

Unapproved Minutes
Gettysburg, South Dakota
December 5, 2011

Pursuant to the due call and notice thereof, the City Council met in regular session on December 5, 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, Peggy Lehman and Ron Larson. Also present was Russell Anderson, Maintenance Supervisor, Sharleen Eliason, Finance Officer, Gayle Kludt, Chief of Police, Josh Zweber, Paul Kellog, Bryan Hause and Brian Doherty.

The meeting opened with the pledge of allegiance. Moved by Everson seconded by Larson, motion carried to approve the minutes of November 7th and November 21st, 2011.

Moved by Lehman seconded by Bausch, motion carried to approve the accounts payable.

VOUCHERS PAYABLE

Payroll Expense by Department:

Total Payroll Expense by Department		
Mayor & Council	November Payroll	.00
Finance Office	November Payroll	3,756.75
Police	November Payroll	6,015.34
Streets	November Payroll	6,651.95
Snow Removal	November Payroll	255.00
Garbage	November Payroll	116.20
Airport	November Payroll	33.20
Swimming Pool	November Payroll	00.00
Parks	November Payroll	328.88
Water	November Payroll	2,627.78
Sewer	November Payroll	1,138.98
Ambulance	November Payroll	54.25
West Nile	November Payroll	00.00
Total Payroll Expense by Department		20,978.33
NET PAYROLL		15,189.57

AFLAC	EMPLOYEE DEDUCTIONS	482.24
BANK OF THE WEST	WITHHOLDING TAXES	2,432.56
BANK OF THE WEST	WHITHOLDING TAXES	2,432.56
BANYON DATA SYSTEMS	WINPAY SUPPORT	770.00
BLIESE MACHINE SHOP	SUPPLIES	206.24
CAM WALL ELECTRIC	WELCOME SIGN	10.25
CENEX FLEET FUELING	AMBULANCE FUEL	496.17
CHAMBER OF COMMERCE	BAND SHELL	5,000.00
CIAVARELLA	AUDITORIUM FEES	2,800.00
CITY OF GETTYSBURG	PETTY CASH	73.48
DAKOTA BACKUP	COMPUTER BACKUPS	55.71
DAKOTA FARM & RANCH	SUPPLIES	557.14
DIVING SERVICES	WATER TOWER CLEANING	2,395.00
ELIASON, WILLIAM	AIRPORT MGR 1 YR	525.00
FARM PLAN	TIRE REPAIR, SUPPLIES	616.00
FRONT RANGE	FIREHALL SUPPLIES	104.89
GAS N GOODIES	POLICE CAR WASHES	13.00

GAYLE KLUDT	SUPPLIES	25.95
GAYLE KLUDT	EMT CONVENTION	282.00
GEORGIA MANGIN	REPAIR OF VEHICLE	471.56
GETTYSBURG DEVELOPMENT	TRIPLE B TAXES	2,087.22
GETTYSBURG MEMORIAL HOSP	RN FEE FOR AMBULANCE	150.00
HAMBURGER, BETH	AMBULANCE	557.62
HANSEN PLUMBING,INC	SERVICE CALL	60.00
HEARTLAND WASTE	GARBAGE	3,977.62
HOLZWARTH SALES INC.	SUPPLIES	1,080.66
HOLZWARTH SALES INC.	SUPPLIES	173.75
IN STITCHES	SUPPLIES FOR POLICE	96.50
JANET GOEKE CRONIN	EMT CONVENTION	259.44
JENSEN ROCK & SAND	SUPPLIES	2,590.50
LOGAN ELECTRIC	SUPPLIES	1,516.65
LOMHEIM REPAIR	POLICE REPAIRS	51.00
MARCO INC(BEST BUSINESS)	COPIER MAINT	31.95
MICHAEL LARSON	LEGAL SERVICES	565.00
MID DAKOTA WATER	WATER	12,401.25
MIDWAY PARTS	PARTS	337.48
MN WIRELESS	WIRELESS	69.00
MONTANA DAK UTILITIES	ELECTRICITY	3,690.86
MONTANA DAK UTILITIES	ELECTRICITY	258.68
MORRIS INC.	AIRPORT	67,465.54
NEW CREATIONS	SUPPLIES	210.99
NICK BRATELAND	SUPPLIES	168.84
NORTHWEST PIPE FITTINGS	SUPPLIES	480.60
NORTHERN PLAINS COOP	FUEL	2,682.15
OASIS INN	SAFETY MEETING	48.50
PHYSIO CONTROL INC	LIFENET SUBSCRIPTIONS	238.80
POTTER CO NEWS	PUBLICATIONS	235.54
ROBBENNOLT, LAURIE	EMT CONVENTION	546.15
SCHATZ ELECTRIC	POLE SHED	63.88
SCHLACHTER LUMBER	SUPPLIES	89.52
SD DEPT OF REVENUE	WATER CKS	24.00
SD DEPT OF REVENUE	GARBAGE & SP	377.54
SD RETIREMENT	RETIREMENT	2,813.05
SERVALL	FO RUGS	46.20
SD ONE CALL # 2	WATER LOCATES	35.52
TRUE VALUE	SUPPLIES	408.42
US POSTMASTER	POSTAGE	572.00
US POSTMASTER	POSTAGE	177.48
USDA RURAL DEVELOPMENT	PAYMENT	567.00
VENTURE COMMUNICATIONS	TELEPHONES	564.72
VERIZONE WIRELESS	CELL PHONES	256.69
VILAS STORE	SUPPLIES	48.43
VILAS PHARMACY	SUPPLIES	197.98
TOTAL CHECKS		143,214.04

There being only one bid for the garbage contract it was opened with the following quote:

Heartland garbage (for 5 years) \$10.40 each resident per month

Heartland previously was receiving \$8.35 per month which is an increase of \$2.05 per month.

The previous breakdown for garbage service was Heartland \$ 8.35, City for billing and collecting

\$2.03 and Sales Tax of .62 for a total of \$11.00 per month. With all costs increasing the Council will evaluate and set the garbage cost at the December 30th meeting.

The following applications for alcoholic beverage licenses to operate within the City of Gettysburg for the 2012 licensing period, which have been presented to the governing body and filed in the City Finance Office:

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|--|---------------------------|
| * City of Gettysburg/Firehouse Liquors -- 109 N. Main St. | Package Off-sale Liquor |
| * City of Gettysburg/Firehouse Family Resturant -- 109 N. Main St. | Retailer On-sale Liquor |
| * City of Gettysburg/Lucys Bar N Grill -- 113 W. Commercial | Retailer On-sale Liquor |
| * City of Gettysburg/American Legion Club -- 112 S. Exene St. | Retailer On-sale Liquor |
| * City of Gettysburg/ J&B-Quick Stop -- Gettysburg, SD | Package Off-sale Liquor |
| * City of Gettysburg/Gettysburg Country Club -- Gettysburg, SD | Retailer On-sale Liquor |
| * City of Gettysburg/ Vilas –Gettysburg | Retailer On/Off Sale Wine |

Moved by Lehman, Larson seconded, motion carried to approve licenses for 2012 and new contracts.

Chief of Police, Gayle Kludt presented her monthly report to the council. Gayle and the Council reviewed Chapter 10. It will be put in new format for the January meeting. In reviewing Chapter 10 (vehicles and traffic) Council member Nagel wanted it noted for the public that even if the City does delete some areas State Statues are still in force and citizens need to follow State statues. The Council discussed snow removal policies regarding sidewalks. Chief of Police Kludt presented a request for new light bars with LED, low profile with 360 degree visibility. They will be at a cost of \$1990.00 each with a 5 year warranty. Moved by Van Bockel, seconded by Everson motion carried (Bausch-nay) to approve this purchase.

Dean Marske from HKG firm called Mayor Wuttke stating that he had been involved on the previous auditorium project and is still checking into grants. The council agreed to have Marske also give his opinion on the upgrade for the auditorium. A steering committee is needed and Paul Kellogg (school board), Josh Zweber (Oahe Youth Center and Council members Lehman, Nagel and Bausch volunteered to serve on the committee.

Discussion regarding safety issues on a building on 101 N. Exene Ave. Chief Kludt will call owner and discuss code enforcement and safety issues.

The Maintenance Dept has been trying to upgrade vehicles on a 5 year plan. Federal surplus has a 2008

½ ton 4 x 4 Dodge with 70,000 miles for \$12,900 and it would replace the 1998 gray Ford pickup (with utility box) . Moved by VanBockel, seconded by Lehman, (Bausch-nay) motion carried to purchase the 2008 pickup and surplus the 1998 Gray Ford pickup.

The following fuel bids were presented to the council:

- North Central Farmers Elevator—unleaded \$ 3.275, Ethanol-\$3.226, # 1 diesel-\$ 3.91 #2-\$3.62
- Northern Plains: Super unleaded—\$ 3.25, no lead--\$ 3.31, FM# 2---\$3.50 and # 1-- \$3.77.

moved by Lehman seconded by Larson, motion carried to accept Northern Plains bid.

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

Michael & Julene Schlachter-Basement foundation, All of Lot 11, & S ½ Lot 12 RD addition

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

Michael & Julene Schlachter- house to Lot 11 & S1/2 Lot 12 R & D addition

Motioned by VanBockel seconded by Bausch motion carried to approve the above permits

Community Savings Account with the South Dakota Community Foundation was discussed. Moved by Larson, seconded by VanBockel, motion carried to issue a check for \$3,000.00. The City will check with the Foundation to set up the account and to set up parameters for representation.

The plans and drawings for the City Park Band shell were presented .Moved by VanBockel, seconded by Larson for payment of \$5,000.00 to Chamber for the City's contribution to the project.

Ordinance # 2011-11-17 was presented for the second reading. This supplements Debt service for the street sweeper. Transfer from Maintenance equipment to debt service per auditor. Moved by Lehman, seconded by Everson to approve second reading with the following roll call vote: Bausch-yea, Everson-yea, Nagel-yea, VanBockel-yea, Lehman-yea and Larson-yea. Ordinance passed.

Ordinance # 2011-11-18 Triple B funds presented for the second reading. This is to supplement the budget for last year's triple B funds that was coded to general account instead of Triple B funds. Motioned by Lehman, seconded by Bausch to proceed with the roll call vote: Larson-yea, Lehman-yea
VanBockel-yea, Nagel-yea, Everson-yea, Bausch-yea, ordinance passed.

Ordinance # 2011-11-19 to transfer funds from general to sewer fund for the sewer truck. Moved by VanBockel ,Lehman seconded, motion carried to accept first reading.

Moved by Bausch, Nagel seconded, motion carried to have PCI annexation scheduled for the January 2nd meeting.

Moved by Nagel, Lehman seconded, motion carried to have Michael Larson, City Attorney do the building permit, demolition permit and moving permit ordinance changes.

Bausch moved, Lehman seconded, motion carried to approve all the last payment and change orders for the Airport Project.

Year end meeting date will be Friday 30th at 7:00 PM. moved by Lehman, Everson seconded motion carried for this date.

Lehman motioned, Nagel seconded motion carried to approve the auditing firm of Kohlman, Bierschbach and Anderson to do year- end report.

Moved by VanBockel, Lehman seconded, motion carried to authorize the purchase of new desks for the Finance Office.

NECOG agreement for 2012 was presented. Moved by Everson, VanBockel seconded , motion carried to approve this agreement.

Moved by Lehman,Bausch seconded, motion carried for Finance Officer Eliason to attend USDA RD training for loan requirements in Bath SD.

Motion by Nagel, seconded by VanBockel , motion carried to go into executive session for personnel reasons according to SDCL 1-25-2 subsection 1 at 9:10 PM.

Council reconvened at 9:44PM. Moved by Everson, VanBockel seconded ,motion carried to approve a 2% raise to all city employees and a Christmas bonus of \$500.00 to all full time

employees which are: Russell Anderson, Greg Gerber, Devin Gerber, Tyler Jost, Gayle Kludt, Nick Brateland, Judy Nagel and Sharleen Eliason and \$ 250.00 to part time employees of Ed DeKnikker, John Holzhauser and a payment of \$70.00 (worked 70 hrs) to Tricia Dutenhoffer.

In round table discussion Council member Larson asked questions regarding charges for the demolition permit. VanBockel commended Beth Hamburger for taking the EMT instructors course and Nagel asked the status of the truck route signs.

There being no further business to appear before the council, moved by Everson, Larson seconded, motion carried to adjourn at 9:58PM.

ATTEST:

WITNESS:

Sharleen Eliason, Finance Officer

Bill Wuttke, Mayor

Published at the approximate cost of \$