

**MINUTES**  
**IPSWICH CITY COUNCIL MEETING**  
**IPSWICH CITY HALL**  
**MONDAY, MARCH 21, 2022**

The Ipswich City Council met in regular session at 7:00 p.m. on Monday, March 21, 2022. Members present were Mayor LeRoy Kilber, Erica Larson, David Coisman, Christopher Gillick, Mike Steen and Mike Hammrich. Jon Gilbert was absent. Also present were Amy Jaenisch, Tiffany Hannasch, Brian Schlosser, Dane Ekdome – Stockwell Engineers, Jordan Hintz – NECOG, and 7 community members.

**Call the meeting to order:** Mayor Kilber called the meeting to order at 7:00 p.m.

**Motions:** All motions were approved unanimously unless otherwise indicated.

**Approval of Minutes:** Gillick/Coisman to approve the minutes of the March 7, 2022 meeting.

**Variance Request:** Hammrich/Coisman to approve the following variance request from Keith Lunders: build a 30'x50' pole barn in a residential zoning area.

**Building Permits:** Steen/Gillick to approve the following permit: Keith Lunders – 30'x50' pole barn with a 30'x50' lean to. Hammrich/Gillick to approve the following permits: Elaine Kub – remodel bathroom, replace windows; Meredith Schumacher – remodel bathroom and replace doors, windows, shingles

**Public Hearing for Storm Sewer Improvement Project:** Hintz presented the following information on the proposed storm sewer project:

The need for the project: The City of Ipswich has recently completed a storm sewer study in the summer of 2021. Based off the study, the City now wants to take the proper steps to ensure their drainage ditch and storm network are in the correct working condition to handle events that cause runoff.

Alternatives: The City has considered several alternatives as outlined in the facilities plan. Doing nothing was considered as an alternative however doing nothing will not address the issues and is not considered a viable option.

Project: The City of Ipswich is proposing to construct, through 5 phases, a storm sewer system to help alleviate drainage issues throughout Ipswich. These phases include channel cleaning to waterways and storm sewer pipe with the implementation of curb and gutter and street improvements. Phase 1 includes channel cleaning to the SW area of Ipswich while Phase 2 includes a storm drainage system to the SW part of town including trunk line storm sewer piping, lateral storm sewer piping, asphalt surfacing and curb and gutter. Due to DANR eligibility the City of Ipswich is completing Phase 1 in direct coordination with their engineer and is applying to DANR for Phase 2 of this project.

Proposed Financing: The City of Ipswich is applying to the South Dakota Department of Agriculture and Natural Resources for grant, loan, principal forgiveness loan or a combination of each. The maximum amount of SRF loan to be borrowed; Clean Water SRF: \$2,584,482.00. Interest Rate and Term: The water & sewer project note will be for up to 2.125% at a term of 30 years. The revenue source pledged for repayment, Project Surcharge Revenue Bond. Discussion of general obligation bond, sales tax bond, and water revenue bond were also explained.

The effect of the proposed financing on user rates: If the funding is entirely loan, the City would need to incorporate a surcharge for its wastewater of \$25.50 per user per month. The surcharge rates will be determined after the funding package has been put in place. The project surcharge will be lower if DANR awards grant or principal forgiveness.

After discussion regarding the financing options and project need, Hammrich/Gillick to approve Resolution 2022-01.

## RESOLUTION NO. 2022-01

### RESOLUTION AUTHORIZING AN APPLICATION FOR FINANCIAL ASSISTANCE, AUTHORIZING THE EXECUTION AND SUBMITTAL OF THE APPLICATION, AND DESIGNATING AN AUTHORIZED REPRESENTATIVE TO CERTIFY AND SIGN PAYMENT REQUESTS.

WHEREAS, the City of Ipswich (the "City") has determined it is necessary to proceed with improvements to its Storm Sewer System, including but not limited to constructing a storm sewer drainage system (the "Project"); and

WHEREAS, the City has determined that financial assistance will be necessary to undertake the Project and an application for financial assistance to the South Dakota Board of Water and Natural Resources (the "Board") will be prepared; and

WHEREAS, it is necessary to designate an authorized representative to execute and submit the Application on behalf of the City and to certify and sign payment requests in the event financial assistance is awarded for the Project,

NOW THEREFORE BE IT RESOLVED by the City as follows:

1. The City hereby approves the submission of an Application for financial assistance in an amount not to exceed \$2,584,482.00 to the South Dakota Board of Water and Natural Resources for the Project.
2. The Mayor is hereby authorized to execute the Application and submit it to the South Dakota Board of Water and Natural Resources, and to execute and deliver such other documents and perform all acts necessary to effectuate the Application for financial assistance.
3. The Mayor is hereby designated as the authorized representative of the City to do all things on its behalf to certify and sign payment requests in the event financial assistance is awarded for the Project.

Adopted at Ipswich, South Dakota, this 21st day of March, 2022.

Signed: LeRoy Kilber, Mayor

Attest: Amy Jaenisch, Finance Officer

#### Ongoing Business:

**Warming House:** Kilber provided floor plans and estimates for a warming house/bathroom at the new ice rink location, 791 N 7<sup>th</sup> Street. Schlosser provided a cost estimate for **Water and Sewer for the park project**. Gillick/Larson to approve the project starting with water and sewer lines.

#### New Business:

**Donation Request – Ipswich Development Corporation:** Hammrich/Larson to approve the donation request for \$15,000. All voted aye, except for Coisman who abstained.

**Stockwell Engineers – Proposal for Sewer Force Main:** Coisman/Gillick to authorize Mayor Kilber to sign the agreement.

**Stockwell Engineers – Proposal for 7th Street & 3rd Avenue:** Hammrich/Steen to authorize Mayor Kilber to sign the agreement.

#### Public Works:

**Water Main extension:** Schlosser provided estimates for a water main extension on S. Broadway Street: 4" water main - \$27,501.02; 6" water main - \$41,697.19; 2" water line - \$8,384.87

**Deer management:** Schlosser advised he has spoken with Game Warden Galbraith about the large deer population in the southeast part of town. Game, Fish and Parks has approved the purchase of a blind

and trailer for a youth mentored hunting program. Gillick/Hammrich to allow Game, Fish and Parks to proceed with the youth mentored hunting program on city property.

Schlosser provided an estimate for street improvements for Chestnut Avenue from Highway 45 to S. Broadway and for S. Broadway from Chestnut to the Ipswich City Cemetery. Gillick/Larson to hire Oban Construction for a soil test. Schlosser advised that 5x8 utility trailer that is stored by the south shop has been stolen and a police report has been filed.

**Bills for Approval:** Gillick/Coisman to approve the following bills: A & B Business Solutions, Inc.-\$86.79/copier contract; A-1 Sanitation-\$4,491.71/garbage services; Amazon Capital Services-\$128.05/office supplies/summer reading program ; Auto Value Parts Store-\$147.21/oil/filters; City of Ipswich-\$270.77/water billing all accounts; DANR - Fiscal Office-\$950.00/discharge permit fee; Henry Schein, Inc.-\$482.15/ambulance supplies; Ipswich Lumber & Hardware, LLC-\$24.78/shop supplies; Menards-\$55.80/shop supplies; Montana Dakota Utilities-\$4,599.86/utilities all departments; Public Health Laboratory-\$30.00/water testing fees; SD Municipal League-\$168.00/District 6 meeting registration fee (7); SD One Call-\$1.05/message fees; Stockwell Engineers, Inc.-\$2,103.55/channel cleaning/storm sewer engineering fees; US Post Office-\$352.00/postage (4 Regular, 3 postcard); Verizon Wireless-\$40.01/ambulance mobile data plan

**Pre-Approved Bills:** March 16, 2022 Payroll: Administration-\$3,417.25; Streets-\$3,403.35; Sanitation-\$340.33; Water-\$1,517.65; Sewer-\$1,857.98; Ipswich State Bank-\$2,475.84/payroll taxes/direct deposit fees; SD Retirement System-\$3,253.74/retirement contributions; Department of Revenue-\$343.92/sales tax payment; Rural Development-\$6,099.00/water loan payment; Rural Development-\$12,301.00/sewer loan payment; Rural Development-\$3,710.00/street loan payment; Ipswich State Bank-\$17.50/safe deposit box fee

**Adjournment:** Coisman/Steen to adjourn the meeting at 8:29 p.m.

Amy Jaenisch  
Finance Officer  
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