

**PROPOSED AGENDA  
CITY COUNCIL ADJOURNED MEETING  
CITY HALL  
23 SECOND STREET NORTHEAST  
WATERTOWN, SOUTH DAKOTA**

**Tuesday, January 19<sup>th</sup>, 2016**

**7:00 PM**

**Call to Order  
Pledge of Allegiance  
Roll Call**

1. Approval of consent agenda
  - a. Approval of the minutes of the Council meeting held on January 4
  - b. Authorization for Mayor to sign an annual maintenance agreement with First District for E-911 mapping maintenance for 2016 budgeted in the E-911 Fund (\$21,000)
2. Approval of agenda
3. Application for a new retail (on-off sale) malt beverage license and SD Farm Wine License to Codington County Historical Society, d/b/a Codington County Historical Society, 27 1st Ave. SE
  - a. Public hearing
  - b. Council action
4. Application for a temporary location transfer and return of a retail (on-sale) liquor license owned by Zeus, Inc., d/b/a Second Street Station as follows:
  - a. For the period of 3:00 PM, January 22, 2016 to 2:00 AM, January 23, 2016 from 15 2nd St. SW to 1910 West Kemp
    - i. Public hearing
    - ii. Council action
  - b. For the period after 2:01 AM, January 23, 2016 from 1910 West Kemp to 15 2nd St. SW
    - i. Public hearing
    - ii. Council action
5. First reading of Ordinance No. 16-01 amending Section 21.5402 of the revised ordinances of the City of Watertown
6. Resolution No. 16-07 approving the settlement of the collective bargaining negotiations between the City of Watertown and Local Union 2488 of the American Federation of State, County and Municipal Employees, AFL-CIO
7. Resolution No. 16-02 providing for the classification and salaries of certain City of Watertown employees and officers for the period commencing January 1, 2016
8. Resolution No. 16-03 providing for the classification and salaries of certain City of Watertown employees for the period commencing January 1, 2016
9. Authorization for Mayor to sign the Golf Professional Agreement with Pearson Golf Management

10. Authorization for Mayor to sign an agreement for engineering services for the Foundation Field Lighting project (\$9,450)
11. Consideration of bids received for two Police Utility Vehicles
12. Consideration of bids received for one Police Patrol Vehicle
13. Old Business
14. New Business
15. Liaison member reports
16. Executive Session pursuant to SDCL 1-25-2
17. Motion to adjourn

Rochelle M. Ebbers, CPA  
Finance Officer

The City of Watertown, South Dakota does not discriminate on the basis of race, color, national origin, sex, religion, age or disability in employment or the provision of services. ADA Compliance: The City of Watertown fully subscribes to the provisions of the Americans with Disabilities Act. If you desire to attend this public meeting and are in need of special accommodations, please notify the City Finance Office 24 hours prior to the meeting so that appropriate auxiliary aids and services are available.

**OFFICIAL PROCEEDINGS  
CITY COUNCIL, CITY OF  
WATERTOWN, SOUTH DAKOTA**

**January 4, 2016**

The City Council met in regular session at 7:00 PM in the Council Chambers, City Hall, 23 2<sup>nd</sup> Street NE. Council President Mike Danforth presiding. Present upon roll call: Aldermen Rieffenberger, Solum, Buhler, Roby, Tupper, Albertsen, Thorson, Vilhauer and Alderwoman Mantey.

Motion by Buhler, seconded by Mantey, to approve the following items on the consent agenda: minutes of the Council Meeting held on December 21, 2015; write-off of ambulance uncollectible accounts in the amount of \$8,261.70; authorization for the Mayor to sign annual maintenance agreement with First District for GIS Planning and Zoning Services in the amount of \$20,070; authorization for Mayor to sign annual maintenance agreement with First District for GIS Website in the amount of \$4,500; authorization for the Airport to advertise for bids for a 8 unit T-hangar; authorization to advertise for bids to replace a backhoe at the Cemetery; authorization to advertise for bids to replace a fairway mower and reel grinder at the Golf Course and approval of bills and payroll and authorization to pay. Motion carried.

**BILLS:**

#1 WELDING	SERVICE	100.00	LAKE AREA DOOR, INC.	SERVICE	90.79
3-D SPECIALTIES, INC.	SUPPLIES	2,139.00	LAKE AREA VETERINARY CLINI	SUPPLIES	212.92
A & B BUSINESS SOLUTIONS,	SUPPLIES	49.58	LAKE AREA ZOOLOGICAL SOCIE	REIMB	1,850.84
A-1 SEWER & DRAIN, INC.	CONSTR	4,975.22	LAKE CONSTRUCTION	CONSTR	6,400.00
A-OX WELDING CO, INC.	SUPPLIES	310.90	LAW ENFORCEMENT STANDARDS	DUES	75.00
A1 CLEANING AND RESTORATIO	SERVICE	2,000.00	LEGETTE BRASHEARS & GRAHA	SERVICE	1,819.09
AASON ENGINEERING, INC.	CONSTR	3,561.75	LES MILLS US TRADING, INC.	SERVICE	751.10
ACTIVE HEATING, INC.	SERVICE	2,841.01	LIBRARY IDEAS	FEES	261.49
ADVANCE AUTO PARTS	PARTS	30.96	LL & SONS EXCAVATING, INC.	SERVICE	1,655.00
ALLEGIANE EMERGENCY SERVIC	SUPPLIES	5,684.38	LOCATORS & SUPPLIES, INC.	SUPPLIES	158.97
AMAZON.COM	SUPPLIES	108.42	MAC'S INC.	PARTS	908.64
AMERICAN ENGINEERING TESTI	SUPPLIES	414.00	MACKSTEEL WAREHOUSE INC.	SUPPLIES	1,382.35
AMERICAN FLAGPOLE & FLAG C	SUPPLIES	139.90	MAHOWALD'S HARDWARE & RENT	SUPPLIES	180.18
ANDOR INC.	SERVICE	1,422.11	MANUFACTURER'S NEWS	SUPPLIES	91.90
AP AUTO PROS, INC.	SERVICE	944.34	MARIA GRUENER	REIMB	8.46
APPLE TIME, INC.	SUPPLIES	332.98	MARK & PATTI STROHFUS	SERVICE	130.00
APPLIED INDUSTRIAL TECHNOL	SUPPLIES	0.00	MARY REDLIN	RENT	699.98
ARAMARK UNIFORM SERVICES,	SERVICE	194.60	MATHESON TRI-GAS, INC.	SUPPLIES	76.39
ARGO & SONS	SERVICE	3,006.48	MATT SCHELL	TRAVEL	573.84
ASSET LIGHTING & ELECTRIC,	SUPPLIES	1,350.00	MEAD & HUNT, INC.	SERVICE	4,580.67
ASSOCIATED SUPPLY COMPANY	SUPPLIES	1,199.71	MENARD'S	SUPPLIES	2,910.86
ASSOCIATION OF ZOOS AND AQ	DUES	290.00	MICHAEL SACKMANN	TRAVEL	462.20
AT&T MOBILITY	SERVICE	294.78	MICRO MARKETING ASSOCIATE	SUPPLIES	330.90
ATLAS TARGET WORKS	SUPPLIES	540.00	MIDCONTINENT COMMUNICATIO	SERVICE	1,323.43
AV NOW, INC.	SUPPLIES	401.56	MIDWEST TAPE	SERVICE	811.60
AVERA HOME MEDICAL EQUIPME	SUPPLIES	81.00	MIDWEST TURF & IRRIGATION	PARTS	3,148.49
B & L TRUCKING	SERVICE	7,187.50	MILBANK COMMUNICATIONS, IN	SERVICE	481.77
B & R TREE MOVING	SERVICE	150.00	MILLER ELECTRIC, INC.	SERVICE	300.76
BAKER & TAYLOR	SUPPLIES	2,254.58	MJ WALSH TRUCKING, INC.	SERVICE	357.50
BATTERIES UNLIMITED, INC.	PARTS	147.99	MOE OIL CO, INC.	SUPPLIES	236.96
BECKER ARENA PRODUCTS	SUPPLIES	879.07	MOVIE LICENSING USA	SERVICE	572.00
BECKY SPROUSE	SERVICE	81.06	MSH ARCHITECTS INC.	SERVICES	4,060.97
BLACKSTRAP, INC.	SUPPLIES	3,848.56	MUNICIPAL UTILITIES	SERVICE	155,398.47
BOARD OF OPERATOR CERTIFIC	DUES	96.00	MUTH ELECTRIC, INC.	SERVICE	752.28
BORNS GROUP	SERVICE	1,530.00	NENA	DUES	50.00
BOUND TREE MEDICAL LLC	SUPPLIES	4,683.32	NEVE'S UNIFORMS & EQUIPMEN	SUPPLIES	270.79
BRENT BOETTCHER	SERVICE	3,200.00	NMMA	SERVICE	462.50
BRIAN'S GLASS INC.	SUPPLIES	245.00	NORTH CENTRAL LABORATORIES	SUPPLIES	755.88
BROTHERHOOD ARMS	SUPPLIES	143.98	NORTHERN LIGHTS DISPLAY, L	SUPPLIES	321.00
BROWNELLS, INC.	SUPPLIES	426.09	NORTHERN SAFETY TECHNOLOGY	SERVICE	150.00
BUREAU OF ADMINISTRATION	SERVICE	144.67	O'REILLY AUTO PARTS	PART	12.30
BUTLER MACHINERY CO INC.	PARTS	25,849.51	OCLC INC,	SUBSCR	289.95
CAMERON MACK	TRAVEL	181.00	OFFICE PEEPS, INC.	SUPPLIES	8,503.78
CARQUEST AUTO PARTS	SUPPLIES	166.77	ONE SOURCE	FEES	289.00
CASHWAY LUMBER INC.	SUPPLIES	75.77	OVERDRIVE, INC.	SUPPLIES	81.97
CASTLEWOOD AMBULANCE	REIMB	116.40	OVERHEAD DOOR CO INC.	SERVICE	517.14
CEDAR SHORE RESORT	TRAVEL	275.85	P L ARCHAEOLOGICAL SERVICE	CONSTR	437.00
CENTER POINT LARGE PRINT	SUPPLIES	185.01	PATTY LUNDE	REIMB	330.90
CENTURY BUSINESS PRODUCTS	SUPPLIES	216.52	PEARSON GOLF MANAGEMENT,LL	REIMB	7,243.57
CENTURYLINK	SERVICE	1,730.48	PENWORTHY COMPANY	SUPPLIES	4,700.00

CENTURYLINK	SERVICE	516.74	PEPSI	SERVICE	788.23
CENTURYLINK	SERVICE	121.12	POLICE PETTY CASH FUND	CASH	154.38
CENTURYLINK	SERVICE	96.14	POSITIVE PROMOTIONS	SUPPLIES	717.53
CENTURYLINK	SERVICE	1,383.87	POWER PLAN OIB	PARTS	964.84
CHAD FOUST	GOTV	720.00	PREMIER SPECIALTY VEHICLES	PART	73.50
CHIEF SUPPLY CORPORATION	SUPPLIES	29.94	PRIMARY PRODUCTS COMPANY	SUPPLIES	37.62
CHUCK'S BIKE SHOP	SERVICE	30.00	PRINT EM NOW	SUPPLIES	260.50
CITY OF HURON	SERVICE	2,506.00	PRO LINE, INC.	SERVICE	263.19
CLASSROOM CONNECTION	SUPPLIES	148.68	PRODUCTIVITY PLUS ACCOUNT	SERVICE	10,139.90
COCA COLA BOTTLING COMPANY	SERVICE	394.80	PUETZ CORPORATION	CONSTR	824,472.22
CODINGTON CLARK ELECTRIC C	SERVICE	677.95	PWW MEDIA INC.	SUPPLIES	1,810.00
CODINGTON CO REGISTER OF D	SERVICE	510.00	QUALITY FLOW SYSTEMS INC.	SUPPLIES	3,796.29
CODINGTON COUNTY 4-H LEADE	SERVICE	27.00	RACQUET WORLD	SUPPLIES	178.94
CODINGTON COUNTY CARES	DONATION	300.00	RAMKOTA HOTEL	TRAVEL	182.00
CONFERENCE TECHNOLOGIES, I	PARTS	1,620.00	RANDALL STANLEY ARCHITECTS	SERVICE	5,100.00
CONNECTING POINT, INC.	SERVICE	15,151.65	RAPID CITY JOURNAL	SERVICE	309.19
COSNER MANUFACTURING LLC	SUPPLIES	255.07	RC COMMUNICATIONS INC	SERVICE	134.90
COUNTY FAIR FOODS	SUPPLIES	692.66	REDLINGER BROS INC.	SERVICE	1,451.96
CRAIG KRUSE	REIMB	880.00	RELIABANK	FEES	20.00
CREATIVE PRODUCT SOURCING,	SUPPLIES	47.52	RHINO SERVICES LLC	SERVICE	900.00
CREATIVE REWARDS & SPECIAL	SUPPLIES	15.00	ROBERT JUTTING	REIMB	90.72
CRESENT ELECTRIC SUPPLY, C	SUPPLIES	282.20	ROGER FOOTE	REIMB	199.92
CRITTER MART & MORE	SUPPLIES	131.20	ROLYAN BUOYS	SUPPLIES	300.00
CULLIGAN	SERVICE	387.50	RON'S SAW SHOP	SUPPLIES	351.03
DACOTAH PAPER COMPANY	SUPPLIES	223.18	ROY'S SPORT SHOP INC.	SUPPLIES	24.99
DAGWOOD'S SUBS	FOOD	37.99	RUNNINGS FARM AND FLEET	SUPPLIES	4,437.79
DAHLE TIRE COMPANY	SUPPLIES	124.00	SANFORD USD MEDICAL CENTER	SERVICE	900.00
DAKOTA ELECTRONICS	SERVICE	74.00	SANITATION PRODUCTS INC.	PARTS	280.08
DAKOTA SUPPLY GROUP	PART	249.16	SARA GODDARD	REIMB	7.42
DAVID LITTLE	REIMB	826.00	SCHUNEMAN EQUIPMENT CO.	PARTS	267.74
DEIRDRE WHITMAN	REIMB	311.56	SCOTT ENGINEERING	SERVICE	1,250.00
DEMCO, INC.	SUPPLIES	528.17	SCOTT JONGBLOED	REIMB	28.98
DEPENDABLE SANITATION INC.	SERVICE	8,029.18	SD DENR	SERVICE	17,550.00
DEUTSCH EXCAVATING	SERVICE	2,501.25	SD DEPT OF AGRICULTURE	FEES	300.00
DIANE'S ENGRAVING & SIGNS	SERVICE	6.50	SD DEPT OF ENVIRONMENT & N	FEES	3,712.30
DON JELLIS WELDING & REPAI	SERVICE	685.00	SD DEPT OF HEALTH	SERVICE	1,109.00
DOUG KRANZ	TRAVEL	456.47	SD DEPT OF REVENUE	TESTS	1,229.00
DOUG'S AUTO REPAIR	SERVICE	41.75	SD DEPT OF TRANSPORTATION	SERVICE	20,405.48
DOWNTOWN SIOUXFALLS, INC.	FEES	1,048.44	SD MUNICIPAL LEAGUE	DUES	60.00
DUGANS SALES & SERVICE INC	SUPPLIES	46.95	SD MUNICIPAL LEAGUE	SERVICE	261,170.00
ELECTRIC MOTORS & MOORE IN	SERVICE	124.00	SD PUBLIC ASSURANCE ALLIAN	SERVICE	86.00
EMEDCO INC.	SUPPLIES	140.05	SD SOC OF PROFESSIONAL LA	DUES	460.00
ENGELSTAD ELECTRIC	SERVICE	607.02	SD STATE ARCHIVES	SERVICE	115.20
FARNAM'S GENUINE PARTS	PARTS	859.82	SD WILDLIFE FEDERATION	DUES	20.00
FASTENAL COMPANY	SUPPLIES	322.64	SDN COMMUNICATIONS	SERVICE	1,248.00
FEDERAL SIGNAL CORPORATION	PARTS	2,682.00	SDWWA	DUES	110.00
FIRE UNDERWRITERS BOARD	SERVICE	5,485.00	SEARS COMMERCIAL ONE ACCOU	SUPPLIES	43.84
FIRST NATIONAL BANK OMAHA	SUPPLIES	1,286.13	SEARS WELDING & FABRICATIO	SERVICE	1,055.00
FISHER SCIENTIFIC	SUPPLIES	388.98	SEBCO BOOKS	SUPPLIES	135.92
FLEXIBLE PIPE TOOL COMPANY	PART	312.95	SERVICE PLUS INC.	SERVICE	203.04
FRED PRYOR SEMINARS	SERVICE	119.00	SERVICEMASTER OF WATERTOWN	SERVICE	2,219.00
FREMONT INDUSTRIES, INC.	SUPPLIES	1,748.40	SHEEHAN MACK SALES AND EQU	PARTS	3,702.09
G & K SERVICES, INC.	SERVICE	87.77	SHERI ROKUSEK	REIMB	12.99
G & L DISTRIBUTING, INC.	SUPPLIES	90.00	SHERMAN CANVAS	SERVICE	40.00
G & R CONTROLS, INC.	SERVICE	671.88	SHI INTERNATIONAL CORP.	SUPPLIES	5,203.93
GALE	SUPPLIES	170.19	SHOPKO STORES OPERATING CO	SUPPLIES	541.97
GALL'S INC.	SUPPLIES	550.00	SHRED-IT USA - SIOUX FALLS	SERVICE	77.40
GAME, FISH & PARKS	FEES	10.00	SIOUX RURAL WATER SYSTEM	SERVICE	58.60
GCC READY MIX-NORTH CENTRA	SUPPLIES	171.00	SIOUX VALLEY COOP	SUPPLIES	29,312.92
GCR TIRES & SERVICE	SUPPLIES	2,673.96	SIOUX VALLEY GREENHOUSE	SERVICE	238.00
GEOTEK ENGINEERING	CONSTR	2,019.75	SIRCHIE FINGER PRINT LABOR	SUPPLIES	1,405.00
GFOA	FEES	425.00	SKULLS UNLIMITED INTERNATI	SUPPLIES	591.31
GLASS PRODUCTS INC.	SERVICE	569.58	SLUMBERLAND FURNITURE, INC	SUPPLIES	950.00
GLENDALE PARADE STORE, LLC	SUPPLIES	676.05	SNYDER INDUSTRIES, INC.	SUPPLIES	11,550.40
GOLF NOW G1 LLC	SERVICE	1,800.00	SO DAK PEST CONTROL	SERVICE	60.00
GOODIN COMPANY	SUPPLIES	75.95	SOUTH DAKOTA MAGAZINE	DUES	23.00
GRAINGER	SUPPLIES	977.51	STANDARD PRINTING	SUPPLIES	648.00
GRANT PLUMBING AND HEATING	SERVICE	1,100.00	STAR LAUNDRY & CLEANERS, I	SERVICE	550.32
GRAY CONSTRUCTION	CONSTR	302,832.61	STATE BAR OF SD	DUES	415.00
GREAT LAKES AVIATION LTD.	EQUIP	15,739.20	STEIN'S INC.	SUPPLIES	43.10
GRUBCO INC.	SUPPLIES	83.90	STEVE'S WORLD INC.	SUPPLIES	484.95
HARRY'S SEPTIC & SEWER SER	SERVICE	150.00	STIMSON AUTO TOWING & RECO	SERVICE	944.44
HAWKINS INC.	SUPPLIES	1,462.00	STIMSON CONSTRUCTION	SERVICE	1,615.00
HDR ENGINEERING INC.	CONSTR	2,185.15	STURDEVANT'S AUTO PARTS IN	SUPPLIES	231.41
HEARTLAND AG-BUSINESS GRO	SUPPLIES	70.00	SWIFTEL COMMUNICATIONS	SERVICE	134.00

HEDAHL AUTO PARTS	SUPPLIES	8.92	TECHNICOLOR SCREEN PRINTIN	SERVICE	0.00
HEIMAN, INC.	SUPPLIES	1,387.00	TLC MARINE/OUTDOOR POWER	PART	37.95
HELMS & ASSOCIATES	CONSTR	4,425.91	TRACTOR SUPPLY CO.	SUPPLIES	10.68
HIGHWAY 20 SERVICE INC.	SERVICE	15.00	TRANSUNION RISK AND ALTERN	SERVICE	3.75
HILLYARD / SIOUX FALLS	SUPPLIES	1,201.67	TREE FARM	SERVICE	562.18
HOLLEY GRAPHICS INC.	SUPPLIES	438.65	TRUGREEN	SUPPLIES	25.00
HOME OASIS, LLC	SUPPLIES	119.98	TYLER MCELHANY	REIMB	342.56
HOUSTON ENGINEERING, INC.	CONSTR	1,414.75	ULINE	SUPPLIES	876.89
HP INC.	EQUIP	3,512.73	UNIVAR USA INC.	SUPPLIES	5,853.74
HURKES IMPLEMENT CO., INC.	PARTS	1,921.32	UPS STORE	SHIPPING	30.39
HY VEE FOOD STORE	SUPPLIES	1,300.09	VANCO SERVICES,LLC	SERVICE	5.75
ITC	SERVICE	387.93	VAST BROADBAND	SERVICE	292.30
J & B SCREENPRINTING INC.	SUPPLIES	1,865.50	VERIZON WIRELESS	SERVICE	456.96
J H LARSON ELECTRICAL CO.	SERVICE	684.96	VESSCO	PARTS	498.94
JACKIE BAXTER	TRAVEL	264.92	WAL-MART COMMUNITY BRC	EQUIP	858.21
JAIME STRICKER	REIMB	36.98	WATERTOWN AREA HOME BUILDE	SERVICE	260.00
JANET ARENDS	EQUIP	150.00	WATERTOWN BOYS AND GIRLS O	SUBSIDY	16,785.83
JASON GOETTE	REIMB	328.80	WATERTOWN BUSINESS ASSOCIA	CONTRIBUTION	2,000.00
JAY DELANGE	TRAVEL	210.16	WATERTOWN BUSINESS DISTRIC	SUBSIDY	13,229.57
JEFF BRINK	REIMB	140.00	WATERTOWN CONVENTION & VIS	SUBSIDY	20,958.33
JILL STEINER	REIMB	18.96	WATERTOWN COOP ELEVATOR AS	SUPPLIES	24.83
JIM KIELTY	REIMB	46.00	WATERTOWN DEVELOPMENT COMP	CONTRIBUTION	195,950.00
JIM'S EXCAVATING	SERVICE	520.13	WATERTOWN FORD	SUPPLIES	9,098.88
JLG ARCHITECTS	CONSTR	10,819.04	WATERTOWN LIONS CLUB	DONATION	300.00
JOAN LARSON	REIMB	105.00	WATERTOWN PUBLIC OPINION	SERVICE	3,323.38
JORDON PRINS	SUPPLIES	336.00	WATERTOWN SCHOOL DISTRICT	SERVICE	196.00
JUAN FLORES	TRAVEL	22.00	WATERTOWN TRUCK & TRAILER	PARTS	67.94
JURGENS PRINTING INC.	SUPPLIES	192.20	WATERTOWN WHOLESALE	SUPPLIES	386.03
KAESER AND BLAIR INC.	SUPPLIES	386.41	WATERTOWN WINNELSON CO.	PARTS	14.47
KATHLEEN HOFF	REIMB	125.00	WATERTOWN'S FIRST CHOICE T	TRAVEL	1,041.40
KDLO	ADV	250.00	WEST PAYMENT CENTER	SUBSCR	276.75
KPHR	ADV	300.00	WESTMAN FREIGHTLINER	PART	92.89
KXLG	ADV	300.00	WHEELCO TRUCK & TRAILER PA	PARTS	84.36
L MARQUARDT ELECTRIC INC.	SERVICE	2,612.59	WILD WINGS LLC	SERVICE	450.00
LACAL EQUIPMENT INC. - 114	PARTS	711.28	WIMACTEL, INC.	SERVICE	60.00
LAFAYETTE INSTRUMENT	SUPPLIES	510.00	WW TIRE SERVICE INC.	SERVICE	722.04
LAFRAMBOISE CONSTRUCTION	SERVICE	5,402.50	ZACH ORDAL	TRAVEL	160.00
LAKE AREA / BIT	SERVICE	152.44	ZUERCHER TECHNOLOGIES LLC	SERVICE	2,458.00
LAKE AREA CHILD PROTECTION	DUES	90.00			

#### PAYROLL:

	Sal	SS	Pen	Ins		Sal	SS	Pen	Ins
<b>Mayor/CC</b>	15,952.04	1,111.11	455.83	1,149.63	<b>Forestry</b>	6,977.79	495.72	403.19	1,417.84
<b>Attorney</b>	10,512.77	780.45	630.76	804.63	<b>Library</b>	40,195.80	2,893.78	2,211.54	6,742.90
<b>Finance</b>	29,105.70	2,040.18	1,743.34	5,134.94	<b>Building Serv.</b>	16,266.22	1,141.17	930.45	2,835.68
<b>Info Tech</b>	12,423.02	865.58	741.18	2,299.26	<b>Park &amp; Rec.</b>	116,288.14	8,420.90	5,920.35	17,930.74
<b>Engineer</b>	32,039.75	2,359.54	1,914.59	4,444.94	<b>WRC</b>	37,881.24	2,787.20	1,572.38	3,908.52
<b>Police</b>	186,330.68	13,434.05	14,421.38	31,121.54	<b>E-911</b>	45,920.94	3,332.92	2,709.89	7,472.04
<b>Fire</b>	182,232.79	2,763.55	14,477.32	26,627.90	<b>Upper Big Sioux</b>	5,754.92	386.24	318.33	881.42
<b>Street</b>	48,452.68	3,878.83	3,121.71	7,817.04	<b>Sewer</b>	64,899.65	4,764.21	3,888.70	10,840.88
<b>Cemetery</b>	8,301.41	587.17	483.81	1,417.84	<b>Landfill</b>	67,195.31	4,800.01	3,982.97	11,265.94
<b>Snow Removal</b>	5,096.31	46.23	12.71	0.00	<b>Airport</b>	14,545.21	1,062.32	858.15	1,954.26
<b>Animal Cntrl</b>	3,647.32	267.72	217.64	536.42					

**Add'l 5.25 long** L. Hochstatter (Police), J. Jorgenson & M. Schell (Fire), D. Dahl (Street) C. Kockx & A. Schaefer (E-911), A. Johnson (Sewer), J. Boyd & T. Bush (Landfill)  
**New Hires P&R** B. Evans (9.50/hr), R. Timm (10.00/hr), **WCRC** M. Krahn (11.00/hr), **Police** B. Solum (3,400.00/mo), **Finance** A. Hunt (4,467.11/mo)  
**Sal Inc WCRC** R. Huckaba (9.25/hr)

Motion by Tupper, seconded by Rieffenberger, to approve the agenda as presented. Motion carried.

This being the time scheduled for the public hearing on a new retail (on-off sale) malt beverage license to Prairie Winds Golf, LLC, d/b/a Prairie Winds on Kemp, 11 East Kemp, E24' S7' Lot 21 & E24' Lot 22, Blk 4, Original Plat; President Danforth called for public comment. Hearing no comment from the public, motion by Vilhauer, seconded by Buhler, to approve the license as presented. Motion carried.

Motion by Solum, seconded by Mantey, approving Resolution No. 16-01 adopting a moratorium on receiving applications for off-premise signs within and for the City of Watertown. Motion carried with Buhler recused.

Motion by Roby, seconded by Albertsen, approving Resolution No. 16-05 approving the settlement of the collective bargaining negotiations between the City of Watertown and the Watertown Police Officers Associations. Motion carried.

Motion by Vilhauer, seconded by Mantey, approving Resolution No. 16-06 approving the settlement of the collective bargaining negotiations between the City of Watertown and the Local Union 1724 of the International Association of Firefighters. Motion carried.

Motion by Tupper, seconded by Solum, approving Resolution No. 16-08 establishing fees for City Licenses, Permits, Administration and Other Miscellaneous Items. Motion carried.

Motion by Tupper, seconded by Mantey, authorizing the Mayor to sign Amendment No. 1 to the agreement with Houston Engineering for services association with Landfill Cell #6 Design and Stormwater Analysis. Motion carried.

Motion by Albertsen, seconded by Buhler, approving Change Order No. 1 to the contract with J&J Earthworks, Inc. for the Airport Hangar Taxilane Expansion Project decreasing the contract amount \$16,574.98. Motion carried.

Motion by Solum, seconded by Vilhauer, to adjourn until 7:00 PM on Tuesday, January 19, 2016. Motion carried.

The City of Watertown, South Dakota does not discriminate on the basis of race, color, national origin, sex, religion, age, or disability in employment or the provision of service.

Dated at Watertown, South Dakota, the 4<sup>th</sup> day of January, 2016.

ATTEST:

\_\_\_\_\_  
Rochelle Ebbers, CPA  
Finance Officer

\_\_\_\_\_  
Steve Thorson  
Mayor



## GIS-GPS/MAPPING DIVISION

124 1<sup>ST</sup> AVE NW  
WATERTOWN, SD 57201  
PHONE: (605) 882-5115  
FAX: (605) 882-5049  
EMAIL: ryan@1stdistrict.org

### Watertown Dispatch E-911 Mapping Maintenance Contract January 2016

First District will perform the following maintenance functions for Clark, Codington, Day, Deuel, Grant and Hamlin Counties:

**1. Creation of Building Layer from Customer Records Database**

The District will receive a copy of each County's customer records database. A residence point layer will then be generated and sent via email or regular mail (depending on file size) to the County 911 Coordinator when completed. This will be performed to insure the County has the most current information regarding resident names, addresses, and phone numbers. First District will make trips to Watertown Police Department as needed to perform an onsite installation of the residence point layer should they experience problems after updating the residence database.

**2. Update of Road Centerline Data**

First District will receive updates to each County's Master Street Addressing Guide (MSAG) and make the appropriate changes to the road centerline GIS layer. Should additional roads need to be added First District will utilize GPS or digitize them from aerial photography. Additional data regarding new or updated roads may be requested from the County or the City Planning/Engineer's office. First District will also assign the appropriate name, address ranges, and emergency zone information, and merge this new data into the existing road shapefile.

**3. MSAG Update**

The District will make necessary updates to the GIS data and generate MSAG changes spreadsheets when necessary, which will be provided back to the Counties for Entrado/Qwest notification purposes.

**4. Address Assignment**

For county and community addressing, the addressing official would provide location information for the new residence (for example, 1550 feet from the east intersection of 451<sup>st</sup> Ave and US Highway 212.) First District would locate the area on the map and use ArcGIS's Address Inspector to assign the correct address and emergency service zone. A labeled photo of the area would be sent back to the 911 official for verification. They would in turn inspect the photo, provide feedback if necessary, and then make the official address assignment.

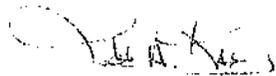
New developments will be addressed by providing First District a plat map (digital copy is always preferred) of the new streets and plats of the area. First District would then digitize the plats, define address ranges for the new streets, and assign addresses to each of the lots. A map of the new development with addresses for each lot will be provided back to the addressing official.

**Cost**

Cost of this tech support contract is **21,000.00**.

**Timeline**

The contract period is from January 1, 2016 to December 31, 2016



12/18/2015

**Todd Kays**

First District Executive Director

**City of Watertown Representative**

Date Received \_\_\_\_\_  
Date Issued \_\_\_\_\_

License No. \_\_\_\_\_

### Uniform Alcoholic Beverage License Application

Mail this copy to: Department of Revenue, Special Tax Division 445 East Capitol Ave Pierre, SD 57501-3100.

**A. Owner Name and Address**

Codington County Historical Society  
27 1st Ave SE, Watertown, SD 57201

**B. Business Name and Address**

Codington County Historical Society  
27 1st Ave SE, Watertown SD 57201

License Number: \_\_\_\_\_

Owner's Telephone #: 605-886-7335

Business Telephone #: 605-886-7335

**C. Indicate the class of license being applied for**  
(submit separate application for each class of license).

- Retail (on-sale) Liquor
- Retail (on-sale) Liquor - Restaurant
- Retail (on-off sale) Wine
- Package (off-sale) Liquor
- Retail (on-off sale) Malt Beverage
- Retail (on-off sale) Malt Beverage & SD Farm Wine
- Package (off sale) Malt Beverage
- Package (off sale) Malt Beverage & SD Farm Wine
- Other (please classify) \_\_\_\_\_
- Transfer Fee \$150.00

Number of other Package Liquor Licenses held: 0

Number of other On-sale Liquor Licenses held: 0

Is this License in active use?  Yes  No New

**D. Legal description of licensed premise:**

± 75' Lot 7 + ± 75' 5 1/2 Lot 6  
Blk 9, Original Plat

Have you ever been convicted of a felony?  Yes  No

Do you own  or lease  this property? (Check one)

E. State Sales Tax Number: 14-001-460335602E  
+ST-001

F. Remember to obtain a Federal Alcohol Stamp, for help call TTB at 1-800-937-8864.

G. New license?  Transfer? (\$150)  Re-issuance?

**H. CERTIFICATE:** The undersigned applicant certifies under the penalties of perjury that all statements provided herein are true and correct; that the said applicant complies with all of the statutory requirements for the class of license being applied for and in addition agrees to permit agents of the Department of Revenue access to the licensed premises and records as provided in SDCL 35-2-2.1, and agrees this application shall constitute a contract between applicant and the State of South Dakota entitling the same or any peace officers to inspect the premises, books and records at any time for the purpose of enforcing the provisions of Title 35 SDCL, as amended.

Date 12/27/2015 Print Name Roger Whittle Signature Roger Whittle

**I.** Any Application required to be submitted to a local governing board must be signed in the presence of the city or county auditor, the town clerk or notary public. This applies to ALL applications EXCEPT the following: distillers, manufacturers, wholesalers, municipalities, airports, solicitors, dispensers, carriers, transportation companies, and farm wineries.

Place of business is located in a municipality?  Yes  No County: Codington

This application was subscribed and sworn to before me this 23<sup>rd</sup> day of December 2015

Approving Officer's Telephone number 605-883-6203 (vs) Signature: D. Wood

**J. APPROVAL OF LOCAL GOVERNING BODY** - Notice of hearing was published on January 9<sup>th</sup> 2016 Public hearing on the application was held January 18<sup>th</sup> 2016, not less than SEVEN (7) days after official publication. The governing body by majority vote recommends the approval and granting of this license and certifies that requirements as to location and suitability of premises and applicant have been reviewed and conform to the requirements of local and South Dakota law.

Application approved for Sunday on-sale operation?  Yes  No

Are real property taxes paid to date?  Yes  No

Ineligible for video lottery

Number of video lottery terminals on licensed premise: \_\_\_\_\_

Renewal - no public hearing held

Amount of fee collected with application \$ 365.00

Amount of fee retained \$ 202.50

Forwarded with application \$ 162.50

**For Local Government Use**

(Seal) \_\_\_\_\_

Mayor or Chairman

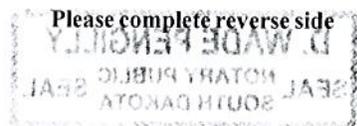
If disapproved, endorse reason thereon and return to applicant

**Transferred (State Use)**

From: \_\_\_\_\_

Sales tax approval \_\_\_\_\_ Date \_\_\_\_\_

STATE LIQUOR AUTHORITY: APPROVAL \_\_\_\_\_ REVIEW \_\_\_\_\_





Date Received \_\_\_\_\_  
Date Issued \_\_\_\_\_

License No. RL-6063

License Year **2016**

## Uniform Alcoholic Beverage License Application

Mail this copy to: Department of Revenue, Special Tax Division 445 East Capitol Ave Pierre, SD 57501-3100.

<p><b>A. Owner Name and Address</b></p> <p><b>ZEUS, INC. SECOND STREET STATION 15 2ND ST SW WATERTOWN, SD 57201</b></p> <p>Owner's Telephone #: _____</p>	<p><b>B. Business Name and Address</b></p> <p>Temporary Transfer to Expo, 3:00 PM January 22 to 2:00 AM January 23, 2016.</p> <p>Busi: _____</p>
<p><b>C. Indicate the class of license being applied for</b> (submit separate application for each class of license).</p> <p><input checked="" type="checkbox"/> Retail (on-sale) Liquor</p> <p><input type="checkbox"/> Retail (on-sale) Liquor - Restaurant</p> <p><input type="checkbox"/> Retail (on-off sale) Wine</p> <p><input type="checkbox"/> Package (off-sale) Liquor</p> <p><input type="checkbox"/> Retail (on-off sale) Malt Beverage</p> <p><input type="checkbox"/> Retail (on-off sale) Malt Beverage &amp; SD Farm Wine</p> <p><input type="checkbox"/> Package (off-sale) Malt Beverage</p> <p><input type="checkbox"/> Package (off-sale) Malt Beverage &amp; SD Farm Wine</p> <p><input type="checkbox"/> Other (please classify) _____</p> <p><input type="checkbox"/> Transfer Fee \$ 150.00</p> <p>Number of other Package Liquor Licenses held: <u>0</u></p> <p>Number of other On-sale Liquor Licenses held: <u>0</u></p> <p>Is this License in active use? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Have you ever been convicted of a felony? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p>	<p><b>D. Legal description of licensed premise:</b></p> <p>1910 West Kemp, W17' of Lot 60, &amp; all of Lots 61-71, W110' of Lots 72-82, &amp; all of Lots 83-93, Way's 4th Lake Drive Addn</p> <p>Do you own <input checked="" type="checkbox"/> or lease <input type="checkbox"/> this property? (Check one)</p> <p><b>E. State Sales Tax Number:</b> <u>1017-9820-ST</u></p> <p><b>F. Remember to obtain a Federal Alcohol Stamp, for help call TTB</b> at 1-800-937-8864.</p> <p><b>G. New license?</b> _____ <b>Transfer? (\$150)</b> <input checked="" type="checkbox"/> <b>Re-issuance?</b> <input checked="" type="checkbox"/></p>

**H. CERTIFICATE:** The undersigned applicant certifies under the penalties of perjury that all statements provided herein are true and correct; that the said applicant complies with all of the statutory requirements for the class of license being applied for and in addition agrees to permit agents of the Department of Revenue access to the licensed premises and records as provided in SDCL 35-2-2.1, and agrees this application shall constitute a contract between applicant and the State of South Dakota entitling the same or any peace officers to inspect the premises, books and records at any time for the purpose of enforcing the provisions of Title 35 SDCL, as amended.

Signed this 6 day of Jan Signature Jenny Kasusko

**I. Any Application** required to be submitted to a local governing board must be signed in the presence of the city or county auditor, the town clerk or notary public. This applies to ALL applications EXCEPT the following: distillers, manufacturers, wholesalers, municipalities, airports, solicitors, dispensers, carriers, transportation companies, and farm wineries.

Place of business is located in a municipality?  Yes  No County: Codington

This application was subscribed and sworn to before me this 6<sup>th</sup> day of January 2016

Approving Officer's Telephone number 605880-6203(68) Signature: D. Wald

**J. APPROVAL OF LOCAL GOVERNING BODY** - Notice of hearing was published on January 9<sup>th</sup>, 2016. Public hearing on the application was held January 18<sup>th</sup>, 2016, not less than SEVEN (7) days after official publication. The governing body by majority vote recommends the approval and granting of this license and certifies that requirements as to location and suitability of premises and applicant have been reviewed and conform to the requirements of local and South Dakota law.

Application approved for Sunday on-sale operation?  Yes  No

Are real property taxes paid to date?  Yes  No

Ineligible for video lottery  \_\_\_\_\_

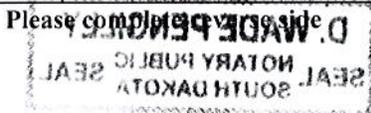
Number of video lottery terminals on licensed premise: NA

Amount of fee collected with application \$ 170<sup>00</sup>

Amount of fee retained \$ 170<sup>00</sup>

Forwarded with application \$ 0

<p style="text-align: center;"><b>For Local Government Use</b></p> <p>(Seal) _____</p> <p style="text-align: center;">Mayor or Chairman</p> <p>If disapproved, endorse reason thereon and return to applicant</p>	<p style="text-align: center;"><b>Transferred (State Use)</b></p> <p>From: _____</p> <p>Sales tax approval _____ Date _____</p> <p style="text-align: center;"><b>STATE LIQUOR AUTHORITY: APPROVAL      REVIEW</b></p>
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Item #4b- Transfer Back To Second Street Station

Date Received \_\_\_\_\_  
Date Issued \_\_\_\_\_

License No. RL-6063

License Year 2016

**Uniform Alcoholic Beverage License Application**

Mail this copy to: Department of Revenue, Special Tax Division 445 East Capitol Ave Pierre, SD 57501-3100.

<p><b>A. Owner Name and Address</b></p> <p><b>ZEUS, INC.</b> <b>SECOND STREET STATION</b> <b>15 2ND ST SW</b> <b>WATERTOWN, SD 57201</b></p> <p>Owner's Telephone #: _____</p>	<p><b>B. Business Name and Address</b></p> <p>Transfer back to Second Street Station, 2:00 AM January 23, 2016</p> <p>Bus: _____</p>
<p><b>C. Indicate the class of license being applied for</b> (submit separate application for each class of license).</p> <p><input checked="" type="checkbox"/> Retail (on-sale) Liquor</p> <p>____ Retail (on-sale) Liquor - Restaurant</p> <p>____ Retail (on-off sale) Wine</p> <p>____ Package (off-sale) Liquor</p> <p>____ Retail (on-off sale) Malt Beverage</p> <p>____ Retail (on-off sale) Malt Beverage &amp; SD Farm Wine</p> <p>____ Package (off-sale) Malt Beverage</p> <p>____ Package (off-sale) Malt Beverage &amp; SD Farm Wine</p> <p>____ Other (please classify) _____</p> <p>____ Transfer Fee \$ 150.00</p> <p>Number of other Package Liquor Licenses held: <u>0</u></p> <p>Number of other On-sale Liquor Licenses held: <u>0</u></p> <p>Is this License in active use? [<input checked="" type="checkbox"/>] Yes [ ] No</p> <p>Have you ever been convicted of a felony? [ ] Yes [<input checked="" type="checkbox"/>] No</p>	<p><b>D. Legal description of licensed premise:</b></p> <p><b>Lots 1-2 less N97' &amp; Lot 3 less N91' &amp; all of Lot 14, Blk 34, Second Railway Addn</b></p> <p>Do you own <input checked="" type="checkbox"/> or lease _____ this property? (Check one)</p> <p><b>E. State Sales Tax Number:</b> <u>1017-9820-ST</u></p> <p><b>F. Remember to obtain a Federal Alcohol Stamp, for help call TTB at 1-800-937-8864.</b></p> <p><b>G. New license?</b> _____ <b>Transfer? (\$150)</b> <input checked="" type="checkbox"/> <b>Re-issuance?</b> <input checked="" type="checkbox"/></p>

**H. CERTIFICATE:** The undersigned applicant certifies under the penalties of perjury that all statements provided herein are true and correct; that the said applicant complies with all of the statutory requirements for the class of license being applied for and in addition agrees to permit agents of the Department of Revenue access to the licensed premises and records as provided in SDCL 35-2-2.1, and agrees this application shall constitute a contract between applicant and the State of South Dakota entitling the same or any peace officers to inspect the premises, books and records at any time for the purpose of enforcing the provisions of Title 35 SDCL, as amended.

Signed this 6 day of Jan Signature Jenny Kasuska

**I. Any Application** required to be submitted to a local governing board must be signed in the presence of the city or county auditor, the town clerk or notary public. This applies to ALL applications EXCEPT the following: distillers, manufacturers, wholesalers, municipalities, airports, solicitors, dispensers, carriers, transportation companies, and farm wineries.

Place of business is located in a municipality? [] Yes [ ] No County: Codington

This application was subscribed and sworn to before me this 6<sup>th</sup> day of January, 2016

Approving Officer's Telephone number 605 882-6203 (15) Signature: [Signature]

**J. APPROVAL OF LOCAL GOVERNING BODY** - Notice of hearing was published on January 9<sup>th</sup>, 2016. Public hearing on the application was held January 18, 2016, not less than SEVEN (7) days after official publication. The governing body by majority vote recommends the approval and granting of this license and certifies that requirements as to location and suitability of premises and applicant have been reviewed and conform to the requirements of local and South Dakota law.

Application approved for Sunday on-sale operation? [ ] Yes [] No

Are real property taxes paid to date? [] Yes [ ] No

Ineligible for video lottery [ ]

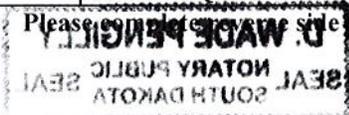
Number of video lottery terminals on licensed premise: NA

Amount of fee collected with application \$ 170<sup>00</sup>

Amount of fee retained \$ 170

Forwarded with application \$ 0

<p><b>For Local Government Use</b></p> <p>(Seal) _____</p> <p>Mayor or Chairman</p> <p>If disapproved, endorse reason thereon and return to applicant</p>	<p><b>Transferred (State Use)</b></p> <p>From: _____</p> <p>Sales tax approval _____ Date _____</p> <p><b>STATE LIQUOR AUTHORITY: APPROVAL _____ REVIEW _____</b></p>
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**Company supplement information  
(For corporate/partnership/LP/LLC applicants)**

If supplement unchanged from last year check this box and sign below.

State of South Dakota )  
 )  
 County of Codrington )

**Affidavit**

We, the undersigned, being first duly sworn upon oath, supply the following information:

Name of corporation/partnership/LP/LLC \_\_\_\_\_

Address of office and principal place of business of corporation/partnership/LP/LLC \_\_\_\_\_

Date of incorporation \_\_\_\_\_

Date of last report filed with Secretary of State \_\_\_\_\_

Are all managing officers of this corporation/partnership/LP/LLC of good moral character? \_\_\_\_\_

Have any of the managing officers of this corporation/partnership/LP/LLC ever been convicted of a felony? \_\_\_\_\_

Name, title of office, occupation and address of each of the officers/owners of the corporation, partnership, LP or LLC:

Name	Office	Address	Occupation

Name, address and occupation of each of the directors of the corporation:

Name	Address	Occupation

Name and address of each of the stockholders and percentage of shares owned or held by each:

Name	Address	Percentage of Shares

Name of any officers, directors, partners or stockholders of applicant having a financial interest or capital stock in any other retail liquor outlet:

Name	Type of License, Financial Interest Held, and Address of Retail Outlet

Where and with whom are all company records kept, such as charter, by-laws, minutes, accounts, notes payable, and notes and accounts receivable, etc?

**With signature the applicant agrees to the following:**

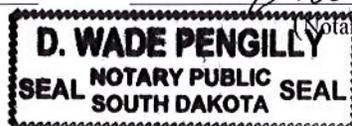
That the applicant company will comply with all provisions of ARSD chapter No. 64:75:02 of the Department of Revenue, relating to the transfer of stock and prior approval of the transfer of such stock by the Secretary of Revenue and violation of any of the provisions of said regulation or failure to comply therewith, whether by the undersigned corporation, partnership/LP/LLC or by any stockholder thereof, or by anyone interested in said company, shall constitute cause for revocation or suspension of any license issued pursuant to and in reliance on this application, or for refusal to renew such license upon expiration thereof.

We the undersigned officers and directors of the applicant company acknowledge that the within supplement application form is true and correct in every respect and that there exists no financial arrangement concerning this or any other alcoholic beverage license than that expressly set forth above. If company stock is to be transferred we ask for approval of such voluntary stock transfer.

Signature of Authorized Officer/Director/Partner [Signature]

Subscribed and sworn to before me this 6<sup>th</sup> of January, 2016, Codrington County, State of South Dakota

My commission expires 11-09-2018



**ORDINANCE 16-01**

**AN ORDINANCE AMENDING SECTION 21.5402 OF THE REVISED ORDINANCES OF THE CITY OF WATERTOWN.**

**BE IT ORDAINED** by the City of Watertown, South Dakota that Section 21.5402 of the Revised Ordinances of the City of Watertown as follows:

**Chapter 21.54  
“GT-1” GATEWAY OVERLAY DISTRICT**

**21.5402: ESTABLISHMENT/DELINEATION/REGULATION**

1. Boundaries for the GT-1 Gateway Overlay District shall include all property within the City Limits of Watertown, South Dakota located in the south half of Section 33, Township 117 North, Range 52 West and are shown on the GT-1 Gateway Overlay District Map as referenced in Section 21.0503. The GT-1 Gateway Overlay District Map is hereby adopted by reference as part of these regulations as if the map was fully described herein.
2. The GT-1 Gateway Overlay District may be expanded to include additional urban corridors by recommendation of the Plan Commission and action of the City Council.
3. Any proposed project within the GT-1 Gateway Overlay District which does not conform to the provisions in Chapter 21.54 may be presented to the Mayor’s Planning and Zoning Committee which must consist of at least six (6) City Administrative Officials to be a quorum. The Mayor’s Planning and Zoning Committee shall consist of the Building Official, the Mayor, the City Attorney, and at least three (3) other City Administrative Officials. The Mayor’s Planning and Zoning Committee may, with a majority vote, grant minor modifications to the GT-1 Gateway Overlay District if the intent of Chapter 21.54 is maintained.
4. Any proposed project within the GT-1 Gateway Overlay District which is denied by the ~~Building Official or Plan Commission~~ Mayor’s Planning and Zoning Committee may be appealed to the Board of Adjustment.

The above and foregoing Ordinance was moved for adoption by Alderperson \_\_\_\_\_, seconded by Alderperson \_\_\_\_\_, and upon voice vote motion carried, whereupon the Mayor declared the Ordinance duly passed and adopted.

I certify that Ordinance 16-01 was published in the Watertown Public Opinion, the official newspaper of said City, on the \_\_\_\_ day of \_\_\_\_\_, 2016.

Rochelle M. Ebbers, CPA

First Reading: January 19, 2016  
Second Reading: February 1, 2016  
Published: February 6, 2016  
Effective: February 26, 2016

City of Watertown

Attest:

\_\_\_\_\_  
Rochelle M. Ebbers, CPA  
Finance Officer

\_\_\_\_\_  
Steve Thorson  
Mayor

**RESOLUTION NO. 16-07**

**A RESOLUTION APPROVING THE SETTLEMENT OF THE COLLECTIVE BARGAINING NEGOTIATIONS BETWEEN THE CITY OF WATERTOWN, SOUTH DAKOTA AND LOCAL UNION 2488 OF THE AMERICAN FEDERATION OF STATE, COUNTY AND MUNICIPAL EMPLOYEES, AFL-CIO**

**WHEREAS** the City of Watertown employs public employees represented by public employee unions, and,

**WHEREAS** such public employees have the right to designate representatives for the purpose of meeting and negotiating a collective bargaining agreement with the City of Watertown pursuant to *S.D.C.L. Chapter 3-18*, and,

**WHEREAS** the City of Watertown and representatives of the American Federation of State, County and Municipal Employees, AFL-CIO, Local 2488, have conducted extensive collective bargaining negotiations, and, in good faith, have reached a settlement on all terms of an Agreement which shall take effect on January 1, 2016, and which will expire on December 31, 2018;

**NOW, THEREFORE, BE IT RESOLVED** by the City of Watertown, acting by and through its Mayor and City Council, that the Agreement between the City of Watertown and the American Federation of State, County and Municipal Employees, AFL-CIO, Local 2488, is hereby approved, and shall be executed by the Mayor and Finance Officer on behalf of the City of Watertown, and a copy of said Agreement shall be maintained on file in the City Finance Office.

Dated at Watertown, South Dakota, this 19<sup>th</sup> day of January, 2016.

The above and foregoing Resolution was moved for adoption by Alderperson, \_\_\_\_\_seconded by Alderperson \_\_\_\_\_, and upon the roll call motion carried, whereupon the Mayor declared the resolution to be duly passed and adopted.

CITY OF WATERTOWN

ATTEST:

\_\_\_\_\_  
Rochelle M. Ebbers, CPA  
Finance Officer

\_\_\_\_\_  
Steve Thorson  
Mayor

**RESOLUTION NO. 16-02**

**A RESOLUTION PROVIDING FOR THE CLASSIFICATION AND SALARIES OF CERTAIN CITY OF WATERTOWN EMPLOYEES AND OFFICERS FOR THE PERIOD COMMENCING JANUARY 1, 2016**

**Whereas**, all City officials and employees fall into one of the four following categories: 1.) Those represented by Local 2488 of the American Federation of State, County and Municipal Employees, AFL-CIO (AFSCME); 2.) Those represented by Local 1724 of the International Association of Firefighters (IAFF); 3.) Those represented by the Watertown Police Officers Association (WPOA); and 4.) Those elected and appointed officials, other exempt and non-exempt employees not covered by a collective bargaining agreement; and

**Whereas**, the City desires at this time to formally establish 2016 compensation rates for elected and appointed officials, and other exempt and non-exempt employees not covered by a collective bargaining agreement; now therefore,

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WATERTOWN, SOUTH DAKOTA:**

**SECTION I.**

The purpose of the Wage Matrix is to establish equitable compensation rates of elected and appointed officials, and other exempt and non-exempt employees. The salary pattern and advancement procedures contained in this plan attempt to recognize the principal of "Equal pay for equal work" and to achieve to the extent possible both internal and external pay equity. The individual ability and job responsibility are the basic considerations in the administration of the wage matrix. With the exception of new hires or promotional considerations, wages will be established January 1, 2016.

Classification and pay schedules: The following classification and pay schedule is the authorized plan for employees of the City of Watertown covered by this resolution.

	<u><b>PAY GRADE</b></u>	<u><b>2016 Annual Salary</b></u>
<b>Building Services:</b>		
Building Official	7	\$ 70,372.20
<b>City Attorney:</b>		
City Attorney	9	\$ 109,373.73
Mayor's Administrative Assistant	4	\$ 41,292.62
<b>Community Recreation Center:</b>		
Executive Director	7	\$ 74,679.54
Aquatics/Program Director	5	\$ 53,834.73
Fitness/Program Director	5	\$ 53,834.73
<b>Engineering:</b>		
City Engineer	9	\$ 89,724.56
Assistant City Engineer	7	\$ 73,215.24
Engineer I	6	\$ 62,807.19
<b>Finance:</b>		
Finance Officer	9	\$ 89,724.56
Assistant Finance Officer	7	\$ 61,263.24
Human Resource Coordinator/Risk Manager	6	\$ 55,770.99

<b>Fire:</b>		
Fire Chief	9	\$ 86,240.44
Assistant Fire Chief	8	\$ 67,569.75
Battalion Chief (3)	7	\$ 62,488.50 – 67,639.56
<b>Information Technology</b>		
Information Technology Supervisor	7	\$ 56,597.76
Network Administrator (2)	5	\$ 45,046.50 - \$51,744.27
<b>Library:</b>		
Library Director	8	\$ 87,408.67
Assistant Librarian	5	\$ 46,866.38
Circulation Librarian	5	\$ 45,046.50
Special Services Librarian	5	\$ 53,834.73
Young Adult Librarian	4	\$ 44,696.46
Cataloger	4	\$ 45,590.39
Children's Librarian	4	\$ 41,292.62
Admin Assistant/Acquisition Supervisor	2	\$ 44,578.42
Library Maintenance Worker	2	\$ 42,847.39
<b>Parks, Recreation &amp; Forestry:</b>		
Director of Parks, Recreation & Forestry	9	\$ 73,605.39
Recreation Superintendent	7	\$ 68,992.35
Golf Course Superintendent	7	\$ 68,992.35
Zoo Superintendent	7	\$ 70,372.20
Park & Forestry Superintendent (Open)	7	\$ 55,488.00 - \$62,488.50
Zoo Curator	6	\$ 61,575.68
Assistant Recreation Superintendent	5	\$ 48,759.78
Zoo Educator	5	\$ 53,834.73
City Park Mgr/Ice Arena Maint. Supervisor	5	\$ 45,947.43
Senior Activities Coordinator	4	\$ 42,960.84
Cemetery Manager	5	\$ 53,834.73
<b>Police:</b>		
Police Chief	9	\$ 79,672.84
Assistant Police Chief	8	\$ 67,569.75
Police Captain (3)	7	\$ 62,488.50 – 70,372.20
Police Administrative Assistant	4	\$ 44,696.46
<b>Street:</b>		
Street Superintendent	8	\$ 70,299.56
Street Foreman	6	\$ 59,184.62
<b>Upper Big Sioux River Watershed:</b>		
Project Coordinator	7	\$ 62,488.50
<b>Waste Water / Solid Waste:</b>		
Superintendent of Solid Waste & Wastewater	8	\$ 100,405.09
Assistant Wastewater Superintendent	7	\$ 74,679.54
Lead Operator	6	\$ 62,807.19
Wastewater Collection Foreman	6	\$ 62,807.19
Landfill Supervisor	6	\$ 52,554.25
Solid Waste Collections Supervisor	6	\$ 54,677.44
<b>Airport:</b>		
Airport Manager	8	\$ 63,672.48

Wage Matrix: The salary schedule as presented on the following page constitutes the authorized pay plan for employees of the City of Watertown covered by this resolution as indicated above.

Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
1	\$ 27,744.00	\$ 28,298.88	\$ 28,864.86	\$ 29,442.15	\$ 30,031.00	\$ 30,631.62	\$ 31,244.25
2	\$ 31,212.00	\$ 31,836.24	\$ 32,472.96	\$ 33,122.42	\$ 33,784.87	\$ 34,460.57	\$ 35,149.78
3	\$ 34,680.00	\$ 35,373.60	\$ 36,081.07	\$ 36,802.69	\$ 37,538.75	\$ 38,289.52	\$ 39,055.31
4	\$ 38,148.00	\$ 38,910.96	\$ 39,689.18	\$ 40,482.96	\$ 41,292.62	\$ 42,118.47	\$ 42,960.84
5	\$ 41,616.00	\$ 42,448.32	\$ 43,297.29	\$ 44,163.23	\$ 45,046.50	\$ 45,947.43	\$ 46,866.38
6	\$ 48,552.00	\$ 49,523.04	\$ 50,513.50	\$ 51,523.77	\$ 52,554.25	\$ 53,605.33	\$ 54,677.44
7	\$ 55,488.00	\$ 56,597.76	\$ 57,729.72	\$ 58,884.31	\$ 60,062.00	\$ 61,263.24	\$ 62,488.50
8	\$ 62,424.00	\$ 63,672.48	\$ 64,945.93	\$ 66,244.85	\$ 67,569.75	\$ 68,921.14	\$ 70,299.56
9	\$ 69,360.00	\$ 70,747.20	\$ 72,162.14	\$ 73,605.39	\$ 75,077.49	\$ 76,579.04	\$ 78,110.63

Grade	Step 8	Step 9	Step 10	Step 11	Step 12	Step 13	Step 14
1	\$ 31,869.14	\$ 32,506.52	\$ 33,156.65	\$ 33,819.78	\$ 34,496.18	\$ 35,186.10	\$ 35,889.82
2	\$ 35,852.78	\$ 36,569.83	\$ 37,301.23	\$ 38,047.25	\$ 38,808.20	\$ 39,584.36	\$ 40,376.05
3	\$ 39,836.42	\$ 40,633.15	\$ 41,445.81	\$ 42,274.73	\$ 43,120.22	\$ 43,982.63	\$ 44,862.28
4	\$ 43,820.06	\$ 44,696.46	\$ 45,590.39	\$ 46,502.20	\$ 47,432.24	\$ 48,380.89	\$ 49,348.51
5	\$ 47,803.70	\$ 48,759.78	\$ 49,734.97	\$ 50,729.67	\$ 51,744.27	\$ 52,779.15	\$ 53,834.73
6	\$ 55,770.99	\$ 56,886.41	\$ 58,024.13	\$ 59,184.62	\$ 60,368.31	\$ 61,575.68	\$ 62,807.19
7	\$ 63,738.27	\$ 65,013.04	\$ 66,313.30	\$ 67,639.56	\$ 68,992.35	\$ 70,372.20	\$ 71,779.64
8	\$ 71,705.55	\$ 73,139.67	\$ 74,602.46	\$ 76,094.51	\$ 77,616.40	\$ 79,168.73	\$ 80,752.10
9	\$ 79,672.84	\$ 81,266.29	\$ 82,891.62	\$ 84,549.45	\$ 86,240.44	\$ 87,965.25	\$ 89,724.56

Grade	Step 15	Step 16	Step 17	Step 18	Step 19	Step 20	Step 21
1	\$ 36,607.62	\$ 37,339.77	\$ 38,086.57	\$ 38,848.30	\$ 39,625.26	\$ 40,417.77	\$ 41,226.12
2	\$ 41,183.57	\$ 42,007.24	\$ 42,847.39	\$ 43,704.34	\$ 44,578.42	\$ 45,469.99	\$ 46,379.39
3	\$ 45,759.52	\$ 46,674.71	\$ 47,608.21	\$ 48,560.37	\$ 49,531.58	\$ 50,522.21	\$ 51,532.66
4	\$ 50,335.48	\$ 51,342.19	\$ 52,369.03	\$ 53,416.41	\$ 54,484.74	\$ 55,574.43	\$ 56,685.92
5	\$ 54,911.43	\$ 56,009.66	\$ 57,129.85	\$ 58,272.45	\$ 59,437.90	\$ 60,626.65	\$ 61,839.19
6	\$ 64,063.33	\$ 65,344.60	\$ 66,651.49	\$ 67,984.52	\$ 69,344.21	\$ 70,731.10	\$ 72,145.72
7	\$ 73,215.24	\$ 74,679.54	\$ 76,173.13	\$ 77,696.60	\$ 79,250.53	\$ 80,835.54	\$ 82,452.25
8	\$ 82,367.14	\$ 84,014.49	\$ 85,694.77	\$ 87,408.67	\$ 89,156.84	\$ 90,939.98	\$ 92,758.78
9	\$ 91,519.05	\$ 93,349.43	\$ 95,216.42	\$ 97,120.74	\$ 99,063.16	\$ 101,044.42	\$ 103,065.31

Grade	Step 22	Step 23	Step 24	Step 25	Step 26	Step 27	Step 28
1	\$ 42,050.65	\$ 42,891.66	\$ 3,749.49	\$ 44,624.48	\$ 45,516.97	\$ 46,427.31	\$ 47,355.86
2	\$ 47,306.98	\$ 48,253.12	\$ 49,218.18	\$ 50,202.54	\$ 51,206.59	\$ 52,230.73	\$ 53,275.34
3	\$ 52,563.31	\$ 53,614.57	\$ 54,686.87	\$ 55,780.60	\$ 56,896.22	\$ 58,034.14	\$ 59,194.82
4	\$ 57,819.64	\$ 58,976.03	\$ 60,155.55	\$ 61,358.66	\$ 62,585.84	\$ 63,837.55	\$ 65,114.31
5	\$ 63,075.97	\$ 64,337.49	\$ 65,624.24	\$ 66,936.72	\$ 68,275.46	\$ 69,640.97	\$ 71,033.79
6	\$ 73,588.63	\$ 75,060.40	\$ 76,561.61	\$ 78,092.85	\$ 79,654.70	\$ 81,247.80	\$ 82,872.75
7	\$ 84,101.29	\$ 85,783.32	\$ 87,498.99	\$ 89,248.97	\$ 91,033.95	\$ 92,854.62	\$ 94,711.72
8	\$ 94,613.96	\$ 96,506.23	\$ 98,436.36	\$ 100,405.09	\$ 102,413.19	\$ 104,461.45	\$ 106,550.68
9	\$ 105,126.62	\$ 107,229.15	\$ 109,373.73	\$ 111,561.21	\$ 113,792.43	\$ 116,068.28	\$ 118,389.65

Grade	Step 29	Step 30
1	\$ 48,302.98	\$ 49,269.04
2	\$ 54,340.85	\$ 55,427.66
3	\$ 60,378.72	\$ 61,586.29
4	\$ 66,416.59	\$ 67,744.92
5	\$ 72,454.46	\$ 73,903.55
6	\$ 84,530.21	\$ 86,220.81
7	\$ 96,605.95	\$ 98,538.07
8	\$ 108,681.70	\$ 110,855.33
9	\$ 120,757.44	\$ 123,172.59

New non-exempt employees hired on or after January 1, 2016, will start at Step 1 of their grade classification. Exempt employees hired or promoted on or after January 1, 2016, will start at a salary between Step 1 and Step 7 of their grade classification. If significant difficulty in filling a position occurs, a new exempt employee may start at a salary above the stated step range based on educational qualifications and job-related experience, but only with the express approval of the City Council.

A one-step salary increase in the wage matrix will be provided on January 1 for all employees. Employees will advance an additional one-step in the wage matrix if the 1% general sales taxes along with the 1% sales tax audit revenues collected the previous year from July 1 – June 30 is 3% or greater. These adjustments have been considered when placing employees on the steps within the wage matrix for 2016.

Annual salaries of elected officials are as follows:

Mayor	\$73,860.00
Each Alderperson	\$10,390.00

The pay rate for part-time, temporary or seasonal clerical workers, drivers and general labor positions shall fall within the following range: \$8.55 to \$12.50 per hour. Part-time positions that, in the judgment of the department head, require special or unique skills and abilities and that cannot be filled with qualified applicants at the maximum rate stated above may be paid a higher rate by submitting a written request along with the justification for a higher hourly rate to the Finance Officer for authorization.

**SECTION II.**

Travel rates for mileage and per diem meal allowances shall be paid at the rates as set by City personnel policy. The City will reimburse actual cost, upon presentation of receipts for lodging, registration fees and/or dues and incidental expenses to travel.

**SECTION III.**

Vacation, sick leave, longevity and other benefits shall be governed by City Personnel Policy and City Ordinance. Exempt Fire Department staff shall receive Paramedic Pay consistent with the IAFF union agreement.

**SECTION IV.**

Where City housing is provided, a portion of the estimated market rental value of housing shall be considered as compensation. For 2016, the estimated market rental value of the City Park house is \$700/month. Thirty-five percent (35%), or \$245.00 per month, of the market rental value will be considered as compensation for the employee who resides in the house as a condition of their job.

**SECTION V.**

The salaries and wages provided for herein shall be effective from and after January 1, 2016.

Dated at Watertown, South Dakota, this 19th day of January, 2016.

The above and foregoing Resolution was moved for adoption by Alderperson \_\_\_\_\_, seconded by Alderperson \_\_\_\_\_, and upon the roll call motion carried, whereupon the Mayor declared the resolution to be duly passed and adopted.

I hereby certify that Resolution No. 16-02 was published in the Watertown Public Opinion, the official newspaper of said City, on the \_\_\_\_\_ day of January, 2016.

CITY OF WATERTOWN

ATTEST:

\_\_\_\_\_  
Rochelle M. Ebbers, CPA  
Finance Officer

\_\_\_\_\_  
Steve Thorson  
Mayor

**RESOLUTION NO. 16-03  
A RESOLUTION PROVIDING FOR THE CLASSIFICATION AND SALARIES OF  
CERTAIN CITY OF WATERTOWN EMPLOYEES FOR  
THE PERIOD COMMENCING JANUARY 1, 2016**

**Whereas**, all City officials and employees fall into one of the four following categories: 1.) Those represented by Local 2488 of the American Federation of State, County and Municipal Employees, AFL-CIO (AFSCME); 2.) Those represented by Local 1724 of the International Association of Firefighters (IAFF); 3.) Those represented by the Watertown Police Officers Association (WPOA); and 4.) Those elected and appointed officials, other exempt and non-exempt employees not covered by a collective bargaining agreement; and

**Whereas**, the City desires at this time to formally establish 2016 compensation rates for City employees covered by the WPOA, IAFF and AFSCME agreements; and

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WATERTOWN, SOUTH DAKOTA:**

**SECTION I.**

The purpose of the Classification System and Wage Matrix is to establish the classification grades and equitable compensation rates of City Employees covered by the WPOA, IAFF and AFSCME collective bargaining agreements. The salary pattern and advancement procedures contained in this plan attempt to recognize the principal of "Equal pay for equal work" and to achieve to the extent possible both internal and external pay equity. The individual ability and job responsibility are the basic considerations in the administration of the salary matrix. With the exception of new hires or promotional considerations, wages will be effective January 1, 2016 for the year.

Classification and pay schedules: The following classification and pay schedule is the authorized plan for employees of the City of Watertown covered by this resolution.

**CLASSIFICATION SCHEDULE**

	<b><u>GRADE</u></b>
<b>Building Services:</b>	
Building Inspector	4
Building Services Specialist	4
Secretary/Receptionist	1
<b>Community Recreation Center:</b>	
Office Manager	4
Maintenance Director	3
Secretary/Receptionist	1
<b>Engineering:</b>	
Senior Engineer Technician	5
Engineer II - Planner	5
Draftsman – Engineer Technician	4
Engineering Administrative Assistant	1
<b>Finance:</b>	
Finance Officer II	4
<b>Fire:</b>	
Fire Lieutenant	6
Firefighter/EMT – Fire Prevention Officer	5
Firefighter/EMT including 40 Hour Work Week Assignment	5
Billing Clerk – Fire Department	2

**Parks, Recreation & Forestry:**

Zoo Maintenance Worker	5
Zookeeper	4
Forestry Technician II	4
Office Manager	3
Office/Visitor Services Manager (Zoo)	3
Building and Pool Maintenance Worker	3
Turf Technician	3
Forestry Technician I	3
Park Maintenance Worker	3
Groundskeeper (Cemetery)	3
Secretary/Receptionist	1

**Police:**

Police Sergeant	6
Patrol Officer	5
Records Supervisor	4
Animal Control/Community Service Officer	4
E-911 Communications Officer	3
Facility Maintenance Worker	2
Detective Secretary	2
Records Clerk	2

**Street:**

Street Maintenance Worker	4
Traffic Maintenance Worker	4

**Waste Water / Solid Waste:**

Landfill Operator (Solid Waste)	4
Sanitation Worker/Driver (Solid Waste)	4
Waste Water Treatment Plant Operator	5
Laboratory Technician (Waste Water)	5
Pretreatment Assistant (Waste Water)	5
Utility Maintenance Worker (Waste Water)	4

**Airport:**

Airport Maintenance Worker	4
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Wage Matrix: The salary schedule as presented below constitutes the authorized pay plan for employees of the City of Watertown covered by this resolution as indicated above.

Grade	Step 1	Step 2	Step3	Step 4	Step 5	Step 6	Step 7
1	\$ 27,744.00	\$ 28,298.88	\$ 28,864.86	\$ 29,442.15	\$ 30,031.00	\$ 30,631.62	\$ 31,244.25
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6	\$ 48,552.00	\$ 49,523.04	\$ 50,513.50	\$ 51,523.77	\$ 52,554.25	\$ 53,605.33	\$ 54,677.44
7	\$ 55,488.00	\$ 56,597.76	\$ 57,729.72	\$ 58,884.31	\$ 60,062.00	\$ 61,263.24	\$ 62,488.50
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3	\$ 39,836.42	\$ 40,633.15	\$ 41,445.81	\$ 42,274.73	\$ 43,120.22	\$ 43,982.63	\$ 44,862.28
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4	\$ 50,335.48	\$ 51,342.19	\$ 52,369.03	\$ 53,416.41	\$ 54,484.74	\$ 55,574.43	\$ 56,685.92
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6	\$ 64,063.33	\$ 65,344.60	\$ 66,651.49	\$ 67,984.52	\$ 69,344.21	\$ 70,731.10	\$ 72,145.72
7	\$ 73,215.24	\$ 74,679.54	\$ 76,173.13	\$ 77,696.60	\$ 79,250.53	\$ 80,835.54	\$ 82,452.25
8	\$ 82,367.14	\$ 84,014.49	\$ 85,694.77	\$ 87,408.67	\$ 89,156.84	\$ 90,939.98	\$ 92,758.78
9	\$ 91,519.05	\$ 93,349.43	\$ 95,216.42	\$ 97,120.74	\$ 99,063.16	\$101,044.42	\$103,065.31

Grade	Step 22	Step 23	Step 24	Step 25	Step 26	Step 27	Step 28
1	\$ 42,050.65	\$ 42,891.66	\$ 43,749.49	\$ 44,624.48	\$ 45,516.97	\$ 46,427.31	\$ 47,355.86
2	\$ 47,306.98	\$ 48,253.12	\$ 49,218.18	\$ 50,202.54	\$ 51,206.59	\$ 52,230.73	\$ 53,275.34
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4	\$ 57,819.64	\$ 58,976.03	\$ 60,155.55	\$ 61,358.66	\$ 62,585.84	\$ 63,837.55	\$ 65,114.31
5	\$ 63,075.97	\$ 64,337.49	\$ 65,624.24	\$ 66,936.72	\$ 68,275.46	\$ 69,640.97	\$ 71,033.79
6	\$ 73,588.63	\$ 75,060.40	\$ 76,561.61	\$ 78,092.85	\$ 79,654.70	\$ 81,247.80	\$ 82,872.75
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9	\$105,126.62	\$107,229.15	\$109,373.73	\$111,561.21	\$113,792.43	\$116,068.28	\$118,389.65

Grade	Step 29	Step 30
1	\$ 48,302.98	\$ 49,269.04
2	\$ 54,340.85	\$ 55,427.66
3	\$ 60,378.72	\$ 61,586.29
4	\$ 66,416.59	\$ 67,744.92
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7	\$ 96,605.95	\$ 98,538.07
8	\$108,681.70	\$110,855.33
9	\$120,757.44	\$123,172.59

New employees hired on or after January 1, 2016, will start at the minimum salary for their grade classification.

A one-step salary increase will be provided on January 1 for all employees. Employees may advance one additional step in the wage matrix if the 1% sales taxes revenues and 1% sales tax audits collected the previous year from July 1 – June 30 is 3% or greater. These adjustments have been considered when placing employees on the steps within the wage matrix for 2016.

**SECTION II.**

Travel rates for mileage and per diem meal allowances shall be paid at the rates as set under the City Personnel Policy. The City will reimburse actual cost, upon presentation of receipts for lodging, registration fees and/or dues and incidental expenses to travel.

**SECTION III.**

Vacation, sick leave, longevity and other benefits shall be governed by Ordinance or Union Contract as appropriate. Non-union personnel shall receive all benefits in accordance with the appropriate Union Contract or Ordinance.

**SECTION IV.**

The salaries and wages provided for herein shall be effective from and after January 1, 2016.

Dated at Watertown, South Dakota, this 19th day of January, 2016.

The above and foregoing Resolution was moved for adoption by Alderperson \_\_\_\_\_, seconded by Alderperson \_\_\_\_\_, and upon the roll call motion carried, whereupon the Mayor declared the resolution to be duly passed and adopted.

I hereby certify that Resolution No. 16-03 was published in the Watertown Public Opinion, the official newspaper of said City, on the \_\_\_\_\_ day of January, 2016.

CITY OF WATERTOWN

ATTEST:

\_\_\_\_\_  
Rochelle M. Ebberts, CPA  
Finance Officer

\_\_\_\_\_  
Steve Thorson  
Mayor

**AGREEMENT**

**THIS AGREEMENT**, made and entered into this \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ by and between the City of Watertown, acting by and through its Watertown Parks, Recreation & Forestry Board of Watertown, South Dakota, who will oversee the administration of this Agreement, hereinafter known "CITY" and Levi Pearson, *d.b.a. Pearson Golf Management L.L.C.*, hereinafter collectively known as "GOLF PROFESSIONAL" and is subject to the following terms and conditions:

1. **Purpose.** The purpose of this Agreement is to establish the terms and conditions under which CITY shall contract with GOLF PROFESSIONAL for services at the Cattail Crossing Golf Course located at 351 South Lake Drive, Watertown, South Dakota. It is expressly acknowledged and agreed by the parties hereto that GOLF PROFESSIONAL's worker status, whether collectively or individually, is as an Independent Contractor; based on CITY's analysis utilizing IRS Form SS-8 "Determination of Worker Status for Purposes of Federal Employment Taxes and Income Tax Withholding." This Agreement is further intended to serve as evidence of GOLF PROFESSIONAL's leasehold privileges in the following legally described property:

Block I Golf Course Addition to the Municipality of Watertown Located in the NE1/4 Section 27, T117N R53W of the 5th P.M. Codington County. The E1/2 of the NW1/4 and the SW 1/4 of the NW1/4 Section 27, T117N R53W of the 5th P.M. Government Lot 1 Section 27, T117N R53W of the 5th P.M. less the following; That part of Watertown Water Co. Outlot 1 lying in Government Lot 1; Lot 1 of Lots 1 through 6, a Subdivision of "Watertown-Lake-Kampeska Country Club Outlot #1" in Sec. 27 T117N R53W of the 5th. P.M., Codington County, South Dakota.; Lots 1 through 7 and Lot 2A of Haywoods Beach, a Subdivision of part of the Watertown Country Club Outlot 1 in Sec. 27 T117N R53W of the 5th. P.M., Codington County, South Dakota. That part of Jackson Park lying in Government Lot 1.

as required under Paragraph D of the Uniform Alcoholic Beverage License Application.

2. **Term.** This Agreement shall be effective for a period of three (3) years and will commence on January 1, 2016 and terminate on December 31, 2018. The parties agree to meet following the conclusion of the second season of the contract to discuss the conditions of the agreement and potential extension of the term.

3. **Compensation.**

A. CITY agrees to pay GOLF PROFESSIONAL nine and one-half percent (9½ %) commission on all daily green fees, punch cards, season ticket sales, cart rental sales, daily & season cart course use and driving range for the term of the agreement. It is expressly agreed by the parties that no commission shall be payable or be deemed to accrue on any amount paid or collected for applicable sales taxes.

B. CITY agrees to pay GOLF PROFESSIONAL 95% of all net (after sales tax) revenue collected for the Recreation Division's summer youth and adult golf lesson programs and youth league monthly as revenue is received and added to commission payment. GOLF PROFESSIONAL is responsible for all associated expenses related to providing lessons and league.

C. It is further acknowledged by GOLF PROFESSIONAL that as an independent contractor, no amount will be deducted by CITY from any compensation paid for any applicable income or other withholding tax.

4. **Collection and Control of Revenue.** GOLF PROFESSIONAL is responsible for collecting all revenue generated by operation of the course. All revenue derived from sale of season tickets, green fees, driving range, punch cards, and rental & usage fees for power golf carts is property of CITY and shall be deposited with the Watertown Parks, Recreation & Forestry Department twice weekly during the months of April and May; and weekly during the remainder of the season. GOLF PROFESSIONAL agrees to charge these items pursuant to the "Rate Sheet" attached hereto as Exhibit A and incorporated by reference.

5. **Alcohol Sales.** CITY, by and through its Parks, Recreation & Forestry Board, has approved issuance of a malt beverage license to GOLF PROFESSIONAL doing business as Municipal Golf Course, to allow for the sale and consumption of malt beverages under the following terms and conditions:

A. GOLF PROFESSIONAL agrees to comply with all applicable provisions of SDCL Title 35 relating to the supply, delivery, sale and consumption of alcoholic beverages;

B. GOLF PROFESSIONAL acknowledges and agrees that the privilege of engaging in alcohol sales at the Clubhouse shall automatically terminate upon the happening of any of the following:

i) Upon proof of violation by GOLF PROFESSIONAL, their agents or employees of any provision of SDCL Title 35, or any rule or regulation adopted by the Secretary of Revenue as provided in SDCL Title 35, or violation of any ordinance or regulation of CITY relevant of alcoholic beverage control;

ii) Upon termination of this Agreement by either party, whether with or without cause;

C. In the event of any event giving rise to termination of the malt beverage license described herein occurs; GOLF PROFESSIONAL thereafter agrees to immediately surrender such license to CITY accompanied by GOLF PROFESSIONAL's written request for its immediate revocation and termination. GOLF PROFESSIONAL further, to the extent permitted by law, knowingly and voluntarily relinquishes its right, pursuant to

SDCL §35-2-13, to a hearing prior to such revocation and termination and hereby acknowledges this Agreement shall be provided to the Secretary of the South Dakota Department of Revenue as evidence of GOLF PROFESSIONAL's knowing and voluntary right to a hearing prior to termination of the malt beverage license.

D. GOLF PROFESSIONAL agrees to acquire and maintain a policy of both commercial and liquor liability insurance for the golf course holding a malt beverage license in the following amounts:

One-Million Dollars (\$1,000,000.00) Single Occurrence;  
Two-Million Dollars (\$2,000,000.00) Aggregate

GOLF PROFESSIONAL agrees that the commercial liability policy will include a property enhancement providing coverage for both money and securities in the amount of Ten-Thousand Dollars (\$10,000.00) for any single occurrence. GOLF PROFESSIONAL agrees that all insurance coverage required hereunder will name CITY as an additional insured and requiring notification by the issuer to CITY immediately upon any lapse or termination of coverage. In the event any such policy of insurance is terminated or lapses, for any reason, such termination or lapse shall give rise to an immediate termination of this Agreement, without need for notice prior to such immediate termination. GOLF PROFESSIONAL shall provide CITY a copy of all certificates of insurance required under this Agreement on an annual basis.

6. **Obligations of GOLF PROFESSIONAL.** Throughout the terms of this Agreement GOLF PROFESSIONAL agrees to the following:

A. Hours of Operation. GOLF PROFESSIONAL agrees that the Clubhouse shall maintain the following schedule of operation:

April 1 -15	10:00 a.m. -6:00 p.m.
April 16 -30	8:00 a.m. -dark
May 1 -Sept. 15	Mon. -Fri. 7:00 a.m. Sat., Sun. & Holidays 6:30 a.m. -dark
Sept. 16 -30	8:00 a.m. -dark
Oct. 1 -???	10:00 a.m. -dark The date of course closure shall be determined by the Golf Superintendent who shall notify the GOLF PROFESSIONAL in writing

It is expressly agreed by CITY and GOLF PROFESSIONAL that the Clubhouse may be closed anytime the course is closed. It is further agreed that GOLF PROFESSIONAL is required to adequately staff the clubhouse to ensure timely and efficient service to all patrons. From May 1 through September 15, a minimum of two staff will be required in Clubhouse. After September 15<sup>th</sup>, and until course closure, at least one person shall be in the Clubhouse whenever the course is open.

B. GOLF PROFESSIONAL shall supervise play of Ladies' Day, Men's Day, conduct tournaments for ladies and men and assist sponsors of all invitational tournaments with one 9-hole course remaining open to the public. GOLF PROFESSIONAL may elect to

enter into a separate agreement with the Men's and Women's leagues to establish terms and conditions for GOLF PROFESSIONAL's establishment of schedules of play. GOLF PROFESSIONAL is also encouraged to promote youth golf and offer golf etiquette classes.

C. GOLF PROFESSIONAL shall report any damage or injury to any property of CITY immediately to the Golf Course Superintendent.

D. GOLF PROFESSIONAL is responsible to keep and maintain the Clubhouse in a clean and orderly manner. For the purposes of this section, maintenance shall not be deemed to include structural repairs, or repairs to the HVAC, electrical and plumbing systems. GOLF PROFESSIONAL shall supply any needed cleaning and maintenance supplies; including, but not limited to napkins, silverware, glasses, cooking utensils, dishes, bathroom supplies, propane or natural gas and any other materials needed for food preparation. GOLF PROFESSIONAL shall pay for or provide any needed cleaning throughout the clubhouse including the food service area, food preparation area, grease trap, range and hood, and restrooms.

E. GOLF PROFESSIONAL agrees to operate the snack bar at all times when the Clubhouse is open.

F. GOLF PROFESSIONAL agrees to prohibit the consumption or possession of liquor, other than malt beverages which have been purchased on the premises.

G. GOLF PROFESSIONAL agrees to ensure all golfers register in the clubhouse before beginning play and that play be controlled in accordance with U.S.G.A practices as well as the Parks, Recreation & Forestry Board. To the extent possible GOLF PROFESSIONAL agrees to take whatever steps are reasonable and necessary to ensure all golfers proceed with play in a timely fashion.

H. GOLF PROFESSIONAL agrees to provide CITY a full and complete accounting of all golf operations on a form provided by December 15<sup>th</sup> each year subject to verified audit.

I. GOLF PROFESSIONAL agrees to attend all meetings of the golf committee as well as the monthly meeting of the Parks, Recreation and Forestry Board during the months of April, May, June, July, August, September and October. November-March meetings are optional,

J. GOLF PROFESSIONAL agrees to open and close cart sheds to coincide with 6.A Clubhouse hours of operation.

K. GOLF PROFESSIONAL agrees to run all summer youth and adult golf lessons and youth golf league offered by the Recreation Division with CITY managing the registration of all participants and approving the fees charged. GOLF PROFESSIONAL acknowledges and agrees to employ qualified instructors meeting minimum instructor/student ratios. A financial report of all income and expenses related to the

lesson and league program will be provided to the Recreation Superintendent by October 1<sup>st</sup> each year.

L. GOLF PROFESSIONAL works with Golf Course Superintendent and meets on an as-needed basis to review operations.

M. GOLF PROFESSIONAL shall be responsible to pay for all natural and propane gas supplied to and for the kitchen operations. A separate gas meter shall be installed for that purpose.

7. **Obligations of CITY.**

A. CITY agrees to provide a driving range, balls, baskets, ball dispenser, tokens, ball picker, as well as perform all maintenance on driving range and associated equipment. GOLF PROFESSIONAL will sell to customers tokens and will provide CITY a weekly summary of usage and revenue, based on cash register receipts. CITY will also pay the cost to clean the carpet in the clubhouse once every year.

B. CITY agrees that GOLF PROFESSIONAL be entitled to two (2) free non-assignable and non-transferable individual golfing passes.

C. CITY agrees to reimburse GOLF PROFESSIONAL for actual compensation paid to course starters, marshals and cart staff an amount not to exceed \$11,375.00 for 2016. For actual costs exceeding the not to exceed budgeted amount set by the governing body due to an extended season, a change order requesting additional funds must be approved by the governing body before the payment can be made. The GOLF PROFESSIONAL shall provide the Parks and Recreation Director a schedule of when the outside staff is scheduled to work, and shall provide documentation as required by the City on dates and times when outside staff were utilized. The not to exceed contract amount for calendar years 2017 and 2018 will be set through the annual budget process.

D. CITY agrees to provide the computer, internet hookup, bank startup fees, batch fees and transaction fees for the ACH program. CITY is not responsible to provide a printer, ink, toner, thermal paper for credit card receipts or printer paper to the GOLF PROFESSIONAL. CITY agrees to provide maintenance and repair of the four (4) city owned computers and server, located within the clubhouse, resulting from normal clubhouse operations and not misuse of the equipment. It is further agreed the GOLF PROFESSIONAL will not operate any personally owned computer programs on the CITY owned computers and the GOLF PROFESSIONAL will purchase and provide the concessions counter computer at the time this computer needs to be replaced.

8. **Miscellaneous.**

A. The parties acknowledge that this agreement may be terminated by CITY upon fifteen (15) days written notice to GOLF PROFESSIONAL of their failure to comply with any provision of this agreement.

B. This agreement represents the entire agreement of the parties and no other terms, either written or oral, exist.

C. This agreement is to be construed and governed by the laws of the State of South Dakota.

D. This agreement is not assignable or transferable by either party; whether individually or collectively by Pearson Golf Management, LLC.

E. GOLF PROFESSIONAL knowingly, intelligently, and voluntarily agrees to indemnify and hold harmless the CITY, and its employees, officers and agents, in whole or in part, from any claim, loss, damages, or expenses arising as a result of any activity or service performed under this Agreement, whether direct or indirect, whether to person or property, and including worker compensation claims.

F. GOLF PROFESSIONAL agrees to comply with all applicable federal, state or local law and ordinance while performing the services described herein.

**IN WITNESS WHEREOF THE PARTIES HAVE HEREUNTO SET HANDS**

**CITY:**

**GOLF PROFESSIONAL:**

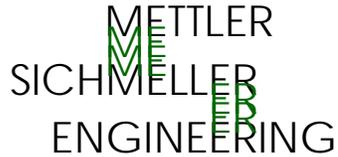
\_\_\_\_\_  
**STEVE THORSON, MAYOR**

\_\_\_\_\_  
**LEVI PEARSON  
PEARSON GOLF MGMT., LLC**

**ATTEST:**

\_\_\_\_\_  
**ROCHELLE M. EBBERS, CPA  
FINANCE OFFICER**

**(SEAL)**



Electrical and Mechanical  
Engineering  
Aberdeen, SD

December 18, 2015

Mr. Jay DeLange  
Director  
Parks, Recreation and Forestry  
Watertown, SD

Dear Mr. DeLange:

The proposed engineering services for the Foundation Field Baseball Lighting project would include the following items:

1. Provide electrical plans, specifications and bidding documents for the lighting of one of the baseball fields at Foundation Fields.
2. Provide a site visit to confirm existing conditions, and coordinate the electrical requirements with the City Utilities Electrical Department
3. Review shop drawings.
4. Review construction progress with one site visit.
5. Be available for phone meetings and questions from contractor.
6. Provide on site final inspection and report.
7. This proposal includes fees from Helms Engineering for FAA height compliance and construction staking.

The engineering fee is \$8,950 plus any applicable taxes and printing costs, printing costs vary depending on how many bidders your project attracts, for this size of project I would budget about \$500 for printing. Additional site visits at the request of the Owner would be billed at an hourly rate of \$120 / hr.

If this meets with your approval, I will be happy to begin work with a signed copy of this letter. Thank you for the opportunity to provide this proposal.

Sincerely,

Accepted:

A handwritten signature in blue ink that reads 'LARRY M. METTLER'.

Larry M. Mettler, P.E.  
Mettler Sichmeller Engineering

\_\_\_\_\_  
(name, title, date)

## TABULATION OF BIDS

## Bids for Two (2) Police Utility Vehicles

Bids opened at 10:00 AM on December 28, 2015

ITEM DESCRIPTION	NAME OF BIDDERS
	Watertown Ford Watertown , SD
Base Bid: Two (2) Police Utility Vehicles  Options: Cloth Rear Seat	\$28,586.00 Each  \$57.00 each
Total Bid - Including Options	\$57,286.00
Bid Security - Cashier's Check	\$2,859.00

## TABULATION OF BIDS

### Bids for one (1) Patrol Car

Bids opened at 10:00 AM on December 28, 2015

ITEM DESCRIPTION	NAME OF BIDDERS
	Watertown Ford Watertown , SD
Base Bid: One (1) Police Patrol Car	\$25,202.00
Options: Backup Camera	\$312.00
Total Bid - Including Options	\$25,514.00
Bid Security - Cashier's Check	\$1,260.00