

**MINUTES
IPSWICH CITY COUNCIL MEETING
IPSWICH CITY HALL
MONDAY, DECEMBER 7, 2015**

The Ipswich City Council met in regular session at 7:00 p.m., Monday, December 7, 2015. Members present were Mayor LeRoy Kilber, Mike Hammrich, Les Braun, Susie Treftz, Barb Gillick and David Bauer. Mike Steen was absent. Also present were Amanda Anglin and 4 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 Minutes: Treftz/Bauer to approve the regular meeting minutes of November 23, 2015 & Special Meeting Minutes of December 1, 2015.

Building Permits for Council approval: Hammrich/Gillick to approve the permit for: Darrel Morris-tear down house and allow to be taken to the rubble site. Hammrich/L. Braun to approve the permit for Abeln & Associates Architects-Dollar General Store, contingent on an agreement between the City and Dollar General regarding drainage and water main relocation. Roll call vote: Bauer-yes; Hammrich-yes; Gillick-yes; L. Braun-yes & Treftz-abstained. Motion carried.

Pre-Approved permits under \$10,000.00: None

Public Comments

*(Public Comments will offer the opportunity for anyone not listed on the agenda to speak to the council. Speaking time will be limited to 3 minutes. **No action will be taken on questions or items not on the agenda.**)*

Participants & Topics included: Les Braun – fire hall generator

On-going Business:

Demolition Permit and Fee: Bauer/Treftz to approve a demolition permit fee of \$.01 per cubic foot for residential properties, effective January 1, 2016. Hammrich/Bauer to approve the demolition permit application, effective January 1, 2016. Demolition permit fees for commercial properties will be determined by the Council or the cost to bury the structure at the Rubble Site will be at the property owners expense.

Water and Sewer Tapping Fees: The fees will continue as approved at the September 8, 2015 Council meeting.

New Business:

Street Lights between Baseball Field & Track/Football Field: L. Braun/Gillick to add 2 street lights on the south side of the unnamed street.

Northeast Council of Governments - 2015 Joint Cooperative Agreement: Treftz/L. Braun to enter into the 2016 Joint Cooperative Agreement with NECOG. The city's local share will not exceed \$1,533.89.

Office Report:

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

Annual review of Fidelity Bond per SDCL 9-14-6.1: Hammrich/Treftz 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: Treftz/Hammrich to approve the reports. Bank account balances are: Checking – \$236,290.99; Money Market – \$792,094.70 & Construction - \$399,640.20 & CD's - \$151,756.00.

Bills for approval: Treftz/Hammrich to approve the following bills: Banyon Data Systems, Inc.- \$795.00/payroll annual support fee; Beck Law Office-\$230.00/legal fees; Beverly Jones-\$120.00/office cleaning; Brown County Landfill-\$584.00/rubble site fall clean-up (tires/TV's); Buffalo Station-\$154.06/fuel; Butler Machinery Company-\$165.10/air filters for payloader; City of Ipswich-\$518.00/water billing all departments; FEM Electric Assn. Inc.-\$44.26/rubble site utilities; Ferguson Waterworks-\$850.00/Neptune software annual maintenance (water meter reading program); Gibson Publishing-\$155.76/publishing; Heartland Waste Mgmt.-\$4,312.50/garbage service; Ipswich State Bank-\$135.39/petty cash postage; Kens Food Fair-\$112.13/fuel; Matheson Tri-Gas Inc.-\$64.94/oxygen cylinders; McCleary Lumber Inc.- \$54.94/extension cord and screws; North Central Farmers Elevator-\$582.45/fuel/oil filters/tire repair; Oban Construction-\$1,376.83/dig new pit at rubble site; Physicians Claims Company-\$1,489.75/ambulance billing service; Roscoe Trustworthy-\$602.31/plumbing for cold storage building; Runnings Supply Inc.- \$112.99/grease gun; Department of Revenue-\$950.00/wastewater discharge permit fee; SD One Call-\$22.40/fax fees; Share Corporation-\$132.58/starting fluid; US Post Office-\$630.00/stamps (10) & postcard stamps (4); Valley Telecommunications-\$453.31/phone/internet services

Pre-Approved Bills Since Last Meeting: December 1, 2015 Payroll: Administration-\$2,390.02; Streets-\$2,621.75; Sanitation-\$444.49; Ambulance-\$3,302.00; Library-\$889.60; Water-\$341.60; Sewer-\$1,387.28; Ipswich State Bank-\$2,556.62/payroll taxes/direct deposit fee; WEB Water-\$7,797.19/water purchase; Payment Services Network-\$149.00/monthly transaction/gateway fee/annual security compliance fee; SD Department of Revenue-\$301.38/sales tax payment

Construction Account: Helms & Associates-\$47,194.00 (Engineering fees for Sewer Project) & \$591.90 (Engineering fees for 11th St./Prairie View Ave. Project); Meierhenry Sargent LLP-\$6,530.00 (Bond Council for Sales Tax Revenue Bond-11th St./Prairie View Ave./2nd Ave. Street Projects) & \$36,500.00 (Bond Council for Sewer Project Revenue Bond)

Executive Session – Per SDCL 1-25-2 (1) Personnel: At 8:23 p.m., Gillick/L. Braun to go into executive session.

Executive session ended at 8:34 p.m.

Adjournment: At 8:34 p.m., Bauer/Treftz to adjourn the meeting.

Amanda Anglin, Finance Officer
City of Ipswich
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