

Unapproved Minutes  
Gettysburg, South Dakota  
February 7, 2005

Pursuant to the due call and notice thereof, the City Council met in regular session on February 7, 2005 at 7:00 PM at the City Finance Office. Those present included Mayor Jerald A. Bown, Finance Officer Sharleen Eliason and Council members Bobbie Potts, Bill Wuttke Pat Everson, Jack Axsom, Tonya Tanner and Larry Madsen. Also present was Alvin Phillips, Maintenance Supervisor, Joe Senyak, Chief of Police, Rich Penrod, John Luce and City Attorney Emily Sovell

Motioned by Potts seconded by Wuttke, motion carried to approve the minutes from January 3rd and January 31, 2005 with no corrections noted.

Motioned by Madsen, seconded by Axsom, motion carried to approve vouchers payable for January and in addition the council also approved the following for payment to be received in February: High Plains Art Council-500.00, Eugene King-supplies 304.74, Zuber Refrigeration- \$304.05, Emily Sovell-299.00 , Logan Electric –airport project 766.12 and 15,583.52, Helms & Assoc-airport project 11,447.76, and Midland Contracting- Airport project- \$2227.50.

VOUCHERS PAYABLE  
Presented February 7, 2005

Payroll Expense by Department:

Total Payroll Expense by Department

Mayor & Council	January Payroll	4,065.84
Finance Office	January Payroll	3,625.66
Police	January Payroll	2,768.56
Streets	January Payroll	2,238.50
Snow Removal	January Payroll	2,068.63
Garbage	January Payroll	00.00
Airport	January Payroll	31.50
Swimming Pool	January Payroll	00.00
Parks	January Payroll	26.00
Water	January Payroll	2,438.50
Sewer	January Payroll	1,606.50
Animal control	January Payroll	00.00
Ambulance	January Payroll	00.00
Total Payroll Expense by Department		18,869.69
Net Payroll		14,796.42

BANK OF THE WEST	WITHHOLDING	1,797.90
BANK OF THE WEST	WITHHOLDING	2,402.36
B & L COMPUTER REPAIR	SUPPLIES	50.00
BEST BUSINESS PRODUCTS	MAINT COPIER	51.15
BLIESE MACHINE SHOP	SUPPLIES	44.33
BUHL'S LAUNDRY	F O RUGS	21.60
BUSINESS FORMS	W'2s AND 1099'S	117.30
CELLULAR ONE	AMBULANCE PHONE	41.93
CENEX FLEET FUELING	AMBULANCE FUEL	94.81
CHAMBER OF COMMERCE	DUES	25.00
CITY OF GETTYSBURG	LAGAN-WATER OUTREAD	5.00
DAKOTA FARM & RANCH	MISC SUPPLIES	92.38
DAKOTACARE INS.	HEALTH INS.	3,212.75
DECATUR ELECTRONICS	RADAR-POLICE	1,458.00
DUCKWALLS	SUPPLIES	109.42
ELIASON, SHAR	MILEAGE (1/2)	65.80
EMERGENCY MEDICAL	SUPPLIES	1,388.01
FIRST NATL BANK	LOAN PAYMENT	10,748.12
GAS N GOODIES	SUPPLIES	34.98
DEVELOPMENT CORP	TRIPLE B TAX	1,964.92
GETTYSBURG TV & APPL	SUPPLIES	22.48
HEARTLAND WASTE	GARBAGE	3,427.98
JAMES PELLE	MEALS	30.00
KING, EUGENE	MILEAGE	144.00
LAGAN, AMBER	WATER DEPOSIT	60.00
LAMB MOTOR CO	SUPPLIES	15.71
LOGAN ELECTRIC	LABOR	329.59
MARTINS DOOR REPAIR	LABOR	227.04
MIDWEST VEHICLES	AMBULANCE	81,245.00
MIDWAY PARTS	MISC SUPPLIES	628.33
MID DAKOTA	WATER	10,206.35
MONTANA-DAKOTA	MISC. ELECTRIC DEPTS	3,644.59
MUNICIPLE STREET MAINT	DUES	35.00
NEW CREATIONS	SUPPLIES	123.14
NORTHERN PLAINS COOP	FUEL	5,844.02
NORTHWEST PIPE	SUPPLIES	457.20
ONE CALL	WATER LOCATES	0.88
POTTER CO NEWS	PUBLICATIONS	226.51
POTTER CO. TREAS	NECOG DUES	1,014.00
POTTER CO VETERANS MEMORIAL	DONATION	3,800.00
POTTS TRUCKING	OVERSIZE	344.50
PRAXAIR	AMBULANCE SUPPLIES	140.06
RIPS REPAIR	OIL CHANGES	63.63
SCHLACHTER LUMBER	SUPPLIES	50.87
SD AIRPORT ASSOC	DUES	25.00
SD ASSOC CODE ENFORCEMENT	DUES	40.00

SDDOT	AIRPORT CONF	100.00
SD GOVERNMENT	DUES	20.00
SD MUN LIQ CONTROL	DUES	25.00
SDML	DUES	781.74
SDML	WORKSHOP	15.00
SDML WORKERS COMP	WORKMANS COMP	6,994.00
SD POLICE CHIEF'S ASSOC	DUES	96.89
SD REVENUE	WASTEWATER PERMIT	1500.00
DEPT OF REVENUE	SALES TAX –GARBAGE	176.80
SD RETIREMENT	RETIREMENT	1,833.08
SHIELDS TIRE	LABOR & SUPPLIES	166.36
SUPER 8	POLICE	84.00
SUPER 8	ANNUAL REPORT	52.09
TRUE VALUE	SUPPLIES	118.20
VENTURE COMMUNICATIONS	PHONES	431.27
VERIZONE WIRELESS	CELL PHONES	132.09
VILAS DRUG	SUPPLIES	125.91
WESTERN COMMUNICATIONS	LABOR	80.00
TOTAL CHECKS		163,400.49

At the December 21, 2004 Council meeting the Finance Officer was directed to send letters to individuals that were on the priority list for inoperable curb stops, they were to have their curb stops fixed by February 7<sup>th</sup>. Due to the weather this has been extended till June 1<sup>st</sup>, 2005. Motioned by Potts, seconded by Axsom, motion carried to have the Finance Office send out letters to all customers who's curb stop's are not operating and have a deadline of June 1<sup>st</sup> and if the customers do not fix the curb stop at this time the City will be responsible and take action.

Rich Penrod addressed the Council regarding receiving a letter regarding inoperable curb stops and he questioned the Council if he demolishes the building if it still needs a curb stop. A demolition permit was given to Mr. Penrod for the demolition of a building.

Joe Senyak, Chief of Police, gave the Council an update. Motioned by Madsen, seconded by Wuttke, motion carried to hire Eugene King starting January 7, 2005 at a salary of \$26,000.00. Joe Senyak was in touch with Larry Gillius regarding new speed signs by the Gettysburg School. Joe Senyak received his new defibrillator from Avera St Lukes. The previous defibrillator had verbal instructions to follow this one is fully automatic.

Emily Sovell, City Attorney, advised the Council that she felt it was in the best interests of the City to accept the settlement of \$2900.00 from the DOT for the sewer repair on Highway 212. Motioned by Potts, seconded by Madsen, motion carried to accept the settlement offer in the amount of \$2900.00. Emily Sovell will notify Jim Hyde at the State Highway Department in Pierre.

John Luce addressed the Council regarding his building permit for an asphalt driveway. It was presented to the Council last month but they tabled it until they obtained the dimensions. Motioned by Potts, seconded by Wuttke, motion carried to approve the following building permit.

John Luce        W 50ft of Lot 1, Block 3, Burdicks Add'n asphalt driveway

John Luce also asked the Councils approval if he could repair the existing gutter. The gutter was installed in 1954 and just needs to be repaired he doesn't plan on changing the footage.

It was suggested that if it was to be changed at all that perhaps a valley gutter would be the solution. Mr Luce indicated that at this time he just would like to repair the gutter. Motioned by Potts, seconded by Madsen, motion carried to approve the repair of the valley gutter with a stipulation that if it is damaged by a snow plow Mr. Luce will assume the repairs and that drainage in the area will not be affected.

Alvin Phillips, Maintenance supervisor, would like to purchase a curb stop locator for around \$ 1335.00. Motioned by Axsom, seconded by Tanner, motion carried to approve this purchase.

With the recent water losses that occurred most are at the City's expense. It was discussed that we should have an ordinance that would fine up to possibly \$100.00 if the water loss was due to a customer's negligence to recover some of the City's losses. Council member Axsom suggested that we have a potential of a greater loss due to the size of a water pipe and that should be taken into consideration. It was also discussed that at the same time we should review some of our rates such as late penalties and water turn on and off charges. This will be discussed again later. There is a workshop in Pierre February 24<sup>th</sup> on West Nile

Motioned by Everson, seconded by Wuttke, motion carried to have one person attend. Alvin stated that the Country Club has a used bridge for sale and the City could use it in the Park. Alvin has checked with the insurance company regarding liability and they suggested a hand rail on the bridge. Motioned by Everson, seconded by Tanner, motion carried to purchase the bridge from the Country Club not exceeding \$200.00 plus supplies. Council member Madsen asked about installing obstacles on the bridge and it was discussed that if any problems arise it will be discussed then. Alvin has checked the water shed and right now it is not in accordance with the water rates for residencies. Motioned by Madsen, seconded by Everson, motion carried, to change the water shed's calibrated water to have 50 gallons for twenty five cents. Motioned by Everson, seconded by Tanner, motion carried to have Alvin Phillips, maintenance supervisor, purchase up to \$1000 in new tools to equip the tool truck. Council member Axsom stated he received two calls regarding the condition of two alleys. Alvin was instructed to blade these two alleys. The City's sander truck is quite old and it was brought up that perhaps Alvin could check on price quotes for a sander box that goes into the back of a pickup.

Motioned by Potts, seconded by Wuttke, motion carried to adjourn into executive session

due to personnel and legal at 8:18 PM. Council reconvened at 8:30 PM. Joe Senyak, Chief of Police, will be working two eight hour shifts for the maintenance department starting on February 8, 2005. The split roughly comes out 70-30%. For working at the maintenance Dept Joe will receive \$10.50 per hour plus overtime. Motioned by Wuttke, seconded by Madsen, motion carried to have Joe Senyak on hourly for maintenance and salary for law enforcement which includes the position of Police Chief.

First reading of Ordinance 2005-2-1 was presented to the Council for their review. It is an Ordinance that clarifies the necessary number of votes that permit the council to conduct business on behalf of the City. Motioned by Potts, seconded by Axsom, motion carried for the first reading of this ordinance.

Discussion on automatic withdrawal for water bills was discussed. The Finance Officer was directed to check with the wording of the agreement the customers sign and to check with the Banks to see if penalties can be assessed if the automatic withdrawal does not have funds to cover the amount needed. Emily Sovell, City Attorney stated that if the City's policy is a \$20.00 charge for NSF funds it should also apply for ACH automatic payments also. Emily Sovell also stressed that checks should be deposited in a timely manner to avoid legal difficulties.

At this time Council members Axsom and Tanner left the meeting at 8:50 PM.

Council member Everson presented to the Council plans for a new bathhouse. Motioned by Everson, seconded by Wuttke, motion carried to proceed with the bath house subject to committee recommendations and to direct the Finance Officer to publish for two weeks in the Potter County News Advertisement for Bids to be published Feb 17 and 24<sup>th</sup>.

There being no other bid received, Council member Potts, seconded by Madsen, motion carried to accept the following fuel bid from Northern Plains Coop: SNL-1.90, # 2--1.55, # 1--1.70 and LP--1.00. Motioned by Potts, seconded by Madsen, motion carried, to accept this bid.

The City of Gettysburg was notified that we would not be receiving any Community Access Grant for the year 2005 for the street project.

2004 Water usage reports were handed out to the Council. Also an updated Quarterly Report from GWBC was given to the Council.

Finance Officer Eliason presented the December 31, 2005 quarterly statements to the Council. Motioned by Wuttke, seconded by Everson, motion carried to accept the statements.

Rod Kusser from Venture stated that according to the Venture contract the City should receive

one free cable hookup. This was tabled for now.

Change order # 2 for the Gettysburg Airport Project for Bid Schedule B-electrical was presented to the Council. This change order for was a decrease of 3,506.25 for Logan Electric. Motioned by Potts, seconded by Wuttke, motion carried to approve this change order.

Budget supplement ordinance # 2005-2-2 for Airport project was presented to the Council for the first reading. Since the airport project was not finished in 2004 it is necessary to supplement the budget to finish the airport project. Motioned by Potts, seconded by Madsen, motion carried to approve this first reading.

Airport future projects were discussed. The City received information from David Anderson, project Manager SDDOT, Office of Aeronautics, 700 East Broadway Avenue, Pierre, South Dakota. The City of Gettysburg has to advertise for engineering proposals for the period of the years 2005 through 2009. Motioned by Wuttke, seconded by Madsen, motion carried to direct the Finance Officer to advertise for one week in the local newspaper the request for engineering proposals for the Gettysburg Airport. Motioned by Potts, seconded by Wuttke, motion carried to approve the 5 year DOT project proposal plan for the Gettysburg Airport. They sent a tentative project listing for the Gettysburg Airport for 2005 as \$157,894.74 for wildlife fencing and for the period of 2007 \$210,526.32 for pavement maintenance. This would be a federal grant reimbursement of 95% federal, state cost of 2% and the City's share 3%.

There being no further business. Council member Potts motioned, Wuttke seconded and motion carried to adjourn at 10:01PM.

Attest:

Witness:

\_\_\_\_\_  
Sharleen Eliason, Finance Officer

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Jerald A Bown, Mayor