

Unapproved Minutes
Gettysburg, South Dakota
November 7, 2011

Pursuant to the due call and notice thereof, the City Council met in regular session on November 7, 2011 at 7:00 PM at the City Finance Office. Those present Mayor Bill Wuttke, Council members, Pat Everson, Josh Bausch, Fran VanBockel, Dawn Nagel and absent Peggy Lehman and Ron Larson. Also present was Russell Anderson, Maintenance Supervisor, Sharleen Eliason, Finance Officer, Gayle Kludt, Chief of Police, Michael Larson, City Attorney, Bryan Haberer, Larry Madsen, Janet Cronin, Corey Brown and Noel Hamil from SD Community Foundation.

After the pledge of allegiance was recited, the bids for the 2001 or newer Combination Catch Basin and High Pressure Cleaner truck mounted were opened and reviewed. There being no quorum present at this time there was no motion.

Bid # 1 Elliott Co, Grimes Iowa (20,019 miles) for a total of \$72,145.00

Bid # 2 Super Products LLC for a total of \$84,650.00

Council member Nagel entered the meeting at 7:15PM. Moved to accept low bid of Elliott Co by Everson, seconded by VanBockel, motion carried, delivery will be in January 2012.

Motion by Bausch seconded by Everson, motion carried to approve the minutes of Oct 1 and 13th 2011.

Motion by VanBockel seconded by Bausch motion carried to approve the accounts payable and permission to pay these additional accounts in November : Cam Wall-welcome sign—\$10.25, Gayle Kludt—EMT convention—\$282.00, Holzwarth Supplies---\$1080.66, Front Range-Firehall battery switch- \$104.89 for a total of \$15,143.32.

VOUCHERS PAYABLE

Payroll Expense by Department:

Total Payroll Expense by Department

| | | |
|-----------------|-----------------|----------|
| Mayor & Council | October Payroll | 5,585.00 |
| Finance Office | October Payroll | 3,594.00 |
| Police | October Payroll | 6,015.34 |
| Streets | October Payroll | 5,491.08 |
| Snow Removal | October Payroll | 00.00 |
| Garbage | October Payroll | 1,172.40 |
| Airport | October Payroll | 205.52 |
| Swimming Pool | October Payroll | 00.00 |
| Parks | October Payroll | 1,243.40 |
| Water | October Payroll | 2,017.16 |
| Sewer | October Payroll | 1,419.02 |
| Ambulance | October Payroll | 173.60 |
| West Nile | October Payroll | 00.00 |

Total Payroll Expense by Department 26,916.52

NET PAYROLL

21,165.55

| | | |
|------------------------------|---------------------|----------|
| AFLAC | EMPLOYEE DEDUCTIONS | 482.24 |
| AMERICAN ENGINEERING TESTING | AIRPORT PROJECT | 935.00 |
| ANDERSON, RUSSELL | MILEAGE | 344.10 |
| BANK OF THE WEST | WITHHOLDING TAXES | 2,443.95 |
| BANK OF THE WEST | WHITHOLDING TAXES | 3,227.10 |
| BLIESE MACHINE SHOP | SUPPLIES | 189.90 |
| BUSINESS FORMS | UTILITY BILLINGS | 646.01 |
| CAM WALL ELECTRIC | WELCOME SIGN | 10.25 |

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|--------------------------|----------------------|------------|
| CAPITOL SPORTS | SUPPLIES | 65.63 |
| CENEX FLEET FUELING | AMBULANCE FUEL | 150.15 |
| CITY OF GETTYSBURG | WATER OUTREAD-RAECKE | 81.10 |
| COLONIAL RESEARCH | SUPPLIES | 774.66 |
| DAKOTA BACKUP | COMPUTER BACKUPS | 54.39 |
| DAKOTA FARM & RANCH | SUPPLIES | 466.31 |
| DAKOTACARE | INSURANCE | 11,358.64 |
| DEANS REPAIR | POLICE SUPPLIES | 39.95 |
| ED WAGER ELECTRIC | FIREHALL SERVICE | 359.17 |
| GAS N GOODIES | POLICE SUPPLIES | 35.00 |
| GAYLE KLUDT | SUPPLIES | 69.95 |
| GETTYSBURG DEVELOPMENT | TRIPLE B TAXES | 3,280.23 |
| GETTYSBURG MEMORIAL HOSP | RN FEE FOR AMBULANCE | 150.00 |
| GRAHAM TIRE COMPANY | SUPPLIES FOR POLICE | 547.25 |
| HEARTLAND WASTE | GARBAGE | 4,146.64 |
| HOLZWARTH SALES INC. | SUPPLIES | 270.00 |
| IN STITCHES | SUPPLIES FOR POLICE | 37.00 |
| INSURANCE BENEFITS | AIRPORT INS. | 1,462.00 |
| JAMES MCGREGOR ESTATE | WATER DEP REFUND | 100.00 |
| JAMIE AHLEMEIR | WATER DEP REFUND | 100.00 |
| JENSEN ROCK & SAND | SUPPLIES | 17,406.90 |
| JOYCE KANE ESTATE | WATER DEP REFUND | 5.00 |
| LARRY MADSEN | ELM TREE PROJECT | 40.00 |
| LOGAN ELECTRIC | SUPPLIES | 85.00 |
| LOIS RAECKE | WATER DEP REFUND | 18.90 |
| LOMHEIM REPAIR | POLICE WIRING | 90.00 |
| MARCO INC(BEST BUSINESS) | COPIER MAINT | 31.95 |
| MICHAEL LARSON | LEGAL SERVICES | 510.00 |
| MICHAEL LARSON | LEGAL SERVICES | 530.00 |
| MID DAKOTA WATER | WATER | 12,806.85 |
| MIDWAY PARTS | PARTS | 659.76 |
| MN WIRELESS | WIRELESS | 69.00 |
| MONTANA DAK UTILITIES | ELECTRICITY | 3,430.56 |
| MONTANA DAK UTILITIES | ELECTRICITY | 130.55 |
| MORRIS INC. | AIRPORT | 159,429.95 |
| NEW CREATIONS | SUPPLIES | 122.47 |
| NORTHWEST PIPE FITTINGS | SUPPLIES | 89.91 |
| NORTHERN PLAINS COOP | FUEL | 7,922.15 |
| NORTHERN LIGHTS DISPLAY | SUPPLIES | 1,260.00 |
| ORVILLE JOHNSON ESTATE | WATER DEP REFUND | 100.00 |
| POTTER CO NEWS | PUBLICATIONS | 488.25 |
| PRAXAIR | AMBULANCE SUPPLIES | 115.27 |
| PRAXAIR | AMBULANCE SUPPLIES | 134.18 |
| RED RIVER GRAIN | CHEMICALS | 32.68 |
| SAFETY BENEFITS | WORKSHOP | 65.00 |
| SD DEPT OF REVENUE | WATER CKS | 24.00 |
| SD DEPT OF REVENUE | GARBAGE & SP | 502.14 |
| SCHLACHTER LUMBER | SUPPLIES | 250.02 |
| SDML WORKERS COMP | INSURANCE | 11,875.00 |
| SD RETIREMENT | RETIREMENT | 2,549.25 |
| SERVALL | FO RUGS | 46.20 |
| SHAWN BESSETTE | WATER DEP REFUND | 100.00 |

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|------------------------|---------------|------------|
| SD ONE CALL # 2 | WATER LOCATES | 35.52 |
| TRUE VALUE | SUPPLIES | 171.63 |
| TRUE VALUE | SUPPLIES | 125.76 |
| US POSTMASTER | POSTAGE | 177.19 |
| USDA RURAL DEVELOPMENT | PAYMENT | 567.00 |
| VENTURE COMMUNICATIONS | TELEPHONES | 542.69 |
| VERIZONE WIRELESS | CELL PHONES | 355.95 |
| VILAS | SUPPLIES | 111.96 |
| TOTAL CHECKS | | 276,000.81 |

Gayle Kludt, Chief of Police and City Attorney Larson will review Chapter 10 Ordinance and present them next month. It was noted that several trees and branches need to be trimmed before snow removal. Chief Kludt will address this with a Cop's corner article.

Russell Anderson, Maintenance supervisor stated that Devin Gerber passed his GED. Safety meeting in Chamberlain Nov 15 & 16th. Motion by Nagel, seconded by Bausch motion carried for Russell to attend. The water tower was cleaned by Diving Services. They suggested in three years it should be checked again and painted next year. They will send video of the cleaning for documentation. Council received Randy Larson's termination notice of July 19th, moved by Bausch seconded by Nagel to accept resignation.

The following fuel bids were presented to the council:

North Central Farmers Elevator—unleaded \$ 3.505, Ethanol-\$3.456, # 1 diesel-\$ 4.09 #2-\$4.09
Northern Plains: Super unleaded—\$ 3.49 , no lead--\$ 3.58, FM# 2---\$3.55 and # 1-- \$3.75.
moved by VanBockel, seconded by Nagel, motion carried to accept Northern Plains bid.

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

Jim & Judy Brown - storage— Lots 1,2,3,4 and vacated street Block 2 Jones Addition
James Myskiew & Anna Winters- front porch & ramp-Lot 7 W ½ Lot 8 Crandall's Addition
Michael & Julene Schlachter-Basement foundation, driveway-Lot 4 of R& D Addition
Mark & Sheila Schatz -fence—Lots 5&,6 Block 13 Schlachter's addition
Motion by VanBockel, seconded by Bausch, motion carried to approve the permits.

The following moving permit was presented to the council for their review:

Michael & Julene Schlachter- house to Lot 4 R &D addition
Motioned by Everson, seconded by VanBockel motion carried to approve the permit.

A petition was presented to the council regarding Commercial Avenue between Prospect Street on the west and Oak Street on the east to set the avenue width to 80' (now 100'). Russell Anderson will check on hydrants and utilities . Motion by Everson, seconded by VanBockel, motion carried to table this. Michael Larson, City attorney suggested that the rest of the residents should be contacted for consent of expense. It should not be at tax payers' expense since the residents will be benefiting from the change. Larry Madsen stated at the meeting that it involves Prospect Street on the West and Kansas Street to the East instead of Oak St.

Motion by Bausch, seconded by Nagel, motion carried to have the Finance Officer advertise for bids for garbage pickup service for the December meeting.

In order to have the auditorium in compliance with ADA Ciavarell design did a study to see what needs to be done. The estimate was presented to the Council with two options Option 1 in the amount of \$ 221,500.63 and option 2 (outside elevator) in the amount of \$ 235,211.87. Mayor Wuttke suggested that he would like public input before spending this large of an amount

of taxpayers monies. Motion by Everson, seconded by VanBockel to have special meeting on November 21,2011 at 7:00PM at the City auditorium and invite the public ,school and groups that utilize the auditorium to discuss this. Finance Officer Eliason will call Ciavarell to attend to explain options.

Motion by Everson, seconded by VanBockel ,motion carried to transfer from contingency funds to legal expense \$1,200.00.

Gayle Kludt, Janet Goeke Cronin and Laurie Robbennolt attended the EMT convention in Aberdeen. Discussion regarding traffic control when helicopter lands. Residents should be respectful and obey all traffic laws when seeing flashing police lights. Ambulance write offs in the amount of \$70.80 were presented. Motion by VanBockel, seconded by Bausch, motion carried to approve. Aging of ambulance accounts was also given to Council. Motion by Everson seconded by VanBockel, motion carried for approval of Beth Hamburger to attend EMT instructor school.

Motion by VanBockel, seconded by Nagel, motion carried for approval of additional Christmas decorations.

Ordinance # 2011-9-13 Sump pumps was presented to the council for the second reading. Changes included including the wording of random inspections and fees changed. Motion by Nagel, seconded by Bausch with the following roll call vote taken: VanBockel-yea, Lehman-absent- Larson-absent, Nagel-yea, Everson-yea and Bausch-yea. Motion carried to approve ordinance.

Ordinance # 2011-9-14 second reading of sewer pipe supplement to budget motion by Bausch, seconded by Everson with the following roll call vote: Bausch-yea, Everson-yea, Nagel-yea, VanBockel-yea, Lehman and Larson-absent. Ordinance passed.

Ordinance # 2011-9-15 second reading to increase alcoholic fees for licenses .Motion by Everson, seconded by Nagel, with the following roll call vote: VanBockel-yea, Nagel-yea, Everson-yea, Bausch-yea and absent Lehman and Larson, motion carried.

Ordinance # 2011-9-16 second reading of Platte street supplement. Motion by VanBockel, seconded Bausch, with roll call vote taken: Bausch-yea, Everson-yea, Nagel-yea, VanBockel-yea with Larson and Lehman absent. Motion carried.

Ordinance # 2011-11-17 first reading Debt service for street sweeper. Transfers from Maintenance equipment to debt service per auditor. Motion by Everson, seconded by VanBockel motion carried.

Ordinance # 2011-11-18 Triple B funds presented. Motion by VanBockel, seconded by Bausch, motion carried to approve first reading.

Michael Larson, City Attorney will proceed with Resolution of Intent for annexation of PCI and will mail out letters of this intent for the December meeting.

Building permits, demolition permits and moving permit ordinances was discussed. Council member Nagel and Attorney Larson will review and bring to December meeting.

Department of Transportation Airport project # 2011- 3-46-4600-16-2011 pavement maintenance agreement was presented .Total project cost of \$ 32,065.00 with the local share of \$734.20 .Motion by Bausch seconded by VanBockel motion carried to approve project.

Election school workshop will be held in Aberdeen on December 9th. Motion by VanBockel, seconded by Bausch, motion carried for approval of Finance Officer Eliason to attend.

Janet Cronin, Corey Brown and Noel Hamil, from SD Community Foundation discussed the option of establishing a community savings account. 65 communities have established this foundation account.

It would be similar to the Maas Foundation but would be a public account not private. Community Foundation handles all paperwork including IRS forms with a handling fee of 1%. No minimum for opening the account. A community Savings Account enables communities to address needs in the areas of economic development, human services, health, education and cultural enhancement. The community Savings account is a permanently endowed fund with the SD community Foundation and earnings are awarded at the recommendation of your locally established board of directors. The entire focus of a Community Savings Account is to generate funds that are then reinvested back to a local community today and in the future by the local board of directors. Corey Brown stated this would take the place of the 503-1c grant process that the City was going to apply for grant purposes. The 503-1c would cost approximately 1500 to 3000 per year to complete forms and have an audit. The SD Community foundation does do a match of certain funds. This will be discussed at December meeting.

Finance office committee of Wuttke and Larson will meet with Finance Office personnel to help select new desks.

During a windy day a tree branch in front of Mini Mall broke and damaged a vehicle of Georgia Mangin's. Insurance company denied claim stating it as an act of God. Motioned by Everson, seconded by VanBockel, motion carried to pay Mangin's claim of \$ 471.56.

Motion by Everson , seconded by VanBockel , motion carried to go into executive session for personnel reasons according to SDCL 1-25-2 subsection 1 at 9:49PM. Council reconvened at 10:05 PM. Motion by Everson, seconded by VanBockel, motion carried to hire Devin Gerber full time as of November 1, 2011 with all full time benefits and a salary of \$10.75 per hour.

In round table discussion Everson complimented the City Crew for all their hard work on the parks. Nagel mentioned having the truck route signs posted and Bausch had complaints about a camper in the alley by the Lutheran Church. Bausch also inquired about the Gettysburg Venture channel.

There being no further business to appear before the council, motion by VanBockel seconded by Nagel , motion carried to adjourn at 10:03 PM.

ATTEST:

WITNESS:

Sharleen Eliason, Finance Officer

Bill Wuttke, Mayor

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