

2010	Legal and Public Notices
	A raffle notification form from the Children's Miracle Network Dakotathon at USD sold \$1 tickets during the MUC Super Bowl party on Sunday, February 2nd. Half of the money from ticket sales will go to the winning ticket holder while the balance will go to the Children's Miracle Network in conjunction with the Sanford Castle of Care in Sioux Falls.
	PAYROLL ADDITIONS AND CHANGES
	Finance: Sherry Howe \$23.47/hr, Lisa Terwilliger \$12.78/hr; Ambulance: Nicole Gulley \$15.00/hr, Cody Jansen \$30.60/1st-\$17.34/2nd
11.	Invoices Payable
40-14	Alderman Davies moved approval of the following invoice:
	TYLER ZIMMERMAN, SAFETY BOOTS REIMBURSEMENT, 100.00
	Alderman Collier-Wise seconded the motion. Alderman Zimmerman requested to abstain. Motion carried 8 to 0. Mayor Powell declared the motion adopted.
41-14	Alderman Osborne moved approval of the following invoice:
	UNIVERSITY CLEANERS, PROFESSIONAL SERVICES, 20.00
	Alderman Zimmerman seconded the motion. Alderman Meins requested to abstain. Motion carried 8 to 0. Mayor Powell declared the motion adopted.
42-14	Alderman Osborne moved approval of the following invoices:
	A-OX WELDING SUPPLY CO, BULK CO2 1,839.50 ADVANCED WORKSTATIONS IN EDUCATION, SUPPLIES, 49.00 AMSAN, SUPPLIES 165.59 ARAMARK UNIFORM SERVICES, UNIFORM CLEANING 314.00 ARGUS LEADER MEDIA #1085, SUBSCRIPTION 48.00 AUSTIN ANDERSON, SAFETY BOOTS REIMBURSEMENT 100.00 AUTOMATIC BUILDING CONTROL, BATTERIES 78.81 BAKER & TAYLOR BOOKS, BOOKS 1,068.05 BANNER ASSOCIATES, INC, PROFESSIONAL SERVICES 9,376.00 BLACKSTONE AUDIO INC, BOOKS 139.96 BOB IVERSON, SAFETY BOOTS REIMBURSEMENT 100.00 BOMGAARS, SUPPLIES 777.23 BOOKPAGE, SUBSCRIPTION 300.00 BOUND TREE MEDICAL, LLC, SUPPLIES 971.50 BUTCH'S PROPANE INC, PROPANE4,777.07 BUTLER MACHINERY CO., WHEEL LOADER/PARTS 155,113.17 CAMPBELL SUPPLY, SUPPLIES 396.38 CASK & CORK, MERCHANDISE 637.88 CENTURY BUSINESS LEASING, INC, COPIER CONTRACT 138.25 CENTURY BUSINESS PRODUCTS, COPIES 48.95 CENTURYLINK, TELEPHONE 741.72 CHAD CHRISTOPHERSON, SAFETY BOOTS & MEALS REIMB 142.00 CHEMCO, INC, SUPPLIES 472.60 CHERYL O'CONNOR, WATER HEATER/WIRING REBATE 200.00 CITY OF VERMILLION, POSTAGE/COPIES 1,212.55 CITY OF VERMILLION, UTILITY BILLS 38,702.81 CLAY RURAL WATER SYSTEM, 15,000.00 WATER USAGE 47.30 COLONIAL LIFE ACC INS, INSURANCE 2,918.96 COYOTE RENTALS, WATER HEATER/WIRING REBATES 340.00 D-P TOOLS, SUPPLIES 156.15 DAKOTA BEVERAGE, MERCHANDISE 5,687.44 DAKOTA PC WAREHOUSE, COMPUTERS/REPAIRS 3,231.63 DAKOTA RIGGERS & TOOL SUPPLY, SUPPLIES 40.00 DANIELS RESIDENTIAL INC, BALER BUILDING 8,413.20 DELTA DENTAL PLAN, INSURANCE 6,542.98 DEMCO, SUPPLIES 1,258.37 DENNIS MARTENS,

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	MAINTENANCE 833.34 DEPT OF REVENUE, TESTING 182.00 DGR ENGINEERING, PROFESSIONAL SERVICES 15,088.00 DUST TEX, MATS 120.00 ECHO ELECTRIC SUPPLY, SUPPLIES 1,189.35 ENVIRONMENTAL PRODUCTS, PARTS 41.99 ENVIRONMENTAL SERVICES OF IOWA, ELECTRONICS DISPOSAL 3,966.32 FAIRBANK EQUIPMENT, INC, PART 512.41 FARM COUNTRY TRADER INC, ADVERTISING 41.00 FARMER BROTHERS CO., SUPPLIES 113.06 FOREMAN MEDIA, COUNCIL MTG 100.00 GEOTEK ENGINEERING, PROFESSIONAL SERVICES 3,710.00 GRAINGER, PARTS 185.75 GREGG PETERS, FREIGHT/ADVERTISING 1,559.50 GREGG PETERS, RENT 937.50 HAWKINS INC, CHEMICALS 875.88 HD SUPPLY WATERWORKS, PARTS 232.54 HDR ENGINEERING, INC, PROFESSIONAL SERVICES 30,505.17 HENDERSONS ULTIMATE CAR WASH, CAR WASH CARD 100.00 HERREN-SCHEMPP BUILDING, SUPPLIES 42.00 HY VEE FOOD STORE, SUPPLIES 132.06 INDEPENDENCE WASTE, WASTE HAULING 778.50 INGRAM, BOOKS 214.76 INTOXIMETERS, SUPPLIES 690.00 ISTATE TRUCK CENTER, REPAIRS 3,623.09 JACY NELSEN, MEALS REIMBURSEMENT 24.00 JOHN A CONKLING DIST., MERCHANDISE 2,720.70 JOHNSON BROTHERS FAMOUS BRANDS, MERCHANDISE 12,878.25 JOHNSON CONTROLS, SERVICE AGREEMENT/REPAIRS 2,721.21 JONES FOOD CENTER, SUPPLIES 1,240.87 JONES LIBRARY SALES, INC, NEW BLDG FURNITURE/SHELVING 2,860.00 JOYCE MOORE, MILEAGE REIMBURSEMENT 46.25 KALINS INDOOR COMFORT, REPAIRS 76.58 KARSTEN MFG CORP, MERCHANDISE 141.58 LARRY WITTMEIER, WATER HEATER/WIRING REBATE 200.00 LAWSON PRODUCTS INC, SUPPLIES 225.42 LAYNES WORLD, AWARD 119.46 LEARNING OPPORTUNITIES, INC, BOOK 17.99 LEGGETTE, BRASHEARS & GRAHAM, PROFESSIONAL SERVICES 362.10 LESSMAN ELEC. SUPPLY CO, SUPPLIES 1,891.49 LINCOLN MUTUAL LIFE, INSURANCE 471.89 LONGS PROPANE INC, PROPANE 60.00 LSC ENVIRONMENTAL PRODUCTS, EQUIPMENT RENTAL FEE 2,200.00 MAGUIRE IRON, INC, WATER STORAGE IMPROVEMENTS 31,124.80 MAIN STREET CENTER, CONTRIBUTION 15,000.00 MANUFACTURERS NEWS, INC, BOOKS 90.45 MARK FOLEY, SAFETY BOOTS REIMBURSEMENT 49.99 MART AUTO BODY, TOWING 550.00 MATHESON TRI-GAS, INC, SUPPLIES 688.83 MCCULLOCH LAW OFFICE, PROFESSIONAL SERVICES 1,601.62 MEAD LUMBER, SUPPLIES 250.60 MEIERHENRY ARGENT LLP, TIF 6 BOND COUNSEL 15,000.00 MENARDS, SUPPLIES 54.00 MERRICK INDUSTRIES, REPAIRS 4,954.91 MICHAEL HEINE, MEALS REIMBURSEMENT 61.00 MID-STATES ORG. CRIME INFO CENTER, MEMBERSHIP FEES 150.00 MIDWEST ALARM CO, ALARM MONITORING 126.00 MIDWEST BUILDING MAINTENANCE, MAT SVC 142.80 MIDWEST TURF & IRRIGATION, PARTS 592.19 MINN MUNICIPAL UTILITY ASSOC., SAFETY MGMT PROGRAM 5,770.00 MONTY MUNKVOLD, MEALS REIMBURSEMENT 42.00

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	MOUNTAIN PLAINS LIB ASSN, MEMBERSHIP DUES 65.00 NATL EMERGENCY NUMBER ASSOC, MEMBERSHIP DUES 137.00 N E B R A S K A JOURNAL-LEADER, ADVERTISING 34.92 NETSYS+, PROFESSIONAL SERVICES 273.75 NEW YORK LIFE, INSURANCE 94.02 NORTHERN BALANCE & SCALE, SERVICE/CALIBRATION 252.60 NORTHLAND, SUPPLIES 657.25 OFFICE SYSTEMS CO, CONTRACT/COPIES 501.00 OVERHEAD DOOR OF SIOUX CITY, PARTS 47.00 PARKER BROKERGE, SUPPLIES 184.54 PAUL BRUNICK, MEALS REIMBURSEMENT 61.00 PAULS PLUMBING, REPAIRS 159.14 PDI NINTH HOUSE, SUBSCRIPTIONS 4,194.00 PHIL WIEBELHAUS, MEALS REIMBURSEMENT 42.00 PLAIN TALK PUBLISHERS, SUBSCRIPTION 26.00 PNC EQUIPMENT FINANCE, DEFIBRILLATOR LEASE 741.27 POWERPHONE, INC, REGISTRATION 129.00 PRESSING MATTERS, SUPPLIES 322.00 PRINT SOURCE, SUPPLIES 41.50 QUILL, SUPPLIES 962.40 RACOM CORPORATION, MAINTENANCE 395.50 RANDOM HOUSE, INC, BOOKS 26.25 RANDY CRUM, MEALS REIMBURSEMENT 24.00 RANDY ISAACSON, MEALS REIMBURSEMENT 61.00 RASMUSSEN MECHANICAL SERVICE, PARTS 943.44 RECORDED BOOKS, INC, BOOKS 543.60 REPUBLIC NATIONAL DIST., MERCHANDISE 13,320.78 RESOCO, SUPPLIES 252.00 RICHARD DRAPER, REIMB FIRE EQUIPMENT 415.00 RIVERSIDE HYDRAULICS & LAB, PARTS 138.00 RODNEY TIEMAN, MEALS REIMBURSEMENT 42.00 RS HALSTEAD CORP, LEACHATE POND 60,890.18 SANFORD HEALTH PLAN, PARTICIPATION FEES 69.00 SCHINDLER ELEVATOR CORP, MAINTENANCE 1,620.00 SD BOARD OF OPERATOR CERTIFICATION, CERTIFICATION RENEWAL 132.00 SD LIBRARY ASSOCIATION, MEMBERSHIP 590.00 SD LIBRARY NETWORK, SD LIBRARY NETWORK 9,173.00 SD PUBLIC ASSURANCE ALLIANCE, INSURANCE 147.00 SD RETIREMENT SYSTEM, CONTRIBUTIONS 44,953.86 SDGCSA, REGISTRATION 475.00 SDWWA, MEMBERSHIP DUES 90.00 SECURITY SHREDDING SERVICE, PROFESSIONAL SERVICES 35.00 SERVALL TOWEL & LINEN, SUPPLIES 16.80 SIOUX CITY WINTRONIC, PARTS 14.58 SIOUX FALLS TWO WAY RADIO, REPAIRS 346.84 SIOUXLAND MAGAZINE, SUBSCRIPTION 13.95 SOOLAND BOBCAT, PARTS 69.42 SPECIAL T'S AND MORE, UNIFORMS 108.00 STERN OIL CO., AVIATION FUEL 14,806.56 STUART C. IRBY CO, SUPPLIES 377.00 STURDEVANTS AUTO PARTS, PARTS 596.17 TESTAMERICA LABORATORIES, TESTING 1,409.12 THATCHER COMPANY, SODA ASH 13,675.20 TOM KRUSE, MEALS REIMBURSEMENT 61.00 TRACTOR SALVAGE & WELDING, PARTS 801.00 TRI TECH SALES, PARTS 131.30 TRUE VALUE, SUPPLIES 1,118.42 TURNER PLUMBING, REPAIRS 72.43 ULTRAMAX, SUPPLIES 767.00 UNITED WAY, CONTRIBUTIONS 483.46 US POSTAL SERVICE, STAMPED ENVELOPES 301.55 US POSTMASTER, BUSINESS REPLY MAIL FEE 200.00 VERIZON WIRELESS, CELL PHONES 1,409.65

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	VERMEER HIGH PLAINS, REPAIRS 5,967.29 VERMILLION ACE HARDWARE, SUPPLIES 1,354.23 VERMILLION CHAMBER OF COMMERCE, MEMBERSHIP 750.00 VERMILLION PUBLIC TRANSIT, CONTRIBUTION 7,500.00 VERMILLION ROTARY CLUB, DUES/MEALS 163.75 VISA/FIRST BANK & TRUST, FUEL/LODGING/SUPPLIES 5,848.43 WAL-MART COMMUNITY, SUPPLIES 475.98 WALKER PROCESS EQUIPMENT, REPAIRS 4,711.94 WESCO DISTRIBUTION, INC, SUPPLIES 3,842.00 WOW! BUSINESS, DIALUP SERVICE 49.95 YANKTON JANITORIAL SUPPLY, SUPPLIES 408.68 ZEE MEDICAL SERVICE, SUPPLIES 43.85 ZUERCHER TECHNOLOGIES LLC, SERVER MAINTENANCE 2,425.00 APRIL DECKER, BRIGHT ENERGY REBATE 100.00 CLG, LLC, BRIGHT ENERGY REBATE 100.00
	Alderman Willson seconded the motion. Motion carried 9 to 0. Mayor Powell declared the motion adopted.
12.	Consensus Agenda
	A. Set a public hearing date of February 18, 2014 for a retail on-off sale wine license for Varsity Pub, LLC for the Varsity Pub at 113 E Main Street
43-14	Alderman Osborne moved approval of the consensus agenda. Alderman Collier-Wise seconded the motion. Motion carried 9 to 0. Mayor Powell declared the motion adopted.
14.	Adjourn
44-14	Alderman Osborne moved to adjourn the Council Meeting at 7:55 p.m. Alderman Ward seconded the motion. Motion carried 9 to 0. Mayor Powell declared the motion adopted.
	Dated at Vermillion, South Dakota this 3rd day of February, 2014.
	THE GOVERNING BODY OF THE CITY OF VERMILLION, SOUTH DAKOTA BY _____ John E. (Jack) Powell, Mayor ATTEST: BY _____ Michael D. Carlson, Finance Officer
	<b>Published once at the approximate cost of \$373.12. Publish: February 14, 2014.</b>
	<b>Unapproved Minutes Council Special Session</b> Policy and Procedures Committee February 4, 2014 Tuesday 9:30 a.m.
	The City of Vermillion Policy and Procedures Committee was called to order on Tuesday, February 4, 2014 at 9:30 a.m. by Chairman Osborne at the City Hall large conference room. As there was a quorum of the City Council members present it is reported as a special meeting.
1.	Roll Call
	Committee Present: D a v i e s , Meins, Osborne, Zimmerman Council members also Present: Mayor Powell
	Also Present: Dennis Martens, Dave Howard, Tessa Clark, Mark Erickson, Tom French, John Prescott, Jose Dominguez, Andy Colvin, Jim McCulloch, Mike Carlson
2.	Old Business
	A. Harold Davidson Field Airport - Minimum Standards for Operators of Commercial Activities Chairman Osborne stated that the meeting was to review the four issued remaining in the minimum standards for commercial activities since last meeting being insurance, hours of operation, fueling rights and bathroom facilities for hangars. Chairman Osborne stated that the committee would review each issue and asked city staff to report on negotiations since last meeting. Insurance Jose Dominguez reported that Mr. Howard had provided a letter requesting that the requirement for workers compensation insurance

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	be removed as it is a state law. Jose reported that staff recommends that the insurance requirements be left as originally proposed. Jose stated the requirements of having general liability, hangar liability, premises liability and product liability are industry standards that are used nationwide by airports of all sizes. As to workers compensation insurance he reported the state does not require this type of insurance, but that they highly recommend the coverage. Jose reported on insurance requirements of other airports in the region. Jose reviewed the different types of insurance. Chairman Osborne requested a report on the different types of insurance coverage. Dave Howard stated he is not opposed to insurance but doesn't want to waste money being over insured. The million dollar minimum amount will increase the current cost of hangar keepers insurance and as to the city he stated the current lease includes a hold harmless provision to protect the city. He stated the hangar keeper insurance is to cover damage to airplanes being stored and a million dollar minimum is in excess of the value of the planes being stored. Jim McCulloch explained the hold harmless provisions of the lease noting that insurance would protect the city from claims. Discussion followed. Hours of Operation Jose Dominguez reported that since last meeting he would propose the following language: The hours of operation shall be at the operator's discretion. However, the business shall operate at minimum 20-hours a month. The operator shall provide on-call service during nights, weekends, non-scheduled hours, and holidays. Jose stated that this provides the flexibility for the operator but felt the on-call service should be left on the standards since it provides access to the general aviation public. Jose stated the standards do not require a response time or to respond at all but to allow the aviation public the ability to contact the operator. Dave Howard stated that he was concerned about the need to be on call or at the airport 24 hours per day 365 days a year. Discussion followed on the if the 20 hours per month requirement was needed and if an on call phone number be posted for when the operator was not present. Fueling rights Jose Dominguez stated that he contacted the FAA regarding the fueling rights provided in the lease to Howard ending next year while the lease with Kinney has 30 more years. Jose noted he requested if the different length of time remaining in the leases for fueling rights would be considered unjust discrimination by the FAA. Jose stated the FAA recommended the following language: All leases that currently allow fuel sales will be grandfathered. The sale of aviation fuel will be terminated when the term of the lease expires, or if the lease is terminated by either the City or lessee. A flowage fee will be levied on to all fuel sales at the airport. The flowage fee amount will be established by resolution. Jose stated that Yankton currently charges a flowage fee and additionally requires an annual inspection of the fuel tanks. Jose noted that it might be a good idea to require all private tanks to have an annual inspection. Jose stated that the state allocates the fuel tax back to the airport based upon fuel purchases. The city reports the City fuel purchases to the state but fuel purchased by commercial and private users is not being reported to the state. Jose suggested that commercial users be required to report fuel purchases to the city on a weekly basis for reporting to the state. Dave Howard stated that he is concerned that his lease that expires in a year, which includes fuel sales, while the other lease that has fuel sales has 30 years remaining. He questioned if this was a level playing field. Dave stated that he would like his lease when it is renewed in a year to include the right to continue to sell fuel thus provide a level playing field. Dave stated that he was agreeable to paying a flowage fee on fuel sales. Discussion followed on fuel sales and flowage fee. Jim McCulloch stated that the requirement to report fuel purchases should be included in the minimum standards. It was noted that the state report is due monthly thus the requirement may be monthly. Chairman Osborne stated that that was the last item included in the minimum standards agreement but there was also discussion on bathrooms in the hangars.

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	Jose Dominguez reported that he contacted the DENR regarding septic tanks, septic tanks and absorption fields and cluster systems. Jose stated that the DENR explained that any of the options would be acceptable at the airport as long as the systems met the required setbacks and the minimum lot requirements. Jose stated that 6 of 12 hangars would be able to install a septic tank only system as the lot requirements do not apply to a tank only system. Jose stated that none of the hangars would be able to have a septic tank and absorption filed as the limiting factor is the 20,000 square foot minimum lot size requirement. Jose stated the only way for a cluster system would work is if the empty leasable lots are used for the installation of the system. This would serve 10 of 12 hangars. Jose reported that the FAA and the City's airport consultant strongly recommend not using the leasable lots for the installation of any sewage system. Jose reported that the DENR stated that incinerating toilets would be an option if this was allowed by the city. Jose stated the airport is outside the city limits so the county was contacted and they stated incinerating toilets would be allowed. Jose stated that incinerating toilets do not require water or sewer and the by product is ash. Jose stated the incinerating toilets were discussed with the FAA who felt this should satisfy the original request for bathroom facilities in the hangar. Jose reported the cost of an incinerating toilet would be less than installing a septic tank and absorption field. Dave Howard stated that there were licensed installers who have stated that septic systems could be installed for his hangar. Dave suggested that a single line for all hangars that runs to a holding tank by the entrance that could be pumped until such time as sewer service was provided to the airport. Mr. Howard stated that in talking to Darby Ganschow and the University would be interested in sewer service to the USD hangar if the price was kept reasonable. Jose Dominguez stated that the installation of water and sewer lines would reduce the property to be leased for hangars. Jose stated the estimated cost for installing the lines is between \$176,000 and \$240,000. Discussion followed noting that the bathroom issue was not part of the minimum standards and the use of incinerating toilets is an acceptable option. Dave Howard requested the ability to present a proposal for a single line water and sewer system for the city to consider. Chairman Osborne stated the plans should be presented to Jose Dominguez for his review and recommendation. Tom Davies requested clarification to the sentence in section 1.07 B i. 1 "The required coverages may be expanded or reduced depending on the type of proposed commercial use." Jim McCulloch stated that this sentence may be removed. Chairman Osborne noted that the Committee will make a report to the City Council at the February 18 meeting and that the earliest the City Council could consider the minimum standards would be at the March 3rd council meeting. He asked the committee if they wanted to meet again before the next council meeting. The consensus of the committee was to meet at noon on February 18 to review the minimum standards. Tom Davies moved to adjourn the committee meeting at 10:34 p.m. Clarene Meins seconded the motion. Motion carried 4 to 0. Chairman Osborne declared the motion adopted. Dated at Vermillion, South Dakota this 4th day of February, 2014. City of Vermillion, Policy and Procedures Committee Kent Osborne Chairman <b>Published once at the approximate cost of \$99.49. Publish: February 14, 2014.</b>

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