

MINUTES
IPSWICH CITY COUNCIL MEETING
IPSWICH CITY HALL
MONDAY, MARCH 7, 2016

The Ipswich City Council met in regular session at 7:00 p.m., Monday, March 7, 2016. Members present were Mayor LeRoy Kilber, Mike Hammrich, Susie Treftz, Tom Schaefer, Mike Steen, Barb Gillick and David Bauer. Also present were Leif Redinger – Helms & Associates, Amanda Anglin, Sarah Perrion, Brian Schlosser and 10 community members.

Call the meeting to order: Mayor Kilber called the meeting to order at 7:00 p.m. and led the **Pledge of Allegiance**.

Motions: All motions were approved unanimously unless otherwise indicated.

Approval of Minutes: Treftz/Gillick to approve the regular meeting minutes of February 22, 2016 & Special Meeting Minutes of March 4, 2016.

Building Permits: Hammrich/Steen to approve the following permits for Dave & Margaret Nelson – replace windows and kitchen cupboards; Robert & Athena Zahm – replace kitchen countertop, flooring, carpet and paint; Dale Hodson – kitchen backsplash, replace bathroom shower and paint.

Public Comments

*(Public Comments will offer the opportunity for anyone not listed on the agenda to speak to the council. Speaking time will be limited to 3 minutes. **No action will be taken on questions or items not on the agenda.***

Participants & Topics included: Dave Thares-cold storage building; Tony Simon-obtaining quotes & writing bid specifications; Steve Gisi-building permit enforcement; Jim Uttenhove-building permit question

Helms & Associates

Sewer Improvement Project – Bids: Redinger presented the bid tabulation from the bid letting held on March 4, 2016. Dahme Construction’s base bid was the lowest responsible bid which was substantially less than the engineers estimate, leaving money for possible extra work. Redinger is in discussions with Rural Development about adding additional service line work to the project to use the remaining funds allocated to the City. Redinger will update the council after discussion with Rural Development. Gillick/Treftz to award the contract to Dahme Construction Company, Inc. – Aberdeen, SD for \$3,421,588.20 pending Rural Development concurrence.

New Business

Code Enforcement: A schedule of fees for 2016 was presented. Bauer/Gillick to hire Dennis “Mike” Olson at \$50.00 per hour plus mileage for a maximum of 100 hours for the year.

Skid Steer/Loader: No information.

Public Works Report: Schlosser discussed main lift station pump failure, Charlie’s Park Bathrooms, cold storage building progress, cemetery mowing and miscellaneous projects.

Office Report

February Financial Reports - Expenditure & Revenue Guideline, Checking, Savings and Construction Account Reconciliation and Sales Tax & Municipal Tax Comparison: Hammrich/Treftz to approve the reports. Bank account balances are: Checking – \$363,899.99; Money Market – \$791,252.13 & Construction - \$6,483.11 & CD’s - \$151,756.00.

2015 Annual Financial Report: Steen/Bauer to approve the 2015 Annual Financial Report

Request for Public Hearing for Open Container/Alcohol Sales/Band - Trail Days: Hammrich/Steen to approve the request for a Public Hearing to be held during the March 21, 2016 council meeting.

2015 Annual Drinking Water Report: The report will publish on March 9, 2016 and is also available at the City Office.

2016 District Meeting: Gillick/Treftz to pay the registration fee for those who want to attend the SD Municipal League Annual District Meeting in Faulkton on Tuesday, March 29, 2016.

EMT Class: Aberdeen Fire and Rescue is offering a class beginning April 4, 2016 in Aberdeen, SD. An advertisement will be placed in the Ipswich Tribune to see if there is interest in the class. If so, a commitment contract will be drafted.

Bills for approval: Treftz/Bauer to approve the following bills: A & B Business Solutions, Inc.-\$53.98/office supplies; Aberdeen American News-\$436.27/maintenance technician classified ad; Ameripride Services, Inc.-\$54.50/mat/mop exchange; Beck Law Office-\$125.00/legal services; Beverly Jones-\$120.00/office cleaning; Buffalo Station-\$136.18/fuel; City of Ipswich-\$264.72/water billing all departments; CNH Capital America LLC-\$193.72/parts for Bobcat; District IV-\$50.00/EMT Refresher Course (S. Horst); FEM Electric Assn. Inc.-\$80.43/Rubble Site utilities; Gibson Publishing-\$181.08/publishing; Heartland Waste Mgmt.-\$4,312.50/garbage service; Hutson Construction-\$15,593.04/materials for cold storage building; Ipswich State Bank-\$39.70/petty cash postage; Kens Food Fair-\$108.16/food/fuel; LeRoy Kilber-\$25.20/travel to Aberdeen; Life-Assist, Inc.-\$122.76/ambulance supplies; Matheson Tri-Gas Inc.-\$34.98/oxygen cylinders; McCleary Lumber Inc.-\$113.10/shop supplies; North Central Farmers Elevator-\$152.28/fuel; Office Depot-\$102.98/external hard drive; Physicians Claims Company-\$653.59/ambulance billing service; Russell Braun-\$100.00/water deposit refund; Sanford Health Occupational-\$155.00/pre-employment physical; US Bank-\$21.17/wall clock; US Post Office-\$385.00/regular stamps (5)/postcard stamps (4); Valley Telecommunications-\$448.74/phone/internet services

Pre-Approved Bills Since Last Meeting: March 1, 2016 Payroll: Administration-\$2,483.62; Streets-\$4,403.12; Sanitation-\$522.00; Ambulance-\$3,552.00; Library-\$920.00; Water-\$1,939.05; Sewer-\$2,777.38; Ipswich State Bank-\$4,809.22/payroll taxes/direct deposit fee; WEB Water-\$5,433.07/water purchase; SD Department of Revenue-\$291.78/sales tax payment; Payment Services Network-\$63.75/monthly transaction/gateway fee

Construction Account: Helms & Associates-\$11,798.50(Engineering fees for Sewer Project); Oban Construction-\$20,519.11(3/8" granite chips (700.55 ton) for Sewer Project

Executive Session – Personnel; Per SDCL 1-25-2-(3): At 8:20 p.m., Steen/Schaefer to go into executive session for personnel. At 9:25 p.m., executive session ended.

Treftz/Steen to accept the retirement of Corinne Jameson, Assistant Finance Officer, effective March 1, 2016.

Bauer/Treftz to hire Perry Rye for the position of Maintenance Technician at a starting annual salary of \$36,000.00 with a \$2,000.00 raise after all 7 certifications/tests are passed.

Adjournment: At 9:35 p.m., Steen/Schaefer to adjourn the meeting.

Amanda Anglin, Finance Officer
City of Ipswich
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