



**BOARD OF COMMISSIONERS
AGENDA
MARCH 5, 2018
5:30PM - COMMISSION ROOM - 116 W CENTER ST**

CALL TO ORDER

ROLL CALL

ADOPT AGENDA

APPEARANCES / ACKNOWLEDGEMENTS

- 1) Rory Maynard, Executive Director - Lake Area Improvement Corporation - Introduction
- 2) Todd Kays, Executive Director - First District Association of Local Governments - Annual Update
- 3) Acknowledge Application for Temporary Alcohol License and Set Date of Hearing - Madison Fire Department
- 4) Acknowledge 2017 Annual Report
- 5) Building Permit Report - February

CONSENT CALENDAR

- 1) Minutes - February 26, 2018
- 2) Claims for Approval - March 7, 2018
- 3) Claims for Ratification - February 21, 2018

OLD BUSINESS

NEW BUSINESS

- 1) Authorize Purchase of Door Entry Equipment - Automatic Security
- 2) Bid No. 872 - Set Bid Date - LED Lighting and Appurtenances

ANNOUNCEMENTS

EXECUTIVE SESSION

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.

**APPLICATION FOR A TEMPORARY
ALCOHOL LICENSE**

**City of Madison
116 W. Center Street
Madison SD 57042**

Date 2/27/18

Honorable Mayor
City Commissioners
Madison, South Dakota

I herewith submit my application for a temporary alcohol license for the date of
Saturday April 7th, 20 18.

Location City Armory

Fee per license: \$5.00

Enclosed is a check in the amount of \$ 5.00 to cover said fee.

Madison Fire Dept.
Name of Firm, Corporation or Partnership Making Application

Madison Fire Dept
Name of Organization, Person or Firm Holding the Event

200 SE 3rd Madison 57042
Street Address City Zip Code

Randy Minnaert
Signature of Applicant

2/27/18
Date

For Office Use Only
Receipt No. <u>101.3200.3261</u> Date _____ Amount \$ _____

**NOTICE OF PUBLIC HEARING
UPON APPLICATION FOR SALE OF ALCOHOLIC BEVERAGES
CITY OF MADISON**

Notice is hereby given pursuant to SDCL 35-2-5 that a public hearing will be held on Monday, March 19, 2018 at 5:35pm, or as soon thereafter as the matter may be heard, in City Hall, Madison, South Dakota, in the Commission Room to consider a temporary alcohol license application from the following:

Madison Fire Department
Fireman's Dance
April 7, 2018
Madison City Armory

Any persons wishing to present testimony may appear at said hearing or may file written comments with the Finance Officer at 116 W Center Street, Madison, South Dakota, prior to said hearing. Disabled individuals may contact the Finance Officer for information and/or special assistance. The request should be made 24 hours in advance of the hearing.

/s/Jennifer Eimers
Finance Officer

ANNUAL REPORT FOR CITY OF MADISON
AS OF AND FOR THE YEAR ENDED DECEMBER 31, 2017

GOVERNMENTAL FUNDS—MODIFIED ACCRUAL BASIS

	General Fund	Park & Recreation Fund	3rd Cent Fund	Community Development Fund	2nd Cent Fund	Special Maintenance Fee Fund	Swimming Pool Debt Service Fund	Grant Circle TIF Debt Service Fund	Gerry Meloney Nature Capital Project Fund	Total Governmental Funds
Beginning Balance	8,179,389.99	520,729.18	87,641.85	520,384.74	2,144,043.75	362,174.93	236,370.07	1,208.49	275,630.91	10,307,533.91
Revenues and Other Sources:										
Taxes:										
Property Taxes	1,745,155.41						328,792.39			2,073,947.80
General Sales and Use Taxes	1,545,885.84		174,875.44		1,545,885.76			36,727.52		3,303,384.58
Amusement Taxes	816.00									816.00
Penalties and Interest on Delinquent Taxes	3,442.40						891.00			4,133.40
Licenses and Permits	72,605.50									72,605.50
Intergovernmental Revenues:										
Federal Grants	914,994.46									914,994.46
State Grants	216,183.81	9,138.00								225,321.81
State Shared Revenue	362,235.53						1,462.35			363,697.88
County Shared Revenue:	11,718.70									11,718.70
Charges for Goods and Services:										
General Government	2,275.00									2,275.00
Public Safety	1,587.25									1,587.25
Highways and Streets	15,204.18									15,204.18
Sanitation	87,784.48									87,784.48
Health	969.00									969.00
Culture and Recreation		76,081.40								76,081.40
Other	146,069.81									146,069.81
Fines and Forfeits										
Court Fines and Forfeits	718.25									718.25
Other	920.00									920.00
Miscellaneous Revenue and Other Sources:										
Investment Earnings	27,458.83	2,919.81	4.46	9,170.51	1,835.30				1,930.35	43,319.26
Rentals	57,273.32	3,440.00								60,713.32
Special Assessments	27,779.96									27,779.96
Maintenance Assessments						223,395.11				223,395.11
Contributions and Donations from Private Sources	82,702.00	2,768.76								85,470.75
Other Revenues	88,478.40	1,194.88								89,673.28
Sale of Municipal Property	2,013.81									2,013.81
Total Revenue and Other Sources	5,354,262.72	85,542.94	174,879.90	9,170.51	1,547,731.06	223,395.11	330,945.74	36,727.52	1,930.35	7,774,585.85

Expenditures and Other Uses:										
Legislative	71,212.39								71,212.39	
Financial Administration	235,784.01								235,784.01	
Other General Government	412,276.14								412,276.14	
Police	1,015,971.15			120,934.41					1,136,905.56	
Fire	145,035.20								145,035.20	
Highways and Streets	736,022.45								736,022.45	
Sanitation	41,100.84			222,871.01					263,971.85	
Water				452,826.41					452,826.41	
Airport	201,207.47								201,207.47	
Health	5,904.20	11,153.52							17,057.72	
Recreation	3,000.00	244,248.30							247,248.30	
Parks		175,484.15							175,484.15	
Libraries	407,213.69								407,213.69	
Auditorium	26,227.63								26,227.63	
Economic Development and Assistance (Industrial Development)	53,046.57		229,135.10	208,897.59					489,079.26	
Debt Service				141,437.50		315,875.00	37,936.01		495,248.51	
Capital Outlay	1,312,029.21	131,513.96		458,888.44	269,558.03				2,171,789.64	
Total Expenditures and Other Uses	4,886,010.95	562,409.93	229,135.10	0.00	1,603,455.36	269,558.03	315,875.00	37,936.01	0.00	7,684,380.38
Transfers In (Out)	(325,630.40)	590,000.00	61,000.00	(108,500.00)	(24,529.00)					194,340.60
Increase/Decrease In Fund Balance	362,621.37	123,133.01	6,744.80	(97,329.49)	(80,253.30)	(46,162.92)	15,070.74	(1,208.49)	1,930.35	284,546.07
Ending Balance:										
Nonspendable	239,813.09	16,252.38								256,065.47
Restricted	340,816.33	627,609.81	74,388.85	423,035.25	2,063,790.45	316,012.01	251,440.81	0.00	277,581.26	4,374,853.17
Committed	41,795.08									41,795.08
Assigned	3,353,025.74									3,353,025.74
Unassigned	2,566,540.52									2,566,540.52
Governmental Long-term Debt										2,942,887.49

PROPRIETARY FUNDS—ACCRUAL BASIS

	<u>Water Fund</u>	<u>Sewer Fund</u>	<u>Electric Fund</u>	<u>Community Center Fund</u>	<u>Solid Waste Fund</u>	<u>Recycling Fund</u>
Restated Beginning Balance	<u>9,809,021.57</u>	<u>4,485,860.81</u>	<u>10,969,696.79</u>	<u>356,623.84</u>	<u>564,113.87</u>	<u>406,618.87</u>
Revenues	<u>1,799,824.58</u>	<u>1,454,849.42</u>	<u>10,872,882.22</u>	<u>836,973.05</u>	<u>293,788.13</u>	<u>131,524.89</u>
Expenses	<u>1,261,230.11</u>	<u>842,882.15</u>	<u>8,325,845.49</u>	<u>804,781.23</u>	<u>208,741.21</u>	<u>133,789.93</u>
Transfers In (Out)	<u>24,016.00</u>	<u>(75,984.00)</u>	<u>(325,000.00)</u>	<u>182,827.40</u>	<u>(35,000.00)</u>	<u>35,000.00</u>
Capital Contributions	<u>452,826.41</u>	<u>222,871.01</u>		<u>111,382.62</u>		
Ending Balance:						
Net Investment In Capital Assets	<u>5,472,211.79</u>	<u>3,108,434.47</u>	<u>7,108,867.57</u>	<u>50,854.57</u>	<u>75,258.60</u>	<u>20,025.76</u>
Restricted for Debt Service	<u>288,000.00</u>	<u>340,168.24</u>	<u>369,000.00</u>			
Restricted for SDRS Pension	<u>134,389.35</u>	<u>88,262.21</u>	<u>268,738.68</u>	<u>81,675.48</u>	<u>25,029.58</u>	<u>7,904.08</u>
Restricted for Other Purposes	<u>1,994,375.80</u>					
Unrestricted	<u>2,937,301.71</u>	<u>1,609,840.17</u>	<u>4,247,407.27</u>	<u>250,195.53</u>	<u>513,848.81</u>	<u>411,443.98</u>
Long-term Debt	<u>2,835,263.61</u>	<u>3,422,286.75</u>	<u>3,209,004.43</u>	<u>82,365.15</u>	<u>27,690.79</u>	<u>-</u>

The preceding financial data does not include fiduciary funds or component units. Information pertaining to those activities may be obtained by contacting the municipal finance officer at 256-7501

Municipal funds are deposited as follows:

<u>Depository</u>	<u>Amount</u>
<u>Wells Fargo Bank</u>	<u>\$ 10,641,816.01</u>
<u>Great Western Bank</u>	<u>\$ 152,584.38</u>
<u>First Bank & Trust</u>	<u>\$ 8,025,703.72</u>
<u>SD FIT</u>	<u>\$ 101,230.48</u>
<u>First National Bank</u>	<u>\$ 389,286.28</u>

February 2018 Building Permit Report

Date	Permit No.	Owner	Address	Use	Type of Construction	Contractor	Estimated Build Cost	Permit Fee
2/2	7091	2015 Properties	706 NW 4th St	Res	New single family residence	Amert Construction PO Box 469 Madison, SD 57042	\$ 89,000.00	\$579.00
2/6	7096	Jimsco	300 SW 8th St Lot 210	Res	Detached: 20'x22' garage, 4'x5' deck, 8'x10' deck	Henckel Construction 5506 North 7th Place Sioux Falls, SD 57104	\$ 5,250.00	\$70.00
2/6	7094	Mary Martens	817 N Prairie Ave	Res	Remodel Interior-replace lath and plaster with sheetrock, widen doorways, add plumbing fixtures	Self	\$ 20,000.00	\$196.00
2/8	7092	Gedstad Properties, LLC	118 E Center St	Com	Put bathrooms in office building	Self	\$ 5,000.00	\$ 61.00
2/8	7095	Randy Schaefer	724 S Washington Ave	Com	Remove existing interior partition and reconstruction new partition 12' East of the location of the removed wall	Even Construction 45133 235B St. Madison, SD 57042	\$ 3,000.00	\$ 43.00
2/12	7097	Clint Hall	506 N Lincoln Ave	Res	Kitchen Remodel-flooring, framing, fixtures	Self	\$ 2,000.00	\$ 34.00
2/12	7098	St. John's Lutheran Church	122 N Grant Ave	Com	New wall dividing room, new tile, new doors	Even Construction 45133 235B St. Madison, SD 57042	\$ 16,000.00	\$ 160.00
2/12	7093	Eric & Melissa Miller	721 N Chicago Ave	Res	Frame and Sheetrock walls to make a bedroom	Self	\$ 800.00	\$ 25.00
	8					Total	\$ 141,050.00	\$1,168.00

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

26 February 2018
Regular

The Board of Commissioners of the City of Madison met in regular session the 26th day of February with the following members present on roll call: Mayor Lindsay and Commissioners Corbin, Johnson, Thill and Waldner (via teleconference).

Motion by Commissioner Thill to approve the February 26th agenda, second by Commissioner Johnson. Motion carried unanimously.

Motion by Commissioner Corbin to acknowledge a retail (on-off sale) malt beverage and retail (on-off sale) wine license transfer application from Kadous Keating, LLC/Mochavino to Contarino Honomichl, LLC/Mochavino and set the date of hearing for March 12th at 5:35pm, or as soon thereafter as the matter may be heard, second by Commissioner Waldner. Motion carried unanimously.

Motion by Commissioner Johnson, second by Commissioner Thill to approve the following items on the consent calendar: Minutes - February 19, 2018, Cash Balances, Gross Salaries and Bills for Ratification - January, Personnel - February, Board Meeting Minutes - January. Motion carried unanimously.

Cash Balances - January: General - \$6,084,561.03, Park and Recreation - \$1,298,280.91, Lodging & Entertainment Tax - \$73,057.45, Community Development - \$98,744.61, 2nd Cent Sales Tax - \$1,244,955.42, Special Maintenance Fee - \$316,012.01, Swimming Pool Debt Service - \$251,440.81, Gerry Maloney Nature Area - \$-51,476.73, Water - \$2,820,419.51, Electric - \$2,733,387.23, Sewer - \$1,785,203.15, Community Center - \$468,323.40, Solid Waste - \$484,373.27, Recycling Center - \$288,921.11, Cafeteria Plan - \$2,293.85.

Gross Salaries - January: Mayor & Commission - \$3,829.04, Finance - \$9,155.50, General Govt Buildings - \$785.91, Engineer - \$12,043.40, Police - \$56,294.21, Fire - \$38,676.82, Highways & Streets - \$25,301.11, Airport - \$1,690.42, Library - \$16,349.66, Planning & Zoning - \$805.48, Park & Recreation - \$12,903.78, Water - \$32,648.19, Electric - \$54,616.62, Sewer - \$20,036.58, Community Center - \$32,556.35, Solid Waste Collection - \$6,642.14, Recycling - \$3,175.64.

Bills for Ratification - January: Heartland Payment System - Fees - Airport - \$96.85, CSI - Fees - Community Center - \$9.95, IRS - Electronic Tax Payment #1 - \$41,852.99, Wells Fargo Bank - BankCard Discnt/Interch Fees - \$794.26, Wealth Mgmt TFM - Clean Water SRF 461024-02 - \$85,042.06, Money Movers, Inc. - Program Processing Fees - \$9.75, Healthy Contributions - Program Processing Fees - \$5.15, IRS - Electronic Tax Payment #2 - \$38,138.28, SD Department of Revenue - Sales Tax - \$45,342.24.

Personnel - February: Austin Donat - \$8.85/hour, Colin Sabers - \$8.85/hour, Dominic Mudloff - \$10.80/hour, Taylor Rames - \$8.85/hour, Daulton Mercer - \$9.80/hour.

Motion by Commissioner Corbin to authorize the Mayor to sign a quote from Clean Harbors Environmental Services, Inc. for additional hazardous and non-hazardous waste disposal at the Wenk Property at an estimated cost of \$3,813.31. Motion seconded by Commissioner Waldner. Motion carried unanimously.

Motion by Commissioner Waldner, second by Commissioner Thill, to authorize the Mayor to sign an Intergovernmental Contract with the South Dakota Public Assurance Alliance. Said contract amends ownership of net position and composition changes to the Board of Directors. Motion carried unanimously.

Engineer Chad Comes led discussion on concerns regarding the 10th Street intersection of Lake County Road No R33 as related to the 2019 SD DOT Washington Avenue project. The SD DOT project engineer has made recommendations specific to surfacing and marking on the County road south of the intersection. As initial correspondence with the County has not resulted in an acceptable resolution, Comes requested guidance from the group regarding the recommendations and was directed to request an appearance with a SD DOT representative before the Lake County Commission to further explain the recommendations and need for action to assure acceptable traffic flow and resolve public safety concerns.

Bid No. 867 on Sidewalk Improvement Project 2018-1 was reviewed. Ti-Zack Concrete - \$159,968.30, J&M Construction - \$133,928.85, Big Al's Contracting - \$138,732.35. Motion by Commissioner Corbin to award Bid No. 867 to J&M Construction for \$133,928.85, second by Commissioner Johnson. Motion carried unanimously.

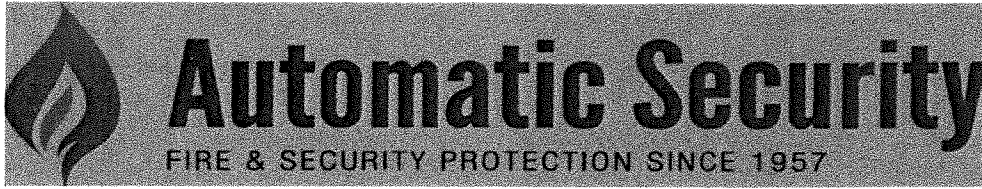
Bid No. 868 on Ballfield Backstop Fence Project 2018-2 was reviewed. American Fence Company - \$54,925.13, Michaels Fence - \$64,987.00. Motion by Commissioner Waldner to award Bid No. 868 to American Fence Company for \$54,925.13, second by Commissioner Thill. Motion carried unanimously.

Motion by Commissioner Thill, second by Commissioner Corbin to set the bid date for Bid No. 871 - West Center Street Reconstruction Project (Highland Ave to Blanche Ave) for March 14th at 10:00am. Motion carried unanimously.

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

The Board of Commissioners adjourned at 5:59pm.

/s/Jennifer Eimers
Finance Officer



ALARM SYSTEM QUOTATION:
 JOB NAME: **Madison Armory**
 DATE: 2-6-18
 ELECTRICAL CONTRACTOR: **Madison Electric (Roy)**

QUANTITY	PART #	DESCRIPTION
2	HX-OD2122F2	2MP/VANDM/IR/AUD/2.8M/IP66 ENTRY WAY CAMERA
2	HX-BL2622VZ	2MP/BULET/2.8-12MZ/IR/WDR/IP67 GYM AREA CAMERA
1	HX-N7604NI-E1	4 CHANNEL NVR WITH POE
1	550VA UPS	STANDBY POWER SUPPLY
1	OE-21VGAHDMI	21 INCH LED MONITOR

THE PRICE FOR THE ABOVE CCTV EQUIPMENT IS \$ 2,282.93 + TAX.

1	HU-83000CKE	DOOR ENTRY SYSTEM CONTROLLER
1	HU-5455BGN00	PROX READER
1	HU-1346PK50	PROXKEY PACKAGE OF 50
1	AX-AL175UL	12/24VDC 1.6 AMP POWER SUPPLY
1	OE-1000V9VRD	1000VA/600WATT STANDBY PWR SUPPLY

THE PRICE FOR THE ABOVE DOOR ENTRY EQUIPMENT IS \$ 2,229.95 + TAX.

PAYMENT FOR THIS MATERIAL MUST BE MADE WITHIN 30 DAYS OF DELIVERY OR PRIOR TO TIE IN AND TEST. **THANK YOU FOR THE OPPORTUNITY TO BID THIS PROJECT.**

Matthew Perkins
Automatic Security

ADVERTISEMENT FOR BIDS

Notice is hereby given that on the 21st day of March, 2018, until 2:00 p.m., sealed bids will be received by the Board of Commissioners of the City of Madison, South Dakota, at the Office of the Finance Officer, 116 W Center Street, Madison, South Dakota 57042 and will then be publicly opened and read.

BID NO. 872 LED LIGHTING AND ASSOCIATED APPURTENANCES (Madison Public Library)

The information for bidders, bid, contract, plans, specifications, form of bid bond and payment bond and other contract documents may be examined and obtained at the issuing office: Office of the Utility Director, 412 S Union Avenue, Madison, South Dakota 57042. Complete digital project bidding documents are available from brad.lawrence@cityofmadisonsd.com.

Bids must be accompanied by a certified check, cashier's check or bank draft payable to the City of Madison in a sum equal to five percent (5%) of the total bid and drawn on a state or national bank or by bid bond in a sum equal to ten percent (10%) of the total bid issued by a surety authorized to do business in the State of South Dakota and made payable to the City of Madison. The check, bond or bank draft will be retained by the owner as liquidated damages if the successful bidder refuses or fails to enter into a contract in accordance with the bid when notified of the award.

The material delivery shall be made within 6 months after the execution of the purchase agreement. All parts shall be delivered by October 1, 2018.

Bid envelopes must be clearly marked Bid No. 872 - LED Lighting and Associated Appurtenances.

The Board of Commissioners reserves the right to defer acceptance of any bid for a period not to exceed thirty (30) days after the date bids are received and no bid may be withdrawn during this period. The Board also reserves the right to reject any and all bids in part or total, to waive any irregularities and to add or deduct from the proposed work.

By Order of the Board of Commissioners
City of Madison
Madison, South Dakota
Jennifer Eimers
Finance Officer