

**MINUTES  
IPSWICH CITY COUNCIL MEETING  
IPSWICH CITY HALL  
TUESDAY, SEPTEMBER 8, 2015**

The Ipswich City Council met in regular session at 7:00 p.m., Tuesday, September 8, 2015. Members present were Mayor LeRoy Kilber, Mike Hammrich, Les Braun, Mike Steen, Susie Treftz and David Bauer. Barb Gillick was absent. Also present were Amanda Anglin, Sarah Perrion, Matt Braun and 3 community members.

**Call the meeting to order:** Mayor Kilber called the meeting to order at 7:00 p.m. and led the **Pledge of Allegiance**.

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

**Approval of Regular Meeting Minutes of August 24, 2015 & Special Meeting Minutes of August 31, 2015:** Steen/L. Braun to approve the regular meeting minutes of August 24, 2015 and Special Meeting Minutes of August 31, 2015.

**Building Permits for Council approval:** Hammrich/L. Braun to approve the permit for Heiers Body Shop-addition.

**Pre-Approved permits under \$10,000.00:** Jerry & Peggy Brooks-replace sunroom; David Newman-door; Terry Williams-soffit/fascia & paint; Richard Jones-storage shed; Mariann Schumacher-shingles

**Public Hearing - Petition for exclusion of territory from Municipality - Schurr Real Estate Limited Partnership & Steve and Diane Schurr Real Estate Limited Partnership:** After no public comments or discussion, the following action was taken: Treftz/Bauer to deny the petition. Some or all of the real-estate within the petitions is not owned by the petitioner and some areas are platted with streets and alleys.

**Ongoing Business:**

**Water & Sewer Tap Fees:** L.Braun/Treftz to charge a water tap fee of \$150.00 (up to a 2-inch water line, larger lines would require council approval) and a sewer tap fee \$150.00.

**Sewer Project Info:** Property owners with vacant lots will be contacted about sewer service installation (if the sewer main is being replaced servicing the lot) during the Sewer Improvement Project. Hammrich/Steen to waive the sewer tap fee of \$150.00 and the excavation permit fee of \$500.00 *only* during the Sewer Improvement Project, for those property owners wishing to replace the sewer service line to their homes if the sewer main servicing the property is relined. Only the fees the City charges will be waived, the property owner is responsible for all costs associated with replacing/repairing their sewer service to the sewer main.

**Public Works Report:** M. Braun discussed pot-hole repairs, concrete crushing, rubble site road, Vacmaster and Street Sweeper repairs, street sweeping and grinding, lift station repairs and chip sealing.

**New Business:**

**Appoint Building Committee:** The Building Committee will consist of the City Council. Treftz and L. Braun will assist in developing a new building permit application.

**Sewer Rates:** Hammrich/Steen to decrease the sewer base rate to \$15.00 per user per month effective with the water bills due on November 1, 2015. The total sewer rate per user will be \$47.00 per month (\$15.00 base rate + \$32.00 surcharge).

**Vehicle Purchase:** Hammrich/Treftz to allow Steen to purchase a vehicle for up to \$6,000.00 at the State Surplus Vehicle and Equipment Auction on September 14, 2015 in Aberdeen.

**First Reading: Ordinance 2015-03 - 2016 Appropriation Ordinance:** Steen/Hammrich to approve first reading of Ordinance 2015-03. All voted aye, except L. Braun who voted nay. Motion carried.

**Office Report:**

**August financial reports: Expenditure & Revenue Guideline, Checking, Savings and Construction Account Reconciliation, Sales Tax & Municipal Tax Comparison, Rural Development Report:** Bauer/Treftz to approve the reports. Bank account balances are: Checking - \$355,676.45; Money Market - \$855,646.10 & Construction - \$150,100.00.

**SDML Annual Conference:** Steen/Hammrich to pay registration fees for those wanting to attend.

**NECOG - Administration Agreement for 11<sup>th</sup> Street/2<sup>nd</sup> Avenue Road Improvement Project:** Treftz/Bauer to accept the agreement for up to \$3,000.00 in administrative services.

**Banyon Property Maintenance Software:** Information was presented regarding a computer software program allowing for a better tracking system on permits, violations and licenses issued in the City. Hammrich/Bauer to purchase the software program, annual support and training for \$4,660.00.

**Bills for approval:** Treftz/L. Braun to pay the following bills: A & B Business Solutions, Inc.-\$81.98/copy paper; Advance Auto Parts-\$103.34/oil; Amanda Anglin-\$55.44/travel to Aberdeen (2x) & reading meters; Ameripride Services, Inc-\$79.79/mat/mop exchange; Avera St. Luke's-\$500.00/CPR Instructor Course (Holien); Beck Law Office-\$2,375.00/legal fees; Beverly Jones-\$150.00/office cleaning; Buffalo Station-\$194.17/fuel; City of Ipswich-\$780.20/water billing all departments; Dakota Supply Group-\$1,064.93/cold storage building water & sewer service/ water supplies; FEM Electric Assn. Inc.-\$63.50/Rubble Site utilities; Ferguson Waterworks-\$753.72/new water meters; Gibson Publishing-\$130.14/publishing; Heartland Waste Mgmt.-\$4,312.50/garbage services; Hedahls-\$71.67/lawn mower battery; Henry Schein, Inc.-\$87.50/rubber gloves; House of Glass-\$3,053.66/Charlie's Park bathroom & shop doors; Kens Food Fair-\$310.34/fuel; Lien Transportation Co.-\$682.04/hot mix for street repairs(10.03 ton); M.R.S.-\$80.71/shop supplies; Matheson Tri-Gas Inc.-\$34.33/oxygen cylinders; McCleary Lumber Inc.-\$294.66/supplies; Muth Electric-\$104.83/pool pump repairs; Nelson Sales & Service-\$555.36/Vacmaster repairs; North Central Farmers Elevator-\$1,403.26/fuel/chemicals; Physicians Claims Company-\$384.68/ambulance billing service; 446-Praxair Distribution Inc.-\$24.80/carbon dioxide tank for mosquito testing; Runnings Supply Inc.-\$214.95/parks/pool supplies; Sewer Duck-\$390.00/toilet rental; US Bank-\$249.65/remote computer access/library vacuum/ambulance supplies; US Post Office-\$420.00/regular stamps(5)/postcard stamps(5); Valley Telecommunications-\$523.42/internet/phone services; Vilas Health & Variety-\$21.27/parade candy

**Pre-Approved Bills Since Last Meeting:** September 1, 2015 Payroll: Administration-\$2,798.47; Streets-\$2,182.96; Sanitation-\$702.70; Ambulance-\$3,607.97; Parks-\$388.50; Library-\$1,460.88; Water-\$1,087.79; Sewer-\$1,455.10; Ipswich State Bank-\$3,215.71/payroll taxes/direct deposit fee; Rural Development-\$6,099.00/loan payment; WEB Water-\$11,679.09/water purchase; Payment Services Network-\$63.00/monthly transaction/gateway fee; SD Department of Revenue-\$295.02/August sales tax payment

**Construction Account:** Helms & Associates-\$3,500.00 (Engineering fees for 2nd Ave. Project) & \$1,173.45 (Engineering fees for 11th St./Prairie View Ave. Project)

**Adjournment:** At 9:12 p.m., Bauer/L.Braun to adjourn the meeting.

Amanda Anglin, Finance Officer  
City of Ipswich  
Publish 9-16