

**MINUTES
IPSWICH CITY COUNCIL MEETING
MONDAY, DECEMBER 3, 2012**

The Ipswich City Council met in regular session at 7:00 p.m., Monday, December 3, 2012. Members present were Mayor Dave Penfield, LeRoy Kilber, Dustin Geditz, Josh Horst, Dave Thares, Mike Steen and Jim Uttenhove. Also present were Amanda Anglin, Corey Williams, Dave Allen and 9 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: Kilber/Steen to approve the Regular Meeting Minutes of November 19, 2012 and Special Meeting Minutes of November 29, 2012.

Building Permits for Council approval: Thares/Uttenhove to approve the following permit: Dustin Pitz – shingles

Dave Allen – 604 4th Street Project: The building permit for this project expired on December 1, 2012. Allen asked for an extension on the building permit due to unforeseen circumstances that occurred. Thares/Uttenhove to extend the building permit to July 1, 2013. Roll call vote: Kilber-no; Thares-yes; Uttenhove-yes; Geditz-yes; Horst-no; Steen-no. To break the tie, Mayor Penfield voted yes.

On-Going Business:

Water Project Updates: A special meeting was requested by Dahme Construction to discuss the final change order. Instead, the council will invite them to attend the December 17th regular meeting.

Trailer: Options were presented to purchase a trailer for the public works department. After discussion, the council requested more information for the next meeting.

New Business:

Award Bids – Televising: One bid was presented from Stunning Sounds & Surveillance for \$2,800.00. The council will ask the bidder to come to the next meeting to answer their questions. Horst/Steen to reject the bid.

Award Bids – Creek Cleaning: One bid was presented from V & J Excavating for \$8,535.00. Steen/Uttenhove to accept the bid. All voted aye, except Horst who voted nay.

Liquor License Renewal Fees: State law dictates when these fees can be changed. On or before September 1, 2013, the fees can be changed for 2014.

MDU Street Lights: Kilber/Uttenhove to eliminate nine poles and lights along Highway 12.

Northeast Council of Governments; 2013 Joint Cooperative Agreement: Kilber/Horst to enter into the 2013 Joint Cooperative Agreement with NECOG. The city's local share will not exceed \$1,460.40.

Handicapped-Accessible Swimming Pool Lift: Federal law states a handicapped-accessible lift must be installed before the pool opens in the spring. Kilber/Thares to purchase the lift from Brock Enterprises for \$3,365.00.

Bobcat Repairs: Steen/Kilber to allow Williams to purchase a new set of forks for the Bobcat for \$800-\$900.

Office Report:

Annual review of surcharge for water project: After review of Resolution 2009-09, a resolution providing for a surcharge for improvements to water system, Horst/Thares to continue with the current rate of \$3.30.

Annual review of Investment Policy: After review of Ordinance 2010-05, the Investment Policy for the City of Ipswich, Kilber/Uttenhove to approve the policy with no changes.

Annual review of Fidelity Bond per SDCL 9-14-6.1: Uttenhove/Geditz to continue the Finance Officer coverage of \$100,000.00; \$50,000.00 for the Assistant Finance Officer; \$10,000.00 for Water/Ambulance clerk and \$2,500.00 per employee.

November financial reports: Expenditure & Revenue Guideline, Checking, Savings and Construction Account Reconciliation, Sales Tax & Municipal Tax Comparison, & Profit and Loss YTD: Kilber/Geditz to approve the reports.

Bills for approval: Horst/Steen to approve the following bills: A & B Business Solutions, Inc.-\$85.32/office supplies; Aberdeen American News-\$432.03/community development job/televising bid; Ameripride Services, Inc.-\$70.14/mat/mop exchange; AT&T Mobility-\$0.26/final cell phone bill; Banyon Data Systems, Inc.-\$770.00/payroll annual support; Beverly Jones-\$120.00/office cleaning; City of Ipswich-469.40/water billing all departments; Fastenal-\$208.29/tools; FEM Electric Assn. Inc.,-\$37.41/rubble site utilities; Gibson Publishing-\$223.41/publishing; Ipswich Flower and Garden Club-\$500.00/Pioneer Village mowing; Ipswich State Bank-\$100.00/petty cash postage; Martin Bojorquez-\$3.12/water deposit refund; McCleary Lumber Inc.,-\$206.73/painting supplies; Menards-\$114.77/parts for outdoor Christmas decorations; Oban Construction-\$177.38/pea rock/gravel; Physio-Control, Inc.-\$5,935.50/ambulance capnography; Runnings Supply Inc.-\$147.26/shop supplies; SD Department of Revenue-\$304.15/sales tax/water/sewer testing; Stryker Sales Corporation-\$135.00/ambulance cot repair; US Post Office-\$320.00/utility billing stamps; Valley Telecommunications-\$365.42/phone/internet services; WEB Water Development-\$7,641.83/web water purchase

Construction Account: Helms and Associates - \$21,140.07 – Water Project engineering fees for Phase II

Pre-Approved Bills Since Last Meeting: December 3, 2012 Payroll: Administration - \$2,355.27; Streets -\$1,833.74; Sanitation -\$385.00; Ambulance -\$2,889.65; Library - \$880; Water -\$2,119.42; Sewer -\$2,108.34; Ipswich State Bank - \$2,275.41/payroll taxes; Rural Development - \$6,099.00/loan payment.

Executive Session – Personnel per SDCL 1-25-2 (1): At 7:43 p.m., Kilber/Steen to go into executive session for personnel. At 8:00 p.m., executive session ended.

Adjournment: At 8:01 p.m., Uttenhove/Geditz to adjourn the meeting.

Amanda Anglin, Finance Officer
City of Ipswich
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