

Pursuant to the due call and notice thereof, the City Council met in special session on December 29, 2023, at 5:30PM at the City Finance Office in Gettysburg, SD and via ZOOM. Those, present, were Mayor Bill Wuttke, Philip Nagel, Michael Fischer, Fran VanBockel (via Zoom), Eric Ellwanger, Kelly Archer (via Zoom), and Seth Warner (via Zoom). Also, present, was Sheila Schatz, Finance Officer.

Moved by Nagel, Fischer seconded, to approve the December 29, 2023, proposed agenda. All members present voted Aye. Motion carried.

Moved by Nagel, VanBockel seconded, to approve the December 4, 2023, regular council meeting minutes with amendment of including motion made by Ellwanger, Fischer seconded (page 4, paragraph 2), regarding 2023 employee Christmas bonuses and employee end-of-year cost-of-living raises AND amend 2024 Salary Listing to correct Chief Mogard’s wages. All members present voted Aye. Motion carried.

VOUCHERS PAYABLE

Airport		\$0.00
Ambulance		\$12,544.37
Council		\$0.00
Finance Office		\$10,022.22
Mayor		\$0.00
Parks		\$200.00
Police		\$11,767.78
Rubble Site		\$905.00
Sewer		\$2,425.00
Snow Removal		\$4,672.61
Streets		\$5,543.25
Swimming Pool		\$0.00
Water		\$6,055.76
Total Payroll Expense by Department		\$54,135.99
Net Payroll		\$20,174.38
Aflac	Insurance	\$281.06
Agtegra	Fuel	\$1,151.90
Aramark	Police Rugs	\$73.80
AT&T Mobility	Police Cell Phones & Hot Spots & Ambulance Hot Spots	\$250.96
Avera Careflight	(2) New Employee Memberships	\$98.00
Banyon Data Systems, Inc.	Prof. Svs. – Finance Office	\$1,680.00
BMO Bank, N.A.	Sales Tax	\$539.41
Butler Machinery Co.	Street Supplies	\$124.21
Cahill Bauer & Associates, LLC	Prof. Svs. – Finance Office	\$50.00
Cam-Wal Electric Co-Op	Unmetered LED Light @ Airport & Electric @ Rubble Site	\$107.44
Century Business Products	Police Supplies	\$26.25

City of Gettysburg	Petty Cash	\$11.18
Code Enforcement Specialists	Prof. Svs. – Code Enforcement	\$1,422.70
Colonial Life Ins.	Life Ins. & Voluntary Supplemental Policies	\$993.14
Dean’s Repair	Police Repairs/Maintenance	\$172.39
Dollar General	Street & Finance Office Supplies	\$179.55
Economic Development	4Q Stipend	\$5,000.00
Elliott Equipment Co.	Sewer Machinery & Equipment	\$22,951.54
First Interstate Bank	CC Payoff	\$1,322.77
Fischer, Kelsey	Park Improvements	\$73.00
Gall’s, Inc.	Police Supplies	\$585.55
Gettysburg Ace Hardware	Street, Snow, Sewer, & Auditorium Supplies	\$474.06
Gettysburg Development	Dec. BBB Taxes	\$2,282.90
Gettysburg In Action	Parks Contribution/Donation	\$1,000.00
Hauptert, Shiann	Prof. Svs. – Police	\$132.00
Heartland Payment Systems	Airport Fuel CC Fees	\$96.35
Heartland Waste Mgmt. Inc.	Garbage	\$5,430.19
Holzwarth Sales & Service, Inc.	Street Supplies	\$772.00
Ingram Pest Service, Inc.	Prof. Svs. – Fire & Ambulance	\$85.00
In Stitches	Police Supplies	\$105.00
JT’s Quick Stop, LLC	Police Car Washes	\$11.00
Lamb’s Chevrolet & Implement	Street Supplies	\$850.68
Langer’s	Finance Office Supplies	\$5.90
Marco	Copier Lease	\$195.86
Menards	Animal Control Supplies	\$470.72
Mid Dakota Rural Water System	Water Usage	\$15,477.26
Midway Parts	Street Supplies	\$83.12
New Creations	Finance Office Supplies	\$416.36
Northwest Pipe Fittings, Inc.	Sewer Supplies	\$5,330.46
Montana Dakota Utilities	Gas & Electric	\$6,358.38
Noridian Medicare JF Part B	Ambulance Overpayment Reimbursement	\$1,170.98
Positive Promotions	Police Supplies	\$133.45
Potter County News	Ambulance, Streets & Finance Off. Publications	\$421.58
Principal Life Ins. Co.	Life Insurance	\$46.04
Richardson, Wyly, Wise	Prof. Svs. – Legal	\$400.00
Riteway Business Forms	Finance Office Supplies	\$295.97
Schlachter Lumber, Inc.	Pool, Street & Auditorium Supplies and Street Minor Equipment	\$4,980.17
SD Dept. of Ag & Natural Resources	Prof. Svs. – Sewer	\$1,500.0
SD Dept. of Labor	Late Report Penalty Fee	\$25.00
SD Dept. of Revenue	Water Testing	\$30.00
SD Retirement System	Retirement System	\$9,485.62
Servall	Rugs	\$168.92
South Dakota One Call Board	One-Calls	\$5.25
Standard Ins. Co.	Monthly Vision Ins. – ACH	\$36.79
Stryker Sales, LLC	Ambulance Supplies	\$626.50
TASC	Health Flex Plan	\$1,730.61
Titan Machinery	Street Repairs/Maintenance	\$333.75
True Value Hardware	Street, Police & Auditorium Supplies	\$951.76

United of Omaha Life Ins. Co.	Ambulance Overpayment Reimbursement	\$105.04
US Postmaster	Water Bills	\$323.08
Venture Communications	Telephone/Fax/Internet	\$858.00
Verizon Wireless	Maintenance & Police Cell Phones	\$309.47
Wager, Shane	Monthly IT Retainer	\$180.00
Wellmark BC/BS Health Plans	Health Ins.	\$6,086.73
WEX Bank	Fuel	\$191.32
Zander Auto Parts	Street Supplies	\$514.97
TOTAL CHECKS		\$127,757.47

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

Schatz polled Council regarding an end-of-year Christmas bonus for Cyle Phillips who mowed for the city this season. Moved by Fischer, Ellwanger seconded, to approve a \$100 end-of-year Christmas bonus for Cycle Phillips. All members present voted Aye. Motion carried.

Schatz explained that the next regular council meeting would normally be held on the first Monday of the month which falls on January 1, 2024, which is New Year’s Day. Moved by Fischer, Ellwanger seconded, to move the first regular monthly council meeting of 2024 to Monday, January 8, 2024, at 7PM. All members present voted Aye. Motion carried.

Moved by Ellwanger, Archer seconded, to approve renewing CD Certificate #100029141 in the amount of \$20,672.22 with Plains Commerce Bank in Hoven for a 5-month term at 5.20% in which Schatz polled council ahead of time due to timeline. All members present voted Aye. Motion carried.

Moved by Fischer, Ellwanger seconded, to approve Resolution 2023-12-29 Resolution Establishing Contract for Legal Services with Attorney Ryan Vogel as City Attorney. All members present voted Aye. Motion carried.

Schatz went over end-of-year financials with Council for approval on any supplements needed. Moved by Nagel, Ellwanger seconded, second reading and adoption of Ordinance #2023-12-4(A) Supplemental Appropriations Ordinance with \$250 being supplemented from Source 101-36700, Designated Donation to Appropriations 101-43700-42900 Cemetery–Other Expense. All members present voted with roll call as follows: Nagel – Aye, Fischer – Aye, VanBockel – Aye, Ellwanger – Aye, Archer – Aye, and Warner – Aye. Motion carried.

Moved by Ellwanger, Archer seconded, to approve Resolution #2023-12-4 Contingency Transfer in the total amount of \$69,300. All members present voted Aye. Motion carried.

Moved by Fischer, seconded by Warner, to approve Motion for Automatic Budget Supplement – Police – 101-42100 in the total amount of \$23,800.18 as per SDCL 9-21-9.1 from the following account Grant Revenue received (State Grant Revenue 101-33400 \$6,322.20 Police Laptops from Dell & \$17,477.98 Police CAD System) to be expended in the (Police Department – Machinery & Equipment – 101-42100-43400 and Minor Equipment 101-42100-43500) and in the total amount of \$10,293.39 as per SDCL 9-21-9.1 from the following account Grant Revenue received (Federal Grant Revenue 101-33100) to be expended in the Police Department (Salaries and Wages 101-42100-41100 & Professional Services & Fees 101-42100-42200 – Highway Safety Grant Fed. OT \$9,836.83 & Firewall for Zircher \$456.56). Federal

Overtime Wages are paid out of payroll 101-42100-41100 but reimbursed ACH to Federal Grant Revenue 101-33100; AND to approve Motion for Automatic Budget Supplement – West Nile Prevention – 101-44130 in the total amount of \$3,068 as per SDCL 9-21-9.1 from the following account for Grant Revenue received (State Grant Revenue 101-33400 \$3068 - Mosquito Control Grant) to be expended in the (West Nile Department - Supplies 101-44130-42610); AND to approve Motion for Automatic Budget Supplement – Airport – 101-43500 in the total amount of \$26,768 as per SDCL 9-21-9.1 from the following account Grant Revenue received (Federal Grant Revenue 101-33100 \$26,768 - Airport AWOS III System Project) to be expended in the (Airport Departments of Fuel 101-43500-42804, Insurance 101-43500-42100, and Workmen’s Compensation 101-43500-41400); AND to approve Motion for Automatic Budget Supplement – Ambulance – 101-44600 in the total amount of \$4,623.82 as per SDCL 9-21-9.1 from the following account for Grant Revenue received (State Grant Revenue 101-33400 \$4,623.82 - Reimbursement for Ambulance Equipment of Bulletproof Vests) to be expended in the (Ambulance Department - Machinery & Equipment 101-44600-43400). All members present voted with roll call as follows: Nagel – Aye, Fischer – Aye, VanBockel – Aye, Ellwanger – Aye, Archer – Aye, and Warner – Aye. Motion carried.

No Police, Maintenance or Finance Office reports were given.

There were no building, moving or demolition permits.

No Executive Session was had.

Correspondence: End-of-Year Financials; Gettysburg Economic Development (DRAFT) 4Q 2023 Financials; Mid-Dakota Notice of Vacancy; SD Dept. of Labor Determination Notice;

Schatz stated the printer was down and waiting for a toner order to arrive from Marco so that the end-of-year financial reports would be printed as soon as it was up and running so could be two-sided documents. Also, the November Checking reconciliation will be printed as soon as Banyon could answer a question and Economic Development would be handing in its end-of-year financials soon. Schatz would be getting all said documents to Council under separate cover.

Round Table: Nagel stated that at 5AM on Christmas morning, the maintenance crew was out blading snow, and wanted to thank them for their hard work. Ellwanger, Archer & Warner wanted to wish everyone a Happy New Year.

Moved by Fischer, Ellwanger seconded, to adjourn meeting at 5:55PM. All members present voted Aye. Motion carried.

Attest:

Witness

Sheila K. Schatz, Finance Officer

Bill Wuttke, Mayor