

City of Tea
Regular Meeting
December 4, 2023

The regular meeting of the Tea City Council was held at Tea City Hall on December 4, 2023, at 7:00 pm.

Mayor Voelker called the meeting to order at 7:00 pm with the following members present: Joe Weis, Aaron Otten, Ruby Zuraff, Jim Erck, Terry Woessner and Lynn DeYoung. Also present: Finance Officer Dawn Murphy, City Administrator Justin Weiland and City Engineer Ben Scholtz. Planning & Zoning Officer Kevin Nissen was absent.

AGENDA. MOTION 23-187. MOTION by Otten, seconded by DeYoung to approve the December 4, 2023 Agenda. All members voted AYE.

CONSENT AGENDA MOTION 23-188. MOTION by Erck, seconded by Weis to approve the following consent agenda items:

1. November 20, 2023 Minutes
2. December 4, 2023 Bills (bills will be listed at the end of the minutes)
3. Resignation of Part-Time Police Officer Alex Suurmeyer

All members voted AYE.

PUBLIC COMMENTS. There were no public comments.

TRAFFIC SIGNAL PROJECT. On Thursday, November 16th the following bids were opened for the Bakker Landing Ave. Traffic Signal Project:

BIDDER	AMOUNT
LT Companies, Inc.	\$482,000.00
D & G Concrete Construction Inc.	\$499,493.46
Schwartzle Construction	\$527,000.00
Hulstein Excavating, Inc.	\$532,016.77
Black Top Paving	\$532931.80

The bids were reviewed by HDR Engineering, and they recommend awarding the project to the low bidder. **MOTION 23-189. MOTION** by Weis, seconded by Zuraff to award the Bakker Landing Ave. Traffic Signal Project to LT Companies, Inc., \$482,000.00 and authorize the Mayor, City Administrator and Finance Officer to execute the necessary project documents. All members voted AYE.

UPWP AGREEMENT. City Administrator Weiland presented the Unified Planning Work Program (UPWP) Agreement. The City is part of the Metropolitan Planning Organization (MPO) for the Sioux Falls Metro Area. The 2024 budget includes a Master Transportation Plan for the City of Tea in the amount of \$205,000.00. The City will be responsible for approximately \$37,000.00 of this budget. The remainder will be covered by federal funds. **MOTION 23-190. MOTION** by DeYoung, seconded by Weis to approve the Unified Planning Work Program (UPWP) Agreement between South Eastern Council of Governments and the City of Tea. All members voted AYE.

RESOLUTION 23-12-09. MOTION 23-191. MOTION by DeYoung, seconded by Wies to approve the following resolution. All members voted AYE.

RESOLUTION 23-12-09

A RESOLUTION TO SET FEES FOR MEDICAL MARIJUANA DISPENSARY LICENES CHANGE OF LOCATION.

WHEREAS with respect to the change of location of an existing issued medical cannabis dispensary license, Ordinance 313 Sec. 5.04(h) allows the City Council to establish by resolution a non-refundable fee to defray the costs incurred by the City for review of the application, inspection of the proposed premises, and any other costs and labor associated with processing the application; and

WHEREAS the City Council has not yet established the fees applicable to Ordinance 313 Sections 5.04(h) and has determined that such fees must be set.

NOW, THEREFORE, BE IT RESOLVED by the Tea City Council that the nonrefundable application fee to change the location of an already approved and issued licensure of a medical cannabis dispensary pursuant to Ordinance Sec. 5.04(h) shall be \$500.00.

Dated this 4th day of December, 2023.

Casey Voelker, Mayor

ATTEST: Dawn R. Murphy, Finance Officer

ORDINANCE 312. The council held the second reading of Ordinance 312. **MOTION 23-192. MOTION** by Weis, seconded by Otten to approve and adopt Ordinance 312. An Ordinance of the City of Tea, SD, Amending the Municipal Ordinance of the City of Tea by Amending Chapter 2, adding Section 2.03, City Council Composition and Terms. All members voted AYE. The Ordinance will be published separately.

ORDINANCE 313. The council held the second reading of Ordinance 313. **MOTION 23-193. MOTION** by Otten, seconded by Weis to approve and adopt Ordinance 313, An Ordinance Amending City of Tea Ordinance 289, An Ordinance Creating Licensing Regulations for Medical Cannabis Establishments, Chapter 5, Licenses; Sections 504(f) Limitation on the Number of Medical Cannabis Establishments; 5.04(h) License not Transferrable and 5.04(q) Preliminary Approval and Issuance of License. All members voted AYE. The Ordinance will be published separately.

PAY APPLICATIONS/CHANGE ORDER. MOTION 23-193. MOTION by Erck, seconded by Zuraff to approve the following pay applications and change order:

1. Regionalization Wastewater Pump Station & Force Main #23, Metro Construction \$266,570.30
2. Regionalization Wastewater Pump Station Change Order #5, Metro Construction, \$3,604.00
3. 2023 Mill and Overlay Project #1 (final), Asphalt Surfacing Company, \$396,173.26

All members voted AYE.

CITY ADMINISTRATOR REPORT. City Administrator Weiland and Finance Officer Murphy have been working on adjusting the water and sewer rates. A formal resolution will be approved at the next meeting.

MOTION 23-194. MOTION by DeYoung, seconded by Erck to go into executive session pursuant to SDCL1-25-2 (1) Personnel. The council came out of executive session at 9:07 pm.

MOTION 23-195. MOTION by DeYoung, seconded by Weis to adjourn at 9:08 pm. All members voted AYE.

Casey Voelker, Mayor

ATTEST:

Dawn R. Murphy, Finance Officer

Published once at the approximate cost of _____.

**CITY OF TEA
 WARRANTS PAID DECEMBER 4, 2023**

Vendor	Description	Amount
AB Contracting	Aeration repair	786.22
American Engineering Testing	Lagoon samples	417.75
Auto Dynamics	Oil change	100.00
Automatic Building Controls	LEC Annual alarm testing	943.06
Badger Meter	LTE service	1,152.06
Barnes & Noble	Books	81.96
Boots, Todd	P & Z Meetings	2,000.00
Casey's General Stores	Fuel	1,503.44
Christensen, Parker	Water refund	22.90
Confluence	November services	4,189.60
Dolan Consulting Group	Officer training	95.00
Dust Tex	Rug service	33.12
Explorers Credit Union	Oct. PD credit card charges	2,523.70
Explorers Credit Union	Oct. credit card charges	3,094.24
Frantzen Reporting	Transcription fees	129.75
Innovative Office	Supplies	866.50
Integrated Technology & Security	LEC security system	38,865.00
Jack's Uniforms	Badge	127.99
K & J Curb & Grinding	Widen approach on Gateway Blvd	328.00
KCL Group Benefits	Insurance	482.08
Keehn, Kelly	Clothing allowance	125.00
LG Everest	Gravel	2,320.42
Lincoln County Register of Deeds	Plats	155.00
Lingemann, Kade	Water refund	29.55
Maag, Barry	P & Z Meetings	1,700.00
Montileaux, Stan	P & Z Meetings	1,800.00
Munson, Joe	P & Z Meetings	1,300.00
Northern Safety Technology	K-9 car kit	4,509.04
Odland, Tim	November inspections	6,302.50
Olson, Joann	Cleaning	150.00
Quigley, Brekkyn	PD Cleaning	75.00
SD WWA	Membership	30.00
Sioux Falls Area Humane Society	October services	351.31
Southeastern Electric	Locates	511.12
Toshiba Financial Services	Copier lease	387.94
Two Way Radio	Install radio	1,667.96
US Bank	STRB Series 2021	253,100.00
US Bank	STRB Series 2019A	110,281.88
Venard, Bob	P & Z Meetings	2,000.00

Vermeer	Rent vac truck for water break	1,000.00
Wellmark	Insurance	18,234.67
Xcel Energy	Services	8,151.68

471,925.44

NOVEMBER PAYROLL

DEPARTMENT	GROSS			TOTAL
	PAY	SS/MED	RETIRMENT	
Administrator 4122	11,538.46	882.68	692.30	13,113.44
Finance 4142	7,163.62	548.02	429.82	8,141.46
Public Safety 4210	77,053.82	5,701.22	5,917.41	88,672.45
Highway/Streets 4311	17,999.75	1,361.65	1,080.00	20,441.40
Recreation 201-4501	4,739.04	348.72	267.70	5,355.46
Planning & Zoning 4650	14,848.03	1,113.51	890.88	16,852.42
Water Distribution 4334	9,473.31	721.74	568.41	10,763.46
Sewer Administration 4321	9,476.14	721.96	568.54	10,766.64
TOTAL NOVEMBER PAYROLL	152,292.17	11,399.50	10,415.06	174,106.73