

Regular Meeting November 8, 2021

Burke City Council  
Regular Meeting  
November 8, 2021

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 Wyatt Reis, Mark Benter, Megan Lindholm Todd Halsne, Tyler Van Metre and Vickie Dobesh. Also present was Finance Officer Mike Glover, Superintendent of Utilities Wade Broome, City Attorney Rachelle Norberg, Cole Nicholas & Aric Hamilton.

Mayor Wolf lead the group in the Pledge of Allegiance.

**Approve Agenda:**

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

**Conflict of Interest:**

None.

**Public Input:**

None.

**Cybertek System:**

Cole Nicholas & Aric Hamilton from Cybertek Systems met with the council to discuss what their business does and to see if the council was interested in using their business. Cybertek offers IT support, proactive remote management & various other options. Currently the City doesn't have an IT person. Their pricing is by user or computer per month. Per user is \$65 per month & per computer is \$85 per month. The council is very interested in the services that Cybertek offers. Finance Officer Mike Glover will check with our software company & make sure they are ok with Cybertek. The Council thanked Cole & Aric for coming to the meeting.

**Approve Minutes:**

Minutes of the October 12, 2021 Regular Meeting:

Motion by Mark Benter, second by Todd HalsneaHhhh to approve the minutes of the October 12, 2021 Regular Meeting. Motion carried.

**Approve Reports:**

Motion by Tyler Van Metre, second by Vickie Dobesh to approve the October 2021 financial statement. Motion carried.

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

Regular Meeting November 8, 2021

### **Claims:**

The claims were presented for approval. After some discussion motion by Tyler Van Metre, second by Vickie Dobesh to approve and authorize payment of claims presented by the Finance Officer with the addition of the SD One Call & MRES bills that have not come in yet and to not approve the claim to Ulteig Engineering until the repair work at the corner of 8<sup>th</sup> St & County Road has been completed. Motion carried.

Payroll: Finance Office-2,969.04; Electric-2,491.36; Police-1,875.29; Streets-3,116.31; Shop-2,568.45; Sewer-1,427.87; Library-662.96; First Fidelity Bank, WH & OASI-4,631.03; SD Retirement System- 2,436.08; AFLAC-67.21; Lincoln National Life Insurance Co.- 190.38; City of Burke-137.59; AFLAC-67.21; WellMark BC/BS – 821.29.

General Fund: A-OX Welding Supply CO., Inc., 5 yr. Cylinder Lease-152.95; ABC, Annual Fire Alarm Inspection CC-366.00; Appera, Rugs, Mops, Towels & Air Fresheners-296.98; Atteberry Construction, Cold Mix-8,653.70; Be Creative Advertising Services, Website Management-75.00; Bruns Market, Supplies-55.82; Burke Building Center, Maintenance & Repairs-36.06; Burke True Value, Repairs & Maintenance-130.40; Burke Gazette, Publishing-151.04; Coach's Lawn Service. Spraying & Aerate Ball Fields-1,428.45; Display Sales, Mounting Brackets-72.00; First Fidelity Bank, ACH Processing Fee-25.00; Golden West Communications, Phones, Internet and Fax-419.64; Gregory County Sheriff's Dept, October Contract-3,482.00; Karla Johnson Municipal Building Cleaning Contract -350.00; Jim's Garbage, Garbage Pick-Up-300.00; KOTAB Kleaning, Carpet Cleaning-715.50; KWYR, Radio Spots-140.00; Main Street Auto Parts, Maintenance & Repairs-251.78; Mcleod Printing & Supply, Utility Bills-669.90; Office Products Center, Copier Contract-36.12; Nelson's Machine & Welding, Repairs-68.95; US Postal Service, Stamps & Postage for Utility Bills-748.00; The Road Guy Construction, Street Sealing-48,136.80; SDML Workers Comp Fund, 2022 Workers Comp Insurance-8,318.00; Taste of Home, Christmas Book-38.32; Triple J Repair, Rebuild Engine '87 IH Truck-9,039.44; Visa, Books, CC Podium & FO Other-832.96; WellMark BC/BS, Health Insurance-3,361.04; Voyager Fleet Systems, Fuel-462.09; Jessie Eliason, Civic Center Cleaning Contract-500.00; Jamie Hood, Civic Center Cleaning Contrct-500.00.

Electric Fund: Burke True Value, Repairs-118.95; City of Burke, Utilities-3,197.17; Missouri River Energy Services, Power Purchases-2,028.42; Dakota Supply Group, Supplies-979.96; SD State Treasurer, Sales Tax-2,245.05; Rosebud Electric, Wheeling, Maint. Contract-4,488.90; Linda Lillibridge, Utility Service Refund-20.00; WAPA, Power Purchases-11,955.31.

Water Fund: Burke True Value, Repairs-57.46; City of Burke, Utilities-148.60; Core & Main, Supplies-3,469.27; Rosebud Electric COOP, Utilities-23.16; SD DENR, Water Samples-15; Tripp County Water Dist., Minimums-2,100.00; Bulk Water-5,510.57; Wells Utilities, Fix Water Leak-548.47.

Sewer Fund: Rosebud Electric COOP, Utilities-64.74.

### **Supt of Utilities:**

Regular Meeting November 8, 2021

The water loss for October was 6.18% with 137,860 gallons lost.

Wade informed the Council that he got prices on new light fixtures for the big baseball field. The lights are LED lights. To replace all the lights would be \$37,600. The price per fixture is \$1,175.00. Wade said that the field needs 10 fixtures for sure, which would be \$11,750. After some discussion the council was in agreement to purchase the 10 fixtures plus a few extra fixtures in case some of the other fixtures need replaced. Motion by Tyler Van Metre, second by Megan Lindholm to approve purchasing the LED light fixtures for the big baseball field. Motion carried.

**Building Permit:**

Building Permit #2021-11-8A for Brad Vosika was presented for approval. Motion by Tyler Van Metre, second by Todd Halsne to approve building permit #2021-11-8A of Brad Vosika to install a 100'x6' privacy fence at 501 Franklin St. Motion carried.

**Police:**

Finance Officer, Mike Glover handed out Chief Green's monthly report. Chief Green graduates from Law Enforcement Training in Pierre on Friday November 19, 2021.

**Code Enforcement:**

Finance Officer, Mike Glover had previously sent out the latest update from our code enforcement officer.

**Economic Development:**

Dakota Resources 2<sup>nd</sup> Log-in:

Motion by Vickie Dobesh, second by Tyler Van Metre to approve purchasing a 2<sup>nd</sup> log-in for Dakota Resources & Suzette Johnson will have access to the log-in. Motion carried.

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

Discussion was held about the project. Menning Excavating is supposed to be in town Thursday to fix the work on the corner of 8<sup>th</sup> St & County Road. The Council isn't happy with Ulteig's design in that location, one rain and it washed out. Payment to Menning & Ulteig is being withheld until the issues have been fixed. A representative from Ulteig will be at the December regular meeting.

**Splash Pad – Update:**

Tyler Van Metre relayed an update from Mistie. Crouch won't do any work until the Spring, but still promises to be done in May of 2022. Wells Utilities has some equipment breakdowns & isn't sure if they will get to their portion this fall or it may be in the Spring.

**Surplus City Land:**

The council has decided to surplus two pieces of land. The two pieces of land are parcel #0171, legal description: Sec 31-97-71 SE Corner (2.57 acres) of Outlot 11 & Parcel

Regular Meeting November 8, 2021

#5217, legal description: RR Lot 11, Sec 31-97-71 Railroad R-O-W Subdivision to City of Burke, lot size to 95'4" east & west & 119'2" north & south.

**Surplus Land Resolution #2021-11A**

The surplus land resolution #2021-11A was offered by Tyler Van Metre and second by Todd Halsne and is as follows:

**WHEREAS**, the Burke City Council has determined that the following land 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 City land legally described as Sec 31-97-71 SE Corner (2.57 acres) of Oulot 11 surplus and will have the land appraised before offering to the public by sealed bid. Upon roll call vote, Dobesh-aye; Van Metre-aye; Benter-aye; Reis-aye; Halsne-aye; Lindholm-aye; Resolution #2021-11A was passed and adopted on this 8<sup>th</sup> day of November, 2021.

**Surplus Land Resolution #2021-11B**

The surplus land resolution #2021-11B was offered by Todd Halsne and second by Wyatt Reis and is as follows:

**WHEREAS**, the Burke City Council has determined that the following land 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 City land legally described as RR Lot 11, Sec 31-97-71 Railroad R-O-W Subdivision to City of Burke, Lot size 95'4" east-west & 119'2" north-south surplus and will have the land appraised before offering to the public by sealed bid. Upon roll call vote, Dobesh-aye; Van Metre-aye; Benter-aye; Reis-aye; Halsne-aye; Lindholm-aye; Resolution #2021-11B was passed and adopted on this 8<sup>th</sup> day of November, 2021.

Motion by Todd Halsne, second by Tyler Van Metre to have both pieces of land appraised by a professional appraiser. Motion carried.

**Public Hearing for Medical Marijuana Ordinances:**

Mayor Wolf opened the public hearing at 8:47 pm for the Medical Marijuana Ordinances. Having no one appear for the hearing and no comments made, Mayor Wolf closed the hearing at 8:48 pm.

**Medical Marijuana Ordinances 2<sup>nd</sup> Reading:**

Motion by Megan Lindholm, second by Mark Benter to approve Ordinance no. 2021-10B, AN ORDINANCE TO AMEND SECTION 16-4-11(A), "CENTRAL COMMERCIAL USES PERMITTED"; SECTION 16-4-16(A), "COMMERCIAL INDUSTRIAL USES PERMITTED"; CHAPTER 16-4, "DISTRICT REQUIREMENTS"; AND CHAPTER 16-2-1, "GENERAL DEFINITIONS", AS AMENDED, OF THE ZONING ORDINANCE OF THE CITY OF BURKE, upon the second reading. Upon roll call vote, Van Metre-aye, Lindholm-aye, Benter-aye, Reis-aye, Halsne-aye, Dobesh-nay. Motion carried 5-1. Ordinance no. 2021-10B was

Regular Meeting November 8, 2021

passed and adopted on this 8<sup>th</sup> day of November, 2021.

Motion by Wyatt Reis, second by Megan Lindholm to approve Ordinance no. 2021-10A, An ORDINANCE ADDING CHAPTER 7-4 cannabis dispensaries TO THE REVISED ORDINANCES OF THE CITY OF BURKE CREATING LICENSING PROVISIONS FOR CANNABIS ESTABLISHMENTS, upon the second reading. Upon roll call vote, Van Metre-aye, Lindholm-aye, Benter-aye, Reis-aye, Halsne-aye, Dobesh-nay. Motion carried 5-1. Ordinance no. 2021-10A was passed and adopted on this 8<sup>th</sup> day of November, 2021.

**2021 Supplemental Appropriation Ordinance 1<sup>st</sup> Reading:**

The 2021 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 Vickie Dobesh, second by Tyler Van Metre to approve the first reading of the 2021 Supplemental Appropriation Ordinance. Motion carried. The second reading will be held at the December 13<sup>th</sup>, 2021 regular meeting.

**Employee Evaluation Date:**

Motion by Wyatt Reis, second by Vickie Dobesh to set December 6<sup>th</sup> at 6 pm for employee evaluations. Motion carried.

**Old Community Room Kitchen Remodel:**

Discussion was held about putting the kitchen remodel out to bid. The council was in agreement to put the remodel out to bid & to purchase all materials at the Burke Building Center.

**Health Insurance Finance Officer Renewal:**

Finance Officer Mike Glover presented the council with the numbers for his health insurance through his wife's employment. In 2021 the amount for Mike's insurance was \$498.11 per month. In 2022 the amount would be \$518.55 per month. With Mike not taking the City's insurance and going with his wife's plan the city will save \$3,462.12 in 2022.

Motion by Wyatt Reis, second by Todd Halsne to approve paying Finance Officer, Mike Glover \$518.55 per month for health insurance for 2022 and to re-evaluate the situation in November 2022 when health insurance is up for renewal. Motion carried with Benter abstaining.

**Cahill Subdivision Plat of Lot A-1 & B-1:**

Finance Officer, Mike Glover presented the Plat of Lots A-1 & B-1, Cahill Subdivision for approval. Motion by Vickie Dobesh, second by Megan Lindholm to approve the Plat of Lots A-1 & B-1, Cahill Subdivision. Upon roll call vote, Van Metre-aye, Lindholm-aye, Benter-aye, Reis-aye, Halsne-aye, Dobesh-aye. Motion carried.

**COVID-19 ARPA Funding:**

Discussion continued on ways to use the City's funding.

**Adjournment:**

Regular Meeting November 8, 2021

Mayor Wolf declared the meeting adjourned at 9:15 pm.

**ATTEST:** \_\_\_\_\_  
Mike Glover, Finance Officer                      JJ Wolf, Mayor