



Regular Meeting of the City Council

March 2, 2020 – 6:00 p.m.

City Hall

PROPOSED AGENDA

- A. Call to Order
- B. Roll Call
- C. Pledge of Allegiance
- D. Approval of Agenda
- E. Approval of Minutes: February 18, 2020 Regular Meeting
- F. Agenda Items
 - 1. River Valley Plat Lots 90 thru 96
 - 2. Streeter Drive S Curve
 - 3. JEO Projects Update
 - 4. Donation Request from 5678! Dance
 - 5. HueLife Contract
 - 6. Complaint from Jessica Headid
 - 7. Plat – Zort Tract 1 & Baker Tract 1
- G. Community and Council Input
 - 1. SDML District Meetings times and locations.
- H. Executive Session – Legal, Contractual, Personnel
- I. Approval of Bills
- J. Adjournment

*SDCL 1-25-2 (sections 1-5) allows a majority of the body present to vote to close a meeting when discussion revolves around personnel, legal matters or contract negotiations. Meetings may also be closed for certain economic development matters (SDCL 9-34-19).

UNAPPROVED
North Sioux City, South Dakota
City Council Regular Meeting Minutes
February 18, 2020

Meeting called to order at 7:00 p.m. by Mayor Fredericksen. Benson, Blaeser, Carpenter, Cropley, Green, Parks, and Slater were present. Berg was absent. Also, in attendance was City Finance Officer Mike Hamm.

Mayor Fredericksen led the Pledge of Allegiance.

Motion by Cropley, second by Parks, to approve the agenda as presented. All members present voted aye.

Motion by Green, second by Blaeser, to approve the minutes from the February 3, 2020 meeting. All members present voted aye.

Motion by Parks, second by Benson, to approve the 2nd reading of Ordinance 2020-04 Amending the North Sioux City Code of Ordinances Title 17 Land Use and Developments by Adding and/or Altering Language in section 17.96. Council Members Benson, Blaeser, Carpenter, Cropley, Green, and Parks voted aye, Slater abstained.

ORDINANCE 2020-04

AN ORDINANCE AMENDING THE NORTH SIOUX CITY CODE OF ORDINANCES TITLE 17 LAND USE AND DEVELOPMENTS BY ADDING AND/OR ALTERING LANGUAGE IN 17.96.

BE IT ORDAINED, by the Governing Body of the City of North Sioux City, South Dakota and it is hereby ordained by authority of the same that Title 17, Chapter 17.96 be amended as set forth below.

17.96.020 Streets.

A. Grading Specifications. All streets, roads and alleys shall be graded to their full widths by the subdivider so that street pavements and sidewalks can be constructed on the same level plan. Slope from the back of curb to the proposed sidewalk shall be installed to the top of curb to facilitate drainage but shall not exceed two percent (2%). The cross slope on the sidewalk is limited to two percent (2%) maximum with a recommended slope of one and a half percent (1.5%). The right of way grading from the back of curb to the property line shall not exceed two percent (2%) slope.

Lot grading shall be subject to approval by the Council. Completed lot grading shall provide for a maximum driveway slope and shall not exceed three percent (3%) from the street right of way line to the front building set back line. Drawings submitted for a building permit shall reflect the distance from the top of the garage floor to the top of the garage footing wall. If the dimension is omitted from the drawings, the distance will be assumed to be eight (8) inches. The top of dirt shall not be higher than two (2) feet above the top of curb within the building set back area.

Deviation from this standard due to special topographical conditions will be allowed only with the approval of the city council.

Dated at North Sioux City, South Dakota this 18th day of February, 2020

THE GOVERNING BODY OF THE CITY
OF NORTH SIOUX CITY, SOUTH DAKOTA

By: _____
Randy Fredericksen, Mayor

ATTEST;

By: _____
Mike Hamm, Finance Officer

First Reading: 02/03/2020
Second Reading: 02/18/2020
Publish: 02/27/2020
Effective Date: 03/17/2020

Motion by Parks, second by Carpenter, to approve the Streeter Drive Cold Milling and Asphalt Overlay Bidding with adding a base bid for up to the S Curve and an alternate to include the S Curve. All members present voted aye.

Motion by Blaeser, second by Slater, to approve Resolution 2020-02 Authorizing the Purchase of Certain Property

RESOLUTION #2020-02

**A RESOLUTION AUTHORIZING THE PURCHASE OF CERTAIN PROPERTY
DESCRIBED BELOW FOR PUBLIC USE AND MAINTENANCE AND TO
AUTHORIZE THE SIGNATURES OF THE MAYOR AND FINANCE OFFICER
TO EXECUTE ANY AND ALL DOCUMENTS PERTAINING THERETO**

WHEREAS, the City of North Sioux City, South Dakota, desires to authorize the Mayor and Finance Officer to sign any and all documents pertaining to the purchase of the following described property:

Lot H-1 in Tract 16 of Cimmred Industrial Park of Schweppe Tract 2 in the Southwest ¼ of the Southeast ¼ of the Southeast ¼ of Section 10 and the Northwest ¼ of the Northeast ¼ and the Northeast ¼ of the Northeast ¼ of Section 15, all in Township 89 North, Range 48 West of the 5th P.M., in Union County, South Dakota; and

WHEREAS, the following individuals currently hold the positions identified below, and shall serve until their successors are duly elected or appointed and have qualified or until their earlier resignation or removal:

Randy Fredericksen	-	Mayor
Michael Hamm	-	Finance Officer

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of North Sioux City, that the above-described property be purchased for public use and maintenance. A generator for a sanitary sewer lift station will be placed on said property.

BE IT FURTHER RESOLVED, Randy Fredericksen, as Mayor, and Michael Hamm, as Finance Officer, are hereby authorized to execute in the name of the City of North Sioux City any and all documents pertaining to the purchase of the above-described property located in Union County, South Dakota.

CERTIFICATE

I, the duly appointed Finance Officer of the City of North Sioux City, hereby certify that the foregoing Resolution is a true and correct copy of the Resolution adopted unanimously by the Council of the City of North Sioux City, at a meeting held on the 18th day of February, 2020.

Dated this 18th day of February, 2020.

Michael Hamm, Finance Officer
City of North Sioux City

Motion by Carpenter, second by Benson, to approve the purchase of new police cameras and computers. Council Members Benson, Blaeser, Carpenter, Cropley, Green, and Slater voted aye, Parks abstained.

Police Chief Headid brought information to the Council on why he believes the aeration systems being used on McCook Lake are causing a dangerous situation. Headid has received several complaints about the aeration systems. Headid said he contacted the state and they said that there is nothing they can do but whoever is running them should consult legal counsel because a liability could be created by running the aeration systems. Headid stated under City Ordinance 8.08.020 it states "A nuisance consists of unlawfully doing an act, or omitting to perform a duty within the city or in any public grounds or parks belonging to the city, which act or omission either: C. Unlawfully interferes with, obstructs, or tends to obstruct, or renders, dangerous for passage, any lake or navigable river, bay, stream, canal or basin, or any public park, square, street, or highway." Headid said he believes protecting life over property. Headid stated there are some aeration systems that are keeping the lake open all the way across. Slater asked how many systems there are. Headid stated he knows of at least 6. Dirk Lohry at 417 Lakeshore Dr stated he was not for or against the Ordinance but just wanted to give the Council some information so they can make an informed decision. He said this was a very usual year and that we had the highest water level ever record coming from Gavin's Point Dam which caused the ground water to be as high as its ever been. Lohry said this has caused McCook Lake to be 5 feet higher than it normally is. He also stated that right now the lake is 12 feet higher than the Missouri River and this would typically cause a leaching rate of 1 ½ inches per day but right now it is only leaching at .2 inches per day. Ron Shrunk at 175 Suncoast said if you want to see if it is the aeration systems or ground water causing the open spots then shut the aeration systems off and find out. Shrunk said that you can see and hear them running and they are eroding the ground. He said if the ground water is keeping the lake open why would we need the aerators. He also stated that the open water is allowing the geese to stay and they pollute the lake when they stay through the winter. Cropley stated that her family has owned property on that lake for 60+ years and this is the first time in 14 years that she can't step out on the ice. Cropley said she agrees with Police Chief Headid that the safety of people is more important than property. Joan Christiansen at 183 Suncoast said she has lived on the lake for 45 years and this has never happened. She stated that it is not fair to other residents because the reason they live on the lake is for the winter and summer sports. Stacy Shrunk at 175 Suncoast Dr said that there were some open areas in the lake last year and that an email went out this year about the how to purchase the aeration systems so if there is 6 this year how many are there going to be next year? Craig Dam at 25 North Shore said he was trying to save his lake front and said he did some research and that he found these ice eaters. He said he called the state and that they did not have any regulation on them. He said that the aerators would be a problem if you don't run them right but you can control them if you use them properly. Renee Smith at 15 Leisure Lane said she has a spring by her dock that usually keeps a small spot open but it is a safety hazard with the aerators because it causes thin ice. Mayor Fredericksen said after hearing everything he

thinks the Council should stop them right now to see if the lake freezes back up. Police Chief Headid said the 4-wheeler that fell through the ice was still under water. Parks said that signs should be put at both docks because once the aeration systems are shut off the open spots will develop thin ice. Slater said that the Council should address this in a future Ordinance.

Motion by Benson, second by Carpenter, to deem the use of aeration systems on McCook Lake as a nuisance and for the Mayor to declare an emergency so it becomes effective immediately. All members present voted aye.

Motion by Cropley, second by Parks, to approve the old City Library water softener as surplus property per Liane Welte. All members present voted aye.

Motion by Parks, second by Benson, to enter executive session after a 5-minute recess at 8:04pm for Legal, Contractual, and Personnel. All members present vote aye.

Regular session resumed at 9:15pm.

Motion by Parks, second by Benson, to table the donation request from 5678! Dance until the next council meeting. The Council would like additional information from Finance Officer Hamm about donations the City has approved. All members present voted aye.

Motion by Parks, second by Green, to approve the bills as presented. All members present voted aye.

ANALTCL & CNSLTNG SVCS	2624.50	SWR LAB WORK
BNFT ADMNSTRTN SELF EM	102.00	2020 HRA FEE
BRSCHBCH EQPMNT & SUPP	525.00	GAS MNTR CHRGR
CITY OF SIOUX CITY	32677.13	2020 SWR CHGS USG 13753
CRARY, HUFF, INKSTER, SHEEHAN	7427.00	JAN2020 LEGAL FEES
DAKOTA PUMP, INC	1097.75	VTSCADA SFTWR RNWL
DAKOTA DUNES/NSC TIMES	647.95	JAN2020 PBLSHNG FEES
THMPSN INNVTN	237.71	JAN2020 FEES
ELCTRCL ENGINEERNG & EQUIP	925.50	REP GNRTR
FIRST FNNCL BANK USA	103.61	JAN2020 CC CHGS
FOUR SEASONS NORTH	324.35	FITNESS CHGS
GILL HAULING	11947.18	2020 RSDNTL WST
H2O 4 U	118.00	BOTTLED WTR
HAWKINS, INC	2003.34	CHLORINE (7)
HYDRCL SLS & SRVC	897.31	SNOW PLOW HOSES
JACK'S UNIFORMS & EQPMNT	1057.95	LIGHT BAR-2020 DODGE
EAKES OFFICE SLTNS	281.89	SHOP SUPP
JOHNSON FEED, INC.	2080.00	ROAD SALT
KEVIN ODELL ELECTRIC, INC.	1084.25	SOUTH BOUND I29 REP
LEADER-COURIER	37.00	SR CNTR-YEARLY SBSCRPTN
LOCAL NO. 749	227.00	MAR2020 DUES
LONG LINES	859.64	2020 PHN & INT CHGS
MERCY BUSINESS HEALTH SVCS	53.33	JAN2020 EAP
MIDAMERICAN ENERGY	15635.38	UTLTY CHGS
O'REILLY ATMTV, INC.	230.52	PLOW ADDITIVE (14)
PRINCPL LIFE INSUR CO	2461.99	LIFE & DTL PREM
QLFD PRSRT SVC	742.83	PSTG UTLTY BILLS
SD DEPT OF PUBLIC SFTY	60.00	SD LAW ENFRMNT
SD ONE CALL	13.44	JAN2020 LOCATES (12)
SCRTRY OF STATE	30.00	NOTARY APP-GORSETT
SXLND HMN SCTY	45.00	JAN2020 SERVICES
STATE FARM INSRNC	50.00	NTRY BOND RNWL
UNION CO. REG OF DEEDS	60.00	RIVER VALLEY
WELLMARK BLUE CROSS	16130.47	INSUR PREM
AFLAC	1023.46	FEB2020 PREM

Motion by Parks, second by Benson, to adjourn at 9:20pm. All members present voted aye.

Approved

Randy Fredericksen, Mayor

Attested

Mike Hamm, City Finance Officer



City Council MEMO

504 River Drive
North Sioux City, SD 57049
Phone (605) 232-4276
Fax (605) 232-0506

To: North Sioux City, City Council
From: Mike Hamm
Date: 03/02/2020
Re: River Valley Plat – Lots 90 thru 96

Background: This Plat will break out the lot into 7 lots that will consist of 2 duplex's and one triplex. This also includes a Permanent Sanitary Easement.

Financial Consideration:

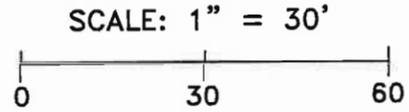
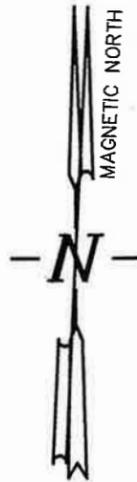
Recommendation:

PLAT OF
 LOTS 90 THRU 96 & LOT B OF TRACT 3 OF
 RIVER VALLEY ADDITION
 NORTH SIOUX CITY, UNION COUNTY, SOUTH DAKOTA

PLOT DATE: NOVEMBER 27, 2019
 SHEET 1 OF 3

- INDICATES FOUND 1/2" ϕ IRON PIN UNLESS OTHERWISE INDICATED
- INDICATES SET 1/2" IRON PIN W/ YELLOW CAP #4544

TOTAL AREA IN ADDITION: 1.535 ACRES
 SIDEWALKS WILL BE REQUIRED ALONG SODRAC DRIVE



MAGNETIC DECLINATION 2°45' EAST
 AS PER NOAA NATIONAL CENTERS
 FOR ENVIRONMENTAL INFORMATION

VICINITY MAP
 SCALE 1" = 400'



PREPARED BY
MLS & ASSOCIATES, PLC
 703 DOUGLAS STREET
 SIOUX CITY, IOWA
 (712) 258-6844

ADJACENT OWNER:
SHRI HARI LLP

LOT 1, SODRAC PARK 2nd ADD'N

LOT B
2965 SF

S89°15'42"E - 199.89' MEASURED & RECORD

LOT 33
TRACT

ADJACENT OWNER:
BEVERLY J ROTH

LOT 33

LOT 34

ADJACENT OWNER:
GILL & LEANN RAE KURTZ

LOT 34

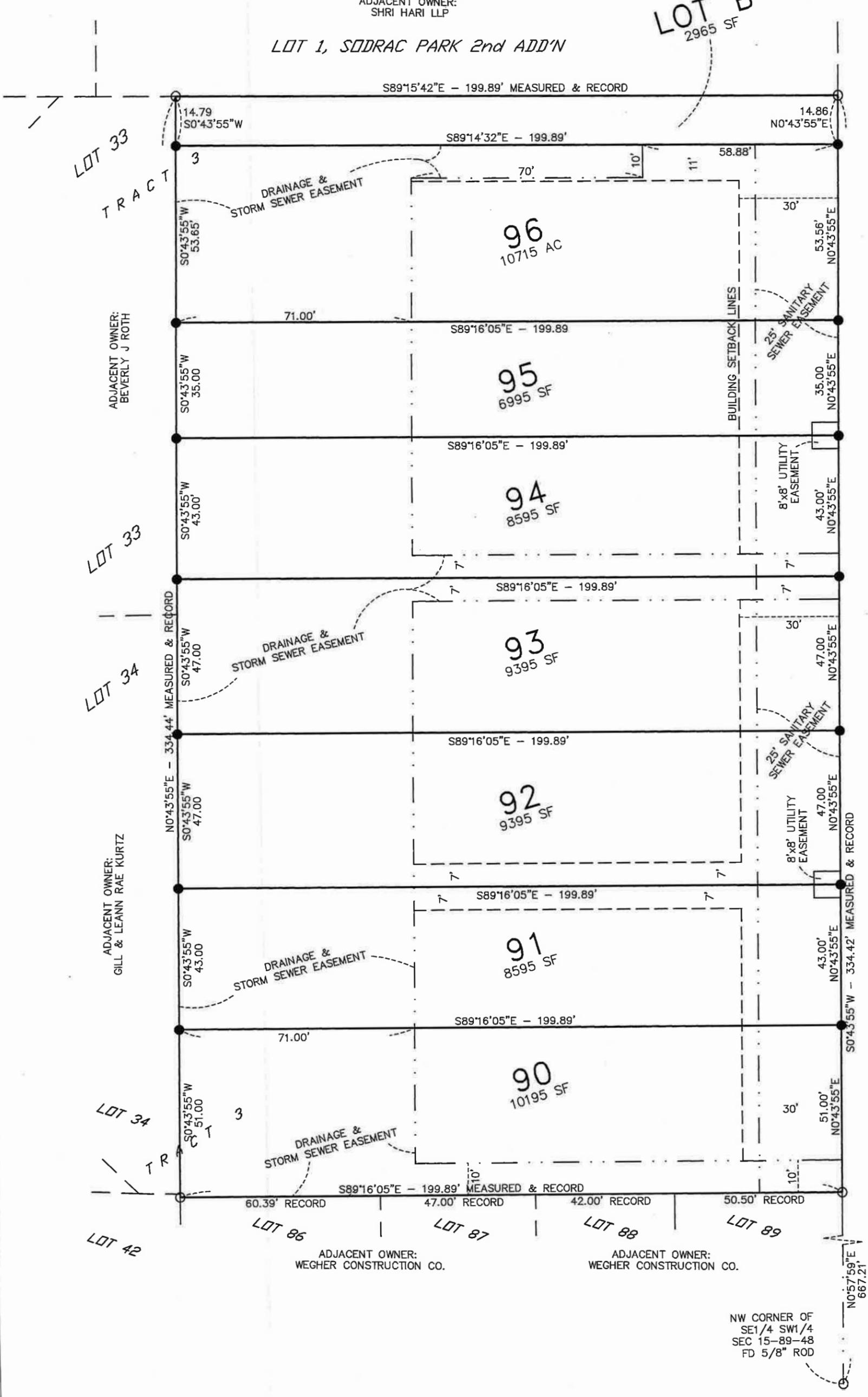
LOT 42

ADJACENT OWNER:
WEGHER CONSTRUCTION CO.

ADJACENT OWNER:
WEGHER CONSTRUCTION CO.

NW CORNER OF
SE1/4 SW1/4
SEC 15-89-48
FD 5/8" ROD

SODRAC DRIVE



Prepared By:
Cody M. McCullough
329 Pierce Street, Suite 200
Sioux City, IA 51101
p (712) 277-4561
f (712) 224-4532
cmccullough@craryhuff.com

PERMANENT SANITARY SEWER EASEMENT

This Permanent ^{QCV} Sanitary Sewer Easement ("Easement") is granted this 19th day of February, 2019, by Wegher Construction Co., a South Dakota corporation ("Grantor") to River Valley, L.L.P., a South Dakota limited liability partnership ("Grantee").

RECITALS

WHEREAS, Grantor is the owner of Lot 89 of Tract 3 of River Valley Addition to North Sioux City, Union County, South Dakota; and

WHEREAS, Grantee desires to obtain an easement for sanitary sewer and all related lines, facilities and equipment (the "**Sanitary Sewer**") across and upon the property described as the "**SANITARY SEWER EASEMENT**" shown on **Exhibit "A"** attached hereto and incorporated herein by this reference (the "**Easement Area**") on the terms and conditions set forth in this Easement.

NOW THEREFORE, in consideration of One Dollar (\$1.00) and other valuable consideration, the receipt and sufficiency of which is hereby acknowledged, Grantor hereby grants an easement to Grantee as follows:

1. GRANT OF EASEMENT. Grantor hereby grants to Grantee and its successors and assigns a permanent easement over and across the Easement Area for the following purposes: (a) to construct, reconstruct, operate, maintain, replace, and remove Sanitary Sewer now situated or hereinafter situated under, over or across the Easement Area; and (b) ingress and egress over the Easement Area to construct, reconstruct, operate, maintain, replace, and remove Sanitary Sewer.

2. MAINTENANCE AND RESTORATION OF PROPERTY. Grantee shall be responsible, at Grantee's sole expense, for the maintenance of the Sanitary Sewer. In consideration of the grant of this Easement, Grantee agrees it will repair any damage which may be caused to the Easement Area by the construction, reconstruction, maintenance, operation, replacement, or removal of the Sanitary Sewer.

3. **OBSTRUCTIONS.** There shall be no permanent or temporary improvements, structures, fences, trees, or other objects placed on or over the Easement Area by the owner of the Easement Area without written permission of the Grantee, nor shall the owner of the Easement Area dig within the Easement Area or otherwise interfere with the Grantee's use of this Easement.

4. **ASSIGNABILITY.** Grantor acknowledges and agrees that Grantee may, in its sole discretion and without notice, assign or transfer all of Grantee's rights granted herein to the City of North Sioux City, any governmental body, or any public or private utility and their respective successors or assigns.

5. **MISCELLANEOUS.** This Easement constitutes the entire agreement between the parties and any prior understanding or representation of any kind preceding the date of this Easement shall not be binding on either party except to the extent incorporated in this Easement. Any modification of this Easement or additional obligation assumed by either party in connection with this Easement shall be binding only if evidenced in writing signed by the undersigned. The easements, restrictions, benefits, and obligations hereunder shall create benefits and servitudes running with the land. This Easement shall be binding on all parties having any right, title or interest in Grantor's property or any portion thereof and shall inure to the benefit of the parties hereto as well as their respective heirs, successors, or assigns. If any provision in this Easement is at any time found to be invalid or unenforceable, the remaining provisions shall continue in full force and effect. This Easement shall be construed in accordance with the laws of the State of South Dakota.

[SIGNATURE PAGES FOLLOW]

IN WITNESS WHEREOF, the undersigned have caused this Easement to be executed on the date first indicated above.

GRANTOR

WEGHER CONSTRUCTION CO.

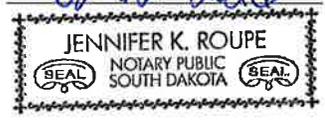
BY: *Rick Wegher*
Rick Wegher, CEO and Treasurer

STATE OF SOUTH DAKOTA; COUNTY OF UNION :SS

On this, the 19 day of February, 201~~8~~²⁰, before me, the undersigned officer, personally appeared Rick Wegher, who acknowledged himself to be the CEO and Treasurer of Wegher Construction Co., a South Dakota corporation, and that he, as such officers, being authorized so to do, executed the foregoing instrument for the purposes therein contained by signing the name of the company by himself as CEO and Treasurer.

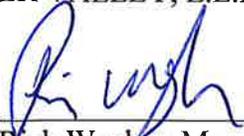
IN WITNESS WHEREOF, I hereunto set my hand and official seal.

Jennifer K. Roupe
Notary Public
My Commission Expires: 02-12-2026



GRANTEE

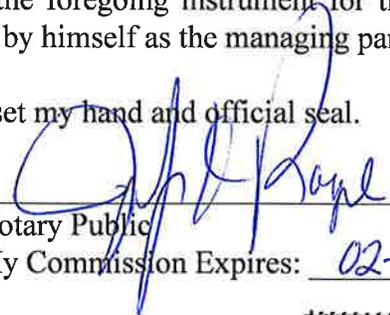
RIVER VALLEY, L.L.P.

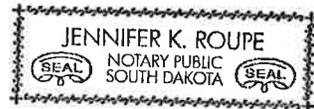
By: 
Rick Wegher, Managing Partner

STATE OF SOUTH DAKOTA; COUNTY OF UNION :SS

On this, the 19 day of February, 2019, before me, the undersigned officer, personally appeared Rick Wegher, who acknowledged himself to be the managing partner of River Valley, L.L.P., a South Dakota limited liability partnership, and that he, as such officer, being authorized so to do, executed the foregoing instrument for the purposes therein contained by signing the name of the company by himself as the managing partner.

IN WITNESS WHEREOF, I hereunto set my hand and official seal.


Notary Public
My Commission Expires: 02-12-2020



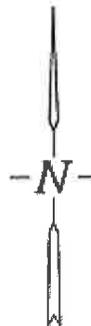
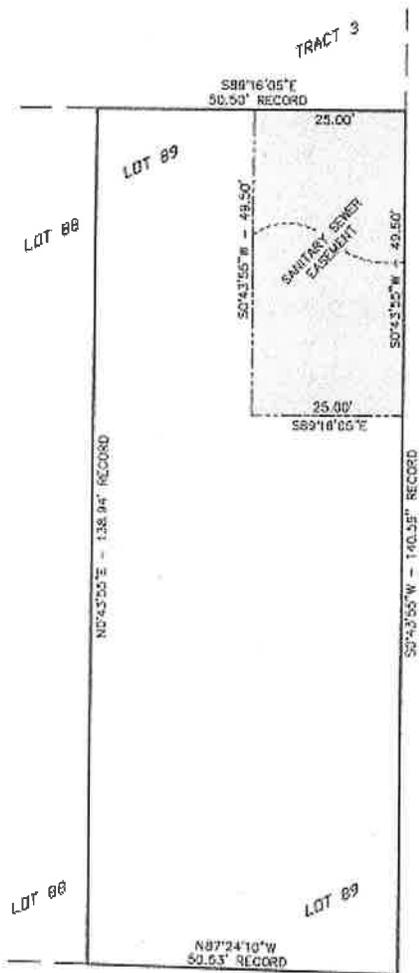
MLS & ASSOCIATES P.L.C. 703 DOUGLAS ST; SIOUX CITY, IA (712)258-6844

SHEET 1 OF 1

EXHIBIT "A"

SANITARY SEWER EASEMENT IN PART OF LOT 89 OF TRACT 3 OF RIVER VALLEY ADDITION, NORTH SIOUX CITY, UNION COUNTY, SOUTH DAKOTA

BROWN WEGHER CONSTRUCTION



SODRAC DRIVE

BELMONT PARK AVENUE

CERTIFICATION BLOCK

I HEREBY CERTIFY THAT THIS LAND SURVEYING DOCUMENT WAS PREPARED AND THE RELATED SURVEY WORK WAS PERFORMED BY ME OR UNDER MY DIRECT PERSONAL SUPERVISION AND THAT I AM A JULY LICENSED LAND SURVEYOR UNDER THE LAWS OF THE STATE OF SOUTH DAKOTA.

Douglas J. Mordhorst
 DOUGLAS J. MORDHORST DATE
 LICENSE NUMBER 4544
 MY LICENSE RENEWAL DATE IS DECEMBER 31, 2020
 THIS SHEET COVERED BY THIS SEAL
 PLOT DATE: OCTOBER 28, 2019



PREPARED BY
MLS & ASSOCIATES, PLC
 703 DOUGLAS STREET
 SIOUX CITY, IOWA 51101
 (712) 258-6844
 MLSSURVEYING@GMAIL.COM



City Council MEMO

504 River Drive
North Sioux City, SD 57049
Phone (605) 232-4276
Fax (605) 232-0506

To: North Sioux City, City Council
From: Mike Hamm, City Finance Officer
Date: 03/02/2020
Re: Streeter Drive S Curve

Background: The Mayor requested the Streeter Drive S Curve be on the agenda for discussion and possible motion.

Financial Consideration:

Recommendation:



City Council MEMO

504 River Drive
North Sioux City, SD 57049
Phone (605) 232-4276
Fax (605) 232-0506

To: North Sioux City, City Council
From: Mike Hamm
Date: 03/02/2020
Re: JEO Project Status

Background: JEO has provided the Council with a project status update which is included in your packets for discussion.

Financial Consideration:

Recommendation:

JEO Project Status Report

To: City of North Sioux City

Date: February 25, 2020

Report Prepared By: Ethan E. Joy, PE



JEO #	Project	Funding Source #	Current Status	JEO Action	City Action	Schedule
R161479	Big Sioux River Levee Certification Evaluation	Local funds	FEMA will need to finalize and issue the final flood plain maps. That schedule is unknown.		After FEMA issues the new maps, the city will have to update its ordinances to reflect the new map changes.	
R160368	Military Road Bridge Reconstruction	Sioux City Project	Project to resume once weather warms enough, likely around April 1. Note that the bridge will always be open and work will be focused at Riverside Blvd.		None at this time	
R190926	Wastewater Study Addendum and Rate Study	Local Funds	Draft study is complete. Waiting for staff to answer the financial questions prior to finalizing the rate study		Staff to answer JEO's financial questions on the sewer fund	
R190597	Northshore Sewer CIPP	Local Funds	Pre-construction conference held on February 19 th , contractor beginning work on televising of sewers to be lined		None at this time	Project Completion Date: June 29, 2020

Items in red are new from the previous report

Thank you.

Ethan E. Joy, PE
Branch Manager

Your Goals, Our Team, One Vision





City Council MEMO

504 River Drive
North Sioux City, SD 57049
Phone (605) 232-4276
Fax (605) 232-0506

To: North Sioux City, City Council
From: Mike Hamm
Date: 03/02/2020
Re: Donation Request from 5678! Dance

Background: 5678! Dance has sent a donation request to the City. There are different levels that an organization can donate. The last time the City donated to 5678! Dance was in 2013 in the amount of \$1,500. The Council tabled this request at the 02/18/2020 meeting and requested Finance Officer Mike Hamm send out information on all the donations the city has given the past 5 years. This information was sent out via email on 02/27/2020.

Financial Consideration: Additional expenses to 2020 budget.

Recommendation:



208 West Shore Drive, McCook Lake, SD 57049 * (605) 242-5678

Community/Business Leader:

We are the Senior All Stars and Open All Stars of 5678! Dance Studio. Our Senior team consists of 14 high school dancers from throughout the Siouxland area. The team consists of students from Dakota Valley, Heelan, and Sgt. Bluff Luton. Our Open team consists of 12 high school, college age, and adult dancers. The team consists of students from Dakota Valley, Heelan, USD, and Morningside. During this dance season we have had the privilege to compete in many dance competitions. Most recently, both teams attended and competed at the DX Americup National Championship in Minneapolis. Our team placed very high at this event with all of our routines. With that honor and a sign of true accomplishment, our teams were awarded four bids to the "Olympics of Dance", the USASF Worlds Dance Competition that takes place in Orlando, Florida this year April 24th through April 26th. Last year over 70 countries participated in this World Dance and Cheer Championship. The 5678! Senior and Open All Stars are extremely honored to be able to represent the United States at this event. Last year our Open team placed 4th in the World in the Open Coed Jazz division behind two teams from Mexico and 1 team from the United States.

Both teams and coaches have worked hard throughout the dance season not only on the physical aspects of dance but also on the teamwork and leadership needed to be active participants in the success of our dance team. Dance, as a sport, has been able to offer us lifelong memories, friendships, and athleticism which pave the way for future success in our lives. As a team, we are looking forward to this amazing opportunity. There will be a great deal of time, dedication, and practice to prepare for such a huge performance in a short amount of time, but our teams are ready to take on this challenge. Our Senior team practices three times a week and our Open team practices three times a month. Both of our teams scored higher than teams that practice daily, their talent is remarkable and extraordinary to say the least.

We would like to ask for your help in making this dream a reality by allowing us to represent our community at this event. We are looking to raise \$1000 per team member, and every amount brings us closer to our team goal. We know that your company supports the development of young athletes and therefore we are asking for your monetary donation to aid in enabling our team to achieve this goal. We have set up a Platinum sponsorship level \$500 and above, Gold sponsorship level for a donation of \$250-\$499, Silver \$150-\$249 and Bronze \$149 and under. Our team will have t-shirts designed with sponsors listed to show thanks for your support!

Please mail checks by March 15th, payable to 5678! Dance Studio: 208 Westshore Drive, McCook Lake, SD 57049

We appreciate any consideration you can provide to this endeavor. Your support means a great deal to each and every team member, our families, and our community. Thank you and we look forward to the amazing experiences at the USASF Worlds Dance Competition.

Sincerely,

5678! Senior All Stars and 5678! Open All Stars – McCook Lake, SD

Director and Coaches – Melissa Strong, Carey Baczwaski, Haley Hutton, and Jenna Winkler

Senior Team Members – Abby Poulsen, Brooklyn Mace, Paige Klemme, Morgan Walchek, Natalie Olson, Audrey Hockstra, Isabel Gunderson, Courtney Barajas, Megan Poulsen, Annika Granaas, Ella Graham, Celine Bernard, Shana Berg and Madeline DeJong.

Open Team Members – Cassie Hansen, Gabbie Jansen, Paige Klemme, Brooklyn Mace, Natalie Olson, Jenna Winkler, Madison Mahr, Jozlyn Jones, Thomas Nguyen, Madeline DeJong, Abby Poulsen and Morgan Walchek.





City Council MEMO

504 River Drive
North Sioux City, SD 57049
Phone (605) 232-4276
Fax (605) 232-0506

To: North Sioux City, City Council
From: Mike Hamm, City Finance Officer
Date: 03/02/2020
Re: HueLife for City Administrator Search

Background: Attached is the contract with HueLife for the City Administrator search. This was tabled by the Council during the 01/21/2020 Council Meeting. The Council, at the request of City Attorney Daryl Jesse, wanted to see a Hold Harmless agreement put into the contract. The included revised contract does have the Hold Harmless Agreement.

Financial Consideration: \$16,500 for the search fee and reimbursed expenses not to exceed \$5,000

Recommendation: The administration would recommend approval.

NORTH SIOUX CITY CITY ADMINISTRATOR SEARCH

**A proposal for assisting the Community of North Sioux City in the
recruitment and hiring of a City Administrator.**



Submitted by: Dr. Richard Fursman

HueLife

Organization Development and Leadership

5775 Wayzata Blvd #700 | St. Louis Park, MN 55416 |

651.338.2533 | richardfursman@gmail.com





January 9, 2020

Mayor Randy Fredericksen
North Sioux City

RE: Proposal for City Administrator Executive Search

Dear Mayor Fredericksen and Council:

On behalf of our team at Huelife, I would like to extend our appreciation for the invitation to submit a proposal to assist you and the citizens of North Sioux City in the recruitment and selection of your next City Administrator. Picking the City's Administrator is one of the most important functions you will undertake together. We trust our process, experience, and commitment to you will result in the highest quality and best possible search.

Richard Fursman will be assuming responsibility for the search. Richard has been helping communities for over 10 years in executive search efforts for administrative positions throughout the United States (primarily the Midwest). Company project manager/executive assistant, Megan Jacobson, will be assisting with the search with over 8 years of executive search experience. Our team has conducted over 500 executive searches for administrative positions throughout the Country.

We will work closely with you to understand your needs and organization culture, so the individuals recruited have the qualities and skills to be successful.

Included with this Letter of Interest are biographies, a select clients list, an estimated timeframe to complete the project and estimated expenses. We are proud of our relationship with local communities and would very much enjoy engaging with you on this vital recruitment.

Thank you again for your consideration.

Very truly yours,

A handwritten signature in black ink, appearing to read "Richard Fursman".

Dr. Richard Fursman Ed. D.
President
5775 Wayzata Blvd #700
St. Louis Park, MN 55416

For additional information about Huelife, please visit www.hue.life



Introduction

Statement of Understanding

The *City of North Sioux City* is reviewing options in preparation for the hiring of a City Administrator. It will be the responsibility of the consultant to manage expectations, provide expert guidance, and take careful note of the information provided through the individual council members and the organization as a whole.

Firm Experience Brief history

Founded 1991

Founded by Jim Brimeyer in 1991, Brimeyer Fursman, LLC (now HueLife) is headquartered in the Twin Cities of Minnesota. Current company president, Dr. Richard Fursman has undertaken scores of similar projects in Minnesota, Iowa, Wisconsin, Nebraska, Alaska and South Dakota. During those searches they successfully implemented recruitment strategies, demonstrating expertise in candidate assessment and the development of a selection process that addresses the needs of the organization and the entire community.

Richard has completed over 150 management searches in the Midwest. Partnering with other team-members, he has assisted over 200 organizations in other Organization Development efforts. HueLife is now the industry leader in the process of “Onboarding” or preparing the Organization and new Administrator for transition, to ensure the best possible start. We take great care of our client’s needs and concerns not only as the process unfolds, but also through the new City Administrator’s entry and transition.

Current City Executive Search Engagements

The firm currently has one pending search engagement with a city seeking an HR professional.

Similar Searches 2011-2018

Some of the more recent executive level searches include the cities of Ada, Little Canada, Gaylord, Bayport, Otsego, Bloomington, Sandstone, Eagan, St. Louis Park, Stillwater, Victoria, Vadnais Heights, Apple Valley, Woodbury, Detroit Lakes, St. Cloud, Minnetonka, Hopkins, Worthington Minnesota; Le Mars, Okoboji, Maquoketa, Clinton, Nevada, Waverly, Ottumwa, Sioux City, and Centerville, Iowa; New Richmond and Kimberly, Wisconsin; and, Petersburg, Alaska.

Search Approach

Approach and Services Overview

Our approach to executive search promotes maximum input from the Mayor and Council, staff, and citizens in the search process. We help guide the process, but *you* are the final authority in the selection of candidates. We maintain continual contact with the client throughout the search and keep the candidates informed as the search progresses. In addition to our milestone meetings with the Mayor and City Council, we will provide periodic updates to keep you informed of our progress. Huelife is committed to accurately portraying all candidates to the City. Likewise, we strive to accurately represent the position to candidates to prevent unrealistic expectations.

Scope of Services Summary (Executive Search)

Phase I <i>Organization Assessment and Develop Position Profile</i>	Meet individually with the Mayor and Council, Department Heads, and key staff. Meet with selected representatives from the community and/or conduct public forums. Develop and present Position Profile.
Phase II <i>Recruitment of Best Candidates</i>	<ul style="list-style-type: none"> • Place announcements • Direct recruiting program • Collect and review resumes • Interview semi-finalists/Screen and evaluate • Prepare and present progress report • Assist elected board with the selection of top 5 candidates for interviews • Personality/Management Profile
Phase III <i>Interview Preparations and Event</i>	<ul style="list-style-type: none"> • Coordinate candidates' interviews • Prepare schedule, questions, review sheets • Monitor interviews and facilitate candidate review session • Develop compensation package • Assist with negotiations • Reference checks - credential verification - credit report - criminal and civil records checks
Optional Services	
Phase IV <i>Onboarding</i>	<ul style="list-style-type: none"> • Onboarding: Socialization process to assist new and existing leadership with the transition to a new City Administrator.
Follow-up	<ul style="list-style-type: none"> • 6 months following the Administrator's start, we assist in conducting a review.

Detailed Plan of Action Steps and Services Provided by Huelife

Phase I Organization Assessment

Each search process begins with a careful assessment of the current state of the organization. This evaluation is used when the position profile is established to ensure applicants are screened according to the needs and established norms of the organization. You will be asked how much if any, change in direction is hoped for with the new City Administrator. Candidates are screened for fit and capacity according to your requirements discovered during the process.

Assessment areas typically include organizational procedures, structure, systems and policies, culture, staff capacity, leadership and management philosophy, and previous experiences. Four methods may be used to gather information for assessment:

1. Interviews
2. Focus Groups
3. Questionnaires
4. Review of artifacts

Employee & Citizen Engagement



Engaging as many stakeholders as possible in this first step of the process will provide an impetus for change needed and prepare the organization for the transition in leadership.

Members of our team have extensive training through the Institute of Cultural Affairs on facilitating community discussions. A critical success factor of the search is identifying community priorities and the environment in which the Administrator must function. *We encourage meetings with citizens to further assess the climate of the community with the use of forums and individual interviews.*

Establishing and Evaluating Expectations

A successful search has a thorough definition and agreement by the Mayor and City Council on each aspect of the position. During this initial phase, our consultants will meet collectively and individually with the Mayor and City Council members, Department Directors and Administrators, and key staff to learn more about your goals and objectives. Critical factors to be determined include position responsibility and authority; reporting relationships; educational and experience requirements; personal and leadership qualities; and management style. We will carefully review your expectations and provide industry tested feedback. We will discuss pay expectations, the available talent pool, organization fit, and others that come up during the profile formation.

Organizational Review *Coordinated with Administrator Search*

An organizational review and City Administrator search should be a coordinated process whose elements happen together. The information from the organizational review/assessment is essential for the successful recruitment of the new City Administrator. The same analysis becomes the foundation for a plan of action for the new City Administrator once they start.

“Mini” Culture Audit

“Mini” Culture Audit: Our highly credentialed and experienced Organization Development professionals understand that when a CEO or Administrator leaves, there is often heightened anxiety and work interruptions as people adjust. The areas impacting behavior are communication & expectations, environment, time, and group relations (power issues). The mini culture audit is used to help determine how to best recruit candidates for fit to create a positive work environment.

Position Profile – Recruiting Platform



We will pay considerable attention to establishing organizational goals and priorities for the position. The identification of priorities serves a two-fold purpose: it assists the hiring authority in developing a consensus on what is important for the organization and it alerts potential candidates to the important issues of the organization.

After drafting the Profile, we will meet with the Mayor and City Council as a group to discuss the critical specifications of the position. A great deal of emphasis placed on the agreement of this analysis. Without this information, it is difficult to determine how potential candidates will affect the City’s plans and organizational team. The final Position Profile, after approval by the Mayor and City Council, becomes the document against which we evaluate prospective candidates.

**PHASE II
Develop and
Implement an
Approved Recruitment
Plan**

The Position Profile serves as the primary recruitment tool as a means of identifying the scope of the position and highlighting the unique characteristics and qualities of the community. Once the Profile is approved, we will prepare and conduct a comprehensive program to contact candidates and determine sources of candidates.

**Place Announcements
Recruit Candidates**

In addition to placing announcements in the appropriate professional and trade journals, we will announce the position on appropriate web sites and the Profile will be featured on the HueLife web site with a link to the City of North Sioux City official web site. We will utilize our local, regional, and national contacts to identify potential candidates. We will identify comparable organizations where key individuals will be contacted.

Recruitment Ads

*ICMA: International City
Managers Association
Gov't Jobs
Linked-IN
HueLife Web Page
Iowa and SD League of
Cities
Neighboring Leagues*

Often, we are able to identify candidates from similar assignments who may be appropriate for the position. ***Sometimes the most qualified candidates are often not in the job market and do not respond to traditional advertising; therefore, we will directly recruit specific individuals with established patterns of talent, stability, and success through direct visits, calls, and mailings.***

**Accept and
Acknowledge
Applications**

HueLife will take responsibility for accepting and collecting applications and acknowledgments. We will maintain transparency and provide continual updates to the city and candidates as each step in the process proceeds. We take great care to treat all candidates with the greatest respect on behalf of the firm and Eureka.

**Review Resumes and
Screen Candidates**



Following the application deadline, we will screen each applicant's experience and background against the Position Profile. After evaluating and comparing each application, we will compile a list of candidates for further consideration. We will conduct one-on-one interviews with the most promising individuals. Our staff will make every effort to conduct face-to-face interviews with these candidates. ***Our in-depth evaluation and appraisal techniques*** will cover issues such as work experience, education, professional development and achievement, career objectives, accomplishments, suitability, and specific interest in the position. We will pay close attention to the management style that most closely reflects the needs of the organization.

Assessment Tools

Cover letter & resume review
Short essays on topics related to the position
Writing samples
Summary of accomplishments
Insights management profile
One-on-one interviews
360 Degree Reference Review
Full Credit Report
Credential Check
Criminal Check

We use a variety of techniques to “discover” the candidates who will have the greatest chance of success. Research shows that past performance is the greatest indicator of future success. We spend a great deal of time reviewing the accomplishments and lessons learned on mistakes with each candidate. Additionally, we profile management styles and capabilities of each candidate through testing and interviews.



Huelife is authorized to administer the **Insights Discovery Personality Profile System**. The results will cover motivation and behavior patterns,

management strategies, identification and management of conflict areas. The City will gain insights into the strengths, management style, and key communication styles for each finalist candidate.

Progress Report **TOP 10-12**

Once interviews are complete, we will select the most qualified individuals to present to the Mayor and City Council. We will prepare a ***Progress Report that will provide information on ten candidates whose backgrounds most closely meet the requirements of the position.*** This Progress Report will provide specific information on:

- Educational and work history
- Accomplishments and growth potential
- Strengths and possible limitations
- Skills and performance history related to the position
- Personality and decision-making profile

We will deliver this report and personally review it with the Mayor and City Council. Five or six candidates will be selected for further consideration based on the review. We will propose a schedule for interviewing the candidates and discuss the compensation expectations of the Mayor and City Council once the finalists are selected.

PHASE III Coordinate and Conduct Final Interviews

Reference and Credential Checks

360 Review: Prior to the interviews, *we will conduct discreet reference checks on the finalist candidates.* We will talk with peers and former associates of these candidates. We will speak with individuals who are, or have been, in positions to directly evaluate the candidates' job performance. We will verify the finalist candidates' credentials through educational, criminal, and credit checks.

Final Interview and Selection Process



- Resumes, cover letters, and reference reports will be provided on each candidate prior to the interview.
- We will also provide the Mayor and City Council with a list of suggested interview questions and evaluation forms.
- We will discuss the proposed procedures to be used in the interview process.
- Our suggested interview schedule will allow the candidates to get acquainted with the community and community leaders and to visit with the Mayor and City Council and the staff in informal settings.
- We culminate the process with individual and group interviews.
- If possible, all interviews will be scheduled within a period of two days depending upon the desire of the Mayor and City Council.
- A consultant will be present at each interview.

Council/Panel Interview Preparation

Before the interview process begins, we will review all protocols and discuss the motivational forces guiding your interpretation of candidates. This is especially strong at the unconscious level with biases in the interview process, including:

- *Leniency/ Strictness Bias*
- *Halo Effect*
- *Horns Effect*
- *Similarity Effect*
- *Appraiser Biases*
- *Primacy Effect*
- *Contrast Effect*

Selection

After the interviews, we will meet with the Mayor and City Council to review the candidates using an ORID (Objective, Reflective, Interpretive, and Decisional) evaluation tool to assist in determining the top candidate. The consultant will assist in this process to the extent requested by the Mayor and City Council. *We take responsibility for notifying all unsuccessful candidates each time the candidate pool is narrowed down.*

Negotiating Compensation Package

Huelife, will take great care that North Sioux City secures acceptance from the most desired individual. We will participate in the final negotiations. If any concerns arise in the final hour, by working as a third-party intermediary we can resolve important details of the offer which may have significant bearing on its final acceptance or rejection. We will negotiate the terms and conditions of employment and prepare a Letter of Agreement on behalf of North Sioux City with the selected candidate.

Additional Support Services

If requested by the City, Huelife, will act as a spokesperson with the media to maintain the integrity of the selection process and to protect the confidentiality and privacy of the candidates who are not hired.

- Family issues and dual career households are factors that influence an individual's decision to change jobs. We address circumstances arising from a job change including spouse careers, real estate issues, family concerns, and relocation details.
- After the candidate is employed, we will follow up with both North Sioux City and the candidate to insure a smooth transition and satisfactory completion of the assignment. This follow-up contact is intended to identify potential issues early so that adjustments can be made, if necessary.

Phase IV Onboarding - Preparing for change



Onboarding is a process focused on the integration of new senior-level managers into an organization. The goal is to *prepare Managers to succeed in their jobs as quickly as possible*. Huelife will meet with the directors and key staff, Mayor and City Council and the new City Administrator to discuss and plan for the adjustments that naturally occur during periods of transition. This is particularly helpful to staff as they learn to work with their new supervisor. Items covered include effective communication, setting expectations, clarification of roles and responsibilities, a review of the culture and other norms.

FOLLOW UP Performance Review

If requested by the Mayor and City Council, we will assist in conducting a performance evaluation of the selected City Administrator between six and twelve months of employment. We will develop a Work Program that will contain objectives for the City Administrator to accomplish in the ensuing six to twelve months.

Consultant for Your Search



Richard will be the lead consultant on the project and will be involved in all aspects of the search.

Dr. Richard Fursman, President: Richard started doing executive recruitment in 2007 and has conducted 200+ searches over that time period. Richard has 25 years of senior management experience in local government, most recently as the City Manager of Maplewood, Minnesota. Richard earned his Doctorate in Organization Development as well as his Bachelor of Arts in Economics from the University of St. Thomas and his Master of Arts degree in Urban and Regional Affairs from Mankato State University.

Richard is an Adjunct Faculty at the University of St. Thomas. He was awarded the title of Credentialed Manager by the International City/County Management Association. Richard is a past board member of the Minnesota City/County Management Association, a member of Rotary International, and past President of the Minnesota Metropolitan Manager's Association. Richard has conducted numerous strategic planning retreats and consults with municipalities and non-profits on reorganization and change management in the USA and Abroad.



Sample Time Table

The sample time table is to provide a conceptual framework. HueLife will work with the City to develop the schedule.

Huelife will work with the Council on the timing of the search. We will work closely with you to work through scheduling difficulties. The following serves as an example that will be altered to fit everyone’s schedules.

Highlighted activities require full Council participation

Authorization to proceed

January 6, 2020

Survey sent to council and staff	January 20
Profile Data Collection (with interviews of Council , Community, Staff)	January 27
Approve Position Profile	Feb 3
Start Recruitment	Feb 4
Deadline for Applications	March 2
Screen and Review Candidates	March 3-10
Progress Report/Select Finalists	March 16
Reference and Credential Checks	March 16-
Interviews	March 27 and 28
Start of New Administrator	End of April
Onboarding Session with New Administrator and Council	At start



Fee Quotation Executive search process overview and fees	
	Search Fee \$16,500
Phase I Develop Position Profile <ul style="list-style-type: none"> • Meet individually with the Mayor and City Council, Department Heads, and key staff • Meet with selected representatives from the community and/or conduct public forum • Develop and present Profile 	\$5,000
Phase II Recruit and Screen Candidates <ul style="list-style-type: none"> • Place Announcements • Direct Recruiting, Send Profiles • Review Resumes • Screen and evaluate candidates • Prepare and present Progress Report (progress report will be delivered in person and contain profiles of 10-12 candidates who demonstrate the best fit. <i>Here the council selects the top 5 for interviews.</i>) 	\$6,500
Phase III Interviews <ul style="list-style-type: none"> • Schedule and coordinate candidates' interviews with the City • Develop Interview questions • Participate in interviews • Develop compensation package • Participate in negotiations • Personal Management Style Profile Assessment 	\$5,000
Expenses: Typical expenses include copies and supplies, position advertising (League Web Sites, ICMA, City Managers Association, Linked-IN – Mileage and Management Profiles.	<i>Not to Exceed \$5,000</i>
<p><i>This does not cover costs associated with bringing in candidates from outside the area in the event the City would interview someone from out of State.</i></p>	



**Optional Services
Background Checks**

Phase IIIa. Background Checks <i>(This is done before the interview)</i>	\$650 per Candidate
<ul style="list-style-type: none"> • Reference checks • Credential verification • Credit Report • Criminal Background Report 	

POST HIRE OPTIONS

Phase IV: Additional services after the Administrator is hired	\$950
<i>Onboarding: If the council desires, we will facilitate onboarding of the new Administrator to help clarify roles, expectations and reveal important practices of the operation. This is done with the council and staff and is planned during the first week or two the Administrator is on the job.</i>	+ mileage/travel expenses and copies
Phase V: Administrator Review: This is completed approximately 6 months after start of employment	\$950 + mileage/travel expenses and copies

Indemnification. Huelife hereby agrees to protect, indemnify, and hold the City of North Sioux City ("City"), its Mayor, City Council, employees, contractors, subcontractors, and agents (collectively or individually, "**Indemnatee**") harmless from and against any and all third party claims, damages, losses, expenses, suits, actions, decrees, judgments, awards, reasonable attorneys' fees and court costs (individually or collectively, "**Claim**"), which an Indemnatee may suffer or which may be sought against or are recovered or obtainable from an Indemnatee, as a result of or arising out of the services being provided by Huelife herein, or any negligent or fraudulent act or omission of the or its officers, employees, contractors, subcontractors, or agents in the performance of this Agreement. Provided however that the City notifies Huelife of any such Claim within a time which does not prejudice the ability of Huelife to defend against such Claim. Any Indemnatee hereunder may participate in its, his, or her own defense, but will be responsible for all costs incurred, including reasonable attorneys' fees, in connection with such participation in such defense.

Payment Policy: Our payment policy is one-third of the total fee due upon signing this agreement; one-third after presentation of the Progress Report; and the balance due 10 days after the search has successfully been completed, whether the agreement is oral or written. In the event the City Council terminates this agreement during the search, we will retain the progress payments to that point.

Dr. Richard Fursman, Owner
Huelife

Date

Mayor Randy Fredericksen
North Sioux City, SD

Date



Related References

City of Stillwater, MN (Population 18,500)

Filled December 2014

Position Filled: City Administrator (Hired Tom McCarty)

Applicants received – 53

Contact: Mayor Ted Kozlowski

Phone: 651-300-4993

tkozlowski@ci.stillwater.mn.us

City of Bloomington, MN (Population: 87,000)

Community Development Director

Position Filled 2018. (Hired Eric Johnson)

31 Applicants

Contact: Jammie Verbrugge City Manager

Phone (952) 563-8700

citymanager@bloomingtonmn.gov

**Sampling of EXECUTIVE SEARCH
HISTORY 6/2012-2019**

YEAR	CLIENT/ORGANIZATION	POSITION	STATE	POPULATION
2019	City of Minnetonka	Building Official	MN	53,000
2018	City of Bloomington	Community Development Dir	MN	87,000
2018	City of Bloomington	Golf Course Manager	MN	87,000
2018	City of Grimes	City Manager	IA	15,000
2018	City of Ada	City Administrator	MN	1,700
2018	City of Bloomington	Parks and Rec Director	MN	87,000
2018	City of Little Canada	City Administrator	MN	10,400
2018	City of Victoria	Community Development Dir	MN	8,000
2017	City of Gaylord	City Administrator	MN	2,300
2017	City of Spencer	City Manager	IA	11,500
2017	City of Otsego	City Administrator	MN	15,000
2017	City of Sandstone	City Administrator	MN	2,700
2017	City of Chaska	Park and Recreation Dir	MN	25,000
2017	City of Bayport	City Administrator	MN	3,500
2016	City of Clinton	City Manager	IA	27,000
2016	Three Rivers Park District	Special Counsel	MN	Millions
2016	City of Rosemount	City Administrator	MN	25,000
2016	City of Minnetonka	HR Director	MN	51,000
2016	City of Bloomington	City Attorney	MN	87,000
2015	City of Ottumwa	City Administrator	IA	25,000
2015	City of Minnetonka	Building Official	MN	51,000
2015	City of Apple Valley	Public Works Director	MN	50,000
2015	City of Woodbury	Building Official	MN	68,000
2015	City of Worthington	City Administrator	MN	13,000
2014	City of Stillwater	City Administrator	MN	18,500
2014	City of Victoria	City Manger	MN	8,000
2014	City of Victoria	Community Dev. Director	MN	8,000
2014	City of Independence	City Manager	IA	6,000
2014	City of Waukee	Chief of Police	IA	16,000
2013	City of Arlington	City Administrator	MN	2,233
2013	City of Centerville	City Administrator	IA	5,500
2013	City of Charles City	City Administrator	IA	7,700
2013	Borough of Petersburg	Chief of Police	AK	3,273
2013	City of St. Louis Park	Fire Chief	MN	45,000
2013	Lincoln Pipestone Rural Water	CEO	MN	4,250
2013	Wabasha County	County Administrator	MN	21,482
2012	City of Apple Valley	Chief of Police	MN	50,000
2012	City of Eagan	City Administrator	MN	64,200
2012	City of Eagan	Finance Director	MN	64,200
2012	City of Eagan	Director of Public Works	MN	64,200



City Council MEMO

504 River Drive
North Sioux City, SD 57049
Phone (605) 232-4276
Fax (605) 232-0506

To: North Sioux City, City Council
From: Mike Hamm
Date: 03/02/2020
Re: Complaint from Jessica Headid

Background: A complaint was filed with City Hall by Jessica Headid about her paying for a business license and Holly Parks not paying for one. The Mayor requested that this be included in the packet for discussion.

Financial Consideration: None.

Recommendation: NA.

TO: Randy and Council

NAME (PLEASE PRINT CLEARLY)

Jessica Headid

MAJOR CROSS STREETS (IF IT APPLIES)

FACTS PERTAINING TO SITUATION

I have been informed that Holly Parks owns and operates a business out of her home that she has not paid the city for her business license fee. I am required to pay this fee every year to the city. - make it the same for all or reimburse me for all the fees I've paid over the years since I was required to have this.

it's discriminative to allow a Council members wife to not pay the city fee but yet you make everyone else pay.

SIGNATURE

J Headid

DATE

2/5/20

ADDRESS

605 Lakewood dr.

HOME () -

WORK () -

CELLULAR

(712) 490-8885

RECEIVED BY

[Signature]

DATE

2/26/2020

ACTION TAKEN BY

DATE

FOR INTERNAL USE ONLY



FOLLOW UP BY

Phone Call Email Letter

DATE

SIGNATURE

Mike Hamm

From: Mike Hamm
Sent: Monday, August 19, 2019 1:32 PM
To: 'Dan Parks'
Subject: RE: Business License
Attachments: Daycares Preschools Sole Proprietor Businesses.xlsx

Dan,
Here is a list of all daycare/preschools along with all businesses that use their social security number that are registered with the city.

Mike Hamm
Finance Officer
City of North Sioux City
(605)232-4276

From: Dan Parks <dan.parks@sterlingcomputers.com>
Sent: Thursday, August 15, 2019 12:32 AM
To: Mike Hamm <Mike.Hamm@northsiouxcity-sd.gov>
Cc: Ted Cherry <Ted.Cherry@northsiouxcity-sd.gov>; Pesha Handy <Pesha.Handy@northsiouxcity-sd.gov>
Subject: RE: Business License

Mike,

Please provide me with a list of all home based businesses within the corporate boundaries of NSC. Specifically I'm referring to businesses where people use their own social security number. I'm assuming this list would be vast considering all the MLM and side hustles that people do.

Once again it's not about the \$20 (between the 3 of us typing email's we've spent way more than \$20 in time). It's more about the principal of the reasoning behind this.

Thanks,
Dan



Dan Parks
Federal Sales Account Manager
P: 605-242-4097
dan.parks@sterlingcomputers.com

Amber Agrimson
Assistant Account Manager
P: 605-242-1219
amber.agrimson@sterlingcomputers.com

Paul Bernard

Customer Service Rep – Order status & Tracking

P: 605-242-1259

paul.bernard@sterlingcomputers.com

PO Box 1995

303 Centennial Drive

North Sioux City, SD 57049

P: (877) 242-4074

F: (605) 242-4001

sterlingcomputers.com

From: Mike Hamm <Mike.Hamm@northsiouxcity-sd.gov>

Sent: Tuesday, August 6, 2019 3:36 PM

To: Dan Parks <dan.parks@sterlingcomputers.com>

Cc: Ted Cherry <Ted.Cherry@northsiouxcity-sd.gov>; Pasha Handy <Pasha.Handy@northsiouxcity-sd.gov>

Subject: Business License

Dan,

After speaking with Ted in regards to the Business License issue we have come to the conclusion that even though your wife does not have a SD Sales tax #, SD excise tax#, or a FEIN #, she still operates a business that operates within the corporate boundaries of North Sioux City and therefor would be subject to the Business License application and \$20.00 fee. If you have any questions regarding this please contact me.

Thanks.

Mike Hamm

Finance Officer

City of North Sioux City

(605)232-4276



City Council MEMO

504 River Drive
North Sioux City, SD 57049
Phone (605) 232-4276
Fax (605) 232-0506

To: North Sioux City, City Council
From: Mike Hamm
Date: 03/02/2020
Re: Plat – Zort Tract 1 & Baker Tract 1

Background: They are separating the Plat so that it can be sold. Planning and Zoning has approved this Plat.

Financial Consideration:

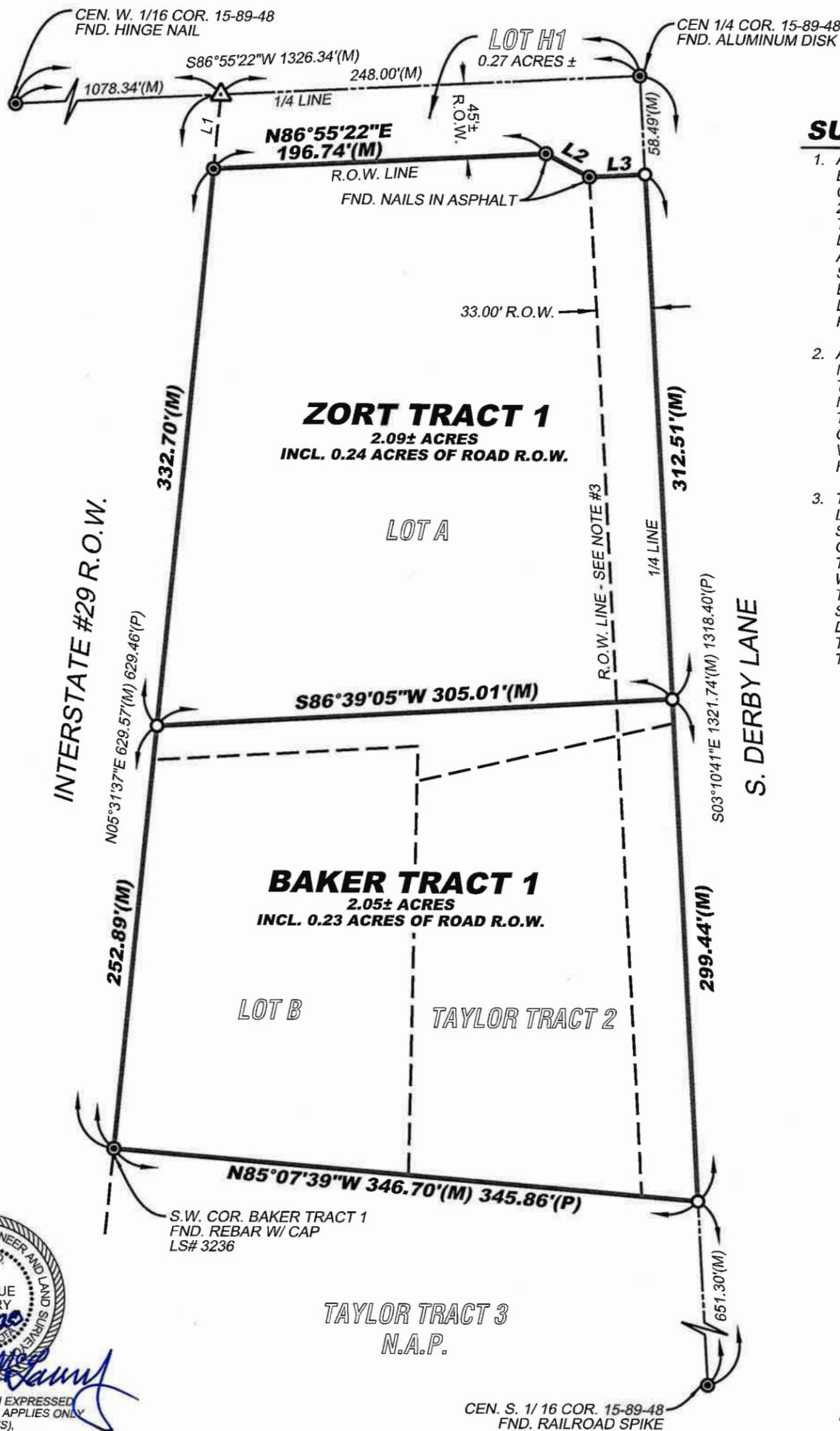
Recommendation:

SURVEY PLAT

OF

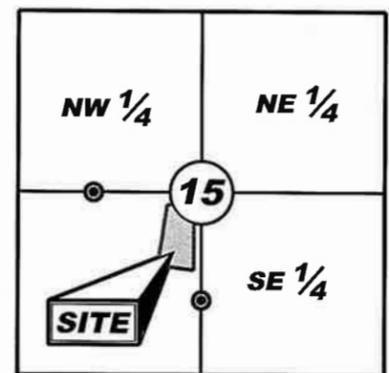
ZORT TRACT 1 & BAKER TRACT 1

IN THE NORTHEAST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 15, TOWNSHIP 89 NORTH, RANGE 48 WEST OF THE 5TH P.M., NORTH SIOUX CITY, UNION COUNTY, SOUTH DAKOTA.



SURVEYOR'S NOTES:

1. A 20.00-FOOT WIDE EASEMENT FROM ZORT BROTHERS, INC. TO THE CITY OF NORTH SIOUX CITY FOR PUBLIC UTILITIES WAS FILED ON APRIL 27th, 1998 IN MISC. BOOK 35 PAGE 168. ALTHOUGH THE WIDTH IS STATED, THE EASEMENT DESCRIPTION FAILS TO GIVE ENOUGH DETAIL TO ACCURATELY PLACE ITS BOUNDS ON THE SUBJECT PROPERTY. THEREFORE, THE EASEMENT EXISTS BUT IS NOT PLOTTABLE FOR GRAPHIC DEPICTION AND IT'S LOCATION ON THE SUBJECT PROPERTY IS UNKNOWN.
2. A 20.00-FOOT WIDE INGRESS / EGRESS EASEMENT IS SHOWN ON THE PLAT OF LOT A AND B OF TAYLOR TRACT 1. IT APPEARS THIS EASEMENT IS IN FAVOR OF THE OWNER OF LOT B TO ACCESS THE PUBLIC RIGHT-OF-WAY OF S. DERBY LANE OVER THE OWNER OF LOT A. THIS EASEMENT IS VACATED PER THIS PLAT AS BOTH PROPERTIES HAVE SEPERATE ACCESS TO THE RIGHT-OF-WAY.
3. THE EAST LINE OF THIS PROPERTY IS A QUARTER LINE, NOT A SECTION LINE, THEREFORE NO STATUTORY RIGHT-OF-WAY EXISTS. NEITHER THE ORIGINAL PLAT OF LOT A OR THE REPLAT OF TAYLOR TRACTS 1, 2 AND 3 DEDICATE A 33-FOOT WIDE RIGHT-OF-WAY FOR HALF OF S. DERBY LANE. THE PLAT OF LOTS A AND B OF TAYLOR TRACT 1 SHOWS A 33-FOOT ROADWAY EASEMENT BUT DOES NOT DEDICATE IT. THIS PLAT DEDICATES THE EAST 33-FEET OF ZORT TRACT 1 AND BAKER TRACT 1 AS A PUBLIC RIGHT-OF-WAY EASEMENT.



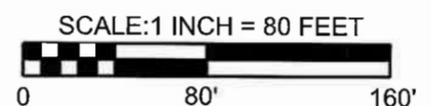
VICINITY MAP
NO SCALE

LEGEND

- IRON MONUMENT FOUND
TYPE NOTED
- IRON MONUMENT SET
5/8" x 18" REBAR W/CAP
"SDRLS KLM 5801"
- △ CALCULATED CORNER
- (M) MEASURED DISTANCE
- (P) PLATTED DISTANCE
- R.O.W. RIGHT OF WAY
- N.A.P. NOT A PART OF THIS SURVEY

LINE TABLE

L1	N05°31'37"E	43.99'
L2	S62°03'41"E	29.11'
L3	N86°55'22"E	33.00'



ANY CERTIFICATION EXPRESSED OR IMPLIED HEREIN APPLIES ONLY TO THE INDIVIDUAL(S), ASSOCIATION(S), AGENCY(S), AND/OR CORPORATION(S) EXPLICITLY LISTED. ANY CERTIFICATION EXPRESSED OR IMPLIED IS INVALID WITHOUT THE SIGNATURE AND ORIGINAL SEAL OF KIM LaRUE McLAURY, STATE OF SOUTH DAKOTA, REGISTERED PROFESSIONAL LAND SURVEYOR, NUMBER 5801.

SURVEY CREW: JPG 12/20/19

DRAWN BY: JPK 01/10/20

PROJECT NO. 12191206

SCALE: 1" = 80'



McLaury Engineering, Inc.

P.O. BOX 1130
118 W. MAIN STREET
ELK POINT, SD 57025
(605) 356-2308

SURVEY PLAT

OF

ZORT TRACT 1 AND BAKER TRACT 1

IN THE NORTHEAST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 15, TOWNSHIP 89 NORTH, RANGE 48 WEST OF THE 5TH P.M., NORTH SIOUX CITY, UNION COUNTY, SOUTH DAKOTA.

SURVEYOR'S CERTIFICATE:

TO: ZORT BROTHERS, INC.

I, KIM LaRUE McLAURY, REGISTERED PROFESSIONAL LAND SURVEYOR UNDER THE LAWS OF THE STATE OF SOUTH DAKOTA, DO HEREBY CERTIFY THAT ON OR BEFORE JANUARY 02, 2020, I HAVE SURVEYED THE PARCEL OF LAND DESCRIBED AS "ZORT TRACT 1 AND BAKER TRACT 1 IN THE NORTHEAST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 15, TOWNSHIP 89 NORTH, RANGE 48 WEST OF THE 5TH P.M., NORTH SIOUX CITY, UNION COUNTY, SOUTH DAKOTA."

DATED THIS 24TH DAY OF January, 2020.

Kim L. McLaury

REGISTERED LAND SURVEYOR

ANY CERTIFICATION EXPRESSED OR IMPLIED HEREIN APPLIES ONLY TO THE INDIVIDUAL(S), ASSOCIATION(S), AGENCY(S), AND/OR CORPORATION(S) EXPLICITLY LISTED. ANY CERTIFICATION EXPRESSED OR IMPLIED IS INVALID WITHOUT THE SIGNATURE AND ORIGINAL SEAL OF "KIM LaRUE McLAURY, STATE OF SOUTH DAKOTA, REGISTERED PROFESSIONAL LAND SURVEYOR, NUMBER 5801".



WE, ZORT BROTHERS, INC., DO HEREBY CERTIFY THAT AS THE OWNERS OF "ZORT TRACT 1 AND BAKER TRACT 1 IN THE NORTHEAST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 15, TOWNSHIP 89 NORTH, RANGE 48 WEST OF THE 5TH P.M., NORTH SIOUX CITY, UNION COUNTY, SOUTH DAKOTA" THAT ANY DEVELOPMENT OF THIS LAND WILL MEET ALL EXISTING APPLICABLE ZONING, SUBDIVISION, EROSION AND SEDIMENT CONTROL REGULATIONS. IT IS FURTHER PROVIDED THAT ANY STREETS, ROADS, ALLEYS, AND/OR OTHER EASEMENTS SHOWN ON THIS PLAT ARE HEREBY, OR HAVE BEEN PREVIOUSLY DEDICATED FOR THE PURPOSES INDICATED THEREON.

VACATION OF PROPERTY:

PURSUANT TO SDCL 11.3.20, 11.3.20.1 AND 11.3.20.3, THE APPROVAL AND FILING OF THIS PLAT VACATES THE FOLLOWING:

"LOT A AND B OF TAYLOR TRACTS 1 & 2 OF PREVIOUSLY PLATTED LOT A IN THE NE1/4 SW1/4 OF SECTION 15, T89N, R48W, 5TH P.M., NORTH SIOUX CITY, UNION COUNTY, SOUTH DAKOTA" AS FILED IN BOOK 17, PAGE 5 OF PLATS

"REPLAT OF TAYLOR TRACTS 1 AND 2 OF PREVIOUSLY PLATTED LOT "A" IN THE NE1/4 SW1/4 OF SECTION 15, T89N, R48W, 5TH PM, NORTH SIOUX CITY, UNION COUNTY, SOUTH DAKOTA" AS FILED IN BOOK 11 PAGE 43 OF PLATS

ALL THAT PORTION OF "LOT "A" OF NE1/4 SW1/4 OF SEC. 15, T89N, R48W, 5TH P.M., NORTH SIOUX CITY, UNION COUNTY, SOUTH DAKOTA." UNDERNEATH ZORT TRACT 1 AND BAKER TRACT 1, AS FILED IN BOOK 7 PAGE 44 OF PLATS

ALL AS FILED IN THE UNION COUNTY REGISTER OF DEEDS OFFICE

James Fortman
ZORT BROTHERS, INC. REPRESENTATIVE

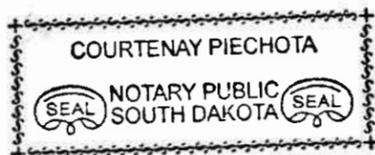
ACKNOWLEDGMENT OF OWNER:

STATE OF South Dakota COUNTY OF Union

ON THIS 31 DAY OF January, 2020, BEFORE ME, Courtney Piechota THE UNDERSIGNED OFFICER, PERSONALLY APPEARED, James Fortman, KNOWN TO ME OR SATISFACTORILY PROVEN TO BE THE PERSONS WHOSE NAMES SUBSCRIBED TO THE WITHIN INSTRUMENT AND ACKNOWLEDGED THAT THEY EXECUTED THE SAME FOR THE PURPOSES THEREIN CONTAINED.

IN WITNESS WHEREOF I HEREUNTO SET MY HAND AND OFFICIAL SEAL. NOTARY PUBLIC

MY COMMISSION EXPIRES 10-16-2024



Courtney Piechota

CITY OF NORTH SIOUX CITY PLANNING COMMISSION:

BE IT RESOLVED BY THE CITY OF NORTH SIOUX CITY, SOUTH DAKOTA, PLANNING COMMISSION THAT THE ABOVE PLAT REPRESENTING "ZORT TRACT 1 AND BAKER TRACT 1 IN THE NORTHEAST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 15, TOWNSHIP 89 NORTH, RANGE 48 WEST OF THE 5TH P.M., NORTH SIOUX CITY, UNION COUNTY, SOUTH DAKOTA.", BE AND THE SAME IS HEREBY APPROVED.

CHAIRMAN PLANNING COMMISSION

CITY OF NORTH SIOUX CITY RESOLUTION OF APPROVAL:

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTH SIOUX CITY, SOUTH DAKOTA THAT THE ABOVE PLAT REPRESENTING "ZORT TRACT 1 AND BAKER TRACT 1 IN THE NORTHEAST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 15, TOWNSHIP 89 NORTH, RANGE 48 WEST OF THE 5TH P.M., NORTH SIOUX CITY, UNION COUNTY, SOUTH DAKOTA", BE AND THE SAME IS HEREBY APPROVED.

I, _____, CITY FINANCE OFFICER OF THE CITY OF NORTH SIOUX CITY, SOUTH DAKOTA, DO HEREBY CERTIFY THAT THE WITHIN AND FOREGOING IS A TRUE COPY OF THE RESOLUTION PASS BY THE BOARD OF CITY COUNCIL OF THE CITY OF NORTH SIOUX CITY, SOUTH DAKOTA ON THE _____ DAY

OF _____, 2020.

MAYOR

FINANCE OFFICER

CERTIFICATE OF COUNTY TREASURER:

STATE OF SOUTH DAKOTA - COUNTY OF UNION

I, _____, COUNTY TREASURER OF UNION COUNTY, SOUTH DAKOTA, DO HEREBY CERTIFY THAT THE TAXES WHICH ARE LIENS UPON THIS LAND HAVE BEEN PAID TO DATE.

COUNTY TREASURER

DATE

CERTIFICATE OF DIRECTOR OF EQUALIZATION:

STATE OF SOUTH DAKOTA - COUNTY OF UNION

I, _____, DIRECTOR OF EQUALIZATION OF UNION COUNTY, SOUTH DAKOTA, DO HEREBY CERTIFY THAT I HAVE RECEIVED A COPY OF THIS PLAT.

DIRECTOR OF EQUALIZATION

DATE

CERTIFICATE OF REGISTER OF DEEDS:

STATE OF SOUTH DAKOTA - COUNTY OF UNION

FILED FOR RECORD THIS _____ DAY OF _____, 2020, AT _____ O'CLOCK _____ M., AND RECORDED IN BOOK _____ OF PLATS ON PAGE _____ THEREIN.

REGISTER OF DEEDS

SURVEY CREW: JPG 12/20/19

DRAWN BY: JPK 01/10/20

PROJECT NO. 12191206

NONE



McLaury Engineering, Inc.

PO BOX 1130,
118 W. MAIN STREET,
ELK POINT, SD 57025
(605) 356-2308

You're Invited To The Annual District Meetings!

All Mayors, Town Presidents, Councilmembers, City Officials and Guests are welcome to attend the SDML Annual District Meetings. The registration form includes all the meeting information and can also be found on our website at www.sdmunicipalleague.org/sdmlevents. So come and renew old acquaintances, make new ones, learn about new legislation and visit with a variety of representatives from state agencies and other elected officials.

Please Note:

- It is necessary for everyone to register by the stated deadlines so that we can plan for enough meals, those that do not register by the deadline cannot be guaranteed a meal but you may still attend.
- You will be charged for either the number of attendees registered or the number that actually attend, whichever is greater.
- If you are unable to attend the meeting in your district, you are welcome to attend the meeting in another district.
- If you are unsure of what district you're in, there is a list on our website at www.sdmunicipalleague.org, click on 'About' and then click on 'Board of Directors', then 'Cities by District'. You can also find a list in the Directory of Municipal Officials on pages 97-99. If you're still unsure, call the League office at 1-800-658-3633.
- Auxiliary aids and reasonable accommodations shall be made upon request to ensure that all programs are fully accessible to all individuals. If you would like to request special accommodations, please contact the SDML office at 1-800-658-3633.

SOUTH DAKOTA MUNICIPAL LEAGUE

2020 District Meeting Registration

Return Registration Form and Payment to the League office:
SDML, 208 Island Drive, Ft. Pierre, South Dakota 57532

*Pre-registration is required for meal counts. You'll be charged for either the number registered or the number attending, whichever is greater.
Please attach the list of names that are being registered. Thank you.*

Municipality: _____

*All times are Central unless stated otherwise.

Select Meeting to Attend	Total Number Attending	Cost Per Person	Total Amount Due	District	Meeting Date	Registration Deadline	Location	Social	Dinner	Program
		\$23.00		District 1	Tuesday, March 17, 2020	March 3, 2020	Roslyn Event Center 302 Bjorson Ave., Roslyn	6:00 PM	6:30 PM	7:00 PM
		\$26.00		District 2	Wednesday, March 18, 2020	March 4, 2020	Elkton Community Center 109 Elk Street, Elkton	6:00 PM	6:30 PM	7:00 PM
		\$26.00		District 3	Thursday, March 19, 2020	March 5, 2020	Old Lumber Company Grill & Bar 15 Court Street, Vermillion	6:00 PM	7:00 PM	7:30 PM
		\$21.00		District 4	Thursday, March 26, 2020	March 12, 2020	Commerce Street Grille & Bar 118 S. Main Street, Plankinton	6:00 PM	6:30 PM	7:00 PM
		\$18.00		District 5	Monday, March 23, 2020	March 16, 2020	St. Lawrence City Hall/Fire Hall 106 N. Commercial Ave., St. Lawrence	6:00 PM	6:30 PM	7:00 PM
		\$22.00		District 6	Tuesday, March 24, 2020	March 10, 2020	American Legion Post 39 16 N. Main Street, Groton	6:00 PM	6:30 PM	7:00 PM
		\$23.00		District 7	Wednesday, March 25, 2020	March 11, 2020	Akaska Community Center 109 East Main Street, Akaska	6:00 PM	6:30 PM	7:00 PM
		\$26.00		District 8	Tuesday, March 31, 2020	March 17, 2020	The Steakhouse 160 S. Center Ave., Philip	6:00 PM	6:30 PM *Mountain	7:00 PM
		\$21.00		District 9	Wednesday, April 1, 2020	March 18, 2020	New Underwood Community Center 500 S. A Avenue, New Underwood	6:00 PM	6:30 PM *Mountain	7:00 PM
		\$21.00		District 10	Thursday, April 2, 2020	March 19, 2020	Grap's Burgers & Brews 512 National Street, Belle Fourche	6:00 PM	7:00 PM *Mountain	7:30 PM

SDML OFFICE USE ONLY: **Date:** _____ **Check #:** _____ **Amount:** _____