

Pursuant to the due call and notice thereof, the City Council met in regular session on December 5, 2022, at 7:00PM at the City Finance Office in Gettysburg, SD and via ZOOM. Those present were Mayor Bill Wuttke, Philip Nagel (telephonically), Michael Fischer, Fran VanBockel, Eric Ellwanger, Kelly Archer, and Seth Warner. Also present were Dave Mogard, Chief of Police, Jayden Lewis, Police Officer, Greg Gerber, Maintenance Supervisor, Sheila Schatz, Finance Officer, Kaylee Broker, Deputy Finance Officer, Steven Zuber, EMT Director, Kara Williams, Economic Development, Ryan Vogel, City Attorney (via ZOOM), Levi Broker, and a few participants via ZOOM.

Moved by Fischer, Ellwanger seconded, to approve the December 5, 2022, proposed agenda. All members present voted Aye. Motion carried.

Moved by Archer, Ellwanger seconded, to approve the November 7, 2022, regular meeting minutes. All members present voted Aye. Motion carried.

**VOUCHERS PAYABLE**

**Payroll Expense by Department:**

Airport	\$1,885.46
Ambulance	\$837.41
Council	\$0.00
Finance Office	\$2,308.16
Mayor	\$0.00
Parks	\$455.25
Police	\$5,489.46
Rubble Site	\$1,633.40
Snow Removal	\$306.05
Sewer	\$2,193.86
Streets	\$4,121.10
Swimming Pool	\$837.41
Water	\$7,880.76
West Nile	\$0.00
<b>Total Payroll Expense by Department</b>	<b>\$27,948.32</b>

Net Payroll		\$19,806.97
Advanced Auto Parts	Sewer & Streets Supplies	\$141.90
Aflac	Aflac Ins.	\$640.59
Agtegra	Fuel	\$3,348.53
AT&T Mobility	Police Cells & Hot Spots and Amb. Hot Spots	\$250.72
Avera Gettysburg	Prof. Svs. – Nurse Runs	\$125.00
Bank of the West	Payroll Taxes & Sales Tax	\$6,746.09
Broker, Levi	Prof. Svs. - Streets	\$375.00
Butler Machinery Co.	Streets Supplies	\$143.84
Cam-Wal Electric Co-Op	Unmetered LED Light - Airport	\$23.00
Century Business Products	Police Monthly Copier Contract Fee	\$22.50

Child Support Services	Payroll Deduction	\$401.00
CHS River Plans	Streets Supplies	\$32.40
City of Gettysburg	Petty Cash	\$43.26
Code Enforcement Specialists	Prof. Svs. – Code Enforcement	\$1,918.95
Dakota Farm & Ranch Supply, Inc.	Streets, Police, Airport, Snow Removal, Pool, Rubble Site, Fire Hall Supplies	\$695.94
Dollar General	Streets Supplies	\$224.30
Emergency Medical Products	Ambulance Supplies & Minor Equip.	\$1,326.97
First Interstate Bank	Finance Office, Police, & Streets Supplies and Ambulance Travel & Conf.	\$1,532.76
Gall's, Inc.	Police Supplies	\$852.06
Gettysburg Development Corp.	BBB Taxes	\$1,745.17
Gettysburg Inn & Suites	Police Travel & Conf.	\$244.00
Heartland Payment Systems	Credit Card Fees	\$104.25
Heartland Waste Mgmt., Inc.	Garbage	\$6,487.44
KLJ Engineering	Prof. Svs. – Sewer	\$5,083.77
Lamb Motor Corp., Inc.	Police Repairs/Maintenance	\$270.95
Linde Gas & Equip. Co.	Ambulance Oxygen	\$114.64
Marco	Copier Lease	\$94.75
Menards	Rubble Site Supplies	\$7.03
Mid Dakota Rural Water System	Water Usage	\$16,112.14
Midway Parts, Inc.	Streets Supplies	\$256.99
Midwest Alarm Company, Inc.	Prof. Svs. - Auditorium	\$93.20
Midwest Fire & Safety	Prof. Svs. – Update Fire Extinguishers	\$590.00
Milbank Winwater Works Co.	Water Supplies	\$1,131.41
Mogard, Maria	Prof. Svs. – Finance Office	\$12.50
Montana Dakota Utilities	Gas & Electric	\$4,247.78
Ness, Jennifer	Prof. Svs. and Travel & Conf. – Police	\$1,058.50
New Creations	Police & Finance Office Supplies	\$75.70
Noridian Medicare	Ambulance Overpayment Reimbursement	\$759.26
Northwest Pipe Fittings, Inc.	Water Supplies	\$2,405.00
PCC Ambulance Billing Service	Prof. Svs. – Ambulance	\$802.88
Principal Life Insurance Co.	Life Ins.	\$72.16
RDO Equipment Co.	Streets - Machinery & Equipment	\$82,306.00
Richardson, Wyly, Wise	Prof. Svs. – Legal	\$1,680.00
Schlachter Lumber, Inc.	Streets Supplies	\$10.99
SD Airport Management Assoc.	Annual Membership Dues	\$25.00
SD Ass'n of Code Enforcement	Annual Membership Dues	\$75.00
SD Dept. of Revenue	Water Testing	\$30.00
SD Government Finance Officer	Annual Membership Dues	\$70.00
SD Human Resources Assoc.	Annual Membership Dues	\$50.00
SD Municipal League	Annual Membership Dues	\$1,381.37
SD Municipal Street Maint. Assoc.	Annual Membership Dues	\$35.00
SD One Calls	One Calls	\$23.10
SD Police Chief's Assn.	Annual Membership Dues	\$122.00
SD Retirement Systems	Retirement	\$3,395.78
Servall	Rugs	\$57.78
Shaw, Samantha	Ambulance - Travel & Conf.	\$185.00

Standard Ins. Co.	Monthly Vision Ins.	\$52.80
TASC	Health Flex Plan	\$539.16
Titan Machinery	Streets Supplies	\$260.00
True Value Hardware	Rubble Site, Streets & Parks Supplies	\$455.61
US Postmaster	Water Bills	\$212.41
Venture Communications	Telephone/Fax/Internet/AWOS	\$869.41
Verizon Wireless	Maintenance Cell Phones	\$125.61
Wager, Shane	Monthly IT Retainer	\$180.00
Wellmark BC/BS Health Plans	Health Ins.	\$7,142.99
WEX Bank	Fuel	\$739.45
<b>TOTAL CHECKS</b>		<b>\$180,445.76</b>

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

Appointment: Marsha Johnston (no show)

Appointment: Steven Zuber – EMT Director

Zuber gave ambulance report and informed that ambulance may be short-handed on help up until May when the new EMT classes are complete as ambulance has recently lost (3) EMTs, who were on staff, due to moving out of Gettysburg. Virtual EMT classes are starting in January and are being handled through Sanford which all cost is covered. The classes will be hosted at the Fire Hall and the plan is to hold classes on Tuesdays and Thursdays and one Saturday per month. Zuber believes there are currently (10) new members interested in the upcoming classes.

Moved by Fischer, Warner seconded, to approve amending motion made at the November 7, 2022, regular council meeting to have the end-of-year special meeting originally being held on Friday, December 30, 2022, at 12:00 noon now be changed to Wednesday, December 28, 2022, 12:00 noon. All members present voted Aye. Motion carried.

REMINDER: Hay Land Bids are being reran in newspaper with correct dates and times of when bids are due and when bids will be opened and awarded. Both the “Civil War Site Hay Bid” and the “Airport Hay Land Bid” will be due in and accepted at the City Finance Office, 109 E Commercial Avenue, Gettysburg, SD 57442 until 1:00PM CST on Tuesday, December 27, 2022, and must be sealed and marked accordingly. Bids will be opened and considered for award at the special council meeting on December 28, 2022, at 12:00 noon CST at the City Finance Office.

Schatz was asked to poll council regarding approval of having the State go ahead and resurvey the alleyway behind Lyle Wickersham which would be in the approximate cost of \$1,500 with the number of residents living along that alleyway. Schatz received (4) Aye responses to the poll to move forward with having the State resurvey said alleyway. Discussion. Moved by Warner, Ellwanger seconded, to approve State to move forward with resurveying alleyway behind Lyle Wickersham in the approximate cost of \$1,500.00. All members present voted Aye. Motion carried.

Attorney Vogel discussed his research on Mayor being able to break a tie council vote. Attorney Vogel stated after doing his research, it is in his opinion, and in the consensus of his legal research, that the Mayor “is allowed” to break a tie council vote in the situation of entering into an employment agreement.

The intention of the state statute Attorney Vogel sent wherein a Mayor may not break a tie is for earmarking money for certain items, not entering into an employment agreement.

Attorney Vogel expressed he spoke with Joel Johnson of Code Enforcement Specialists regarding the Vail building and Joan Powell house. On the Joan Powell house, a Notice was sent out by Code Enforcement Specialists and was received by Powell, however, Mr. Johnson has not heard anything in return from Powell. Mr. Johnson did state he spoke with Greg Gerber, City of Gettysburg Maintenance Manager, letting him know that the city can go ahead and spray the weeds around the Powell house property or may go ahead and hire someone to spray the property in which cost will be assessed against the property. On the Vail building, Notice was also sent out by Code Enforcement Specialists and was received by Vail. Mr. Johnson received a phone call from Linda Vail stating she knows the building needs to be torn down and Mr. Johnson is helping Vail get estimates of what it would cost to have the building torn down.

On the alleyway vacates, Archer explained that he has not yet spoken to Adam Roseland or Michael Larson to see if they have any further information and/or any type of map regarding the vacates. Gerber is in the process of working on getting a couple of maps put together to get to Attorney Vogel so the alleyway vacates can be completed. Gerber and Archer will continue to work with Adam Roseland at the Director of Equalization to get these maps completed and sent to Attorney Vogel to continue the process of completing the alleyway vacates as soon as possible.

Fischer updated the Crown the King fundraiser for a possible new pool for the city has a current pot nearing \$38,000 and reminded to purchase tickets weekly, if interested. Fischer stated that the Gettysburg Pool and Recreation Committee are hoping to have a meeting in the near future for further discussion regarding the new pool. The pool renderings are in the City Finance Office if anyone is wanting to see them. The new outdoor pool rendering was in the approximation of \$3.5 million and the new indoor pool facility rendering was in the approximation of \$8 million. Discussion. Fischer will update when a new meeting date and time has been set.

Moved by Archer, Warner seconded, to approve second reading and adoption of Ordinance 2022-11-07 An Ordinance Amending Title IX: General Regulations, Chapter 91, Section 91.02 Entitled "Littering" of the Gettysburg Municipal Code. All members present voted via roll call as follows: Nagel – Aye, Fischer – Aye, VanBockel – Aye, Ellwanger – Aye, Archer – Aye, and Warner – Aye. Motion carried.

Employee annual bonuses and/or raises along with Mayor and Council annual stipends and meeting wages will be discussed in Executive Session – Personnel.

Schatz went over data of the Traunch 1 and Traunch 2 American Rescue Plan Act (ARPA) funds payments. Discussion. Moved by Fischer, Ellwanger seconded, to approve the City of Gettysburg allocating all ARPA funds received in Traunch 1 and Traunch 2 claimed as revenue loss to provide governmental services towards water and sewer salaries/wages. All members present voted Aye. Motion carried.

Mogard gave police report. Mogard informed that the City of Gettysburg's new police officer, Jayden Lewis, started for Gettysburg Police Department today. Council welcomed Officer Lewis.

Mogard shared colored photos of what will be put on the police building for window coverings that were approved to be done at the November 11, 2022, regular council meeting.

Gerber gave maintenance report. Gerber stated both the snow route signs and hospital signs have been ordered that were approved at the November 11, 2022, regular council meeting. Once all signs have been received, maintenance will be installing. Gerber informed maintenance is currently building new signs for both the Rubble Site and for the City Shop dumpsters. The Rubble Site is currently closed for the winter season and is accessible by appointment only as of right now. New information is being put together regarding the Rubble Site rules and regulations, cost, and use of key and will be discussed in detail at the 2023 January or February regular council meeting. Archer stated that a compliment was given to maintenance on the fixing of culverts near Roy Combellick's property.

There was one fuel bid from Agtegra for the following: Unleaded 10% Ethanol FTE at \$3.025, Ruby Fieldmaster at \$3.89, #1 Ruby Fieldmaster at \$5.34, AvGas at \$4.876, and Jet-A at \$4.60. Moved by Fischer, Ellwanger seconded, to accept the fuel bid from Agtegra. All members present voted Aye. Motion carried.

Gerber went over quotes he received from Arnold Pool on (2) different robovac's for the pool, one at \$6,999 which should be in stock mid-November and one at \$5,220.95 which is currently in stock which this pricing did not include shipping cost. Discussion. Moved by Fischer, Warner seconded, to approve Gerber to purchase the commercial robovac for the pool in the amount of \$6,999 plus shipping from quote given by Arnold Pool out of the 2022 pool budget. All members present voted Aye. Motion carried. Quotes were also given and gone over from Arnold Pool on pool tarps and reel system for same and discussion was had. It was decided to wait on this purchase until decision was made if or when a new pool would possibly be built for the community in the future.

Schatz gave finance office report.

Moved by Fischer, Ellwanger seconded, to accept and approve ambulance write-offs in the amount of \$1,940.28. All members present voted Aye. Motion carried.

Moved by Ellwanger, Archer seconded, to approve (1) water deposit refund in the total amount of \$100. All members present voted Aye. Motion carried.

Schatz reminded council that actual Christmas and New Year's Day holidays fall on Sunday of this year so the Monday after each will be observed as the official holiday wherein the city offices will be closed.

Moved by Fischer, Ellwanger seconded, to approve running a newspaper ad "REMINDER" that community residents, going into effect January of 2023, will have a new basic water rate fee increasing by \$1.00, going from \$19 to \$20 per month with the consumption of water staying at the same rate of \$.55 per hundred gallons in town and from \$28 to \$29 with the consumption of water staying at the same rate of \$.60 per hundred gallons out-of-town. This \$1 increase came from the passing 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 Aye. Motion carried. Notice of the \$1.00 increase on the water basic fee will also be on each resident's January 2023 utility bill cards as a reminder of the increase.

Moved by Archer, Warner seconded, to approve running an ad in paper reminding businesses that any and all bills to the city they are wanting paid by end-of-year "must" be into the city office no later than

Tuesday, December 27, 2022, by 12:00 noon CST in order to be approved and paid by end-of-year. All members present voted Aye. Motion carried.

Moved by Fischer, VanBockel seconded, to approve signing the Joint Cooperative Agreement (JCA) for 2023 received from NECOG. All members present voted Aye. Motion carried.

Schatz went over end-of-year financials with council for approval on any supplements needed. Final documents of Automatic Budget Supplements and Resolution #2022-12-28 Contingency Transfer will be decided in final with a motion made to vote upon at the end-of-year special meeting on Wednesday, December 28, 2022, at 12:00 noon. Moved by Fischer, Archer seconded, first reading of Ordinance #2022-12-05 Supplemental Appropriations Ordinance wherein second reading and final adoption of same will also be handled by motion to vote upon via roll-call vote at the end-of-year special meeting on Wednesday, December 28, 2022, at 12:00 noon. All members present voted Aye. Motion carried.

- Building Permits: None
- Moving Permits: None.
- Demolition Permits: None.

Moved by Fischer, Ellwanger seconded, to go into Executive Session at 8:03PM for personnel. All members present voted Aye. Motion carried. Council reconvened at 8:20PM.

Moved by Ellwanger, Fischer seconded, to approve full-time employees David Mogard, Greg Gerber, Tyler Jost, Allen Pope, and Sheila Schatz to receive a 2022 end-of-year bonus of \$720 each; full-time employee Kaylee Broker to receive a 2022 end-of-year bonus of \$420 since she has been with the city as Deputy Finance Officer since May of 2022; a 2022 end-of-year bonus of \$75 each to be received by both pool managers, Nadine Simon and Shawna Pauli; and a 2022 end-of-year bonus to be received by each part-time seasonal employee – Mike Devine with Rubble Site of \$150, Michelle Hawkinson with mowing of \$100, and Jason Johnson with mowing of \$50. All end-of year bonuses will be included on each employee's December 15, 2022, payroll. All members present voted Aye. Motion carried.

Moved by Ellwanger, Fischer seconded, to approve giving all full-time employees (Greg Gerber, Tyler Jost, Allen Pope, Sheila Schatz, and Kaylee Broker) a 5% cost of living raise and Chief Mogard a 3% cost of living raise per employment contract, all effective the first payroll in January of 2023. Any and all possible merit raises will be discussed in Executive Session (personnel) at the January 2023 regular council meeting and decided at that time. All members present voted Aye. Motion carried.

Moved by Ellwanger, Fischer seconded, to also approve 5% increase on Mayor's annual stipend which will now be \$3,780 and Councils' annual stipend which will now be \$1,690.50 each with per regular and special meeting rates and conference rates staying as are. All members present voted Aye. Motion carried.

Correspondence: October Bank Reconciliations; Financials; Airport Fuel Report; DANR On-Site Inspection Report; DANR/NECOG Brownfield Sites Info.;

Schatz stated current airport fuel prices at the Gettysburg Municipal Airport for sale of Avgas and Jet-A are \$7.01 per gallon for Avgas and \$6.61 per gallon for Jet-A fuel.

Round Table: Fischer again reminded that the Crown the King Gettysburg Pool & Recreation fundraiser for new pool is close to \$38,000 – get your tickets as there are only (14) cards left in the deck (Facebook [gettysburgcrowntheking.square.site](https://www.facebook.com/gettysburgcrowntheking.square.site)). Fischer also wanted to remind the community to come and join the Miracle on Main Street event 5PM-7PM Sunday, December 11, 2022, at Loitwood Park – there will be fireworks as well as Santa will be there. Gerber thanked council for everything. Mogard also thanked council for everything and wanted to wish everyone in the community and area a Merry Christmas. Williams stated the awning crew has been in Gettysburg installing awnings but had to leave and will return to finish all awning installations on their list to be completed before the June 2023 140<sup>th</sup> Celebration. Schatz and Broker also thanked council for a good year and for the bonuses and raises, and Fischer thanked everyone for all their hard work.

Moved by Fischer, Ellwanger seconded, to adjourn meeting at 8:29PM. All members present voted Aye. Motion carried.

Attest:

Witness

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Sheila K. Schatz, Finance Officer

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Bill Wuttke, Mayor

Published at the approximate cost of \$