

2017 City Council Meeting Minutes

January 4, 2017 City Council

January 4, 2017 Planning & Zoning

February 7, 2017

March 6, 2017

March 20, 2017 Equalization Meeting

March 20, 2017

**City of Clark Council Meeting
January 4, 2017
7:00 PM**

Call to order: The Clark City Council met in session on January 4, 2017 at 7:00 pm in the City Hall Council Room.

Council Members Present: Belinda Hanson, Kerry Kline, Dennis Larson (via telephone), Louann Streff and Andrew Zemlicka. Vicki Orris absent.

Others Present: Mayor Larry Dreher, Finance Officer Jackie Luttrell, City Attorney Chad Fjelland, Bill Krikac, Darin Altfillisch, Roger Collins and Jeremy Wellnitz.

Mayor Dreher called the meeting to order at 7:03 pm.

Motion # 001-2017

Adopt Agenda

Motion by Zemlicka and seconded by Streff to adopt the agenda. All members voting yes. Motion carried.

Mayor's Comments

Mayor Dreher read a Proclamation for School Choice Week and thanked the City Council and Employees for their work in 2016 and the upcoming year.

No public input.

Department Update

Updates given by Altfillisch, Collins, Wellnitz and Luttrell. Collins discussed repairs needed to some equipment and street sweeper trade-in options. Altfillisch talked about water leaks at hunter houses. Skating pond is open. December and end of year police report presented by Wellnitz. Luttrell gave office updates.

Motion # 002-2017

Skid Steer Trade

Motion by Larson and seconded by Kline to approve trading in the skid steer at Westside Implement. All members voting yes. Motion carried.

Motion # 003-2017

Approve Department Updates

Motion by Hanson and seconded by Kline to approve the department updates. All members voting yes. Motion carried.

Motion # 004-2017

Approve Minutes

Motion by Streff and seconded by Zemlicka to approve the council meeting minutes from December 5, 2016. All members voting yes. Motion carried.

Motion # 005-2017

Approve Financial Statements

Motion by Hanson and seconded by Kline to approve the financial statements. All members voting yes. Motion carried.

Motion # 006-2017

Approve Claims

Motion by Kline and seconded by Larson to approve the following claims. All members voting yes. Motion carried.

December Claims			
#	To	For	Amount
1347	Pitney Bowes	postage	\$ 11.00
1362	Wellmark BCBS	insurance	\$ 4,124.82
1363	TSYS Merchant Solutions	professional fees	\$ 37.13
1364	City of Clark	utilities	\$ 236.05
1367	EFTPS	941 taxes	\$ 3,671.81
1375	Northwestern Energy	utilities	\$ 500.00
1377	Northwestern Energy	utilities	\$ 202.36
1378	Northwestern Energy	utilities	\$ 38.29
1382	Dacotah Bank	savings service fee	\$ 5.00
1383	Dacotah Bank	checking service fee	\$ 20.68
25493	A&B Business Solutions	copier	\$ 56.27
25494	Clark Community Oil	supplies	\$ 1,126.47
25495	Clark Rural Water Systems	materials	\$ 10,021.40
25496	Cook's Wastepaper	garbage	\$ 6,701.18
25497	JB Repair	repairs	\$ 239.00
25498	Jeff's Vacuum Center	supplies	\$ 8.00
25499	Ken's	supplies	\$ 8.38
25500	Northwestern Energy	utilities	\$ 493.86
25501	Verizon Wireless	utilities	\$ 168.64
25502	SD Retirement	retirement	\$ 3,257.42
25503	Child Support Payment Ctr	child support	\$ 273.24
25504	Sportsman	lunch	\$ 37.00
25505	Star Laundry	rags and rugs	\$ 117.40
25506	Vern Eide Mngt	professional fees	\$ 58.08
25507	Taser International	cartridge	\$ 164.29
25508	Sportsman	lunch	\$ 25.69
25509	SD Dept of Revenue	lab testing	\$ 286.00
25510	Cardmember Services	supplies	\$ 310.90
25511	Northwestern Energy	utilities	\$ 3,497.82
25512	Bendix Imaging	repairs	\$ 47.50
25513	Forest Excavating	repairs	\$ 3,249.72
25514	VOIDED		
25515	Darin Altfillisch	OOP reimbursement	\$ 1,355.27
12/19/2016	Mayor	payroll	\$ 205.00
Gross	Finance Office	payroll	\$ 2,246.96
Payroll	Govt Bldg	payroll	\$ 97.20

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#	To	For	Amount
	Police	payroll	\$ 2,991.06
	Streets	payroll	\$ 4,777.88
	Sewer	payroll	\$ 1,432.62
	Water	payroll	\$ 1,432.66
	Med Van	payroll	\$ 664.20
	Clubhouse	payroll	\$ 213.75
	Library	payroll	\$ 607.85
	Overtime included in the above: D. Altfillisch \$256.27; R. Collins \$1,131.85; R. Flora \$35.25; T. Silkman \$578.91		

January Claims

To	For	Amount
AFLAC	insurance	\$ 48.55
City of Watertown	professional fees	\$ 500.00
Clark Co. Courier	library advertising	\$ 27.50
Clark Co. Courier	advertising	\$ 290.54
Clark Co. Historical Society	subsidies	\$ 560.00
Clark Engineering	retention pond fees	\$ 16,821.63
Dakota Pump Inc	water pump	\$ 19,625.00
Dekker Hardware	supplies	\$ 193.49
Delta Dental	insurance	\$ 974.75
First District Assoc	professional fees	\$ 1,312.40
First National Bank	SRF loan	\$ 6,940.29
Gruenwald Electric	repairs	\$ 207.62
HD Supply Waterworks	parts	\$ 223.23
ITC	utilities	\$ 697.33
J&J Heating	repairs	\$ 97.14
Ken's	supplies	\$ 65.03
Michael Todd & Company	parts	\$ 997.36
Moritz Publishing	supplies	\$ 65.70
Northwestern Energy	utilities	\$ 2,523.92
Northwestern Energy	utilities	\$ 194.54
Overdrive	professional fees	\$ 600.00
Pitney Bowes	postage	\$ 1,033.95
Pitney Bowes	rental fees	\$ 162.00
Principle Financial Group	insurance	\$ 39.90
Quill	supplies	\$ 59.97
SD Assoc of Code Enforcement	membership	\$ 40.00
SD DENR	professional fees	\$ 24.00
SD Govt Finance Officers Assoc	membership	\$ 70.00
SD Human Resource Assoc	membership	\$ 25.00
SD Municipal League	membership	\$ 1,136.11

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To	For	Amount
SD Municipal Street Maintenance Assoc	membership	\$ 35.00
SD Police Chief Assoc	membership	\$ 96.59
SD Rural Development	sewer revenue bond	\$ 787.00
SD Rural Development	water revenue bond	\$ 908.00
SD Rural Development	sewer revenue bond	\$ 1,307.00
SD Water & Wastewater Assoc	association fees	\$ 10.00
SDML Work Comp Fund	insurance	\$ 9,808.00
St. Paul Stamp Works	dog tags	\$ 104.50
Star Laundry	rugs	\$ 54.68
Vision Service Plan	insurance	\$ 302.80
WW Tire	repairs	\$ 40.00
Zuercher Tech	maintenance	\$ 1,162.35
EFTPS	payroll taxes	\$ 3,369.52
1/3/17 Gross Payroll		
Mayor	payroll	\$ 238.85
Finance Office	payroll	\$ 2,301.96
Govt Bldg	payroll	\$ 99.90
Police	payroll	\$ 3,640.39
Streets	payroll	\$ 3,274.91
Sewer	payroll	\$ 1,470.22
Water	payroll	\$ 1,470.24
Transit	payroll	\$ 248.70
Clubhouse	payroll	\$ 137.50
Parks	payroll	\$ 378.00
Library	payroll	\$ 446.13

Overtime & holiday pay included in the above: D. Altfillisch \$256.28; R. Collins \$64.68

Motion # 007-2017

Water Restricted for Depreciation

Motion by Zemlicka and seconded by Streff to authorize \$19,625 from the Water Restricted for Depreciation and Replacement for the Dakota Pump bill for the new water pump at the plant. All members voting yes. Motion carried.

Motion # 008-2017

Operations Manual

Motion by Kline and seconded by Zemlicka to approve the Operations Manual for 2017. All members voting yes. Motion carried.

Motion # 009-2017

Work Comp Acknowledgement

Motion by Hanson and seconded by Zemlicka to acknowledge the Clark Fire Department for work comp purposes. All members voting yes. Motion carried.

Motion # 010-2017

Municipal Election

Motion by Larson and seconded by Zemlicka to schedule April 11, 2017 for the municipal election. All members voting yes. Motion carried.

Motion # 011-2017

Ordinance # 543

Motion by Kline and seconded by Streff to approve Ordinance #543 Water Rates as shown below. All members voting yes. Motion carried.

ORDINANCE # 543

AN ORDINANCE AMENDING CLARK MUNICIPAL CODE "TITLE 10 – WATER AND SEWERS, CHAPTER 10.24 – RATES", OF THE CLARK MUNICIPAL CODE.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF CLARK, SOUTH DAKOTA, that "Title 10 – Water and Sewers, Chapter 10.24 – Rates - Section 10.2402- Water Rate – City" be amended to read as follows:

Section

"10.2402 WATER RATE – CITY

Properties where Municipal Water Supply is Turned on at the Curb Stop:

A base rate fee of \$13.00 per month; plus,

\$4.70 per every 1,000 gallons.

The base rate fee shall be implemented on each housing unit and each apartment unit.

Properties where Municipal Water Supply is Shut Off at Curb Stop:

There shall be a minimum line service fee of \$13.00 charged to each dwelling house, residence, business, building or other place for which sewer and water is maintained. This line service fee shall be charged irrespective of vacancy or abandonment of the property and irrespective of the fact that the municipal water supply has been shut off at the curb stop for such property. This fee is applicable to seasonal residents. There shall be no service fees for any vacant lot where no building is situated on the property."

All ordinances and resolutions or parts of ordinances and resolutions in conflict with this ordinance are hereby expressly repealed and from and after the effective date of this ordinance, this ordinance shall take precedence over any other ordinance or resolution previously adopted.

CITY OF CLARK

Larry Dreher, Mayor

ATTEST:

Jackie Luttrell, City Finance Officer
(S E A L)

FIRST READING: December 5, 2016
SECOND READING: January 4, 2017
ADOPTED: January 4, 2017
PUBLISHED: January 11, 2017
EFFECTIVE DATE: February 1, 2017 for January usage

Motion # 012-2017

Executive Session

Motion by Zemlicka and seconded by Streff to enter into executive session for contractual issues, SDCL 1-25-2-4. All members voting yes. Motion carried.

Executive session began at 7:35 pm and ended at 7:48 pm.

Motion # 013-2017

Enter Joint Hearing

Motion by Larson and seconded by Zemlicka to enter in to the scheduled joint Planning and Zoning meeting to consider annexation of the Big C Travel Plaza. All members voting yes. Motion carried.

City Council meeting reconvened at 7:53 pm.

Resolution # 829

Mayor announced that Resolution #829 will be considered at the February 6, 2017 city council meeting.

Ordinance # 544 Zoning Designation

First reading was heard on Ordinance #544 An Ordinance Designating Highway Commercial Zoning District for the Big C Travel Plaza upon annexation.

Motion # 014-2017

Adjourn

Motion by Kline and seconded by Streff to adjourn. All members voting yes. Motion carried.

Meeting adjourned at 7:54 pm.

This institution is an equal opportunity provider and employer.

Mayor Larry Dreher

Attest: Finance Officer Jackie Luttrell
(seal)

Published once at the approximate cost of _____.

**City of Clark Joint City Council & Planning & Zoning Meeting
January 4, 2017**

Call to order: The Clark City Council met as the Planning & Zoning committee on January 4, 2017 in the City Hall Council Room.

Council Members Present: Belinda Hanson, Kerry Kline, Dennis Larson (via telephone), Louann Streff and Andrew Zemlicka. Absent Vicki Orris.

Others Present: Mayor Larry Dreher, Finance Officer Jackie Luttrell, City Attorney Chad Fjelland and Bill Krikac.

Mayor Dreher called the meeting to order at 7:49 pm.

Being the time and place of the advertised public hearing regarding annexation for the Big C Travel Plaza, Luttrell began by reviewing the annexation process for the Big C Travel Plaza, owned by Clark Community Oil, into city limits. No one was in attendance to comment at the public hearing.

Motion by Zemlicka and seconded by Kline to approve Resolution 2017-01 to recommend annexation as stated below. Voting in favor were Kline, Zemlicka, Streff and Larson. Hanson abstained. Motion carried.

RESOLUTION 2017-01

Be it resolved that the City of Clark Planning and Zoning Commission recommends to the Clark City Council that they approve and adopt Resolution #829. A resolution to include certain real property into the Corporate Limits of the City of Clark described as:

E 393' of the W 915' of the N 417.5' in the N ½ of the NW ¼ of the NE ¼ 7-116-57 Less Lots H3, H4 & H5

Signed this 4th day of January, 2017.

Larry Dreher, Chairperson
Clark Planning and Zoning Commission

Attest:

Jackie Luttrell, Finance Officer

Motion by Zemlicka and seconded by Streff to approve Resolution 2017-02 to designate zoning as described below. Voting in favor were Kline, Zemlicka, Streff and Larson. Hanson abstained. Motion carried.

RESOLUTION 2017-02

Be it resolved that the City of Clark Planning and Zoning Commission recommends to the Clark City Council that they approve and adopt Ordinance #544. An ordinance amending Ordinance 485 by classifying the following legally described property with the following zoning designations:

E 393' of the W 915' of the N 417.5' in the N ½ of the NW ¼ of the NE ¼
7-116-57 Less Lots H3, H4 & H5 and be zoned "HC" Highway Commercial

Signed this 4th day of January, 2017.

Larry Dreher, Chairperson
Clark Planning and Zoning Commission

Attest:

Jackie Luttrell, Finance Officer

Motion by Kline and seconded by Streff to close the joint meeting and re-enter into city council. All members voting yes. Motion carried.

Mayor Dreher declared joint meeting ended at 7:53 pm.

This institution is an equal opportunity provider and employer.

Mayor Larry Dreher

Attest: Finance Officer Jackie Luttrell
(seal)

Published once at the approximate cost of _____.

**City of Clark Council Meeting
February 6, 2017
7:00 PM**

Call to order: The Clark City Council met in session on February 6, 2017 at 7:00 pm in the City Hall Council Room.

Council Members Present: Belinda Hanson, Kerry Kline, Vicki Orris, Louann Streff and Andrew Zemlicka. Dennis Larson via telephone.

Others Present: Mayor Larry Dreher, Finance Officer Jackie Luttrell, City Attorney Chad Fjelland, Bill Krikac, Darin Altfillisch, Roger Collins, Randy Schmidt and Officer Nate Nickeson.

Mayor Dreher called the meeting to order at 7:03 pm.

Motion # 015-2017

Adopt Agenda

Motion by Streff and seconded by Zemlicka to adopt the agenda with addition of Dollar General Operating agreement. All members voting yes. Motion carried.

Public Input

Orris stated that a group of residents are working with ICAP for a community garden proposal. No additional mayor or council input.

Department Updates

Officer Nickeson gave the police report. Altfillisch reported work done on rebuilding mower. Luttrell presented the 2016 highlights and finance office activities. Collins introduced Randy Schmidt from Sanitation Products who presented a proposal for a street sweeper. Council discussed benefits of buying sweeper from NJPA bid and switching equipment out every 5 or so years to keep current good working equipment. Randy will prepare specs for a 2017 Pelican NP model at a list price of \$206,930 to review at next meeting. NJPA offers a 3% discount and city has equipment reserve funds available for down payment.

Motion # 016-2017

Department Updates

Motion by Hanson and seconded by Orris to approve the department updates. All members voting yes. Motion carried.

Motion # 017-2017

Approve Minutes

Motion by Hanson and seconded by Zemlicka to approve the council meeting and Planning and Zoning meeting minutes from January 4, 2017. All members voting yes. Motion carried.

Motion # 018-2017

Approve Financial Statements

Motion by Kline and seconded by Streff to approve the financial statements. All members voting yes. Motion carried.

Motion # 019-2017

Approve Chamber Support

Motion by Larson and seconded by Orris to approve continued support to the Clark Chamber of Commerce for \$3,000 membership and \$500 for assistance for Potato Day insurance. All members voting yes. Motion carried.

Motion # 020-2017

Approve Claims

Motion by Zemlicka and seconded by Kline to approve the following claims. All members voting yes. Motion carried.

#	To	For	Amount
1384	SD Dept of Revenue	city sales tax	\$ 16.96
1385	SD Dept of Revenue	golf course sales tax	\$ 104.71
1389	Wellmark BCBS	insurance	\$ 4,124.82
1390	City of Clark	utilities	\$ 193.30
1391	TSYS Merchant Services	professional fees	\$ 43.33
1392	Northwestern Energy	utilities	\$ 521.02
25545	A&B Business Solutions	copier maintenance	\$ 94.36
25546	Bendix Imaging	printer	\$ 469.99
25547	Clark Community Oil	supplies	\$ 2,321.83
25548	Clark Rural Water System	materials	\$ 12,219.80
25550	Cook's Wastepaper	garbage service	\$ 6,639.91
25549	Cook's Wastepaper	dumpsters	\$ 91.05
25551	Mack's Standard	supplies/maintenance	\$ 181.95
25552	Midwest Alarm Company	fire testing & monitoring	\$ 270.99
25553	Oscar's Machine Shop	parts	\$ 805.73
25554	SD Dept of Labor	unemployment	\$ 1,295.00
25555	South Dakota One Call	locates	\$ 23.10
25556	Sturdevant's Auto Parts	parts	\$ 47.53
25557	Verizon Wireless	cell phone	\$ 168.58
25558	Vern Eide Mngt Group	professional fees	\$ 66.20
25559	Westside Implement	parts	\$ 190.77
1/30/2017	Mayor	payroll	\$ 208.85
Payroll	Finance Office	payroll	\$ 2,364.59
	Govt Bldg	payroll	\$ 121.55
	Police	payroll	\$ 3,290.39
	Streets	payroll	\$ 3,325.83
	Sewer	payroll	\$ 1,377.54
	Water	payroll	\$ 1,377.53
	Transit	payroll	\$ 453.05
	Clubhouse	payroll	\$ 438.13
	Parks	payroll	\$ 339.94
	Library	payroll	\$ 743.07
	Holiday & Overtime Pay: D. Altfillisch \$132.00; R. Collins \$166.55; J. Luttrell \$35.34		

City Council Meeting – February 6, 2017

#	To	For	Amount
1402	EFPTS	payroll taxes	\$ 3,517.55
1403	Dacotah Bank	NSF fees	\$ 10.00
25560	SD Retirement Systems	retirement	\$ 4,864.50
25561	Child Support Payment Center	child support	\$ 409.86

To	For	Amount
212 Truck & Trailer Repairs	repairs	\$ 1,953.87
AFLAC	insurance	\$ 48.55
Banyon Data Systems	support	\$ 295.00
Brandy Lyke	water deposit refund	\$ 100.00
Butler Machinery	parts	\$ 70.49
Cardmember Services	misc. supplies	\$ 314.07
Clark Chamber of Commerce	subsidies	\$ 3,000.00
Clark Co. Farmers Elevator	maintenance	\$ 376.20
Clark Co. Historical Society	subsidies	\$ 560.00
Clark Community Oil	supplies	\$ 1,725.07
Clark County Courier	advertising	\$ 157.07
Clark County Treasurer	property taxes	\$ 425.22
Clausen Construction	snow removal	\$ 700.00
Colonial Research	supplies	\$ 2,217.68
Connecting Point	repairs	\$ 280.00
Cook's Wastepaper	dumpsters	\$ 91.05
Creative Printing	supplies	\$ 1,004.59
Dakota Pump Inc	repairs	\$ 804.08
Dekker Hardware	parts	\$ 962.27
Delta Dental	insurance	\$ 974.75
EcoLab	pest control	\$ 91.56
Edward R Hamilton Booksellers	books	\$ 42.10
ITC	utilities	\$ 705.96
J&J Heating & A/C	repairs	\$ 172.14
Jackie Luttrell	dedt reimbursement	\$ 278.68
JB Repair	batteries	\$ 520.00
Ken's Fairway	supplies	\$ 98.61
Mack's Standard	supplies	\$ 245.30
Mid-States Organized Crime Info Ctr	professional fees	\$ 100.00
Midwest Turf & Irrigation	parts	\$ 251.01
Milbank Winwater	parts	\$ 3,871.67
Northwestern Energy	utilities	\$ 7,501.11
Northwestern Energy	utilities	\$ 165.49
Northwestern Energy	utilities	\$ 193.06
Oscar's Machine Shop	parts	\$ 709.52
Principle Financial Group	insurance	\$ 39.90

To	For	Amount
Quill	supplies	\$ 503.64
SD Dept of Revenue	water testing	\$ 286.00
SD Rural Development	sewer revenue bond	\$ 787.00
SD Rural Development	water revenue bond	\$ 908.00
SD Rural Development	sewer revenue bond 2	\$ 1,307.00
Sign Pro	cart stickers	\$ 125.00
Star Laundry	rags and rugs	\$ 103.24
Sturdevant's	parts	\$ 268.85
TSYS Merchant Services	professional fees	\$ 44.79
US Foods	supplies/concessions	\$ 823.73
USA Blue Books	parts	\$ 186.91
Visions Service Plan	insurance	\$ 302.80
Westside Implement	skid steer trade	\$ 1,853.00
WW Tire Service	repairs	\$ 191.00
Zuercher Tech	professional fees	\$ 1,250.00

Motion # 021-2017

Resolution #829 Annexation

Motion by Kline and seconded by Orris to approve Resolution # 829 annexing in the Big C Travel Plaza into City Limits effective March 1, 2017 (published in the 2/8/17 newspaper). All members voting yes. Motion carried.

Resolution # 829

A RESOLUTION OF ANNEXATION INCLUDING CERTAIN CONTIGUOUS TERRITORY WITHIN THE CORPORATE LIMITS OF THE CITY OF CLARK, CLARK COUNTY, SOUTH DAKOTA

WHEREAS, there has been a Resolution of Intent to Extend the Boundaries approved by the City Council as required by SDCL 9-4-4.4 and 9-4-4.3.

WHEREAS, a public hearing has been held to provide public testimony to the Resolution of Annexation as required by SDCL 9-4-4.4.

WHEREAS, a copy of the adopted resolution of intent and a notice of public hearing giving the time and place of the public hearing on the resolution of annexation was forwarded by certified mail to the Clark County Commissioners and the affected landowners.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF CLARK, SD that the following described properties be and the same hereby are included within the corporate limits of the City of Clark, and the boundary of the City is hereby extended to include such territory as allowed by SDCL 9-4-4.4.

E 393' OF THE W 915' OF THE N 417.5' IN THE N ½ OF THE NW ¼ OF THE NE ¼
7-116-57 LESS LOTS H3, H4 & H5 CITY OF CLARK, CLARK COUNTY

Date adopted: February 6, 2016.

Larry Dreher, Mayor

Attest:

Jackie Luttrell, Finance Officer

Notice of Hearing: January 4, 2017
Date of Hearing: February 6, 2017
Date Adopted: February 6, 2017
Date Published: February 8, 2017
Date Effective: February 28, 2017

Motion # 022-2017

Ordinance #544 Annexation

Motion by Larson and seconded by Streff to approve Ordinance # 544 (published in the 2/8/17 newspaper) designated Big C Travel Plaza a highway commercial zoning district. All members voting yes. Motion carried.

Ordinance #544

AN ORDINANCE ENTITLED, AN ORDINANCE TO AMEND ORDINANCE 485, AN ORDINANCE TO AMEND ORDINANCE 400, AN ORDINANCE ESTABLISHING ZONING REGULATIONS FOR THE CITY OF CLARK, SOUTH DAKOTA, AND PROVIDING FOR THE ADMINISTRATION, ENFORCEMENT, AND AMENDMENT THEREOF, IN ACCORDANCE WITH THE PROVISIONS OF CHAPTERS 11-4 AND 11-6, 1967 SDCL, AND AMENDMENTS THEREOF, AND FOR THE REPEAL OF ALL ORDINANCES IN CONFLICT HEREWITH.

Be it ordained by the City Council of the City of Clark, South Dakota:

That Section 11.03 of the Official Zoning Map of Ordinance No. 485, adopted November 2, 2009, an ordinance amending Ordinance 400, of the Zoning Ordinance of the City of Clark be amended to classify the following legally described property with the following zoning designations:

E 393' OF THE W 915' OF THE N 417.5' IN THE N ½ OF THE NW ¼ OF THE NE ¼ 7-116-57 LESS LOTS H3, H4 & H5 CITY OF CLARK, CLARK COUNTY to be zoned "HC"
Highway Commercial District

Passed and adopted this 6th day of February, 2017.

City of Clark

Larry Dreher, Mayor

Attest

Jackie Luttrell, Finance Officer

First Reading: January 4, 2017
Second Reading: February 6, 2017
Adopted: February 6, 2017
Published: February 8, 2017
Effective: March 1, 2017

Motion # 023-2017

Special Event Liquor License

Motion by Orris and seconded by Larson to set the special event liquor license fee to \$50 with no markup. This license follows all SDCL regulations and public notice requirements. All members voting yes. Motion carried.

Dollar General Operating Agreement

Dollar General requested a reconsidered rate for a malt beverage fee. No changes will be made.

First District Governing Body

Dennis Larson accepted the opportunity to serve on the First District Governing Body. His name will be submitted for their consideration.

District Meeting

Council discussed attending the district meeting either in Big Stone or De Smet in March.

Motion # 024-2017

Executive Session

Motion by Orris and seconded by Zemlicka to enter into executive session for contractual and personnel issues, SDCL 1-25-2-1&4. All members voting yes. Motion carried.

Executive session began at 8:01 pm and ended at 8:54 pm.

Motion # 025-2017

Adjourn

Motion by Kline and seconded by Streff to adjourn. All members voting yes. Motion carried.

Meeting adjourned at 8:55 pm.

This institution is an equal opportunity provider and employer.

Mayor Larry Dreher

Attest: Finance Officer Jackie Luttrell
(seal)

Published once at the approximate cost of _____.

City of Clark Council Meeting
March 6, 2017
7:00 PM

Call to order: The Clark City Council met in session on March 6, 2017 at 7:00 pm in the City Hall Council Room.

Council Members Present: Belinda Hanson, Kerry Kline, Dennis Larson (via telephone), and Andrew Zemlicka. Absent Louann Streff and Vicki Orris.

Others Present: Mayor Larry Dreher, Finance Officer Jackie Luttrell, City Attorney Chad Fjelland, Bill Krikac, Darin Altfillisch, Roger Collins, Jeremy Wellnitz, Randy Schmidt, Aaron Gruenwald, Marsha Helkenn and Rachel Morehouse.

Mayor Dreher called the meeting to order at 7:00 pm.

Motion # 026-2017

Adopt Agenda

Motion by Hanson and seconded by Kline to adopt the agenda. All members voting yes. Motion carried.

Community Garden

Marsha Helkenn and Rachel Morehouse were present to promote a community garden. Using a format from other communities, they are asking the City to provide land, fence and water. Each gardener would sign an agreement to maintain their plots and agree to guidelines. Their group would enforce the agreements. The City will research costs and logistics and revisit at next meeting.

No public input so proceeded to department updates. Updates given by Altfillisch, Collins, Luttrell and Wellnitz.

Street Sweeper

Randy Schmidt from Sanitation Products presented a revised NJPA quote for an Elgin Pelican street sweeper for \$201,922.00. With the guaranteed buyback program, the cost would be \$30,408/year for five years with option to purchase for \$70,000 or trade in for replacement sweeper. Payment would come from the equipment replacement reserve. Collins received prices from Poppen Construction to hire out street sweeping for spring, fall and monthly cleanup for \$17,555/year plus water. Each additional trip would be approximately \$500/time and chip sealing sweeping extra. Starting in the spring and running through the fall, the street department sweep almost every day and are concerned by not having the convenience to sweep as needed.

Motion # 027-2017

Purchase Sweeper

Motion by Zemlicka and seconded by Hanson to approve purchasing a new 2017 Pelican NP street sweeper based on NJPA pricing, contract # 022014FSC with CapFirst Leasing, at a cost of \$201,922.00. Five yearly payment of \$30,408 with the first installment coming out of the equipment replacement reserve. All members voting yes. Motion carried.

Motion # 028-2017

2017 Dump Rates & Hours

Motion by Kline and seconded by Zemlicka to approve the 2017 dump rates and hours. Hours have been reduced, rates adjusted and Collins explained the compliance issues for Freon appliances, TVs and electronics. All members voting yes. Motion carried.

Motion # 029-2017

Resolution #830

Motion by Larson and seconded by Zemlicka to approve Fees Resolution #830 as follows. All members voting yes. Motion carried.

RESOLUTION # 830

A RESOLUTION SETTING FORTH A SCHEDULE OF RATES FOR USE BY THE CITY OF CLARK. BE IT RESOLVED that the following schedule of rates shall be effective as of the date of this Resolution for the following services provided by the City of Clark.

City Hall Offices:

Black and White photocopies	\$0.25/page
Color photocopies	\$1.00/page
Faxes	\$2.00/page, incoming and outgoing
NSF charges	maximum allowed by SDCL 57A-3-421
Credit/Debit card transaction	3%, \$1 minimum

Maintenance:

Loader with operator	\$110/hour
Motor grader/blade with operator	\$110/hour
Semi	\$110/hour
Dump truck with operator	\$80/hour
Skid loader with operator	\$85/hour
Operator only	\$50/hour
Mowing, rider	\$60/hour
Mowing, tractor & rotary	\$85/hour
Black dirt	\$45/yard
Fill dirt	\$20/yard
Gravel	\$5.50/yard
Contractor house disposal fee	\$400
Rubble site charge for disposal of house or building	\$750/small*
	\$1,000/large*

*Plus cost of fill dirt

Zoning:

Building Permit – fence, deck or storage shed	\$10
Building Permit – garage or small addition	\$25
Building Permit – house or commercial building	\$50
Variance, Conditional Use or Rezoning application	\$50

BE IT FURTHER RESOLVED that the city office employee shall determine as to the rate payable to the City of Clark.

As provided by SDCL 9-9-13, this Resolution shall be effective upon publication of the Notice of Adoption and replaces any previously stated rates.

Dated this 6th day of March, 2017.

Larry Dreher
City of Clark, South Dakota

ATTEST:

Jackie Luttrell
Finance Officer

Passed & Adopted: March 6, 2017

(seal)

Motion # 030-2017

Water Plant Variable Frequency Drive

Motion by Kline and seconded by Hanson to approve the purchase of a variable frequency driver for the water plant from Dakota Pump Inc at a cost of approximately \$7,500. To be paid from the restricted for depreciation funds. All members voting yes. Motion carried.

Motion # 031-2017

2016 Annual Report

Motion by Zemlicka and seconded by Kline to approve the 2016 Annual Report as prepared and presented by Luttrell. All members voting yes. Motion carried.

Motion # 032-2017

Department Updates

Motion by Larson and seconded by Zemlicka to approve the department updates. All members voting yes. Motion carried.

Motion # 033-2017

Approve Minutes

Motion by Hanson and seconded by Kline to approve the council meeting minutes from February 6, 2017. All members voting yes. Motion carried.

Motion # 034-2017

Approve Financial Statements

Motion by Hanson and seconded by Zemlicka to approve the financial statements. All members voting yes. Motion carried.

Motion # 035-2017

Approve Claims

Motion by Hanson and seconded by Kline to approve the following claims. All members voting yes. Motion carried.

#	To	For	Amount
1406	EFTPS	941 taxes	\$ 3,497.56
1407	City of Clark	utilities	\$ 661.00
1408	Wellmark BCBS	insurance	\$ 4,124.82
1409	Northwestern Energy	utilities	\$ 502.07
1411	SD Dept of Revenue	golf course sales tax	\$ 63.50

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#	To	For	Amount
1412	SD Dept of Revenue	city sales tax	\$ 7.98
1413	Vision Service Plan	insurance	\$ 302.80
1420	EFTPS	941 taxes	\$ 3,432.62
1421	Dacotah Bank	professional fees	\$ 10.00
25601	Harlow's Bus Service	med van	\$ 37,023.00
25602	Cook's Wastepaper	garbage service	\$ 6,591.42
25603	A&B Business Solutions	maintenance	\$ 56.27
25604	SD Sheriff's Assoc	conference	\$ 85.00
25605	Verizon Wireless	utilities	\$ 168.54
25606	Clark Rural Water	materials	\$ 9,401.00
25607	SD Retirement Systems	retirement	\$ 3,145.70
25608	Child Support Payment Ctr	child support	\$ 273.24
2/14/2017	Mayor	payroll	\$ 208.85
Gross	Finance Office	payroll	\$ 2,329.30
Payroll	Govt Bldg	payroll	\$ 99.45
	Police	payroll	\$ 3,290.39
	Streets	payroll	\$ 3,934.41
	Sewer	payroll	\$ 1,361.04
	Water	payroll	\$ 1,361.03
	Med Van	payroll	\$ 527.65
	Clubhouse	payroll	\$ 136.88
	Parks	payroll	\$ 326.07
	Library	payroll	\$ 494.50
	Overtime included in the above: D. Altfillisch \$99.00		
2/27/2017	Mayor	payroll	\$ 238.85
Gross	Finance Office	payroll	\$ 2,442.40
Payroll	Govt Bldg	payroll	\$ 99.45
	Police	payroll	\$ 3,340.39
	Streets	payroll	\$ 3,961.28
	Sewer	payroll	\$ 1,403.21
	Water	payroll	\$ 1,403.21
	Med Van	payroll	\$ 604.60
	Clubhouse	payroll	\$ 222.50
	Library	payroll	\$ 518.13
	Overtime and holiday included in the above: D. Altfillisch \$88.00; R. Flora \$49.04; J. Luttrell \$35.00;		
To		For	Amount
212 Truck Repairs		repairs	\$ 484.08
Bendix Imaging		repairs	\$ 105.00
Cardmember Services		supplies	\$ 179.13

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To	For	Amount
	water deposit applied to	
City of Clark	bill	\$ 100.00
City of Clark	utilities	\$ 269.60
Clark Co. Courier	advertising	\$ 159.13
Clark Co. Historical Society	subsidies	\$ 560.00
Clark Co. Treasurer	property taxes	\$ 4,152.00
Clark Community Oil	supplies	\$ 1,146.96
Clark Engineering	retention pond	\$ 3,455.23
Cook's Wastepaper	garbage service	\$ 6,597.81
Cook's Wastepaper	dumpsters	\$ 91.05
Creative Printing	supplies	\$ 55.00
Dakota Butcher	beer	\$ 48.96
Dekker Hardware	supplies	\$ 1,130.49
Delta Dental	insurance	\$ 974.75
Doug's Service & Marine	repairs	\$ 316.43
Fed Ex	postage	\$ 11.95
Fjelland Law	legal fees	\$ 1,450.00
Forest Excavating	repairs	\$ 1,904.80
Hamlin Building Center	supplies	\$ 40.80
ITC	utilities	\$ 701.98
JB Repair	repairs	\$ 3,337.20
Jeff's Vacuum Center	repairs	\$ 30.00
Kim Taylor	miles	\$ 38.30
Mack's Standard	supplies	\$ 262.50
Menards	supplies	\$ 7.99
Midwest Turf & Irrigation	repairs	\$ 69.69
Milbank Winwater	parts	\$ 135.25
Northwestern Energy	utilities	\$ 7,705.85
Oscar's Machine Shop	parts	\$ 812.77
Pitney Bowes	postage	\$ 1,020.99
Principle Financial Group	insurance	\$ 39.90
Quill	supplies	\$ 114.12
SD Dept of Revenue	water testing	\$ 286.00
SD Federal Property Agency	supplies	\$ 40.00
SD Public Assurance Alliance	insurance	\$ 32,973.40
SD Rural Development	sewer revenue bond	\$ 787.00
SD Rural Development	water revenue bond	\$ 908.00
SD Rural Development	sewer 2 revenue bond	\$ 1,307.00
Star Laundry	maintenance	\$ 107.06
Sturdevant's	repairs	\$ 823.72
TSYS Merchant Services	professional fees	\$ 28.47
USGA	professional fees	\$ 110.00

To	For	Amount
Vern Eide Mngt	professional fees	\$ 50.40
Watertown Park & Rec	repairs	\$ 550.00
Westside Implement	parts	\$ 1,015.66
WW Tire Service	repairs	\$ 274.00

Motion # 036-2017 **Authorize Mayor to Sign Easement Agreement**
Motion by Larson and seconded by Kline to authorize the mayor to sign the State of South Dakota Temporary Easement Agreement for the curb handicap ramp project. All members voting yes. Motion carried.

Motion # 037-2017 **Authorize Mayor to Sign Pre Disaster Mitigation**
Motion by Hanson and seconded by Zemlicka to authorize the mayor to sign the County Pre Disaster Mitigation FEMA funding application. All members voting yes. Motion carried.

Motion # 038-2017 **Equalization Meeting**
Motion by Kline and seconded by Zemlicka to schedule the equalization meeting for 7 pm on March 20, 2017. All members voting yes. Motion carried.

Motion # 039-2017 **Election Workers**
Motion by Zemlicka and seconded by Belinda to hire Eileen Dunbar as election supervisor at a pay of \$9.50/hour and Patty Rosenau and Sharon Larson as workers at a pay of \$9.00/hour. All members voting yes. Motion carried.

Med Van & Building
Council discussed disposing of Uplander med van with the addition of the new Dodge med van. If disposed, the city would need to buy back the 80% match for the med van building. No decisions made, will discuss again at later date.

Motion # 040-2017 **Executive Session**
Motion by Hanson and seconded by Zemlicka to enter into executive session for contractual and personnel issues, SDCL 1-25-2-1&4. All members voting yes. Motion carried.

Executive session began at 8:07 pm and ended at 8:35 pm.

Motion # 041-2017 **Adjourn**
Motion by Kline and seconded by Hanson to adjourn. All members voting yes. Motion carried.

Meeting adjourned at 8:36 pm.

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Mayor Larry Dreher

Attest: Finance Officer Jackie Luttrell
(seal)

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City of Clark Board of Equalization Meeting
March 20, 2017
7:00 PM

Call to order: The Clark City Council and School Board member Bob Steffen, acting as the Local Board of Equalization, met in session on March 20, 2017 at 7:00 pm in the City Hall Council Room.

Members Present: Belinda Hanson, Kerry Kline, Dennis Larson, Louann Streff, Andrew Zemlicka and Bob Steffen representing the School Board. Absent Vicki Orris.

Others Present: Mayor Larry Dreher, Finance Officer Jackie Luttrell, Terry O'Neill, Bill Krikac and Melissa Nesheim.

Mayor Dreher called the meeting to order at 7:03 pm.

Motion by Kline and seconded by Hanson to adopt the agenda. All members voting yes. Motion carried.

Board of Equalization reviewed assessment role and then heard the following appeals.

1.) Parcel # 9008: S 67.5' of OL 58 & W 200' of N 92.5' of OL 59
Owner present: Terry & Angela O'Neill
1111 N Smith St.
Clark, SD 57225

Current Valuation: Land 3,597 House: \$306,982 Structure: \$64,366

Motion by Streff and seconded by Larson to change the structure assessed value to \$20,000 and the house assessed value to \$190,000. All members voting in favor. Motion carried.

2.) Parcel # 9023: W 310' of Lot 6 less S 918' of 1st Addition to Gruenwalds Subdivision
Owner not present: David Clausen
PO Box 71
Clark, SD 57225

Current Valuation: House \$203,345

Motion by Kline and seconded by Hanson to change the house assessed value to \$140,000. All members voting in favor. Motion carried.

Motion by Kline and seconded by Steffen to adjourn. All members voting yes. Motion carried.

Meeting adjourned at 7:17 pm.

This institution is an equal opportunity provider and employer.

Mayor Larry Dreher

Attest: Finance Officer Jackie Luttrell
(seal)

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**City of Clark Council Meeting
March 20, 2017**

Call to order: The Clark City Council met in session on March 20, 2017 following the Equalization meeting in the City Hall Council Room.

Council Members Present: Belinda Hanson, Kerry Kline, Dennis Larson, Louann Streff and Andrew Zemlicka. Absent Vicki Orris.

Others Present: Mayor Larry Dreher, Finance Officer Jackie Luttrell, Bill Krikac and Melissa Nesheim.

Mayor Dreher called the meeting to order at 7:18 pm.

Motion # 042-2017 **Adopt Amended Agenda**
Motion by Larson and seconded by Zemlicka to adopt the amended agenda to include council resignation. All members voting yes. Motion carried.

Motion # 043-2017 **Accept Orris Resignation**
Motion by Larson and seconded by Streff to accept Councilwoman Vicki Orris resignation effective immediately. All members voting yes. Motion carried.

Motion # 044-2015 **Approve Minutes**
Motion by Kline and seconded by Zemlicka to approve the council meeting minutes from March 6, 2017. All members voting yes. Motion carried.

Motion # 045-2017 **Approve Claims**
Motion by Larson and seconded by Hanson to approve the following claims. All members voting yes. Motion carried.

#	To	For	Amount
1424	Northwestern Energy	utilities	\$ 464.42
1425	SD Dept of Revenue	sales tax	\$ 6.19
1426	SD Dept of Revenue	golf course sales tax	\$ 167.06
1427	AFLAC	insurance	\$ 48.55
1428	EFTPS	941 taxes	\$ 3,490.98
1429	Wellmark BCBS	insurance	\$ 4,124.82
1430	Northwestern Energy	utilities	\$ 39.68
25649	SD Municipal League	district meeting	\$ 46.00
25650	Ken's Fairway	supplies	\$ 30.53
25651	Kim Taylor	mileage	\$ 24.36
25652	Republic National	liquor	\$ 582.98
25653	Clark Rural Water Systems	materials	\$ 8,191.40
25654	Verizon Wireless	utilities	\$ 168.56

City Council Meeting – March 20, 2017

#	To	For	Amount
25655	SD Dept of Revenue	vehicle registration	\$ 5.00
25656	A&B Business Solutions	maintenance	\$ 56.27
25657	Kim Taylor	mileage	\$ 23.52
3/13/2017	Mayor	payroll	\$ 238.85
Gross	Finance Office	payroll	\$ 2,466.91
Payroll	Govt Bldg	payroll	\$ 85.64
	Police	payroll	\$ 3,340.39
	Streets	payroll	\$ 4,067.72
	Water	payroll	\$ 1,442.04
	Sewer	payroll	\$ 1,442.04
	Med Van	payroll	\$ 383.61
	Clubhouse	payroll	\$ 426.25
	Library	payroll	\$ 494.50
	Benidx Imaging	supplies	\$ 199.99
	Cardmember Services	supplies	\$ 409.22
	Dakota Pump	repairs	\$ 503.32
	DEMCO	supplies	\$ 79.11
	Edward R Hamilton Booksellers	books	\$ 100.50
	SDML Work Comp Fund	work comp audit	\$ 507.00
	Star Laundry	maintenance	\$ 54.68
	The Library Store	supplies	\$ 63.72
	USA Blue Book	supplies	\$ 373.95
	Verdon Roofing	repairs	\$ 2,824.20
	Woodring Plumbing	parts	\$ 204.08

Motion # 046-2017

Special Event Liquor License

Motion by Kline and seconded by Larson to approve a special event liquor license for the Clark American Legion for the Pro Pheasants banquet on March 31, 2017. All members voting yes. Motion carried.

Motion # 047-2017

Canvas Election Meeting

Motion by Streff and seconded by Hanson to schedule the canvas election meeting for April 18, 2017 at 7 pm. All members voting yes. Motion carried.

GCACF Refund

The City received a request from the Greater Clark Area Community Foundation for a refund of the \$10,000 that was donated for a clubhouse building project. The building project has been put on hold, not scraped. No fees were charged to the foundation for their two tournaments in exchange for this donation. Council would like the Golf Board and the Clubhouse Manager the opportunity to discuss this at their next meeting. Council would also like to see a project plan and timeline for the building project.

Motion # 048-2017

Table Refund Request

Motion by Streff and seconded by Kline to table the refund request from the GCACF until next meeting. All members voting yes. Motion carried.

Motion # 049-2017

Advertise for Greenskeeper

Motion by Larson and seconded by Kline to advertise for a golf course greenskeeper. All members voting yes. Motion carried.

Motion # 50-2017

Executive Session

Motion by Larson and seconded by Zemlicka to enter into executive session for contractual issues, SDCL 1-25-2-4. All members voting yes. Motion carried.

Executive session began at 7:34 pm and ended at 8:50 pm.

Motion # 51-2017

Adjourn

Motion by Kline and seconded by Streff to adjourn. All members voting yes. Motion carried.

Meeting adjourned at 8:51 pm.

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Mayor Larry Dreher

Attest: Finance Officer Jackie Luttrell
(seal)

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