

Unapproved Minutes
 Gettysburg, South Dakota
 September 4, 2007

Pursuant to the due call and notice thereof, the City Council met in regular session on September 4, 2007 at 7:00 PM at the City Finance Office. Those present included Mayor Axsom and Council members Pat Everson, Sandra Ackerman, Bill Wuttke, Philip Nagel, Brandy Hansen and absent Natalie Harer. Also present was Maintenance Supervisor Russell Anderson, Sharleen Eliason, Finance Officer, Joe Senyak, Chief of Police, Gene King, Patrolman, John Langer, Shawn Donovan and Chuck Willey.

Motioned by Wuttke, seconded by Ackerman, motion carried to approve the minutes from August 6th and August 20th, 2007 with no corrections noted.

Motioned by Hansen, seconded by Ackerman, motion carried to approve accounts payable

with the following late bills to be paid in later: Northern Plains Coop-fuel..\$3105.20 Office Equipment-calculator for finance Office--\$196.00, Gas N.Goodies-car wash for Police, Langers—chip & seal supplies--\$ 83.09, Rips Repair-towing service--\$70.00 Western Communications-police pager-\$ 425.00, Banyon Data-windfund computer support \$770.00, MDU-swimming pool--\$101.08, Schatz Repair-repairs \$22.00 for a total of \$4792.37.

VOUCHERS PAYABLE

Payroll Expense by Department:

Total Payroll Expense by Department		
Mayor & Council	August Payroll	. 00
Finance Office	August Payroll	3,060.50
Police	August Payroll	5,068.02
Streets	August Payroll	4,365.43
Snow Removal	August Payroll	00.00
Garbage	August Payroll	744.44
Airport	August Payroll	415.72
West Nile	August Payroll	00
Swimming Pool	August Payroll	1,958.72
Parks	August Payroll	979.50
Water	August Payroll	1,391.82
Sewer	August Payroll	778.06
Ambulance	August Payroll	00.00
Total Payroll Expense by Department		18,762.21
Net Payroll		14,064.33

ALTELL	AMBULANCE PHONE	42.82
BANK OF THE WEST	WITHHOLDING	2,049.75
BANK OF THE WEST	WITHHOLDING	2,375.32
BEST BUSINESS PRODUCTS	MAINT COPIER	24.00
BLIESE MACHINE SHOP	SUPPLIES & LABOR	53.70
CAM WALL ELECTRIC	WELCOME SIGN	9.25
CITY OF GETTYSBURG	WATER OUTREAD-NEYHART	65.00
CITY OF GETTYSBURG	DEP-J HOHNSTEIN	42.00
DAKOTA FARM & RANCH	SUPPLIES	310.06
DAKOTACARE INS.	INSURANCE	5,394.43
DECATUR ELECTRONICS	POLICE GRANT-	1,443.00
DOUG HOITEN	BARBER SHOP WATER DEP	100.00
DUCKWALLS	SUPPLIES	155.11
DUCKWALLS	SUPPLIES	31.82
ECONOMIC DEVELOPMENT	2 ND PAYMENT	5,750.00
ELIASON,SHAR	MEAL	9.00
ELIASON, BILL	AIRPORT BONUS	250.00
ECOLAB PEST ELIM. DIV	FIREHALL-ANTS	95.00
FARM PLAN	SUPPLIES	73.82
GALLS	SUPPLIES	227.85
GAS N GOODIES	CAR WASHES	21.00
GETTYSBURG DEVELOPMENT	TRIPLE B TAX	2,951.20
GETTYSBURG TV & APPLIANCE	SUPPLIES	17.98
HEARTLAND WASTE	GARBAGE	4,243.80
IN STITCHES	SUPLIES	251.80
JACK AXSOM	MILEAGE	60.80
JUDY NAGEL	MEAL REIMB	9.00
KRITTER KORNER	STRAY CARE	75.00
LAMBS MOTOR CO	POLICE SUPPLIES	294.29
MDU	VARIOUS DEPTS	4,169.86
MICHAEL TODD & CO	SUPPLIES	135.11
MIDWAY PARTS	MISC SUPPLIES	460.25
MID DAKOTA	WATER	11,287.25
MN WIRELESS	AIRPORT	45.00
MOBILE ELECTRONIC SERV	VIDEO CAMERAS	3,360.00
NEFOG	DUES	10.00
NEW CREATIONS	SUPPLIES	655.66
NORTH CENTRAL STEEL	FINAL PAYMT FIREHALL	3,052.30
NORTHERN PLAINS COOP	FUEL	2,357.80
OFFICE EQUIPMENT	CALCULATOR FO	196.00
ONE CALL SYSTEMS	WATER LOCATES	10.00
RED RIVER GRAIN	SUPPLIES	95.43
POTTER CO TRES	½ TELETYPE	900.00
RIPS REPAIR	REPAIR ON TRUCK	792.63
SCHATZ ELECTRIC	REPAIR AIRPORT	443.81
SCHATZ REPAIR	TIRE REPAIR	8.00

SCHLACHTER LUMBER	SUPPIES	55.09
SCHLACHTER LUMBER	SUPPLIES	40.86
SD DEPT OF REVENUE	RUBBLE & POOL TAX	510.29
SD DEPT OF REVENUE	POOL & WATER CHECKS	208.00
SD MUNICIPAL LEAGUE	CONFERENCE	150.00
SD MUNICIPAL LEAGUE	EXCELL WORKSHOP	150.00
SD RETIREMENT	RETIREMENT	2,804.98
SECURITY LOCK SERVICE	F OFFICE LOCK	191.48
SERVALL UNIFORM	FO RUGS	33.44
TRUE VALUE	SUPPLIES	64.97
TRUE VALUE	SUPPLIES	234.77
ULTRAMAX	POLICE SUPPLIES	218.15
WESTERN COMMUNICATIONS	BATTERIES, SUPPLIES	536.55
WWW TIRE SERVICE	SUPPLIES	728.91
VENTURE COMMUNICATIONS	PHONES	578.12
VERIZON WIRELESS	CELL PHONES	166.02
TOTAL CHECKS		75,137.86

Joe Senyak, Chief of Police gave the Council his report. Joe Senyak stated that he did receive 2 video cameras with the help of a grant. Joe has one camera installed already in his vehicle and will do other camera next week in the other police vehicle. Motioned by Wuttke, seconded by Everson, motion carried to declare the old video cameras as surplus. The Sheriff's office has expressed an interest in purchasing one of the surplus cameras. Bill Wuttke will research and see what monetary value they are. Joe Senyak stated he has not had any dog complaints lately since the placement of the dog cage.

Chuck Willey, Gettysburg Ambulance Board President met with the Council regarding an ambulance complaint. The hospital paged a non-emergency transfer and the state recommends for non emergency transfers they be completed within 30 minutes. After review of the times it was within 28 minutes so it was within the time allotted. The ambulance crew is short of day call help since Mike Cuffe moved. And Chuck Willey just wanted to bring it to the Councils attention that they only have 3-4 day time EMTs that can respond. Our EMT's are more on a volunteer basis and most have jobs during the day shift. Chuck Willey stated that other towns of Garreston, Tea, Miner County and Howard do have a certified EMT on duty, which costs around \$20,000.00 per person. Due to the shortage of day call EMT's there will be an ad placed in the PCN regarding having another class. The City needs help from the citizens to volunteer and keep our City ambulance operating. If the City doesn't have enough personnel

to cover all the shifts we will possibly have to close our ambulance service and rely on surrounding towns to respond to calls. But we will actively try and recruit new EMT's. There will be ad's placed in the Potter County News that there will be classes in the near future. And if there is no response then community meetings will be held. There is a mock disaster this Sunday in Tolstoy that our ambulance crew will be participating in. The State EMT convention will be in Rapid City in October. Chuck will be a speaker so he will have his registration and room paid for but asked the Council for reimbursement of mileage.

Motioned by Hansen, seconded by Wuttke motion carried to approve the mileage for Chuck Willey and to reimburse other EMT's up to 4 individuals for registration, rooms and mileage to go to the State EMT convention.

John Langer representing the Gettysburg Cemetery Association gave the Council a list of the following board members: President John Langer, Vice President, John Lake, and Secretary-treasurer, Mandy Luikens, Pastor Carey Gossen, Jim Lake, Bill Hansen, Cindy Forgey and Bob Potts. John Langer presented a balance sheet for August and a listing of future projects the Cemetery Association are planning on accomplishing. Next year they would like the City's help in resurfacing the black top down the main entrance.

Code enforcement was discussed. Gene King stated that he would be taking over code enforcement and has been sending out the mowing letters. Motioned by Everson, seconded by Hansen, motion carried to appoint Gene King as Property Maintenance Officer.

Russell Anderson, Maintenance Supervisor, gave the Council his maintenance report. Motioned by Wuttke, seconded by Nagel, motion carried to have Russell purchase a grapple fork from Bliese Inc. for the payloader to assist with rubble site and clean up of trees in the Park. Motioned by Hansen, seconded by Everson, motion carried to appoint Russell Anderson as Building Official.

The following moving permits were presented to the Council for their review:
Bert VanEssen 202 East Division Ave. Moving in modular home

Motioned by Council member Hansen, seconded by Ackerman, motion carried to accept this moving permit.

Safety Benefits Inc. sent their loss control survey with a list of improvement suggestions. They suggested the following:

1. adapt a written policy and procedure that covers emergency vehicle operations
2. playground equipment be inspected bi-weekly during summer months
3. sidewalk inspection program be implemented.
4. Finance Office extinguisher be visually inspected every 30 days
5. bloodborne pathogens disease prevention program for fire department

Since Safety Benefits is suggesting sidewalk inspection for the City even though the property owner is responsible the City still has some liability to inform the owner. Mayor Axsom did give the Council a Sidewalk construction and repair ordinance to review at the next meeting.

The Spruce up Gettysburg project was discussed next. One of the council members asked that the city reconsider the project after receiving calls regarding the project. This project was going to tear down buildings at no cost to the owner and free rubble site disposal. The council discussed that we want to encourage the cleanup project but not enter into the demolition of it. The owner of the property needs to take responsibility. Motioned by

Council member Ackerman, seconded by Hansen, motion carried to rescind the previous motion that occurred on August 6, 2007. Letters will be sent to all that inquired or filled out applications for this program that the City will not be doing the project of tearing down the buildings but the demolition fee and rubble site fee will be waived.

There being no other bid received, motioned by Wuttke seconded by Ackerman, motion carried to accept the following fuel bid form Northern Plains Coop: Super unleaded \$3.07, no lead \$3.16, # 2—\$ 2.71, # 1--\$ 2.83 and LP \$ 1.55.

Mid Dakota will be increasing their prices starting in October 2007. And if the City could reduce the yearly expense we wouldn't have to increase our water prices since they are extremely high right now. It was discussed with our auditing firm regarding the loan for the Gettysburg Water Treatment plant the principle balance is \$221,000.00 and the City would save \$45,900.00 in interest if the loan would be paid in full. The loan goes until the year 2014. Motioned by Council member Ackerman, seconded by Nagel, motion carried to pay the loan off for the Gettysburg Water Treatment Plant. This will be considered the first reading of Ordinance 2007-9-8 to transfer from General to Water for this expense to be done in January 2008. The City does have the Banyon Utilities software program and other Cities have the new meters that you can read electronically and then send out monthly statements by postcard. Mayor Axsom, Sharleen Eliason, and Judy Nagel went to Eureka, South Dakota to check out their water system and to see how the system operates. Eureka Mayor Opp stated that it has really made a difference in the revenues because there is less mistakes and the meters do show a usage problem right away if there is possibly a leak.

Motioned by Council member Wuttke, seconded by Hansen, motion carried to have the first reading of Ordinance 2007-9-9 to transfer after January 1, 2008 from the General Acct to Water to supplement the budget in the amount of \$150,000.00 in order to do the water meter project. This will be discussed again next month, but the City would need to change the current ordinance because the City would be purchasing the meters and installing them

Fire hall whistle and sirens were discussed; at this time we still need the cost to move the siren before a decision can be made.

Second reading of Budget Ordinance 8-7-2008 was read to the Council. Motioned by Wuttke, seconded by Hansen, motion carried to approve this Ordinance. Roll Call vote: Everson-yea, Nagel-yea, Ackerman-yea, Hansen-yea , Wuttke-yea and Harer-absent.

Motioned by Wuttke, seconded by Hansen, motion carried to approve the following resolution.

RESOLUTION 2007-6

RESOLUTION AUTHORIZING CAPITAL OUTLAY ACCUMULATIONS FOR 2008 APPROPRIATIONS

WHEREAS the governing body of a municipality may by resolution authorize the accumulation of funds for a period longer than one year for specific capital outlay purposes otherwise authorized by law (SDCL Section 9-21-14.1), and

WHEREAS the amount of all accumulations for all purposes may never exceed the amount of \$270,013 which is the greater of ten dollars per thousand dollars of assessed value of all property within the municipality or one hundred twenty-five thousand dollars, and

WHEREAS the resolution shall set forth clearly the purpose of which the funds are to be accumulated, and

WHEREAS the funds to be accumulated shall be expended within sixty months from the date of the resolution, and

WHEREAS should the specific purpose for which the funds are accumulated are deemed no longer necessary, the funds will revert back to the general fund,

BE IT RESOLVED THAT pursuant to the second reading and adoption of Ordinance 2007-08-7 containing the appropriations for the 2008 fiscal year, the City of Gettysburg is establishing the following RESERVED FUND BALANCES:

STREET DEPARTMENT:

Fund Balance - Reserved for Street Improvement	\$60,500.
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AUDITORIUM DEPARTMENT:

Fund Balance - Reserved Repairs	3,000
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SWIMMING POOL DEPARTMENT:

Fund Balance - Reserved for Equipment	<u>4,000</u>
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<u>TOTAL RESERVED FUNDS FOR 2008</u>	<u>\$ 67,500</u>
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Dated this 4th day of September, 2007

Motioned by Council member Hansen, seconded by Ackerman, motion carried to approve an ambulance write off of \$525.00.

Swimming pool recap for 2007 was presented to the Council. The net profit for concessions did show a loss of 106.85. This amount was the amount of possible sales versus profit. The swimming pool was busy with an average of 50 per day using the swimming pool. The water usage indicates there is no leaking since repairs were made.

Council member Wuttke wanted it noted that last year Lake Preston had put in a skate board park and this year it is overgrown with weeds and it appears that it is not being used very much.

Motioned by Wuttke, seconded by Hansen, motion carried (Council Member Nagel-

abstained) to appoint Deputy Finance Officer, Judy Nagel, as Human Resource Manager and Safety Director. Judy will be in implementing a safety program in the near future.

Shawn Donovan, Oahe Youth Center was present to ask if the women' bathroom could be fixed in the near future. The plaster is coming down and needs attention, also they need to move the concessions from downstairs to upstairs and will need a couple of plug in's added to accomplish this. It was discussed that with keys who does the supervision in the auditorium. Donovan assured the Council that with the key system they will know if any vandalism occurs who is responsible. Shawn Donovan also had a request for funding of the \$4000.00 for the summer recreation program.

Council member Everson is checking on placing agri lime on the park ball field. A previous donation was made with the stipulation that it be used only for baseball improvements. Everson is still checking out prices for this. With the discussion on what it will cost yearly to keep up the maintenance of the agri lime. The donation was for 15,000.00 and the irrigation system cost around \$4025.00 for this project so there is around \$10,975.00 left of the donation. The American Legion also received a donation to be used for baseball programs.

Motioned by Wuttke seconded by Hansen, motion carried to adjourn into executive session at 9:35PM to discuss personnel and legal issues. At this time Nagel left the meeting.

The council reconvened at 10:15PM. Motioned by Wuttke, seconded by Everson motion carried to approve having the Police car fixed through Lambs. The quote from Collision center was for \$ 717.37 and Lambs was \$ 421.87.

There will be free clean up from September 19th through Oct 31, 2007 (weather permitting) for Gettysburg City residents except for the usual items that we charge for such as tires, concrete, shingles .An ad will be placed in the Potter County News regarding this. If you were signed up for the Gettysburg Spruce up project then the City is waiving the demolition permit and the items from the demolition will be allowed to be taken to the rubble site for free.

Correspondence included an invitation from Mid Dakota for their annual meeting to be held on October 17th. Round Table-no discussion

There being no future business motioned by Ackerman, seconded by Hansen, motion carried to adjourn at 10:30 PM.

Attest:

Witness:

Sharleen Eliason, Finance Officer

Jack Axsom, Mayor

