

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

25 January 2016
Regular

The Board of Commissioners of the City of Madison met in regular session the 25th day of January with the following members present on roll call: Mayor Lindsay and Commissioners Corbin (via teleconference), Johnson, Thill and Waldner.

Motion by Commissioner Johnson to adopt the January 25th agenda, second by Commissioner Thill. Motion carried unanimously.

Steve Griesert of Community Partners Research presented the newly updated Housing Study. The firm was hired by the Madison Housing and Redevelopment Commission to conduct a survey of housing needs and conditions within the City of Madison. Findings and recommendations on rental and single family housing development, home ownership and housing rehabilitation were discussed.

Executive Director Julie Gross gave an update on the latest efforts of the Lake Area Improvement Corporation. Construction on the First Line Funding building continues with expected completion by early fall, leaving the entire Heartland Technology Center building available for rent by early fall. Tenant requests for space in the spec building continue to be fielded. Another session of 'English as a Second Language' program has been scheduled.

Motion by Commissioner Thill, second by Commissioner Waldner, to approve the following items on the consent calendar: Minutes - January 11, 2016, Building Permit Report - December, Claims for Approval - January 27, 2016, Claims for Ratification - January 13, 2016, Personnel - January and Board Appointments. Motion carried unanimously.

Claims for Approval - January 27, 2016:

A-1 Porta Pros Inc Handicap Rental 150.00; Advanced Asset Alliance Inc *FY*Collections 97.28; Allegiant Emergency Services Recharge Fire Ext 47.00; AT & T Mobility Cell Phones 790.87; Automatic Building Controls *FY*Annual Fire Alarm 2,131.00; Avera Queen of Peace *FY*Drug Testing 209.70; Baker & Taylor Bitter-Books 54.80; Baker & Taylor *FY*Almost- Ebooks 3,502.26; Bauman/Fred *FY*Yrly Retiree Ins 837.00; Benson Technical Works Qtrly Verification 1,250.00; Blackstone Audiobooks *FY*Gatefather-Books 547.99; Bob's Electric Inc *FY*Shrink Tube 4.75; Border States Electric Supply *FY*New Patriot Tool 3,739.00; Borns Group *FY*Utility Billing 2,000.74; Bunker/Laurie *FY*Reimb Safety 55.00; Butler Machinery Co Core 2,407.27; Campbell Supply Op Tools 708.73; Campbell/Monica Reimburse Itek 278.42; Carquest of Madison Parts 69.54; Center Point Large Print Fiction Series 3,106.08; Central Business Supply Inc Supplies 50.20; Century Business Products Inc Maint Agreement 24.00; CenturyLink *FY*Phone Bill 90.40; Christiansen Complete Water *FY*Water 6.00; City of Madison Street Lights 41,671.67; Coast to Coast Solutions Scrubs 66.46; Coca Cola Bottling Co *FY*Coke-Water 486.00; Cole's Petroleum Inc *FY*1500 Av Gas 4,223.35; County Wide Directory Lake County Directory 432.00; Craig's Welding Service *FY*Plate 24.00; D&T Ventures LLC Web Site Support 360.50; Dakota State University *FY*Electric 19,039.26; Dakota State University *FY*License-Maint 461.99; Dave's Window Cleaning Inc *FY*Window Washing 250.00; DGR Engineering 2016 Elec Conv-Egan Ave 8,865.50; Division of Motor Vehicles 2016 Ford Title-Reassign 10.00; East River Electric Power Coop *FY*Transmission 23,623.40; F & M Coop Oil Co Snow Shovel 116.00; Fastenal Company Ice Melt 34.69; G & R Controls *FY*Replace 50HP VFD 7,911.65; Gale-Cengage Learning Beyond-Books 248.95; Graybar Electric Company *FY*Aluminum Poles 6,049.10; Greater Madison Area 2016 Dues 140.00; Hach Company *FY* Chemicals 397.02; Hawkins Inc Azone-Chemical 1,237.18; Heiman Fire Equip Inc *FY*3 Fire Extinguishers 207.00; Hillyard Floor Care Supply *FY*Liners 395.96; Hydro Service Manifold 339.08; Infotech Solutions LLC *FY*Laptop-Monitor 3,619.59; Ingram Company Bone-Books 361.18; James River Equipment Hardware 20.00; Jencks & Jencks PC January Appropriation 3,125.00; Johnson/Gordon *FY*Retiree Ins 64.50; Joint Utility Training School JUTS School 600.00; Jones Ace Hardware Heater 198.80; Kadrmaz Lee & Jackson Inc Wetland Mitigation Bank 23,623.52; KJAM-FM *FY*Fitness Challenge 408.00; KJAM Radio Station *FY*Fitness Challenge AM 408.00; Klopff/Mike Retiree Ins 69.75; Krug Products Inc Hose Assembly 45.47; Lake Area Imp Corp Marketing Forward Madison 30,000.00; Lake County International *FY*Yoke-Bearing 727.10; Lake County 911 *FY*911 Communications 87,941.60; Lawrence/Bradley A *FY*Reimb Moving 512.74; Leighton/Duane *FY*Retiree Ins 69.75; Lewis Drug Stores Itek Activate Fitns 222.09; Lindsay/Roy Reimb Mileage 199.80; Long Rider Books Trail-Books 2,263.18; Loopy's Sponges-Chips-Crackers 125.50; Mac's Repair *FY*Bulb 3.31; Mackinac Software LLC Weather Nexus Service 95.00; Madison Daily Leader *FY*Publications 1,253.57; Marco Inc Copier System 345.08; Mean Green Hand Cleaner Soy Natural Hand Soap 84.00; Mikel/Jerry Retiree Ins 539.05; Minnesota Municipal Util Assn Safety 1st Qtr 825.00; Northwestern Energy Utilities 3,102.82; OCLC Inc

*FY*Catalog Subscription 313.76; Office Peeps Inc Supplies 366.27; Overdrive Maint-Participate Fee 1,500.00; Overhead Door Company Springs-Cables-Operator 1,536.72; Payment Remittance Center *FY*Credit Card 5,719.36; Pitney Bowes Leasing Charges 263.25; Power Promotions *FY*Uniforms&Embroidery 676.77; Pro-Build Premium Cedar 25.79; Prostrollo All-American Keys 45.00; Prostrollo Auto Plaza 2016 Ford Explorer 28,575.00; Pulford's Auto Parts Tools 21.92; Queen City Wholesale *FY*Slim Jim-Candies 120.39; Ragsdale/Ssg Chance Refund Ovrchg Mbrshp 39.10; Recorded Books Inc Comics Plus Subscription 1,983.72; Riggins/Morris A *FY*Stipend 3,933.17; Sanitation Products *FY*Valve Assbly-Plate 1,187.25; SD Municipal Electric Assn Conference/Super-Foreman 130.00; SD Municipal League Rib Dinner Registration 40.00; SD One Call *FY*Message Fees 29.12; SDN Communications Internet 359.84; SDWWA Reg & Dues-Mohr 135.00; Servall Towel & Linen Supply Mat Rental 257.28; Share Corp Soap-Wash 221.07; Sheehan Mack Sales & Equip Inc Tank 89.50; Shopko Stores Op Co LLC Plunger-Tissue-Baskets 147.85; Snoderly/Fred Meal Reimb 75.00; Spiering/Thomas *FY*Retiree Ins 64.50; Sport Videos *FY*Gymnastics Videos 361.00; Stanford/Roger *FY*Retiree Ins 69.75; Sturdevant's Auto Parts 826.18; Timmer Supply 40 Gal Water Heater 629.40; Tire Motive Service Center *FY*Tire Repair 28.00; Toshiba Financial Services Copier Chgs 511.66; USA Blue Book *FY*Chemicals 87.24; Verhey/Kim Meal Reimb 75.00; Vision Video Interactive *FY*Mobile Texting 253.63; Visualgov Solutions LLC Process Fee 2,249.47; Walter/Aaron Reimb Licensing Fee 2,911.76; Weist/Sherry *FY*Reimb October 90.00; Wheelco Brake & Supply Inc Fuel Additive 210.32; Xerox Business Services LLC Application Hosting 2,551.86.

Claims for Ratification - January 13, 2016:

AFLAC Insurance 1,935.46; City of Madison-Flex One Deduction 1,227.67; Delta Dental Insurance 4,860.46; Health Pool of South Dakota Insurance 30,338.00; Local Union #426, IBEW Dues 370.00; Office of Child Support Deduction 220.62; Minnesota Child Support Deduction 182.74; SDRS Retirement 15,679.27; SDSRP Retirement 2,238.00; Teamsters Local No 120 Dues 646.00.

Personnel: Haley Hansen - \$10.00/hour, Connor Teel - \$8.55/hour, Jacob Tvedt - \$8.55/hour, Kristi Schwader - \$10.50/hour, Erin Alwin - \$11.00/hour, Jennifer Christensen - \$9.00, Tawny Sherman - \$8.55/hour.

Board Appointments: Planning Commission/Board of Adjustment - Ashley Allen, Madison Municipal Airport Board - Roy Brown, Energy Advisory Committee - Mike Oswald, Energy Advisory Committee Staff - Brad Lawrence.

Motion by Commissioner Corbin to approve the specifications and set the bid date for Bid No. 843 – Padmount Switches, Transformers and Cable for February 16th at 2:00pm, second by Commissioner Johnson. Motion carried unanimously.

Motion by Commissioner Waldner to approve the specifications and set the bid date for Bid No. 844 – Animal Shelter for February 11th at 10:30am, second by Commissioner Johnson. Motion carried unanimously.

Motion by Commissioner Waldner to approve the following designated reserve transfers for year end 2015, second by Commissioner Thill. General Fund - \$4,000.00 from finance - cash register reserve to finance - technology reserve, \$5,000.00 from finance - software reserve to finance - technology reserve, \$25,000.00 from finance - computer reserve to finance - technology reserve, \$1,939.77 from police - remodel reserve to police - technology reserve, \$131.47 from LEPC flood study update reserve to cash to close out reserve balance. Park Fund - \$1,779.27 from computer/copier/fax reserve to cash to close out reserve balance. Electric Fund - \$10,388.07 from 2010 alley project reserve to pickup utility box reserve, \$80,000.00 from bucket truck 2 reserve to bucket truck reserve, \$50,000.00 from 2013 upgrade reserve to transformer retrofill reserve. Motion carried unanimously.

Motion by Commissioner Waldner that Proposed Ordinance No. 1581 – Amend Appendix B – Zoning be given a first reading and set the date of hearing for February 8th at 5:35pm. Said ordinance addresses a change to the number of present and voting members of the Board of Adjustment necessary to approve or deny any application for a conditional use permit. Motion seconded by Commissioner Corbin. Motion carried unanimously.

Motion made by Commissioner Corbin to authorize the Mayor to sign a Memorandum of Agreement with Condrey & Associates. Said agreement, in the amount of \$26,500.00, retains services to perform an employee classification and compensation study. Motion seconded by Commissioner Johnson. Motion carried unanimously.

Finance Officer Eimers announced that nominating petitions for the April 12th combined municipal and school election will be available on January 29th. One three-year term for Mayor will become vacant. Deadline for filing petitions is February 26th at 5:00pm.

Motion by Commissioner Thill to adjourn, second by Commissioner Johnson. Motion carried unanimously.

The Board of Commissioners adjourned at 6:40pm.

/s/Jennifer Eimers
Finance Officer

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