

Wall City Council Meeting
Community Center Meeting Room
July 16th 6:30pm

Members Present:

Marty Huether, Mayor
Rick Hustead, Councilman
Dan Hauk, Councilman
Jerry Morgan, Councilman
Stan Anderson, Councilman
Gale Patterson, Councilman
Member Absent:
Mike Anderson, Councilman

Others Present:

Carolynn Anderson-Finance Officer; Garrett Bryan-Public Works Director
Michaela Bryan-Penn. Co. Courant; Monica Heller-Department of Transportation
Christine Czazasty-Badlands Park; Joe Leach-Badlands Saloon & Grille

(All action taken in the following minutes carried by unanimous vote unless otherwise stated.)

Motion by Hustead, second by Hauk to approve the agenda. Motion carried.

Motion by S Anderson, second by Patterson to approve the consent agenda. Motion carried.

- Minutes from the July 2nd City council meeting.
- July 16th claims for the City of Wall, Fire Department, Library and Cemetery.
- Cash & MM balance report
- Expense/Revenue Budget report
- Review Building Permits for:
 - Margie Eisenbraun – carport at 40 Williams Street
 - June Hout – deck extension at 211 W. Fifth Avenue

Monica Heller, Region Traffic Engineer with the DOT was in attendance to address concerns from the Mayor and council with congestion of Exit 110 into Wall during the Rally. Mayor Huether explained that if Exit 110 is blocked with traffic and the train has the railroad crossings blocked; the EMS people cannot get out of town when a call comes in. Heller commented she could make contact with someone to see if the train schedule could be adjusted during the Rally. Heller explained the road into the east entrance of the Badlands Park would be graveled and ready for two lane traffic. She indicated the local DOT employees will be instructed to monitor the traffic in Wall during this time and the cameras on the Interstate will also be monitored for possible traffic issues. If it becomes a problem, a flagger will be sent down to eliminate long lines of traffic, and everyone will be given a turn. The council commented the cameras have a 15 minute delay in the viewing and Heller stated that can be adjusted to shorter delays. Mayor Huether questioned if a light could be placed at the exit and Heller stated they need to be ordered in February and they all have a designated location for the Rally. Heller stated they will do the best they can to keep traffic flowing smoothly during the Rally.

Joe Leach, owner of the Badlands Grille & Saloon explained to the council his plans for the newly purchased building at 600 Main Street is to have a nice restaurant on the second floor and would like to have an on-off sale malt beverage license and an on-off sale wine license. He plans to have a sandwich shop on the first floor and would like to have the malt beverage license for that business and would apply for the wine license at a later date. The council asked for a floor plan drawing on the spaces he will have on the first floor. Leach will bring the plans back to the August 6th meeting.

Finance Officer (FO) Anderson explained that Chapter 5 will need to be amended to allow for the additional requested alcohol beverage licenses and a hearing will need to be held at the August 6th meeting for the additional license request as well. Motion by Hustead, second by S Anderson to approve the 1st reading on Ordinance 15-02; amend Alcohol Beverage Licenses. Motion carried.

Christine Czazasty, Chief of Interpretation & Resource Education with the Badlands Park introduced herself to the council and wanted to share the upcoming activities that will be taking place in the Park.

Motion by S Anderson, second by Hauk to approve the building permit application from Wall Drug to move a mobile home in the trailer park. Motion carried with Hustead abstaining from the vote.

Motion by Patterson, second by Hauk to approve the building permit application from the Mocha Moose to build a fence and lean to, on the alley side of their property at 509 Main Street. Motion carried.

The council asked if a building permit had been submitted for the shed moved in at 412 Glenn Street. FO Anderson stated they were in contact with Public Works Director (PWD) Bryan for the placement on the shed and Bryan informed them an application would need to be completed with the finance office. Currently, no paperwork has been completed for the shed and a letter has been sent to Schuller with instructions to submit the proper paperwork.

At this time Councilman Hauk took his oath of office.

Mayor Huether asked for nominations for Council President. S Anderson nominated Husted for council president; Motion by Hauk, second by Patterson to cease nominations and cast a unanimous ballot for Husted for council president. Motion carried.

Mayor Huether asked for nominations for Council Vice-President. Morgan nominated S Anderson for council vice-president; Motion by Hauk, second by Patterson to cease nominations and cast a unanimous ballot for S Anderson for council vice-president. Motion carried.

Three bids were received for the Wall School Athletic Complex Water Main Extension. Motion by Patterson, second by Morgan to accept the low bid from Shovelhead Construction for \$118,431.00. Motion carried.

Two bids were received for the 2015 Street Improvement project. Motion by Morgan, second by S Anderson to accept the low bid from Bituminous Paving for \$141,959.00. Motion carried. Note: FO Anderson commented the budget will require a supplement for this project because there was only \$125,000 budgeted for street improvement.

Three proposals were submitted by the Engineer for repair to the Airport Road. Option #1 – 3" Asphalt Pavement for \$108,957; Option #2 – 5" Asphalt Pavement for \$151,172 and Option #3 – 3" Gravel for \$49,035. It was the consensus of the council to include \$60,000 in the 2016 budget for Option #3, which would include putting mag water on the road all the way to the baseball fields.

Mayor Huether shared the SET group received a grant for a video to be made in the tri-county region, which would include Wall in that. Huether proposed the City having their own video made that would include interviews with some of the younger generation that has returned to Wall and the older generation on why they never left Wall. The video would also focus on things to do in Wall and the video could be used as a marketing tool and put on the City and Chamber websites. Grant Holub proposed a cost of \$1,900 to make the video. It was the consensus of the council to proceed with making a video on the City of Wall.

Mayor Huether stated he met with Joe Leach and reviewed the building at 600 Main Street. The proposed space that has been offered to the City for rent if it was decided to house the EDD, Chamber and Finance Office all together would be large enough for holding the meetings also. Huether questioned if the council wanted to continue to pursue this option. Husted commented it might be best to have something temporary the first year and staying status quo might be beneficial because the EDD position maybe traveling a lot with training for the first year. Morgan felt the City should publically thank West River Electric for their offer of free office space, the Mayor and remaining council agreed.

The policy giving a deadline for items to be placed on the meeting agenda was reviewed.

The City Council has chosen to hold two council meetings a month to provide the citizens with less delay in having their concerns and issues addressed. This policy is intended to provide adequate time for the Finance Officer to prepare the meeting packets for the elected officials. This will provide adequate time for the elected officials to review the documents for the meeting. Establishing a deadline for items to be included on the agenda will provide for a more organized and timely meeting. Therefore; no item will be acted upon by the City Council that is not presented to the Finance Officer 48 hours prior to the council meeting.

Motion by Patterson, second by S Anderson to approve the agenda deadline Policy. Motion carried.

FO Anderson explained SDPAA has recommended the City have a Media Policy. Anderson shared a template of the recommended policy. The template designates the Mayor as the spokesperson for the City. Anderson questioned if someone else should be named in the absent of the Mayor, such as the President and Vice-President. Motion by Anderson, second by Patterson to approve the Media Policy with the inclusion of the President and Vice-President in the absence of the Mayor. Motion carried.

FO Anderson presented a proclamation for July to be declared General Aviation month. Motion by Patterson, second by Hawk to approve the proclamation. Motion carried.

FO Anderson commented she reviewed the solid waste contract for the frequency in the garbage pickup for the Main Street receptacles. The contract does not indicate a specific date, but Anderson suggested contacting Fred Folsom to amend the contract to include dates. PWD Bryan felt May 1st thru September would be a sufficient. A response will be brought back to the August 6th meeting.

FO Anderson asked for a date from the budget committee to meet and review the budget. July 21st at 9:00am was scheduled for the meeting.

PWD Bryan shared the crack sealing project was completed on the tennis court and the bike path. A walk through will be done with the contractor in the morning to be sure the work is satisfactory.

PWD Bryan explained Hildebrand has not gotten back with him on a timeline for replacing the curb and gutter on the corner of Fifth Avenue and Main Street. It was the consensus of the council that project should be held until the end of September; there is too much traffic now.

FO Anderson reminded the council a special meeting was scheduled for Wednesday, July 22nd for the hearing to include an additional property to the Cactus Café liquor license. Concern was expressed the building has not been torn down yet and it didn't appear the project could be completed for the Rally. The council requested FO Anderson to call Jim Coats and explain the building will need to be removed, a fence erected in front of the property for a temporary barrier, the lot leveled and graveled and an opening from the current building into the lot by noon on Monday, July 20th or there will be no need to have the special meeting on the 22nd.

The next City Council meeting is scheduled for Thursday, August 6th at 6:30pm, with the personnel meeting beginning at 5:30pm.

Mayor Huether declared the meeting adjourned at 8:35pm.


Marty Huether, Mayor


Carolyn M. Anderson, Finance Officer

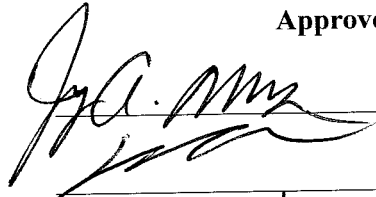
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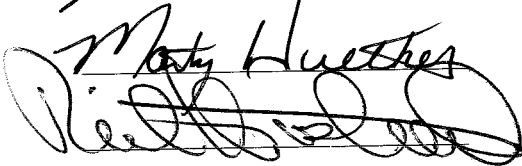
CITY BILLS
July 16, 2015

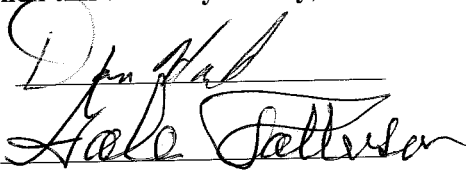
July 16, Bills 2015:

AE2S	street improvement engineering	\$12,124.96
BESSETTE CHRIS	reissue check for CDL reimbursement	\$95.40
BLACK HILLS CHEMICAL	CC soap and hand towels	\$322.79
CENTRAL DISTRIBUTION	CC garbage bags/tilex	\$587.66
* CLEMMONS SEALCOATING	sealcoat the tennis court/bike path	\$10,384.62
CROWN OIL	fuel	\$1,496.60
DAKOTA MILL & GRAIN	glyphosate	\$163.74
GOLDEN WEST TELE	security monitoring	\$179.94
GUNDERSON, PALMER, GOODSSELL	fees for signing transfer of entitlement fu	\$10.00
JENNER EQUIP.	filter for mower	\$29.04
MIDCONTINENT TESTING LAB	water testing	\$18.00
ONE CALL STYSTEMS, INC.	locate requests	\$16.80
PENN. COUNTY SHERIFF'S OFFICE	3rd qrt budget	\$27,923.75
POWER HOUSE	repair on weed trimmer	\$81.48
SERVALL UNIFORM	CC mops/rugs	\$53.83
THE SEPTIC GUYS LLC	BB field bathrooms	\$319.00
TLC ELECTRIC, INC	pool pump repair	\$91.84
VAN DIEST SUPPLY	Grizzly mosquito fogger	\$13,545.20
WALKER REFUSE	garbage service	\$7,827.40
WEST RIVER/LYMAN-JONES RURAL	water purchase	\$3,500.00
TOTAL BILLS:		\$78,772.05

Approved by the Wall City Council this 16th day of July, 2015







FIRE DEPARTMENT BILLS
July 16, 2015

July 16, Bills 2015:

*	ALLEGIANT EMERGENCY SERVICES	bunker boots for Chris	\$327.90
	CORE	sweat shirts-freshman impact	\$50.00
	CORNER PANTRY	fuel	\$143.33
	FIRST INTERSTATE BANK	meals for training	\$662.92
	GOLDEN WEST TELE	phone-internet	\$136.70
	M & T FIRE AND SAFETY	Radnor gloves	\$137.85
	REGIONAL HEALTH PHYSICIANS	physicals	\$225.00
	SIGNS NOW	signage for pickup	\$415.94
	VERIZON	mobile broadband	\$52.08
	TOTAL BILLS:		\$2,151.72

Approved by the Wall City Council this 16th day of July, 2015

Jay A. Morgan

JM

Dan H. ...

Gale ...

Marty ...

...

LIBRARY BILLS

July 16, 2015

July 16, Bills 2015:

GOLDEN WEST TECHNOLOGIES

security monitoring

\$179.94

SD MAGAZINE

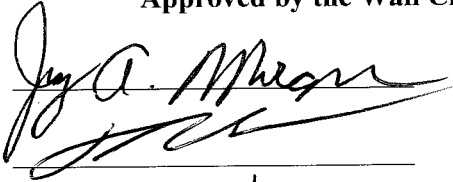
2 year subscription

\$39.00

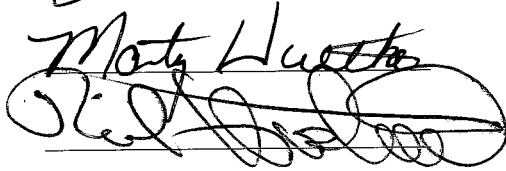
TOTAL BILLS:

\$218.94

Approved by the Wall City Council this 16th day of July, 2015







Checking - Savings Account

Balances

FUND	ACCOUNT	Previous Balance	MTD Debit	MTD Credit	Current Balance
CASH IN BANK					
GENERAL FUND	G 101-1010	44,970.28	510,846.32	507,206.61	48,609.99
LIQUOR, LODGING, DINING TAX	G 211-1010	-12,926.65	0.00	14,796.85	-27,723.50
WATER FUND	G 602-1010	-6,484.21	23,697.47	17,944.89	-731.63
WASTEWATER FUND	G 604-1010	5,000.00	608.19	608.19	5,000.00
SOLID WASTE FUND	G 612-1010	5,000.00	8,848.02	8,848.02	5,000.00
Cash In Bank Balance					30,154.86
MONEY MARKET SAVINGS					
Airport Reserve	G101-1012	38,167.59	0.00	0.00	38,167.59
Street Reserve	G101-1013	0.00	0.00	0.00	0.00
CC - \$1,273.23					
Beautification - \$721.87	G101-1014	2,995.10	0.00	0.00	2,995.10
BB lights - \$1,000					
GENERAL FUND	G 101-1040	2,205,776.70	94,812.43	238,846.32	2,061,742.81
LIQUOR, LODGING, DINING TAX	G 211-1040	80,672.22	5,585.19	0.00	86,257.41
WATER FUND	G 602-1040	5,000.00	25,211.76	25,211.76	5,000.00
WASTEWATER FUND	G 604-1040	8,676.59	15,656.45	635.19	23,697.85
SOLID WASTE FUND	G 612-1040	311,676.85	14,574.47	8,848.23	317,403.09
MM Savings Balance					2,535,263.85
SAVINGS CERTIFICATES					
GENERAL FUND	G 101-1050	367,000.00	0.00	0.00	367,000.00
LIQUOR, LODGING, DINING TAX	G 211-1050	33,000.00	0.00	0.00	33,000.00
CHECKING FIRE DEPT					
FIRE DEPT	G 280-1200	89,425.84	5,000.72	16,112.16	78,314.40
FD RETIREMENT SAVINGS					
FIRE DEPT	G 280-1203	17,379.88	0.00	0.00	17,379.88
MM CEMETARY					
CEMETERY	G 282-1300	2,304.75	0.06	0.00	2,304.81
CHECKING CEMETARY					
CEMETERY	G 282-1301	13,565.56	1,460.00	809.10	14,216.46
CD CEMETARY					
CEMETERY	G 282-1302	87,340.92	0.00	0.00	87,340.92
CHECKING LIBRARY					
LIBRARY	G 281-1400	45,442.62	3,834.20	2,232.02	47,044.80
SAVINGS LIBRARY					
LIBRARY	G 281-1401	2,412.66	0.06	0.00	2,412.72
CD LIBRARY					
LIBRARY	G 281-1402	27,297.86	0.00	0.00	27,297.86

May-15



July 9, 2015

The Honorable Marty Huether, Mayor
City of Wall
501 Main Street
Wall, SD 57790

Re: **Wall Athletic Complex Water Main Extension
City of Wall, SD**

Dear Mayor Hahn and Council:

The City of Wall opened bids for the Wall Athletic Complex Water Main Extension Project on July 8, 2015. Three bids were received on the project from Shovelhead Construction, Inc., Site Work Specialists, Inc. and Underground Construction LLC all of Rapid City. Advanced Engineering and Environmental Services, Inc. has reviewed the bids and recommends the Council award the contract to Shovelhead Construction, Inc. in the amount of \$118,431.00.

Summary of Bid Results

Contractor	Bid
Engineer's Estimate	\$128,347.00
Shovelhead Construction	\$118,431.00
Site Work Specialists	\$142,059.00
Underground Construction	\$195,552.00

If acceptable, please sign the enclosed Notice of Award and Contract. Please return to AE2S.

Please contact me with any questions.

Sincerely,
CETEC Engineering Services, Inc.

Theodore J. Schultz
Ted Schultz, P.E.



July 9, 2015

The Honorable Marty Huether, Mayor
City of Wall
501 Main Street
Wall, SD 57790

Re: **2015 Wall Street Improvements
City of Wall, SD**

Dear Mayor Hahn and Council:

The City of Wall opened bids for the 2015 Wall Street Improvements Project on July 8, 2015. Two bids were received on the project from Hills Materials Company of Rapid City and Bituminous Paving, Inc. of Minnesota. Advanced Engineering and Environmental Services, Inc. has reviewed the bids and recommends the Council award the contract to Bituminous Paving, Inc. in the amount of \$141,959.00.

Summary of Bid Results

Contractor	Bid
Engineer's Estimate	\$132,545.00
Bituminous Paving	\$141,959.00
Hills Materials	\$245,412.50

If acceptable, please sign the enclosed Notice of Award and Contract. Please return to AE2S.

Please contact me with any questions.

Sincerely,
CETEC Engineering Services, Inc.

Theodore J. Schultz
Ted Schultz, P.E.



Project: Wall Airport Road Improvements
City of Wall, SD



Date: July 12, 2015

Item No.	3" Asphalt Pavement and Milling	Units	Estimated Quantity	Engineer's Estimate	
				Unit Price	Extended Price
1	Mobilization	LS	1	\$ 6,000.00	\$ 6,000
2	Traffic Control	LS	1	\$ 4,000.00	\$ 4,000
3	Milling Mobilization	LS	1	\$ 5,000.00	\$ 5,000
4	Milling 6" Inplace and Compact	SY	3,067	\$ 5.00	\$ 15,333
5	Base Course, 2"	TON	312	\$ 25.00	\$ 7,801
6	Asphalt Concrete Composite, 3"	TON	535	\$ 110.00	\$ 58,823
7	Contingency/Engineering	LS	1	\$ 12,000.00	\$ 12,000
Milling and 3" Asphalt Pavement Section with 2" Base Course					\$ 108,957

Item No.		Units	Estimated Quantity	Engineer's Estimate	
				Unit Price	Extended Price
1	Mobilization	LS	1	\$ 6,000.00	\$ 6,000
2	Traffic Control	LS	1	\$ 4,000.00	\$ 4,000
3	Milling Mobilization	LS	1	\$ 5,000.00	\$ 5,000
4	Milling 6" Inplace and Compact	SY	3,067	\$ 5.00	\$ 15,333
5	Base Course, 2"	TON	312	\$ 25.00	\$ 7,801
6	Asphalt Concrete Composite, 5"	TON	891	\$ 110.00	\$ 98,038
7	Contingency/Engineering	LS	1	\$ 15,000.00	\$ 15,000
Milling and 5" Asphalt Pavement Section with 2" Base Course					\$ 151,172

Item No.		Units	Estimated Quantity	Engineer's Estimate	
				Unit Price	Extended Price
1	Mobilization	LS	1	\$ 6,000.00	\$ 6,000
2	Traffic Control	LS	1	\$ 4,000.00	\$ 4,000
3	Milling Mobilization	LS	1	\$ 5,000.00	\$ 5,000
4	Milling 6" Inplace and Compact	SY	3,067	\$ 5.00	\$ 15,333
5	Base Course, 3"	TON	468	\$ 25.00	\$ 11,702
6	Contingency/Engineering	LS	1	\$ 7,000.00	\$ 7,000
Milling and 3" Gravel Surfacing					\$ 49,035

Length 1150 ft by 24 ft wide

Policy 15-01

City of Wall Media Policy

From time to time during the course of service for the City, employees may receive unsolicited contact from representatives of the media including but not limited to newspaper reporters, television and radio reporters and news people, and others. The purpose of this policy is to inform employees of the proper steps to follow when such contact occurs.

1. The Mayor has been designated as the authorized spokesperson for the City of Wall in the event of communications with the media. Therefore, if employees receive contact from the media, advise them that you cannot comment and refer them to the Mayor. The telephone number and email address may be shared.
2. In addition to referring members of the media to our designated contact person, notify your immediate supervisor immediately of any media contact.
3. Media representatives will understand that you cannot comment. They will appreciate a referral to someone who may or may not be able to answer their questions.
4. When an incident occurs that could give rise to a claim against you or others of your fellow employees, please notify everyone that they may receive contact from the media and that they must be aware of and follow this media policy – e.g. not comment on any occurrence and refer the media to the designated contact person.
5. Never give into what is a natural urge to be helpful if you are contacted by the media. You must follow this policy and the procedures described herein.
6. You should be friendly and not defensive or evasive when advising members of the media that you are not able to comment. As noted above, they will understand this position.

7. No comment means no comment: do not explain or discuss any occurrence or event with the media unless you are authorized to do so as the designated spokesperson.

8. Keep in mind that whatever you say will be viewed as an official statement on behalf of your employer and your co-workers. This is yet another reason to follow the policy, make no comment, and direct the media representatives to the designated contact person.

9. If you are present during Executive Session of the City Council, where litigation or claims are discussed, keep in mind that executive sessions are privileged, that no record is made of these discussions, and that anyone present is absolutely forbidden to discuss the content of conversations which occur during the course of executive session.

If you have any questions about the application of this policy, please contact your immediate supervisor.

It is SDPAA's recommendation that this SAMPLE Media Policy be treated like other policies your entity may have in use (e.g. sexual harassment). It should be presented to all current and new employees who should sign off acknowledging that they have received the policy, read the policy, and understand the policy. It is also SDPAA's recommendation that you confer with your legal counsel prior to adopting a Media Policy.

Employee Signature

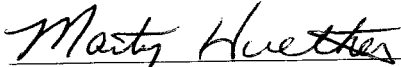
Employee's Printed Name

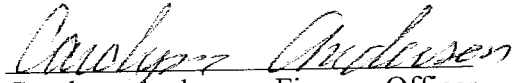
Date

City of Wall AGENDA POLICY

The City Council has chosen to hold two council meetings a month to provide the citizens with less delay in having their concerns and issues addressed. This policy is intended to provide adequate time for the Finance Officer to prepare the meeting packets for the elected officials. This will provide adequate time for the elected officials to review the documents for the meeting. Establishing a deadline for items to be included on the agenda will provide for a more organized and timely meeting. Therefore; no item will be acted upon by the City Council that is not presented to the Finance Officer 48 hours prior to the council meeting.

Approved this 16th day of July 2015.


Marty Huether, Mayor


Carolynn Anderson, Finance Officer