

Regular Meeting February 13, 2023

Burke City Council  
Regular Meeting  
February 13, 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, 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, David Green, Mollie Andrews, Erin Schulte, Kathy Abraham, Rochelle Tietgen, Jen Bailey, Kelsea Sutton, Laurie Kenzy, Ann Schwader & Clint Hitchcock. Absent was Megan Lindholm & Mark Benter.

Mayor Wolf led the group in the Pledge of Allegiance

**Approve Agenda:**

Motion by Tyler Van Metre, second by Todd Halsne to approve the agenda as presented. Motion carried.

**Conflict of Interest:**

None

**Public Input:**

None.

**Approve Minutes:**

Minutes of the January 9, 2023 Regular Meeting:

Motion by Wyatt Reis, second by Andrew SteffenaHhhh to approve the minutes of the January 9, 2023 Regular Meeting. Motion carried.

**Approve Reports:**

Motion by Tyler Van Metre, second by Wyatt Reis to approve the January 2023 financial statement. Motion carried.

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

**Claims:**

The claims were presented for approval. After some discussion motion by Todd Halsne, second by Tyler Van Metre to approve and authorize payment of claims presented by the Finance Officer, with the addition of SD DANR bill not yet received. Motion carried.

Payroll: Finance Office-3,385.57; Electric-2,683.76; Police-2,304.18; Streets-3,083.48; Shop-2,957.15; Sewer-1,616.95; Library-673.27; First Fidelity Bank, WH & OASI- 5,176.55; SD Retirement System- 2,776.58; AFLAC-67.21; Lincoln National Life Insurance Co.- 190.38; WellMark BC/BS-930.18.

General Fund: Appeara, Rugs, Mops, Towels & Air Fresheners-259.34; Bartling Welding & Machine, Plow Cylinder-800.00; Be Creative Advertising Services, Website Management-75.00; Wade Broome, Applicator License Renewal-55.88; Brosz Engineering, Street Sealing Final-500.00; Bruns

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Market, Supplies-43.42; Burke Body Shop, Repair Police Pickup-2,648.50; Burke True Value, Repairs & Maintenance-152.71; Burke Gazette, Publishing-210.29; CHS Inc., Diesel Fuel-3,543.96; Connecting Point, Connect Care-66.00; First Fidelity Bank, ACH Processing Fee-25.00; Golden West Communications, Phones, Internet and Fax-483.88; Gregory County Sheriff's Dept, Jan Contract-744.00; Karla Johnson Municipal Building Cleaning Contract & Vacuum Bags-469.16; Matthew Hanson, Snow Removal Truck Driver-513.00; Jim's Garbage, Garbage Pick-Up-330.00; KWYR, Radio Spots-212.00; Main Street Auto Parts, Maintenance & Repairs-1,124.74; Office Products Center, Storage Cabinet-950.00; Pfeifer Implement, Tire Chains-420.73; Rosebud Farmers Union, Propane-971.07; Verizon Wireless, Police Phone-46.91; Visa, Books & Dog Tags-448.35; WellMark BC/BS, Health Insurance-3,924.60; Voyager Fleet Systems, Fuel-501.56; Tamara Larsen, Civic Center Cleaning Contract-1,000.00.

Electric Fund: City of Burke, Utilities-5,168.18; SD State Treasurer, Sales Tax-3,184.15; Missouri River Energy Services, Power Purchases-15,201.15; Missouri River Energy Services, School Kits-263.82; Peg's Cookies, Pump Storage Meeting-140.00; Rosebud Electric COOP, Maint. Contract, Wheeling, & Repairs-7,129.73; WAPA, Power Purchases-17,768.96.

Water Fund: City of Burke, Utilities-868.08; David Green, Rural Water Conference-171.70; US Bank, Loan Payment-5,694.60; Rosebud Electric COOP, Utilities-136.16; Tripp County Water Dist., Minimums-2,100.00; Bulk Water-4,080.44.

Sewer Fund: Rosebud Electric COOP, Utilities-82.04.

#### **Gregory County 4H:**

Rochelle Tietgen, Jen Bailey, Erin Schulte & Mollie Andrews met with the council to discuss moving achievement days to Burke and using the Burke Rodeo Grounds & the Civic Center to host the event. They also talked about potentially building a building out by the Rodeo Grounds. The dates for the 2023 Achievement Days are August 7-9. The group would also like to expand the event to make it more like a county fair.

Motion by Todd Halsne, second by Wyatt Reis to approve the Gregory County 4H organization to host Achievement Days in Burke at the Rodeo Grounds & the Civic Center. Motion carried.

City Attorney, Rachelle Norberg will work on an agreement between the City, Burke Riding Club & Gregory County 4H. The Council thanked the ladies for coming to the meeting.

#### **Burke Wellness Coalition:**

Ann Schwader met with the council to discuss applying for a grant to install solar lights around the track & one at the City Park. Ann has previously applied for the grant but did not get it. They did make the final 10 though. The council was fine with her applying. Motion by Tyler Van Metre, second by Todd Halsne to approve Ann Schwader applying for a grant to help pay for solar lights around the track & at the City Park. Motion carried.

#### **Economic Development:**

Kelsea Sutton met with the council to discuss options for striping & color/shading of the basketball/tennis/pickleball court. Also discuss was the style of basketball hoops to install. Kelsea will continue to gather information.

The bid notice for the basketball court, sidewalks, edging & chain link fence will go in the paper this week.

Infrastructure First Project:

The Governor's Office of Economic Development has a new program in 2023 that is focused on

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economic development infrastructure planning at a state, regional & local level. Communities of under 5,000 population will be able to apply for financial assistance of up to \$15,000 to create a new 5-year capital improvement plan for their community. Requirements from the city are that they must provide a financial match of \$15,000, not have a current plan & they must be willing to formally adopt the plan. After some discussion motion by Tyler Van Metre, second by Andrew Steffen to approve the City of Burke to apply for the Capital Improvement Plan grant & pledge the \$15,000 to match the grant. Motion carried.

**Civic Center Snow Removal:**

Clint Hitchcock met with the council to discuss snow removal at the Civic Center. Clint informed the council that he would be willing to do the snow removal for the rest of this winter season. His rates are \$50 minimum for up to 1 hour & then \$40/hr. after that. Motion by Tyler Van Metre, second by Todd Halsne to hire Clint Hitchcock to do snow removal at the Civic Center for the rest of this winter at the following rate, \$50 minimum for up to 1 hour & \$40/hr. after that. Motion carried.

**Supt of Utilities:**

The water loss for January was 5.92%. With 97,770 gallons lost.

*Bobcat Snow Blower:*

Wade reported that a Bobcat snow blower attachment for the city's Bobcat is \$6,900. The city would use the attachment for clearing alleys, clearing fire hydrants & clearing other snow when necessary. Motion by Wyatt Reis, second by Tyler Van Metre to purchase the Bobcat snow blower attachment. Motion carried.

*AMI Presentation:*

The rep from Core & Main was unable to make it this meeting, but will be at the March 13<sup>th</sup> meeting. Core & Main's estimate for an AMI system is approximately \$215,000. Finance Officer Mike Glover will contact the MRES rep & see if he can come to the March meeting as well.

*Bid Specs for New City Building:*

Discussion was held about specific features in the building. After some discussion, motion by Wyatt Reis, second by Todd Halsne to advertise for bids for a new 50'x75' stick-built building with 16' sidewalls. Motion carried. Once the specs are edited the bid notice will go in the paper.

*Street Sweeper:*

Mayor Wolf called for the sealed bids for a 2016 Elgin Pelican Street Sweeper. There was only 1 bid submitted. The bid was from Sanitation Products, Inc. for a 2016 Elgin Pelican Street Sweeper that has 23,305 miles & 5,720 hours on it. The bid was in the amount of \$85,000 plus any repairs the city agrees to once the inspection is done. Motion by Wyatt Reis, second by Andrew Steffen to accept the bid from Sanitation Products, Inc. for the 2016 Elgin Pelican Street Sweeper for \$85,000 plus any agreed upon repairs. Motion carried.

Wade & Mike also mention that Cory Wittmeier had stopped in the Finance Office asking if he can set up his greenhouse in the parking lot between the Library & Brun's Market. Discussion was held. The parking lot is owned by Brun's Market, so they would not need city permission to place it there, but Cory would need to get a building permit. The building permit would need to be applied for from the Brun's Market owners. Any traffic issues would be Cory's concerns since it will be on private property. Otherwise, the council had no concerns.

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**Building Permit:**

Building Permit #2023-2-13A for Bruce Wiedeman was presented for approval. Motion by Wyatt Reis, second by Todd Halsne to approve building permit #2023-2-13A of Bruce Wiedeman to construct a 14' x 34' porch at 833 Franklin St. with 2 conditions, as soon as weather permits an orange fence must be placed around the open space & the addition must at the very least be enclosed by September 1, 2023 or they will start to get fined. Motion carried.

**Kendra Wiechmann & Robert Rohrer Snow Dumping Concerns:**

This issue was a lot of miscommunication and has been taken care of.

**SDML District 4 Meeting:**

This year's SDML District 4 meeting will be held March 23<sup>th</sup> in Geddes. As of the meeting time Finance Officer Mike Glover is the only one interested in going.

**Police:**

Chief Green gave his monthly report.

Next Chief Green ask the council if they were ok with him purchasing a printer/scanner to place in his pickup. Motion by Wyatt Reis, second by Tyler Van Metre to approve Chief Green purchasing a scanner/printer for his pickup. Motion carried.

**Computer Backup/Security – Connecting Point:**

Finance Officer Mike Glover ask the council about having Connecting Point take over daily backups of the Finance Office's computers. The cost would be \$99 to install the program & then \$20/month. Another security option Mike mention was installing a business quality firewall. The cost of this is approximately \$1,500. The council agreed that having protection in place for the city is important. Motion by Tyler Van Metre, second by Todd Halsne to approve purchasing the monthly back up program & the business quality firewall from Connecting Point. Motion carried.

**Adjournment:**

Mayor Wolf declared the meeting adjourned at 8:50 pm.

**ATTEST:**

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Mike Glover, Finance Officer

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JJ Wolf, Mayor