

Unapproved Minutes
 Gettysburg, South Dakota
 October 6, 2008

Pursuant to the due call and notice thereof, the City Council met in regular session on Sept 2, 2008 at 7:00 PM at the City Finance Office. Those present included Mayor Jack Axsom, Council members Pat Everson, Phil Nagel and Bill Wuttke , Natalie Harer and Fran VanBockel. Also present was Chief of Police, Joe Senyak, Russell Anderson, Maintenance Supervisor, Sharleen Eliason, Finance Officer, and Gene King, Patrolman

Motioned by Wuttke seconded by Harer, motion carried to approve the minutes from September 2, with no corrections or additions noted.

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

VOUCHERS PAYABLE

Payroll Expense by Department:

Total Payroll Expense by Department		
Mayor & Council	September Payroll	0.00
Finance Office	September Payroll	2,828.20
Police	September Payroll	5,321.42
Streets	September Payroll	4,077.92
Snow Removal	September Payroll	00.00
Garbage	September Payroll	444.00
Airport	September Payroll	00.00
Swimming Pool	September Payroll	386.57
Parks	September Payroll	675.42
Water	September Payroll	3,177.36
Sewer	September Payroll	895.85
Ambulance	September Payroll	4,372.80
West Nile	September Payroll	00.00
Total Payroll Expense by Department		22,179.54

Net Payroll		17,377.75
AMERICAN LEGION AUXILIARY	CAPITOL FOR A DAY	741.00
ANDERSON, RUSSELL	WORKSHOP	31.00
BANK OF THE WEST	WITHHOLDING	2,167.74
BANK OF THE WEST	WITHHOLDING	2,685.63
BEST BUSINESS PRODUCTS	COPIER MAINT	127.79
BEST WESTERN RAMKOTA	ANDERSON-WORKSHOP	154.00
BLIESE MACHINE SHOP	SUPPLIES & LABOR	131.96
BUSINESS FORMS	WATER BILLINGS	641.23
CAM WALL	WELCOME SIGN	9.50
CARQUEST AUTO PARTS	WRENCHES	57.64

CENEX FLEET FUELING CARD	AMBULANCE FUEL	147.98
CHARLES GREG SWANSON	POLICE	237.03
CITY OF GETTYSBURG	WATER OUTREAD	83.50
COLONIAL RESEARCH	SEWER SUPPLIES	882.76
DAKOTA BACKUP	FO BACKUP	41.46
DAKOTA FARM & RANCH	SUPPLIES	528.15
DAKOTA FARM & RANCH	SUPPLIES	1,425.36
DAKOTA CARE INS.	HEALTH INS.	4,833.64
DUCKWALLS	SUPPLIES	98.39
ELIASON, SHARLEEN	SUPPLIES OFFICE MAX	208.79
EMERGENCY MED PRODUCTS	AMBULANCE SUPPLIES	5.99
FARM PLAN	SUPPLIES	1,336.50
FIRST NATIONAL BANK	WATER LOAN	10,748.12
FLASH BACK	SERVICES	650.00
GAS N GOODIES	POLICE	14.00
GAS N GOODIES	POLICE	28.00
GETTYSBURG DEVELOPMENT	TRIPLE B TAX	776.65
GETTYSBURG TV & APPLIANCE	SUPPLIES	29.65
HEARTLAND WASTE	GARBAGE	4,188.18
HETTINGER-MOBRIDGE	CANDY	159.36
HOLZWARATH SALES & SERVICE	SUPPLIES	79.50
IN STITCHES	SUPPLIES	298.50
JOHN IRVINE	INSPECTION SERVICE	74.00
JUSTIN CRONIN	CAPITOL FOR A DAY	50.00
LAMB MOTOR COMPANY	OIL CHANGE AMBULANCE	95.99
LANGERS	CAPITOL FOR A DAY	898.78
MAIN ST MINI MALL	CAPITOL FOR A DAY	29.00
MIDWAY PARTS	MISC SUPPLIES	114.40
MID DAKOTA	WATER	11,854.95
MN WIRELESS	INTERNET	69.00
MONTANA DAK UTILITIES	ELECTRICITY	4,000.30
MONTANA DAK UTILITIES	S POOL	300.77
NEW CREATIONS	SUPPLIES	137.42
NEW CREATIONS	SUPPLIES	523.25
NORTHERN PLAINS COOP	FUEL	3,535.10
ONE CALL	LOCATES	4.00
OFFICE EQUIPMENT	TYPEWRITER	449.38
POLLARD WATER	SAFETY VESTS	268.44
POTTER CO NEWS	PUBLICATIONS	881.97
POTTER CO NEWS	PUBLICATIONS	213.84
PRAXAIR	OXYGEN	56.95
PRAXAIR	SUPPLIES	150.19
RIPS REPAIR	OIL CHANGE POLICE	30.57
ROBBENOLT LAURIE	MILEAGE	82.20
SAGE MOTEL	SWANSON	43.15
SANITATION PRODUCTS	SUPPLIES	97.64

SCHATZ ELECTRIC	LABOR AND SUPPLIES	2,693.95
SCHATZ REPAIR	TIRE REPAIR	80.54
SCHLACHTER LUMBER	SUPPLIES	29.40
SCHLACHTER LUMBER	SUPPLIES	105.32
SD DEPT OF REVENUE	TAX GARBAGE	362.48
SD DEPT OF REVENUE	WATER SAMPLES	376.00
SD ASSN OF RURAL WATER	WORKSHOP	80.00
SD FEDERAL PROPERTY	JD CRAWLER	8,619.50
SD MUNICIPAL LEAGUE	WORKSHOP	150.00
SD PUBLIC ASSURANCE	LIAB AND PROPERTY	27,071.60
SD RETIREMENT	RETIREMENT	2,247.54
SERVALL UNIFORM	FO RUGS	55.65
SHIRLEY RHINE	WATER DEP REFUND	16.50
SPIRIT OF DAKOTA	TICKETS	80.00
SUCCESS SURVEYING LLC	SURVEY ON CUSTER	3,606.25
TRUE VALUE	SUPPLIES	340.96
US POSTMASTER	STAMPS	210.00
US POSTMASTER	STAMPS	161.19
US POSTMASTER	STAMPS	10.80
VILAS DRUG	MEDICAL SUPPLIES	493.92
VENTURE COMMUNICATIONS	DEPT PHONES	521.48
VERIZON WIRELESS	CELL PHONES	179.84
WENDELL APPRAISAL	APPRAISAL FEE	1,000.00
TOTAL CHECKS		123,380.96

The bid for the revamping of the bathrooms at the new firehall & Rescue resulted with the following bids:

Corey Beetsch.....\$3,119.34

Joe Beetsch..... 2,798.61

Motioned by Everson, seconded by Nagel, motion carried to award the bid to Joe Beetsch. The deadline for the project is for 30 days after the awarding of the bid.

Joe Beetsch was notified by phone.

Joe Senyak, Chief of Police gave the council his report. He stated that the Johnson radios were updated with the correct frequencies. Joe Senyak also noted that one ambulance and two fire trucks need new license plates. Patrolman Gene King stated that he did not have to send out any code enforcement letters for mowing grass. Gene King stated that one building that is in code violation has been turned over to the city attorney. Gene also asked

permission to publish in the paper a notice regarding clean up week.

Russell Anderson, maintenance supervisor stated that he has been working on the old water treatment plant. Dan Mostek, Safety benefits was here and inspected all buildings

and properties for our insurance update. Russell Anderson stated that the maintenance crew (weather permitting) might start Platte Street. They would take off the asphalt and just gravel it for now till next year and place the asphalt back on it next year.

There being no other bid received, motioned by Harer, seconded by VanBockel, motion carried to accept the following fuel bid from Northern Plains Coop: Super unleaded \$3.35, no lead \$3.45, # 2—\$3.64 and # 1 \$ 3.75.

There was only one bid for the removal of the Odd Fellows hall. Logan Electric bid \$10,500.00. Motioned by Wuttke, seconded by Harer motion carried to accept Logans bid for removal with an official deadline of 45 days from Oct 7, 2008 with penalties of \$100.00 per day until the building is removed.

The following building permit was presented to the Council for their review:

Ron Ford Lot 5 and Lot 6 of Bloc 6 Schlachters Addn garage
Motioned by Wuttke, seconded by VanBockel to approve this pending Russell's approval.

Robert Wespthal had the garage surveyed the South 48' of the West 22.4' of Lot 6, Block 8 Western Addition to the City of Gettysburg. It was noted that the garage is 3ft into the right of way for Bryson Ave. and Bob was wondering about an easement for this. Motioned by Everson, seconded by Harer, motion carried to table this for now until it can be checked out.

Congress is mandating a red flag rule that is to be in effect Nov 1, 2008. This is for identify theft compliance guide. Motioned by VanBockel, seconded by Harer, motion carried to approve the following resolution (Everson-nay). And to place the new policies in our policy book and to have any new user fill out the utility request form.

RESOLUTION 2008-7

WHEREAS, Section 114 of the Fair and Accurate Credit transactions Act of 2003 (16 C.F.R. & 681.2) requires all municipalities that operate utilities to develop an Identity Theft Prevention Program;

NOW, THEREFORE BE IT RESOLVED THAT the City of Gettysburg hereby appoints the finance Officer as Program Administrator, and the Deputy Finance Officer as clerk. With the City Council and Mayor to approve and implement an Identity Theft Program to be implemented with a starting date of November 1, 2008.

ATTEST:

WITNESS:

Sharleen Eliason, Finance Officer
Dated this October 6, 2008

Jack Axsom, Mayor

Motioned by Wuttke, seconded by Everson, motion carried to approve the ambulance write offs in the amount of 40.00 due to Medicare non-payment, \$175.98 due to small balance write off for a total of \$215.98. It was noted that in Feb the nurses charge for going to Pierre went from \$75.00 to \$100.00. Motioned by VanBockel, seconded by Harer to increase nurse fees into the ambulance runs. It was also mentioned at the ambulance training in Mobridge that the ambulances will need new laptop computers that have touch screen to enter the data on. The State will provide the software needed .Motioned by VanBockel, seconded by Harer, motion carried to authorize up to \$1200.00 for a new laptop computer.

Previous policy committee members were: Mayor Axsom, Council member Brandy Hansen and Natalie Harer along with Russell Anderson and Sharleen Eliason it was recommended by them to the Council to proceed with the template from the Municipal League and if there were certain policies that was only for Gettysburg to place them in the policy book It was noted to change the cap on the sick leave and to change the policy on vacation, that half of ones vacation needed to be used each year and only be allowed to carry over half the next year. Finance Officer Eliason has retyped the policy book to meet those specifications but now we need to as a group go through the new policy book to see if it meets all of our specifications and since we no longer have all the members of our original group we need the Council to designate new members on this committee. Council members Wuttke and Everson, Mayor Axsom, Russell Anderson and Sharleen Eliason will meet as a committee in the near future to go over the new policy book.

There will be a NECOG meeting on November 19th. Municipal League meeting will be held in Pierre on the 8,9 and 10th of October. Mid Dakota Rural Water will hold a meeting on Oct 15th in Huron.

The City received notification from DENR for approval to pay our Water Main Loan off early and will be paid in January 2009.

Servall sent out a contract for the City to sign. In the contract details it was for a 5-year period. Due to all the contract provisions it was decided not to sign this contract and the Finance Officer was directed to notify them of this.

The City had a request from Lebanon for a donation for their 125th celebration. Motioned by Wuttke, seconded by Harer, motion carried (Everson-nay) to approve a \$125.00 donation.

Motioned by Council member Wuttke, seconded by Nagel to adjourn into executive session for legal and personnel issues at 8:03 PM.

Council reconvened at 8:21 PM. Motioned by VanBockel seconded by Wuttke, motion carried to have Peggy Lehman seated as Ward 1 Council member to replace Sandra Ackerman's vacated seat until 2012 starting at the next Council meeting to be held on

November 3,2008.

Motioned by Nagel, seconded by VanBockel to have our Maint crew fix the curb stop of Jeanniene Woodford due to other complications.

A letter of resignation from Council member Harer was presented to the Council. As she is moving out of town she regretfully has to resign her Council seat. Motioned by Nagel seconded by VanBockel, motion carried to accept the resignation with regret and to wish her well.

In round table discussion Council member Wuttke stated that the Spirit of SD banquet was very nice and to thank the Council for letting him attend.

Other correspondence included a letter from Venture notifying the Council that the cable prices for basic will be going up \$1.96 per month effective January 2009. The council received a thank you from the cemetery association for their donation.

Motioned by Wuttke, seconded by Nagel, motion carried to adjourn at 8:40 PM.

ATTEST:

WITNESS:

Sharleen Eliason, Finance Officer

Jack Axsom, Mayor