

City of Tea
Regular Meeting
July 1, 2013

A regular meeting of the Tea City Council was held July 1, 2013 at Tea City Hall at 7:00 p.m.

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

AGENDA. MOTION 13-201. MOTION by Fowlds, seconded by Boots to approve the July 1, 2013 agenda. All members voted AYE.

MINUTES. MOTION 13-202. MOTION by Otten, seconded by Fowlds to approve the June 17, 2013 minutes. All members voted AYE.

WARRANTS. MOTION 13-203. MOTION by Ortmeier, seconded by Weis to approve the warrants as presented. All members voted AYE. Warrants will be listed at the end of the minutes.

7:05 PUBLIC HEARING. As this was the time set, Mayor Lawler opened the public hearing for a new Retail (on-sale) Liquor License for FS Midwest Restaurant Ventures. There were no comments for or against the license. **MOTION 13-204. MOTION** by Boots, seconded by Fowlds to approve a new Retail (on-sale) Liquor License (including Sundays) for FS Midwest Restaurant Ventures, L.L.L.P, d/b/a Oggies Grille & Bar, 500 E. 1st ST., W. 275' Lot 6, Block 1, Zelmer 2nd Addition. All members voted AYE.

MAIN AVE. DRAINAGE IMPROVEMENT PROJECT PAY APPLICATION. MOTION 13-205. MOTION by Otten, seconded by Fowlds to approve Pay Application 1 to Zacharias Construction for the Main Ave. Drainage Improvement Project, in the amount of \$53,810.58. All members voted AYE.

ATHLETIC COMPLEX PHASE 2 PAY REQUEST. MOTION 13-206. Motion by Boots, seconded by Ortmeier to approve Pay Request 9 to Swift Contractors, Inc., for the Tea Athletic Park Phase 2, in the amount of \$101,305.65. All members voted AYE.

PARK RESERVATION POLICY. The city park is being used more and more for weddings and large events. This year we are having issues with clean up and tent placement. Jenni has come up with a park reservation form and proposed fee schedule. Minor changes were discussed for the reservation form. **MOTION 13-207. MOTION** by Otten, seconded by Ortmeier to charge a \$50.00 non-refundable park reservation fee and \$200.00 cash deposit for weddings and a \$25.00 non-refundable park reservation fee and \$100.00 cash deposit for large events; and to approve the reservation form with the minor changes discussed. All members voted AYE.

PARK MESSAGE BOARD. Each year Neighborhood Dental raises money through the Share A Smile Program and donates it back to the community. Last year they donated money to put towards a charcoal grill in the park. This year Jenni suggested the money go towards a message board for the city park. Costs would be \$1,348.14. **MOTION 13-208. MOTION** by Otten, seconded by Ortmeier to purchase a park message board for \$1,348.14 with Neighborhood Dental donating \$750.00 towards the purchase. All members voted AYE.

SHORT TERM DISABILITY. A proposal for a short term disability policy was received from the City's life insurance company. This would be an employer paid policy with a monthly premium for all current full-time employees of \$213.28. **MOTION 13-209. MOTION** by Weis, seconded by Fowlds to include a short term disability policy to the employee benefit package. Members Otten, Fowlds, Boots, Ortmeier and Weis voted AYE. Member Munson abstained. Motion carried.

SDRS ROTH 457 PROGRAM. South Dakota Retirement now offers a Roth 457 Program for entities covered under the South Dakota Retirement System. Contributions to a Roth 457 are made after federal taxes have been applied to the participant's income. This is a voluntary contribution and there is not match from the city. **MOTION 13-210. MOTION** by Otten, seconded by Fowlds to participate in the South Dakota Retirement System Roth 457 Program. All members voted AYE.

BUDGET MEETING. The 2014 Budget meeting will be August 19th at 5:30.

POLICE DEPARTMENT BUILDING. There was a discussion on what to use for redoing the front of the police department building. **MOTION 13-211. MOTION** by Weis, seconded by Boots to approve the bid from Reiners Masonry to improve the front of the police department building using stacked stone in an amount not to exceed \$14,015.00. All members voted AYE.

COMMITTEE REPORTS. Clark will be getting prices on purchasing rifles. There was discussion on installing microphones and a video screens for the council room. It will be discussed further at budget time. All the repairs to the windows at city hall have been completed.

EXECUTIVE SESSION. MOTION 13-212. MOTION by Ortmeier, seconded by Weis to enter into executive session at 8:15 pursuant to SDCL 1-25-2(4). The council came out of executive session 8:45 p.m.

MOTION 13-213. MOTION by Fowlds seconded by Ortmeier to adjourn at 8:46 p.m. All members voted AYE.

John M. Lawler, Mayor

ATTEST:

Dawn R. Murphy, Finance Officer

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**CITY OF TEA
 WARRANTS PAID JULY 1, 2013**

Independent Publishing	LEGISLATIVE 4111 Publishing	686.35
	FINANCE 4142	
AFLAC	Insurance	571.66
Best Western Ramkota	HR/FO School room	263.97
Brown & Saenger	1/3 supplies	123.05
Century Business Products Inc.	1/3 copier maint (2 months)	145.80
HDR Engineering	Services	3,903.00
Kansas City Life	Life Insurance	38.03
Murphy, Dawn	Mileage to Pierre	185.31
Peterson, Mark	Reimb for community fund grant	162.59
Petty Cash	Postage	237.95
Sioux Falls Area Community Fund	Reimb for grant funds not used	87.41
Wellmark Blue Cross/Blue Shield	July Insurance	3,147.35
	LIBRARY	
Barnes & Nobel	Books	385.47
	P & Z ADMINISTRATOR 4650	
A & B Business Solutions	Copier maint	84.07
Home Builders of the Sioux Empire	2013 dues	425.00
Independent Publishing	Publishing	105.10
Sterling Kloster	June Inspections	600.00
	GOVERNMENT BUILDINGS 4192	
Sprint	Cell service	136.96
Ace Hardware	Supplies	278.48
Best Buy	Anti Virus	109.99
City of Tea	Water 200 W. Maple	39.90
City of Tea	Water 510 S. Main	45.00
City of Tea	Water 600 E 1st high flow	32.00
City of Tea	Water 600 E 1st low flow	78.50
Dakota Data Shred	Shredding	53.76
Golter, Mike	June Cleaning	100.00
Hander Inc.	Replace hot water recirculating pump	580.61
Knology	Maint. Bldg.	94.14
Knology	City Hall & Pool	361.02
Mid American Energy	Maint bldg	56.24
Mid American Energy	200 W. Maple	34.33
Mid American Energy	600 E. 1st St.	135.20

Scott Bolte Sanitation	Garbage7/1/13-9/30/13	590.46
Xcel	200 W. Maple	130.16
Xcel	Maint. Bldg.	185.43
Xcel	PSB 600 E. 1st	960.37

PUBLIC SAFETY 4210

A & B Business Equip	Repair copier	308.35
Ace Hardware	Supplies	12.99
Baker, Clark	Mileage to Sisseton & reimb for mats	202.09
Casey's General Store	Gasoline	41.07
City of Tea	Water	34.50
Get N Go Fleet	Gasoline	1,042.82
Golter, Mike	June cleaning	200.00
Green Eggs & Ram	Reset password/back up services	374.45
Knology	Telephone	336.85
Mid American Energy	Services	32.86
Neve's	Clothes	225.55
Promotional Capital, LLC	Jr. police badges	225.00
Quill	Office supplies	285.76
Sprint	Cell phones	205.45
Sunshine	Supplies	9.49
The Printers Inc.	Business cards	37.95
Xcel	Siren	17.55
Xcel	Services	248.64

HIGHWAY/STREET 4312

Casey's General Store	Gasoline	265.82
Cenex	Gasoline	97.39
Chad Schulte Handyman	Mow lots	344.25
Concrete Materials	Asphalt	60.45
Dakota Traffic Services	No parking signs	60.00
Diamond Vogel	Curb paint	43.50
Eastern Farmers Coop	Fuel	984.29
Get N Go Fleet	Gasoline	53.91
Independent Publishing	Bid advertising drainage project	43.29
Mac's Inc.	Hitch	152.94
Napa Auto Parts	Pickup starter	160.36
Southeastern Electric	Nine Mile Heights lights	1,944.00
Southeastern Electric	Spencer Heights lights	1,224.00
Southeastern Electric	Prairie Trails lights	1,584.00
Southeastern Electric	Howling Ridge lights	2,520.00
Southeastern Electric	High Pointe Estates lights	864.00
Southeastern Electric	Main Ave. lights	223.93
Southeastern Electric	Stop lights	171.70
Southeastern Electric	272nd St. lights	71.14

Southeastern Electric	Heritage lights	415.38
Xcel Energy	Street lights	3,430.32

PARKS/RECREATION 4501

City of Tea	Water	34.50
City of Tea	Water Heritage Pkwy	8.50
Concrete Materials	Concrete for pool deck	155.00
Concrete Materials	Crushed concrete for parking lot	73.86
Confluence	Services (2 months)	5,390.00
Dakota Fence	Fence parts	19.55
Dakota Supply Group	Drain Tile	180.91
Envior Master, Inc.	TP	160.06
Kasco Marine	Repair fountains	431.37
Lacey Rentals	Toilets	600.00
Menards	Wood for tables	302.92
Menards	Drain tile, picnic tables	66.85
Ralph's Repair	Repair trimmer & husqvarna	78.75
Sorlien	Misc. park wiring	291.10
The Tessman Co.	Mulch, fertilizer, spray	54.77
Xcel Energy	Tennis court	9.00
Xcel Energy	Ball fields	533.29

WATER 601

Brown & Saenger	1/3 supplies	25.06
Casey's General Store	Gasoline (2 months)	265.82
Cenex	Gasoline	97.39
Century Business Products Inc.	1/3 copier maint (2 months)	145.80
Dakota Supply Group	Valve boxes	276.93
Engelkes, Dan & Tamera	Water deposit refund	31.84
First National Bank	DWSRF-1 - Lewis & Clark	38,593.10
Get N Go Fleet	Gasoline	53.91
HDR Engineering	1/2 Master Plan	2,516.71
Lewis & Clark Rural Water	7,565,330 May Usage	17,750.00
Lohr, Melissa	Water deposit refund	18.82
Marken, Katie	Water deposit refund	26.84
Morris, Ron & Sheri	Water deposit refund	35.00
SD Dept of Rev.	Lead/copper samples	1,080.00
SD One Call Systems	1/2 locates	97.60
Southeastern Electric	Quinton St. tower	41.75
The Tessman Company	Fertilizer	859.95
Wolf, Colleen	Water deposit refund	19.26
Xcel Energy	2nd St. tower	11.19
Xcel Energy	Rural Water	18.17
Xcel Energy	Brian St. tower	37.61

SEWER

Baldwin Supply Co.	Rebuild lift station pump	1,451.15
Brown & Saenger	1/3 misc supplies	25.07
Casey's General Store	Gasoline (2 months)	265.84
Cenex	Gasoline	97.39
Century Business Products Inc.	1/3 copier maint (2 months)	145.81
Dakota Riggers & Tool Supply	Cable crimp	12.72
Dakota Supply Group	Lift station pump repairs	665.15
First National Bank	CW SRF #6	13,420.14
First National Bank	CW SRF 7	14,084.64
Get N Go Fleet	Gasoline	53.90
HDR Engineering	1/2 Master Plan	2,516.70
Hydro Tech Services	Lift station #1 repairs	2,794.80
SD One Call Systems	1/2 locates	97.61
Southeastern Electric	High Point lift station	84.58
Xcel Energy	5th St. lift station	95.97
Xcel Energy	S. lift station	594.43
Xcel Energy	Lagoon building	1,516.65

SPECIAL PARK FUND 201

Ace Hardware	Supplies	142.87
Becker, Andrew	Umpire	80.00
Briney, Jacob	Umpire	90.00
Brown & Saenger	Craft supplies	106.25
Dahl, Aren	Umpire	40.00
Dahl, Kirk	Umpire	55.00
Dakota Alliance Soccer	Spring soccer fees	4,097.00
Dakota Lettering	Softball visors, headbands, shirts, pants	2,457.40
Dakota Lettering	Baseball coaches shirts	96.40
Fechner, Jordan	Umpire	30.00
Forsstrom, Dan	Umpire	220.00
Forsstrom, Ryan	Umpire	175.00
Hauff Mid-America Sports	Blast ball sets	947.20
Hauff Mid-America Sports	Baseball equipment	767.60
Hauff Mid-America Sports	Baseball pants	310.94
Hauff Mid-America Sports	Pitching rubbers	49.00
Hauff Mid-America Sports	Bats	1,252.33
Hauff Mid-America Sports	Softball scorebook/training softball	86.13
Johnson, Everett	Umpire	310.00
Knutson, Riley	Umpire	535.00
Kuhl, Chris	Umpire	380.00
Minuteman Press	Softball banners	381.60
Newborg, Kolby	Umpire	60.00
Nissen, Mitchell	Umpire	60.00
Ritter, Charles	Umpire	540.00

SD ASA	State softball tourney	450.00
Shaull, Connor	Umpire	260.00
Soma, Ethan	Umpire	40.00
Steffen, Bryce	Umpire	40.00
Sunshine	Craft supplies	19.14
The Tessman Company	Chalk	74.90
Vantol, Dave	Reimburse for state tourney fee	125.00
Waterman, Adam	Umpire	120.00
Waterman, Tony	Umpire	209.00
Waterman, Trey	Umpire	90.00

3RD PENNY/POOL/PARK EXPENSES 211

Ace Hardware	Cleaning supplies/misc	176.21
Garner, Shawna	Swim lesson refund	40.00
Hander Inc.	Pool boiler startup	169.90
Hawkins Water Treatment	Chemicals	2,385.46
Mid American Energy	Utilities	1,433.50
Powell, Brynn	Lesson refund	15.00
Sunshine	Misc supplies	29.41
Xcel		1,308.12

TEAPOT DAY EXPENSES

Brown & Saenger	Paper/plastic table top displays	120.15
Beal Distributing Inc.	Beer	1,661.10
Biersbach	Stage generator	160.00
Dakota Beverage	Beer	1,826.05
Dakota Lettering	Shirts	1,949.25
Dakota Lettering	Coozies	805.00
Golter, Mike	TPD help	300.00
Sorlien Electric	Power panel for park	2,464.31
Lacey Rentals	Toilets	500.00
NB Golf	Carts	353.00
Petty Cash	Beer startup money (redeposit 6/18/13)	750.00
Thomas Carnival Inc.	Carnival	9,118.62
White, Jenni	Reimburse for Pedal Pull trophies	251.88
United Rentals	Generator	442.35

182,983.50

JUNE PAYROLL

DEPARTMENT	GROSS PAY	SS/MED	RETIRMENT	TOTAL
Legislative 4111	5,400.00	413.10		5,813.10
Executive 4121	3,000.00	229.50		3,229.50
Finance 4142	4,524.30	346.12	271.47	5,141.89
Public Safety 4210	21,958.85	1,650.65	1,715.26	25,324.76
Highway/Streets 4311	4,696.04	334.17	281.76	5,311.97
Recreation 4501	2,380.04	182.08	56.95	2,619.07
Planning & Zoning 4650	3,790.84	283.18	227.45	4,301.47
P & R Fund 201	1,407.96	107.74		1,515.70
Pool 211-4501	17,681.85	1,352.65		19,034.50
Promoting the City 4653	2,240.72	167.80	134.46	2,542.98
Water Distribution 4334	4,696.04	334.17	281.76	5,311.97
Water Clerk 4335	610.72	46.11	36.63	693.46
Sewer Administration 4321	4,697.41	334.26	281.85	5,313.52
Sewer Sanitary Clerk 4322	610.70	46.09	36.63	693.42
TOTAL JUNE PAYROLL	72,295.47	5,827.62	3,324.22	86,847.31

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