

Regular Meeting January 9, 2023

Burke City Council
Regular Meeting
January 9, 2023

The regular meeting of the Burke City Council was called to order by Mayor JJ Wolf at 7:00 PM in the Municipal Building Meeting Room. Council members present were Tyler Van Metre, Megan Lindholm, Andrew Steffen, Wyatt Reis, Mark Benter & Todd Halsne. Also present was Finance Officer Mike Glover, City Attorney Rachelle Norberg, Chief of Police Mark Green, Superintendent of Utilities Wade Broome, Tanya Broome & Kim Vosika.

Mayor Wolf led the group in the Pledge of Allegiance

Approve Agenda:

Motion by Megan Lindholm, second by Mark Benter to approve the agenda as presented. Motion carried.

Conflict of Interest:

None

Public Input:

None.

Approve Minutes:

Minutes of the December 12, 2022 Regular Meeting:

Motion by Tyler Van Metre, second by Megan Lindholm to approve the minutes of the December 12, 2022 Regular Meeting. Motion carried.

Minutes of the December 29, 2022 Special Meeting:

Motion by Mark Benter, second by Megan Lindholm to approve the minutes of the December 29, 2022 Special Meeting. Motion carried.

Approve Reports:

Motion by Mark Benter, second by Todd Halsne to approve the Finance Officer to transfer \$200,000 from the Electric Fund, \$126,000 from the Water Fund and \$126,000 from the Sewer Fund to the General Fund. Motion carried.

Motion by Wyatt Reis, second by Mark Benter to approve the December 2022 financial statement. Motion carried.

Motion by Tyler Van Metre, second by Megan Lindholm to approve the 2022 end of year financial statement. Motion carried.

The December 2022 expense and revenue budget analysis lists were given for informational purposes.

Claims:

The claims were presented for approval. After some discussion motion by Tyler Van Metre, second by Andrew Steffen to approve and authorize payment of claims presented by the Finance Officer, with the addition of MRES, Rosebud Electric, SD One Call & SD DANR bill not yet received. Motion

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carried.

Payroll: Finance Office-3,265.30; Electric-3,875.28; Police-2,193.36; Streets-4,001.63; Shop-3,263.01; Sewer-2,368.34; Library-657.85; First Fidelity Bank, WH & OASI- 6,451.09; SD Retirement System- 3,249.96; AFLAC-67.21; Lincoln National Life Insurance Co.- 190.38; WellMark BC/BS-930.18.

General Fund: Appera, Rugs, Mops, Towels & Air Fresheners-261.78; Be Creative Advertising Services, Website Management-75.00; Bruns Market, Supplies-84.37; Burke Building Center, Maintenance & Repairs-549.29; Burke True Value, Repairs & Maintenance-320.36; Burke Gazette, Publishing-246.52; Burke Fire Dept, Clothing Allowance-1,212.00; Burke One Stop, Fuel-216.49; Code Enforcement Specialists, 2023 Contract & Reports-1,778.20; CHS Inc., Diesel Fuel-2,179.17; Connecting Point, Connect Care & Renew NOVABackup-145.95; First Fidelity Bank, ACH Processing Fee-25.00; Golden West Communications, Phones, Internet and Fax-377.30; Gregory County Sheriff's Dept, Dec Contract & 911 Telecommunications-2,035.00; Karla Johnson Municipal Building Cleaning Contract -350.00; Karla Johnson, Commercial Vacuum-1,181.09; Jim's Garbage, Garbage Pick-Up-330.00; KWYR, Radio Spots-160.00; Main Street Auto Parts, Maintenance & Repairs-602.03; McLeod Printing & Supply, 1099s & W2s-31.03; Nelson Machine & Welding, Repair Police Pickup-353.15; Office Products Center, Copier Contract & Supplies-245.97; OverDrive, Library Digital Consortium-600.00; Planning & Development District III, 2023 Dues-1,214.00; ProRate Services, Drug Test-40.00; Rosebud Farmers Union, Propane-421.19; SD Unemployment Ins. Division, 4th Quarter-27.94; Tran Source, Repairs-4.88; Verizon Wireless, Police Phone-47.03; Visa, Books, FO Supplies & Police Supplies-717.39; WellMark BC/BS, Health Insurance-3,924.60; Voyager Fleet Systems, Fuel-530.33; Tamara Larsen, Civic Center Cleaning Contract-1,000.00.

Electric Fund: City of Burke, Utilities-4,419.12; SD State Treasurer, Sales Tax-2,289.77; Missouri River Energy Services, Power Purchases-29,489.17; Rosebud Electric COOP, Maint. Contract, Wheeling, & Repairs-9,258.90; WAPA, Power Purchases-12,899.54; SD One Call, Message Fees-Nov-2.10.

Water Fund: City of Burke, Utilities-69,940; SD Association of Rural Water Systems, Annual Conference Fee-275.00; US Bank, Loan Payment-1,372.19; Rosebud Electric COOP, Utilities-99.18; Tripp County Water Dist., Minimums-2,100.00; Bulk Water-4,312.62; SD DANR, Water Samples-15.00.

Sewer Fund: Rosebud Electric COOP, Utilities-74.58; SD DANR, Wastewater Fee-50.00; US Bank, Loan Payment-2,642.52.

Supt of Utilities:

The water loss for December was 13.55%. With 236,650 gallons lost. For year-end 2022 the water loss was 16.12%, with 5,812,510 gallons lost.

Street Sweeper:

Motion by Wyatt Reis, second by Todd Halsne to approve putting out a bid for a 2016 or newer Elgin Pelican Street Sweeper. Motion carried.

Stella's Operating Agreement:

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Executive Session - SDCL 1-25-2:

Motion by Megan Lindholm, second by Wyatt Reis to go into executive session at 7:20 pm to conduct contract negotiations. Motion carried.

Mayor Wolf declared the executive session ended at 7:40 pm with the following action taken: Motion by Wyatt Reis, second by Tyler Van Metre to renew Stella's Liquor Operating Agreement for 2023. Motion carried, with Mark Benter abstaining.

Police:

Chief Green gave his monthly report.

Code Enforcement:

Motion by Megan Lindholm, second by Todd Halsne to approve the 2023 contract with Code Enforcement Specialists for code enforcement in 2023. The retainer fee remained the same at \$1,500.00. Motion carried.

Economic Development:

The annual meeting of the Burke Business Promotion Corporation will be held on January 24 at noon in the Jack Broome Community Civic Center meeting room.

2023 Fire Department & Ambulance Department Rosters:

The Finance Officer presented the rosters for the Burke Fire Department and Burke Ambulance Service. Volunteers for the Burke Fire Department and the Burke Ambulance Service for 2023 were recognized and it is the intent of the Burke City Council to cover these volunteers for Work Comp purposes. The rosters are on file at the City Finance Office.

Motion by Tyler Van Metre, second by Mark Benter to approve the Ambulance & Fire Department rosters and Work Comp coverage for all volunteers listed on the rosters. Motion carried.

Election Date:

Motion by Megan Lindholm, second by Andrew Steffen to set the City Election date at April 11th, 2023. The second Tuesday in April. Motion carried.

Conferences/Schools for The Finance Officer:

The Finance Officer asked for approval to attend the following Conferences/Schools in 2023:

Human Resource School	June 6-7 Pierre,
Finance Officers School	June 7-9 Pierre,
SDML Annual Conference	Oct 3-6 Rapid City

Motion by Wyatt Reis, second by Todd Halsne to approve travel for Mike Glover to attend the Conferences/Schools listed for 2023. Motion carried.

Special Event Liquor License:

Finance Officer, Mike Glover presented the Council with a special event liquor license application for Bill's Bar II. The application is for the Pink Ladies Dart Tournament in the Civic Center on January 21, 2023. Motion by Megan Lindholm, second by Todd Halsne to approve the Special Event Liquor License application for Bill's Bar II for January 21, 2023 for the Pink Ladies Dart Tournament. Motion carried.

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PAYROLL RESOLUTION #2022-1:

Executive Session: Motion by Mark Benter, second by Wyatt Reis to go into executive session at 7:57 pm to discuss employee salaries. Motion carried.

Mayor Wolf declared executive session over at 8:15 pm.

After a brief discussion the council has agreed upon the following: The Mayor and Council pay will remain the same. All fulltime employees plus Lavella Lambley & Amanda Vasquez will receive a 9% increase, except for Mark Green, who pay is according to his contract. Part-time library help will increase to \$10.80/hr. Seasonal Summer help is dependent on experience. Raise the minimum wage to \$10.80 per hour and leave everyone else's wage the same. Clothing allowance for the three Maintenance workers remains \$200.00 a year. Longevity bonus of \$25 per year of service remains the same.

The following 2023 payroll resolution #2023-1 was offered by Wyatt Reis, second by Todd Halsne.

THEREFORE, BE IT RESOLVED, by the City Council of Burke, South Dakota that the salaries and wages for the Mayor, Council Members and Employees are set as follows for the year 2023, effective January 1, 2023. Mayor-\$1,000.00 per year plus \$50.00 per meeting attended; Council-\$500.00 per year and \$50.00 per meeting attended; Employees annual – Wade Broome - \$51,542.40 plus \$50.00 per meeting attended; David Green - \$48,526.40; Mike Glover - \$46,904.00 plus \$50.00 per meeting attended and \$539.92 per month for Health Insurance; Mark Green - \$49,920.00; Pat Vaughn - \$45,510.40; LaVella Lambley \$16.27 per hour; Amanda Vasquez \$14.08 per hour; Janiene Wilson \$10.80 per hour, Kay Matucha \$10.80 per hour, Kasper Schonebaum - \$10.80 per hour. Any other library help is \$10.80 per hour. Seasonal help is based on experience. Truck driver wage \$18 per hour. The three maintenance workers (Wade, David & Pat) to receive up to \$200 per year for clothing allowance. All approved employees will receive a longevity bonus of \$25.00 per full year of service to the City of Burke to be paid in the December 15, 2023 payroll. Upon Roll call vote: Lindholm-nay, Van Metre-nay, Reis-aye, Benter-aye, Steffen-aye, and Halsne-aye. The 2023 payroll resolution was passed and adopted on this 9th day of January 2023.

Adjournment:

Mayor Wolf declared the meeting adjourned at 8:18 pm.

ATTEST:

Mike Glover, Finance Officer

JJ Wolf, Mayor