

Unapproved Minutes
 Gettysburg, South Dakota
 May 2, 2011

Pursuant to the due call and notice thereof, the City Council met in regular session on May 2, 2011 at 7:00 PM at the City Finance Office. Those present Mayor Bill Wuttke, Council members, Pat Everson, Josh Bausch, Fran VanBockel Peggy Lehman, and Dawn Nagel. Also present was Russell Anderson, Maintenance Supervisor, Sharleen Eliason, Finance Officer, Nicholas Brateland, City Patrolman, Bryan Hause, Molly McRoberts, Michael Larson, City Attorney, and Merlyn Schutterle.

After the pledge of allegiance was recited, Motioned by Lehman, seconded by Bausch, motion carried to approve the minutes of April 4th with the following correction noted: City Council met in regular session on March 7, 2011 at 7:00 PM. instead it should have stated met in regular session on **April 4, 2011**.

Motioned by Bausch seconded by Everson motion carried to approve the following accounts payable:

VOUCHERS PAYABLE

Payroll Expense by Department:

Total Payroll Expense by Department		
Mayor & Council	April Payroll	4,901.68
Finance Office	April Payroll	3,680.18
Police	April Payroll	6,015.34
Streets	April Payroll	4,069.88
Snow Removal	April Payroll	975.99
Garbage	April Payroll	99.60
Airport	April Payroll	49.80
Swimming Pool	April Payroll	00.00
Parks	April Payroll	00.00
Water	April Payroll	3,418.66
Sewer	April Payroll	2,123.96
Ambulance	April Payroll	2,767.65
West Nile	April Payroll	00.00
Total Payroll Expense by Department		22,929.00

NET PAYROLL		19,851.61
AFLAC	CANCER INS	103.25
AMERICAN ENGINEERING TESTING	AIRPORT PROJECT	400.00
BANK OF THE WEST	WITHHOLDING TAXES	2,432.25
BANK OF THE WEST	WITHHOLDING TAXES	2,933.93
BAUSCH ELECTRIC	SEWER RELAY SUPPLIES	988.95
BEST BUSINESS	MAINT COPIER	186.49
BEST WESTERN RAMKOTA	AIRPORT CONF	83.00
BLIESE MACHINE SHOP	SUPPLIES	128.40
CAM WALL ELECTRIC	WELCOME	10.25
CENEX FLEET	FUEL-AMBULANCE	313.83
CITY OF GETTTYSBURG	WATER OUTREADS	45.14
COMMUNICATIONS CENTER	PROFF SERVICE	185.00
CROSSROADS	CONFERENCE-GERBER	139.50
DAKOTA BACKUP	COMPUTER SERVICE	86.39
DAKOTA FARM & RANCH	SUPPLIES	1,647.15

DAKOTACARE	INSURANCE	4,884.29
DJ FISCHER	CONFERENCE	191.00
FARM PLAN	REPAIR & SUPPLIES	77.04
FARM PLAN	SUPPLIES	14.03
GAS N GOODIES	CAR WASHES	12.00
GAYLE KLUDT	CONFERENCE	372.01
GETTYSBURG INN & SUITES	POLICE	186.00
GETTYSBURG DEVELOPMENT	TRIPLE B TAXES	2022.01
GETTYSBURG MEMORIAL HOSP	RN FEES-AMBU	100.00
GREG GERBER	WORKSHOP	43.00
HANSEN PLUMBING	SUPPLIES	27.52
HEARTLAND WASTE	GARBAGE	3,971.12
LAMB MOTOR CO	PROFF SERVICE	204.39
LOGAN ELECTRIC	SUPPLIES	7.02
LOGAN ELECTRIC	SUPPLIES	181.35
LOGAN ELECTRIC	SUPPLIES	123.28
LOMHEIM REPAIR	SUPPLIES	100.00
MICHAEL LARSON	LEGAL FEES	450.00
MICHAEL LARSON	LEGAL FEES	260.00
MID DAKOTA WATER	WATER	12,926.05
MIDWAY PARTS	PARTS	438.65
MN WIRELESS	WIRELESS	69.00
MONTANA DAKOTA UTILITIES	ELECTRICITY	4,124.11
NEVES UNIFORMS	SUPPLIES	28.90
NEW CREATIONS-L SCHNEIDER	SUPPLIES	133.44
NORTH CENTRAL FARMERS ELEV	FUEL	1,574.21
NORTHWEST PIPE	SUPPLIES	6,364.15
PAUL LOGAN	WATER DEPOSIT	95.60
POTOMIC AVIATION	AWOS	250.00
POTTER CO NEWS	PUBLICATIONS	780.76
SCHLACHTER LUMBER	SUPPLIES	38.13
SCHLACHTER LUMBER	SUPPLIES	375.66
SD ASS'N OF RURAL WATER	ANNUAL DUES	410.00
SD GOVERNMENT FINANCE OFF	WORKSHOP	150.00
SD HUMAN RESOURSE ASSOC	WORKSHOP	50.00
SD DEPT OF REVENUE	SALES TAX	294.74
SD DEPT OF REVENUE	WATER CKS	376.00
SD RETIREMENT	RETIREMENT	2,532.24
TRUE VALUE	SUPPLIES	343.18
TRUE VALUE	SUPPLIES	218.03
SERVALL	FO RUGS	44.22
SOPERS INC	FILTER	15.80
SD ONE CALL # 2	WATER LOCATES	3.33
USDA RURAL DEVELOPMENT	PAYMENT	567.00
US POSTMASTER	STAMPS	352.00
US POSTMASTER	WATER BILLS	172.84
VENTURE COMMUNICATIONS	PHONES	551.32
VERIZON WIRELESS	CELL PHONES	279.46
VILAS PHARMACY	SUPPLIES	124.81
WUTTKE, BILL	MILEAGE	30.60
TOTAL CHECKS		76,475.13

There being no other old business motioned by Lehman, seconded by VanBockel, motion carried to adjourn the 103rd Council.

ATTEST:

WITNESS:

Sharleen Eliason, Finance Officer

Bill Wuttke, Mayor

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Mayor Wuttke called the first meeting of the 104th Council to order. Nominations were opened for the President and Vice President of the Council. Motioned by VanBockel, seconded by Bausch to nominate Pat Everson as President of the Council and that nominations cease, motion carried. Motioned by Everson, seconded by Lehman to nominate Fran VanBockel as Vice President of the Council and that nominations cease, motion carried. Mayor Wuttke then read the list of appointed positions for the following:

Airport Manager: Bill Eliason and DJ Fischer, Assistant Mgr.

Health Officer: Mark Schmidt

Attorney: Michael and Sarah Larson

Motioned by Lehman, seconded by VanBockel, motion carried to approve the appointments.

Motioned by Lehman, seconded by VanBockel, motion carried to approve the following:

Banks: Bank of the West and Great Western

Official Newspaper: Potter County News

Council committees were discussed and were tabled until a new council member is approved.

Russell Anderson, Maintenance Supervisor, gave the Council an update of the streets. He stated that the last wet snow really damaged some streets and they will need repair. The City did have some complaints regarding the road to the rubble site having demolition debris scattered and it was discussed if the City should require that loads be covered. It was stated that this would be hard to enforce. We should encourage that loads be tied down and the police can ticket for littering if it is an issue. It was noted last year in the summer the trees on Commercial Avenue are obstructing the view of the stop signs. Motioned by VanBockel, seconded by Lehman, motion carried (nay – Bausch) to cut down these trees and replace with appropriate height bushes. Council member Nagel will help with the selection of the bushes. There are around five trees that would be affected and replaced. (East, Main and Exene Ave). Discussion regarding changing yield signs to stop signs on Custer Avenue to encourage more trucks to utilize the truck route. This will be researched and discussed at the next meeting.

In the absence of Chief Gayle Kludt, Nicholas Brateland, City patrolman gave the Police report.

The city purchased new shotguns and cameras for the vehicles so there is one old shotgun and two old 8-mm cameras that need to be declared surplus The County could utilize these items. Motioned by Everson, seconded by VanBockel, motion carried to declare these items as surplus and to give them to Potter County. Nicholas also stated that there is a joint participation for PBT's that the Police department and the County has discussed. This agreement was tabled for more information. Nicholas Brateland would like the Council's permission to be a member of the reserve officer

program in Aberdeen on his days off. He would be able to build on his experience with this program. Motioned by VanBockel, seconded by Lehman, motion carried to approve Nicholas being on the reserve program.

The following building permits were presented to the Council for their review:

Joe Neumayr—Drive In Restaurant—Lots 7,8,9,10,11,and 12 Block 13 Original Town Co
Oahe Manor-concrete sidewalk-Lot 9 Miller Addition

Logan Electric- fuel tank storage and fence--- Blk 5,6,7,8,9 Block 22 Western Townlot

Curtis Lagan- privacy fence---- Lots 2,3 Block 1 Cranes Addn

Venture Communications-pitched roof Lot 1 Block 18 Brysons Addn

City of Gettysburg-Bathroom-park by hospital- S 25' Lot 2 in vacated portion Schlachters
Addn

Karl Nagel-storage shed- Lot 9 Block 31- Brysons addn

Chad Alexander-fence -- half of Lot 8 all Lot 9 & 10 Block 5- Schlachters Addn

Motioned by VanBockel, seconded by Nagel, motion carried to approve permits.

The following Moving Permits was presented to the Council:

Lynn & Alvin Phillips- Lots 1&2 Block5 Hurley's addn- single wide mobile home

Terri Siebrasse- Lot 7 West half Lot 8, Block 6 Schlachters Addn-single wide mobile home

Motioned by Everson seconded by VanBockel, motion carried to approve these moving permits.

It was discussed that the moving permit should define penalties if not followed according to the guidelines outlined by the Council. There was a mobile home that was moved in before and the improvements still need to be done and the City should have penalties in place to cover this.

The following demolition permits was presented to the Council for their review:

John Zuber-N 25ft Lot 12 block 8 Western addn—single car garage

Terri Siebrasse-Lot 7 West half Lot 8, Block 6 Schlachters Addn-house

Motioned by Lehman, seconded by Nagel, motion carried to approve these permits.

Fuel bids were presented to the Council for the month of May:

Northern Plains: super unleaded—3.83, no lead-- 3.94, FM#2-- 3.68 and # 1-- 3.82

NC Farmers Elevator Ethanol-----3.826 no lead --3.875 # 2 Premium Road Master \$3.75
Motioned by Lehman, seconded by VanBockel, motion carried to split the bid, North Central
Elevator will have the regular gas bid and Northern Plains the diesel.

Water tapping and sewer tapping fees were discussed. Area towns were contacted to check into their rates and were presented to the Council for their review. Russell Anderson stated that are fees are not covering our expenses. These tapping fees are for new connections to our system. This will be discussed again at the next meeting.

Swimming pool was discussed. This will be brought up later in the agenda.

Mueller Systems sent an annual maintenance for the EZ reader system (Hot rod system for water meters). This is an annual fee of \$500.00 for the software maintenance program. This cost will provide phone support, virtual hands-on support and software upgrades and is based on the number of water connections of 675. The last upgrade changed the time reading meters from half a day to approximately 1 hr for our maintenance staff so it was beneficial. Motioned by VanBockel, seconded by Bausch, motion carried to have Mayor Wuttke sign the maintenance agreement.

It was mentioned last year to have the new baseball park (Pearson-Duman Diamond)

dedication this year. It was discussed to possibly have hot dogs, potato chips and to also have an introduction to the Frisbee golf course and free swimming to celebrate. Everson will order the plaques and a date will be discussed later.

The Finance Office roof has been leaking. We did contact DJ Fischer, Chad Griese and Mike Wiley from Onida for quotes for the roof .It is a flat rubber roof and the Council felt that the spraying of polyurethane foam would be the most economically way for it to be repaired. We did receive a quote from Chad Griese from Weather All Roofing in the amount of \$ \$9,950.00. Motioned by VanBockel, seconded by Lehman, motion carried to accept the quote.

Letters were sent to area businesses for quotes for the changing of oil for the ambulances.

The City received the following:

Potter County Implement—rotella oil and filter change.....\$295.00

Mike's Repair rotella oil for up to 15qts..... 102.49

Motioned by VanBockel, seconded Everson, motion carried to accept the low quote from Mike's repair.

Cash balance and quarterly totals were given to the Council. Finance Officer Eliason also stated that the audit will be June 1, 2011 .Last month permission was given to attend the workshop in Pierre on June 8 & 9 . An ad will be placed in the Potter County News that the office will be closed on these days and the drop box for payments can be utilized.

High Plains Arts Council sent a copy of their year-end financials to the City to complete their requirements for the financial monies that they received.

UDSA compliance review for the Firehall & Rescue center has been completed.

Motioned by Lehman, seconded by Bausch, motion carried to adjourn into executive session at 8:25 PM. Council reconvened at 9:30 PM. Motioned by Lehman, seconded by Everson to appoint Ron Larson as Council member for Ward 2 to serve until the next municipal election to be held in April 2012.

Motioned by Nagel, seconded by Lehman, motion carried to authorize Michael Larson to look into hiring an outside consultant to conduct a study regarding the possible annexation of Potter County Implement into the city limits.

There were eight applicants for the pool. But the council would like to hire an adult manager for the pool. It was discussed by a council member that they would like to see co managers for the pool. They would like to advertise for co managers (over 18) with a closing date of May 15th. Motioned by Lehman, seconded by VanBockel motion carried to hire the 8 applicants for the swimming pool and the wages will be determined at the special meeting that will be held later this month.

The council will be having a special meeting on May 17th at 8:00 pm.

There being no further business to appear before the council, motioned by Lehman, seconded by VanBockel , motion carried to adjourn at 9:40 PM.

ATTEST:

WITNESS:

Sharleen Eliason, Finance Officer

Bill Wuttke, Mayor

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