

**COUNCIL PROCEEDINGS
REGULAR MEETING
April 1, 2019**

A regular meeting of the Philip City Council was held on Monday, April 1, 2019, at 7:00 p.m. in the Community Room of the Haakon Co. Courthouse. Present were Mayor Michael Vetter, Council Members Trisha Larson, Marion Matt, Marty Gartner, Scott Pinney and Terri Pelle. Also present were City Administrator Brittany Smith, Finance Officer Monna Van Lint, Public Works Director Matt Reckling, Public Works Maintenance/Utility Billing Clerk Brian Pearson, Chief of Police David Butler, City Attorney Stephanie Trask, Ryon Berry, Virgil and Carla Smith, Greg Arthur, Rick Palecek, Emily Kroetch, Bob McDaniel, Mike Moses, Norm Payne, Sonny LaBeau, Karen Pinney, Tom and Marie Radway, Kent and Helen Mauck with Heartland Waste Management; and later, Missy Koester with Haakon Co. Public Library.

Absent: Council Member Brit Miller.

Motion was made by Larson, seconded by Gartner to approve the agenda as presented. Motion carried.

Motion was made by Matt, seconded by Pinney to approve the minutes of the Mar. 4th meeting as published in The Pioneer Review and on the City's website. Motion carried.

Motion was made by Matt, seconded by Gartner to approve the minutes of the Mar. 18th meeting as published in The Pioneer Review and on the City's website. Motion carried.

Motion was then made by Matt, seconded by Larson to approve the payment of the bills from the appropriated funds as listed below. Motion carried.

Gross Salaries – Mar. 29, 2019: Mayor & Council - \$4780.00; Admin - \$3658.45; Finance - \$3393.86; Police - \$5957.46; Street - \$232.00; Water - \$13353.58

Colonial Life	Employee Supplemental Ins 3/19	196.60
Credit Collections Bureau	Garnishment 3/19	103.58
EFTPS	SS/Medicare/Withholding 3/19	6610.31
NE Child Support Pay Ctr	Garnishment 3/19	659.18
SDRS	Employee Retirement 3/19	3452.83

Airport Hangar/Apron Design Project:

KLJ Inc	Design Eng thru 3/2/19	8773.06
Pioneer Review	DBE Publication 3/19	19.56

Southwest Philip Improv Project:

Petty Cash	Deed Copies 3/19	3.00
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This Month's Bills:

A-Z Shredding	FO Contract Srv 3/19	31.00
Bad River Law Prof LLC	Atty/Legal Fees 3/19	542.50
Best Western Ramkota – Rapid	W Dist Trng Room 2/19	227.97
Century Business Products	Copier Maint/Supplies 3/19-3/20	1148.92
CNH Productivity Plus Acct	ST/AIR Repairs 3-3/19	1318.22
Corporate Trust – US Bank	SRF #4 Pay #19 4/19	11326.05
	SRF #5 Pay #19 4/19	7905.24

Delta Dental	Dental Ins 4/19	776.90
Display Sales	Banners/Brackets 3/19	3606.96
1 st Nat'l Agency	Add'l Park Ins 3/19-12/19	244.00
1 st Nat'l Bank – Philip	UB Postage 3/19	127.10
Golden West Telecom	Telephone/Internet 2-3/19	578.06
Haakon Co Public Library	2019 Telephone Approp	1500.00
Haakon Co Treasurer	Office Rent 4/19	500.00
	PD Software Maint 2019	939.50
Hanson Oil	Fuel 2-3/19	1762.52
Health Pool of SD	Health Ins 4/19	10323.88
Kiesler Police Supply	PD Supplies 3/19	125.00
Les' Body Shop	PD Repairs 3/19	28.39
Michael Todd & Co Inc	ST Supplies 3/19	584.71
Moses Building Center	ST Supplies 3/19	8.77
O'Connell Construction Inc	W Gravel/Base Course 2/19	159.79
	Snow Removal 3/19	5690.00
Office Depot	FO Supplies 3/19	122.58
Optilegra	Vision Ins 4/19	95.70
Petty Cash	Postage 1-3/19	39.01
Philip Standard	PD Oil Chg/Fuel 3/19	117.45
Pioneer Review	Publishing 3/19	1160.95
Ponderosa Screen Printing	PPE/Uniforms 3/19	583.22
Sanford Laboratories	Testing 2/19	92.00
SD Assoc of Code Enforcement	FO Reg Fees 4/19	50.00
SD Dept. of Revenue	W Testing 2/19	15.00
	Sales Tax Payable 3/19	396.69
Sew Mine Upholstery	PD Uniforms 3/19	27.00
Shipp, Robert	Mileage Reimb 2/19	92.02
The Philip Pit Stop	Fuel 3/19	382.44
Verizon Wireless	Cell Phone 2-3/19	132.57
VISA – UMB Bank	Supplies/Travel 2-3/19	412.41
Walker Refuse	365 Residential Collections 3/19	4818.00
West Central Electric	Electric 1/29-2/27/19	3460.83
WR/LJ Rural Water Systems	3,404,000 gals 3/19	4255.00
	Contract Min. 3/19	2500.00
	Airport Water 3/19	40.00
	South Shop Water 3/19	20.00
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Total Expenditures – 4/1/19		\$77,063.97

Old Business:

None.

New Business:

Mayor Vetter explained that the City recently received a variance request to allow skirting in lieu of a block/concrete foundation on a manufactured home in the City. The variance was denied, but the question of the current ordinance being outdated has arisen. He then opened the floor for input on the current ordinance in place regarding the placement and requirements of manufactured and modular homes on residential lots in the City.

A lengthy discussion ensued. It was reported that the current ordinance was established back in the 1980's. The ordinance references these structures as "trailer coaches" which was recommended to be updated.

It was then alleged that the ordinance was put into place to protect the community. For instance, the existing manufactured and modular homes have a permanence appearance as well as the block and/or concrete foundation provides longevity. The life expectancy of skirting was questioned while it was also noted that the current foundation requirements add costs to a new home.

The housing shortage in the City was also discussed. The current requirements were referenced while questioning if they prevent new housing. It was noted that property maintenance is vital as there are some stick-built homes in poor shape. Single wide trailers were also mentioned as some lots are too narrow to warrant any other type of structure. The possibility of allowing a new single wide trailer to replace the existing ones in place was suggested as an option.

The City has obtained sample ordinances from other communities in the State. The regulations vary while the majority do require some type of foundation. For example, allowing a wood foundation in place of a concrete/block foundation. It was mentioned that the cost for a wood and block foundation is comparable, but laying of the block may require additional labor expenses. It was also suggested to consider how the placement of a single wide or manufactured home with skirting may affect the sale price of the neighboring properties.

With no further comments, Mayor Vetter recommended the Building Committee schedule a meeting to review the sample ordinances and report back with their recommendations at the May meeting.

Appreciation was expressed to the audience for their attendance and input on this matter.

At 7:35 p.m., as previously advertised, the following bids were opened for the Solid Waste Disposal Contract for the period of June 1, 2019 through May 31, 2022.

Heartland Waste Management, Mobridge, SD: \$23.00 per household per month

Waste Connections of SD, Inc. DBA Kieffer Sanitation, Rapid City, SD: Year One - \$12.20 per household per month; Year Two - \$12.81 per household per month; and, Year Three - \$12.20 per household per month. If the City approves option to renew the contract for an additional 3 years, the prices will increase 2% annually on June 1st for years 2023, 2024 and 2025.

*The above bids also include the City owned/provided containers, clean-up day containers and recycling containers.

Kent Mauck, owner of Heartland Waste Management, explained their competition between Kieffer Sanitation while stressing how fortunate the City is to receive this low of garbage collection bids. For instance, the communities they serve range in price from \$19 to \$30 per household per month for garbage collection. He also mentioned that recycling can be challenging as there is not always a market for the material; or, it is contaminated.

Following, motion was made by Gartner, seconded by Matt to award the Solid Waste Disposal Contract to the low bidder, Waste Connections of SD, Inc. DBA Kieffer Sanitation for the period of June 1, 2019 to May 31, 2022 at the following rates: Year One - \$12.20 per household per month; Year Two - \$12.81 per household per month; and, Year Three - \$12.20 per household per month. Motion carried with all members voting aye.

Mayor, Council and those in attendance thanked Mr. and Mrs. Mauck with Heartland Waste Management for their attendance.

Missy Koester, Haakon Co. Public Library's Librarian, presented and reviewed the Library's Annual Survey for fiscal year 2018. She also encouraged everyone to attend a presentation by author, Kelly R. Patterson, that will be held at the school on April 10th at 7:00 p.m.

Motion was made by Larson, seconded by Matt to approve the Library's Survey for fiscal year 2018 as presented. Motion carried with all members voting aye.

Southwest Philip Improv. Project:

Motion was made by Gartner, seconded by Pinney to approve Change Order #2, Pine St. Overlay Option #2 in the amount of \$93,860.00 contingent upon funding agencies approval. Motion carried with all members voting aye.

Airport Improvement Projects:

Council reviewed an update on the hangar building and apron reconstruction project. It was noted that the design plans will be submitted to the Federal Aviation Administration (FAA) in the near future for comment.

Building/Flood Plain Dev. Permits:

Brian Jankord – privacy fence.

Motion was made by Matt, seconded by Pinney to approve the above permit as presented. Motion carried.

Council discussed the possibility of serving as a backup resource to the Haakon School District with their Barium Treatment Plant should the need arise.

By general consensus of the Council, it would be in the City's best interest to serve as a backup resource as this serves the school and other businesses in the community. This will be considered further if a formal request is presented.

Motion was made by Matt, seconded by Gartner to authorize membership with the National Cooperative Purchasing Alliance (NCPA). Motion carried.

Motion was made by Gartner, seconded by Larson to authorize publishing the property maintenance reminder notice as presented. Motion carried.

The following L/P Propane bids received last month are as follows.

	<u>Mar. 4, 2019</u>	<u>Mar. 21, 2019</u>
Hansen Oil Company	\$1.35/gal.	\$1.35/gal.
Midwest Cooperatives	\$1.30/gal.	\$1.30/gal.

Departmental Reports:

Police Department

The monthly report was reviewed.

Motion was made by Pinney, seconded by Gartner to authorize hiring an additional officer during Scotty Philip Days at \$16.00 per hour plus mileage. Motion carried.

Motion was made by Matt, seconded by Gartner to authorize purchasing a bullet proof vest from Lakota Contracting, Inc. in the amount of \$963.95 for Officer Buls. Motion carried.

Motion was made by Pinney, seconded by Gartner to surplus and donate to the Haakon Co. Sheriff's Office or dispose of the following equipment: Martel Video Camera (purchased 4/2011 for \$2,995.00); and, Martel Video Camera (purchased 3/2012 for \$3,120.00). Motion carried.

Rubble Site (Quarterly)

The report included a reminder that the summer month's schedule will start on May 1st. In addition, the "Spring Clean Up" days will be held on Friday, May 3rd and Saturday, May 4th with pickup day on Monday, May 6th (rain date: May 17th and 18th).

Street Dept.

The monthly report was reviewed.

Motion was made by Gartner, seconded by Pinney to approve purchasing a new Stepp Oil Distributor in the amount of \$62,072.75 through the NCPA Contract #05-26 as appropriated in 2019. Motion carried.

Motion was made by Gartner, seconded by Matt to approve purchasing a 2013 Ford F150 XLT pickup from Philip Motor in the amount of \$17,450.00 as appropriated in 2019. Said amount reflects the trade in of the 2003 Chevy pickup as approved below. Motion carried.

Motion was made by Matt, seconded by Pinney to surplus and trade in the 2003 Chevy pickup (purchased 01/2009 for \$12,000.00) for a value of \$2,500.00 on the purchase of the above 2013 Ford F150 XLT pickup. Motion carried.

Swimming Pool

The Health/Rec. Committee will schedule a meeting at the end of April to review pool applicants and policies for 2019.

Water Dept.

The quarterly report was reviewed with PWM/UB Pearson. It was reported that the water loss for March has decreased to 6.36%.

Motion was made by Pinney, seconded by Larson to recognize PWMII Robert Shipp for obtaining his Water Distribution Certificate with a \$0.50 per hour raise. This will increase his wage to \$17.36 per hour, effective with the April 2019 pay period. Motion carried with all members voting aye.

Training/Travel:

PWD Reckling and PWMI Coyle will be attending the 2019 Mosquito Workshop on Apr. 30th in Rapid City.

CA Smith will be attending the SDML WC NLC RISC Conference on May 14th – 17th in Fort Lauderdale, FL. (For the record, all travel expenses are covered by the SDML WC Fund.)

FO Van Lint will be attending the 2019 SD Assoc. of Code Enforcement Spring Conference on May 15th – 16th in Pierre.

Public Comments:

None.

In Other Business:

The City Finance Office will be closed Apr. 22nd for the Easter Holiday.

The next regular meeting will be held on Monday, May 6th at 7:00 p.m. in the Community Room of the Haakon Co. Courthouse.

With no further business to come before the Council, Mayor Vetter declared the meeting adjourned at 8:22 p.m.

/s/ Michael Vetter, Mayor

ATTEST:

/s/ Brittany Smith, City Administrator

(Published once on April 11, 2019, at approximate cost of \$_____)