

MINUTES

ABERDEEN CITY COUNCIL MEETING

City Council Chambers, 123 South Lincoln Street, Municipal Building, Aberdeen, South Dakota, September 5, 2023 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, Erin Fouberg, Charlotte Liebelt, Josh Rife, Alan Johnson, Justin Reinbold, Tiffany Langer, David Novstrup, and Mayor Travis Schaunaman.

City Staff present were Joe Gaa, Ron Wager, Stuart Nelson, Eric Miller, Joel Weig, Rich Krokkel, Dave McNeil, and Jordan McQuillen.

PLEDGE OF ALLEGIANCE

Mayor Schaunaman led the Pledge of Allegiance.

APPROVAL OF AGENDA

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

MINUTES

Motion by Liebelt, second by Rife to approve the minutes of the August 28, 2023, 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 BID DATE – of September 19, 2023 at 2:00 p.m. – 2023/2024 Snow Removal Services
SPECIAL ONE-DAY RETAIL ON-SALE LIQUOR LICENSES – to Stacy Gossman dba Nacho Business. on September 16, 2023 for Leidholt wedding at Wylie Pavilion, 2306 Twenty-Fourth Avenue NW and on September 23, 2023 for Class of 1978 Central Reunion at Aberdeen Civic Arena, 203 Washington Street South

COMMUNITY EVENT PERMITS - (1) Northern State University Dirty Jerde 5K on September 16, 2023 at Fourteenth Avenue SW, Lloyd Street South, East Melgaard Road, City Bike Path, and Cochrane Street South; (2) Dacotah Prairie Museum Harvest Stroll/Fall Festival on September 23, 2023 at First Avenue SE between Lincoln Street South and Main Street South

REQUEST FOR STREET USE – Third Street South from Thirteenth Avenue to Sixteenth Avenue for Simmons Middle School Homecoming Parade on September 22, 2023

LOTTERY NOTICES – Sidney L. Smith Post No. 24 – American Legion; Dacotah Prairie Museum – receive and place on file

LICENSE – Taxi Driver – Brady Carda

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

OLD BUSINESS

SECOND READING AND FINAL ADOPTION OF ORDINANCE NO. 23-08-01
AMENDING HOME DAY CARE IN CHAPTER 14

City Attorney Ron Wager requests approval of second reading and final adoption of Ordinance No. 23-08-01 Amending Home Day Care in Chapter 14 - Businesses and Business Regulations of the Aberdeen City Code. Motion by Johnson, second by Ronayne to approve and adopt Ordinance No. 23-08-01 as presented. Roll call vote to approve, all voting aye, motion carried.

NEW BUSINESS

PUBLIC HEARING AND FIRST READING OF ORDINANCE NO. 23-09-01, 2024
APPROPRIATIONS ORDINANCE

Mayor Schaunaman opened a hearing on the first reading of Ordinance No. 23-09-01.

City Manager Joe Gaa submitted the proposed 2024 budget and requested approval of first reading on Ordinance No. 23-09-01, 2024 Appropriations Ordinance as presented. Mayor Schaunaman closed the hearing and called for a vote. Motion by Ronayne, second by Langer to approve first reading of Ordinance No. 23-09-01 as presented. Discussion was held.

Motion by Novstrup, second by Reinbold to amend Ordinance No. 23-09-01 to reduce the General Fund allocation for Economic Development by \$97,500, from \$127,500 to \$30,000, and to increase the General Fund allocation for the Finance Office by \$97,500, from \$683,450 to \$780,950, for the purpose of personnel services. Discussion was held. Roll call vote to approve the amendment, Novstrup and Fouberg voting aye, Langer, Reinbold, Johnson, Rife, Liebelt, Ronayne, and Schaunaman voting nay, motion failed.

Motion by Fouberg, second by Novstrup to amend Ordinance No. 23-09-01 to allocate \$30,000 of the \$127,500 General Fund allocation for Economic Development for the purpose of supporting the Aberdeen Development Corporation. Discussion was held. Roll call vote to approve the amendment, Fouberg, Johnson, Reinbold, Novstrup, and Schaunaman voting aye, Ronayne, Liebelt, Rife, and Langer voting nay, motion carried.

Motion by Novstrup, second by Fouberg to amend Ordinance No. 23-09-01 to reduce the General Fund Contingency allocation by \$50,000, from \$450,000 to \$400,000, and to increase the General Fund allocation for the City Council Department by \$50,000, from \$196,600 to \$246,600, for the purpose of marketing and communications. Discussion was held. Roll call vote to approve the amendment, Novstrup, Rife, and Fouberg voting aye, Langer, Reinbold, Johnson, Liebelt, Ronayne, and Schaunaman voting nay, motion failed.

Roll call vote to approve first reading of Ordinance 23-09-01 as presented, all

voting aye, motion carried.

PUBLIC HEARING AND APPROVAL OF SPECIAL ONE-DAY RETAIL ON SALE LIQUOR LICENSES TO ABERDEEN AREA CHAMBER OF COMMERCE

Mayor Schaunaman opened a hearing on the applications for Special One-Day Retail On-Sale Liquor Licenses to Aberdeen Area Chamber of Commerce for Business After Hours on September 14, 2023 at Schwan Financial Group, 401 Vivian Street South, on October 12, 2023 at Aberdeen Civic Arena, 203 Washington Street South, and on November 9, 2023 at Conklin Clinic, 2120 Eighth Avenue NE. Mayor Schaunaman closed the hearing and called for a vote. Motion by Reinbold, second by Ronayne to approve the Special One-Day Retail On-Sale Liquor Licenses to Aberdeen Area Chamber of Commerce on September 14, 2023, October 12, 2023, and November 9, 2023. Voice vote to approve, all voting aye, motion carried.

ELECTRIC UTILITY EASEMENT FOR A PAD-MOUNTED TRANSFORMER NEAR THE ALLEY IN THE 300 BLOCK EAST OF MAIN STREET SOUTH

City Attorney Ron Wager explained Northwestern Corporation dba Northwestern Energy approached the City of Aberdeen about putting electric lines underground and requested an electric utility easement for a pad-mounted transformer near the alley in the 300 block of Main Street South. Discussion was held. Motion by Rife, second by Reinbold to approve the electric utility easement with Northwestern Corporation dba Northwestern Energy as presented. Voice vote to approve, all voting aye, motion carried.

CHANGE ORDER/PAYMENT FOR MILWAUKEE AVENUE PAVEMENT REHAB

Assistant City Engineer Stuart Nelson requested approval of Change Order No. 1, a decrease in the contract amount of (-\$26,203.75), and approval of Final Payment No. 2 in the amount of \$266,920.18 to Wright & Sudlow, Inc. for work on the Milwaukee Avenue Pavement Rehab Project. Motion by Liebelt, second by Johnson to approve Change Order No. 1 in the amount of (-\$26,203.75), and Final Payment No. 2 in the amount of \$266,920.18 to Wright & Sudlow, Inc. for work on the project. Roll call vote to approve, all voting aye, motion carried.

CHANGE ORDER/PAYMENT FOR STREET MAINTENANCE CONCRETE REPAIR

Assistant City Engineer Stuart Nelson requested approval of Change Order No. 2, a decrease in the contract amount of (-\$2,215.80), and approval of Final Payment No. 2 in the amount of \$34,811.72 to Wright & Sudlow, Inc. for work on Street Maintenance Concrete Repair. Motion by Ronayne, second by Novstrup to approve Change Order No. 2 in the amount of (-\$2,215.80), and Final Payment No. 2 in the amount of \$34,811.72 to Wright & Sudlow, Inc. for work on the project. Roll call vote to approve, all voting aye, motion carried.

PAYMENT TO VOLUNTEERS OF AMERICA, DAKOTA FOR 2012 DODGE GRAND CARAVAN

Transportation Director Rich Krokkel explained this request was presented and approved in the amount of \$995.00 at the August 28, 2023 City Council meeting with an understanding of an 80/20 cost share, but that was incorrect. Krokkel requested full payment in the amount of \$4,995.00 to Volunteers of America, Dakotas for the 2012 Dodge Grand Caravan. Motion by Johnson, second by Langer to approve the payment of \$4,955.00 to Volunteers of American, Dakotas for the vehicle. Roll call vote to approve, all voting aye, motion carried.

APPOINTMENT OF CITY MANAGER

City Attorney Ron Wager requested the appointment of Robin Bobzien as City Manager effective upon cessation of duties by current City Manager and requesting the Mayor execute the City Manager Agreement with Robin Bobzien. Motion by Johnson, second by Rife to approve the appointment of Robin Bobzien as City Manager. Voice vote to approve, all voting aye, motion carried.

REVIEW AND APPROVAL OF CLAIMS AND PAYROLL

Motion by Reinbold, second by Liebelt to approve payment of the bills listed for September 5, 2023 and payroll for the period from August 27, 2023 through September 9, 2023.

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: American News 135.20, Karl's TV & Appliance 108.50, Marco Technologies LLC 231.92, RDO Equipment Co 508.00, Brown County Landfill 33.70, IDEXX Distribution Inc 1,819.01, Linde Inc 6,955.00, Dakota Doors Incorporated 1,224.71, Graham Tire Co 172.80, Auto Value Parts/Hedahls 846.57, Rapid Fire Protection Inc 300.00, House Of Glass Inc 3,589.02, Kesslers Inc 45.10, CDW Government Inc 560.83, Dakota Supply Group 82.42, Graymont (Wi) LLC 28,258.06, Gary's Auto Body & Access 955.90, Wright & Sudlow 301,731.90, Oneneck It Solution 12,154.43, Sd Department Health Lab 1,617.00, Dell Marketing L.P. 1,993.57, Federal Express Corp 16.93, Volunteers Of America 4,995.00, Century Business Products 38.53, Menards Inc 113.66, Dakota Fluid Power Inc 2,762.38, Killoran Trucking & Broke 28,646.07, At & T Cell 1,853.23, Matheson Tri-Gas Inc 147.38, Pomp's Tire Service 884.76, L&T Lawn Care LLC 275.00, Vollan Oil Co 11,529.54, Aramark Uniform Svc 97.70, Morrison Const 44,098.37, Grainger 106.16, G & R Controls Inc 557.08, Sansio Inc 956.00, Midland Scientific Inc 194.35, Malloy Electric 571.60, Jarrod Zaruba 240.00, LTK Heating & Cooling 197.55, HR Green Inc 957.94, ODP Business Solutions 2,173.38, Safeware Inc 75,576.63, Northwestern Energy 150,000.00, Northern Electric 10,000.00, US Bank 61,041.64, Reed Fund 14,226.91

Payroll for the period from August 27, 2023 through September 9, 2023 and city share of social security, old age & survivor's insurance, retirement, health and life insurance: EFTPS

161,420.04; SD Retirement 90,180.58; Governing Body 3,435.71; City Manager 25,167.06; City Attorney 7,647.78; Finance 14,962.99; HR 8,276.85, Building 1,933.76; Computer 5,270.01; Planning/Zoning 25,997.29, Miller, Eric 35.05/hr.; Engineering 15,595.74; Police 161,334.64, Bunke, Mike 33.54/hr., Berg, Brady 33.54/hr.; Fire 139,369.86, Donaldson, Stuart 23.83/hr., Sturgeon, Nathan 37.39/hr.; Housing/Building 6,752.00; Street 34,030.78; Traffic 9,339.01; Solid Waste 23,415.75; Transportation/Ride Line 19,683.22, Holm, Patty 20.67/hr.; Library 29,792.95, Chipman, Grace 11.00/hr., Fabert, Jessica 11.00/hr.; Parks, Rec & Forestry 128,886.05, Perble, Nicholas 13.00/hr., LeBeau, Amy 18.00/hr., DeRouchy, Emma 13.00/hr., Heupel, Ted 15.25/hr., Mraz, Cassie 19.25/hr., Orr, Julie 14.50/hr., Sieler, Ron 15.25/hr., Gulden, Derron 13.50/hr., Kluver, Allison 13.25/hr., Schwab, Nicholas 13.25/hr., Holzkamm, Katrina 13.25/hr., Severson, Dan 16.00/hr., Holmes, Cole 13.75/hr., Crosby, Caleb 17.00/hr., Malsbury, Aaron 16.00/hr., Carlsgaard, Emma 13.00/hr., Crouch, Ashley 17.00/hr., Davis, Emily 15.50/hr., Friedrichsen, Meredith 15.00/hr., Rernelitner, Roberta 16.75/hr., Opp, Joshua 15.25/hr., Dignan, Jonah 13.50/hr., Ocampo, Alfonso 20.67/hr.; Airport 17,880.70; Pipe 27,371.51; Water Treatment 19,637.98; Meter 1,871.24; Water Reclamation 20,706.67, Fischer, Amanda 42.30/hr.; Pump 11,785.87. Roll call vote to approve, all voting aye with Mayor Schaunaman abstaining to House of Glass, motion carried.

CITY MANAGER'S REPORT

City Manager Joe Gaa announced Amanda Fischer has been appointed as Water Reclamation Superintendent and Eric Miller has been appointed as Interim Community Development Director. Gaa stated this Friday is his last day of employment with the City of Aberdeen.

ADJOURNMENT

There being no further business, motion by Ronayne, second by Novstrup to adjourn the meeting. Voice vote to adjourn, all voting aye, motion carried. The meeting adjourned at 6:39 p.m.

Prepared by Amanda Kamphuis for the Finance Office. /s/ Jordan McQuillen, Finance Officer