

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

December 18, 2023  
Regular

The Board of Commissioners of the City of Madison met in regular session at 5:30pm on the 18<sup>th</sup> day of December with the following members present on roll call: Commissioners Kelly Dybdahl, Jerae Wire, Jeremiah Corbin, Adam Shaw, and Mayor Lindsay.

The Pledge of Allegiance was recited.

Motion by Commissioner Corbin, seconded by Commissioner Dybdahl to adopt the December 18, 2023, agenda. Motion carried unanimously.

Motion by Commissioner Shaw, seconded by Commissioner Wire to approve the following items on the consent calendar. Minutes – December 4, 2023, Bills for Approval – December 20, 2023, Bills for Ratification – December 7-13, 2023, Payroll Bills for Ratification – December 8, 2023, Adopt Resolution No. 2023-35 – Approve a Plat – Tract C of Windsor Estates Second Addition, Adopt Resolution No. 2023-36 – Approve a Plat – Lots 1A and 1B, Block 1, Lakeview Industrial Park Third Addition, Approve appointments to Community Center Advisory Committee: Eric Anderson and Nick Bird, Approve Amendment to City Administrator Employment Contract,, Approve Pay Estimate #4 and Authorize Mayor to Sign FAA Project Closeout Report – AIP 3-46-0029-023-2022 – Design of Hangar Taxilanes, Airport Access Road and Parking Lot Reconstruction.

**Bills for Approval – December 20, 2023**

AMAZON CAPITAL SERVICES INC, Computer Accessories/IT Server Rack, \$1,031.88, APPEARA, Mat Rentals - City Hall, \$109.78, AUTOMATIC BUILDING CONTROLS, Annual Monitor Contract - Community Center, \$240.00, BAKER & TAYLOR, Books, \$32.78, BIG SIOUX COMMUNITY WATER SYS, November Services, \$11,903.15, BRECK/HATTIE, Circuit 30 (10/16 - 12/1), \$224.00, BUD'S CLEAN UP SERVICE INC, Tire Recycling, \$1,151.70, BUILDERS FIRSTSOURCE, Screws/Sealant, \$33.00, CARQUEST OF MADISON, Oil Filter, \$12.49, CEMCAST PIPE & PRECAST, Adjustable Tie Bolt, \$240.00, CENTER POINT LARGE PRINT, Standing Order 2024, \$575.28, CENTURYLINK QC, Phone Bill, \$90.58, CITY OF BROOKINGS, November Gate Fees, \$4,272.48, CIVIL DESIGN INC, Landfill Cell Design, \$2,025.00, COLES PETROLEUM PRODUCTS INC, 10/20/23-12/11/23 Diesel & 11/7/23-12/11/23 Gas, \$6,844.71, CORE & MAIN GP LLC, Fire Hydrants, \$9,190.05, DAKOTA DIRECTIONAL LLC, New Service - Bank West, \$4,987.77, DAKOTA STATE UNIVERSITY, October Work Orders, \$1,605.26, DAKOTA STATE UNIVERSITY, License/Maintenace Fees, \$502.68, DELL MARKETING LP, Laptops, \$4,954.03, DGR ENGINEERING, Electric Rate Study - 2023, \$651.50, EAST RIVER ELECTRIC POWER COOP, Monthly Transmission Services, \$19,788.08, EQUIPMENT BLADES INC, Parts, \$7,998.00, F & M COOP OIL CO, Reissue - Fuel, \$107.61, FAWBUSH/GARY, Loft - Public Library, \$2,550.00, FIRST BANK & TRUST - HEARTLAND ENERGY, Heartland Energy, \$380,717.51, FOCUS WELLNESS LLC, P90X - Stretch & Roll - October, \$143.00, HAROLD K SCHOLZ CO, RFP Improvements, \$348,500.00, HAWK SERVICES WORLDWIDE LLC, Recoat Gym Floors, \$3,629.56, HEIMAN INC, Uniform, \$1,033.00, ICMA MEMBERSHIP RENEWALS, Membership Renewal #1113370, \$835.67, INFOTECH SOLUTIONS LLC, Computer & Software Subscription Fees, \$5,489.00, JOSH'S TOOLS LLC, Tools, \$230.00, KARL EMERGENCY VEHICLES, Install Equipment - Ref. #68379, \$20,174.95, KIMBALL MIDWEST, Parts, \$587.01, KLJ ENGINEERING LLC, Egan Avenue Reconstruction, \$42,416.99, LAKE COUNTY INTERNATIONAL INC, Rental of Mini X, \$1,000.00, LAKE COUNTY TREASURER, 10/20/23-12/11/23 Diesel & 11/17/23-12/11/23 Gas, \$243.90, LEWIS DRUGS INC, Soda - Acct# 50269, \$105.88, MADISON ACE HARDWARE, Rivet Tool/Rivets, \$634.48, MADISON GROCERY STORE INC, Groceries for Leadership Training, \$515.76, MANITOU EQUIPMENT AMERICA LLC, 1% Sales Tax Rebate, \$38,346.60, MARTIN/JEREMY, Mileage Reimbursement, \$444.22, MCGILLIVRAY/MIKE, Drivers License Renewal, \$33.00, NORTHERN TRUCK EQUIPMENT CORP, Pin, \$141.12, NORTHWESTERN ENERGY, Municipal Utilities 3607252-8, \$593.20, OFFICE PEEPS INC, Office Supplies, \$154.85, PITNEY BOWES GLOBAL FINANCIAL SERVICES LLC, Equipment Lease - Acct# 0011373079, \$237.09, PORTA PROS INC DBA A-1 PORTABLE TOILETS, Toilet Rental - Totland Park, \$152.00, PROCHEM DYNAMICS LLC, Janitorial Supplies, \$172.46, PROSTROLLO AUTO PLAZA CO, Tire Rebalancing, \$52.45, RICE TRAILERS CO, New Pole Trailer, \$8,375.00, RUNNINGS SUPPLY INC, Sno-Guard Fence, \$387.65, SANITATION PRODUCTS INC, Carts - 95 Gallon, \$1,148.00, SDSU EXTENSION, Roger Robertson - 1024287 - Applicator Classes,

\$280.00, STURDEVANTS MADISON INC, Hydraulic Fleet, \$275.31, SURVEILLANCE SYSTEMS INC, Cameras, \$2,055.00, TEC EQUIPMENT, Gloves, \$99.90, THE FLORAL SHOP, Floral Arrangement for Tour of Tables, \$94.00, THE PENWORTHY CO LLC, Books, \$153.73, TIMMER SUPPLY CO, Toilet Part, \$7.54, US DEPT OF ENERGY, Monthly WAPA Bill, \$121,747.15, VALIANT LIVING INC, Contracted Expenses, \$8,853.67, WEIST/SHERRY, Water Aerobics - November, \$821.64, WESTERN BRANCH MARTIAL ARTS, Tang Soo Do Classes - November, \$168.00, WHEALY/MARK, Spin Classes 11/29 - 12/8, \$56.00, ZARAGOZA/MARIA, Dance Classes - November, \$154.00.

#### Bills for Ratification – December 7 -13, 2023

ALPHA MEDIA USA LLC, Community Center Annual, \$388.00, AMERT CONSTRUCTION CO, Repairs to Water Shop & Airport, \$10,770.00, AMT EQUIPMENT PARTS, Caterpillar and Track Chain, \$7,689.28, APPEARA, Entry Mats - WTP/WWTP, \$108.08, BAKER & TAYLOR, Books, \$37.29, BARTELS CLEANING SERVICE, Professional Services, \$500.00, BENCO EQUIPMENT - SIOUX FALLS, Battery Replacement, \$812.00, BORDER STATES ELECTRIC SUPPLY, Wire, CT's, Armor Rod, \$514.05, BORNS GROUP INC, PRINTING & POSTAGE, \$976.30, BOUND TO STAY BOUND INC, Books, \$15.17, BUILDERS FIRSTSOURCE, Shelving, \$189.43, CITY OF MADISON, WASTEWATER DISPOSAL PLANT, \$156,159.95, CLASSIC CONVENIENCE INC, Fuel, \$401.23, COLES PETROLEUM PRODUCTS INC, Av Gas, \$39,342.80, COLUMN SOFTWARE PBC, Ord No. 1663 - 2024 Appropriations, \$919.42, DAHL/KESTER, Part-time Animal Control - November, \$400.00, DAKOTA STATE UNIVERSITY, May 2023 Work Orders, \$2,780.28, DEMCO INC, Shelving Panels, \$2,687.88, ELITE CARD PAYMENT CENTER, Credit Card Purchases through 11/17/23, \$7,075.56, F & M COOP OIL CO, Fuel, \$874.56, FASTENAL CO, Parts, \$359.80, FIRST PREMIER BANK, Interest Pymt on RD Loan #2802040001, \$8,702.70, FOERSTER TESTING, NW 9th St Project, \$1,087.50, FOX PROMO LLC, Embroider Coveralls, \$117.00, GALLS LLC, Uniform Pants & Hemming, \$169.18, GREAT AMERICA FINANCIAL SVCS, Reissue - Acct # 016-1587488-000, \$680.43, HILLYARD INC, Janitorial Supplies - Public Library, \$1,550.88, HYDRO KLEAN LLC, Televis Sanitary and Storm Lines, \$14,978.75, KIESLERS POLICE SUPPLY INC, Reissue Check - Belt Loop, \$39.26, KINGBROOK RURAL WATER SYSTEM INC, 4944.3 Water & Application Fee, \$61.00, KOLORWORKS, Paint, \$41.49, KRUG PRODUCTS INC, Couplers, \$24.16, LAKE COUNTY AUDITOR, 911 Communications - 3rd Qtr 2023, \$36,328.66, LEWIS & CLARK REGIONAL WATER SYSTEM, November Services, \$270.00, LEWIS DRUGS INC, Office/Craft Supplies - Acct #50303, \$74.81, MADISON ACE HARDWARE, Waterproof Gloves, \$27.66, MADISON GROCERY STORE INC, ASP Groceries, \$632.43, MARCO TECHNOLOGIES, Reissue - Acct #016-1571453-000, \$285.47, NELSON/TERESA, Christmas Lights, \$55.76, NORTHERN TRUCK EQUIPMENT CORP, Parts, \$212.80, NORTHWESTERN ENERGY, Armory 2541047-3, \$1,575.41, O REILLY AUTOMOTIVE INC, Sway Bar, \$11.11, OFFICE PEEPS INC, Paper Towels, \$513.70, OPEN ACCESS TECHNOLOGY INT'L, AMI Dues and Subscriptions, \$8,500.00, OTTOSON/CURT, Christmas Lights, \$25.45, PITNEY BOWES INC, Power Guard, \$87.00, PITNEY BOWES INC RESERVE ACCOUNT, Postage - Acct #27980325, \$2,000.00, PROSTROLLO AUTO PLAZA CO, Parts, \$15.00, RSA, Professional Services - City Admin Bldg - Phase II, \$5,967.50, RUNNINGS SUPPLY INC, Animal Shelter Supplies, \$510.72, RVM CONSULTING SERVICES INC, Q2 - Q4 Trainings, \$2,400.00, SAFE-N-SECURE, Down Payment - Exterior Cameras, \$2,532.26, SD ONE CALL, One Call Services, \$92.47, SDN COMMUNICATIONS, Internet, \$516.79, SHPIGLER CONSULTING INC, Reissue October Payment, \$6,000.00, SIOUX VALLEY ENERGY, Utilities - RUS - 122030000, \$82.00, STURDEVANTS MADISON INC, Battery, \$412.96, TIMMER SUPPLY CO, Parts, \$59.65; WESCO DISTRIBUTION INC, Bid #909 - Switches, Transformers, Basements, Wire, \$66,732.00.

#### Payroll Bills for Ratification – December 8, 2023

AFLAC, \$4,907.65, DELTA DENTAL, \$6,719.86, HEALTH POOL OF SOUTH DAKOTA, \$42,732.42, IRS-EFTPS, \$44,721.42, LOCAL UNION #426, IBEW, \$468.00, OFFICE-CHILD SUPPORT ENFORCE, \$835.38, SD RETIREMENT SYSTEM, \$25,213.43, SD RETIREMENT SYSTEM, \$3,781.50, TEAMSTERS LOCAL NO 120, \$968.00.

Mayor Lindsay opened the Public Hearing for Approval of Resolution 2023-32 – Declare Necessity for Sidewalk Improvement 2024. City Administrator Jameson Berreth explained that the area for sidewalk installation includes NW 3rd Street and NW 4th Street from Highway 81 to Union Avenue and then one house at NE 1st/Lincoln. City residents shared concerns and questions pertaining to the proposed sidewalk improvements.

Motion by Commissioner Shaw, seconded by Commissioner Corbin to Approve Resolution 2023-32 – Declare Necessity for Sidewalk Improvement 2024. Motion carried unanimously.

Motion by Commissioner Dybdahl, seconded by Commissioner Corbin to Approve First Reading of Ordinance No. 1664 – Permitting and Regulating Ducks. Motion was approved 4-1 (Commissioners Dybdahl, Corbin, Wire & and Mayor Lindsay – Yay, Commissioner Shaw – Nay). The commission discussed requirements for fowl (both ducks and chickens), including dimensions and requirements for coop, number of poultry allowed, and required permit.

Motion by Commissioner Wire, seconded by Commissioner Shaw to Approve Resolution No. 2023-34 – Supporting Approval of Lewis & Clark Regional Water System (LCRWS) Expansion. Motion carried unanimously. City Administrator Berreth shared that LCRWS is planning a significant expansion in their daily output of water and that SD Legislature will consider a joint resolution to support their future use water permit. This resolution is to help urge Legislature to pass the joint resolution.

Motion by Commissioner Shaw, seconded by Commissioner Dybdahl to Approve Resolution No. 2023-38 Contingency Transfer. Motion carried unanimously. Finance Officer Sonya Wilt explained that the City Contingency Transfer will be sufficient to cover unexpected expenses incurred for 2023, which include items such as the new restricted use site, fire rescue truck, and additional costs for airport fuel.

Motion by Commissioner Dybdahl, seconded by Commissioner Wire to Approve Resolution No. 2023-39 Assigned Funds Transfers. Motion carried unanimously. Finance Officer Wilt explained that this Resolution approves the transfer of funds from/to undesignated funds and placing them in reserve.

Motion by Commissioner Corbin, seconded by Commissioner Shaw to Approve Trojan Village Cost Allocation and Reimbursement Agreement. Motion carried unanimously. City Administrator Berreth explained that the agreement defines which street development costs will be paid by the city versus the developer.

Motion by Commissioner Corbin, seconded by Commissioner Wire to Approve Resolution 2023-37 – Approve Trojan Village Final Development Plan. Motion carried unanimously. City Administrator Berreth explained that the developer has worked with the adjacent property owners to address drainage concerns and that this final development plan has been reviewed by the Planning Commission.

Motion by Commissioner Corbin, seconded by Commissioner Shaw to Approve Egan Ave Reconstruction Engineering Services Agreement Amendment #1. Motion carried unanimously. This amendment defines the next services to be completed for this project, including Final Design Phase, Permitting Phase, and Bidding Phase. The cost of services under the original agreement was \$157,400; this amendment is for \$718,100 bringing our total contract to \$875,500.

Motion by Commissioner Shaw, seconded by Commissioner Dybdahl to Authorize Mayor to sign Change Order 2F – Madison Municipal Airport Reconstruct Hangar Taxilanes, Airport Drive and Parking Lot. Motion carried unanimously. This order reflects a net decrease of \$7,660.13 and is for final installed quantities.

Motion by Commissioner Dybdahl, seconded by Commissioner Shaw to Authorize Mayor to sign Change Order 1 – Madison Water System Improvements – Segment 3. Motion carried unanimously. This order reflects a net increase of \$35,522.03 and wraps up projects for 2023.

Motion by Commissioner Dybdahl, seconded by Commissioner Shaw to Authorize Mayor to sign Change Order 7 – Madison Water System Improvements – Phase 2A in the amount of \$8,400 to Halme. Motion carried unanimously. City Administrator Berreth explained that this order reflects costs going all the way back to a Northwest Energy claim from 2021. The city had offered to pay \$8,400 in early 2022 to assist Halme with this claim but they declined and instead asked Northwest Energy to pay the entire sum of \$67,000. Halme was unsuccessful in obtaining the funds from Northwest Energy and is now requesting that the city share in the cost.

Motion by Commissioner Shaw, seconded by Commissioner Dybdahl to Authorize Mayor to sign Change Order 8 – Madison Water System Improvements – Phase 2A in the amount of \$22,638.40. Motion carried unanimously. Per City Administrator Berreth, this cost relates to temporary surfacing that Halme completed at the end of the season at their own risk. Halme would like to be reimbursed \$48,796 for the additional costs of renting a site, screening millings, and hauling the materials. City staff recommended that the city's share be \$22,638.40, excluding the temporary surfacing materials.

Motion by Commissioner Dybdahl, seconded by Commissioner Wire to Approve Schedules B, D, E, F and Reject Schedule A for Bid No. 940 – Chemicals. Motion carried unanimously. There were no bids received for Schedule C.

Motion by Commissioner Dybdahl, seconded by Commissioner Corbin to Approve 2023 Electric Distribution Conversion Project Change Order #1 for an additional \$9,730. Motion carried unanimously. This is to reimburse the contractor for fees imposed on us by the railroad.

Utility Director Nate Zimmerman provided an update on the Automated Metering Infrastructure (AMI) Project, which is part of the larger Smart Cities Project. Director Zimmerman and his team have prioritized AMI with the goal of getting it working properly for the city.

Utility Director Nate Zimmerman and Information & Technology Director Jed Blom shared a recommendation that it would be cost effective to terminate the city's Utilismart Services Agreement. No action was taken at this time.

Motion by Commissioner Dybdahl, seconded by Commissioner Corbin to Accept Tyler Tech quote for the AMI Project. Motion carried unanimously. Director Blom commented that the cost for this project will be offset by the elimination of the Utilismart Services Agreement. Upon completion, meter information will go straight from AMI to Tyler Tech. Utilismart is not needed.

Motion by Commissioner Corbin, seconded by Commissioner Shaw to Authorize Mayor to sign Hazard Mitigation Grant Program Agreement for Fire Station Backup Generator. Motion carried unanimously.

Director of Engineering and Community Development, Ryan Hegg, provided updates on infrastructure projects. The city is working on cleanup, stabilization of open areas, grading, boulevards, curbs, removing form boards, cleaning up sediment, removing traffic control signage, re-installing mailboxes, concrete removal/replacement, and seeding. For the Water Tower Project, the control system needs to be finished and then the tower is ready for filling. The city is planning to start disinfecting/filling the tanks with water in January.

Members of the public shared concerns about curb damage caused by recent construction projects.

Mayor Lindsay announced the following:

- Next Regular Commission Meeting – Tuesday, January 2, 2024, at 5:30pm.

Motion by Commissioner Shaw, seconded by Commissioner Wire to Adjourn at 6:57pm. Motion carried unanimously.

/s/Sonya Wilt  
Finance Officer

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