

Pursuant to the due call and notice thereof, the City Council met in regular session on July 10, 2023, at 7:00PM at the City Finance Office in Gettysburg, SD and via Zoom. Present were Mayor Bill Wuttke, Philip Nagel, Michael Fischer, Fran VanBockel (via Zoom), 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), Kara Williams, Economic Development, Steven Zuber, EMT Director, Lyle Wickersham, Earl Broker, Lane Broker, Levi Broker, and a few other participants via Zoom.

Moved by Nagel, Fischer seconded, to approve the July 10, 2023, proposed agenda, after amending it to include building permit from Earl Broker. All members present voted Aye. Motion carried.

Moved by Nagel, Fischer seconded, to approve the June 5, 2023, regular meeting minutes. All members present voted Aye. Motion carried.

VOUCHERS PAYABLE

Payroll Expense by Department:

Airport	\$2,915.19
Ambulance	\$12,051.19
Council	\$0.00
Finance Office	\$3,350.08
Mayor	\$0.00
Parks	\$2,618.44
Police	\$6,358.00
Rubble Site	\$1,494.00
Sewer	\$2,900.13
Snow Removal	\$0.00
Streets	\$5,991.99
Swimming Pool	\$8,518.08
Water	\$6,233.68
West Nile	\$572.00
Total Payroll Expense by Department	\$53,002.78

Net Payroll	\$41,103.88
Advanced Auto Parts	Pool & Water Supplies \$153.49
Aflac	Aflac Insurance \$600.03
Agtegra	City Shop Fuel & Airport Fuel \$6,749.67
Aramark	Police Supplies \$46.20
AT&T Mobility	Police Cell Phones and Police & Ambulance \$250.78
	Hot Spots
Avera Gettysburg	Prof. Svs. – Ambulance – Nurse Runs \$700.00
Bank of the West	Payroll Taxes & Sales Tax \$12,053.54
Blue Coat, Ashley	Prof. Svs. – Police Help \$671.22
Broker, Kaylee	Finance Office Travel & Conference \$321.72

Cam-Wal Electric Co-Op	Airport Lighting	\$23.00
Century Business Products	Prof. Svs. – Police Monthly Copier Fee	\$26.25
Child Support Services	Payroll Deduction	\$401.00
City of Gettysburg	Petty Cash	\$34.37
Civil Air Patrol Magazine	Airport SD Wings Ad	\$105.00
Clubhouse Hotel & Suites	Finance Office Travel & Conference	\$1,095.12
Coffee Bean/212 Mini Mall	Finance Office Supplies	\$85.34
Decker Repair & Welding	Park Supplies	\$57.80
Dollar General	Street, Finance Office, Pool, Park, & Animal Control Supplies	\$346.75
Economic Development	2 nd Qtr. Stipend	\$5,000.00
First Interstate Bank	CC Payoff	\$1,084.84
Gas-n-Goodies	Police Car Washes	\$20.00
Gettysburg Ace Hardware	Street, Park & Pool Supplies	\$491.58
Gettysburg Collision Center	Police Repairs/Maintenance	\$846.00
Gettysburg Development Corp.	BBB Taxes	\$3,239.77
Gettysburg Inn & Suites	Hotel for Police Help	\$444.36
Goebel, Greta	Pool Travel & Conference	\$61.20
Heartland Payment Systems	Airport Fuel CC Fees	\$95.19
Heartland Waste Mgmt., Inc.	Garbage Collection	\$6,992.58
Holzwarth Sales & Service, Inc.	Street Repairs/Maintenance	\$440.00
Huckins, Kent	Prof. Svs. – Pool	\$1,450.00
Ingram Pest Service, Inc.	Prof. Svs. - Fire Hall/Ambulance	\$240.06
John Deere Financial	Park & Street Supplies	\$100.16
Langer's	Finance Office Supplies	\$5.90
Linde Gas & Equipment, Inc.	Ambulance Oxygen	\$119.67
Logan Electric	Lighting Repairs/Maintenance	\$7,308.89
Marco	Copier Lease	\$319.50
Menards	Police Supplies	\$28.47
Mid Dakota Rural Water System	Water Usage	\$15,664.29
Midway Parts, Inc.	Pool & Street Supplies	\$40.27
Mike's Repair	Police Repairs/Maintenance	\$164.80
Montana Dakota Utilities	Gas & Electric	\$4,841.38
New Creations	Police, Finance Office & Pool Supplies	\$160.11
Northwest Pipe Fittings, Inc.	Water & Sewer Supplies	\$3,216.58
Potter County News	Finance Office, Legal, Street, Pool, Rubble Site, & Water Publications	\$1,910.02
Principal Life Insurance Company	Life Insurance	\$72.16
Red River Grain Co.	Sewer Supplies	\$195.50
Richardson, Wyly, Wise	Prof. Svs. – Legal	\$1,897.50
Riteway Business Forms	Water Supplies	\$1,324.68
Robbennolt, Allen	Police Help	\$2,035.18
Sam's Club	Pool Supplies	\$621.66
Schatz Electric, Inc.	Sewer Improve Other than Bldgs. & Pool Repairs/Maintenance	\$4,475.80
Schatz, Sheila	Finance Office Travel & Conference	\$136.84
Schlachter Lumber, Inc.	Sewer, Pool, Park, & Street Supplies	\$1,233.29
SD Dept. of Revenue	Water Testing	\$30.00

SD Retirement Systems	Retirement	\$4,111.22
Servall	Rugs	\$36.64
Soper's, Inc.	Street Supplies	\$118.49
South Dakota One-Call	One-Calls	\$16.80
Standard Ins., Co.	Monthly Vision Ins. – ACH	\$46.16
TASC	Health Flex Plan	\$824.98
Titan Machinery	Street Repairs/Maintenance	\$4,017.14
True Value	Police, Park, Street, Rubble Site, & Pool Supplies	\$1,502.69
US Postmaster	Water Bills	\$228.60
Van Diest Supply Co.	West Nile Supplies	\$3,464.13
Venture Communications	Telephone/Fax/Internet/AWOS	\$861.93
Verizon Wireless	Maintenance Cell Phones	\$125.40
Wager, Shane	Monthly IT Retainer & (2) WP 10 Systems	\$480.00
Wal-Mart – Pierre	Pool Supplies	\$131.29
Wellmark BC/BS Health Plans	Health Ins.	\$7,142.99
WEX Bank	Ambulance Fuel	\$190.55
Wuttke, Sara	Pool Supplies	\$50.86
Zuber Refrigeration	Prof. Svs. – Street	\$2,422.79
TOTAL CHECKS		\$156,906.05

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

Appointment – Steven Zuber, EMT Director

Zuber stated they received new Narcan and are receiving (2) new Lifepaks provided by the State. Zuber stated the new on-call system is helping a lot but would still like to revisit the idea of hiring a full-time person and this person could also take over the duties of ambulance director. Nagel stated he did speak with Commissioner Everson and is expecting to be on the agenda for the next Commissioner's meeting to discuss the possibility of the County setting up an ambulance tax district.

Appointment – Joan Powell – No Show.

Appointment – Lyle Wickersham – Tree overgrowth and fence issues in alleyway

Wickersham stated approximately (9) months ago, he asked Council to take care of the tree overgrowth in the alleyway behind his residence as well as look into the fence issue he still believes is in the alley right-of-way and nothing has been done to-date. Nagel stated himself and Gerber stopped over before tonight's meeting and located and checked all the pins and measured and found that fence is well within the parameters of the boundaries. Pictures were taken. Discussion. Wickersham would like to see the pins and Gerber stated he would mark it in the morning and Wickersham stated he would be there. As far as the tree overgrowth Nagel believes those trees were trimmed last weekend but, if not, the maintenance crew will be over to take care of the issue tomorrow, as well.

Appointment – Finance Officer Schatz relaying question for Linda Vail regarding Vail Building

Schatz informed that Vail called the office last week and stated she is still working very hard to find someone to tear the Vail building down. She inquired if the motion from the August 3, 2020, council meeting regarding charging only a flat fee of \$2,500 for the rubble site on demolition of the Vail building was still valid. Discussion. Moved by Ellwanger, Archer seconded, to approve charging a flat fee of \$2,500

for rubble site fees on demolition of the Vail building on the corner of Commercial Avenue and Exene Street with the stipulation the building must be torn down by December 31, 2023, or the flat fee will expire on said date and will then need to be reassessed moving forward. All members present voted Aye. Motion carried. Schatz will phone Vail to inform her of the new motion.

Regarding purchasing and having sensors installed in the Fire Hall, Nagel has received two quotes on the sensor equipment, but neither includes the cost of hiring an electrician to install said sensors. Nagel and Gerber will get electrical quotes and both the equipment and installation quotes will be discussed and decided upon at a future meeting. Budget will need to be discussed before proceeding.

Mayor Wuttke asked for a new pool update. At the May 8, 2023, meeting, Fischer mentioned possibly discussing with KLJ Engineering to rerun the 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. Fischer stated that he could bring the fundraising totals update for the August meeting. Discussion.

Reminder was given that the Animal Vaccination Clinic is being held at the Potter County Fairgrounds on Tuesday, July 18, 2023, from 10AM-3PM with the ad running in this week's paper. Reminder was also given for the public to register their pets at the finance office.

Schatz polled the Council on June 14, 2023, regarding the possible purchase and installation of a HALO-LED Home Air Purification System for the police building and the poll came back with a Yay vote of (4) council members. Moved by Ellwanger, Warner seconded, to approve the purchase of a HALO-LED Home Air Purification System in the approximate amount of \$570 plus installation cost by Zuber Refrigeration to install the system to help with the air circulation issues in the police building. All members present voted Aye. Motion carried.

Schatz also polled the Council on June 15, 2023, regarding Governor Noem's email granting administrative leave for July 3, 2023, to coincide with the regular 4th of July holiday. SDML forwarded the email to all South Dakota city municipalities stating if you recognize state granted holidays, each municipality council could be asked and vote upon if they choose to give their employees July 3, 2023, off paid as part of the regular 4th of July holiday and the poll came back with a Yay vote of (4) council members. Moved by Nagel, Fischer seconded, to approve giving city employees July 3, 2023, off paid to coincide with the regular 4th of July holiday for this year. All members present voted Aye. Motion carried.

Schatz informed Council that Gary Lofswold, President of the Prairie Wanderers Volkssport Club based in Sioux Falls stopped in the office regarding a 5K and 10K walking event they would like to hold in Gettysburg on Sunday, September 24, 2023. The small club consists of avid walkers that attempt to have a walking event in every county in South Dakota. It is a non-competitive event and people walk at their own pace on sidewalks and road shoulders all within city limits. It will start at the city park at 11AM with a two-hour window to start the event and will end at the city park by 4PM. The club will be running an ad in the newspaper closer to the event. Everyone is welcome to join in the event.

Schatz informed Council in 2022 there was an opportunity for city municipalities to change their annual budget deadlines from September 1 to November 1 through an ordinance. Schatz felt changing this deadline would allow for more time to gather current fiscal year data. Discussion. Moved by Ellwanger, VanBockel seconded, to approve first reading of Ordinance 2023-07-10 Annual Appropriation – Deadlines wherein the city finance officer must report to the City Council an estimate of expenses and the revenue necessary to be raised for the following year in a budget form no later than the first regular City Council

meeting in November, or within ten (10) days, thereafter, and the annual appropriation ordinance must be published once, pursuant to SDCL § 9-19-17. All members present voted Aye. Motion carried. Schatz did hand out to all council an updated Revenue Budget/Amount Comparison Report so comparisons could be seen on revenue for 2021, 2022, and 2023 thus far.

Schatz stated most of the current Private Aircraft Hangar Leases will be expiring in December of 2023 and will need to be renewed. Fischer had asked Schatz to research what the current annual lease cost is and when it was last assessed. Schatz stated that the leases were raised from \$.05/sq.ft. to \$.06/sq.ft. in December of 2007. Discussion. Schatz was asked to do further research of what other surrounding city airports were charging for their hangar leases to bring said information to the August meeting wherein a decision could be made.

Mogard gave the police report. At the June council meeting, Mogard stated he has been getting a lot of phone calls regarding drones being flown in town. Mogard did some research and drew up a draft of Ordinance 2023-06-05 Title IX: General Regulations – Chapter 93: Drone Regulations for Council review. Discussion was had and VanBockel requested that Attorney Vogel should go through the ordinance language first and give guidance. VanBockel wanted to know which items are currently FAA approved and which are not on the current ordinance draft. Since the June meeting, Attorney Vogel has done some research and stated currently, Aberdeen is the only municipality he is aware of that has their own drone ordinance. Attorney Vogel informed the State statutes can be found in Chapter 50-15 wherein the (5) statutes are somewhat broad with Aberdeen's ordinance being much narrower but reminded there are also FAA regulations. New discussion. Council has decided to forego the new drafted ordinance and stay with State statutes at this time. If further issues continue to occur, things can be reassessed at a future date.

Gerber gave the maintenance report. Gerber stated the maintenance crew continue to be busy with trimming trees, mowing, spraying mosquitos, etc. He stated they are still continuing to spray but the mosquitos got much worse after all the rains hit. Gerber did inform that maintenance has gone through almost \$3,000 in chemical already and it costs almost \$500-\$600 a night to spray for mosquitos in the community, but it is something that needs to be done. Schatz confirmed the City was awarded the West Nile Grant in the amount of \$3,068 but has spent \$3,464.13 on chemical thus far and more chemical will need to be ordered. Budget will need to be discussed.

Some street work has also been done but Jensen Rock & Sand is talking August before they will be here. Gerber gave two quotes from Jensen Rock & Sand to all Council. Gerber stated that prior work done ran at about \$30,000-\$35,000 per block and is currently at about \$46,000 per block. Currently, the plan is to fully pave two blocks on Logan, approximately 150' on Bryson, and take care of utility holes that need taken care of. The rest will be patching work. There was a cave-in on Dakota Street when sewer was put in, so maintenance has ground it and packed it and will be putting a skim over that.

There was one fuel bid from Agtegra for the following: Unleaded 10% Ethanol FTE at \$3.135, Ruby Fieldmaster at \$3.09, Aviation Gas at \$4.60, and Jet-A at \$3.35. Moved by Warner, Ellwanger seconded, to accept the fuel bid from Agtegra. All members present voted Aye. Motion carried.

Gerber stated code enforcement is going well. The community is doing a great job cleaning up. An updated code enforcement listing was given to all council.

The auditorium roof was discussed at the June council meeting. Gerber stated Weatherall Roofing & Insulation out of Pierre came and examined the roof giving a sealed quote on both the auditorium and police building roofs. Chad from Weatherall stated there is currently a lot of hail damage on the roof of the auditorium that needs repaired before a new sealant coat can be applied. A claim was filed with insurance and is awaiting review from an adjustor. Weatherall's sealed quotes will not be opened until bids are let for the roof repair. Moved by Nagel, Ellwanger seconded, to advertise a Notice of Bids with roof specs for the repair of roof on the auditorium and a separate bid for roof repair of police building, which may or may not be done, as well as bids for new sealant on each building's roof. Gerber will find out specs and help Schatz draw up Notices of Bids. All members present voted Aye. Motion carried.

Gerber explained Devine is currently cleaning out the old shed sitting out at the rubble site. With all the rain, the shed is basically sitting in water and is already rotted out and in very bad condition. Gerber stated with the heat, flies and mosquitos, a worker needs to sit in a vehicle running for periods of time during the hours open when not busy with people or cleaning up the rubble site. Gerber stated Schlachter's currently have available a 10x12 shed being built for \$2,000. Gerber stated he contacted Cam-Wal and was told they could put a transformer on the pole, and it is currently \$7.00 per foot to dig power in. Where Gerber would like to set the shed, he is approximating 100' at \$7.00 per foot. Moved by Nagel, VanBockel seconded, to allow purchase of shed from Schlachter's for \$2,000 and to hire Cam-Wal to run power in for it at \$7.00 per foot. All members present voted Aye. Motion carried. Gerber stated once installed an electrician will be needed to complete interior wiring.

Gerber stated all Council have an email from Charlie Baker of KLJ Engineering with an updated CIP in their packets. Helms & Associates were at the City's airport the week of June 19, 2023, doing crack sealing work on the runway for the South Dakota Maintenance Pavement Project on the CIP. They were able to complete some of the work but had to stop due to the heavy rains and sent an email on June 21 they would have to reschedule the seal coat work preferably for after the 4th of July holiday. The City has not heard back from Helms & Associates on the reschedule as of yet.

July 6, 2023, Schatz received an email from AT&T regarding them wanting to do an AT&T upgrade for LTE "3rd Carrier" and "3C" on the City's water tower. A consent letter and scope of work were sent. This is the same upgrade they wanted to do back in 2018 wherein a lot of research had to be done back and forth between AT&T and Maguire Iron who painted the City's water tower. In June of 2018, Council did not approve the changes because they felt the changes were too extensive after having just repainted the water tower to feel comfortable enough to allow such large changes to be installed. With further communication between the City, City's attorney, Maguire Iron, and AT&T, the City did finally grant the upgrade under certain stipulations with no changes to the lease agreement being made at that time. AT&T never came and did the upgrades. Now, they are reconnecting five years later wanting consent again to do the upgrade. Again, Schatz contacted Chad Edward of Maguire Iron to get his input. Discussion was had that there would be 18 total antennas and other equipment on the tank once the upgrade was complete that all adds extra weight to the tank. The recommendations from Maguire Iron were again that certain stipulations needed to be followed with an inspection to be done by Maguire Iron after the installation wherein AT&T pay for the inspection. He also gave a recommendation of raising the monthly lease amount to at least \$5,000 per month rather than the current \$600 per month. Moved by Nagel, Ellwanger seconded, to charge \$6,000 per month lease with an increase of 5% per year for duration on an approximated 5-to-8-year lease with a new lease agreement to be drawn up between the City and AT&T with help of City's Attorney; the stipulations set forth from Maguire Iron must be followed with pictures being taken before and after update with AT&T paying for an inspection from Maguire Iron after said updates are installed; there will be a cap put on no more than 18 antennas allowed on the water tower

after this said update is complete; and there needs to be a completion date clause in the said contract before consent will be given. All members present voted Aye. Motion carried.

Schatz gave the finance office report.

Moved by Fischer, Nagel seconded, to approve ambulance write-offs in the amount of \$1,766.16. All members present voted Aye. Motion carried.

Schatz again asked that special budget requests be turned in to her as soon as possible as she has only received one request thus far and that was from Economic Development for the same amount as last year.

Schatz reminded Council they should be thinking about any earmarking of funds they may want to do for the 2024 Budget so proper protocol can be set up by motion and in Banyon (i.e. new ambulance, new police squad, future street work, etc.)

Moved by Fischer, Archer seconded, to approve the following building, moving and demolition permits. All members present voted Aye with Warner abstaining from vote. Motion carried.

- Building Permit: Marty Bliese – 306 S Potter St. - Cedarwood Deck & Fence & Chain Link Fence (Dylan Bradford)
Seth Warner – 800 E Logan Ave. – Dwelling Addition .. Master Bedroom, Entry & Laundry, ½ Bath (Self & Glen Weidrich)
Curt Hamburger – 400 E Commercial Ave. – Vinyl Fence (Self)
Earl Broker – 2 Lots Corner of Blaine & Cottage – New Basement & Move House in (Mayberry House Movers & Earl Broker)
- Moving Permit: None
- Demolition Permit: None

Executive Session – None needed.

Schatz reminded that the Elected Officials Workshop is at the Ramkota Hotel in Pierre on July 26, 2023, at a rate of \$60 per attendee and she needs to know if any of our council will be attending so she may register by the deadline which is July 12, 2023. Schatz was informed no one from Council will be able to attend this year.

Schatz discussed with Council them possibly wanting to do a transfer into the sewer cash account from doing a transfer out of the sewer interest bearing account to bring the actual sewer cash account in the positive even though the overall cash and assets in total are in the positive without doing so. Council did not want to do such transfer at this time as from an auditor’s view, all looked okay.

Correspondence: May Bank Reconciliations; Eureka Community Development Co. Info. re: “Keep Our Rural Communities Alive”; 2023 2nd Qtr. Financials; Gettysburg-Whitlock Bay Development Corporation Coordinator’s Report; Gettysburg/Whitlock Bay Development Corporation Balance Sheet and Profit & Loss YTD Comparison Report;

Round Table: Mogard wanted to thank those who coordinated and gave sober rides during the 140th and to thank the firemen for the riding lawn mower he won. Williams wanted to do a big shout out to the whole community for a great 140th Celebration and for making the community look so great, to thank the

maintenance crew and police for all their hard work, and to thank Bill, Phil and Michael for all their hard work and for being on the committee for the event. Ellwanger wanted to thank Nagel for getting the fire hall sensors information as it took some time and work to get that information and to again thank Gerber and Devine and the maintenance crew for doing a great job manning the rubble site and incorporating all the new fees.

Moved by Fischer, Ellwanger seconded, to adjourn meeting at 8:37PM. All members present voted Aye. Motion carried.

Attest:

Witness:

Sheila K. Schatz, Finance Officer

Bill Wuttke, Mayor