

Pursuant to the due call and notice thereof, the City Council met in regular session on August 7, 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, 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 Melnick, Colonial Life, and a few other participants via Zoom.

Moved by Nagel, Ellwanger seconded, to approve the August 7, 2023, proposed agenda. All members present voted Aye. Motion carried.

Moved by Warner, VanBockel seconded, to approve the July 10, 2023, regular meeting minutes. All members present voted Aye. Motion carried.

VOUCHERS PAYABLE

Payroll Expense by Department:

Airport	\$2,425.92
Ambulance	\$6,101.00
Council	\$4,085.78
Finance Office	\$2,352.84
Mayor	\$1,225.00
Parks	\$2,420.46
Police	\$5,646.90
Rubble Site	\$3,390.48
Sewer	\$2,158.97
Snow Removal	\$0.00
Streets	\$5,119.07
Swimming Pool	\$12,934.69
Water	\$9,669.20
West Nile	\$396.00
Total Payroll Expense by Department	\$57,926.31

Net Payroll	\$45,676.77
Aflac	Aflac Insurance \$647.87
Aflac (Dental)	Dental Ins. \$295.05
Agtegra	City Shop Fuel \$2,429.57
AirNav, LLC	Prof. Svs. – Airport – Fuel Price Listing Renewal \$159.00
Aramark	Police Rugs \$110.70
AT&T Mobility	Police Cell Phones and Police & Ambulance \$250.72
	Hot Spots
Bank of the West	Payroll Taxes & Sales Tax & Deposit Box Fee \$12,974.54
B&R Truck Repair	Street Repairs/Maintenance \$4,801.63
Building Sprinkler, Inc.	Prof. Svs. – Auditorium – Annual Sprinkler Insp. \$560.00
Cam-Wal Electric Co-Op	Airport Lighting \$21.92

Century Business Products	Prof. Svs. – Police Monthly Copier Fee	\$26.25
Child Support Services	Payroll Deduction	\$401.00
City of Gettysburg	Petty Cash	\$32.56
CLIA Laboratory Program	Prof. Svs. – Ambulance – 2yr. Certificate	\$180.00
Code Enforcement Specialists	Prof. Svs. – Code Enforcement	\$528.74
DCI Service	Payroll Deduction	\$150.00
Dean’s Repair	Police Repairs/Maintenance	\$168.74
Decker Repair & Welding	Pool Supplies	\$60.50
Dollar General	Street, Pool, & Finance Office Supplies	\$108.85
Emergency Medical Products	Ambulance Supplies	\$1,110.65
First Interstate Bank	CC Payoff	\$949.54
Gas-n-Goodies	Police Car Washes	\$9.00
Gerber, Greg	Street Supplies Reimbursement	\$28.24
Gettysburg Ace Hardware	Street, Pool & Ambulance Supplies	\$532.70
Gettysburg Development Corp.	BBB Taxes	\$2,533.53
Gettysburg Inn & Suites	Hotel for Police Help	\$663.00
Gettysburg Rotary Club	Annual Membership Dues	\$317.00
Heartland Payment Systems	Airport Fuel CC Fees	\$95.20
Heartland Waste Mgmt., Inc.	Garbage Collection	\$6,926.26
Hoven Repair & Body Shop	Auto Impoundment Fee	\$477.90
Jensen Rock & Sand, Inc.	Park Supplies	\$93.00
John Deere Financial	Park & Airport Supplies	\$256.65
Linde Gas & Equipment, Inc.	Ambulance Oxygen	\$303.34
Marco	Copier Lease	\$195.86
Menards	Pool Supplies	\$727.85
Mid Dakota Rural Water System	Water Usage	\$17,145.79
Midway Parts, Inc.	Pool, Sewer & Street Supplies	\$69.38
Montana Dakota Utilities	Gas & Electric	\$4,562.42
New Creations	Police & Finance Office Supplies	\$46.48
Northwest Pipe Fittings, Inc.	Water & Sewer Supplies	\$354.73
Pope, Allen	Water & Sewer Travel & Conference	\$54.00
Potter County News	Finance Office, Pool, & Rubble Site Publications	\$905.96
Potter County Register of Deeds	Prof. Svs. – Street – Filed Resolutions for Alleyway Vacates	\$540.00
Potter County Treasurer	Police Supplies	\$35.80
Principal Life Insurance Company	Life Insurance	\$72.16
Ramkota Hotel – Watertown	Water & Sewer Travel & Conference	\$314.70
Red River Grain Co.	Sewer Supplies	\$55.78
Richardson, Wyly, Wise	Prof. Svs. – Legal	\$975.00
Schatz Electric, Inc.	Street Supplies & Sewer Rprs./Maint.	\$417.74
Schlachter Lumber, Inc.	Street Supplies	\$102.53
SD Dept. of Revenue	Water Testing	\$30.00
SD Public Assurance Alliance	Property Ins. Updates	\$1,314.74
SD Retirement Systems	Retirement	\$3,764.12
Servall	Rugs	\$199.60
Slide Innovations	Pool Supplies	\$669.00
South Dakota One-Call	One-Calls	\$17.85
Standard Ins., Co.	Monthly Vision Ins. – ACH	\$46.16

TASC	Health Flex Plan	\$824.98
True Value	Police, Park, Street, Rubble Site, & Pool Supplies	\$1,098.66
US Bank	Sewer Loan	\$8,930.13
US Postmaster	Water Bills	\$244.02
Venture Communications	Telephone/Fax/Internet/AWOS	\$931.04
Verizon Wireless	Maintenance Cell Phones	\$125.43
Wager, Shane	Monthly IT Retainer & 6 Hrs. Extra Work	\$540.00
Wellmark BC/BS Health Plans	Health Ins.	\$7,142.99
WEX Bank	Ambulance Fuel	\$304.19
Zuber Refrigeration	Police Bldg. Repairs/Maintenance	\$762.93
TOTAL CHECKS		\$137,402.44

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

Moved by Nagel, Fischer seconded, to move September council meeting to Monday, September 11, 2023, due to September 4 being Labor Day. All members present voted Aye. Motion carried.

Appointment – Marcia Liebig (Community Garden) – (Had to Change to Sept. Meeting)

Appointment – Steven Melnick – Colonial Life (Employee Benefit) (Running Late in Arriving)

One sealed quote was received and opened for the “2023 Auditorium Roof and Police Building Roof Project” by Weatherall Roofing and Insulation – Auditorium Roof: 1300 sq. ft. for back metal roof in the amount of \$3,150; 8066 sq. ft. for main roof in the amount of \$28,200; and Police Building Roof: 3275 sq. ft. for police building roof in the amount of \$15,500. Discussion. Moved by Archer, Nagel seconded, to accept and award the quote and to hire Weatherall Roofing and Insulation in the total amount of \$46,850 for the “2023 Auditorium Roof and Police Building Roof Project” which will have a 10-year warranty. All members present voted Aye with Fischer abstaining from vote. Motion carried. Schatz informed a claim has been filed with SDPAA on both roofs as there was hail damage.

Nagel informed that he and Mayor Wuttke attended the last county commissioner’s meeting to talk to them about possibly helping fund the ambulance services. Nagel felt the commissioners understood something should be done as it is a service we cannot be without. Mayor Wuttke stated Nagel did an excellent job in explaining how to set up an ambulance tax district and Adam Roseland also did a very good job in explaining another similar setup, but it didn’t sound like either scenario would be able to be set up and in effect until 2025 because taxes this year are payable next year. Nagel stated that he told the commissioners the County’s share came to an estimated \$90,000. Moved by Ellwanger, Archer seconded, to put in a formal request of \$90,000 from County toward ambulance services toward the 2024 budget year as the current ambulance funding is not sustainable at this time or there is a possibility the County’s ambulance services could end effective December 31, 2023. Discussion. How the County procures those funds, whether it be by setting up an ambulance tax district or from existing revenue, is at the discretion of the commissioners. Archer feels the public needs to be made more aware of the circumstances City is facing with the current ambulance services and a write up should be put in the local newspaper so both city and county residents have a full understanding of the services being in jeopardy at this time. The consensus is that the current model of ambulance services is not sustainable at this time and that the County could potentially lose ambulance services if they don’t help the City fund said services

until the County is able to get an ambulance tax district put into place if they so choose. It was reiterated that the County currently does give the City \$10,000 per year toward ambulance services. Mayor Wuttke reminded there is a motion on the floor and asked if there was any further discussion and, if not, a vote needed to be taken. All members present voted Aye with VanBockel voting Nay. Motion carried.

Schatz mentioned the current ambulance run charges the City is charging and asked if the City wanted to discuss current pricing. Discussion. It was decided the third-party billing company, PCC, needs to give their recommendations and/or maximums that can be charged and this should be discussed further at the September 11, 2023, meeting. Discussion was then had on running the ad again for a full-time EMT or AEMT Paramedic but including EMT Directorship with the position and changing the annual salary to \$50,000.

At last month's council meeting, a motion was made on the rubble site fees for the demolition of the Vail building. Since that time, Vail has called Mayor Wuttke stating she now has a signed contract with Dahme Construction Co., Inc., out of Aberdeen, and they would like to do this as a winter project and asked if the current motion could be amended to extend the completion date to March of 2024. Moved by Ellwanger, Nagel seconded, to amend the prior motion made at the July 10, 2023, council meeting 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 March 31, 2024, 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. Moved by Nagel, Fischer seconded, to also approve waiving demolition permit fee to same project but that a demolition permit does need to be filled out and filed. All members present voted Aye. Motion carried.

Fischer informed the Community Pool Recreation Committee did meet at the pool site recently. Fischer stated the committee's current position is the city pool is not to the point of needing completely replaced but is in dire need of several major repairs. It was discussed that the actual walls of the current pool are pretty solid, but all the decking and the skimmers are bad and needing replaced. With this idea, the main pool structure could be kept with a few possible changes once the skimmers and all the decking have been replaced. Installing a pool liner and heater were also discussed. The bath house building is fine, but a new somewhat larger pumphouse building would need to be built. There was also talk of possibly doing a bit of redesigning to the shallow end to include a zero-depth entry to make it more handicapped accessible and maybe adding a splash pad. New construction financials are being put together and will be discussed at a future council meeting.

The struggle with hiring pool personnel was also discussed and it was thought the process needed to start much earlier with ads running in January, February, and March with a deadline date of March 31 wherein a decision must be made at that time whether the help is available for hire and the pool can be open for the season or not. Otherwise, the seasonal maintenance prep for the pool is delayed and opening runs late which cuts the open season shorter. Archer is still in favor of discussing leasing the pool to an outside entity to run if the City is unable to get the proper help hired. The possibility of putting in a few vending machines in the pool/park area was also discussed instead of running full concessions inside the pool. More discussion will be had at a future council meeting.

Appointment – Steven Melnick – Colonial Life (Employee Benefit)

Steven Melnick of Colonial Life handed out some literature on an extra \$10,000 term life insurance employee benefit they would like to offer to City. The offer gives a \$10,000 basic term life insurance benefit to each qualifying employee to be paid for by the City at only \$2 per month per person/\$24 per

year per person no matter age or health. Any employee has the option to take said premium with them if they were to leave said employment with City with no price increase if they so choose to take over that premium themselves. All new incoming employees who qualify would be added and receive benefit effective immediately. There must be a minimum of 10 employees to be eligible for this offer – full-time, part-time, and even seasonal employees qualify, although seasonal do have a minimum income requirement. The buy-up benefits employees are offered at the employee’s cost are also very reasonable through this offer and are guarantee issued. Several voluntary benefits are also offered at the employee’s expense, as well. Discussion. Moved by VanBockel, Nagel seconded, to approve signing up all employees who qualify, including EMTs, for the offer through Colonial Life of a \$10,000 term life insurance benefit for \$2 per month per person/\$24 per year per person paid for by the City. All members present voted Aye. Motion carried.

Schatz reminded that the walking event being put on by the Prairie Wanderers Volkssport Club will be happening in the community on September 24, 2023, starting at 11AM at the City Park and ending by 4PM at the City Park. They are having both a 5K and/or a 10K walk that everyone is invited to participate in and is at everyone’s own pace.

Moved by Nagel, Warner seconded, to approve 2nd reading and adopt Ordinance 2023-07-10 Annual Appropriation – Deadlines to move annual appropriation deadline from September 1 to November 1, 2023, and to also approve publication of same. All members present voted by roll call as follows: Nagel – Aye; Fischer – Aye; Ellwanger – Aye; Archer – Aye; Warner – Aye; VanBockel not in room to vote. Motion carried.

Schatz reminded that most of the current Private Aircraft Hangar Leases will be expiring in December of 2023 and will need to be renewed. Discussion was had on pricing and terms of leases. Moved by Ellwanger, VanBockel seconded, to approve the new leases to have a 5-year term before renewal, to charge .08 per sq. ft. of hangar building, and to bill annually in January of each year with calendar year running from January 1 to December 31 of each year. All members present voted Aye. Motion carried.

Moved by Ellwanger, Fischer seconded, to approve publishing a Notice of Public Hearing for the Retail (on-off sale) Malt Beverage & SD Farm Wine License for EastRiver Diner, LLC - 711 W Garfield Avenue. All members present voted Aye. Motion carried.

Allen Pope completed his Water Distribution course and passed the test gaining his certification for same. Moved by Fischer, VanBockel seconded, to give Allen Pope a .50 per hour raise, effective immediately, for completing the Water Distribution certification. All members present voted Aye. Motion carried.

Schatz informed that a 5-Year Airport Consultant Selection must be completed for the CIP projects listed for Gettysburg Municipal Airport for a period of up to a maximum of five years from 2024 through 2028. Moved by Ellwanger, Warner seconded, to approve publishing Requests for Qualifications – Airport Engineering Services for (2) consecutive weeks. All members present voted Aye. Motion carried. The Statements of Qualifications will be accepted until 4:00PM CST on Tuesday, September 5, 2023, and are to be submitted to the City of Gettysburg Finance Office.

Attorney Vogel discussed drafting the new ordinance for Voting at Large which was passed last election and the process of rescinding the current ordinance which dealt with city wards. Attorney Vogel explained SDCL 9-11-9 wherein all aldermen and mayor must run at the 2024 City Election due to there being a change in government by passing Voting at Large through. It was explained that city council terms were

staggered in the current ordinance and feels it would be a good idea to do the same in the new ordinance. The ordinance language would state there are (6) alderman, (3) of which will start off at 2-year terms and (3) which will start off at 4-year terms. With said language, when the 2-year terms are up, those will then become 4-year terms so that all aldermen will eventually be on 4-year terms, but will be staggered, and not all (6) aldermen are having to run at the same time. Council agreed with said language. Attorney Vogel will have the new ordinance ready for first reading at the September 11, 2023, council meeting.

Mogard gave the police report. Moved by VanBockel, Ellwanger seconded, to approve Chief Mogard to attend the Law Enforcement Coordinating Committee (LECC) training over several different topics on October 24-25, 2023, in Sioux Falls, SD. All members present voted Aye. Motion carried.

Gerber gave the maintenance report. Maintenance is done putting in the water on North Main and will be working on getting this road back to normal. More culverts need to be put in and Gerber will keep Council updated if more culverts need to be purchased.

There was one fuel bid from Agtegra for the following: Unleaded 10% Ethanol FTE at \$3.515, Ruby Fieldmaster at \$3.69, Aviation Gas at \$5.27, and Jet-A at \$3.66. Moved by Fischer, Ellwanger seconded, to accept the fuel bid from Agtegra. All members present voted Aye. Motion carried.

A new updated code enforcement violations list was given to Council. Gerber stated code enforcement seems to be going well. Nagel informed that Shannon from Code Enforcement did ask for information regarding towing larger vehicles such as motor homes. Council stated Johnny Brenner from Hoven can be used for larger vehicles and Dean Schmidtgall of Dean's Repair in Gettysburg for regular vehicles.

At the July 10, 2023, council meeting, a motion was made regarding AT&T equipment on the city water tower and current contract with them. The current contract information was emailed to Attorney Vogel, and he is currently going through all documents before we contact AT&T back with current motion made regarding the contract and any new upgrades. This will be discussed further at the September council meeting.

ProSeal has completed work on the streets in the eastern portion of town. They crack filled and sealed 29 blocks for a total of \$70,748.84. Jensen Rock & Sand are also in town working on streets. They finished 2 blocks today and currently maintenance has everything done except 3 utility holes which will be taken care of. Tomorrow Jensen will start working on Garfield Avenue, which is a county road, but City is helping to get done.

Gerber stated the new shed is at the rubble site and Cam-Wal will be putting in electricity to the building. Once completed, a camera will be installed to monitor the rubble site.

Helms & Associates have had to do some rescheduling of the South Dakota Maintenance Project on the CIP for Gettysburg Municipal Airport due to weather conditions and an equipment breakdown. Two new NOTAMS have been called in for Monday, August 7, 2023, wherein the airport will be closed from 7AM-9AM for Test Section Application and Thursday, August 10, 2023, from 7AM – 7AM on Friday, August 11, 2023, for Friction Test and Seal Coat Application. Schatz has made all current hangar owners aware of the NOTAMS and the work to be done.

Gerber informed the 521 Case Loader is currently in Pierre for repairs as the transmission went out and an estimate of \$12,000 for the repairs was given. The big Jen 1 truck broke down last year when

maintenance was hauling snow. The main seal came out of the main boom that raises the box. It was taken to B&R Truck Repair, Inc., to be put on their hoist outside and take the box and hoist off and then maintenance will take it to Aberdeen to get a new seal and cylinder put into the hoist. No repair pricing has been received yet. The Jen 2 truck was also taken out to B&R Truck Repair for repairs to the fan clutch, air compressor, and seals that needed to be replaced and that repair cost came to \$4,801.63.

Moved by VanBockel, Ellwanger seconded, to approve Mayor Wuttke's electronic signature on the West Nile Grant Contract the City was awarded in the amount of \$3,068. All members present voted Aye. Motion carried.

Ted Dickey from NECOG stopped in the finance office last week and asked what projects we have coming up in the future and asked if City would like him to attend the next council meeting to discuss said projects and any possible grants that may be applied for. Council would like Dickey to attend the September 11, 2023, council meeting.

Schatz gave the finance office report. Moved by VanBockel, Warner seconded, to approve ambulance write-offs in the amount of \$471.66. All members present voted Aye. Motion carried.

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 the software system (i.e. new ambulance, new police squad, future street work, etc.) It was decided this will be discussed further at the meeting wherein the budget is gone over.

The pool season was a short season due to getting enough lifeguards hired to be able to open and lifeguards having to leave for college and/or starting sports. End-of-season pool bonuses will need to be discussed in Executive Session.

Paul Houck of PRH Farms, Inc., just purchased the airplane hangar that was owned by the Gettysburg Flying Club, Inc. Houck brought in an Assignment of Private Aircraft Hangar Lease he had drawn up. Moved by VanBockel, Warner seconded, to approve signing Assignment of Private Aircraft Hangar Lease (Gettysburg Flying Club to PRH Farms, Inc., Lot #04). All members present voted Aye. Motion carried.

Schatz reminded Council that Bank of the West will be switching over to BMO Harris and the current Bank of the West sweep account will need to be discontinued and a new sweep account plan chosen from BMO Harris. The Bank of the West sweep account will discontinue between August 14 and August 21, 2023, and once a new plan is chosen from BMO Harris by Council, it can be implemented any time after September 5, 2023. Once the information on the different sweep account options BMO Harris offers is received, Schatz will forward information to all council so a decision can be made efficiently.

Moved by Ellwanger, VanBockel seconded, to approve the following building, moving and demolition permits. All members present voted Aye. Motion carried.

- Building Permit: --Zuber, Inc. – 504 W Garfield Ave. – Wood Post/Steel Panel Privacy Fence (Self)
--Ryder Lemler – 904 E Commercial Ave. – Wood Gazebo (Beetsch Construction, LLC)
--Judy Brown – 503 S Harrison St. – Frame Addition to Garage & Concrete Driveway (Julio Vosquez)

--Kevin Ahlemeier – 517 Holly Dr. – Framed Shed (John Wager)
--Tom Thorne – 305 S Harrison St. – Shop/Storage/Parking 48’x36’ Post Frame (Self)
--Steven Zuber – 510 W Garfield – 14x20 Breezeway to Connect House to Garage – Concrete Floor & Wood Construction (Johnny Simon Construction)

- Moving Permit: --Melvin Hamburger – 206 S Ellsworth – 10x10 Wood Storage Shed
- Demolition Permit: None.

Moved by Fischer, Ellwanger seconded, to go into Executive Session at 8:55PM for personnel. All members present voted Aye. Motion carried. Council reconvened at 9:26PM.

Moved by Ellwanger, Nagel seconded, to approve advertising for a Full-Time EMT or AEMT/Paramedic with EMT Directorship opening until position is filled with an annual salary of \$50,000 and advertising to be put in the local newspaper, on Indeed, and on the City’s Facebook page and website. All members present voted Aye. Motion carried.

Moved by Ellwanger, Fischer seconded, to approve end-of-season pool bonuses to pool employees per the City Pool Committee’s recommendations as follows: pool employees receiving the \$1.00 per hour worked end-of-season bonus are Michael Oaks, Tanner VanderVorst, Megan Jager, Jensen Zweber, Jenny Zweber, and Brandi Beitelspacher with the assistant managers, Taelor Zweber and Greta Goebel, receiving a \$1.50 per hour worked end-of-season bonus. Those employees who turned in receipts for suits/trunks purchased will receive a reimbursement up to \$75 and include the following: Jamie Ahlemeier, Taelor Zweber, Tanner Vandervorst, Megan Jager, Jensen Zweber, and Jenny Zweber. All members present voted Aye. Motion carried.

Correspondence: June Bank Reconciliations;

Round Table: Nagel stated it is great news on the demolition of the Vail building and also likes the new direction that the pool wants to take. Nagel was asked as far as informing the public on the City asking County for possible ambulance services funding, could we possibly have Mayor Wuttke write an open letter to the editor in the local paper. Mayor Wuttke stated something can be written up with Council approving. Williams stated since last month’s council meeting, Sara Cronin and Shawnie Frederick held a meeting regarding the childcare situation within the community wherein quite a few people attended either in person or on-line. They are actively pursuing trying to create a community daycare and are currently hoping to have a building built for said community daycare and are looking into loan possibilities hoping for a 0% or very low interest to help with that. They are doing their homework and meeting with other daycares because this is a situation that impacts all communities, and daycare in our community is hurting right now. Williams also stated there is a group of people interested in starting a community garden and they have some great ideas and look at it as a beautification project. There will be more discussion on the community garden idea at the September council meeting. Schatz thanked council for the term life insurance benefit for all city employees.

Moved by Nagel, Archer seconded, to adjourn meeting at 9:32PM. All members present voted Aye. Motion carried.

Attest:

Witness:

Sheila K. Schatz, Finance Officer

Bill Wuttke, Mayor