

Minutes City of Tea  
Regular Meeting  
June 1, 2015

A regular meeting of the Tea City Council was held at Tea City Hall on June 1, 2015 at 7:00 p.m.

Mayor John Lawler called the meeting to order at 7:00 p.m. with the following members present: Sidney Munson, Brian Fowlds, Chuck Ortmeier, Joe Weis, Larry Rieck and Todd Boots. Also present was Finance Officer Dawn Murphy, Utility Superintendent Thad Konrad, Planning & Zoning Administrator Kevin Nissen, and Administrative Assistant/Economic Development Director Jenni White. City Engineer Jason Kjenstad was absent.

**AGENDA. MOTION 15-108. MOTION** by Weis, seconded by Ortmeier to approve the June 1, 2015 agenda. All members voted AYE.

**MINUTES. MOTION 15-109. MOTION** by Ortmeier, seconded by Rieck to approve the May 18, 2015 minutes. All members voted AYE.

**WARRANTS. MOTION 15-110. MOTION** by Ortmeier, seconded by Fowlds to approve the June warrants as presented. All members voted AYE. Warrants will be listed at the end of the minutes.

**ALCOHOL LICENSE PUBLIC HEARING.** Mayor Lawler opened the public hearing for a new malt beverage and wine license for Grandstay Hotel & Suites. There were no comments for or against the licenses. **MOTION 15-111. MOTION** by Boots, seconded by Fowlds to approve a new Retail (on-off sale) Malt Beverage License and a New Retail (on-off sale) Wine License for Tea Hospitality, LLC d/b/a Grandstay Hotel & Suites, 830 Gateway Lane, Lot 1, Block 1, Gateway Addition, for the remaining 2014-2015 license period. All members voted AYE.

**ALCOHOL LICENSE RENEWAL. MOTION 15-112. MOTION** by Boots, seconded by Rieck to approve the 2015-2016 renewal for a Retail (on-off sale) Malt Beverage License and Retail (on-off sale) Wine License for Tea Hospitality, LLC d/b/a Grandstay Hotel & Suites, 830 Gateway Lane, Lot 1, Block 1, Gateway Addition. All members voted AYE.

**PUBLIC HEARING.** Mayor Lawler opened the public hearing for a Temporary Malt Beverage License for the City of Tea for Teapot Days and Sky Lounge for their Teapot Day Mud Volleyball Tournament. There were no comments for or against the license. **MOTION 15-113. MOTION** by Fowlds, seconded by Weis to approve the Temporary Malt Beverage License for the City of Tea, Zelmer 1<sup>st</sup> Addition, Lot 8-12, Block 11 and Baker Tract 2, Lots 8, 9 and 10 (Tea City Park), June 20, 2015 and the Temporary Malt Beverage License to Sky Lounge, Lot 2, Burlington Northern Addition, June 20, 2015. All members voted AYE.

**1<sup>ST</sup> READING OF ORDINANCE 228. AN ORDINANCE OF THE CITY OF TEA, SD, AMENDING THE REVISED MUNICIPAL ORDINANCES OF THE CITY OF TEA BY ADDING SECTION 14.05, PROPERTY MAINTENANCE CODE.** The council held the first reading of Ordinance 228. Toby Brown from SECOG will be present for the second reading to answer any questions.

**JEREMY DUNKELBERGER** was present to further discuss this setback variance that was denied on May 4<sup>th</sup>. Kevin sketched a new proposal which would be a 15' wide, extra deep single stall garage with a second access point off Joseph Ave. This proposal would meet the setback requirements. Another proposal would be a 22 foot wide garage which would require a 6.5' variance. This will have to go back to zoning for their recommendation.

**2040 LONG RANGE TRANSPORTATION PLAN.** Kevin briefly reviewed the 2040 Long Range Transportation Plan. Jason will go through it again at a future meeting.

**BUILDING PERMIT FEES.** There was discussion on building permit fees and to set a policy, to be consistent, on what to charge non-profit organizations for building permits. **MOTION 15-114. MOTION** by Weis, seconded by Fowlds to begin charging all non-profit organization, including churches and schools, the full price of any future building permits. All members voted AYE.

**ATHLETIC COMPLEX PHASE 3 PAY APPLICATION. MOTION 15-115. MOTION** by Fowlds, seconded by Rieck to approve Tea Athletic Complex Phase 3, Pay Application 3, to Dakotaland Sod Farm Inc. c/o Northern Escrow in the amount of \$109,106.96. All members voted AYE.

**HIRING OF POOL EMPLOYEES. MOTION 15-116. MOTION** by Rieck, seconded by Ortmeier to approve the hiring of the following 2015 pool employees and hourly wages. All members voted AYE.

- Chase Baker      Head Lifeguard      \$11.50
- Leah Howes      Sub HG/Manager      \$10.75
- WSI LIFEGUARDS \$9.75
  - Dana Levan
  - Sara Waldner
  - Jada Schmiedt
  - Paul Fritz
  - Caleb Christensen
  - Cooper Hanson
- LIFEGUARD \$9.25
  - Kenni Easton
  - Kourtney Headrick
  - Cayle Schmitt
  - Cady Munce
  - Baylee Munce
  - Taylor Devries
- CASHIER/SLIDE ATTENDANT \$8.50
  - Tyra Klarenbeek
  - James Remmers
  - Jensen Twite
  - Katherine Campbell
  - Kyle Heien

**HIRING OF SUMMER RECREATION EMPLOYEES. MOTION 15-117. MOTION** by Ortmeier, seconded by Fowlds to approve the hiring of following summer recreation employees and hourly wages. All members voted AYE.

- Marissa Verbovskiy – Site Coordinator - \$10.00
- Everett Johnson – Concession Stand Coordinator - \$9.25
- RECREATION ASSISTANTS \$9.25
  - Amanda Bauman
  - Julie Kabe
  - Vick Pick

**APPOINTMENT OF POLICE CHIEF.** Mayor Lawler recommended appointing Jessica Quigley as City of Tea Chief of Police. **MOTION 15-118. MOTION** by Boots, seconded by Rieck to approve the appointment of Jessica Quigley as City of Tea Chief of Police at \$54,000.00 per year annual salary, retroactive to May 19, 2015. All members voted AYE.

**POLICE OFFICER. MOTION 15-119. MOTION** by Fowlds, seconded by Ortmeier to hire Brian Crosby as a part-time police officer at \$16.00 per hour. All members voted AYE.

**MISCELLANEOUS.** The disaster preparedness workshop will be June 25<sup>th</sup> at 7:00 at the Fire Department. Dawn will be in Pierre June 9-12 for Finance Officer School.

**MOTION 15-120. MOTION** by Weis, seconded by Ortmeier to adjourn at 8:09 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 JUNE 1, 2015**

	<b>LEGISLATIVE 4111</b>	
Independent Publishing	Publishing	237.22
	<b>FINANCE 4142</b>	
Aflac	Insurance	283.02
Brown & Saenger	1/3 supplies	138.52
HDR Engineering	April on call	9,130.70
Independent Publishing	Annual Report	229.33
KCL Group Benefits	Insurance	132.32
SD Government Finance Officer	FO School	75.00
SD Human Resource School	HR School	50.00
SD Public Assurance Alliance	Additional insurance on Ford	134.00
U.S. Postmaster	1/3 postage	163.00
Welmark Blue Cross/Blue Shield	Insurance	3,136.43
	<b>LIBRARY</b>	
Barnes & Nobel	Books	92.35
	<b>PLANNING &amp; ZONING/ECONOMIC DEVELOPMENT 4650</b>	
A & B Business	Copy maint	96.00
Independent Publishing	Publishing	160.69
Lincoln County Register of Deeds	Plat	62.00
Odland, Tim	Inspections	1,425.00
	<b>GOVERNMENT BUILDINGS 4192</b>	
City of Tea	Maintenance building water	48.70
City of Tea	City Hall High Flow	39.40
City of Tea	City Hall FD Restrooms	74.80
City of Tea	Community Hall-200 W. Maple	36.20
Midwest Alarm Company	Alarm monitoring	66.00
Roto Rooter	Community Hall sewer	230.00
Team LogicIT	Backup setup and monthly fee	192.40
Verizon	Cell phone	152.16
Xcel Energy	600 E. 1st St	823.60
Xcel Energy	200 W Maple	116.77
Xcel Energy	510 S. Main	196.15
	<b>PUBLIC SAFETY 4210</b>	
A & B Business Solutions	Repair fax	140.00
Argus Leader Media	Chief ad	460.90
Cenex Credit Cards	Gasoline	33.15
City of Tea	Water	32.50
Digital Ally	Key	40.00
Get N Go	Gasoline	561.58
Golter, Mike	May cleaning	100.00
Green Eggs & Ram	Backup service	14.79

Lowrey, Steve	Reimburse for gas	30.01
Neve's Uniforms	Misc	228.75
Signs Plus Graphics	Graphics for Ford	350.00
Sioux Falls Area Humane Society	Mar/Apr services	200.66
Sioux Falls Two Way Radio	Antenna	21.95
Sorlien Electric	Repair Warning Siren	86.73
Verizon	Phone	228.18
Xcel	S. siren	20.28
Xcel	120 S. Main	201.33

**HIGHWAY/STREET 4312**

Avera Queen of Peace	Random drug test	56.40
Cenex Credit Card	1/3 Gasoline	69.83
Eastern Farmers	Fuel	789.41
Econo Signs	Street sign posts	1,077.42
Get N Go	1/3 Gasoline	19.65
Menards	Supplies	238.91
Napa Auto Parts	Wire clip	4.79
Southeastern Electric	Main Ave. lights	274.25
Southeastern Electric	Stop light	145.68
Southeastern Electric	272nd St. lights	76.57
Southeastern Electric	Heritage lights	434.05
Southeastern Electric	Brian St. signal	36.00
Xcel Energy	Street lights	3,988.26

**PARKS/RECREATION 4501**

Argus Leader	Ad for summer help	460.90
Benco Products Inc.	Sprayer parts	151.81
Bob's Lock & Key	Park keys	12.25
City of Tea	Concession building water	48.70
Confluence	April services	12,541.00
J.H. Larson	Ballasts	253.20
John Deere Landscapes	Fountain parts, sprinkler heads	259.21
Lacey Rentals	Toilets for parks	180.00
The Tessman Company	Spray & pond chemical	436.26
Xcel Energy	Ball fields	378.26

**WATER 601**

Beehler, Jodi & Jerred	Water deposit refund	12.25
Brown & Saenger	1/3 supplies	138.52
Cenex Credit Card	1/3 Gasoline	69.83
Dakota Supply Group	Valve box tops	260.58
Get N Go	1/3 Gasoline	19.65
HD Supply	Valve box tops	299.18
SD DENR	Drinking water fee	300.00
SD One Call	1/2 locates	105.84
Southeastern Electric	Quinton St. tower	42.95
U.S. Postmaster	1/2 postage	873.83
Vantis Property Mgmt	Croitre Corp. deposit refund	50.00
Xcel Energy	Lincoln County Rural Water	10.73
Xcel Energy	2nd St. tower	13.98

Xcel Energy	Brian St. tower	76.65
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**SEWER 604**

Brown & Saenger	1/3 supplies	138.56
Cenex Credit Card	1/3 Gasoline	69.84
Dakota Supply Group	Install new floats lift 1, install pump & Alternator lift 3	1,215.44
First National Bank	SRF #5	8,638.24
Get N Go	1/3 Gasoline	19.63
Josten Concrete Products	Manhole sealant	201.00
SD One Call	1/2 locates	105.84
Southeastern Electric	High Point lift station	93.70
U.S. Postmaster	1/2 postage	873.84
Xcel Energy	S. Lift Station	341.45
Xcel Energy	5th St. Lift Station	69.57
Xcel Energy	Lagoon Building	1,561.34

**SPECIAL PARK FUND 201**

Cahoy, Maureen	Refund soccer registration	70.00
Carr, Melissa	Refund baseball & softball registration	190.00
Crown Awards	Soccer trophies	1,322.54
Dakota Alliance	Spring soccer fees	6,392.00
Dakota Lettering	Baseball pants	4,367.00
Independent Publishing	Easter Bunny Ad	60.00
Lacey Rentals	Toilet rentals	180.00
Petty Cash	Concession stand start up	300.00
Queen City Wholesale	Easter Bunny Day	29.04
Queen City Wholesale	Concession stand supplies	533.93
SD State Soccer Assoc.	Player fees	2,233.00
Zabel, Kurt	Reimb for pitching machine & ball cart	927.97

**3RD PENNY/POOL/PARK EXPENSES 211**

Associated Supply Company	Grate covers	172.20
Bierschbach Equipment	Caulk	18.25
Dakota Supply Group	Urinal repair kits	58.41
Elifeguard	Swimsuits	599.59
EnviroMaster, Inc.	Restroom supplies	252.85
Hawkins Water Treatment	Chemicals	2,206.17
Howes, Donna	Reimburse for WSI guard training (6)	1,060.00
Menards	Concrete grinder blades	85.96
Petty Cash	Pool startup money	250.00
Xcel		552.24

**TEA POT DAYS FUND**

Dakota Kids Pedal Pulls	Tea Pot Day	278.00
Dakotapro	TPD lights & sound	800.00
Hennings, Dale	Ledfoot Band	500.00
Olson, Craig	Guilty Pleasure Band	3,000.00
Petty Cash	Beer garden money	1,500.00

**2ND PENNY SALES TAX FUND 212**

First National Bank Principal & Interest SRF #3 4,169.37

**POOL BONDS**

First National Bank Interest 12,781.25

**SPECIALL ASSESSMENT BONDS**

First National Bank - Brookings S. Brian St. Prinicipal & Interest 13,584.00

First National Bank Heritage Blvd. Series 2010 Prinicipal & Interest 134,512.50

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250,794.09

APRIL PAYROLL				
	GROSS			
DEPARTMENT	PAY	SS/MED	RETIRMENT	TOTAL
Legislative 4111	-	-		-
Executive 4121	-	-		-
Finance 4142	7,464.17	571.01	447.86	8,483.04
Public Safety 4210	30,029.86	2,157.65	2,388.95	34,576.46
Highway/Streets 4311	6,744.02	473.10	404.64	7,621.76
Recreation 4501	1,562.32	119.52	93.74	1,775.58
Planning & Zoning 4650	6,036.59	451.59	362.20	6,850.38
Promoting the City 4653	3,342.23	250.28	200.50	3,793.01
Water Distribution 4334	6,744.02	473.10	404.64	7,621.76
Water Clerk 4335	947.62	71.58	56.88	1,076.08
Sewer Administration 4321	6,745.98	473.18	404.76	7,623.92
Sewer Sanitary Clerk 4322	947.60	71.55	56.86	1,076.01
<b>TOTAL APRIL PAYROLL</b>	<b>70,564.41</b>	<b>5,112.56</b>	<b>4,821.03</b>	<b>80,498.00</b>