

**MINUTES**  
**IPSWICH CITY COUNCIL MEETING**  
**APRIL 2, 2012**

The Ipswich City Council met in regular session at 7:00 p.m., Monday, April 2, 2012. Members present were Mayor Dave Penfield, LeRoy Kilber, Barb Gillick, Dave Thares, Cindy Dosch, Mike Steen & Jim Uttenhove. Also present were City Attorney Vaughn Beck, Helms & Associates Mike Schmit, Amanda Anglin, Corinne Jameson, Tim Omland, David Bauer and 13 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:** Dosch/Uttenhove to approve the Regular & Board of Equalization Meeting Minutes of March 19, 2012.

**BILLS FOR APPROVAL:** Dosch/Steen to pay the following bills: A & B Business Solutions, Inc.- \$11.62/office supplies; Amanda Anglin-\$22.20/travel to Aberdeen; Ameripride Services, Inc-\$24.04/mat/mop exchange; AT&T Mobility-\$106.64/cell phone bill; Beverly Jones-\$150.00/office cleaning; City of Ipswich- \$384.39/water billing all depts.; EBSCO Subscription Service-\$132.94/magazine subscriptions; FEM Electric Assn. Inc.-\$101.40/rubble site utilities; Gibson Publishing-\$486.43/publishing; Ipswich State Bank-\$75.00/petty cash postage; ISB Agency-\$80.00/Notary Bond & filing fee-A. Anglin; Menards-\$33.96/pool supplies; Montana Dakota Utilities-\$15.60/ice skating rink - final bill; Oban Construction-\$102.24/crushed rock; Office Max Incorporated-\$809.97/finance office computer; Play it Again Sports-\$32.89/pool whistles; Runnings Supply Inc.-\$79.98/jack stands for portable generator; Sanitation Products Inc.- \$25.86/parts for Elgin Sweeper; SD Department of Health-\$150.00/new licensure for ambulance; SD Dept of Revenue-\$58.00/water/sewer testing; SD One Call-\$1.11/locate fees; Share Corporation-\$1,340.00/chemicals; US Post Office-\$295.00/postage for billing; WEB Water Development-\$6,715.83/water purchase.

**Construction Account:** Helms and Associates - \$1,860.80 and \$5,202.50 – Water Project engineering fees for phase I and II.

**Bills Pre-Paid Since Last Meeting:** April 2, 2012 Payroll: Administration - \$4,259.44; Council/Quarterly/Special Meetings - \$4,950.00; Streets - \$1,710.54; Sanitation - \$484.10; Ambulance - \$3,390.55; Library - \$920.00; Water - \$1,934.96; Sewer - \$743.46; Ipswich State Bank - \$3,614.15; SD Dept of Revenue & Regulation - \$258.56/sales tax; First National Bank - \$3,406.16/ SRF Quarterly Payment

**Building Permits for Council approval:** None

**Pre-Approved permits under \$10,000.00:** Chad Dutenhoffer, Rob Vetch, Kaleb & Emily Rodgers

**ON-GOING BUSINESS:**

**Water Project Updates:** Helms & Associates Mike Schmit stated Rural Development approved adding the additional blocks with cast iron piping to the project (Alma Avenue-6<sup>th</sup> Street to Highway 45; Maple Avenue-6<sup>th</sup> Street to Highway 45; Chestnut Avenue-7<sup>th</sup>

Street to 6<sup>th</sup> Street). Rural Development also adjusted the engineering cost for the project, which allowed an increase of \$103,000.00 in contingency funds, and approved the following additions for funding through the project: pit meters for parks, football field and baseball fields, 4" compound meter for Prescription Agronomics, extra meters for the city, and the handheld unit. Gillick/Kilber to approve **Dahme Construction Change Order 9** and **Ferguson Waterworks Change Order #4B**.

**Highway 12 - Sanitary sewer project update:** T. Omland attended the pre-construction meeting held in Aberdeen on April 2, 2012. Construction on the Highway 12 project will begin on Monday, April 9, 2012. The sanitary sewer may need to be moved 14 feet south to avoid a wheel track. This could be an additional cost to the city. More information will be available at a later date.

**Infiltration - results of smoke testing - 5<sup>th</sup> Street & 2<sup>nd</sup> Avenue:** T. Omland stated that SD Rural Water Association was here and did smoke testing. They did not find a cross connection between the sanitary sewer and the storm sewer. A report will be sent from SD Rural Water.

**Building Permits:** In accordance with the City Ordinance, ANY project costing more than \$250.00 WILL require a building permit.

**Golf Cart Ordinance:** No recommendations were made by the Public Safety Committee. Golf cart rules and regulations will be enforced by the Sheriff's office in accordance with State Law.

**Repair intersection of 5<sup>th</sup> Street & 3<sup>rd</sup> Avenue - drainage at school:** After a lengthy discussion, Thares/Dosch to hire Helms & Associates to design a plan to repair the valley gutter by the school, in conjunction with the Ipswich Public School.

**T'NT Concrete - valley gutter bid:** Steen/Kilber to approve the project at 121 8<sup>th</sup> Street. There will be an additional fuel cost of \$50.00 and a decrease in lineal footage due to a culvert that is already in place. All voted aye except Thares, who voted nay.

**NEW BUSINESS:**

**Award bids for old water meters:** Kilber/Gillick to accept the bid from Doug Holland for the amount of \$1,250.00.

**Request for Open Container Permit - Burgers & Stan & Dorn Tournament:** Request by Relay for Life & Donna Rohr for open container permits. Thares/Uttenhove to approve the request for a public hearing for both events, which will be during the April 16, 2012 meeting.

**Pet Shot Clinic:** Dosch/Steen to approve having the clinic at the City Office on Monday, April 30, 2012 from 7:00-9:00 p.m.

**OFFICE REPORT:**

**March financial reports: Expenditure & Revenue Guideline, Checking, Savings and Construction Account Reconciliation, Sales Tax & Municipal Tax Comparison, Web Water Use Comparison & Water Delinquent Account Report:** Gillick/Kilber approval of the March financial reports.

**Executive Session – Personnel - Per SDCL 1-25-2-(1):** At 8:12 p.m., Dosch/Gillick to go into executive session for personnel. At 8:50 p.m., executive session ended.

Kilber/Steen to hire Kelsey Braun, Ashlea Gillick, Brandi Heinz, Ansley Sargent, Madison Kienow, Courtney Treftz, Matt Braun(as needed) & Corey Williams(as needed) for lifeguards at the pool for the summer of 2012.

Gillick/Uttenhove to accept the resignations of John Sonstegard(rubble site attendant) & Kevin Schmidt(maintenance assistant).

**Adjournment:** At 8:52 p.m., Dosch/Thares to adjourn the meeting.

Amanda Anglin, Finance Officer  
City of Ipswich  
Publish 4-11 or 4-18