

Unapproved Minutes
Gettysburg, South Dakota
December 1, 2008

Pursuant to the due call and notice thereof, the City Council met in regular session on December 1, 2008 at 7:00 PM at the City Finance Office. Those present included Mayor Jack Axsom, Council members Phil Nagel and Bill Wuttke , Peggy Lehman ,Pat Everson and absent Fran VanBockel. Also present was Russell Anderson, Maintenance Supervisor, Sharleen Eliason, Finance Officer, Gene King, Patrolman, Police Chief Joe Senyak, Emily Sovell, City Attorney, Mark Schmidt, and Tonya & Don Tanner.

Don & Tonya Tanner met to discuss the code enforcement violation notice that they received from the City regarding their property at Lot 2 Block 1 Brower's Addition. Tonya Tanner stated they would like to have a time frame of June 1st, 2009 to remove both buildings from this property. Motioned by Lehman, seconded by Wuttke, motion carried to adjourn into executive session at 7:10 to discuss legal issues. Council reconvened at 7:14. Motioned by Nagel, seconded by Wuttke, motion carried to allow the Tanners till June 1,2009 to have both buildings removed from the property located at Lot 2 Block 1 Brower's addn. Mayor Axsom stated that Tanners need to communicate with the City Attorney Emily Sovell regarding this since an official complaint was filed. Emily Sovell advised them that they have 30 days to respond and she will keep in contact with the Council regarding this. It was also discussed that a new water meter needs to be installed at 205 S Mannston Ave. Don Tanner stated that this is not his property and the City should contact Pete Tanner regarding this.

At this appointed time the Public Meeting for Alcoholic Licensing for 2009 was opened to the public for comments. Hearing no objections, motioned by Wuttke, seconded by Everson, motion carried to approve the following liquor licenses for 2009:

* City of Gettysburg/Firehouse Liquors -- 109 N. Main St.	Package Off-sale
Liquor	
* City of Gettysburg/Firehouse Lounge -- 109 N. Main St.	Retailer On-sale Liquor
* City of Gettysburg/V.F.W. Club -- 113 W. Commercial	Retailer On-sale Liquor
* City of Gettysburg/American Legion Club -- 112 S. Exene St.	Retailer On-sale Liquor
* City of Gettysburg/ J&B-Quick Stop -- Gettysburg, SD	Package Off-sale Liquor
* City of Gettysburg/Gettysburg Country Club -- Gettysburg, SD	Retailer On-sale Liquor

New Contracts were sent out for liquor operating agreements for a 5 year period for the above businesses. The contract is for January 1, 2009 and ends December 31,2013. Motioned by Everson, seconded by Wuttke, motion carried to approve the agreements for a five-year period.

Motioned by Lehman, seconded by Nagel, to approve the Minutes from November 3,

November 17th and November 19th with no corrections noted.

VOUCHERS PAYABLE

Payroll Expense by Department:

Total Payroll Expense by Department		
Mayor & Council	September Payroll	00
Finance Office	September Payroll	3,154.22
Police	September Payroll	5,321.42
Streets	September Payroll	3,392.04
Snow Removal	September Payroll	1,309.52
Garbage	September Payroll	488.97
Airport	September Payroll	00.00
Swimming Pool	September Payroll	00.00
Parks	September Payroll	72.00
Water	September Payroll	2,573.50
Sewer	September Payroll	520.29
Ambulance	September Payroll	00
West Nile	September Payroll	00.00
Total Payroll Expense by Department		16,831.96

Net Payroll		12,699.13
ANDERSON, RUSSELL	FUEL, BOX ELDER	110.99
AVERA QUEEN OF PEACE	EMPLOYEE TESTING	63.50
BANK OF THE WEST	WITHHOLDING	2,068.22
BANK OF THE WEST	WITHHOLDING	1,953.47
BANYON	PAYROLL SUPPORT	770.00
BEST BUSINESS PRODUCTS	COPIER MAINT	24.00
BLIESE MACHINE SHOP	SUPPLIES & LABOR	1,016.99
CAM-WAL ELECTRIC	WELCOME SIGN	9.50
CENEX FLEET FUELING CARD	AMBULANCE FUEL	536.56
COLONIAL RESEARCH	SUPPLIES	352.05
COMMUNICATIONS CENTER	POLICE WIRING	319.00
COMMUNITY CARE CLINIC	HEP SHOTS	117.00
DAKOTA BACKUP	FO BACKUP	31.39
DAKOTA FARM & RANCH	SUPPLIES	537.98
DAKOTA CARE INS.	HEALTH INS.	4,303.62
DUCKWALLS	SUPPLIES	107.56
ELIASON, WILLIAM	1 YR AIRPORT MGR	525.00
FARM PLAN	SUPPLIES	201.00
GALL'S	POLICE SUPPLIES	152.96
GAS N GOODIES	CAR WASHES	49.00
GETTYSBURG DEVELOPMENT	TRIPLE B TAX	2,700.25
GETTYSBURG MEMORIAL	RN FEES AMBULANCE	550.00
HAWKINS	POOL SUPPLIES	555.20
HEARTLAND WASTE	GARBAGE	4,108.30

HEARTLAND WASTE	OCT GARBAGE	4,058.41
HOLZWARTH SALES	MAINT SUPPLIES	107.80
IN STITCHES	MAINT CAPS	131.21
LOGAN ELECTRIC	DEMOLITION	10,603.98
LOMHEIM REPAIR	LABOR	109.00
MID DAKOTA	WATER	11,285.50
MIDWAY PARTS	SUPPLIES	245.60
MN WIRELESS	INTERNET	69.00
MONTANA DAK UTILITIES	ELECTRICITY	3,701.89
NEW CREATIONS	SUPPLIES	247.28
NORTHERN PLAINS COOP	FUEL,DED	2,442.73
NORTHWEST PIPE FITTINGS	SUPPLIES	118.66
ONE CALL	LOCATES	8.00
POTTER COUNTY NEWS	PUBLICATIONS	217.37
PRAXAIR	AMBULANCE SUPPLIES	202.21
SCHATZ ELECTRIC	FO LIGHTS	176.52
SCHLACHTER LUMBER	SUPPLIES	77.82
SD DEPT OF REVENUE	TAX GARBAGE	311.73
SD DEPT OF REVENUE	WATER SAMPLES	376.00
SD FEDERAL PROPERTY	TRUCK,SUPPLIES	13,548.50
SD RETIREMENT	RETIREMENT	2,838.26
SERVALL UNIFORM	FO RUGS	37.02
SOVELL, EMILY	LEGAL	215.25
SOVELL, EMILY	LEGAL	60.00
TRUE VALUE	SUPPLIES	219.85
US POSTMASTER	STAMPS	158.76
VENTURE COMMUNICATIONS	DEPT PHONES	535.83
VERIZON WIRELESS	CELL PHONES	181.23
WILLEY, CHUCK	AMBUL MEETING	432.64
TOTAL CHECKS		86,580.72

Mark Schmidt, CEO from Gettysburg Medical Center was present to discuss RN fees for the Gettysburg Ambulance. Previously it was discussed regarding RN fees that the City would over cover only what is paid to the City and the Medical Center assuming the rest of the loss. It was not realized by the Council that the Medical Center already does assume a large loss because they pay all the wages incurred by the Nurse and usually it is at overtime rate and they only bill the ambulance a standard fee. Due to the loss they are already experiencing it was motioned by Lehman, seconded by Wuttke, motion carried for the City to accept the fees provided by Medicare and Welfare and to pay for the RN fee for the total fee that is being billed to us. Also it was discussed that on long trips such as Bismarck that if the RN fees go beyond the allowable fees paid by Medicare that the City shall reimburse the full fees for the RN's for this also. There was one claim last month where Medicare paid the RN except 44.17 and the City will also reimburse the Medical Center for this fee. Pharmacy and IV's will be still be provided by the

Gettysburg Medical Center even though they will probably not be reimbursable items through Medicare and they will assume the loss for this.

Council member Wuttke is working with an individual regarding beautification and will contact him again later this month. Council member Wuttke also stated that he called Dean Marske regarding the fill valve at the FireHall and Rescue Building and we should have the fill valve fixed by Christmas.

Police report was given by Patrolman Gene King since Police Chief Joe Senyak has been on sick leave because of his injury to his clavicle. A council member stated that he received complaints regarding parking on snow emergency routes and Gene King stated that three individuals corresponded back to him but those that didn't move their vehicles should he proceed to tow these vehicles if it happens again. The council responded by stating that Gene should follow the ordinances that we have regarding this but to try and let the public know what are the snow routes in the City. Gene stated that he did outline what the emergency snow routes are in last weeks issue of Cops Corner. Gene King stated that since Joe has been out due to an injury he has not been able to work on code enforcement. Gene King does have 3 other properties that will probably come up for abatement and will discuss this with the council in January.

Russell Anderson presented his monthly report to the Council. Mayor Axsom thanked Russell and his crew for all that they have accomplished as it has been a very busy month.

Russell stated that he would need a jackhammer and air compressor if the Council wants him to continue with the water treatment removal project. There was discussion if the City of Gettysburg should just quit and sell the property as is or finish clearing the project. Mayor Axsom stated that leaving it right now as is until we sell it that it would be a safety

factor that either animals or someone could injure themselves if we just left it as is.

Motioned by Everson, seconded by Wuttke, motion carried(Nagel-nay)to authorize Russell to purchase a jack hammer and air compressor from State Surplus. The approximate cost is around 800-850 for the jackhammer and 5000.00 for the compressor.

Northern Plains requested the use of the Civil War battlesite for storage of corn for about two months and will pay around 1500 minimum for this. They only want this as a last resort if needed. Motioned by Nagel, seconded by Wuttke, motion carried to authorize this.

There being no other bid received, motioned by Wuttke seconded by Nagel, motion carried to accept the following fuel bid from Northern Plains Coop: Super unleaded \$1.85 , no lead \$1.85, # 2—\$2.18 and # 1 \$ 2.41.

Motioned by Wuttke, seconded by Everson, motion carried to table the policy book revisions until January.

Evaluations were presented to the Council for their review. Motioned by Wuttke, seconded by Everson, motion carried to adjourn into executive session for personnel reasons at 8:45 PM. Council reconvened at 9:00 Pm. Motioned by Everson, seconded by Lehman, motion carried (Nagel –abstained) to give all City employees a 3% cost of living and 2% merit increase effective January 1, 2009. Mayor Axsom has been reviewing all the salaries for towns that is around our population and he recommended to the Council to have a 1% per year longevity raise, this incentive program would be set up on a four year anniversary of employment . Motioned by Lehman, seconded by Wuttke, motion carried, (Nagel-abstained) to place in the new policy book this incentive program that the raise of 1% per year would take effect every 4 year cycle on their anniversary date of employment. Mayor Axsom gave everyone a copy of his worksheet for incentive raises and the cost of living and merit increases. The salaries of the employees will be at the following rate effective January 1, 2009.

Finance Officer Sharleen Eliason	\$31,368.63 annual salary
Deputy Finance Officer Judy Nagel	\$ 9.92 per hr plus
OT at \$14.88	
Chief of Police Gayle Kludt	\$ 37,500.00 annual salary
City Patrolman-Gene King	\$ 32,807.09 annual salary
Maintenance Supervisor Russell Anderson	\$ 15.19 per hr plus OT \$22.79
Asst Maint Supervisor Greg Gerber	\$ 13.88 per hr plus OT \$20.82
Maint worker Curtis Lagan	\$ 9.92 per hr plus OT 14.88
Maint worker part time Albartus Van Essen	\$ 9.71 per hr
Maint worker part time Johnny Holzhauser	\$ 9.45 per hr

Hagen Benefits provided a list to the City of items that were not covered by insurance such as picnic shelters and the tennis fence and other items that they discovered when they did a property inventory and valuation survey. The Council was given the report and they shall review it and discuss this at a later date.

Ambulance write offs in the amount of \$2415.32 was presented to the Council. Due to Medicare was 84.51 plus 44.17 and to United collections \$2286.64. Motioned by Everson, seconded by Wuttke, motion carried to approve the write offs.

Audit confirmation from Kohlman, Bierschbach & Anderson for the audit year ending December 31, 2008 in the amount of \$9500.00 for a 2-year audit was presented to the Council. Motioned by Wuttke, seconded by Everson, motion carried to accept their proposal.

Motioned by Lehman, seconded by Wuttke, motion carried to allow the employees to leave at 12:00 noon with pay on the 24th of December. Motioned by Everson, seconded by Wuttke, motion carried to present a Christmas gift card of \$ 20.00 to each employee for Langers so they can either purchase their choice of a turkey or ham.

Motioned by Wuttke, seconded by Everson, motion carried to have a special meeting

on December 30 at 12:00 noon for year end accounts payable.

In round table discussion Mayor Axsom stated that Chuck Willey would be taking the ambulances to Pierre for the new radios. It was also noted that a letter should be sent to Heartland garbage as we have had complaints about not putting garbage cans back in their holders and to slow down in speed. Also Mayor Axsom stated that Greg Gerbers workmans comp claim regarding a foreign particle in his eye was denied by the ins. Finance Officier Eliason was instructed to send a letter requesting that it be reopened because it did happen at work and we followed protocol regarding the claim.

Motioned by Wuttke seconded by Nagel, motion carried to adjourn at 9:30PM.

ATTEST:

WITNESS:

Sharleen Eliason, Finance Officer

Jack Axsom, Mayor