Unapproved Minutes

Gettysburg, South Dakota

July 5, 2016

Pursuant to the due call and notice thereof, the City Council met in regular session on July 5, 2016 at 7:00 PM. Those present Mayor Bill Wuttke, Ron Larson, Pat Everson, Dawn Nagel, Mick Bliese, and Bryan Hause. Also present were Russell Anderson, Maintenance Supervisor, Daniall Ablott, Finance Officer, Luke Kleinlein, Police Deputy, Kara Williams, GWBDC, Beth Hamburger, Gettysburg Ambulance Director, and Todd Goldsmith, Goldsmith Heck Engineers.

VOUCHERS PAYABLE

**Payroll Expense by Department:**

Airport 308.00

Ambulance 2,682.45

Finance Office 4,512.88

Parks 2,507.36

Police 6,035.00

Rubble Site 2,550.84

Sewer 708.38

Snow Removal 28.34

Streets 7,840.81

Swimming Pool 10,443.28

Water 859.88

Total Payroll Expense by Department 38,477.22

Net Payroll 29,686.22

AFLAC Supplemental Insurance 465.11

Bank of the West Payroll Taxes and Sales Tax 8,678.64

Bliese Machine Shop Street Supplies 39.60

BSN Sports Park Supplies 71.47

Cam-Wal Electric Security Light 12.00

Capital Sports Park Supplies 633.36

Cascade Healthcare Solutions Ambulance Supplies 262.55

Celerity / MN Wireless Airport & Fire Hall Internet 73.07

Child Support Services Child Support 125.00

Civil Air Patrol Magazine Police Publication 50.00

Cole, Brad Water Deposit Refund 100.00

Conradie, Susanne Finance Conference 313.75

Companion Life Life Insurance 27.18

Dakota Backup Computer Backup 160.02

DakotaCare Health Insurance 6,187.41

Daniall Ablott Finance Conference 36.00

Dakota Farm & Ranch Street, Park, Police, Water, and Pool Supplies 857.89

Dean’s Repair Police Repair 15.00

Dune’s Golf, Inc Sprinkler System at Park 12,300.00

Economic Development 2nd Quarter Stipend 3,750.00

Emergency Medical Products Ambulance Supplies 217.24

Everson, Pat Park Supplies 108.76

First National Bank Sewer Loan Payment 8,930.13

Gas-N-Goodies Police Car Wash 24.00

Gettysburg Collision Center Police Repair 12,397.34

Gettysburg Economic Development BBB Taxes 1,198.68

Goldsmith & Heck Engineers Water and Street Projects 2,955.00

Hawkins, Inc Pool Supplies 2,382.16

Heartland Waste Management Garbage Fee 5,018.29

Jensen Rock & Sand Street Project 1,380.00

Julie Schaunaman Pool Supplies 2,116.26

Kiefer Swim Products Pool Supplies 425.20

Kessler, Mark Police Conference 167.35

Michael Larson Water Deposit Refund and Legal Fees 670.00

Mid Dakota Rural Water Airport and City Water Usage 14,119.00

Midway Parts Street Supplies 315.03

Midwest Playscapes Park Supplies 233.00

Montana Dakota Utilities Gas, Electric, and Lights 4,408.17

New Creations Finance and Water Supplies 60.37

Northern Plains Park Supplies 693.00

Northwest Pipes Pool, Park, and Sewer Supplies 2,860.37

Petty Cash Pool Cash and Water Postage 119.82

Praxair Ambulance Supplies 198.59

Red River Grain Park Supplies 1,026.46

Schlachter Lumber Street Supplies 143.18

SD Dept of Revenue Water Testing Fees 30.00

SD Office of Rural Health Ambulance License 12.00

Servall Police Rugs 40.70

SD One Call One Calls 34.65

SD Retirement System Retirement 2,926.15

Stryker Ambulance Supplies 2,571.62

SWRG-USD Wire Ambulance Billing Forms 102.95

US Postal Service Water Bill and Notice Postage 421.57

USDA-Rural Development Final Payment Fire Hall 16,569.86

Van Diest Supply Company Street Supplies 322.00

Venture Communications Phone, Fax, Internet, and Alarms 787.36

Verizon Police & Street Phones 256.75

Vila’s Superstore Finance, Park, and Pool Supplies 47.38

Wex Ambulance Fuel 229.01

TOTAL CHECKS **150,363.67**

Moved by Everson, Hause seconded, motion carried to approve the minutes from June 6, 2016.

Moved by Hause, Nagel seconded, motion carried to approve Accounts Payable with the correction on Petty Cash of $45 towards the pool and $74.82 going towards water.

Kara Williams, Economic Development Director readdressed the Council regarding zoning. At this time the Council is not interested in pursuing zoning. The Medical Center and Economic Development are working on a Community Needs Assessment with a slant on more on wellness in the community and what the health issues and concerns are. They would like to have the Council participate in this Assessment.

Hause reported The Employee Handbook Committee met and had some changes and didn’t get through the entire book. Nagel said Michael is confirming some questions they had.

The 911 / Dispatch Bill is pending information from the County.

Luke Kleinlein gave the police and code enforcement reports. Kleinlein reported the info requests are from anything like a radar company calling about a new radar to test in a vehicle to a complaint about neighbors shooting fireworks. Batteries for the speed radar on the East side of town are on order. Nuisance properties are going good and Kessler only has one letter to send out.

The Animal Clinic will be held on July 26, 2016 from 10am to 3pm at the County Fairgrounds. For liability issues the vet asked that all dogs be leashed and collared and also that animals only be brought in by adults and not kids. Motion by Nagel, Hause seconded, motion carried to do an ad with the dates and times of the clinic along with the requirements.

Anderson gave his maintenance report and turned it over to Todd Goldsmith from Goldsmith, Heck Engineers. Goldsmith addressed the Council regarding Maguire Iron’s request for a 60 day extension to start working on the water tower. Maguire Iron did not give the 80 days notice of a start date as per the contract so the city could send a 60 day notice out to AT&T to protect their antenna system. The project could not start until August and all the time would be subject to a day count and liquidated damages in the amount of $500.00 per day. The liquidated damage per day stops when the weather does not permit them to work. Motion by Hause, Everson seconded motion carried to deny Maguire Iron’s 60 day extension and re-examine it at the end of the project. Also moved by Everson, Nagel seconded motion carried to hire Todd Goldsmith to monitor this project at the cost of $12,000 to $15,000.

Anderson reported that the City was rewarded a grant in the amount of $2,427 towards a new mosquito sprayer. However the mosquito sprayer’s full cost is $10,200. The Council wishes to not use the grant.

After two years of advertising for a full time employee, Anderson has an applicant. The maintenance workers have started zipping the streets. Three of the 15 streets have had the fiber laid. Hause reported that 3 trees that didn’t make it that were planted last year. He called Beadles Floral and Anderson will get pictures and the branches of the dead trees for Ablott to take to Aberdeen next week. Bliese reported a couple of areas in the park that are flooding because of the sprinklers. Anderson is working on these low spots.

There was only one fuel bid from North Central Farmers Elevator for the following: Unleaded $2.086 and Ruby Field Master $1.83. Moved by Hause, Bliese seconded motion carried to accept the bid from North Central Farmers Elevator.

Hamburger addressed the council regarding new EMT’s. One has turned in application and the other will notify the City when she is certified. Hamburger said there are three EMT’s who have not had their Hepatitis B shots which is a requirement for a medical worker. The city will pay for these shots. Hamburger asked to have in the employee handbook what is expected of the EMT’s, director, calls, and response time. Nagel said that is part of what they are having Michael look into. Hamburger reported the 2nd Power Load will hopefully be in Volga by the end of July and they hope to have it installed by the time of the Potter County Fair. The EMT’s will showing the Power Load systems, handing out popsicles to kids, taking blood pressure, drawings, and door prizes at the fair on Sunday after the meal. The new ambulance is losing hydraulic fluid and they may have to take it in for repair.

Moved by Bliese, Nagel seconded motion carried to hire Nicholas Zuber as a new EMT.

Moved by Everson, Larson seconded motion carried to accept the Contract Evaluation Report from the Gettysburg Avera Hospital on the Gettysburg Ambulance Service.

Motion by Bliese, Larson seconded motion carried to advertise the old ambulance box as surplus.

Ablott gave the Finance Officer’s report. She thanked the council for allowing her and Susanne Conradie to attend the HR and Finance Officer’s schools in Spearfish. Ablott also reminded the Council of Budget Requests for 2017. Ablott has organized and labeled the Maps in the backroom and found a 2010 US Census Map showing the south portion of city limits goes south of the airport to the county line. Moved by Hause, Everson seconded, motion carried to have Michael Larson find the city boundaries.

The following building permits were presented to the Council:

Colby 2016, LLC –Tyler Oliver Commercial Building 410 W Garfield Ave

Grace Bible Church Driveway 310 S Broadway St

Michael Clark Fence 411 W Lincoln Ave

A moving permit Nancy Larrington to move a new shed to 1117 E Custer Ave was presented to the Council

A demolition permit Justin Cronin, J & B Inc to remove storage tanks at 410 W Garfield Ave was presented to the council.

Motion by Hause, Nagel seconded, motion carried to approve these permits.

Motion by Everson, Hause seconded motion carried to go into executive session for personnel at 7:55 pm. Council reconvened at 8:25 pm.

Motion by Hause, Nagel seconded motion carried to hire Darwin Griese for our Maintenance position at $13.00 an hour. .

Anderson asked to go back to his Maintenance Report regarding the rubble site. Moved by Nagel, Larson seconded to place a clip and save ad that outlines articles that can go the rubble site and what articles can go to the dumpsters by the City Maintenance Shop.

In Round Table: Nagel said kudos to car club. She thinks they did a great job at the car show. Kleinlein finally got his CPR card so hopefully he will have his certification by the end of the week. Anderson asked that the planning committee meet to go through the streets for next year’s budget.

Motioned by Bliese, Nagel seconded motion carried to adjourn at 8:33 PM.

Attest: Witness

Daniall Ablott, Finance Officer Bill Wuttke, Mayor

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