

MINUTES
IPSWICH CITY COUNCIL MEETING
August 6, 2012

The Ipswich City Council met in regular session at 7:00 p.m., Monday, August 6, 2012. Members present were Dustin Geditz, Josh Horst, Dave Thares, Mike Steen, Jim Uttenhove, LeRoy Kilber, City Attorney Vaughn Beck and Mayor Dave Penfield. Also present were Amanda Anglin, Candice Skliris, and Corinne Jameson and 31 community members.

CALL THE MEETING TO ORDER: Mayor Dave 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 July 16, 2012 & Special Meeting Minutes of August 1, 2012.

BILLS FOR APPROVAL: Kilber/Steen to pay following bills: Helms & Associates-\$3,778.45/Engineering Fees; Upper Plains Contracting-\$16,184.93/UPCI Sanitary Sewer Project HWY 12; A & B Business Solutions, Inc. -\$110.00/library copier repair; Aberdeen American News-\$20.51/ad for a concrete bid; Amanda Anglin-\$110.00/Profit Mastery Class; Ameripride Services, Inc- \$90.47/mat/mop exchange; Ansley Sargent- \$200.00/lifeguard training; AT&T Mobility-\$107.46/ maintenance cell; Banyon Data Systems, Inc.-\$770.00/computer support; Beck Law Office- \$3,200.00/legal counsel; Beverly Jones-\$120.00/office cleaning; Brown County Landfill-\$555.10/city wide clean up; Buffalo Station-\$412.94/ambulance fuel; Candice Skliris-\$293.60/travel & training expenses; City of Ipswich-\$688.35/water usage; Courtney Treftz-\$200.00/lifeguard training; Dependable Sanitation-\$348.50/Trail Days landfill fees; Evergreen Supply Inc.-\$41.85/oxygen cylinders; FEM Electric Assn. Inc.-\$79.32/utilities/material light poles; Fire Safety First-\$114.70/fire extinguisher; Gibson Publishing-\$420.13/publishing; Hawkins Water Treatment-\$2,689.57/pool chemicals & supplies; Heartland Waste Management-\$3,080.00/sanitation; Hedahls-\$964.47/rubble site supplies; Henry Schein, Inc.-\$27.95/ambulance supplies; Ipswich Booster Club-\$6,000.00/allocated dollars; Ipswich State Bank-\$100.00/petty cash; John Deere Financial-\$251.32/rubble site fire extinguisher; Judy Lapka-\$100.00/water deposit refund; Kens Food Fair-\$411.99/fuel; Kiefer-\$295.47/swimsuits; Lien Transportation Co.-\$856.50/asphalt; Madison Kienow-\$200.00/lifeguard training; McCleary Lumber Inc.-\$319.84/supplies; Menards-\$26.98/supplies; North Central Farmers Elevator-\$713.39/fuel; Oban Construction-\$181.91/gravel; Office Max Inc.-\$40.28/supplies; Physio-Control, Inc.-\$3,033.00/ambulance service agreement; Runnings Supply Inc.-\$214.67/mowing supplies; Scott & Heather Sahli-\$100.00/water deposit refund; SD Department of Health-\$249.00/water testing; SD Dept. of Revenue & Regulation-\$393.61/taxes; SD One Call-\$48.84/fees; SD Solid Waste Management Assn.-\$60.00/rubble site training; Sewer Duck-\$550.00/toilet rentals parks; Share Corporation-\$599.01/shop chemicals; Sharon Bader-\$75.00/water deposit refund; Sweeney Controls Co.-\$839.60/water tower maintenance; Sydney Hamrlich-\$200.00/lifeguard training; US Post Office-\$770.00/postage; Valley Telecommunications-\$1,447.57/ phone lines/internet repair; Vilas Health & Variety-\$1.98/ambulance supplies; WEB Water Development-\$12,807.83/web water purchase

Construction Account: Dahme Construction Co.-\$231,420.94/Phase 2 Water Installation; Helms & Associates- 21,528.33/Phase 2 Engineering Fees

Bills Pre-paid Since Last Meeting: August 1, 2012 Payroll: Administration- \$2,253.62; Streets-

\$490.76; Sanitation-\$715.83; Ambulance-\$4,266.54; Pool-\$5,136.51; Parks-\$1,692.83; Library-\$840.00; CED- \$541.67; Water-\$1,410.73; Sewer-\$1,303.87; Ipswich State Bank-\$3,858.73/retirement, payroll taxes & bank fees; Rural Development-\$6,099.00/RD Loan Payment July 2012

Variance Request: Horst/Geditz to approve variance request for Kevin Kehrwald.

Building Permits for Council approval: Uttenhove/Thares to approve the following permit applications: Kevin Kehrwald, Mark Herman (2), Home Improvements Inc., Joe Heier, Andrew Thares, & Viola Gillick. Application fee will be refunded for Peggy Gebur, who does not need a permit as per council decision.

On-Going Business:

Water Project Updates: Skliris presented Dahmes Pay Estimate #18 for approval, Mike Schmit was unable to attend meeting. Horst/Kilber to approve pay estimate #18.

Highway 12 Sanitary Sewer Project: Skliris presented pay estimate #3 for approval. DENR representative was unable to attend meeting on contaminated soil sample. Geditz/Horst to approve pay estimate #3.

Culvert Request: After discussion the culvert request on North 11th Street, Hwy 12 & 11th Street, alley on 1st Avenue between 2nd & 3rd Street was denied. Motion to deny culvert request Kilber/Steen. The council discussed looking into a valley gutter instead on the next agenda meeting.

Lights & Poles at the Baseball Field: Motion was made by Uttenhove/Thares to have lights appraised further discussion will be held at the next city council meeting.

Fire Hall Garage Door: Meeting adjourned at 7:34p.m. to look at the fire hall garage door, meeting re-adjourned at 7:42p.m. Kilber/Steen to approve the House of Glass bid replacing the door and the opener.

New Business:

Public Hearing for Package (off-sale) Malt Beverage & Retail (on-off sale) Wine: Steen/Kilber to approve Vilas Health & Variety.

2013 Budget/First Reading: Ordinance 2012-03; 2013 Appropriation Ordinance: Kilber/Steen to approve. Council discussed to set another Budget meeting at the next city council meeting so further adjustments can be made to the budget.

Award Bids for South Park Picnic Shelter Concrete: Skliris presented TNT bid in the amount of \$4,182.40 and Fonder Const. bid in the amount of \$2875.00. Thares/Geditz to approve Fonder Construction bid.

Water/Sewer Installation at 302 5th Street- Tabled

Public Works

Inventory of Equipment: An inventory of equipment will be done in the winter months when the maintenance technicians aren't so busy.

Department Procedures: A procedure manual will be created for the maintenance department.

Rubble Site Training: Horst/Geditz to approve training with South Dakota Solid Waste Management Association for Rubble Site Operator Nathan Jaenisch cost \$60 dollars.

Rubble Site Pit: Uttenhove/Kilber moved to have Jack Olsen dig the new pit at the Rubble Site.

Alley Curb Stop: Tabled

Community Economic Development Report: Skliris presented FEMA grant application for the fire department submitted as well as the Ipswich Library Park grant with the Land, Water Conservation Fund. Currently Skliris is applying for grants for the Ipswich Volunteer Ambulance Service through the Department of Homeland Security, as well as working on securing a grant for the Split Rock Country Club through the Wells Fargo Corporate Giving Program for operations and maintenance. Skliris presented information on the Dakota Rising opportunity that would cost the Ipswich Community Development Corporation \$3500 dollars per year if Ipswich is chosen. The Dakota Rising opportunity would allow current business owner to have access to grants worth \$10,000 dollars to operate their businesses and help start up entrepreneurs. The program also does a community assessment on what businesses Ipswich is in need of and helps to procure those businesses in the community. Skliris also presented that the SD Municipalities League called to inform the City of Ipswich that in the next publication they would like to feature the Ipswich website and do a small story on the community interactive website as a model for all small communities to follow.

Office Report:

July financial reports: Expenditure & Revenue Guideline, Checking, Savings and Construction Account Reconciliation, Sales Tax & Municipal Tax Comparison , Rural Development Report – Steen/Kilber to approve all reports.

Void Check: Kilber/Horst to void check #20659 in the amount of \$25.00 to the SD Department of Agriculture.

Executive Session-Personnel; Per SDCL 1-25-2(1): At 8:43 p.m., Geditz/Uttenhove to go into executive session for personnel. At 9:13 p.m., executive session ended.

Adjournment: At 9:15 p.m., Steen/Uttenhove to adjourn the meeting.

Candice Skliris, Assistant Finance Officer
City of Ipswich
Publish 8-15-12