

**MINUTES
IPSWICH CITY COUNCIL MEETING
FEBRUARY 20, 2012**

The Ipswich City Council met in regular session at 7:00 p.m., Monday, February 20, 2012. Members present were Mayor Dave Penfield, LeRoy Kilber, Barb Gillick, Cindy Dosch, Mike Steen, Dave Thares & Jim Uttenhove. Also present were City Attorney Vaughn Beck, Loretta Omland, Amanda Anglin, Tim Omland, Helms and Associates Terry Helms, Jay Koch, Leif Redinger and 15 community members.

CALL THE MEETING TO ORDER: Mayor Penfield called the meeting to order at 7:00 p.m.

MOTIONS: All motions were approved unanimously unless otherwise indicated.

APPROVAL OF MINUTES: Gillick/Dosch to approve the Regular Meeting Minutes of February 06, 2012.

BILLS FOR APPROVAL: Kilber/Dosch to pay the following bills: H.C. Clark - \$145.44/repairs; Heier's Body Shop - \$251.00/repairs; Henry Schein - \$102.90/ambulance supplies; Kevin Schmidt - \$278.33/reimburse training/travel; Montana Dakota Utilities - \$3,589.53/utilities; Oban Construction - \$164.31/ambulance repairs; Sanford Health - \$39.00/pre-employment related; SD Board of Operator Certification - \$10.00/fees; Share Corporation - \$1,311.24/chemicals; TrueNorth Steel - \$1,640.55/culverts; U.S. Post Office - \$160.00/stamps; Ipswich State Bank - \$75.00/petty cash postage; Best Western Plus Ramkota Hotel - \$139.50/ training/testing wastewater.

Water Deposit Refunds: Beth Moore \$175.00/203 3rd S (\$75.00) & 201 4th Avenue (100.00); Brenda Geditz - \$100.00/619 4th Street; Esther Sweeter - \$75.00/516 - 4th Street

Construction Account: Ferguson Waterworks - \$34,243.21/water meter supplies/install

Pre-approved bills paid since last meeting: Rural Development - \$6,099.00/RD loan payment; February 16th Payroll – Administration - \$2,568.04; Streets -\$1,341.43; Sanitation - \$125.00; Ambulance - \$129.00; CED - \$814.64; Water - \$1920.96; Sewer - \$875.32; Ipswich State Bank - \$1,722.34/employment taxes & \$10.00 fees; SD Retirement System - \$1,779.74.

Building Permits for Council approval: None

Pre-Approved permits under \$10,000.00: Nathan Kolb

ON-GOING BUSINESS:

Helms Engineering – Sewer Study - possible approval of Facility Plan: Koch stated that formal approval of the facility plan was needed to submit the plan to the Department of Environment and Natural Resources and fulfill the requirements of the Small Community Planning Grant that the city applied for to assist in paying for 80% of the study. Koch and

Redinger presented the plan on a Power Point presentation and reviewed the options discussed at the January 23rd meeting. After lengthy discussion, Gillick moved, Kilber seconded to approve the plan. All voted aye except Uttenhove who voted nay. L. Omland stated that there was no commitment by approving the facility plan. However, if not approved, the grant could not be submitted and the city would pay 100% of the \$10,000.00 cost for the study. Uttenhove then rescinded his nay vote and voted yes. Motion carried unanimously.

Updates on infiltration – T. Omland reviewed areas of concern from the last meeting and stated that smoke testing to check for cross contamination in the area of 5th Street and 2nd Avenue is scheduled.

Helms Engineering – review of State Department of Transportation Project: Bids have been let and will be awarded. Koch will review the project and costs at the next council meeting.

Meter installation update: Koch reviewed two items for a possible change order and asked the council for approval to proceed. Kilber/Dosch to add a 4' compound meter and a handheld mobile reading device to the water project at an approximate cost of \$12,000.00 for both. A change order will be presented at the next meeting. Koch also stated he anticipated being under budget even with these additions to the project.

Billing update: Anglin stated that an initial meter reading had been done and all accounts would be adjusted to account for the conversion to gallons, usage and payments made. The new meters will be read around the 20th, bills will be sent around the 25th with payment continuing to be due by the 1st and late fees assessed after the 10th. Anglin reported that it took about 30 minutes to read all the meters in town and the first bill may be sent by the end of this week.

Water meter pits: T. Omland requested three meter pits be added to the project, all for city owned parks. Omland will get price estimates for the next meeting and a change order would need to be approved for additions.

Recycle old water meters: L. Omland had estimates for recycling the water meters. Kilber/Steen to declare the meters surplus. Omland will obtain appraisals of the meters and pricing will be determined at the next meeting.

NEW BUSINESS:

Ordinance update: Beck asked council members if ordinance changes requested at the last meeting could be included in the overall ordinance update. Council members agreed.

PUBLIC WORKS REPORT:

Replacement of Street Signs: T. Omland asked if the council would be interested in replacing street signs as many are damaged or missing. Council members agreed. Omland will check prices and stated that depending on cost, each year for the next three years, signs in each ward could be replaced.

City Promotion – mini flashlights: T. Omland had a sample promotional item to show council members. Anglin will see if this would be a covered item for Economic Development.

COMMUNITY/ECONOMIC DEVELOPMENT REPORT: Anglin gave an update on the new city web site and stated it should be viewable within a month or two. Anglin also stated that the Development Corporation had their annual meeting and identified short and long term goals. Goals were being prioritized with parks as a high need due to a grant being available in the coming year.

OFFICE REPORT: L. Omland presented a budget summary and discussed funding options for projects.

ADJOURNMENT: At 9:00 p.m., Steen/Gillick to adjourn the meeting.

Loretta Omland, Finance Officer
Publish 2-29