

**MINUTES  
IPSWICH CITY COUNCIL MEETING  
IPSWICH CITY HALL  
MONDAY, DECEMBER 21, 2015**

The Ipswich City Council met in regular session at 7:00 p.m., Monday, December 21, 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, Matt Braun and 8 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:** Steen/Treftz to approve the regular meeting minutes of December 7, 2015.

**Building Permits for Council approval:** None

**Pre-Approved permits under \$10,000.00:** Bob Geditz, Sr. – handicap ramp in garage

**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.**)*

Participant's & Topics included:

Tony Simon-code enforcement; Charlotte Baker-Support of Highway 12 to 4-lane & letter to the editor

**11<sup>th</sup> Street, Prairie View Avenue & Dione Lane-** drainage, street repairs: Steen/Bauer to pay **H.F. Jacobs & Sons Construction** \$19,910.73 towards **Pay Estimate #3-Final** for \$29,910.73. More information is requested for **Change Order #3** for an increase of \$10,363.86.

**2<sup>nd</sup> Avenue Road Improvement Project (from 4<sup>th</sup> Street to 7<sup>th</sup> Street):** Hammrich/Treftz to approve **Lien Transportation Pay Estimate #3-Final** for \$96,531.32 & **Change Order #1** for an increase of \$5,554.00.

**Public Works Report:** Braun discussed road repairs, rubble site clean-up, snow removal, water shut-off, lift station pump problems, equipment repairs and stop sign placement.

**On-going Business:**

**Resolution 2015-19 – Schedule of Rates:** Treftz/Braun to approve the resolution.

**CITY OF IPSWICH  
RESOLUTION 2015-19**

**A RESOLUTION SETTING FORTH A SCHEDULE OF RATES FOR USE BY THE CITY OF IPSWICH**

**WHEREAS**, City Ordinances require certain license fees, charges for services, and other designations to be established by resolution; and

**WHEREAS**, the City of Ipswich is required to have on file in the Finance Office a list of complete charges and designations;

**NOW THEREFORE BE IT RESOLVED THAT** the City of Ipswich hereby establishes the following fees and other designations effective for the 2016 license year (fees are for the calendar year unless otherwise stated):

City Hall Office:

Black and White photocopies .....	\$0.10/page
Color photocopies .....	\$1.00/page
Faxes .....	\$2.00/page, incoming and outgoing
NSF charges .....	maximum allowed by SDCL 57A-3-421

Maintenance (City Operated):

Front-end Loader .....	\$100/hour
Backhoe.....	\$100/hour
Blade .....	\$100/hour
Bobcat.....	\$100/hour
Concrete Saw .....	\$50/hour
Dump Truck .....	\$100/hour
Street Broom & Tractor .....	\$85/hour
Elgin Sweeper .....	\$200/hour
Manual Labor.....	\$35/hour
After 5 PM/Weekends/Holidays .....	\$52.50/hour
Water Pumps – Mud Pumps.....	\$50.00/hour
Riding Mower .....	\$50/hour
Push Mower.....	\$35/hour
Tractor & Mower .....	\$100/hour
Asphalt Patching Machine .....	\$100/hour + Oil
Tamper .....	\$25/hour
Water Truck .....	\$50.00/hour
Vacumaster.....	\$100/hour

Supplies & Materials:

Sewer Acid .....	\$3.00/lb
Bulk Water (WEB) .....	\$26 + \$.00441/gallon
Spiral Culvert – 12” .....	Current Price
Straight Culvert – 12” .....	Current Price
Culvert Bands – 12” .....	Current Price
Culvert Flared End.....	Current Price
Hot/Cold Mix.....	cost + 15%
Gravel.....	\$25.50/ton
Pea Rock .....	\$30/ton
Sandbags.....	\$.25/each

Water Meter – Neptune 5/8 x 3/4 Model E-Coder..... Current Price

Water Meter – Neptune 5/8 x 3/4 Model E-Coder - Register..... Current Price

Water Meter – Neptune 5/8 x 3/4 Model E-Coder - Pit..... Current Price

Building Permits & Zoning:

Building Permit – under \$10,000.....	\$10
Building Permit – over \$10,000.....	\$10 + \$1/\$1000 of project cost
Inspection Fee .....	\$50
Failure to Obtain Building Permit .....	\$50/day
Failure to Abide by Building Permit .....	\$100
Moving Bond.....	\$500
Zoning or Map Changes .....	\$20.00
Plat Review Fee.....	\$10/plat + \$1/lot/plat
Demolition Permit Fee – Residential.....	\$.01/cubic foot
Demolition Permit Fee - Commercial.....	set by Council

Animal License:

One Animal .....	\$5
Two Animals .....	\$12.50
Three Animals .....	\$37.50
Four Animals.....	\$62.50
Five Animals.....	\$87.50
Failure to License by May 1 <sup>st</sup> each year.....	\$25/animal
Failure to vaccinate .....	\$25/animal
Dogs Running at Large .....	\$5-\$100
Impound .....	\$10/first day & \$25/day thereafter
Unlicensed Animal upon Impound.....	\$100 fine
Animal Drawn Conveyance .....	\$50

Miscellaneous:

Peddlers License.....	\$100/7 days
Peddlers Bond .....	\$1000
Weed Removal .....	\$50/1 <sup>st</sup> hour & \$25/hour thereafter (\$50 min.)

Ambulance:

Basic Life Support (BLS).....	\$500
Advanced Life Support (ALS) – Level 1 .....	\$625
Advanced Life Support (ALS) – Level 2 .....	\$800
Mileage per loaded mile .....	\$12

Water:

Base Rate .....	\$22.70
Water Debt Surcharge.....	\$3.30
Usage.....	\$.00441/gallon
Late Fee .....	\$25
Turn Water On .....	\$25
Turn Water Off.....	\$25
Excavation Permit.....	\$500
Tapping Fee.....	\$150
Water Deposit.....	\$100
Paper Bill Fee.....	\$.50

Sewer:

Residential Base Rate .....	\$15
Commercial Base Rate....	\$15+ \$3/7480/gal. after 7480 gals. Used
Sewer Debt Surcharge.....	\$32
Excavation Permit.....	\$500
Tapping Fee.....	\$150

Garbage:

Residential .....	\$15
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Rubble Site:

White Goods.....	\$10/each
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Swimming Pool:

Daily Rate:

Student.....	Free
Adult .....	Free
Swimming Lessons .....	\$30/person/session

**BE IT FURTHER RESOLVED** that the city office employees shall determine the rate payable to the City of Ipswich.

Dated this 21<sup>st</sup> day of December, 2015.

LeRoy Kilber  
City of Ipswich, South Dakota  
ATTEST: Amanda Anglin, Finance Officer  
(seal)

**Resolution 2015-04 – Water Curb Stop Replacement Policy:** Hammrich/L. Braun to approve the resolution.

**City of Ipswich  
Resolution 2015-04  
Resolution to Adopt a Water Curb-stop  
Replacement Policy**

**WHEREAS**, the City of Ipswich completed the Water Line Replacement Project in 2012 and during this project, curb-stops to residential and business properties were replaced if the connecting water main line was replaced. Approximately 354 curb-stops were replaced.

**WHEREAS**, there were approximately 92 curb-stops that did not get replaced during the project because the water main line servicing the property was not replaced.

**WHEREAS**, the following stipulations apply when the aforementioned curb-stops need to be replaced:

**Water Curb-stop Replacement Policy**

The City of Ipswich will not replace any of the 92 curb-stops (not replaced during the project) unless it is determined by the Public Works Department or Ipswich City Council that the curb-stop has failed and needs replacement, at the City's expense.

This policy will be in effect for 10 years (to year-end 2022) from completion of the water project.

If a curb-stop failure occurs after the 10-year period, the property owner remains responsible for replacement (per Ipswich City Ordinance 16-2-15).

**NOW, THEREFORE BE IT RESOLVED** that the City of Ipswich shall and hereby will approve the above Water Curb-stop Replacement Policy to be effective immediately.

Dated this 21<sup>st</sup> Day of December, 2015 for immediate passage:

Signed: LeRoy Kilber, Mayor  
Attest: Amanda Anglin, Finance Officer

**New Business:**

**Resolution 2015-21 – Support of Highway 12 Expansion to Four Lane:** Bauer/L. Braun to approve the resolution.

**CITY OF IPSWICH  
RESOLUTION 2015-21**

**EXPRESSING SUPPORT OF U.S. HIGHWAY 12 EXPANSION TO FOUR LANES**

**WHEREAS**, in South Dakota, U.S. Highway 12 is a two-lane highway for approximately 21 miles between Aberdeen, South Dakota and Ipswich, South Dakota; and

**WHEREAS**, there have been numerous fatal wrecks on U.S. Highway 12 between Aberdeen, Ipswich and Mobridge; and

**WHEREAS**, it is urged that changes be made on U.S. Highway 12 due to eight fatalities in 2015 alone; and

**WHEREAS**, in 2014 traffic counts in the two-lane stretch between Aberdeen and Ipswich were 3660, 4010 and 3040 vehicles respectively on the three segments going west; and

**WHEREAS**, the 4010 vehicle segment in Edmunds County is projected to be 5700 vehicles by 2030 per transportation plan study compiled in 2012; and

**WHEREAS**, the potential of almost 48 percent traffic count increase in the next 15 years is further cause for concern;

**NOW, THEREFORE,** the Ipswich City Council does hereby adopt, in its entirety, this resolution to urge State and Federal officials to provide adequate funding for this important project to expand such portion of highway at minimum from Aberdeen to Ipswich from two-lane to four-lane highway; and

Does direct its Finance Officer to furnish a copy of this Resolution for submission to the South Dakota Governor, Congressional Delegation, and Department of Transportation.

Dated this 21<sup>st</sup> Day of December, 2015 for immediate passage:

Signed: LeRoy Kilber, Mayor  
Attest: Amanda Anglin, Finance Officer

**Office Report:**

**Resolution 2015-20 - Contingency Transfers:** Hammrich/Steen to approve the resolution.

**CITY OF IPSWICH  
RESOLUTION 2015-20  
TRANSFER OF CONTINGENCY FUNDS TO  
GENERAL FUND DEPARTMENTS**

**WHEREAS,** there are departments within the General Fund which need funding for the year 2015;  
**NOW THEREFORE, BE IT RESOLVED,** the City Council of Ipswich, South Dakota transfers \$8,970.00 in contingency funds in the following manner:

**General Fund – 101**

41400 – Administration	\$725.00
42200 – Fire	\$1,225.00
43200 – Sanitation	\$1,005.00
44600 – Ambulance	\$5,915.00
45800 – Museum	\$100.00
<b>Total:</b>	<b>\$8,970.00</b>

Dated this 21<sup>st</sup> Day of December, 2015 for immediate passage:

Signed: LeRoy Kilber, Mayor  
Attest: Amanda Anglin, Finance Officer

**Operating Transfer:** Treftz/Bauer to transfer \$9,000 from the General Fund to the Water Fund.

**Transfer of Funds:** Hammrich/L. Braun to transfer \$1,138.42 from the savings account to the checking account for a payment posted to the wrong account.

**Review of pre-approved bills for 2016:** Steen/Treftz to approve the following bills as pre-approved for payment: Rural Development Loan Payments, State Revolving Fund Loan Payment, Montana Dakota Utilities, Employee Payroll, South Dakota Retirement, FICA Taxes, Department of Revenue Sales Tax, US Post Office, Ipswich State Bank, Valley Telecommunications, WEB Water, FEM Electric and Payment Services Network. All pre-approved bills will be reported at the next regular Council meeting.

**Bills for approval:** Treftz/Bauer to approve the following bills: A & B Business Solutions, Inc.- \$177.69/office supplies; Aberdeen American News-\$199.28/newspaper subscription; Amazon-\$433.51/books; Ameripride Services, Inc.-\$54.50/mat/mop exchange; Avenett, LLC-\$425.00/annual service package for website; John Deere Financial-\$1,083.11/support arm for blade on Motor Grader;

Menards-\$16.74/paper towels; Montana Dakota Utilities-\$3,618.49/utilities all departments; SD Dept. Env. & Natural Resource-\$36.00/water/wastewater certification renewals (Schlosser & Braun); Department of Revenue-\$179.00/water/wastewater testing

**Pre-Approved Bills Since Last Meeting: December 16, 2015 Payroll:** Administration-\$2,419.42; Streets-\$3,258.99; Sanitation-\$438.03; Water-\$212.00; Sewer-\$970.85; Ipswich State Bank-\$1,857.02/payroll taxes; SD Retirement System-\$1,803.64/December retirement contributions; Rural Development-\$6,099.00/water system loan payment; Rural Development-\$12,301.00/sewer system loan payment; Rural Development-\$3,710.00/11<sup>th</sup> St. /2<sup>nd</sup> Ave. loan payment;

**Construction Account:** Helms & Associates-\$619.70/Engineering Fees for 11<sup>th</sup> Street/Prairie view Avenue/Dione Lane; Helms & Associates-\$5,5756.80/Engineering Fees for 2<sup>nd</sup> Avenue

**Dominik Luond – New Water Line:** M. Braun discussed a request to provide water to the east side of the Buffalo Station for the pipeline contractors. The council request more information.

**Executive Session – Per SDCL 1-25-2 (1) Personnel:** At 7:39 p.m., Steen/Treftz to go into executive session.

Executive session ended at 8:06 p.m.

**Adjournment:** At 8:11 p.m., Treftz/Bauer adjourn the meeting.

Amanda Anglin, Finance Officer  
City of Ipswich  
Publish 12-30