

MINUTES
IPSWICH CITY COUNCIL MEETING
IPSWICH CITY HALL
Monday, January 8, 2024

The Ipswich City Council met in regular session at 7:00 p.m. on Monday, January 8, 2024. The members present were LeRoy Kilber, Erica Larson, Mike Steen, David Coisman, Mike Hammrich, and Mike Heinz. Christopher Gillick was absent. Also, present were Amanda Metzinger, Kelsey Holien, Brian Schlosser and 4 community members.

Call the meeting to order: Mayor LeRoy 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:

Heinz/Coisman to approve the minutes of the December 18, 2023.

Building Permits:

None

Ongoing Business:

Capital Improvement Plan Presentation: Presenter unable to make it but sent information to have council list the most important projects for the next 5 years.

Scrap Metal Bid Opening: Hammrich/Steen to accept Meyers Tractor Salvage bid of \$62.00/Ton.

New Business:

Resolution 2024-01 Budget Supplement: Coisman/Heinz to Approve.

CITY OF IPSWICH
RESOLUTION 2024-01
A RESOLUTION FOR BUDGET SUPPLEMENT

WHEREAS, there are departments within the General Fund which need funding for the year 2023:

NOW THEREFORE, BE IT RESOLVED, that the budge be supplemented as follows:

Revenue:

41150 - Contingency	\$30,000.00
41400 - Administration	\$4,500.00
45124 - Pool	\$7,700.00
49000 - Donation	<u>\$68,000.00</u>
	\$110,200.00

Expenditures:

41300 - Elections	\$500.00
42100 - Police	\$300.00
43100 - Streets	\$61,500.00
43200 - Sanitation	\$4,600.00
43700 - Cemeteries	\$5,300.00
44100 - Health	\$2,500.00
44120 - Animal Control	\$100.00
45200 - Parks	\$12,000.00
45220 - Golf Course	\$8,600.00
45500 - Library	\$13,500.00
45800 - Museum	<u>\$1,300.00</u>
	\$110,200.00

Dated this 8th Day of January 2024 for immediate passage:

Signed: LeRoy Kilber, Mayor

Attest: Amanda Metzinger, Finance Officer

2024 Municipal Election, Set Date and Location:

Larson/Steen to hold election on April 9th, 2024, at the 4-H Building

Recognize Rosters for Volunteer Fire Fighters & Ambulance Department Personnel:

Heinz/Larson to recognize the 2024 Fire Department and Ambulance Rosters. The City of Ipswich will provide worker's compensation coverage for these volunteers.

Office Report:

December Financial Reports – Expenditure and Revenue Guideline, Checking, Savings and Cemetery Account Reconciliation, Sales, and Municipal Tax Comparison: Hammrich/Gilbert to approve the financial reports. Bank account balances are as follows: Checking -\$269,974.36; Savings-\$802,497.10.

Ambulance:

Heinz/Larson to approve the updated ambulance policies.

Bills for Approval:

Heinz/Coisman to approve the following bills Web Water Development Assoc. Inc./Water Purchase/\$14,734.12; Overdrive/Library eBook Program Fee/\$600.00; Payment Services Network/Gateway-Transaction Fee/\$144.75; Mike Hammrich/Reimbursement For Supplies For Ambulance/\$109.38; Dollar General/Air Freshener/\$12.75; Menards/Dawn Soap, Led Light, Toilet Paper, Marking Paint/\$419.62; U.S. Bank National Association/Hometown Holiday Supplies, Office Supplies, Ambulance Supplies, Annual Water Conference, Commercial Applicator Fee/\$983.00; Runnings Supply Inc./Propane Auto Kit, Duct Tape, Ball Mount Adapter/\$75.96; Agtegra/Fuel, Oil, Def, Tire Repair/\$2,763.86; Valley Telecommunications Inc./Phone, Internet Services/\$568.00; Fem Electric Assn, Inc. /Rubble Site Utilities/\$67.03; Beck Law Office/Legal Services/\$525.00; DRN/Computer Backup, Antivirus/\$106.90; B & B Contracting/Force Main Payment/\$75,275.34; Gibson Publishing/Publishing Costs/\$112.33; City Of Ipswich/Water Billing All Accounts/\$375.81; Wellmark Health Plans/Group Health Insurance Premium/\$2,913.27; Ipswich Lumber & Hardware, LLC/Dump Truck Repair/\$162.56; JW Parmley Historical Home Soc/Annual Donation/\$2,500.00; Macs Hardware/Tractor Cab Insulation, Spray Adhesive/\$284.95; A & B Business Solutions/ Office Supplies, Copier Contract/\$216.86; Verizon Wireless/Ambulance Mobile Data Plan/\$40.01; Sd Dept Of Health/Water Testing Fees/\$15.00; Kelsey Holien/Employee Clothing Reimbursement/\$150.00; Butler Machinery Company/Loader Repair/\$468.40; Amazon Business/Office Supplies, Employee Clothing, Microphone Holder And Flood Light/\$296.84; Fire Safety First/Annual Fires Extinguisher Maintenance/\$20.00; Bound Tree/Ambulance Supplies/\$190.26; Danr - Fiscal Office/Discharge Permit Fee/\$950.00; Stockwell Engineers, Inc/Channel Cleaning, Storm Sewer Engineering/\$16,915.87; Stan Houston Equipment Co/Stump Grinder Rental/\$250.00; Stryker Sales, LLC/Control Board, Power Load/\$6,180.46; Life-Assist, Inc./Ambulance Supplies/\$499.21; I & S Group, Inc/Capital Improvement/\$2,500.00; Sd Municipal Street Maintenance Assoc./Annual Dues/\$35.00; Sd Finance Officers Assoc/Finance Officer Association Dues/\$40.00; Sd Human Resource Association/Human Resource Association Dues/\$25.00; A-1 Sanitation/Garbage Services/\$5,103.07; Core & Main LP/Hydrant Adjustment Wrench/\$68.48; Sd One Call Systems, Inc/Message Fees/\$2.10; Linde Gas & Equipment/Welding Supplies, Ambulance Oxygen/\$835.71; Pitney Bowes/Postage Machine Ink/\$103.28; Northeast Council Of Govt/Annual Dues/\$1,748.45; Montana Dakota Utilities/Utilities All Departments/\$5,068.45

Pre-Approved Bills:

January 3rd Payroll: Council-\$6375.00; Administration-\$2,716.67; Streets-\$3,576.15; Sanitation-\$392.61; Water-\$1,673.80; Sewer-\$1,783.07; Ambulance-\$6,324.99; Library-\$747.00, Ipswich State Bank-\$4,737.10/payroll taxes; Ipswich State Bank/\$10.00/direct deposit fees

Public Comments:

Participants and Topics included: John Hoyle-Notify System, Ambulance, Stray Cats; Charlot Baker-Ice Storm Cleanup Compliment

Executive Session-Personnel Per SDCL 1-25-2 (1):

At 7:19 p.m., Hammrich/Steen to enter executive Session. Executive Session ended at 7:34 p.m.

Personnel:

Hammrich/Heinz to Approve: Salaries for Officers and Employees 2024: Paid Annually:
Mayor LeRoy Kilber-\$7,500; Council Members: Mike Hammrich-\$3,000.00; Mike Heinz-\$3,000.00;
Erica Larson-\$3,000.00; David Coisman-\$3,000.00; Mike Steen-\$3,000.00; Christopher Gillick-
\$3,000.00; \$50.00 per special meeting; Finance Officer (Amanda Metzinger)-\$57,120.00; Assistant
Finance Officer/Ambulance Director (Kelsey Holien)-\$46,200.00; Public Works Supervisor (Brian
Schlosser)-\$71,772.75; Maintenance Technician (Jarret Morales)-\$52,205.00; Maintenance
Technician (Laramie Knoll)-\$52,205.00; Paid Hourly: Librarian (Cindy Percy)-\$18.90; Assistant
Librarian-16.80; Parks Summer Help \$14.00 and returning increase by 50 cents/hour; Lifeguards
\$14.00 and returning increase by 50 cents/hour

Adjournment:

Heinz/Larson to adjourn at 7:36 pm.

Amanda Metzinger
Finance Officer
1/9/24