

Burke City Council  
Regular Meeting  
October 13, 2020

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 Wyatt Reis, Tyler Van Metre, Vickie Dobesh, Megan Lindholm and Todd Halsne. Also present was Finance Officer Mike Glover, Supt of Utilities Wade Broome, City Attorney Rachelle Norberg, Chief of Police Mark Green, Mark Benter, Karla Johnson, Brady Pavel, Mary Reiser, Steve Anson, Rick Reed and Jack Gunvordahl.

**Approve Agenda:**

Motion by Todd Halsne, second by Wyatt Reis to approve the agenda as presented. Motion carried.

**Oath of Office:**

Mayor Glover administered the oath of office to Mark Benter – Ward III. The oath of office was signed by alderman Benter and he was officially seated as Councilman Ward III for the rest of the term. The term expires in May of 2021.

**Conflict of Interest:**

None.

**Public Input:**

None.

**Approve Minutes:**

Minutes of the September 14, 2020 Regular Meeting:

Motion by Tyler Van Metre, second by Todd HalsneHhhh to approve the minutes of the September 14, 2020 Regular Meeting. Motion carried.

**Approve Reports:**

Motion by Vickie Dobesh, second by Tyler Van Metre to approve the September, 2020 financial statement. Motion carried.

The September 2020 expense and revenue budget analysis were given for informational purposes.

**Claims:**

The claims were presented for approval. After some discussion motion by Wyatt Reis, second by Megan Lindholm to approve and authorize payment of claims presented by the Finance Officer and the Rosebud Electric and Missouri River Energy Services bills that have not come in yet. Motion carried.

Payroll: Finance Office-2,517.70; Electric-2,323.06; Streets-3,202.41; Shop-2,544.79;

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Sewer-1,374.79; Library-506.72; First Fidelity Bank, WH & OASI- 3,612.35; SD Retirement System- 1,745.34; AFLAC-67.21; Lincoln National Life Insurance Co.- 190.38.

General Fund: Anson Insurance Services, Inc., Insurance-19,845; Appera, Rugs, Mops, Towels & Air Fresheners-197.72; Be Creative Advertising Services, Website Management-75.00; Burke Building Center, Maintenance & Repairs-103.31; Burke True Value, CC Supplies, Repairs & Maintenance-224.07; Burke Gazette, Publishing-749.50; Center Point Large Print, Books-30.51; Coach's Lawn Service, LLC, Grass Planting-333.75; Concrete Materials, Cold Mix-5,591.23; CHS, Lube Oil-101.9; First Fidelity Bank, ACH Processing Fee-25.00; Golden West Communications, Phones, Internet and Fax-483.24; Green's Grocery, Supplies-76.45; Gregory County Sheriff's Dept, September Contract-3,750.00; Karla Johnson Municipal Building Cleaning Contract -350.00; Jim's Garbage, Garbage Pick-Up-300.00; Jones Construction, Install FO Door-114.53; KWYR, Radio Spots-225.00; Main Street Auto Parts, Maintenance & Repairs-407.73; Nelson's Machine & Welding, Maintenance & Repairs-1,697.71; Office Products Center, FO Supplies & Copier Contract-82.74; Oppermann, Inc., Hauling Cold Mix-844.07; US Postal Service, Postage-400.00; The Road Guy Construction Co., Street Sealing-41,553.14; Runnings Supply, Inc., Tree Tubes-24.95; SD Unemployment Ins. Division, 3<sup>rd</sup> Quarter-1.77; Schoenfish & Co., 2020 Audit-11,000; Verizon Wireless, Police Phone-47.17; Visa, Library Books-272.37; WellMark BC/BS, Health Insurance-3,120.55; Voyager Fleet Systems, Fuel-274.67; Jessie Eliason, Civic Center Cleaning Contract-500.00; Jamie Hood, Civic Center Cleaning Contract-500.00; Wesco Distribution, Inc., Street Lights-1,625.47; David Indahl, Mowing Contract-766.00; James Valley Nursery, Trees-7,671.21.

Electric Fund: City of Burke, Utilities-2,424.15; Missouri River Energy Services, Power Purchases-3,253.90; SD One Call, September Message Fees-9.45; Rosebud Electric, Maint. Contract, Wheeling & Repairs-7,206.04; SD State Treasurer, Sales Tax-3,209.59; WAPA, Power Purchase-11,872.11; US Dept of Energy, 2021 Billing Fee-675.00.

Water Fund: AWWA, Membership Renewal-214.00; City of Burke, Utilities-136.00; First National Bank, Loan Payment-1,372.19; Rosebud Electric COOP, Utilities-22.08; SD DENR, Water Samples-496.00; Tripp County Water Dist., Minimums-2,100.00; Bulk Water-12,033.00.

Sewer Fund: First National Bank, Loan Payment-2,642.52; Rosebud Electric COOP, Utilities-21.00.

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

Building Permit:

Building Permit #2019-9-9C for Bruce Wiedeman was presented for an extension approval. Motion by Tyler Van Metre, second by Todd Halsne to approve the extension of building permit #2019-9-9C of Bruce Wiedeman to construct a 14'x34' addition to house at 833 Franklin St. Motion carried.

Public Hearing for Variance on Building Permit #2020-9-14A of Jean Duerfeldt:

Mayor Glover opened the public hearing at 7:10 pm. A description of what Jean would like

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to do was presented. Ms. Duerfeldt would like to construct a 12' x 16' deck on the north side of her house. With no one appearing or in opposition to the building permit variance, Mayor Glover closed the public hearing at 7:12 PM.

Building Permit #2020-9-14A for Jean Duerfeldt was presented for approval. Having collected the required signatures for the variance motion by Wyatt Reis, second by Tyler Van Metre to approve Building Permit #2020-9-14A of Jean Duerfeldt to construct a 12' x 16' deck on north side of house at 145 W 4<sup>th</sup> St. Motion carried.

The water loss for September was 23.26%. With 1,243,720 gallons lost.

**Skid Steer Loader:**

Wyatt Reis presented a quote for a new Bobcat S76 Skid Steer Loader. The quote is for \$50,000 depending on the options you pick. The current Skid Steer is 20 years old and showing its age. The quote is a government bid and is about \$20,000 less than if someone from the public went to a dealership and tried to buy the same thing.

Motion by Wyatt Reis, second by Vickie Dobesh to purchase the S76 Bobcat with all the options. Motion carried.

Mayor Glover talked about the GIS Mapping that District III will do. The Council was in favor of having District III attend a meeting and explain what they do.

Next Superintendent of Utilities, Wade Broome informed the Council of the need for more product to be placed at the City Park playground. The current engineered wood fiber that is in place is not close to the level that is needed. Wade got 1 quote which was \$4,000 for 90 yards. Wade thinks the City will need 180 – 200 yards of Engineered Wood Fiber. Wade is waiting on one other place to get a quote from. Motion by Tyler Van Metre, second by Megan Lindholm to authorize Wade to purchase some Engineered Wood Fiber for the City Park at the lowest price he can find. Motion carried.

### **Code Enforcement:**

There were two letters sent to two properties that had unlicensed vehicles on them.

### **Golden West Agreement Renewal:**

Rick Reed met with the Council to inform them that the current contract between the City and Golden West, that was made in 2010 is set to expire on December 31, 2020. The contract can be renewed by resolution. The council was in agreement to renew the contract for another 10 years.

Resolution 2020-10-13A, Resolution of the City of Burke, South Dakota Approving Renewal of Cable Television Franchise, was presented for approval. Motion by Vickie Dobesh, second by Tyler Van Metre to approve and pass Resolution 2020-10-13A, Resolution of the City of Burke, South Dakota Approving Renewal of Cable Television Franchise. Roll Call vote: Van Metre-aye, Lindholm-aye, Benter-aye, Reis-aye, Halsne-aye, Dobesh-aye. Resolution 2020-10-13A was passed and adopted on this 13<sup>th</sup> day of October 2020.

### **Health Insurance:**

Motion by Tyler Van Metre, second by Wyatt Reis to go into executive session at 7:44 pm

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to discuss Health Insurance plans. Motion carried.

Mayor Glover declared the executive session over at 8:30 pm with the following action taken. Motion by Tyler Van Metre, second by Megan Lindholm to sign up for the Complete Blue 3500 WellMark plan for the month of December 2020. Motion carried.

A decision on a health plan for the 2021 year will be made at the November regular meeting.

### **Police:**

New Chief of Police Mark Green met with the Council. Mark asked to purchase some equipment and furniture that is needed. The Council was fine with Mark making the purchases and Finance Officer, Mike Glover stated that there was money left in the budget. Mark will be paid hourly in the month of October then go on salary starting in November. Hourly rate is \$20.00 per hour.

### **Economic Development:**

Jack Gunvordahl met with the council again to discuss the Burke Estates Development. A lengthy discussion was held about developing the lots for houses to be built on. The Council would like the developers to check into getting a price on having an engineer look at the project and getting their opinion on what needs to be done. The Council would be willing to help with the expense of the engineer. The Council thanked Jack for attending the meeting.

### **COVID-19:**

There wasn't anything new on COVID-19. The numbers from last month to this month are better, but not as good as 2 months ago.

### **Liquor Operating Agreements:**

After a brief discussion, motion by Todd Halsne, second by Wyatt Reis to renew the current operating agreements for 2 more years (2021 & 2022) with the same rates. Motion carried.

### **Bid Opening for Commercial Refrigerator:**

There was only 1 bid submitted. The bid was from Brad & Tela Hutchison for \$106. Motion by Wyatt Reis, second by Mark Benter to reject all bids and advertise the Commercial Refrigerator for sale at \$400. Motion carried.

### **2021 Liquor Licenses:**

The on-off sale license for Bill's Bar & Stella's and the on-sale license for the VFW for 2021 were presented for approval.

Motion by Tyler Van Metre, second by Todd Halsne to approve the following 2021 licenses: 2021 on-off sale liquor license for Stella's, 2021 on-off sale liquor license for Bill's Bar and 2021 on-sale liquor license for VFW. Motion carried.

### **2020 Audit:**

Finance Officer Mike Glover gave each Council Member and the Mayor a copy of the audit report for the years 2018 & 2019 from Schoenfish & Co., Inc. There weren't any major findings other than the same one that is mentioned in every audit, the City has such a

small staff, delegation of duties isn't adequate. Almost every small city in the state has the same issue. Overall, the city is in very good financial shape.

**Gregory County Hazard Mitigation Plan:**

Finance Officer, Mike Glover informed the Council that it was time to approve the Gregory County Hazard Mitigation Plan. In doing this District III is needing a list of mitigation projects to include in the plan. The list the Council came up with is powerline burial, consider joining the Firewise Communities Program, addressing water drainage on West 8<sup>th</sup> & 9<sup>th</sup> Streets and making sure the generator that would be used to run the Civic Center works.

**Civic Center Front Doors:**

Finance Officer, Mike Glover stated that the front double doors are in need of repair. The weather stripping is in bad shape and the closures are also in rough shape. Since we just did a major renovation of the Civic Center, Motion by Todd Halsne, second by Vickie Dobesh to approve replacing the double doors on the west side of the Civic Center. Motion carried.

**New Members to the Fire Department Roster for 2020:**

Motion by Wyatt Reis, second by Vickie Dobesh to approve new Fire Department members, Chris Langford and Rhiley Ellwanger to the 2020 roster. Motion carried.

**Water Rates:**

Finance Officer, Mike Glover informed the Council that Tripp County Water will be raising their rates starting on January 1, 2021. Their rates will increase \$.22 per 1,000 gallons. Which is about a 10% increase. After some discussion the Council agreed to the following, starting January 1, 2020 water rates will increase to \$4.65 per 1,000 gallons and the minimum will increase to \$16 per month. Then starting on January1, 2022 the water minimums will increase \$1 per year for four consecutive years. The first reading of the new water rate ordinance will be held November 9, 2020.

**Adjournment:**

Mayor Glover declared the meeting adjourned at 10:10 pm.

**ATTEST:**

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Mike Glover, Finance Officer

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Thomas Glover, Mayor