

City of Tea  
Regular Meeting  
January 6, 2014

A regular meeting of the Tea City Council was held at Tea City Hall on January 6, 2014 at 7:00 p.m.

Mayor John Lawler called the meeting to order at 7:03 p.m. with the following members present: Sidney Munson, Brian Fowlds, Chuck Ortmeier, Herman Otten, Joe Weis and Todd Boots. Also present: Finance Officer Dawn Murphy, Administrative Assistant/Economic Development Director Jenni White, Police Chief Clark Baker, Planning & Zoning Administrator Kevin Nissen and City Engineer Jason Kjenstad. Utility Superintendent Thad Konrad was absent.

**AGENDA. MOTION 14-01. MOTION** by Weis, seconded by Boots to approve the January 6, 2014 agenda. All members voted AYE.

**MINUTES. MOTION 14-02. MOTION** by Ortmeier, seconded by Fowlds to approve the December 16, 2013 minutes. All members voted AYE.

**WARRANTS. MOTION 14-03. MOTION** by Otten, seconded by Fowlds to approve the January warrants as presented. All members voted AYE. Warrants will be listed at the end of the minutes.

**ENGINEERING.** Jason received a cost for installing a pedestrian crossing at Deerview and 1<sup>st</sup> St. A signal with a push button would be around \$13,500 and those without a push button, on a timer, would be around \$5,000-\$8,000. Mayor Lawler asked that the police department try to monitor the intersection.

**2014 ELECTION. MOTION 14-04. MOTION** by Boots, seconded by Ortmeier to hold the 2014 election on the second Tuesday of April, that being April 8. All members voted AYE.

**2<sup>nd</sup> READING OF ORDINANCE 21.** The council held the 2<sup>nd</sup> reading of Ordinance 221. **MOTION 14-05. MOTION** by Otten, seconded by Weis to approve and adopt Ordinance 221, 2013 Supplemental Appropriations Ordinance. All members voted AYE. The ordinance was published separately on January 10<sup>th</sup>.

**CONTINGENCY TRANSFER. MOTION 14-06. MOTION** by Fowlds, seconded by Weis to approve transferring a total of \$22,900 from the General Fund Contingency to the following accounts: \$1,100 to 101-4326-4326 Weed Control; \$4,400 to 101-4413-4413 West Nile; \$11,900 to 212-4400-4400 Debt Service; \$5,500 to 220-4312-4290 Highway Streets. All members voted AYE.

**RIFLE PURCHASE.** Clark asked to purchase 4 rifles at \$590.00 each. **MOTION 14-07. MOTION** by Boots, seconded by Weis to approve the purchase of 4 Olympic Arms rifles from Dakota Police Equipment at a cost of \$590.00 per weapon. All members voted AYE.

**POLICE CAR PURCHASE.** No decision will be made on the police car purchase until the City of Sioux Falls opens bids and awards their 2014 contract.

**PAY INCREASES. MOTION 14-08. MOTION** by Ortmeier, seconded by Weis to approve the following per hour pay increases effective 1/1/14: All members voted AYE. Dawn Murphy, Finance Officer from \$24.07 to \$25.03; Thad Konrad, Utility Superintendent, from \$24.07 to \$25.03; Kevin Nissen, Planning & Zoning Officer, from \$22.94 to \$23.86; Jenni White, Administrative Assistant,

Economic Development Director, from \$17.37 to \$18.06; Jamie Newborg, Park and Recreation Assistant, from \$13.25 to \$13.78; Leonard Przybys, maintenance/utilities, from \$20.79 to \$21.62; Steve Oberle, maintenance/utilities, from \$16.94 to \$17.62; Sean Glasgow, maintenance/utilities, from \$16.68 to \$17.35; Brian Tvedt, Assistant Police Chief, from \$20.20 to \$21.01; Jessica Quigley, Police Officer, \$17.14 to \$17.83; Steven Lowry, Police Officer, from \$15.50 to \$16.12; Matt Wetterling, Police Officer, from \$16.00 to \$16.64; Brock Nelson, Police Officer, from \$15.50 to \$16.50; and salary increase for Clark Baker, Police Chief, from \$55,000.00 to \$57,200.00 per year. All members voted AYE.

**PUBLISHING OF SALARIES FOR ALL OFFICERS AND EMPLOYEES. MOTION 14-09.** MOTION by Fowlds, seconded by Otten 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, \$25.03 per hour; Thad Konrad, Utility Superintendent, \$25.03 per hour; Kevin Nissen, Planning & Zoning Administrator, \$23.86 per hour; Lenny Przybys, maintenance/utilities, \$21.62 per hour; Sean Glasgow, maintenance/utilities, \$17.35 per hour; Jenni White, Administrative Assistant/Economic Development Director, \$18.06 per hour; Jamie Newborg, Park and Recreation Assistant, \$13.78 per hour; Steven Oberle, maintenance/utilities, \$17.62 per hour; Brian Tvedt, Assistant Police Chief, \$21.01 per hour; Jessica Quigley, Police Officer, \$17.83 per hour; Matt Wetterling, Police Officer, \$16.64 per hour; Steve Lowry, Police Officer \$16.12 per hour; Brock Nelson, Police Officer, \$16.50 per hour; and Clark Baker, Police Chief, \$57,200.00 annual salary. 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.** Brian received a request for a stop sign at the corner of Rose Ave. and Drew Ave. At this time no change will be made. There was a brief discussion on sidewalk snow removal. The garbage hauler ordinance will be discussed at the next meeting.

**MOTION 14-10.** MOTION by Weis seconded by Fowlds to adjourn at 7:36 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 2014**

**FINANCE 4142**

Aflac	Insurance	401.58
Best Buy	Monitor	159.99
Brown & Saenger	1/3 calendars/misc/calculator	308.32
Business Forms & Accounting	Tax forms	26.00
Century Business Products	1/3 copier maint	115.91
Century Business Products	1/3 toner & imaging units	479.92
HDR Engineering	November services	2,781.44
Independent Publishing	Publishing (2)	343.54
KCL Group Benefits	Insurance	262.75
SD Government Finance Officers' Assoc	2014 Dues	40.00
SD Governmental Human Resource Association	2014 Dues	25.00
SDML	2014 Dues	2,023.78
SDML Workers Compensation	2014 Fire Department work comp	1,358.00
SE Area Finance Officers Group	2014 Dues	50.00
Wellmark Blue Cross/Blue Shield	January insurance	4,687.48

**LIBRARY 4550**

Barnes & Nobel	Books	1,032.10
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**PLANNING & ZONING 4650**

A & B Business Solutions	Copier maintenance	20.86
Baker, Rick	Meeting pay increase	180.00
Banghart, Marty	Meeting pay increase	180.00
Clary, Jan	Meeting pay increase	60.00
Independent Publishing	Publishing	43.64
Jibben, Dave	Meeting pay increase	165.00
Kloster, Sterling	December Inspections	650.00
Montileaux, Stan	Meeting pay increase	165.00
Munson, Joe	Meeting pay increase	60.00
SD Association of Code Enforcement	2014 Dues	40.00
SECOG	2014 Dues	4,732.00

**ECONOMIC DEVELOPMENT 4653**

Brown & Saenger	Frames	91.14
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**GOVERNMENT BUILDINGS 4192**

Ace Hardware	Supplies	248.25
ASCAP	Music license	330.00
Avenet	Website hosting	450.00
Best Buy	Computer, software, printer	1,049.97
Brown & Saenger	Supplies	25.24
City of Tea	PSB high flow meter (2)	67.70

City of Tea	PSB low flow meter (2)	145.90
City of Tea	Maint. Bldg (2)	90.00
City of Tea	200 W. Maple (2)	72.40
Dakota Supply Group	Bulbs	356.00
Golter, Mike	Dec. Cleaning	100.00
Mid American Energy	510 S Main	715.72
Mid American Energy	600 E. 1st St.	1,109.41
Mid American Energy	200 W. Maple	395.49
Sprint	Cell phones	134.76
WOW	Maint Bldg	84.50
WOW	City Hall	365.80
Xcel Energy	Maint Bldg	215.82
Xcel Energy	200 W. Maple	125.01
Xcel Energy	600 E. 1st St	865.22

**PUBLIC SAFETY 4210**

Best Buy	Digital recorders	244.97
City of Tea	Water bill (2)	67.00
Digital Ally	Software	405.00
FOP Lodge #1	2014 Memberships	540.00
Get N Go Fleet	Gas	655.02
Golter, Mike	Dec Cleaning	100.00
Green Eggs & Ram	Computer	629.63
Mid American Energy	Services	310.13
Midwest Alarm	1/2 Alarm system	734.00
Neve's	Boots, shirt, patches	442.80
Ralphs Repair	Oil Change	45.00
SD Police Chiefs' Association	2014 Dues	100.33
Sprint	Cell phones	202.08
Sunshine	Coffee filters	4.96
Traf-O-Teria System	Traffic tickets	210.86
Tri-State Garage Door	Overhead door	1,270.00
WOW	Phone	349.71
Xcel	Service	220.33
Xcel	Siren	23.51

**HIGHWAY/STREET 4312**

Bumblebee-Gibson Inc.	Mag Chloride	1,054.00
Casey's General Store	Gasoline	26.97
Cenex Petroleum	Gasoline	25.73
Concrete Materials	Salt sand	2,032.68
Diesel Machinery Inc.	Grader blades	1,725.00
Eastern Farmers Coop	Fuel	1,233.75
EnviorMaster Inc.	Hand towels	64.95
First Rate Excavate Inc.	Grind curb for Maple St. ditch	224.49
Get N Go Fleet	Gasoline	76.43
Mac's	Supplies	110.14
Menards	Christmas bulbs	13.86
Northern Truck	Repair sander	313.25
Pfeifers	Blower edge & shoes	274.33

Ralph's Repair	Tool cat battery	115.96
SD Municipal St. Maintenance Assoc.	2014 Dues	35.00
Southeastern Electric	Repair lights	188.75
Southeastern Electric	Main St. Lights	309.13
Southeastern Electric	272nd St. Lights	86.28
Southeastern Electric	North stop light	140.35
Southeastern Electric	Brian St. stop light	34.76
Southeastern Electric	Heritage Blvd lights	582.18
Tractor Salvage & Welding	Plow blades	1,016.24
Xcel Energy	Street lights	3,420.24

**PARKS/RECREATION 4501**

City of Tea	Water	41.90
Confluence	Services	750.02
Fastenal	Threaded for shelter	24.30
Konrad, Thad	Reimb for spray certification	50.00
Pernell's Alignment & Tire LLC	Repair mower tire	25.00
Sorlien Electric	Trench wire for bike path lights	1,861.84
Survey Monkey	Survey program	204.00
Xcel Energy	Ball fields	281.91

**WATER 601**

Addy, Andrea & Chad	Water deposit refund	2.50
Badger Meter	1/2 backhaul charges	103.12
Brown & Saenger	1/3 calendars/misc	88.33
Business Forms & Accounting Systems	Tax forms	26.00
Cady, Charles	Water deposit refund	2.50
Casey's General Store	Gasoline	26.96
Cenex Petroleum	Gasoline	25.73
Century Business Products	1/3 copier maint	115.91
Century Business Products	1/3 toner & imaging units	479.92
Dakota Supply Group	Meter bodies & curb boxes	843.64
Erling, Natalie & Charles	Water deposit refund	11.33
First National Bank	DW SRF #1 (L & C)	38,593.10
Get N Go Fleet	Gasoline	76.43
Hallvin, Rachel	Water deposit refund	22.00
HDR Engineering	1/2 Master Plan Update	154.59
Lewis & Clark Regional Water System	6,142,719 Nov usage	17,750.00
Lewis & Clark Regional Water System	2nd Qtr. FY 2014 lobby fees	1,871.75
Morehead, Sander & Wendy	Water deposit refund	10.67
Olson, Tim & Marlene	Water deposit refund	35.00
Turner, Angel	Water deposit refund	4.05
Rural Development 1	Loan 91-06 12 months \$921 per month ACH Payments (1993 Improvements)	11,052.00
Rural Development 2	Loan 91-07 12 months \$1,032 per month ACH Payments (1997 Tower)	12,384.00
Rural Development 3	Loan 91-08 12 months@ \$5,241 per month ACH Payments (Quinton St. Tower)	62,892.00

SD DENR	Thad & Lenny Certification	12.00
SDWWA	Membership	10.00
South Dakota One Call	1/2 locates	46.72
Southeastern Electric	Quinton Tower	40.96
Vandenburg, Cameron	Water deposit refund	3.58
Wiebesiek, Susan & Darwin	Water deposit refund	18.75
Xcel Energy	2nd St. Tower	12.50
Xcel Energy	Brian St. Tower	84.19

**SEWER 604**

Badger Meter	1/2 backhaul charges	103.13
Brown & Saenger	1/3 calendars/misc	88.34
Business Forms & Accounting Systems	Tax forms	26.00
Casey's General Store	Gasoline	26.96
Cenex Petroleum	Gasoline	25.75
Century Business Products	1/3 copier Maint	115.91
Century Business Products	1/3 toner & imaging units	479.94
Dakota Supply Group	Capacitor kit	372.63
First National Bank	CWSRF #7	14,084.64
First National Bank	CWSRF #6	13,420.14
Get N Go Fleet	Gasoline	76.43
HDR Engineering	1/2 Master Plan Update	154.58
Omni Site	Lift station phones	1,104.00
SD DENR	Thad, Steve & Lenny certification	30.00
SD DENR	Wastewater fee	750.00
SDWWA	2014 Membership	10.00
South Dakota One Call	1/2 locates	46.73
Southeastern Electric	High Pointe lift station	4.08
Xcel Energy	W 5th St. lift station	72.46
Xcel Energy	Lagoon building	1,858.56
Xcel Energy	272nd St. lift station	345.91

**201 PARK AND RECREATION**

Dakota Lettering	Fall soccer shirts	1,297.30
League Pro	2014 Software	399.40

**3RD PENNEY 211**

Dakota Entertainment	DVD player rental	190.80
Mid American Energy	Pool	8.00
Xcel Energy	Pool	198.86

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TOTAL 232,420.19

DECEMBER PAYROLL

DEPARTMENT	GROSS			TOTAL
	PAY	SS/MED	RETIRMENT	
Finance 4142	4,331.02	331.34	259.87	4,922.23
Public Safety 4210	20,137.40	1,452.22	1,610.98	23,200.60
Highway/Streets 4311	4,574.39	322.59	274.46	5,171.44
Recreation 4501	851.32	65.13	51.09	967.54
Planning & Zoning 4650	3,842.45	287.13	230.55	4,360.13
Promoting the City 4653	2,123.49	158.83	127.42	2,409.74
Water Distribution 4334	4,574.39	322.59	274.46	5,171.44
Water Clerk 4335	566.74	42.75	34.00	643.49
Sewer Administration 4321	4,575.78	322.61	274.57	5,172.96
Sewer Sanitary Clerk 4322	566.73	42.73	33.99	643.45
<b>TOTAL DECEMBER PAYROLL</b>	<b>46,143.71</b>	<b>3,347.92</b>	<b>3,171.39</b>	<b>52,663.02</b>