

MINUTES
IPSWICH CITY COUNCIL MEETING
IPSWICH CITY HALL
MONDAY, MAY 7, 2018

The Ipswich City Council met in regular session at 7:00 p.m., Monday, May 7, 2018. Members present were Mayor LeRoy Kilber, Jon Gilbert, Hank Baker, Susie Treftz, Mike Steen, Tom Schaefer and Barb Gillick. Also present were Mike Hammrich, Tiffany Hannasch, Amy Jaenisch, Brian Schlosser, Julie Richardt, Chad Richardt, Sue Hoyle and Edmunds County Sheriff Todd Holtz.

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/Baker to approve the regular meeting minutes of April 23, 2018.

Edmunds County Sheriff's Office - Trail Days: Schaefer/Gilbert to reimburse Edmunds County for extra law enforcement during Trail Days.

Building Permits: Gillick/Treftz to approve the following permits, Clarence Gauer - reshingle house at 821 2nd Avenue, putting steel on garage roof at 111 7th Street and steel on shed roof at 814 2nd Avenue; Terry Kolb - new siding and windows; Mindy Henderson - 8x8 wood deck; Michael J. Heinz - replace 2 windows and deck; Calvin Kleffman - replace deck with patio; Ramsey Crissman - siding

Demolition Permit: Schaefer/Steen to approve the following permit: Twila Thorstenson - remove trailer house and additions at 23 Alma Avenue

Variance Request: Treftz/Gilbert to approve the variance request of Jamie Unser - 214 3rd Avenue.

Ongoing Business:

Donation request - Baseball/Softball Booster Club: Gillick/Steen to approve the donation request for \$8,000.00.

Street Sweeper Bids: One bid was received from Sanitation Products, Inc for \$95,000. Treftz/Gilbert to accept the bid.

Bills for approval: Steen/Schaefer to approval the following bills: Agtegra-\$646.44/fuel/parts; Avera Education & Staffing-\$45.00/Instructor renewal fee for Kelsey Holien; Beck Law Office-\$125.00/legal services; Beverly Jones-\$120.00/office cleaning; Buffalo Station-\$397.37/fuel; Cartney Bearing & Supply Company-\$237.61/sprocket; City of Ipswich-\$261.68/water billing all departments; Dakota Insurance Solutions LLC-\$200.00/insurance for ambulance portable equipment/asphalt transporter; DRN-\$119.13/computer backup and antivirus/tech support; FEM Electric Assn. Inc.-\$108.92/rubble site utilities; Ferguson Waterworks-\$184.04/water meter parts; Gibson Publishing-\$139.93/publishing; Ipswich Lumber & Hardware, LLC-\$17.48/parts/supplies; Ipswich State Bank-\$79.02/petty cash/postage; Doug Jones Trucking LLC-\$3,000.00/aggregate for ball fields; Kens Food Fair-\$510.79/fuel; Matheson Tri-Gas Inc.-\$68.72/oxygen cylinders; Menards-\$78.95/garbage can/trash bags; Montana Dakota Utilities-\$112.33/repair of city owned street light; North Star Energy-\$228.89/propane (storage building); Oban

Construction-\$259.44/transport dump truck to Aberdeen/halogen light bulb; Runnings Supply Inc.-\$36.38/sewer supplies; Sewer Duck-\$761.48/main sewer line cleaning/jetting; Share Corporation-\$1,290.00/chemical; US Bank-\$61.45/fuel; US Post Office-\$302.00/Box rental fees (city, library)/postage (1 regular, 4 postcard); Valley Telecommunications-\$467.79/phone/internet services; Verizon Wireless-\$40.01/ambulance mobile data plan

Pre-approved Bills: May 1, 2018 Payroll: Administration-\$2,912.00; Streets-\$2,016.11; Sanitation-\$42.08; Ambulance-\$3,601.99; Library-\$1,160.00; Water-\$910.69; Sewer-\$1,253.82; Ipswich State Bank-\$2,473.63/payroll taxes; Department of Revenue-\$294.80/sales tax payment; Payment Services Network-\$71.00/gateway/transaction fee; Wellmark Health Plans-\$1,560.55/group health insurance premium; WEB Water Development-\$8,936.53/water purchase

Adjourn as old Council: At 7:20 p.m., Gilbert/Steen to adjourn the meeting.

Mayor Kilber thanked Hank Baker for his service to the City Council.

Mayor Kilber called the meeting to order at 7:21 p.m.

New Business:

Council Reorganization

Oath of Office: Oaths of office were taken and signed by Jon Gilbert, Mike Hammrich and Mike Steen.

Election of Council President & Vice-President: Gilbert/Gillick to nominate Susie Treftz as Council President and Mike Steen as Council Vice-President. Hammrich/Gilbert to close nominations and cast unanimous ballot for both nominations.

Mayor Appointments: Treftz/Hammrich to approve the following: Finance Officer-Amy Jaenisch; Public Works-Brian Schlosser; City Attorney-Vaughn Beck; Official Newspaper-Ipswich Tribune; Official Depository-Ipswich State Bank. **Committee Appointments:** Ambulance Representatives: Gillick & Schaefer; Cemetery: Steen, Hammrich, Gillick; NECOG Representative: LeRoy Kilber; Policy, Finance & Grants: Gillick, Hammrich, Gilbert; Public Safety: Schaefer & Steen; Parks & Recreation: Gillick & Treftz; Streets & Alleys/Snow Removal: Gilbert & Steen; Water: Schaefer & Treftz; Sanitation & Landfill: Schaefer & Hammrich; Sewer: Gilbert, Steen, Treftz.

Donation request - Ipswich Flower and Garden Club: Hammrich/Gilbert to approve the donation request for \$1,600.00.

Public Hearing for Retail (on-off sale) Malt Beverage Licenses: Dollar General, Vilas Health & Variety: After no public comment or discussion, Schaefer/Steen to approve the licenses.

Office Report:

April Financial Reports: Expenditures & Revenue Guideline, Checking, Savings and Construction Account Reconciliation and Sales Tax & Municipal Tax Comparison: Gillick/Treftz to approve the financial reports. Bank account balances are as follows: Checking-\$546,576.56, Money Market-\$793,838.28, Construction-\$44,711.51 and CD's \$151,756.00.

Public Comments: none

Executive Session: Personnel - Per SDCL 1-25-2: At 7:46 p.m., Gilbert/Gillick to enter executive session. Executive session ended at 8:01 p.m.

Gillick/Gilbert to hire the following employees for Summer 2018: Pool Manager Tara Heinz-\$5,916.00; Lifeguards: Chelsea Weig and Colton Weeldreyer-\$12.00 per hour; Tanner Moore and Bryce Charlton-\$11.50 per hour; Allison Severson-\$11.00 per hour; Tessa Kilber, Sydney Loken and Ashlyn Geier-\$10.50 per hour; Hailey Bierman and Bailey Pitz-\$10.00 per hour. The council will also pay time and a half during swimming lessons to any lifeguard that has their WSI certification. Parks/Maintenance Summer Help: Daniel Braun-\$11.00 per hour; Cody Peterson-\$10.50 per hour

Adjournment: At 8:03 p.m., Treftz/Gilbert to adjourn the meeting.

Amy Jaenisch, Finance Officer
City of Ipswich
Publish 5/16