

Burke City Council
Regular Meeting
April 14, 2020

The regular meeting of the Burke City Council was called to order by Mayor Thomas Glover at 7:00 PM in the Municipal Building Meeting Room. Council members present were Wyatt Reis, Mark Green, Garry Wetzler, Vickie Dobesh, Megan Lindholm and Todd Halsne. Also present was Finance Officer Mike Glover, Supt. of Utilities Wade Broome and City Attorney Rachelle Norberg. Joining via phone, Justin Hatheway & Rich Stephens.

Approve Agenda:

Motion by Garry Wetzler, second by Mark Green to approve the agenda with the addition of Dog Days 2020. Motion carried.

Conflict of Interest:

Wyatt Reis on Burke Lake Mowing & Spraying bid opening.

Public Input:

Rachelle Norberg – Dog Days/Jack Broome.

Approve Minutes:

Minutes of the March 16, 2020 Regular Meeting:

Motion by Wyatt Reis, second by Megan Lindholm to approve the minutes of the March 16, 2020 Regular Meeting with correction of the spelling of "Reis" under Approve Reports. Motion carried.

Minutes of the March 25, 2020 Special Meeting:

Motion by Todd Halsne, second by Garry Wetzler to approve the minutes of the March 25, 2020 Special Meeting. Motion carried.

Minutes of the March 31, 2020 Special Meeting:

Motion by Mark Green, second by Wyatt Reis to approve the minutes of the March 31, 2020 Special Meeting. Motion carried.

Approve Reports:

Motion by Todd Halsne, second by Vickie Dobesh to approve the March, 2020 financial statement. Motion carried.

The March 2020 expense and revenue budget analysis and delinquent list were given for informational purposes.

Claims:

The claims were presented for approval. After some discussion motion by Garry Wetzler, second by Megan Lindholm to approve and authorize payment of claims presented by the

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Finance Officer with the addition of MRES not yet received. Motion carried.

Payroll: Finance Office-2,517.70; Electric-2,420.20; Police-1,444.45; Streets-2,618.63; Shop-2,493.60; Sewer-1,374.71; Library-699.73; First Fidelity Bank, WH & OASI-4,058.94; SD Retirement System- 1,737.74; AFLAC-67.21; Lincoln National Life Insurance Co.- 236.53; WellMark BC/BS – 582.10.

General Fund: Appera, Rugs & Air Freshners-105.00; Bartling Welding & Machine, Maintenance-57.05; Be Creative Advertising Services, Website Management-75.00; Book Systems, Inc., Renewal Library Software-995.00; Burke True Value, Repairs & Maintenance-67.12; Burke Gazette, Publishing-340.26; Center Point Large Print, Books-44.34; CHS, Diesel Fuel-494.30; First Fidelity Bank, ACH Processing Fee-25.00; Golden West Communications, Phones, Internet and Fax-328.67; Greens Grocery, Supplies-68.57; Gregory County Sheriff's Dept, Contract-2,375.00; INTEK Cleaning & Restoration, Civic Center-781.34; Karla Johnson Municipal Building Cleaning Contract -350.00; Jim's Garbage, Garbage Pick-Up-230.00; Jungle of Flowers, Flowers for 2 Funerals-87.33; KWYR Radio, Radio Spots-50.00; Main Street Auto Parts, Maintenance & Repairs-453.34; Steve & Lisa Mayer, Purchase DVDs for Library-205.00; Office Products Center, Copier Maintenance Contract & FO Supplies-112.99; Puetz Corporation, Civic Center Rebuild-209,382.65; SD Unemployment, 1st Quarter-11.83; Verizon Wireless, Police Phone-46.16; Visa, Library Books, Shop Repairs & Police Other-886.74; WellMark BC/BS, Health Insurance-4,595.65; Voyager Fleet Systems, Fuel-563.86.

Electric Fund: Border States Electric Supply, Supplies for School-213.82; Burke True Value, Repairs-12.58; Sue Chytka, Utility Service Refund-125.00; City of Burke, Utilities-2,527.68; Missouri River Energy Services, Power-6,095.80; Missouri River Energy Services, School Kits-398.72; Dakota Supply Group, Electric Supplies-1,272.74; Rosebud Electric Coop, Utilities, Wheeling & Contract-7,994.61; SD State One Call, Message Fees-9.45; SD State Treasurer, Sales Tax-2,990.11; Dept. of Energy, Power-12,762.33; Wesco Distribution, Inc., Electrical Supplies for School-682.50.

Water Fund: Burke Building Center, Postage for Water Samples (UPS)-164.64; Burke True Value, Repairs-251.45; City of Burke, Utilities-657.20; Core & Main LP, Water Meter-715.79; First National Bank, Loan Payment-1,372.19; Rosebud Electric COOP, Utilities-108.20; Runnings, Repairs-158.31; SD DENR, Water Samples-15.00; Tripp County Water Dist., Minimums-2,100.00; Bulk Water-3,786.75.

Sewer Fund: Burke True Value, Repairs-34.77; First National Bank, Loan Payment-2,642.52; Rosebud Electric COOP, Utilities-62.28.

Supt. of Utilities:

The water loss for February was 18.21%, with gallons lost at 306,420.

Building Permits:

Building Permit #2019-6-10A for Nicole Green was presented for an extension approval.

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Motion by Wyatt Reis, second by Todd Halsne to approve the extension of building permit #2019-6-10A of Nicole Green to construct a 20'x20' patio with pavers. Motion carried.

Public Hearing for Variance on Building Permit #2020-4-14A of Alec Brady:
Mayor Glover opened the public hearing at 7:17 pm. A description of what Mr. Brady would like to do was presented. Mr. Brady would like to construct a 12'x38' lean to on the west side of his house and put up a fence around $\frac{3}{4}$ of his property. With no one appearing or in opposition to the building permit variance, Mayor Glover closed the public hearing at 7:23 PM.

Building Permit #2020-4-14A for Alec Brady was presented for approval. Having collected the required signatures for the variance motion by Garry Wetzler, second by Mark Green to approve Building Permit #2020-4-16A of Alec Brady to construct a 12'x38' lean to on west side of house and to build a wood fence around $\frac{3}{4}$ of his property at 146 W 9th St. Motion carried.

Next Wade informed the Council that there will not be City wide clean up days this year, do to the COVID-19 pandemic and past abuse of the process.
The City of Burke will still be picking up **trees only** and the public is allowed to haul their own trees out to the pile of trees by the golf course. Tentative dates for tree pick up is May 7 & 8. Check the Burke Gazette for more information.

Vickie had a few items she would like Wade to check on.
Who is responsible for planting the grass back in the ditch next to the City Park where the County has done some work.
What happened to the old HVAC units that were taken off the roof at Civic Center. The City of Burke still owns these.
Check on the south side of the Library building there is a big gap between the sidewalk and building.
Check on the south west corner of Library building where some of the bricks have come loose.

The tree give away that was supposed to happen this Spring has been moved to the fall. A specific date has yet to be determined.

Code Enforcement:

Finance Officer Mike Glover gave an update to the Council. The house at 626 Jefferson St has been demolished. The house at 517 Jefferson St and 533 Main St will be demolished in the next 2 weeks. The Code Enforcement Officer will do an annual inspection of the entire town this spring.

Economic Development:

Nothing new at this time.

COVID-19 Update:

Mark Green gave an update on the COVID -19 pandemic. The Gregory County

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Commissioners amended their prior Resolution, clarifying a couple items.

The Council was in agreement to place a snow fence around the playground equipment at the City Park until the pandemic is over.

The Council also decided to stagger the worker schedule in the Finance Office, with an exception of when the monthly bills are being done.

Arbor Day Proclamation:

Finance Officer Mike Glover presented and Mayor Glover signed the 2020 Arbor Day Proclamation for the City of Burke. Motion by Todd Halsne, second by Vickie Dobesh to approve the 2020 Arbor Day Proclamation. Motion carried.

The City of Burke has recently been awarded Tree City USA for the 37th straight year.

Water Rates:

Motion by Mark Green, second by Vickie Dobesh to table the Water Rates until a later date after the COVID-19 pandemic is over. Motion carried.

Bid Opening for Surplus Old Snow Blower:

There was 1 bid submitted for the Snow Blower attachment for a skid steer.

Mayor Glover opened the bid. The bid was from Joe Schonebaum for \$2,750.

Motion by Vickie Dobesh, second by Wyatt Reis to accept the bid of Joe Schonebaum for the Snow Blower in the amount of \$2,750. Motion carried.

Burke Lake Mowing & Spraying Bid Opening:

Mayor Glover called for the bids to be opened. There was 1 bid received for the spraying and 4 bids received for the mowing.

The spraying bid was from Coach's Lawn Service for \$2,900.

The mowing bids were:

Lynn Kruse - \$4,449

Lonnie Klundt - \$4,590

Gene Opbroek - \$5,000

Coach's Lawn Service - \$6,000

After a lengthy discussion, motion by Garry Wetzler, second by Todd Halsne to reject all bids for the mowing and spraying at the Burke Lake and terminate the contract with the South Dakota Game, Fish & Parks, turning the maintenance of the Burke Lake back to the SD GF&P. Motion carried 4-1, with Reis abstaining.

Civic Center:

Work continues on the Civic Center. They are currently working on putting the roof on the gym. Things seem to be progressing nicely.

Police Department:

The Gregory County Sheriff's Department's Monthly Log was presented. Discussion was held about whether or not to advertise for a new Chief of Police or stick with the Sheriff's office for full time police enforcement. The Mayor informed the council that he has had

some one contact him that is interested in the Chief of Police position. They are certified and have experience.

Motion by Wyatt Reis, second by Vickie Dobesh to advertise for the Chief of Police position. Motion carried with Megan Lindholm abstaining.

Civic Center Re-Name:

Finance Officer Mike Glover informed the council that he has talked to Wade Broome about re-naming the Civic Center after Jack Broome. The council thought this was an excellent idea. Motion by Todd Halsne, second by Vickie Dobesh to re-name the Civic Center to the Jack Broome Community Civic Center. Motion carried.

A dedication ceremony will be planned. The City is hoping to have the dedication ceremony on the Friday of Dog Days, if Dog Days is still going to be held.

Dog Days:

Finance Officer Mike Glover informed the council that he has been receiving calls about the status of Dog Days during this time of the COVID-19 pandemic. After some discussion, as of right now Dog Days is still on but the situation will be closely monitored on a month by month basis. The Civic Center will be available for Dog Days.

Adjournment:

Mayor Glover declared the meeting adjourned at 8:47 pm.

ATTEST:

Mike Glover, Finance Officer

Thomas Glover, Mayor