

MINUTES
IPSWICH CITY COUNCIL MEETING
IPSWICH CITY HALL
Monday, August 22, 2022

The Ipswich City Council met in regular session at 7:00 p.m. on Monday, August 22, 2022. Members present were Mayor LeRoy Kilber, Erica Larson, David Coisman, Christopher Gillick, Mike Steen, and Mike Hammrich, and Michael Heinz. Also present were Amanda Metzinger, Kelsey Holien, and 5 community members.

Called the meeting to order: Kilber called the meeting to order at 7:00 pm and led Pledge of Allegiance

Approval of Minutes of August 8th, 2022, motion by Coisman and seconded by Gillick to approve the minutes of August 8th, 2022. Motion carried.

Building Permits: Hammrich/Larson to approve the following permits: Dominique Anglin to replace shingles and window glass, Barb Gorczewski to add a deck to the East side of the house, Scott Kulesa to replace the garage doors and possibly add concrete on back patio and replace deck, Lynette Kraft to add a new deck, Tristin Kowalski to add privacy fence, David Coisman to add addition on the old garage. Motion carried.

Petition to Vacate an Alley: Petition to Vacate Alley: A petition was received requesting to vacate all portions of the alley, which runs East and West between the West Four Hundred Feet of the North Three Hundred Fifty Feet of Lot 1 in the Northwest Quarter of Section Twenty-Seven, Township 123 North, Range 68 and Lot 1, Luond's 1st Subdivision in the Northwest Quarter of Section Twenty-Seven Township 123 North, Range; Coisman/Heinz to set a public hearing to be held at the regular council meeting on Tuesday, July 5, 2022. Motion by Gillick and seconded by Heinz to approve the petition and affidavit to vacate the alley. Motion carried. A public hearing will be held on September 19th, 2022, at the 7:00 pm meeting.

Ongoing business: No new business.

Charlotte Baker: Charlotte just wanted to address three questions she had regarding the storm sewer project. First, she wanted to know from a design standpoint if we redirected roads, if we could save money by adjusting how it is currently laid out. Second, if the roads will be seamless once the project is done and the roads are torn up, due to different road heights and elevations. Third, if the council does approve this project, if the current design is the final design or if we alter it, if there would be change orders issued with added costs.

New Business:

- A. Hammrich made a motion and was seconded by Steen to approve Ordinance 2022-06 for the storage containers. Motion Carried. Second reading will be held September 6th, 2022.
- B. The resolution will be tabled until the surcharge wording on the second section is clarified.
- C. We will get a proposal together for the next council meeting.
- D. Chip sealing will be \$3 per square yard. They were not able to come until December, so we will look at scheduling a contractor to chip seal in July and do more at one time.

Office:

- A. A committee was formed by Larson and Coisman to modify the handbook.
- B. Heinz made the motion and seconded by Gillick to approve Amanda to attend the SDML Annual Conference October 4-7 for \$100. Motion carried.
- C. A budget meeting will be scheduled for August 25th, 2022, at 7:00 pm for the first reading of the 2023 budget.
- D. Gillick made the motion and seconded by Steen to purchase Connect Team software for timecards. It will be \$49.00/month for the software, and it will function as a timeclock as well as scheduling vacation, sick, and comp time requests. Banyon also submitted a proposal but was substantially higher and less features and user friendly. Motion carried.

Public Hearing for Open Container: Trail Days Open Container Permit: After no comments or discussion, Heinz made the motion and seconded by Hamrlich to approve the following resolution:

**RESOLUTION 2022-07
CITY OF IPSWICH
OPEN CONTAINER**

WHEREAS, Ipswich Trail Days, Inc., a non-profit corporation, has requested from the city to allow open container and sales of alcoholic beverages at the Trail Days Complex location being 900 7th Street, Ipswich from 5:00 P.M. Saturday, August 27, 2022, to 2:00 A.M. Sunday, August 28th, 2022. Glass containers will not be permitted in this area.

FURTHERMORE, Ipswich Trail Days, Inc. assumes all liability and is responsible for clean-up and damage resulting from this occasion.

THEREFORE, BE IT RESOLVED, that the Ipswich City Council hereby grants approval for Ipswich Trail Days, Inc., a non-profit corporation, to have an open container permit 5:00 P.M. Saturday, August 27, 2022, to 2:00 A.M. Sunday, August 28th, 2022. and to sell alcoholic beverages at the Trail Days Complex location being 900 7th Street, Ipswich from 5:00 P.M. Glass containers will not be permitted in this area.

APPROVED, this 22nd day of August 2022 by the Ipswich City Council in regular session at the Ipswich City Office, Ipswich, SD. Signed: LeRoy Kilber, Mayor Attest: Amanda Metzinger, Finance Officer. Motion carried.

Signed: LeRoy Kilber, Mayor

Attest: Amanda Metzinger, Finance Officer

Code Enforcement: Discussed the potential sale of properties on the code enforcement list. It will be brought to the owner's attention their properties will need to be up to code.

Peddler License: A food truck will need a foot truck permit, not a peddler license. They will need to fill out a form and include a copy of their SD sales tax as well as state license to the city. Vaughn will make a license for this, and it will be a \$0 charge for the trucks to obtain a license from the city.

Public Works Report: Nothing new to report.

Bills for Approval: Coisman made a motion and seconded by Gillick to approve the following bills: Wellmark \$3538.75- insurance, Interstate Battery \$119.76 – replacement battery, Diamond Heating and Cooling \$1051.98 – pool heater, Montana Dakota Utilities \$5928.47 – utilities, A & B Business Solutions \$125.41- copier fees, Amazon \$119.97 – replacement battery, Deb Gillick \$221.27 – library supplies (reimbursement), Hawkins \$1675.03 – pool chemicals, John Deere \$1439.78 – mower parts and maintenance, Linde \$458.39 – ambulance oxygen, Maintenance Repair Supply \$185.23 – washers and nuts, Michael Todd \$383.94 – lute rake and light bar, Oban Construction \$1288.98 – black dirt and gravel, Oban Construction \$2913.53 – new hole and landfill cover, Oban Construction \$434.15 – supplies for Hutson waterline, Oban Construction \$406.79 – supplies for Hutson waterline, SD 811 \$15.75 – messages fees, SDARWS \$425.00 – smoke testing, Stockwell Engineers \$2543.71 – channel cleaning and improvements, Stockwell Engineers \$10631.20 new sanitary sewer force main, Van Diest \$425.00 – herbicide, Van Diest \$227.25 – mosquito spray, Verizon \$40.01 – ambulance internet, Kathryn Kilber \$200.00 – lifeguard reimbursement, Ashley Ptacek \$200.00 – lifeguard reimbursement, Jaydin Stiles \$200.00 – lifeguard reimbursement, Jordan Richardt \$130.00 – lifeguard reimbursement, Evan Onken \$250.00 – lifeguard reimbursement, USDA Rural Development \$22110.00 – loan payments, Payroll \$22222.31, Taxes \$4359.36, Retirement \$2888.76

Public Comments:

1. Les Braun questioned why the payroll in January was so big.
2. Lowell Hoyle wanted to know why we didn't put the bid amount in the minutes.
3. Tena Gibson just confirmed with Lowell that we didn't publicize the bid.

Executive Session per SDCL 1-25-2 (1): Motion by Gillick seconded by Larson to go into executive session at 8:06 p.m. Motion carried. Executive session ended at 9:04 p.m.

Adjournment: Steen made a motion to end the meeting and seconded by Gillick. Motion carried.

Kelsey Holien
Assistant Finance Officer
8/23/2022