

**Bridgewater City Council Regular Meeting Minutes**  
**March 7, 2016 7:00 pm**

The City Council of the City of Bridgewater met in the Council Room for their regular meeting on 03/07/2016. The meeting was called to order at 7:00 pm by Mayor Michael Damm. Due to lack of quorum, 3 members attended by telephone. Finance Officer instructed council that since this was a teleconference meeting, all motions would be roll call. (SDCL 1-25-1) Answering roll call were Bob Anderson, Mayor Damm, Zach Guenther (telephone), Tony Hofer, Travis Holthaus (telephone), Jerry Paweltzki, and Lacey Weber (telephone). Others present: Finance Officer-Joan Julson, Maintenance-Todd Letcher, Leslie Mastroianni (SECOG), Shelley Safar, Jeannie Pritts, Steve Sievers, Vern Arens (Arens Engineering), Jessie Sutton, Bridgewater Rural Fire Board (Ross Glanzer & Doug Gilbert), Ken Haugen, Sandi Tschetter, Ron Scharffenberg, Attorney Mike Fink, and Sheriff Mark Norris.

The minutes of the Feb 8<sup>th</sup> regular meeting and Feb 22<sup>nd</sup> special meeting were sent to the council for reading prior to the meeting. Motion by Guenther, second by Holthaus to approve the minutes of the Feb 8<sup>th</sup> regular meeting and Feb 22<sup>nd</sup> special meeting. Roll call vote: All voted aye. Motion carried.

The February Financial statement was sent out to the council for reviewing prior to the meeting. After discussion, a motion was made by Weber, second by Guenther to approve the February Financial Statement. Roll call vote: All voted aye. Motion carried.

The bills for the month of February were reviewed. After discussion, a motion was made by Anderson, second by Hofer to approve the February bills. Roll call vote: All voted aye. Motion carried.

**Maintenance Report:**

- Pumping down at lagoon
- Getting ready for spring

At 7:10 Mayor Damm opened the Public Hearing for the CDBG & SRF funding for the Main Street Water Distribution Improvement Project. Leslie Mastroianni from SECOG spoke on each type of funding for this water project. Project total cost is \$239,200. The funding request from SD DENR is \$121,700 which could be awarded as 100% grant, 100% loan or a combination of loan & grant funds. We are also submitting an application to the Governor's Office of Economic Development (GOED) for grant funding through the Community Services Block Grant (CDBG) for \$117,500. These CDBG funds are provided as a grant and there is no required payback. Paweltzki brought up whether this would be a good time to loop the water line that feeds the south end of Main Ave to this water main we are going to replace. It was decided that this should have been brought up in the beginning of the project and now it would throw off the timeline for securing our funding for this current project. Vern Arens brought up that this could be put on this project as another phase to be done at another time since it would involve boring under Hwy 42 and the railroad lines. At this time Mastroianni asked if we had other priorities in our community. Ideas mentioned were street repairs, building code enforcement, housing code violations, exploring Brownfields or other solutions for the abandoned meat packing plant building, and adding the extension of the water main on south main looping our system. Motion by Paweltzki, second by Guenther to pass Resolution #16-0307A. Roll call vote: All voted aye. Motion carried

**CITY OF BRIDGEWATER**  
**RESOLUTION # 16-0307A**  
**CDBG GRANT SPONSORSHIP**

*WHEREAS, the City of Bridgewater has determined a need for the Bridgewater Main Street Water Distribution Improvement Project; and*

*WHEREAS, the City of Bridgewater wishes to request assistance from the Community Development Block Grant (CDBG) Program of the South Dakota Governor's Office of Economic Development in the amount of \$117,500 in order to meet the needs of the community; and*

*WHEREAS, the City of Bridgewater is eligible for Federal assistance for the proposed project; and*

*WHEREAS, with the submission of the CDBG application the City of Bridgewater assures and certifies that all CDBG program requirements will be fulfilled; and*

*WHEREAS, the City of Bridgewater has held the required public hearing on Monday, March 7th, 2016 for the Community Development Block Grant.*

NOW THEREFORE BE IT RESOLVED, that the Mayor be authorized to execute the CDBG application for the City of Bridgewater.

Adopted this 7<sup>th</sup> day of March, 2016.

BY:  
Michael Damm, Mayor

SEAL

ATTEST:  
Joan M. Julson, Finance Officer

Motion by Anderson, second by Hofer to pass Resolution #16-0307B. Roll call vote: All voted aye. Motion carried

**CITY OF BRIDGEWATER  
RESOLUTION # 16-0307B  
PROJECT AND ENVIRONMENTAL CERTIFYING OFFICER**

WHEREAS, the City of Bridgewater is applying for a Community Development Block Grant from the U.S. Department of Housing and Urban Development as administered by the State of South Dakota for the Bridgewater Main Street Water Distribution Improvement Project, and;

WHEREAS, the City of Bridgewater is required to designate a Project Certifying Officer for the purpose of signing required documents pertaining to the grant; and

WHEREAS, the City of Bridgewater is required to designate an Environmental Certifying Officer for the purpose of signing required environmental documents pertaining to the grant.

NOW THEREFORE BE IT RESOLVED, the Mayor for the City of Bridgewater is hereby designated the City's Project and Environmental Certifying Officer, for the purpose of signing correspondence and other required documents and forms.

Adopted this 7<sup>th</sup> day of March, 2016.

BY:  
Michael Damm, Mayor

SEAL

ATTEST:  
Joan M. Julson, Finance Officer

Motion by Hofer, second by Paweltzki to pass Resolution #16-0307C. Roll call vote: All voted aye. Motion carried

**CITY OF BRIDGEWATER  
RESOLUTION # 16-0307C  
DW-SRF FUNDING APPLICATION SPONSORSHIP**

WHEREAS, the City of Bridgewater has determined the need for the Main Street Water Distribution Improvements Project; and

WHEREAS, loan assistance is necessary to enable the City of Bridgewater to construct these improvements; and

WHEREAS, the South Dakota Department of Environment and Natural Resources provides grants and low-interest loans to eligible applicants for financing water, wastewater and storm water infrastructure projects; and

WHEREAS, the City Council is desirous of applying for up to a \$121,700 30 year loan, to be repaid with water revenues, at 3.25% from the Drinking Water State Revolving Fund Program of the South Dakota Department of Environment & Natural Resources for these improvements.

NOW THEREFORE BE IT RESOLVED THAT:

1. The City of Bridgewater hereby authorizes the filing of a grant and/or loan application with the South Dakota Department of Environment and Natural Resources, including all understandings and assurances contained therein, to fund its water distribution project.
2. Be it further resolved that the City of Bridgewater hereby authorizes its Mayor to act as Project Certifying Officer in connection with the applications, grant and/or loan agreements, and other required forms, and to provide such additional information as may be required by the South Dakota Department of Environment and Natural Resources.

Adopted this 7<sup>th</sup> day of March, 2016.

BY:  
Michael Damm, Mayor

SEAL

ATTEST:  
Joan M. Julson, Finance Officer

Bridgewater Rural Fire Board (Doug Gilbert and Ross Glanzer) addressed the council with their 2016 contract renewal and approval of the fire budget for 2017. Motion by Anderson, second by Paweltzki to extend the Bridgewater Rural Fire Dept contract for 2016 and adopt the 2017 Fire Dept Budget. Roll call vote: All voted aye. Motion carried.

Motion by Weber, second Holthaus to donate \$1500 to the Fall Fest which will be on August 27<sup>th</sup>. Roll Call Vote: Anderson-nay, Guenther-nay, Hofer-nay, Holthaus-aye, Paweltzki-nay, Weber-aye. Motion failed. Weber expressed her disappointment in the council for not supporting the Fall Fest.

Public Input: Jeannie Pritts passed around pictures of her neighbor's backyard and inquired why the council wasn't standing behind the Mayor in hiring a code enforcement officer to help in cleaning up the town? Anderson replied that the code enforcement gentleman the county is using to do this assessment has no qualifications. He is a contractor and uses a lawyer to scare people in cleaning up their property. Anderson feels we should have better credentials. Pritts would just like to see people clean up their property, asking if we could follow up with more clean-up letters to the various homeowners. Guenther replied that he feels the council is not against clean-up, but just doesn't feel that this may be the code enforcement person to do it. This item was tabled until later in the meeting with Ron Scharffenberg and Attorney Fink.

Streets & Alleys: Council advised Vern Arens to stake the area of 4<sup>th</sup> street between Poplar & Walnut for street work this summer. Also paying attention to a driveway by 4<sup>th</sup> & Cherry that is having drainage trouble.

Main Street Water Project: Arens talked about the timeline for the project: the funding determination in June with the bid opening in July. Project completion would be in Sept-Oct. taking about 5-6 weeks.

Gov't Bldg/Municipal Liquor Store: Discussed annual maintenance proposal for the bar walk-in cooler & furnace and air conditioning received from Tessiers. It would be 2 inspections per year for \$587.57. This does not include any parts just labor service. Motion by Guenther, second by Paweltzki to accept this annual maintenance proposal on the bar walk-in cooler, furnace and air-conditioning. Roll call vote: All voted aye. Motion carried. Council also discussed any changes that they would want to make at this time to the Liquor Store Agreement. Nothing was done at this time.

Ambulance: It was noted that the ambulance water pump went out and they had to be towed from Sioux Falls. It is repaired and back in working order.

Law Enforcement: Law Enforcement report for February was given to the council. Sheriff Norris was here to answer any questions.

Parks & Rec: Council received one-persons interest in the summer maintenance job. Letcher will talk to this person before hiring. It was decided to keep running the ad for Summer Rec & maintenance help until the April meeting.

Code Enforcement: County Commissioner Ron Scharffenberg spoke to the council about what the county was going to do with Code Enforcement. Attorney Fink added that the commissioners passed a resolution approving an expenditure to a Geoff Fillingsness for providing an initial assessment of needs related to the dilapidated buildings in the various cities. No city would be required to participate. The council needs to decide tonight whether Bridgewater is going to participate in this initial assessment paid for by the county. We can then take that information and decide whether or not to proceed from there. We will need to let the County Auditor know of our decision by the end of March. A motion was made by Weber, second by Holthaus to participate in the McCook County initial assessment. Roll Call Vote: Anderson-nay, Guenther-aye, Hofer-nay, Holthaus-aye, Paweltzki-nay, Weber-aye. Mayor Damm voted aye to break the tie. Motion carried.

Mayor Damm brought up the condition of the Bridgewater Quality Meats building. Attorney Fink spoke on our options concerning this building. City had sent a letter in Oct 2105 to owner Tal Parente concerning the emergency condition of this building with the windows falling out and ultimately the tear down of the building. He was given 180 days to abate this nuisance. To date nothing has been done. The council is very concerned from a safety standpoint. A motion was made by Guenther, second by Anderson to start a nuisance lawsuit and do emergency patching to secure and make the building as safe as possible due to their lack of action. Roll Call Vote: Anderson-aye, Guenther-aye, Hofer-aye, Holthaus-aye, Paweltzki-aye, Weber-no answer. Motion carried. (It was found out later that Weber lost phone connection during this conversation on BQM and was not able to get reconnected.)

Planning & Zoning: Motion by Paweltzki, second by Hofer to pass Resolution #16-0307D. Roll call vote: Anderson-aye, Guenther-aye, Hofer-aye, Holthaus-aye, Paweltzki-aye, Weber-no answer. Motion carried. (It

was found out later that Weber lost phone connection during the conversation on BQM and was not able to get reconnected.)

**CITY OF BRIDGEWATER**  
**Resolution 16-0307D**  
**RESOLUTION OF THE CITY OF BRIDGEWATER**

**WHEREAS**, it appears from an examination of the plat of LOTS 1 AND 2, H. ERICKSON'S FIRST ADDITION, A SUBDIVISION OF LOT 48A IN THE NW ¼ OF SECTION 13, T 101 N, R 56 W OF THE 5<sup>TH</sup> P.M., CITY OF BRIDGEWATER, MCCOOK COUNTY, SOUTH DAKOTA, as prepared by Paul C. Kiepke, a duly licensed Land Surveyor in and for the State of South Dakota, that said plat is in accordance with the system of streets and alleys set forth in the Master Plan adopted by the City Council of the City of Bridgewater, South Dakota, and that such plat has been prepared according to law;

**THEREFORE**, be it resolved by the City Council of Bridgewater, South Dakota, that the plat of LOTS 1 AND 2, H. ERICKSON'S FIRST ADDITION, A SUBDIVISION OF LOT 48A IN THE NW ¼ OF SECTION 13, T 101 N, R 56 W OF THE 5<sup>TH</sup> P.M., CITY OF BRIDGEWATER, MCCOOK COUNTY, SOUTH DAKOTA, prepared by Paul C. Kiepke, be and the same is hereby approved and the description set for the therein and the accompanying surveyor's certificate shall prevail.

City of Bridgewater  
By: Michael Damm  
Its Mayor

I, Joan M Julson, Finance Officer of the City of Bridgewater, South Dakota, hereby certify that the forgoing resolution was passed by the City of Bridgewater, South Dakota, at a meeting held on the 7<sup>th</sup> day of March, 2016.

ATTEST:

Joan M Julson  
City Finance Officer

Discussed 2015 Annual Report. Motion by Anderson, second by Holthaus to approve the 2015 Annual Report. Roll call vote: Anderson-aye, Guenther-aye, Hofer-aye, Holthaus-aye, Paweltzki-aye, Weber-no answer. Motion carried. (It was found out later that Weber lost phone connection during the conversation on BQM and was not able to get reconnected.) (2015 Annual Report printed in March 10<sup>th</sup> Bridgewater Tribune)

Motion by Anderson, second by Hofer to purchase the Enhanced Crime Coverage with a \$1,000,000 coverage for \$25 through the SD Public Assurance Alliance, which our liability coverage is already through, instead of the Public Officials Bond with CNA Surety for \$567. Roll call vote: Anderson-aye, Guenther-aye, Hofer-aye, Holthaus-aye, Paweltzki-aye, Weber-no answer. Motion carried. (It was found out later that Weber lost phone connection during the conversation on BQM and was not able to get reconnected.)

Motion by Hofer, second by Paweltzki to increase petty cash from \$100 to \$200 due to the increase in people paying their water bills with cash. Roll call vote: Anderson-aye, Guenther-aye, Hofer-aye, Holthaus-aye, Paweltzki-aye, Weber-no answer. Motion carried. (It was found out later that Weber lost phone connection during the conversation on BQM and was not able to get reconnected.)

It was noted that date for Local Board of Equalization Meeting will be Mar 21<sup>st</sup> at 7 pm.

Motion by Hofer, second by Guenther to adjourn. Roll call vote: Anderson-aye, Guenther-aye, Hofer-aye, Holthaus-aye, Paweltzki-aye, Weber-no answer. Motion carried. (It was found out later that Weber lost phone connection during the conversation on BQM and was not able to get reconnected.) Time 8:05 pm.

Next regular meeting is April 11 2016.

Michael Damm – Mayor

Joan M Julson – Finance Officer

**Claims:**

Payroll by Dept.: Ambulance 2967.59; Finance Office 697.84; Liquor 157.69; Parks 174.91; Sewer 920.86; Streets 1158.71; Water 1113.65; EFTPS-February payroll taxes, 1647.23; SD Retirement System-employee & city match, 542.66.

Supplies: A-OX Welding Supply–shop welding argon gas & supply, 190.50; Barco Municipal Products–light bar for 2008 Ford pkup, 266.49; Campbell's Supply–shop painting supply, 54.76; Farmers Alliance–2/6 shop propane, 556.50; M/S Pump-N-Stuff–gas, 75.05; McLeods Printing & Office Supply–parking tickets, receipt

books, bank deposit book, 447.91; Menards–humidifier for FO office, 25.98; Physio Control Inc–1 Child BP cuffs & hose & 3G update for LIFEPAK modem, 708.60; Potter Tire & Service–gas, diesel & supply, 197.26; Quill–FO & shop ink & misc supply, 138.46; SF Two-Way Radio Service–clip for amb pager, 19.99; Stern Oil–2/8 Legion hall propane, 270.00; Sturdevants Auto Parts–shop supply, 16.25; US Postal Service–1000 self addressed stamped envelopes, 573.45; Zabel Steel–shop supply steel, 33.56.

Repair & Maintenance: Meyer Motor–mostly amb water pump replacement; 519.99; Sensus–repair water auto gun, 414.41; Tessier’s Inc–2/16/16 check why bar walk-in cooler not working, 237.26.

Beer and Liquor: (paid in February) Beal Distributing, Inc., 713.15; Dakota Beverage, 352.80; Johnson Brothers Famous Brands, 238.70; Republic National Dist, 486.55.

Miscellaneous: A&B Business Inc–Maintenance contract, 51.64; Addy Disposal–dumpsters, 40.00; Americ Inn–2 rooms for amb convention in Chamberlain, 163.98; Bridgewater Development Corp–monthly donation, 100.00; Bridgewater Tribune–February publishing, 132.52; Division of Motor Vehicles–Exempt Entity plates for 2008 Ford pkup, 6.20; Jim & Ron’s Service–towing amb from to Sioux Falls, 360.00; Julson, Jim–mileage to amb mtg in Chamberlain, 80.22; Julson, Joan–office AT&T phone (not working after electric outage) & office chair & mileage, 193.58; Matheson–oxygen tank rental, 15.95; McCook County–Contracted Law Enforcement monthly payment, 2112.50; Nordwald Rentals–April rent (Payable 4/1/16), 350.00; Petty Cash–mostly step for pkup, 68.70; SD Dept of Revenue–water testing, 15.00; SD State Treasurer–February garbage, etc. sales tax (We received a 1.5% allowance for timely payments - \$3.61), 237.11; Sioux Falls Area Humane Society–1/3/16 animal impoundment, 132.34.

Utilities (Paid in February): Addy Disposal, 3861.00; Golden West, 242.13; Hanson Rural Water, 3932.50; Xcel Energy, 2212.35.

Insurance: AFLAC–reimbursed by employees, 382.18; Health Pool of SD, 3202.36.

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