

**MINUTES**

**ABERDEEN CITY COUNCIL MEETING**

City Council Chambers, 123 South Lincoln Street, Municipal Building, Aberdeen, South Dakota, March 21, 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, Mark Remily, Dave Lunzman, Josh Rife by teleconference, Alan Johnson, Justin Reinbold, Tiffany Langer, Clint Rux, and Mayor Travis Schaunaman.

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

**PLEDGE OF ALLEGIANCE**

Mayor Schaunaman led the Pledge of Allegiance.

**APPROVAL OF AGENDA**

Motion by Rux, second by Remily to approve of the agenda. Voice vote to approve, all voting aye, motion carried.

**MINUTES**

Motion by Lunzman, second by Remily to approve the minutes of the March 7, 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 Reinbold, second by Ronayne to approve the following items on the consent calendar:

SET HEARING DATE – of April 4, 2022 at 5:30 p.m. for a Special One-Day Retail On-Sale Liquor License on April 23, 2022 for the Boys and Girls Club dba Winefest Renaissance, 1121 – 1<sup>st</sup> Avenue, SE

SET BID DATE – of April 5, 2022 at 2:00 p.m. – Advertisement for Bids on One New High Pressure Sewer Cleaner and Vacuum Extractor for the Public Works Department – Utility Division

NOMINATING PETITIONS – Chad Nilson for City Council Member – SE District, a five-year term; David Novstrup for City Council Member – SE District, a five-year term – receive and place on file

LICENSES – Advertising/Sign Hanging – Travis Schaunaman dba Production Monkeys; Ambulance Driver – Raymond Batchelor; Private Security – Michael Barton; Private Security – Aviles Reymanuel; Private Security – Dillon Wilkerson

PLAT – Teton Development Third Subdivision to the City of Aberdeen in the SW ¼ of Section 17, T123N, R63W of the 5<sup>th</sup> P.M., Brown County, South Dakota

REQUEST TO SERVE AND PERMIT – consumption of alcoholic beverages at the Wylie Park Pavilion on June 4, 2022 for a Campbell Wedding

Roll call vote to approve, Ronayne, Remily, Lunzman, Rife, Johnson, Reinbold, Langer, Rux voting aye, Mayor Schaunaman abstaining, motion carried.

**NEW BUSINESS**

**PUBLIC HEARING ON SPECIAL MALT BEVERAGE LICENSE AND COMMUNITY EVENT PERMIT FOR ABERDEEN AMATEUR HOCKEY ASSOC.**

Mayor Schaunaman opened a hearing on an application for a Special One-Day Retail On-Sale Malt Beverage License on April 1, 2022 for Aberdeen Amateur Hockey Association dba North Dakota Country Fest at the Civic Arena, 203 South Washington Street, including an application for a Community Event Permit for the same. No public comments were received so Mayor Schaunaman closed the hearing. Motion by Remily, second by Rux to approve of the Special One-Day Retail On-Sale Malt Beverage License on April 1, 2022 and a Community Event Permit for Aberdeen Amateur Hockey Association dba North Dakota Country Fest, 203 South Washington Street. Roll call vote to approve, all voting aye, motion carried.

**PUBLIC HEARING ON SPECIAL LIQUOR LICENSES FOR ABERDEEN AREA CHAMBER OF COMMERCE**

Mayor Schaunaman opened a hearing on applications for Special One-Day Retail On-Sale Liquor Licenses for Aberdeen Area Chamber of Commerce’s Business After Hours on April 4, 2022 at NVC, 3211 – 7<sup>th</sup> Avenue, SE #102, May 12, 2022 at Interior Design Concepts, 21 North Main Street, and July 14, 2022 at Sanford Aberdeen, 2905 – 3<sup>rd</sup> Avenue, SE. No public comments were received so Mayor Schaunaman closed the hearing. Motion by Reinbold, second by Remily to approve Special One-Day Retail Liquor Licenses for the Aberdeen Area Chamber of Commerce’s Business After Hours Events on April 4, 2022 at 3211 – 7<sup>th</sup> Avenue, SE #102, May 12, 2022 at 21 North Main Street, and July 14, 2022 at 2905 – 3<sup>rd</sup> Avenue, SE. Roll call vote to approve, all voting aye, motion carried.

**PUBLIC HEARING ON SPECIAL LIQUOR LICENSES FOR ACT2, INC.**

Mayor Schaunaman opened a hearing on applications for a Special Eight-Day Retail On-Sale Liquor License on March 25 – 27, 2022 and April 6 – 10, 2022 for ACT2, Inc. dba Aberdeen Community Theatre, 415 South Main Street. No public comments were received so Mayor Schaunaman closed the hearing. Motion by Lunzman, second by Reinbold to approve a Special Eight-Day Retail On-Sale Liquor License on March 25 – 27, 2022 and April 6 – 10, 2022 for ACT2, Inc. at 415 South Main Street. Roll call vote to approve, all voting aye, motion carried.

**SDRS RECLASSIFICATION OF ABERDEEN FIRE MARSHAL POSITION**

Aberdeen Fire Rescue Chief Joe Weig presented a request for the SD Retirement System reclassification of the Aberdeen Fire Marshal position from a Class A to a Class B,

Public Safety Membership. Weig explained that the reclassification of the Fire Marshal position would attract more qualified candidates due to the increase in the SD Retirement System match. Motion by Ronayne, second by Lunzman to approve the SD Retirement System reclassification of the Aberdeen Fire Marshall position from a Class A to a Class B. Roll call vote to approve, all voting aye, motion carried.

#### GIFT ACCEPTANCE OF VEHICLE FROM STEVEN LUST AUTOMOTIVE FOR POLICE DEPARTMENT

Police Chief Dave McNeil requested acceptance of a gift of a 2020 Chevrolet Camaro from Steven Lust Automotive for the Aberdeen Police Department. Steven Lust and Lee Keller of Steven Lust Automotive were present for the gift presentation. Motion by Ronayne, second by Remily to accept the gift of a 2020 Chevrolet Camaro from Steven Lust Automotive. Roll call vote to approve, all voting aye, motion carried.

#### PERSONNEL ITEMS RELATED TO FINANCE OFFICER TRANSITION PROCESS

Motion by Ronayne, second by Remily to accept the resignation of Finance Officer Karl Alberts effective March 25, 2022. Voice vote to approve, all voting aye, motion carried. Motion by Reinbold, second by Remily to appoint Jordan McQuillen as interim Finance Officer effective with the pay period starting March 27, 2022 and approve a 20% pay increase. Voice vote to approve, all voting aye, motion carried. Motion by Ronayne, second by Rux to remove Karl Alberts as an authorized primary signatory on all City Accounts effective at 11:59 p.m. on March 25, 2022. Voice vote to approve, all voting aye, motion carried. Motion to appoint Jordan McQuillen as the authorized primary signatory on all City Accounts effective 12:01 a.m. on March 27, 2022. Voice vote to approve, all voting aye, motion carried.

#### 2022 CAPITAL PROJECTS UPDATE

City Manager Joe Gaa and City Engineer Robin Bobzien presented an update on upcoming 2022 Capital Projects. Gaa said that a significant amount of the annual sales tax revenue will be utilized to fund the City Capital Improvement Projects. A detailed list of the 2022 Capital Projects is on file at the City Finance Office.

#### CARRIER LEASE WITH SKYWEST AIRLINES

Transportation Director Rich Krokkel requested approval of a 3-year Carrier Lease with Skywest Airlines, Inc. Motion by Johnson, second by Ronayne to approve the Airline Operation Agreement Lease #75 for a 3-year air carrier services lease with SkyWest Airlines, Inc. and authorize the City Manager to execute the same after review and approval by the City Attorney. Roll call vote to approve, all voting aye, motion carried.

#### CONTRACT WITH HDR FOR TRAFFIC STUDY

City Engineer Robin Bobzien requested approval to enter into a contract with HDR of Sioux Falls for a traffic study of the intersection of Highway #12 and South Main Street in the amount of \$31,600.00. Motion by Johnson, second by Langer to enter into an engineering

services contract with HDR in the amount of \$31,600.00 for a traffic study at the intersection of Highway #12 and South Main Street. Roll call vote to approve, all voting aye, motion carried.

#### BID FOR RODENT CONTROL SERVICES

City Engineer Robin Bobzien explained the bid received for the Rodent Control Services and recommended awarding the bid to Tim Reed in the amount of \$6,250.00. Motion by Rux, second by Johnson to award the Rodent Control Services bid to Tim Reed in the amount of \$6,250.00. Roll call vote to approve, all voting aye, motion carried.

#### PAYMENT FOR ELM LAKE DAM PROJECT

City Engineer Robin Bobzien requested approval of a payment for the Elm Lake Dam Project to SD School and Public Lands in the amount of \$1,000,000.00. Motion by Rux, second by Reinbold to approve the payment in the amount of \$1,000,000.00 to SD School and Public Lands. Roll call vote to approve, all voting aye, motion carried.

#### PURCHASE UNITRENDS RECOVERY APPLIANCE UNIT FOR COMPUTER SERVICES

Deputy Finance Officer Jordan McQuillen requested approval to purchase a Unitrends 9024 Recovery Appliance Unit at a price of \$23,119.58 for Computer Services. Motion by Johnson, second by Rux to approve the purchase of the recovery appliance unit from Unitrends at a price of \$23,119.58. 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 #14 – AIP #3-46-0001-43-2021 Taxiway Geometry – Helms & Associates in the amount of \$8,830.08; Payment #6 – AIP #3-46-0001-43-2021 Taxiway GA Apron – Helms & Associates in the amount of \$515.02; Payment #28 – AIP #3-46-0001-43-2021 Taxiway Geometry – Helms & Associates in the amount of \$3,712.45. 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 Lunzman, second by Remily to approve payment of the bills listed for March 21, 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: Jency Agency 52.63; Erdmann Properties 62.73; Jaiden Bunn 18.31; Farnam's Genuine Parts 60.71; T & S Investments LLC 42.24; Mike Forsting 51.92; Ellen Fischbach 55.96; Erickson & Associates 43.93; Corey Vosika 25.13; Elavon 3,250.00; 121 Benefits 348.50; Wellmark Blue Cross/Blue Shield 44,587.01; SD Dept. of Revenue

13,485.05; Northwestern energy 150,000.00; Northern Electric 7,000.00; Aberdeen Chamber of Commerce 200.00; Aberdeen Development Corp. 15,000.00; Jennifer Ring 360.00; APWA 1,850.00; Helms & Associates 25,386.38; MARCO Technologies LLC 893.52; RDO Equipment Co. 1,146.03; Br. Co. Landfill 14,031.33; KONE Inc. 3,162.48; Dakota Doors Inc. 925.19; Northern Plains Animal Health 50.42; City Treasurer 3,000.00; City Treasurer 2,650.00; City Treasurer 4,850.00; Hawkins Inc. 1,781.81; Dakota Electronics 1,515.30; Dakota Pump & Control 537.16; Lang's TV & Appliance 75.00; Don's Builders Hardware 20.00; Eddie's Northside Sinclair 1,475.00; Cole Papers Inc. 3,522.22; Farm Power Mfg. Inc. 253.09; Jensen Rock & Sand Inc. 10,882.15; HACH Co. 598.35; Direct Automation LLC 11,165.05; Auto Value Parts/Hedahls 1,898.29; CASH-WA Distributing 3,451.27; House of Glass Inc. 1,370.71; Nelson Sales & Service LLC 59.00; Kesslers Inc. 82.08; Automatic Building Controls 4,285.00; Steven Lust Automotive 201.43; MAC's Inc. 111.11; RDO Equipment 515.00; Sanford Health Occupational 550.00; Double A Plumbing LLC 1,647.19; NSU Workstudy 320.25; Centurylink 4,377.96; Pantorium 26.00; Dakota Supply Group 558.41; Graymont LLC 27,158.90; Midstates Group 3,210.61; Avera St. Luke's Hospital 10,621.65; SHARE Corp. 1,635.87; Sherwin-Williams Co. 169.93; Crawford Trucks & Equipment 838.08; Stan Houston Equipment Inc. 303.07; Western Area Power Adm. 4,912.07; Hannah Lagerquist 40.74; Diesel Machinery Inc. 1,277.85; American Library Assn. 611.00; Baker & Taylor Inc. 271.13; GALE/Cengage Learning 417.80; Mission Mgmt. Information 990.09; Fastenal Company 25.25; Aberdeen Awards 13.00; Totally Tubular Mfg. 293.40; Blair Scoular 90.00; Banner Associates Inc. 9,747.30; ADAPCO Inc. 1,867.89; Alison Kusler 42.00; Badger Meter Inc. 580.80; Matt Spencer 200.66; Olson's Pest Technicians 400.00; Harms Oil Company 59,062.39; MacQueen Emergency Group 93.62; Ladner Electric 4,556.64; Janene Papendick 262.50; Cassie Mraz 412.50; Harms Heating and Cooling Inc. 2,850.00; Tim Reed 548.00; Dependable Sanitation 24,575.05; Center Point Large Print 255.27; HARR Motors 775.00; Western States Fire Protection 450.00; Kussmaul Electronics Co. 433.20; Fordham Signs 455.68; WISP Services LLC 60.00; PEPSI-COLA 60.00; Newsbank Inc. 6,861.00; Alexis LaFave 52.00; Sleuth Software 1,781.00; Cartney Bearing Co. 410.82; Dawn Menning 45.00; Automationdirect.com Inc. 856.00; Dell Marketing LP 7,880.04; Executive Management 88.31; US Postal Service 265.00; Climate Control 780.95; Beacon Athletics 2,662.41; Toysmith 6,994.09; West Payment Center 685.48; SDASRO 150.00; Traffic Control Corp. 976.00; MOCIC 200.00; The Forum 285.00; Dakota Broadcasting LLC 750.00; Jarman's Water Systems 397.50; Vermont Systems Inc. 17,587.50; Dakotaland AutoGlass Inc. 158.10; Livestock Specialist Inc. 285.00; NVC 744.51; Downie's Piano Tuning & Repr. 32.00; MTI Distributing 10,243.44; Kirk's Auto 1,723.22; Lien Transportation Co. 24,271.25; AFFINIS 2,520.77; McMaster-Carr Supply Co. 1,197.27; Norby Golf Course Design Inc. 4,000.00; William Cantalope 65.00; Aaron Johnson II 45.00; Ken's Superfair Foods 2,690.80; Jerome Wild 225.00; John Davis 25.00; Century

Business Products 259.36; Menards Inc. 7,723.94; Shannon Broderson 76.00; Bound Tree Medical LLC 2,146.44; Aqua Pure Inc. 325.00; Convention Visitors Bureau 38,499.94; Dakota Fluid Power Inc. 400.32; Borns Group 6,640.28; FP Mailing Solutions 135.00; Killoran Trucking & Brokerage 192.49; Impact Janitorial 2,230.25; AT & T Cell 432.36; Safe Harbor 2,500.00; Sheryl Erickson 1,353.75; CONFLUENCE 606.79; Ferguson Waterworks 962.26; FBI-LEEDA 50.00; LUND Industries 7,144.28; Charles Kornmann 154.50; Matheson Tri-Gas Inc. 114.69; Airborne Vector Control 11,000.00; Aberdeen Shuttle 54.00; Rackspace Hosting 6,270.00; POMP's Tire Service 167.00; Locators & Supplies Inc. 1,197.26; Combined Bldg. Specialties 2,250.00; General Traffic Controls Inc. 1,102.00; Michael Law 1.70; Camby's Pass Inc. 173.00; Axon Enterprise Inc. 750.00; GALLS Inc. 294.40; JK Sales & Towing 2,285.00; Dakota Oil 3,291.00; Advance Auto Parts 234.23; Karli Stubbe 80.00; Jordan Menken 384.00; Barcodes Inc. LLC 359.65; Ingram Library Services 6,102.87; Vollan Oil Co. 4,731.28; Stuart Nelson 110.00; Holm Co. 1,285.12; Steve Markley 192.00; Plunkett's Pest Control 360.67; Patricia Brosz 907.50; Cryotech Deicing Technology 23,648.32; Pro Ag Supply Inc. 33.26; Randy Murphy 494.00; Midcontinent Communications 625.81; ARAMARK Uniform Service 1,506.62; SD Airports Conference 140.00; Wausau Tile Inc. 3,779.82; Curt Fredrickson 288.00; Butler Machinery Co. 286.06; Tyler Bierman 308.00; GRAINGER 592.85; Sanitation Products Inc. 6,082.85; Geffdog Designs 3,883.62; Cooper Animal Clinic PC 47.04; Crescent Electric Supply 22.40; Innovative Interfaces Inc. 2,654.27; Knight Towing 7,180.00; J Gross Equipment 135.18; Builders Firstsource Inc. 1,131.13; Makynna Snow 52.00; Diamond Dry Cleaning 42.77; Stantec Consulting Services 2,562.75; Christine Stoltenberg 169.00; Kamibashi Asian Art 1,010.00; A-1 Sanitation 576.70; North Star Logistics LLC 290,600.00; Linde Gas & Equipment Inc. 338.65; Inspire Counseling 60.00; MEGA Construction LLC 3,969.88; Tri-State Water Inc. 90.25; United Parcel Service 87.83; Domino's Pizza 251.62; Monster City Studios Inc. 7,287.00; Maleah Eschenbaum 262.50; Haylee Mork 91.00; NAPA Central 1,301.06; Midwest Masonry 4,250.00; Sydney Raap 175.50; Justin Ellenson 108.00; Masterpieces Puzzle Co. 2,178.00; Aaron Malsbury 156.00; Alec Schoof 240.00; Dakota Butcher 500.00; Becky Kuch 750.00; Spencer Aberle 90.00; Melissa Kollman 39.00; Robyn Ewalt 131.25; Efraimson Electric Inc. 1,007.42; Aberdak Club 592.50; MAC Tools/D & D Distributing LLC 520.00; Lyla Agius Designs 1,170.00; Carla Jo Krege 216.00; Daniel Orr 108.00; Luke Bunke 54.00; Office Depot 788.27; Hillyard 937.13; Yourmembership.com Inc. 499.00; Tyler Oliver 198.00; Steve Grote 4,550.00; Haar Plumbing & Heating, Inc. 106.50; Blackstrap Inc. 2,228.06; Autozone 79.05; Jonathon Murdy 2,500.00; AGTEGRA Coop. 107.31; Runnings Supply Inc. 666.53; Interstate Battery 255.90; Cardconnect 325.00; Hub City Cycles & Automotive 180.00; Verizon Wireless 99.10.

Roll call vote to approve, all voting aye, motion carried.

**CITY MANAGER'S REPORT**

City Manager Joe Gaa gave employee recognition to Luke Leshar for 10-years of service with the Parks & Recreation Department, Mario Gourde for 20-years of service with the Fire Department, and Sgt. Tony Bisbee for training certification with the FBI National Academy.

**ADJOURNMENT**

There being no further business, motion by Rux, second by Lunzman to adjourn the meeting. Voice vote to adjourn, all voting aye, motion carried. The meeting adjourned at 6:08 p.m.

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