

Pursuant to the due call and notice thereof, the City Council met in regular session on December 7, 2020, at 7:00PM at the City Finance Office in Gettysburg, SD and via ZOOM. Those present were Mayor Bill Wuttke, Philip Nagel, Brad Frost (via ZOOM), Fran VanBockel (via ZOOM- had technical difficulty on her end), Eric Ellwanger, Kelly Archer (via ZOOM), and Adam Roseland. Also present were Dave Mogard, Chief of Police, Russell Anderson, Maintenance Supervisor, Sheila Schatz, Finance Officer, and a few participants (via ZOOM).

Moved by Roseland, Ellwanger seconded, to approve the December 7, 2020, proposed agenda. All members present voted with roll call as follows: Nagel – Abstained, Frost – Aye, Ellwanger – Aye, Archer – Aye, and Roseland – Aye. Motion carried.

Moved by Nagel, Roseland seconded, to approve the minutes of the November 2, 2020, regular council meeting and the minutes of the November 13, 2020, special meeting. All members present voted with roll call as follows: Nagel – Aye, Frost – Aye, Ellwanger – Aye, Archer – Aye, and Roseland - Aye. Motion carried.

VOUCHERS PAYABLE

Payroll Expense by Department:

Airport	\$1,044.58
Ambulance	\$151.65
Council	\$0.00
Finance Office	\$2,534.81
Mayor	\$0.00
Parks	\$475.74
Police	\$7,334.60
Rubble Site	\$1,771.14
Sewer	\$2,552.20
Snow Removal	\$0.00
Streets	\$7,188.80
Swimming Pool	\$151.65
Water	\$4,454.71
West Nile	\$0.00
Total Payroll Expense by Department	\$27,659.88

Net Payroll		\$19,001.96
Aflac	Aflac Ins.	\$619.33
Agtegra	Fuel	\$1,471.49
Avera/DASFlex	Health Flex Plan	\$696.26
Avera Health Plans	Health Ins.	\$8,457.67
Bank of the West	Sales Tax & Payroll Taxes	\$6,283.96
Banyon Data Systems, Inc.	Annual Payroll Support	\$795.00
Bauer, Bret	Building Permit Fee Refund	\$60.00

B&R Truck Repair, Inc.	Streets Supplies	\$15.60
Cam-Wal	Unmetered LED Light	\$22.50
Child Support Services	Payroll Deduction	\$401.00
City of Gettysburg	Petty Cash	\$31.22
Clifford, Diane	Water Deposit Refund	\$100.00
Conradie, Susan	Prof. Svs.	\$1,125.00
Corporate Warehouse Supply	Finance Office Supplies	\$489.85
Cronin, Sara & Tregg	Water Deposit Refund	\$100.00
Dakota Farm & Ranch Supplies	Streets, Parks, Water, Police, Ambulance, Airport, Sewer, Pool, & Snow Removal Supplies	\$2,630.69
Emergency Medical Products, Inc.	Ambulance Supplies	\$271.18
Gall's, Inc.	Police Supplies	\$128.59
Gas-n-Goodies	Car Washes	\$18.00
Gettysburg Development Corp.	BBB Taxes	\$2,729.62
Heartland Pymt. Systems	Monthly CC Fees	\$220.05
Heartland Waste Mgmt., Inc.	Garbage	\$6,367.17
Insurance Benefits, Inc.	Airport Liability Ins. Renewal	\$2,293.00
John Deere Financial	Streets Supplies	\$218.40
Kaylei's Liquor Store & More	Police	\$9.98
Keep It Safe	Computer Backups	\$160.00
KLJ Engineering	Prof. Svs.	\$2,251.26
Logan Electric	Oxygen Tank Refills	\$140.37
Lomheim Repair	Streets Supplies	\$320.63
Marco	Copier Lease	\$90.93
Mid Dakota Rural Water Systems	Water Usage	\$15,442.25
Midway Parts	Streets, Snow, Sewer, & Auditorium Supplies	\$537.98
Midwest Alarm	Auditorium Fire Alarm Monitoring	\$81.00
Montana Dakota Utilities	Gas, Electric, and Lighting	\$4,307.36
Mueller Systems	Water Meters	\$780.50
Mugs Bar & Grill	Liquor Refund	\$300.00
New Creations	Finance Office & Police Supplies	\$1,760.26
Northwest Pipe Fittings, Inc.	Pool & Auditorium Supplies	\$414.18
Potter County News	Finance Office & Police Publishing	\$288.73
Potter County Register of Deeds	Filing Extract of Minutes	\$30.00
Praxair	Ambulance Oxygen	\$299.32
Principal Financial Group	Life Insurance	\$69.30
Sanitation Products, Inc.	Snow Equip.	\$14,704.00
Schatz Electric, Inc.	Fin. Off. & Fire Hall Repairs/Maintenance	\$628.84
Schlachter Lumber, Inc.	Pool Supplies	\$21.96
SD Airport Mgmt. Assoc.	Annual Membership Dues	\$25.00
SD Ass'n of Code Enforcement	Annual Membership Dues	\$40.00
SD Dept. of Revenue	Water Testing	\$30.00
SD Government Finance Officer	Annual Membership Dues	\$70.00
SD Human Resource Assoc.	Annual Membership Dues	\$50.00
SD Municipal Atty.'s Assoc.	Annual Membership Dues	\$20.00
SD Municipal League	Annual Membership Dues	\$1,304.76
SD Municipal Street Maint. Assoc.	Annual Membership Dues	\$35.00
SD One Call	One Calls	\$10.50

SD Police Chief's Assn.	Annual Membership Dues	\$93.63
SD Retirement Systems	Retirement	\$3,535.51
Servall	Rugs	\$211.57
Sirchie	Police Supplies	\$238.86
Standard Ins. Co.	Monthly Dental & Vision Ins. – ACH	\$218.96
Stark, Evan	Water Deposit Refund	\$100.00
State of SD	Federal OT Reimbursement for Overpymt.	\$505.09
Titan Machinery	Streets Supplies	\$194.20
True Value	Streets, Rubble Site, & Animal Control Supplies	\$402.10
US Postmaster	Water Bills Postage	\$172.43
Venture Communications	Telephone/Fax/Internet	\$978.82
Verizon Wireless	Streets & Police Phones & Amb. Equip.	\$400.28
Wager, Shane	Monthly IT Retainer	\$120.00
WEX Bank	Fuel	\$503.27
TOTAL CHECKS		\$106,446.37

Moved by Nagel, Ellwanger seconded, to approve the vouchers payable. All members present voted with roll call as follows: Nagel – Aye, Frost – Aye, Ellwanger – Aye, Archer – Aye, and Roseland – Aye. Motion carried.

Moved by Roseland, Nagel seconded, to approve amending the September 9, 2020, minutes to correct vouchers total of \$231,419.06 to \$231,344.06 by correcting a typo on Mike Hepper's Water Deposit Refund from \$100 to \$25, which was the correct amount of the written check no. 99042. All members present voted with roll call as follows: Nagel – Aye, Frost – Aye, Ellwanger – Aye, Archer – Aye, and Roseland – Aye. Motion carried.

Schatz stated she received a phone call from a medical company asking if the City of Gettysburg would be handling some lab charges for one of the City's EMTs who responded to an accident, being recommended to have labs drawn, after the fact, due to a fluid exposure. Discussion. Schatz will do research by talking to the City's worker's compensation representative and will inform the Council of her findings.

Mogard gave police report. Mogard updated that on December 15, 2020, Officer Hauptert & Chief Mogard will be hosting Domestic Violence & Sexual Assault Law Enforcement Training via a ZOOM online webinar. On December 16, 2020, Officer Hauptert and Chief Mogard will be traveling to Mobridge, SD for Radar Recertification. On December 17, 2020, Officer Hauptert will be returning to Mobridge, SD for Cannabis DUI Training.

Mogard stated the new police uniform patches have arrived. Mogard is still contemplating on the Less Lethal Instructor Program, May 10-13, 2021, in Sioux Falls, SD whether he will possibly pay for this training out of his own pocket or if he will ask the City to approve him to attend and cover the cost, as it is \$895.

In Council's packets, Schatz included updated information from Code Enforcement Specialist – Joel Johnson. Mogard stated he felt it would be a good idea to hire Mr. Johnson to take over our code enforcement. Discussion. Moved by Nagel, Roseland seconded, to hire Code Enforcement Specialist – Joel Johnson to handle City of Gettysburg's Code Enforcement for a 1-year contract for 2021, beginning when he can make his initial inspection. All members present voted with roll call as follows: Nagel – Aye, Frost – Aye, Ellwanger – Aye, Archer – Aye, and Roseland – Aye. Motion carried.

Anderson gave maintenance report. Anderson gave an update on the tearing down of the Vail building. It was stated the contractor was hoping to have the Vail building torn down by the end of February or first part of March 2021.

There was one fuel bid from Agtegra for the following: Unleaded 10% Ethanol FTE \$1.875, Ruby Fieldmaster at \$1.88, #1 Ruby Fieldmaster at \$2.13, AvGas at \$3.076, and Jet-A at \$1.89. Moved by Roseland, Ellwanger seconded, to accept the fuel bid from Agtegra. All members present voted with roll call as follows: Nagel – Aye, Frost – Aye, Ellwanger – Aye, Archer – Aye, and Roseland – Aye. Motion carried.

Anderson gave an update on the 212 Highway Project and it will be let out for bids in February 2021.

Anderson informed that the City was denied on the Community Access Grant application that was turned in to re-do the roads surrounding the new hospital.

The City just had their 4-year building valuation completed through SDPAA and there were a few items that needed to have decisions made whether they are or are not to be insured as far as the structure, itself, as liability is already covered on all. Discussion. Moved by Nagel, Roseland seconded, to turn into SDPAA the following decisions regarding insuring or not insuring certain entities: 1) shelter over sandbox @ large baseball field – (No); 2) airport fuel system – (Yes); 3) all runway, Papi and Tabi lights at airport – (Yes); 4) water tower controls building and all contents inside – (Yes); 5) highway lights – (No) will insure after 212 Hwy. Project is complete and new lights are installed; 6) welcome signs at each end of town – (No); 7) street signs, hydrants, water meters – (No); big park and Angel's Park playground equipment – (No). All members present voted with roll call as follows: Nagel – Aye, Frost – Aye, Ellwanger – Aye, Archer – Aye, and Roseland – Aye. Motion carried.

Moved by Ellwanger, Archer seconded, to approve signing of the Joint Cooperative Agreement (JCA) for 2021 with Northeast Council of Governments (NECOG). All members present voted with roll call as follows: Nagel – Aye, Frost – Aye, Ellwanger – Aye, Archer – Aye, and Roseland – Aye. Motion carried.

Anderson stated a 5-year Planning Committee meeting needed to be scheduled in the near future to discuss 212 Hwy. Project and streets. Anderson also stated the new street sander is in and ready to go for snow season.

Schatz gave the finance office report. Schatz informed that the Deputy Finance Officer, Maria Mogard, was given Oath of Office and is now part of the team.

Moved by Roseland, Ellwanger seconded, to accept ambulance write-offs in the amount of \$4,106.14. All members present voted with roll call as follows: Nagel – Aye, Frost – Aye, Ellwanger – Aye, Archer – Aye, and Roseland – Aye. Motion carried.

Schatz asked for a motion approving (3) water deposit refunds totaling \$300 this month. Moved by Ellwanger, Roseland seconded, to approve (3) water deposit refunds of \$100 each, totaling \$300 for the month. All members present voted with roll call as follows: Nagel – Aye, Frost – Aye, Ellwanger – Aye, Archer – Aye, and Roseland – Aye. Motion carried.

Moved by Nagel, Ellwanger seconded, to approve publishing an ad that all bills for City of Gettysburg need to be submitted by noon on December 28, 2020 to be approved and paid by end-of-year. All members present voted with roll call as follows: Nagel – Aye, Frost – Aye, Ellwanger – Aye, Archer – Aye, and Roseland – Aye. Motion carried.

Schatz explained that Time Certificate #144103802 in the amount of \$120,000 at Great Western Bank automatically renewed on December 5, 2020 for another 9 months, wherein the City has a 10-day grace period to make any changes to this certificate without penalty. Moved by Roseland, Archer seconded, to approve keeping Time Certificate #144103802 in the amount of \$120,000 at Great Western Bank for another 9-month term. All members present voted with roll call as follows: Nagel – Aye, Frost – Aye, Ellwanger – Aye, Archer – Aye, and Roseland – Aye. Motion carried.

Schatz redid the American Legion’s On-Sale Liquor Operating Agreement commencing January 1, 2021, for a 5-year term and asked for a motion approving same. Moved by Roseland, Ellwanger seconded, to approve the new On-Sale Liquor Operating Agreement for the American Legion. All members present voted with roll call as follows: Nagel – Aye, Frost – Aye, Ellwanger – Aye, Archer – Aye, and Roseland – Aye. Motion carried.

Schatz reminded Council that they each received a portion of the new updated ordinances in a separate packet that need to be gone through for any errors, changes and/or corrections. American Law has a letter with instructions that was also included in each packet. Discussion. The goal is to try and have them all gone through by end of January 2021.

Schatz had copies of financials in all Council’s packets and discussion was had regarding budget and end-of-year for 2020.

Schatz addressed the Council with the need for a Supplemental Appropriations Ordinance of the 2020 budget for the Airport Taxilane Project in the amount of \$95,000 to properly show monies moving out to pay invoices currently billed to us that we will be getting reimbursed back from Federal 90% and back from State 5% due to having the grant, in which the FAA Closeout Report is awaiting review by SDDOT Aeronautics and upon approval, the final grant reimbursement will be made to the City.

Revenue:	101-10100	Cash	95,000
Expense:	101-43500-43300	Airport Taxilane Project	95,000

Section 2. Said sums to be supplemented from the General fund cash

Moved by Nagel, Archer seconded, Ordinance #2020-12-7 Supplemental Appropriations Ordinance in the total amount of \$95,000 be approved for first reading with the following roll call vote: Nagel – Aye, Frost – Aye, Ellwanger – Aye, Archer – Aye, and Roseland – Aye. Motion carried.

A motion for an automatic supplement on the airport budget was discussed:

Motion Automatic Supplement – Airport – 101-43500

Motion by Roseland, seconded by Ellwanger, to approve an automatic budget supplement in the total amount of \$144,320.97 (Airport Taxilane Project & AWOS Project) as per SDCL 9-21-9.1 from the following accounts for Grant Revenue (Federal \$135,022.15 101-33100 and State \$9,298.82 101-33400) to be expended on the Airport Departments (Professional Services & Fees) 101-43500-42200 and (Improve Other Than Buildings) 101-43500-43300. All members present voted with roll call as follows: Nagel – Aye, Frost – Aye, Ellwanger – Aye, Archer – Aye, and Roseland – Aye. Motion carried.

A motion for an automatic supplement on the ambulance budget was discussed:

Motion Automatic Supplement – Ambulance – 101-44600

Motion by Ellwanger, seconded by Roseland, to approve an automatic budget supplement in the total amount of \$3,703.25 as per SDCL 9-21-9.1 from the following account for Federal Grant Revenue received (Ambulance Stimulus Grant) 101-33100 to be expended in the Ambulance Department (Supplies) 101-44600-42610. All members present voted with roll call as follows: Nagel – Aye, Frost – Aye, Ellwanger – Aye, Archer – Aye, and Roseland – Aye. Motion carried.

A motion for an automatic supplement on the West Nile budget was discussed:

Motion Automatic Supplement – West Nile Prevention – 101-44130

Motion by Roseland, seconded by Ellwanger, to approve an automatic budget supplement in the total amount of \$2,806.00 as per SDCL 9-21-9.1 from the following account for State Grant Revenue received (Mosquito Control Grant) 101-33400 to be expended in the West Nile Department (Supplies) 101-44130-42610. All members present voted with roll call as follows: Nagel – Aye, Frost – Aye, Ellwanger – Aye, Archer – Aye, and Roseland – Aye. Motion carried.

A motion for an automatic supplement on the police budget was discussed:

Motion Automatic Supplement – Police – 101-42100

Motion by Ellwanger, seconded by Nagel, to approve an automatic budget supplement in the total amount of \$8,514.73 as per SDCL 9-21-9.1 from the following accounts for Grant Revenue received (Federal \$1,205.79 101-33100 and State \$7,308.94 101-33400) (Highway Safety Grant – Federal OT) to be expended on the Police Department (Police Salary & Wages for Federal OT) 101-42100-41100 and (Police Minor Equipment – Radar Trailer) 101-42100-43500. All members present voted with roll call as follows: Nagel – Aye, Frost – Aye, Ellwanger – Aye, Archer – Aye, and Roseland – Aye. Motion carried.

Resolution #2020-12-30 Contingency Transfer with regards to budgeting on Animal Control, Economic Development, LT Debt-Sewer Principal/Interest, and Liquor was discussed. Once all final monetary numbers are in, the Resolution #2020-12-30 Contingency Transfer will be finalized and properly approved by vote at special meeting scheduled for Wednesday, December 30, 2020, at 12:00PM.

Moved by Roseland, Ellwanger seconded, to approve the following moving permits:

- Moving Permits: David Mogard – 107 S Park Street – 8x20 Steel Shipping Container/Storage
Philip Nagel – 201 S Platte Street – 8x12 Wood Storage Shed

All members present voted with roll call as follows: Nagel – Abstained, Frost – Aye, Ellwanger – Aye, Archer – Aye, and Roseland – Aye. Motion carried.

Building Permits: None

Demolition Permits: None

Moved by Roseland, Nagel seconded, to go into Executive Session for personnel at 8:22PM. All members present voted with roll call as follows: Nagel – Aye, Frost – Aye, Ellwanger – Aye, Archer – Aye, and Roseland – Aye. Motion carried. Archer arrived at finance office in person for Executive Session. Council reconvened at 9:15PM.

Moved by Nagel, Archer seconded, to approve annual raises for 2021 as follows: Dave Mogard \$23.54 per hour - \$48,963.20 annual salary; Shiann Hauptert - \$19.57 per hour - \$40,705.60 annual salary; Sheila Schatz \$17.83; Maria Mogard - \$15.50; Russell Anderson - \$23.18; Greg Gerber - \$21.25; Tyler Jost - \$17.42; Allen Pope - \$15.00; EMT wages to \$17.50 per hr. -and- to approve the 2020 employee bonuses to be as follows: Dave Mogard at \$500.00; Shiann Hauptert at \$500.00; Sheila Schatz at \$500.00; Maria Mogard at \$50.00; Russell Anderson at \$250.00; Greg Gerber at \$250.00; Tyler Jost at \$250.00; Allen Pope at \$250.00; Nadine Simon at \$50.00; and Jamie Ahlemeier at \$50.00 with the stipulation the per hour raises for the (4) maintenance personnel will be contingent and go into effect with completion of the written CDL test by March 1, 2021 and have the driving test portion scheduled. (Each raise goes into effect at the time and date that individual's CDL written test is passed and a driving test is scheduled and there will be no retroactive reimbursement of said wage increase back to January 1, 2021). All members present voted with roll call as follows: Nagel – Aye, Frost – Aye, Ellwanger – Aye, Archer – Aye, and Roseland – Aye. Motion carried. The 2021 Salary Listing will be approved at the December 30, 2020 special meeting for publication in the Potter County News in January 2021.

Correspondence: Airport Fuel Report; October Bank Reconciliation; November 2020 Check Detail Register; Misc. Info. on SD legalizing marijuana; Safety Grant Info.; Stryker EMS Grant Info.

Round Table: Ellwanger again mentioned the possibility of getting a stop sign put in place at the bottom of Hilltop Drive & Ellsworth. Wuttke thought perhaps it needed to be at the bottom of Meadowlark Lane where the T-section is. Archer believes where the current yield sign is now is where the sign needs to stay but possibly be changed to a stop sign instead of a yield sign, and maybe this area should be patrolled a little heavier for a time to check for speeding on a residential street and/or not yielding properly.

Moved by Archer, Ellwanger seconded, to adjourn meeting at 9:25PM. All members present voted with roll call as follows: Nagel – Aye, Frost – Aye, VanBockel - Aye, Ellwanger – Aye, Archer – Aye, and Roseland – Aye. Motion carried.

Attest:

Witness

Sheila K. Schatz, Finance Officer

Bill Wuttke, Mayor

Published at the approximate cost of \$