

Unapproved Minutes  
Gettysburg, South Dakota  
September 7, 2011

Pursuant to the due call and notice thereof, the City Council met in regular session on August 1, 2011 at 7:00 PM at the City Finance Office. Those present Mayor Bill Wuttke, Council members, Pat Everson, Josh Bausch, Fran VanBockel, Ron Larson ,Dawn Nagel. and Peggy Lehman. Also present was Russell Anderson, Maintenance Supervisor, Sharleen Eliason, Finance Officer, Gayle Kludt, Chief of Police, Michael Larson, City Attorney , Corey Brown and Bryan Hause.

After the pledge of allegiance was recited, Motioned by Bausch seconded by Larson, motion carried to approve the minutes of August 1 and 22nd 2011.

Motioned by VanBockel seconded by Nagel motion carried to approve the following accounts payable and to give permission to pay the following accounts in September : American Red Cross swimming pool—158.00, Cam Wall-welcome sign—10.25, Dakota Backup—computer fo-47.07 Kohlman,Bierschbach & Anderson—2,356.00, Morris Inc.—alsphalt—758.25, Montana Dakota --softball field—45.88, Northern Plains-fuel—3,361.06, Red River Grain-chemical—458.23, SD Solid Waste Management Assoc-due..60.00, Morris Inc.- airport project—150,000.00 for a total of 157, 254.74.

VOUCHERS PAYABLE

Payroll Expense by Department:

Total Payroll Expense by Department		
Mayor & Council	August Payroll	00.00
Finance Office	August Payroll	3,702.50
Police	August Payroll	6,015.34
Streets	August Payroll	7,403.58
Snow Removal	August Payroll	00.00
Garbage	August Payroll	1,483.03
Airport	August Payroll	326.00
Swimming Pool	August Payroll	6,561.29
Parks	August Payroll	879.95
Water	August Payroll	1,949.36
Sewer	August Payroll	659.69
Ambulance	August Payroll	151.90
West Nile	August Payroll	45.54

Total Payroll Expense by Department 29,178.18

NET PAYROLL		22,603.99
AFLAC	EMPLOYEE DEDUCTIONS	482.24
AMERICAN ENGINEERING TESTING	TESTING AT AIRPORT	3,301.00
BANK OF THE WEST	WITHHOLDING TAXES	2,898.56
BLIESE MACHINE SHOP	SUPPLIES	28.80
BANYON DATA SYSTEMS	WINFUND SUPPORT	770.00
CAM WALL ELECTRIC	WELCOME SIGN	10.25
CITY OF GETTYSBURG	PETTY CASH, WATER OUTREAD	38.43
CENEX FLEET	FUEL-AMBULANCE	265.88
COMMUNICATION CENTER	POLICE WIRING	511.00
DAKOTA FIRE EQUIPMENT	SUPPLIES	195.95
DAKOTA FARM & RANCH	SUPPLIES	946.64

DAKOTACARE	INSURANCE	4,859.29
DEANS REPAIR	POLICE REPAIRS	38.25
EMERGENCY MEDICAL PRODUCTS	AMBULANCE SUPPLIES	1,084.06
FARM PLAN	SUPPLIES	1,050.92
GAS N GOODIES	SUPPLIES	195.93
GAS N GOODIES	SUPPLIES	13.00
GAYLE KLUDT	WORKSHOP-BRATLAND	46.50
GETTYSBURG DEVELOPMENT	TRIPLE B TAXES	2,950.81
HEARTLAND WASTE	GARBAGE	4,199.18
HEIMAN FIRE EQUIPMENT	TANK	5,000.00
HIGHWAY IMPROVEMENT	ASPHALT –COURT ST	2,800.00
HOLZWARTH SALES	SUPPLIES	3,486.00
JENSEN ROCK & SAND	ASPHALT	30,539.10
LAMB MOTOR CO.	POLICE OIL CHANGES	57.11
LIGHT & SIREN	POLICE SUPPLIES	118.75
LOGAN ELECTRIC	AUDITORIUM POWER	395.56
LOMHEIM REPAIR	POLICE RPAIR	286.44
MARCO INC(BEST BUSINESS)	COPIER MAINT	31.95
MICHAEL TODD	SIGNS	260.05
MICHAEL LARSON	LEGAL FEES	540.00
MID DAKOTA WATER	WATER	13,323.25
MIDWAY PARTS	PARTS	105.81
MN WIRELESS	WIRELESS	69.00
MONTANA DAK UTILITIES	ELECTRICITY	4,369.94
MONTANA DAK UTILITIES	ELECTRICITY	147.93
MORRIS INC.	ASPHALT	2,244.00
NEW CREATIONS	SUPPLIES	139.17
NORTHERN LIGHTS	BRACKETS	396.00
NORTHERN PLAINS	SUPPLIES	45.00
POTTER CO NEWS	PUBLICATIONS	412.17
PRAXAIR	AMBULANCE SUPPLIES	178.22
RED RIVER GRAIN	CHEMICALS	217.67
SD DEPT OF REVENUE	WATER CKS	24.00
SCHLACHTER LUMBER	SUPPLIES	19.75
SD RETIREMENT	RETIREMENT	2,683.28
SDWWA	WORKSHOP	60.00
SERVALL	FO RUGS	46.20
SIRCHIE	POLICE SUPPLIES	59.42
SD ONE CALL # 2	WATER LOCATES	14.43
THE BURG	SUPPLIES	15.64
TRUE VALUE	SUPPLIES	467.89
US POSTMASTER	POSTAGE	177.48
USDA RURAL DEVELOPMENT	PAYMENT	567.00
UNIFORM & ASSESSORIES	SIREN FOR POLICE	92.94
VENTURE COMMUNICATIONS	TELEPHONES	582.82
VERIZONE WIRELESS	CELL PHONES	224.48
VILAS	SUPPLIES	224.24
TOTAL CHECKS		116,639.79

Corey Brown, GWBDC met with the Council to explain his services.

Airport Master Plan / Airport Layout plan update-Phase 2 was presented to the Council. This Master Plan includes \$69,841.00 for engineering. The airport Master Plan is to be updated every

five years according to the State FAA. The AIP project grant project number 3-46-0017-008-2011 was also presented to the council for the approval of the grant for this project. Motioned by Bausch, seconded by Everson, motion carried to approve the master plan phase 2 and the grant application.

Gayle Kludt, Chief of Police gave an update on code enforcement to the Council. There will be a class in Gettysburg for the surrounding area for a Meth training class in the near future. Gayle will address the need to trim branches from the trees by intersections and the streets in the Cops Corner. In order for the police to be able to use their lap tops in an area not covered by wireless they need to have air cards. To purchase two air cards from Verizon the cost would be \$85.98 per month. Motioned by Everson, motion carried, seconded by VanBockel to purchase one air card for one year. Ride along policies for the police will be evaluated by the Police committee and then will given to the council for their approval.

Maintenance supervisor Russell Anderson stated that the sewer pipe is here. Fall clean up was set for Oct 3<sup>rd</sup> thru October 8<sup>th</sup>,2011. Follow up inspection at the rubble site went great. Heartland complained about the dumpsters at the City shop. There was tree branches placed there (which belong at the rubble site), broken glass and fish remains were scattered all over. If the citizens want this service please do not abuse it. Due to the volume Maintenance dept will place another dumpster there.

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

Lane Madsen	deck	Lot 7 w Lot 8 Block 2 Schlachters addition
Josh Bausch	deck	Lots 1& 2 Block 7 Hurleys addition
Lacy Westphal	fence	E 30' Lot 6 Block 76 Western Town Lot Co addition
Rich & Joy Penrod	new home	N 25ft Lot 16 & 17 Kunstle Replat
John Tanner	fence	Lots 1, 2 & 3 Block 12 Western Addition

Motioned by VanBockel, seconded by Lehman (Bausch abstained) motion carried to approve permits.

The following demolition permits were presented to the council for their review:

Rich & Joy Penrod	house	N 25 ft Lot 16 & 17 Kunstle Replat
Lacy Westphal	shed	E 30 ft Lot 6 Block 76 Western Town Lot Co addn
Kevin Logan	RPM Building	Lot 13 Block 25 Brysons addn –west half vacated alley between Lots 13-18

Motioned by Bausch, seconded by Larson, motion carried to approve the permits.

There being no other bid received motioned by Lehman, seconded by Nagel, motion carried to accept the following bid from North Central: unleaded— 3.635 , Ethanol: 3.626, and # 2 premium ruby off road fieldmaster 3.51.

Auditorium was discussed. There are areas that need to be evaluated. Goldsmith & Heck suggested the firm of Ciaveralla Design from Mitchell. Ciaveralla Design sent a proposal to provide design concepts, architectural drawings, mechanical and electrical design and bidding documents. Design will

include accessibility and rest room needs. Construction administration services to be provided on an hourly basis as needed. Drawing and prints will be billed per sheet. Preliminary design and concepts hourly fee not to exceed \$2500.00. Motioned by Lehman, seconded by Bausch, motion carried to hire them to do this study.

Ordinance # 2011-9-13 was presented to the Council. This is an ordinance regarding sump pumps. Motioned by Nagel, seconded by Everson, motion carried to approve the first reading.

Motioned by Nagel, seconded by VanBockel, motion carried to table any penalties on building and demolition permits until the Council re- addresses the concerns with the penalty enforcements.

Discussion regarding penalties for non compliance of ordinances. At the previous meeting it was motioned that all ordinances will be strictly enforced. Motioned by Lehman, seconded by Nagel, motion carried that all ordinances that have been reviewed and passed will be subject to the fines. For clarification purposes any ordinance that has been reviewed, second reading published and 20 days after publication this ordinance will be considered in force and will be subject to penalties.

Ordinance # 2011-9-12 was presented to the Council for the first reading to supplement the airport Motioned by Everson, seconded by VanBockel, motion carried to approve this first reading.

Bank of the West is installing new sidewalks and they inquired if the City would pay to install a new curb by the new sidewalk. Motioned by Bausch, seconded by VanBockel, motion carried to table this for further research.

Gettysburg Fire Department asked the City to pay half of a valve for the City's fire truck. Motioned by VanBockel, seconded by Bausch, motion carried to pay up to \$450.00 towards the valve. Firemen completing the EVOC class can drive the ambulance. Motioned by VanBockel, seconded by Lehman, motion carried to pay fireman driving the ambulance \$15.00 per hour (same as EMT's). Fireman that will be driving need to come to the Finance Office and sign up for payroll.

Ambulance write offs were presented to the Council for their review. Due to VA balance: \$59.70 Due to small balance: \$1.68 and due to Medicaid \$223.02 for a total of \$284.40. Motioned by Lehman, seconded by Bausch, motion carried to approve write offs.

Eric from NECOG did not complete the report for the survey of annexation for this meeting. This will be finished for review at the next meeting.

Ordinance # 2011-8-10 Budget for 2012 was presented for the second reading. ( Included was resolution 2011-3 for the reserve funds to be published with budget ) Motioned by VanBockel, seconded by Bausch, with the following roll call vote: Baush-yea, Everson-yea, Nagel-yea, VanBockel-yea, Lehman-yea and Larson-yea.

A letter from Department of Health stating that Dr Diana Latinow terminated her contract with the South Dakota Department of Health and the City of Gettysburg .We are excused from any of the contracts obligations as of August 24, 2011. Motioned by VanBockel, seconded by Nagel, motion carried to accept this contract cancellation.

Ordinance # 2011-9-11 redistricting of the Wards was presented to the Council for their review. Eric Sanger from NECOG gave the Finance Officer Eliason the data from the new census records. The City is obligated to have all wards within certain deviation guidelines and to be as equal as possible. Motioned by VanBockel, seconded by Nagel, motion carried to accept this first reading.

Audit results were given to the Council for their review. Finance Officer Eliason stated that she is having a quarterly meeting in Aberdeen on Sept 22, 2011.

It has been suggested in order to update our ordinances that the council should be going through at least three ordinances each meeting. Last meeting the Finance Officer gave the council the building

permits, moving permits and demolition permits to review for the October meeting.

Motioned by Bausch, seconded by Everson, motion carried to go into executive session for personnel reasons according to SDCL 1-25-2 subsection 1 at 10:15 PM. Council reconvened at 10:37 PM. Motioned by Everson, seconded by VanBockel, ( Lehman-abstained- Nagel –nay) motion carried to give all swimming pool personnel a \$1.00 per hour bonus.

Correspondence included the SD Municipal annual meeting in October in Sioux Falls.

In round table discussion Council member Nagel asked questions regarding a previous building permit and stated that she had concerns expressed to her about parking on city streets. Council member Larson stated there have been issues with barking dogs.

There being no further business to appear before the council, motioned by Everson seconded by VanBockel , motion carried to adjourn at 10:45 PM.

ATTEST:

WITNESS:

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Sharleen Eliason, Finance Officer

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Bill Wuttke, Mayor

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