

City of Watertown

Proposed City Council Agenda

City Hall, 23 2ND ST NE

Watertown, South Dakota

April 1, 2024, 5:30 PM



Page

1. CALL TO ORDER

2. PRAYER

3. PLEDGE OF ALLEGIANCE

4. ROLL CALL

5. ACTION TO APPROVE THE AGENDA

6. OPEN FORUM

7. CONSENT AGENDA

- (a) Approval of the minutes of the Council meeting held on March 18, 2024. 4 - 5
[City Council - Mar 18 2024 - Minutes](#)
- (b) Approval of the minutes of the Joint City Council / Plan Commission Meeting held on March 21, 2024. 6
[City Council / Plan Commission - Mar 21 2024 - Minutes](#)
- (c) Approval of a business license to Rose City Canopy & Sign as a Sign Installer (\$250.00) 7 - 11
[Rose City Canopy & Sign](#)
- (d) Approval of Application for Abatement/Refund of Property Taxes for record# 6138 in the amount of \$780.58 and record # 6141 in the amount of \$373.02. 12 - 16
[Abatements](#)
- (e) Authorization for Cattail Crossing Golf Course to declare one mower as surplus and trade in at Dakota Custom Turf. 17 - 18
[Cattail Crossing Golf Course Mower](#)
- (f) Approval of bills and payroll and authorization to pay

8. PRESENTATIONS & REPORTS

9. CONTRACTS & CHANGE ORDERS

- (a) Approval of Bid Award for the Wells Fargo Renovation and Addition for the New City Hall, Project No. 2035, to Huff Construction for total of base bid and all alternates in the amount of \$4,214,470.00. 19 - 24
[Renovation and Addition for New City Hall, Project #2035](#)
- (b) Approval of Bid Award for the Asbestos Abatement for the Wells Fargo 25 - 28

Remodel for the New City Hall, Project No. 2035 to Prairie Environmental Consulting, Inc. in the amount of \$31,850.00.

[Asbestos Abatement for New City Hall, Project #2035](#)

- (c) Approval of a Bid Award for the 2024 Park and Recreation Improvement Projects, Project No. 2409, to Duininck Inc. for Bid Schedules A, B, and C in the amount of \$545,518.20. 29 - 32

[Park and Recreation Improvement Projects, Project #2409](#)

- (d) Authorization for the City Manager to award bid and sign a purchase order agreement with Danko to build the Fire Brush Truck that is in the 2025 CIP Fire budget. 33 - 36

[Fire Brush Truck Bid Award](#)

10. ORDINANCE FIRST READINGS

11. PUBLIC HEARINGS & SECOND READINGS

- (a) Application for a new Retail (on-off sale) Malt Beverage & SD Farm Wine License to Hector Meza LLC d/b/a El Tapatio Family Mexican Restaurant, 717 9th Ave SE, Lots 16-21 Blk 28 Brocks Addn Suite 715 37 - 39

1. Public Hearing
2. Council Action

[El Tapatio - Malt Beverage](#)

- (b) Application for a new Retail (on-off sale) Wine & Cider License to Hector Meza LLC d/b/a El Tapatio Family Mexican Restaurant, 717 9th Ave SE, Lots 16-21 Blk 28 Brocks Addn Suite 715 40 - 42

1. Public Hearing
2. Council Action

[El Tapatio - Wine](#)

12. OTHER BUSINESS

- (a) Approval to Reallocate Fiscal Year '24 Solid Waste Fund Capital Budget Savings and to proceed with the additional proposed capital improvements. 43 - 54

[Landfill Paving Improvement Project](#)

- (b) Mayor's Appointment of Members to the Commercial Lake (CL) Committee

13. CITY COUNCIL MEMBER ANNOUNCEMENTS AND INTRODUCTION OF TOPICS FOR FUTURE DISCUSSION

14. CITY MANAGER REPORT

15. EXECUTIVE SESSION PURSUANT TO SDCL 1-25-2

16. ADJOURNMENT

Kristen Bobzien
Chief Financial 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.

Watertown
City Council Meeting Minutes
March 18, 2024

The City Council met in regular session at 5:30 PM in the City Hall Council Chambers, 23 2ND ST NE. Mayor Ried Holien presiding.

Present upon roll call: Alderperson Peters, Schutte, Tupper, Buhler, Danforth, Jurrens and Mayor Holien.

Motion by Buhler, seconded by Tupper, to approve the agenda as presented. Items approved as part of the consent agenda: minutes of the Council meeting held on March 4, 2024; Mayor's appointment of Michael Danforth, Lynn Jurrens and Dan Schutte as City Council representatives to serve on the 2024 Consolidated Board of Equalization; write-off uncollectible Ambulance accounts receivable and remit to the collection agency for the month of January and February in the amount of \$91,256.75; authorization for the Police Department to declare miscellaneous equipment as surplus and dispose of as junk and authorization for the Police Department to declare three vehicles as surplus and trade in at Watertown Ford. Motion Carried.

Mayor Holien called for Open Forum. Mike Knutson addressed the City Council in regards to sidewalks.

Motion by Schutte, seconded by Buhler, to approve a Bid Award for the 2024 PMP-B Neighborhood Street Reconstruction Project-12th Avenue NW, Project No. 2403, to Duinick Inc., in the amount of \$1,443,859.95, pending Watertown Municipal Utilities Board approval. Paul Fox addressed the City Council in regards to this project. Motion Carried.

Motion by Peters, seconded by Jurrens to approve a Bid Award for the Bid Award for 2024 Alley Improvement Project, Project No. 2413, to Timmons Construction Inc., in the amount of \$112,773.50. Motion Carried.

Councilman Tupper and Councilman Jurrens addressed sidewalk construction and meeting the needs of people with disabilities.

City Manager Mack reported that recommendations will be forthcoming in regards to City Ordinance amendments which may allow golf cart usage on City Streets.

City Manager Mack announced that the City Finance Office received the Certificate of Achievement for Excellence in Financial Reporting from the GFOA. This is the 41st time the City has received this award.

City Manager Mack stated there will be a joint City Council / Plan Commission Meeting on Thursday, March 21st at 3:00 PM in the Community Room at the Police Department. The Plan Commission also has a meeting that same day at 4:15 PM.

City Manager Mack announced the Junior Hockey Team Lease has been executed and the team name will be the Watertown Shamrocks.

City Manager Mack stated that Day of Development will be Wednesday, March 19th at the Goss Opera House.

Agenda Item 7.(a) Approval of the minutes of the Council meeting held on...

City Manager Mack stated the Budget Calendar for 2025 was sent out in a recent bi-weekly report. It is likely that information will come before City Council during the April Work Session meeting.

City Manager Mack asked the City Council to be on the look-out for an email from her in regards to the Street Facility.

Councilman Danforth asked what the intent is for Thursday's Joint City Council / Plan Commission Meeting. Mayor Holien stated the intent is to get intentions on record for Commercial Lake amendments. Voting may occur from both governing boards in order to establish a strategy for potential changes.

Councilman Jurrens invited community members to share ideas in regards to Commercial Lake discussions.

City Attorney Carrico stated she will share the Policy and Procedure PowerPoints with the City Council by email.

Motion by Tupper, seconded by Peters, to adjourn until 5:30 PM on Monday, April 1st, 2024. 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, March 18th, 2024.

ATTEST:

Kristen Bobzien, Finance Officer

Ried Holien, Mayor

Watertown
Joint City Council / Plan Commission Meeting Minutes
March 21, 2024

The City Council and Plan Commission met in joint session at 3:00 PM in the Police Department Community Room, 128 N Maple. Mayor Ried Holien presiding.

City Council present upon roll call: Alderperson Tupper, Schutte, Peters, Danforth, Jurrens, Buhler and Mayor Holien.

Plan Commission present upon roll call: Kays, Oletzke, Dargatz Johnson, Dahle, Hanson, Brink and Speier.
Absent: Ford and Culhane.

Motion by Danforth, seconded by Tupper, to approve the agenda for the City Council as presented. Motion Carried.

Motion by Kays, seconded by Brink to approve the agenda for the Plan Commission as presented. Motion Carried.

Mayor Holien called for Open Forum. No comments.

The City Council and Plan Commission provided direction to City staff regarding changes to Commercial Lake Zoning & Usage. The governing boards casted votes to determine a strategy to move forward with Commercial Lake changes. By majority vote, the governing boards voted to amend the current City Ordinance and to consider all proposed amendments.

Motion by Oletzke, seconded by Dargatz Johnson, to adjourn the Plan Commission Meeting. Motion Carried.

Motion by Buhler, seconded by Danfoth, to adjourn until 5:30 PM on Monday, April 1st, 2024. 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, March 21, 2024.

ATTEST:

Kristen Bobzien, Finance Officer

Ried Holien, Mayor



City Council

Agenda Item

Subject: Approval of a business license to Rose City Canopy & Sign as a Sign Installer (\$250.00)

Meeting: City Council - Apr 01 2024

From: Amanda Mack, City Manager

SUGGESTED MOTION:

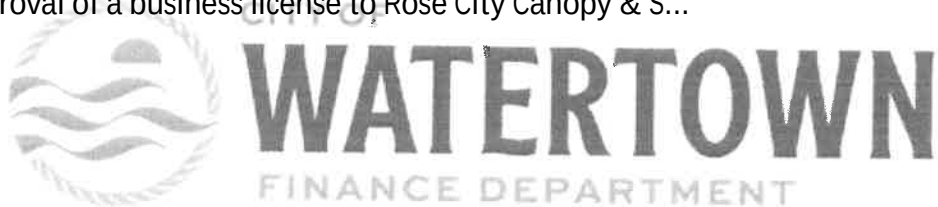
I move to approve the business license to Rose City Canopy & Sign as a Sign Installer (\$250.00).

STAFF REFERENCE(S):

Jennifer Collins

ATTACHMENT(S):

[Rose City](#)



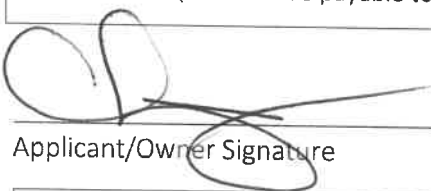
Sign Installer License Application

☐ New Application ☒ Renewal

Licensing Year: 2024

License Information:

Business Name (as it will appear on license)	Rose City Canopy + Sign
Applicant/Owner Name (as it will appear on license)	Steve Godwin
Business Address	31208 Ctn 71
City, State, Zip	Eagle Bend, MN 56446
Phone Number	218-738-3188
Email Address	nikki@roscityinc.com
Insurance Company Name (copy of certificate req'd)	Secura
Insurance Expiration Date	11/19/24
Bond Company Name (copy of bond req'd)	Western Surety
Bond Expiration Date	08/27/2024
License Fee (check made payable to City of Watertown)	License fee: \$250.00 first year/\$75.00 renewal



Applicant/Owner Signature

3.15.24

Date

TO BE COMPLETED BY CITY OF WATERTOWN

Fee Paid: _____	City Council Approved On _____
Receipt Number: _____ Dated: _____	
License or Permit Number: _____	City Manager _____
	Finance Officer _____

Submit completed application to: City Finance Office, Attn: Records/Licensing Manager, PO Box 910, Watertown SD 57201
Phone# (605) 882-6203 • Fax# (605) 882-6218 • licenses@watertownsd.us

CERTIFICATE OF LIABILITY INSURANCE		DATE (MM/DD/YYYY) 11/02/2023																					
THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.																							
IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).																							
PRODUCER Christensen Group 9855 West 78th Street, Ste 100 Eden Prairie MN 55344 INSURED Rose City Canopy Inc., Rose City Electric Company, Inc. Rose City Sign Co., Inc. 31208 County Road 71 Eagle Bend MN 56446-1139	CONTACT NAME: Matt Pinewski PHONE (A/C, No. Ext.): (952) 653-1000 FAX (A/C, No.): (952) 653-1100 E-MAIL: mpinewski@christensengroup.com <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th colspan="2" style="text-align: left;">INSURER(S) AFFORDING COVERAGE</th> <th style="text-align: left;">NAIC #</th> </tr> <tr> <td>INSURER A:</td> <td>SECURA Insurance</td> <td>22543</td> </tr> <tr> <td>INSURER B:</td> <td></td> <td></td> </tr> <tr> <td>INSURER C:</td> <td></td> <td></td> </tr> <tr> <td>INSURER D:</td> <td></td> <td></td> </tr> <tr> <td>INSURER E:</td> <td></td> <td></td> </tr> <tr> <td>INSURER F:</td> <td></td> <td></td> </tr> </table>		INSURER(S) AFFORDING COVERAGE		NAIC #	INSURER A:	SECURA Insurance	22543	INSURER B:			INSURER C:			INSURER D:			INSURER E:			INSURER F:		
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INSURER E:																							
INSURER F:																							
COVERAGES CERTIFICATE NUMBER: 23-24 LIABILITY REVISION NUMBER:																							
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.																							
INSR LTR	TYPE OF INSURANCE	ACORD SUBR (INSR) WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS																	
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR ☐ Contractual Liability included per policy provisions GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☒ PROJECT ☐ LOC ☐ OTHER:		CP3376440	11/19/2023	11/19/2024	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 3,000,000 PRODUCTS - COMPOP AGG \$ 2,000,000																	
A	AUTOMOBILE LIABILITY ☒ ANY AUTO ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY		A3376441	11/19/2023	11/19/2024	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$																	
A	☒ UMBRELLA LIAB ☒ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE DED ☒ RETENTION \$ 0		CU3376443	11/19/2023	11/19/2024	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000																	
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/ MEMBER EXCLUDED? Y / N (Mandatory in NH) N / A If yes, describe under DESCRIPTION OF OPERATIONS below		WC3376442 / WC3376439	11/19/2023	11/19/2024	☒ PER STATUTE ☐ OTHER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000																	
A	Rented/Leased Equipment from others		CP3376440	11/19/2023	11/19/2024	Limit \$105,000																	
DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)																							
CERTIFICATE HOLDER City of Watertown PO Box 910 Watertown SD 57201				CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE																			

SF MW

AGENTS COPY



Western Surety Company

CONTINUATION CERTIFICATE

Western Surety Company hereby continues in force Bond No. 63779604 briefly described as SIGN CONTRACTOR CITY OF WATERTOWN

for ROSE CITY CANOPY, INC.

_____, as Principal,

in the sum of \$ TEN THOUSAND AND NO/100 Dollars, for the term beginning

August 27, 2023, and ending August 27, 2024, subject to all

the covenants and conditions of the original bond referred to above.

This continuation is issued upon the express condition that the liability of Western Surety Company under said Bond and this and all continuations thereof shall not be cumulative and shall in no event exceed the total sum above written.

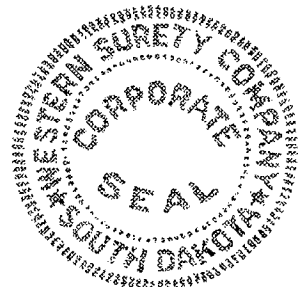
Dated this 10th day of July, 2023.

WESTERN SURETY COMPANY

By _____

Larry Kasten

Larry Kasten, Vice President



THIS "Continuation Certificate" MUST BE FILED WITH THE ABOVE BOND.

Western Surety Company

POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS:

That WESTERN SURETY COMPANY, a corporation organized and existing under the laws of the State of South Dakota, and authorized and licensed to do business in the States of Alabama, Alaska, Arizona, Arkansas, California, Colorado, Connecticut, Delaware, District of Columbia, Florida, Georgia, Hawaii, Idaho, Illinois, Indiana, Iowa, Kansas, Kentucky, Louisiana, Maine, Maryland, Massachusetts, Michigan, Minnesota, Mississippi, Missouri, Montana, Nebraska, Nevada, New Hampshire, New Jersey, New Mexico, New York, North Carolina, North Dakota, Ohio, Oklahoma, Oregon, Pennsylvania, Rhode Island, South Carolina, South Dakota, Tennessee, Texas, Utah, Vermont, Virginia, Washington, West Virginia, Wisconsin, Wyoming, and the United States of America, does hereby make, constitute and appoint

Larry Kasten of Sioux Falls,
State of South Dakota, its regularly elected Vice President,
as Attorney-in-Fact, with full power and authority hereby conferred upon him to sign, execute, acknowledge and deliver for and on its behalf as Surety and as its act and deed, the following bond:

One SIGN CONTRACTOR CITY OF WATERTOWN

bond with bond number 63779604

for ROSE CITY CANOPY, INC.

as Principal in the penalty amount not to exceed: \$10,000.00

Western Surety Company further certifies that the following is a true and exact copy of Section 7 of the by-laws of Western Surety Company duly adopted and now in force, to-wit:

Section 7. All bonds, policies, undertakings, Powers of Attorney, or other obligations of the corporation shall be executed in the corporate name of the Company by the President, Secretary, any Assistant Secretary, Treasurer, or any Vice President, or by such other officers as the Board of Directors may authorize. The President, any Vice President, Secretary, any Assistant Secretary, or the Treasurer may appoint Attorneys-in-Fact or agents who shall have authority to issue bonds, policies, or undertakings in the name of the Company. The corporate seal is not necessary for the validity of any bonds, policies, undertakings, Powers of Attorney or other obligations of the corporation. The signature of any such officer and the corporate seal may be printed by facsimile.

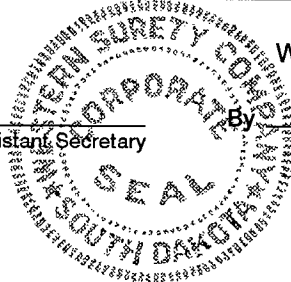
This Power of Attorney may be signed by digital signature and sealed by a digital or otherwise electronic-formatted corporate seal under and by the authority of the following Resolution adopted by the Board of Directors of the Company by unanimous written consent dated the 27th day of April, 2022:

"RESOLVED: That it is in the best interest of the Company to periodically ratify and confirm any corporate documents signed by digital signatures and to ratify and confirm the use of a digital or otherwise electronic-formatted corporate seal, each to be considered the act and deed of the Company."

In Witness Whereof, the said WESTERN SURETY COMPANY has caused these presents to be executed by its
Vice President with the corporate seal affixed this 10th day of July, 2023.

ATTEST

L. Bauder
L. Bauder, Assistant Secretary



WESTERN SURETY COMPANY

By

Larry Kasten

Larry Kasten, Vice President

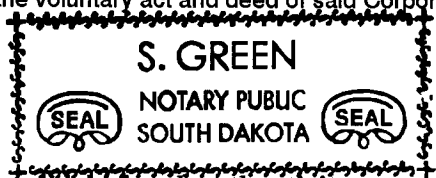
STATE OF SOUTH DAKOTA

COUNTY OF MINNEHAHA

} ss

On this 10th day of July, 2023, before me, a Notary Public, personally appeared
Larry Kasten and L. Bauder

who, being by me duly sworn, acknowledged that they signed the above Power of Attorney as Vice President
and Assistant Secretary, respectively, of the said WESTERN SURETY COMPANY, and acknowledged said instrument to be the voluntary act and deed of said Corporation.



S. Green

Notary Public

My Commission Expires February 12, 2027

To validate bond authenticity, go to www.cnasurety.com > Owner/Obligee Services > Validate Bond Coverage.



City Council

Agenda Item

Subject: Approval of Application for Abatement/Refund of Property Taxes for record# 6138 in the amount of \$780.58 and record # 6141 in the amount of \$373.02.

Meeting: City Council - Apr 01 2024

From: Amanda Mack, City Manager

SUGGESTED MOTION:

I move to approve the Application for Abatement/Refund of Property Taxes for record# 6138 in the amount of \$780.58 and record # 6141 in the amount of \$373.02.

STAFF REFERENCE(S):

Jennifer Collins

ATTACHMENT(S):

[Abatement](#)

APPLICATION FOR ABATEMENT OR REFUND OF TAXES
under the provisions of SDCL 10-18-1
TO THE BOARD OF COUNTY COMMISSIONERS OF CODINGTON COUNTY, SOUTH DAKOTA

FILED

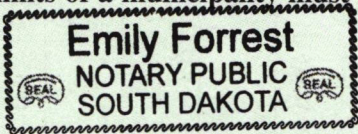
MAR 04 2024

NAME [REDACTED] CODINGTON COUNTY AUDITOR
MAILING ADDRESS [REDACTED]
CITY WATERTOWN STATE SD ZIP CODE 57201
Record # 6138 Legal Description of Property LOT 1 D & J ADD & D & J 2ND ADD
CITY OF WATERTOWN

Application for an abatement / refund of taxes if being presented due to the following reason (check applicable provision).

- ☐ An error has been made in any identifying entry of description of the real property; in entering the valuation of the real property or in the extension of the tax, to the injury of the complainant;
- ☐ Improvements on any real property were considered or included in the valuation of the real property, which did not exist on the real property at the time fixed by law for making the assessment;
- ☒ The complainant or the property is exempt from the tax;
- ☐ The complainant had no taxable interest in the property assessed against the complainant at the time fixed by law for making the assessment;
- ☐ Taxes have been erroneously paid or error made in noting payment or issuing receipt for the taxes paid;
- ☐ The same property has been assessed against the complainant more than once in the same year, and the complainant produces satisfactory evidence that the tax for the year has been paid.
- ☐ A loss occurred because of flood, fire, storm, or other unavoidable casualty;
Date of Loss _____
- ☐ Structures have been removed after the assessment date (upon verification by the director of equalization),
Date structures removed _____
- ☐ Applicant, having otherwise qualified for the Assessment Freeze for the Elderly and Disabled, but missed the deadline as prescribed in § 10-6A-4.
- ☐ Applicant, having otherwise qualified for classification of owner--occupied single family dwelling, but missed the deadline as prescribed by law due to temporary duty assignment for the military.
- ☐ Other / Comments _____

(No tax may be abated on any real property which has been sold for taxes, while a tax certificate is outstanding - - Any abatement on property within corporate limits of a municipality must be first approved by the governing body of the municipality.)



I hereby apply for an abatement / refund of property
[REDACTED]
Applicant's Signature

Subscribed and sworn to, before me this 19 day of
March, 2024.
Emily Forrest
Notary / Auditor / Deputy Auditor / Director of Equalization

Date received in the County Auditor's Office	<u>3/4/24</u>	Received by	<u>C. Feldmeyer</u>
Taxes due in	<u>2024</u>	Total Taxable Value	<u>106,540</u>
		Total Taxes Due	<u>1561.14</u>
Tax levy	<u>14.653</u>	Property classification	<u>NA</u>
Taxable Value Abated	<u>53,271</u>	Amount Abated	<u>780.58</u>
		Amount Refunded	_____

Records have been checked and it was found that this property was purchased
by a tax exempt entity on 6-30-23

I (do) do not recommend that this abatement or refund be allowed.

Shaura Ernst
ASSESSING OFFICER

Approved by authority of Subdivision
of SDCL-10-18-6.

City of _____

Dated _____, 20____

Mayor.

Rejected:

Reasons:

Dated _____, 20____

Mayor.

Applicant advised of action by notice dated _____, 20____.

City Auditor.

Approved by authority of Subdivision
of SDCL-10-18-1.

Dated _____, 20____

Chairman County Board.

Rejected:

Reasons:

Dated _____, 20____

Chairman County Board.

Applicant advised of action by notice dated _____, 20____.

County Auditor.

No. _____

APPLICATION FOR
ABATEMENT OR REFUND

of

Mr. _____

P.O. _____

OFFICE OF COUNTY AUDITOR

Codington County

Received and filed in my office on

_____, 20____.

County Auditor.

By _____ Deputy.

APPLICATION FOR ABATEMENT OR REFUND OF TAXES
under the provisions of SDCL 10-18-1
TO THE BOARD OF COUNTY COMMISSIONERS OF CODINGTON COUNTY, SOUTH DAKOTA

FILED

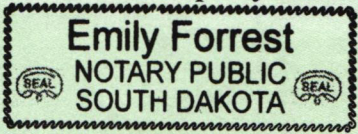
MAR 04 2024

NAME [REDACTED] CODINGTON COUNTY AUDITOR
MAILING ADDRESS [REDACTED]
CITY WATERTOWN STATE SD ZIP CODE 57201
Record # 6141 Legal Description of Property LOT A & LOT C SUBD SD LIVESTOCK
SALES COMPANY LOT 2 CITY OF WATERTOWN

Application for an abatement / refund of taxes if being presented due to the following reason (check applicable provision).

- ☐ An error has been made in any identifying entry of description of the real property; in entering the valuation of the real property or in the extension of the tax, to the injury of the complainant;
- ☐ Improvements on any real property were considered or included in the valuation of the real property, which did not exist on the real property at the time fixed by law for making the assessment;
- ☒ The complainant or the property is exempt from the tax;
- ☐ The complainant had no taxable interest in the property assessed against the complainant at the time fixed by law for making the assessment;
- ☐ Taxes have been erroneously paid or error made in noting payment or issuing receipt for the taxes paid;
- ☐ The same property has been assessed against the complainant more than once in the same year, and the complainant produces satisfactory evidence that the tax for the year has been paid.
- ☐ A loss occurred because of flood, fire, storm, or other unavoidable casualty;
Date of Loss _____
- ☐ Structures have been removed after the assessment date (upon verification by the director of equalization),
Date structures removed _____
- ☐ Applicant, having otherwise qualified for the Assessment Freeze for the Elderly and Disabled, but missed the deadline as prescribed in § 10-6A-4.
- ☐ Applicant, having otherwise qualified for classification of owner-occupied single family dwelling, but missed the deadline as prescribed by law due to temporary duty assignment for the military.
- ☐ Other / Comments _____

(No tax may be abated on any real property which has been sold for taxes, while a tax certificate is outstanding - - Any abatement on property within corporate limits of a municipality must be first approved by the governing body of the municipality.)



I hereby apply for an abatement / refund of property
[REDACTED]
Applicant's Signature

Subscribed and sworn to, before me this 19 day of
March, 2024.
Emily Forrest
Notary / Auditor / Deputy Auditor / Director of Equalization

Date received in the County Auditor's Office	<u>3/4/2024</u>	Received by	<u>C. Feldmeyer</u>		
Taxes due in	<u>2024</u>	Total Taxable Value	<u>101,829</u>	Total Taxes Due	<u>1492.12</u>
Tax levy	<u>14.653</u>	Property classification	<u>NA</u>		
Taxable Value Abated	<u>25,456</u>	Amount Abated	<u>373.02</u>	Amount Refunded	

Records have been checked and it was found that this property was purchased
by a tax exempt entity on 9-19-2023.

I (do) do not recommend that this abatement or refund be allowed.

Shauna Condit
ASSESSING OFFICER

Approved by authority of Subdivision
of SDCL-10-18-6.
City of _____
Dated _____, 20____

Mayor.
Rejected: _____
Reasons: _____

Dated _____, 20____

Mayor.
Applicant advised of action by notice dated
_____, 20____.

City Auditor.

Approved by authority of Subdivision
of SDCL-10-18-1.
Dated _____, 20____

Chairman County Board.
Rejected: _____
Reasons: _____

Dated _____, 20____

Chairman County Board.
Applicant advised of action by notice dated
_____, 20____.

County Auditor.

No. _____
APPLICATION FOR
ABATEMENT OR REFUND
of
Mr. _____
P.O. _____

OFFICE OF COUNTY AUDITOR
Codington County
Received and filed in my office on
_____, 20____.

County Auditor.
By _____
Deputy.



City Council

Agenda Item

Subject: Authorization for Cattail Crossing Golf Course to declare one mower as surplus and trade in at Dakota Custom Turf.

Meeting: City Council - Apr 01 2024

From: Dusty Rodiek, Director of Parks, Recreations & Forestry

BACKGROUND INFORMATION:

Trade in a Jacobson Greens Mower value (\$7750.00) for a Lely Fertilizer Spreader value (\$7750.00) at Dakota Custom Turf.

SUGGESTED MOTION:

I move to approve the authorization for Cattail Crossing Golf Course to declare one mower as surplus and trade in at Dakota Custom Turf.

ATTACHMENT(S):

[Golf Course Surplus Trade In](#)

Declare Surplus and trade in at Dakota Custom Turf

Make	Model	Year	Serial Number
Jacobson	GP400 greens mower	2013	6270600408



City Council

Agenda Item

Subject: Approval of Bid Award for the Wells Fargo Renovation and Addition for the New City Hall, Project No. 2035, to Huff Construction for total of base bid and all alternates in the amount of \$4,214,470.00.

Meeting: City Council - Apr 01 2024

From: Amanda Mack, City Manager

BACKGROUND INFORMATION:

On March 19, 2024, the City received seven (7) bids for the City Hall Renovation and Addition, Project #2035, ranging from \$4,214,470.00 to \$5,334,000.00. The low bid was received from Huff Construction for \$4,214,470.00, which was 15.7% lower than the Architect's estimate of \$5,000,000, and approximately \$30,000 lower than the next-low bidder.

The attached bid tabulation sheet presents the compilation of all bidders and their numbers for the base bid and alternates. Given the City's latitude to award any combination of base bid and/or bid alternates as determined appropriate by the Council to meet the City's needs, the resulting low bidder could change.

The Base Bid includes Remodel of Old Wells Fargo Building, the Council Chambers addition, and site work: \$3,944,370.00.

Alternate GC1-1 includes the enclosure of the teller canopy area to create a garage: \$266,600.00.

Alternate GC1-2 includes the removal of the vault door in the basement: \$3,500.00.

Staff are recommending awarding the base bid and both alternates. For alternate 1, the indoor vehicle storage has been identified at least since 2016 as a necessary project component by previous Mayors, City Councils, and City staff. At that time, preliminary drawings of a new City Hall included 4700 SF of garage space for 10 vehicles. After that, the Ruins multi-use site consideration included underground parking garage for City vehicle storage. Since then, the Wells Fargo canopy drive-through structure has been identified as a logical means to enclose and accomplish the indoor storage need. Some reasons the need was identified:

- City Hall has invested over \$260,000 in the current ten-vehicle City Hall fleet
- Need for secure storage for vehicles and their contents (expensive engineering survey equipment and IT equipment) - eliminate need to load/unload these items daily
- Gained efficiencies: reduced start-up/warm-up time in winter months, more efficient snow removal across the City Hall parking lot without having to relocate a fleet of vehicles
- Consistent with other recent new City Facility Projects where City vehicles are kept: Police Department, both Fire Stations, Wastewater Admin building, Airport SRE building, upcoming Street Maintenance Facility.

Agenda Item 9.(a) Approval of Bid Award for the Wells Fargo Renovation a...

Previously, the project was bid on July 12, 2022, with one (1) bidder for a total of \$5,850,000, which is about 39%, or approximately \$1.6M higher than the current bid. The current design simplified the site work, electrical, plumbing, HVAC, and woodworking. The current bidding climate attracted more interest from Contractors within the region than the previous bid.

The current City Hall building has numerous deficiencies that result in a need for a new City Hall: ADA limitations, safety concerns, health concerns, age of the HVAC system, roofing, plumbing and electrical issues, and adequate employee and meeting space/layout limitations.

The proposed renovation of the Wells Fargo building provides adequate space for existing and future growth, addresses safety, adds a sprinkler system, replaces the shingles, updates the bathrooms and provides an addition of a Council Chambers meeting space that increases the existing capacity and provides for easier access and better community engagement. The alternate for the garage would keep City vehicles and equipment in a protected environment, protect the assets of vehicles and contents within them such as IT equipment and survey equipment, and improve efficiencies for operations by cutting down on winter weather start-up/prep time and parking lot snow removal coordination.

The City will also have Owner-provided FFE, interior signage, IT/AV equipment, and geotechnical testing as part of this project. The total estimate to complete this project is \$5,369,682.00.

FINANCIAL IMPACT:

There is \$10,241,463.46 remaining in the Capital Improvement Fund, Account 505-45603-43202, to be used for this project.

SUGGESTED MOTION:

Staff recommends approval of this Bid Award through the following motion:

I move to approve the Bid Award for the Wells Fargo Renovation and Addition for the New City Hall, Project No. 2035, to Huff Construction for total of base bid and all alternates in the amount of \$4,214,470.00.

STAFF REFERENCE(S):

Heath VonEye, Justin Petersen

ATTACHMENT(S):

[City Hall Bid Tab-Final](#)

[City Hall Bid Recommendation](#)

[City Hall Budget Summary-Cost to Finish](#)



Project: Watertown City Hall Renovation, City of Watertown
Project Location: Watertown, South Dakota
TSP Project No.: 09201051
Bid Date/Time: Tuesday, March 19, 2024 at 3pm local time

	CONTRACTOR NAME											
	CITY HALL REMODEL AND ADDITION								ASBESTOS ABATEMENT			
	Huff Construction	Gray Construction	Hegg Construction	Sunkota Construction	Lloyd Companies	Sentry	Peska Construction		Prairie Enviromental Consulting	Horsley Specialties Inc.	Mavo Systems	
Bid Security												
Check												
Bond	Y	Y	Y	Y	Y	Y	Y					
Prebid Meeting												
Addenda												
1	Y	Y	Y	Y	Y	Y	Y		Y	Y	Y	
2	Y	Y	Y	Y	Y	Y	Y		Y	Y	Y	
3	Y	Y	Y	Y	Y	Y	Y		Y	Y	Y	
4	Y	Y	Y	Y	Y	Y	Y		Y	Y	Y	
Base Bid GC1	\$3,944,370.00	\$3,899,000.00	\$4,000,000.00	\$4,143,700.00	\$4,198,000.00	\$4,780,000.00	\$4,867,000.00					
Base Bid AA1									\$31,850.00	\$68,400.00	\$74,351.00	
Alternates												
Alternate No. GC1-1	\$266,600.00	\$340,000.00	\$297,432.53	\$214,864.00	\$230,000.00	\$193,000.00	\$437,000.00					
Alternate No. GC1-2:	\$3,500.00	\$7,000.00	\$6,541.00	\$4,500.00	\$13,500.00	\$10,000.00	\$30,000.00					
Special Forms												
Abatement Schedule												
Remarks												
Total Base Bid	\$3,944,370.00	\$3,899,000.00	\$4,000,000.00	\$4,143,700.00	\$4,198,000.00	\$4,780,000.00	\$4,867,000.00		\$31,850.00	\$68,400.00	\$74,351.00	
Total Base Bid + Alternate No. GC1-1	\$4,210,970.00	\$4,239,000.00	\$4,297,432.53	\$4,358,564.00	\$4,428,000.00	\$4,973,000.00	\$5,304,000.00					
Total Base Bid + Alternate No. GC1-2	\$3,947,870.00	\$3,906,000.00	\$4,006,541.00	\$4,148,200.00	\$4,211,500.00	\$4,790,000.00	\$4,897,000.00					
Total Base Bid + Alternate No. GC1-1 + Alternate No. GC1-2	\$4,214,470.00	\$4,246,000.00	\$4,303,973.53	\$4,363,064.00	\$4,441,500.00	\$4,983,000.00	\$5,334,000.00					



14 W Kemp Ave
Watertown, SD 57201

(605) 884-7090

teamtsp.com

Architecture
Engineering
Planning

March 22, 2024

RE: City of Watertown
Renovation and Addition for New City Hall
Watertown, South Dakota
TSP Project No. 09201051

Justin Peterson, City Engineer
City of Watertown
23 2nd Street NW
PO Box 910
Watertown, South Dakota 57201

Justin,

On March 19, 2024, bids were received on the above-named project. Multiple prime bids were received for each respective contract as identified on the attached Bid Tab. Recommendations regarding the asbestos abatement will be provided by Geotek Engineering & Testing Services, Inc.

With seven prime bidders for the General Construction contract, the results indicate a good bidding environment. The apparent low bid(s) are lower than recent cost estimates and appear to be fair and reasonable. The General Construction base bids ranged from \$3,899,000.00 to \$4,867,000.00, with Gray Construction submitting the apparent low base bid.

Alternate GC1-1 (enclose the drive-thru teller structure) had bids ranging from \$266,600.00 to \$437,000.00. Huff Construction submitted an apparent low base bid plus Alternate GC1-1 of \$4,210,970.00.

Alternate GC1-2 (removal of the existing vault door) had bids ranging from \$3,500.00 to \$30,000.00. The acceptance or rejection of Alternate GC1-2 will not influence which contractor would have the apparent low bid.

TSP has been in contact with both potential low bidders (Gray Construction and Huff Construction). Both contractors indicated they have no exceptions to their submitted bids and stand by the submitting bid amounts.

Through coordination with the Public Works Director, Heath VonEye; the City Engineer, Justin Peterson; and the City Attorney, Lisa Carrico, the options that have been identified and researched are summarized as follows:

OPTION 1

- Accept the base bid as submitted by Gray Construction for \$3,899,000.00. Alternate GC1-1 (enclose the drive-thru teller structure) would need to be rejected. Alternate GC1-2 (removal of the existing vault door) could be accepted or rejected.

OPTION 2

- Accept the base bid and Alternate GC1-1 (enclose the drive-thru teller structure) for \$4,210,970.00. Alternate GC1-2 (removal of the existing vault door) could be accepted or rejected. The apparent low for this option is Huff Construction.

Please contact me if you wish to discuss this further or let us know how you wish to proceed.

TSP, Inc.

A handwritten signature in black ink, appearing to read "Tadd M. Holt", with a stylized flourish at the end.

Tadd M. Holt, PE
Project Manager

cc: Rex A. Hambrock

Date: March 22, 2024

Project Name: Renovation and Addition for New City Hall
Project Address: Watertown, SD
Project Budget: Post Bid Estimate

DESCRIPTION	LEFT TO COMPLETE WF RENOVATION FOR NEW CITY HALL	REMARKS
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CONSTRUCTION

Base Bid (site work, renovation & addition)	\$ 3,944,370	Huff Construction
Alternate 1 - Enclose drive through structure	\$ 266,600	Huff Construction
Alternate 2 - Remove existing vault door	\$ 3,500	Huff Construction
Asbestos Abatement	\$ 31,850	Prairie Environmental
Owner Construction Contingency (2.5%)	\$ 55,361.75	Plus \$50,000 Allowance in Bid

Total Proposed Construction Budget	\$ 4,301,682
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REMAINING COSTS BY CITY (ESTIMATED)

A/V and Technology	\$ 400,000	Networking (cable, conduit, network racks, fiber, battery back-ups), Security/Door access, AV for Council and Basement Conference room, TVs/Digital Signage for conference rooms/offices
Furniture/Furnishings/Equipment	\$ 640,000	30 FTE, 3 meeting rooms, training room, council chambers: desks, chairs, tables, printers, file cabinets, cubicle walls, high density storage, safe
Interior Signage	\$ 20,000	Estimated
Construction Testing and Inspection	\$ 8,000	Budget-Geotek
	\$ -	

Subtotal:	\$ 1,068,000
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Totals	\$ 5,369,682
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City Council

Agenda Item

Subject: Approval of Bid Award for the Asbestos Abatement for the Wells Fargo Remodel for the New City Hall, Project No. 2035 to Prairie Environmental Consulting, Inc. in the amount of \$31,850.00.

Meeting: City Council - Apr 01 2024

From: Amanda Mack, City Manager

BACKGROUND INFORMATION:

On March 19, 2024, the City received three (3) bids for the Asbestos Removal for City Hall Renovation and Addition, Project No. 2035, ranging from \$31,850.00 to \$74,351.00. The low bid was received from Prairie Environmental Consulting for \$31,850.00, which was 36% lower than the Architect's estimate of \$50,000.

Previously, the project was bid on July 12, 2022, with one (1) bidder for the asbestos abatement, for \$64,935.00, which is about 200% higher than the current bid.

The proposed renovation of the Wells Fargo building requires coordination between General Contractor and the Asbestos Abatement Contractor to properly remove the asbestos materials within the existing Wells Fargo building in order to commence with the remodel work.

The City will also have Owner-provided FFE, interior signage, IT/AV equipment, and geotechnical testing as part of this project. The total estimate to complete this project is \$5,369,682.00.

FINANCIAL IMPACT:

There is \$10,241,463.46 remaining in the Capital Improvement Fund, Account 505-45603-43202, to be used for this project.

SUGGESTED MOTION:

Staff recommends approval of this Bid Award through the following motion:

I move to approve the Bid Award for the Asbestos Abatement for the Wells Fargo Remodel for the New City Hall, Project No. 2035, to Prairie Environmental Consulting, Inc. in the amount of \$31,850.00.

STAFF REFERENCE(S):

Heath VonEye, Justin Petersen

ATTACHMENT(S):

[City Hall Bid Tab-Final](#)

[City Hall Budget Summary-Cost to Finish](#)



Project: Watertown City Hall Renovation, City of Watertown
Project Location: Watertown, South Dakota
TSP Project No.: 09201051
Bid Date/Time: Tuesday, March 19, 2024 at 3pm local time

	CONTRACTOR NAME											
	CITY HALL REMODEL AND ADDITION								ASBESTOS ABATEMENT			
	Huff Construction	Gray Construction	Hegg Construction	Sunkota Construction	Lloyd Companies	Sentry	Peska Construction		Prairie Enviromental Consulting	Horsley Specialties Inc.	Mavo Systems	
Bid Security												
Check												
Bond	Y	Y	Y	Y	Y	Y	Y					
Prebid Meeting												
Addenda												
1	Y	Y	Y	Y	Y	Y	Y		Y	Y	Y	
2	Y	Y	Y	Y	Y	Y	Y		Y	Y	Y	
3	Y	Y	Y	Y	Y	Y	Y		Y	Y	Y	
4	Y	Y	Y	Y	Y	Y	Y		Y	Y	Y	
Base Bid GC1	\$3,944,370.00	\$3,899,000.00	\$4,000,000.00	\$4,143,700.00	\$4,198,000.00	\$4,780,000.00	\$4,867,000.00					
Base Bid AA1									\$31,850.00	\$68,400.00	\$74,351.00	
Alternates												
Alternate No. GC1-1	\$266,600.00	\$340,000.00	\$297,432.53	\$214,864.00	\$230,000.00	\$193,000.00	\$437,000.00					
Alternate No. GC1-2:	\$3,500.00	\$7,000.00	\$6,541.00	\$4,500.00	\$13,500.00	\$10,000.00	\$30,000.00					
Special Forms												
Abatement Schedule												
Remarks												
Total Base Bid	\$3,944,370.00	\$3,899,000.00	\$4,000,000.00	\$4,143,700.00	\$4,198,000.00	\$4,780,000.00	\$4,867,000.00		\$31,850.00	\$68,400.00	\$74,351.00	
Total Base Bid + Alternate No. GC1-1	\$4,210,970.00	\$4,239,000.00	\$4,297,432.53	\$4,358,564.00	\$4,428,000.00	\$4,973,000.00	\$5,304,000.00					
Total Base Bid + Alternate No. GC1-2	\$3,947,870.00	\$3,906,000.00	\$4,006,541.00	\$4,148,200.00	\$4,211,500.00	\$4,790,000.00	\$4,897,000.00					
Total Base Bid + Alternate No. GC1-1 + Alternate No. GC1-2	\$4,214,470.00	\$4,246,000.00	\$4,303,973.53	\$4,363,064.00	\$4,441,500.00	\$4,983,000.00	\$5,334,000.00					

Date: March 22, 2024

Project Name: Renovation and Addition for New City Hall
Project Address: Watertown, SD
Project Budget: Post Bid Estimate

DESCRIPTION	LEFT TO COMPLETE WF RENOVATION FOR NEW CITY HALL	REMARKS
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CONSTRUCTION

Base Bid (site work, renovation & addition)	\$ 3,944,370	Huff Construction
Alternate 1 - Enclose drive through structure	\$ 266,600	Huff Construction
Alternate 2 - Remove existing vault door	\$ 3,500	Huff Construction
Asbestos Abatement	\$ 31,850	Prairie Environmental
Owner Construction Contingency (2.5%)	\$ 55,361.75	Plus \$50,000 Allowance in Bid

Total Proposed Construction Budget	\$ 4,301,682
------------------------------------	--------------

REMAINING COSTS BY CITY (ESTIMATED)

A/V and Technology	\$ 400,000	Networking (cable, conduit, network racks, fiber, battery back-ups), Security/Door access, AV for Council and Basement Conference room, TVs/Digital Signage for conference rooms/offices
Furniture/Furnishings/Equipment	\$ 640,000	30 FTE, 3 meeting rooms, training room, council chambers: desks, chairs, tables, printers, file cabinets, cubicle walls, high density storage, safe
Interior Signage	\$ 20,000	Estimated
Construction Testing and Inspection	\$ 8,000	Budget-Geotek
	\$ -	

Subtotal:	\$ 1,068,000
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Totals	\$ 5,369,682
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City Council

Agenda Item

Subject: Approval of a Bid Award for the 2024 Park and Recreation Improvement Projects, Project No. 2409, to Duininck Inc. for Bid Schedules A, B, and C in the amount of \$545,518.20.

Meeting: City Council - Apr 01 2024

From: Amanda Mack, City Manager

BACKGROUND INFORMATION:

Bid Schedule A-Mount Hope Cemetery, consists of fully reconstructing two roads within Mount Hope Cemetery. This project is part of the yearly plan to improve road conditions within the cemetery. The two roads being reconstructed are necessary to prevent the high cost to maintain them yearly.

Bid Schedule B-Olive Place, consists of installing a new bike trail run along 4th Street NW and 16th Avenue NW (around Olive Place house on 14th Avenue NW) and connect to existing bike trail.

Bid Schedule C-2" Asphalt Overlay, consists of placing a 2" Asphalt overlay on existing bike trail along Highway 20 around Lake Kampeska. This project will start from the bike trail reconstruct that was completed in the summer of 2023 and run approximately 9,400 linear feet. This stretch of trail is extremely rough and is becoming unsafe for bikers, pedestrians, and other trail users. This project has a Grant to aid in the funding.

FINANCIAL IMPACT:

The funding for Bid Schedule A-Mount Hope Cemetery, has been budgeted in the Capital Improvement Fund, Account 212-45182-43930. With approval of the bid at \$138,668.00, the project is \$35,959.90 over the budgeted amount. Funds from other accounts can be used to cover this overage.

Bid Schedule B-Olive Place, The bid of \$109,813.20 is \$21,096.20 over the Engineer estimate. Funding for this project can be transferred from other 212 CIP account '24 budget savings to cover this project (numerous street bids came in low and can offset any overages for this project).

The funding for Bid Schedule C-Bike Trail Overlay, has been budgeted in the Capital Improvement Fund, Account 212-45182-43962. This project will be reimbursed up to \$198,000.00 from the Recreational Trails Program grant awarded in 2023. With the approval of the bid at \$297,037.00 and the grant, the net cost to the City will be \$99,037.00.

SUGGESTED MOTION:

Staff recommends approval of this Bid Award through the following motion:

Agenda Item 9.(c) Approval of a Bid Award for the 2024 Park and Recreati...

I move to approve a Bid Award for the 2024 Park and Recreation Improvement Projects, Project No. 2409, to Duininck Inc. for Bid Schedules A, B, and C in the amount of \$545,518.20.

STAFF REFERENCE(S):

Dusty Rodiek, Heath VonEye, Justin Petersen, Kraig Engen

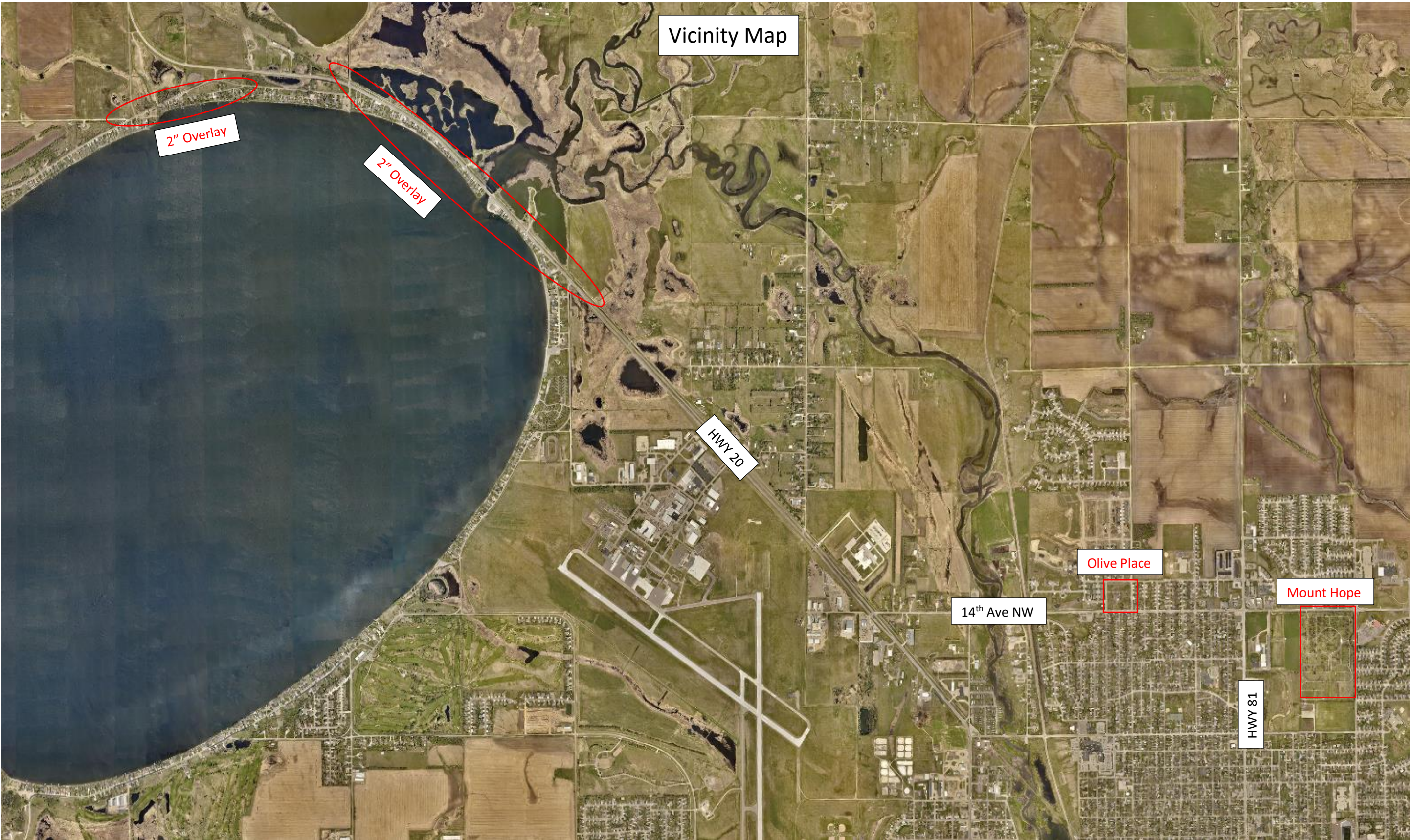
ATTACHMENT(S):

[Bid Tabulation](#)

[Vicinity Map](#)

Agenda Item 9.(c) Approval of a Bid Award for the 2024 Park and Recreation...

BID TABULATION										
Estimate of Quantities - Bike Trail 2024 Park & Recreation Improvements Project No. 2409 City of Watertown, South Dakota					City of Watertown 3/6/2024 Ph: 605-882-6202 Engineer Estimate		Duininnck Inc. PO Box 208, 408 6th Street Prinsburg, MN 56281 Ph: 320-978-6011		J & J Earthworks Inc. 1002 S Madison St. Milbank, SD 57252 Ph: 605-924-0496	
BID SCHEDULE A MOUNT HOPE CEMETERY										
ITEM NO.	STD. BID	ITEM DESCRIPTION	ESTIMATED QUANTITY	UNIT	UNIT PRICE	UNIT TOTAL	UNIT PRICE	UNIT TOTAL	UNIT PRICE	UNIT TOTAL
A1	1.000	Mobilization	Lump	Sum	\$11,000.00	\$ 11,000.00	\$24,500.00	\$ 24,500.00	\$28,500.00	\$ 28,500.00
A2	2.020	Type 3 Barricade, 6' Double Sided	4	Each	\$ 135.00	\$ 540.00	\$ 120.00	\$ 480.00	\$ 1,300.00	\$ 5,200.00
A3	6.020	Full Depth Milling	1,258	S.Y.	\$ 6.20	\$ 7,799.60	\$ 11.00	\$ 13,838.00	\$ 7.50	\$ 9,435.00
A4	6.038	4" Asphalt Concrete Composite	1,258	S.Y.	\$ 30.00	\$ 37,740.00	\$ 36.00	\$ 45,288.00	\$ 38.00	\$ 47,804.00
A5	9.000	Unclassified Excavation	420	C.Y.	\$ 22.00	\$ 9,240.00	\$ 25.00	\$ 10,500.00	\$ 35.00	\$ 14,700.00
A6	9.025	Haul & Place City-Owned Millings	566	Ton	\$ 18.75	\$ 10,612.50	\$ 40.00	\$ 22,640.00	\$ 19.50	\$ 11,037.00
A7	9.070	Geotextile Fabric for Subgrade Stabilization	1,258	S.Y.	\$ 3.50	\$ 4,403.00	\$ 5.00	\$ 6,290.00	\$ 3.85	\$ 4,843.30
A8	9.170	4" Aggregate Base Course, Road Surface	1,258	S.Y.	\$ 11.25	\$ 14,152.50	\$ 11.00	\$ 13,838.00	\$ 8.75	\$ 11,007.50
A9	10.005	Silt Fence	42	L.F.	\$ 5.25	\$ 220.50	\$ 7.00	\$ 294.00	\$ 6.50	\$ 273.00
A10	12.003	Landscaping	Lump	Sum	\$ 7,000.00	\$ 7,000.00	\$ 1,000.00	\$ 1,000.00	\$ 2,800.00	\$ 2,800.00
ENGINEER ESTIMATE						\$ 102,708.10	Bid Total	\$ 138,668.00	Bid Total	\$ 135,599.80
BID SCHEDULE B OLIVE PLACE TRAIL										
ITEM NO.	STD. BID	ITEM DESCRIPTION	ESTIMATED QUANTITY	UNIT	UNIT PRICE	UNIT TOTAL	UNIT PRICE	UNIT TOTAL	UNIT PRICE	UNIT TOTAL
B1	1.000	Mobilization	Lump	Sum	\$ 9,000.00	\$ 9,000.00	\$24,500.00	\$ 24,500.00	\$18,500.00	\$ 18,500.00
B2	2.000	Traffic Control, Miscellaneous	Lump	Sum	\$ 2,000.00	\$ 2,000.00	\$ 1,350.00	\$ 1,350.00	\$ 1,500.00	\$ 1,500.00
B3	4.020	Remove Concrete Sidewalk	88	S.F.	\$ 2.50	\$ 220.00	\$ 7.40	\$ 651.20	\$ 3.25	\$ 286.00
B4	4.030	Remove Concrete Approach Pavement	11	S.Y.	\$ 22.00	\$ 242.00	\$ 67.50	\$ 742.50	\$ 30.00	\$ 330.00
B5	4.095	6" PCC Approach Pavement	22	S.Y.	\$ 100.00	\$ 2,200.00	\$ 115.00	\$ 2,530.00	\$ 135.00	\$ 2,970.00
B6	4.155	Install 4" Concrete Sidewalk	595	S.F.	\$ 10.50	\$ 6,247.50	\$ 12.50	\$ 7,437.50	\$ 9.75	\$ 5,801.25
B7	4.185	Furnish & Install Detectable Warning Panels	60	S.F.	\$ 82.00	\$ 4,920.00	\$ 60.00	\$ 3,600.00	\$ 60.00	\$ 3,600.00
B8	6.038	4" Asphalt Concrete Composite	1,138	S.Y.	\$ 30.00	\$ 34,140.00	\$ 34.00	\$ 38,692.00	\$ 36.25	\$ 41,252.50
B9	9.000	Unclassified Excavation	375	C.Y.	\$ 22.00	\$ 8,250.00	\$ 24.00	\$ 9,000.00	\$ 38.00	\$ 14,250.00
B10	9.185	6" Aggregate Base Course, Sidewalk/Bike Trail	1,226	SY	\$ 11.25	\$ 13,792.50	\$ 15.00	\$ 18,390.00	\$ 10.50	\$ 12,873.00
B11	10.005	Silt Fence	60	LF	\$ 5.25	\$ 315.00	\$ 7.00	\$ 420.00	\$ 6.50	\$ 390.00
B12	10.025	Inlet Protection	1	Each	\$ 150.00	\$ 150.00	\$ 250.00	\$ 250.00	\$ 200.00	\$ 200.00
B13	12.003	Landscaping	Lump	Sum	\$ 7,000.00	\$ 7,000.00	\$ 2,000.00	\$ 2,000.00	\$ 5,300.00	\$ 5,300.00
B14	13.055	Remove & Reset Mailbox and Post	1	Each	\$ 240.00	\$ 240.00	\$ 250.00	\$ 250.00	\$ 750.00	\$ 750.00
ENGINEER ESTIMATE						\$ 88,717.00	Bid Total	\$ 109,813.20	Bid Total	\$ 108,002.75
BID SCHEDULE C BIKE TRAIL OVERLAY										
ITEM NO.	STD. BID	ITEM DESCRIPTION	ESTIMATED QUANTITY	UNIT	UNIT PRICE	UNIT TOTAL	UNIT PRICE	UNIT TOTAL	UNIT PRICE	UNIT TOTAL
C1	1.000	Mobilization	Lump	Sum	\$22,000.00	\$ 22,000.00	\$25,000.00	\$ 25,000.00	\$59,500.00	\$ 59,500.00
C2	2.000	Traffic Control, Miscellaneous	Lump	Sum	\$ 1,000.00	\$ 1,000.00	\$ 5,250.00	\$ 5,250.00	\$ 1,500.00	\$ 1,500.00
C3	6.025	Remove Asphalt Concrete	645	S.Y.	\$ 8.50	\$ 5,482.50	\$ 8.20	\$ 5,289.00	\$ 9.25	\$ 5,966.25
C4	6.035	2" Asphalt Concrete Composite	9,840	S.Y.	\$ 16.00	\$ 157,440.00	\$ 21.00	\$ 206,640.00	\$ 22.00	\$ 216,480.00
C5	6.038	4" Asphalt Concrete Composite	645	S.Y.	\$ 32.00	\$ 20,640.00	\$ 44.00	\$ 28,380.00	\$ 46.00	\$ 29,670.00
C6	9.180	2" Aggregate Base Course, Sidewalk/Bike Trail	645	S.Y.	\$ 4.25	\$ 2,741.25	\$ 12.00	\$ 7,740.00	\$ 11.00	\$ 7,095.00
C7	12.003	Landscaping	Lump	Sum	\$ 5,000.00	\$ 5,000.00	\$ 6,000.00	\$ 6,000.00	\$ 9,500.00	\$ 9,500.00
C8	12.005	Contractor Furnished Topsoil	220	C.Y.	\$ 45.50	\$ 10,010.00	\$ 57.90	\$ 12,738.00	\$ 46.00	\$ 10,120.00
ENGINEER ESTIMATE						\$ 224,313.75	Bid Total	\$ 297,037.00	Bid Total	\$ 339,831.25
ENGINEER ESTIMATE TOTAL						\$ 415,738.85	Bid Total	\$ 545,518.20	Bid Total	\$ 583,433.80





City Council

Agenda Item

Subject: Authorization for the City Manager to award bid and sign a purchase order agreement with Danko to build the Fire Brush Truck that is in the 2025 CIP Fire budget.

Meeting: City Council - Apr 01 2024

From: Amanda Mack, City Manager

SUGGESTED MOTION:

I move to Authorize the City Manager to award bid and sign a purchase order agreement with Danko to build the Fire Brush Truck that is in the 2025 CIP Fire budget.

STAFF REFERENCE(S):

Don Rowland

ATTACHMENT(S):

[Bid Tab for Brush Fire Truck](#)

[Bid document from Danko and Heiman](#)



Date: April 1st, 2024

**Bid Tab for 2025 Brush Fire Truck
Watertown Fire Rescue**

Contact Person: Fire Chief Don Rowland
Contact Phone: 605-882-5030

	Quote #1	Quote #2
<u>Company:</u>	Heiman	Danko
<u>Model:</u>	2025 Heiman Wildland	2025 Brush Wildland
<u>Make:</u>	Ford Super Duty F-550	Ford Super Duty F-550
<u>Quoted Bid price:</u>	\$ 189,977.00	\$ 179,325.00
<u>Equipment for truck:</u>	\$ 14,500.00	\$ 14,500.00
<u>Total cost:</u>	\$ 204,447.00	\$ 193,825.00

- 1. Watertown Fire Rescue recommends Danko Emergency Equipment at a cost of \$ 179,325.00.**
- 2. There will be \$14,500 in loose equipment for this fire truck.**
- 3. Danko requires upfront payment of chassis when it arrives at the plant, delivery should be sometime in August. Payment of chassis is \$58,825.00, this will be supplemented into the WFR Capital 212 budget at the end of the year.**
- 4. Total cost of the Brush Fire Truck will be \$193,825.00, we have allocated \$195,000.00 in the 2025 budget. Truck will be delivered in 12-15 months from order date.**

302 East 4th Street • PO Box 218 • Snyder, NE 68664-0218
(402) 568-2200 • Fax (877) 568-2443 • trucksales@danko.net

03/12/2024

Watertown, SD

TOTAL \$178,325.00

Page 35 of 54



Fire Dept: Watertown Fire Rescue

Date: 3/4/2024

Address: 129 1st Ave NW

City: Watertown

State: SD

Zip Code: 57107

We hereby agree to sell and you agree to purchase, **Heiman Wildland Apparatus, to be mounted on a 2024 Ford F-550 Regular Extended cab with a 60-inch cab to axle.** After your acceptance of this proposal and the proper execution by **Watertown Fire Rescue** and an authorized employee of Heiman Fire Inc., the following apparatus and equipment will be sold:

Heiman's Wildland Body per Specifications

\$126,942.00

2024 Ford F-550 per Specifications

\$63,035.00

*The chassis is only available with the purchase of Heiman Fire's Body.

TOTAL

\$189,977.00

Payment Terms: *Full chassis payment due upon or before receipt of chassis, remainder due upon customer pick up of completed apparatus at Heiman Fire facility.

Completion to be 270 to 330 days from receipt of chassis

* This proposal expires 30 days from the above date *

Respectfully submitted,

Heiman Fire Inc. 25814 Rudolph Ave Sioux Falls, S.D. 57107

General Manager: Jon Larsen

Date: 3/4/2024

Salesperson: Chris Bornitz

We agree to accept the above Proposal and enter into contract with signatures below.

Name: _____ Title: _____
Watertown Fire Rescue

Date: _____



City Council

Agenda Item

Subject: Application for a new Retail (on-off sale) Malt Beverage & SD Farm Wine License to Hector Meza LLC d/b/a El Tapatio Family Mexican Restaurant, 717 9th Ave SE, Lots 16-21 Blk 28 Brocks Addn Suite 715

Meeting: City Council - Apr 01 2024

From: Amanda Mack, City Manager

BACKGROUND INFORMATION:

Fees have been paid and a Notice of Hearing has been published on March 23rd, 2024.

SUGGESTED MOTION:

I move to approve the application for a new Retail (on-off sale) Malt Beverage & SD Farm Wine license to Hector Meza LLC d/b/a El Tapatio Family Mexican Restaurant, 717 9th Ave SE, Lots 16-21 Blk 28 Brocks Addn Suite 715.

STAFF REFERENCE(S):

Jennifer Collins

ATTACHMENT(S):

[El Tapatio RB](#)

Agenda Item 11.(a) Application for a new Retail (on-off sale) Malt Bever...

Date Received _____
Date Issued _____

License No. _____

Uniform Alcoholic Beverage License Application

A. Owner Name and Address

Hector Meza LLC
717 9th Ave SE
Watertown SD 57201

B. Business Name and Address

El Tapatio Family Mexican Restaurant
717 9th Ave SE
Watertown SD 57201

Owner's Telephone #: 605-956-6523

Business Telephone #: 605-878-0470

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
- ☐ Convention Center (on-sale) Liquor
- ☐ Package (off-sale) Liquor
- ☐ Retail (on-off sale) Wine and Cider
- ☒ Retail (on-off sale) Malt Beverage & SD Farm Wine
- ☐ Package Delivery
- ☐ Hunting Preserve
- ☐ Other _____

Place of business is located in a municipality? ☒ Yes ☐ No

County: Codington

Do you own or lease this property? ☐ Own ☒ Lease

Are real property taxes paid to date? ☒ Yes ☐ No

D. Legal description of licensed premise:

Lots 16-21 Blk 28 Brocks Addn Suite 715

Is this license in active use? ☒ Yes ☐ No

Have you ever been convicted of a felony? ☐ Yes ☒ No

Do you or any officers, directors, partners, or stockholders
hold any other alcohol retail, manufacturing, or
wholesaler licenses?

E. State Sales Tax Number 1040-3488-ST

☐ Yes ☐ No If Yes, please list on the back page.

F. New license ☒ Transfer? (\$150) ☐ Re-issuance ☐

G. 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 12.3.24 Print Name HECTOR M. MEZA Signature _____

H. APPROVAL OF LOCAL GOVERNING BODY – Notice of hearing was published on 3/23/24. Public hearing on the application was held 4/11/24, 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.

Renewal - no public hearing held ☐

Amount of fee collected with application \$ 350.00

Amount of fee retained \$ 200.00

Forwarded with application \$ 150.00

For Local Government Use

Transferred (State Use)

(Seal) _____
Mayor or Chairman

From: _____

Sales tax approval _____ Date _____

STATE LIQUOR AUTHORITY:

APPROVAL _____ REVIEW _____

If disapproved, endorse reason thereon and return to applicant

Please complete the reverse side if applicable

Agenda Item 11.(a) Application for a new Retail (on-off sale) Malt Bever...

Company supplement information
(For corporate/partnership/LP/LLC applicants)

Name of corporation/partnership/LP LLC Hector Meza LLC

Address of office and principal place of business of corporation/partnership/LP/LLC 717 9th Ave SE Watertown SD 57201

Are all managing officers of this corporation/partnership/LP/LLC of good moral character having never been convicted of a felony? ☒ Yes ☐ No

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

Name	Office	Address	Occupation
Hector M. Meza		717 9th Ave SE Watertown SD 57201	Owner

Name of any officers, directors, partners or stockholders of applicant having a financial interest or capital stock in any other alcoholic beverage license:

Name	Type of License, License Number, Financial Interest Held, and Address of Business Location
Hector M. Meza	Retail (on-off sale) Wine & Cider; 717 9th Ave SE Watertown SD 57201

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

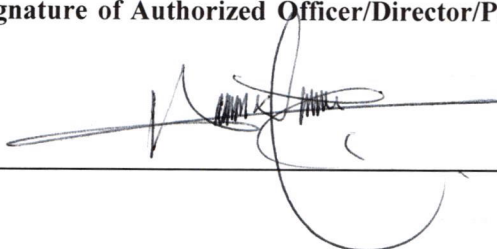
With signature the applicant agrees to the following:

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

Date



3.12.24.



City Council

Agenda Item

Subject: Application for a new Retail (on-off sale) Wine & Cider License to Hector Meza LLC d/b/a El Tapatio Family Mexican Restaurant, 717 9th Ave SE, Lots 16-21 Blk 28 Brocks Addn Suite 715

Meeting: City Council - Apr 01 2024

From: Amanda Mack, City Manager

BACKGROUND INFORMATION:

Fees have been paid and a Notice of Hearing has been published on March 23rd, 2024.

SUGGESTED MOTION:

I move to approve the application for a new Retail (on-off sale) Wine & Cider License to Hector Meza LLC d/b/a El Tapatio Family Mexican Restaurant, 717 9th Ave SE, Lots 16-21 Blk 28 Brocks Addn Suite 715.

STAFF REFERENCE(S):

Jennifer Collins

ATTACHMENT(S):

[El Tapatio RW](#)

Agenda Item 11.(b) Application for a new Retail (on-off sale) Wine & Cid...

Date Received _____
Date Issued _____

License No. _____

Uniform Alcoholic Beverage License Application

A. Owner Name and Address

Hector Meza LLC
717 9th Ave SE
Watertown SD 57201

B. Business Name and Address

El Tapatio Family Mexican Restaurant
717 9th Ave SE
Watertown SD 57201

Owner's Telephone #: 605-956-6523

Business Telephone #: 605-878-0470

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
- ☐ Convention Center (on-sale) Liquor
- ☐ Package (off-sale) Liquor
- ☒ Retail (on-off sale) Wine and Cider
- ☐ Retail (on-off sale) Malt Beverage & SD Farm Wine
- ☐ Package Delivery
- ☐ Hunting Preserve
- ☐ Other _____

Place of business is located in a municipality? ☒ Yes ☐ No

County: Codington

Do you own or lease this property? ☐ Own ☒ Lease

Are real property taxes paid to date? ☒ Yes ☐ No

D. Legal description of licensed premise:

Lots 16-21 Blk 28 Brocks Addn Suite 715

Is this license in active use? ☒ Yes ☐ No

Have you ever been convicted of a felony? ☐ Yes ☒ No

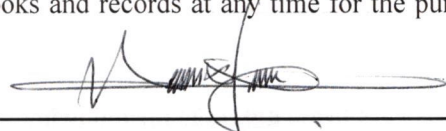
Do you or any officers, directors, partners, or stockholders
hold any other alcohol retail, manufacturing, or
wholesaler licenses?

E. State Sales Tax Number 1040-3488-ST

☐ Yes ☐ No If Yes, please list on the back page.

F. New license ☒ Transfer? (\$150) ☐ Re-issuance ☐

G. 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 3.12.24 Print Name HECTOR M. MEZA Signature 

H. APPROVAL OF LOCAL GOVERNING BODY – Notice of hearing was published on 3/23/24. Public hearing on the application was held 4/11/24, 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.

Renewal - no public hearing held ☐

Amount of fee collected with application \$550.00

Amount of fee retained \$ 550.00

Forwarded with application \$ 0.00

For Local Government Use

Transferred (State Use)

(Seal) _____
Mayor or Chairman

From: _____

Sales tax approval _____ Date _____

STATE LIQUOR AUTHORITY:

APPROVAL _____ REVIEW _____

If disapproved, endorse reason thereon and return to applicant

Please complete the reverse side if applicable

Agenda Item 11.(b) Application for a new Retail (on-off sale) Wine & Cid...

**Company supplement information
(For corporate/partnership/LP/LLC applicants)**

Name of corporation/partnership/LP LLC Hector Meza LLC

Address of office and principal place of business of corporation/partnership/LP/LLC 717 9th Ave SE Watertown SD 57201

Are all managing officers of this corporation/partnership/LP/LLC of good moral character having never been convicted of a felony? ☒ Yes ☐ No

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

Name	Office	Address	Occupation
Hector M. Meza		717 9th Ave SE Watertown SD 57201	Owner

Name of any officers, directors, partners or stockholders of applicant having a financial interest or capital stock in any other alcoholic beverage license:

Name	Type of License, License Number, Financial Interest Held, and Address of Business Location
Hector M. Meza	Retail (on-off sale) Malt Beverage & SD Farm Wine; 717 9th Ave SE Watertown SD 57201

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

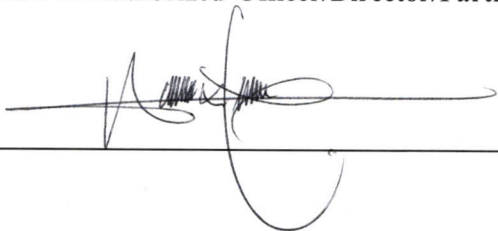
With signature the applicant agrees to the following:

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

Date



3.12.24



City Council

Agenda Item

Subject: Approval to Reallocate Fiscal Year '24 Solid Waste Fund Capital Budget Savings and to proceed with the additional proposed capital improvements.

Meeting: City Council - Apr 01 2024

From: Amanda Mack, City Manager

BACKGROUND INFORMATION:

Through prudent spending, the Solid Waste Division of Public Works has generated a collective Fiscal Year (FY) '24 Capital Budget savings totaling \$487,237.00 from the 2024 Capital funds expenditures. The capital line-item savings are each summarized in the Financial Implications below. Staff are proposing reallocating these cost savings to fulfill other Landfill needs for the Solid Waste Division.

After a period of onboard with the new Solid Waste Superintendent, and his in-depth assessment of some of the Solid Waste Division needs with the Director, staff are proposing to allocate the surplus '24 funds towards two projects; an asphalt paving project at the Landfill, and an updating of the administrative offices at the Landfill. They are each estimated in the amount of \$330,526.00, and \$51,592.87, respectively. The Engineering Division staff will assist with all surveying, design, construction plans, bidding, quoting, and all other required procurement practices to accomplish the work.

The paving will aid in the access functionality, cleanliness, and load-carrying capacity of the Landfill entrance/exit for both staff and outside customers. Currently, in the absence of pavement, the gravel surfacing is in constant need of reshaping and reconditioning in order to effectively keep up with the damages caused by truck traffic and the weather impacts which often produce muddy and rutted surface conditions. The office updates are to paint, update flooring, and add new office furniture to appropriately accommodate the needs of the FT staff that utilize the administrative offices at the Landfill. This work generally includes updating work stations, paint, and flooring for the Superintendent and two Foreman offices, restroom, break room, and scale office.

FINANCIAL IMPACT:

The reallocation of FY '24 Solid Waste capital fund savings for the proposed Landfill improvements would be as follows:

605.43230.43808 (2024 Refuse Truck): \$24,745.00
 605.43240.43639 (John Deere Loader): \$86,100.00
 605.43240.43804 (Pickup with plow): \$25,002.00
 605.43245.43808 (2024 Refuse Truck): \$37,745.00
 605.43245.43600 (Compost Turner): \$313,645.00

Agenda Item 12.(a) Approval to Reallocate Fiscal Year '24 Solid Waste Fu...
TOTAL SAVINGS TO BE REALLOCATED: \$487,237.00

A budget transfer will take place at year's end, from the above accounts to account 605.43240.43900 for the paving, and to account 605.43240.43201 for the office upgrades, where the proposed projects will be respectively coded.

SUGGESTED MOTION:

Staff recommends approval of this project through the following motion:

I move to Approve to Reallocate Fiscal Year '24 Solid Waste Fund Capital Budget Savings and to proceed with the additional proposed capital improvements.

STAFF REFERENCE(S):

Heath VonEye, Scott Davis

ATTACHMENT(S):

[Landfill Paving Improvements Cost Estimate](#)

[Plumbing Remodel Quote REVISED-2024](#)

[Wtn City Landfill Furniture QUOTE 2-28-24](#)

[Floor Grinding Quote](#)

Estimate of Quantities - Solid Waste Improvements 2024 Solid Waste Improvements Project No. 2412 City of Watertown, South Dakota					City of Watertown 3/12/2024 Ph: 605-882-6202 Engineer Estimate	
BID SCHEDULE						
ITEM	STD. BID	ITEM	ESTIMATED		ITEM	ITEM
NO.	ITEM NO.	DESCRIPTION	QUANTITY		PRICE	TOTAL
1	1.000	Mobilization	Lump	Sum	\$ 40,000.00	\$ 40,000.00
2	6.025	Remove Asphalt Concrete	482	S.Y.	\$ 16.50	\$ 7,953.00
3	6.038	6" Asphalt Concrete Composite	5,648	S.Y.	\$ 45.00	\$ 254,160.00
4	9.000	Unclassified Excavation	861	C.Y.	\$ 33.00	\$ 28,413.00
5	10.025	Inlet Protection	1	EA	\$ 225.00	\$ 225.00
ENGINEER ESTIMATE						\$ 330,526.00



144 North Maple • Watertown, SD 57201

605-237-6115

March 13, 2024-**Revised**

Marci Lewno, Engineer 1
City of Watertown
23 2nd St. NE
Watertown, SD 57201

Re: Landfill Office Remodel-2024

Dear Marci,

Please consider this letter as our proposal to provide materials, installation, and applicable tax necessary to complete the Plumbing Work for the above referenced project. This proposal is based upon my on site visit and discussion with you on 1/26/2024. Our scope of work shall be as follows:

Base Bid:

Demolition Work:

- Removal and disposal of the existing plumbing fixtures. (2-toilets, 2-wall hung lavatories, 1-urinal.)
- Container and removal from the site by landfill employees.

Plumbing Fixtures:

- The plumbing fixtures shall be--medium quality--white in color with chrome faucets, and trim.
- (2) Comfort height tank type toilets with open front commercial plastic seats.
- (2) Wall hung lavatories with wall hanger supports, chrome single handle lavatory faucets, grid type drains, and 17 ga P-traps.
- (1) Wall hung urinal with a wall hanger support and a 1.0 GPF flush valve.
- Replacement of 6 angle stops, escutcheons, and supply tubes.
- Raise (3) existing brass floor drain grates to match the new floor covering height.
- Repair of (1) existing shower valve that does not function.

Alternates:

- Alternate #1-ADD Wall hung emergency eyewash and mixing valve in the north bathroom. Includes wall patching and FRP panel for water protection of the wall.
- Alternate #2-ADD to replace the failed water heater expansion tank.

Commercial • Residential • Farm • Installation and Service

www.warneplumbingandheating.com

Page 2
Re: Landfill Office Remodel-2024

- Alternate #3-ADD to replace the 50 gallon electric water heater.
(Recommended due to age: The manufacture date of the existing water heater is June 2000.)

Base Bid.....	\$4,175.00
Alternate #1-ADD.....	\$3,750.00
Alternate #2-ADD.....	\$155.00
Alternate #3-ADD.....	\$1,500.00

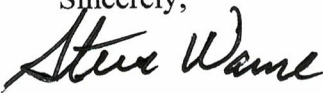
We do not include the cost of General Construction Work, Electrical Work, HVAC Work, Floor Covering Work, Painting & Wall Repair, Refuse Container and Refuse removal.

As discussed on site, we should be able to perform our work during normal business hours. Please note that there is no overtime figured into this quote. Any weekend or after normal business hours work will be at an additional charge.

Thank you for the opportunity to quote this project. Please feel free to call with any questions.

Proposal Accepted by: _____ Date: _____

This proposal is valid for 30 days from the above letter date.

Sincerely,

Steve Warne

office peeps

FURNISHINGS PROPOSAL



807 S. BROADWAY | WATERTOWN . SD | 800.658.3541

Prepared For:
Watertown, City of

Territory Manager: Chris Geringer

Page 1 of 6
2/28/2024

Watertown57201

Furniture

Prepared By: Katie Woodard
Director of Interior Design

Line #	Qty	Part Number	Part Description	List Price	Sell Price	Extended Sell
Breakroom						
1	2	DPOST24	Divider Post-For supporting panels - 1-11/16D x 1-11/16W x 24H, DIVIDE	\$214.00	\$122.29	\$244.58
						
2	1	DLP2424	Laminate Panels-Includes matching filler panel (order accessory rail separately) - 11/16D x 20W x 24H, DIVIDE	\$130.00	\$74.29	\$74.29
						
3	2	X-DSFM4824	Cb Desk Shell With Full Mod Flush 24dx48wx29h	\$1,312.00	\$388.55	\$777.10
						

Intials: _____

Prepared For:
Watertown, City of

Territory Manager: Chris Geringer

Page 2 of 6

2/28/2024

Watertown

57201

Furniture

Prepared By: Katie Woodard
Director of Interior Design

Line #	Qty	Part Number	Part Description	List Price	Sell Price	Extended Sell
4	1	T-RCR369029DSG	TBL, REC, 2mm, 36Dx90Wx29H, DISC, GLD	\$4,054.00	\$1,200.62	\$1,200.62
						
5	6	1051FT1.US	Rio, Four Leg Chair, Upholstered Seat & Plastic Back, Armless	\$370.00	\$211.43	\$1,268.58
						
Subtotal:						\$3,565.17

Office

6	2	X-BC423015	Cbx Bookcase 14dx42hx30w	\$1,803.00	\$533.97	\$1,067.94
						
7	3	X-BC663015	Cbx Bookcase 14dx66hx30w	\$2,069.00	\$612.74	\$1,838.22
						

Intials: _____

Prepared For:
Watertown, City of

Territory Manager: Chris Geringer

Page 3 of 6

2/28/2024

Furniture

Watertown 57201

Prepared By: Katie Woodard
Director of Interior Design

Line #	Qty	Part Number	Part Description	List Price	Sell Price	Extended Sell
8	2	3210.MAT34.MAA00	Mobio, Dual Desk Mount (Dual USB-A Passthrough), No Accessories	\$605.00	\$345.71	\$691.42
						
9	2	X-DR4824R	CB Desk Return RH 24Dx48Wx29H	\$1,161.00	\$343.83	\$687.66
						
10	1	X-DR5424R	CB Desk Return RH 24Dx54Wx29H	\$1,214.00	\$359.54	\$359.54
						
11	1	W-WS2436	Rectangular - 2mm Edge - 24D x 36W	\$479.00	\$141.86	\$141.86
						
12	2	X-BBFLAT3023	Cbx Partial Depth Lat Bbf 23dx28hx30w	\$3,256.00	\$964.28	\$1,928.56
						

Intials: _____

Prepared For:
Watertown, City of

Territory Manager: Chris Geringer

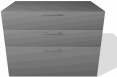
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2/28/2024

Furniture

Watertown 57201

Prepared By: Katie Woodard
Director of Interior Design

Line #	Qty	Part Number	Part Description	List Price	Sell Price	Extended Sell
13	1	X-BBFLAT3623	Cbx Partial Depth Lat Bbf 23dx28hx36w	\$3,588.00	\$1,062.60	\$1,062.60
						
14	1	X-DDC3624	Cbx Full Depth 2d Cab 24dx28hx36w	\$2,381.00	\$705.14	\$705.14
						
15	1	T-RCR306029DSG	TBL, REC, 2mm, 30Dx60Wx29H, DISC, GLD	\$3,247.00	\$961.62	\$961.62
						
16	4	1051FT1.US	Rio, Four Leg Chair, Upholstered Seat & Plastic Back, Armless	\$370.00	\$211.43	\$845.72
						
17	3	X-HAT2SFE3078	CBX V3 HAT Desk Square Edge with Modesty 30dx78w	\$7,098.00	\$2,102.11	\$6,306.33
						

Intials: _____

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2/28/2024

Watertown 57201

Furniture

Prepared By: Katie Woodard
Director of Interior Design

Line #	Qty	Part Number	Part Description	List Price	Sell Price	Extended Sell
18	3	2723T.A142.B1	Amplify, Highback, Mesh Back, Swivel Tilt Cntrl, Height/Width Adj Arms	\$881.00	\$503.43	\$1,510.29



Subtotal: \$18,106.90

x

19	1	design	drawing/cad	\$75.00	\$75.00	\$75.00
20	1	install	estimated install, actual time billed	\$1,400.00	\$1,400.00	\$1,400.00

Subtotal: \$1,475.00

Total List: \$67,114.00

Total Sell: \$23,147.07

Intials: _____

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2/28/2024

Watertown 57201

Furniture

Prepared By: Katie Woodard
Director of Interior Design

Line #	Qty	Part Number	Part Description	List Price	Sell Price	Extended Sell
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Thank you for the opportunity to offer you this proposal.
Products are considered a special order and are not returnable.
Pricing is subject to change due to vendor/material increases.
Sales Tax not included, Install estimate included upon request.

A deposit of 50% is required on furniture orders over \$5000.
Office Peeps
807 S Broadway, PO BOX 907
Watertown, SD 57201

Installation available \$75.00 per man hour.
Travel to project site \$40.00 per man hour.
Interior Design & CAD services are available, \$75.00 per hour.

Your signature below authorizes Office Peeps to proceed with your order:

Approved by: _____ Date: _____

Total List: \$67,114.00
Total Sell: \$23,147.07

Intials: _____

Derrick 605-520-0097
Dale 605-520-0607
midwestgrinding@gmail.com



45374 187th St
Hayti, SD 57241
Fax (605) 783-3810

February 21, 2024

City of Watertown

Thanks for allowing Midwest Grinding Inc the opportunity to quote your upcoming project. Please accept our quotation, which includes material, installation and insurance necessary to complete the following scope of work.

Project Reference: Landfill

Scope of Work: Remove Flooring, Grind, Polish and Seal

The cost to remove flooring, grind, polish and seal approximately 1163sqft will be \$16116.00 plus 2% excise tax.

The process we use is a 30, 40, 80 metal diamond. And then a 50, 100, 200 resin metal. At this point we apply a densifier hardener. Then 400, 800, and 1500 resin polishing pads. Then a penetrating sealer is applied.

Terms:

- The final appearance of concrete is determined by the existing condition of concrete.
- If the floor doesn't take dye we are not responsible for this.
- We are not responsible for imperfections of the concrete.
- We are not responsible for oil spots.
- Price is based on concrete hardness of approximately 4000 PSI with NO curing compounds. If concrete proves to be substantially harder than 4000 PSI, price will be adjusted.
- Polished concrete surface must be kept dry for 72 hours after completion.
- Work areas to be accessible and free of product, equipment and material. Floors should be swept.
- Owner is responsible for re-routing all traffic from designated work area.
- Owner will furnish ample heat, water, lighting, proper electrical power. We would require your electrician to hook up the electrical pigtails.
- A roll off box for waste, or somewhere to dump our grinding dust and or slurry must be provided.
- Owner is responsible for all disposal costs.
- Bid prices are valid for 120 days.
- Midwest Grinding Inc. is not liable for the effects of hydrostatic pressure or moisture.

If above is acceptable, please sign and date. Return to Midwest Grinding Inc. at midwestgrinding@gmail.com.

X

Authorized Signature

Date

X

Midwest Grinding

Date

Thank you for your time and consideration. We look forward to working with you toward the successful completion of this project. If you have any questions, we can be reached at 605-520-0097.