

City of Tea  
Regular Meeting  
January 7, 2013

A regular meeting of the Tea City Council was held at Tea City Hall on January 7, 2013 at 6:00 p.m.

Mayor John Lawler called the meeting to order at 6:00 p.m. with the following members present: Brian Fowlds, Chuck Ortmeier, Joe Weis and Todd Boots. Also present was Finance Officer Dawn Murphy, Administrative Assistant/Economic Development Director Jenni White, Utility Superintendent Thad Konrad, Planning & Zoning Administrator Kevin Nissen and City Engineer Jason Kjenstad. Councilmembers Herman Otten and Sidney Munson were absent.

**EXECUTIVE SESSION. MOTION 13-001. MOTION** by Boots, seconded by Fowlds to enter into executive session at 6:00 p.m. for personnel matters pursuant to SDCL 1-25-2 (1). All members voted Aye. The council came out of executive session at 6:28 p.m.

**AGENDA. MOTION 13-002. MOTION** by Weis, seconded by Boots to approve the January 7, 2013 agenda. All members voted AYE.

**MINUTES. MOTION 13-003. MOTION** by Weis, seconded by Ortmeier to approve the December 17, 2012 minutes. All members voted AYE.

**WARRANTS. MOTION 13-004. MOTION** by Ortmeier, seconded by Fowlds to approve the January warrants as presented. All members voted AYE. Warrants will be listed at the end of the minutes.

**LIQUOR RENEWAL. MOTION 13-005. MOTION** by Fowlds, seconded by Boots to approve the Retail On/Off Sale Wine License renewal for LBA, LTD, d/b/a Wood Ridge Casino, 615 E. Brian St., Lot 1A, Block 9, Suite A, Zelmer 1<sup>st</sup> Addition to the City of Tea. All members voted AYE.

**TRANSPORTATION ENHANCEMENT GRANT.** In 2011 the city applied for and received a \$500,000 grant for construction of a 1.4 mile, eight foot wide concrete pavement trail that would run along 468<sup>th</sup> Ave, between 271<sup>st</sup> and 272<sup>nd</sup> Streets; and along 271<sup>st</sup> Ave, between Devon and 468<sup>th</sup> Avenues. This project was going to be constructed in conjunction with reconstructing 468<sup>th</sup> Ave. The cost estimate on the total project was approximately \$3 million. The city was hoping to receive additional grant funding for the roadway portion, however, grant funding has been very limited and competitive. The Department of Transportation would like a commitment that the project will be completed by December 31, 2014. Easements, assessments, right of way acquisition and financing are a few of the issues that would need to be resolved before the project could move forward. Unfortunately it is not feasible to do the trail project without doing the road reconstruction at the same time. **MOTION 13-006. MOTION** by Boots, seconded by Weis to decline the Transportation Enhancement Grant due to the city's lack of funding and ability to complete the project in the required time frame. All members voted AYE.

**2013 ELECTION. MOTION 13-007. MOTION** by Fowlds, seconded by Ortmeier to hold the 2013 election on the second Tuesday of April, that being April 9. All members voted AYE.

**2<sup>nd</sup> READING OF ORDINANCE 219.** The council held the 2<sup>nd</sup> reading of Ordinance 219. **MOTION 13-008. MOTION** by Fowlds, seconded by Weis to approve and adopt Ordinance 219, 2012 Supplemental Appropriations Ordinance. All members voted AYE. The ordinance will be published separately.

**CONTINGENCY TRANSFER. MOTION 13-009. MOTION** by Fowlds, seconded by Ortmeier to approve the following 2012 General Fund Contingency Transfers: \$225.00 to 413 Elections and \$1,000 to 440 Debt Service for a total of \$1,225.00. All members voted AYE.

**FUND TRANSFERS. MOTION 13-010. MOTON** by Boots, seconded by Fowlds to approve the following 12/31/12 cash transfers from the General Fund: \$6,000 to 3<sup>rd</sup> Penny Sales Tax Fund #211 and \$66,758.51 to close out Highway 111 Capital Project Fund #512. All members voted AYE.

**PAY INCREASES. MOTION 13-011. MOTION** by Fowlds, seconded by Ortmeier to approve the following per hour pay increases effective 1/1/13: All members voted AYE. Dawn Murphy, Finance Officer from \$22.92 to \$24.07; Thad Konrad, Utility Superintendent, from \$22.92 to \$24.07; Kevin Nissen, Planning & Zoning Officer, from \$21.85 to \$22.94; Jenni White, Administrative Assistant, Economic Development Director, from \$16.70 to \$17.37; Jamie Newborg, Park and Recreation Assistant, from \$12.00 to \$13.25; Leonard Przybys, maintenance/utilities, from \$20.09 to \$20.79; Steve Oberle, maintenance/utilities, from \$16.37 to \$16.94; Sean Glasgow, maintenance/utilities, from \$16.12 to \$16.68; Brian Tvedt, Assistant Police Chief, from \$18.70 to \$20.20; Jessica Quigley, Police Officer, \$16.56 to \$17.14; and pay increase effective October 10, 2012, Steven Lowry, Police Officer, from \$15.00 to \$15.50. **MOTION 13-012. MOTION** by Fowlds, seconded by Boots to increase the Mayor's monthly salary from \$800.00 to \$1,000.00 per month; and increase the zoning board members pay from \$60.00 per meeting to \$75.00 per meeting. All members voted AYE.

**PUBLISHING OF SALARIES FOR ALL OFFICERS AND EMPLOYEES. MOTION 13-013. MOTION** by Fowlds, seconded by Weis to direct the Finance Officer to publish all officer and employee salaries in accordance with SDCL 6-1-10. All members voted AYE. Dawn Murphy, Finance Officer, \$24.07 per hour; Thad Konrad, Utility Superintendent, \$24.07 per hour; Kevin Nissen, Planning & Zoning Administrator, \$22.94 per hour; Lenny Przybys, maintenance/utilities, \$20.79 per hour; Sean Glasgow, maintenance/utilities, \$16.68 per hour; Jenni White, Administrative Assistant/Economic Development Director, \$17.37 per hour; Jamie Newborg, Park and Recreation Assistant, \$13.25 per hour; Steven Oberle, maintenance/utilities, \$16.94 per hour; Brian Tvedt, Assistant Police Chief, \$20.20 per hour; Jessica Quigley, Police Officer, \$17.14 per hour; Matt Wetterling, Police Officer, \$16.00 per hour; Steve Lowry, Police Officer \$15.50 per hour; Councilmembers \$150.00 per regular meeting, \$60.00 per special meeting; Mayor, \$1,000.00 per month; Zoning Board Members \$75.00 per meeting; Terry Anderson, part-time Police Officer, \$14.00 per hour; Tala Sandness, part-time Police Officer \$14.00 per hour; Travis Johns, part-time Police Officer, \$14.00 per hour; and Justin Quigley, part-time Police Officer, \$14.00 per hour.

**COMMITTEE REPORTS.** There was discussion on the speed limit that was change from 45 to 35 miles per hour on 271<sup>st</sup> Ave., west of the traffic signal. It was the township's decision to lower the speed limit due to the steep ditches and narrow road. It was the consensus of the council to keep the speed limit at 35 and Thad will request an additional signage.

**MOTON 12-014. MOTION** by Weis, seconded by Ortmeier to adjourn at 7:08 p.m. All members voted AYE.

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John M. Lawler, Mayor

ATTEST:

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Dawn R. Murphy, Finance Officer

**CITY OF TEA  
WARRANTS PAID JANUARY 2013**

**FINANCE 4142**

Aflac	Insurance	571.66
Brown & Saenger	1/3 binder machine/paper/calendars	395.89
Business Forms & Accounting	Tax forms	62.50
Century Business Products	1/3 copier maint (2 months)	83.05
HDR Engineering	October services	3,246.94
HDR Engineering	November services	1,836.69
Independent Publishing	Publishing	373.02
Petty Cash	Postage	165.03
SD Government Finance Officers' Assoc	2013 Dues	40.00
SD Governmental Human Resource Association	2013 Dues	25.00
SDML	2013 Dues	1,958.26
SE Area Finance Officers Group	2013 Dues	100.00
Wellmark Blue Cross/Blue Shield	January insurance	3,604.21

**LIBRARY 4550**

Barnes & Nobel	Books	6,683.01
Demco	Labels	1,540.33
Usborne Books & More	Books	1,167.53
Wipf, Gayla	Reimburse for DVDs	38.56

**PLANNING & ZONING/ECONOMIC DEVELOPMENT 4650**

Independent Publishing	Publishing	83.22
Kloster, Sterling	December Inspections	900.00
Lincoln County Register of Deeds	Plats	90.00
SD Association of Code Enforcement	2013 Dues	40.00
SECOG	2013 dues	4,635.00
TEDC	Budget payment 4	1,960.70

**GOVERNMENT BUILDINGS 4192**

Ace Hardware	Supplies	368.21
ASCAP	Music license	327.00
Avenet	Website hosting	450.00
Best Buy	Anti-virus	219.98
City of Tea	PSB high flow meter (2)	64.00
City of Tea	PSB low flow meter (2)	142.20
City of Tea	Maint. Bldg (2)	93.70
City of Tea	200 W. Maple (2)	72.40
Dakota Data Shred	Shredding	51.20
Golter, Mike	Dec. Cleaning	150.00
Knology	Maint Bldg	84.77
Knology	City Hall	347.39
Menards	Vacuum/shelf/fan	152.47
Mid American Energy	510 S Main	391.19
Mid American Energy	600 E. 1st St.	882.09
Mid American Energy	200 W. Maple	276.51
Scott Bolte Sanitation	Jan-March Services	241.20
Sprint	Cell phones	136.46
Tea Volunteer Fire Dept	Reimb for phone bill	50.32
Xcel Energy	Maint Bldg	189.44
Xcel Energy	200 W. Maple	105.34

Xcel Energy	600 E. 1st St	940.27
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**PUBLIC SAFETY 4210**

Ace Hardware	Supplies	112.73
Anderson Heating & Air Conditioning	Service furnace	98.13
Argus Leader	Police Chief Ad	305.00
City of Tea	Water bill	67.00
Get N Go Fleet	Gas	1,515.04
Golter, Mike	Dec Cleaning	200.00
Green Eggs & Ram	Monthly backup	14.45
McLeod's	Tickets	171.06
Mid American Energy	Services	221.53
Napa	Trunk lift support	52.36
Overhead Door	Repair garage door	411.53
Ralphs Repair	Rotate tires	52.98
Sioux Empire Automotive	Radiator for 2008	412.00
Sprint	Cell phones	204.66
Xcel	Service	198.59
Xcel	Siren	17.85

**HIGHWAY/STREET 4312**

Action Electric	Repair signal head	594.85
Cenex Petroleum	Gasoline	6.66
Concrete Materials	Salt sand	1,528.45
Eastern Farmers Coop	Fuel	1,083.88
Get N Go Fleet	Gasoline	27.15
Graham Tire	Repair tire	26.50
Mac's	Supplies	52.36
Napa	Filters & oil	95.96
Northern Truck	Grease hoses	162.87
Pfeifers	Tool cat filters	140.56
SD Municipal St. Maintenance Assoc.	2013 Dues	35.00
Southeastern Electric	Repair lights	1,406.00
Southeastern Electric	Main St. Lights (2)	565.11
Southeastern Electric	272nd St. Lights (2)	189.35
Southeastern Electric	North stop light (2)	274.08
Southeastern Electric	Brian St. stop light (2)	71.40
Southeastern Electric	Heritage Blvd lights (2)	1,128.43
Xcel Energy	Street lights	3,160.49

**PARKS/RECREATION 4501**

City of Tea	Water	32.50
Confluence	Services	2,550.01
Geotek	Testing on Concession Building Project	2,814.65
Konrad, Thad	Reimb for spray certification	350.00
Xcel Energy	Ball fields	177.16
Xcel Energy	Tennis Court	87.76

**WATER 601**

Brown & Saenger	1/3 binder machine/paper/calendars	395.89
Cenex Petroleum	Gasoline	6.66
Century Business Products	1/3 copier maint (2 months)	83.05
Dakota Supply Group	Meters	337.38
First National Bank	DW SRF #1 (L & C)	38,593.10
Gaddis, Michele	Water deposit refund	6.70
Gaudig, Les & Carolyn	Water deposit refund	11.97
Get N Go Fleet	Gasoline	27.15

Konrad, Thad	Reimb for postage	26.60
Lewis & Clark Regional Water System	6,476,064 Dec usage	17,750.00
Quissel, Chantel	Water deposit refund	9.50
Rural Development 1	Loan 91-06 12 months \$921 per month	11,052.00
	ACH Payments (1993 Improvements)	
Rural Development 2	Loan 91-07 12 months \$1,032 per month	12,384.00
	ACH Payments (1997 Tower)	
Rural Development 3	Loan 91-08 12 months@ \$5,241 per month	62,892.00
	ACH Payments (Quinton St. Tower)	
Rural Development	Loan 91-04	8,450.00
SD DENR	Thad & Lenny Certification	12.00
SDWWA	Membership	20.00
South Dakota One Call	1/2 locates	69.37
Southeastern Electric	Quinton Tower (2)	84.05
Xcel Energy	S. Watertower	11.97
Xcel Energy	N. Watertower	55.33
Xcel Energy	Rural water vault	39.08
	<b>SEWER 604</b>	
Brown & Saenger	1/3 binder machine/paper/calendars	396.01
Cenex Petroleum	Gasoline	6.68
Century Business Products	1/3 copier Maint	83.05
Dakota Supply Group	Pump impellers for lift stations	4,810.20
Eastern Farmers Elevator	Propane for lift stations	421.60
First National Bank	CWSRF #7	14,084.64
First National Bank	CWSRF #6	13,420.14
Get N Go Flet	Gasoline	27.16
Omni Site	Lift station phones	1,104.00
SD DENR	Thad, Steve & Lenny certification	30.00
SD DENR	Wastewater fee	750.00
South Dakota One Call	1/2 locates	69.38
Southeastern Electric	High Pointe lift station	169.40
Xcel Energy	W 5th St. lift station	59.19
Xcel Energy	Lagoon building	1,707.49
Xcel Energy	S. Lift Station	308.43
	<b>3RD PENNEY 211</b>	
Mid American Energy	Pool	9.44
Xcel Energy	Pool	166.41

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TOTAL

245,893.85

DECEMBER PAYROLL

DEPARTMENT	GROSS PAY	SS/MED	RETIRMENT	TOTAL
Finance 4142	3,667.20	280.54	220.04	4,167.78
Public Safety 4210	11,869.64	829.07	932.77	13,631.48
Highway/Streets 4311	4,231.88	298.66	253.92	4,784.46
Recreation 4501	1,104.00	84.46	66.24	1,254.70
Planning & Zoning 4650	4,555.93	340.11	273.34	5,169.38
Water Distribution 4334	4,231.88	298.66	253.92	4,784.46
Water Clerk 4335	890.58	66.52	53.44	1,010.54
Sewer Administration 4321	4,233.16	298.75	253.97	4,785.88
Sewer Sanitary Clerk 4322	890.84	66.54	53.46	1,010.84
<b>TOTAL DECEMBER PAYROLL</b>	<b>35,675.11</b>	<b>2,563.31</b>	<b>2,361.10</b>	<b>40,599.52</b>