

Pursuant to the due call and notice thereof, the City Council met in regular session on May 6, 2019, at 7:00 PM. Those present were Mayor Bill Wuttke, Phillip Nagel, Fran VanBockel, Dawn Nagel, Kelly Archer, and Adam Roseland. Also present were Dave Mogard, Chief of Police, Shiann Hauptert, Police Officer, Russell Anderson, Maintenance Supervisor, Sheila Schatz, Finance Officer, Michael Larson, City Attorney, Kara Williams, Economic Development, Todd Goldsmith, KLJ Engineering, Dean VanDeWiele, P.E. SD DOT, Dan Vockrodt, P.E., SD DOT, Shawna Shaw, Auditor, Eric Ellwanger, and Tyler Fischer.

Moved by Roseland, D. Nagel seconded, to approve the minutes from the April 1, 2019, meeting. All members present voted Aye. Motion carried.

VOUCHERS PAYABLE

Payroll Expense by Department:

Airport	\$66.24
Ambulance	\$456.08
Council	\$3,275.84
Finance Office	\$5,175.67
Parks	\$120.67
Police	\$5,836.54
Pool	\$579.26
Rubble Site	\$132.48
Sewer	\$1,866.74
Snow Removal	\$4,628.46
Streets	\$5,385.50
Water	\$4,483.01
Total Payroll Expense by Department	\$32,006.49
Net Payroll	\$22,813.66
AFLAC	Supplemental Insurance \$350.06
Agtegra	Fuel \$1,865.71
B&R Truck Repair, Inc.	Snow Removal Equip. Repairs/Maintenance \$4,900.20
Balco Uniform Co., Inc.	Police Equip. \$237.85
Bank of the West	Payroll Taxes and Sales Tax \$7,042.36
Blue Tarp Financial	Northern Tools Annual Perk \$39.99
Butler Machinery Co.	Streets Equip. Repairs/Maintenance \$563.20
CarQuest	Streets Equip. Repairs/Maintenance \$86.62
Child Support Services	Payroll Deduction \$568.00
Dakota Farm & Ranch Supplies	Street, Annex, Ambulance, Police, Fire & Parks Supplies \$2,471.02
Dana Safety Supply, Inc.	Police Equip. \$284.00
DCI Credit Service	Payroll Deduction \$150.00
Decker Repair & Welding	Streets Supplies \$79.60
Dollar General	Finance & Pool Supplies \$37.44
Gall's Inc.	Police Supplies \$584.57
Gas-n-Goodies	Car Washes \$18.00

Gettysburg Development Corp	BBB Taxes	\$762.44
Great Western Bank	Police, Finance & Airport Supplies	\$690.33
Heartland Waste	Garbage Fee	\$6,224.63
Hoven Coop Service Co.	Street Equipment Repairs/Maintenance	\$190.25
John Deer Financial	Snow Removal Equipment Repairs/Maintenance	\$90.80
Kaylei's Liquor Store & More, LLC	Office Supplies	\$10.97
Keep It Safe	Computer Backups	\$160.00
Marco	Finance Supplies	\$87.78
Med-Tech Resource, Inc.	Police Supplies	\$231.72
Mid Dakota Rural Water	City & Airport Water	\$14,397.00
Midway Parts	Streets, Parks & Airport Repairs/Maintenance	\$274.53
Midwest Alarm	Fire Alarm Testing	\$595.00
Mike's Repair	Streets & Parks Equipment Repairs/Maintenance	\$490.85
Mogard, David	Police Conference & Supplies	\$58.00
Montana Dakota Utilities	Gas, Electric & Lighting	\$6,887.15
New Creations	Police, Airport & Finance Office Supplies	\$297.63
Northwest Pipe Fittings, Inc.	Water & Sewer Repairs & Supplies	\$11,231.96
Oahe Area Youth Center, Inc.	Annual Stipend	\$5,500.00
O'Herron	Police Equipment	\$726.20
Petty Cash	Petty Cash	\$42.04
Potter County News	Police, Pool, Council, Finance, Street & Rubble Site Advertising	\$712.25
Praxair	Ambulance Oxygen	\$240.74
Principal Financial Group	Life Insurance	\$71.96
Schatz Electric, Inc.	Sewer & Airport Repairs/Maintenance	\$300.00
Schatz, Sheila	Conference Mileage	\$84.00
Schlachter Lumber	Annex & Pool Repairs/Maintenance	\$206.56
SD Department of Revenue	Water Testing	\$211.00
SD Government Finance Officers	Finance Officer Conference	\$150.00
SD Human Resource Association	Human Resources Conference	\$100.00
Servall	Finance, Airport, Ambulance, & Police Rugs	\$115.86
Sharpe Enterprises, Inc.	Elevator Street Project & Airport Fuel Project	\$70,500.10
South Dakota One-Call	One-Calls	\$1.05
South Dakota Retirement System	Retirement	\$3,618.83
The Lodge at Deadwood	Police Travel & Conference	\$243.00
Titan Machinery	Street Repairs/Maintenance	\$75.70
True Value	Streets, Pool & Park Supplies	\$586.21
US Bank/First National	Quarterly Sewer Loan	\$8,930.13
US Postal Service	Water Bill Postage	\$168.28
Venture Communications	Phones, Faxes, & Internet Services	\$918.50
Verizon	Street & Police Phones	\$535.72
Wager, Shane	IT Work for Airport, Finance & Police	\$300.00
Wellmark BCBS	Health Insurance	\$9,377.64
Wex Bank	Ambulance Fuel	\$501.52
TOTAL CHECKS		\$188,990.61

Moved by P. Nagel, VanBockel seconded, to approve the vouchers payable. All members present voted Aye. Motion carried.

Motion by D. Nagel, Roseland seconded, to adjourn the 111th council at 7:03 PM. All members present voted Aye. Motion carried.

Mayor Wuttke called the first meeting of the 112th Council to order.

Nominations were open for President and Vice President of the Council. Moved by VanBockel, D. Nagel seconded, to approve to nominate Phillip Nagel as President of the Council. All members present voted Aye. Motion carried. Moved by D. Nagel, VanBockel seconded, that nomination cease and to cast a unanimous ballot for Phillip Nagel as President. All members present voted Aye. Motion carried. Moved by D. Nagel, VanBockel seconded, to approve to nominate Adam Roseland as Vice President of the Council. All members present voted Aye. Motion carried. Moved by D. Nagel, VanBockel seconded, that nomination cease and to cast a unanimous ballot for Adam Roseland as Vice President. All members present voted Aye. Motion carried.

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

- Airport Manager: Russell Anderson
- Assistant Airport Manager: Tyler Fischer
- Attorney: Michael 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, P. Nagel and D. Nagel
- Animal Control: Roseland and Archer
- Parks and Recreation: Archer and D. Nagel
- Building Permits: Archer and Roseland
- Economic Development: Wuttke and Archer
- Finance Office and Maintenance Building: Wuttke, P. Nagel and VanBockel
- Fire Department and Auditorium: Wuttke, P. Nagel and Archer
- Health and Safety and Drug Policy: Wuttke, P. Nagel and VanBockel
- Law Enforcement: Wuttke, P. Nagel and VanBockel
- Rubble Site: VanBockel and Warner
- Streets: Roseland, D. Nagel and Archer
- Water and Wastewater: Roseland, D. Nagel and Warner
- 5-Year Planning Commission: Wuttke, D. Nagel and Roseland

Motion by P. Nagel, VanBockel seconded, to approve committee appointments. All members present voted Aye. Motion carried.

Shawna Shaw, Auditor and Eric Ellwanger addressed the Council regarding an abatement on Ellwanger's 2018 tax assessment for the new house he built in 2016. It was explained that there were numerous errors which have since been corrected. Regulation shows that the City must approve the abatement before the Commissioners can move ahead to approve. Moved by VanBockel, Archer seconded, to approve the abatement and move forward with the changes to correct the 2018 tax assessment. All members present voted Aye. Motion carried.

Tyler Fischer of the Potter County Sportsmen's Club addressed the Council regarding the possibility of leasing approximately 1-2 acres at the Civil War Site to build a trap shooting range. The Council decided to discuss this in more detail at the next meeting after reviewing existing lease agreements.

Dean VandeWiele, P.E., SD DOT addressed the Council with updates on the upcoming 212 Highway Project. Attorney Larson will look through the proposed agreement and it will be on next month's agenda to discuss further.

Todd Goldsmith, KLJ Engineering, gave updates that both the Elevator Street Project and Airport Fuel Project have been completed. Pay requests were handed in for approval. Goldsmith also addressed finishing our new city map after some discussion was had regarding vacating a few streets. There will be further discussion on the same at next month's meeting.

AT&T updates on the water tower were discussed and further research is being done. This will be discussed further at our next meeting.

Website was discussed and further research, discussion and work needs to be done. A committee of P. Nagel, D. Nagel & VanBockel will help with this. This will be discussed at our next meeting.

Moved by Roseland, VanBockel seconded, to table the approval of updated police policy until June meeting. All members present voted Aye. Motion carried.

Moved by Roseland, D. Nagel seconded, to approve Second Reading of Ordinance #2019-3-4 amending Chapter 10.28 by adding Chapter 10.28.120 No Parking.

ORDINANCE #2019-3-4

AN ORDINANCE AMENDING CHAPTER 10.28 VEHICLES AND TRAFFIC SECTIONS OF THE GETTYSBURG MUNICIPAL CODE

BE IT ORDAINED by the City of Gettysburg Common Council that Section 10.28.120 is amended to read as follows:

Title 10

CHAPTER 10.28.120 No Parking

A. Streets designated as "no parking":

1. Intersection North side of Blaine & West side of Harrison: 70' marked in yellow paint with "No Parking" sign installed.
2. Intersection of North side of King & West side of Mannston: 70' marked in yellow paint with "No Parking" sign installed.

Roll call was as follows: Roseland – Aye; Archer – Aye; D. Nagel – Aye; VanBockel – Aye; and P. Nagel – Aye. Motion carried.

Mogard gave his police report. Mogard informed that Officer Hauptert would be gone June 10-21, 2019, for D.A.R.E. program and that he would be gone June 13-16, 2019, for federal court in Pierre. Mogard discussed option of police equipment he would like to surplus. He will provide a listing at June meeting for further discussion.

Mogard informed the Council that Officer Hauptert checked out AED (Automated External Defibrillator) units throughout town. It was discussed that all entities with AED units need to be reminded to do annual checks and make sure pads are not outdated and batteries are working properly. Moved by VanBockel to purchase (3) new AED units. Motion died for lack of a second. Moved by Roseland, P. Nagel seconded, to approve purchase of new batteries and pads for the (3) City AED units. All members present voted Aye with the exception of VanBockel voting Nay. Motion carried.

Mogard discussed option of placing cameras at the Airport. Moved by P. Nagel, Archer seconded, to approve purchasing and installation of new cameras at the airport. All members present voted Aye. Motion carried. Mogard informed the Council that the training he and Officer Hauptert had recently attended was very beneficial.

Anderson gave maintenance report. Anderson informed Council that they had (3) applications turned in for the Rubble Site Manager's position and he would like to have a decision on hiring made in executive session, if possible.

Anderson addressed the Council regarding the City's Dodge pickup. He asked approval to purchase a new pickup. The money has been budgeted for new equipment. Moved by Roseland, D. Nagel seconded, to approve purchase of a new Ford pickup through state bid from Lamb's for \$28,627.00. All members present voted Aye with the exception of P. Nagel abstaining his vote. Motion carried.

Anderson also addressed the Council regarding the green dump truck needing repair in the approximate cost of \$12,000 for a rebuilt motor to replace the 1978 motor. He did research and found a good used 1996 truck for sale at a reasonable cost. He asked approval to purchase the newer truck and to also have the green dump truck repaired. Moved by Archer, Roseland seconded, to approve the purchase of the 1996 dump truck for \$25,000 and to do more research to find another used truck rather than repairing the 1978 motor, if possible. All members present voted Aye. Motion carried. This will be discussed further at our next meeting.

Anderson informed the Council that the Ford Explorer we will be using as the airport courtesy car needs the battery tested as it is not working properly. He will take it in to be looked at. The courtesy car rules sign, sign out sheet, and in/out mileage book are all ready to be taken to the airport and Anderson will take care of that.

Anderson explained that the Mobridge Airport is now closed for their upcoming airport project and UPS and the life flights from Mobridge will be flying into Gettysburg for approximately the next 5 months at least. Schatz informed the Council that she checked into advertising with AirNav for our airport fuel system which would cost \$20 per year. Moved by Roseland, P. Nagel seconded, to approve advertising with AirNav for \$20 per year and to also put an advertisement in our local newspaper so the community is aware. All members present voted Aye. Motion carried. Schatz informed the Council that the AvGas is at \$4.85 and Jet-A is a \$4.35 per gallon and the Jet-A does have the anti-gel additive, Prist. The fuel is set up as pre-authorization by gallons.

There was one fuel bid from Agtegra for the following: Unleaded 10% Ethanol FTE \$2.615 and Ruby Fieldmaster at \$2.49. Moved by Roseland, D. Nagel seconded, to accept the fuel bid from Agtegra. All members present voted Aye. Motion carried.

Anderson advised the Council that the pool is cleaned and paint is purchased and they are just waiting for cooperative weather to finish getting it ready. Hiring of pool personnel will be discussed in executive session. Moved by Roseland, D. Nagel seconded, approval of advertisement of pool opening once date has been decided by the pool manager and assistant manager. All members present voted Aye. Motion carried.

Anderson updated the Council that the library project is going well but will be on hold now until next winter.

Schatz gave the finance officer's report. Council was each given a copy of the year-end report and it was filed on time with the State.

Moved by VanBockel, P. Nagel seconded, to accept ambulance write-offs in the amount of \$577.15. All members present voted Aye. Motion carried.

Schatz explained she had polled the Council regarding approval to cut the Oahe Area Youth Center's annual stipend of \$5,500 at the May meeting rather than waiting until June and majority approved. Moved by P. Nagel, Roseland seconded, to approve the annual stipend payment in the amount of \$5,500 for the Oahe Area Youth Center be given in May. All members present voted Aye. Motion carried.

Moved by VanBockel, Roseland seconded, to approve the renewals for Retail (on-off sale) Malt Beverage and Retail (on-off sale) Wine licenses for 2019/2020 for Gas N Goodies, Liberty Lanes, Stan's, Westside Firehouse Diner, 212 Mini Mall, and Dollar General. All members present voted Aye. Motion carried.

Schatz asked Council's approval on advertising the office being closed from June 11-14, 2019, due to finance officer school which was previously approved. Moved by D. Nagel, Roseland seconded, to approve the advertising of office being closed June 11-14, 2019. All members present voted Aye. Motion carried.

Schatz asked approval to attend the Municipal Debit/Credit Workshop on June 26, 2019. Moved by VanBockel, D. Nagel seconded, to approve Schatz to attend the Municipal Debit/Credit Workshop on June 29, 2019, and stay over if so desires since there are two classes back to back.

Schatz informed the Council of a new system (GovPayNet) for municipalities wherein we would be able to take credit card payments for utilities, permits, etc., that would not cost us anything. Schatz took a 30-minute webinar and stated it looked easy and thought it would be very beneficial for the City. There would be a 2.65% charge on anything related to utilities and a 4% charge on anything other than utilities charged directly to the customer from GovPayNet. There are (3) payment options customers would be able to utilize 1) by clicking into a link that would be put on our City website, 2) they can come into the office and have their card swiped, or 3) they may call in and we can do over the phone, on-line for them. Moved by Archer, VanBockel seconded, to approve going ahead with setting up the new credit card system for municipalities with GovPayNet. All members present voted Aye. Motion carried.

The annual car show on June 29, 2019, was discussed. Moved by VanBockel, D. Nagel seconded, to approve a one-day application for malt beverages for the Gettysburg Fire Department for the car show. All members present voted Aye. Motion carried.

Schatz advised the Council of a quote given from Cahill, Bauer & Associates LLC in the amount of \$7,000.00 for 2-year audit of 2017/2018. Kohlman, Bierschbach & Anderson, LLP quoted us \$14,500.00. Moved by VanBockel, Roseland seconded, to approve the hiring of Cahill, Bauer & Associates LLC to complete our 2-year audit of 2017/2018. All members present voted Aye. Motion carried.

Moved by D. Nagel, Archer seconded, to go into Executive Session for personnel at 9:41 PM. All members present voted Aye. Motion carried. Council reconvened at 10:15 PM.

Roseland informed that we received one application for new City Council member, Ward 1. Moved by Roseland, Archer seconded, to approve acceptance of appointing Seth Warner for new City Council member of Ward 1. All members present voted Aye. Motion carried.

Roseland informed that we received a few applications for the Rubble Site Manager position. Moved by Roseland, D. Nagel seconded, to approve acceptance of hiring Bert VanEssen as the new City Rubble Site Manager and pay him \$11.50 per hour. All members present voted Aye. Motion carried.

Moved by Roseland, D. Nagel seconded, to approve hiring of pool personnel as follows: Nadine Simon as the pool manager for the 2019 season at \$12.00 per hour; Sasha Cordell as the assistant pool manager at \$11.00 per hour; returning lifeguards, Joey Wheeler at \$9.50 per hour, Leah Mogard at \$9.25 per hour, and Alex Martinez at \$10.00 per hour; and new lifeguards, Logan Decker at \$9.00 per hour, Dylan Drew at \$9.00 per hour and Jaydon Goebel at \$9.00 per hour. All members present voted Aye. Motion carried.

Correspondence:

Department of Environment and Natural Resources recognizes City of Gettysburg for Drinking Water Compliance. PIERRE – The South Dakota Department of Environment and Natural Resources (DENR) announced today that the City of Gettysburg public water system and the system's operation specialists have been awarded a Drinking Water Certificate of Achievement Award.

"Most customers don't realize what it takes to meet all of the requirements of the Safe Drinking Water Act and all too often take for granted the efforts done behind the scenes to protect the health and welfare of their community by these unsung heroes," said DENR Secretary Steve Pirner. "DENR wants to recognize the City of Gettysburg and their system operation specialists for their diligence in providing safe drinking water to their customers in 2018."

The systems operation specialists are Russell Anderson and Gregg Gerber.

To qualify for the Drinking Water Certificate of Achievement Award, public water systems and their system operations specialists had to meet all of the following requirements for 2018:

- compliance monitoring and reporting,
- drinking water standards, and
- certification requirements.

Round Table: Wuttke welcomed Officer Haupert. P. Nagel wanted to thank the maintenance crew for getting the rain gutter at the Fire Hall fixed. Mogard wanted to also thank the maintenance crew for decommissioning the Ford Explorer so it is ready to be used as our airport courtesy car. Officer Haupert mentioned another complaint regarding the signs at intersection of Hilltop & Commercial. Williams stated that NECOG does have possession of the

deed for the Medicine Rock Café and it is for sale. It will be advertised and if anyone is interested and wanting to take a look inside, they may contact Kara Williams at Economic Development. NECOG is also taking the lead on the Bakery and will start advertising for that, as well. D. Nagel wanted to thank Sheila & Susanne for their good work.

Moved by P. Nagel, VanBockel seconded, motion to adjourn at 10:27 PM. All members present voted Aye. Motion carried.

Attest:

Witness

Sheila K. Schatz, Finance Officer
Published at the approximate cost of \$

Bill Wuttke, Mayor