

Pursuant to the due call and notice thereof, the City Council met in regular session on May 8, 2023, at 7:00PM at the City Finance Office in Gettysburg, SD and via ZOOM. Present were Mayor Bill Wuttke, Philip Nagel, Michael Fischer, Eric Ellwanger, Kelly Archer, and Seth Warner. Also, present, were Greg Gerber, Maintenance Supervisor, Dave Mogard, Chief of Police, Sheila Schatz, Finance Officer, Kaylee Broker, Deputy Finance Officer, Ryan Vogel, City Attorney (via ZOOM), Steven Zuber, EMT Director, Kara Williams, Economic Development, and a few other participants via ZOOM.

Mayor Wuttke called the meeting of the 115th Council to order.

Moved by Nagel, Fischer seconded, to approve the May 8, 2023, proposed agenda with the addition of adding a water/sewer refund credit. All members present voted Aye. Motion carried.

Moved by Ellwanger, Nagel seconded, to approve the April 3, 2023, regular meeting minutes, amending vouchers payable to read as \$114,218.17 not \$112,742.77. All members present voted Aye. Motion carried.

Moved by Nagel, Fischer seconded, to approve the April 13, 2023, special meeting minutes and the April 17, 2023, special meeting minutes. All members present voted Aye. Motion carried.

VOUCHERS PAYABLE

Payroll Expense by Department:

Airport	\$1,361.31
Ambulance	\$858.96
Council	\$4,080.78
Finance Office	\$2,261.54
Mayor	\$1,280.00
Parks	\$0.00
Police	\$5,771.26
Rubble Site	\$648.00
Sewer	\$4,186.48
Snow Removal	\$5,916.41
Streets	\$4,189.29
Swimming Pool	\$858.94
Water	\$4,749.36
Total Payroll Expense by Department	\$36,162.33

Net Payroll	\$26,053.33
Advanced Auto Parts	\$304.41
Aflac	\$634.48
Agtegra	\$4,847.48
Avera Gettysburg	\$475.00
Avera Medical Group	\$169.00
Axon Enterprise, Inc.	\$1,689.64

Bank of the West	Payroll Taxes & Sales Tax	\$8,575.54
Blue Coat, Ashley	Prof. Svs. – Police Help	\$2,657.54
B&R Truck Repair, Inc.	Streets Supplies	\$250.19
Cam-Wal Electric Co-Op	Airport Lighting	\$23.00
Century Business Products	Prof. Svs. – Police Monthly Copier Fee	\$22.50
Child Support Services	Payroll Deduction	\$401.00
City of Gettysburg	Petty Cash	\$22.25
Coffee Bean/212 Mini Mall	(3) Election Workers’ Lunch	\$38.96
DCI Credit Service	Payroll Deduction	\$150.00
Decker Repair & Welding	Snow Removal & Streets Supplies	\$92.40
Dollar General	Streets & Finance Office Supplies	\$87.90
Elite Signs & Graphix	Police Supplies	\$586.00
Emergency Medical Products, Inc.	Ambulance Supplies	\$640.84
First Interstate Bank	CC Payoff	\$961.18
Frost, Brenda	Prof. Svs. - Election Worker	\$200.00
Gas-n-Goodies	Police Car Washes	\$11.00
Gettysburg Ace Hardware	Streets, Police, & Fin. Off. Supplies	\$203.52
Gettysburg Development Corp.	March BBB Taxes	\$1,266.78
Gettysburg Inn & Suites	Hotel for Police Help	\$79.00
Hamburger, Beth	Prof. Svs. - Election Worker	\$200.00
Heartland Payment Systems	Airport Fuel CC Fees	\$95.10
Heartland Waste Mgmt., Inc.	March Garbage Collection	\$6,632.75
Ingram Pest Service, Inc.	Prof. Svs. – Fire Hall & Ambulance	\$125.00
Kohlman, Bierschbach	Prof. Svs. – Finance Office Annual Report	\$1,500.00
Langer, Jill	Prof. Svs. - Election Worker	\$200.00
Linde Gas & Equipment, Inc.	Ambulance Oxygen	\$291.42
Logan Electric	Airport Fuel System Repairs/Maintenance	\$492.68
Marco	Copier Lease	\$94.75
Mid Dakota Rural Water System	Water Usage	\$15,609.43
Midway Parts, Inc.	Streets Supplies	\$23.00
Midwest Alarm Company, Inc.	Annual Alarm Monitoring Fee for Aud.	\$595.00
Mogard, David	Police Travel & Conf., Fuel, & Minor Equip.	\$660.94
Montana Dakota Utilities	Gas & Electric	\$6,428.68
Ness, Jennifer	Prf. Svs. – Police Help	\$1,522.50
New Creations	Finance Office Supplies	\$73.20
Northwest Pipe Fittings, Inc.	Water Rprs/Maint & Water&Sewer Supplies	\$2,146.17
Oahe Area Youth Center, Inc.	Annual Stipend	\$6,000.00
Potter County News	Publications	\$1,556.99
Potter County Treasurer	Prof. Svs. – Fin. Off. – NECOG Dues	\$972.94
Principal Life Insurance Company	Life Insurance	\$72.16
Richardson, Wyly, Wise	Prof. Svs. – Legal	\$810.00
Sanitation Products, Inc.	Streets Supplies	\$677.33
Schlachter Lumber, Inc.	Auditorium Rprs./Maint. & Streets Supplies	\$981.78
SD Dept. of Revenue	½ Malt Beverage License Transfer Fee & Water Testing	\$135.00
SD Dept. of Transportation	Snow Removal Supplies - Salt	\$140.00
SD Govt. Finance Officers Assoc.	2023 Fin. Off. School – Travel & Conf.	\$150.00
SD Govt. Human Resource Assoc.	2023 HR Training – Travel & Conf.	\$100.00

SD Retirement Systems	Retirement	\$3,750.52
Servall	Rugs	\$121.25
Standard Ins., Co.	Monthly Vision Ins. – ACH	\$46.16
Stanley’s, Inc.	Streets Fuel	\$835.11
TASC	Health Flex Plan	\$824.98
The Lodge at Deadwood	Police Travel & Conference	\$336.00
Titan Machinery	Streets Repairs/Maintenance	\$2,580.96
True Value	Parks, Sewer, Finance Office, Streets, & Police Supplies	\$272.71
US Bank	1 st Qtr. Sewer Loan	\$8,930.13
US Postmaster	Water Bills	\$129.10
Venture Communications	Telephone/Fax/Internet/AWOS	\$872.61
Verizon Wireless	Maintenance Cell Phones	\$125.40
Wager, Shane	Monthly IT Retainer	\$180.00
Wellmark BC/BS Health Plans	Health Ins.	\$7,618.71
WEX Bank	Ambulance Fuel	\$546.93
TOTAL CHECKS		\$125,900.33

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

Moved by Fischer, Ellwanger seconded, to adjourn the 115th Council at 7:12PM. All members present voted Aye. Motion carried.

Mayor Wuttke called the first meeting of the 116th Council to order which meeting reconvened at 7:13PM. Moved by Fischer, Ellwanger seconded, to initiate the 116th Council. All members present voted Aye. Motion carried.

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

Moved by Fischer, Archer seconded, to approve to nominate Eric Ellwanger as Vice President of the Council and that nomination cease and to cast a unanimous ballot for Eric Ellwanger as Vice President of the Council. All members present voted Aye. Motion carried.

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

Mayor: Bill Wuttke

President: Philip Nagel

Vice President: Eric Ellwanger

Airport Manager: Greg Gerber

Assistant Airport Manager: Tyler Fischer

Attorney: Ryan Vogel

Official Depositories: Bank of the West (BMO Harris) and First Interstate Bank

Health Officer: Kristi Livermont

Official Newspaper: Potter County News

Mayor Wuttke read the Council Committee appointments:

- Airport: Ellwanger and Fischer
- Animal Control: Ellwanger and Archer
- Parks and Recreation: Ellwanger and Warner
- Building Permits: Archer and Warner
- Economic Development: Wuttke and Nagel
- Finance Office and Maintenance Building: Wuttke, Nagel and VanBockel
- Fire Department and Auditorium: Nagel and Fischer
- Ambulance/Health and Safety and Drug Policy: Wuttke, Archer, VanBockel, and Ellwanger
- Law Enforcement: Wuttke, Nagel and Warner
- Rubble Site: Archer and Fischer
- Streets: VanBockel, Archer and Warner
- Water and Wastewater: Nagel, Fischer and VanBockel
- 5-Year Planning Commission: Ellwanger and Fischer

Moved by Nagel, Ellwanger seconded, to approve the 2023-2024 appointed officers and Council Committee appointments. All members present voted Aye. Motion carried.

Moved by Nagel, Fischer seconded, to approve Resolution 2023-05-08 Resolution Establishing Contract for Legal Services with Attorney Ryan Vogel as City Attorney. All members present voted Aye. Motion carried.

Moved by Fischer, Ellwanger seconded, to approve the 2023-2024 Gettysburg Fire Department and Gettysburg EMT rosters. All members present voted Aye. Motion carried.

Appointment - Shane Wager, IT (not present) Schatz presented Wager's quote on purchase & installation of new computers for finance office. Discussion. Moved by Ellwanger, Archer seconded, to approve Wager's quote on the purchase and installation of (2) new computers with OS Licensing for the finance office at the approximate cost of \$850 per unit with included license. All members present voted Aye. Motion carried.

Appointment – Steven Zuber, EMT Director - Zuber gave ambulance report.

Moved by Warner, Nagel seconded, to approve ambulance purchasing a new tv to hang in the ambulance bay at the fire hall to show CADS (Computer Aided Dispatch System) with the City, ambulance and firemen splitting cost three ways, each an approximate cost of \$200, totaling roughly \$600; and to also run a 911 Address Corrections for Google Maps ad in newspaper for two weeks. All members present voted Aye. Motion carried. The ad will state that the Potter County Library is able to correct rural GPS coordinates on Google Maps and/or be able to confirm that your location is correct if you are unsure, just by calling the library at 605-765-9518 during their business hours and giving them the proper updated information. Both the above actions will greatly help with having correct 911 address information when an ambulance run occurs.

The ambulance group purchased an updated countywide map at an approximate cost of \$180. Zuber informed the E-care system is up and running in the new ambulance and works great, so plans are to put the E-care system in the second ambulance, as well.

Zuber stated the new EMT on-call system seems to be working very well thus far. It was discussed and decided not to re-run the prior ad for a Certified EMT/Paramedic at this time but would be re-addressed at the July council meeting. Zuber also informed that some Advanced Life Support (ALS) protocols have currently been updated and signed off on to be put in use.

Zuber stated ambulance recently upgraded one stretcher to accommodate larger or wider patients which the kit upgrade was purchased with money given to ambulance from the Julie Joachim Memorial and a thank-you will be sent.

Zuber also discovered recently there currently is no smoke or fire detection in the fire hall. Nagel is currently doing research and getting quotes on heat sensors and alarms and further discussion will be had at the June 5 council meeting.

Moved by Nagel, Fischer seconded, to approve getting three quotes to have the fire hall floor resurfaced for up to \$1,000 or may poll council first if pricing comes in higher. All members present voted Aye. Motion carried.

Discussion was had on a possible future purchase of a new ambulance but with a lead time of 30 months and companies not being able to guarantee pricing at this time, Zuber feels it best to wait on this for another year.

Schatz polled Council to switch the May regular council meeting from Monday, May 1 to Monday, May 8 due to a conflict. Moved by Warner, Fischer seconded, to approve the May regular council meeting to be moved from Monday, May 1 to Monday, May 8, 2023, at 7PM due to a conflict. All members present voted Aye. Motion carried.

Moved by Fischer, Ellwanger seconded, to approve publishing all Notices of Public Hearing on Petitions to Vacate Alleys for two consecutive weeks with public hearing to be held at the regular council meeting on Monday, June 5, 2023, at 7PM. All members present voted Aye. Motion carried.

Discussion was had on fundraising update for possible new pool. Fischer would like to discuss with KLJ Engineering possibly re-running numbers on both the indoor and outdoor pool plans as numbers for material cost were running at an all-time high at the time were asked for.

Ellwanger asked how many applications the City has received for lifeguards at the pool. So far, only (3) lifeguard and (1) front desk help applications have been turned in and no manager applications yet. Schatz reminded that the ad for pool personnel has been running weekly and applications were also hand-delivered to the school in which they announced the openings on school announcements. Schatz would like to set up a pool committee meeting as soon as possible, but more applications will need to come in first to determine if the pool would be able to even open for the season. To run the pool as it needs to be, there will need to be at least (7-8) lifeguards and a pool manager (which it runs smoother having two). Schatz asked if an "emergency" ad needs to be run as the City did last year asking for pool help in order to be able to open the pool. Discussion. Due to not having enough applicants, the prepping of the pool has not yet begun, lifeguard and WSI trainings are already beginning, no lifeguard gear or concession stand items have been ordered, etc. In prior years, the staff had (2) managers and (8) lifeguards – (2) of which were WSI trained and still struggled daily to have enough properly staffed due to the teenagers having very busy schedules with sport camps, family vacations, illness, etc. Maintenance has been waiting for the go-ahead from Council to fully prepare the pool for an open season or not. Gerber estimated at least

a good week and a half to two weeks to get it completely painted (weather permitting) and a good week to fill it. Schatz said that several communities are dealing with the exact same staffing issues again this year. Schatz reiterated that wages have been increased and pool hours adjusted, but if neither high school students nor parents/adults step up, then the reality is the pool cannot be opened this season.

Moved by Nagel, Fischer seconded, to run an “emergency” pool help ad in the newspaper for another two weeks (wherein pool hours, open swim shifts, and possibility of swim lessons would have to be re-addressed) depending on if any more applications come in. At a minimum, (4-5) more valid applications need to come in (no less than (1) manager and (7-8) lifeguards to staff) with a deadline of May 26, 2023, or the pool **will not open** this season. All members present voted Aye. Motion carried.

Moved by Fischer, Ellwanger seconded, to approve the firemen’s Application for a Special Alcoholic Beverage License 2-Day Permit for Special On-Sale of Alcoholic Beverages for 2023 Special Event for the 140th Celebration June 23-25, 2023. All members present voted Aye. Motion carried.

Moved by Fischer, Ellwanger seconded, to approve Retail (on-off sale) Malt Beverage & SD Farm Wine License renewals for 2023-2024:

- B&R, Inc. dba Liberty Lanes
- Dollar General Store #17770
- Gas-n-Goodies
- Gettysburg Flowers-Coffee Bean
- Stan’s

A check for one-half of fees will be sent to the State. All members present voted Aye. Motion carried.

Moved by Nagel, Ellwanger seconded, to have the July regular council meeting on Monday, July 10 instead of July 3 due to the 4th of July holiday. All members present voted Aye. Motion carried.

Moved by Fischer, Ellwanger seconded, to approve applying for the West Nile Grant. All members present voted Aye. Motion carried.

Moved by Nagel, Fischer seconded, to approve an operating transfer out of General Fund - Cash account into the Water Fund - Cash account in the amount of \$100,000 to bring the account into good standing from expenses that were paid out for two years on the Highway 212 Project as there was no grant available. All members present voted Aye. Motion carried.

Dave gave the police report. Mogard and Schatz asked permission to have maintenance cut down two trees on Commercial Avenue, one in front of the police building and one in front of the old Treasure Hut building, due to the extensive mess the cherries that fall from the trees and the birds in the trees cause on sidewalk and any cars parked in the area. Discussion was had on different ideas. It was decided to wait on this and re-discuss at a meeting after the 140th Celebration in June.

Gerber gave the maintenance report. He stated the city park restrooms will be opened up this week and the sewer dump for campers is up and running and the fresh-water water hydrant is turned on and ready for use.

Gerber stated the supplies for new sewer and manhole on Ellsworth were ordered and installation will be happening soon. Broker asked if it is possible to do a refund credit on the Hamburger’s water/sewer billing from January thru April as they were not able to live at the residence during that time due to having

no sewer. Moved by Nagel, Ellwanger seconded, to approve a refund credit in the amount of \$228 on the Hamburger's water/sewer billing. All members present voted Aye. Motion carried.

There was one fuel bid from Agtegra for the following: Unleaded 10% Ethanol FTE at \$3.115, Ruby Fieldmaster at \$3.24, Aviation Gas at \$4.671, and Jet-A at \$3.47. Moved by Fischer, Ellwanger seconded, to accept the fuel bid from Agtegra. All members present voted Aye. Motion carried.

Moved by Ellwanger, Warner seconded, to approve running ad in paper that the City of Gettysburg Water Quality Confidence Report is available at the city finance office as well as on the City's website and Facebook page. All members present voted Aye. Motion carried.

Moved by Ellwanger, Fishcer seconded, to advertise for bids on more or less, 1000 ton of base coarse road gravel to be delivered to city shop. All members present voted Aye. Motion carried. Sealed bids must be marked "2023 Gravel Bid" and be delivered to the city finance office no later than 5:00PM CST on Friday, May 26, 2023, and will then be publicly opened and read aloud at the June 5, 2023, regular council meeting at 7:00PM CST at said office.

Moved by Ellwanger, Fischer seconded, to approve publication of Public Notice of Intent to Operate a Rubble Site and to turn in permit renewal application. All members present voted Aye. Motion carried.

Schatz reminded that today, May 8, 2023, the rubble site was opened for the season (weather permitting) with hours being Monday-Friday 12:00PM to 5:00 PM and Saturday 9:00AM to 5:00PM with a new rubble site fees list in place that was published in the paper, and that Clean-Up Week is May 8-13, 2023.

Schatz gave the finance office report. Moved by Fischer, Ellwanger seconded, to approve ambulance write-offs in the amount of \$1,829.49. All members present voted Aye. Motion carried.

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

Moved by Fischer, Archer seconded, to approve adopting and publishing the City's 2022 Annual Report. All members present voted Aye. Motion carried.

Moved by Ellwanger, Fischer seconded, to approve Schatz and Broker to both attend the 2023 Human Resource and Finance Officer Schools being held in Pierre from June 6 – June 9, 2023, and an ad to be put in the paper reminding the community the office will be closed during this timeframe and will reopen on Monday, June 12, 2023. All members present voted Aye. Motion carried.

Moved by Ellwanger, Warner seconded, to approve Schatz and Broker to both attend the annual Budget Training class as they are continuing to try and keep up on cross-training positions. The class is on June 28, 2023, in Sioux Falls and the cost is \$30.00 each to attend, plus travel. All members present voted Aye. Motion carried.

Schatz asked that special budget requests start to be turned in to her as she will be starting to work on the 2024 budget soon.

Moved by Ellwanger, Archer seconded, to approve the following building, moving and demolition permits.
Building Permit: Michael Fischer – 502 N Main – Stick or Steel New Rental Building
Moving Permit: None

Demolition Permit: LEC, Inc. – 308 N Main Street - House

All members present voted Aye with Fischer abstaining from vote. Motion carried.

Moved by Warner, Ellwanger seconded, to go into Executive Session at 8:38PM for personnel. All members present voted Aye. Motion carried. Council reconvened at 8:51PM.

Moved by Ellwanger, Nagel seconded, to give Gerber the authority to hire seasonal summer help at \$18 per hour to help with maintenance needs. All members present voted Aye. Motion carried.

Correspondence: March Bank Reconciliations; Gettysburg/Whitlock Bay Development Corporation 1st Qtr. Financials; 2022 Oahe Area Youth Center Annual Financials; Display Sales Quote on Banners for all new Light Poles on Hwy. 212; Bank of the West/BMO Harris Business Credit Card Info. (no annual fee); SD FIT May '23 Info.; SD Retirement Municipal Official Representative on SDRS Board of Trustees Opportunity; SD Passports Program; Thriving Communities Program Info.; NOFO for Wildlife Crossing Pilot Program Info.

Round Table: Nagel asked if Economic Development would be willing to do a match with City on installing new banners on the Highway 212 light polls in the future, similar to what they did in matching upgrading business awnings. Williams said it could be discussed, yes, but a decision would need to be made of what the banners should have on them first. Fischer stated that he is again having the grade school, middle school, and high school help with clean-up of the community and it will be happening this Wednesday, May 10 from 12:30PM-2:00PM. They will be cleaning at the City parks and the country club and helping some residents who have called in and asked for some assistance. They will also try to do trash pickup at the cemeteries if have enough time. Gerber thanked the council for helping him out to hire seasonal summer help. Williams reminded that for the 140th Celebration to please register even if do not plan on attending the banquet as they just want to have a proper count, so they are adequately prepared for outhouses, garbage, etc. June 1 is the cut-off date to register and may register at www.gettysburgsd.us. The finance office's new awning will be fixed before the 140th event. Williams also mentioned that NECOG will be in Gettysburg sometime this week and will be discussing the Brownfield's Project Grant. The safety of the Vail building and extra fencing was discussed for the 140th event and all the activities that will be happening downtown. It was asked that Attorney Vogel & code enforcement discuss taking the next step with the Vail building and find out where quotes are for having the building torn down. Ellwanger again thanked the maintenance crew for a job well done on snow removal during the hard winter. Williams reminded the interested pickle ball players in community are excited to start playing and Gerber said the courts will be ready in the near future.

Moved by Nagel, Warner seconded, to adjourn meeting at 9:06PM. All members present voted Aye. Motion carried.

Attest:

Witness:

Sheila K. Schatz, Finance Officer

Bill Wuttke, Mayor