



**CITY COMMISSION ROOM
PIERRE, SOUTH DAKOTA
March 1, 2016**

The City of Pierre Board of Commissioners met in regular session on March 1, 2016 at 5:30 pm with Commissioners Goodman, Harding, Huizenga, and Mehlhaff present for roll call. The Pledge of Allegiance was recited and an invocation given. No one signed the guest register. The agenda was approved as posted.

The Mayor issued a proclamation for Intellectual and Developmental Disabilities and Traumatic Brain Injury Awareness Month and a proclamation for Boys & Girls Club Week.

Commissioner Goodman moved and Commissioner Mehlhaff seconded to approve the consent calendar: Minutes Regular Meeting February 23, 2016; New Hire Seasonal Wastewater Department - Mark Ray \$13.00; New Hire Communications Officer - Emily Wickstrom \$16.46; Claims. Unanimous approval.

February Salaries:

Commission - \$ 5,610.50	Street - \$ 41,201.55	Water - \$ 37,558.07
Business Office - \$ 29,901.32	Cemetery - \$ 9,687.59	Electricity - \$ 61,494.11
Human Resources - \$ 8,519.30	Recreation - \$ 4,605.44	Wastewater – \$ 31,524.42
Information Technology - \$ 8,709.30	Park - \$ 51,860.87	Airport - \$ 23,821.60
Administration - \$ 85,807.07	Golf - \$ 18,190.04	Garbage – \$ 5,890.08
Police - \$ 124,003.17	Library - \$ 32,376.85	Landfill - \$ 34,711.44
Fire - \$ 9,810.54	Emergency Services - \$ 47,043.24	

34 EAST PROPERTIES LLC	POLICE BANQUET	1,008.00
A1 JANITORIAL SUPPLY	DRAIN SEWER OPENER	673.77
AARON SWAN & ASSOCIATES IN	CORING	315.00
AIRCRAFT RESCUE & FIREFIGH	MEMBERSHIP RENEWAL	65.00
AIRTECH HEATING & COOLING	FILTERS	1,080.16
ALTEC INDUSTRIES, INC	REPAIR CRANE	550.00
AMERICAN MEDICAL RESPONSE	AMBULANCE SERVICE FEB	4,500.00
AMERICAN PUBLIC WORKS ASSO	REG 2016 WINTER MTG	200.00
AQUA-PURE INC	AQUA PURE	2,769.46
ARGUS LEADER	SUBSCRIPTION	206.98
AT&T MOBILITY	CELL SERVICE 1/8-2/7	4,190.72
AVERA MEDICAL ASSOCIATES C	PHYSICAL	28.00
BAKER & TAYLOR COMPANY/THE	BOOKS	1,153.75
BANNER ASSOCIATES INC.	ENG SERV STP SYSTEM ANALYSIS	4,806.60
BARON SERVICES INC	NOAA WEATHER WIRE DATA	461.00
BECK MOTORS INC.	BRIGHT ENERGY REBATE	2,253.52
BILLION MOTORS INC	2016 SILVERADO PICKUP	65,786.00
BLACK HILLS CHEMICAL CO	GLOVES, TISSUE, TOWELS	138.95

CITY COMMISSION PROCEEDINGS March 1, 2016

BLEMASTER/ELTON	OFFICER MOUZER FUNERAL	44.00
CALEB MARTINMAAS ELECTRIC	REPLACE METER	4,497.18
CALIBRATION TECHNICIAN & S	DATALOGGING	393.18
CANNON TECHNOLOGIES INC, S	METERS	3,557.68
CAPITAL AREA COUNSEL. SERV	2016 SUPPORT PAYMENT 1ST QTR	12,875.00
CARQUEST AUTO PARTS	HANDLE, ANTIFREEZE, WASHER FLU	541.33
CDW GOVERNMENT INC	PRINTER	2,983.60
CELERITY BROADBAND, LLC	FCC REGULATORY FEE 3/16-2/17	2,345.31
CENTRAL DISTRIBUTION	MOPS, RAGS	24.12
CENTRAL SUPPLY SERVICE	FLAGS	42.48
CENTURY BUSINESS PRODUCTS	COPIER LEASE 1/10-2/9	714.68
CENTURY LINK	SERVICE 2/10-3/9	1,287.19
COMM TECH INC	CORDS, CABLE RETURNED	6,204.69
CURT MERRIMAN PRINTING INC	DOOR HANGERS	299.00
DAKOTA BUSINESS CENTER	PAPER	503.94
DAKOTA SUPPLY GROUP	PIPE CAPS	5,121.70
DANKO EMERGENCY EQUIPMENT	EXTRICATION BARRIERS	375.94
EDDIE'S TRUCK SALES INC	BRAKE SHOE KIT	10.60
ELECTRICAL ENGINEERING & E	SERVICE GENERATOR	405.00
ERICKSON PETROLEUM CORPORA	GAS JAN	1,955.33
ETTERMAN ENTERPRISES	ALUMINUM CAMLOK	38.98
EXHAUST PROS	MUFFLER	168.00
FASTENAL COMPANY	SLEEVES, BRACKETS	1,113.39
FBI - LEEDA	2016 MEMBERSHIP J JONES	50.00
FELD EQUIPMENT CO., INC/ED	SWIVELS, ADAPTERS	2,564.14
FERDING ELECTRIC INC.	BREAKER	141.53
GALLS, AN ARAMARK COMPANY	BOOTS	135.93
GARDNER DENVER INC	LUBRICANT	348.07
GATEWAY FORD LINCOLN TOYOT	INSTALL REMOTE START	1,418.18
GRAHAM TIRE COMPANY INC	TIRE CHANGE, TUBE	207.30
GRAINGER	SQUEEGEES	357.00
GREAT OPEN SPACE CITY MANA	REG GOSCOMA CONF L SCHOCHENMAIE	275.00
GROSSENBURG IMPLEMENT INC	IDLER RETURN	209.84
HAWKINS INC	SULFUR DIOXIDE	4,665.26
HOGENS HARDWARE HANK	HOSE, EXTENSION CORDS	328.49
HOWARD/LARRY	LAND LEASE	28,331.57
HUBER MD/THOMAS J	MEDICAL DIRECTOR FEES MAR	1,000.00
HYDRAULIC WORLD INC	WIPERS, O-RING, SEAL, U-CUP	23.27
INTERNATIONAL CODE COUNCIL	2015 CODE BOOKS	558.44
INTERNATIONAL CONFERENCE O	MEMBERSHIP T BRESNAHAN	125.00
JC OFFICE SUPPLY	TAPE, DISPENSER	308.94
JOHNSON FEED INC	ROAD SALT	2,116.50
JUGS SPORTS, INC	BATTING CAGES	5,621.00
KADRMAS, LEE & JACKSON, IN	ENG SERV 2014 PAVMNT REHAB	1,817.43
KIMBALL MIDWEST	PVC PIPE, SEAL, HEAT SHRINK	155.78

CITY COMMISSION PROCEEDINGS March 1, 2016

LACAL EQUIPMENT INC - 114	GUTTER BROOM	2,127.20
LAWSON PRODUCTS INC	CONNECTORS, NUTS, SCREWS	300.07
LEGGETTE, BRASHEARS & GRA	ENG SERV GROUNDWATER MONITR	688.50
LIBRARY STORE INC	SHELVING	1,033.96
M & T FIRE & SAFETY	FIRST AID SUPPLIES	136.75
MARCO, INC	COPIER LEASE 2/10-3/9	143.70
MENARD, INC	TOOL COMBO KIT	1,083.53
MICRO MARKETING LLC	AUDIO BOOKS	815.80
MIDWEST CONSTRUCTION INC	REPAIR BALLASTS	338.17
MIDWEST TAPE	AUDIO BOOK	589.84
MINDY CHEAP	PEDOMETERS	50.00
MINNESOTA VALLEY TESTING L	MINNESOTA VALLEY TESTING LABOR	670.00
MONICK PIPE	ULTRA PUTTY	124.11
MONTANA-DAKOTA UTILITIES C	NATURAL GAS 1/19-2/17	11,152.83
MORRIS EQUIPMENT LLC	BOLTS, CUTTING EDGES	47.54
MORRIS INC.	COLD PATCH	2,022.28
OAHE ELECTRIC COOP INC.	ELECTRICITY	310.51
OAHE GLASS COMPANY	REPLACE 9 VOLT BATTERY	64.82
ONE CALL LOCATORS, LTD	LOCATES 1/16-1/22	136.34
OVERDRIVE INC	EBOOK	18.99
OVERHEAD DOOR COMPANY INC	OVERHEAD DOOR REPAIRS	4,127.72
PENWORTHY COMPANY/THE	BOOKS	154.21
PIERRE AREA CHAMBER OF COM	BID FUNDING	17,342.78
PRAIRIE PAGES	BOOKS	245.50
RITER, ROGERS, WATTIER & N	ATTORNEY FEES MAR	2,250.00
RIVER CITY TRANSIT	2016 FEB ALLOCATION	9,980.70
RUNNINGS	DRILL BIT SET, HARDWARE	454.58
RURAL ELECTRIC SUPPLY COOP	CONNECTORS	462.00
S ELLWEIN INC DBA INMAN'S	SALT	337.50
SAMS CLUB	STAPLES, WITEOUT, NOTE PADS	196.11
SANITATION PRODUCTS	SHIPPING REFUNDED	88.04
SCHLENKER, RAYNARD	WATER METER CHANGE OUTS	367.35
SD DEPT OF HEALTH	TESTING JAN	607.00
SD DEPT OF TRANSPORTATION	GAS DEC/JAN	7,735.25
SD GOLF COURSE SUPERINTEND	CONF REGISTRATIONS & DUES	570.00
SD POLICE CHIEFS' ASSOCIAT	CONFERENCE REG CHIEF PANZER	85.00
SD REDBOOK FUND	INSTRUCTOR CLASS PACKAGE	130.00
SD SOLID WASTE MGMT ASSOC	REG K ONKEN, J EICHSTADT	600.00
SERVALL UNIFORM & LINEN	SERVICE	255.14
SEWN PRODUCTS	BUCKET SEATS	400.88
SHARE CORPORATION	CLEANERS	428.06
SHARPE ENTERPRISES INC	APRON & ACCESS RD RECONS PH 1	56,839.80
SHEEHAN EQUIPMENT INC.	SEAL	259.53
SIOUX VALLEY ENVIRONMENTAL	DEGREASER	4,738.50
SMALL ENGINE HOUSE	CHAIN	86.03

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STATE OF SD - PMB 0112	POSTAGE	57.43
STRAIT/RON	OS TRAVEL WTR TRTMNT COURSE	309.00
SWENSON/TROY	OFFICER MOUZER FUNERAL	44.00
TECH SALES CO	ON SITE TRAINING	1,812.00
THE LODGE AT DEADWOOD	IS LODGING SD CONCRETE CONF	91.00
TURFWERKS	SCREWS, CYLINDER,STRUTS	2,970.15
TYLER TECHNOLOGIES-INCODE	CONTRACT MAINT 4/16-3/17	18,445.04
USA BLUE BOOK	SENSOR CABLE EXTENSION	3,177.86
VENTURE COMMUNICATIONS COO	SERVICE 2/12-3/11	203.52
VERMEER HIGH PLAINS	FILTERS, BOOTS, OIL, SCREWS	2,024.86
VISTAR	CAPPUCINO CREAM	104.57
WAL-MART COMMUNITY	RANGE BOWLS	242.15
WAUSAU EQUIPMENT COMPANY I	RETURN MOLD BOARD	4,528.00
WELLS FARGO BUSINESS DISTR	DVD RETURN	6,488.35
WESCO DISTRIBUTION INC	LED LIGHTS	5,264.40
WHEELHOUSE PLUMBING INC	WATER METER CHANGE OUTS	8,461.10
WW TIRE SERVICE INC	TIRES, FLAT REPAIR	409.75
Y M C A	MANAGEMENT FEES NOV-JAN	700.75
ZANDER AUTO PARTS	WIPER BLADES	68.49

Leon Schochenmaier, City Administrator, presented an agreement with Hoffman Strategy Group/Jeff Green Partners to conduct a feasibility study on the amount, type, and timing of new retail development in the City of Pierre. The report provided would include information that would be used at the annual Retail Convention in Las Vegas, where the City solicits prospective businesses that might be interested in the City of Pierre. The project fee identified is \$19,000 with up to \$5,000 in travel expenses. Jim Protexter, Executive Director of Pierre Economic Development Corp (PEDCO), explained that the previous study that was conducted was much more extensive and included additional follow-up services that this contract does not. Jim, Leon, and the Mayor felt that the City and or PEDCO could perform follow-up on the information identified in the report. Commissioner Harding indicated he was more comfortable with the Company after further discussions with Jim and Leon about the Company. Leon explained that the funding for the study would be transferred from Contingencies, as this is an item not included in the 2016 budget. Commissioner Huizenga moved and Commissioner Goodman seconded to approve the retail study agreement with Jeff Green Partners for up to \$24,000. Unanimous approval. Commissioner Mehlhaff moved and Commissioner Harding seconded to approve the 2016 Contingency Transfer of \$24,000 to Economic Development. Unanimous approval.

Mindy Cheap, Recreation Superintendent, and Jeff Filipek, YMCA, presented the bids received for the aquatic center pool toy replacement project and recommended award to the low bid, Associated Pool Builders for \$71,280. Other bids were received by AGE Corp for \$144,326.64. Jeff explained that the project is a joint project between the YMCA and City, with the funds both entities allocate to annual maintenance projects. This budget is generally \$30,000 per year, half from each. For this project, both entities saved 2 years of budget to fund the project. The YMCA has also carried forward unspent funds to fund the amount above their half of funding and the City will use current year budget for the overage. Commissioner Goodman moved and Commissioner Mehlhaff seconded to award the bid for the aquatic center water toy replacement project to Associated Pool Builders for \$71,280. Unanimous approval.

Lynn Patton, Construction and Operations Manager, presented the bids received for the 2016 curb and gutter project and recommended award to the low bid Sharpe Enterprises for \$440,059. Other bids were received by Anderson Contractors for \$455,992.60 and Custom Concrete for \$484,668. Lynn explained that the work will be coordinated with City crews and other contractor for the annual paving project. Commissioner Mehlhaff moved and Commissioner Huizenga seconded to award the bid for the 2016 curb and gutter project to Sharpe Enterprises for \$440,059. Unanimous approval.

Sharon Pruess, City Planner, explained that in November the City took action to approve a resolution for Lot 2 in the Tower Addition, an outlot to Menards. After negotiations with a possible buyer, the lot size has been modified for an additional 20x30 area for garbage receptacles. The Planning Commission recommended approval on February 22nd. The City then intends to transfer the property to PEDCO to facilitate the sale with the private party, as indicated in Resolution 2568. Commissioner Huizenga moved and Commissioner Goodman seconded to approve Resolution 2567 plat of 2R in Tower Addition. Unanimous approval. Published 3/4/2016. Commissioner Goodman moved and Commissioner Harding seconded to approve Resolution 2568 approving the transfer of certain property to PEDCO. Unanimous approval. Published 3/4/2016.

Sharon Pruess, City Planner, presented a request to rezone lot 3c of Wall Plaza from agriculture to light industrial and set a public hearing for March 15th at 5:45pm. Jason Ondell is proposing to move his auto and boat sales and service business to this location. Lots along the east side of Lowell Avenue are zoned local business. The lot is located adjacent to Paws Animal Rescue and Jason has been advised that they have outdoor kennels that are often occupied by animals. The Planning Commission held a public hearing on February 22nd and recommended approval conditioned upon a screening fence along the north boundary that is acceptable to Paws Animal Rescue. No one was present at the public hearing, as Jason had provided a petition signed by all adjacent property owners. Commissioner Huizenga gave first Reading to AN ORDINANCE AMENDING SECTIONS 12-4-101 AND 12-7-101 OF ORDINANCE 1265 OF THE CITY OF PIERRE, HUGHES COUNTY, SD, RELATING TO PLANNING AND ZONE AND CHANGING THE CLASSIFICATION OF CERTAIN PROPERTY FROM THE AGRICULTURE DISTRICT TO THE LIGHT INDUSTRIAL ZONING DISTRICT and Set a Public Hearing for 5:45pm March 15th.

Lynn Patton, Construction & Operations Manager, requested authorization to bid the Street Shop Parking Lot. Lynn explained that the Street Department will be installing a sediment separator between the Street Shop and Sign Shop and will involve the removal of much of the surface. They are proposing replacement of this surface with concrete if costs are low enough to absorb in the 2016 budget. Commissioner Mehlhaff moved and Commissioner Harding seconded to authorize the request to bid the Street Shop Parking Lot as presented. Unanimous approval.

Commissioner Mehlhaff presented Resolution 2569 approving the purchase agreement and authorizing the purchase of property. Mehlhaff explained that the City has been leasing the property owned by Kelley Holding Company, adjacent to the Street Shop on East Dakota Avenue. The City and property owner has been in negotiations over the years and have reached an agreement on the purchase price of \$116,000. The property includes a building that would be used to house the sand/salt stockpile the City uses for icy streets in the winter. The surrounding land would be used for stockpile of other Street Department materials that are used for summer construction or winter snow operations. Commissioner Mehlhaff moved and Commissioner Huizenga seconded to approve Resolution 2569. Unanimous approval. Published 3/4/2016.

Leon Schochenmaier, City Administrator, explained that the Federal and State Government manage a bridge inspection program that requires inspection every other year. The SDDOT has pre-approved consulting engineers that perform the service and also have a funding program the City can participate in for 20% matching funds. Commissioner Huizenga moved and Commissioner Goodman seconded to approve the resolution to identify Brosz Engineering for the inspection work and indicate the City's desire to participate in the bridge replacement funds. Unanimous approval.

**BRIDGE REINSPECTION
PROGRAM RESOLUTION
FOR USE WITH SDDOT RETAINER CONTRACTS**

WHEREAS, Title 23, Section 151, *United States Code* and Title 23, Part 650, Subpart C, *Code of Federal Regulations*, requires initial inspection of all bridges and reinspection at intervals not to exceed two years with the exception of reinforced concrete box culverts that meet specific criteria. These culverts are reinspected at intervals not to exceed four years.

THEREFORE, the City of Pierre is desirous of participating in the Bridge Inspection Program using Bridge Replacement funds.

The City requests SDDOT to hire Brosz Engineering (Consulting Engineers) for the inspection work. SDDOT will secure Federal approvals, make payments to the Consulting Engineer for inspection services rendered, and bill the City for 20% of the cost. The City will be responsible for the required 20% matching funds.

Dated this 1st day of March, 2016, at Pierre, South Dakota.

Laurie R. Gill, Mayor

ATTEST: Twila Hight, Finance Officer

Commissioner Goodman moved and Commissioner Harding seconded for Executive Session for Personnel Issues under SDCL 1-25-2(1). 7:55pm Unanimous approval.

Commissioner Mehlhaff moved and Commissioner Goodman seconded to reconvene. Unanimous approval.

Commissioner Goodman moved and Commissioner Mehlhaff seconded to adjourn. 8:31pm Unanimous approval.

Twila Hight, Finance Officer

Published once at the total approximate cost of _____.