City of Flandreau
City Council Meeting

Agenda Tuesday

6:30 p.m., Tuesday
February 19th, 2019
City Council Chambers
1005 W. Elm Avenue
Flandreau, SD

Meeting called to order by: Council President Sutton
Type of meeting: Regular

Agenda topics

	Pledge of Allegiance	Alderman Bjerke
2	Adopt Agenda	City Council
2	Approve Minutes	City Council
2	Approve Bills	City Council
	Public Comments	
	Administrative Reports	
5	Council President's Report	Alderman Sutton
5	City Administrator's Report	Jeff Pederson
2	Approve Administrative Reports	City Council
	Old Business	
	None	
	New Business	
15	Seasonal Cemetery Maintenance	City Council
15	Code Red Presentation	Chief Weber

	Council Comments	City Council
Special notes:	Other business properly referred to the City Council.	

Jeff Pederson
City Administrator

Distribution:
Mayor Bonrud
Alderman Bjerke
Alderman Pesall
Alderman Sutton
Alderman Tufty
Alderman Unger
Alderman Whitman

Cc:
Newspaper: Moody County Enterprise
Radio: Carol Kiecksee
City Attorney: Corey Bruning

CITY OF FLANDREAU
1005 W. Elm Avenue
Flandreau, SD 57028-1404

COUNCIL PROCEEDINGS
February 4th, 2019

The City Council of the City of Flandreau, South Dakota, met in regular session on Monday, February 4th, 2019 at 6:30 p.m. at the City Council Chambers, 1005 W. Elm Avenue, Flandreau, SD.

Present: Aldermen: Brad Bjerke, Bob Pesall, Dan Sutton, Karen Tufty, Jason Unger, and Donald Whitman. Absent: Mayor Mark Bonrud. Also present were Jeff Pederson and Karen Gundvaldson, City of Flandreau; and Chief Zach Weber, Flandreau Police Department (FPD).

The proposed agenda was reviewed. Motion by Pesall and seconded by Bjerke to adopt the proposed agenda. The following members voted aye: Bjerke, Pesall, Sutton, Tufty, Unger, and Whitman. Nays: None. Absent: None. Motion carried.

Motion by Whitman and seconded by Tufty to approve the minutes of January 21st, 2019. The following members voted aye: Bjerke, Pesall, Sutton, Tufty, Unger, and Whitman. Nays: None. Absent: None. Motion carried.

Motion by Bjerke and seconded by Unger to allow the following claims for the City and to pay them: Payroll 2/4/2019: general, 15,536.03; 3rd penny, 215.25; water, 3,656.65; electric, 7,421.31; sewer, 3,280.16; airport, 143.98; solid waste, 215.97; AFLAC, supplemental insurance, 386.09; Ahlers Automotive, repairs, 848.00; American Water Works, dues, 79.00; Amy Whitman, rebate, 25.00; Ashley Hansen, refund, 60.17; Big Sioux Comm Water System, water purchase, 13,814.01; Bounce Around Inflatables, sesquicentennial-2019, 5,163.28; Bruning & Lewis Law Firm, professional fees, 1,050.00; Cardmember Services, supplies/postage/contract, 1,730.56; Cenex Fleetcard, gas, 1007.64; Cintas, rentals, 255.23; City of Flandreau-petty Cash, supplies/postage, 33.51; Claflin Excavating, repairs, 1,081.20; Delta Dental of South Dakota, dental insurance, 1,384.49; DGR Engineering, Phase 4 electric dist improvement, 17,367.00; Eng Services, hauling solid waste, 13,174.44; Great America Leasing Corp., 186.51; Hillyard/Sioux Falls, vacuum cleaner, 558.17; Kelly Lueck, deposit refund, 250.00; Krull's Garage, repairs/supplies, 1,813.14; Mediacom, online services, 59.99; Ottertail Power Co., airport electric, 602.12; Overhead Door Co of SF, supplies, 675.00; Potomac Aviation Technology Corp., repairs, 733.36; Productivity Plus Account, repairs/supplies, 809.34; Resco Electric Utility Supply, street lights, 812.60; SD Dept of Health Public Lab Services, water samples, 45.00; SD Firefighters Assoc, membership dues, 700.00; SD Retirement, retirement, 15,964.46; SD Supplemental Retirement Plan, retirement, 192.31; Sioux Falls Psychological Services, interview report, 403.00; Southeast Firefighters Association, association dues, 50.00; Standard Insurance Co., life insurance, 306.41; Steve's Tire & Service, repairs, 243.02; The Alice Training Institute, training, 476.00; T-Shirts Too, sesquicentennial-2019, 861.50; United Systems Tech, contract, 3.52; Vast Broadband, phone/cable/internet, 741.52; Vision Services Plan, vision insurance, 241.68; WW Tire Service, repairs, 36.08; (19667). The following members voted aye: Bjerke, Pesall, Sutton, Tufty, Unger, and Whitman. Nays: None. Absent: None. Motion carried.

There were no Public Comments

Council President Sutton discussed the recycling container located at the City Office parking lot, indicating we may need to add another container or have it emptied more often as capacity has been an issue. Also discussed was a community-wide cleanup in anticipation of the Sesquicentennial Celebration and All School Reunion.

The City Administrator shared that Senate Bill 66 has been pulled in an effort to resolve the issue; however, it may still go back to committee. Pederson and Alderman Bjerke will be in Pierre on February 5th for a meeting with legislators as well as February 6th for a meeting with MRES. The City Administrator requested that Chief Weber briefly update Council on Code Red, a communication system via text or landline for emergency notification as well as other necessary notification for citizens that enroll in the service. A presentation will be made at the next Council meeting. Pederson also briefly discussed cemetery maintenance, indicating it may be beneficial to do it in-house versus hiring a contractor. More information will be presented at the next Council meeting.

Motion by Pesall and seconded by Tufty to approve the Administrative Reports. The following members voted aye: Bjerke, Pesall, Sutton, Tufty, Unger, and Whitman. Nays: None. Absent: None. Motion carried.

Old Business: None

New Business: Motion by Whitman and seconded by Pesall to adopt Resolution No. 2019-01, A Resolution and Statement of Municipal Electric Utilities Benefits. The following members voted aye: Bjerke, Pesall, Sutton, Tufty, Unger, and Whitman. Nays: None. Absent: None. Motion carried.

Motion by Unger and seconded by Pesall to approve a pay step increase for Akamu Barboza, Water/Wastewater Superintendent, to $22.80 per hour effective March 23rd, 2019. The following members voted aye: Bjerke, Pesall, Sutton, Tufty, Unger, and Whitman. Nays: None. Absent: None. Motion carried.

Motion by Bjerke and seconded by Whitman to approve a pay rate of $16.77 per hour for new hire, Police Officer Jerod Mosley. The following members voted aye: Bjerke, Pesall, Sutton, Tufty, Unger, and Whitman. Nays: None. Absent: None. Motion carried.

Council Comments: Alderman Bjerke questioned responsibility regarding clearing snow around hydrants. Also discussed was sidewalk shoveling, with City Administrator Pederson sharing that City employees had cleared some recently that were in violation.

Council President Sutton declared the meeting adjourned at 7:14 p.m.

Dan Sutton
Council President

ATTEST:

Jeff Pederson
City Administrator

CITY OF FLANDREAU

Council Approval Report for First National Bank--500330

(Council Approval Report)

Vendor InvoiceNumber	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted $	YTD Balance
1543	**AMARIL UNIFORM COMPANY, 8020 UNIVERSITY AVE NE, FRIDLEY, MN, 55432-1855**								
IV139259	02/01/19	UNIFORMS FOR ELECTRIC	02/20/19	$489.35	$489.35	603-31-4265	Uniforms/Safety Clothing	$4,000.00	$4,000.00
IV139265	02/01/19	UNIFORMS FOR ELECTRIC	02/20/19	$1,115.72	$1,115.72	603-31-4265	Uniforms/Safety Clothing	$4,000.00	$4,000.00
IV140000	01/11/19	UNIFORMS FOR ELECTRIC DEPT	02/20/19	$907.64	$907.64	603-31-4265	Uniforms/Safety Clothing	$4,000.00	$4,000.00
					$2,512.71				
9	**BIG SIOUX COMM WATER SYSTEM, , 23343 479TH AVE, EGAN, SD, 57024-6438**								
2-2019 PARK	02/01/19	WATER USAGE	02/20/19	$35.00	$35.00	101-08-4280	Utilities	$6,200.00	$5,862.24
2-2019 AIRPORT	02/01/19	WATER USAGE	02/20/19	$35.00	$35.00	606-11-4280	Utilities	$5,500.00	$4,897.88
					$70.00				
12	**BOB'S ELECTRIC, INC., 209 E. 2ND AVE., FLANDREAU, SD, 57028-1224**								
21717	02/06/19	ADD SWITCHES IN SHOP	02/20/19	$68.99	$68.99	101-04-4250	Repairs	$7,500.00	$7,291.37
21717	02/06/19	ADD SWITCHES IN SHOP	02/20/19	$68.99	$68.99	101-08-4250	Repairs	$6,000.00	$5,920.96
21717	02/06/19	ADD SWITCHES IN SHOP	02/20/19	$68.99	$68.99	602-31-4250	Repairs	$7,500.00	$5,825.65
21717	02/06/19	ADD SWITCHES IN SHOP	02/20/19	$68.99	$68.99	603-31-4250	Repairs	$2,000.00	$1,705.86
21717	02/06/19	ADD SWITCHES IN SHOP	02/20/19	$68.99	$68.99	604-31-4250	Repairs	$10,000.00	$9,406.85
					$344.95				
13	**BOOSTER PUBLISHING, P.O. BOX 285, FLANDREAU, SD, 57028-0285**								
29044/28987	01/30/19	MINUTES	02/20/19	$399.60	$399.60	101-01-4230	Publishing/Advertising	$9,500.00	$9,500.00
7274	01/09/19	PULL UP BANNER-SESQUICENTENNIAL-2019	02/20/19	$200.98	$200.98	101-01-4235	Promoting the City	$7,500.00	$1,475.22
29044/28987	01/30/19	POLICE DEPT AD	02/20/19	$120.00	$120.00	101-02-4230	Publishing/Advertising	$150.00	$150.00
					$720.58				
14	**BORDER STATES ELECTRIC SUPPLY, NW 7235, P.O. BOX 1450, MINNEAPOLIS, MN, 55485-7235**								
917077979	02/05/19	WRAP LED HIBAY FOR SHOP	02/20/19	$253.29	$253.29	101-04-4260	Supplies	$13,500.00	$12,918.48
917077979	02/05/19	WRAP LED HIBAY FOR SHOP	02/20/19	$253.29	$253.29	101-08-4260	Supplies	$20,000.00	$19,779.03
917077979	02/05/19	WRAP LED HIBAY FOR SHOP	02/20/19	$253.29	$253.29	602-31-4260	Supplies	$5,000.00	$4,846.32
917077979	02/05/19	WRAP LED HIBAY FOR SHOP	02/20/19	$253.29	$253.29	603-31-4260	Supplies	$15,000.00	$14,865.00
917077979	02/05/19	WRAP LED HIBAY FOR SHOP	02/20/19	$253.29	$253.29	604-31-4260	Supplies	$8,500.00	$8,362.35
					$1,266.45				
1213	**BRUNING & LEWIS LAW FIRM, PLLC, P.O. BOX 347, 310 S. WIND STREET, FLANDREAU, SD, 57028-1738**								
1-31-2019	01/31/19	PROFESSIONAL FEES	02/20/19	$375.00	$375.00	101-01-4220	Professional Fees	$23,000.00	$23,000.00
					$375.00				
584	**CYBERCOACH, INC, 402 W PIPESTONE AVE, FLANDREAU, SD, 57028-1617**								
1-29-2019	01/29/19	REVIEWED NEW PD EMAIL-DOMAIN NAME	02/20/19	$77.50	$77.50	101-02-4250	Repairs	$8,000.00	$5,982.57
1925	01/02/19	WORKED ON JET PACK	02/20/19	$21.25	$21.25	101-02-4250	Repairs	$8,000.00	$5,982.57
1950	01/30/19	CREATED 7 NEW EMAIL ACCOUNTS-POLICE DEPT	02/20/19	$127.50	$127.50	101-02-4250	Repairs	$8,000.00	$5,982.57

CITY OF FLANDREAU

Council Approval Report for First National Bank--500330

(Council Approval Report)

Vendor									
InvoiceNumber	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted $	YTD Balance
1-4-19	01/04/19	INSTALLED WINDOWS 10 UPDATE 1809 K LAPTOP	02/20/19	$14.16	$14.16	602-32-4250	Repairs	$0.00	$0.00
1922	01/02/19	COMPLETE ASYST UPDATES	02/20/19	$14.17	$14.17	602-32-4250	Repairs	$0.00	$0.00
1924	01/07/19	WORKED WITH GOV OFFICE TECH SUPPORT	02/20/19	$42.50	$42.50	602-32-4250	Repairs	$0.00	$0.00
1931	01/15/19	FAX LINE NOT WORKING WITH POSTAGE MACHINE	02/20/19	$56.67	$56.67	602-32-4250	Repairs	$0.00	$0.00
1932	01/25/19	CONTACTED ROSS AT GOV OFFICE.COM ABOUT COST OF EMAIL HOSTING-DOMAIN NAME	02/20/19	$21.25	$21.25	602-32-4250	Repairs	$0.00	$0.00
1944	01/28/19	CONFIGURED EMAIL ACCOUNTS TO USE	02/20/19	$42.50	$42.50	602-32-4250	Repairs	$0.00	$0.00
1945	01/29/19	WORKING ON PAY CLOCK	02/20/19	$7.08	$7.08	602-32-4250	Repairs	$0.00	$0.00
1946	01/30/19	COMPLETED CUSTOMER TO THEIR EMAIL SERVER	02/20/19	$7.08	$7.08	602-32-4250	Repairs	$0.00	$0.00
1947	01/31/19	KAREN'S SMART PHONE TO USE GOV OFFICE EMAIL SERVER	02/20/19	$7.09	$7.09	602-32-4250	Repairs	$0.00	$0.00
1-4-19	01/04/19	INSTALLED WINDOWS 10 UPDATE 1809 K LAPTOP	02/20/19	$14.17	$14.17	603-32-4250	Repairs	$0.00	$0.00
1922	01/02/19	COMPLETE ASYST UPDATES	02/20/19	$14.16	$14.16	603-32-4250	Repairs	$0.00	$0.00
1924	01/07/19	WORKED WITH GOV OFFICE TECH SUPPORT	02/20/19	$42.50	$42.50	603-32-4250	Repairs	$0.00	$0.00
1931	01/15/19	FAX LINE NOT WORKING WITH POSTAGE MACHINE	02/20/19	$56.66	$56.66	603-32-4250	Repairs	$0.00	$0.00
1932	01/25/19	CONTACTED ROSS AT GOV OFFICE.COM ABOUT COST OF EMAIL HOSTING-DOMAIN NAME	02/20/19	$21.25	$21.25	603-32-4250	Repairs	$0.00	$0.00
1944	01/28/19	CONFIGURED EMAIL ACCOUNTS TO USE	02/20/19	$42.50	$42.50	603-32-4250	Repairs	$0.00	$0.00
1945	01/29/19	WORKING ON PAY CLOCK	02/20/19	$7.09	$7.09	603-32-4250	Repairs	$0.00	$0.00
1946	01/30/19	COMPLETED CUSTOMER TO THEIR EMAIL SERVER	02/20/19	$7.09	$7.09	603-32-4250	Repairs	$0.00	$0.00
1947	01/31/19	KAREN'S SMART PHONE TO USE GOV OFFICE EMAIL SERVER	02/20/19	$7.08	$7.08	603-32-4250	Repairs	$0.00	$0.00
1-4-19	01/04/19	INSTALLED WINDOWS 10 UPDATE 1809 K LAPTOP	02/20/19	$14.17	$14.17	604-32-4250	Repairs	$0.00	$0.00
1922	01/02/19	COMPLETE ASYST UPDATES	02/20/19	$14.17	$14.17	604-32-4250	Repairs	$0.00	$0.00
1924	01/07/19	WORKED WITH GOV OFFICE TECH SUPPORT	02/20/19	$42.50	$42.50	604-32-4250	Repairs	$0.00	$0.00
1931	01/15/19	FAX LINE NOT WORKING WITH POSTAGE MACHINE	02/20/19	$56.67	$56.67	604-32-4250	Repairs	$0.00	$0.00
1932	01/25/19	CONTACTED ROSS AT GOV OFFICE.COM ABOUT COST OF EMAIL HOSTING-DOMAIN NAME	02/20/19	$21.25	$21.25	604-32-4250	Repairs	$0.00	$0.00
1944	01/28/19	CONFIGURED EMAIL ACCOUNTS TO USE	02/20/19	$42.50	$42.50	604-32-4250	Repairs	$0.00	$0.00
1945	01/29/19	WORKING ON PAY CLOCK	02/20/19	$7.08	$7.08	604-32-4250	Repairs	$0.00	$0.00
1946	01/30/19	COMPLETED CUSTOMER TO THEIR EMAIL SERVER	02/20/19	$7.08	$7.08	604-32-4250	Repairs	$0.00	$0.00

CITY OF FLANDREAU

Council Approval Report for First National Bank--500330

(Council Approval Report)

Vendor										
InvoiceNumber	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted $	YTD Balance
1947	01/31/19	KAREN'S SMART PHONE TO USE GOV OFFICE EMAIL SERVER	02/20/19	$7.08	$7.08	604-32-4250	Repairs	$0.00	$0.00
					$863.75				
29	**EKERN HOME EQUIPMENT, INC., 815 2ND ST SOUTH, BROOKINGS, SD, 57006-3045**								
149349	01/14/19	DRAIN CLEANER	02/20/19	$20.97	$20.97	101-04-4260	Supplies	$13,500.00	$12,918.48
149469	01/15/19	FOUND & REPAIRD LEAK ON DOMESTIC HOT WATER COPPER LINE	02/20/19	$308.49	$308.49	101-09-4250	Repairs	$2,500.00	$2,500.00
149636	01/22/19	FIXED LEAK ON WATER LINE	02/20/19	$267.55	$267.55	101-09-4250	Repairs	$2,500.00	$2,500.00
149765	01/28/19	REPAIRED LEAK ON WATER LINE-ARMORY	02/20/19	$302.08	$302.08	101-09-4250	Repairs	$2,500.00	$2,500.00
148836	01/31/19	REPLACED PUMP COUPLER COM CENTER	02/20/19	$240.15	$240.15	101-10-4250	Repairs	$3,250.00	$3,250.00
					$1,139.24				
963	**ELITE BUSINESS SYSTEMS, 700 EAST 41ST STREET, PO BOX 88232, SIOUX FALLS, SD, 57109-8232**								
36371	02/05/19	MONTHLY MA	02/20/19	$40.64	$40.64	602-32-4260	Supplies	$6,750.00	$6,244.93
36371	02/05/19	SAVIN MPC3003 MONTHLY MACHINE LEASE	02/20/19	$47.42	$47.42	602-32-4293	Contract/Agreement	$2,500.00	$2,451.41
36371	02/05/19	MONTHLY MA	02/20/19	$40.64	$40.64	603-32-4260	Supplies	$7,000.00	$6,560.27
36371	02/05/19	SAVIN MPC3003 MONTHLY MACHINE LEASE	02/20/19	$47.42	$47.42	603-32-4293	Contract/Agreement	$3,000.00	$2,951.40
36371	02/05/19	MONTHLY MA	02/20/19	$40.64	$40.64	604-32-4260	Supplies	$6,500.00	$6,027.58
36371	02/05/19	SAVIN MPC3003 MONTHLY MACHINE LEASE	02/20/19	$47.42	$47.42	604-32-4293	Contract/Agreement	$2,750.00	$2,701.41
					$264.18				
1769	**ENA MARQUEZ, 205 E 3RD AVE, FLANDREAU, SD,**								
2-2019	02/02/19	DEPOSIT REFUND COM CENTER	02/20/19	$250.00	$250.00	101-00-2200	Customer Deposits	$0.00	($3,500.00)
					$250.00				
1491	**EQUIPMENT BLADES INC., 27127 PARKLAND DR, SIOUX FALLS, SD, 57106-8000**								
I-1944	01/31/19	DOUBLE CARBIDE GRADER BLADES WITH 5/8" HOLES 1/7/48"	02/20/19	$2,160.00	$2,160.00	101-04-4260	Supplies	$13,500.00	$12,918.48
					$2,160.00				
1742	**GREATAMERICA FINANCIAL SVCS., PO BOX 660831, DALLAS, TX, 75266-0831**								
24235282	02/08/19	AGREEMENT 007-1376998-000-PRINTER	02/20/19	$186.35	$186.35	101-02-4293	Contract/Agreement	$60,000.00	$43,715.99
					$186.35				
1024	**GREG'S WELDING, INC, 420 3RD AVE. N.E., PIPESTONE, MN, 56164-2284**								
97556	01/30/19	STRAIGHTEN SNOW PLOW/ MOUNT BRACKET	02/20/19	$125.00	$125.00	101-04-4250	Repairs	$7,500.00	$7,291.37
					$125.00				
50	**HEIMAN INC., 25814 RUDOLPH AVE, SIOUX FALLS, SD, 57107-6443**								
876480-IN	02/07/19	V FORCE BI SWING ARMOR AP KHAKI/VFORCE HIGH BACK ARMOR AP KHAKI	02/20/19	$13,967.80	$13,967.80	101-03-4340	Capital Outlay	$20,000.00	$15,386.36
					$13,967.80				

CITY OF FLANDREAU

Council Approval Report for First National Bank--500330

(Council Approval Report)

Vendor InvoiceNumber	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted $	YTD Balance
1494	ISTATE TRUCK CENTER, NW 7246, PO BOX 1450, MINNEAPOLIS, MN, 55485-7246								
45646	01/31/19	ARM-WINDSHIELD WIPER	02/20/19	$36.40	$36.40	101-04-4250	Repairs	$7,500.00	$7,291.37
					$36.40				
1576	LUCAS DAILEY, 209 E 1ST AVE, FLANDREAU, SD, 57028-01								
2-2019	02/07/19	SIOUX FALL-CLASS AND TEST	02/20/19	$29.97	$29.97	602-31-4270	Travel/Conference	$400.00	$400.00
2-2019	02/07/19	SIOUX FALL-CLASS AND TEST	02/20/19	$29.97	$29.97	604-31-4270	Travel/Conference	$500.00	$500.00
					$59.94				
66	MAYNARDS OF FLANDREAU, P.O. BOX 344, FLANDREAU, SD, 57028-0344								
1-2019	01/23/19	SUPPLIES	02/20/19	$39.54	$39.54	101-02-4260	Supplies	$6,000.00	$5,881.49
1-2019	01/23/19	SUPPLIES	02/20/19	$1.79	$1.79	602-32-4260	Supplies	$6,750.00	$6,244.93
1-2019	01/23/19	SUPPLIES	02/20/19	$1.80	$1.80	603-32-4260	Supplies	$7,000.00	$6,560.27
1-2019	01/23/19	SUPPLIES	02/20/19	$1.79	$1.79	604-32-4260	Supplies	$6,500.00	$6,027.58
					$44.92				
1378	METRON-FARNIER, LLC, 5665 AIRPORT BLVD., SUITE B 105, BOULDER, CO, 80301-2300								
28870	01/31/19	VERIZON 12 MONTH SERVICE PLAN	02/20/19	$300.00	$300.00	602-31-4362	Equipment/Meters	$25,000.00	$25,000.00
					$300.00				
67	MID AMERICAN ENERGY, P.O. BOX 8020, DAVENPORT, IA, 52808-8020								
383053896	01/25/19	GAS BILL	02/20/19	$188.79	$188.79	101-03-4280	Utilities	$4,800.00	$4,228.79
383053896	01/25/19	GAS BILL	02/20/19	$544.78	$544.78	101-04-4280	Utilities	$5,500.00	$4,922.46
383053896	01/25/19	GAS BILL	02/20/19	$782.07	$782.07	101-09-4280	Utilities	$14,500.00	$13,676.08
383053896	01/25/19	GAS BILL	02/20/19	$921.51	$921.51	101-10-4280	Utilities	$10,000.00	$9,431.40
383053896	01/25/19	GAS BILL	02/20/19	$14.08	$14.08	602-31-4280	Utilities	$4,000.00	$3,955.66
383053896	01/25/19	GAS BILL	02/20/19	$226.87	$226.87	602-31-4280	Utilities	$4,000.00	$3,955.66
383053896	01/25/19	GAS BILL	02/20/19	$113.43	$113.43	602-32-4280	Utilities	$3,500.00	$3,220.82
383053896	01/25/19	GAS BILL	02/20/19	$467.91	$467.91	603-31-4280	Utilities	$7,500.00	$6,928.31
383053896	01/25/19	GAS BILL	02/20/19	$226.87	$226.87	603-32-4280	Utilities	$3,800.00	$3,520.83
383053896	01/25/19	GAS BILL	02/20/19	$262.48	$262.48	604-31-4280	Utilities	$15,000.00	$14,102.55
383053896	01/25/19	GAS BILL	02/20/19	$255.22	$255.22	604-31-4280	Utilities	$15,000.00	$14,102.55
383053896	01/25/19	GAS BILL	02/20/19	$127.61	$127.61	604-32-4280	Utilities	$4,000.00	$3,720.82
					$4,131.62				
33	MOODY COUNTY ENTERPRISE, PO BOX 71, FLANDREAU, SD, 57028-0071								
1-2019	01/31/19	MINUTES	02/20/19	$184.98	$184.98	101-01-4230	Publishing/Advertising	$9,500.00	$9,500.00
					$184.98				
22	OFFICE PEEPS, INC., P.O. BOX 907, WATERTOWN, SD, 57201-0907								
837446-0	01/23/19	ENVELOPE/TONER	02/20/19	$93.01	$93.01	602-32-4260	Supplies	$6,750.00	$6,244.93
837446-0	01/23/19	ENVELOPE/TONER	02/20/19	$93.01	$93.01	603-32-4260	Supplies	$7,000.00	$6,560.27
837446-0	01/23/19	ENVELOPE/TONER	02/20/19	$93.01	$93.01	604-32-4260	Supplies	$6,500.00	$6,027.58

CITY OF FLANDREAU

Council Approval Report for First National Bank--500330

(Council Approval Report)

Vendor InvoiceNumber	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted $	YTD Balance
					$279.03				
75	POSTMASTER, , , ,								
2-2019	02/08/19	POSTAGE FOR BILLING CARDS	02/20/19	$88.33	$88.33	602-32-4260	Supplies	$6,750.00	$6,244.93
2-2019	02/08/19	POSTAGE FOR BILLING CARDS	02/20/19	$88.34	$88.34	603-32-4260	Supplies	$7,000.00	$6,560.27
2-2019	02/08/19	POSTAGE FOR BILLING CARDS	02/20/19	$88.33	$88.33	604-32-4260	Supplies	$6,500.00	$6,027.58
					$265.00				
76	POWERS OIL COMPANY, 510 E. PIPESTONE AVE., FLANDREAU, SD, 57028-1841								
100802	01/31/19	DIESEL FUEL	02/20/19	$397.08	$397.08	101-04-4263	Gas/Oil	$9,000.00	$7,706.54
					$397.08				
1400	PRODUCTIVITY PLUS ACCOUNT, PO BOX 78004, PHOENIX, AZ, 85062-8004								
11987310	01/31/19	OIL, TRANSMI/HYDRAUL	02/20/19	$178.30	$178.30	101-04-4260	Supplies	$13,500.00	$12,918.48
12003344	02/05/19	SNGL PIN MALE 8AMP ELECT PLUG/ SOCKET	02/20/19	$79.20	$79.20	101-04-4260	Supplies	$13,500.00	$12,918.48
					$257.50				
275	RAMSDELL F&M LTD, 308 S VETERANS ST., FLANDREAU, SD, 57028-1437								
332281	02/04/19	PROPANE AIRPORT SHOP	02/20/19	$349.54	$349.54	606-11-4263	Gas/Oil	$900.00	$900.00
					$349.54				
128	RIVER'S EDGE COOPERATIVE, WEST HWY 32, 1100 W. PIPESTONE AVE., FLANDREAU, SD, 57028-1440								
2-2019	01/31/19	GAS/OIL	02/20/19	$27.10	$27.10	101-01-4263	Gas/Oil	$500.00	$500.00
2-2019	01/31/19	GAS/OIL	02/20/19	$113.15	$113.15	101-02-4263	Gas/Oil	$16,000.00	$14,891.61
2-2019	01/31/19	GAS/OIL	02/20/19	$1,150.89	$1,150.89	101-04-4263	Gas/Oil	$9,000.00	$7,706.54
2-2019	01/31/19	GAS/OIL	02/20/19	$88.01	$88.01	101-08-4263	Gas/Oil	$5,000.00	$4,458.07
2-2019	01/31/19	GAS/OIL	02/20/19	$105.80	$105.80	602-31-4263	Gas/Oil	$2,000.00	$2,000.00
2-2019	01/31/19	GAS/OIL	02/20/19	$627.92	$627.92	603-31-4263	Gas/Oil	$6,000.00	$6,000.00
2-2019	01/31/19	GAS/OIL	02/20/19	$105.79	$105.79	604-31-4263	Gas/Oil	$2,500.00	$2,500.00
2-2019	01/31/19	GAS/PROPANE	02/20/19	$195.06	$195.06	606-11-4263	Gas/Oil	$900.00	$900.00
					$2,413.72				
164	SD MUNICIPAL ELECTRIC ASSOCIATION, 208 ISLAND DR, FORT PIERRE, SD, 57532-7301								
2-2019 SCHLIINZ	02/19/19	SDMEA SUPERINTENDENT & FOREMAN CONFERENCE MARCH 5TH AND 6TH, 2019	02/20/19	$15.00	$15.00	603-31-4270	Travel/Conference	$1,500.00	$1,457.86
					$15.00				
141	SD SUPPLEMENTAL RETIREMENT PLAN, , P.O. BOX 1098, PIERRE, SD, 57501-1098								
2-13-2019	02/13/19	SUPPLEMENTAL RETIREMENT-JEFF PEDERSON	02/20/19	$38.46	$38.46	101-17-4135	Retirement-Special	$1,000.00	$923.08
2-13-2019	02/13/19	SUPPLEMENTAL RETIREMENT-JEFF PEDERSON	02/20/19	$38.46	$38.46	602-32-4135	Retirement-Special	$1,000.00	$923.08
2-13-2019	02/13/19	SUPPLEMENTAL RETIREMENT-JEFF PEDERSON	02/20/19	$76.93	$76.93	603-32-4135	Retirement-Special	$2,000.00	$1,846.14

CITY OF FLANDREAU

Council Approval Report for First National Bank--500330

(Council Approval Report)

Vendor									
InvoiceNumber	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted $	YTD Balance
2-13-2019	02/13/19	SUPPLEMENTAL RETIREMENT-JEFF PEDERSON	02/20/19	$38.46	$38.46	604-32-4135	Retirement-Special	$1,000.00	$923.08
					$192.31				
1298	**SIOUX FALLS AREA HUMANE SOCIETY, 3720 E. BENSON ROAD, SIOUX FALLS, SD, 57104-9610**								
3832	02/05/19	CITY CONTRACT-JANUARY 2019	02/20/19	$226.74	$226.74	101-06-4220	Professional Fees	$600.00	$508.49
					$226.74				
1746	**SIOUX FALLS PSYCHOLOGICAL SERVICES, 2109 S NORTON AVENUE, SIOUX FALLS, SD, 57105-3730**								
2-2019	02/07/19	CLINICAL INTERVIEW/REPORT WRITING	02/20/19	$453.00	$453.00	101-02-4901	Miscellaneous	$500.00	$97.00
					$453.00				
236	**SIOUX VALLEY ENERGY, P.O. BOX 5512, SIOUX FALLS, SD, 57117-5512**								
1-2019 WATER	01/29/19	ACCT 152050600 ELECTRIC	02/20/19	$132.00	$132.00	602-31-4280	Utilities	$4,000.00	$3,955.66
1-2019 SOLID WA	01/29/19	83330101 SOLID WASTE/ELECTRIC	02/20/19	$50.00	$50.00	612-05-4280	Utilities	$650.00	$650.00
					$182.00				
1570	**SPARKLE CAR WASH, INC., 713 W 3RD AVE, FLANDREAU, SD, 57028-1503**								
1-2019	01/31/19	VEHICLE WASH	02/20/19	$8.10	$8.10	101-01-4260	Supplies	$850.00	$821.59
					$8.10				
102	**STURDEVANT'S AUTO SUPPLY, 105 N. CRESCENT ST., FLANDREAU, SD, 57028-1236**								
1-2019	01/31/19	SUPPLIES	02/20/19	$187.62	$187.62	101-04-4260	Supplies	$13,500.00	$12,918.48
1-2019	01/31/19	SUPPLIES	02/20/19	$5.59	$5.59	101-08-4260	Supplies	$20,000.00	$19,779.03
1-2019	01/31/19	SUPPLIES	02/20/19	$22.50	$22.50	602-31-4260	Supplies	$5,000.00	$4,846.32
1-2019	01/31/19	SUPPLIES	02/20/19	$741.32	$741.32	603-31-4260	Supplies	$15,000.00	$14,865.00
1-2019	01/31/19	SUPPLIES	02/20/19	$74.41	$74.41	604-31-4260	Supplies	$8,500.00	$8,362.35
					$1,031.44				
1757	**TAYLOR WHITE, 205 S CRESCENT ST, FLANDREAU, SD, 57028-1717**								
1-25-2019	01/25/19	GAS	02/20/19	$18.50	$18.50	101-02-4263	Gas/Oil	$16,000.00	$14,891.61
2-3-2019	02/03/19	GAS	02/20/19	$38.26	$38.26	101-02-4263	Gas/Oil	$16,000.00	$14,891.61
					$56.76				
1764	**TYLER LUMBER COMPANY, PO BOX 370, TYLER, MN, 56178-0370**								
1-2019	01/31/19	SUPPLIES	02/20/19	$9.76	$9.76	101-02-4260	Supplies	$6,000.00	$5,881.49
1-2019	01/31/19	SUPPLIES	02/20/19	$59.94	$59.94	101-04-4260	Supplies	$13,500.00	$12,918.48
1-2019	01/31/19	SUPPLIES	02/20/19	$262.69	$262.69	101-08-4260	Supplies	$20,000.00	$19,779.03
1-2019	01/31/19	SUPPLIES	02/20/19	$67.86	$67.86	603-31-4260	Supplies	$15,000.00	$14,865.00
1-2019	01/31/19	SUPPLIES	02/20/19	$25.74	$25.74	604-31-4260	Supplies	$8,500.00	$8,362.35
					$425.99				
112	**VERIZON WIRELESS, P.O. BOX 25506, LEHIGH VALLEY, PA, 18002-5506**								
9822994744	01/25/19	MOBILE JET PACKS	02/20/19	$266.11	$266.11	101-02-4280	Utilities	$11,000.00	$10,141.35
9822994744	01/25/19	MOBILE JET PACKS	02/20/19	$25.34	$25.34	602-32-4280	Utilities	$3,500.00	$3,220.82

CITY OF FLANDREAU

Council Approval Report for First National Bank--500330

(Council Approval Report)

Vendor									
InvoiceNumber	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted $	YTD Balance
9822994744	01/25/19	CELL PHONE	02/20/19	$36.34	$36.34	603-31-4280	Utilities	$7,500.00	$6,928.31
9822994744	01/25/19	MOBILE JET PACKS	02/20/19	$25.34	$25.34	603-32-4280	Utilities	$3,800.00	$3,520.83
9822994744	01/25/19	MOBILE JET PACKS	02/20/19	$25.34	$25.34	604-32-4280	Utilities	$4,000.00	$3,720.62
					$378.47				
907	WAXDAHL NAPA PLUS LLC, 101 S CRESCENT ST, FLANDREAU, SD, 57028-1716								
145749	01/23/19	BATTERY/CORE DEPOSIT/BLUE DEF	02/20/19	$329.29	$329.29	101-04-4260	Supplies	$13,500.00	$12,918.48
145753	01/23/19	CORE DEPOSIT	02/20/19	($54.00)	($54.00)	101-04-4260	Supplies	$13,500.00	$12,918.48
145946	01/31/19	FUEL ADDITIVE/AIRE FRESHENER/BLUE DEF/HYD HOSE FITTINGS/PLASTIC CREEPER	02/20/19	$186.36	$186.36	101-04-4260	Supplies	$13,500.00	$12,918.48
145951	01/31/19	HYD HOSE FITTINGS	02/20/19	$8.06	$8.06	101-04-4260	Supplies	$13,500.00	$12,918.48
					$469.71				
		Total Bills To Pay:			$36,405.26				

CITY OF FLANDREAU

Council Approval Report for First National Bank--500330

(Council Approval Report)

Vendor InvoiceNumber	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted $	YTD Balance
1566	COBANK, 6340 S FIDDERS GREEN CIRCLE, GREENWOOD VILLAGE, CO, 80111-4951								
1-2019	01/22/19	TO1-INT 12-1-18 TO 1-1-19 LN# 01 002948832	01/22/19	$7,397.57	$7,397.57	602-31-5202	Water-Water System Imp	$0.00	$0.00
1-2019	01/22/19	TO2- INT 12-1-18 TO 1-1-19 LN# 01 002948848	01/22/19	$12,388.86	$12,388.86	604-31-5402	Sewer-Sewer System Im	$0.00	$0.00
					$19,786.43				
1145	DAKOTACARE, PO BOX 7406, SI0UX FALLS, SD, 57117-7406								
1-20119	01/15/19	HEALTH INSURANCE	01/15/19	$10,732.01	$10,732.01	101-00-2169	Health Insurance Payabl	$0.00	($10,250.99)
1-20119	01/15/19	MISC	01/15/19	$12.82	$12.82	101-01-4901	Miscellaneous	$1,000.00	$1,000.00
1-20119	01/15/19	HEALTH INSURANCE	01/15/19	$216.23	$216.23	211-00-2169	Health Insurance Payabl	$0.00	($216.20)
1-20119	01/15/19	MISC	01/15/19	$0.26	$0.26	211-10-4901	Miscellaneous	$0.00	$0.00
1-20119	01/15/19	HEALTH INSURANCE	01/15/19	$2,253.12	$2,253.12	602-00-2169	Health Insurance Payabl	$0.00	($2,253.12)
1-20119	01/15/19	MISC	01/15/19	$2.69	$2.69	602-31-4901	Miscellaneous	$500.00	$500.00
1-20119	01/15/19	HEALTH INSURANCE	01/15/19	$4,030.53	$4,030.53	603-00-2169	Health Insurance Payabl	$0.00	($4,030.56)
1-20119	01/15/19	MISC	01/15/19	$5.13	$5.13	603-31-4901	Miscellaneous	$1,500.00	$1,500.00
1-20119	01/15/19	HEALTH INSURANCE	01/15/19	$2,250.61	$2,250.61	604-00-2169	Health Insurance Payabl	$0.00	($2,202.09)
1-20119	01/15/19	MISC	01/15/19	$2.69	$2.69	604-31-4901	Miscellaneous	$350.00	$350.00
1-20119	01/15/19	HEALTH INSURANCE	01/15/19	$103.79	$103.79	606-00-2169	Health Insurance Payabl	$0.00	($103.80)
1-20119	01/15/19	HEALTH INSURANCE	01/15/19	$155.69	$155.69	612-00-2169	Health Insurance Payabl	$0.00	($155.68)
					$19,765.57				
151	EFTPS, , , ,								
1-16-2019	01/16/19	PAYROLL TAXES	01/16/19	$4,543.88	$4,543.88	101-00-2162	Payroll Taxes Payable	$0.00	($14,367.62)
1-2-2019	01/02/19	PAYROLL TAXES	01/02/19	$5,141.04	$5,141.04	101-00-2162	Payroll Taxes Payable	$0.00	($14,367.62)
1-30-2019	01/30/19	PAYROLL TAXES	01/30/19	$4,682.70	$4,682.70	101-00-2162	Payroll Taxes Payable	$0.00	($14,367.62)
1-16-2019	01/16/19	PAYROLL TAXES	01/16/19	$67.74	$67.74	211-00-2162	Payroll Taxes Payable	$0.00	($203.22)
1-2-2019	01/02/19	PAYROLL TAXES	01/02/19	$67.74	$67.74	211-00-2162	Payroll Taxes Payable	$0.00	($203.22)
1-30-2019	01/30/19	PAYROLL TAXES	01/30/19	$67.74	$67.74	211-00-2162	Payroll Taxes Payable	$0.00	($203.22)
1-16-2019	01/16/19	PAYROLL TAXES	01/16/19	$1,051.44	$1,051.44	602-00-2162	Payroll Taxes Payable	$0.00	($3,160.21)
1-2-2019	01/02/19	PAYROLL TAXES	01/02/19	$1,048.69	$1,048.69	602-00-2162	Payroll Taxes Payable	$0.00	($3,160.21)
1-30-2019	01/30/19	PAYROLL TAXES	01/30/19	$1,060.08	$1,060.08	602-00-2162	Payroll Taxes Payable	$0.00	($3,160.21)
1-16-2019	01/16/19	PAYROLL TAXES	01/16/19	$2,098.63	$2,098.63	603-00-2162	Payroll Taxes Payable	$0.00	($6,596.22)
1-2-2019	01/02/19	PAYROLL TAXES	01/02/19	$2,156.56	$2,156.56	603-00-2162	Payroll Taxes Payable	$0.00	($6,596.22)
1-30-2019	01/30/19	PAYROLL TAXES	01/30/19	$2,341.03	$2,341.03	603-00-2162	Payroll Taxes Payable	$0.00	($6,596.22)
1-16-2019	01/16/19	PAYROLL TAXES	01/16/19	$893.84	$893.84	604-00-2162	Payroll Taxes Payable	$0.00	($2,721.32)
1-2-2019	01/02/19	PAYROLL TAXES	01/02/19	$918.06	$918.06	604-00-2162	Payroll Taxes Payable	$0.00	($2,721.32)
1-30-2019	01/30/19	PAYROLL TAXES	01/30/19	$909.42	$909.42	604-00-2162	Payroll Taxes Payable	$0.00	($2,721.32)
1-16-2019	01/16/19	PAYROLL TAXES	01/16/19	$31.64	$31.64	606-00-2162	Payroll Taxes Payable	$0.00	($106.18)
1-2-2019	01/02/19	PAYROLL TAXES	01/02/19	$37.95	$37.95	606-00-2162	Payroll Taxes Payable	$0.00	($106.18)
1-30-2019	01/30/19	PAYROLL TAXES	01/30/19	$36.59	$36.59	606-00-2162	Payroll Taxes Payable	$0.00	($106.18)
1-16-2019	01/16/19	PAYROLL TAXES	01/16/19	$47.43	$47.43	612-00-2162	Payroll Taxes Payable	$0.00	($159.26)
1-2-2019	01/02/19	PAYROLL TAXES	01/02/19	$56.95	$56.95	612-00-2162	Payroll Taxes Payable	$0.00	($159.26)

CITY OF FLANDREAU

Council Approval Report for First National Bank--500330

(Council Approval Report)

Vendor									
InvoiceNumber	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted $	YTD Balance
1-30-2019	01/30/19	PAYROLL TAXES	01/30/19	$54.88	$54.88	612-00-2162	Payroll Taxes Payable	$0.00	($159.26)
					$27,314.03				
71	MISSOURI BASIN MUNICIPAL POWER AGENCY/S-1, , , ,								
1-8-2019	01/23/19	ELECTRIC ENERGY	01/23/19	$137,295.87	$137,295.87	603-30-4341	MRES/WAPA/PWR Cost	$1,530,000.00	$1,530,000.00
					$137,295.87				
93	SD STATE TREAS-SALES TAX, DEPT. OF REVENUE & REGULATIONS, P.O. BOX 5055, SIOUX FALLS, SD, 57117-5055								
1-2019	01/23/19	STATE SALES TAX	01/23/19	$95.16	$95.16	101-00-2170	Sales Taxes Payable	$0.00	($95.71)
1-2019	01/23/19	STATE SALES TAX	01/23/19	$7,292.75	$7,292.75	603-00-2170	Sales Taxes Payable	$0.00	($17,401.80)
2018-EXCISE TAX	01/22/19	2018 EXCISE TAX	01/22/19	$27.10	$27.10	603-00-2173	Excise Tax	$0.00	($27.10)
1-2019	01/23/19	STATE SALES TAX	01/23/19	$5.63	$5.63	606-00-2170	Sales Taxes Payable	$0.00	($54.46)
1-2019	01/23/19	STATE SALES TAX	01/23/19	$850.01	$850.01	612-00-2170	Sales Taxes Payable	$0.00	($1,730.63)
					$8,270.65				
109	US DEPARTMENT OF AGRICULTURE, , , ,								
1-4-2019	01/04/19	WATER BOND PAYMENT	01/04/19	$1,135.21	$1,135.21	602-40-4708	Principal - DS - Water Bo	$13,940.00	$13,940.00
1-4-2019	01/04/19	WATER BOND PAYMENT	01/04/19	$2,245.79	$2,245.79	602-40-4709	Interest - DS - Water Bon	$26,633.00	$26,633.00
					$3,381.00				
		Total Bills To Pay:			$215,813.55				

Agenda Action Form
Flandreau City Council

Meeting Date: 2/19/2019

Title: Amend Cemetery Procedures to allow for City lawn care and approve creation of Summer Seasonal Maintenance position for Cemetery

☒ Motion ☐ Resolution ☐ Ordinance ☐ Other

Background Information: The City owns Union Cemetery and is responsible for perpetual care and maintenance of the grounds. The Council adopted a set of Cemetery Procedures in 2017 that stipulated that mowing and trimming would be done through a Contract, as has been done for the past several years. The City has, in the past, also performed maintenance of Union Cemetery through the use of City labor. I am recommending that the City abandon the Contract method for Cemetery maintenance in favor of hiring a summer seasonal worker for the Cemetery under the direction of the Parks Superintendent. In order to proceed, I am recommending that the City Council approve the position of Summer Seasonal Cemetery Maintenance Worker at a wage rate of $10.50 per hour, as well as amend the Cemetery Procedures to allow for the option of the City performing Cemetery maintenance with City staff.

Justification: Proper care and appearance of Union Cemetery involves a strong commitment from the City to families, visitors, and the public. That commitment was affirmed by the City Council in 2017 through the adoption of a set of Cemetery Procedures following the recommendations developed by a 7-person Cemetery Committee of local stakeholders. It is believed that the City is better enabled to achieve the desired standard for Cemetery appearance through the use of City labor that is under the direct guidance and supervision of the City.

Financial Consideration: The amount of $10,500 is required to be allocated from Council Contingency for the start-up purchase of equipment and tools needed for the maintenance worker to perform the required tasks. Included in the list of equipment to be purchased is a rear-discharge riding mower, a walk-behind mower, a weed and grass trimmer, a grass and leaf blower, and various hand tools. All equipment will be commercial-grade.

The maintenance worker is expected to work for 15 weeks from May 13 to August 23. The estimated seasonal labor cost of $6,800, along with operational costs including fuel,

will be borne from the existing Cemetery budget from monies currently appropriated for a mowing contractor.

City Administrator's Recommendation: Approve

Attachment: Seasonal Cemetery Maintenance Worker position description.

SEASONAL CEMETERY GROUNDS MAINTENANCE WORKER

Job Summary:

Under general supervision of the Parks Superintendent, the work consists of the mowing, trimming, weed-eating, tree and shrubbery trimming and pruning, trash and debris removal, and other lawn care services of the Cemetery during the summer. Position also has responsibility to monitor Cemetery for compliance with Cemetery Procedures as adopted by the City Council in May of 2017.

Scope of Work

Using tools and equipment owned and provided by the City of Flandreau, provide labor and perform cemetery grounds maintenance to a level that meets the expectations of the City for an attractive and respectful City Cemetery. Essential duties and responsibilities include, but are not limited to:

- Grass to be mown at a height of 3 inches on a weekly basis, or less often at the discretion of the Parks Superintendent. No mowing activities to be conducted during an internment ceremony. Mowing not permitted in areas where turf damage would occur due to water saturation.
- Grass trimming around trees and stones as necessary to maintain the same height as trimmed grass.
- Take necessary measures to avoid damage to cemetery fixtures, including monuments, headstones, markers, and plant/flower containers.
- Sweep, or blow hard surfaces after mowing.
- Trim/prune shrubbery and trees to provide a neat appearance.
- Remove trash and all other debris from the area prior to mowing.
- Assist the public with compliance with provisions of Cemetery Procedures.
- Perform minor maintenance tasks on mower and small equipment.
- Maintain Visitor/Shop building in a clean and safe manner.
- Assist visitors with location of grave sites if requested.

Work Environment

The environment is a traditional cemetery with outdoor work. Employee may experience extreme weather conditions, and is exposed to high noise levels in the work environment.

Qualifications

To perform this job successfully, employee must be able to satisfactorily perform all activities contained within the Scope of Work. Possession of valid driver's license, and ability to maintain effective working relationships with employees and the general public. Ability to interpret documents such as safety rules, operating and maintenance, instruction, and procedure manuals. Applicant must have prior experience using power tools and equipment that is in use for this position.

Agenda Action Form
Flandreau City Council

Meeting Date: 2/19/2019

Title: Approval of Contract with Code Red for Emergency and Critical Notification Services

☒ Motion ☐ Resolution ☐ Ordinance ☐ Other

Background Information: The City of Flandreau strives to keep residents abreast of timely and critical information for matters related to safety, public access, and convenience. The effectiveness of this effort is limited by a number of factors. Maximizing the use of technology in this effort makes sense as a means to vastly increase penetration. Code Red is a solution that is designed for governments such as the City of Flandreau to record, send, and track personalized voice, email, text and social media messages to citizens. Through aggressive marketing of the service, the City can expect to attain a data base of users that will allow the City to reach a very high percentage of residents with critical messaging through several platforms.

Justification: At present, the City does not have in place the mass capability to reach residents with voice or text messaging through land-land telephones or cell-phones. The City does not maintain mass e-mail accounts, and the Facebook pages that the City has are not effective for instantaneous communication with the public. As such, the City is very limited in its ability to convey important information to the public in a timely manner. Code Red uses ESRI mapping to enable geographically-targeted messaging in addition to mass messaging, which makes the system very efficient. The system allows for mobile message launching capabilities, which will allow the City to initiate messages from anywhere.

Financial Consideration: Annual cost for this service is $1,500. This amount will be expensed against the three Utilities and the General Fund.

City Administrator's Recommendation: Approve

Attachments: Materials to be presented at the Meeting.