

Unapproved Minutes  
 Gettysburg, South Dakota  
 January 5, 2010

Pursuant to the due call and notice thereof, the City Council met in regular session on January 4, 2010 at 7:00 PM at the City Finance Office. Those present included Acting Mayor and Council President Bill Wuttke, Council members, Phil Nagel, Peggy Lehman, Pat Everson and Fran VanBockel and Josh Bausch. Also present was Sharleen Eliason, Finance Officer, Police Chief Gayle Kludt, Russell Anderson, Gerald Knox, Beth Hamburger, Judy Nagel and Travis and Michelle Smith from PCC an ambulance billing company.

Motioned by VanBockel, seconded by Nagel, motion carried to approve the minutes from December 7, 2009.

Sanitation Products called and the new Elgin Street Sweeper will be delivered on Tuesday.

They emailed the financial arrangements for the street sweeper. The total price of the Elgin Street Sweeper was \$151,820.00 with a down payment due of \$50,000.00 and then it was set up for three annual payments. The first payment is due one year after delivery date. The payments will be \$37,740.00 each year with an interest rate of 5.5%. They needed a signature on the form sent. Motioned by Bausch, seconded by Lehman to have Mayor Elect Wuttke sign the agreement and they also approved the vouchers for January.

VOUCHERS PAYABLE FOR JANUARY 2010

BRIAN FAST	WATER DEP REF	97.80
CITY OF GETTYSBURG	WATER OUTREADS	21.15
DOUG WILLIAMS	WATER DEP REF	81.05
GAS N GOODIES	SUPPLIES	53.93
GETTYSBURG MEMORIAL	RN-AMBULANCE	100.00
SANITATION PRODUCTS	DOWN PAY-SWEEPER	50,000.00
SCHLACHTER LUMBER	SUPPLIES	118.20
SD AIRPORT MANAGERS ASSOC	AIRPORT DUES	25.00
SD ASS'N CODE ENFORCEMENT	DUES	40.00
SD DEPT OF REVENUE	WASTEWATER DUES	1,500.00
SD GOV FINANCE ASSOC	DUES	70.00
SD HUMAN RESOURCE ASSOC	DUES	50.00
SD MUNICIPAL LEAGUE	DUES	947.60
SD MUNICIPAL MAINT	DUES	35.00
SD POLICE CHIEFS ASSOC	DUES	25.00
TOTAL CHECKS		53,164.73

Michelle and Travis Smith from Physicians Claims Company from Castlewood SD came

to offer their services for the billing of ambulance claims. Chuck Willey met them at the SD EMT convention and wanted them to come and discuss their services. They are a medical billing service specializing in ambulance billing. Travis stated that the process is as follows:

- \* The provider faxes or mails the EMS pre hospital care report copy with a hospital face sheet.
- \* Claims are coded and entered into our claims management system. After all information is entered, the claims are sent to the insurance payer.
- \* The provider receives payment and sends copies of the insurance EOB to PCC from which any remainder statements are sent to the secondary insurance or to the patient.
- \* Denials, reviews, appeals, rollovers, patient pays and non-insurance claims are handled by PCC at no extra charge.

Michelle stated that they do update the ambulance personnel with documentation changes and red flag rules. The City would still have complete control over the ambulance business decisions. Judy Nagel, Deputy Finance Officer compiled an overview of the ambulance for 2009 with the following results:

- \* Total revenue...\$68,794.00 with total write offs of Medicare \$1012.00 due to Medicaid \$ 1940.00, United collections 2049.00, due to blue Cross \$ 80.00 and no insurance 924.00 for a total of write offs of \$ 6005.00  
Which is less than 9% write offs.

Michelle stated that the usual charge they would do for this service would be 10% of total revenues, which for 2009 would have been a fee of \$6,879.40 to PCC for this service of billing.

Beth Hamburger addressed the council regarding a new large capacity washer for the ambulance . They will check out prices and get back to the council regarding this it was also suggested to check into a commercial washer because of the Laundromat closing there might be a need to do some fire fighters laundry also. Beth updated the council regarding the defibrillator grant. She should be hearing soon and if approved the grant would cover all but 11%. Gayle Kludt at this time advised the council that she completed the grant for the other electronic cot and if approved this grant would be 60-40 for the City. Beth Hamburger also stated they need a new latch on the cot and Chuck Willey did mention another grill guard for the other ambulance.

Gayle Kludt, Chief of Police updated the Council regarding the Justice System.

Russell Anderson, Maintenance Supervisor stated that the City crew has hauled out 580 loads of snow so far for this snow removal. He also asked that the Council do their wish lists for projects for the maintenance department for the coming year. Motioned by VanBockel, seconded by Bausch, motion carried to approve the

hiring of Jerry Hauck as part time maintenance at a salary of \$10.00 per hour.

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 \$2.67, no lead \$2.72, # 2—\$2.46 and # 1 \$ 2.77.

Finance Officer informed the council that the Federal rate for mileage decreased January 1, 2010 from .55 to .50 cents per mile.

Motioned by Everson, seconded by VanBockel motion carried to approve the salaries as followed for the new year. Below is the listing of Salaries for the start of the new year of 2010 for publication per SDCL 6-1-10:

Maintenance Supervisor Russell Anderson	\$ 16.27 per hr plus OT \$24.41
Asst Maint Supervisor Greg Gerber	\$ 14.30 per hr plus OT \$21.45
Maint worker Tyler Jost	\$ 11.85 per hr plus OT 17.78
Maint worker part time Leon Beitelspacher	\$ 10.30 per hr
Park worker part time John Holzhauser	\$ 10.30 per hr
Maint worker part time Jerry Hauck	\$ 10.00 per hr
Finance Officer Sharleen Eliason	\$ 33,602.14 annual salary
Deputy Finance Officer Judy Nagel	\$ 10.22 per hour
plus OT at \$15.33	
Chief of Police Gayle Kludt	\$ 41,200.00 annual salary --
City Patrolman-Gene King	\$ 33,791.25 annual salary

EMT's --\$15.00 first two hours then \$10.00 each additional hour plus additional for being on call--\$25.00 per weekday call and \$25.00 per night call per week. Call hours will be paid for up to three individuals per shift per week.

City Attorney-Emily Sovell	\$ 90.00 per hour plus \$50.00 to attend meeting
Airport Manager-Bill Eliason	\$43.75 per month or 525.00 yr
Mayor	\$ 3600.00 annual stipend plus below
Council	\$ 1610.00 annual stipend plus below

Along with their annual stipends, the Mayor and Council members will receive compensation for meeting attendance of \$75.00 per meeting and \$55.00 per special meeting and other than council meetings at the following rates:

1. For a morning session, an afternoon session, or an evening session the attendee will receive \$50.00 plus expenses as previously approved by the Council.
2. If two or more sessions are attended in one day, the attendee will receive \$75.00 plus expense.
3. If the meeting, workshop or seminar lasts more than one calendar day, then compensation for each succeeding day will be determined as in # 1 and # 2 above.

Finance Officer Eliason presented the Council the Combined Election Agreement between the Gettysburg School District # 53-1 and the City of Gettysburg. It is the purpose of this agreement to have joint elections on the traditional election date of April 13, 2010 so the

cost of separate elections can be avoided and better voter turn out encouraged. Motioned by Everson, seconded by VanBockel, motion carried to have Mayor Elect Wuttke sign this agreement and to give both copies to the School for their signatures and then we can each retain a copy.

John Schooler's funeral was during the holidays and since he was a past Mayor for two terms, motioned by VanBockel, seconded by Nagel, motion carried to donate in his honor \$50.00 to the Potter County Library.

Motioned by Lehman, seconded by Bausch, motion carried not to have the Physicians Claims Company do the ambulance billing. Finance Officer Eliason stated that Judy Nagel has been doing an excellent job with the ambulance claims and she does have available time with her position to do this task.

No correspondence at this time. In round table Council member Lehman asked Russell if he did cover the outlet on Commercial Ave that was loose. Council member Nagel stated that Schlachter's will be replacing the door lock on one of the FireHall & Rescue building and would like confirmation from the council about possibly having the door overlock system if it is not too expensive at least on two of the doors. Council stated to go ahead and do the overlocks if it is not too expensive because in case of an emergency the fireman need to be able to get in the building quickly.

Motioned by Everson, seconded by Nagel motion carried to adjourn at 8:00PM.

ATTEST:

WITNESS:

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Sharleen Eliason, Finance Officer

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Bill Wuttke, Acting Mayor  
and Council President