

Burke City Council  
Regular Meeting  
December 9, 2019

The regular meeting of the Burke City Council was called to order by Mayor Thomas Glover at 7:01 PM in the Municipal Building Meeting Room. Council members present were Wyatt Reis, Mark Green, Garry Wetzler, Vickie Dobesh, Tyler Van Metre and Todd Halsne. Also present was Finance Officer Mike Glover, Superintendent of Utilities Wade Broome, David Baker, Rachelle Norberg, Ron Dockendorf and Charlene Juran.

**Approve Agenda:**

Motion by Tyler Van Metre, second by Mark Green to approve the agenda as presented. Motion carried.

**Conflict of Interest:**

None

**Public Input:**

None

**Approve Minutes:**

Minutes of the November 12<sup>th</sup>, 2019 Regular Meeting:

Motion by Garry Wetzler, second by Todd HalsneHhhh to approve the minutes of the November 12, 2019 Regular Meeting. Motion carried.

**Approve Reports:**

Motion by Mark Green, second by Tyler Van Metre to approve the November, 2019 financial statement. Motion carried.

The November 2019 expense and revenue budget analysis were given for informational purposes.

The November delinquent list was given for informational purposes.

**Claims:**

The claims were presented for approval. After some discussion motion by Wyatt Reis, second by Garry Wetzler to approve and authorize payment of claims presented by the Finance Officer with the addition of Missouri River Energy Services and Rosebud Electric Wheeling. Motion carried.

Payroll: Finance Office-2,387.61; Electric-2,362.89; Police-3,062.22; Streets-2,487.96; Shop-2,422.30; Sewer-1,297.02; Library-974.30; First Fidelity Bank, WH & OASI-4,237.62; SD Retirement System- 1,659.91; AFLAC-93.21; Lincoln National Life Insurance Co.- 190.38.

General Fund: ABC Controls, Civic Center Fire Alarm Monitoring-240.00; Appeara, Rugs & Air Freshners-70.00; Be Creative Advertising Services, Website Management-75.00; B & L Communications, Install New Light Bar on Police Pickup-238.85; Burke True Value, Repairs & Maintenance-322.90; Burke Gazette, Publishing-287.71; Burke Building Center, Maintenance & Repairs-620.51; Center Point Large Print, Books-44.34; Connecting Point, New Computer Library & Windows 10 Install FO Computers-2,562.40; CHS, Maintenance-22.64; CUSIP Service Bureau, 2020 Renewal-91.00; Jamie Hood, Library Christmas Decorations-78.66; First Fidelity Bank, ACH Processing Fee-25.00; Golden West Communications, Phones, Internet and Fax-338.11; David Green, Postage & Clothing Allowance-78.76; Greens Grocery, Supplies-51.72; Gregory County Sheriff's Dept, Contract-2,625.00; Karla Johnson Municipal Building Cleaning Contract -350.00; Jim's Garbage, Garbage Pick-Up-230.00; KWYR, Radio Spots-60.00; Main Street Auto Parts, Maintenance & Repairs-1,328.49; Nelson's Machine & Welding, Maintenance & Repairs-63.36; Gunvordahl, Gunvordahl, Norberg, Legal Fees-609.00; Office Products Center, FO Supplies-53.32; US Postal Service, Postage for Utility Bills-400.00; Prorate Services, LLC, Drug & Alcohol Testing Renewal-75.00; Puetz Corporation, Tornado Repairs-96,253.88; SD Property Management, Storage Container-1,000.00; SDML Police Chief's Assoc., 2020 Dues-95.85; SD DOT, Steel Poles for Radar Signs-497.29; Taylor Plumbing & Heating, Repair Shop Heater-502.69; Visa, Library Books & Police Equipment & Other-1,171.68; WelllMark BC/BS, Health Insurance-3,120.55; Voyager Fleet Systems, Fuel-806.98.

Electric Fund: City of Burke, Utilities-2,226.00; Missouri River Energy Services, Power Purchase Oct.-2,040.24; Missouri River Energy Services, Power Purchase Nov-12,019.82; Rosebud Electric Coop, Utilities, Wheeling, Contract & Repairs & Maintenance-5,917.43; SD One Call, Message Fees-9.45; SD State Treasurer, Sales Tax-2,005.43; SDML Electric Assoc', 2020 Dues-577.00; Dept. of Energy, Power-10,878.69; Wesco Distribution Inc., Meters & Supplies-1,531.25.

Water Fund: AWWA, 2020 Membership-208.00; City of Burke, Utilities-610.71; Rosebud Electric COOP, Utilities-113.94; SD DENR, Water Samples-15.00; Tripp County Water Dist., Minimums-2100.00; Bulk Water-3,726.00.

Sewer Fund: Rosebud Electric COOP, Utilities-242.68; SD DENR, Certificate Renewals-66.00; SDWWA, Membership Renewals-20.00.

### **Supt. of Utilities:**

Water loss for November was 10.50% with 173,908 gallons lost.

Ron Dockendorf met with the Council to discuss his concerns with Building Permit #2019-10-7B. One of his concerns was that when applying for a variance it is not required to have the property owners next to the land owner applying for a variance to sign the variance. After some discussion the Council thanked Ron for coming to the meeting and voicing his concerns.

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After a brief discussion the Council would like to amend the Build Permit Ordinance to require anyone applying for a variance to have to go through a public hearing so each side can voice their issues. Finance Office, Mike Glover will work on the amendment to the Building Permit Ordinance.

Supt. of Utilities, Wade Broome informed the Council that Brad Stangohr will be at the next regular meeting in January to provide an update and answer questions on the 8<sup>th</sup> & 9<sup>th</sup> Street project.

**Michaels Fence Quote:**

Mike presented the council with 3 quotes from Michaels Fence for repairing the damaged fences at the Little League Field, Softball Field and Big Baseball Field. The quotes are for fixing the damage of the green fence in right field of the Big Baseball Field, replacing the backstop fence at the Softball Field and replacing the outfield fence at Little League Field. The numbers for each quote are - \$4,948.00 – Green Fence, \$5,224 – Softball Field, \$3,603 – Little League Field. After some discussion, motion by Tyler Van Metre, second by Vickie Dobesh to approve the 3 quotes from Michaels Fence and have Mike budget for replacing the outfield fence at Softball Field in 2021. Motion carried.

Wade informed the Council there is a technical conference in Pierre in January that a couple of guys will be attending.

**Police Department:**

Chief Baker gave his monthly report.

Next Mr. Baker reported on some equipment he would like to purchase.

The first being a new laptop computer that can be placed in the pickup and used in the office. Some accessories with the laptop are a docking station in pickup and a pedestal system kit. The quote for all of this is \$2,798.17.

The second item is a Sig Sauer 9mm hand gun. The quote is \$463.66.

The third item is a Sig M400 Rifle with a Red Dot sight and a suppressor. The quote is \$1,773.81. Most of the equipment in the Police Department is outdated and needs updating. After some discussion, motion by Tyler Van Metre, second by Wyatt Reis to approve David Baker to purchase the laptop computer, hand gun and rifle with the added accessories. Motion carried.

**Code Enforcement:**

Mike has talked to Code Enforcement Officer Mike Olson about abating 2 houses. One at 518 Jefferson St and one at 533 Main St. Mr. Olson said everything is in place to have these house tore down.

Motion by Vickie Dobesh, second by Todd Halsne to proceed with the Code Enforcement process and abate the house at 518 Jefferson St. and 533 Main St. Motion carried.

**Economic Development:**

Nothing to report.

**Public Hearing for SRF Loan on Watermain Project on 8<sup>th</sup> St.:**

Mayor Glover opened the public hearing at 8:48. A description of the project was read

along with the loan amount and terms. A short discussion followed. Mayor Glover closed the hearing at 8:55.

Motion by Garry Wetzler, second by Tyler Van Metre to table the decision on the SRF loan until more information about the project can be obtained. Motion carried.

### **Civic Center:**

Finance Officer, Mike Glover provided a brief update on the Civic Center rebuild to the Council members not on the building committee.

Mike Glover provided 3 options from Puetz Corporation on the look of the exterior of the gym.

Option one is to have textureclad panels placed 42" up from ground and impressaclad panels the rest of the way to roof. This would be on the north and south side of gym and the east side of gym next to alley would be the standard metal rib panel.

Option two is to have textureclad panels placed 88" up from ground to match the existing brick and impressaclad panels the rest of the way to roof. This would be on the north and south side of gym and the east side of gym next to alley would be the standard metal rib panel.

Option three is to have textureclad panels placed 42" or 88" up from ground and impressaclad panels the rest of the way to the roof. This would be on the north and south side of gym and the east side of gym next to alley would be the standard metal rib panel. Plus replace the aggregate panels with the textureclad panels on the façade of the north, west and south side of the existing building.

After some discussion motion by Mark Green, second by Todd Halsne to select option three. To have textureclad panels placed 88" up from ground and impressaclad panels the rest of the way to the roof. This would be on the north and south side of gym and the east side of gym next to alley would be the standard metal rib panel. Plus replace the aggregate panels with the textureclad panels on the façade of the north, west and south side of the existing building. Motion carried 5-1 with councilperson Dobesh voting nay.

Next was discussion on the existing heating/cooling units at the Civic Center. Of the 2 smaller units that cover the existing west side of Civic Center 1 unit works and 1 was damaged in the tornado. The 2 big units are not currently hooked up. The 2 big units have been budgeted to be replaced in 2020. After some discussion motion by Wyatt Reis, second by Todd Halsne to replace all four units at the Civic Center and to have the 2 big units inspected to see if they were damaged in the tornado. Motion carried.

### **2019 Supplemental Appropriation Ordinance 2<sup>st</sup> Reading:**

Motion by Todd Halsne, second by Mark Green to approve the 2019 Supplemental Ordinance upon the second reading. Upon roll call vote; Wetzler-aye; Green-aye; Reis-aye; Halsne-aye; Dobesh-aye; Van Metre-aye. The 2019 Supplemental Appropriation Ordinance was passed and adopted on this 9<sup>th</sup> day of December, 2019.

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**Municipal Building Cleaning Contract Renewal:**

Municipal Building Cleaning Contract - Finance Officer Mike Glover has talked with Karla Johnson and she is fine with signing another 3-year contract for the same amount of \$350 per month.

Motion by Tyler Van Metre, second by Vickie Dobesh to renew the cleaning contract with Karla Johnson for the Municipal Building in the amount of \$350.00 per month for 3 years (2020, 2021 & 2022). Motion carried.

**Annual Report Workshop:**

Finance Officer Mike Glover asked the council for permission to attend the Annual Report Workshop in Pierre on January 8<sup>th</sup>, 2020.

Motion by Vickie Dobesh, second by Todd Halsne to approve Mike Glover attending the Annual Report Workshop on January 8<sup>th</sup>, 2019 in Pierre. Motion carried.

**Legislature Day at the Capitol:**

Finance Officer Mike Glover informed the council of the dates for the 2019 Municipal Day at the Legislature. The dinner is on February 4<sup>th</sup> and Legislature Day is February 5<sup>th</sup>.

**2020 Drug & Alcohol Program Renewal:**

Motion by Garry Wetzler, second by Vickie Dobesh to approve the 2020 drug and alcohol program renewal with Prorate Services, LLC. Motion carried.

**WAPA Contract:**

Finance Officer, Mike Glover presented the Council with Resolution #2019-12 to approve signing WAPA contract #19-UGPR-118.

Motion by Vickie Dobesh, second by Todd Halsne to approve Resolution #2019-12 authorizing the signing of WAPA contract #19-UGPR-118. Upon roll call vote; Wetzler-aye; Green-aye; Reis-aye; Halsne-aye; Dobesh-aye; Van Metre-aye. Resolution #2019-12 was passed on the 9<sup>th</sup> day of December, 2019. Motion carried.

**ABC Contract:**

Motion by Tyler Van Metre, second by Vickie Dobesh to approve the 2020 ABC contract for fire alarm monitoring system at the Civic Center. Motion carried.

**Adjournment:**

Mayor Glover declared the meeting adjourned at 9:33 PM.

**ATTEST:**

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Mike Glover, Finance Officer

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Thomas Glover, Mayor