

Unapproved Minutes Council Special Session September 21, 2009 Monday 12:00 noon

The special session of the City Council, City of Vermillion, South Dakota was held on Monday, September 21, 2009 at 12:00 noon at the City Hall large conference room.

1. Roll Call
Present: Edelen, Meins, Osborne, Powell, Willson, Mayor Christopherson
Absent: French, Hofman, Ward

2. Educational Session - Explanation of City standards for street construction - Jose Dominguez

Jose Dominguez, City Engineer, reviewed the street construction for a typical street section. He reviewed typical cross sections for residential streets with alternatives including collector streets. Jose provided estimates of the cost of each type of street section. The goal is to have the City Council adopt a typical street construction standard for the city. Council reviewed the information presented and requested a review of the information by the Planning Commission before Council consideration.

3. Educational Session - Future Ordinance revising City policy on the construction of sidewalks - Jeff Mehlfaff

Jeff Mehlfaff, City Manager Intern, reviewed a proposed sidewalk ordinance that would require sidewalk whenever 75% or more of the block is developed, with any new construction, and that the engineer may not require sidewalks in uncommon situations.

4. Briefing on the September 21, 2009 City Council Regular Meeting Agenda

Council reviewed items on the agenda with City staff. No action was taken.

5. Adjourn

302-09 Alderman Meins moved to adjourn the Council special session at 12:47 p.m. Alderman Edelen seconded the motion. Motion carried 6 to 0. Mayor Christopherson declared the motion adopted.

THE GOVERNING BODY OF THE CITY OF VERMILLION, SOUTH DAKOTA

BY **Dan Christopherson, Mayor**
ATTEST:

BY **Michael D. Carlson, Finance Officer**

Unapproved Minutes City Council Regular Session September 21, 2009 Monday 7:00 p.m.

The regular session of the City Council, City of Vermillion, South Dakota was called to order on September 21, 2009 at 7:00 p.m. by Mayor Christopherson.

1. Roll Call
Present: Edelen, French, Meins, Powell, Ward, Willson, Mayor Christopherson, Student Representative Blake
Absent: Hofman, Osborne

2. Pledge of Allegiance

3. Minutes
A. September 8, 2009 Special Session; September 8, 2009 Regular Session

303-09 Alderman Edelen moved approval of the September 8, 2009 special session minutes and the September 8, 2009 regular session minutes. Alderman Meins seconded the motion. Motion carried 7 to 0. Mayor Christopherson declared the motion adopted.

4. Adoption of Agenda

304-09 Alderman Willson moved approval of the agenda with the addition to Item 5. Visitors to be Heard - c. Public Power Proclamation. Alderman Powell seconded the motion. Motion carried 7 to 0. Mayor Christopherson declared the motion adopted.

5. Visitors to be Heard
A. Recognition of Ted Muenster South Dakota Hall of Fame induction

Alderman Edelen read the proclamation of recognition for Ted Muenster being inducted into the South Dakota Hall of Fame.

B. Family Day Proclamation

Alderman Meins read the proclamation proclaiming September 28, 2009 as "Family Day - A day to eat dinner with your children" in Vermillion.

C. Public Power Proclamation

Alderman Powell read the proclamation recognizing the week of October 4-10, 2009 as Public Power Week in Vermillion. Mayor Christopherson presented the proclamation to Mark Koller, Electric Department Superintendent. Mayor Christopherson invited residents to the Public Power Open House on Tuesday, October 6th from 11:00 a.m. to 1:00 p.m.

D. Alderman Willson wanted to show his appreciation for all the committee members and volunteers that made the Ribs, Rods, & Rock'n'Roll event a success.

6. Public Hearings - None

7. Old Business
A. Second reading of Ordinance 1215 adopting the 2010 budget

John Prescott, City Manager, reported that the budget process began at the first meeting in August with the presentation of the budget. The next week budget hearings were held where the Council identified policies and goals to finalize the budget that had first reading on September 8th. This is the second reading of the 2010 Budget Ordinance to fund City operations for the upcoming year. John noted that all the outside agencies were sent a letter of the funding included in the 2010 budget after the first reading of the ordinance.

Second reading of title to Ordinance No 1216, entitled 2010 Appropriations Ordinance for the City of Vermillion, South Dakota.

Mayor Christopherson read the title to the above named Ordinance, and Alderman Powell moved adoption of the following:

BE IT RESOLVED that the minutes of this meeting shall show that the title to the proposed Ordinance No 1215 entitled 2010 Appropriations Ordinance for the City of Vermillion, South Dakota was first read and the Ordinance considered substantially in its present form and content at a regularly called meeting of the Governing Body on the 8th day of September, 2009 and that the title

was again read at this meeting, being a regularly called meeting of the Governing Body on this 21st day of September, 2009 at the Council Chambers in City Hall in the manner prescribed by SDCL 9-19-7 as amended.
BE IT RESOLVED and ordained that said Ordinance be adopted to read as follows:
ORDINANCE NO. 1215
2010 APPROPRIATION ORDINANCE
AN ORDINANCE ADOPTING the 2010 Appropriations Ordinance for the City of Vermillion, South Dakota.
BE IT ORDAINED BY THE GOVERNING BODY of the City of Vermillion that the following sums are appropriated to meet the obligations of the municipality.

2010 Budget	
GENERAL FUND REVENUES:	
General Property Taxes	1,608,37
Sales Tax	1,555,000
Penalties & Interest	5,000
Licenses & Permits	108,350
Cable TV Franchise	115,000
State Intergovernmental	247,257
County Intergovernmental	63,400
County Payment Emergency Communications	226,760
Charges for Goods & Services	461,300
Fines & Forfeits	34,050
Miscellaneous Revenues	114,150
TOTAL GENERAL FUND REVENUES	4,538,642

EXPENDITURES:	
Policy & Administration:	
General Government	492,722
Finance Office	153,524
Engineering	306,694
Code Compliance	174,579
Community Promotion	34,500
Total Policy & Administration	1,162,019
Public Safety & Security:	
Police Administration & Invest.	402,838
Police Patrol	1,117,564
Emergency Communications	453,520
Fire & Rescue	167,124
Civil Defense	3,000
Ambulance	260,075
Total Public Safety & Security	2,404,121

Maintenance & Transportation:	
Municipal Garage	126,575
Municipal Service Center	30,950
Street Department	641,910
Snow Removal	67,101
Sweeping	100,300
Carpentry	30,857
City Hall Maintenance	58,250
Old Library Maintenance	500
Old Landfill Maintenance	129,033
Airport	
Total Maintenance & Transportation	1,195,476

Human Development & Leisure Services:	
Library	512,041
Parks & Forestry	255,896
Swimming Pool	98,890
Recreation	155,647
Mosquito Control	22,157
National Guard Armory Center	
Total Human Development & Leisure	1,098,446
TOTAL GENERAL FUND EXPENDITURES	5,860,062

GENERAL FUND NEEDS	
Transfer from Electric Fund	803,117
Transfer from Water Fund	2,306
Transfer from Sewer Fund	1,402
Transfer from Liquor Fund	194,200
Transfer from Capital Projects	6,800
Transfer from Utilities Engineering Fees	136,387
Appropriation from Reserve	177,208
GENERAL FUND BALANCE	0

SPECIAL REVENUE FUNDS	
SECOND CENT SALES TAX FUND	
Revenues	1,570,000
Federal & State Grants	805,000
Expenditures - Second Cent Sales Tax	(27,000)
Transfer to Bluff Enterprise Fund	(200,000)
Transfer to Airport Capital Projects	(3,000)
Transfer to City Hall Debt Service Fund	(339,746)
Transfer to Equipment Replacement	(100,000)
Appropriation to Reserve	(95,254)
SECOND CENT SALES TAX FUND BALANCE	0

PARKS IMPROVEMENT FUND	
Revenues-Recreation Fees	16,100
Expenditures - Parks Improvements	(100)
Appropriation to Reserve	(100)
PARKS IMPROVEMENT FUND BALANCE	0

BBB SALES TAX FUND	
Revenues	266,000
Expenditures	259,400
Appropriation to Reserve	(6,600)
BBB SALES TAX FUND BALANCE	0

STORMWATER FEE FUND	
Revenues - Stormwater Fees	162,100
Expenditures:	
Current Expenses	25,000
Debt Service	(32,964)
Total Storm Water Fee Fund Expenditures	57,964
Appropriation to Reserve	(104,136)
STORMWATER FEE FUND BALANCE	0

LIBRARY FINE AND GIFT FUND	
Revenues-Library Fine & Gifts	14,500
Expenditures - Library	(10,000)
Appropriation to Reserve	(4,500)
LIBRARY FINE AND GIFT FUND BALANCE	0

DEBT SERVICE FUNDS	
DEBT SERVICE - SPECIAL ASSESSMENT FUND	
Revenues	150,514
Expenditures	(150,514)
SPECIAL ASSESSMENT FUND BALANCE	0

DEBT SERVICE -- TIF District No. 3	
Revenues	212,500
Expenditures	207,815
Appropriation to Reserve	(4,685)
DEBT SERVICE -- TIF 3 FUND BALANCE	0

DEBT SERVICE -- TIF District No. 4	
Revenues	68,050
Expenditures	44,413
Appropriation to Reserve	(23,637)
DEBT SERVICE -- TIF 4 FUND BALANCE	0

DEBT SERVICE - CITY HALL	
Revenues	10,700
Expenditures	350,446
Transfer In Sales Tax Fund	339,746
DEBT SERVICE - CITY HALL FUND BALANCE	0

CAPITAL PROJECTS FUNDS	
CAPITAL PROJECTS FUND - SPECIAL ASSESSMENT	
Transfer to General Fund	(6,800)
Appropriation from Reserve	(6,800)
CAPITAL PROJECTS FUND BALANCE	0

CAPITAL PROJECTS FUND - BIKE PATH	
Revenues	123,000
Expenditures	150,000
Transfer From Second Cent Sales Tax	27,000
CAPITAL PROJECTS FUND BALANCE	0

CAPITAL PROJECTS FUND - AIRPORT	
Revenues	97,000
Expenditures	100,000
Transfer From Second Cent Sales Tax	3,000
CAPITAL PROJECTS FUND BALANCE	0

The City Manager is directed to certify the following dollar amount of tax levies in ordinance to the Clay County Auditor: \$1,625,000. Dated at Vermillion, South Dakota this 21st day of September, 2009.
THE GOVERNING BODY OF THE CITY OF VERMILLION, SOUTH DAKOTA
by **Dan Christopherson, Mayor**
ATTEST:
BY **Michael D. Carlson, Finance Officer**

INTERNAL SERVICE FUNDS (Information Only)

	Unemployment Fund	Copier - Fax-Postage Fund	Custodial Fund	Equipment Replacement Fund
Revenues				
Internal Dept Charges		17,600	77,131	319,543
Interest on Investments	700			3,000
Other Revenues				181,900
Total Revenues	700	17,600	77,131	504,443
Expenditures				
Personnel		17,600	72,047	665,400
Printing Expenses	700		10,213	
Capital				665,400
Total Expenditures	700	17,600	82,260	(100,000)
Transfer Out (In)			5,129	60,957
(To) From Reserve			0	0
Fund Balance	0	0	0	0

UTILITY AND ENTERPRISE FUNDS (Information Only)

	Electric Fund	Water Fund	Wastewater Fund	Joint Powers Fund	Liquor Fund	Golf Course Fund	Curbside Recycling Fund
Revenues							
Sales	5,664,000	1,547,000	1,543,000	788,420	1,240,000	698,010	117,000
Other Revenue	80,000	55,800	7,000	452,500		38,000	
Interest	161,500	36,547	20,173	25,000	5,000	9,000	
Bond Proceeds			1,450,000	200,000			21,165
Grants				5,000			4,335
Total Revenues	5,905,500	1,639,347	3,020,173	1,470,920	1,245,000	1,248,135	142,500
Expenditures							
Personnel	871,917	512,911	425,353	467,094		341,672	81,928
Operating Expenses	3,443,130	562,694	551,582	697,500	1,046,667	385,862	19,450
Capital	4,882,498	145,892	1,509,280	610,000	2,000	12,500	22,500
Debt Service	342,000	403,833	342,781	174,791		479,975	1,350
Total Expenditures	9,539,545	1,625,300	2,828,996	1,949,385	1,048,667	1,220,009	125,228
Transfers Out	(884,950)	(38,583)	(28,679)		(194,200)		
Transfers In	9,000						200,000
(To) From Reserve	4,509,995	24,566	(162,498)	478,465	(2,133)	(228,126)	(17,272)
Fund Balance	0	0	0	0	0	0	0

adopted.
306-09
Second reading of title to Ordinance No 1216, entitled Revised 2009 Appropriations Ordinance for the City of Vermillion, South Dakota.

Mayor Christopherson read the title to the above named Ordinance and Alderman Willson moved adoption of the following:

BE IT RESOLVED that the minutes of this meeting shall show that the title to the proposed Ordinance No 1216 entitled Revised 2009 Appropriations Ordinance for the City of Vermillion, South Dakota was first read and the Ordinance considered substantially in its present form and content at a regularly called meeting of the Governing Body on the 8th day of September, 2009 and that the title was again read at this meeting, being a regularly called meeting of the Governing Body on this 21st day of September, 2009 at the Council Chambers in City Hall in the manner prescribed by SDCL 9-19-7 as amended.

BE IT RESOLVED and ordained that said Ordinance be adopted to read as follows:
ORDINANCE NO. 1216
2009 REVISED
APPROPRIATION ORDINANCE

AN ORDINANCE ADOPTING the 2009 Revised Appropriations Ordinance for the City of Vermillion, South Dakota.
BE IT ORDAINED BY THE GOVERNING BODY of the City of Vermillion that the following sums are appropriated to meet the obligations of the municipality.
See 2009 Revised Budget

Dated at Vermillion, South Dakota this 21st day of September, 2009.

THE GOVERNING BODY OF THE CITY OF VERMILLION, SOUTH DAKOTA

by **Dan Christopherson, Mayor**
ATTEST:

BY **Michael D. Carlson, Finance Officer**

Adoption of the Ordinance was seconded by Alderman French. Thereafter the question of the adoption of the Ordinance was put to a roll call vote of the Governing Body, and the members voted as follows: Edelen-Y, French-Y, Meins-Y, Powell-Y, Ward-Y, Willson-Y, Mayor Christopherson-Y.

Motion carried 7 to 0. Mayor Christopherson declared that the Ordinance has been adopted and directed publication thereof as required by law.

C. Supplemental resolution for electric transmission line revenue bond

John Prescott, City Manager, stated that this item was tabled at the July 20, 2009 meeting. He provided the background to the supplemental resolution based upon information from Beresford to connect with their transmission line from the north instead of two connections at Spirit Mound. The City of Beresford is now looking at going to the Rasmussen Substation. It is anticipated that this process will take considerable time and we need to have our connections ready by the end of 2010. John recommended that the resolution be removed from the table with no action taken, as the timeline for a connection with Beresford would be past our 2010 deadline.

307-09 Alderman Edelen moved to remove from the table the supplemental resolution for electric transmission line revenue bond that was tabled on July 20, 2009. Alderman French seconded the motion. Motion carried 7 to 0. Mayor Christopherson declared the motion adopted.

Mayor Christopherson requested any motion on the resolution that was just removed from the table. Hearing none, he declared the resolution failed.

8. New Business
A. Street Closure Request - Main Street, Plum Street and Franklin Street on October 10, 2009 for the Dakota Days parade

Audrey Flatgard, Dakota Days Overall Chair, requested the closing of the streets for the parade route on Saturday, October 10th that will follow the same route as last year. John Prescott stated that the request is for Main Street between Walnut and High Street from 7:30 am to noon, Franklin Street between Main and Clark Street from 9:00 am to noon, Main Street between High and Plum Street from 9:30 am to noon, Plum Street between Main and Clark Streets from 9:45 am to noon.

Audrey answered questions of the City Council. Holly Mueller, Dakota Days Advisor, reported that they have a group that will be doing clean up following the parade.

308-09 Alderman Ward moved approval of the street closing, as presented, for the Dakota Days parade on Saturday, October 10, 2009. Alderman French seconded the motion. Motion carried 7 to 0. Mayor Christopherson declared

the motion adopted.
B. Ordinance 1217 to amend Section 112.18 of the Vermillion Code of Ordinances to set the fee for special licenses for sale of malt beverage and/or wine by resolution

John Prescott, City Manager, reported that during the budget hearings it was discussed to increase the daily malt beverage and wine license fee to \$15.00 per day plus the \$10.00 to advertise. The current ordinance has the fee of \$5.00 per day plus \$10.00 to advertise. The revenue for the curbside program comes from the sale of materials and the monthly fee. This resolution will set the fee at \$3.30 per month plus tax for a total of \$3.30 per month including tax.

310-09 After reading the same once, Alderman Edelen moved adoption of the following:

RESOLUTION ESTABLISHING CURBSIDE RECYCLING FEE

WHEREAS, the City Council adopted a mandatory curbside recycling ordinance in April 2008 that was referred to a public vote, and

WHEREAS, the voters of the City of Vermillion on November 4, 2008 approved the ordinance establishing the curbside recycling program, and