

MINUTES
IPSWICH CITY COUNCIL MEETING
IPSWICH CITY HALL
MONDAY, JANUARY 7, 2019

The Ipswich City Council met in regular session at 7:00 p.m., Monday, January 7, 2019. Members present were Mayor LeRoy Kilber, Mike Steen, Susie Treftz, Tom Schaefer, Mike Hammrich, Jon Gilbert and Barb Gillick. Also present were Twila Thorstenson, Deb Davis, Judy Steen, Rhonda Geditz, Amy Jaenisch and Brian Schlosser.

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: Treftz/Schaefer to approve the regular meeting minutes of December 17, 2018.

Building Permits: none

Donation Request - Ipswich Trail Days: Hammrich/Gillick to approve the donation request for \$20,000.00. All voted aye, except Schaefer who voted nay and Treftz abstained. Motion carried.

Ongoing Business:

Annual Review of Fidelity Bond per SDCL 9-14-6.1: Hammrich/Steen to continue the coverage with the following amounts: Finance Officer-\$100,000; Assistant Finance Officer-\$50,000; Water/Ambulance Clerk-\$10,000; all other employees-\$2,500

New Business:

Set date and location for 2019 Municipal Election: Steen/Treftz to set the Election date as Tuesday, April 9, 2019. The location will be the Edmunds County 4-H building at 515 7th Street, Ipswich, SD.

Recognize rosters for Volunteer Fire Fighters & Ambulance Department

Personnel: Treftz/Schaefer to recognize the rosters for the Ipswich Volunteer Fire Department and Ipswich Volunteer Ambulance and to provide workmen's compensation.

Code Enforcement Contract: The final billing for 2018 was presented to the council. The retainer fee balance is \$1,171.00 and will carry over into 2019.

Office Report:

December Financial Reports: Expenditure & Revenue Guideline, Checking, Savings, Construction and Cemetery Account Reconciliation, Sales Tax and Municipal Tax Comparison & Profit and Loss YTD: Gillick/Gilbert to approve the financial report. Bank account balances are: Checking – \$719,205.88; Money Market – \$794,637.90; Construction - \$44,711.51; Cemetery - \$24,581.05; CD's - \$151,765.00.

Payment options for miscellaneous fees: Jaenisch presented an option to allow residents to pay for fees like pet licenses, building permits and water deposits with a credit or debit card. Hammrich/Treftz to approve setting up a miscellaneous fee account with Payment Services Network.

Bills for Approval: Steen/Gilbert to approve the following bills: Aberdeen American News-\$215.25/subscription renewal; Agtegra-\$597.46/fuel/tire repair; American Red Cross-\$200.00/swimming lesson provider fee; Ameripride Services, Inc-\$103.16/mat/mop exchange; Auto Value Parts Store-\$65.46/parts; Beck Law Office-\$125.00/legal services; Beverly Jones-\$150.00/office cleaning; Buffalo Station-\$121.08/fuel; City of Ipswich-\$285.58/water billing all accounts; Community First National Bank-\$17,139.37/loan payment (2015 Ford Ambulance); Dakota Doors Incorporated-\$233.47/repair shop overhead door; Dollar General-\$49.90/office supplies/Christmas decorations; DRN-\$1,220.83/computer backup and antivirus/upgrade 3 library computers to Windows 10; FEM Electric Association Inc.-\$113.00/rubble site utilities; Gibson Publishing-\$143.03/publishing; GovOffice LLC-\$525.00/annual website fee; Ipswich Lumber & Hardware, LLC-\$11.14/parts; Ipswich State Bank-\$62.58/petty cash postage; Ken's Food Fair-\$131.95/fuel; Life-Assist, Inc.-\$15.25/ambulance supplies; Mark Gardner-\$100.00/water deposit refund; Menards-\$127.67/parts/supplies; Nathan Kadlec-\$100.00/water deposit refund; Northeast Council Of Governments-\$1,611.08/annual dues; Oban Construction-\$1,196.25/lights for plow truck/pit at rubble site; PM Repair-\$80.00/window chip repair (ambulance); Ryan Holien-\$30.00/ambulance EVOC (1); SD Department of Environmental & Natural Resources-\$950.00/discharge permit fee (SD0022519); Department of Revenue-\$76.00/water/wastewater testing; SD One Call-\$4.20/message fees; US Bank-\$112.43/pesticide recertification/office 365 at library; US Post Office-\$155.00/postage (1 regular, 3 postcard); Valley Telecommunications-\$519.44/phone/internet services; Verizon Wireless-\$81.82/ambulance mobile data plan

Pre-approved Bills: January 2, 2019 Payroll: Council-\$5,750.00; Administration-\$3,045.33; Streets-\$2,123.40; Sanitation-\$42.08; Ambulance-\$3,667.99; Water-\$1,079.61; Sewer-\$1,372.20; Ipswich State Bank-\$4,205.94/payroll taxes; Department of Revenue-\$296.92/sales tax payment; Payment Services Network-\$75.00/gateway/transaction fee; WEB Water Development-\$9,232.45; Wellmark Health Plans-\$1,831.95/group health insurance premium

Public Comments: Participants and topics included: Rhonda Geditz - animal control; Jaenisch - LWCF Grant application delayed due to government shutdown

Executive Session - Personnel; Per SDCL 1-25-2(1): Hammrich/Gilbert to enter executive session at 7:38 p.m. Executive session ended at 8:00 p.m.

Hammrich/ Gilbert to approve the following pay rates: **Paid Annually:** Mayor LeRoy Kilber-\$5,000.00; Council Members: Mike Hammrich-\$3,000.00; Jon Gilbert-\$3,000.00; Barb Gillick-\$3,000.00; Tom Schaefer-\$3,000.00; Mike Steen-\$3,000.00; Susie Treftz-\$3,000.00; \$50.00 per special meeting; Finance Officer (Amy Jaenisch)-\$44,000.00; Assistant Finance Officer (Tiffany Hannasch)-\$34,669.80; Public Works Supervisor (Brian Schlosser)-\$62,000.00; Maintenance Technician (Perry Rye)-\$41,120.48 **Paid Hourly:** Librarian (Ruby Bosanko)-\$15.00; Assistant Librarian-\$10.50; Parks Summer Help (Daniel Braun)-\$12.00; (new summer help) \$10.00 and returning increase by 50 cents/hour; new lifeguards \$10.00 and returning lifeguards increase by 50 cents/hour.

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

Amy Jaenisch

Finance Officer
Publish 1/16