

**CITY OF PHILIP COUNCIL PROCEEDINGS
REGULAR MEETING
OCTOBER 2, 2023**

A regular meeting of the Philip City Council was held on Monday, October 2, 2023, at 7:00 p.m. in the Community Room of the Haakon Co. Courthouse. Present were Mayor Brit Miller, Council Members Greg Arthur, Terri Pelle, Joni Parsons, Marion Matt, and Scott Pinney. Also present were City Administrator Brittany Smith, Finance Officer Monna Van Lint, Police Officer AJ Bartlett; and later, Chief of Police Ben Buls and Public Works Director Matt Reckling.

Absent: Marty Gartner

The meeting was opened with the Pledge of Allegiance.

Absent: None.

Motion was made by Arthur, seconded by Matt to approve the agenda as presented. Motion carried.

Motion was made by Pelle, seconded by Matt to approve the minutes of the last meeting as published. Motion carried.

Motion was made by Matt, seconded by Pelle to approve the payment of the bills from the appropriated funds as listed below. Motion carried.

Gross Salaries – Sept. 29, 2023: Mayor & Council - \$5270.00; Admin - \$4853.33; Finance - \$4064.66; Public Works - \$15296.64; Police - \$8146.66; Rubble Site - \$260.00; Econ Develop - \$800.00; Water - \$5355.00

Colonial Life	Employee Supplemental Ins 9/23	88.65
Credit Collections Bureau	Garnishment 9/23	200.86
EFTPS	SS/Med/WH 9/23	10157.32
NE Child Support	Garnishment 9/23	469.18
SDRS	Employee Retirement 9/23	4524.73
SDSRP	Sup Retirement 9/23	100.00

ACH Payments:

Century Business Products	Copier Maint 8-9/23	45.35
Corporate Trust TFM - US Bank	SRF #4 Pay #37 10/23	11326.05
	SRF #5 Pay #37 10/23	7905.24
Delta Dental	Dental Ins 10/23	726.30
Optilegra	Vision Ins 10/23	101.51
WR/LJ Rural Water Systems	3,584,000 gals 9/23	4838.40
	Contract Min. 9/23	2500.00
	AIR Water 9/23	40.00
	South Shop Water 9/23	22.60

This Month's Bills:

Brant's Electric LLC	Tennis Crt Lighting Improv 9/24	3408.84
Catalis LLC	Website Hosting 10/23-9/24	995.00
Dakota Pump LLC	LS Repairs 8/23	688.78
Deere & Co	JD Gator/Plow 9/23	37070.97

Gibson Concrete Construction	Hwy 73/Cherry St Approach 9/23	6122.46
Haakon Co Title LLC	Property/Fees (Parcel 8931)	31007.50
Haakon Co Treasurer	Office Rent 10/23	500.00
	Taxes (Parcel 8931) 2023	864.18
Health Pool of SD	Health Ins 10/23	10871.93
J&J Asphalt Co	24.2 T Hot Mix 8/23	1936.00
Kennedy Implement	ST Equip Repairs 8/23	46.00
Kieffer Sanitation	376 Residential Collections 9/23	5260.24
McQuirk Ditching	Backhoe 8-9/23	1408.17
	W/S/AIR Repairs 8-9/23	1704.09
Midwest Radar & Equip	PD Radar Cert 9/23	82.00
Philip Hardware	Supplies/Equip 9/23	1265.26
Pioneer Review	Publishing 8/23	593.44
Quality Presort Service LLC	Billing/Postage 9/23	319.27
SD Dept of Revenue	Water Testing 9/23	125.00
	Sales Tax Payable 9/23	494.75
The Philip Pit Stop	Fuel 8-9/23	1246.85
US Bank		4105.51
Amazon	Uniforms 8/23 117.11	
Microsoft Office	PD/FO 365 9/23 50.00	
Safety Benefits Inc	Conf Reg 9/23 150.00	
Scotchman Industries	ST Postage 9/23 118.49	
Thermal Scientific	AIR Supplies 9/23 78.74	
USPS	Postage 9/23 35.80	
West Central Electric	Electric 8/23 3555.37	
Warne Chemical & Equipment Co	Sprayer (Gator) 9/23	2879.00
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Total Bills		140,500.69

Old Business:

None.

New Business:

NE Sewer & Stewart Ave. Improvement Projects:

Motion was then made by Pinney, seconded by Parsons to approve the second reading of Ordinance #2023-17, Establishing Subsection 207.1.d in Chapter #5, Wastewater Surcharge. Motion carried with all members voting aye.

It was also mentioned that the Community Development Block Grant (CDBG) agreement has been submitted to the Governor's Office of Economic Development.

Kroetch Addition Project:

Council was informed that the City's Housing Infrastructure Financing Program (HIFP) grant application is expected to be reviewed during the SD Housing Development Authority's next meeting on October 10, 2023.

Council was also reminded that the bid opening for the above referenced projects is scheduled for Oct. 31st at 1:00 pm.

Artesian Well Project:

It was mentioned that the contractor, Weston Engineering, is still working on the well and is hoping to be completed soon. The contractor also has until Oct. 27, 2023, to remove all equipment from the property. (For the record, the contractor has exhausted all contract balance with the incurred penalties for non-completion.)

Motion was made by Arthur, seconded by Matt to authorize Atty Trask to proceed with abatement proceeding should Weston Engineering fail to remove any and all remaining equipment on city property after the Oct. 27th deadline. Motion carried.

Public Hearing:

At 7:05 p.m., as previously advertised, a public hearing was held on the request of the following alcoholic beverage license applications.

Retail On/Off Sale Malt Beverage & SD Farm Wine License (#RB-26925) Transfer

From: The Incorporated Steakhouse and Lounge
Lots 16 & 17, Block 06, Original Town, City of Philip, SD (parcel #8912)
To: Kooks, LLC - Kooks
Lots 16 & 17, Block 06, Original Town, City of Philip, SD (parcel #8912)

Retail On-Sale Liquor License (#RL-5821) Transfer

From: The Incorporated Steakhouse and Lounge
Lots 16 & 17, Block 06, Original Town, City of Philip, SD (parcel #8912)
To: Kooks, LLC - Kooks
Lots 16 & 17, Block 06, Original Town, City of Philip, SD (parcel #8912)

It was noted that the property taxes are current to date and no concerns were expressed by the police department personnel.

Following review and with no one appearing for or against the requested license applications, motion was made by Matt, seconded by Parsons to approve the above Retail On/Off Sale Malt Beverage & SD Farm Wine License; and, Retail On-Sale Liquor License Transfers. Motion carried with all members voting aye.

Meter Project:

It was noted that considerably more progress has been made, and there are currently 400 meters active on the AMR.

Insurance Claim Repairs:

Council was informed that Randy Nemecek has started on the repairs to city buildings with a completion date of no later than Nov. 15, 2023.

Motion was made by Arthur, seconded by Pinney to approve Change Order #1 for the Airport Hangar Building Repairs project which reflects extending the contract time from Nov. 15th to 30 days after the installation of the hangar doors by Midland Doors. Motion carried.

175 S. Center Ave. Property:

Motion was made by Matt, seconded by Arthur to approve the negotiated purchase amount of \$30,000 for the property plus fees (title insurance, closing, and taxes). Motion carried.

Motion was made by Matt, seconded by Parsons to approve the abatement request for any outstanding city property taxes. Per the purchase agreement, the city will pay the county, school, and water district taxes due in 2023. Motion carried.

Motion was then made by Pinney, seconded by Parsons to declare an emergency on the building and authorize the Building Committee to determine necessary repairs. Motion carried.

The council discussed complaints received regarding cats. More specifically, the overabundance of them defecating in neighboring properties.

Following, it was recommended Chief Buls and CA Smith start addressing the issue by posting an educational piece on-line.

Council reviewed the following L/P Propane bids received during September 2023.

	<u>Sept. 19th</u>
Hanson Oil	\$1.59/gal
CHS River Plains	\$1.59/gal *Awarded on rotational basis due to tied bids.

Building/Flood Plain Dev. Permits:

Richard Jankord - shed.

Motion was made by Matt, seconded by Pelle to approve the above permit as presented. Motion carried.

Departmental Reports:

Administration

Motion was made by Pelle, seconded by Arthur to approve Optilegra vision insurance renewal for the policy period of Dec. 1, 2023, to Nov. 30, 2024. Said renewal reflects a zero increase to the monthly premiums. Motion carried.

Motion was made by Pinney, seconded by Parsons to approve the employee health insurance premium renewal with the Health Pool of SD for 2024 which reflects an overall increase of 8.5% increase from 2023. (For the record, a 10% increase was appropriated for in 2024.) Motion carried.

Motion was made by Arthur, seconded by Matt to approve the second reading of Ordinance #2023-18, Supplemental Appropriations, Street Equipment. Motion carried with all members voting aye.

Motion was made by Arthur, seconded by Pinney to approve the second reading of Ordinance #2023-19, Supplemental Appropriations, Infrastructure Improvement Projects. Motion carried with all members voting aye.

Motion was made by Matt, seconded by Pinney to approve the second reading of Ordinance #2023-20, Supplemental Appropriations, Airport Hangar Building Repairs. Motion carried with all members voting aye.

Motion was made by Arthur, seconded by Matt to approve the first reading of Ordinance #2023-21, Supplemental Appropriations, Scottie Booster Club – Tennis Court Lighting Improvements. Motion carried with all members voting aye.

Airport

The annual inspection report completed by the SD Dept. of Transportation on Sept. 26th was reviewed.

Fire

Motion was made by Pelle, seconded by Parsons to approve Michael Hashberger as a volunteer fire fighter. Motion carried.

Parks/Rec

Motion was made by Matt, seconded by Arthur to authorize the city to assist the Baseball Association with moving their concession stand. Motion carried.

Police

The quarterly report was reviewed with Chief Buls and Officer Bartlett.

Street

The monthly report was reviewed.

Water

The monthly report was not available.

Training/Travel:

CA Smith, PWM Shipp and PWM Snyder will be attending Safety Conference on Nov. 1st - 2nd in Pierre. CA Smith will also be attending an SDML Work Comp Board meeting on Nov. 2nd - 3rd in Pierre.

Public Comments:

None.

In Other Business:

The city office will be closed Oct. 4th-6th as staff will be attending the SDML Annual Conference.

City offices will be closed Oct. 9th in observance of the legal holiday.

The next Regular Council Meeting will be held on Monday, Nov. 6th at 7:00 p.m. in the Community Room.

With no further business to come before the Council, Mayor Miller declared the meeting adjourned at 7:33 p.m.

Brit Miller, Mayor

ATTEST:

/s/ Brittany Smith, City Administrator

(Published once on Oct. 12, 2023, at approximate cost of \$_____)