

Pursuant to the due call and notice thereof, the City Council met in regular session on November 1, 2021, at 7:00PM at the City Finance Office in Gettysburg, SD and via ZOOM. Those present, were Mayor Bill Wuttke, Michael Fischer, Fran VanBockel (via ZOOM), Eric Ellwanger, Kelly Archer, and Seth Warner. Also present, were Dave Mogard, Chief of Police, Greg Gerber, Maintenance, Sheila Schatz, Finance Officer, Kara Williams, Economic Development, Mike Devine, and a few public participants (via ZOOM).

Moved by Ellwanger, Fischer seconded, to amend and approve the November 1, 2021, proposed agenda to include (2) permits, a moving permit for Bill Fischer and a demolition permit for Jared Lower. All members present voted with roll call as follows: Fischer – Aye, VanBockel – Aye, Ellwanger – Aye, Archer – Aye, and Warner – Aye. Motion carried.

Moved by Fischer, Ellwanger seconded, to approve the minutes of the October 4, 2021, regular council meeting. All members present voted with roll call as follows: Fischer – Aye, VanBockel – Aye, Ellwanger – Aye, Archer – Aye, and Warner – Aye. Motion carried.

VOUCHERS PAYABLE

Payroll Expense by Department:

Airport	\$1,240.73
Ambulance	\$672.00
Council	\$3,955.84
Finance Office	\$1,876.13
Mayor	\$1,235.00
Parks	\$1,228.11
Police	\$8,404.41
Rubble Site	\$1,237.13
Sewer	\$1,571.33
Streets	\$3,898.86
Swimming Pool	\$672.00
Water	\$6,098.16
Total Payroll Expense by Department	\$32,089.70

Net Payroll	\$23,116.06
Avera/DASFlex	\$171.65
Avera Occupational Medicine	\$101.00
Balco Uniform Co., Inc.	\$616.70
Bank of the West	\$6,948.99
Cam-Wal Electric Co-Op	\$22.50
Century Business Products	\$22.50
Child Support Services	\$401.00
Custom Detailing, LLC	\$250.00
Dakota Farm & Ranch Supply, Inc.	\$2,156.27
DCI Credit Service	\$150.00

Decker Repairs & Welding	Police Minor Equipment	\$150.94
Dollar General	Police Supplies	\$17.90
Efraimson Electric	Improve other than Bldgs.–212 Hwy. Proj.	\$27,093.04
Gettysburg Development Corp.	BBB Taxes	\$2,199.19
Great Western Bank	Finance Office, Police, & Streets Supplies	\$830.53
Heartland Payment Systems	Airport Fuel CC Fees	\$96.64
Heartland Waste Mgmt., Inc.	Garbage	\$6,036.57
John Deere Financial	Streets Supplies	\$15.02
KLJ Engineering, Inc.	Prof. Svs.–Airport AWOS&Hwy 212 Projects	\$5,446.07
Logan Electric	Rental (Streets)	\$80.00
Lynn Card Co.	Police Supplies	\$103.45
Marco	Copier Lease	\$92.75
Menards	Streets & Police Supplies	\$212.70
Michael Todd & Co.	Snow Removal Supplies	\$2,841.11
Mid Dakota Rural Water System	Water Usage	\$16,138.60
Midway Parts	Streets Supplies	\$486.44
Montana Dakota Utilities	Gas & Electric	\$3,937.97
Mueller Systems	Prof. Svs. – Annual Maintenance Agreement	\$1,029.00
New Creations	Finance Office & Police Supplies	\$271.89
Northwest Pipe Fittings, Inc.	Water Supplies	\$87.77
PCC Ambulance Billing Service	Prof. Svs. – Ambulance Billing	\$2,918.05
Potter County News	Finance Office & Streets Publications	\$405.80
Potter County Register of Deeds	Prof. Svs. – Sewer (212 Hwy Project)	\$570.00
Praxair	Ambulance Oxygen	\$124.78
Premier Equipment, LLC	Streets Repairs/Maintenance	\$1,054.39
Principal Financial Group	Life Insurance	\$75.58
Reede Construction, Inc.	Improve other than Bldgs. – 212 Hwy. Proj.	\$99,441.25
Sam’s Club	Finance Office & Police Supplies	\$84.40
Schatz Electric, Inc.	Ambulance & Fire Hall Materials & Supplies	\$2,029.44
Schlachter Lumber, Inc.	Police & Streets Supplies	\$374.43
SD Dept. of Revenue	Water Testing	\$30.00
SDML Workers Comp Fund	Annual Ins. Renewal	\$12,642.00
SD One Calls	One Calls	\$25.20
SD Retirement Systems	Retirement	\$3,526.62
Servall	Rugs	\$233.24
Service Master - Pierre	Finance Office Carpet Cleaning	\$404.50
Standard Ins. Co.	Monthly Dental & Vision Ins. – ACH	\$424.04
Titan Machinery	Streets Supplies	\$1,750.00
True Value	Streets, Airport, & Police Supplies	\$508.08
US Bank	Sewer Loan	\$8,930.13
US Postmaster	Water Bills	\$203.35
Venture Communications	Telephone/Fax/Internet	\$957.15
Verizon Wireless	Maintenance & Police Cell Phones	\$641.06
Wager, Shane	Monthly IT Retainer	\$180.00
Wellmark BC/BS Health Plans	Health Ins.	\$8,130.37
WEX Bank	Fuel	\$506.01
Zuber, Nicholas	Ambulance Travel & Conference	\$40.00
Zuber Refrigeration	Ambulance Repairs/Maintenance	\$65.68

TOTAL CHECKS

\$247,399.80

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

Schatz announced that the applicant chosen for the Mid Dakota Rural Water Municipal-at-Large Director was Dwight Gutzmer of Highmore, SD.

Schatz asked for a motion to approve payment of Contractor’s Application for Payment No. 2 to Reede Construction on the 212 Highway Project. Moved by Ellwanger, Fischer seconded, to approve payment of Contractor’s Application for Payment No. 2 in the amount of \$99,441.25 to Reede Construction on the 212 Highway Project. All members present voted with roll call as follows: Fischer – Aye, VanBockel – Aye, Ellwanger – Aye, Archer – Aye, and Warner – Aye. Motion carried.

Schatz asked for a motion to approve Resolution No. 2021-11-1. Moved by Fischer, Ellwanger seconded, to approve Resolution No. 2021-11-1 Resolution to form a Consolidated Board of Equalization for the 2022 Assessment Year. All members present voted with roll call as follows: Fischer – Aye, VanBockel – Aye, Ellwanger – Aye, Archer – Aye, and Warner – Aye. Motion carried. Michael Fischer and Mayor Wuttke volunteered to participate as the (2) representatives for the city and Eric Ellwanger will fill in as a substitute if Mayor Wuttke is unable to attend.

Mogard gave police report. Mogard informed that there have been a lot of complaints regarding speed of traffic on Court Street and reiterated that several citations have been given for speeding on that route and the route will continue to be monitored.

Mogard stated that he was contacted by Mr. Coppersmith asking permission of the city to be able to shoot a canon off at the high school home football games next year (2022). Discussion. It was stated that a canon was shot off at home football games several years ago and there is no written ordinance against this activity at this time. Moved by Fischer, Warner seconded, to approve allowing a canon to be shot off at high school home football games, starting in 2022, as long as the school has approved it and the public is made aware. All members present voted with roll call as follows: Fischer – Aye, VanBockel – Aye, Ellwanger – Aye, Archer – Aye, and Warner – Aye. Motion carried.

Mogard informed the police department is trying out a new electronic citation program through Leo’s which is a program offered at no cost.

Mogard stated that he has discussed with Joan Powell the trailers sitting in front of her house, letting her know that they must be removed before the first snow.

Gerber gave maintenance report. Gerber said all the city parks have now been winterized and bathhouses/restrooms are closed for the winter season. Currently, the maintenance crew is getting all equipment ready for the winter season and snow removal. The rubble site is currently still open during business hours, but Gerber stated after the first big snow, it will be closed over the winter season and used on an appointment only basis by calling the finance office.

There was one fuel bid from Agtegra for the following: Unleaded 10% Ethanol FTE at \$3.075, Ruby Fieldmaster at \$2.99, #1 Ruby Fieldmaster \$3.34, Aviation Gas at \$4.68, and Jet-A at \$3.05. Moved by

Fischer, Archer seconded, to accept the fuel bid from Agtegra. All members present voted with roll call as follows: Fischer – Aye, VanBockel – Aye, Ellwanger – Aye, Archer – Aye, and Warner – Aye. Motion carried.

Gerber stated he received a bid quote from Lamb’s Chevrolet on the possible purchase of a new maintenance pickup which has been budgeted for within the 2022 Budget. It was discussed that even if the pickup was to be ordered now, it would probably not arrive until May of 2022. Gerber stated he is looking into an F150 pickup with extended cab with Lamb’s Chevrolet through state bid. Discussion. Moved by Fischer, Warner seconded, to approve Gerber to go ahead and place an order on a new maintenance pickup now so, hopefully, it would arrive midway through 2022, and has been budgeted for within the 2022 Budget. All members present voted with roll call as follows: Fischer – Aye, VanBockel – Aye, Ellwanger – Aye, Archer – Aye, and Warner – Aye. Motion carried.

Discussion was had regarding the ad currently running for a full-time city maintenance worker. Gerber stated there have been (2) applicants so far but no interviews have been completed to-date. Gerber explained he did not feel the workload demand was high enough at this time to justify hiring a full-time maintenance worker as the winter season is upon us. He would like to keep all applications on-hand for possible interviews come spring once the workload can be rediscussed at this time to determine if there is a need to fill another full-time maintenance position. Moved by Fischer, Warner seconded, to discontinue running the city ad for a full-time maintenance worker opening until it can be revisited for discussion this spring to determine if the workload demand is high enough to justify filling another full-time maintenance worker position. All members present voted with roll call as follows: Fischer – Aye, VanBockel – Aye, Ellwanger – Aye, Archer – Aye, and Warner – Aye. Motion carried. It was decided by Council that Gerber should place a call and Schatz should follow-up with a letter to both applicants to let each of them know the full-time maintenance worker position opening is being put on hold for now and that the city will keep all applications on-hand to review if it was determined in the spring the position is needed.

Schatz gave finance officer report. Schatz asked for a motion to approve the annual aviation insurance renewal through Insurance Benefits, Inc. Moved by Fischer, Archer seconded, to approve the annual aviation insurance renewal through Insurance Benefits, Inc., in the amount of \$2,637.00. All members present voted with roll call as follows: Fischer – Aye, VanBockel – Aye, Ellwanger – Aye, Archer – Aye, and Warner – Aye. Motion carried.

Moved by Fischer, VanBockel seconded, to approve advertising for (2) weeks the city parking and snow removal ad after the first snowfall. All members present voted with roll call as follows: Fischer – Aye, VanBockel – Aye, Ellwanger – Aye, Archer – Aye, and Warner – Aye. Motion carried.

Schatz explained at the October 2021 meeting, a motion was made to approve a \$1.00 increase on the city’s basic water rate per year for the next (4) consecutive years wherein the current Ordinance 2019-10-07 would need to be amended. Moved by Archer, Ellwanger seconded, to approve the first reading of Ordinance 2021-11-01 An Ordinance Amending Title V: Public Works, Chapter 52, Section 52.13 Entitled “Rates; Late Penalty; Deposit” of the Gettysburg Municipal Code which incorporates a \$1.00 increase on the city’s basic water rate per year for the next (4) consecutive years. All members present voted with roll call as follows: Fischer – Aye, VanBockel – Aye, Ellwanger – Aye, Archer – Aye, and Warner – Aye. Motion carried.

Schatz asked Council to read over the airport Mesonet informational email which was received from FAA on Oct. 27, 2021, as there will be some decisions that will need to be made regarding the airspace proposal for a non-aeronautical weather station to be installed at the city's airport in a future council meeting.

Schatz explained to Council that after speaking with Anderson regarding the city rubble site's current permit, the city rubble site cannot allow a short window of time on an annual basis wherein resort communities or outside city limit residents can use the city rubble site. Due to the type of permit the city currently has and the rules and regulations of same, DANR would automatically require the city to change the permit to a county-wide rubble site wherein regulations are different, and cost would be much higher. Archer asked Schatz to research the difference in rules & regulations and permit cost and let Council know at a future meeting.

Schatz reminded that Kristi Livermont of Avera stated the focus group meeting planned for November 9, 2021, has been cancelled due to COVID cases within the community again. Livermont did ask that members please complete the survey that was emailed out to get feedback for Avera as they continue to work to address the health needs of Potter County.

Moved by Ellwanger, Fischer seconded, to approve ambulance write-offs in the amount of \$274.28. All members present voted with roll call as follows: Fischer – Aye, VanBockel – Aye, Ellwanger – Aye, Archer – Aye, and Warner – Aye. Motion carried.

Moved by Fischer, VanBockel seconded, to approve ambulance claims for 3rd Quarter 2020 in the amount of \$257.35 to be sent into collections. All members present voted with roll call as follows: Fischer – Aye, VanBockel – Aye, Ellwanger – Aye, Archer – Aye, and Warner – Aye. Motion carried.

Schatz asked for a motion approving (2) water deposit refunds in the amount of \$200. Moved by Ellwanger, Fischer seconded, to approve (2) water deposit refunds in the amount of \$200. All members present voted with roll call as follows: Fischer – Aye, VanBockel – Aye, Ellwanger – Aye, Archer – Aye, and Warner – Aye. Motion carried.

Schatz explained information the city received in an email regarding participating in joining other city and county leaders across the country in officially issuing a proclamation to provide an opportunity to shine a positive spotlight on the K-12 education options available for children and families by having a School Choice Week in Gettysburg January 23-29, 2022. Moved by Fischer, VanBockel seconded, to go ahead and participate by issuing a formal proclamation of having a School Choice Week in Gettysburg January 23-29, 2022. All members present voted with roll call as follows: Fischer – Aye, VanBockel – Aye, Ellwanger – Aye, Archer – Aye, and Warner – Aye. Motion carried.

Schatz asked Council to approve a date in December they would like to set for the final end-of-year special meeting. Moved by Fischer, Ellwanger seconded, to approve December 30, 2021, at noon as the time and place for the final end-of-year special meeting. All members present voted with roll call as follows: Fischer – Aye, VanBockel – Aye, Ellwanger – Aye, Archer – Aye, and Warner – Aye. Motion carried.

Moved by Ellwanger, Warner seconded, to approve to advertise for the hay land bid at the airport which is done every (5) years in which sealed bids will be due in the City Finance Office by November 29, 2021, 5PM CST and read aloud at the December 1, 2021, meeting at 7PM CST. All members present voted with roll call as follows: Fischer – Aye, VanBockel – Aye, Ellwanger – Aye, Archer – Aye, and Warner – Aye. Motion carried.

Moved by Fischer, Archer seconded, to approve to advertise for the Gettysburg Residential Garbage Collection Contract which is done every (5) years in which sealed bids will be due in the City Finance Office by November 29, 2021, 5PM CST and read aloud at the December 1, 2021, meeting at 7PM CST. All members present voted with roll call as follows: Fischer – Aye, VanBockel – Aye, Ellwanger – Aye, Archer – Aye, and Warner – Aye. Motion carried.

Schatz explained information that was received regarding a new Small Technical Assistance Grant that DANR is heading up. The grant will be utilized in identifying old, abandoned buildings and potentially contaminated vacant lots within the community and to locate the owners of those sites wherein the information will be helpful to the city in planning and development of these sites. Schatz asked for a motion to approve sending a letter of support back showing the City of Gettysburg is interested in said grant. Moved by Warner, Fischer seconded, to approve sending a letter of support back to the Brownfields Project Manager showing the City of Gettysburg is interested in the Small Technical Assistance Grant that DANR is heading up. All members present voted with roll call as follows: Fischer – Aye, VanBockel – Aye, Ellwanger – Aye, Archer – Aye, and Warner – Aye. Motion carried.

Schatz reminded Council that the monthly billings for those residents who signed sewer contracts, recently, (212 Highway Project) will begin going out effective January of 2022. Those who are residents that reside within the city will receive their billing as a separate line item on their monthly water/sewer/garbage utilities due cards that go out each month. Those who do not reside within the city will be sent a billing by mail one time each month. A reminder message will be typed on each card for the January 2022 billing.

Moved by Fischer, Ellwanger seconded, to approve the following permits:

- Building Permits: Sandy Stiegelmeier – 407 E Commercial Avenue – Storage Shed
Herman & Becky Nagel, 202 S Park – Door Landing & Small Deck
- Moving Permits: Carmen Combellick – Lot 3, Block 69, Platts Add. – Moving of a 16x80 trailer house to outside of city limits
William Fischer – 205 S Main – 16x80 trailer house onto lot in town
- Demolition Permit: Carmen Combellick – Lot 3 Block 69, Platts Add. – Remove 10’x24’ Entrance Porch from Trailer House
Jared Lower – 1006 E Blaine Avenue – Demo house (R&K)

All members present voted with roll call as follows: Fischer – Aye, VanBockel – Aye, Ellwanger – Aye, Archer – Aye, and Warner – Aye. Motion carried.

Moved by Fischer, Ellwanger seconded, to go into Executive Session at 8PM for personnel. All members present voted with roll call as follows: Fischer – Aye, VanBockel – Aye, Ellwanger – Aye, Archer – Aye, and Warner – Aye. Motion carried. Council reconvened at 8:06PM.

Moved by Ellwanger, Warner seconded, to hire Russell Anderson for part time snow removal at \$25 per hour. All members present voted with roll call as follows: Fischer – Aye, VanBockel – Aye, Ellwanger – Aye, Archer – Aye, and Warner – Aye. Motion carried.

Discussion was had regarding recent problems occurring with the fuel system at the airport. The issues have been found and will be taken care as soon as possible. There was also discussion regarding Logan possibly updating the backup system to the fuel system with a “continuous” backup system wherein the

pump would not completely shut down when small surges occur. This will be researched and discussed further with Logan and brought to a future meeting for discussion.

Schatz informed that at the upcoming January 2022 regular council meeting, Ted Dickey of NECOG will attend to go over current grants that are available for several different types of projects and discuss what the City of Gettysburg is thinking for possible future projects and answer any questions he can. It was explained that the South Dakota Land and Water Conservation Fund Grant that was hoping to be applied for toward a possible new pool in the community only supports “outdoor recreation” so would not be able to be applied for toward an indoor pool if that was of interest. A handout was passed out showing information on the different communities and projects that were applied for through the South Dakota Land and Water Conservation Fund Grant for 2021 and what their projected estimates of projects were, if they were approved for the grant for said project or not, and the amount the grant portion was for, if approved for, in each case.

Schatz stated that in the December 6, 2021, council meeting, redistricting will be back on the agenda as needs to be discussed further, as well as the airport Mesonet system, and possibly surplus of city items.

- Correspondence: August and September 2021 Bank Reconciliations (were emailed to Council); Airport Fuel Reports - Monthly & Year-to-Date; SD DOT Research Review Board opening;

Round Table: Fischer stated the first community pool meeting was held at the auditorium with approximately 25 community members in attendance to discuss the possibility of and ideas toward getting a new pool in the community. He stated if anyone has ideas, concerns, or questions to please forward them on to himself or Kara at Economic Development. Mike Divine expressed concerns he had regarding the full-time maintenance worker opening which was being advertised for. It was reiterated that after discussion and finding out the current workload demand was not high enough at this time to justify filling a full-time maintenance position, the ad would be pulled and the position unfilled for now, and all applications would be kept on-hand to review and consider come spring if the workload demand was high enough. Mayor Wuttke stated that it has been asked if Custer, behind Sacred Heart Catholic Church, will be filled next year. Discussion.

Moved by Fischer, Ellwanger seconded, to adjourn meeting at 8:25PM. All members present voted with roll call as follows: Fischer – Aye, VanBockel – Aye, Ellwanger – Aye, Archer – Aye, and Warner – Aye. Motion carried.

Attest:

Witness

Sheila K. Schatz, Finance Officer

Bill Wuttke, Mayor