

Regular Meeting November 14, 2022

Burke City Council
Regular Meeting
November 14, 2022

The regular meeting of the Burke City Council was called to order by Mayor JJ Wolf at 7:00 PM in the Municipal Building Meeting Room. Council members present were Tyler Van Metre, Megan Lindholm, Wyatt Reis, & Andrew Steffen. Also present was Finance Officer Mike Glover, City Attorney Rachelle Norberg, Chief of Police Mark Green, Superintendent of Utilities Wade Broome, Chad Bauld & Denny Pense. Absent was Mark Benter & Todd Halsne.

Mayor Wolf led the group in the Pledge of Allegiance

Approve Agenda:

Motion by Tyler Van Metre, second by Megan Lindholm to approve the agenda as presented. Motion carried.

Conflict of Interest:

None

Public Input:

None.

VFW Operating Agreement:

Chad Bauld & Denny Pense from the Burke VFW met with the council to discuss the fee amount for their on-sale liquor license. At the October meeting the council passed a motion to increase their annual fee from \$450 to \$1,200. Mr. Bauld asked the council if they would reconsider their decision. The Burke VFW is a non-profit business, with their money going back into their building or into the community. After some discussion, motion by Tyler Van Metre, second by Megan Lindholm to change the annual fee for the Burke VFW from \$1,200 per year to \$600 per year. Motion carried. The council thank Chad & Denny for coming to the meeting.

Approve Minutes:

Minutes of the October 10, 2022 Regular Meeting:

Motion by Megan Lindholm, second by Wyatt ReisaHhhh to approve the minutes of the October 10, 2022 Regular Meeting. Motion carried.

Approve Reports:

Motion by Megan Lindholm, second by Andrew Steffen to approve the October 2022 financial statement. Motion carried.

The October 2022 expense and revenue budget analysis reports were given for informational purposes.

Claims:

The claims were presented for approval. After some discussion motion by Wyatt Reis, second by Tyler Van Metre to approve and authorize payment of claims presented by the Finance Officer, with the addition of Rosebud Electric. Motion carried.

Payroll: Finance Office-3,117.74; Electric-2,417.98; Police-2,203.22; Streets-3,343.60;

Regular Meeting November 14, 2022

Shop-2,860.77; Sewer-1,475.73; Library-796.21; First Fidelity Bank, WH & OASI- 5,058.41; SD Retirement System- 2,645.98; AFLAC-67.21; Lincoln National Life Insurance Co.- 190.38; WellMark BC/BS-883.66; City-166.91.

General Fund: ABC, Inspect CC Fire Alarm System-393.00; American Legal, Renew On-Line Ordinances-500.00; Appera, Rugs, Mops, Towels & Air Fresheners-464.58; ASTECH, Street Sealing-130,253.20; Be Creative Advertising Services, Website Management-75.00; Bruns Market, Supplies-133.61; Burke Building Center, Maintenance & Repairs-158.68; Burke True Value, Repairs & Maintenance-287.45; Burke Gazette, Publishing-205.69; Burke One Stop, LLC., Fuel-31.50; Connecting Point, Connect Care-66.00; First Fidelity Bank, ACH Processing Fee-25.00; Divine Concrete, Batting Cage Slab-12,699.00; Mike Glover, Reimbursement for Christmas Tree & Decorations-138.42; Golden West Communications, Phones, Internet and Fax-589.84; Gregory County Sheriff's Dept, Oct Contract-446.00; Karla Johnson Municipal Building Cleaning Contract -350.00; Jim's Garbage, Garbage Pick-Up-400.00; Koenig Lumber, Added Security Camera at CC-639.45; KWYR, Radio Spots-160.00; Main Street Auto Parts, Maintenance & Repairs-570.44; Nelson Machine & Welding, Tires-569.52; Office Products Center, Copier Contract & Supplies-87.01; US Postal Service, Stamps & Utility Postage-810.00; Runnings Supply, Inc., Supplies-6.99; Rosebud Farmers COOP, Propane & Repairs-474.35; Schoenfish & CO., 2022 Audit-12,000.00; SDML Workers Comp Fund, 2023 Renewal-8,822.00; SDML, 2023 Dues-962.49; SDML Police Chief's Association. 2023 Dues-96.00; Traffic Solutions Inc., Paint Yellow Line on Mainstreet-3,433.65; ULINE, Bike Racks for Burke Wellness Coalition-3,603.77; USBORNE, Books-266.33; Verizon Wireless, Police Phone-47.03; Visa, Books & Police Supplies-1,265.17; WellMark BC/BS, Health Insurance-3,651.16; Voyager Fleet Systems, Fuel-873.33; Tamara Larsen, Civic Center Cleaning Contract-1,000.00.

Electric Fund: City of Burke, Utilities-2,425.07; Blake Jacobsen, Utility Service Refund-20.14; SD State Treasurer, Sales Tax-2,401.46; Missouri River Energy Services, Power Purchases-2,234.78; Rosebud Electric COOP, Maint. Contract, Wheeling, Utilities & Repairs-4,733.89; WAPA, Power Purchases-11,877.42; SDML Electric Association. 2023 Dues-595.00; SD One Call, Message Fees-Oct-6.30.

Water Fund: City of Burke, Utilities-245.90; Core & Main LP, Supplies-1,088.39; Rosebud Electric COOP, Utilities-22.08; US Bank, Loan Payment 8th & 9th St-5,694.60; SD DANR, Water Samples-196.00; Tripp County Water Dist., Minimums-2,100.00; Bulk Water-6,676.41; Wells Utilities, Fix Water Leak-841.83.

Sewer Fund: Rosebud Electric COOP, Utilities-78.68.

Supt of Utilities:

The water loss for October was 8.42%. With 227,500 gallons lost. The City's meters and Tripp County Water's meters are not read on the same day.

Building Permits:

Building Permit #2021-11-8A for Brad Vosika was presented for renewal. Motion by Tyler Van Metre second by Wyatt Reis to approve renewing building permit #2021-11-8A of Brad Vosika to construct a 6' x 100' privacy fence at 501 Franklin St. Motion carried.

Street Sweeper:

Superintendent of Utilities, Wade Broome Has watched numerous videos on the broom attachment.

Regular Meeting November 14, 2022

He has also found a 2016 Elgin Street Sweeper that the City of Vermillion is selling on Purple Wave Auction. After some discussion, motion by Wyatt Reis, second by Megan Lindholm to approve Wade Broome to bid on the 2016 Elgin Street Sweeper on Purple Wave Auction. Motion carried. Wade and Wyatt will try to make a trip to Vermillion to inspect the sweeper.

Christmas Decorations for Mainstreet:

Discussion was held about replacing the Christmas Decorations on Mainstreet. The current ones are approximately 40years old & need replacing. Wade has checked on some prices & options. One option is the 12 days of Christmas and adding a lighted banner that reads Seasons Greetings on the south end of Main Street. The approximate cost of these is \$10,000 before shipping. The city has already received a donation of \$1,000 from a local citizen for the new decorations. Motion by Megan Lindholm, second by Tyler Van Metre to approve purchasing the 12 days of Christmas & Season Greetings decorations. Motion carried. It will take up to 6 months to receive the decorations. They will be first put up in 2023 Christmas season.

Police:

Chief Green gave his monthly report.

Chief Green asked for permission to attend one of the following training sessions in 2023. The training sessions are, Police Chiefs/Sheriffs Spring Conference and the other is Narcotics Training. Motion by Wyatt Reis, second by Andrew Steffen to approve Chief Green to attend one of the trainings of his choice. Motion carried.

Code Enforcement:

The property at 118 East 4th St has repaired their roof. The property at 220 East 3rd St still has done nothing to repair their roof. The property at 633 Franklin St still has done nothing to either fill in the hole in the ground or get it covered. The process will continue with both properties, the next step is the possibility of fining them a daily amount until the issues have been fixed.

Gregory County FFA Chapter:

Mollie Andrews and four of her students, William Sinkular, Sammy Parkis, Aubree Miller and Dori Bruns were in attendance. The four students make up the Ag issues team. They placed first at their district competition and will be heading to Pierre for the State competition. The team gave their presentation on the Gregory County Pump Storage Project. The students did a very good job and the council wished them luck at the State competition.

Economic Development:

The framing started for the house the BPPC is building.

Burke Wellness Coalition:

The Coalition decided not to attend this month's meeting. They will attend a meeting when they have more information.

Main Street Pop Up Demo – Kelsea Sutton:

Kelsea Sutton informed Finance Officer Mike Glover that she will be coming at a later date.

Employee Evaluation/End of Year Meeting Date:

After a brief discussion, motion by Wyatt Reis, second by Megan Lindholm to set a special meeting

for employee evaluations and end of year business for December 29th at 6:30 pm. Motion carried.

Health Insurance Finance Officer Renewal:

Finance Officer Mike Glover presented the council with the numbers for his health insurance through his wife’s employment. In 2022 the amount for Mike’s insurance was \$518.55 per month. In 2023 the amount would be \$539.92 per month. With Mike not taking the City’s insurance and going with his wife’s plan the city will save \$4,485.48 in 2023.

Motion by Tyler Van Metre, second by Megan Lindholm to approve paying Finance Officer, Mike Glover \$539.92 per month for health insurance for 2023 and to re-evaluate the situation in November 2023 when health insurance is up for renewal. Motion carried.

Civic Center Snow Removal:

After a brief discussion, the council has decided to put out to bid the snow removal of the sidewalks at the Civic Center. Motion by Megan Lindholm, second by Andrew Steffen to advertise for bids for the snow removal on the sidewalks at the Civic Center. Motion carried. The bids will be opened at the regular December meeting on the 12th.

Plat Approval for Highway Addition:

Finance Officer, Mike Glover presented the Plat of the Highway Addition for approval. After having City Attorney Rachelle Norberg review the plat. Motion by Wyatt Reis, second by Tyler Van Metre to approve Plat of the Highway Addition. Motion carried.

2022 Audit:

Finance Officer Mike Glover gave each Council Member and the Mayor a copy of the audit report for the years 2020 & 2021 from Schoenfish & Co., Inc. There were not any major findings other than the same one that is mentioned in every audit, the city has such a small staff, delegation of duties isn’t adequate. Almost every small city in the state has the same issue. Overall, the city is in very good financial shape.

Adjournment:

Mayor Wolf declared the meeting adjourned at 8:14 pm.

ATTEST:

Mike Glover, Finance Officer

JJ Wolf, Mayor