

approved Minutes
 Gettysburg, South Dakota
 December 28, 2007

Pursuant to the due call and notice thereof, the City Council met in special session on December 28, 2007 at 5:00 PM at the City Finance Office. Those present included Mayor Axsom and Council members Pat Everson, Bill Wuttke, Philip Nagel, Brandy Hansen, and absent Natalie Harer and Sandra Ackerman. Also present was Maintenance Supervisor Russell Anderson, and Sharleen Eliason, Finance Officer.

Motioned by Wuttke, seconded by Hansen, motion carried to approve the minutes from December 3, 2007 with no corrections noted.

Motioned by Wuttke, seconded by Everson, motion carried to approve accounts payable.

VOUCHERS PAYABLE

Payroll Expense by Department:

Total Payroll Expense by Department		
Mayor & Council	December Payroll	00.000
Finance Office	December Payroll	3,040.00
Police	December Payroll	5,033.28
Streets	December Payroll	4,471.04
Snow Removal	December Payroll	1,287.86
Garbage	December Payroll	173.76
Airport	December Payroll	00
Auditorium	December Payroll	00
Swimming Pool	December Payroll	36.39
Parks	December Payroll	164.80
Water	December Payroll	1,774.72
Sewer	December Payroll	692.24
Ambulance	December Payroll	4000.95
Total Payroll Expense by Department		20,675.04
Net Payroll		15,865.80

ALTELL	AMBULANCE PHONE	42.77
AMERICAN FENCE COMPANY	WILDLIFE FENCE AIRPORT	13,026.49
BANK OF THE WEST	SUTTON-SLIDE RESERVE	15,200.00
BANK OF THE WEST	WITHHOLDING	2,004.35
BANK OF THE WEST	WITHHOLDING	2,477.58
BEST BUSINESS PRODUCTS	MAINT COPIER	104.88
BLIESE MACHINE SHOP	SUPPLIES	4,080.75
BUSINESS FORMS	W-2'S	94.40
CAM WALL ELECTRIC	WELCOME SIGN	9.25

DAKOTA FARM & RANCH	SUPPLIES	421.25
DAKOTACARE INS.	INSURANCE	4,908.48
DENR	GERBER,GREG	6.00
DUCKWALL'S	SUPPLIES	60.70
ECONOMIC DEVELOPMENT	4 TH QUARTERY PAYMENT	5,750.00
FARM PLAN	SUPPLIES	371.49
GAS N GOODIES	CAR WASHES	28.00
GETTYSBURG DEVELOPMENT	TRIPLE B	2,148.42
HAWKINS, INC	WATER TESTING KIT	169.00
HELMS & ASSOC	ENGINEERING FEES	1,593.24
HANSEN PLUMBING	CURB STOP, GEDITZ	1,000.00
HEARTLAND WASTE	GARBAGE	3,110.30
HOLZWARTH SALES	SHOP BUILDING	6,143.01
HOLZWARTH SALES	SUPPLIES	56.40
LAKE, RYAN	EMT CONVENTION	283.72
LANGERS	EMPLOYEE XMAS TURKEYS	146.36
LAMB MOTER CO	AMBULANCE REPAIRS	418.32
LOGAN ELECTRIC	OUTLET REPAIR	134.40
MID DAKOTA RURAL WATER	WATER	11,090.36
MDU	VARIOUS DEPTS	4,236.12
MIDWAY PARTS	SUPPLIES	261.47
MN WIRELESS	AIRPORT	45.00
NEW CREATIONS	SUPPLIES	183.77
NORTHERN PLAINS	FUEL	3,701.25
NORTHWEST PIPE FITTINGS	SUPPLIES	284.76
RIPS REPAIR	POLICE REPAIR	511.51
ONE CALL SYSTEMS	WATER LOCATES	4.00
POTTER CO TREAS	WEST NILE SUPPLIES	4,408.48
POTTER CO TREAS	GRAVEL	2,327.00
POTTER CO NEWS	PUBLICATION	301.29
POTTER CO NEWS	PUBLICATION NOV	298.10
PRAXAIR	AMBULANCE SUPPLIES	177.62
SCHATZ ELECTRIC, INC	CITY BUILDING	254.34
SCHLACHTER LUMBER	SUPPIES	116.12
SDML WORKERS COMP	WORKMENS COMP INS	8,208.00
SD DEPT OF REVENUE	RUBBLE & POOL TAX	208.72
SD DEPT OF REVENUE	WATER CHECKS	564.00
SD FEDERAL PROPERTY	SHEEP FOOT ROLLER	475.00
SD RETIREMENT	RETIREMENT	2,148.71
SD RURAL WATER	WORKSHOP	260.00
SWWA	MEMBERSHIP RENEWAL	20.00
SERVALL UNIFORM	FO RUGS	34.15
SOVELL, EMILY	LEGAL	125.00
STRIKERS	POLICE SUPPLIES	526.95
STROUP, DAVID	EMT MEETING	349.65
THE RADAR SHOP	RADAR RECERT	73.00

VENTURE COMMUNICATIONS	PHONES	601.41
VERIZON WIRELESS	CELL PHONES	184.85

TOTAL CHECKS		121,635.99
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At this time the water meter bids was discussed. The opening of bids was held on December 17, 2007 at 3:01 Pm with the following present: Mayor Jack Axsom, Maint supervisor Russell Anderson, Council members Brandy Hansen and Bill Wuttke, Jason Swartz from Dakota Supply Group, Jim Urban from Milbank Win Water and Sharleen Eliason, Finance Officer. The bid results were as follows:

Northwest Pipe Fittings..... \$112,858.09

Dakota Supply Group..... 123,487.65

Milbank MinWater..... 116,405.13

The bid includes software training. There was some confusion regarding Northwest Pipe Fittings bid—they quoted a certain bid price but did not realize what type of meters was in the bid specs .After calling them and confirming they stated they will be placing the type of water meters that was specified in the bid process and they will cover the loss that they will incur. Motioned by Council member Hansen to accept low bidder of Northwest Pipe, seconded by Wuttke, motion carried to award the water meter bid to Northwest Pipe.

The airport wildlife fence change order and last periodic payment form was presented to the Council. The change of order to American Fence was increased by \$1,039.74 due to adjustment of constructed quantities. Previous contract was in the amount of \$115,005.12 plus \$1,039.74, which brings contract price to \$116,044.86. With the completion of contract the balance due is 13,026.49 for payment number 3. Motioned by Everson, seconded by Wuttke, motion carried to accept the change order and to issue payment of payment # 3 and to have the Mayor sign the necessary forms.

First reading of Ordinance 2007-12-17 was read to the Council. This ordinance change **does not increase water rates but changes the units of water consumed in increments of 100 gallons instead of the 1000 gallons.** Our charge will reflect this and we shall charge .50 cents per 100 gallons, which is the same as 5.00 per 1000 gallons. The change will be effective when your new water meter is installed. And the rate for water outside of the city limits is the same as the present time, which is 5.50 per thousand or .55 cents per 100 gallons. Motioned by Hansen, seconded by Nagel, motion carried to approve the first reading of this ordinance change.

Mayor Axsom stated that he was approached by a former council member if the \$13.00 basic fee for water bills would be eliminated in the near future. Mayor Axsom stated that when the City pays off the water debt for the Water Treatment plant debt there would still be expenses to dismantle the old plant before the land could even be sold. Mid Dakota has had two increases in fees and the City has absorbed them each time . It was discussed that according to a Mid Dakota pamphlet their basic fee without any water charges is \$38.50 per month for their rural customers. This will be discussed again later if the City of Gettysburg can eliminate the basic fee on water.

The Finance Office will need to have a new laser printer to print out monthly postcards. Mayor Axsom stated that the Finance Officer would check with New Creations and see what they can order.

It was discussed that the City Council members that represent the Auditorium, which comprises of Wuttke and Nagel will try and meet with the Oahe Youth Board concerning the Auditorium. The City would like to know stats on how many members that utilize the auditorium and if a designated person could check as the lights have been left on overnight before and the City does pay for the electricity.

The ambulances write offs reported in November was incorrect. The correct total should have stated 1188.68. Motioned by Hansen, seconded by Wuttke, motion carried to approve the corrected total.

Resolution 2007-7 was presented to the Council for their approval. Motioned by Everson seconded by Wuttke, motion carried to approve this resolution.

RESOLUTION 2007-7

BE IT ORDAINED by the City of Gettysburg that the following sum is supplemental appropriated to meet the obligations of the municipality. The following amount of \$300.00 was transferred from Contingencies to the Streetlight fund.

Transfer from Contingencies 101-41150-42900	300.00
Main St lights 101-43160-425801	300.00

ATTEST:

WITNESS:

Sharleen Eliason, Finance Officer
Dated this December 28 2007

Jack Axsom, Mayor

Resolution 2007-8 was presented to the council for their approval to supplement the budget of Triple B as there were more revenues so therefore more expenses in this fund. Motioned by Wuttke, seconded by Hansen motion carried to approve the following resolution:

RESOLUTION 2007-8

BE IT ORDAINED by the City of Gettysburg that the following sum is supplemental appropriated to meet the obligations of the municipality. The following amount of

\$3000.00 was transferred from Contingencies to the Triple B Fund. This fund did have more revenues and expenses than budgeted.

Transfer from Contingencies 101-41150-42900	3000.00
Triple b Fund Exp 211-46510-46510	3000.00

ATTEST:

WITNESS:

Sharleen Eliason, Finance Officer

Jack Axsom, Mayor

Dated this December 28 2007

Kohlman, Bierschback & Anderson auditors from Miller SD have done the annual report for the past 2 years and they sent out a confirmation letter with the amount not to exceed \$900.00 for this service again for FYE 2007. Motioned by Nagel, seconded by Wuttke, motion carried to authorize the Mayor to sign this agreement.

Mayor Jack Axsom suggested to all council members to check on the proposed safety and policy manuals so we can discuss these at the next council meeting.

Correspondence included the airport conference that will be held in Deadwood on March 5th, 2008. Correspondence also included a notice from Municipal League regarding a proposed legislation from SD Association of County Commissioners to raise the price of an alcoholic beverage by five cents per drink and it would have approximate revenues to the City in the amount of 7,080.27. Council member Wuttke stated that for Earl Glodt's funeral it would be nice to call and see if the present council and past members that worked with Earl on the Council could attend the funeral as a group. Mayor Axsom stated that he has received complements regarding the remodeling of the Maint shop building and the tearing down of the old fence surrounding the Maint area and the Mayor wanted to thank the Maint dept for all of their dedication and hard work on the project.

There being no future business motioned by Hansen, seconded by Nagel, motion carried to adjourn at 6:10" PM.

Attest:

Witness:

Sharleen Eliason, Finance Officer

Jack Axsom, Mayor