

**MINUTES**  
**IPSWICH CITY COUNCIL MEETING**  
**IPSWICH CITY HALL**  
**Monday, July 18, 2022**

The Ipswich City Council met in regular session at 7:00 p.m. on Monday, July 18, 2022. Members present were Mayor LeRoy Kilber, Erica Larson, David Coisman, Christopher Gillick, Mike Steen, and Mike Hammrich. Michael Heinz. Also present were Amanda Metzinger, Kelsey Holien, Brian Schlosser and 2 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:** Coisman/Gillick to approve the minutes of the July 1, 2022 regular meeting and July 7, 2022, meeting.

**Building Permits:** Heinz/Larson to approve the following permits: Janice Perrion – replace back steps with 8 x 10 deck; Keith Kilber shingle house and garage, siding on garage, removing deck, replace sheeting on east and west side of home, reside and shingle shed or replace shed.

**Demolition Permit:** Gillick/Larson approve the following permit – Rachel Crissman to demolish attached garage and siding on upper-level wall.

**Ongoing Business:**

- a) Storm Sewer DANR Funding; Discussed concerns with time frame of 8-10 years, costs. Wants to check on loan application
- b) Stockwell Engineering Project Report – Would like to have a town hall meeting to inform community of the findings.
- c) Bid Consideration – Channel Cleaning; Motion to accept bid with a change order to just complete the south channel cleaning and wait to complete the north channel. Heinz voted aye, Hammrich - aye, Steen - aye, Larson - aye, Coisman - nay and Gillick – aye, motion carried

**New Business:**

- a) Code Enforcement Follow-up; Reviewed findings

**Ambulance Report:** New ambulance has arrived, ordered new jet pack, ordering an arm for new cot to hold monitor, and will be ordering new headsets to make communication easier in the new ambulance.

**Public Works Report:** Discussed chip sealing the roads and discussed the findings of the Smoke test on sewer system, did not find any major issues just needed to replace some sewer caps.

**Bills for Approval:** Coisman/Larson to approve the following bills: A & B Business Solutions, Inc.-\$80.62/copier contract; A-1 Sanitation-\$5564.87/garbage services; Agtegra-\$2099.52 /fuel/parts/supplies(there was concern with 1.60 interest on bill, one charge for the previous month paid late, interest was owed); Amazon Capital Services-89.99/pool vacuum; Brown County Landfill-\$4.78/rubble site cleanup; City of Ipswich-\$2315.52/water billing all accounts; Edmunds County Auditor-\$3280.22/extra law enforcement for Trail Days; Kens Food Fair-\$1198.17/fuel; Linde Gas & Equipment-\$454.84/oxygen cylinders/ co2 for mosquito spraying; Montana Dakota Utilities-\$5257.58/utilities all departments; North Central Ambulance Sales-\$100000.00/ambulance down payment; Oban Construction-\$2552.69/crushed gravel (149.28 ton); Running Supply Inc-\$975.70/parts/supplies; Smokey River LLC-\$36.22/water/ice; Stockwell Engineers, Inc.-\$13565.28/ engineering fees for channel cleaning/force ma; US Post Office-\$176.00/postage(4 postcard); Valley Telecommunications-\$451.40/phone/internet services; Van Diest Supply Company-\$155.20/supplies for mosquito control; Verizon Wireless-\$40.01/ambulance mobile data

**Pre-Approved Bills:** July 18, 2022 payroll: Administration-\$700.00; Streets-\$3403.35; Sanitation-\$340.33; Pool-\$6623.01 ; Parks-\$1977.00 ; Water-\$1361.33 ; Sewer-\$1701.66; SD Retirement System-\$2655.16/July Retirement; Department of Revenue-\$373.44/sales tax payment;

**Public Comments:** Participants and topics included: Les Braun concerned about water due to new building east of highway 45 and if we have applied for the disaster mitigation grant.

**Executive Session per SDCL 1-25-2(1):** Gillick/Steen to enter executive session at 8:35 p.m. Executive session ended at 9:10 p.m.

**Personnel:** Coisman/Larson motion to hire Vickie the Finance Officer from Selby, SD to train new Finance Officer and Assistant Finance Officer at a rate of \$30/hour plus mileage, and to change Job Description of Kelsey Holien to include 15 hours per week to work as the Assistant Finance Officer and adjust salary to \$40,000.00, all council members aye except for Hammrich who abstained.

**Adjournment:** Heinz/Gillick to adjourn the meeting at 9:13 p.m.

Amanda Metzinger  
Finance Officer  
7/21/2022