

Pursuant to the due call and notice thereof, the City Council met in regular session on September 11, 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, and Seth Warner. Also present were Greg Gerber, Maintenance Supervisor (via Zoom), Dave Mogard, Chief of Police, Sheila Schatz, Finance Officer, Ryan Vogel, City Attorney (via Zoom), Kara Williams, Economic Development, Steven Zuber, EMT Director, Marcia Liebig, Dan & Cindy Forgey, Marilee Shoup, Shirley Drew, Jenny Trudy, and a few other participants via Zoom.

Moved by Nagel, Warner seconded, to approve the September 11, 2023, proposed agenda with the addition of an updated code enforcement violations listing for correspondence and removing Ted Dickey, NECOG and Todd Goldsmith, KLJ from appointments as they were unable to attend. All members present voted Aye. Motion carried.

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

VOUCHERS PAYABLE

Payroll Expense by Department:

Airport	\$2,704.55
Ambulance	\$6,157.08
Council	\$0.00
Finance Office	\$3,241.50
Mayor	\$0.00
Parks	\$1,556.82
Police	\$5,428.10
Rubble Site	\$3,339.00
Sewer	\$2,765.05
Snow Removal	\$1,580.46
Streets	\$7,862.94
Swimming Pool	\$1,098.53
Water	\$7,483.45
West Nile	\$143.00
Total Payroll Expense by Department	\$43,360.48

Net Payroll	\$33,105.70
Advance Auto Parts	Street Supplies 416.21
Aflac	Aflac Insurance \$647.87
Aflac (Dental)	Dental Ins. \$237.25
Agtegra	City Shop Fuel \$4,596.27
Aramark	Police Rugs \$73.80
AT&T Mobility	Police Cell Phones and Police & Ambulance \$250.72
	Hot Spots
Avera Occupational Medicine	Prof. Svs. – Street \$121.00

Bank of the West	Payroll Taxes & Sales Tax	\$10,398.99
B&R Bauer, Inc.	Park Repairs/Maintenance	\$750.00
Cahill Bauer & Assoc., Inc.	Prof. Svs. – Finance Office – 2022 Audit	\$5,400.00
Cam-Wal Electric Co-Op	Airport Lighting	\$23.00
Century Business Products	Prof. Svs. – Police Monthly Copier Fee	\$26.25
City of Gettysburg	Petty Cash	\$17.42
Code Enforcement Specialists	Prof. Svs. – Code Enforcement	\$911.44
Detectachem	Police Supplies	\$389.00
Dollar General	Street & Finance Office Supplies	\$249.40
Emergency Medical Products	Ambulance Supplies	\$1,218.30
First Interstate Bank	CC Payoff	\$1,553.75
Gas-n-Goodies	Police Car Washes	\$9.00
Gettysburg Ace Hardware	Street, Park & Water Supplies	\$570.13
Gettysburg Development Corp.	BBB Taxes	\$2,111.81
Heartland Payment Systems	Airport Fuel CC Fees	\$96.56
Heartland Waste Mgmt., Inc.	Garbage Collection	\$6,780.97
Ingram Pest Service, Inc.	Prof. Svs. - Fire Dept. & Ambulance	\$240.00
Jensen Rock & Sand, Inc.	Street Improvements Other than Bldgs.	\$177,396.55
John Deere Financial	Ambulance Minor Equip. & Street Supplies	\$1,577.05
Langer's	Finance Office & Pool Supplies	\$30.14
Linde Gas & Equipment, Inc.	Ambulance Oxygen	\$266.54
Logan Electric	Park Supplies	\$165.43
Marco	Copier Lease	\$195.86
Mid Dakota Rural Water System	Water Usage	\$16,083.20
Midway Parts, Inc.	Street Supplies	\$25.11
Midwest Alarm Co.	Prof. Svs. – Auditorium Alarm Monitoring	\$93.20
Montana Dakota Utilities	Gas & Electric	\$5,478.49
Motorola Solutions	Police Machinery & Equipment	\$3,348.51
New Creations	Police & Finance Office Supplies	\$120.79
Northwest Pipe Fittings, Inc.	Water Supplies	\$1,199.51
PCC Ambulance Billing Svs.	Prof. Svs. – Ambulance	\$3,749.02
Potter County News	Finance Office, Rubble Site & Animal Control Publications	\$353.52
Potter County Treasurer	Police Supplies	\$55.30
Principal Life Insurance Company	Life Insurance	\$72.16
ProSeal, Inc.	Street Improve Other than Buildings	\$70,748.84
Red River Grain Co.	Sewer & Street Supplies	\$696.30
Richardson, Wyly, Wise	Prof. Svs. – Legal	\$1,380.00
Schatz Electric, Inc.	Airport Supplies	\$306.53
Schlachter Lumber, Inc.	Water, Pool & Street Supplies	\$46.96
SD Dept. of Revenue	Water Testing	\$30.00
SD Retirement Systems	Retirement	\$3,954.66
Servall	Rugs	\$118.12
South Dakota One-Call	One-Calls	\$18.90
South Dakota Solid Waste Mgmt.	Prof. Svs. – Rubble Site Membership Renewal	\$100.00
Standard Ins., Co.	Monthly Vision Ins. – ACH	\$46.16
TASC	Health Flex Plan	\$824.98
Titan Machinery	Street Repairs/Maintenance	\$9,868.59

True Value	Police, Park, Street, Rubble Site, & Pool Supplies	\$1,101.07
US Postmaster	Water Bills	\$243.61
Van Diest Supply Co.	West Nile Supplies	\$2,434.25
Venture Communications	Telephone/Fax/Internet/AWOS	\$914.76
Verizon Wireless	Maintenance Cell Phones	\$125.43
Wager, Shane	Monthly IT Retainer	\$180.00
WeatherAll Roofing, Inc.	Auditorium & Police Bldg. Rprs./Maint.	\$47,787.00
Wellmark BC/BS Health Plans	Health Ins.	\$7,142.99
WEX Bank	Ambulance Fuel	\$537.55
TOTAL CHECKS		\$429,011.92

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

Appointment – Marcia Liebig of the Growing Gettysburg Garden Club spoke regarding the interest of a community garden to be planted downtown at the corner of Commercial Avenue and Exene Street, on the empty lot next to the Police Building. There were several benefits listed such as fresh produce, plants adding oxygen to the air and helping to reduce air pollution for a cleaner environment, educational opportunities, community beautification, etc. The reasons for the selection of this particular site were easy accessibility to residents of the city and easy walking distance for students; a good area for several hours of needed sunlight; and to enhance the appearance of the downtown area. Fencing would be needed to deter animals as well as a deterrent for opportunities of vandalism and areas around the raised beds would be covered with weed barrier and mulch to help control weeds and keep a neat appearance to the garden. A request was also made for water hookups to be located on the property and a water meter to be installed with the intention of installing an underground watering system for each raised bed. The entire project would be completed by various volunteer groups within the community. Applications of participants would be kept on file, and they would need to sign a Hold Harmless clause. Individuals utilizing the garden beds would pay an annual seasonal fee to cover the water expense. Growing Gettysburg Garden Club would collect fees and take responsibility for payments being made to the city. Discussion was had regarding that lot currently being worked on to build a garage for the city police to house the (2) police squads and impoundment vehicles. It was decided that the size of the lot could accommodate both the garage for the police and a community garden. Moved by VanBockel, Nagel seconded, to approve both a police garage and a community garden to be utilized on the empty lot at the corner of Commercial Avenue and Exene Street next to the police building. All members present voted Aye. Motion carried.

Fischer stated Gettysburg-In-Action (GIA) would like to get a GaGa Ball Pit (newer version of dodgeball game) put in at Little Angel’s Park for the youth. GIA is paying for the kits and lumber and asking the city to either put turf or rubber tiles underneath. GIA will also be putting a pit in at the school. Discussion. Moved by Ellwanger, Fischer seconded, to approve paying for the cost of the pad to go under a new GaGa Ball Pit which GIA will be putting in at Little Angel’s Park, not to exceed \$4,000, from 2023’s budget. All members present voted Aye. Motion carried.

Steven Zuber, EMT Director, went through PCCs information sent regarding specific run costs, etc. Zuber recommends allowing billing itemized supply charges which SDMD will now allow for the following: Oxygen \$22.26; Defibrillation \$29.14; Esophageal Intubation, including supplies \$51.35; medically necessary extra attendant \$41.39 (documentation must be thorough and specific; and IV Fluids and

supplies \$41.12. It was also recommended to change the current pricing of life flight crew transports from \$250 to \$350. Discussion. Moved by Ellwanger, VanBockel seconded, to approve allowing billing itemized supply charges which SDMD will now allow for certain supplies and to increase the current pricing of life flight crew transports from \$250 to \$350. All members present voted Aye. Motion carried.

Zuber also informed that the ambulance services will be transitioning from EPI pens to using medication drawn up from a vial to help with cost savings.

A new EMT class will be starting in January 2024 and Zuber is hopeful to find more people who are interested in taking the class to join the ambulance services in our community. The ad for a full-time Certified EMT or AEMT/Paramedic with EMT Directorship is currently being ran in the classifieds of the Potter County News, on the City's website, and on Indeed, as well, hoping to get that position filled.

Discussion on the sensor equipment and electrical installation thereof in the fire hall will be discussed at the October 2, 2023, council meeting.

Schatz informed both the downtown city auditorium and police building roof work has been completed. A claim was turned into SDPAA for hail damage and a Sworn Statement in Proof of Loss has been received in the total amount of \$43,510.00 toward the roof repairs. Moved by Nagel, Warner seconded, to approve signing the Sworn Statement in Proof of Loss received from SDPAA Insurance in the total amount of \$43,510.00 toward the roof repairs of the downtown city auditorium and police building. All members present voted Aye. Motion carried.

Moved by VanBockel, Ellwanger seconded, to approve the new private aircraft hangar lease for PRH Farms, Inc. All members present voted Aye. Motion carried.

Schatz reminded that currently the City's consultant selection for Airport CIP Projects (2024-2028) is being worked on. The Notice of Request for Qualifications – Airport Engineering Services was published in the Potter County news for two consecutive weeks. Three engineering companies have submitted proposals. Moved by Nagel, Warner seconded, to approve forming a selection committee consisting of Mayor Wuttke, Fischer, Ellwanger, and Gerber to meet and rank all submitted proposals giving recommendations of engineering service to hire at the October 2, 2023, council meeting. Interviews are not being required. All members present voted Aye. Motion carried.

Schatz again 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, VanBockel seconded, to approve 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.

Moved by Nagel, Ellwanger seconded, to approve publication of the Notice of Public Hearing for the transfer of the Retail (on-off sale) Malt Beverage & SD Farm Wine License from Gettysburg Gas N' Goodies, Inc., to JT'S Quick Stop, LLC, 106 E Garfield Avenue. All members present voted Aye. Motion carried.

Moved by Ellwanger, VanBockel seconded, to approve requesting the maximum for the Tax Levy in the amount of \$757,778.06. All members present voted Aye. Motion carried.

Discussion was had regarding repairing the damage to the ceiling in the city auditorium. Ellwanger will be looking at it to find a solution.

Moved by Ellwanger, Nagel seconded, to approve the Maintenance and Financial Agreement between South Dakota Department of Transportation and City of Gettysburg regarding Gettysburg Municipal Airport, Project No. 3-46-4600-29-2023, SDDOT Pavement Maintenance, State Financial Assistance Agreement. All members present voted Aye. Motion carried.

Attorney Vogel went over the current contract with AT&T regarding equipment placement on the city water tower. Discussion was had regarding the original agreement and a first and second amendment to the agreement and current terms of the agreement.

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 new ordinance language states 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 therefore not all (6) aldermen are having to run at the same time in future elections. Moved by Nagel, Ellwanger seconded, to repeal Chapter 11: City Standards, Section 11.02 Wards from the current city ordinances. All members present voted Aye. Motion carried. Moved by Nagel, VanBockel seconded, to approve first reading of both Ordinance 2023-09-11 Title I: General Provisions – Chapter 11: City Standards – Section 11.03 Voting Precinct regarding boundaries of election precinct and Ordinance 2023-09-11(A) Title III: Administration – Chapter 30: Mayor and City Council – Section 30.15 Length of Terms regarding terms within voting at large. All members present voted Aye. Motion carried.

Mogard gave the police report.

Mogard researched and shared with Council a police security system he is interested in possibly purchasing for use outside the police building to prevent vandalism. The quote from Vivint is for a camera on the front door, camera on the back door, door alarms, and a break-window sensor. Mogard stated since it has been agreed putting a community garden in, also, on the empty lot adjacent to the police building, possibly a third camera should be included for the community garden, itself. The total amount of system and installation would be \$2,059.84 if paid upfront and there would be a monthly charge of \$56.47 for the system monitoring on cell phone. Discussion. Moved by VanBockel, Warner seconded, to allow Chief Mogard to purchase the security system from Vivint and pay for it upfront out of the 2023 budget. All members present voted Aye. Motion carried.

There was one fuel bid from Agtegra for the following: Unleaded 10% Ethanol FTE at \$3.715, Ruby Fieldmaster at \$3.79, Aviation Gas at \$5.39, and Jet-A at \$3.79. Moved by Ellwanger, Fischer seconded, to accept the fuel bid from Agtegra. All members present voted Aye. Motion carried.

Gerber gave the maintenance report. Gerber stated he would like to purchase a surge protector to protect the printer inside the fuel system at the airport. Discussion. Moved by Nagel, Ellwanger seconded, to approve the purchase of a surge protector from Syntech Systems, Inc., in the amount of \$474.00 for the printer inside the fuel system at the airport. All members present voted Aye. Motion carried.

Schatz gave the finance office report. Moved by VanBockel, Fischer seconded, to approve ambulance write-offs in the amount of \$517.56. All members present voted Aye. Motion carried.

Schatz explained that currently the credit card payment system our customers have available to pay utilities on-line is through Gov.Pay. The City's software program through Banyon is linking with a new credit card system through Nuvei for on-line payments and links directly into the Banyon utility software system. Once more information is received, Schatz will go through it with council and see if there is an interest in switching.

Bank of the West has just switched over to BMO. Schatz is awaiting information on the sweep accounts BMO has available as the Bank of the West sweep account is no longer available. Once information is received, a new sweep account will need to be decided upon and opened as well as a money market fund chosen for the account. Further information will be discussed in the near future.

Moved by VanBockel, Ellwanger seconded, to approve continuing the Wellmark EnhancedBlue 1500 Gold Plan for 2024 health insurance. All members present voted Aye. Motion carried.

Moved by Ellwanger, Warner seconded, to approve keeping the current Standard vision plan available to full-time employees with an actual decrease in cost for 2024; to approve keeping the current Careflight Insurance benefit for all full-time employees at the City's cost; and to approve continuing with Principal Life Insurance policy through our health at City's cost as well as the option for voluntary insurance to all full-time employees who wish to participate in. All members present voted Aye. Motion carried.

Moved by VanBockel, Warner seconded, to approve Mayor as the authorized representative for the City of Gettysburg for all grant signing and to approve Sheila Schatz, Finance Officer for the City of Gettysburg, to pay all bills in a timely manner as needed. All members present voted Aye. Motion carried.

Schatz received a quote from Display Sales to place banners out on the new light poles along the highway if/when there is an interest in doing so. The quote was for 48 custom pole banners, 30x60" in size, made of 2-Ply 18Oz. vinyl with brackets, hardware, etc., in the amount of \$9,961.60. A few possible ideas discussed were business names or veterans who have served. Council decided to hold off on this project at this time.

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

- Building Permit: -Cahill – 102 S Exene Street – New Wood/Frame Office (LEC, Inc.)
-Laura Kempf – 202 S Broadway – Deck (Centennial Homes)
-Kent Nauman – 200 S Potter Street – Wood Frame Roof Over Patio (Self)
- Moving Permit: -Laura Kempf – 202 S Broadway – 2108 Sq. Ft. Manufactured Home (Centennial Homes)
-Earl Broker – 901 E Blaine – 1968.5 Sq. Ft. House with Attached Garage (Maberry Housemoving, LLC)
- Demolition Permit: None.

Moved by Ellwanger, Fischer seconded, to go into Executive Session at 8:19PM for legal and personnel. All members present voted Aye. Motion carried. Council reconvened at 9:20PM.

Moved by Nagel, Fischer seconded, to advertise for a full-time maintenance worker opening with competitive wages and benefits to run in the local newspaper over the next (4) weeks. All members present voted Aye. Motion carried.

Schatz informed that Mid-Dakota Rural water sent their annual letter out showing increases for water demand charge and usage charge to the city for 2023.

Correspondence: July Bank Reconciliations; Mid Dakota Rural Water System 2023 Water Rate Adjustments; Public Notice for DANR Surface Water Discharge Permit; Updated Code Enforcement Violations Listing;

Round Table: Fischer would like to welcome all the walkers who come into town and participate in the upcoming 5K and 10K walks on September 24, 2023.

Moved by Fischer, Ellwanger seconded, to adjourn meeting at 9:23PM. All members present voted Aye. Motion carried.

Attest:

Witness:

Sheila K. Schatz, Finance Officer

Bill Wuttke, Mayor