

**MINUTES
IPSWICH CITY COUNCIL MEETING
IPSWICH CITY HALL
MONDAY, DECEMBER 16, 2013**

The Ipswich City Council met in regular session at 7:00 p.m., Monday, December 16, 2013. Members present were Mayor LeRoy Kilber, Jon Gilbert, Donald Miller, Dustin Geditz, Barb Gillick, Dave Thares and Jim Uttenhove. Also present were Edmunds County Emergency Management Director Leland N. Treichel, Amanda Anglin, Corinne Jameson, Matt Braun, Brian Schlosser and 2 community members.

Call the Meeting to Order: Mayor Kilber called the meeting to order at 7:00 p.m.

Motions: All motions were approved unanimously unless otherwise indicated.

Approval of Minutes: Gilbert/Gillick to approve the Regular Meeting Minutes of December 2, 2013.

Building Permits for Council approval: None

New Business:

Elected Officials Briefing & Emergency Operations Plan – Leland Treichel: Treichel briefed the Council on an Emergency Operations Plan (EOP) for Edmunds County, which is designed to provide direction and to coordinate resources in a unified response to local emergencies/disasters. Thares/Geditz to acknowledge receiving and accepting the rough draft of the Emergency Operations Plan.

Public Works Report: One Public Works employee will present a report at each City Council meeting. Gillick/Geditz to allow Schlosser and Braun to attend the Annual Meeting of the South Dakota Association of Rural Water Systems in Pierre, SD on January 14 & 15, 2014.

Office Report:

Review of pre-approved bills for 2014: Thares/Miller to approve the following bills as pre-approved for payment: Rural Development Loan Payment, State Revolving Fund Loan Payment, Montana Dakota Utilities, Employee Payroll, Employee Retirement, FICA taxes, Dept. of Revenue Sales Tax, US Post Office, Ipswich State Bank, Valley Telecommunications, WEB Water and FEM Electric. All pre-approved bills will be reported at the next regular Council meeting.

Resolution 2013-09 - Contingency Transfer: Gillick/Uttenhove to transfer \$22,990.00 from the Contingency Department to the Parks, Museum and Solid Waste Departments.

**CITY OF IPSWICH
RESOLUTION 2013-09**

**TRANSFER OF CONTINGENCY FUNDS TO
GENERAL FUND DEPARTMENTS**

WHEREAS, there are departments within the General Fund which need funding for the year 2013;

NOW THEREFORE, BE IT RESOLVED, the City Council of Ipswich, South Dakota transfers \$22,990.00 in contingency funds in the following manner:

General Fund - 101

45200 - Parks	\$21,525.00
45800 - Museum	\$865.00
43230 - Solid Waste Collection	<u>\$600.00</u>
Total:	\$22,990.00

Dated this 16th Day of December, 2013 for immediate passage:

Signed: LeRoy Kilber, Mayor

Attest: Amanda Anglin, Finance Officer

Delinquent Water Accounts: A report of end-of-year delinquent water accounts was presented for review. The City Attorney is assisting with collection on one delinquent water account.

November financial reports: Expenditure & Revenue Guideline, Checking, Savings and Construction Account Reconciliation, Sales Tax & Municipal Tax Comparison, & Profit and Loss YTD: Gilbert/Gillick to approve the reports. Bank account balances are: Checking - \$302,416.36; Money Market -\$853,396.75; Construction - \$96.45 & CD's - \$151,756.00.

Bills for approval: Gilbert/Gillick to approve the following bills: A & B Business Solutions, Inc.-\$1,068.70/printer/office supplies/ink cartridges; ABRA SD Aberdeen-\$2,635.89/repairs to 1991 Ford Ambulance; Amanda Anglin-\$317.35/travel to Aberdeen & Sioux Falls; Amazon-\$536.27/library books; Ameripride Services, Inc.-\$55.98/mat/mop exchange; Beck Law Office-\$1,087.96/attorney fees July-December; Buffalo Station-\$359.33/ambulance fuel; Business Forms & Accounting-\$392.72/utility billing postcards; Hedahls-\$44.80/parts for rotary mower; Henry Schein, Inc.-\$99.00/ambulance supplies; Ipswich State Bank-\$75.00/petty cash postage; John Deere Financial-\$93.36/parts for rotary mower; Kens Food Fair-\$177.58/fuel; Laura Ptacek-\$27.75/travel to Aberdeen; Life-Assist, Inc.-\$40.25/ambulance supplies; Matheson Tri-Gas Inc.-\$65.75/oxygen cylinders; Menards-\$20.82/replacement bulbs for Christmas decorations; Montana Dakota Utilities-\$3,752.39/utilities all departments; North Central Farmers Elevator-\$403.32/fuel; Physicians Claims Company-\$3.20/ambulance billing service; SD Dept. Env. & Natural Resources-\$950.00/wastewater discharge permit fee; SD One Call-\$9.99/fax fees; Share

Corporation-\$524.46/chemical for lift stations; US Post Office-\$408.00/postage for billing/stamps

Pre-Approved Bills Since Last Meeting: December 16, 2013 Payroll: Administration - \$1,796.74; Sanitation -\$372.95; Ambulance -\$84.39; Community Development - \$500.00; Water -\$1,815.00; Sewer -\$1,714.98; Ipswich State Bank - \$1,532.98/payroll taxes & \$20.00/bank fees; SD Retirement System - \$1,673.26/retirement contributions

Open Discussion


*(Open Discussion offers 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 items not on the agenda.**)*

Participants and topics included:

Braun-Public Works Report; Joe Vogel-unfinished projects; Uttenhove-equipment & snow removal; Thares-unfinished project & equipment

Adjournment: At 8:31 p.m., Gilbert/Geditz to adjourn the meeting.

Amanda Anglin
Finance Officer
City of Ipswich
Publish 12-25

 This Municipality is an equal opportunity provider, and employer.