Unapproved Minutes

Gettysburg, South Dakota

September 5, 2018

Pursuant to the due call and notice thereof, the City Council met in regular session on September 5, 2018, at 7:00 PM. Those present were Mayor Bill Wuttke, Ron Larson, Pat Everson, Fran VanBockel, Kelly Archer and Adam Roseland. Also present were Dave Mogard, Chief of Police, Allen Robbennolt, Officer, Russell Anderson, Maintenance Supervisor, Sheila Schatz, Finance Officer, and Kara Williams, Economic Development.

Moved by Everson, VanBockel seconded, motion carried to approve the minutes of August 8 and August 20, 2018, pending one correction on August 8, 2018, minutes. No discussions.

Correction August 8, 2018, minutes:

Page 3 – Line 24 - Moved by VanBockel, Everson seconded, motion carried to move forward with painting outside of the old library and to see what it is going to take to get some further inside work done. (Not painting of “inside” of the old library)

VOUCHERS PAYABLE

**Payroll Expense by Department:**

 Airport 156.70

 Ambulance 1,438.51

 Council 0.00

 Finance Office 1,983.40

 Parks 3,203.73

 Police 6,176.66

 Rubble Site 666.19

 Sewer 2,829.08

 Streets 4,709.72

 Swimming Pool 5,579.16

 Water 5,603.65

Total Payroll Expense by Department 32,346.80

Net Payroll 23,701.55

Aflac Insurance 864.44

Bank of the West Payroll Taxes and Sales Tax 7,308.19

Breelle Breaw Water Deposit Refund 100.00

Brown Agronomy Park Supplies 763.72

Capital Sports Park Supplies 549.97

Carquest Street Repairs 32.39

Child Support Service Payroll Deduction 568.00

Dakota Farm & Ranch Supplies Water, Sewer and Street Repairs/Maintenance 1,088.54

Dakota Farm & Ranch Supplies Street, Park, Police, and Water Supplies 1,210.76

Daniall Ablott Mileage 183.66

Dean’s Repair Police Repairs/Maintenance 123.79

Decker Repair & Welding Street Supplies & Repairs/Maintenance 984.53

Dollar General Pool Supplies 19.00

Don Frost Auditorium Gym Floors 1,000.00

Emergency Medical Products, Inc. Ambulance Supplies 748.56

Galls, Inc. Police Supplies 613.25

Gas N Goodies Police Car Washes 29.00

Gettysburg Economic Development BBB Taxes 4,690.71

Great Western Bank Professional Svs. - Bill Gallagher Hotel 210.00

John Deere Financial Street Repairs 54.28

Keep It Safe Computer Backups 160.00

KLJ Engineering Airport Fees 6,446.47

Lamb Motor Corp., Inc. Ambulance Repairs 257.75

Logan Electric Street Lighting Repairs/Maintenance 1,755.65

Marco Finance Supplies 107.78

May Weston Water Deposit Refund 100.00

McLeod’s Printing & Supply Police Supplies 120.50

Menard’s Police Supplies 110.66

Michael Larson Legal Professional Services 870.00

Mid Dakota Rural Water City and Airport Water 31,585.00

Midway Parts Water & Sewer Repairs/Maintenance 133.64

Midwest Alarm Auditorium Fire Alarm Monitoring 78.00

Montana Dakota Utilities Gas, Electric and Lighting 5,500.96

New Creations Police and Finance Supplies 918.80

Northern Plains Co-op Park Supplies 125.00

Northwest Pipe Fittings, Inc. Sewer & Water Supplies 906.55

Potter County News Finance, Police, & Pool Publications 530.97

Praxair Ambulance Supplies 205.55

Principal Financial Group Life Insurance 68.81

Proseal, Inc. Street Repairs 49,026.69

Schatz Electric, Inc. Airport Repairs/Maintenance & Sewer Supplies 601.38

Schlachter Lumber Park, Sewer, and Street Supplies 402.79

SD Dept. of Revenue Water Testing Fees 330.00

SD Solid Waste Mgmt. Professional Svs. – Membership Renewal 100.00

Secretary of State Notary for Finance Officer 30.00

Servall Finance, Airport, Ambulance, & Police Supplies 110.38

South Dakota One Call Water Locate Fees 15.75

South Dakota Retirement System Retirement 3,533.84

Steven Zuber Water Deposit Refund 100.00

Titan Machinery Street Supplies & Repairs/Maintenance 846.93

US Postal Service Water Supplies 194.33

Venture Communications Phones, Faxes, and Internet Services 851.03

Verizon Street and Police Phones 367.39

Vilas Superstore Water, Ambulance, Pool, Police & Park Supplies 127.01

Wellmark BCBS Health Insurance 5,487.32

WEX Bank Ambulance Fuel 348.15

TOTAL CHECKS 157,299.42

Moved by Roseland, Archer seconded, motion carried to approve the vouchers payable.

Appointment: Shane Wager (not present)

Estimate from Shane Wager on surveillance systems for Fire Hall and Police Department was presented to council, looked over and discussed.

Moved by VanBockel, Archer seconded, motion carried to table the Fire Hall surveillance cameras project until can be discussed with EMTs and Firemen first.

Further discussion was had regarding the (4) camera estimate option for surveillance cameras on the Police Department.

Moved by Archer, VanBockel seconded, motion carried to move forward with the surveillance cameras project for the Police Department.

2019 Budget (Ordinance 2018-08-01) was discussed. All questions on the 2019 budget from the August 20, 2018, special meeting were read, answered and discussed. All changes were made and approved of.

Moved by Everson, VanBockel seconded, to approve the 2019 Budget (Ordinance 2018-08-01) Roll call was taken: Ron – yes, Pat – yes, Fran – yes, Kelly – yes, Adam – yes, Nagel – not present. Motion carried.

Animal Control ordinance changes were discussed. Discussions are still being had and Attorney, Michael Larson, is working on rewriting some of the wording in the ordinance which will be discussed at next month’s council meeting in October of 2018 for approval.

Repair and preservation of the Fire Hall awning was explained and discussed by Kara Williams of Economic Development. It was suggested that we set a date to be done yet this Fall and to go with the quote that we had been given.

Moved by Everson, VanBockel seconded, motion carried to move forward in getting date lined up for the repair and preservation of the Fire Hall awning.

The painting of outside of old library was discussed. First coat of paint is on and will be doing a second coat of paint. It was stated it is looking much better.

Banyon training was discussed for the Finance Officer. A 6-hour contract was signed for training with Banyon and will be split into (3) 2-hour sessions. Excel training is still being looked into and will be discussed at future meeting as information is received. A short period of bank reconciliation training was discussed and Mayor, Bill Wuttke, was going to try and get a hold of a former finance officer from Groton, Anita Lowary, who is now retired to see if she would be interested in coming down for a day to train.

Moved by VanBockel, Roseland seconded, motion carried to move forward to see if Anita Lowary would be available for bank reconciliation training.

Covered fire pits within city limits vs. County burn ban was again discussed. Mogard explained that currently we are not enforcing the burn ban within city limits as long as city ordinances are being followed of having the fire pits covered. Everson said it was discussed and voted upon last year to allow the City to do it as long as the fire pits were covered and the fires were not unattended. It was decided to discuss the issue on a yearly basis and be decided upon each year.

The City’s health insurance renewal was presented and discussed. A decision needed to be made and turned in by October 1, 2018.

Moved by VanBockel, Roseland seconded, motion carried to approve the recommended health plan, second plan listed on the benefits renewal listing.

Mogard gave his police report. A security meeting was done with both banks recently. A tour of the medical facility for us is being set up in the near future.

Mogard reported on properties in code enforcement violation and explained the code enforcement is still being worked on and a report should be available by next month’s council meeting for further discussion.

Mogard discussed that the homecoming parade route is being changed this year so that it can be more effective wherein the Manor residents don’t have to travel downtown if they are not capable but will still be able to see the parade from the Manor.

Mogard has had some complaints that the intersections at 4th Avenue and Park Street & 4th Avenue and Potter Street and 5th Avenue and Park Street & 5th Avenue and Potter Street by the school have yield signs, currently, wherein people would like to see them changed to stop signs as they do not feel that they are being yielded at properly. Roseland stated S East Street and 5th Avenue has no signage, whatsoever, and there should be on the North & South sides.

Moved by Roseland, Larson seconded, motion carried to change yield signs to stop signs at the intersections of 4th Avenue and Park Street & 4th Avenue and Potter Street and 5th Avenue and Park Street & 5th Avenue and Potter Street by the school and to also put stop signs at the intersection of S East Street and 5th Avenue to stop traffic going North and South.

Mogard explained that there have been some suggestions made by members of the community to possibly put some striped crosswalks in town by the school and on Commercial Avenue. Russell agreed we would be able to do that.

Moved by VanBockel, Roseland seconded, motion carried to put crosswalks on two intersections of Exene Street & Commercial Avenue and East Street and Commercial Avenue and those by the school which were already discussed and approved.

Mogard discussed replacing the Ford Squad. It was agreed we will stay local on the purchase if decided to replace.

Moved by Everson, VanBockel seconded, motion carried to go forward with the new squad car from Lamb Motors with bid of $37,651.00.

Anderson gave his maintenance report. The Street Sign Project is still on but nothing new has come in on that recently. The Street Project is due to start the third week in September. Equipment was being moved in today (September 5, 2018) to begin on the Airport Project. Anderson explained on the fueling system at the airport, we will have to have a card network in place to run payments through on credit cards. It has already been budgeted in and internet is already there. Information on options will be forthcoming for discussion to be had and approval made. The 212 Project final design inspection meeting will be held here at the City Finance Office on September 18, 2018, at 9 AM.

There was one fuel bid from Agtegra for the following: Unleaded 10% Ethanol FTE $2.565, Ruby FieldMaster $2.66, and #1 Ruby Fieldmaster $2.81,

Moved by Larson, Archer seconded, motion carried to accept the bid from Agtegra.

Moved by Everson, Larson seconded, motion carried to approve ambulance write-offs in the amount of $1,168.37.

Moved by VanBockel, Larson seconded, motion carried to approve moving permit of Sandy Wager – 301 S. Platte, by alley.

Moved by Everson, Roseland seconded, motion carried to go into executive session for personnel at 7:55 PM. Council reconvened at 8:07 PM.

Moved by Roseland, VanBockel seconded, motion carried to give end-of-season pool bonuses for pool workers according to Pool Manager, Alyssa Haberer’s, recommendations presented.

Correspondence: Great Western Bank Time Certificate Automatic Renewal Notice – This was discussed and Sheila will call for new interest rate and email to entire council on 09/06/2018.

Round Table: Archer: Next meeting, put on the agenda to have the Finance Officer bring a bank statement into meeting for us to look at. Williams: I think there should be a Thank You put out that Russell and his crew helped finish a project on the Welcome to Gettysburg signs. They have been painted, the shrubbery has been removed, and gravel has been put on it. Molly McRoberts and Robin Braaten of Brown’s Lodge & Hunting Ranch took care of painting and pulling some shrubbery and Robyn got a hold of the City and you guys were great about putting rocks down. C&B sprayed the sign out there so the shrubbery won’t grow back. There also have been a few helpers that have been fixing up Loitwood Park. Sandy Nauman has been down there. Joy Penrod donated some flowers and Jeannie Siebrasse was helping. I thought all involved should be recognized and thanked. Mogard: The batteries for the radar signs on the edge of town, one of them came in and we will be putting that in on the East end. There is a second one on order for the West one. VanBockel: Beth wanted me to mention that she would like to get an EMT class going, probably around the 3rd or 7th of January, 2019. She has (3) potential, (6) students total and she would like to run classes on Monday’s and Thursday’s and then one time a month on a Saturday and she was wondering about the reimbursement after one year again. To explain, what we do usually when we have an EMT class, is that any EMT that wants to stay and work in Gettysburg for (1) year then the City reimburses their tuition. The tuition is going to be $600 this year which is up a little from a few years ago. I would like to get a couple ads put in the newspaper about that as we go and can discuss it next meeting.

Public Comment: None

Moved by Larson, VanBockel seconded, motion carried to adjourn at 8:15 PM.

Attest:

 Witness

Sheila K. Schatz, Finance Officer Bill Wuttke, Mayor

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