

City of Tea
Regular Meeting
January 8, 2018

A regular meeting of the Tea City Council was held at Tea City Hall on January 8, 2018 at 7:00 pm.

Mayor John Lawler called the meeting to order at 7:00 p.m. with the following members present: Brian Fowlds, Chuck Ortmeier, Joe Weis and Todd Boots. Also present: Finance Officer Dawn Murphy, Utility Superintendent Thad Konrad, Planning & Zoning Administrator Kevin Nissen, City Engineer Ben Scholtz and City Administrator Dan Zulkosky. Councilmembers Casey Voelker and Sidney Munson were absent.

AGENDA. MOTION 18-01. MOTION by Fowlds, seconded by Ortmeier to approve the January 8, 2018 agenda. All members voted AYE.

TASD GYMNASIUM. The Tea Area School District opened bids for their new elementary which included an addendum to add a third court for joint use with the City. This will be budgeted for 2019. **MOTION 18-02. MOTION** by Ortmeier, seconded by Boots to approve paying for the additional basketball court for TASD's Venture Elementary at a cost not to exceed \$500,000. All members voted AYE. A joint use agreement will be approved at a later date.

MINUTES. MOTION 18-03. MOTION by Weis, seconded by Fowlds to approve the December 18, 2017 minutes. All members voted AYE.

WARRANTS. MOTION 18-04. MOTION by Weis, seconded by Ortmeier to approve the warrants as presented. All members voted AYE. Warrants will be listed at the end of the minutes.

SECOND READING OF ORDINANCE 250. The council held the second reading of Ordinance 250. **MOTION 18-05. MOTION** by Boots, seconded by Ortmeier to approve and adopt Ordinance 250, An Ordinance of the City of Tea, SD, Rezoning Tract 5, Howling Ridge Addition from Agriculture to R1-Residential and Amending the Official Zoning Map of the City of Tea. All members voted AYE. The ordinance will be published separately.

GARBAGE HAULER LICENSE. MOTION 18-06. MOTION by Ortmeier, seconded by Weis to approve the 2018 garbage hauler license for Waste Management. All members voted AYE.

LEWIS AND CLARK METER BUILDING. The City has been approached by Lincoln County Rural Water asking if the City would be interested in sharing the cost of the meter building that the City is looking at building. Dan will continue talking with them.

2018 ELECTION. MOTION 18-07. MOTION by Fowlds, seconded by Boots to hold the 2018 election on the second Tuesday of April, that being April 10. All members voted AYE.

EMPLOYEE BENEFITS. MOTION 18-08. MOTION by Fowlds, seconded by Weis to approve the following additional benefits for City employees: two additional personal days; \$100.00 clothing allowance for city hall and maintenance employees; \$25.00 per day for on call pay; employees can carry over 5 days of vacation; the city will follow IRS mileage rates and an employee assistance program will be established. All members voted AYE.

SECOND READING OF ORDINANCE 249, 2017 SUPPLEMENTAL APPROPRIATIONS. MOTION 18-09. MOTION by Fowlds, seconded by Boots to approve and adopt Ordinance 249, 2017 Supplemental Appropriations Ordinance. All members voted AYE. The ordinance will be published separately.

EQUIPMENT PURCHASE. MOTION 18-09. MOTION by Fowlds, seconded by Boots to approve the purchase of a Toro Workman HD utility vehicle for \$22,687. All members voted AYE.

TEMPORARY EMPLOYEE. MOTION 18-10. MOTION by Fowlds, seconded by Weis to approve hiring Colin Murphy at \$13.00 per hour as a temporary office assistant for City Hall. All members voted AYE.

PUBLISHING OF SALARIES FOR ALL OFFICERS AND EMPLOYEES. MOTION 18-11. MOTION by Weis, seconded by Fowlds to direct the Finance Officer to publish all officer and employee salaries in accordance with SDCL 6-1-10. All members voted AYE. Dan Zulkosky, City Administrator, \$86,700 annual salary; Dawn Murphy, Finance Officer, \$65,000 annual salary; Thad Konrad, Utility Superintendent, \$67,000 annual salary; Kevin Nissen, Planning & Zoning Administrator, \$27.90 per hour; Lenny Przybys, maintenance/utilities, \$25.28 per hour; Sean Glasgow, maintenance/utilities, \$19.78 per hour; Kelly Keehn, maintenance/utilities, \$18.00 per hour; Steven Oberle, maintenance/utilities, \$19.83 per hour; Brian Tvedt, Assistant Police Chief, \$23.90 per hour; Jessica Quigley, Police Chief, \$64,000 annual salary; Adrian Hoesli, Police Officer, \$19.00 per hour; Andrew Steinberg, Police Officer \$19.00 per hour; Vance Siemonsma, Police Officer, \$21.50 per hour; Martin Waller, Police Officer, \$21.50 per hour; Part-time Police Officers: Terry Anderson, Justin Quigley, Mark Russell, Steve Lowery and Brock Nelson \$19.00 per hour. Councilmembers \$150.00 per regular meeting, \$60.00 per special meeting; Mayor, \$1,000.00 per month; and Zoning Board Members \$75.00 per meeting.

MOTON 18-12. MOTION by Weis, seconded by Ortmeier to adjourn at 8:05 pm. All members voted AYE.

John M. Lawler, Mayor

ATTEST:

Dawn R. Murphy, Finance Officer

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**CITY OF TEA
 WARRANTS PAID JANUARY 2018**

LEGISLATIVE 4111

Independent Publishing	Publishing	110.95
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CITY ADMINISTRATOR 4122

City Management Association	2018 Dues	150.00
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FINANCE 4142

Aflac	Insurance	396.90
Brown & Saenger	1/3 supplies	295.92
Century Business Products	Copies	52.02
HDR Engineering	10/29/17-11/25/17 services	16,189.58
KCL Group Benefits	Insurance	331.09
Nextstar Broadcasting	Employment ad	109.00
SD Government Finance Officers' Assoc.	2018 Dues	40.00
SD Governmental Human Resource Association	2018 Dues	25.00
SDML	Municipal Government Day	25.00
SDML	2018 Dues	2,595.95
SDML Workman's Comp	2018 workman's comp insurance	797.52
SE Area Finance Officer Group	2018 Dues	30.00
Wellmark Blue Cross/Blue Shield	January insurance	5,497.52

LIBRARY 4550

ASCAP	2018 music license fee	348.00
Barnes & Noble	Books	285.96
Sunshine	Cookies	81.77

PLANNING & ZONING 4650

Banner	Pruitt/Jorgensen survey	1,383.00
Best Buy	Computer	
Code Works	Wilken plan review	211.20
Independent Publishing LLC	Publishing	134.35
Lincoln County Register of Deeds	Plats	124.00
SD Association of Code Enforcement	2018 Dues	40.00
SECOG	2018 Dues	4,919.00

ECONOMIC DEVELOPMENT 4653

Avenet	1/2 web hosting	250.00
First Dakota Title	Land Purchase	300,141.64
Tea Area Community Fund	Budget request	2,000.00

GOVERNMENT BUILDINGS 4192

Ace Hardware	Supplies	217.06
Avenet	Website hosting	250.00
EnviroMaster	TP & towels	152.85
Mid American Energy	510 S. Main	312.31
Mid American Energy	600 E. 1st St.	568.25
Mid American Energy	200 W. Maple	274.09
Olson, Joann	Cleaning 12/17	75.00
RBS Sanitation	Garbage service	537.84
Richarz Repair LLC	Repair 2006 Freightliner & loader	775.62
Team Logic IT	Backup service	40.00
U Drive Technology	Monthly texting	50.08
Vast	Phones	405.88
Verizon	Phones	201.60
Xcel Energy	Maint Bldg	228.81
Xcel Energy	200 W. Maple	142.93
Xcel Energy	600 E. 1st St	1,077.62

PUBLIC SAFETY 4210

Ace Hardware	Supplies	49.53
AED Professionals	AED	1,299.00
ELBO Computing Resources	Services	455.00
Green Eggs & Ram	Backup service	15.39
Mid American Energy	Services	206.94
Napa Auto Parts	Turn signal	4.65
RBS Sanitation	1/1/18-3/31/18 garbage service	178.34
SD Police Chiefs' Association	2018 Dues	100.33
SDML Workman's Comp	2018 workman's comp insurance	8,388.15
Siemonsma, Vance	Reimburse for supplies	31.94
Tvedt, Brenda	Cleaning 12/15/17	50.00
Vast	Phones	580.54
Verizon	Phones	371.46
Xcel	Service	199.81
Xcel	Siren	19.73

HIGHWAY/STREET 4312

Action Electric	Stop light repair	
Carroll Construction Supply	Cones, patch mix	290.13
Cenex Credit Card	1/3 Gasoline	26.03
Concrete Materials	Salt sand	2,560.20
Concrete Materials	Hoop barn concrete	179.00
Dakota Auto Parts	Filters	317.00
Eastern Farmers Elevator	Fuel	770.30
Fastenal	Bolts & hats	39.31
Konrad, Thad	Reimburse for spray class	50.00
Mac's	Shop supplies	204.99
Napa Auto Parts	Supplies	174.82
SD Municipal St. Maintenance Assoc.	2018 Dues	35.00
SDML Workman's Comp	2018 workman's comp insurance	3,659.38

Southeastern Electric	Main St. Lights	310.86
Southeastern Electric	272nd St. lights	86.27
Southeastern Electric	Stop light	135.22
Southeastern Electric	Ivy Rd & Main Ave lights	140.29
Southeastern Electric	Heritage Pkwy	544.92
Southeastern Electric	Highpoint lights	126.00
Southeastern Electric	Howling Ridge lights	245.00
Southeastern Electric	Prairie Trails lights	154.00
Southeastern Electric	Spencer Heights lights	119.00
Southeastern Electric	Gateway Lane lights	28.00
Southeastern Electric	High Point St/Carla Ave. lights	77.00
Southeastern Electric	Nine-Mile Heights	92.56
Southeastern Electric	Repair street lights	1,402.55
Southeastern Electric Coop	Brian St. stop light	37.39

PARKS/RECREATION 4501

Midwest Turf & Irrigation	Toto Belts & Filters	116.72
Xcel Energy	Ball fields	563.81

WATER 601

Badger Meter	1/2 back haul charges 10/1/17-3/31/18	54.00
Brown & Saenger	1/3 supplies	295.92
Cenex Credit Card	1/3 Gasoline	26.03
Century Business Products	Copies	52.02
Core & Main	Curb stop tops	251.91
Lewis & Clark Regional Water System	7,870,989 Dec. usage	17,577.47
US Bank	DW SRF #1 (L & C)	38,593.10
Lewis & Clark Regional Water System	2nd half FY 2018 lobby fees	2,413.50
Rural Development	Loan 91-06 12 months \$921 per month ACH Payments (1993 Improvements)	11,052.00
Rural Development	Loan 91-07 12 months \$1,032 per month ACH Payments (1997 Tower)	12,384.00
Rural Development	Loan 91-08 12 months@ \$5,241 per month ACH Payments (Quinton St. Tower)	62,892.00
SD DENR	Thad & Lenny, Kelly Certification	18.00
SD One Call	1/2 locates	61.04
SDML Workman's Comp	2018 workman's comp insurance	2,019.68
Southeastern Electric	Quinton St. tower	53.67
Xcel Energy	Lincoln County Rural Water pit	9.00
Xcel Energy	2nd St. Tower	12.85
Xcel Energy	Brian St. Tower	29.44

SEWER 604

Badger Meter	1/2 back haul charges 10/1/17-3/31/18	54.00
Brown & Saenger	1/3 supplies	295.88
Cenex Credit Card	1/3 Gasoline	26.01
Century Business Products	Copies	52.00

Omni Site	Lift station alarm fees	1,104.00
SD DENR	Thad, Lenny & Steve certification	30.00
SD DENR	Wastewater fee	750.00
SD One Call	1/2 locates	61.04
SDML Workman's Comp	2018 workman's comp insurance	1,645.52
SDWWA	Membership	30.00
Southeastern Electric	High Point lift station	124.82
US Bank	CW-SRF #6	13,420.14
US Bank	CWSRF #7	14,084.64
Xcel Energy	W 5th St. lift station	79.20
Xcel Energy	Lagoon building	2,042.10
Xcel Energy	272nd St. lift station	476.34

201 PARK AND RECREATION

Independent Publishing	Registration ad	535.50
3RD PENNEY 211		
Hawkins	Testing supplies	12.14
Mid American Energy	Services	15.00
SDML Workman's Comp	2018 workman's comp insurance	1,771.75
Xcel Energy	Pool	214.22

TOTAL 550,931.80

DECEMBER PAYROLL

DEPARTMENT	GROSS PAY	SS/MED	RETIRMENT	TOTAL
Administrator 4122	6,538.46	454.22	392.30	7,384.98
Finance 4142	4,947.37	378.48	296.84	5,622.69
Public Safety 4210	23,137.66	1,692.77	1,772.37	26,602.80
Highway/Streets 4311	5,896.49	421.40	353.79	6,671.68
Recreation 4501	4,080.00	300.62	244.80	4,625.42
Planning & Zoning 4650	4,433.66	332.36	266.02	5,032.04
Water Distribution 4334	5,896.49	421.40	353.79	6,671.68
Sewer Administration 4321	5,898.23	421.54	353.90	6,673.67
TOTAL DECEMBER PAYROLL	60,828.36	4,422.79	3,641.51	69,284.96

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