



BOARD OF COMMISSIONERS

AGENDA

FEBRUARY 8, 2021

5:30PM – COMMISSION ROOM – 116 W CENTER ST

Please join the Zoom meeting from your computer, tablet or smartphone.

<https://zoom.us/j/92217986615>

You can also dial in using your phone.

+1 312 626 6799

Meeting ID: 922 1798 6615

CALL TO ORDER

ROLL CALL

ADOPT AGENDA

APPEARANCES / ACKNOWLEDGEMENTS

CONSENT CALENDAR

- 1) Minutes - February 1, 2021
- 2) Building Permit Report - January

UNFINISHED BUSINESS

NEW BUSINESS

- 1) Authorize Mayor to Sign Grant Application
Sioux Valley Energy Operation Round Up - Madison Fire Department Helmets
- 2) COVID-19 Update

PUBLIC COMMENT

ANNOUNCEMENTS

EXECUTIVE SESSION

- 1) SDCL 1-25-2(1)

ADJOURN

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

AGENDAS – CITY COMMISSION

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**

1 February 2021
Regular

The Board of Commissioners of the City of Madison met in regular session at 5:30pm on the 1st day of February with the following members present on roll call: Mayor Marshall Dennert and Commissioners Adam Shaw, Robert Thill, Michael Waldner (via teleconference) and Jeræ Wire.

Motion by Commissioner Shaw, second by Commissioner Wire, to adopt the February 1st agenda. Upon roll call, motion carried unanimously.

Motion by Commissioner Thill, second by Commissioner Wire, to acknowledge the transfer of a 2004 GMC Pickup (Unit #19C) from the Electric Department to the Street Department. Upon roll call, motion carried unanimously.

Motion by Commissioner Shaw, second by Commissioner Thill, to approve the following items on the consent calendar: Minutes - January 25, 2021, Claims for Approval - February 3, 2021, Claims for Ratification - January 22, 2021. Upon roll call, motion carried unanimously.

Claims for Approval - February 3, 2021:

American Red Cross First Aid/CPR/AED-BL 440.00; Appera Mat Rentals 471.99; AT&T Mobility Monthly Invoice 1,729.11; Avera Medical Group Mileage 56.40; Baker & Taylor Books 120.00; Bartels Cleaning Service MMU Cleaning Service 500.00; Bates/Chris Lifeguard Refund 175.00; Blackstone Publishing Books 79.98; Borns Group Inc Utility Billing 2,028.52; Builders FirstSource Door Repairs 53.03; Butler Machinery Co Unit #5 Inspect/Repairs 4,740.34; Castner/Connor W Refund After Deposit 35.14; Century Business Products Inc Maint Agreement 27.00; CenturyLink QC January Phone Bill 90.84; City of Madison Utilities 39,926.85; Community Counseling Services Membership Refund-Tolley 231.56; Core & Main GP LLC 3 In Meters-Itron 20,527.15; Dakota State University Fix Leak-Boiler Room 1,023.48; Demco Inc Vinyl Pockets, Misc 568.87; Elite Card Payment Center Public Perform License, Misc 5,980.58; Engbrecht/Gregory A Refund After Deposit 82.70; Environmental Products & Access Hose #64-Parts #66 1,783.04; Equipment Blades Inc Cutting Edges 1,484.40; F&M Coop Oil Co Fuel 88.94; Family Resource Network Child Care Trainings 35.00; Fastenal Co Disposable Face Masks 82.50; FedEx FedEx Express Services 17.33; First District Development Co Fiscal Year 2021 Payment 9,351.49; Gale Cengage Learning Books 91.97; Great America Financial Svcs Standard Pmt/Images 426.21; Greater Madison Area Chamber January Appropriation 21,250.00; Hach Co Chemicals 142.71; Hall/Anne Membership Refund 474.32; Hawkins Inc Azone/Chemicals 1,344.42; Heinricy/Alana Membership Refund 231.00; Hillyard Inc Sanitizer/Cleaner 365.59; Hunter Publishing Inc Publishing 193.56; Ingram Co Books 726.81; Interlakes Comm Action Inc Nutrition Program 2021 2,750.00; Jencks & Jencks PC February Svcs/Contract 5,500.00; Jones Ace Hardware Unit #81 Tools 793.29; Keltek Incorporated Panasonic Toughbooks 16,000.00; KLJ Engineering LLC Apron Expansion Design 20,000.00; Krug Products Inc Hyd Hose Snowblower 47.28; Lake County International Inc Shock Spring on Broom 99.84; Lake County Register of Deeds Jan Resolutions 60.00; Lake Veterinary Clinic Office Call-12/1/20 30.00; Leader Printing 16 Pg Book 1,000.00; Lewis Drugs Inc Cards/Pens/Stapler 38.33; Madison Central School Ed Fndn Step Up Scholarships 2,072.29; Madison Grocery Store Inc String Cheese/Carrots 39.01; Madison Instant Printing LLC Dorm-Size Refrigerator 75.00; Matheson Tri Gas Inc Iron Worker Parts 460.66; Micromarketing LLC Books 564.91; Mid States Audio Inc Matrix Repair 233.50; Northwestern Energy Utilities 1,057.66; Office Peeps Inc Copier Contract/Supplies 596.91; One Office Solution Copier Paper 35.00; One Stop Fuel 252.00; Overdrive Books 362.16; Porta Pros Inc Handicap Unit Rental 290.00; Powerplan OIB Ele Connector #55 418.22; Prosource Specialties LLC Library Dog Mood Pencils 288.20; Rosebud Manufacturing Co., Inc. 2nd Cent Tax Rebate 590.22; Running Supply Inc LED Ceiling Lights, Misc 1,052.99; SD Airport Management Assoc 2021 Membership Dues 25.00; SD Building Officials Assoc 2021 Membership Dues 50.00; SD Dept of Environment Exams 20.00; SD Electrical Commission Wiring Certificates 750.00; SD Gov Finance Officers Assoc 2021 Membership Dues 70.00; SD Govtl Human Resource Assn 2021 Membership Dues 50.00; SD Police Chiefs Association 2021 Membership Dues 104.06; SD Public Health Laboratory Water Samples 410.00; SD Street

Maintenance Assoc 2021 Membership Dues 35.00; Sebco Books Inc Books 414.10; Shoenrock Plbg & Htg LLC Run Hot Water Line/Parts 316.33; Smart Apple Media Books 99.95; Smart Guard LLC AMI Gateway 9,625.00; Sturdevants Madison Inc Unit#82 Pintle Hitch, Misc 214.73; Timmer Supply Co LED Work Light, Misc 71.51; Truckenbrod/Kimberly L Refund After Deposit 23.44; USA Blue Book Chemicals 63.90; Utilismart Corporation Implementation Fee/Setup 37,000.00; Van Diest Supply Co Tordon 160.68; Vast Broadband Monthly Invoice 5,857.60; 44 Interactive Web Hosting 2021 400.00.

Claims for Ratification - January 22, 2021:

City of Madison - Flex One PR#2 Deduction 1,532.59; Health Pool of South Dakota PR#2 Deduction 36,019.69; Office of Child Support Enforcement PR#2 Deduction 900.00; SDRS PR#2 Deduction 19,059.71; SDSRP PR#2 Deduction 2,695.50.

In unfinished business, motion by Commissioner Shaw, second by Commissioner Wire to approve 2nd Reading of Ordinance No. 1629 - Amend Chapter 10 Article XVII - Body Piercing & Tattooing - Section 10-303 - Body Piercing and/or Tattoo Establishments - Inspection. Upon roll call, motion carried unanimously.

ORDINANCE NO. 1629

AN ORDINANCE TO AMEND CHAPTER 10 – LICENSES AND PERMITS-ARTICLE XVII-BODY PIERCING AND TATOOING BY AMENDING SECTION 10-303-REGARDING ANNUAL INSPECTION.

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

That Section 10-303 of the Revised Ordinances of the City of Madison, also known as the Code of Ordinances, be amended to read as follows:

Sec. 10-303. Body piercing and/or tattoo establishments-inspection.

- a) A body piercing and/or tattoo establishment must be inspected at least annually by the City Police Department or its designee to determine compliance with this chapter.
(Ord. No. 1168, 12-6-93, Ord. No. 1350, 3-22-04)
- b) The fee for the annual inspection shall be \$200.00.

Dated this 1st day of February, 2021.

CITY OF MADISON

/s/Marshall Dennert
Mayor

ATTEST: /s/Sonya Wilt
Finance Officer

1st Reading: January 19, 2021
2nd Reading: February 1, 2021
Published: February 4, 2021
Effective: February 24, 2021

Financial Assistance Request from FEMA Hazard Mitigation Grant Program participants was again discussed. Motion by Commissioner Thill, second by Commissioner Wire, to waive all excavation and demolition permit fees associated with the projects. Upon roll call, motion carried unanimously.

Motion by Commissioner Shaw, second by Commissioner Waldner, to approve the Business Improvement District Board of Directors: John Cozad, Praful Patel, Maulik Chaudhari, Todd Jorgenson, Delon Mork. Upon roll call, motion carried unanimously.

Motion by Commissioner Shaw, second by Commissioner Thill, to approve the 2021 Employee Salaries/Wages - Correction: Landon Lentsch - 21.39. Upon roll call, motion carried unanimously.

Commissioner Shaw and Mayor Dennert reiterated the request to wear masks and reported number of COVID-19 cases statewide do continue to go down.

Motion by Commissioner Shaw to adjourn, second by Commissioner Wire. Motion carried unanimously.

The Board of Commissioners adjourned at 5:44pm.

/s/Sonya Wilt
Finance Officer

January 2021 Building Permit Report

Date	Permit No.	Owner	Address	Use	Type of Construction	Contractor	Estimated Build Cost	Permit Fee
1/6	7902	Steve & Jamie Rowe	904 NE 8th St	Res	New cabinets & countertop	Even Construction 45133 235B St Madison, SD 57042	\$10,000.00	\$106.00
1/4	7901	Steve & Lane Riedel	1118 Laura Lee Ct	Res	Finish family room, exercise room, plus store room in basement	Self	\$4,000.00	\$52.00
1/4	7900	Dallas & Elizabeth McLeod	803 W Center St	Res	Refinish basement by adding bedrooms and moving laundry room. Adding in the bathroom downstairs	Kent Hampton Construction 39850 US Hwy 14 Huron, SD 57350	\$13,000.00	\$133.00
1/22	7907	Andrew Olson	721 N Lincoln Ave	Res	Changing upstairs closet to bathroom, not changing walls/windows. Run plumbing and new electric circuit	Self	\$2,000.00	\$34.00
1/29	7906	Fun Time Enterprises, LLC	222 NW 2nd St	Com	Remove one wall, sheetrock ceiling, remove and install new duct work	Barger Construction 6109 Dakota Ave Madison, SD 57042	\$8,000.00	\$88.00
	5					Total	\$37,000.00	\$413.00

SIoux VALLEY ENERGY CUSTOMERS' TRUST
PO Box 216
Colman, SD 57017

APPLICATION FOR DONATION
FOR ORGANIZATION/AGENCY

1. Name of Organization: Madison, City of (dba Madison Fire Department)

2. Address: 116 West Center St
Street or Post Office Box

<u>Madison</u>	<u>SD</u>	<u>57042</u>
City	State	Zip Code

3. Phone Number: 605-256-7523 Kelly 605-256-7500 (City of Madison)
Work Home

4. Email Address: kdybdahl@hcpd.com, randy.minnert@cityofmadisonsd.com, and sonya.wilt@cityofmadisonsd.com

5. Contact Person: Kelly Dybdahl, Volunteer Fireman, Randy Minnert, Fire Chief, Sonya Wilt, Finance Officer
Name Title

6. Is organization requesting funding exempt from payment of income tax:

Yes ☒

No ☐

The Madison Fire Department is a part of the City of Madison. It does not have a separate EIN. I have attached a W-9.

If yes, a copy of letter (Form 501[c]3) from the Internal Revenue Service or other appropriate form that verifies this entity is non-taxable **must be attached**.

7. A copy of financial statement(s) for most previous year or your most recent tax filing **must be attached**. *The City's Audit Report is attached.*

8. Number of individuals, families or groups served in the last year in any of the following counties:

Moody County, SD

Lake County, SD

Minnehaha County, SD

Brookings County, SD

Pipestone County, MN

Rock County, MN

<u>12,000+</u>
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9. Does agency serve outside the counties listed in question Number 7?

Yes _____ No ✓

If yes, please provide information on number served and location.

County: _____	Number served: _____
County: _____	Number served: _____
County: _____	Number served: _____

10. Specific dollar amount requested from Operation Round Up \$ 7000.00

11. State Purpose of Organizations/Agency Request: (Include specifics as to how funds will be used.)

The funds will be used to purchase new helmets for all volunteer firemen. The total cost is \$14,046.55 per the attached quote.

12. List other sources of funding and the amount provided by each contributor for this project:

Fire Safety Fund will cover the remaining \$7046.55

13. How are programs measured for effectiveness?

The Madison Fire Department provides fire protection to 10 of 16 townships in Lake County, totaling 350 square miles. The department spends an enormous amount of time on education, training, and other fire related services to the public to insure the safety of Lake County. This grant will be used to insure the safety of the volunteer firemen that are put in harms way. Personal Protective Equipment is critical in a fireman's position and a helmet is paramount. The way to measure the effectiveness in this scenario is to make sure the Madison Fire Department's PPE is National Fire Protection Association (NFPA) compliant.

14. Please list three references.

Carquest		605-256-6820	
Name		Phone	
305 SW 1st St	Madison	SD	57042
Address		State	Zip Code
Graybar		605-336-3290	
Name		Phone	
12437 Collections Center Drive	Chicago	IL	2439
Address		State	Zip Code
Etterman		320-235-3325	
Name		Phone	
1913 W Hwy 12	Wilmer	MN	56201
Address		State	Zip Code

Place a check to indicate that each of the following items have been included with this application:

- ☐ Copy of the Form 501 © 3 form from the IRS indicating that you are a non-profit organization (Question #5) *W-9*
- ☒ Copy of the most recent financial statement or tax filing (C (Question #6)

The information contained in this statement is for the purpose of obtaining funding from the Sioux Valley Energy Customers' Trust on behalf of the undersigned. Each undersigned understands that the information provided herein is used in deciding to grant funding, and each undersigned represents and warrants that the information provided is true and complete and that the Sioux Valley Energy Customers' Trust may consider this statement as continuing to be true and correct until written notice of a change is provided. The Sioux Valley Energy Customers' Trust is authorized to make all inquiries they deem necessary to verify the accuracy of the statements made herein.

As a condition of receiving and accepting these grant funds, the undersigned agrees that all funds will be used for the project approved and as stated on the application. Any funds not used shall be returned to the Sioux Valley Energy Customers' Trust.

On behalf of, and as a representative of the organization, I the undersigned agree to the terms stated above.

Madison, City of (dba Madison Fire Department)

NAME OF ORGANIZATION

SIGNATURE OF REPRESENTATIVE

DATE

Please be sure application is complete and all requested information is provided. Incomplete applications will be returned without consideration by the Board. Please call 1-800-234-1960 with questions. Thank you.

WORK ORDER

Date 1/8/2021

☐ Invoice ☐ Order ☒ Quote ☐ Credit/Return ☐ Other



SALESMAN	
Name: <u>CHRIS BORNITZ</u>	
Ph. <u>605-530-8210</u>	E-mail: _____

Heiman Fire Equipment | Federal ID # 42-0955663

2320 NW Blvd. Ashton, IA 51232
Ph. 712.724.6212 | 1.800.831.8547
Fax. 712.724.6474 | www.heimanfire.com

CUSTOMER	
Name <u>MADISON FIRE DEPT</u>	
Address _____	
City <u>MADISON</u>	State <u>SD</u> Zip _____
Ph. _____	E-mail _____
Customer # _____	PO # _____

SHIP TO		☐ same as CUSTOMER
Name _____		
Address _____		
City _____	State _____	Zip _____
Contact Name _____	Contact Ph. _____	
☐ Commercial	☐ Residential	

Qty Order	Qty Ship	Part Number	Description	Price	Total Amount
21			BULLARD UST, MATTE FINISH,	\$358.00	\$7,518.00
			R350 RETRAK WITH 4 IN FRONT	\$	\$0.00
			SHIELD	\$	\$0.00
8			BULARD UST, MATTE FINISH,	\$258.00	\$2,064.00
			R350 RETRAK	\$	\$0.00
				\$	\$0.00
29			LEATHER FRONTALS FOR	\$69.95	\$2,028.55
			HELMETS	\$	\$0.00
				\$	\$0.00
29			HELMET LIGHT VANTAGE II	\$84.00	\$2,436.00
				\$	\$0.00
				\$	\$0.00
				\$	\$0.00
				\$	\$0.00
				\$	\$0.00
				\$	\$0.00

Subtotal \$	14,046.55
Shipping & handling	
Tax rate ____ % Tax	
Credit	
TOTAL \$	

THIS IS NOT AN INVOICE. ALL INVOICES WILL BE SENT DIRECTLY FROM THE OFFICE.