

**MINUTES  
IPSWICH CITY COUNCIL MEETING  
MAY 7, 2012**

The Ipswich City Council met in regular session at 7:00 p.m., Monday, May 7, 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, Candice Skliris, Amanda Anglin, Tim Omland, Dustin Geditz, Josh Horst, Helms and Associates Michael Schmit, MDU's Bruce Brekke, Greg Geditz, Jerry Kilber, Wayne Braun, Jeff Fossum and 17 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:** Steen/Dosch to approve the Regular Meeting Minutes of April 16, 2012.

**BILLS FOR APPROVAL:** Uttenhove/Steen to pay the following bills, except TNT Concrete Inc. for \$3,025.36: A & B Business Solutions, Inc.-\$149.25/office supplies; Aberdeen American News-\$675.03/maintenance tech ads; Amazon-\$117.19/Library Books; AmericInn-\$83.55/hotel for training; Ameripride Services, Inc.-\$48.92/mat/mop exchange; AT&T Mobility-\$106.64/cell phone; Beverly Jones-\$120.00/office cleaning; Buffalo Station-\$103.63/ambulance fuel; City of Ipswich-\$366.03/water billing - all departments; Cole Papers Inc.-\$236.70/supplies; Dakota Fluid Power Inc.-\$37.44/water pressure gauge; Dakota Supply Group-\$85.82/faucet shop sink; Eide Bailly-\$11,642.54/2011 audit of financial statements; Evergreen Supply Inc.-\$40.50/oxygen cylinders; FEM Electric Assn. Inc.-\$38.52/rubble site utilities; Gibson Publishing-\$661.40/publishing; Hawkins Water Treatment-\$4,754.24/pool chemicals; Heartland Waste Mgmt.- \$3,080.00/garbage service; Hedahls-\$34.02/fogger filters; Ipswich Fire Department-\$250.00/fire at the rubble site; John Deere Financial-\$107.92/park repairs; Karpinske Computing-\$337.50/computer set up; Kens Food Fair-\$449.64/fuel; Matterns Diesel Service-\$105.65/ambulance repairs; McCleary Lumber Inc.-\$125.11/pool supplies; Menards-\$19.97/engraver; North Central Farmers Elevator-\$1,220.53/fuel/supplies; Oban Construction-\$8,559.61/11th street addition; Office Max Incorporated-\$108.01/office supplies; Physicians Claims Company-\$388.69/ambulance billing service; RDO Equipment Company-\$4,891.57/JD Z925 mower; SD Association of Rural Water-\$125.00/smoke testing; SD Dept. of Revenue & Regulation-\$245.46/sales tax payment; SD Dept. of Revenue-\$140.00/water/sewer testing; Tim Omland-\$33.00/travel reimbursement; Titan Machinery-\$56.59/emergency flasher unit; (TNT CONCRETE INC.- \$3,025.36/8th street valley gutter); Upper Plains Contracting-\$27,355.07/UPCI Invoice 1 Sanitary Sewer Project; Valley Telecommunications-\$419.47/telephone services

**Construction Account:** Helms and Associates - \$17,784.60 - Water Project engineering fees for phase II; Dahme Construction - \$116,426.69 - Water Line Installation.

**Bills Pre-Paid Since Last Meeting:** May 1, 2012 Payroll: Administration - \$2,191.97; Streets - \$1,249.83; Sanitation - \$486.44; Ambulance - \$3,174.42; Parks - \$440.00; Library - \$800.00; CED - \$357.18; Water - \$1,148.43; Sewer - \$702.08; Ipswich State Bank - \$2,136.33/payroll taxes & Bank Fees; Rural Development - \$6,099.00/loan payment

**REQUEST FOR VARIANCE:** Thares/Gillick to approve the request from Wayne Braun for a variance at 109 N. 5<sup>th</sup> Street.

**Building Permits for Council approval:** Gillick/Thares to approve the following: Keith Lunders, North Central Farmers Elevator, Rose City Sign Co. Inc., Wayne Braun  
**Pre-Approved permits under \$10,000.00:** Greg Geditz, Jason Wambach, Mark & Sue Morlock, Bill Mower

**ON-GOING BUSINESS:**

**Water Project/Water Meter Install Updates:** Mike Schmit, Helms & Associates, said Dahme Construction is completing services and tie-ins in the northeast part of town and then will move to additional blocks on Alma, Maple, and Chestnut Avenues. Ferguson Waterworks has completed the meter installations at Prescription Agronomics and the Ipswich Public School. The handheld unit has been ordered.

**Highway 12 - Sanitary sewer project update:** Schmit stated the man hole located on Highway 12 at Main Street is in place. About 215 feet of sewer line is installed going west toward Highway 45. Also, the contractors will not be working during Trail Days. When they get closer to setting up the detour for closing the Highways 45 & 12 intersection, maps will be available in the City Office. Kilber/Dosch to approve **Dahme Construction Pay Estimate #15 & Upper Plains Contracting Pay Estimate #1.**

**Parks Update:** After discussion, Thares gave estimates for a shelter at Charlie's Park, benches and picnic tables. The City Council Parks Committee will compile a list of improvements to be made this summer. The Ipswich Development Corporation's Park Committee will continue to work on grant applications for equipment at the Bandshell Park.

**Second Reading Ordinance for Franchise for MDU:** Bruce Brekke, MDU District Manager discussed length of time and franchise fees for the agreement. Dosch/Uttenhove to approve Ordinance 2012-01 for Natural Gas services from MDU.

Mayor Penfield thanked Dosch and Gillick for their years of service on the City Council.

**Adjourn as old Council:** Dosch/Gillick to adjourn.

Gillick thanked Tim Omland for all the work he has done for the city. She also thanked all the previous city employees for their service.

**NEW BUSINESS:**

**Council Re-organization-Oath of Office:** Oath of Office was taken and signed by Dustin Geditz, Josh Horst, and Jim Uttenhove.

**Election of Council President & Vice President:** Uttenhove/Kilber to nominate Mike Steen as Council President. Thares/Uttenhove to nominate LeRoy Kilber as Council Vice President.

**Mayor Appointments:** Mayor Penfield appointed the following standing committees:  
**Ambulance Representative:** Dustin Geditz; **NECOG Representative:** Josh Horst; **Finance & Grants:** Thares, Kilber, Geditz; **Public Safety:** Thares, Uttenhove, Horst; **Parks & Recreation:** Geditz, Thares, Steen; **Streets & Alleys/Snow Removal:** Uttenhove, Kilber, Steen; **Water & Sewer:** Geditz, Kilber, Horst; **Sanitation & Landfill:** Uttenhove, Steen, Horst.

Thares moved/Uttenhove seconded to NOT approve the standing committees appointed by the Mayor. Roll call vote: Steen-no; Horst-no; Geditz-yes; Uttenhove-yes; Thares-yes; Kilber-yes. Motion Carried. Mayor Penfield will appoint committees as needed.

Kilber/Horst to approve the following appointments: **Finance Officer:** Amanda Anglin; **Community & Economic Development Director/Assistant Finance Officer:** Candice Skliris; **Public Works Supervisor:** Tim Omland; **City Attorney:** Vaughn Beck; **Official Newspaper:** Ipswich Tribune; **Official Depository:** Ipswich State Bank.

**City Wide Clean-up/Clean up Week Activities/:** After discussion, City Wide Clean-up will be Monday, May 14 – Saturday, May 19, 2012. The grey dump truck will be parked by the new city shop building (at the intersection of 1<sup>st</sup> Ave and 4<sup>th</sup> Street) for trees, branches and leaves only. White goods may be taken to the Rubble Site at no charge during this time.

**THIS WEEK ONLY (May 14-19):** The Rubble Site will be accepting tires, oil, paint, batteries, and other items not normally accepted.

**Curb Side Pickup** will be Tuesday, May 22, 2012. The City will only pick up wood (trees, branches, untreated and it must be cut into manageable size). If the crew cannot get it in the truck, they will not take it. Place wood on the curb, separate from household garbage, by 8:00 a.m.

Jerry Kilber volunteered to pick up white goods and take them to the rubble site, from May 14-19 and May 22.

**Jerry Kilber** expressed concerns about areas of town needing to be cleaned up before Memorial Day/Trail Days. The council encourages people to take advantage of the City Wide clean-up activities.

**Greg Geditz - Mowing on Walnut Avenue:** Greg Geditz would like the area, owned by the city on Walnut Avenue and Highway 45, mowed. Omland will look into options.

**Request for Public Hearing for Open Container/Alcohol Sales/Band: Trail Days, The Sage House and Burgers:** After a discussion with Jeff Fossum, Thares/Geditz to accept the requests for open container for Burgers, Trail Days, and The Sage House. Public hearing will be at the May 21, 2012 council meeting.

**2011 Annual Drinking Water Report:** The report will be published on May 9, 2012 and is available to the public at the City Office.

**First Reading Supplemental Appropriation Ordinance 2012-02:** Kilber/Steen to approve the first reading of Ordinance 2012-02 to supplement the budget for the Highway 12 Sanitary Sewer Project.

**Arch Restoration:** Thares/Uttenhove to approve the bid from Midwest Masonry to restore the Welcome Arch.

**OFFICE REPORT:**

**April financial reports: Expenditure & Revenue Guideline, Checking, Savings and Construction Account Reconciliation, Sales Tax & Municipal Tax Comparison:** Steen/Thares to accept the April financial reports.

**Applications for malt beverage renewals: Buffalo Station & Kens Food Fair:** Kilber/Uttenhove to approve the renewals.

**Training:** Steen/Horst to approve Anglin and Skliris attending the NECOG Annual Meeting on May 10, 2012 at \$15.00 per person. Horst/Kilber to approve Anglin attending Finance Officers School in Huron on June 12-15, 2012.

**Executive Session – Personnel - Per SDCL 1-25-2-(1):** At 8:34 p.m., Kilber/Geditz to go into executive session for personnel. At 8:45 p.m., executive session ended.

**Adjournment:** At 8:46 p.m., Kilber/Steen to adjourn the meeting.

Amanda Anglin, Finance Officer  
City of Ipswich  
Publish 5-16