

Regular Meeting May 10, 2021

Burke City Council  
Regular Meeting  
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The regular meeting of the Burke City Council was called to order by Mayor Thomas Glover at 7:01 PM in the Civic Center Meeting Room. Council members present were Megan Lindholm, Wyatt Reis, Mark Benter, Todd Halsne, Tyler Van Metre and Vickie Dobesh. Also present was Finance Officer Mike Glover, Superintendent of Utilities Wade Broome, City Attorney Rachelle Norberg, Chief of Police Mark Green, JJ Wolf, Mistie Drey, Kelsea Sutton, Billie Sutton, Tanya Broome, Rose Wolf, Brad Stangohr, Jody Johnson and Suzette Johnson.

Mayor Glover lead the group in the Pledge of Allegiance

**Approve Agenda:**

Motion by Vickie Dobesh, second by Todd Halsne to approve the agenda with the addition of Signature Cards. Motion carried.

**Conflict of Interest:**

None.

**Public Input:**

Mistie Drey spoke about having the City look into purchasing Audio/Video equipment for Council meetings. Council asked Finance Officer Mike Glover to check into the cost of an audio system.

**Approve Minutes:**

Minutes of the April 12, 2021 Regular Meeting:

Motion by Mark Benter, second by Tyler Van MetreaHhhh to approve the minutes of the March 8, 2021 Regular Meeting with the following amendments; Under Code Enforcement move "Abstaining Wyatt Reis" from the motion on the property at 741 Washington St to the motion on approving sending letters to the 15 property owners and under the Baseball Filed Maintenance change "big Baseball filed" to "big baseball field". Motion carried.

**Approve Reports:**

Motion by Wyatt Reis, second by Mark Benter to approve the April 2021 financial statement. Motion carried.

The April 2021 expense and revenue budget analysis lists were given for informational purposes.

**MRES Settlement Money:**

Mike Glover asked what the wishes of the Council was regarding the \$34,500.43 the City received from Missouri River Energy Services for a lawsuit settlement.

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Motion by Tyler Van Metre, second by Wyatt Reis to transfer the money into the Electric Reserve Fund. Motion carried.

**Claims:**

The claims were presented for approval. After some discussion motion by Vickie Dobesh, second by Megan Lindholm to approve and authorize payment of claims presented by the Finance Officer with the addition of the SD One Call, Rosebud Electric Maintenance Contract & Wheeling, Missouri River Energy Services and Western Area Power Administration bills that have not come in yet. Motion carried.

Payroll: Finance Office-2,969.05; Electric-2,577.48; Police-2,243.04; Streets-2,710.44; Shop-2,568.45; Sewer-1,427.87; Library-620.34; First Fidelity Bank, WH & OASI-4,502.21; SD Retirement System- 2,412.00; AFLAC-67.21; Lincoln National Life Insurance Co.- 190.38; WellMark BC/BS - 477.77.

General Fund: Appera, Rugs, Mops, Towels & Air Fresheners-249.84; Anson Insurance Services, Public Surety Bond-560.00; Be Creative Advertising Services, Website Management-75.00; Book Systems, Inc., Library Software Renewal-995.00; Bruns Market, Supplies-39.98; Burke Building Center, Maintenance-12.99; Burke True Value, Repairs & Maintenance-257.03; Burke Gazette, Publishing-436.84; Connecting Point, New Computers & Antivirus Renewal-4,722.70; First Fidelity Bank, ACH Processing Fee-25.00; Golden West Communications, Phones, Internet and Fax-491.33; Gregory County Sheriff's Dept, March Contract-943.00; Karla Johnson Municipal Building Cleaning Contract -350.00; Jim's Garbage, Garbage Pick-Up-230.00; Koenig Lumber, Security Cameras & Install Civic Center-2,401.66; Main Street Auto Parts, Maintenance & Repairs-599.61; Office Products Center, FO Supplies & Copier Contract-537.48; Planning & Development District III, Administration of the BBB Grant-1,500.00; SDML Finance Officer's Assoc., 2021 School-75.00; SDML Human Resources Assoc., 2021 School-50.00; Verizon Wireless, Police Phone-47.22; Visa, Books-516.91; WellllMark BC/BS, Health Insurance-3,361.04; Voyager Fleet Systems, Fuel-497.50; Jessie Eliason, Civic Center Cleaning Contract-500.00; Jamie Hood, Civic Center Cleaning Contrct-500.00.

Electric Fund: City of Burke, Utilities-1,974.32; SD State Treasurer, Sales Tax-2,682.25.

Water Fund: City of Burke, Utilities-408.30; Purvis Electric, Work on Water Pump-72.70; Rosebud Electric COOP, Utilities-88.52; SD DENR, Water Samples-15.00; Tripp County Water Dist., Minimums-2,100.00; Bulk Water-4,920.24.

Sewer Fund: Rosebud Electric COOP, Utilities-136.08.

**Adjournment:**

Outgoing Mayor Thomas Glover declared the old council adjourned at 7:19 PM. Incoming Mayor JJ Wolf Re-Convended the new council at 7:20 PM.

**Oath of Office:**

Outgoing Mayor Glover administered the oath of office to New Mayor JJ Wolf. The oath of

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office was signed by JJ Wolf and he was seated as Mayor for a two-year term.

Mayor Wolf 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 ORGNIZATION AND APPOINTMENTS:**

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

Motion by Wyatt Reis, second by Mark Benter to approve Mayor Wolf's appointments of the following personnel and committees. Motion carried.

Library	<b><u>Todd Halsne</u></b> , Vickie Dobesh, Mark Benter,
Parks & Recreation	<b><u>Tyler Van Metre</u></b> , Vickie Dobesh, Todd Halsne,
Electric, Water, Sewer	<b><u>Megan Lindholm</u></b> , Mark Benter, Wyatt Reis,
Public Buildings	<b><u>Vickie Dobesh</u></b> , Todd Halsne, Mark Benter,
Street & Alley	<b><u>Tyler Van Metre</u></b> , Megan Lindholm, Wyatt Reis,
Liquor	<b><u>Todd Halsne</u></b> , Megan Lindholm, Wyatt Reis,
Personnel	<b><u>Wyatt Reis</u></b> , Mark Benter, Megan Lindholm, Todd Halsne, Vickie Dobesh, Tyler Van Metre
Council President	Wyatt Reis
Council Vice-President	Vickie Dobesh
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

### **Supt of Utilities:**

The water loss for April was 19.83%. With 395,000 gallons lost.

### **Building Permit:**

Tanya Broome, owner of Stella's was present to explain what they are wanting to do to Stella's. She handed out a drawing of the plans to all the Council members. Building Permit #2021-5-10A for Stella's was presented for approval. Motion by Tyler Van Metre, second by Megan Lindholm to approve building permit #2021-5-10A of Stella's to construct an addition of an enclosed & covered patio and a new fence to the north of the building. Motion carried with Mark Benter Abstaining.

### **Bucket Truck Bid Opening:**

Mayor Wolf opened the only bid for the 2019 F550 Bucket Truck. The bid was from Altec Industries, Inc. for \$122,850.00 which includes delivery to Burke.

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Motion by Vickie Dobesh, second by Todd Halsne to accept the bid of Altec Industries, Inc. for the 2019 F550 Bucket Truck in the amount of \$122,850.00. Motion carried.

**Grapple Fork Bucket:**

Superintendent of Utilities, Wade Broome informed the Council of a 72" grapple fork bucket that is for sale in Gregory. Aaron Hogrefe is selling the bucket and it will work with the Bobcat skid steer that we own. The cost of the bucket is \$4,000. The bucket is like new and hardly used. After a short discussion, motion by Mark Benter, second by Vickie Dobesh to approve purchasing the grapple fork bucket from Aaron Hogrefe for \$4,000.00. Motion carried.

**8<sup>th</sup> & 9<sup>th</sup> Street Project Funding:**

Brad Stangohr from Ulteig Engineering informed the Council the contract with Menning Excavating was ready to sign. The project is expected to start at the beginning of June. Next, discussion was held about the amount of the revenue bonds the City would like to take out and the amount of money the City wants to pledge to the 8<sup>th</sup> & 9<sup>th</sup> Street project. Motion by Wyatt Reis, second by Vickie Dobesh to authorize the issuance of \$300,000 in revenue bonds for the 8<sup>th</sup> & 9<sup>th</sup> Street project. Motion carried.

**Police:**

Finance Officer, Mike Glover informed Chief Green that he had a concerned citizen contact the City about stray cats and rabbits. Chief Green informed the Council that he has a live trap out in town to catch cats. He will continue to use the trap and will keep moving it around town. As far as the rabbits, there isn't much a person can do. You can make sure your trees are trimmed up so there isn't a place for them to hide.

Chief Green gave his monthly report.

Chief Green informed the Council the local Vet Clinic is once again impounding dogs. This is very helpful, as now Chief Green has a place to take dogs that he impounds.

**Code Enforcement:**

Letters have been sent out to the violators in town.

**Economic Development:**

Kelsea Sutton updated the Council on the activity of the Burke Business Promotion Corporation. There is a couple of businesses looking at coming to Burke.

**FIT Investment Money:**

Billie Sutton, Financial Advisor for the First Fidelity Bank met with the Council to discuss options for moving the City's money out of the South Dakota Public Funds Investment Trust (SD FIT). The City currently has a balance of \$47,346.98 in the fund. The money is designated for the Civic Center. Billie presented the council with three different options and explained the pros and cons of each. The council will think about what direction they want to take and decide at the June council meeting.

**Splash Pad Committee:**

Kelsea Sutton and Mistie Drey gave the Council an update on the Splash Pad. Kelsea Sutton informed the council that the Splash Pad project was awarded the \$100,000 WellMark grant. This is outstanding news and allows for the real possibility of the splash pad being installed later this summer. District III has helped Kelsea apply for a Land & Water Conservation Fund grant. They applied for a \$75,000 matching grant to be used for constructing a new 20' x 60' pavilion (picnic shelter) and other improvements associated with the pavilion. The council and the splash pad committee agreed on holding a public meeting on the splash pad and park improvements on Thursday May 27<sup>th</sup> at 5:30 pm in the Civic Center. The Council thanked Kelsea and Mistie for all their work

**Sign at City Park:**

Kelsea Sutton informed the Council that the Farmers Market has received a grant to help pay for a sign to be placed at the City Park for the Farmers Markets that are held there in the summer. The sign is 48" x 96". Kelsea is asking the Council for permission to place the sign at the City Park. Motion by Tyler Van Metre, second by Vickie Dobesh to allow the Farmers Market to place their sign at the City Park. Motion carried.

**Old City Dump Land:**

Recently Finance Officer Mike Glover was informed by Suzette Johnson that the land known as the Old City Dump that is located in the south east part of Burke is actually owned by Jody and Suzette Johnson. They recently had the property surveyed to confirm this. The Old City Dump is where the City has a lot of old machinery and piles of milling from the Main Street project in 1992. Mike had City Attorney, Rachelle Norberg check on the information he was told by the Johnson's. Rachelle reported to the Council that everything was correct. The City will start removing all their old equipment & milling piles.

**Men's Club – Dog Days Street Dance:**

The Men's Club is wanting to know if the City is going to be ok with them having a street dance for Dog Days. The Council was all in agreement that the Men's Club can host their Dog Days Street dance.

**Golf Course:**

Todd Halsne representing the Golf Course, discussed with the Council the possibility of installing internet at the Golf Course. Billie Sutton representing the Burke Riding Club also discussed the possibility of getting internet to the Rodeo arena. The Riding Club needs the internet so the Burke Stampede Rodeo can be livestreamed and put on the Cowboy channel. Motion by Tyler Van Metre, second by Vickie Dobesh to approve the City to pay for the internet at the Rodeo arena for July. Tyler rescinded his motion.

Motion by Tyler Van Metre, second by Megan Lindholm to approve the City paying for internet services at the Golf Course and Rodeo arena for May through August. Motion carried, with Todd Halsne abstaining. This agreement will be evaluated on a yearly basis. Finance Officer Mike Glover will call Golden West and authorize Billie Sutton to add the internet services to the Rodeo arena.

**Annual Authorization to Pay Bills:**

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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 Insurance; Lincoln Financial-Life Insurance; AFLAC-Insurance; First Fidelity Bank-ACH Processing Fee; Jamie Hood & Jessie Eliason-Civic Center Cleaning Contract; Karla Johnson-Municipal Building Cleaning Contract; and David Indahl-Ball Field Mowing Contract. Motion carried.

**2021-2022 Malt Beverage License Renewal Applications:**

Motion by Tyler Van Metre, second by Todd Halsne to approve the 2021-2022 on-off sale malt beverage licenses for Burke Pump N Stuff and Burke One Stop, LLC. Motion carried.

**Civic Center:**

Finance Officer, Mike Glover informed the Council that he has received a request from the Methodist women to install a garbage disposal in the kitchen at the Civic Center. The Council was in agreement again to not install a garbage disposal in the Civic Center kitchen.

Next Finance Officer, Mike Glover informed the Council that Steve Koenig has agreed to install the new sign the week of Dog Days. Discussion followed on the best way to host a dedication ceremony to rename the Civic Center to the "Jack Broome Community Civic Center". The Council was in agreement to have the dedication and unveiling of the sign Saturday August 7<sup>th</sup> during Dog Days right before the start of the Alumni Banquet.

**COVID-19:**

Tyler Van Metre provided an update on the vaccinations for COVID-19. Anyone from the ages of 12-16 can get the vaccine starting on Thursday May 13<sup>th</sup>.

**Budget Training for Finance Officer:**

Finance Officer, Mike Glover asked the Council for approval to attend Budget training in Sioux Falls on July 7, 2021. Motion by Vickie Dobesh, second by Mark Benter to approve the Finance Officer to attend Budget Training on July 7<sup>th</sup> in Sioux Falls. Motion carried.

**Library Trustee Appointments:**

Mike read a letter from Librarian Jamie Hood informing the Council that due to resignations and a death the library board of trustees needs four new members. Jamie supplied a list of potential trustees. Motion by Wyatt Reis, second by Todd Halsne to appoint the following people to the Library Board of Trustees; Marcia Broome – 1 year term; Alyssa Liewer and Sharla Spencer – 2-year terms; Kaitlyn Steffen and Rose Wolf – 3-year terms. Motion carried.

**Medical Marijuana:**

City Attorney, Rachele Norberg informed the Council that Finance Officer Mike Glover had sent her an email from the South Dakota Municipal League regarding Medical Marijuana. The email provided an ordinance that Cities can pass and adopt regarding Medical Marijuana. After some discussion the Council was in agreement to adopt the new ordinance.

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Medical Marijuana Emergency Ordinance was presented to the Council for the first reading. Motion by Todd Halsne, second by Vickie Dobesh to approve the first reading of the Medical Marijuana Emergency Ordinance. Motion carried. The second reading of the ordinance will be at the June 14<sup>th</sup> regular Council meeting.

**Signature Cards:**

Mike informed the Council of the need for new signature cards at the bank. The designated people to sign are, for the City account, Mike Glover-Finance Officer, JJ Wolf-Mayor and Vickie Dobesh-Councilwoman and for the Library account, Mike Glover-Finance Officer and Jamie Hood-Librarian.

**Adjournment:**

Mayor Wolf declared the meeting adjourned at 10:16 pm.

**ATTEST:**

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Mike Glover, Finance Officer

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JJ Wolf, Mayor