

City of Tea
Regular Meeting
November 7, 2011

A regular meeting of the Tea City Council was held at Tea City Hall on November 7, 2011 at 6:00 p.m.

Mayor John Lawler called the meeting to order at 6:00 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 Brian Ketterhagen, Utility Superintendent Thad Konrad, Planning & Zoning Administrator Kevin Nissen and City Engineer Jason Kjenstad.

EXECUTIVE SESSION. MOTION 11-231. MOTION by Boots, seconded by Fowlds go into executive session for personnel matters at 6:00 p.m. Council came out of executive session at 7:10 p.m.

AGENDA. MOTION 11-232. MOTION by Ortmeier, seconded by Otten to approve the November 7, 2011 agenda. All members voted AYE.

MINUTES. MOTION 11-233. MOTION by Ortmeier, seconded by Fowlds to approve the October 17, 2011 minutes. All members voted AYE.

WARRANTS. MOTION 11-234. MOTION by Otten, seconded by Boots to approve the November warrants as presented. All members voted AYE. Warrants will be listed at the end of the minutes.

TEA PARK AND RECREATION. Tea P&R President Robert Hoffman and local business owner Bob Lundin were present to ask the City for approval to turn the city recreation program into a 501c 3 non-profit organization which they have been in the process of creating. The P&R Board approached the council in March with the same request and at that time the council decided to leave the program as it was. Hoffman and Lundin feel they can raise more money and have more volunteers as a non-profit than as a city. There was a lengthy discussion on the pros and cons of the change. Mayor Lawler asked for a motion to allow park and recreation to move the city program to the non-profit. No motion was made and therefore the program will remain as it is. The Mayor then asked the current P & R Board Members what their intentions are as to going forward with forming their own organization. President Hoffman stated the board will have to discuss the decision and report back at the November 21 meeting. Mr. Lundin expressed he will continue to pursue the 501c3 organization on his own.

ENGINEERING. Jason updated the council on the following items: the Spencer Pond Drainage Channel has been cleaned up. Thad will try to go out and smooth out the ditch yet this year and then the city will look into options to improve the channel next year. The lagoon piping has been repaired. There have been some problems with the speed signs the city installed as part of the Safe Routes to School Grants. They are working to see what the problem is. Jason discussed the Highway 111 punch list. Councilmembers are to get their comments to Jason this week.

SRTS PAY REQUEST. MOTION 11-235. MOTION by Fowlds seconded by Boots to approve Pay Request 1 to Muth Electric, in the amount of \$29,278.00 for the 2011 Safe Routes to School Project. All members voted AYE.

REDISTRICTING MAP. The census conducted in 2010 may require cities to redistrict their voting wards. The current wards are over the acceptable 9.9% deviation. The council reviewed the 3 proposals SECOG put together. The maps will be published in the paper and first reading will be held at the November 21st meeting.

DRAINAGE ASSESSMENT. MOTION 11-236. RESOLUTION 11-11-15. MOTION by Otten, seconded by Weis, to approve the following resolution. All members voted AYE. **A RESOLUTION PROVIDING FOR CITYWIDE PROPERTY DRAINAGE FEE.** WHEREAS, the City of Tea has adopted Ordinance No. 96 providing for city wide property drainage fee; and WHEREAS, said Ordinance allows the annual revision of the unit finance charge by the governing body of the City of Tea, NOW, THEREFORE, BE IT RESOLVED by the Governing body of the City of Tea, South Dakota, to establish a unit financial charge of \$.00025187. Dated this 7th day of November 2011.

John Lawler, Mayor

ATTEST:

Dawn R. Murphy, Finance Officer.

ROAD MAINTENANCE ASSESSMENT. MOTION 11-237. RESOLUTION 11-11-16. MOTION by Weis, seconded by Ortmeier to approve the following resolution. All members voted AYE. **A RESOLUTION PROVIDING FOR ANNUAL STREET ASSESSMENT.** WHEREAS, the City of Tea pursuant to SDCL 9-45-38 may levy annually for the purpose of maintaining and repairing street surfacing or pavement; and WHEREAS, the City of Tea believes it necessary and appropriate to maintain its streets, NOW, THEREFORE, BE IT RESOLVED by the City Common Council of the City of Tea, as follows: 1. Designation of lots to be assessed. Pursuant to SDCL 9-45-38, all lots in the City of Tea fronting and abutting a street shall be assessed on the front foot basis; 2. Amount of Assessment. There shall be levied upon all lots fronting and abutting a street forty cents (\$.40) per front foot. Front foot means the actual front of the premises as established by the buildings thereon recorded title and use of the property regardless of the original plat; 3. Assessment. The City Finance Officer is directed to add such assessment to the general assessment against the property and certify the assessment together with the regular assessment to the county auditor to be collected as municipal taxes for general purposes. 4. Assessment subject to review. The assessment is subject to review and equalization the same as assessments or taxes for general purposes. Dated this 7th day of November, 2011.

John Lawler, Mayor

ATTEST:

Dawn R. Murphy, Finance Officer

MOWING ASSESSMENTS. MOTION 11-238. MOTION by Otten, seconded by Boots to approve the following 2011 mowing assessments. All members voted AYE.

PARCEL	LEGAL DESCRIPTION	AMOUNT
240.59.01.006	Tea-Otten Add., Lot 6, Block 1	\$ 660.00
240.70.01.013A	Zelmer 1 st Add. Lot 13 *ex W 20'* Block 1	\$ 220.00
240.11.06.028	Howling Ridge Add. Lot 28, Block 6	\$ 220.00
240.11.10.002A	Howling Ridge Add., Lot 2A, Block 10	\$ 370.00
240.11.10.002B	Howling Ridge Add., Lot 2B, Block 10	\$ 370.00
240.25.02.006	Tea-Fritz Add., E 70' Lots 5 & 6 Block 2	\$ 660.00

COMMITTEE REPORTS. Chief Ketterhagen gave the council a list of nuisances that they are working on. Next week Thad will be opening bids on the used graders

MOTION 11-239. MOTION by Weis, seconded by Boots to adjourn at 9:02 p.m. All members voted AYE.

John M. Lawler, Mayor

ATTEST:

Dawn R. Murphy, Finance Officer

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

FINANCE 4142

A & B Business Equipment	1/4 copier maintenance	9.63
Aflac	Insurance	479.42
Brown & Saenger	1/3 supplies	48.45
Business Forms & Accounting Systems	1/3 Checks	47.76
Century Business Products	1/5 copier maint	60.01
First National Bank	PSB Bond Payment (2nd Penny Sales Tax)	74,936.25
Government Finance Officers Assoc.	Membership/GAARF News Letter	245.00
HDR Engineering	Sept Svcs	2,056.97
Independent Publishing	Publishing (2 months)	807.62
SDML Workman's Comp Fund	2011 Contribution	580.04
The Flower Shop	Jacobson funeral flowers	65.72
US Postmaster	1/4 stamps	220.00
Wellmark Blue Cross/Blue Shield	November insurance	2,626.48

LIBRARY 4550

Independent Publishing	Subscription Community Library	23.59
TASD	3rd quarter salaries & cooler rental	3,183.99

PLANNING & ZONING 4650

A & B Business Equipment	1/4 copier maintenance	9.63
Brown & Saenger	1/4 supplies	13.93
Century Business Products	1/5 copier maint	60.01
Independent Publishing	Publishing (2 months)	105.23
Kloster, Sterling	October Inspections	2,400.00
Lincoln County ROD	File plat	45.00
Nissen, Kevin	Mileage	191.82
The Crossroads Hotel	Conference	74.99
US Postmaster	1/4 stamps	220.00

GOVERNMENT BUILDINGS 4192

Ace Hardware Tea	Misc (2 months)	605.35
Brown & Saenger	File cabinet	266.99
City of Tea	High flow meter Sep	39.40
City of Tea	Low flow meter Sep	576.10
City of Tea	Water Sep 200 W. Maple	34.20
City of Tea	Water Sep 510 S. Main	43.00
Golter, Mike	October City Hall cleaning	100.00
Knology	Maint Bldg	85.69
Knology	City Hall (internet, fax, phone)	356.60
Mid American Energy	510 S Main (2 months)	18.66
Mid American Energy	600 E. 1st St. (2 months)	117.44
Mid American Energy	200 W. Maple (2 months)	37.23

Schoenhard's Custom Cabinetry	Counter top & cabinets	2,188.92
Sprint	Cell phones	136.36
Xcel Energy	Maint Bldg	178.21
Xcel Energy	City Hall/Fire Dept	651.04
Xcel Energy	200 W. Maple	69.66

PUBLIC SAFETY 4210

Ace Hardware Tea	Misc (2 months)	138.70
ASC Psychological Services	Employment Evaluation	200.00
Cenex Credit Card	Gasoline	45.01
City of Tea	Sept water	32.50
Digital Ally	Battery	97.50
Get N Go Fleet Program	Gasoline	1,182.48
Golter, Mike	October cleaning	200.00
Mid American Energy	Services (2 months)	33.23
Neve's	Clothes	792.48
Parnell's	Repair 08 Charger	406.00
Quigley, Jessica	Reimburse for Halloween candy	73.73
Ralph's Repair	2007 & 2009 tires	487.98
Scott Bolte Sanitation	Sep-Dec Garbage	241.00
SDML Workman's Comp Fund	2011 Contribution	6,700.49
Sioux Empire Automotive	Oil change/replace battery	51.75
Sioux Falls Area Humane Society	September services	118.30
Sioux Falls Two Way Radio	Repair camera	52.50
Sprint	Cell phones	204.58
Sunshine Foods	Misc	30.99
Tvedt, Brian	Reimb for office supplies	223.27
Xcel	120 S. Main	230.67
Xcel	Siren	17.54

FIRE DEPARTMENT

SDML Workman's Comp Fund	2011 Contribution EMTs	236.69
SDML Workman's Comp Fund	2011 Contribution Fire Fighters	1,144.52

HIGHWAY/STREET 4312

Cenex Petroleum	Gasoline	41.02
Eastern Farmers Coop	Fuel	1,245.38
Get N Go Fleet Program	Gasoline	140.03
Menards	Byron Ave. sidewalk drain	50.95
RS Halstead Corp.	Clean Spencer Channel ditch (drainage fund)	6,522.00
SDML Workman's Comp	2011 Contribution	2,917.41
Southeastern Electric	Main Ave. lights	217.74
Southeastern Electric	272nd St. lights	68.96
Southeastern Electric	Stop lights	129.32
Southeastern Electric	Heritage Blvd lights	363.22
Southeastern Electric	Locates	22.50
Xcel Energy	Street lights	2,668.59
Xcel Energy	Traffic Signal # 1	13.11
Xcel Energy	Traffic Signal #2	12.63

PARKS/RECREATION 4501

Ace Hardware Tea	Misc	36.48
Century Business Products	1/5 copier maint	60.01
City of Tea	Sept water	58.40
Henke Tractor Repair	Mower belts	61.74
Lacey's	Poplar park toilets	110.00
Light & Siren	Nerf bars for truck	392.00
Pro Build	Pump enclose	40.00
Ralphs Repair	Repair tire	15.10
Tea Area School District	Reimburse for seed and seeder rental	454.50
Tea Park and Recreation Board	Background checks	1,310.00
Xcel Energy	Lights	175.45
Xcel Energy	Tennis Court	8.20

WATER 601

A & B Business Equipment	1/4 copier maintenance	9.63
Bovee, Darrin	Water deposit refund	14.77
Brown & Saenger	1/3 supplies	48.45
Business Forms & Accounting Systems	1/3 Checks	47.76
Cenex Petroleum	Gasoline	41.02
Century Business Products	1/5 copier maint	60.01
City of Sioux Falls	Bacteria Test	168.72
Czepull, Scott	Water deposit refund	15.30
Deckert, Ann	Water deposit refund	30.07
Deckert, Beth	Water deposit refund/overpayment refund	104.10
England, Tim & Helen	Water deposit refund	6.30
Enviornmaster	Water deposit refund	2.50
Get N Go Fleet Program	Gasoline	140.03
James, Lisa	Water deposit refund	9.50
Jensen, Brian & Camille	Water deposit refund	28.90
Johnson, Scott & Angie	Water deposit refund	14.05
K-Craft Upholstery	Repair pickup seat	82.90
Kincaid, Daniel	Water deposit refund	35.00
Lewis & Clark Rural Water	6,160,704 Oct usage	13,503.45
Owens Inspections Services	Clean & inspect 75K tower	900.00
SD One Call	1/2 locates	58.83
SDML Workers Comp Fund	2011 contribution	1,607.77
Southeastern Electric	Lewis & Clark building	39.48
Southeastern Electric	Quinton St. tower	35.64
Stubkjaer, James	Water deposit refund	12.58
US Postmaster	1/4 stamps	220.00
Xcel Energy	2nd St. tower	12.80
Xcel Energy	Brian St. tower	37.75
Xcel Energy	Rural water vault	6.03

SEWER 604

A & B Business Equipment	1/4 copier maintenance	9.64
American Engineering Testing Inc.	Lagoon samples	151.20
Brown & Saenger	1/4 supplies	48.48
Business Forms and Accounting	1/3 Checks	47.77

Systems

Cenex Petroleum	Gasoline	41.01
Century Business Products	1/5 copier maint	60.05
Get N Go Fleet Program	Gasoline	140.03
Laqua Logics, Inc.	Clean sewer	10,122.50
SD One Call	1/2 locates	58.83
SDML Workers Comp Fund	2011 contribution	1,309.58
Southeastern Electric Coop	High Pointe lift station	70.28
US Postmaster	1/4 stamps	220.00
Xcel Energy	Lagoon blowers	1,644.89
Xcel Energy	W 5th St. lift station	59.07
Xcel Energy	S. Lift station	288.32

SPECIAL PARK FUND 201

Anderson, Deanna	Soccer Ref	10.00
Auringer, Taylor	Soccer Ref	120.00
Bohaboj, Jamie	Soccer Ref	20.00
Briney, Jacob	Soccer Ref	20.00
Brown, Noah	Soccer Ref	70.00
Buckley, Jayden	Soccer Ref	10.00
Cahoy, Kennedy	Soccer Ref	10.00
Cash Withdrawal		300.00
Christensen, Asa	Soccer Ref	140.00
Computer SOS inc.		340.00
Conrad, Payton	Soccer Ref	80.00
Cooper, Josh	Soccer Ref	60.00
Dakota Sports	Equipment	4,509.20
Eli, Nick	Soccer Ref	70.00
Elkins, Jacob	Soccer Ref	90.00
Fechner, Jordan	Soccer Ref	60.00
Fridrich, Tanner	Soccer Ref	60.00
Gors, Zach	Soccer Ref	20.00
Griffith, Alyssa	Soccer Ref	20.00
Hanson, Jordan	Soccer Ref	90.00
Hein, Nathan	Soccer Ref	80.00
HTG Sports Net	Online sports registration fee	825.00
Johnke, Tricia	Soccer Refund	45.00
Johnson, Anthony	Soccer Ref	10.00
Kocer, Nate	Soccer Ref	20.00
Lardy, Quinten	Soccer Ref	50.00
Lawler, Corbin	Soccer Ref	60.00
Lewin, Kandice	BB refund	55.00
Liefeman, Steven	Flag football refund	40.00
Lindemann, Lisa	Soccer refund	45.00
Lutmer, Mark	Soccer Ref	90.00
Lutner, Nic	Soccer Ref	90.00
Merchant Service Fee	October	548.87
Merchant Service Fee	September	334.01
Merchant Service Fee	August	654.85
Meyer, R	Flag football refund	40.00

Miller, Merris	Sponsorship refund	130.00
Misc	ACH fees	22.50
National Center for Safety Initiatives	Background checks	290.00
National Center for Safety Initiatives	Background checks	1,020.00
Nissen, Mitchell	Soccer Ref	60.00
NW IYSA	Tournament Registration	525.00
Phelps, Brandon	Soccer Ref	20.00
Phillips, Christopher	Soccer Ref	20.00
Schraeder, Riley	Soccer Ref	80.00
Schwebach, Aubrey	Soccer Ref	10.00
SD Soccer Association	Fall Soccer	3,311.00
Soccer Wave LLC	Equipment	595.04
Specialty Warehouse	Equipment	1,000.00
Sport Supply Group	Equipment	1,163.97
Sungold Trophies	Trophies	5,948.65
Sungold Trophies	Trophies	323.75
Tabbert, Nels	Soccer Ref	10.00
Transit Advertising Services	Advertising	100.00
Transit Advertising Services	Advertising	100.00
Venhuizen, Rob	Refund	35.00
VYSC	Tournament Registration	1,600.00
Wagner, Brevin	Soccer Ref	90.00
Wal-Mart	misc	13.95
Waterman, Tony	Reimburse for concessions	33.60
Weber, Tasha	Soccer refund	55.00
Wevik, Tyler	Soccer Ref	10.00

HWY 111 PROJECT

HDR Engineering	Services	3,986.87
Southeastern Electric	Move electric line for highway project	57,182.17

ATHLETIC PARK COMPLEX FUND 511

Goldsmith Heck Engineers, Inc.	Flex fields topsoil blue tops	1,136.00
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3RD PENNEY 211

City of Tea	Water	85.00
Mid American Energy	Services (2 months)	22.60
Sorlien Electric	Pool controller	71.43
SDML Workman's Comp Fund	2011 Contribution	1,988.50
Xcel Energy	Pool	485.59

OCTOBER PAYROLL

DEPARTMENT	GROSS PAY	SS/MED	RETIRMENT	TOTAL
Legislative 4111	5,100.00	390.16		5,490.16
Executive 4121	2,400.00	183.60		2,583.60
Finance 4142	3,526.40	269.78	211.58	4,007.76
Public Safety 4210	16,975.25	1,256.03	1,181.74	19,413.02
Highway/Streets 4311	3,983.59	285.58	239.03	4,508.20
Recreation 4501	846.00	64.73		910.73
Planning & Zoning 4650	4,416.50	331.06	264.99	5,012.55
Water Distribution 4334	3,983.59	285.58	239.03	4,508.20
Water Clerk 4335	863.82	66.08	51.83	981.73
Sewer Administration 4321	3,984.80	285.68	239.05	4,509.53
Sewer Sanitary Clerk 4322	864.06	66.10	55.84	986.00
TOTAL OCTOBER PAYROLL	46,944.01	3,484.38	2,483.09	52,911.48