



**CITY COMMISSION ROOM
PIERRE, SOUTH DAKOTA
January 30, 2018**

The City of Pierre Board of Commissioners met in regular session on January 30, 2018 at 5:30 pm with Commissioners Barringer, Huizenga, Johnson, Mehlhaff and Mayor Harding present for roll call. The Pledge of Allegiance was recited followed by an invocation. The agenda was approved as amended – Personnel Policy Changes were removed.

Commissioner Barringer moved and Commissioner Huizenga seconded to approve the consent calendar: Minutes – Regular Meeting January 23, 2018; New Hire Part-Time Airport Firefighter (ARFF0 – Josh Thompson; Set February 13th 5:45pm Public Hearing – Missouri River Bridge Design Options, Raffle Request – Ducks Unlimited, Pierre Swim Team Zonta Club of Pierre/Fort Pierre; Claims. Unanimous approval.

ACCURATE CALIBRATION SERVICE	TECH SUPPORT PKG 2018	250.00
AIRSIDE SOLUTIONS INC	RUNWAY LIGHTS	459.49
ALLISON/JOHN	IS TRAVEL SD ARBORIST CONF	53.00
AMARIL UNIFORM CO	SWITCHING COATS, REFLECT TAPE	1,011.55
AMERICAN MEDICAL RESPONSE	AMBULANCE SERVICE JAN	4,500.00
AMERICAN PAYMENT CENTERS	PAYMENT BOX RENT FEB-APR	87.00
AMERICAN SOLUTIONS FOR BUS	82.5 GREEN UTILITY STATEMENTS	2,241.72
APCO	2018 MEMBERSHIP DUES	856.00
ARBITRAGE GROUP INC	REBATE REPORT ELEC REV BONDS	750.00
AT&T MOBILITY	CELL SERVICE 12/8-1/7	4,198.21
AVERA MEDICAL ASSOCIATES	PHYSICALS	1,001.00
AVERA QUEEN OF PEACE	TESTING	643.25
AVERA ST MARYS HOSPITAL	2 FRX AED PHILIPS AEDS	2,000.00
BARON SERVICES INC	NOAA WEATHER WIRE DATA	475.00
BOTTOM LINE WELDING	WELDING ANGLE & FLATS	55.28
BROSZ ENGINEERING INC	NEW CITY HALL RETROFIT 17-P604	13,200.00
BUREAU OF HUMAN RESOURCES	TRAINING CLASSES	204.00
BURNS & MCDONNELL ENGINEER	ENG SERV HYD SWR CAPACITY VALI	2,400.00
BUTLER MACHINERY CO. INC.	SLEEVES	3,588.15
CALEB MARTINMAAS ELECTRIC	ELEC METER CHNGE OUT 213 SPRUC	737.46
CAPITAL AREA COUNSEL. SERV	JAN-MAR 2018 FUNDING	6,437.50
CDW GOVERNMENT INC	TONER	1,229.59
CENTRAL DAKOTA EYECARE LLP	SAFETY GLASSES	239.50
CENTRAL DISTRIBUTION	CLOROX WIPES, TISSUE, TOWELS	753.07
CENTURY BUSINESS PRODUCTS	COPIER LEASE 12/10-1/9/18	568.18
CENTURY LINK	PHONE SERVICE 1/1-31	823.28
CLASSEN/CHRIS	IS TRAVEL SD ARBORIST CONF	53.00
COMM TECH INC	CATSE DATA JACK, WALL PLATE	1,318.42
DAKOTA FURNITURE INSTALLAT	TEARDOWN 2 CUBES NEW CITY HALL	152.00
DAKOTA PUMP & CONTROL CO	SERVICE CALL HILGERS GULCH	357.14
DAKOTA SUPPLY GROUP	STEEL SQUARE BOX & COVER	1,825.70
DAKOTAMART	HOLIDAY GIFT CERTIFICATES	90.00
DECKERT PUMPING LLC	BIOSOLIDS HAULING 1/8-9	7,025.00
DGR ENGINEERING	ENG SRV MISC ELEC ENG SERV	10,070.03
DOCKTER, VERN	MAINT MECH EQUIP, MONITR BLDG	600.00
DOUGHERTY & COMPANY LLC	2017 CONTINUING DISCLOSURE	1,500.00

CITY COMMISSION PROCEEDINGS January 30, 2018

EDDIE'S TRUCK SALES INC	CONNECTOR PART KITS, U-JOINT	35.94
ELECTION SYSTEM & SOFTWARE	ELECTION EQUIP MAINT 4/18-3/19	1,396.00
ELECTRICAL ENGINEERING	REPAIR GENERATOR MISSOURI LIFT	212.50
ELXSI DBA CUES	TM638 CABLE	715.35
ENFORCEMENT VIDEO	ANTENNA	57.00
FASTENAL COMPANY	HEX NUTS, CAP SCREWS, WASHERS	17.99
FERDING ELECTRIC INC.	FLOAT PACK	2,272.62
GATEWAY FORD LINCOLN TOYOTA	CREDIT FOR TAX PD VIN 2435	218.39
GENERAL PARTS DISTRIBUTION	OIL FILTER VIN 3610	98.52
GRAHAM TIRE COMPANY INC	TIRES CTY 7453	3,174.47
GRANT AND WILLIAMS INC	FINAL BAL AGREED UPON PROCEDUR	3,780.00
HAWKINS INC	CHLORINE, SULFUR DIOXIDE	4,862.10
HOGENS HARDWARE HANK	TRAILER BALLS 2X3/4"	759.89
HOOK-FAST SPECIALTIES	SHIPPING	3.72
INLAND TRUCK PARTS COMPANY	HELLCAT SS MUD FLAPS	194.72
JC OFFICE SUPPLY	COPY PAPER	39.50
JENSEN/JAY	IS TRAVEL SD ARBORIST CONF	53.00
JT DOYLE INC	2018 HEALTH INS - WELLMARK	8,000.00
KELLY/TODD	OS TRAVEL TURFGRASS CONF	174.00
KORNER GROCERY	HOLIDAY GIFT CERTIFICATES	120.00
LOCATORS & SUPPLIES INC	PAD MT GREEN SHIELD PAINT	1,864.22
MENARD, INC	4LB DEADBLOW HAMMERS	617.85
MIDAMERICA BOOKS	BOOKS	113.70
MIDWEST TAPE	AUDIO BOOK	194.95
MINNESOTA MUNICIPAL UTILIT	2018 SAFETY TRAINING	6,262.50
MISSOURI RIVER ENERGY SERV	AMI METER COUNT FEE DE	2,636.60
MONICK PIPE	FAUCETS	311.04
MONTANA-DAKOTA UTILITIES	12/6-1/5 802 PIERCE	7,448.77
MORRIS INC.	REMOVE STAIRS NEW CITY HALL	4,994.90
NAT'L RECREATION & PARK ASSOC	2018 MEMBERSHIP	170.00
NORTHERN SAFETY TECHNOLOGY	22" ACARI ROOFTOP MNT 17 DODG	487.63
O'REILLY AUTO ENTERPRISES	02 SENSOR 96 CAMERA VAN	57.71
OAHE ELECTRIC COOP INC.	ELECTRICITY 11/30-12/31	244.42
ONE CALL LOCATORS, LTD	LOCATES 12/23-12/29	19.62
OVERDRIVE INC	E BOOK	25.98
OVERHEAD DOOR COMPANY INC	REPL STEEL DOOR AT WWTP	2,887.76
PAINT STORE, INC., THE	INTERIOR PAINT	160.00
PALMER/BRAD	IS TRAVEL MRES MTG	283.50
PHEASANTLAND INDUSTRIES	T-SHIRTS W/ TAPE	70.23
PIERRE AREA REFERRAL	2018 FUNDING AWARD	5,150.00
PIERRE FIRE DEPARTMENT INC	AWARDS, RECRUITMENT, OFFICERS	26,200.00
REES COMMUNICATION	MINITOR VI PAGERS	2,495.00
RUNNINGS	CONCRETE, CAULK	303.56
RURAL ELECTRIC SUPPLY COOP	FLOOD SEAL SPLICE KIT 2AL 600V	19,423.90
SCOTT/MATT	OS TRAVEL TRANSFORMER SCHOOL	90.00
SD DEPT OF CORRECTIONS	COMMUNITY SERVICE WORK OCT	1,178.15
SD DIVISION OF CRIMINAL INV	BACKGROUND CHECKS DEC	86.50
SD HERITAGE STORE	BOOK	16.95
SD MUNICIPAL ELECTRIC ASSO	REGIST SPRNTDNT CONF	85.00
SD OFFICE OF EMERGENCY MANAGEMENT	SD OFFICE OF EMERGENCY MANAGEM	19,129.50
SD ONE CALL	MESSAGE FEES DEC	42.00
SD WATER & WASTEWATER ASSN	2018 MEMBERSHIP RENEWAL #887	40.00
SERVALL UNIFORM & LINEN	RUG CLEANING	94.55
SHARPE ENTERPRISES INC	PUMP RENTAL & LABOR 1/3-5 WWTP	1551.13

CITY COMMISSION PROCEEDINGS January 30, 2018

STARKS/LANDON	OS TRAVEL TRANSFORMER SCHOOL	90.00
STEAMBOAT'S INC	ANNUAL MTC ON DIVING GEAR	93.89
STERTZ/TOBY	IS TRAVEL SD ARBORIST CONF	53.00
TRAFFIC CONTROL CORPORATIO	CROSSWALK PUSH BUTTONS	984.00
TURFWERKS	CLUTCH, BEARING, CLIP RELEASE	409.71
TYLER TECHNOLOGIES-INCODE	INSITE TRX FEE OCT-DEC	5085.10
VENTURE COMMUNICATIONS COO	TELECOMM SERVICE 1/12-2/11	203.52
VSA, INC	2018 SOFTWARE SUBSCRIPTION	5750.00
WAL-MART COMMUNITY	BORE SNAKES, COTTON SWABS	133.22
WHEELHOUSE PLUMBING INC	WATER METER CHANGE OUTS	715.21
WILTECH, INC.	FIBER RUN FOR NEW CITY HALL	7000.01
Y M C A	SALARY REIMB NOV/DEC LIBRARY	2258.08
ZAHRADNICEK, JAMES	REKEY LOCK FOR AIRPORT SHOP	30.00
ZANDER AUTO PARTS	OIL FILTERS	85.51

Kristi Honeywell, City Administrator, presented the bids received for the New City Hall Renovation Project and recommended award to Sharpe Enterprises for \$692,000 plus alternate #1 and #3 for \$4,200 and \$2,700 respectively. A bid received from G&N Construction included a mistake and requested relieved by the City and was withdrawn. Other bids were received from Krueger Construction for \$725,000, Tellinghusein Construction for \$775,000, Puetz Corp for \$779,000, and First Dakota Enterprises for \$809,000. Alternate #1 was for individual thermostats in each office, Alternate #2 was for security glass at the front desk, and Alternate #3 was for a glass wall in the back of the Commission Room on the connecting wall to the large conference room that would be used for overflow when needed. Kristi explained that Homeland Security Grants are being requested for the front desk security glass, so she did not recommend award of that item at this time. City crews have completed demolition so the project will begin as soon as contracts are in place and project completion is July 1st. Kristi explained that there are 2 other contracts, one for flooring under State Contract with Country Carpet for \$61,505 and Building Sprinkler Inc to retrofit the sprinkler system to the new office layout for \$19,411. Commissioner Barringer moved and Commissioner Huizenga seconded to award the Bid for the New City Hall Renovation Project to Sharpe Enterprises for \$692,000 plus alternate #1 and #3 for \$4,200 and \$2,700 respectively. Unanimous approval. Commissioner Huizenga moved and Commissioner Johnson seconded to approve the contract with County Carpet for \$61,505. Unanimous approval. Commissioner Barringer moved and Commissioner Mehlhaff seconded to approve the contract with Building Sprinkler Inc for \$19,411. Unanimous approval.

Sharon Pruess, City Planner, presented a request to vacate a utility easement located through the middle of Hollister Field from the Pierre School District. The easement is no longer needed, as the electric line that had been located within has been moved to serve the new Field House Building. The school has already provided an easement for the new location of the electric utility. Commissioner Barringer moved and Commissioner Mehlhaff seconded to approve the request to vacate the utility easement for Pierre School District as presented. Unanimous approval.

Lynn Patton, Construction & Operations Manager, presented a request to bid 2018 water materials for the annual maintenance and replacement program. The bid is for 4 bid schedules to provide pipe, fittings & accessories, fire hydrants, and valves. Commissioner Mehlhaff moved and Commissioner Huizenga seconded to approve the request to bid 2018 water materials as presented. Unanimous approval.

Brad Palmer, Utilities Director, presented Ordinance 1785, a revision of the Mailbox requirements. The Ordinance explains that new or replacement mailboxes must meet US Postal Service Guidelines, which include break-away posts and placing the mailbox to that the face of the mailbox is behind the curb by

6-8 inches. The Ordinance also explains that any existing mailboxes that do not meet USPS Guidelines would be replaced with a standard mailbox and approved break-away support if damaged by City operations. The Ordinance also explains that the liability for the mailbox falls on the property owner. Commissioner Mehlhaff gave Ordinance 1785 first reading.

Sharon Pruess, City Planner, presented the introduction to a request for conditional use permit for 420 S Henry and requested to set a hearing on February 13th. The property is zoned single family and includes a residential home and detached garage. The Property owner, Brad & Jill Janecke, propose to remove the house and make a parking lot and then renovate the detached garage lower level for a counselling service office and the upper level for a rental housing unit. The proposed use would require a conditional use permit based on the zoning. The proposal does fit the mixed use in the area. Commissioner Barringer moved and Commissioner Johnson seconded to set a public hearing for 5:45pm on February 13th to consider the conditional use permit at 420 S Henry as presented. Unanimous approval.

Sharon Pruess, City Planner, presented the introduction to a request to plat lot 11R Well Second Addition. The lot is located at 1501 E Sioux, formerly Gettn' Lucky Casino. The existing building is located across the lot line, so the replat would create one large parcel to accommodate the existing building and a proposed additional structure. The item will be brought back for consideration on February 13th.

Commissioner Huizenga moved and Commissioner Mehlhaff seconded to adjourn for Executive Session for Personnel Issues under SDCL 1-25-2(3)(4). 6:27pm Unanimous approval.

Commissioner Huizenga moved and Commissioner Barringer seconded to reconvene. Unanimous approval.

Commissioner Mehlhaff moved and Commissioner Johnson seconded to adjourn at 7:48pm. Unanimous approval.

Twila Hight, Finance Officer

Published once at the total approximate cost of _____.