

**MINUTES  
IPSWICH CITY COUNCIL MEETING  
IPSWICH FIRE HALL  
MONDAY, MAY 4, 2020**

The Ipswich City Council met in regular session at 7:00 p.m. at the Fire Hall on Monday, May 4, 2020. The public attended via teleconference. Members present were Mayor LeRoy Kilber, Susie Treftz, David Coisman, Barb Gillick, Mike Steen, Mike Hammrich and Jon Gilbert. Also present were Amy Jaenisch, Tiffany Hannasch, Brian Schlosser, Chelsea Weig, Steve Holm – A-1 Sanitation, Kent Mauck – Heartland Waste and 3 community members.

**Call the meeting to order:** Mayor Kilber called the meeting to order at 7:00 p.m. No **Pledge of Allegiance** due to teleconference.

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

**Approval of Minutes:** Coisman/Steen to approve the minutes of the April 20, 2020 meeting.

**Building Permits:** Hammrich/Treftz to approve the following permits: Tracy Loken-renewal at 206 7<sup>th</sup> street; Tyler Severson – remove steps and replace with deck. The permit for Hank Baker was tabled due to set back requirements – storage building on south west corner of his property.

**Demolition Permit:** Coisman/Gillick to approve the following permit: Marvin Pietz – remove unattached garage

**Ongoing Business:**

**Open Bids for Garbage Contract:** The following bids were received:

1. A-1 Sanitation
  - a. Option A – not bid (residents provide their own containers)
  - b. Option B – \$11.25 (includes 95-gallon tote provided by the company) – Roll-offs from March 15<sup>th</sup> to May 15<sup>th</sup>: 20-yard containers at \$240 per dump plus land fill fees or 30-yard containers at \$275 per dump plus land fill fees
2. Heartland Waste Management
  - a. Option A – \$13.75 (residents provide their own containers, no price change for roll-offs from March 15<sup>th</sup> to May 15<sup>th</sup>)
  - b. Option B – \$15.75 (includes 96-gallon tote provided by the company, no price change for roll-offs from March 15<sup>th</sup> to May 15<sup>th</sup>)

The council will review the bids and approve a bid at the next regular meeting. Heartland Waste Management will continue services until a bid is approved.

**Cemetery Policies:** Gillick reported that the Cemetery Committee agreed that flowers need to be removed by June 15<sup>th</sup> to be consistent with the Holy Cross Cemetery. The two (2) existing signs will be removed, and new signs will be put up.

**New Business:**

**Donation Request – Flower and Garden Club:** The donation request was denied. The city will mow the Pioneer Village in lieu of a donation.

**Donation Request – Baseball Booster Club:** The donation request was denied. The council discussed possibly adding a budgeted amount for field maintenance and repairs.

**COVID-19:** Jaenisch reported that the office received complaints about the golf course Clubhouse being open on Thursday, April 30<sup>th</sup>. The council decided to not pursue fining the golf course. After discussion, the library will reopen and the swimming pool will be scheduled to open when it's ready for the season.

**Consider Resolution 2020-02:** Treftz/Gilbert to approve the resolution. Roll call vote: Gilbert-aye, Hammrich-aye, Steen-aye, Gillick-aye, Coisman-aye, Treftz-aye. Motion carried.

**RESOLUTION 2020-02**  
**AN EMERGENCY RESOLUTION MODIFYING THE MANDATORY ORDERS RELATING TO PUBLIC GATHERINGS CONTAINED IN ORDINANCE NO. 2020-02**

WHEREAS, the City adopted an emergency ordinance pursuant to SDCL 9-29-1 and 9-32-1 which implemented social distancing guidelines recommended by the Centers of Disease Control (CDC) to stop the outbreak of the disease COVID-19; and

WHEREAS, the emergency ordinance allows the City Council to enact further restrictions on public gatherings and public movements it deems necessary to address the current public health emergency; and

WHEREAS, the emergency ordinance also allows the City to make amendments from the ordinance; and

WHEREAS, the number of COVID-19 cases in the Edmunds County region has remained at zero; and

WHEREAS, the purpose of social distancing requirements is to slow the spread of the disease so that the region's health care system is not overwhelmed; and

WHEREAS, the City will remain in contact with the local health care providers in the City and the overall impact on the health care system; and

WHEREAS, based on zero number of cases in Edmunds County, the Mayor and City Council believe some of the social distancing restrictions can be modified to allow businesses to resume on-site service of customers without causing any cases in the City to begin.

NOW THEREFORE, BE IT RESOLVED, by the City of Ipswich, that the following regulations be put in place to control the spread of COVID-19 within the City of Ipswich;

1. Any businesses identified in Paragraphs 1 through 4 of Ordinance 2020-02 may reopen to serve patrons on-site pursuant to the conditions established in this resolution.
2. Businesses within Ipswich which are open to the public shall observe the following guidelines to slow the spread of COVID-19:
  - (a) Maintains a minimum six-foot space between tables, chairs, and barstools if occupants are not members of the same household;

- (b) Limits capacity in restaurants, bars, and casinos to ten (10) customers, or one (1) customer for every 120 square feet of the building footprint, whichever is greater;
  - (c) Limits capacity in indoor recreational facilities and fitness businesses to a maximum of ten (10) customers or one (1) customer for every 200 square feet, whichever is greater;
  - (d) Requires handwashing at regular intervals for all restaurant, bar, and food service employees;
  - (e) Cleans and disinfects video lottery machines between each customer;
  - (f) Reduces seating to allow for social distancing by removing chairs or marking certain seats as “not available due to social distancing”;
  - (g) Posts for customer the regular cleaning and disinfecting schedule;
  - (h) Maintains a six-foot space between customers waiting for service or entry into the facility;
  - (i) Employees of hair salons and spas, massage parlors, nail salons, and barber shops wear masks which cover their nose and mouth during customer contact times. Customer seating must be at least six (6) feet apart; and
  - (j) Businesses are encouraged to conduct daily employee screenings for illness.
3. In addition to the specific requirements listed above, businesses shall operate in a manner consistent with CDC guidelines and any applicable state regulation or executive orders.
  4. The City encourages all individuals within the City to continue to follow the CDC guidelines and recommended hygiene practices.
  5. Businesses can request, in writing, administrative exceptions from the City that allow them to modify the strict compliance with these requirements so long as their proposal contains alternative means to implement social distancing requirements. The city will not approve exceptions which completely exempt a business from implementing social distancing, or from following the CDC guidelines.
  6. The City Council hereby extends paragraphs 6 and 7 of the emergency Ordinance No. 2020-02.

The foregoing Resolution was approved after first reading and passed at the regular meeting of the Ipswich City Council on the 4<sup>th</sup> day of May, 2020.

Number of Ayes: 6  
Number of Nays: 0  
Members abstaining: 0

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

**Public Works:** Schlosser reported that the lift stations have been pumping continuously and residents need to make sure their sump pumps are discharging outside and not into the sewer.

**Surplus property:** Hammrich/Coisman to declare the Case Payloader as surplus and advertise for bids.

**Office Report:** Jaenisch reported that the Ambulance has received funding from the Cares Act.

**April Financial Reports: Expenditure and Revenue Guideline, Checking and Savings Account Reconciliation, Sales and Municipal Tax comparison:** Gilbert/Gillick to approve the financial report. Bank account balances are as follows: Checking \$853,200.20; Money Market \$796,231.49

**Bills for Approval:** Treftz/Gilbert to approve the following bills: Agtegra-\$266.59/fuel; Ameripride-\$121.46/mat/mop exchange; Auto Value Parts Store-\$239.90/parts for pump; Banyon Data Systems, Inc.-\$1,395.00/utility billing Neptune 360 upgrade/support fee; Barb Schaefer-\$100.00/water deposit refund; Beck Law Office-\$606.25/legal services; Beverly Jones-\$120.00/office cleaning; Dakota Supply Group-\$84.57/parts for curb box; DRN-\$97.88/computer backup/antivirus; Eide Bailly-\$8,800.00/Financial Audit fees; FEM Electric Assn, Inc.-\$61.39/Rubble Site utilities; Ferguson Waterworks #2516-\$8,000.00/MRX920 Mobile data collector for utility billing; Gibson Publishing-\$344.01/publishing; Henry Schein MatrX Medical-\$143.31/ambulance supplies; Ipswich Development Corp-\$10,000.00/Tiger Post Building Donation; Ipswich Lumber & Hardware, LLC-\$174.94/ambulance/shop supplies; Ipswich State Bank-\$86.52/petty cash postage; Kens Food Fair-\$226.12/fuel; Life-Assist, Inc.-\$93.20/ambulance supplies; Matheson Tri-Gas Inc.-\$18.76/part for oxygen cylinders; Medica-\$113.30/refund of ambulance overpayment; Menards-\$113.22/supplies; Runnings Supply Inc.-\$15.96/parks supplies; SD Dept Of Health-\$74.00/wastewater testing; US Bank-\$263.52/parts for tractor; US Post Office-\$259.00/box rent fee/postage (1 regular, 3 postcard); USA Blue Book-\$208.42/water/wastewater testing supplies; Valley Telecommunications Inc.-\$390.49/phone/internet services

**Pre-Approved Bills:** May 1, 2020 Payroll: Administration-\$3,187.00; Streets-\$2,320.06; Sanitation-\$223.01; Ambulance-\$3,959.99; Library-\$1,386.00; Water-\$1,040.81; Sewer-\$1,263.83; Wellmark Health Plans \$1,004.44/group health insurance premium; Ipswich State Bank \$2,885.73/payroll taxes; Payment Services Network-\$84.50/gateway/transaction fee; Department of Revenue-\$303.98/sales tax payment

**Public Comments:** Participants and topics included: none

**Adjournment:** At 8:41 p.m., Hammrich/Steen to adjourn the meeting.

Amy Jaenisch  
Finance Officer  
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