

Regular Meeting May 8, 2023

Burke City Council
Regular Meeting
May 8, 2023

The regular meeting of the Burke City Council was called to order by Mayor JJ Wolf at 7:01 PM in the Municipal Building Meeting Room. Council members present were Tyler Van Metre, Andrew Steffen, Mark Benter, Megan Lindholm, Wyatt Reis, & Todd Halsne. Also present was Finance Officer Mike Glover, City Attorney Rachelle Norberg, Chief of Police Mark Green, Superintendent of Utilities Wade Broome, Kelsea Sutton, Mistie Drey, Ann Schwader, Tom Glover & Becky Jones.

Mayor Wolf led the group in the Pledge of Allegiance

Approve Agenda:

Motion by Megan Lindholm, second by Todd Halsne to approve the agenda as presented. Motion carried.

Conflict of Interest:

None

Public Input:

None.

Approve Minutes:

Minutes of the April 13, 2023 Regular Meeting:

Motion by Wyatt Reis, second by Mark BenteraHhhh to approve the minutes of the April 13, 2023 Regular Meeting. Motion carried.

Minutes of the April 20, 2023 Special Meeting:

Motion by Mark Benter, second by Megan Lindholm to approve the minutes of the April 20, 2023 Special Meeting. Motion carried.

Approve Reports:

Motion by Tyler Van Metre, second by Megan Lindholm to approve the April 2023 financial statement. Motion carried.

The April 2023 expense and revenue budget analysis lists were given for informational purposes.

Claims:

The claims were presented for approval. After some discussion motion by Megan Lindholm, second by Wyatt Reis to approve and authorize payment of claims presented by the Finance Officer with the addition of the WAPA, MRES, Rosebud Electric, SD One Call & SD DANR bills yet to be received. Motion carried.

Payroll: Finance Office-3,385.56; Electric-2,645.73; Police-2,304.18; Streets-3,331.45; Shop-2,957.16; Sewer-1,699.20; Library-822.37; First Fidelity Bank, WH & OASI- 5,275.61; SD Retirement System- 2,848.67; AFLAC-67.21; Lincoln National Life Insurance Co.- 190.38; WellMark BC/BS-930.18.

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General Fund: Appera, Rugs, Mops, Towels & Air Fresheners-295.67; Be Creative Advertising Services, Website Management-75.00; Borns Group, Inc., Park Camping Forms-1,467.57; Brosz Engineering, Street Sealing Bid Process-2,000; Bruns Market, Supplies-36.14; Burke Building Center, Maintenance & Repairs-319.90; Burke True Value, Repairs & Maintenance-262.61; Burke Gazette, Publishing-389.90; Burke Golf Club, Annual Donation-1,500; Burke Ambulance Department, Annual Donation-5,000.00; Burke One Stop, Inc., Fuel-37.31; Community Memorial Hospital, Donation Payment 5 of 5-\$5,000.00; Connecting Point, Connect Care & Firewall Install-1,182.10; First Fidelity Bank, ACH Processing Fee-25.00; Golden West Communications, Phones, Internet and Fax-478.05; Gregory County Sheriff's Dept, April Contract-1,119.00; Karla Johnson Municipal Building Cleaning Contract-450.00; Jim's Garbage, Garbage Pick-Up-400.00; Johnson Auto Repair, Tire Repair-20.00; Koenig Lumber, Repair DVR Recorder in FO Office-129.00; KWYR, Radio Spots-50.00; The Lodge at Deadwood, Rooms for Police Convention-168.00; Main Street Auto Parts, Maintenance & Repairs-682.87; Nelson Machine & Welding, Repairs-302.44; Office Products Center, Copier Contract & Supplies-51.85; Opperman, Inc., Sand-94.25; Rosebud Farmers COOP Association, Propane-15.00; Runnings Supply, inc., Grass Seed & Lawn Sweeper-519.98; Taylor Plumbing & Heating, Repair Police Heating Unit-1,780.64; Amanda Vasquez, Library Supplies-65.46; Van Diest Supply Company, Mosquito Spray-1,361.25; Verizon Wireless, Police Phone-49.60; Visa, Police Supplies-195.09; WellMark BC/BS, Health Insurance-3,924.60; Voyager Fleet Systems, Fuel-939.95; Tamara Larsen, Civic Center Cleaning Contrct-1,000.00; Hanson Construction, 30% Down for New City Shop-90,629.76.

Electric Fund: City of Burke, Utilities-3,138.16; SD One Call, April Message Fees-4.20; SD State Treasurer, Sales Tax-3,353.57; Missouri River Energy Services, Power Purchases-8,308.32; Rosebud Electric COOP, Maint Contract, Repairs & Wheeling-5,275.24; WAPA, Power Purchases-14,036.62.

Water Fund: City of Burke, Utilities-629.15; Core & Main, Water Supplies-482.47; Rosebud Electric COOP, Utilities-127.96; SD DANR, Water Samples-15.00; US Bank, Loan Payment-5,694.60; Tripp County Water Dist., Minimums-2,100.00; Bulk Water-5,550.09.

Sewer Fund: Rosebud Electric COOP, Utilities-107.46.

Adjournment:

Mayor Wolf declared the old council adjourned at 7:08 PM.

Council President Wyatt Reis re-convened the new council at 7:08 PM.

Executive Session:

Motion by Tyler Van Metre, second by Todd Halsne to go into executive session at 7:09 PM to discuss personnel. Motion carried.

Council President Wyatt Reis declared executive session over at 7:20 PM with the following action taken; motion by Maegan Lindholm, second by Todd Halsne to appoint Thomas Glover as Mayor for a 1-year term starting with tonight's meeting. Motion carried with a 4-2 vote. Reis & Van Metre voted nay.

Oath of Office:

Finance Officer Mike Glover administered the oath of office to New Mayor Thomas Glover. The oath of office was signed by Thomas Glover and he was seated as Mayor for a one-year term.

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Mayor Glover administered the oath of office to Todd Halsne-Ward I, Wyatt Reis-Ward II and Mark Benter-Ward III. The oath of office was signed by each alderman and each was officially seated as alderman of their respective wards for a two-year term.

Council Appointments:

Council President: Motion by Megan Lindholm, second by Mark Benter to elect Wyatt Reis Council President. Motion carried.

Council Vice President: Motion by Wyatt Reis, second by Todd Halsne to elect Tyler Van Metre Council Vice President. Motion carried.

Motion by Tyler Van Metre, second by Mark Benter to approve the following appointments by Mayor Glover. Motion carried.

Council President	Wyatt Reis
Council Vice-President	Tyler Van Metre
Finance Officer	Mike Glover
Supt of Utilities	Wade Broome
Chief of Police	Mark Green
City Attorney	Gunvordahl, Gunvordahl & Norberg
Health Officer	Dr. Megan Smith
Official Newspaper	Burke Gazette
Official Depository	First Fidelity Bank, Burke, SD SD Public Funds Investment Trust, Pierre, SD

Council Committees:

Motion by Tyler Van Metre, second by Todd Halsne to approve the following committee assignments made by Mayor Glover. Motion carried.

Library	<u>Megan Lindholm</u> , Todd Halsne, Tyler Van Metre
Parks & Recreation	<u>Mark Benter</u> , Tyler Van Metre, Andrew Steffen,
Electric, Water, Sewer	<u>Wyatt Reis</u> , Andrew Steffen, Mark Benter
Public Buildings	<u>Tyler Van Metre</u> , Todd Halsne, Megan Lindholm,
Street & Alley	<u>Wyatt Reis</u> , Andrew Steffen, Mark Benter
Liquor	<u>Todd Halsne</u> , Megan Lindholm, Wyatt Reis,
Personnel	<u>Megan Lindholm</u> , Todd Halsne, Wyatt Reis, Andrew Steffen, Tyler Van Metre, Mark Benter

Supt of Utilities:

The water loss for April was 8.20%. With 184,300 gallons lost.

Building Permits:

Building Permit #2023-5-8A for Matthew Petersen was presented for approval. Since the greenhouse was constructed before the building permit was approved a \$50 additional fee was added to the original \$25 fee. Motion by Tyler Van Metre, second by Mark Benter to approve building permit #2023-5-8A of Matthew Petersen to construct a 30'x40'

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greenhouse at 933 Jackson St. Motion carried.

Building Permit #2023-5-8B for Jada Sundquist was presented for approval. Motion by Wyatt Reis, second by Megan Lindholm to approve building permit #2023-5-8B of Jada Sundquist to replace her current lawn shed with a 16'x20' lawn shed at 425 E 7th St. Motion carried.

Building Permit #2023-5-8C for Richard Hoffman was presented for approval. Motion by Tyler Van Metre, second by Andrew Steffen to approve building permit #2023-5-8C of Richard Hoffman to construct a 12'x20' addition to the west side of the shop at 126 W 7th St. Motion carried.

Spraying & Aerating of Ballfields:

Finance Officer Mike Glover presented an estimate from Coach's Lawn Service to aerate, fertilize & weed control all 3 ball fields. The estimate was \$2,088.86. After some discussion. Motion by Tyler Van Metre, second by Megan Lindholm to approve Coach's Lawn Service's estimate for just fertilizing & weed control for all 3 ballfields (\$1,548.86) for a 1-time application & to not aerate the 3 ballfields. Motion carried.

AMI:

The city has received a quote from Eaton who supplies the equipment for MRES. The quote is \$195,104.00. Before making a decision, a couple items need to be clarified.

Police:

Chief Green gave his monthly report.

Donation for Hydrant Markers:

The Burke Fire Department is purchasing fire hydrant markers & are asking the city to donate money to help pay for the markers. They are asking for ¼ of the cost, which is \$550.00. Motion by Tyler Van Metre, second by Mark Benter to approve paying for ¼ of the cost to purchase fire hydrant markers. Motion carried.

DARE Agreement:

After a brief discussion, motion by Mark Benter, second by Todd Halsne to authorize Chief Green to enter into an agreement with the Gregory County Sheriff's Office to handle the DARE program for Burke any other communities in Gregory County that do not have their own DARE program. Motion carried.

Potential Baseball Committee:

JJ Wolf met with the council to inform them that the Little League is going to form a Baseball Committee. This has previously been discussed & the council is in favor of the committee being formed.

Code Enforcement:

The Spring review will be happening next week.

Economic Development:

Pop Up Demonstration:

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Kelsea Sutton met with the council to discuss doing a Curb Bump Out Pop Up demonstration on the south east corner of 8th & Main St, Thrive Chiropractic location. The demonstration would be for 2-5 days in May or June and will show what a bump out would look like.

Motion by Tyler Van Metre, second by Megan Lindholm to give permission to Kelsea Sutton to do the pop-up demonstration. Motion carried 5-1, with Reis voting nay.

City Park Camping:

Discussion was held about camping at the city park. Kelsea Sutton has put together a survey asking about camping in the city park. She would like to post the link in an article in the paper & have it put on the City's Facebook page. After a lengthy discussion, motion by Tyler Van Metre, second by Andrew Steffen to move forward with survey as presented. Roll call vote; Van Metre-aye, Lindholm-aye, Benter-nay, Reis-nay, Halsne-nay & Steffen-aye. Vote was 3-3. Mayor Glover broke the tie voting aye. The survey will run for 3 weeks.

Solid Waste Permit Renewal:

Finance Officer Mike Glover informed the council that it was time to renew the solid waste permit. Nothing has ever been developed on the land that was designated for the solid waste dump. It does not cost anything at this time to renew the permit. The area would need to be developed before the city can use it. After some discussion motion by Wyatt Reis, second by Mark Benter to renew the solid waste permit. Roll call Van Metre-nay, Lindholm-nay, Benter-aye, Reis-aye, Halsne-nay & Steffen-aye. Vote was 3-3. Mayor Glover broke the tie voting aye.

Quote for Adding Security to Library WIFI:

Mike presented a quote from Connecting Point to add security to the Library WIFI & adding a bigger port switch. The quote was for \$1,271.10. Motion by Tyler Van Metre, second by Wyatt Reis to approve the quote from Connecting Point to add security to the Library WIFI. Motion carried.

Quote from American Legal Publishing:

The zoning ordinances are not part of the new ordinances that are available on the City's website. Mike has contacted representatives from American Legal Publishing about this. It seems to be they did not inform the city that adding the zoning ordinances would put them over the number of pages allowed for the price we were quoted. So, they left them out, but never told the city. The cost to add the zoning ordinances, which is 88 pages would be from \$1,800 to \$2,400 plus shipping & handling. After some discussion motion by Megan Lindholm, second by Mark Benter to authorize city attorney, Rachelle Norberg to call American Legal Publishing and negotiate a price. Motion carried.

Abatement of Taxes:

There was an error on a property owner's taxes. Their property was listed as Ag land instead of Owner Occupied. Motion by Wyatt Reis, second by Mark Benter to approve the abatement of taxes that were presented. Motion carried.

Annual Authorization to Pay Bills:

Motion by Wyatt Reis, second by Todd Halsne to authorize the Finance Officer and Mayor to pay payroll and all regular monthly bills in a timely manner to avoid penalties and take advantage of discounts and pay the following end of month bills: WellMark BC/BS-Health

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Insurance; Lincoln Financial-Life Insurance; AFLAC-Insurance; First Fidelity Bank-ACH Processing Fee; Tamara Larsen-Civic Center Cleaning Contract; Karla Johnson-Municipal Building Cleaning Contract; David Indahl-Ball Field Mowing Contract; and SD One Call. Motion carried.

2023-2024 Malt Beverage License Renewal Applications:

Motion by Megan Lindholm, second by Mark Benter to approve the 2023-2024 on-off sale malt beverage license for Burke Pump N Stuff. Motion carried.

The Burke One Stop has decided to not renew their malt beverage license, as they are going to close on May 19th, 2023.

Michael’s Fence Quote:

Mike presented 2 quotes from Michael’s Fence. One is for the 10’ chain link fence around part of the new basketball court, total of 212’ - \$19,709.00 & the other is for replacing the backstop at the Little League Field - \$9,147.00.

Motion by Megan Lindholm, second by Todd Halsne to approve the quote from Michael’s Fence for installation of 212’ of 10’ high chain link fence around a portion of the new basketball court. Motion carried.

Motion by Tyler Van Metre, second by Mark Benter to approve the quote from Michael’s Fence to replace the chain link back stop at the Little League field. Motion carried.

Adjournment:

Mayor Glover declared the meeting adjourned at 9:21 pm.

ATTEST:

Mike Glover, Finance Officer

Thomas Glover, Mayor