

Unapproved Minutes  
 Gettysburg, South Dakota  
 February 4, 2008

Pursuant to the due call and notice thereof, the City Council met in regular session on February 4, 2008 at 7:00 PM at the City Finance Office. Those present included Mayor Jack Axsom, Council members Pat Everson, Sandra Ackerman, Natalie Harer , Phil Nagel and Bill Wuttke. Also present was Chief of Police, Joe Senyak, Maintenance Supervisor Russell Anderson, Sharleen Eliason, Finance Officer, Gene King-City Patrolman, and Mark Schmidt, GWBDC.

Motioned by Wuttke seconded by Nagel, motion carried to approve the minutes from January 5, 2007 with no corrections noted.

Motioned by Ackerman seconded by Harer, motion carried to approve accounts payable with the following to be paid in February that came late: Banyon Data for Utility Interface, annual support and Direct payment interface...\$ 2285.00, Banyon Data for Training...\$935.28, Schlachter lumber for shop building supplies...434.85, Holzwarth Sales-supplies for shop \$ 213.90, True Value..supplies...\$ 187.06, Cam Wall Electric-welcome sign—9.50, Gas n Goodies...car washes & supplies..40.44 and Potter Co Treasure office-1/2 of Teletype 900.00 for a total of \$5,006.03.

VOUCHERS PAYABLE

Payroll Expense by Department:

Total Payroll Expense by Department		
Mayor & Council	January Payroll	3,687.50
Finance Office	January Payroll	3,279.56
Police	January Payroll	5,321.42
Streets	January Payroll	3,947.46
Snow Removal	January Payroll	477.92
Garbage	January Payroll	458.64
Airport	January Payroll	00.00
Swimming Pool	January Payroll	00.00
Parks	January Payroll	00.00
Water	January Payroll	2,988.31
Sewer	January Payroll	1,274.28
Ambulance	January Payroll	00
Total Payroll Expense by Department		21,435.09
Net Payroll		16,553.92

ALLTEL	AMBULANCE CELL PHONE	42.64
ANDERSON, RUSSELL	WORKSHOP	35.00
BANK OF THE WEST	WITHHOLDING	2,034.43
BANK OF THE WEST	WITHHOLDING	2,722.30
BEST BUSINESS PRODUCTS	COPIER	1271.00
B & L COMPUTER REPAIR	REPAIRS	164.00
BLIESE MACHINE SHOP	SUPPLIES & LABOR	23.25
CAPMARK FINANCE INC.	WATER LOAN	232,060.00
CENEX FLEET FUELING	AMBULANCE FUEL	319.49
CHAMBER OF COMMERCE	DUES	25.00
DAKOTA FARM & RANCH	SUPPLIES	1,342.66
DAKOTACARE INS.	INSURANCE	4,908.48
DIVISION OF AGRICULTURE	GREG-WORKSHOP	80.00
DUCKWALL'S	SUPPLIES	77.96
FARM PLAN	HYGARD OIL	916.97
FIRST NATIONAL BANK	WATER MAINS	10,748.12
GALL'S INC.	POLICE SUPPLIES	80.98
GETTYSBURG IN ACTION	MAAS DONATION	2,500.00
GETTYSBURG DEVELOPMENT	TRIPLE B TAX	2,451.89
GETTYSBURG MEMORIAL HOSP	RN FEES-AMBULANCE	570.00
GETTYSBURG TV & APPLIANCE	SUPPLIES	8.99
GOVERNORS INN	WORKSHOP ANDERSON	67.00
HEARTLAND WASTE	GARBAGE	4,141.98
LAMB MOTOR CORP	REPAIRS & SUPPLIES	250.32
MIDWAY PARTS	MISC SUPPLIES	68.48
MID DAKOTA	WATER	10,906.55
MN WIRELESS	AIRPORT	45.00
MONTANA DAKOTA UTILITIES	VARIOUS DEPTS	4,895.92
NEW CREATIONS	SUPPLIES	156.77
PEARSON EDUCATION	EMT SUPPLIES	1,051.44
PRAXAIR	AMBULANCE SUPPLIES	174.06
SCHATZ ELECTRIC	BALLAST	23.67
SCHLACHTER LUMBER	SUPPLIES	207.57
SD DEPT OF REVENUE	WATER SAMPLES	156.00
SD DEPT OF REVENUE	GARBAGE & LANDFILL TX	395.92
SD RETIREMENT	RETIREMENT	2,183.69
SD DEPT OF LABOR	PROFF FEES	47.66
SD DEPT OF TRANSPORTATION	WORKSHOP	30.00
SERVICE SIGNS	AWNING	2,884.05
SERVALL UNIFORM	FO RUGS	52.29
THE RADAR SHOP	POLICE SUPPLIES	73.00
US POSTMASTER	PERMIT	175.00
VENTURE	PHONES	561.41
VERIZON WIRELESS	CELL PHONES	163.15
TOTAL CHECKS		307,648.01

Mark Schmidt, GWBDC gave the Council the Profit and Loss statement and Balance Sheet for FYE December 2007 for the Gettysburg Whitlock Bay Development Corporation. Mark Schmidt also updated the Council regarding the awning project. Eleven businesses have signed agreements for the awnings and five more are considering the project. The City Finance Office has received several positive compliments regarding their new awning. Mark reported on the wind energy meeting that was here in Gettysburg on January 9, 2007 at the American Legion. Public Utility Commissioners were among the group of experts on hand to talk about the direction of wind energy. Mark Schmidt said the report was discouraging for our area due to the cost of transmission lines. Mark Schmidt stated that the Firehouse, Coffee Bean, Bakery, and Gas N Goodies now have wireless internet for their customers. Mark Schmidt issued an invitation for two- council members to attend the next GWBDC meeting. Mayor Axsom will ask for volunteers later to attend this meeting.

At this appointed time the **Swimming Pool Water Slide bids** was presented to the Council. The City received on bid from Slide Innovations from Bremen Ga. The total bid price is \$ 37,900.00 for Model PS 2300 dual slide (one spiral slide and one double turn slide). This includes freight, water hook fittings and installation. Motioned by Nagel, seconded by Wuttke, motion carried to approve the purchase of a water slide with set up sometime in May 2008.

Council member Brandy Hansen resigned her council position due to other obligations. Motioned by Harer, seconded by Wuttke, motion carried to accept her resignation with regret. Brandy Hansen was a key player in obtaining funds for the water slide and her leadership will be greatly missed.

Police Chief Senyak gave his monthly report to the Council. Joe Senyak stated that the school will be having district basketball games and he was notified that they need a police officer to attend games for 3 nights. Joe and Gene will try and arrange their schedule. It was also suggested to ask the deputy sheriff if he could cover one night.

**Ordinance 2008-1-1-** Snowmobiles was presented to the Council for the second reading. This outlines the rules for snowmobiles. Motioned by Nagel, seconded by Wuttke motion carried to accept this second reading with the following roll call vote: Wuttke-yea, Ackerman-abstain, Nagel-yea, Everson-yea and Harer-yea. Motion carried.

City Patrolman Gene King presented the Council **Ordinance 2008-1-2** for first reading. This changes the length of grass to 10" height and to be mowed within 5 days after receiving a letter for mowing. Motioned by Everson, seconded by Harer motion carried to accept this first reading.

Russell Anderson asked the Councils direction for the centennial in June. Right now the maintenance department are painting the picnic tables and getting them ready. Maintenance department will be installing the fence around the maintenance shop and

Loitwood Park this spring. Due to the need to start these fences Russell Anderson presented quotes for a posthole digger: Potter Co Implement... \$2850.00, Bliese Machine Shop--\$ 3150.00 and Holzwarth Sales ( with no mounting) \$ 1745.00. Motioned by Everson, seconded by Wuttke, motion carried to accept low quote from Holzwarth Sales (Nagel-abstained). Advertising signs at the ballfield was discussed and Council member Nagel will contact Lehman at the school to see if they need a project. Last year there was discussion of putting up a structure around the lift station. Russell Anderson will draw up plans and present them at the March meeting. There is a forklift located at Surplus in Huron for \$4750.00. Motioned by Wuttke, seconded by Nagel, motion carried to approve this purchase. Water meters should be arriving any day. Deputy finance officer Nagel and Finance Officer Eliason have the necessary information in the computer and will be able to proceed when meters are installed. Water hook ups for the celebration was discussed. This will be discussed again at the next meeting.

NECOG sent to the City Finance Office three copies of the Mitigation grant. Motioned by Wuttke, seconded by Harer, motion carried to approve the following resolution :

### **RESOLUTION 2008-1**

**WHEREAS**, the City of Gettysburg is submitting a Hazard Mitigation Grant application to the South Dakota Division of Emergency Management and the Federal Emergency Management Agency; and

**WHEREAS**, the City of Gettysburg is required to appoint an Applicant Agent for the purpose of signing documents and assuring the completion of all application documents;

**NOW THEREFORE BE IT RESOLVED** that the City of Gettysburg appoints the Mayor as the authorized Applicant Agent.

Dated this 4<sup>th</sup> day of February 2008.

ATTEST:

WITNESS:

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

\_\_\_\_\_  
Jack Axsom, Mayor

There being no other bid received, motioned by Ackerman, seconded by Harer, motion carried to accept the following fuel bid from Northern Plains Coop: Super unleaded \$ 3.00 , no lead-\$3.09, # 2--\$2.99, and # 1-- \$3.07

Airport hanger leases was discussed. Seven of the leases are signed and were back to the Finance Office by the date first designated (December 28<sup>th</sup> meeting date) but there is one lease that has not been returned to the City office. Mayor Axsom stated that he requested a leaseholder to send proof of liability insurance and we now have on file the liability

insurance for 2008, but not for 2007, which was also required. Mayor Axsom stated that if we do not receive payment and the signed lease shortly to have the City Attorney handle the matter for us. Mayor Axsom asked for volunteers to attend the Airport Conference that is being held in March in Deadwood, hearing no volunteers Mayor Axsom stated that he could attend the session.

Medicine Rock Senior Center sent to the City their year-end financials, which was a requirement for receiving a donation from the City.

The Fireman need wireless Internet at the new Firehall and Rescue Unit to complete their required forms. Council member Nagel will check out prices and present them at our next meeting. They requested a check be issued to them direct for the donation from the Maas foundation as they have already purchased items out of their checking account . Motioned by Ackerman, seconded by Harer, motion carried to have Finance officer issue them a check in the amount of \$5,000.00. A new sign is being ordered for the Firehall and Rescue Unit with the fireman and EMTs each paying half. The fireman will issue their check from their account but the EMTs share will be paid out of the City funds from the Maas foundation donation monies that was received. Motioned by Wuttke, seconded by Ackerman, motion carried to have the City Finance Officer pay the EMT's share of \$860.00. Council members Nagel and Wuttke and Mayor Axsom will be meeting with the Youth Center board on Feb 12<sup>th</sup>.

Personnel policy book was discussed. The policy book committee members of Mayor Axsom, Council member Harer, Russell Anderson and Sharleen Eliason met. It is the committee's recommendation that the City of Gettysburg adapt the Municipal League's policy manual. Their manual is on a CD for a cost of \$125.00 and then the City would have to insert what is our policy on: holidays, sick leave, vacation and other policies that are unique for our city. The committee also recommended to the Council that the vacation be changed to reflect that an employee could only carry over half of their vacation each year. Sick leave to remain the same but to have a cap limit of 60 days with a review every 15 days by a medical professional if the employee is using sick leave. The sick leave would remain as a benefit and not paid out if not used. Also the safety manual that was approved does now require a CDL is needed to operate some of the maintenance equipment. Motioned by Harer, seconded by Everson, motion carried to have Finance officer order the CD from Municipal League and we will adapt those policies. After the insertion to the personnel policy book that is unique to our city to send to the City Attorney for review. It was mentioned that at the school they have a sick leave bank that one employee can donate to another if more sick leave is needed. Finance Officer will check with the school and other cities to see if they have this type of program for sick leave.

NECOG representative Ted Dickey was here on January 25<sup>th</sup> to outline what services and grants that NEGOG can help with. The next meeting in Aberdeen is February 27<sup>th</sup>. Motioned by Harer seconded by Ackerman, motion carried to approve Mayor Axsom attending this meeting.

**Ordinance 2008-1-3** was presented to the Council for the first reading. This is to supplement the budget with the Maas foundation donations. Motioned by Wuttke, seconded by Harer, motion carried to approve the first reading.

In round table discussion, Mayor Axsom stated that Alan Vetter asked for permission of the City park for the annual car show. The car show will be from 12:00 noon till 4:00 but need to set up the area earlier on the 28<sup>th</sup> of June 2008. Mayor Axsom asked for two council members

to volunteer to go to the GWBDC meeting. Council members Wuttke and Nagel will attend. Mayor Axsom also asked Council Member Everson to assume the ambulance board meetings with the resignation of Hansen. Mayor Axsom also stated that it is very hard to have enough ambulance board members for a quorum to even have a meeting.

There being no future business motioned by Wuttke, seconded by Nagel, motion carried to adjourn at 9:20 PM.

Attest:

Witness:

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Sharleen Eliason, Finance Officer

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Jack Axsom, Mayor