

**MINUTES  
IPSWICH CITY COUNCIL MEETING  
IPSWICH CITY HALL  
MONDAY, June 6, 2016**

The Ipswich City Council met in regular session at 7:00 p.m., Monday, June 6, 2016. Members present were Mayor LeRoy Kilber, Hank Baker, Barb Gillick, Mike Steen, Susie Treftz, and Tom Schaefer. Jon Gilbert was absent. Also present were Kayla Perrion, Amy Jaenisch, and 4 community members.

**Call the meeting to order:** Mayor Kilber called the meeting to order at 7:02 p.m. and led the **Pledge of Allegiance**.

**Motions:** All motions were approved unanimously unless otherwise indicated.

**Approval of Minutes of May 23, 2016:** Steen/Treftz to approve the Regular Meeting Minutes of May 23, 2016.

**Building Permits for Council approval:** Baker/Steen to approve the following permits: McKensie Morales – shingles; Laurie Oban – garage doors, carpet; Lacey Shefstad – fence; Hank Baker – fence; Duane Smit-First Baptist Church – lawn shed; Mike & Judy Steen – garage addition; Stephen Kirk – Fence –renewal; except Jerry Brooks – flag pole, landscaping – who will get a refund for payment of permit for project less than \$250.00.

**Demolition Permits:** Treftz/Gillick to approve the permit for Scot & Lisa Gohl to remove garage at 615 N Main Street.

**On-Going Business:**

**Independent Contractor Guidelines:** Mayor Kilber read a letter sent from Beck Law Office stating that “the use of an independent contractor by the City of Ipswich does not violate any state or federal guidelines.”

**Mayor Appointments – Cemetery Committee:** Schaefer/Treftz to approve the following addition:  
**Cemetery:** Gillick, Steen, Baker.

**Landscaping – Welcome Signs:** Gillick/Treftz to approve the hire of Beadle Floral & Nursery for \$5,250.46 and The Curbing Edge, LLC for \$1,246.05 to finish the landscaping around the welcome signs, with \$3,275 being paid with funds provided by the Commercial Club and the Development Corporation for the project.

**Surplus – 1991 Ambulance:** Treftz/Steen to advertise for sealed bids for the 1991 Ford Ambulance, with a minimum bid of \$3,000.00.

**New Business:**

**Sewer Project Pay Estimate #1:** Gillick/Baker to pay **Dahme Construction \$94,903.20** for **Pay Estimate #1**.

**DOT Transportation Meeting:** Discussion that this meeting will be held in Aberdeen on July 12<sup>th</sup> at 7 pm at the AmericInn, and community members are encouraged to attend.

**Request for Public Hearing to vacate the streets and alleys with adjoining land owned by Edmunds County and FEM Electric Association, Inc.:** Treftz/Steen to approve the request for a Public Hearing to be held during the July 5, 2016 council meeting.

**Cemetery Marker:** Discussion was conducted about a missing cemetery marker.

**Elected Officials Workshop, South Dakota Summit on Civic Education and Engagement, Budget Training:** Treftz/Baker send any interested council member to the Elected Officials Workshop in Pierre on July 20, 2016, Summit on Civic Education and Engagement in Pierre on June 23, 2016, and Budget Training in Aberdeen on July, 13.

**Public Works Report:** Perrion reported that public works has been helping prepare the pool for the season, working on alleys and spraying for mosquitos.

**Office Report:**

**May Financial Reports: Expenditure & Revenue Guideline, Checking, Savings and Construction Account Reconciliation and Sales Tax & Municipal Tax Comparison:** Treftz/Steen to approve the reports. Bank account balances are: Checking - \$482,559.42 Money Market - \$791,551.32 Construction - \$6,483.11 & CD's - \$151,756.00.

**Bills for approval:** Gillick/Schaefer to approve the following bills: Ameripride Services, Inc - \$74.50/mat/mop exchange; Beck Law Office - \$575.00/Legal services; Beverly Jones - \$120.00/Office Cleaning; Brown County Landfill - \$237.00/Rubble site cleanup week; Buffalo Station - \$70.63/Fuel; City of Ipswich - \$984.65/Water billing all departments; FEM Electric Assn. Inc. - \$47.96/Rubble Site Utilities; Fire Safety First - \$163.00/ Fire extinguisher inspection; Gibson Publishing - \$327.26/Publishing; Hydro-Klean - \$3,582.70/Emergency response for sewer main line blockage; Ipswich Lumber & Hardware, LLC - \$209.51/Shop/pool/rubble site supplies; Ipswich State Bank - \$113.53/Petty Cash Postage; Joe & Ann Gauer - \$450.00/Ambulance – on call; Kelly Heinz - \$84.99/Pool Supplies; Kens Food Fair - \$268.01/Fuel; Lisa Hammrich - \$30.00/Ambulance – on call; Mac's Inc. - \$74.50/Pool repairs; Matheson Tri-Gas Inc. - \$75.48/Oxygen cylinders; Menards - \$127.78/Pool Supplies; Midco Diving & Marine Services - \$2,729.50/Cleaning of ground storage water tank; Moser Excavating & Trucking - \$2,232.46/pit digging at rubble site; North Central Farmers Elevator - \$1,092.04/Fuel/Supplies; RDO Equipment Company - \$106.01/Mower parts; Recreation Supply Company - \$179.50/Pool Test Kit; Runnings Supply Inc. - \$410.11/Mosquito spraying supplies; SD Dept. Env. & Natural Resource - \$430.00/Drinking Water/Water System Discharge fee; Office of Rural Health/EMS - \$12.00/South Dakota Ambulance License; SD One Call - \$43.68/Fax Fees; TrueNorth Steel - \$508.50/Culvert parts; US Post Office - \$136.00/Postage for utility billing (4); Valley Telecommunications - \$543.39/Phone/internet services; Vosika Fencing - \$13,813.80/Back stop/park fence.

**Pre-Approved Bills Since Last Meeting:** Administration-\$2,841.33; Streets-\$1,791.67; Sanitation-\$761.25; Ambulance-\$3,073.99; Pool-\$2,481.76; Parks-\$996.00; Library-\$966.00; Water-\$854.17; Sewer-\$1,261.25; Ipswich State Bank - \$3,337.58/June payroll taxes; WEB Water-\$6,322.97/water purchase; SD Dept. of Revenue-\$285.68/Sales tax payment; Payment Services Network-\$64.00/Monthly Transaction/gateway fee.

**Construction Account:** Helms & Associates-\$3,371.00/Wastewater Improvements Bidding.

**Adjournment:** At 7:57 p.m., Treftz/Steen to adjourn the meeting.

Kayla Perrion, Finance Officer  
City of Ipswich  
Publish 6-15