

Zvejnieks Sig

From: Nelson Randy
Sent: Friday, October 25, 2002 5:59 PM
To: Johnson David; LaFrance David; Wells Rich; Zvejnieks Sig; Adelman Doug; Schroeder Klare; Titus Stacey
Cc: Bjerke Dan; Vore Ted
Subject: Policy re: Initialing Review Comments Plans and Reports

Per my earlier e-mail, at their 9-3-02 meeting Council directed the Public Works Director establish a policy on initialing red lines on engineering plans, implement it immediately, and notify Council. At a subsequent meeting Council further directed staff to date their initials. Therefore, the following policy is established:

All reviewers shall initial and date each of their comments on development plans and reports.

A sole reviewer of a bound report may initial and date the front cover only.

Randall Nelson, P.E.
Engineering Division Manager
City of Rapid City

- 43. Approve the Following Licenses: Mechanical Apprentice: Matthew Little; Mechanical Installer: Bryan L. Hermanson, Carl J. Hyatt, Troy Nayman; Journeyman Sewer & Water Installer: Jon Giese; Trenching Contractor: Richard Reeb, Jim's Water Service; Trenching Journeyman: Jack Beebe, Pat Givens.

Raffle

- 44. No. CC090302-03 – Notification from Borgund Lodge 1-532, Sons of Norway, to conduct a raffle on November 16, 2002.
- 44A. Notification from Rapid City Chapter of Ducks Unlimited to conduct Raffle on September 14, 2002.

End of Consent Calendar

Motion was made by Kroeger and seconded by Kooiker to direct staff to **establish a policy** on initialing red lines on engineering plans and report back to the Public Works Committee. Kooiker stated that his understanding from the Public Works Committee meeting was that this would be implemented immediately. Johnson concurred noting that the Public Works Director should establish the policy, implement it immediately and notify the Council of the policy. Upon vote being taken, the motion carried unanimously.

Public Hearings

The Mayor announced that the meeting was open for consideration of the Assessment Roll for **Miscellaneous Property Cleanup** (No. CC090302-05). Notice of the hearing was sent to property owners on August 8, 2002 and published in the Rapid City Journal on August 27, 2002. No oral or written objections were received. The following Resolution was introduced, read and Kooiker moved its adoption:

RESOLUTION LEVYING ASSESSMENT FOR
CLEANUP OF MISCELLANEOUS PROPERTIES

BE IT RESOLVED by the City Council of the City of Rapid City, South Dakota, as follows:

- 1. The City Council has made all investigations which it deems necessary and has found and determined that the amount which each lot or tract shall be benefited by the property clean-up is the amount stated in the proposed assessment roll.
- 2. The assessment roll for Miscellaneous Property Cleanup is hereby approved and assessments thereby specified are levied against each and every lot, piece or parcel of land thereby described.
- 3. Such assessments, unless paid within thirty (30) days after the filing of the assessment roll in the Office of the Finance Officer shall be collected by the City Finance Office in accordance with the procedure in Section 9-43-43 to 9-43-53 of the South Dakota Compiled Laws of 1967, as amended, and shall be payable in one annual installment bearing interest at the rate not to exceed nine percent (9%).

Dated this 3rd day of September, 2002.

ATTEST:
s/ James F. Preston
Finance Officer
(SEAL)

CITY OF RAPID CITY
s/ Jerry Munson, Mayor

Administrative Policy
Engineering Division, Public Works Department
City of Rapid City

SUBJECT: **Review Comments on Plans and Reports for Developments**
AUTHORITY: Council Action of September 3, 2002
PURPOSE: Identify the individual staff member who has made a comment on plans or
 design reports submitted to the City for review and approval.
BY: Randall Nelson, Engineering Division Manager
APPROVED: Dan Bjerke, Director of Public Works
DATE: October 25, 2002

1. All reviewers shall initial and date each of their comments on development plans and reports.
2. A sole reviewer of a bound report may initial and date the front cover only.

Council Approved on : _____

No. PW112602-09 – Motion was made by Kroeger, seconded by Waugh and carried to Authorize Mayor and Finance Officer to sign Amendment No. 02 to a Professional Service Agreement with CETEC Engineering Services to Design SSW02-1106, Omaha Street Utilities Project – 12th Street to East Boulevard for an amount not to exceed \$4,402.30. **Place item on consent calendar.**

No. PW112602-10 – Motion was made by Waugh, seconded by Kroeger and carried to Authorize Mayor and Finance Officer to sign Amendment No. 01 to a Professional Service Agreement with Intermountain Technical Services, Inc. to Design PR02-1223, Roosevelt Park Bath House Asbestos Removal Project for an amount not to exceed \$1,050. **Place item on consent calendar.**

No. PW112602-11 – Motion was made by Hanks, seconded by Waugh and carried with Kooiker voting NO to Authorize Mayor and Finance Officer to sign an Oversize Agreement with Blake Batchelder and Terry Batchelder for Meade/Hawthorne Drainage Channel Element #87. Discussion ensued relative to participating in the oversize costs.

No. PW112602-12 – Motion was made by Hanks, seconded by Waugh and carried to Authorize Mayor and Finance Officer to sign a South Department Of Transportation Temporary Easement Agreement for P1746(3) PCEMS 4350. **Place item on consent calendar.**

No. PW112602-13 – Motion was made by Hanks, seconded by Johnson and carried to Authorize Mayor and Finance Officer to sign a South Department Of Transportation Donation of Temporary Easement Agreement for P1746(3). **Place item on consent calendar.**

BUILDING INSPECTION DIVISION

No. PW112602-14 – Motion was made by Johnson, seconded by Waugh to Approve the purchase of two (2) new current model year Dodge Dakota Crew Cab 4 x 4 pickup from Wegner Auto Company, Inc. for a total purchase price of \$17,234 each under State Contract #13771 for the Building Inspection Division. Public Works Director Bjerke requested this item be referred without recommendation to the December 2, 2002 Council meeting; whereupon substitute motion was made Hanks, seconded by Waugh and carried to approve the request.

ENGINEERING DIVISION

No. PW112602-15 – Motion was made by Kroeger, seconded by Waugh to Approve the Administrative Policy on Review Comments on Plans and Reports for Developments. Kooiker suggested improvements needed to be made to the document. Substitute motion was made by Kooiker, seconded by Kroeger to Refer the Administrative Policy on Review Comments on Plans and Reports for Developments to the Review Appeals Board. Motion carried unanimously. **Place item on consent calendar.**

Mike Bender, Wyss Associates reviewed the Omaha Street Median Landscaping and provided a summary on the costs associated with the landscaping. Motion was made by Hanks, seconded by Dreyer and carried to refer the Omaha Street Median Landscaping project to the Capital Improvements Committee. **Place item on consent calendar.**

City's intent to follow the mandate of state and federal law prohibiting retaliation against public employees under certain circumstances.

Dated this 2nd day of December, 2002.

ATTEST:
s/ James F. Preston
Finance Officer
(SEAL)

CITY OF RAPID CITY
s/ Jerry Munson, Mayor

116. No. LF112602-10 - Approve Request of Milferd Best, dba Milferd's Shaved Ice for Renewal of Concession Agreement for 2003 Season.
117. Direct the new Golf Committee to review the proposal from The First Tee and bring a recommendation to the Council.
118. Approve the following Licenses: Apprentice Electrician: Donna Pesicka, Robert Dyczek, Travis Glenney, Steve Paul Pistulka, Travis Turbak, Douglas Umberger; Journeyman Electrician: Donald J. Larus, Rocky Metz; Class B Electrician: Roy Follum; Electrical Contractor: Timothy V. Baumgartner, Hills Electric; Wendlin Baumgartner, A & B Electric; Timothy J. Conrad, Tim Conrad Electric; Robert E. Haight, Worldwide Electric; Jim Herron; Ken Larus, J - L Electric; Cliff Moen, Bergstrom Electric; Scott Neuhauser, Scott's Electric; Daniel Pesicka, Pesicka Corporation; Robert L. Schaeffer, Schaeffer Electric; Rodney L. Weis, Spearfish Electric & Heating; Master Electrician: Timothy V. Baumgartner, Wendlin Baumgartner, Timothy J. Conrad, Robert E. Haight, Jim Herron, Ken Larus, Steve Mundahl, Scott Neuhauser, Daniel Pesicka, Robert L. Schaeffer, Elmer Sneller (Inactive), Rodney L. Weis; Mechanical Apprentice: Todd Johnson; Pawn Shop: Pawn With Us, Robert M. Tschetter; Apprentice Plumber: Daniel R. Gustaf, Troy Konda; Residential Contractor: Jul-Mar Development, Scott Craig; MLB Construction, Mike Lindberg; Steen's Great Plains Siding, Inc., James K. Steen & James N. Steen; Second Hand: Mick's Scuba Center, Michael L. Gerhard; Traders Corner, Brenda Dennis; Willy's Saw Shop, Douglas Williams; Taxi Business: Airport Express Shuttle, Kathleen Walla Leui; Trenching Contractor: David Bintliff, InterMountain Constructors, Inc.
119. Direct staff to prepare a deed transferring the following property to the County for the jail expansion project, with the understanding that if the project is not done, the property will revert back to the City; and submit the deed to the Council for review prior to December 16, 2002: Lots 20-27 of Block 98, Original Townsite.
120. Set an informational-type 2012 meeting for January 22, 2003, to discuss the guidelines and ordinances relative to procedures for the 2012 Program.

End of Consent Calendar

Motion was made by Kroeger, seconded by Rodriguez and carried to refer the Administrative Policy on **Review Comments** on Plans and Reports for Developments to the Review Appeals Board (No. PW112602-15). Public Works Director Bjerke explained that City staff will continue to initial and date red lines while the policy is being reviewed.

Motion was made by Kooiker and seconded by Waugh to direct staff to notify the affected property owners of the **Fifth Street project** and ask them to outline their concerns and forward them to the City by December 13; at which time the City Council and staff will make a decision on the project. Hani Shafai, representing a property owner involved with this project, requested that the deadline be extended to February 1, 2003. They are currently working on a change of ownership of this property which could bring forward more aggressive ownership to work with the other property owners in this area. Dreyer spoke against any additional delay in this project. Kroeger stated that the project has been in the works for more than two years; two more months won't make much difference. Substitute motion was made by Kroeger and