>/<sub>4</sub>, Section 13, T123N, R64W of the 5<sup>th</sup> P.M., Brown County, South Dakota (116 South Fourth Street and 418 Third Avenue, SW) – Jared Ladner and Randy Meister

PLATS – 1) William Daschle First Addition to the City of Aberdeen in the SW<sup>1</sup>/<sub>4</sub>, Section 12, T123N, R64W of the 5<sup>th</sup> P.M., Brown County, South Dakota (1201 North Fourth Street); 2) Eric Brenner First Addition to the City of Aberdeen in the SW<sup>1</sup>/<sub>4</sub>, Section 12, T123N, R64W of the 5<sup>th</sup> P.M., Brown County, South Dakota (1209 North Fourth Street); 3) T & K

Schneider Addition to the City of Aberdeen in the NE¼, Section 13, T123N, R64W of the 5<sup>th</sup> P.M., Brown County, South Dakota (110 North Lloyd Street).

LICENSE – Taxi Cab Driver – Tori Schaunaman

LOTTERY NOTICE – Sunrise Lodge 211 – receive and place on file

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

### **OLD BUSINESS**

#### **ORDINANCE NO. 22-10-04 – SECOND READING AND FINAL ADOPTION**

Motion by Johnson, second by Liebelt to approve the second reading and final adoption of Ordinance No. 22-10-04 to rezone property described as Lot 1, Prairie's Edge 14<sup>th</sup> Addition to the City of Aberdeen in the NW¼, Section 8, T123N, R63W of the 5<sup>th</sup> P.M., Brown County, South Dakota (2618 Water View Drive and 3102 – 24<sup>th</sup> Avenue, NE) from (R-2) Medium Density Residential District/(A-1) Agricultural District/(A-2) Green Belt District to (R-2) Medium Density Residential District and (A-2) Green Belt District. Roll call vote to approve, Ronayne, Fouberg, Liebelt, Rife, Johnson, Langer, Novstrup, and Mayor Schaunaman voting aye, Reinbold abstaining, motion carried.

#### **ACTION ON PROPOSED 2023 ECONOMIC DEVELOPMENT SERVICES**

Deputy Mayor Alan Johnson presided over the meeting pertaining to the discussion of the proposed 2023 Economic Development Services since Mayor Schaunaman abstained from the discussion. Deputy Mayor Johnson stated the three documents received for consideration by the Council for economic development services: 1) proposal by Aberdeen Development Corporation received November 2, 2022; 2) counterproposal by City Council prepared on November 14, 2022; 3) Aberdeen Development Corporation counterproposal of amendments received November 18, 2022. Deputy Mayor Johnson clarified that the two options for consideration by the Council were as follows: 1) adopt the City Manager's proposed plan and authorize the filling of the Economic Development Manager position or 2) adopt a counterproposal to designate Aberdeen Development Corporation as the City's economic development representative for 2023. Discussion followed.

Motion by Reinbold to adopt Option #1 - City Manager's proposed plan and authorization to fill the Economic Development Manager position. Motion died for lack of second.

Motion by Fouberg, second by Novstrup to adopt the Aberdeen Development Corporation's counterproposal of amendments submitted on November 18, 2022. Discussion followed with Aberdeen Attorney Julie Johnson and Char Hager, Chair of the Aberdeen Development Corporation, participating in the discussion. Deputy Mayor Johnson called the vote to approve the motion to adopt the November 18, 2022, counterproposal of amendments from Aberdeen Development Corporation. Roll call vote to approve, Novstrup and Fouberg voting aye, Langer, Reinbold, Johnson, Rife, Liebelt, and Ronayne voting nay, Mayor Schaunaman abstaining, motion failed.

Motion by Rife, second by Reinbold to adopt Option #1 – City Manager’s proposed plan and authorization to fill the Economic Development Manager position. Motion by Fouberg, second by Novstrup to amend the motion to add \$100,000 to the budget for the Aberdeen Development Corporation. Discussion followed with Michael Bockorny, CEO of Aberdeen Development Corporation, participating in the discussion. Roll call vote to approve the amendment, Ronayne, Liebelt, Rife, Johnson, Reinbold, Langer voting nay, Fouberg and Novstrup voting aye, Mayor Schaunaman abstaining, motion to amend failed. Additional discussion followed, Deputy Mayor Johnson called the vote to approve the original motion to adopt Option #1. Roll call vote to approve, Novstrup and Fouberg voting nay, Langer, Reinbold, Johnson, Rife, Liebelt, and Ronayne voting aye, Mayor Schaunaman abstaining, motion to adopt Option #1 carried.

Motion by Rife, second by Langer to approve an allocation of \$30,000 to the Aberdeen Development Corporation for 2023. Roll call vote to approve, Ronayne, Liebelt, Rife, Reinbold, Langer, and Johnson voting aye, Fouberg and Novstrup voting nay, motion carried.

Deputy Mayor Johnson turned over the presiding officer duties to Mayor Schaunaman.

### **NEW BUSINESS**

#### **2021 AUDIT PRESENTATION BY EIDE BAILLY**

Cameron Zent of Eide Bailly presented an executive summary of the City of Aberdeen 2021 Audited Financial Statements, a summary of cash balances in governmental and business type funds, and a review of revenues and expenditures in governmental and proprietary funds. No council action was taken.

Langer left the meeting at 6:58 p.m. and returned at 6:59 p.m.

#### **ORDINANCE NO. 22-11-02 – 2023 WAGES FOR CITY OFFICIALS AND EMPLOYEES – FIRST READING**

City Manager Joe Gaa presented Ordinance No. 22-11-02 setting the salaries and wages of City Officials and Employees for the Year 2023. Motion by Rife, second by Reinbold to approve first reading of Ordinance No. 22-11-02. Roll call vote to approve, all voting aye, motion carried.

#### **PUBLIC HEARING ON PETITION OF VOLUNTARY ANNEXATION OF PROPERTY AND APPROVAL OF RESOLUTION NO. 22-11-02R ANNEXING IN WYLIE PARK ESTATES ADDITION INTO CITY LIMITS**

Mayor Schaunaman opened a hearing on a petition of Voluntary Annexation from Joop Bollen to annex 13 acres of property located North of Willow Drive in the Wylie Park Estates Addition into the city limits of Aberdeen. City Planning/Zoning Director Brett Bill explained that the petitioner is requesting to annex the property to utilize the adjacent property facilities with the construction of a new residence. No public comments were received so Mayor Schaunaman closed the hearing. Motion by Johnson, second by Reinbold

to approve Resolution No. 22-11-02R for annexation of the 13 acres of property located north of Willow Drive in the Wylie Park Estates Addition into the city limits. Roll call vote to approve, all voting aye, number of ayes 9, number of nays 0, members abstaining 0, motion carried.

**PUBLIC HEARING AND APPROVAL OF TRANSFER OF RETAIL MALT BEVERAGE & SD FARM WINE LICENSE FOR HUB CITY AXE THROWING LLC**

Mayor Schaunaman opened a hearing on a request for the transfer of the Retail On-Off Sale Malt Beverage & SD Farm Wine License for Hub City Axe Throwing LLC from 3315 Sixth Avenue, SE, Suite 10 to 210 South Main Street. No public comments were received so Mayor Schaunaman closed the hearing. Motion by Liebelt, second by Rife to approve the transfer of the Retail On-Off Sale Malt Beverage & SD Farm Wine License for Hub City Axe Throwing LLC from 3315 Sixth Avenue, SE, Suite 10 to 210 South Main Street. Voice vote to approve, all voting aye, motion carried.

**COMBINED ELECTION AGREEMENT BETWEEN CITY OF ABERDEEN, BROWN COUNTY, AND ABERDEEN SCHOOL DISTRICT #6-1**

Finance Officer Jordan McQuillen requested approval to enter into a revised Combined Election Agreement with Brown County, and the Aberdeen School District #6-1. Motion by Fouberg, second by Rife to authorize the Mayor and Finance Officer to sign the Combined Election Agreement between the City of Aberdeen, Brown County, and Aberdeen School District #6-1. Voice vote to approve, all voting aye, motion carried.

**APPOINTMENT OF MEMBER TO BUSINESS IMPROVEMENT DISTRICT II BOARD**

Motion by Langer, second by Reinbold to approve the appointment of Melissa Erlenbusch to the Business Improvement District II Board. Voice vote to approve, all voting aye, motion carried.

**PURCHASE FIRE EQUIPMENT FROM MACQUEEN EMERGENCY**

Fire Chief Joel Weig requested approval to purchase Holmatro extrication equipment in the amount of \$44,908.56 for the Fire Department from MacQueen Emergency and approval of the payment to MacQueen Emergency. Motion by Langer, second by Liebelt to approve the purchase of equipment in the amount of \$44,908.56 from MacQueen Emergency and the payment for the equipment to MacQueen Emergency. Roll call vote to approve, all voting aye, motion carried.

**PAYMENTS FOR AIRPORT IMPROVEMENT PROJECTS**

Transportation Director Rich Krokkel requested approval of the following payments for Airport Improvement Projects: 1) Payment #36 – AIP #3-46-0001-43-2021 Taxiway Geometry – Helms & Associates, in the amount of \$5,203.70; 2) Payment #10 – AIP #3-46-0001-47-2022 GA Apron Reconstruction – Helms & Associates, in the amount of \$2,047.12; 3) Payment #2 – AIP #3-46-0001-48-2022 Rehabilitation and Lighting Project – Helms & Associates, in the amount of \$9,983.91. Ronayne left the meeting at 7:19 p.m. Motion by

Johnson, second by Langer to approve and authorize the City Manager to sign the payments to Helms & Associates for work on the Airport Improvement Projects. Roll call vote to approve, all present voting aye, motion carried.

**CHANGE ORDER/PAYMENT FOR STREET MAINTENANCE CONCRETE REPAIR II PROJECT**

City Engineer Robin Bobzien requested approval of Change Order #1 in the amount of (-\$19,331.33) and Payment #2 in the amount of \$54,232.22 for CWF Masonry & Construction for work on the Street Maintenance Concrete Repair II Project. Motion by Reinbold, second by Langer to approve of Change Order #1 in the amount of (-\$19,331.33) and Payment #2 in the amount of \$54,232.22 for CWF Masonry & Construction for the Street Maintenance Concrete Repair II Project. Ronayne rejoined the meeting at 7:21 p.m. Roll call vote to approve, all voting aye, motion carried.

**REVIEW AND APPROVAL OF CLAIMS AND PAYROLL**

Motion by Johnson, second by Ronayne to approve payment of the bills listed for November 21, 2022 and payroll for the period from November 6, 2022 through November 19, 2022.

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: SD Dept. of Revenue 28,009.26; UPS 917.95; Wellmark Blue Cross/Blue Shield 68,404.28; 121 Benefits 340.30; US Bank Corp. Trust 493,875.00; Delbert Dutenhoffer 880.00; Ty Reinke 140.00; Aberdeen Development Corp. 15,000.00; Helms & Associates 18,907.63; Best Western Ramkota 308.97; MARCO Technologies LLC 180.12; SD Municipal Attorney Assn. 35.00; RDO Equipment Co. 19,404.70; Brown County Landfill 20,563.28; Brown County Treasurer 48.40; Linde Inc. 6,981.00; Hawkins Inc. 10,482.55; Dakota Electronics 782.50; Quality Welding Inc. 95.00; Performance Oil & Lubricant 526.47; Cole Papers Inc. 546.02; Jensen Rock & Sand Inc. 14,611.37; Graham Tire Co. 4,416.21; Direct Automation LLC 2,242.20; Auto Value Parts/Hedahls 725.44; House of Glass Inc. 1,241.41; Joel Weig 74.00; Ken's Alignment Auto Service 1,348.00; Kesslers Inc. 47.00; CDW Government Inc. 187.72; Steven Lust Automotive 50.63; MAC's Inc. 68.56; Sanford Health Occupational 9,132.00; Centurylink 4,510.43; Safety Benefits Inc. 225.00; Dakota Supply Group 1,241.29; Midstates Group 2,369.68; Ringgenberg Electric Inc. 421.34; Safety Service Inc. 178.51; Avera St. Luke's Hospital 2,180.80; Light & Siren 5,583.33; SHARE Corp. 3,130.46; Crawford Trucks & Equipment 682.53; Stan Houston Equipment Inc. 2,317.73; Western Area Power Adm. 6,902.28; Banner Associates Inc. 47,850.40; Badger Meter Inc. 581.34; Olson's Pest Technicians 400.00; Harms Oil Company 35,370.44; MacQueen Emergency Group 44,908.56; Tim Reed 3,148.00; Dependable Sanitation 23,815.46; Dakota Ink & Toner 131.98; Oneneck It Solution 1,758.51; Aberdeen Community Theatre 5,000.00; Cartney Bearing Co. 89.76; Energy Laboratories Inc. 103.70;

Titan Access Productivity 1,265.61; Hub City Radio 3,678.92; Automationdirect.com Inc. 319.00; Executive Management 335.64; B & H Photo-Video 2,302.94; Pierson Ford-Lincoln-Mercury 130.90; IP Media Holdings Inc. 717.00; West Payment Center 366.81; Stacy Vrchota 74.00; Senior Companions 400.00; Jarman's Water Systems 1,505.20; Northern Valley Communications 517.02; MTI Distributing 170.94; Kirk's Auto 3,724.09; Ryan's Carpet Cleaning 647.90; First Interstate Bank 83,943.62; Otis Elevator Company 250.00; Quill Corp. 74.92; Federal Express Corp. 15.68; Menards Inc. 558.67; Aqua Pure Inc. 325.00; Convention Visitors Bureau 68,847.11; Borns Group 6,725.37; Killoran Trucking & Brokerage 7,205.38; IMPACT Janitorial 2,260.25; Double D Body Shop 3,680.16; Nate Wiege 160.00; Matheson Tri-Gas Inc. 221.39; Aberdeen Shuttle 13.50; POMP's Tire Service 1,061.28; TOYNE Inc. 98.45; SD Public Assurance Alliance 715.98; Advance Auto Parts 186.61; Lance Hammrich 74.00; North Central Rental 4,927.40; MVTL Laboratories Inc. 1,740.85; Vollan Oil Co. 1,131.02; J R Huebner 74.00; State Bar of South Dakota 540.00; Blair Smith 160.00; Aramark Uniform Services 168.98; Butler Machinery Co. 266.20; Geffdog Designs 410.99; Jefferson Partners LP 670.01; Cooper Animal Clinic PC 541.32; Harlow's Bus Sales Inc. 73.81; A-1 Sanitation 6,463.00; Aberdeen Area Humane Society 5,400.00; Environmental Toxicity Cont. 1,400.00; Guardian Life Ins. Co. 1,119.87; Techniques 294.05; Teleflex 2,265.50; Tri-State Water Inc. 36.25; Sunbelt Rentals Inc. 10,771.40; NAPA Central 165.29; Sign Solutions USA, LLC 2,157.33; Northern Plains Psych. 260.00; CWF Masonry & Construction 54,232.22; Quest Hospitality Suppliers 709.10; Stephanie Sorensen PHD 1,300.00; Runnings Supply Inc. 2,640.93; ODP Business Solutions LLC 213.17; Randy Holsing 42.45; Language Line Services 556.94; TC SouthAtlantic, Inc. 5,600.00; CenturyLink 2,073.57; Uniform Center 212.75.

Payroll for the period from November 6, 2022 through November 19, 2022 and city share of social security, old age & survivor's insurance, retirement, health and life insurance: EFTPS 142,929.03; SD Retirement 88,063.15; Governing Body 3,351.93; City Manager 8,339.50; City Attorney 7,597.65; Finance 15,320.17; HR 8,080.61, Building 1,887.36; Computer 5,094.87; Planning/Zoning 15,499.60; Engineering 14,601.20; Police 156,014.51, Jung, Brad 32.24/hr; Fire 128,231.73, Rystrom, Jesse 24.20/hr; Housing/Building 7,233.75; Street 34,152.66, Traffic 8,186.21; Solid Waste 21,946.63; Transportation/Ride Line 19,993.79; Library 28,835.57; Parks, Rec & Forestry 98,874.13, Becker, Lexie 12.00/hr, Pridey, Tyler 12.50/hr, Ellyson, Ella 12.00/hr, Rehder, Ema 12.00/hr, Parker, Landon 12.00/hr; Airport 23,933.97; Pipe 27,123.45; Water Treatment 21,064.90; Meter 1,914.36; Water Reclamation 22,569.35; Pump 7,339.85.

Roll call vote to approve, Novstrup, Langer, Reinbold, Johnson, Rife, Liebelt, Fouberg, and Ronayne voting aye, Mayor Schaunaman abstaining on payment to House of Glass and voting aye on remainder of the payments, motion carried.

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

City Manager Joe Gaa reported that City Offices will be closed this Thursday and Friday due to the Thanksgiving holiday, gave employee recognitions to Trent Aman for 5-years of service with Traffic/Control Department and John Quinn for 15-years of service with the Fire/Rescue Department, and recognized Anne Weig for receiving the Police Department Officer of the Year Award from the Exchange Club.

**ADJOURNMENT**

There being no further business, motion by Langer, second by Rife to adjourn the meeting. Voice vote to adjourn, all voting aye, motion carried. The meeting adjourned at 7:25 p.m.

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