

**MINUTES**

**ABERDEEN CITY COUNCIL MEETING**

City Council Chambers, 123 South Lincoln Street, Municipal Building, Aberdeen, South Dakota, May 16, 2022 at 5:30 p.m., regular meeting of the City Council.

**CALL TO ORDER**

**MEETING ROLL CALL**

Present at roll call were City Council Members Rob Ronayne, Dave Lunzman, Josh Rife, Alan Johnson, Justin Reinbold, Tiffany Langer by teleconference, Clint Rux, and Mayor Travis Schaunaman. City Council Member Mark Remily was absent.

City Staff present were Joe Gaa, Ron Wager, Robin Bobzien, Brett Bill, Jordan McQuillen, Dave McNeil, Rich Krokkel, Mark Hoven, and Joel Weig.

**PLEDGE OF ALLEGIANCE**

Mayor Schaunaman led the Pledge of Allegiance.

**APPROVAL OF AGENDA**

Motion by Johnson, second by Reinbold to approve the agenda. Voice vote to approve, all voting aye, motion carried.

**MINUTES**

Motion by Rux, second by Ronayne to approve the minutes of the May 2, 2022 City Council Meeting, as circulated. Voice vote to approve, all voting aye, motion carried.

**OPEN FORUM**

No one appeared in open forum to address the Council.

**CONSENT CALENDAR**

Motion by Rife, second by Ronayne to approve the following items on the consent calendar:

SET HEARING DATE – of June 6, 2022 at 5:30 p.m. – Special Six-Day Retail On-Sale Liquor License on June 7 – 12, 2022 for ACT2, Inc. dba Aberdeen Community Theatre, 415 South Main Street

APPLICATION FOR SPECIAL TWO-DAY RETAIL ON-SALE LIQUOR LICENSE – on May 18 – 19, 2022 for Pounders Inc. dba Aberdeen Community Theatre, 415 South Main Street

REQUEST TO SERVE AND PERMIT – the consumption of alcoholic beverages at the Wylie Park Pavilion on May 27, 2022 for a Drotzmann/Olson Wedding Rehearsal Dinner

LICENSES – Residential Building Contractor – Payton Nordman dba Woods Roofing Inc.; Residential Building Contractor – William A. Pitz dba Pitz Carpentry LLC; Solicitor/Canvasser – Midwest Distributing Inc.

FINANCIAL CLOSEOUT REPORT – for AIP #3-46-0001-40-2019 Airport Taxiway ‘C’ Reconstruction Project – receive and place on file

FINANCE OFFICE TREASURY REPORT – for January–March, 2022 – receive and place

on file

PROCLAMATION – “Public Works Week” May 15 – 21, 2022

Voice vote to approve, all voting aye, motion carried.

**NEW BUSINESS**

**REVIEW AND RECOMMENDATION ON ALCOHOL POLICY SUBMITTED BY PARK AND RECREATION BOARD**

City Attorney Ron Wager presented a draft of an alcohol policy that the Park and Recreation Board had formulated for submittal to the City Council for their review and recommendation. According to City Ordinance, Sec. 36-60, the Park and Recreation Board is required to adopt a written alcohol policy regulating on-premises consumption and sales of alcoholic beverages at municipal parks and recreation facilities. Wager said that the Park Board staff and City staff both recommend the approval of the proposed alcohol policy. Motion by Ronayne, second by Johnson to recommend the Park and Recreation Board adopt the proposed alcohol policy it submitted to the City Council on May 4, 2022. Roll call vote to approve, all voting aye, motion carried.

**ADDENDUM TO AGREEMENT FOR USE OF SCHOOL FACILITES AND CITY PARKS AND RECREATION FACILITIES**

City Attorney Ron Wager presented an Addendum, changing the name of the Clark Swisher Activities Complex to Brownell Activities Complex to an existing agreement, for cooperative use of school facilities and city parks and recreation facilities between the City and the Aberdeen School District. Motion by Rux, second by Reinbold to approve the Addendum to the agreement between the City of Aberdeen and Aberdeen School District No. 6-1 for cooperative use of public facilities and to authorize the City Manager to execute the same. Voice vote to approve, all voting aye, motion carried.

**CASED WATERLINE EASEMENT TO WEB**

City Engineer Robin Bobzien requested approval of a cased waterline easement to WEB Water Development Association, Inc. on City Lot 1, Baird’s Subdivision in the SE ¼ of Sec. 6, T123N, R63W of the 5<sup>th</sup> P.M. for an underground waterline which will go underneath existing waterlines of the City. Council Member Langer joined the meeting in person at 5:36 p.m. Motion by Ronayne, second by Johnson to approve an instrument granting a waterline easement to WEB Water Development Association, Inc. on City Lot 1, Baird’s Subdivision in the SE ¼ of Sec. 6, T123N, R63W of the 5<sup>th</sup> P.M. and to authorize the City Manager to execute and record the same. Roll call vote to approve, all voting aye, motion carried.

**REAPPOINTMENT OF MEMBERS TO LIBRARY BOARD OF TRUSTEES**

City Manager Joe Gaa requested approval of the reappointment of Troy McQuillen, Lynn Klundt, and Peter Ramey to the K.O. Lee Aberdeen Library Board of Trustees for three-year terms ending June 30, 2025. Motion by Rux, second by Lunzman to reappoint Troy

McQuillen, Lynn Klundt, and Peter Ramey to the K.O. Lee Aberdeen Library Board of Trustees effective July 1, 2022 for three-year terms ending June 30, 2025. Voice vote to approve, all voting aye, motion carried.

**AIRPORT MARKETING GRANT AGREEMENT WITH SD GOVERNOR'S OFFICE OF ECONOMIC DEVELOPMENT**

Transportation Director Rich Krokkel requested approval of an Airport Marketing Grant Agreement with the State of South Dakota-Governor's Office of Economic Development (GOED). Krokkel informed the Council that the Aberdeen Airport was awarded \$200,000 and selected Hub City Radio for assistance in airport marketing efforts. Motion by Johnson, second by Lunzman to approve of the grant agreement with the State of South Dakota-Governor's Office of Economic Development and to authorize the City Manager to sign the airport marketing grant agreement. Roll call vote to approve, all voting aye, motion carried.

**AMENDMENT TO AGREEMENT WITH HELMS & ASSOCIATES ON AIP PROJECT**

Transportation Director Rich Krokkel requested approval of Amendment #1, an increase of \$9,425.08 to a professional services agreement, with Helms & Associates on AIP #3-46-0001-40-2019 Taxiway 'C' Reconstruction Project. Motion by Rux, second by Johnson to approve of Amendment #1 to a professional services agreement with Helms & Associates on AIP #3-46-0001-40-2019 and to authorize the City Manager to sign the amendment for the AIP Project. Roll call vote to approve, all voting aye, motion carried.

**PAYMENT REQUESTS FOR AIRPORT IMPROVEMENT PROJECTS**

Transportation Director Rich Krokkel requested approval of the following payments for work on Airport Improvement Projects: Payment #36 – AIP #3-46-0001-40-2019 Taxiway 'C' – Helms & Associates in the amount of \$1,443.87; Payment #16 – AIP #3-46-0001-43-2021 Taxiway Geometry – Helms & Associates in the amount of \$4,415.04; Payment #30 – AIP #3-46-0001-43-2021 Taxiway Geometry – Helms & Associates in the amount of \$1,059.60. Motion by Johnson, second by Rux to approve and authorize the City Manager to sign the payment requests for work on the Airport Improvement Projects. Roll call vote to approve, all voting aye, motion carried.

**REVIEW AND APPROVAL OF CLAIMS AND PAYROLL**

Motion by Reinbold, second by Rife to approve payment of the bills listed for May 16, 2022. Bills having been audited by the Finance Officer and fully itemized and authorize the Mayor or City Manager to sign, and the Finance Officer to countersign, all warrants for payment of the following approved bills: SD Dept. of Revenue 28,284.71; Elevon 3,250.00; US Bank Trust 226,600.00; Aberdeen Development Corp. 15,000.00; Aberdeen School Dist. 141.92; Helms & Associates 16,079.26; MARCO Technologies LLC 702.10; Tessman Company 13,550.30; RDO Equipment Co. 1,057.69; Brown County Landfill 16,742.30; IDexx Distribution Inc. 2,175.17; Aberdeen News 435.38; Dakota Doors Inc. 1,445.42;

Northern Plains Animal Health 180.51; Chris & Dan's Tarp & Canvas 639.65; Leidholt Electric LLC 209.68; Hawkins Inc. 3,416.49; Dakota Electronics 368.15; Vosika Fencing 2,991.00; Don's Builders Hardware 162.65; Quality Welding Inc. 592.15; Performance Oil & Lubricant 515.52; Cole Papers Inc. 1,038.92; Farm Power Mfg. Inc. 139.99; Fisher Scientific Co. 3,411.28; Flexible Pipe Tool Co. 86.95; Graham Tire Co. 602.19; Direct Automation LLC 765.00; Auto Value Parts/Hedahls 2,051.08; Cash-Wa Distributing 4,904.50; House of Glass Inc. 2,869.97; Jacobs Construction 1,244.53; Kesslers Inc. 48.80; Lawson Products Inc. 326.71; Steven Lust Automotive 190.45; McDonald Supply Co. 144.20; MAC's Inc. 234.91; Sewer Duck Inc. 275.00; Sanford Health Occupational 5,561.00; Northern Electric 5,993.83; NSU Workstudy 591.50; CenturyLink 4,367.25; Pantorium 16.00; Kromer Company 65.77; Dakota Supply Group 2,552.98; Midstates Group 4,690.00; Safety Service Inc. 32.00; Avera St. Luke's Hospital 1,625.09; SHARE Corp. 808.36; Sherwn-Williams Co. 181.90; Crawford Trucks & Equipment 255.37; Stan Houston Equipment Inc. 16.64; Kay Park Rec. Corp. 58.40; Town & Country Lumber Inc. 74.50; Western Area Power Adm. 4,186.60; Hannah Lagerquist 46.20; Diesel Machinery Inc. 2,145.32; Aberdeen Area Arts Council 12,301.45; Baker & Taylor Inc. 1,281.40; Gale/Cengage Learning 64.88; Mission Mgmt. Information 3,195.09; Fastenal Company 1,610.65; Totally Tubualr Mfg. 70.42; Banner Associates Inc. 10,907.96; ADAPCO Inc. 27,677.00; Target Specialty Products 36,300.00; Badger Meter Inc. 578.52; Cortrust TIF #19 23,977.88; Olson's Pest Technicians 400.00; Dakota Pump Inc. 12,688.80; Harms Oil Company 33,944.59; MacQueen Emergency Group 620.73; Ultimate Upholstery Solutions 104.90; Ladner Electric 112.25; Canfield Business Interiors 648.36; Tim Reed 548.00; Dependable Sanitation 828.50; Center Point Large Print 94.08; Production Monkeys.com 525.00; Pressure Washer Central 46.50; Fordham Signs 2,154.28; WISP Services LLC 60.00; M & T Fire & Safety Inc 4,334.45; Alexis LaFave 52.00; USA Blue Book 14,154.32; D & K Products 5,192.96; Cartney Bearing Co. 411.13; Coca-Cola Bottling Co. 984.50; Justine Charles 220.00; Dawn M. Menning 22.50; Titan Access Productivity 8,200.98; Hub City Radio 550.00; Executive Management 391.87; Service Signs Inc. 114.94; Best Cob LLC 750.00; Danko Emergency Equipment 1,292.12; Beacon Athletics 7,606.48; Toysmith 437.76; Charles Achen 94.00; Environmental Sys. Research 3,800.00; West Payment Center 366.81; SD Electrical Commission 100.00; Barton Heating & A/C Inc. 324.90; Rick's Heating/Air Conditioning 140.69; Dakota Broadcasting LLC 1,000.00; Kyle Fadness 60.00; Dakotaland Autoglass Inc. 20.52; Livestock Specialist Inc. 750.50; HDR Engineering Inc. 4,220.21; MTI Distributing 4,981.28; Kirk's Auto 4,707.09; Avera Heart Hospital of SD 3,081.00; McMaster-Carr Supply Co. 140.14; Bismarck Tribune 588.00; Great Western Bank 85,645.70; Quill Corp. 172.99; Federal Express Corp. 46.83; Ray O'Herron Inc. 5,798.30; Ken's Superfair Foods 1,864.62; Claims Associates Inc. 93.78; Kiwanis Club 200.00; Opperman Inc. 1,644.89; Stonehouse Staned Glass 1,086.80; Sertoma Club 46.25; Century Business Products 246.46; Sanford Health 4,680.00; American Flagpole

& Flag Co. 5,165.50; Menards Inc. 9,709.47; Shannon Broderson 152.00; Bound Tree Medical LLC 3,175.46; Overdrive Inc. 499.54; Reuers Auto Service 1,046.40; Convention Visitors Bureau 36,122.50; Dakota Fluid Power Inc. 144.03; McQuillen Creative Group 3,869.50; Jeromy Thorstenson 94.00; Borns Group 2,533.89; FP Mailing Solutions 61.50; Killoran Trucking & Brokerage 23,500.45; Spectrum Promotional Products 1,248.48; OCLC Inc. 974.36; Impact Janitorial 2,511.56; At & T 1,780.67; Confluence 5,762.67; Ferguson Waterworks 31,038.58; Recreation Supply Co. 276.48; A-1 Steam Brothers 2,093.65; ATCO International 270.00; Matheson Tri-Gas Inc. 254.00; Gardner Locksmith 60.00; POMP's Tire Service 65.95; Rich Krokkel 68.00; MV Sport-MV Corp. Inc. 2,841.40; Van Diest Supply Co. 3,709.50; Combined Bldg. Specialties 3,454.00; Toyne Inc. 335.93; Camby's Pass Inc. 173.04; Carlson & Stewart Refrigeration 1,116.07; Lake Area Tech Foundation 200.00; Galls Inc. 139.80; Jill Mohr 28.00; Dakota Oil 180.09; Zimco Supply Co. 3,955.54; Shower Tower Inc. 68.75; Advance Auto Parts 110.25; Jordan C. Menken 192.00; Ingram Library Services 1,588.42; Vollan Oil Co. 3,106.00; Collaborative Summer Library 12.97; Rivards Turf & Forage 7,381.92; Plunkett's Pest Control 360.67; Olympic Sales Inc. 218.88; Cryotech Deicing Technology 23,616.16; Carrot-Top Industries 841.03; Randy Murphy 228.00; Aberdeen Chrysler Center 166.40; John Henry Foster MN Inc 4,097.60; Midwest Tape 113.20; Rhea Ketterling 68.00; Midcontient Communications 115.42; ARAMARK Uniform Service 2,097.10; Newman Traffic Signs 727.20; Environmental Resource Assoc. 1,072.63; Pullman Well Drilling Inc. 6,828.72; John Hettich 94.00; JGE Rental Equipment 1,798.74; GRAINGER 225.55; Geffdog Designs 603.97; Bowers Tree Service 4,025.00; KLAS Group 39,573.83; Builders Firstsource Inc. 88.98; Makynna Snow 39.00; Christine Stoltenberg 156.00; A-1 Sanitation 797.16; North Star Logistics LLC 175,550.00; Linde Gas & Equipment Inc. 266.89; G & R Controls Inc. 761.45; First State Bank of Roscoe 8,869.59; Muth Electric 80.52; Tri-State Water Inc. 36.25; United Parcel Service 377.59; Domino's Pizza 158.50; Haylee Mork 91.00; Kanopy, Inc. 65.00; NAPA Central 32.90; Chance Rides Manufacturing 1,734.68; Athletica Sport Systems Inc. 852.00; Mike Lester 94.00; Eframson Electric Inc. 426.08; BMI Supply 3,377.25; Hub City Roofing Inc. 155.00; Aberdeen Club 637.50; Great Plains Bank 34,370.14; Carla Jo Krege 144.00; Office Depot 25.20; Hillyard Sioux Falls 216.96; Dacotah Bank TIF #26 227,724.43; Andrea Schwan 28.00; Megan Kusler 306.00; Aldous J. Ulvog 435.00; Haar Plumbing & Heating Inc. 1,339.94; Kinetic Leasing Inc. 27,393.84; Apple Books 1,963.96; Henry Schein Inc. 253.27; Plains Commerce Bank 72,250.08; Benjamin McCarthy 220.00; Autozone 517.26; Images of the World 200.00; Ethan Traster 220.00; Jonathon Murdy 2,500.00; Shannon Chemical Corp. 12,579.45; Bruce Briston 220.00; Runnings Supply Inc. 5,277.22; Triplec Pros. Window Cleaning 564.00; HR Green Inc. 9,026.86; Anna Moser 2,193.41; ODP Business Solutions LLC 63.98; CBM LLC Cherry Lake Publishing 482.11; Jackson Foy 150.00; GP Local 1,260.00; The Prestwick Group 6,920.98; Banksupplies 632.50; Most Dependable Fountains

6,295.00; Melanie Podoll 28.00; Jeff's District & Drain 260.00; SF Partnership LLC 10,000.00. Roll call vote to approve, Rux, Langer, Reinbold, Johnson, Rife, Lunzman, and Mayor Schaunaman voting aye, Ronayne abstaining, motion carried.

**CITY MANAGER'S REPORT**

City Manager Joe Gaa gave an update on the budget preparation process, applications for promotion funds due on May 26<sup>th</sup>, and employee appreciations.

**EXECUTIVE SESSION**

Motion by Ronayne, second by Rife to move into executive session to discuss personnel matters pursuant to SDCL §1-25-2(1). Voice vote to approve, all voting aye, motion carried. Motion by Reinbold, second by Johnson to move out of executive session. Voice vote to approve, all voting aye, motion carried.

**ADJOURNMENT**

There being no further business, motion by Reinbold, second by Johnson to adjourn the meeting. Voice vote to adjourn, all voting aye, motion carried. The meeting adjourned at 6:02 p.m.

Prepared by Mary Campton for the Finance Office. /s/ Jordan McQuillen, Finance Officer.