



BOARD OF COMMISSIONERS AGENDA
Tuesday, February 21, 2023
5:30 PM – COMMISSION ROOM – 116 W CENTER ST

Please join the Zoom meeting from your computer, tablet or smartphone.
<https://us06web.zoom.us/j/84040981341>

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

ADOPT AGENDA

APPEARANCES/ACKNOWLEDGEMENTS

CONSENT CALENDAR

- 1) Minutes – January 25, 2023
- 2) Minutes – February 6, 2023
- 3) Minutes – February 17, 2023
- 4) Bills for Approval – February 22, 2023
- 5) Bills for Ratification – February 15, 2023
- 6) Payroll Bills for Ratification – February 17, 2023
- 7) Personnel
- 8) Approve quote from Compliance Services, Inc. for Generation Plant Stack Testing required by DENR/EPA for \$7,375 plus travel expense
- 9) Approve quote from Emerald Transformer for disposal of High PBC Transformers in amount of 10,880
- 10) Declare Surplus Property and appoint appraisers – City Hall Office Equipment
- 11) Designate Additional Depository for Municipal Funds for 2023 – SD Public Funds Investment Trust

UNFINISHED BUSINESS

NEW BUSINESS

- 1) First Reading Ordinance No. 1656 – Amend Water Tap
- 2) Approve and adopt Resolution No. 2023-05 - Lake County Pre-Disaster Mitigation Plan 2024-2029
- 3) Approve and adopt Resolution No. 2023-06 - City of Madison Investment Policy

PUBLIC COMMENT

ANNOUNCEMENTS

- 1) Notice of Vacancy – Commissioners (2 openings)
- 2) Next Regular Commission Meeting – Monday, March 6, 2023 at 5:30 pm

ADJOURN

Anyone wishing to speak to an item on the agenda must be acknowledged by the chair and come to the podium to address the Mayor and City Commission. Addressing other audience members will not be permitted.

Supplementary agenda information may be accessed at www.cityofmadisonsd.com

If special accommodations are necessary to attend any Board of Commissioners meeting, please contact the Finance Office at (605) 256-7500 at least 24 hours before meeting time. All attempts shall be made to accommodate a request.

**CITY OF MADISON
BOARD OF COMMISSIONERS PROCEEDINGS
MADISON, SD 57042**

January 25, 2023
Special

The Board of Commissioners of the City of Madison met in special session at 4:30 pm on the 25th day of January with the following members present on roll call: Mayor Roy Lindsay, Commissioners Jeremiah Corbin, Jerae Wire, Kelly Dybdahl, and Adam Shaw.

Motion by Commissioner Wire, seconded by Commissioner Dybdahl to adopt the January 25th agenda. Motion carried.

Motion by Commissioner Shaw, seconded by Commissioner Corbin to go into executive session at 4:32 pm.

Mayor Lindsay Shaw declared commission out of executive session at 6:38 pm

Motion by Commissioner Shaw, seconded by Commissioner Dybdahl, to Adjourn at 6:40 pm.

/s/Sonya Wilt
Finance Officer

Published once at the approximate cost of \$__.

**CITY OF MADISON
BOARD OF COMMISSIONERS PROCEEDINGS
MADISON, SD 57042**

February 6, 2023
Regular

The Board of Commissioners of the City of Madison met in regular session at 5:30pm on the 6th day of February with the following members present on roll call: Mayor Roy Lindsay and Commissioners Jeremiah Corbin, Jerae Wire, Kelly Dybdahl, and Adam Shaw.

The Pledge of Allegiance was recited.

Motion by Commissioner Dybdahl, seconded by Commissioner Corbin to adopt the February 6th agenda. Motion carried unanimously.

Motion by Commissioner Shaw, seconded by Commissioner Wire, to approve the following items on the consent calendar. Commissioner Corbin abstained. Minutes – January 17, 2023, Bills for Approval – February 8, 2023, Bills for Ratification – December 30, 2022, Bills for Ratification - January 25, 2023, Bills for Ratification - February 1, 2023, Payroll Bills for Ratification – January 20, 2023, Payroll Bills for Ratification - February 3, 2023, Personnel, January 2023 Building Permit Report, Approve Application for Property Tax Abatement 2023-01, 2023-02, 2023-04, 2023-05, Acknowledge Bid Date – Bid No. 917 – Sidewalk Improvement Project 2023-1 – March 1, 2023 at 10:00 am, Acknowledge Bid Date – Bid No. 918 – HDPE Conduit, pull boxes, transformers – February 28, 2023 at 2:00 pm, Acknowledge Bid Date – Bid No. 919 – Water Department Building Renovation Project – February 23, 2023 at 2:00 pm, Set Bid Date – Bid No. 920 Airport Improvements AIP No. 3-46-0029-024-2023; BIL/AIG No. 3-46-0029-025-2023 – March 9, 2023 3:00pm

Bills for Approval – February 8, 2023

APPEARA, Services, \$72.98, BANNER ASSOCIATES INC, Madison Water System Improvements, \$43,141.50, BARTELS CLEANING SERVICE, Services, \$500.00, BUILDERS FIRSTSOURCE, Rebar, \$76.90, CARQUEST OF MADISON, Belts, \$134.67, CLASSIC CONVENIENCE INC, Fuel, \$25.12, CORE & MAIN GP LLC, Repair Sleeves, \$883.66, DAKOTA STATE UNIVERSITY, *22 December Work Orders/Supplies, \$3,891.43, ELITE CARD PAYMENT CENTER, Lenovo Laptop - Tess, \$3,823.52, F & M COOP OIL CO, Fuel, \$377.80, FIRST BANK & TRUST, Bond Interest Acct# 20200501 RD Water, \$17,444.03, HALLS SAFETY EQUIPMENT CORP, Uniforms, \$2,295.00, HAWKINS INC, Cylinders, \$20.00, KLJ ENGINEERING LLC, MDS Taxilane/Parking/Access Rd-Design & Bidding, \$10,000.00, LAKE AREA IMPROVEMENT CORP, 1st Qtr Allotment, \$35,000.00, LEBAHN/DAVID, NW Park Picnic Shelter, \$11,832.00, MADISON ACE HARDWARE, Hardware, LED Light, \$93.30, OPEN ACCESS TECHNOLOGY INT'L, AMI Project, \$8,500.00, PATCH/CHAD, Meal Reimbursement, \$14.00, PORTA PROS INC DBA A-1 PORTABLE TOILETS, Toilet Rental - Totland Park, \$152.00, RESYKLE LLC, Parts, \$50.13, RONS SAW SHOP, Chainsaw Repairs, \$48.63, RUNNINGS SUPPLY INC, Hose, Nozzle, \$256.02, SD AIRPORT CONFERENCE, 2023 Airport Conference - M. Downs, \$200.00, SD FEDERAL PROPERTY AGENCY, Tools, Materials and Uniform, \$435.00, SD PUBLIC HEALTH LABORATORY, Water Samples, \$146.00, SHPIGLER CONSULTING INC, AMI SPLIT, \$6,000.00, STUART IRBY TOOL CO, Rubber Glove Testing, \$683.61, USA BLUE BOOK, Chemicals, \$662.14, WESCO DISTRIBUTION INC, Electrical Stock, \$3,012.00, WHEELCO BRAKE & SUPPLY INC, Pipe, \$81.31

Bills for Ratification – December 30, 2022

ALPHA MEDIA USA LLC, *22 Community Center Advertising - Oct 2022, \$840.00, ANDERSON/JUSTIN, *22 Meal Reimbursement - Call in, \$4.69, APPEARA, *22 Mat Rentals - City Hall, \$137.65, AVERA MEDICAL GROUP, *22 Drug Collection/Testing, \$560.00, BANNER ASSOCIATES INC, *22 ARPA Project Segment 3 - Design & Bidding, \$14,425.60, BUILDERS FIRSTSOURCE, *22 Shed Door Frame, \$215.30, CLUBHOUSE HOTEL AND SUITES, *22 Lodging - Materese, \$1,284.00, DAKOTA STATE UNIVERSITY, *22 Workstudy & Student Labor Wages Oct-Dec 2022, \$6,297.39, DEMCO INC, *22 Desk/Bean Bag Chairs, \$3,271.28, DGR ENGINEERING, *22 Professional Services, \$16,835.50, F & M COOP OIL CO, *22 Fuel - #36C, \$339.41, FINDAWAY, *22 Audiobooks, \$341.95, GREATER MADISON AREA CHAMBER, *22 BID Tax Funding - Oct, Nov, Dec 2022, \$2,691.00, HAWKINS INC, *22 Cylinders, \$20.00, HUNTER PUBLISHING INC, *22 December Job Postings, \$478.65, INFOTECH SOLUTIONS LLC, *22 Computer & Software Subscription Fees, \$6,589.48, JOHNSON FEED INC, *22 Road Salt, \$3,082.70, LAKE AREA IMPROVEMENT CORP, *22 Sales Tax Rebate - Custom Touch 4th Qtr, \$20,897.71, LAKE COUNTY AUDITOR, *22 911 Communications - 3rd Qtr 2022, \$25,808.41, MADISON ACE HARDWARE, *22 Community Center - Nuts/Bolts/Nails, \$19.26, MADISON

GROCERY STORE INC, *22 Holiday Certificates, \$1,086.28, MARTIN/LISA, *22 Reimburse - Books for Teen & Adult Book Clubs, \$180.78, MICROMARKETING LLC, *22 Books, \$173.76, OFFICE ELEMENTS GROUP LLC, *22 Furniture, \$9,632.00, OFFICE PEEPS INC, *22 Wastebaskets, \$57.14, OPEN ACCESS TECHNOLOGY INT'L, *22 AMI Project, \$7,255.00, RUNNINGS SUPPLY INC, *22 Tools/Supplies, \$1,949.16, TITAN MACHINERY-SIOUX FALLS, *22 Roller Rental, \$1,690.00, VALIANT LIVING INC, *22 Contracted Services, \$5,096.00, VERIZON WIRELESS, *22 SMS Content, \$100.00, WECK/COURTNEY, *22 Reimbursement for Story Time & Cookies w/Santa, \$99.68

Bills for Ratification – January 25, 2023

APPEARA, Mat Rentals, \$79.53, BLUEPEAK, Fire Dept. Internet - Acct #000873901, \$44.95, BOYER FORD TRUCKS INC OR BOYER TRUCKS - SIOUX FALLS, Drivers Door Latch #79, \$122.84, CLASSIC CONVENIENCE INC, Fuel - Tanker 3, \$444.46, DAXKO LLC, January 23 Software Fees, \$1,746.26, EQUIPMENT BLADES INC, Cutting Edges, \$1,323.00, ETTERMAN ENTERPRISES INC, Chain & Cable Oil, \$91.02, F & M COOP OIL CO, Tire Switch & Balance, \$293.93, FASTENAL CO, Air Filters, \$269.85, FRONTIER PRECISION INC, Trimble Subscription, \$1,650.00, HAUFF MID AMERICA SPORTS INC, Mesh Net, \$577.00, KIBBLE EQUIPMENT LLC OR JOHN DEERE FINANCIAL, Filter Element, \$58.29, KRUG PRODUCTS INC, Hydraulic Hose, \$16.44, KUSTOM SIGNALS INC, Eagle II Radar, \$2,790.00, LAKE COUNTY INTERNATIONAL INC, Cutting Edges, \$435.54, LEIGHTON FAMILY FARMS, Popcorn, \$60.00, LEWIS DRUGS INC, Kleenex, Swimming Diapers, \$77.40, LUDENS INC, 2022 Roller Trailer, \$10,950.00, MADISON ACE HARDWARE, Batteries, \$52.15, MADISON GROCERY STORE INC, ASP Groceries, \$131.40, NIGHBERT/RICHARD J, Meal Reimbursement - ATC Conference, \$28.00, NORTHWESTERN ENERGY, Fire Station - 2544283-1, \$1,728.39, O REILLY AUTOMOTIVE INC, Filters, \$24.60, OFFICE PEEPS INC, Dual Monitor, \$205.98, OPEN ACCESS TECHNOLOGY INT'L, AMI Project, \$12,923.71, PORTA PROS INC DBA A-1 PORTABLE TOILETS, Toilet Rentals - Memorial Park, \$170.00, ROCKMILLS ENTERPRISES INC, Manhole Lifter Parts, \$783.50, RUNNINGS SUPPLY INC, Adaptor, Clamp, Misc, \$324.78, SD DEPT OF AGRICULTURE, WWTP Discharge Permit SD0020010, \$50.00, STURDEVANTS MADISON INC, Starter, \$834.34, SUBSURFACE SOLUTIONS, Locator Parts, \$31.73, TIMMER SUPPLY CO, Ball Valve, \$95.55, VERIZON WIRELESS, 12/21/22 - 12/23/22 Service Acct #SD144592, \$50.00, WHEELCO BRAKE & SUPPLY INC, Battery Terminals, \$48.70

Bills for Ratification – February 1, 2023

AMARIL UNIFORM COMPANY, FR Clothing, \$4,512.55, APPEARA, Entry Mats, \$170.09, BAKER & TAYLOR, Books, \$107.85, BLACKSTONE PUBLISHING, CD Books, \$305.03, BLUEPEAK, Phone & Internet Acct #000485901, \$3,343.64, BORNS GROUP INC, PRINTING & POSTAGE, \$1,369.09, BOUNCE AROUND INFLATABLES, Inflatable Deposit, \$211.92, BOUND TO STAY BOUND INC, Books, \$36.92, BUILDERS FIRSTSOURCE, 1x4 - Spruce Planks, \$22.97, CARQUEST OF MADISON, Grease, Anti-Freeze, \$293.26, CENTER POINT LARGE PRINT, Platinum Fiction, Mystery, Romance, Fiction Series, \$2,329.92, CENTURY BUSINESS PRODUCTS INC, Copier Contract #MD0052, \$147.86, CLASSIC CONVENIENCE INC, Fuel, \$584.02, COLES PETROLEUM PRODUCTS INC, Fuel Report, \$9,678.93, DAKOTA STATE UNIVERSITY, Brochures, Photo Stock, Paper, Staples, Paper Clip, \$110.75, DAKOTALAND AUTOGLASS, Windshield, Primer, Urethane Cure, \$308.64, DENNE/OAKLEY, JUTS Training - Meal Reimbursement, \$68.00, ELITE CARD PAYMENT CENTER, Credit Card Purchases Jan 1 - Jan 18, \$12,875.31, F & M COOP OIL CO, Fuel, \$1,001.02, FIRST DISTRICT DEVELOPMENT CO, Full Payment for Fiscal Year 2023, \$9,925.00, GRAHAM TIRE COMPANY, Tires, \$771.88, GREAT AMERICA FINANCIAL SVCS, Color Image Usage, \$19.10, HIVELY/WIATT, JUTS Training - Meal Reimbursement, \$68.00, HUNTER PUBLISHING INC, January 10th Publication, \$260.23, INGRAM CO, Books, \$103.66, INTERNATIONAL ASSOCIATION OF CHIEFS OF POLICE, 2023 Membership Renewal, \$190.00, KIMBALL MIDWEST, Cable Ties, Anchor Shack, \$343.52, KUSTOM SIGNALS INC, Keypad. Wireless Remote Snap, \$80.75, LAKE AREA IMPROVEMENT CORP, Forward Madison 2023 1st Qtr., \$30,000.00, LAKE COUNTY TREASURER, Fuel Report, \$170.52, LEWIS DRUGS INC, ASP Utensils, \$18.47, MADISON ACE HARDWARE, Clamp, Oil, \$55.56, MADISON GROCERY STORE INC, ASP Groceries, \$447.36, MARCO TECHNOLOGIES, Lease Agreement #016-1571453-000, \$285.47, MICROFILM IMAGING SYSTEMS INC, Microfilm Annual Rental - 2023, \$840.00, MICROMARKETING LLC, Book, \$26.99, MID STATES ORGANIZED CRIME INF, Membership for 11-25 FT Sworn, \$150.00, NORTHWESTERN ENERGY, Utilities - WWTP - 2544362-3, \$3,526.31, O REILLY AUTOMOTIVE INC, Filters, \$190.35, OCLC INC, Cataloging & Metadata Subscription, \$385.48, OFFICE PEEPS INC, Services, \$174.65, OPEN ACCESS TECHNOLOGY INT'L, Finance Charge, \$122.13, OVERDRIVE, SD Digital Consortium, Maintenance Fee, \$1,500.00, PETE LIEN & SONS INC, Chemicals, \$5,310.52, PITNEY BOWES COMPANY, E-Z Seal, Red Ink, DM Brush

and Wick, \$196.68, RAMKOTA HOTEL & CONF CENTER - PIERRE, Lodging - Nighbert - ATC Conference, \$136.00, RUNNINGS SUPPLY INC, Generation Plant - Ladder, \$479.32, RURAL ELECTRIC SUPPLY COOP, 1/0 Elbows, \$2,272.32, SDN COMMUNICATIONS, Internet - Acct #031789, \$516.79, SIRCHIE ACQUISITION COMPANY LLC, Fentanyl Reagent, Mecke's Reagent, Evidence Tape, \$186.15, TIMMER SUPPLY CO, Tank Trip Lever, Korky Tank Ball, Toilet Cleaner, \$32.33, UTILISMART CORPORATION, AMI SPLIT, \$3,893.00, VICKMARK/CHRISTOPHER D, Equipment Repairs, \$167.50, W W GRAINGER INC, Co2 Feeder Solenoid Coil, \$155.25, WESCO DISTRIBUTION INC, Bid #909 - Switches, Transformers, Basements, Wire, \$104,156.00

Payroll Bills for Ratification – January 20, 2023

ACCOUNTS MANAGEMENT INC, \$265.18, HEALTH POOL OF SOUTH DAKOTA, \$39,338.79, IRS-EFTPS, \$43,411.79, OFFICE-CHILD SUPPORT ENFORCE, \$1,610.32, SD RETIREMENT SYSTEM, \$23,176.82, SD RETIREMENT SYSTEM, \$3,240.00

Payroll Bills for Ratification – February 3, 2023

ACCOUNTS MANAGEMENT INC, \$265.18, AFLAC, \$4,183.96, DELTA DENTAL, \$6,238.88, HEALTH POOL OF SOUTH DAKOTA, \$40,068.61, IRS-EFTPS, \$41,578.66, LOCAL UNION #426, IBEW, \$463.00, OFFICE-CHILD SUPPORT ENFORCE, \$1,686.16, SD RETIREMENT SYSTEM, \$23,079.36, SD RETIREMENT SYSTEM, \$3,270.00, TEAMSTERS LOCAL NO 120, \$731.00

Personnel

Dunga, Chima \$10.81 Service Desk Assistant; Minnick, Barbara \$30.50 Deputy Finance/Grant Administrator; Gales-Loyd, Katherine \$19.07 Library Assistant II; Hall, Amanda \$22.11 Programs Coordinator; Urbach, Jared \$10.81 Recreation Assistant; Hein, Elijah \$10.81 Recreation Assistant; Langerock, Maddi \$10.81 Service Desk Assistant; Corbin, Penelope \$11.14 After School Program; Anderson, Sam \$0.00 /Volunteer Fireman; Balogh, Todd \$0.00 /Volunteer Fireman; Barger, Jared \$0.00 /Volunteer Fireman; Bialas, Wade \$0.00 /Volunteer Fireman; Buresh, Dan \$0.00 /Volunteer Fireman; Christiansen, K \$0.00 /Volunteer Fireman; Dahl, Kester \$0.00 /Volunteer Fireman; Denne, Jamie \$0.00 /Volunteer Fireman; Denne, Oakley \$0.00 /Volunteer Fireman; Drause, Jade \$0.00 /Volunteer Fireman; Dybdahl, Kelly \$0.00 /Volunteer Fireman; Eichmann, Brad \$0.00 /Volunteer Fireman; Frost, Tyler \$0.00 /Volunteer Fireman; Gant, Ben \$0.00 /Volunteer Fireman; Gulbranson, Sid \$0.00 /Volunteer Fireman; Heairet, Jade \$0.00 /Volunteer Fireman; Johnson, Eric \$0.00 /Volunteer Fireman; Johnson, Sam \$0.00 /Volunteer Fireman; Johnson, Scott \$0.00 /Volunteer Fireman; Jung, Dustin \$0.00 /Volunteer Fireman; Limmer, Jayson \$0.00 /Volunteer Fireman; Minnaert, Randy \$0.00 /Volunteer Fireman; Olson, Justin \$0.00 /Volunteer Fireman; Patch, Chad \$0.00 /Volunteer Fireman; Ragsdale, Chance \$0.00 /Volunteer Fireman; Reinicke, Gary \$0.00 /Volunteer Fireman; Ruhd, Tyler \$0.00 /Volunteer Fireman; Stoebner, Kyle \$0.00 /Volunteer Fireman; Strom, Corey \$0.00 /Volunteer Fireman; Suten, Skyler \$0.00 /Volunteer Fireman; Yager, Rick \$0.00 /Volunteer Fireman

Olson, Wyatt \$13.72, \$14.24 Employee Wage Correction; Ottoson, Curt \$22.45 Employee Wage Correction; Peters, Mitchell \$13.72, \$14.24 Employee Wage Correction; Peterson, Yvonne \$10.81, \$11.56 Employee Wage Correction; Rasmussen, Autumn \$12.01 Employee Wage Correction; Reverts, Spencer \$14.13 Employee Wage Correction; Ten Eyck, Hanna \$14.24, \$13.72 Employee Wage Correction; Ten Eyck, Karlie \$14.24, \$13.72 Employee Wage Correction; Thielbar, Cole \$21.36 Employee Wage Correction; Thompson, Luigi \$10.81, \$12.01 Employee Wage Correction; Verver, Samantha \$13.04, \$10.81 Employee Wage Correction; Wolff, Lily \$10.81, \$11.56 Employee Wage Correction; Zaragoza Ortega, Maria \$12.01 Employee Wage Correction

Mayor Lindsay opened the Public Hearing for Retail Malt Beverage License Application – Gaylen's Gourmet Popcorn. The owner provided an overview of his proposed plan.

Motion by Commissioner Corbin, seconded by Commissioner Dybdahl to Approve Retail Malt Beverage License Application – Gaylen's Gourmet Popcorn. Motion carried unanimously.

Mayor Lindsay opened the hearing for the Temporary Alcohol License – Catholic Daughters of America/Knights of Columbus – St Thomas Church Social February 18, 2023. No one was present to speak.

Motion by Commissioner Shaw, seconded by Commissioner Wire to approve the Temporary Alcohol License – Catholic Daughters of America/Knights of Columbus – St Thomas Church Social February 18, 2023. Motion carried unanimously.

Todd Kays presented the First District Association of Local Governments annual report.

Motion by Commissioner Dybdahl, seconded by Commissioner Shaw to Approve Resolution 2023-03 – Bridge Inspection Program. Motion carried unanimously.

Motion by Commissioner Wire, seconded by Commissioner Corbin to Approve Resolution 2023-04 – Amend Established Employee Compensation for 2023. Motion carried unanimously.

Discussion was held on the USDA Water Bond Closing and Debt Terms. Motion by Commissioner Shaw, seconded by Commissioner Dybdahl to proceed with a 3% 30-year repayment. Motion carried unanimously.

Motion by Commissioner Shaw, seconded by Commissioner Wire to Authorize Mayor to sign Water and Waste System Grant Agreement with USDA in substantially the same form provided. Motion carried unanimously.

Motion by Commissioner Wire, seconded by Commissioner Corbin to Approve Agreement with Banner Associates for services related to Wastewater Digester Coatings project. Motion carried unanimously.

Motion by Commissioner Corbin, seconded by Commissioner Shaw to Approve Agreement with Brosz Engineering for 2023 Multi-Community Asphalt Surface Treatment Project (chip and fog seal).

Motion by Commissioner Dybdahl, seconded by Commissioner Corbin to Appoint to board of Madison Housing & Redevelopment Commission Karin Mathison (1-year term), Steven Sims (2-year term), Tim Walburg (3-year term), Scott Johnson (4-year term), and Rosee Hansen (5-year term). Motion carried unanimously.

Mayor Lindsay announced there are two Commissioner openings for 2023. Next Regular Meeting will be Monday, February 21, 2023.

Motion by Commissioner Shaw, seconded by Commissioner Wire, to Adjourn at 6:18 pm.

/s/Sonya Wilt

Finance Officer

Published once at the approximate cost of \$__.

**CITY OF MADISON
BOARD OF COMMISSIONERS PROCEEDINGS
MADISON, SD 57042**

February 17, 2023
Special

The Board of Commissioners of the City of Madison met in special session at 3:17 pm on the 17th day of February with the following members present on roll call: Commissioners Jerae Wire, Kelly Dybdahl, and Adam Shaw. Absent Commissioner Jeremiah Corbin and Mayor Roy Lindsay.

Motion by Commissioner Wire, seconded by Commissioner Dybdahl to adopt the February 17th agenda. Motion carried.

Motion by Commissioner Dybdahl, seconded by Commissioner Wire to go into executive session at 3:17 pm.

Commissioner Shaw declared commission out of executive session at 4:43 pm

Motion by Commissioner Wire, seconded by Commissioner Dybdahl, to Adjourn at 4:44 pm.

/s/Sonya Wilt
Finance Officer

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CITY OF MADISON
PERSONNEL
February 2023

NAME	EFFECTIVE DATE	PRESENT STATUS	RECOMMENDED STATUS	PRESENT RATE/SALARY	RECOMMENDED RATE/SALARY	POSITION
Blom, Jedediah	2/6/2023		FT		32.53	Information Technology Coordinator
VanDenHemel, Chad	2/20/2023	FT	FT	27.10	28.47	Engineering Technician

C COMPLIANCE SERVICES, Inc.

P.O. Box 100 • Edgewood, Iowa 52042 • Phone/Fax (563) 928-6400

February 10, 2023

City of Madison
116 West Center St.
Madison, SD 57042

City of Fort Pierre
PO Box 700
Fort Pierre, SD 57532

RE: The Cities of Madison and Fort Pierre, South Dakota

Tess Nelson/Terry Schroer:

Thank you for your continued interest in the stack testing services Compliance Services, Inc. can provide. Enclosed please find a cost quotation for compliance stack testing multiple electrical generating units for the City of Fort Pierre and the City of Madison, located in South Dakota.

The last time I tested these units, was in December of 2020. Would it be possible to move the testing to October? I get nervous there may be weather related issues when testing that late in the year. If that isn't possible, we can keep it in December.

If this is something you wish to schedule, please complete the final page of the quote, and return to me.

Please let me know if you have any questions or require additional information.

Sincerely,
Compliance Services, Inc.



Troy Askeland
Senior Industrial Hygienist

cc: ST23/Madison and Ft Pierre Gen QT file
Enclosures: Stack Test Proposal

STACK TEST PROPOSAL

Facility Description:

City of Madison and the City of Fort Pierre, South Dakota

Madison

<u>Engine</u>	<u>Manufacturer</u>	<u>Capacity</u>	<u>Analyte</u>	<u>Runs x Hrs</u>	<u>Type</u>
1	Caterpillar	2000 kW	CO (Outlet)	3 x 1 Hr	Diesel
2	Caterpillar	2000 kW	CO (Outlet)	3 x 1 Hr	Diesel
3	Caterpillar	2000 kW	CO (Outlet)	3 x 1 Hr	Diesel
4	Caterpillar	2000 kW	CO (Outlet)	3 x 1 Hr	Diesel
5	Caterpillar	2000 kW	CO (Outlet)	3 x 1 Hr	Diesel

Fort Pierre

1	Caterpillar	2000 kW	CO (Outlet)	3 x 1 Hr	Diesel
2	Caterpillar	2000 kW	CO (Outlet)	3 x 1 Hr	Diesel
3	Caterpillar	2000 kW	CO (Outlet)	3 x 1 Hr	Diesel

Note:

1. Stated test lengths may vary due to the circumstances encountered the day of testing.
2. Sample methods may be substituted and variances in test methodology may be necessary (only with South Dakota Department of Environment and Natural Resources (SDDENR) approval) due to circumstances encountered the day of the testing.

Additional Testing:

Simultaneous with each run, determinations will be made for stack gas temperature and oxygen, according to EPA Methods 1, 2 and 3, as they relate to EPA Method 10.

Test Conditions:

Triplicate test runs for each individual source (single stack) under normal operating conditions; compliance test with SDDENR review.

Anticipated Delivery:

October 2023. The expected time to complete the setup, sampling, and takedown is approximately 5- (10) ten-hour days, utilizing one field technician.

Site Preparation:

The Client shall be responsible for all site preparation necessary to conduct the test program. Compliance Services, Inc. shall specify any such modifications prior to the test date. Site preparations may include the following:

1. Man lifts, scaffolding, railings, toe boards and ladders necessary to gain safe access to the test site and enclosures to protect test equipment and personnel from climatic elements. These must meet OSHA standards.
2. Duct modifications necessary to test the gas stream. These may include test port installation, extensions and/or installation of flow straightening devices necessary to achieve acceptable air velocities and flow.
3. Maintaining and documenting production activities in conjunction with testing activities over the proposed test period.
4. Installation of port holes and closures in the stacks.
5. Assistance with equipment setup (i.e. forklift, scissor lift, etc.).

COMPLIANCE SERVICES, Inc.

P.O. Box 100 • Edgewood, Iowa 52042 • Phone/Fax (563) 928-6400

STACK TEST PROPOSAL (Cont.)

Scope of Services:

- 1) The following items will be submitted to the Owner for review and submittal to the SDDENR:
 - Prepare a Notification of Intent to conduct a performance test
 - Prepare a site-specific test plan
 - Prepare a Notification of CMS Performance Evaluation simultaneously with the notification of intent to conduct a performance test
 - Prepare a site-specific performance evaluation test plan
- 2) In accordance with the test method outlined in 40 CFR Part 60, Appendix A, Method 10, measure the concentration of carbon monoxide in engine exhaust, at the outlet of the oxidation catalyst. (ALTERNATE: Inlet & Outlet).
- 3) Measure the oxygen (O₂) concentration in the exhaust using Method 3, 3A or 3B of 40 CFR Part 60, Appendix A
- 4) Normalize the carbon monoxide concentration to a dry basis and to 15 percent oxygen (O₂) and determine the percent reduction achieved with each oxidation catalyst, if testing inlet and outlet.
- 5) Conduct a CMS performance evaluation simultaneously with the performance test if a sufficient quantity of sample ports are available. To include:
 - For purposes of the performance evaluation, measure engine exhaust backpressure across the oxidation catalyst (differential), in inches of water column, at least four (4) times during each one-hour performance test run.
 - For purposes of the performance evaluation, measure engine exhaust gas temperature, in degrees F, at least four (4) times during each one-hour performance test run.
 - If the data collected for the performance evaluation reasonably correlates with the data collected by the facility's continuous parameter monitoring system, provide a statement indicating this.
- 6) Three (3) copies of the final test report for each source to the Client.
- 7) All personnel, field testing, analytical services, protocol gases, purge gases, travel, and out-of-pocket expenses,

Project Costs:

BASE

<u>Engine</u>	<u>Manufacturer</u>	<u>Analyte</u>	<u>Method</u>	<u>Runs x Hrs</u>	<u>Cost</u>
1 (Madison)	Caterpillar	CO (Outlet)*	EPA 10	3 x 1 hr	\$ 1,475
2 (Madison)	Caterpillar	CO (Outlet)*	EPA 10	3 x 1 hr	\$ 1,475
3 (Madison)	Caterpillar	CO (Outlet)*	EPA 10	3 x 1 hr	\$ 1,475
4 (Madison)	Caterpillar	CO (Outlet)*	EPA 10	3 x 1 hr	\$ 1,475
5 (Madison)	Caterpillar	CO (Outlet)*	EPA 10	3 x 1 hr	\$ 1,475
1 (Ft. Pierre)	Caterpillar	CO (Outlet)*	EPA 10	3 x 1 hr	\$ 1,475
2 (Ft. Pierre)	Caterpillar	CO (Outlet)*	EPA 10	3 x 1 hr	\$ 1,475
3 (Ft. Pierre)	Caterpillar	CO (Outlet)*	EPA 10	3 x 1 hr	\$ 1,475
Mobilization					\$ 1,650
SUBTOTAL					\$ 13,450

* Based on past testing results, inlet testing is not anticipated, but if required an additional \$250/source will be invoiced

Additional Costs:

The Client must recognize that test protocol(s) are subject to SDDENR approval and that physical and operational parameters of the source(s) may require that the test methods be modified. If presently undefined testing conditions exist or test protocols submittals/variance requests are denied (i.e. additional pollutants, undefined operating parameters, overloading of samples, additional sample time, etc.) which require modifications in protocols or methods we will revise our quote only to reflect any additional associated expenses. If test results are invalidated by audit sample analyses or adsorption recovery study analyses, the costs associated with re-sampling and re-analyzing samples shall be charged as time and materials, in/and above the cost of the original test project. The time and materials charge rates shall be \$100/man/hour \$1.00/mile, \$50/hour travel expenses, \$150/man/day motel and meals, plus the cost of associated materials (rental charges, compressed gases, chemicals, sample media, laboratory analyses, etc.).

Lost time attributable to process malfunction or inability to achieve or maintain necessary operating conditions on the test days will be billed at a rate of \$100/hour/man. Additionally, Client associated scheduling delays which cause accrual of expenses associated with pre-arranged equipment rentals will be charged at the billed rental rates. Lost time attributable to scheduling delays due to weather conditions or SDDENR/Compliance Services, Inc. scheduling shall be absorbed within the scope of the service.

Limitations:

Compliance Services, Inc. reserves the right to substitute alternative test methods, based on conditions present the day of the test. Any and all substitutions of test methods shall be made only after consultation with SDDENR and assurance by SDDENR that the proposed substitutions will satisfy the testing conditions of the permit.

The Client must recognize that weather conditions may force scheduling delays due to inclement weather conditions such as extreme cold, icy, rainy, windy or lightening conditions. Compliance Services, Inc., however, shall not be held liable for delays in testing due to weather conditions which are not conducive to performing the tests or unsafe for Compliance Services, Inc. employees. Compliance Services, Inc. shall not be held liable for delays in scheduling due to the inability of any involved parties to coordinate testing, reviewing, and production activities. Compliance Services, Inc. shall not be liable for delays in testing due to Client's equipment malfunction. Compliance Services, Inc. shall not be held liable for delays in reporting results caused by contract laboratory's inability to meet stated turnaround times for results.

Under no circumstances will Compliance Services, Inc. 1) be liable for any work other than the reperformance or cost of said work, nor 2) accept any liability as a result of the interpretation of completed field inspection data, sampling, analytical, and/or recommendations by the owner or its representatives. The Client must recognize that Compliance Services, Inc. cannot guarantee compliance with SDDENR regulations, nor can Compliance Services, Inc. guarantee achieving established deadlines for filing regulatory forms or submittals. For this reason Compliance Services, Inc. shall not be held liable for losses incurred by the Client due to potential regulatory agency actions. These actions include, but are not limited to, citations, fines or losses due to forced production curtailment.

Warranties:

Compliance Services, Inc. warrants that any sampling, analytical and/or field inspection services conducted as a part of this submittal will be performed in accordance with standard methodologies and within the scope of the environmental and occupational safety and health industries' recognized professional standards. Please be advised that Compliance Services, Inc. does not imply any other warranties beyond that stated above. Should any errors, omissions, or professional negligence occur, Compliance Services, Inc. will only accept the responsibility to reperform the deficient work at its own expense.

Terms and Conditions:

- 1. The terms and delivery dates of this quotation are valid for thirty (30) days**
- 2. Invoice can be expected immediately after the test is completed.**
- 3. Report can be expected within 30 days of testing.**
- 4. Preliminary results are available 21 days after test completion**
- 5. Report is due to SDDENR within 42 days after test date or SDDENR may invalidate test.**
- 6. Payment terms - NET 30/2%/month interest over 30 days.**

Acknowledgement:

I acknowledge that I have read, understand, and agree to the warranties and limitations of this proposal. Please proceed with scheduling this testing.

Date: _____

Name: _____

Signature: _____

Title: _____

COMPLIANCE SERVICES, Inc.

P.O. Box 100 • Edgewood, Iowa 52042 • Phone/Fax (563) 928-6400



Quote Number: 00002740

Date: 1/31/2023

Madison Municipal Utilities

116 W Center St

Madison, SD 57042

Dear Tess,

Thank you for considering Emerald Transformer for your transformer/electrical equipment recycling and PCB disposal needs. Emerald Transformer has the proper permits and licensing for the acceptance and disposal of the waste streams identified in this quotation.

Emerald Transformer offers our clients a broad spectrum of environmental services and can dispose of hazardous material at or through an Emerald Transformer owned and operated facility. In addition to managing your PCB waste streams and obsolete electrical equipment, Emerald Transformer also provides:

- Transformer and Equipment Refurbishment
- Facility Decontamination/Remediation Services
- PCB Contaminated Oil Retrofilling
- Transformer and Equipment Decommissioning-Including PCB Disposal
- Oil Processing and Laboratory Analysis
- Transformer and Equipment Parts
- In-Field Technical Services

We appreciate the opportunity to be of service. If you have any questions regarding this proposal, please contact me at (816) 461-9605

Sincerely,

Keith Tucker

Sales & Business Development Representative



Emerald Transformer is pleased to provide this proposal based on the scope of work and general conditions outlined below.

Emerald Transformer will provide transportation and disposal of equipment located in , :

Product Name	Code	Sale Price	Quantity	Total Price
KS - 50-499 PPM PCB Transformers (lbs)	DISPSL / CHTR	4.025	1279.00	5147.975

Transportation	Per Trip	3.50	1091.00	3818.50
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E-Manifest Fee	E-Manifest	25.00	1.00	25.00
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Variable Recovery Fee	Of Total Invoice	8991.48	0.21	1888.2108
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Grand Total: \$10,880

Sales Tax: Taxes will be added for product delivered to or picked up by customers unless a tax exempt or resale certificate is provided with purchase order.



GENERAL CONDITIONS AND PROJECT ASSUMPTIONS

Except where superseded by an existing services agreement, the following terms and conditions apply to this quoted business:

- Emerald Transformer guarantees rates are firm for 30 days. Any orders for recycled materials placed 30 days after quote date may be renegotiated. Any decrease or increase greater than 10% in commodity values will prompt a pricing revision.
- Quote is based on estimated volumes, weights, and/or quantities. Invoicing will be based on actual volumes, gross weights, and/or quantities received.
- A variable Energy and Security Recovery Fee (that fluctuates with the DOE national average diesel price, Currently at 20.5%), will be applied to the total invoice.
- Pricing includes one hour of demurrage per trip. Demurrage will be charged at \$150/hour after one hour per trip.
- Pricing for disposal of transformers is based on all the internal components being in place when Emerald Transformer receives the unit.
- If the material is rejected due to non-conformance, the customer will be responsible for return freight, or additional handling and disposal fees.
- If the customer cancels a scheduled pickup with less than 48 hours' notice, the customer may incur cancellation fees.
- Per EPA regulations, Emerald Transformer will charge an e-Manifest fee where required.
- Customer must provide current (less than one year old) PCB analytical results from a state certified lab when placing the order or Emerald Transformer will charge per test after material is received.
- Equipment with customer certified analytical test data is subject to re-testing upon receipt. If Gas Chromatographic results indicate PCB concentrations are greater than 49 PPM PCB. Then it shall be the responsibility of the customer/owner to incur all resulting disposal charges.
- On drummed or bulk oil, customer must also provide silicon analysis from a state certified lab at time of order, or Emerald Transformer will charge per sample.
- Prices for PCB items are only effective if the items are received within eight (8) months of their out-of-service date (OSD). The OSD for PCB materials should be clearly identified in Section J of the manifest. PCB items with OSDs exceeding eight months will be surcharged as follows:
 - Received over eight (8) months from OSD = 1.25 x base price.
 - Received over nine (9) months from OSD = 1.50 x base price.
 - Received over ten (10) months from OSD = 2.00 x base price.
- Pricing assumes that customer will load equipment onto Emerald Transformer's vehicle
- Emerald Transformer must be given free and unrestricted access to the job site.
- Emerald Transformer will provide completed manifest, all necessary labels, and certificate of destruction on regulated materials.



- Electrical equipment to be loaded full of liquid unless otherwise noted and must be non-leaking.
- All electrical equipment is to be de-energized, disconnected and removed from its operating location.
- Materials that exceed 11'6" high or 8' wide will not be loaded on our trailer. Emerald Transformer will provide quote to re-size.
- Emerald Transformer's standard credit terms are Net 30 days.
- Interest will be charged at 1.5% per month or the maximum allowed by law for all past due amounts.
- Local, state, and federal fees/taxes applying to the generating location/receiving facilities are not included in disposal pricing and will be added to each invoice as applicable.
- This proposal is submitted contingent upon the right to negotiate mutually acceptable contract terms and conditions, which are reflective of the work contemplated, and an equitable distribution of the risks involved therein. If such agreement cannot be reached, Emerald Transformer reserves the right to decline to enter into such an agreement without prejudice or penalty.

For work to begin we ask that you acknowledge the quotation with a signature and provide the appropriate purchase order number.

Signed: _____

Date: _____

Purchase Order Number: _____



TO: Mayor/Commissioners
FROM: Sonya Wilt
DATE: 02/21/2023
RE: Declare as Surplus Property – City Hall Office Equipment

Computer	Dell	Optiplex 755	\$ _____
Computer	Dell	Optiplex 3020	\$ _____
Computer	Compaq	Presario SR1212NX	\$ _____
Monitor	Dell	E193FPc	\$ _____
Printer	Brother	HL-5250DN	\$ _____
Computer	HP	Pavilion a6700f	\$ _____
Computer	Compaq	Presario SR1212NX	\$ _____
Computer	Compaq	Presario SR1212NX	\$ _____
Misc	7 Wireless Keyboards		\$ _____
Misc	2 Wired Keyboards		\$ _____
Peripheral	CONNECTronix		\$ _____
Network	Linksys	WRT54G	\$ _____
Power	APC	BE550G	\$ _____
Misc	Sharp	Compet	\$ _____
Misc	IBM		\$ _____
Printer	HP	OfficeJet Pro K550	\$ _____
Printer	HP	Deskjet 3845	\$ _____
Printer	Samsung	SF-560	\$ _____
Power	APC	SUA1500	\$ _____
Monitor	e-yama	17NE1-S	\$ _____
Camera	Sony	FD-97	\$ _____
Camera	Nikkon	Nikko	\$ _____
Video	4 VCRs		\$ _____
Typewriters	2 IBM		\$ _____

Microwave	Emerson		\$ _____
Misc	Ithaca	Receipt Printer/Cash Drawer	\$ _____

(includes any applicable sales tax)

WE, the undersigned, duly appointed by the Board of Commissioners of the City of Madison, South Dakota, hereby establish the above appraisal values for each of the surplus items.

Jed Blom

Stan Kannas

Sonya Wilt

ORDINANCE NO. 1656

AN ORDINANCE TO AMEND CHAPTER 44 WATER UTILITY

BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF MADISON, SOUTH DAKOTA:

That Section 44-25 of the Revised Ordinances of the City of Madison, also known as the Code of Ordinances, be amended to read as follows:

Section 44-25 – Tapping water mains; fees.

1. The City shall establish by Resolution, or in lieu thereof, an administrative fee and cost schedule indicating the effective date of such schedule, from time to time, the unit charge for the tapping of water mains within the City of Madison.
2. The City shall furnish the labor and materials to make connection to the City's water mains. The fees for such services shall be on the basis of the most current Resolution, or in lieu thereof, the most current administrative fee and cost schedule indicating the effective date thereupon and available for inspection at the Madison City Finance Office.

Dated this ____ day of _____, 2023

CITY OF MADISON

/s/Roy Lindsay
Mayor

ATTEST: /s/Sonya Wilt
Finance Officer

1st Reading:
2nd Reading:
Published:
Effective:

RESOLUTION NO. 2023-05

Madison City Commission

**A RESOLUTION ADOPTING THE LAKE COUNTY PRE-DISASTER MITIGATION PLAN
2024-2029**

WHEREAS, Lake County received assistance in the preparation of the Lake County Pre-Disaster Mitigation Plan 2024-2029 from representatives of the City of Madison and received funding from the South Dakota Department of Emergency Management/FEMA; and

WHEREAS, several public planning meetings were held between January through December of 2022 regarding the development and review of the Lake County Pre-Disaster Mitigation Plan 2024-2029; and

WHEREAS, the Lake County Pre-Disaster Mitigation Plan 2024-2029 contains several potential future projects to mitigate hazard damage in the City of Madison; and

WHEREAS, the Federal Emergency Management Agency (FEMA) has rendered its approval of the Lake County All Hazard Mitigation Plan on February 7, 2023; and

WHEREAS, a duly-noticed public hearing was held by the Lake County Pre-Disaster Mitigation Team on December 5, 2022 to solicit public comment on the Lake County Pre-Disaster Mitigation Plan 2024-2029; and

WHEREAS, a duly-noticed public meeting was held by the Madison City Commission on February 21, 2023 to formally approve and adopt the revised Lake County Pre-Disaster Mitigation Plan 2024-2029.

NOW, THEREFORE, BE IT RESOLVED that the Madison City Commission adopts the Lake County Pre-Disaster Mitigation Plan 2024-2029.

ADOPTED AND SIGNED this 21st day of February, 2023.

CITY OF MADISON

Mayor

ATTEST: _____
Finance Officer

RESOLUTION NO. 2023-06

A RESOLUTION FOR APPROVAL OF INVESTMENT POLICY FOR PUBLIC FUNDS

Whereas, Chapter 4-5 of the South Dakota Codified Law has set forth that an investment policy shall be set by resolution;

BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF MADISON, SOUTH DAKOTA:

That the City of Madison Investment Policy be hereby adopted and effective immediately.

Dated this 21st day of February, 2023.

CITY OF MADISON

/s/Roy Lindsay

Mayor

ATTEST: /s/Sonya Wilt

Finance Officer

Published once at the approximate cost of \$__.

CITY OF MADISON, SOUTH DAKOTA INVESTMENT POLICY

1. POLICY

Pursuant to SDCL 4-5-8 it is the policy of the City of Madison, South Dakota to invest idle public funds in a manner to meet the daily cash flow demands of the City with the primary objectives, in priority order, being: a) Safety b) Liquidity and c) Return.

2. DELEGATION OF AUTHORITY

Authority to manage the investment program is granted to the Finance Officer, who shall refrain from personal business activity that could impair his ability to make impartial decisions. The Finance Officer acting in accordance with written procedures and this investment policy and exercising due diligence shall be relieved of personal responsibility for an individual security's credit risk or market price changes, provided deviations from expectations are reported in a

timely fashion and the liquidity and the sale of securities are carried out in accordance with the terms of this policy. In case of extended leave of absence, the Governing Board shall appoint a replacement Officer.

3. INVESTMENT ACCOUNT OFFICIAL CUSTODIANS

The Governing Board declares that every authorized signatory for an investment account shall be designated as an official custodian for said investment account. The Governing Board further acknowledges that each “official custodian” will have plenary authority, including control, over funds to include all of the following:

- Possession
- The authority to establish accounts for such funds in insured depository institutions
- To make deposits, withdrawals, and disbursements of such funds

4. AUTHORIZED FINANCIAL DEALER AND INSTITUTION

The Governing Board authorizes the placement of cash resources in the Designated Depositories approved annually.

5. AUTHORIZED AND SUITABLE INVESTMENTS

The City, is empowered by statute to invest in the following types of securities:

- Interest bearing checking accounts
- United States Treasury bills, bonds and notes (SDCL 4-5-6)
- United States Government Agencies (SDCL 4-5-6)
- Certificates of Deposit (CDs) - not to exceed 18 month maturities (SDCL 4-5-6)*
- Certificates of Deposit (CDs) purchased through CDARS
(Certificate of Deposit Account Registry Service) - not to exceed 18 month maturities (SDCL 4-5-6.1)*
- Money Market Mutual Funds - open-end, no-load (SDCL 4-5-6)
- Repurchase Agreements fully collateralized by allowable securities (SDCL 4-5-6)
- Local Government Investment Pool

*When investing in Certificates of Deposit (CDs) public funds will be invested at the highest rate of interest possible after attempting to secure competitive quotes.

6. COLLATERALIZATION

In accordance with the SDCL 4-6A, 51A-10-9, and 52-5-20 Qualified Public Depositories will furnish collateral in the sum equal to one hundred percent (100%) of the public deposit accounts that exceed deposit insurance.

7. REPORTING

The Finance Officer shall prepare an investment report monthly, that provides a clear picture of the status of the current investment. The report will include the following:

- Listing of investments.
- Dollar amount held by each financial institution.

8. INTEREST EARNED

The interest earned from investments shall be credited to the respective fund, except Agency funds. (SDCL4-5-9)

9. DIVERSIFICATION

It is the policy of the City to reduce overall risks while attaining average market rates of return by diversifying its investments.

Dated this 21st day of February, 2023.

CITY OF MADISON

BY: _____

Roy Lindsay, Mayor

ATTEST:

Sonya Wilt

Finance Officer