

Unapproved Minutes
Gettysburg, South Dakota
August 7, 2019

Pursuant to the due call and notice thereof, the City Council met in regular session on August 7, 2019, at 7:00 PM. Those present were Mayor Bill Wuttke, Phillip Nagel, Brad Frost, Fran VanBockel, Dawn Nagel, and Kelly Archer. Also present were Dave Mogard, Chief of Police, Shiann Hauptert, Police Officer, Russell Anderson, Maintenance Supervisor, Sheila Schatz, Finance Officer, Kara Williams, Economic Development, Robert Sheckler, Avera Gettysburg Hospital, Michael Larson, City Attorney, Beth Hamburger, Ambulance Director, Cheryl Sautner, and Carl Hawkinson.

Oath of Office was given to Brad Frost as Alderman for Ward 1 by Mayor Wuttke.

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

VOUCHERS PAYABLE

Payroll Expense by Department:

Airport	\$926.64
Ambulance	\$846.32
Council	\$3,282.50
Finance Office	\$3,562.43
Mayor	\$1,180.00
Parks	\$1,548.02
Police	\$7,659.00
Pool	\$9,886.29
Rubble Site	\$1,926.55
Sewer	\$1,594.30
Snow Removal	\$0.00
Streets	\$7,379.81
Water	\$4,514.94
West Nile	\$378.75
Total Payroll Expense by Department	\$44,685.55
Net Payroll	\$33,657.39
AFLAC	Supplemental Insurance \$517.67
Agtegra	Fuel \$1,255.27
AirNav, LLC	Membership/Advertising \$70.00
Avera Occupational Medicine	Drug Testing \$89.74
Bank of the West	Payroll Taxes, Sales Tax & Safety Deposit Box \$9,996.60
Blue Tarp Financial	Police Supplies \$94.98
Brown Agronomy	Park Supplies \$273.55
Child Support Services	Payroll Deduction \$568.00
Clia Laboratory Program	Ambulance Lab Fees \$180.00
Clubhouse Hotel & Suites	Travel & Conference \$156.00

Dakota Farm & Ranch Supplies	Street, Airport, Pool, Annex, Police, Sewer, & Park Supplies	\$869.90
DCI	Payroll Deduction	\$150.00
Dollar General	Police, Street, Pool & Finance Office Supplies	\$103.80
Emergency Medical Products, Inc.	Ambulance Supplies	\$15.98
Gall's, Inc.	Police Supplies	\$133.35
Gas-n-Goodies	Police Car Washes	\$36.00
Gettysburg Development Corp.	BBB Taxes	\$1,594.97
Gettysburg Fire Dept.	EMTs Who's Responding	\$247.60
Heartland Waste	Garbage Fee	\$5,718.96
Jensen Rock & Sand, Inc.	Road Improvements	\$58,964.50
John Deer Financial	Park & Street Supplies	\$450.84
Kaylei's Liquor Store & More, LLC	Pool & Finance Office Supplies	\$37.75
Kiefer Swim Products	Pool Supplies	\$197.03
KLJ Engineering	Street & Airport Projects	\$4,930.02
Keep It Safe	Computer Backups	\$160.00
Kent Huckins	Lifeguard Training	\$400.00
Logan Electric, Inc.	Finance Office Supplies	\$45.24
Marco	Copier Lease	\$89.28
Michael Larson	Legal Fees	\$1,215.00
Mid Dakota Rural Water	City & Airport Water	\$14,863.50
Midway Parts	Pool & Street Supplies	\$48.31
Montana Dakota Utilities	Gas, Electric & Lighting	\$5,050.69
New Creations	Pool & Finance Office Supplies	\$514.78
Northwest Pipe Fittings, Inc.	Sewer Supplies	\$4,591.58
Potter County News	Pool, Animal, Finance & Liquor Advertising	\$346.49
Praxair	Ambulance Oxygen	\$250.15
Principal Financial Group	Life Insurance	\$80.34
Ritter, Carol	Professional Services – EMT Training	\$1,190.00
Sam's Club	Pool Concessions	\$662.86
Sanitation Products	Street Equip. Repairs/Maintenance	\$4,658.50
Schatz Electric, Inc.	Police & Park Repairs/Maintenance	\$401.55
Schlachter Lumber	Street, Sewer & Annex Supplies	\$76.45
SD Department of Revenue	Water Testing	\$211.00
Servall	Finance, Airport, Ambulance, & Police Rugs	\$193.93
ServiceMaster of Pierre	Carpet Cleaning	\$454.74
Simon, Nadine	Mileage	\$268.80
South Dakota One-Call	One-Calls	\$21.00
South Dakota Retirement System	Retirement	\$3,992.32
Strykker	Maintenance Agreement	\$912.00
True Value	Finance, Street, Pool, Police, & Water Supplies	\$266.59
US Bank/First National	Sewer Loan	\$8,930.13
US Postal Service	Water Bills Postage	\$310.80
Venture Communications	Phones, Faxes, & Internet Services	\$935.87
Verizon	Street & Police Phones	\$427.61

Wager, Shane	July IT Retainer	\$120.00
Wellmark BCBS	Health Insurance	\$8,683.80
Wex Bank	Ambulance Fuel	\$292.60
Zuber Refrigeration	Pool & Fire Dept. Repairs/Maintenance	\$291.73
TOTAL CHECKS		\$181,267.54

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

Cheryl Sautner discussed purchasing of radios for law enforcement, firemen and emergency management. The radios are obtained by applying for the Emergency Management Grant through the State. Sautner will keep us advised as to when the radios can be purchased. There are three phases to this and we are on the third phase.

Mayor Wuttke informed the siren at the fire hall is now operable, however, it is being checked into whether or not they can wire it direct and use the generator to back it up rather than dealing with battery chargers, etc.

Robert Sheckler addressed the Council regarding obtaining the cop shop property for the building of the new hospital. Attorneys from both the City and the Hospital are discussing the deeding over of said property once proper documentation has been drawn up. Moved by P. Nagel, D. Nagel seconded, to approve the surplus of Lot 2, Gettysburg Medical Center Addition. All present voted Aye. Motion carried. Sheckler also mentioned that on Sept. 9, 2019, they will be having a groundbreaking ceremony for the new hospital. As of Oct. 1, 2019, Avera will be acquiring the clinic from Rural Health, Inc. At that time, the clinic will be torn down and the clinic will have to be moved into the hospital for the duration of the build. The helicopter pad will also be torn out at this time and we will be picking up the helicopter crew at the airport during said time.

Beth Hamburger addressed the Council that Samantha Shaw has passed the EMT course and testing and would like to be hired on to the Gettysburg EMT staff. If hired, a handheld radio will need to be ordered for her. Also, one of the power lifts is being looked at for repair under our service contract. Hamburger informed that last year ambulance had 120 calls and they are over 90 already this year. Hamburger also informed that there is a Care Flight insurance plan which is \$49.00 per year for a family to cover the expense of being flown out for medical reasons. Sanford and Avera reciprocate with one another and the person is flown to where needed. The information can be picked up at our hospital.

Attorney M. Larson is still in the process of going through the new police guidelines.

Moved by VanBockel, P. Nagel seconded, to approve the new HIPPA Acknowledgment form and the City of Gettysburg/Gettysburg Ambulance HIPAA Notice of Privacy Practices drawn up by Attorney M. Larson. All members present voted Aye. Motion carried.

The City is reaching out to two parties in town who do tree trimming and removal to get a quote for the Park with the City crew hauling the debris out. A decision will be made at the special meeting on Aug. 19, 2019, based on the quotes.

An employment application for Samantha Shaw as a certified EMT was presented to the Council for their approval. Moved by VanBockel, P. Nagel seconded, to approve this application at the base EMT wage. A handheld radio will be ordered for her. All members present voted Aye. Motion carried.

Sheckler asked for letters to be written from the President of both the County Commissioners and the City and the City Mayor to DENR showing our support towards the new hospital. Moved by Archer, D. Nagel seconded, to approve the writing and sending of letters by President Nagel and Mayor Wuttke to DENR showing our support that it is in the best interest for the City to have the DENR do their inspection and the new hospital to be built. All members present voted Aye. Motion carried.

A Retail (on-sale) Liquor License Application was presented to the Council from Carl of the Westside Firehouse Diner, LLC. Moved by P. Nagel, VanBockel seconded, to approve the acceptance and signing of the Retail (on-sale) Liquor License Application and the On-Sale Liquor Operating Agreement for Westside Firehouse Diner, LLC. All members present voted Aye. Motion carried.

Ordinance 2019-7-11 was presented for first reading. Moved by D. Nagel, P. Nagel seconded, to approve first reading of Ordinance 2019-7-11 establishing procedure for the issuance and regulation of on-sale licenses for full-service restaurants in the City of Gettysburg, South Dakota. All members present voted Aye. Motion carried.

Ordinance 2019-7-12 was presented for first reading. Moved by VanBockel, Archer seconded, to approve first reading of Ordinance 2019-7-12 amending Chapter 5.08.040 Alcoholic Beverages-License Classification-Fees to include "4. Full-Service On-Sale Restaurant (see Ordinance 2019-7-11 for guidelines) – any person who sells, or consumption on the premises where sold under and having the facilities referred to therein --- \$1200.00 per year fee". All members present voted Aye. Motion carried.

Archer addressed the Council that he had someone approach him regarding interest in purchasing a lot at the economic development industrial lot for the possibility of erecting a seed warehouse. Williams and Economic Development are in the process of having this person attend their monthly meeting to present this to the board and discuss in further detail.

Carl from the Westside Firehouse Diner wanted to let the Council and the public know that on Saturday, September 14, 2019, a poker run will be coming through Gettysburg to

fundraise through a foundation out of Pierre who is partnering with the new Helmsley Center for local cancer health as far as lodging, transportation, etc. There will be approximately 150 motorcycles and 50 StreetMaster cars coming through on this date.

Mogard gave his police report. Four letters were sent out regarding lawn mowing and tree trimming ordinances. The Vail building has been turned over to Attorney M. Larson regarding the building and timeframe of it being torn down. Mogard will try to stop and visit with Vail and ask her to attend our short special meeting on Aug. 19, 2019, to express to us the exact timeline on her plans for demolition of the building.

Mogard updated that the Animal Vaccination Clinic was down somewhat this year from last year. D. Nagel mentioned that some years being down may be due to some vaccinations are good for two years.

Mogard updated Council that Schatz Electric repaired both radars on the highway. Mogard also wanted to address the Council with the Care Flight Insurance that was mentioned earlier to see if the Council would be interested in making that a benefit for its city employees. Moved by P. Nagel, VanBockel seconded, to approve providing the Care Flight Insurance to its full-time employees for this year. All members present voted Aye. Motion carried. If a resolution needs to be done to revise the employee handbook to make this a long-term benefit, we can do this at a future meeting.

Mogard informed that State bids are coming out in September and he got quotes from C&B and from the State on snow tires for the squads. C&B is \$291.00 per tire. State bid is \$115.00 per tire. Moved by VanBockel, Archer seconded, to approve the purchase of 8 snow tires through the State bid. All members present voted Aye. Motion carried.

Mogard asked Council ideas regarding an impound area he could use to store impounded vehicles. Fencing in a small area at the airport was discussed. Moved by Archer, VanBockel seconded, to approve the purchasing of fence up to \$1,000 and have maintenance crew fence this area in to be used as an impound area. All members present voted Aye. Motion carried. Once complete, a discussion will be had at a future meeting to form an ordinance regarding an impoundment fee.

A short discussion was had on parking tickets. There is a 48-hour ordinance for parking and the fee is \$25.00.

Anderson gave maintenance report. Anderson updated the street repairs have been completed and sealing of roads will be starting soon. Anderson discussed the need to do some culvert and drain tile work in two areas. Moved by Archer, VanBockel seconded, to approve the purchase of pipe up to \$7,000 and for maintenance to fix two water issues. All members present voted Aye. Motion carried.

Anderson asked permission to write a letter to apply for North Central Water District Grant to help with the 212 Highway Project. Moved by D. Nagel, VanBockel seconded, to approve

the application for the grant through North Central Water District to help with 212 Highway Project. All members present voted Aye. Motion carried.

Anderson asked for motion to approve signing of the final change order and pay request on the Elevator Street Project. Moved by VanBockel, D. Nagel seconded, to approve signing of the final change order and pay request on the Elevator Street Project. All members present voted Aye. Motion carried.

Anderson updated on the Airport Taxilane Project. Morris, Inc., who was low bidder on the project, backed out of the contract. It can now either go to the second lowest bid or be rebid altogether. Moved by VanBockel, Archer seconded, to rescind the July 1, 2019, motion to approve the Notice of Award to Morris, Inc., on the hangar taxilane rehabilitation. All members present voted Aye. Motion carried. Moved by Archer, VanBockel seconded, to approve second lowest bid by Sharpe Enterprises, Inc., in the amount of \$284,620.70 for the Airport Taxilane Project and grant them the award pending FAA funding. All members present voted Aye. Motion carried.

Anderson and Schatz gave an update on the airport fueling system. Anderson asked for a motion to approve advertising closing of pool for the season. Moved by D. Nagel, VanBockel seconded, approval of advertising closing date of the pool for the season. All members present voted Aye. Motion carried.

There was one fuel bid from Agtegra for the following: Unleaded 10% Ethanol FTE \$2.305 and AvGas \$4.136. Moved by P. Nagel, Archer seconded, to accept the fuel bid from Agtegra. All members present voted Aye. Motion carried.

Schatz gave the finance officer's report. Schatz updated Council on how the 2017-2018 audit went and informed a meeting will be had with the auditors in the near future to go over their findings. Moved by VanBockel, D. Nagel seconded, to approve hiring Jason from Cahill to do some further training. All members present voted Aye. Motion carried.

Moved by VanBockel, P. Nagel seconded, to accept ambulance write-offs in the amount of \$1,245.59. All members present voted Aye. Motion carried.

Moved by VanBockel, D. Nagel seconded, to approve a special meeting on Monday, August 19, 2019, at 7PM to go over budget and do first reading of the same and to move September monthly meeting to Wednesday, September 4, 2019 at 7PM due to the Labor Day holiday on Monday the 2nd. All members present voted Aye. Motion carried.

Moved by D. Nagel, VanBockel seconded, to approve the following moving and building permits:

- MHM, Inc. – Jett Carlin – move 34x26 house from S. Harrison Street by Lutheran Church to N side of US 212 by State Shop
- Roy Combellick – move 30x10 storage shed from Huron to 205 N Main Street
- Alan Vetter – add on to west side of existing pole bldg. 16' at E Custer & N Kansas

All members present voted Aye. Motion carried.

No execution session was needed.

Correspondence: Letters from Claims Associates on a claim denial and on a work compensation claim were read. A CD at Bank of the West matured on August 3, 2019. Council has until August 12, 2019, to make any changes to same. Moved by P. Nagel; VanBockel seconded, to cash in CD for \$1859.33 and put in a savings account and add to an existing CD when matures next. All members present voted Aye. Motion carried. A Thank You is being written to Gary McCloud Memorial Bull-O-Rama for a donation that was given to the ambulance.

Schatz handed out the proposed budget to all Council and Mayor to go through in preparation for our special meeting on September 19, 2019, for first reading.

Round Table: P. Nagel thanks the Gary McCloud Memorial Bull-O-Rama for their donation. P. Nagel informed the new pickup for maintenance is behind schedule but will be on its way soon. All welcomed B. Frost as new Council member. Mogard informed on August 27, 2019, the local police departments will be doing domestic violence training at the Fire Hall from 9AM – 4PM. Williams wanted to remind the public that NECOG has taken the lead on the Medicine Rock but have only been on this since the second week in June. They have brought the price down and are motivated in selling the restaurant. Some discussion on leasing has been had. Also, the bakery has come down in price some and a majority of the baking equipment is still in the building. Williams also informed that lodging in Gettysburg is being worked on, as well. D. Nagel informed that a list of businesses that are on Highway 212 is being put together for signage during the 212 Highway Project. Schatz mentioned that taking payments via credit card now is working nicely.

Moved by VanBockel, P. Nagel seconded, motion to adjourn at 9:33PM. All members present voted Aye. Motion carried.

Attest:

Witness

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

Bill Wuttke, Mayor