

FORT PIERRE CITY COUNCIL  
APPROVED MINUTES  
REGULAR MEETING  
Tuesday, February 18, 2020

The regular meeting of the Fort Pierre City Council was called to order by Mayor Hanson at 6:30 pm. Members present for Roll Call were Bernhard, Cronin, Kenzy, LaRoche, and Ricketts. Weisgram was absent. Officials present were Cromwell, Hahn, Thorson, and Tibbs.

**Approval of Agenda.** LaRoche moved and Kenzy seconded to approve the agenda. Motion passed on Voice Vote.

**Conflict of Interest Declarations.** No Conflict of Interest Declaration was declared.

**Reports.** 1.) Hanson informed council the December cash report was in their packets. 2.) Hanson reported to council that Sales Tax thru December was up 6.14% YTD, BBB thru December was up .15% YTD, and Occupancy Tax thru December was up 15% YTD. 3.) Hahn informed council that the COE is predicting flooding downstream again causing higher water levels for the river in our area. 5.) Hanh reported to council that Chip Seal bids had been advertised for 100,000 square yards. 6.) Thorson informed council, staff is working on vehicle surplus list and looking at possible replacement vehicles from the federal surplus list. 7.) Thorson reported to council on some possibilities for an inmate supervisor.

**Consent Calendar.** Ricketts moved and Bernhard seconded to approve the Consent Calendar item: Minutes: 2/3/20 Meeting. Motion passed on Voice Vote.

**Res 2020-06 Establishment of City of Fort Pierre Arbor Board.** The following resolution was presented:

**RESOLUTION NO 2020-06**

**A RESOLUTION AUTHORIZING THE ESTABLISHMENT OF THE CITY OF FORT PIERRE ARBOR BOARD IN AND FOR THE CITY OF FORT PIERRE, SOUTH DAKOTA.**

**WHEREAS**, the residents of Fort Pierre greatly value the beauty and purpose of trees in our community, and

**WHEREAS**, the Mayor and City Council of Fort Pierre recognize the need for an advisory group to educate and advise the public about community forestry issues, and

**WHEREAS**, we wish to take affirmative action to protect our existing trees and encourage appropriate planting and care of new trees, now therefore

**BE IT RESOLVED**, that the Mayor and City Council of Fort Pierre hereby authorize the establishment of the City of Fort Pierre Arbor Board to meet regularly and make recommendations to the Mayor and City Council. Members of the Arbor Board shall be appointed by the Mayor and approved by the City Council. Bylaws, written by the Board and adopted by the City Council, shall include terms of office, election of officers, and organizational procedures. City Council members and City staff may serve as ex officio members.

Bernhard moved and Cronin seconded to approve Resolution 2020-06 Establishment of the City of Fort Pierre Arbor Board as presented. Motion passed on Voice Vote.

**Authorize Appraisal of City Shop.** Bernhard moved to authorize a commercial appraisal of the City Shop. Motion died due to lack of a second.

**Personnel-Pearson Certification.** Ricketts moved and Cronin seconded to approve Shane Pearson's \$.60/hour (\$23.53/hour) raise for a Class I Wastewater Treatment certification. Motion passed on Voice Vote.

**2020 Plumbing License-Mattheis Plumbing.** Kenzy moved and LaRoche seconded to approve the 2020 Plumbing License for Mattheis Plumbing. Motion passed on Voice Vote.

2/18/2020

**Authorize ELO Prof LLC for 2019 Audit.** Cronin moved and Bernhard seconded to authorize ELO Prof. LLC to perform the 2019 Audit for the City of Fort Pierre for \$11,250 plus out-of-pocket costs (report reproduction, word processing, postage, travel, copies, and telephone) with a completion date of 9/1/2020. Motion passed on Voice Vote.

**Res 2020-07 Records Destruction.** The following resolution was presented:

**RESOLUTION NO. 2020-07**

A RESOLUTION AUTHORIZING THE FINANCE OFFICER TO PROCEED WITH THE DESTRUCTION OF RECORDS FOR THE CITY OF FORT PIERRE, SOUTH DAKOTA.

**WHEREAS**, the Finance Officer has determined that the following records have exceeded the required time limitations set in the Office of Records Managements' Record Retention Manual and are no longer of value to the City of Fort Pierre to-wit:

Name	Date
Audit Records	2004-2006
Annual Budget working papers	2007-2008
Budgets	2004-2009
Cash Receipts Books	2000-2014
Accounts Payable Vouchers	2008, 2013
Monthly Reports-Utility, penalties, usage, sales tax	2010-2013
Copier Bills	2011-2013
Cash Receipts	2011
Summary Sheets	2012
Time Cards	2011
W-2 Statements	2012-2013

**NOW THEREFORE, BE IT RESOLVED**, that the City Council, in and for the City of Fort Pierre, South Dakota, does hereby authorized the Finance Officer to destroy the records in accordance with the rules and procedures set forth by the South Dakota Bureau of Administration, Office of Records Management.

Ricketts moved and Kenzy seconded to approve Resolution 2020-07 Records Destruction as presented. Motion passed on Voice Vote.

**Set Public Hearing on March 2, 2020 for Wastewater Project.** LaRoche moved and Cronin seconded to set a Public Hearing on 3/2/2020 for the Wastewater Project. Motion passed on Voice Vote.

**Public Comment.** Cronin informed staff that there was a street light not working on 4<sup>th</sup> Street in the 200 S block. Cronin also asked about the Fire Chief or Assistant Chief being notified of fire hydrants in non-working order and if they could be bagged so they were identified as such.

**Claims.**

Animal Clinic of Pierre	35.00	Menard	50.96
Avera Occupational Medicine - Mitchell	139.55	Northern Truck Equipment Corp.	887.00
BPro	95.00	Northwest Pipe Fittings	39.92
Capital Journal	345.04	Pitney Bowes	113.04
Capital Journal	202.80	Randy Seiler Law Office	1,837.50
Century Business Products	32.95	Randy Seiler Law Office	887.50

2/18/2020

CenturyLink	85.28	RDO Equipment Co.	60.49
City of Fort Pierre	126.00	Resco	143.64
Core & Main LP	2,191.25	Resco	49.75
Dakota Supply Company	47.13	Resco	181.80
Delta Dental of SD	615.85	Running's Supply	19.97
Display Sales Company	85.00	Running's Supply	119.94
Farnams NAPA Genuine Parts	69.69	Running's Supply	25.76
Floyd's Truck Center	73.36	S.D. Assoc of Rural Water Systems	1,250.00
Floyd's Truck Center	79.44	S.D. Bureau of Administration	43.60
Floyd's Truck Center	64.36	Teamco Inc.	216.67
Floyd's Truck Center	3.48	Terry Lockhart	58.70
Floyd's Truck Center	32.16	United Systems Technology	219.00
Fort Pierre BID Board	6,174.00	USA BlueBook	396.07
Grainger	140.38	Wegner Auto Co.	151.60
Grossenburg Implement	1,467.30	WW Tire Service	122.45
I & S Group	5,384.00	Zander Auto Parts & Machine Shop	8.37
JC Printing	96.00	Zander Auto Parts & Machine Shop	63.77
Lynn's Dakotamart	15.99	Zander Auto Parts & Machine Shop	33.48
Menard	199.04	Total	24,781.03

Payroll related/misc payments for Dec 2019 to be approved 2/18/20:

Avera	11,549.62	Optilegra	210.70
American Family Insurance	1,254.14	Payroll	71,363.43
Accounts Management	100.00	S.D. Retirement System	10,062.96
City of Fort Pierre	252.00	S.D. Supplemental Retirement Plan	2,950.00
Delta Dental	1,231.70	SD UI	81.60
EFTPS - Internal Revenue Service	20,505.48	United Way	148.42
Kansas City Life	82.07		
Office of Child Support Enforcement	241.00	Total	120,033.12

Payroll related/misc payments for Jan 2020 to be approved 2/18/20:

Avera	11,549.62	Office of Child Support Enforcement	241.00
American Family Insurance	1,254.14	Optilegra	210.70
Accounts Management	100.00	Payroll	59,972.05
City of Fort Pierre	249.20	S.D. Retirement System	9,557.24
Delta Dental	1,231.70	S.D. Supplemental Retirement Plan	2,900.00

2/18/2020

EFTPS - Internal Revenue Service	31,364.08	United Way	128.42
Kansas City Life	82.07	Total	118,840.22

Dec 2019 ACH Payments for Council Approval 2/18/20:

BankWest	20,984.99	Pitney Bowes	
Capital Area Refuse	353.00	PSN	89.00
City of Fort Pierre	7,645.60	S.D. Department of Revenue	12,687.16
Envirotech	263.00	WEX	7,957.96
First National Bank	5,413.39	US Bank	186,598.75
MDU	104.85	West Central	34.51
Missouri River Energy Services	114,129.22	Total	356,261.43

Jan 2020 ACH Payments for Council Approval 2/18/20:

American Bank & Trust		Missouri River Energy Services	140,293.49
Capital Area Refuse	353.00	Meierhenry Sargent	6,500.00
City of Fort Pierre	8,081.57	Pitney Bowes	500.00
Dougherty & Co	15,000.00	S.D. Department of Revenue	14,039.37
Envirotech	288.00	WEX	2,705.67
First National Bank	8,241.40	Wells Fargo	126.30
MDU	155.30	West Central	34.17
		Total	196,318.27

Cronin moved and Kenzy seconded to pay the claims as presented. Motion passed on Voice Vote.

**Executive Session.** Kenzy moved and LaRoche seconded to enter into Executive Session at 6:53 pm pursuant to SDCL 1-25-2(3) to discuss Legal/Contractual Matters. Mayor Hanson declared an end to Executive Session at 7:36 pm.

**Adjournment.** Mayor Hanson adjourned the meeting at 7:36 pm.

\_\_\_\_\_  
Gloria Hanson, Mayor

ATTEST:  
(SEAL)

\_\_\_\_\_  
Roxanne Heezen, Finance Officer