

Burke City Council  
Regular Meeting  
November 9, 2020

The regular meeting of the Burke City Council was called to order by Mayor Thomas Glover at 7:07 PM in the Civic Center Meeting Room. Council members present were Wyatt Reis, Vickie Dobesh, Mark Benter and Todd Halsne. Tyler Van Metre joined via phone. Absent was Megan Lindholm. Also present was Finance Officer Mike Glover, Supt of Utilities Wade Broome, City Attorney Rachelle Norberg, Chief of Police Mark Green and Karla Johnson. Joining via the phone Mistie Drey, Kelsea Sutton, Billie Sutton and Dr. Megan Smith.

**Approve Agenda:**

Motion by Vickie Dobesh, second by Mark Benter to approve the agenda with the addition of Civic Center and Amendment A. Dobesh-aye, Reis-aye, Benter-aye & Van Metre-aye. Motion carried.

**Conflict of Interest:**

None.

**Public Input:**

None.

**Approve Minutes:**

Minutes of the October 13, 2020 Regular Meeting:

Motion by Tyler Van Metre, second by Wyatt ReisaHhhh to approve the minutes of the October 13, 2020 Regular Meeting. Dobesh-aye, Reis-aye, Benter-aye & Van Metre-aye. Motion carried.

**Approve Reports:**

Motion by Vickie Dobesh, second by Mark Benter to approve the October, 2020 financial statement. Dobesh-aye, Reis-aye, Benter-aye & Van Metre-aye. Motion carried.

The October 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 Vickie Dobesh, second by Wyatt Reis to approve and authorize payment of claims presented by the Finance Officer and the Rosebud Electric, Missouri River Energy Services, SD One Call and Verizon Wireless bills that have not come in yet. Dobesh-aye, Reis-aye, Benter-aye & Van Metre-aye. Motion carried.

Payroll: Finance Office-2,517.70; Electric-2,456.68; Police-354.27; Streets-2,959.49;

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Shop-2,493.59; Sewer-1,374.72; Library-514.90; First Fidelity Bank, WH & OASI-3,614.43; SD Retirement System- 1,803.16; AFLAC-67.21; Lincoln National Life Insurance Co.- 190.38.

General Fund: Appera, Rugs, Mops, Towels & Air Fresheners-313.76; Be Creative Advertising Services, Website Management-75.00; Blackstrap, Inc., Road Salt-1,982.30; Burke True Value, CC Supplies, Repairs & Maintenance-486.40; Burke Gazette, Publishing-203.19; Community Memorial Hospital, 2020 Donation-5,000.00; CHS, Fuel-1,011.41; First Fidelity Bank, ACH Processing Fee-25.00; Clarent, LLC, Credit Card Processing Fee-1.00; Golden West Communications, Phones, Internet and Fax-487.23; Green's Grocery, Supplies-32.17; Gregory County Sheriff's Dept, September Contract-3,855.00; Karla Johnson Municipal Building Cleaning Contract -350.00; Jim's Garbage, Garbage Pick-Up-300.00; Mary Kaupp, Refund-321.85; Kotab Kleaning, Carpet Cleaning-610.62; KWYR, Radio Spots-285.00; Main Street Auto Parts, Maintenance & Repairs & Shared Roof-5,494.02; Nelson's Machine & Welding, Maintenance & Repairs-38.68; Office Products Center, FO Supplies & Copier Contract-105.36; Rosebud Farmers COOP, Propane-300.37; SDML Workers Comp Fund, 2021 Renewal-8,063.00; SDML, 2021 Dues-847.33; SDML Finance Officers Association, 2021 Dues-40.00; SDML Police Chief's Assoc, 2021 Dues-95.85; SDML Code Enforcement Assoc, 2021 Dues-40.00; SDML Street Maint. Assoc., 2021 Dues-35.00; SDML Human Resources Assoc, 2021 Dues-25.00; Pat Vaughn, Clothing Allowance-150.00; Verizon Wireless, Police Phone-47.17; Visa, Library Books & Police Equipment-1,492.20; WellMark BC/BS, Health Insurance-3,120.55; Voyager Fleet Systems, Fuel-292.33; Jessie Eliason, Civic Center Cleaning Contract-500.00; Jamie Hood, Civic Center Cleaning Contrct-500.00; WW Tire Service, Inc., Tires-519.08.

Electric Fund: City of Burke, Utilities-2,702.86; Missouri River Energy Services, Power Purchases-3,604.53; Rosebud Electric, Maint. Contract, & Repairs-6,015.91; Joesph Reiser, Utility Service Refund-125.00; SD State Treasurer, Sales Tax-2,377.35; WAPA, Power Purchase-13,164.06; WESCO Distribution, Inc., Electric Meters-1,355.00; Wade Broome, Clothing Allowance-75.00.

Water Fund: City of Burke, Utilities-287.9; Rosebud Electric COOP, Utilities-23.16; SD DENR, Water Samples-15.00; Tripp County Water Dist., Minimums-2,100.00; Bulk Water-6,302.25; Wells Utilities, Fix Water Leak-382.65.

Sewer Fund: Rosebud Electric COOP, Utilities-121.32; Waded Broome, Clotting Allowance-75.00.

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

The water loss for October was 10.24%. With 286,695 gallons lost.

Surplus 2003 New Holland LS 170 Skid Steer Loader:

### **Surplus Equipment Resolution #2020-11**

The surplus equipment resolution #2020-11 was offered by Vickie Dobesh and second by Todd Halsne and is as follows:

**WHEREAS**, the Burke City Council has determined that the following equipment is no longer needed, necessary or suitable for the purpose for which it was acquired:

**THEREFORE, BE IT RESOLVED**, that the Burke City Council has declared the 2003 New Holland LS 170 Skid Steer Loader surplus and appraise the value of the Loader at \$10,000 minimum and offer to the public by sealed bid. Upon roll call vote, Dobesh-aye; Van Metre-aye; Benter-aye; Reis-aye; Halsne-aye; Resolution #2020-11 was passed and adopted on this 9<sup>th</sup> day of November, 2020. The City Council will open the sealed bids during the regular meeting on December 14<sup>th</sup>, 2020.

**Police:**

Chief Green gave his monthly report. The Council really liked the format that Chief Green presented his information.

Next Chief Green gave the Council a list of equipment that needs to be surplus. All the equipment is not used and/or obsolete. The equipment is, desktop computer, old radios, old light control boxes, bag of toilet paper holders, old uniforms & coats, typewriter, NOAA weather radio, 3 film type cameras, flip style cell phone, 1953 dictionary, radar gun, writeable CDs, bingo games, laptop, 8mm video tapes, old ballistic vests & baseball.

**Surplus Equipment Resolution #2020-11.1**

The surplus equipment resolution #2020-11.1 was offered by Wyatt Reis and second by Mark Benter and is as follows:

**WHEREAS**, the Burke City Council has determined that the following equipment is no longer needed, necessary or suitable for the purpose for which it was acquired:

**THEREFORE, BE IT RESOLVED**, that the Burke City Council has declared the desktop computer, old radios, old light control boxes, bag of toilet paper holders, old uniforms & coats, typewriter, NOAA weather radio, 3 film type cameras, flip style cell phone, 1953 dictionary, radar gun, writeable CDs, bingo games, laptop, 8mm video tapes, old ballistic vests & baseball surplus and having no value. Upon roll call vote, Dobesh-aye; Van Metre-aye; Benter-aye; Reis-aye; Halsne-aye; Resolution #2020-11.1 was passed and adopted on this 9<sup>th</sup> day of November, 2020.

**Code Enforcement:**

Finance Officer, Mike Glover presented the Council with two updated reports from our Code Enforcement Officer.

**Splash Pad Committee:**

Mistie Drey, Kelsea Sutton, Billie Sutton & Dr. Megan Smith met with the Council to discuss the possibility of placing a splash pad on the north end of the City Park. The committee is asking for permission to move forward with the design phase of putting in a splash pad. The committee has enough money to pay for the design portion of the project and isn't looking for any financial help at this time. They plan to apply for grants and host

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fundraisers. After some discussions the council thought the splash pad is a good idea. Motion by Vickie Dobesh, second by Tyler Van Metre to approve the Splash Pad Committee to move forward with the design phase. Dobesh-aye; Van Metre-aye; Benter-aye; Reis-aye; Halsne-aye. Motion carried.

**First Fidelity Bank Streetscape Project:**

Kelsea Sutton met with the Council to discuss the possibility of installing a handicapped accessible bump out in the middle of the First Fidelity Bank block. The bump out could be decorated with various items like a tree, benches, flower pots and trash cans. The Council and Superintendent of Utilities, Wade Broome had some questions about how the bump out would affect the drainage when the City received a heavy rain. A few other questions were asked from the Council. Kelsea will do some checking on the concerns from the Council and report back to the Council at a later date.

**Health Insurance:**

After a brief discussion, motion by Vickie Dobesh, second by Tyler Van Metre to approve the WellMark Enhanced Blue 1500 health insurance plan for 2021. Dobesh-aye; Van Metre-aye; Benter-aye; Reis-aye; Halsne-aye. Motion carried.

Next Finance Officer, Mike Glover asked the Council if he could opt out of the City health insurance. Mike would like to join his wife's health insurance at the bank. Mike also asked if the City would pay for the amount it would cost to add him to his wife's plan. It would cost the City \$734.18 per month for Mike on the City's plan and it will cost \$378.11 per month to be added to his wife's plan. To receive the full \$378.11 per month the amount needed before taxes are taken is \$498.11. If the City agrees to pay Mike the \$498.11 to cover his insurance at the bank the City would save approximately \$2,832.84 a year. Motion by Vickie Dobesh, second by Wyatt Reis approve paying Finance Officer, Mike Glover \$498.11 per month for health insurance for 2021 and to re-evaluate the situation every November when health insurance is up for renewal. Dobesh-aye, Van Metre-aye, Halsne-aye, Reis-aye. Motion carried with Benter abstaining.

**2020 Supplemental Appropriation Ordinance 1<sup>st</sup> Reading:**

The 2020 Supplemental Appropriation Ordinance was presented to the Council for the first reading. After a brief discussion and Finance Officer Mike Glover going over each line item with the Council, motion by Mark Benter, second by Todd Halsne to approve the first reading of the 2020 Supplemental Appropriation Ordinance. Dobesh-aye; Van Metre-aye; Benter-aye; Reis-aye; Halsne-aye. Motion carried. The second reading will be held at the December 14<sup>th</sup>, 2020 regular meeting.

**Special Maintenance Fee:**

Discussion was held on the possibility of implementing a Special Maintenance Fee to help with costs of improving the City streets. No action was taken at this time.

**Employee Evaluation Date:**

The Council set the date for employee evaluations to be on December 7, 2020 at 6 pm.

**Water Rate Ordinance 15-3-37.7:**

Water rate Ordinance 15-3-37.7 was presented to the Council for the first reading. Motion by Todd Halsne, second by Mark Benter to approve the first reading of Water Rate Ordinance 15-3-37.7. Dobesh-aye; Van Metre-aye; Benter-aye; Reis-aye; Halsne-aye. Motion carried. The second reading will be held at the December 14<sup>th</sup>, 2020 regular meeting.

**COVID-19:**

Finance Officer, Mike Glover has learned that the meeting expense for any special meeting that was called because of COVID-19 is reimbursable. The only stipulation is that the City must pay the expense before they can be reimbursed. Motion by Vickie Dobesh, second by Todd Halsne to approve paying the Council, Mayor, Finance Officer and Superintendent of Utilities for attendance to the special meetings related to COVID-19. Dobesh-aye; Van Metre-aye; Benter-aye; Reis-aye; Halsne-aye. Motion carried. There were five special meetings held on COVID-19.

**Surplus Civic Center Tables & Chairs:**

Finance Officer, Mike Glover asked the Council what they would like to do with the old brown 8' tables and old wooden folding chairs that came out of the Civic Center. The chairs are the ones that were in the old auditorium and the table are the brown heavy ones that rarely get used.

**Surplus Equipment Resolution #2020-11.2**

The surplus equipment resolution #2020-11.2 was offered by Wyatt Reis and second by Todd Halsne and is as follows:

**WHEREAS**, the Burke City Council has determined that the following equipment is no longer needed, necessary or suitable for the purpose for which it was acquired:

**THEREFORE, BE IT RESOLVED**, that the Burke City Council has declared the old brown 8' tables and old wooden folding chairs surplus and having no value. Upon roll call vote, Dobesh-aye; Van Metre-aye; Benter-aye; Reis-aye; Halsne-aye; Resolution #2020-11.2 was passed and adopted on this 9<sup>th</sup> day of November, 2020. The tables and chairs will be offered to the public at no cost.

**Commercial Refrigerator:**

No one has offered to purchase the commercial refrigerator for \$400. The Council can now sell it to anyone at any price. Brad and Tela Hutchison had put a bid in on the frig for \$106. The City will contact them and see if they would like to purchase it.

**Civic Center Front Doors:**

Finance Officer, Mike Glover has talked with the Burke Building Center about the front doors and they suggest replacing the weather stripping and door sweeps and see how that works before ordering new doors. Vern has come down and adjusted the closure and now it works really well. The Council was in agreement to replace the two items before buying new doors.

**Amendment A:**

City Attorney Rachelle Norberg informed the Council that she is looking into regulations for people wanting to open shops to sell Marijuana. Which they cannot do yet.

**Adjournment:**

Mayor Glover declared the meeting adjourned at 9:26 pm.

**ATTEST:**

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Mike Glover, Finance Officer

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Thomas Glover, Mayor