



**CITY COMMISSION ROOM  
 PIERRE, SOUTH DAKOTA  
 January 15, 2019**

The City of Pierre Board of Commissioners met in regular session on January 15, 2019 at 5:30 pm with Commissioners Barringer, Huizenga, Johnson, and Mayor Harding were present for roll call. Commissioner Mehlhaff was absent. The Pledge of Allegiance was recited followed by an invocation. The agenda was approved as posted. No one was present for public comment.

Commissioner Huizenga moved and Commissioner Johnson seconded to approve the consent calendar to include the Minutes of the Regular Meeting on January 8, 2019; Raffle Request – Ducks Unlimited, Pierre Chapter; Raffle Request – American Legion Post 8; Appointment to Arbor Board – Adam Kulesa; Claims. Unanimous approval.

|                            |                                |            |
|----------------------------|--------------------------------|------------|
| A-OX WELDING SUPPLY CO INC | D MEDICAL CYL                  | 357.00     |
| ALL PRINTING SOLUTIONS, IN | NOTARY STAMP - CINDY GROSS     | 31.40      |
| AMARIL UNIFORM CO          | PULLOVER SWEATSHIRT            | 165.83     |
| APCO                       | 2019 MEMBERSHIP DUES           | 856.00     |
| AT&T MOBILITY              | SVC 11/16-12/15                | 45.36      |
| BECK MOTORS INC.           | SERPENTINE BELT, COOLER LINES  | 559.44     |
| BEEMER & BARTLETT EYE CLIN | SAFETY GLASSES                 | 283.00     |
| BLACK HILLS JANITORIAL SUP | MICROFIBER DUSTER AND REFILLS  | 398.35     |
| BUILDERS FIRSTSOURCE INC   | 4X8X16 SOLID BLOCK, PALLET     | 146.23     |
| C AND B TOOLS              | 4 PC MINI HOOK                 | 60.53      |
| CDW GOVERNMENT INC         | APC REPLACEMENT BATTERY        | 1,327.50   |
| CENTER POINT LARGE PRINT   | PREPAID STANDING ORD 1/1-12/31 | 3,427.44   |
| CENTURY BUSINESS PRODUCTS  | 3200 E HWY 34 SVC 9/22-12/21   | 293.43     |
| CIVICPLUS INC              | CIVICREC 2019 ANNUAL RENEWAL   | 4,571.01   |
| COMM TECH INC              | CAT5E/DIRECT BURIAL            | 15,740.54  |
| DAKOTA CUSTOM TURF, LLC    | BLOWER                         | 6,950.00   |
| DAKOTA SUPPLY GROUP        | PHOTO CNTRL LED BTN STYLE      | 16.57      |
| DIRECT DIGITAL CONTROL INC | 2019 TECH SUPPORT CONTRACT     | 2,700.00   |
| DONS SINCLAIR              | PD CAR WASHES                  | 110.63     |
| EDDIE'S TRUCK SALES INC    | TROUBLESHOOT CEL LIGHT ON      | 87.30      |
| EFTPS                      | FEDERAL WITHHOLDING            | 103,007.99 |
| ENVIRO TECH                | CITY HALL 1/01-1/31            | 718.80     |
| FARNAMS                    | FUEL FILTER                    | 105.18     |
| FASTENAL COMPANY           | GLOVES AND EAR PLUGS           | 56.21      |
| FBI - LEEDA                | 2019 MEMBERSHIP B. BOYD        | 50.00      |
| FRONTIER PRECISION INC     | TRAINING-SD USER GROUP 1/9/19  | 100.00     |
| GENERAL PARTS DISTRIBUTION | ANTIFREEZE                     | 47.48      |
| GOLDEN WEST TECHNOLOGIES   | SSL CERTIFICATE & SAN PACKAGE  | 3,232.50   |
| GRAHAM TIRE COMPANY INC    | OIL CHANGE 17 EXPLORER #3      | 74.50      |
| HP INC                     | 2 TONER CARTRIDGES             | 378.19     |
| INLAND TRUCK PARTS COMPANY | OIL BATH SEAL, WHEEL CYLINDER  | 118.81     |
| J. GROSS EQUIPMENT INC.    | SEAT BELT ASSY                 | 212.84     |
| JC OFFICE SUPPLY           | CALENDAR                       | 7.02       |

## CITY COMMISSION PROCEEDINGS January 8, 2019

|                            |                                |            |
|----------------------------|--------------------------------|------------|
| JC PRINTING INC.           | CADET FLYERS                   | 78.00      |
| MENARD, INC                | 6V BATTERIES                   | 134.09     |
| MICRO MARKETING LLC        | 1 DVD                          | 19.95      |
| MID-DAKOTA RURAL WATER     | 29042 RANGE RD 11/26-12/26     | 55.50      |
| MIDCONTINENT COMMUNICATION | 455 PIERRE ST 12/22-1/21       | 1,537.77   |
| MIDWEST TAPE               | AUDIO BOOK                     | 119.97     |
| MONTANA-DAKOTA UTILITIES C | 4201 HWY 34 11/20-12/19        | 160.07     |
| NORTHWEST PIPE FITTINGS    | 6500 FALCON, CK VALVE, ROTORS  | 2,051.88   |
| O'REILLY AUTO ENTERPRISES, | ALT BRG                        | 405.76     |
| ONE CALL LOCATORS, LTD     | LOCATES 12/15-12/21            | 187.44     |
| OPPERMAN INC               | MASONRY SAND 40.61T            | 1,303.58   |
| OPTIMA LLC                 | LODGING DISPATCH SUP. CLASS    | 103.92     |
| OVERDRIVE INC              | 14 DIGITAL BOOKS               | 248.75     |
| PETE LIEN & SONS INC       | 4K COMM FLY EXT FTP, HEAT SVC  | 1,517.50   |
| PITNEY BOWES INC.          | METER MACHINE RENTAL 1/1-3/31  | 117.00     |
| PRAIRIE PAGES              | 4 BOOKS                        | 114.72     |
| PROFESSIONAL DISPATCH MANA | TRAINING FOR CINDY GROSS       | 300.00     |
| RIVERFRONT BROADCASTING LL | JANUARY TOWER SPACE RENTAL     | 379.39     |
| ROBINS WATER CONDITIONING  | PARK - WATER AND DISP 1/1-1/31 | 105.85     |
| RUNNINGS                   | LOCKS                          | 1,177.32   |
| S ELLWEIN INC DBA INMAN'S  | FD - PT OF USE COOLER 1/1-1/31 | 41.50      |
| SD ARBORISTS ASSOC         | 2019 CONF. REGISTRATION 4 PPL  | 760.00     |
| SD ASSOC OF RURAL WATER SY | 2019 MEMBERSHIP DUES           | 1,225.00   |
| SD BUILDING OFFICIALS' ASS | 2019 MEMBERSHIP DUES           | 65.00      |
| SD CITY MANAGERS' ASSOCIAT | 2019 MEMBERSHIP DUES           | 150.00     |
| SD CODE ENFORCEMENT ASSOCI | 2019 MEMBERSHIP DUES           | 40.00      |
| SD DEPT OF CORRECTIONS     | INMATE PAYROLL 10/1-10/31      | 1,098.54   |
| SD DEPT OF ENV & NAT RESOU | SOLID WASTE MGMT FEE DECEMBER  | 1,799.00   |
| SD DEPT OF HEALTH          | PHYSICAL                       | 92.00      |
| SD DEPT OF LABOR           | 4TH QTR PMT UNEMPLOYMENT       | 2,201.06   |
| SD MUNICIPAL LEAGUE INC.   | LEGIS. RIB DINNER REGISTRATION | 150.00     |
| SDSRP                      | CITY OF PIERRE DED.            | 8,818.69   |
| SERVALL UNIFORM & LINEN    | WATER - MOPS, MATS             | 134.26     |
| SERVICE EXPERTS            | DIAGNOSTIC FEE                 | 89.00      |
| SETTLEMENTONE SCREENING CO | SECURITY MONITORING            | 16.67      |
| SPECIAL PAY PLAN           | PAYOUT TO G. BADGER            | 8,590.22   |
| STANGL, ROBERT             | POSTAGE - ELECTRIC             | 3.62       |
| STAPLES, INC.              | COPY PAPER, RUBBER BANDS       | 76.92      |
| STATE OF SD - PMB 0112     | DECEMBER TELEPHONE SVC         | 62.38      |
| SZYMANSKIS S.I. INC.       | GASKET, NOZZLE, DIFFUSER       | 225.00     |
| TITAN MACHINERY            | HENSLEY TOOTH                  | 196,500.80 |
| TORO COMPANY - NSN/THE     | IRRIGATION TECH SUPPORT-JAN    | 239.00     |
| TRANSOURCE TRUCK & EQUIPME | 2 - TRANSM                     | 398.64     |
| TRANSUNION RISK AND ALTERN | PEOPLE SEARCH DECEMBER         | 25.00      |
| TYLER TECHNOLOGIES-INCODE  | PROJ. ACCT. & MTR READER MAINT | 2,159.96   |
| WATCHGUARD INC             | LOCKING MAGNETIC CHEST MOUNT   | 162.00     |
| WEGNER AUTO INC.           | HOUSING PART                   | 433.11     |
| WELLS FARGO BANK N.A.      | PRE-ORDER PRICE PROTECTION     | 14,114.81  |

|                           |                                |           |
|---------------------------|--------------------------------|-----------|
| WESCO DISTRIBUTION INC    | 5 CUBIC FEET KIT W/MIXER       | 1,032.00  |
| WHEELHOUSE PLUMBING INC   | DUG UP & REPAIR SEWER LINE     | 11,156.96 |
| ZANDER AUTO PARTS         | LIGHT                          | 6.99      |
| ZUERCHER TEHCNOLOGIES LLC | PRE PAID MAINTENANCE 1/1-12/31 | 30,323.27 |

Lynn Patton, Construction & Operations Manager, presented the bids received for 2019 Aggregate Base Course and recommended award to low bidder B&B Equipment for \$11/ton for Bid Schedule A and \$1.00/ton for Bid Schedule B. Other bid received from Morris Inc for \$15.50 and \$4.15 respectively. Commissioner Barringer moved and Commissioner Huizenga seconded to approve the bid award to B&B Equipment for 2019 Aggregate Base Course as presented. Unanimous approval.

Mike Isaacs, Airport Manager, presented the lease agreement for Tract 11 with Eldon and Marlys Becker. The City purchased this property from the Becker's 10 years ago as recommended by the FAA for runway protection area. It was leased back to Becker's and this is the renewal of that first term. The only change to the agreement includes reference to the change of the rate based on the average hay/grazing leases which are bid every 3 years. Commissioner Huizenga moved and Commissioner Johnson seconded to approve the lease agreement for Airport Tract 11 to Eldon and Marlys Becker. Unanimous approval.

Gidget Palmer, Projects Manager, explained that the City received 5 proposals for the Construction Manager at Risk for the Boys & Girls Club building renovation project. All 5 companies were interviewed by the City and the interview committee recommended proceeding with negotiations with Ainsworth-Benning Construction. The company has a proven track record of on-time and within-budget projects, with over 50% of their work being CMAR. They had visited the site prior to the interview and provided a draft project schedule at the interview, which wasn't required. Commissioner Johnson moved and Commissioner Huizenga seconded to enter negotiations with Ainsworth-Benning Construction for the Construction Manager at Risk for the Boys & Girls Club building renovation project.

Lynn Patton, Construction & Operations Manager, presented change order #2 for the 2018 Manhole Rehabilitation project for an increase of \$889. There were 3 changes for an additional \$889 for 3 contract changes: 1) deduct of \$560 for pour-through method which allowed for existing cone structure to remain in place; 2) deduct of \$3,540 for 3 manholes that failed to meet specified compressive strength so the contractor proposed extended 5-year warranty on liner; 3) increase of \$4,989 for additional tasks added for manhole #24 that wasn't fully visible until bypass pumping was in place. Commissioner Huizenga moved and Commissioner Barringer seconded to approve change order #2 for the 2018 Manhole Rehabilitation project for an increase of \$889. Unanimous approval.

Brad Palmer, Utilities Director, presented an Electrical Utility Easement with East River Electric Coop for \$3,000. They are requesting a 30' easement along Highway 1804 on the west side of the City's property to construct overhead power lines. The property is located north of the intersection of Highway 1804 and Range Road. The City has high voltage power lines in this area, so East River also needs permission to cross these lines. The crossing agreement indicates East River is responsible for cost and construction of raising the City's lines to allow for clearance for their lines to cross underneath. Commissioner Barringer moved and Commissioner Huizenga seconded to approve the Electrical Utility Easement with East River Electric Coop for \$3,000. Unanimous approval. Commissioner Barringer moved and Commissioner Johnson seconded to approve the East River Electric Coop Crossing Agreement as presented. Unanimous approval.

Twila Hight, Finance Officer, presented Resolution 2637 to set a license fee for the new taxicab, bus, and transportation network business license at \$150 and set a minimum charge for the water hydrant usage

charge. The ordinance revision for the taxicab, bus, and addition of TNC removed the old fee that was set in Ordinance, so this establishes the fee in schedule with the other business license fees. For the water minimum charge, this was being performed in practice, so it needed to be added to the fee schedule. Commissioner Huizenga moved and Commissioner Johnson seconded to approve resolution 2637 as presented and authorize the Mayor to sign. Unanimous approval.

Mayor Harding moved and Commissioner Huizenga seconded to increase the salary for Mayor and Commissioners by 2.5% effective January 1, 2019 and each management employee receive an increase to market minimum as shown on Table II-B of the most recent Condrey Study received by the City of Pierre and a 1.5% salary increase effective January 1, 2019 and eligible management employees performing satisfactory on their performance appraisal will also receive a 1% step increase on their anniversary date. There will also be an established maximum of 36 1% steps if the employee is hired at the minimum range and has not changed pay ranges during employment. Unanimous approval.

Commissioner Huizenga moved and Commissioner Barringer seconded to adjourn. 5:52pm Unanimous approval.

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Twila Hight, Finance Officer

Published once at the total approximate cost of \_\_\_\_\_.