

**MINUTES
IPSWICH CITY COUNCIL MEETING
JUNE 4, 2012**

The Ipswich City Council met in regular session at 7:00 p.m., Monday, June 4, 2012. Members present were Mayor Dave Penfield, Dustin Geditz, Josh Horst, Dave Thares, Mike Steen & Jim Uttenhove. LeRoy Kilber was absent. Also present were Amanda Anglin, Tim Omland, Corinne Jameson, Helms and Associates Mike Schmit and 13 community members.

CALL THE MEETING TO ORDER: Mayor Penfield called the meeting to order at 7:03 p.m.

MOTIONS: All motions were approved unanimously unless otherwise indicated.

APPROVAL OF MINUTES: Steen/Geditz to approve the Regular Meeting Minutes of May 23, 2012.

BILLS FOR APPROVAL: Geditz/Thares to pay the following bills: TNT Concrete-\$3,025.36/8th Street Valley Gutter; A & B Business Solutions, Inc.-\$97.96/office supplies; Ashlea Gillick-\$77.07/swim suit reimbursement; AT&T Mobility-\$105.75/cell phones; Beverly Jones-\$120.00/office cleaning; Candice Skliris-\$66.60/travel to Aberdeen; City of Ipswich-\$389.43/water billing all departments; Dakota Supply Group-\$70.98/softball field lights; David Bauer-\$9.88/clock; Evergreen Supply Inc.- \$57.86/oxygen cylinders; FEM Electric Assn. Inc.-\$40.18/rubble site utilities; Ipswich Tribune-\$563.69/publishing/building permit signs; ISB Agency-\$3,192.00/ambulance insurance; Jensen Rock & Sand Inc.- \$82.84/concrete sand; Kelsey Braun-\$77.07/swim suit reimbursement; Kens Food Fair-\$519.11/fuel; Kiefer-\$39.95/lifeguard swimsuits; Marlene Jones-\$2,100.00/cemetery mowing; McCleary Lumber Inc.- \$87.45/pool supplies; Menards-\$77.46/supplies; Michael Todd & Company-\$310.60/supplies; Office Max Incorporated- \$195.09/camera/office supplies; SD Dept. Environment & Natural Resources-\$380.00/drinking water fee; SD Dept. of Revenue & Regulation-\$182.00/sewer testing; SD Dept. of Revenue & Regulation-\$254.19/sales tax payment; Service Signs Inc.- \$140.00/welcome arch lights; Share Corporation-\$242.00/chemicals; Team Laboratory Chemical-\$557.75/sewer/super bugs; Valley Telecommunications-\$464.62/telephone services; WEB Water Development-\$7,481.83/Web water purchase

Construction Account: Helms and Associates - \$19,516.40 – Water Project engineering fees for phase II; Dahme Construction - \$116,389.14 – Water Line Installation.

Bills Pre-Paid Since Last Meeting: June 1, 2012 Payroll: Administration - \$2,111.99; Streets - \$749.83; Sanitation - \$683.33; Ambulance - \$2,284.42; Pool - \$239.25; Parks - \$2,245.75; Library - \$960.00; CED - \$541.67; Water - \$1,858.66; Sewer - \$875.42; Ipswich State Bank - \$2,533.84/payroll taxes & bank fees; Rural Development - \$6,099.00/loan payment

Building Permits for Council approval: Thares/Uttenhove to approve the following: Ramsey & Rachel Crissman, Dale Hodson, Huff Construction

Pre-Approved permits under \$10,000.00: Lori Boettcher, Jennifer Traylor, PM Auto Repair, Walt Singer, North Central Farmers Elevator, Megan Heyne

ON-GOING BUSINESS:

Water Project Updates: Mike Schmit, Helms & Associates, said the water meter portion of the project is finished. The final pay estimate and change order will be ready for the next meeting.

Also, chip sealing of the streets will begin this week. Horst/Steen to approve Dahme Construction Pay Estimate # 16 and Geditz/Horst to approve Dahme Change Order #10.

NEW BUSINESS:

Valleytel: Tabled.

Insurance: Uttenhove/Thares to begin bidding the City's complete insurance coverage.

Tiger Post: Horst stated the Tiger Post staff parks on the south side of the road and they are looking into options for parking the van. The director would not like to make any changes at this time.

Golf Cart Ordinance: After discussion, Anglin was directed to seek advisement from the City attorney and also to invite Sheriff Lenny Braun to the next meeting.

Bandshell Request- Dance Recital: Thares/Horst to allow Brynn Makela to use the Bandshell Park for a dance recital on Saturday, August 25, 2012 from 4:00-9:00 p.m.

Resolution 2012-04 – Setting the number and price of Liquor Licenses: After discussion, Anglin was instructed to check with other cities on what they charge for renewal rates and present findings at next meeting.

PUBLIC WORKS REPORT: Omland discussed additional street repair that needs to be done. He will check prices and present at next meeting.

The State of South Dakota has a portable asphalt heater for sale. Thares/Uttenhove to purchase the portable asphalt heater for \$1500 from the State of South Dakota.

Uttenhove/Thares to surplus electrical poles and lights that were taken down at the baseball field.

OFFICE REPORT:

2011 Financial Statement Audit: Horst/Geditz to accept the audit and findings as presented.

Set July Meeting Dates: Steen/Uttenhove to change the council meeting date to July 2.

2013 Budget Information: Anglin presented information for 2013 budget.

May financial reports: Expenditure & Revenue Guideline, Checking, Savings and Construction Account Reconciliation, Sales Tax & Municipal Tax Comparison, Rural Development Report: Steen/Horst to accept the May financial reports.

Executive Session – Personnel - Per SDCL 1-25-2-(1): At 8:30 p.m., Steen/Horst to go into executive session for personnel. At 8:44 p.m., executive session ended.

Horst/Uttenhove to hire Brian Schlosser at a starting wage of \$15.00 with a review in 6 months and then a \$2.00 raise after all 7 certifications/tests are passed.

Thares/Geditz to hire Autumn Pitz and Tara Heinz, for \$7.25 per hour, as Office Assistants at the swimming pool.

Adjournment: At 8:45 p.m., Steen/Thares to adjourn the meeting.

Amanda Anglin, Finance Officer
City of Ipswich
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