

Unapproved Minutes
Gettysburg, South Dakota
October 6, 2014

Pursuant to the due call and notice thereof, the City Council met in regular session on October 6, 2014 at 6:30 PM. Those present Mayor Bill Wuttke, Bryan Hause, Ron Larson, Fran VanBockel, Mick Bliese, Pat Everson and Dawn Nagel. Also present was Russell Anderson, Maint Supervisor, Sharleen Eliason, Finance Officer, Bill Wainman, Chief of Police, Mark Kessler, City Patrolman, Beth Hamburger and Michael Jager.

VOUCHERS PAYABLE

Payroll Expense by Department:

Total Payroll Expense by Department

Mayor	September Payroll	.00
Finance Office	September Payroll	3,984.74
Police	September Payroll	4,418.96
Streets	September Payroll	6,170.93
Snow Removal	September Payroll	0.00
Garbage	September Payroll	1,438.66
Airport	September Payroll	589.78
Swimming Pool	September Payroll	2,093.38
Parks	September Payroll	1,236.87
Water	September Payroll	1,273.60
Sewer	September Payroll	822.61
Ambulance	September Payroll	1,459.65
West Nile	September Payroll	209.04
Total Payroll Expense by Department		23,698.22
NET PAYROLL		16,911.32
AFLAC	CANCER INS.	396.67
AVERA HOSPITAL	RN –AMBULANCE	100.00
BANK OF THE WEST	WITHHOLDING TAXES	2,792.92
BANK OF THE WEST	WITHHOLDING TAXES	2,855.49
BARSDLES CUSTOM	PATCHES-POLICE	197.50
B & L COMPUTER REPAIR	COMPUTER F OFFICE	700.00
BLIESE MACHINE SHOP	SUPPLIES	128.50
BRANDON TENNANT	WATER DEP REFUND	100.00
BUTLER MACHINERY	SUPPLIES	610.00
CAM-WAL ELECTRIC	WELCOME SIGN	11.25
CITY OF GETTYSBURG	OUTREAD DUTENHOEFFER	61.85
COMPANION LIFE	LIFE INS	28.14
DAKOTACARE	INSURANCE	6,034.07
DAKOTA BACKUP	COMPUTER BACKUPS	84.84
DAKOTA FARM & RANCH	SUPPLIES	774.20
ECONOMIC DEVELOPMENT	STIPEND	7,500.00
ELIASON, SHAR	POSTAGE REIMBURSEMENT	20.80
GAS N GOODIES	POLICE CAR WASH	44.00
GETTYSBURG SCHOOLL DISTRICT	DONATION	70,000.00

GETTYSBURG DEVELOPMENT CORP	TRIPLE B-	3,818.28
HEARTLAND GARBAGE	GARBAGE	5,092.49
HOLZWARTH SALES	SUPPLIES	32.66
JAY WORTH	WATER REFUND	100.00
JOHN DEERE FINANCIAL	SUPPLIES	698.42
JULIE SCHAUNAMAN	POOL SUPPLIES	247.40
LOMHEIM REPAIR	SUPPLIES	148.94
MN WIRELESS LLC	AIRPORT & FIREHALL	71.00
MARK KESSLER	POLICE RELIEF	1,200.00
MICHAEL TODD & CO	SUPPLIES	1,837.41
MID DAKOTA WATER	WATER	13,638.10
MIDWEST ALARM	AUDITORIUM TESTING	595.00
MIDWAY PARTS	PARTS	430.08
MONTANA DAKOTA UTILITIES	LIGHTS SPOOL	323.00
MONTANA DAKTOA UTILITIES	ELECTRICITY	3,825.74
MUELLER SYSTEMS	SOFTWARE	712.50
NEW CREATIONS-	SUPPLIES	246.17
NORTHWEST PIPE FITTINGS	SUPPLIES	1,267.24
NORTHWEST PIPE FITTINGS	SUPPLIES	2,241.87
POTTER COUNTY NEWS	PUBLICATIONS	251.42
PRAXAIR	SUPPLIES	77.62
RUNNINGS FARM & FLEET	SUPPLIES	35.98
SCHLACHTER LUMBER	SUPPLIES	235.55
SD RETIREMENT	RETIREMENT	2,428.74
SD DEPT OF REVENUE	SALES TAX	476.54
SD DEPT OF REVENUE	WATER CHECKS	26.00
SD PUBLIC ASSURANCE	INS	31,233.07
SECURITY LOCK SERVICE	SUPPLIES	93.40
SERVALL UNIFORM	RUGS	71.05
SOVELL, EMILY	LEGAL	990.16
SOVELL, EMILY	LEGAL	453.26
SOUTH DAKOTA ONE CALL	WATER LOCATES	32.19
TRAVEL INN	WORKSHOP ANDERSON	81.95
TRICIA DUTENHOFFER	WATER DEP REFUND	38.15
TRUE VALUE	SUPPLIES	161.75
US POSTMASTER	STAMPS	170.00
US POSTMASTER	WATER BILL POSTAGE	181.08
VENTURE COMMUNICATIONS	PHONES	733.99
VERIZON WIRELESS	CELL PHONES	260.44
VILAS SUPERSTORE	SUPPLIES	101.33
WEX BANK	AMBULANCE FUEL	68.00
TOTAL CHECKS		184,079.52

Moved by Larson, Everson seconded motion carried to approve the minutes from September 1st with the following correction: Richard Whitver was hired as a part time seasonal employee with the maintenance and code enforcement departments and should be changed as part time employee.

Moved by Bliese, VanBockel seconded motion carried to approve accounts payable

with the following bills that came later to be paid in October: Cam Wal-welcome sign. \$11.25, C& D Tree Service-park tree removal--\$7,550.00, First National Bank-Sewer loan--\$8,930.13, Galls-police supplies--\$613.84, Gas N Goodies-police supplies\$ 20.00 Goldsmith & Heck-airport engineering--\$ 7,876.04, Jensen Rock & Sand-airport grant \$ 141,896.25, Lomheim Repair—parts \$ 312.45, Michael Larson-airport grant legal-\$50.00, MN Wireless-airport & Firehall--\$71.00, Northern Plains—LP gas--\$18.87 Praxair-ambulance--\$ 77.62, Potter County News-Publications--\$356.04, Red River Grain—supplies----\$407.90, SD Unemployment-benefits--\$ 165.12, True Value—supplies..\$ 409.15, AIG—airport Ins.--\$ 1,250.00 for a total of \$170, 015.56.

Gettysburg Whitlock Bay Development sent a copy of the financials for the month of August 2014. Lindsay Smith did have an appointment with the Council but on the morning of Oct 6th Lindsay stated that she had verbally resigned from GWBDC. She felt that without a laptop available and no direction from her board she had no choice but to resign. Council member Hause stated that he tried to attend the GWBD meeting but it was changed to a different date and was not notified.

Beth Hamburger, EMT met with the council concerning the purchase of a new ambulance. She has contacted three companies regarding the purchase of a new ambulance. Moved by VanBockel, Hause seconded, motion carried to advertise the bid process and to have the specs at the Finance Office . Beth Hamburger stated that both ambulances now have issues that need attention. One ambulance has no air conditioning and the other ambulance has heating issues that will need to be repaired. Council will have to decide which ambulance needs to be declared surplus.

Ordinance 2014-8-4 airport transfer of funds was presented for the second reading. Moved by Hause, seconded by Everson to approve this ordinance with the following roll call vote: Hause-aye, Bliese-aye, Nagel-aye VanBockel-aye, Everson-aye and Larson-aye motion carried.

Steve Boke's application for building a fence was tabled at last month's meeting. Moved by VanBockel to accept the building permit Motion died for lack of second. Moved by Nagel, seconded by VanBockel to table the permit until we check with City Attorney.

Police Chief Wainman presented his monthly police report. Nick Bratland resigned as of 8-24 motion by Hause, Bliese seconded to accept this resignation. Moved by Everson seconded by VanBockel, motion carried to hire Mark Kessler as of 9-22 at a starting wage of \$35,000.00 with a review in 6 months. Mark Kessler was introduced to the Council as the new City patrolman. Code enforcement building that was in violation has been torn down.

Pat Everson left meeting at 7:20PM.

Russell Anderson, Maint supervisor stated that the street project has been completed. Russell asked the Council's direction regarding a sewer project this year. Moved by Hause, Nagel seconded, motion carried to do this project this year that was projected to cost around \$40,000.00 the pipe was purchased before and is on hand.

Mark Schatz would like to put a culvert in his ditch to improve drainage. Council would

like Mark to attend next meeting to discuss this.

In our current policy book every four years on an employee's 4 year anniversary date a longevity raise of 4% is to be given. Greg Gerber's will be here 12 years on Oct 21st. Moved by VanBockel to give Greg his longevity raise, motion died for lack of a second. Moved by Nagel, Hause seconded to table this for more information.

There was only one fuel bid from North Central Farmers Elevator for the following: unleaded \$ 3.066 and Ruby Fieldmaster \$3.25. Moved by Hause, Larson seconded, motion carried to accept this bid.

The following building permits were presented :

Jim & Judy Brown- fence	Block 2 Lots 1,2,3 & 4 Jones addition
Greg Roseland House addition	Block 66 Lots 10,11 Platts Addition
Jack & Lora Popkes garage	305 W Commercial Ave
Robert Willey fence—Tract 17 of Replat tract located in Section 24 township 118 Range	
Tyler Fischer—patio-deck and new sidewalk—Block 29 Lots 7,8 Brysons Addition	

Moved Larson, seconded by Fran motion carried to approve these permits.

The following demolition permit was presented:

Jack & Lora Popkes old garage 305 West Commercial Ave Gettysburg SD
Moved by Bliese, Nagel seconded motion carried to approve.

Moving permit from Ken Bieber for a shed at Lots 3, 4 Block 7 Schlachters addition was presented to the Council. Moved by Bliese, Nagel seconded, motion carried to approve pending as the form did not indicate where the shed was being placed. Russell will check into this.

Airport contractor's application for payment number 1 for the Airport project was presented for payment earlier but we need authorization for the Mayor to sign.
Moved by Hause, Nagel seconded motion carried.

Ambulance write offs due to Medicare sequestration was presented to the council in the amount of \$ 12.86.

Finance committee has recommended to the Council to hire Daniell Ablott full time to start October 13th at \$13.00 per hour with a increase after her six month review. Moved by VanBockel, Larson seconded, nay-Hause, nay-Nagel, Bliese aye motion carried. There was discussion that some council members suggested it should be reviewed and be a part time position instead of full time. At this time the Mayor stated that Finance Officer Eliason has indicated that she will be retiring in June and this person if hired full time would have adequate time to learn the procedures of both jobs.

Dakota Care insurance sent the Finance Office a renewal for the insurance contract. They did quote several different policies. The contract for Dakota Care is for one year with renewal date of 11-1-14. Council member Hause motioned that we ask if we can sign a contract for less than one year . Hearing no second Council member Hause rescinded his motion. It was discussed to have the committee members meet to discuss the different insurance quotes. Finance Officer Eliason will also get quotes from Blue Cross and Avera.

Moved by Bliese, seconded by VanBockel motion carried to give New Creations credit for the use of the water for Loitwood Park for 2 months.

The City received notice on September 20th regarding a park grant from South Dakota Department of Agriculture that is due October 15th. This grant is for new tree planting of \$1,000.00 per project. It is a 50-50 match for all funds awarded. This grant needs two tree quotes to be submitted. Moved by VanBockel, seconded by Bliese motion carried to have Park Committee meet and decide if we have time to plan and execute the grant paperwork.

Moved by Nagel, seconded by VanBockel, motion carried to give authorization for the bonus of Julie Schaunaman and Samantha Wager at \$1.00 per hour for their total hours worked at the swimming pool. Moved by VanBockel, Nagel seconded motion carried to have the police give out the leftover candy and pop on Halloween night.

Moved by Hause, Nagel seconded motion carried to go into executive session at 8:10 PM Council reconvened at 8:27 PM.

In round table discussion Council member Bliese asked what the bidding requirements are. Finance Officer Eliason will check. Council member VanBockel stated that she received compliments on the new streets. Russell Anderson asked the 5 year planning committee to meet on October 29th at 7:00PM. Mayor Wuttke stated that a resident would like to have a thank you reception for Mike Pruitt and have it at the Finance Office. This is to thank him for all his years of service for the Gettysburg community as the MDU representative.

Moved by VanBockel ,Hause seconded carried to adjourn at 8:35 PM

ATTEST:

WITNESS:

Sharleen Eliason, Finance Officer

Bill Wuttke, Mayor

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