

**MINUTES**  
**IPSWICH CITY COUNCIL MEETING**  
**IPSWICH CITY HALL**  
**MONDAY, MAY 9, 2022**

The Ipswich City Council met in regular session at 7:00 p.m. on Monday, May 9, 2022. Members present were Mayor LeRoy Kilber, Erica Larson, David Coisman, Christopher Gillick, Mike Steen, Jon Gilbert, Mike Hammrich and Michael Heinz. Also present were Amy Jaenisch, Tiffany Hannasch, Brian Schlosser, Edmunds County Sheriff Jonathan Waldner and 8 community members.

**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:** Gillick/Larson to approve the minutes of the April 18, 2022 regular meeting and April 25, 2022 special meeting.

**Edmunds County Sheriff's Office – Trail Days:** Sheriff Waldner discussed extra law enforcement needed for Trail Days. Hammrich/Gillick to approve paying for extra law enforcement for Trail Days.

**Building Permits:** Steen/Coisman to approve the following permits: Alvin Hamilton - 16' x 28' detached garage; Robert Douglas – fence. The following permit for Max Henderson was approved with the condition that he meets all set back requirements – pole barn at 501 S. 5<sup>th</sup> Street.

**Ongoing Business:**

**Stockwell Engineers Project Report:** The report for the following projects was reviewed: Channel Cleaning and Restoration; Sewer Force Main; 7<sup>th</sup> and 3<sup>rd</sup> Street Improvements; City Park Improvements Phase 2

**Public Works Report:** Schlosser advised that a large amount of water from the recent rain events is infiltrating the sewer system, and the main lift station can't keep up. He has rented a 6" trash pump and will get a quote on purchasing one to have on hand. Schlosser will work with Rural Water to try and identify the cause of the infiltration.

The transmission in the 2015 Chevy pick-up needs to be replaced and has been ordered.

The new sewer force main will follow the old force main for ease of access.

They will be starting on the water and sewer lines at the new park project once weather allows.

**Office Report:**

**April Financial Report: Expenditure and Revenue Guideline, Checking and Savings Account Reconciliation, Sales and Municipal Tax comparison:** Hammrich/ Coisman to approve the financial reports. Bank account balances are as follows: Checking - \$1,313,244.93; Savings - \$798,153.56.

**Bills for Approval:** Hammrich/Gilbert to approve the following bills: Agtegra-\$628.39/fuel/supplies; Amazon Capital Services-\$422.57/Library books/supplies; American Solutions for Business - \$4,921.68/office supplies/task chairs (8); Amy Jaenisch-\$22.68/travel to Aberdeen for NEFOG meeting; Auto Value Parts Store-\$150.73/parts; Beck Law Office-\$212.50/legal services; Brian Schlosser-\$257.20/travel to Sioux Falls for CPO class; Clarke Mosquito Control-\$387.01/parts for mosquito spraying; Dakota Insurance Solutions LLC-\$24,614.50/city insurance renewal/cyber policy/surety bond; Dollar General-\$42.20/office supplies; DRN-\$298.80/computer backup/antivirus; FEM Electric Assn. Inc.-\$66.17/Rubble Site utilities; Ferguson Waterworks-\$1,010.18/water meters; Gibson Publishing-\$327.43/publishing; Ipswich Lumber & Hardware, LLC-\$150.44/supplies/hardware; Kens Food Fair-\$400.78/fuel; Life-Assist, Inc.-\$86.50/ambulance supplies; Physicians Claims Company-\$837.15/10% ambulance billing fee; Runnings Supply Inc.-\$131.97/tools/supplies; Public Health Laboratory-

\$483.00/water/wastewater testing; SD One Call-\$6.30/message fees; Smokey River LLC-\$159.05/fuel; Stockwell Engineers, Inc.-\$5,003.82/engineering fees for channel cleaning/storm sewer/force main; Totally Tubular-\$187.68/flat steel; US Post Office-\$362.00/postage/box rental fees (2); Valley Telecommunications-\$384.46/phone/internet services; Verizon Wireless-\$40.01/ambulance mobile data plan; City of Ipswich-\$559.73/water billing all accounts

**Pre-Approved Bills:** May 2, 2022 payroll: Administration-\$3,507.23; Streets-\$3,538.35; Sanitation-\$340.33; Ambulance-\$5,247.99; Library-\$1,760.00; Water-\$1,517.65; Sewer-\$1,857.98; Ipswich State Bank-\$3,959.00/payroll taxes; Wellmark Health Plans-\$1,505.51/group health insurance premium; Payment Services Network-\$143.05/gateway/transaction fee; WEB Water Development-\$12,517.48

At 7:16 p.m., Gilbert/Coisman to adjourn as the old council. Mayor Kilber thanked Gilbert for his years of service.

### **New Business:**

#### **Council Re-organization:**

**Oaths of Office:** Oaths of office were taken and signed by Michael Heinz, Mike Steen, Mike Hammrich and Erica Larson.

**Election of Council President and Vice-President:** Hammrich nominated Steen for Council President. Mayor Kilber asked if there were any further nominations. After no further nominations, Hammrich motioned to cease nominations and appoint Steen as Council President. All voted aye. Gillick nominated Hammrich for Council Vice-President. Mayor Kilber asked if there were any further nominations. After no further nominations, Coisman motioned to cease nominations and appoint Hammrich as Council Vice-President. All voted aye.

**Mayor Appointments:** Amy Jaenisch – Finance Officer, Brian Schlosser-Public Works Supervisor; Vaughn Beck-City Attorney; Official Newspaper-Ipswich Tribune; Official Depository-Ipswich State Bank. Gillick/Larson to accept the appointments and the following committee designations:

**Ambulance Representatives:** Coisman & Gillick; **Parks, Recreation & Cemetery:** Steen & Larson; **NECOG Representative:** LeRoy Kilber; **Policy, Finance & Grants:** Heinz & Larson; **Streets & Public Safety:** Steen & Hammrich; **Water & Sewer:** Hammrich & Heinz; **Sanitation & Landfill:** Coisman & Gillick

**Applications for Malt Beverage Renewals – Ken’s Fairway, Buffalo Station, Dollar General:** Gillick/Heinz to approve the renewals. All voted aye except Coisman who abstained.

**Fireworks – Tracy Loken:** Hammrich/Coisman to allow Tracy Loken to sell fireworks in city limits at 1050 5<sup>th</sup> Avenue from June 27<sup>th</sup> – July 5<sup>th</sup>.

**Request for Public Hearing: Trail Days Open Container Permit:** Coisman/Steen to set the public hearing for June 6<sup>th</sup>, 2022.

**Scott Jensen – Water Service:** Jensen requested water service to 201 Chestnut Avenue. Steen/Larson to provide water service with the curb stop being placed on S. Broadway Street.

**Public Comments:** Participants and topics included: Jordan Richardt - Summer help hiring; Gillick-thanked Schlosser and the public works employees for all the time they put in pumping water to keep the sewer from backing up; Loel Hoyle-notice of meetings; Heinz-water infiltration into the sewer system

**Executive Session per SDCL 1-25-2(1):** Gillick/Coisman to enter executive session at 7:33 p.m. Executive session ended 7:44 p.m.

Gillick/Larson to hire the following summer positions and to pay an extra \$1.00/hour for swimming lessons if they have WSI certification: Jordan Richardt – Assistant Pool Manager at a salary of \$2,000.00 and to pay \$13.00/hour for any time spent lifeguarding. Lifeguards as follows: Gracie Lang-\$12.50/hour; Kaitlyn Williams-\$12.50/hour; Vanesa Diaz-\$12.50/hour; Quincy Olivier-\$12.50/hour; Cole Bukaske-\$12.50/hour; Chase Kraft-\$12.50/hour; Evan Onken-\$12.50/hour; Tarynn Kleffman-\$12.50/hour; Ashley Ptacek-\$12.00/hour; Jaydin Stiles-\$12.00/hour; Kathryn Kilber-\$12.00/hour; Jacob Bakken-\$12.00/hour

**Adjournment:** Hammrich/Larson to adjourn the meeting at 7:46 p.m.

Amy Jaenisch  
Finance Officer  
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