

Pursuant to the due call and notice thereof, the City Council met in regular session on May 3, 2016 at 7:00 PM. Those present Mayor Bill Wuttke, Ron Larson, Pat Everson, Fran VanBockel (Joined meeting at 7:20), Dawn Nagel, Mick Bliese, and Bryan Hause. Also present was Russell Anderson, Maintenance Supervisor, Daniall Ablott, Finance Officer, Mark Kessler, Police Chief, Larry Madsen, Erving Potts, Kara Williams, Economic Development Director, Beth Hamburger, Ambulance Director, Steven Zuber, EMT, and Lynell Jessen, EMT.

VOUCHERS PAYABLE

**Payroll Expense by Department:**

Airport	427.68
Ambulance	433.05
Council / Mayor	4,960.00
Finance Office	3,504.85
Parks	1,477.20
Police	6,035.00
Rubble Site	984.72
Sewer	987.22
Streets	2,404.34
Swimming Pool	2,767.44
Water	1,750.36
Total Payroll Expense by Department	25,731.86

Net Payroll	April 2016	18,998.41
AFLAC	Supplemental Insurance	465.11
Anderson, Russell	Airport Conference Reimbursement	64.39
Bank of the West	Payroll Taxes and Sales Tax	5,746.18
Bliese Machine Shop	Street Supplies	655.06
Blue Tarp Financial / Northern Tools	Street Supplies	239.98
Cam-Wal Electric	Security Light	12.00
Celerity / MN Wireless	Airport /Fire Hall Internet	73.07
Child Support Payment Center	Payroll Expense	125.00
Civil War Association	2016 Stipend	1,500.00
Companion Life	Life Insurance	31.36
Cut Rate Batteries	Police Supplies	86.00
Dakota Backup	Computer Backup	639.95
DakotaCare Insurance	Health Insurance	6,187.41
Dakota Farm and Ranch	Street, Park, Airport, Pool, & Police Supplies	1,230.79
DCI Credit Service	Payroll Expense	150.00
Dean's Repair	Police Repair	352.01
Diesel Machinery Inc	Street Rental	3,585.00
Gas N Goodies	Police Car Washes	55.00
Gettysburg Collision Center	Street Repairs	3,421.96
Gettysburg Development Corp	Triple B Taxes	2,266.42
Heartland Waste Management	Garbage Fee	4,960.53
Holzwarth Sales	Street Supplies	352.81
Jensen Rock & Sand	Street Repair	1,269.00

Johnston, Wanda	Water Refund	122.00
Kessler, Mark	Police Conference Reimbursement	12.00
Kiefer Swim Products	Swimming Pool Supplies	359.95
Kohlman, Biersbach & Anderson	Year End Statements	1,300.00
Lamb Motor Company	Police Supplies	5.00
M & T Fire and Safety	Ambulance - Install Power Lift System	1,800.00
Marco	Finance Supplies	161.00
Medicine Rock Senior Center	2016 Stipend	2,500.00
Michael Todd & Company	Street Supplies	1,003.82
Mid Dakota Rural Water	Water Usage	13,390.00
Midwest Alarm	Auditorium Fire Alarm	606.96
Midway Parts, Inc	Streets Supplies	41.25
Montana-Dakota Utilities	Electric & Gas	4,772.06
New Creations	Finance Supplies	96.86
Northwest Pipe Fittings, Inc	Water and Street Supplies	19,291.68
Oahe Area Youth Center	2016 Stipend	5,500.00
Potter County News	Publications	108.09
Praxair	Ambulance Supplies	222.28
R & K Mechanical	Auditorium Supplies	43.00
Robbennolt, Anne	Park Signs Repair	350.00
Sam's Club	Swimming Pool Membership Fee	45.00
Schatz Electric	Airport Repair	1,369.81
Schlachter's Lumber	Streets and Swimming Pool Supplies	572.77
Servall Uniform	Police, Fire Hall, Finance, & Airport Rugs	113.43
South Dakota One Call	One Call Charges	9.45
South Dakota Retirement System	Retirement	2,533.04
The Burg	Police Fuel	13.43
The Lodge at Deadwood	Airport Conference	182.00
Triple L	Finance Snow Removal	143.10
True Value	Streets and Swimming Pool Supplies	886.30
US Postmaster	Postage for Water Bills, Stamps	417.31
Venture Communications	Phone, Internet, & Alarm	750.74
Verizon Wireless	Police and Shop Cell Phone	256.75
Vila's	Finance, Park and Streets Supplies	35.48
Wager, Ben	Water Deposit Refund	49.40
<b>TOTAL CHECKS</b>		<b>111,531.40</b>

Moved by Hause, Bliese seconded, motion carried to approve the minutes from April 4, 2016.

Moved by Everson, Bliese seconded, motion carried to approve Accounts Payable with removing the tax for Triple L and calling and cancelling the contract for snow removal.

Employee Handbook was tabled for next month. The handbook committee is waiting for information from the Finance Office to merge all the forms back into handbook so the committee can do a final review before presenting to the council. Nagel said it is legally up to the city attorneys to make sure the forms are up to date since they are the ones defending that for the city.

Claims Associates found no negligence on the City's part on Michelle Hawkinson's claim in the alley.

Motion by Everson, Nagel seconded motion carried to table the 911/Dispatch bill the County would like the city to pay half of until the police commission come and talk to the council.

Moved by Bliese, seconded by Nagel, motion carried to adjourn the 108<sup>th</sup> council.

ATTEST:

WITNESS:

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Daniell Ablott, Finance Officer

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Bill Wuttke, Mayor

Mayor Wuttke called the first meeting of the 109<sup>th</sup> Council to order. Present at this meeting were Mayor Bill Wuttke, Ron Larson, Pat Everson, Fran VanBockel (Joined meeting at 7:20), Dawn Nagel, Mick Bliese, and Bryan Hause. Also present was Russell Anderson, Maintenance Supervisor, Daniall Ablott, Finance Officer, Mark Kessler, Police Chief, Larry Madsen, Erving Potts, Kara Williams, Economic Development Director, Beth Hamburger, Ambulance Director, Steven Zuber, EMT, and Lynell Jessen, EMT.

Nominations were open for the President and Vice President of the Council. Moved by Nagel, Bliese makes motion that nominations cease and unanimous ballots be cast, Hause seconded, motion carried to nominate Pat Everson as President of the Council. Moved by Nagel, Bliese makes motion that nomination cease, unanimous ballot be cast motion carried to nominate Bryan Hause as Vice President of the Council.

Mayor Wuttke then read the list of appointed positions for the following:

- Airport Manager: Russell Anderson
- Assistant Airport Manager: Michael Fischer
- Attorney: Michael and Sarah Larson
- Official Depositories: Bank of the West and Great Western Bank
- Health Officer: Robert Scheckler
- Official Newspaper: Potter County News

Mayor Wuttke then read the Council Appointments:

- Airport: Wuttke and Bliese
- Animal Control: Everson and Nagel
- Parks and Recreation: Hause, VanBockel, Everson
- Building Permits: Bliese and Larson
- Drug Policy: VanBockel and Nagel
- Economic Development: Wuttke and Everson
- Finance Office and Maint Building: Wuttke and Bliese
- Fire Department and Auditorium: Larson and Bliese
- Health and Safety: Nagel and VanBockel
- Law Enforcement: Wuttke, Nagel, and Everson
- Rubble Site: Bliese, Larson and VanBockel
- Streets: Hause and Everson
- Water and Wastewater: Hause and Larson
- 5-Year Planning Commission: Hause and Nagel

Motion by Everson, Nagel seconded, motion carried to approve committee appointments.

Larry Madsen addressed the Council regarding drainage on Logan Avenue. Madsen would like it noted on record that he is opposed to putting in a pipe and is in favor of maintaining an open ditch.

Beth Hamburger reported that the new ambulance back with the power load in. Steven Zuber has been looking into a generator for the Fire Hall to power on the lights, doors, and drops to keep all vehicles charged. VanBockel moves, Nagel seconds motion carried to go forward with bids for a generator leaving it up to the electricians on the size of a generator needed. Zuber stated the bid needs to include

pouring the pad and the gas line. Beth is having a party Thursday, May 5, 2016 for the 6 new EMT's. Everyone else has lost EMT's, Gettysburg has gained. \$40,600 in donations were received which is about \$7000 short of the cost of 2 Power Lifts and installation. Moved by VanBockel, Bliese seconds motion carried to use the contingency fund if needed to purchase the 2<sup>nd</sup> Power Lift.

The meeting was opened to the public for any comments regarding the malt beverage licenses for the period of July 2016 to June 2017. All of the licenses are renewals. Moved by VanBockel, Larson seconded, motion carried to approve malt beverage licenses for Gas N Goodies, Medicine Rock Café, Liberty Lanes, and The Burg.

Kara Williams, Economic Development Coordinator came to introduce herself to the Council. She is the part time Coordinator is overseeing the revolving loan fund. Kara's big focus is on the housing issue.

Chief of Police, Mark Kessler gave his police report for the month of April. Luke Kleinlein did pass his tests and training and is now a Certified Police Officer.

Moved by Nagel, VanBockel seconded, motion carried to have Spring Clean Up Week from May 12 to May 20, 2016.

Maintenance Supervisor Anderson said Bret Bauer has promised and we have not seen any results for the Park Irrigation. Moved by Everson, Hause seconded (VanBockel – Nay) motion carried to hire Dunes Golf to complete the park irrigation.

Motion by Nagel, seconded by VanBockel, motion carried to leave the opening date of the swimming pool up to the pool committee and the pool managers.

There were two fuel bids from North Central Farmers Elevator for the following: Unleaded \$1.946 and Ruby Field Master \$1.64. Fischer Oil Company: Unleaded #2.16 and Ruby Field Master \$1.65. Moved by Bliese, Nagel seconded motion carried to accept the bid from North Central Farmers Elevator.

Motion by Everson, VanBockel seconded, motion carried to permit Deputy Finance Officer Susanne Conradie and Finance Officer Ablott to attend Human Resource and Finance Officer Training in Spearfish and close the office from Tuesday, June 7 and Reopen Monday June 13 with water bills not due until June 13, 2016. Finance Officer Ablott reported that the Water Bacterial Site Plan was approved by the state.

The following building permits were presented:

- |                  |                   |                    |
|------------------|-------------------|--------------------|
| ○ Paul Nelson    | House             | 614 S Exene St     |
| ○ William Lehman | Fence             | 309 S Main St      |
| ○ Tyler Fischer  | Deck              | 105 N Harrison St  |
| ○ John Tanner    | Garage Addition   | 202 S Mannston St  |
| ○ Craig Hunnel   | Fence             | 207 S Broadway St  |
| ○ Greg Roseland  | House             | 504 S Broadway St  |
| ○ Kenny Goebel   | Addition to House | 305 E Garfield Ave |
| ○ Justin Cronin  | Deck              | 310 Dakota Street  |

Motion by Hause, VanBockel seconded, motion carried to approve these building permits.

Motion by Everson, VanBockel seconded motion carried to go into executive session for personnel at 8:15 PM. Council reconvened at 9:21 PM.

Moved by Bliese, VanBockel seconded (Hause – nay) motion carried to hire Susanne Conradie as the Deputy Finance Officer at \$12.50 an hour up to 30 hours per week and South Dakota Retirement and a \$0.50 raise at the end of the 6 month evaluation as in the policy book.

Motion by Hause, VanBockel seconded motion carried to hire the following pool personnel for 2016 at these rates:

Assistant Pool Managers: Alyssa Haberer and Michelle Storkson at \$12.25 per hour with a \$0.50 an hour raise if WSI is achieved.

Lifeguards: Hope Owens, Bailey Zweber, Alex Martinez, Taylor Frost: and Cole Nafziger at \$9.50 per hour with the option of a \$0.50 per hour raise upon the WSI achievement.

Moved by Hause, VanBockel seconded motion carried to allow Chad Sawyer to use the swimming pool for his Freediving Courses but he will be required to pass a background check and provide proof of insurance with the City's name on the policy. Hause would like to thank Corey Wannamaker, Daniall Ablott, Julie Schaunaman, the school the Potter County news for doing what they could to get applicants to come forward and be able to support our pool.

Upon Luke Kleinlein bringing us necessary papers showing his certification, he will get his \$1.00 an hour raise that was previously voted on.

Correspondence: Ablott has copies of the Economic Development Financials for 2015 and the first quarter 2016 available. The South Dakota Public Fit Fund annual report is also available. There is a 2016 Recruitment Program available for hospitals or facilities looking for doctors, nurses, and EMT's if anyone is interested in that.

Round Table Discussion – VanBockel asked the Council to go to them on the drainage instead of them coming to us. Everson said if anyone is out walking and a dog comes out after you call the police department. The dogs should not come after you or your dog if you are out walking. Wuttke reported that he spoke with Philip at Lamb Motors and the new police vehicle is in the works to be assembled.

Motioned by Bliese, VanBockel seconded motion carried to adjourn at 9:30 PM.

Attest:

Witness

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Daniall Ablott, Finance Officer  
Published at the approximate cost of \$

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Bill Wuttke, Mayor