

City of Tea  
Regular Meeting  
March 7, 2011

A regular meeting of the Tea City Council was held at Tea City Hall on March 7, 2011 at 7:00 p.m.

Mayor John Lawler called the meeting to order at 7:02 pm with the following members present: Brian Fowlds, Herman Otten, Sid Munson, Chuck Ortmeier, Joe Weis and Todd Boots. Also present was Finance Officer Dawn Murphy, Administrative Assistant/Economic Development Director Jenni White, Police Chief Brian Ketterhagen, Planning & Zoning Administrator Kevin Nissen, Utility Superintendent Thad Konrad and City Engineer Jason Kjenstad.

**AGENDA. MOTION 11-045. MOTION** by Boots, seconded by Weis to approve the March 7 agenda with the addition of elevator property. All members voted AYE.

**MINUTES. MOTION 11-046. MOTION** by Weis, seconded by Ortmeier to approve the February 22, 2011 minutes. All members voted AYE.

**WARRANTS. MOTION 11-047. MOTION** by Otten, seconded by Fowlds to approve the March 2011 warrants as presented. All members voted AYE. Warrants will be listed at the end of the minutes.

**HWY 111 CHANGE ORDER.** A meeting with Friessen Construction will be set up regarding the Hwy 111 project moving forward and the final completion date.

**FINAL PAY REQUEST BRIAN ST. EXTENSION. MOTION 11-048. MOTION** by Fowlds, seconded by Otten to approve final Pay Request 6 to Friessen Construction for the Brian St. Extension Project in the amount of \$21,563.77. All members voted AYE.

**RECREATION TRAILS PROGRAM GRANT LETTER OF SUPPORT.** The Recreational Trail Program Grant provides up to 80 percent reimbursement funds for recreational trails. This grant would be used to construct a trail from Devon Ave going west on 271<sup>st</sup> to 468<sup>th</sup> Ave. and then S on 468<sup>th</sup> to 1<sup>st</sup> St. **MOTION 11-049. MOTION** by Otten, seconded by Fowlds to authorize the Mayor to sign a letter of support for the Recreation Trails Program Grant Application. All members voted AYE.

**POLICE DEPARTMENT POLICIES. MOTION 11-050. MOTION** by Boots, seconded by Weis to approve the police department Domestic Misconduct Policy. All members voted AYE. **MOTION 11-051. MOTION** by Weis, seconded by Boots to approve the police department Sexual Misconduct policy. All members voted AYE. **MOTION 11-052. MOTION** by Otten, seconded by Fowlds to approve the police department Identification Process Policy. All members voted AYE.

**RECREATION TRAILS PROGRAM GRANT APPLICATION SPONSORSHIP. MOTION 11-053. RESOLUTION 11-03-04. MOTION** by Boots, seconded by Fowlds to approve the following resolution. All members voted AYE. WHEREAS, the City of Tea has determined the need for the Prairie Ridge Trail Project; and WHEREAS, financial assistance will be necessary to enable the City of Tea to conduct this project; and WHEREAS, the City of Tea desires funding assistance from the Recreational Trails Program of the South Dakota Department of Game Fish & Parks Division of Parks and Recreation for this improvement. THEREFORE BE IT RESOLVED, the governing body of the City of Tea hereby authorizes the filing of a Recreational Trails Program grant application, including all assurances contained therein, and hereby authorizes the Mayor to sign and submit all necessary

paperwork in connection with the application, grant agreement, and other required forms, and to provide such additional information as may be required by the State of South Dakota.

This resolution is effective immediately upon passage. Adopted this 7<sup>th</sup> day of March 2011.

John M. Lawler, Mayor

ATTEST: Dawn R. Murphy, Finance Officer

**POLICE DEPARTMENT ISSUED WEAPONS.** The former police chief had purchased Glock Model 23 guns to be used as department issued weapons. This model is a smaller weapon and designed for concealed carry. Chief Ketterhagen would like to return the unused guns and purchase the model 22 Glock, which is a patrolman weapon with a barrel that is one inch longer. The difference in cost would be an additional \$500.00. . **MOTION 11-054. MOTION** by Weis, seconded by Otten to return the previously purchased Glock 23 guns and purchase the Glock 22 guns for an additional total cost of \$500. All members voted AYE.

**POLICE VEHICLE.** At the January 17<sup>th</sup>, 2011 meeting the council approved the purchase of a Ford F250 truck. It was later discovered that it did not have 4 full doors and would not work for the department. A lengthy discuss took place comparing the different vehicle options. **MOTION 11-055. MOTION** by Weis, seconded by Otten to utilize the State of South Dakota bid price and purchase a Dodge Ram (\$23,376) ,including the options of axle locking differentials (\$350), spot light mounted 6” (\$490), spray on bed liner (\$500), and snow/mud tires (\$350) for a total of \$25,066. Members Otten, Fowlds, Weis, Ortmeier and Boots voted AYE. Member Munson voted NO. Motion carried.

**HIRING OF POLICE OFFICERS. MOTION 11-056. MOTION** by Weis, seconded by Fowlds to approve the hiring of full time police officer James Klimple at \$15.00 per hour to be reviewed in 6 months. All members voted AYE. **MOTION 11-057. MOTION** by Boots, seconded by Weis to approve the hiring of part time police officer Tala Sandness at \$13.00 per hour. All members voted AYE.

**CANCELLATION OF 2011 MUNICIPAL ELECTION. MOTION 11-058. RESOLUTION 11-03-05. MOTION** by Weis, seconded by Ortmeier to approve the following resolution. All members voted AYE. WHEREAS public notice was given for the vacancies of elective offices; and WHEREAS, the following individuals have filed certificates of nomination in the office of Finance Officer for the following positions to be filled: Sid Munson, Councilmember Ward I, 2-year term; Herman Otten, Councilmember Ward II, 2-year term; Chuck Ortmeier, Councilmember Ward III, 2-year term; Todd Boots, Councilmember Ward III, 1-year term; and WHEREAS each of the candidates is unopposed; NOW THEREFORE BE IT RESOLVED, that certificates of election are to be issued in the same manner as to successful candidates after an election; and BE IT FURTHER RESOLVED, that the Finance Officer is hereby directed to publish a Notice of Cancellation of Municipal Election. Dated this 7<sup>th</sup> day of March, 2011.

John M. Lawler, Mayor

ATTEST: Dawn R. Murphy, Finance Officer

**PARK & RECREATION DISCUSSION.** The council sub-committee gave an update of their conversations involving Park and Rec converting to a non-profit organization. The Park and Rec Board will have the opportunity to present information at the next council meeting where a final decision on creating a 501(c) 3 organization will be made by the council.

**BUILDING INSPECTOR PAY INCREASE.** Sterling Kloster, Tea's current building inspector has requested an increase in pay per inspection. Currently, Sterling's pay is \$40 per inspection which has not changed for roughly 10 years. **MOTION 11-059. MOTION** by Otten to increase the building inspector pay from \$40 to \$60 per inspection. Motion died for lack of second. **MOTION 11-060. MOTION** by Weis, seconded by Ortmeier to increase the building inspector pay from \$40 to \$50 per inspection. Members Fowlds, Ortmeier, Otten, Weis, and Boots voted AYE. Member Munson voted NO. Motion carried.

**COUNCIL PAY INCREASE. MOTION 11-061. MOTION** by Fowlds, seconded by Ortmeier to increase the councilmember pay from \$125 to \$150 per meeting, keeping the special meeting rate as is. Members Fowlds, Ortmeier, Munson and Otten voted AYE. Members Weis and Boots voted NO. Motion carried. Planning and Zoning Board pay will be discussed at the next meeting.

**ELEVATOR PROPERTY.** CHS Inc.(Eastern Farmers Coop) has asked for an extension on their lease from August 2012 to April 2013. The City does not have any plans for the property during that time frame. **MOTION 11-062. MOTION** by Fowlds, seconded by Weis to approve charging \$1,400 a month to CHS Inc. to lease the elevator property from September 2012 until no later than May 2013. All members voted AYE.

**COMMITTEE REPORTS.** Excel's power outage scheduled for March 17 was discussed. That is getting prices on a motor for the lift station generator. More ways to fix the police department roof will be looked at. Ways on obtaining potential sales tax revenue data outside of the city limits will be looked into.

**MOTION 11-044. MOTION** by Ortmeier, seconded by Fowlds to adjourn at 9:12 p.m. All members voted AYE.

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John M. Lawler, Mayor

ATTEST:

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Dawn R. Murphy, Finance Officer

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**CITY OF TEA  
 WARRANTS PAID MARCH 7, 2011**

**FINANCE 4142**

A & B Business Equipment	1/4 Maintenance Agreement	64.48
Aflac	Insurance	544.80
Banyon Data System	Payroll support	770.00
Brown & Saenger	1/4 Supplies	46.18
HDR	Nov/Dec Services	20,700.70
Independent Publishing	Publishing	149.00
South Dakota Municipal League	Legislative Dinner	20.00
Tea Area Community Fund	2011 Contribution	2,000.00
Tea Economic Development	Retail Coach	8,500.00
U.S. Postmaster	1/4 postage	500.00
Wellmark Blue Cross	Insurance	1,784.74

**PLANNING & ZONING 4650**

A & B Business Equipment	1/4 Maintenance Agreement	64.48
Brown & Saenger	1/4 Misc. Supplies	46.18
Independent Publishing	Publishing	45.73
Kloster, Sterling	Feb Inspections	280.00
LCEDA	2011 Dues	2,500.00
Lincoln County Register of Deeds	File plat	15.00
U.S. Postmaster	1/4 postage	500.00

**LIBRARY 4550**

Barnes & Nobel	Books	34.86
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**GOVERNMENT BUILDINGS 4192**

Alltel	Cell Phone Jan	140.80
City of Tea	Water Bill- Community Building 200 W. Maple (Jan/Feb)	64.70
City of Tea	Water Bill, City Hall, 600 E 1st High Flow (Jan/Feb)	67.70
City of Tea	Water Bill-City Hall 600 E 1st (Jan/Feb)	145.60
City of Tea	Water Bill- Maintenance Shop (Jan/Feb)	89.70
Knology	City Hall	270.21
Knology	Maint. bldg.	95.06
Midwest Alarm Company	3 months fire alarm monitoring, March, April, May	60.00
Tea Fire Department	2011 contribution & bunker gear	33,031.68
Tea True Value	Supplies	252.53
Xcel Energy	200 W. Maple	91.47
Xcel Energy	Maint Bldg.	202.63
Xcel Energy	600 E 1st St.	832.56

**PUBLIC SAFETY 4210**

Alltel	Cell Phones Jan	176.01
Cenex Credit Card	Gasoline	83.25

City of Tea	Water Bill (Jan/Feb)	72.40
Get N Go Fleet Card	Jan gasoline	946.52
Get N Go Fleet Card	Dec gasoline	1,063.67
J & M Transmission	2007 Charger Battery & Accelerator Pump	482.46
Knology	Phone	186.29
Scott Bolte Sanitation	Jan/Feb garbage service	116.25
Sunshine Foods	Misc. supplies	23.30
Tea True Value	Supplies	228.31
Xcel Energy	Poplar Ave. warning siren	22.11
Xcel Energy	Jan Services	214.58
Xcel Energy	Feb Services	179.42

**HIGHWAY/STREET 4312**

Avera Queen of Peace	Random drug tests	
Campbell's	Floor jacks	119.98
Cenex Credit Card	Gasoline	114.40
Concrete Materials	Asphalt (St. Maint Fund)	119.60
Concrete Materials	Sand	2,504.83
Eastern Farmers Coop	Fuel	1,473.70
Fastenal	Screws	3.43
Get N Go Fleet Program	Jan gasoline	67.88
Get N Go Fleet Program	Dec gasoline	78.06
Hydraulic World Inc.	Hydraulic hose	41.74
Mac's Inc.	Supplies	47.98
Pulltarps Mfg.	Truck tarp part	10.80
Southeastern Electric	Main St. Lights	254.40
Southeastern Electric	272nd St. lights	96.42
Southeastern Electric	Stop light	90.35
Southeastern Electric	Hwy 111 lights	257.96
Southeastern Electric Coop	Repair Street Lights, Fox Ct & Prairie Cr.	76.00
Tea True Value	Snow removal on foreclosures property	435.00
TJN Enterprises	Steel	46.83
Tractor Salvage & Welding	Plow edges	1,640.87
Xcel Energy	Highway Street Lights	2,666.46
Xcel Energy	School Crossing #1	8.82
Xcel Energy	School Crossing #2	9.11

**PARKS/RECREATION 4501**

Xcel Energy	Tennis Court	8.20
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**WATER 601**

A & B Business Equipment	1/4 Maintenance Agreement	64.48
Brown & Saenger	1/4 supplies	46.19
Cenex Credit Card	Gasoline	114.40
Get N Go Fleet Program	Jan gasoline	67.88
Get N Go Fleet Program	Dec gasoline	78.06
Hagemeyer, Jeff	Water deposit refund	35.00
Lewis & Clark Rural Water	5,374,688 gallons	12,332.29

One Call Systems	1/2 locates	6.66
SD Assoc. of Rural Water	Annual Dues	435.00
Southeastern Electric Coop	Quinton St. tower	27.95
Southeastern Electric Coop	Lewis & Clark building	248.94
U.S. Postmaster	Postage	500.00
Utilities Telecom Council	1/2 FCC License	150.00
Xcel Energy	Rural Water	48.01
Xcel Energy	S. Watertower	13.16
Xcel Energy	N. Watertower	82.00

**SEWER**

A & B Business Equipment	1/4 Maintenance Agreement	64.50
Brown & Saenger	1/4 supplies	46.19
Cenex Credit Card	Gasoline	114.39
First National Bank	Principal & Interest SRF 4	8,901.21
First National Bank	Principal & Interest SRF 5	8,638.24
Get N Go Fleet Program	Jan gasoline	67.86
Get N Go Fleet Program	Dec gasoline	78.05
One Call Systems	1/2 locates	6.66
Southeastern Electric Coop	High Pointe lift station	67.29
U.S. Postmaster	Postage	500.00
Utilities Telecom Council	1/2 FCC License	150.00
Xcel Energy	Lagoon Building	1,108.28
Xcel Energy	5th St. Lift Station	55.75
Xcel Energy	S. lift station	281.82

**3RD PENNY/PARKS & POOL 211**

Elifeguard	Pool Suits, Whistles, Lanyards	359.97
HD Supply	Check valve for slide	629.92
Xcel Energy	Pool	117.38

**2ND PENNY SALES TAX FUND 212**

First National Bank	Principal & Interest SRF #3	4,169.37
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**511 ATHLETIC COMPLEX CAPITAL PROJECT FUND**

Confluence	Services Jan 11-Feb 10	1,475.00
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**512 HWY 111 CAPITAL PROJECT FUND**

HDR Engineering	Dec Services	7,644.53
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**TOTAL** **136,604.61**

FEBRUARY PAYROLL

DEPARTMENT	GROSS PAY	SS/MED	RETIRMENT	TOTAL
Finance 4142	3,526.40	269.78	211.58	4,007.76
Public Safety 4210	16,147.28	1,207.35	1,053.88	18,408.51
Highway/Streets 4311	4,210.42	307.10	252.62	4,770.14
Planning & Zoning 4650	4,404.57	328.62	264.26	4,997.45
Water Distribution 4334	4,210.42	307.10	252.62	4,770.14
Water Clerk 4335	851.90	63.66	51.12	966.68
Sewer Administration 4321	4,211.68	307.20	252.73	4,771.61
Sewer Sanitary Clerk 4322	852.14	63.67	51.14	966.95
<b>TOTAL JANUARY PAYROLL</b>	<b>38,414.81</b>	<b>2,854.48</b>	<b>2,389.95</b>	<b>43,659.24</b>

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