

Unapproved Minutes
Gettysburg, South Dakota
February 7, 2011

Pursuant to the due call and notice thereof, the City Council met in regular session on February 7, 2011 at 7:00 PM at the City Finance Office. Those present Mayor Gerald Knox, Council members Bill Wuttke, Pat Everson, Josh Bausch, Fran VanBockel and Peggy Lehman. Also present was Russell Anderson, Maintenance Supervisor, Sharleen Eliason, Finance Officer, Gayle Kludt, Police Chief, Bryan Hause, Molly McRoberts, Craig Smith, Don Archer, Kevin Geditz, Bobby Jenner, Doris Knox, Kirk Hansen, Judy Nagel, Tim Ackerman, Jeree Meyers from Butler, and Delvin Worth.

After the pledge of allegiance was recited, motioned by Lehman seconded by VanBockel, motion carried to approve the minutes from January 3rd and January 12th but there was a correction to the minutes from the December 29th meeting. Council member Lehman was absent and on the vote for Ordinance 2010-11-16 and Ordinance 2010-11-15 she was listed as voting but it did not change the outcome just wanted it noted for the minutes as corrected.

Motioned by Wuttke seconded by Bausch motion carried to approve the vouchers payable with the following bills to be paid later in February. Aflac—employee ins. 103.25, Russell Anderson—gas--\$31.00, Cam Wal –Welcome sign—10.25, Dakota Backup-computer backup—80.39, DENR- airport Conference...\$55.00 Holzwarth Sales—Supplies 610.14, In Stiches---72.00, Vilas Drug-Supplies---\$12.52, Montana Dakota=sewer lift and firehall----765.40, Northern Plains supplies---18.87, Potter County News---\$520.62, Justin Jungwirth =Police—237.20, and Economic Development...\$2219.84 for a total of \$4,736.48.

VOUCHERS PAYABLE

Payroll Expense by Department:

Total Payroll Expense by Department		
Mayor & Council	January Payroll	4,926.67
Finance Office	January Payroll	3,534.15
Police	January Payroll	5,712.00
Streets	January Payroll	2,686.09
Snow Removal	January Payroll	8,251.82
Garbage	January Payroll	00.00
Airport	January Payroll	644.45
Swimming Pool	January Payroll	00.00
Parks	January Payroll	00.00
Water	January Payroll	1,465.42
Sewer	January Payroll	91.30
Ambulance	January Payroll	198.17
West Nile	January Payroll	00.00
Total Payroll Expense by Department		27,510.07
NET PAYROLL		21,709.65

ANNA WINTERS	WATER DEP REFUND x2	102.95
BANK OF THE WEST	WITHHOLDING TAXES	3,138.96
BANK OF THE WEST	WITHHOLDING TAXES	2,836.78
BANYON DATA	UTILITY BILLING	965.00
BEST BUSINESS	COPIER MAINT	28.78
BLIESE MACHINE SHOP	SUPPLIES	39.85
BUTLER MACHINERY	REPAIRS	7,932.21
CAM WALL ELECTRIC	WELCOME	10.00
CENEX FLEET	FUEL-AMBULANCE	160.05
CHAMBER OF COMMERCE	DUES	25.00
CITY OF GETTYSBURG	WATER OUTREADS	97.05
DAKOTA BACKUP	BACKUPS	77.14
DAKOTA FARM & RANCH	SUPPLIES	384.05
DAKOTACARE	INSURANCE	4,738.61
ELIASON, SHARLEEN	MICROWAVE	37.09
FARM PLAN	REPAIR & SUPPLIES	155.24
GAS N GOODIES	SUPPLIES	56.92
GETTYSBURG MEMORIAL HOSPITAL	PROFF FEES	100.00
HANSEN PLUMBING	SERVICES-SHOP	475.59
HEARTLAND WASTE	GARBAGE	4,152.56
HIGH PLAINS ARTS COUNCIL	DONATION	500.00
INLAND TRUCK PARTS CO	SUPPLIES	955.38
JAMIE MATSON	WATER DEP REFUND	100.00
JONES & BARTLETT LEARNING	EMT BOOKS	653.73
JOSH BAUSCH	SNOW REMOVAL	30.00
KIM WALTZ	WATER DEP REFUND	100.00
LAMB MOTOR CO	POLICE CAR BATTERY	199.40
LANGERS	SUPPLIES	29.60
LOGAN ELECTRIC	FIX LIGHTS, GRAVEL	16,211.24
LOMHEIM REPAIR	SERVICE	140.00
MEDICINE ROCK SR CITIZENS	DONATION	1000.00
MICHAEL LARSON	LEGAL FEES	370.00
MICHAEL NEHLS	POLICE	237.20
MICHAEL TODD & CO	STREET SIGNS	1,460.90
MID DAKOTA WATER	WATER	12,918.25
MIDWAY PARTS	PARTS	476.14
MN WIRELESS	WIRELESS	69.50
MONTANA DAKOTA UTILITIES	MAIN ST LIGHTS	2,158.66
MONTANA DAKOTA UTILITIES	VARIOUS DEPTS	2,685.51
NEVES UNIFORMS	SUPPLIES	329.93
NEW CREATIONS-L SCHNEIDER	SUPPLIES	276.70
NORTHERN PLAINS COOP	FUEL	4,614.04
NORTHWEST PIPE	SUPPLIES	14.54
POTTER CO AUDITOR	NECOG DUES	1,014.00
POTTER CO NEWS	PUBLICATIONS	365.11
PRAXAIR	SUPPLIES	183.09

RUNNINGS FARM & FLEET	SUPPLIES	179.00
SCHLACHTER LUMBER	SUPPLIES	136.68
SCHATZ ELECTRIC	LIGHTS-FO	112.43
SCOTT KORTAN	WATER DEP REFUND	100.00
SD ONE CALL SYSTEM	WATER LOCATES	1.11
SD MUNICIPAL LEAGUE	DUES	42.91
SD DEPT OF REVENUE	WATER CKS	24.00
SD DEPT OF REVENUE	SALES TAX	386.79
SD RETIREMENT	RETIREMENT	2,777.15
SERVALL	FO RUGS	66.03
TRUE VALUE	SUPPLIES	87.84
USDA RURAL DEVELOPMENT	PAYMENT	567.00
US POSTMASTER	ANNUAL FEE	185.00
US POSTMASTER	STAMPS	308.00
WESTERN COMMUNICATIONS	LICENSING FEE	225.00
VENTURE COMMUNICATIONS	PHONES	553.14
VERIZON WIRELESS	CELL PHONES	197.30
VILAS	SUPPLIES	15.81
TOTAL CHECKS		100,281.59

Jeree Meyers from Butler Machinery Company, Aberdeen, SD presented a rental agreement

for a Cat 928 HZ Payloader in the amount of \$34,920.00 for 1 year lease up to 1,000 hours under a bid for rental equipment from Grant County Commissioners from Milbank SD.

This bid letting was dated March 2nd meeting minutes and it is for leasing equipment bids from April 1,2010 thru March 21, 2011. Motioned by Everson, seconded by VanBockel, Mayor declared the motion carried(nay-Bausch,nay-Lehman) to lease for one year this payloader. Our old payloader is 16 years old and was purchased used from Surplus and it has several hours on it and it did need repairs this year and with all the snow removal the Council felt that there is a need for this piece of equipment. It was also discussed that the old payloader could be possibly sold as surplus in the future.

Craig Smith presented the Council an **addendum to the building permit from Red River Grain**. This addendum that was added was for a privacy fence that will probably be for a heavy commercial chain link fence with heavy duty privacy slabs with cedar split rail. In addition it is understood all trucks will be granted access on Custer Street an additional seventy feet (70') from the west boundary of the alley that was vacated running north and south to allow access to the west side of the building. Red River Grain will be allowed access and use of Railway Avenue to load trucks from its dock. All trucks leaving the premises will be instructed to leave by accessing Custer or Railway Avenue and proceeding to East Street. It was stated that Ron Tobin, Tim Ackerman, Bill Wuttke, Colby Kaup and Craig Smith all met and agreed to the addendum. Motioned by VanBockel, seconded by Bausch, motion carried to approve the building permit with the addendum.

Kirk Hansen, Fire Chief, met with the Council. The Fire department has purchased another

truck and he will be bringing in the information so the Finance Officer can add it to the City's insurance. The Fire Department is planning the car show this summer and they are in the process of having a firefighter class . It was mentioned that the City needs a roster and an end of the year statement for the auditors.

Gayle Kludt, Chief of Police stated that the Legion will be hiring off duty officers to be in attendance for security at wedding dances. Gayle was just informing the Council of this for their information if they hire our off duty officers pending Insurance coverage.

Gayle stated that there is a two day class in Pierre on digital photography and she has a new camera that was purchased by grant funds. There is no fee for the course and she will not have mileage fees. The digital video system that she purchased through CDW for 13,737.86 and she still has the first payment check because she was waiting for the new year

with the next half before sending the monies to CDW. She has since found out that there are some issues with CDW for tech support. The City of Pierre had purchased a system through

Watchguard and they are very happy with the system and Watchguard does have a tech on duty for help all the time. Gayle found out the price is only 10,050.00 which would be a lot cheaper. She asked the Council's permission to cancel the contract with CDW and then have

the digital system through Watchguard. The Finance Officer will cancel the check through CDW and Gayle will start the process with the new company if the council so desires to change. Motioned by Everson, seconded by Lehman, motion carried to proceed with the different company for the digital system. Council member Bausch stated that he did have a citizen call and complain regarding a police issue and it was discussed with Gayle and the Council. Gayle Kludt stated that all tickets do go through the States attorney's office and if anyone has any issues that they can also call Craig Smith's office.

Russell Anderson, Maintenance Supervisor stated that they have hauled about 2000 loads of snow. They are starting to haul the snow out to the battle site because the park is filling up with the loads of snow. The water disclaimer was mailed out to each water user.

The City received two bids for fuel. The bids were from Northern Plains coop and from North Central Farmers Elevator (Lebanon).in the amounts of:

Northern Plains bid:

Super unleaded--\$3.11, No lead--\$3.16, # 2---3.02 and # 1—3.19.

North Central Farmers Elevator bid:

Super unleaded—3.066, no lead—3.075, #2 (ruby fm) 3.11, # 1—3.28

1 highway--\$3.435 and # 2 Roadmaster--\$ 3.275

Since Northern Plains bid is cheaper for diesel and North Central is cheaper for regular no lead fuel, motioned by Wuttke, seconded by Peggy, motion carried to accept the bid for diesel through Northern Plains and to accept the no lead quote from North Central if each Manager is agreeable to split the bid otherwise to accept the bid from Northern Plains as we use more diesel fuel. The Finance Officer will call each manager Tuesday morning to see if this is acceptable.

Swimming pool was discussed. With this cold weather it hard to think swimming pool. But we need to start advertising soon as they will need their CPR updated and if anyone needs to go to YMCA for class they will be having class for lifeguards and Water instructors in May and June. The Finance Officer will start advertising in March and announce at the school for summer help at the pool.

Curb stops was addressed. Council member Bausch typed up a new policy and ordinance regarding curb stops. It was suggested in the past that the City should take over ownership of the curb stops but the curb stops in need of repair as of now the home owner would still be responsible to fix theirs as it would not be fair to those that just had theirs repaired at their cost. The new ordinance would have a specific date to start ownership of the curb stop. It was given to the Council for their review. Motioned by Lehman, seconded by VanBockel, motion carried to have this sent to our City Attorney before introducing it as a new ordinance.

Year end financials were presented from the Medicine Rock Senior Citizens and we will place them in their file.

Ambulance write offs were presented to the Council in the amount of \$ 1274.92. One was a Medicaid claim after Medicare pd that was from out of state and to do the paperwork and join that state system would not be worth it for the amount of 61.83. The other is for two claims for # 136 and #137 in the amount of \$1213.09 and that will be sent to United collection as we have tried to collect with no results. Motioned by Lehman, seconded by Bausch motion carried to approve this for the ambulance.

Ambulance rates was discussed. The rates were raised by Medicare January 1st and the City of Gettysburg will increase the mileage rates effective March 1st with the following new rates:

1-17 miles\$10.41 per mile
over 17 miles... 6.94 per mile

Motioned by Wuttke, seconded by VanBockel, motion carried to approve the new rates for mileage for the ambulance. It was also mentioned to place on the agenda for next month the EMT wage rates as they have not been increased yet.

Ordinance 2011-2-1 was presented for the first reading. This ordinance supplement the budget for the airport taxiways and apron that was not finished last year. Motioned by Everson, seconded by VanBockel ,motion carried to approve this first reading.

Ordinance 2011-2-2 was presented for the first reading. This ordinance changes the vendor fees from \$25.00 per day to no fee but with the required paperwork still to be done. Motioned by Bausch, seconded by VanBockel , motion carried (Everson-nay) to accept this as first reading. Finance Officer Eliason also copied the rest of the ordinances regarding Vendor fees and gave them to the Council to review.

The airport mowing contract was for 2009-2010. We need to advertise for the years 2011 and 2012. The person who rents the hay land will receive a check from ASC for around \$237.00 so the bid should be not less than 475.00. Motioned by Wuttke, seconded by VanBockel, motion carried to place an advertisement in the PCI with bids to be opened at the April 4, 2011 meeting.

A letter from Houck Law Office on behalf of Jim Stephens –Vilas Food & Variety Store was read to the Council. They are requesting an off-sale liquor license for the new store. The City of Gettysburg only has 2 off sale licenses – J&B and Firehouse Liquors. The Firehouse liquor store did close and when this license was renewed it was noted in the November 1, 2010 minutes that the City will approve this license but at any time if

someone

else wanted to open a new business that we could proceed with the operating agreements and give proper notice of 90 days and proceed in accordance with the liquor agreements. In the liquor contract it states that the contract may be terminated by either party with a 90 day written notice served by either party upon the other.

At this time Don Archer stated that 27 years ago, Mayor John Schooler approached Mr. Archer to open an off sale liquor store. Mr. Archer stated that he remodeled his building

to accomplish this. In the past only one off sale license was available but in 2003 the City changed their ordinance to state that the number of off sale licenses available goes by the state statues and they changed to two licenses so that is what the city then had available and in 2008 J & B's approached the Council for the other off sale liquor license and they were granted the license. The Council asked Don Archer if he had a signed agreement from 27 years ago and he stated no. Finance Officer Eliason also researched the minutes to see if anything was stated in the minutes that gave Don Archer exclusive rights for off sale and there was nothing in the minutes. Council member Baush stated that as a business owner he also spent monies on remodeling his building but that is the risk you take in business and it was 27 years ago according to Don Archer that this was done. Mr Archer does has a prospective buyer possibly and it would be helpful for him to have this license to help sell the business. But it was noted that the City is loosing revenue on the 5% fee for all liquor sold which amounts to around \$4800.00 per year which was the revenue in the past when the Firehouse liquor was operating. At this time Council member Bausch made a motion to start the 90 day process for the off sale liquor license. Mayor Knox asked for a second hearing none the motion died for lack of a second. Council member VanBockel asked for a motion to table this until the next meeting, seconded by Lehman, motion carried. Council member Lehman stated that she would like to hear from comments from the people in the community regarding this. If the City should allow a new business to have the license or to leave the license dormant for now and lose out on the revenue and an opportunity to have another business in town where you can purchase off sale liquor.

Mayor Knox asked the Finance Officer to check into the price of updating our City maps. Goldsmith & Heck stated that they could have three new large maps done at a cost of around \$1000.00. This was tabled for now.

Motioned to go into executive session to discuss applicants for Ward 2 position at 8:25 PM.

Council reconvened at 8:36 and a motion was made by Bausch, seconded by VanBockel to appoint Dawn Nagel as Council person for Ward 2 replacing Williams until the next general election which will be held in April 2012.

Correspondence included a brochure from the Lions Club as they would like to start up a chapter in Gettysburg . Also a yearend report from NECOG outlining what their accomplishments were in 2010.

In round table a motion was made by Wuttke, seconded by Bausch, motion carried to approve DJ Fischer to go to the Airport Conference the end of March-this was discussed at the previous meeting.

There being no other business before the council motioned by Lehman, seconded by Everson motion carried to adjourn at 8:40 PM.

ATTEST:

WITNESS:

Sharleen Eliason, Finance Officer

Gerald Knox, Mayor

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