

**MINUTES
IPSWICH CITY COUNCIL MEETING
IPSWICH CITY HALL
MONDAY, DECEMBER 16, 2019**

The Ipswich City Council met in regular session at 7:00 p.m., Monday, December 16, 2019. Members present were Mayor LeRoy Kilber, Susie Treftz, David Coisman, Jon Gilbert, Barb Gillick, Mike Steen and Mike Hammrich. Also present were Tiffany Hannasch 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: Coisman/Gilbert to approve the regular meeting minutes of the December 2, 2019 meeting.

Building Permits: None

New Business:

NECOG Joint Cooperative Agreement: Hammrich/Treftz to enter into the 2020 Joint Cooperative Agreement with NECOG. The city's share will not exceed \$1,637.66.

2020 Pre-Approved Bills: Gillick/Gilbert 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, Payment Services Network and Wellmark Health Plans. All pre-approved bills will be reported at the next regular Council meeting.

Annual review of water project surcharge: Treftz/Coisman to continue with the current rate of \$3.30 per user.

Resolution 2019-07: Contingency Transfer: Hammrich/Steen to approve the resolution.

**CITY OF IPSWICH
RESOLUTION 2019-07
TRANSFER OF CONTINGENCY FUNDS TO
GENERAL FUND DEPARTMENTS**

WHEREAS, there are departments within the General Fund which need funding for the year 2019;

NOW THEREFORE, BE IT RESOLVED, the City Council of Ipswich, South Dakota transfers \$200.00 in contingency funds in the following manner:

General Fund – 101

43230 – Solid Waste Collection	\$100.00
45800 – Museum	<u>\$100.00</u>
	\$200.00

Dated this 16th Day of December, 2019 for immediate passage:

Signed: LeRoy Kilber, Mayor
Attest: Amy Jaenisch, Finance Officer

Public Works:

Payloader: A quote was presented for a Caterpillar 2020 926M Wheel Loader. The bid pricing from Sourcewell (formerly NJPA) is \$168,079.00. Hammrich/Gillick to approve the purchase of the payloador.

Snow Removal: Schlosser discussed the need for part-time help with snow removal.

Office Report:

November Financial Reports: Expenditure and Revenue Guideline, Checking and Savings Account Reconciliation, Sales and Municipal Tax comparison: Treftz/Steen to approve the financial reports. Balances are as follows: Checking-\$863,737.25; Money Market-\$795,731.04; CD's-\$151,765.00

Bills for approval: Gillick/Coisman to approve the following bills: A & B Business Solutions-\$66.89/copier contract; Amazon Business-\$151.98/office chair; American Solutions for Business-\$279.71/office supplies; Avera St. Luke's -\$0.83/ambulance supplies; Beck Law Office-\$125.00/legal services; Bound Tree-\$180.34/ambulance supplies; Buffalo Station-\$99.75/ambulance fuel; City of Ipswich-\$343.58/water billing all accounts; Crawford Trucks Inc-\$103.77/parts; DENR-\$36.00/operation certification renewal (Schlosser, Rye); DRN-\$87.88/computer backup/antivirus; Goodwill of the Great Plains-\$33.00/document shredding; Graham Tire Company-\$92.67/parts; Heartland Waste Management, Inc.-\$4,312.50/garbage services; Henry Schein Matrx Medical-\$175.73/ambulance supplies; Ipswich Lumber & Hardware-\$267.61/Christmas decoration supplies; John Deere Financial-\$81.93/coolant; Ken's Food Fair-\$142.38/fuel; Matheson Tri-Gas Inc.-\$50.16/oxygen cylinders; Menards-\$267.94/door locks/Christmas lights; Michael Todd Company, Inc.-\$376.98/plow shoes (2); Montana Dakota Utilities-\$4,238.89/utilities all departments; Oban Construction-\$2,708.42/pit at rubble site; Office Depot-\$98.98/office supplies; Perry Rye-\$84.14/reimburse work clothing; SD One Call Systems, Inc.-\$9.45/message fees; US Bank-\$25.76/office supplies; USA Blue Book-\$1,856.32/sewer pump

Pre-approved bills: December 16, 2019 Payroll: Administration-\$2,988.99; Streets-\$2,148.35; Sanitation-\$214.84; Water-\$1,003.80; Sewer-\$1,218.61; Ipswich State Bank-\$1,752.66/payroll taxes/direct deposit fees; SD Retirement System-\$2,037.12/retirement contributions; Department of Revenue-\$315.71/sales tax payment; Payment Services Network-\$165.75/gateway/transaction fee; WEB Water Development-\$9,624.73/water purchase; Rural Development-\$12,301.00/sewer loan payment; Rural Development-\$3,710.00/street loan payment; Rural Development-\$6,099.00/water loan payment

Public Comments: Participants and topics included: none

Executive Session – Personnel per SDCL 1-25-2 (1): At 7:24 p.m., Treftz/Gillick to enter into executive session. Executive session ended at 8:00 p.m.

Adjournment: At 8:02 p.m., Treftz/Gilbert to adjourn the meeting.

Tiffany Hannasch
Assistant Finance Officer
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