

**CITY OF PHILIP COUNCIL PROCEEDINGS  
REGULAR MEETING  
APRIL 1, 2024**

A regular meeting of the Philip City Council was held on Monday, April 1, 2024, at 7:00 p.m. in the Community Room of the Haakon Co. Courthouse. Present were Mayor Brit Miller, Council Members Joni Parsons, Greg Arthur, Marion Matt, Marty Gartner, Scott Pinney, and Terri Pelle. Also present were City Administrator Brittany Smith, Finance Officer Monna Van Lint, Chief of Police Ben Buls, Police Officer AJ Bartlett, and City Attorney Stephanie Trask.

Absent: None.

The meeting was opened with the Pledge of Allegiance.

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

Motion was made by Matt, seconded by Arthur to approve the minutes of the March 4<sup>th</sup> and March 18<sup>th</sup> meetings as published. Motion carried.

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

**Gross Salaries – Mar. 28, 2024:** Mayor & Council - \$4780.00; Admin - \$5250.00; Finance - \$4203.33; Police - \$8833.33; Rubble Site - \$33.00; Econ Develop - \$735.00; Water - \$12393.31

Colonial Life	Employee Supplemental Ins 3/24	88.65
Credit Collections Bureau	Garnishment 3/24	200.86
EFTPS	SS/Med/WH 3/24	7694.93
NE Child Support	Garnishment 3/24	469.18
SDRS	Employee Retirement 3/24	4034.94
SDSRP	Sup Retirement 3/24	100.00

**ACH Payments:**

Corporate Trust, TFM – US Bank	SRF #4 Pay #39 4/24	11326.05
	SRF #5 Pay #39 4/24	7905.24
Century Business Products	Copier Maint 3/24	37.75
Delta Dental	Dental Ins 4/24	757.10
Optilegra	Vision Ins 4/24	101.51
World Fuel Services/Ascent	AIR Fuel Fee 4/24	30.00
WR/LJ Rural Water Systems	1,836,000 gals 3/24	2478.60
	Contract Min. 3/24	2500.00
	AIR Water 3/24	42.60
	South Shop Water 3/24	20.00

**Airport Improv Projects:**

DGR Engineering	IFE Runway Const Eng 3/24	5000.00
Helms & Assoc	Runway Eng Design thru 3/16/24	3591.77
	SRE Specs thru 3/16/24	180.00

**Kroetch Addition Development:**

O’Connell Construction Inc	Fill Dirt 3/24	1530.00
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**This Month's Bills:**

Arthur, Greg	Mileage Reimb 3/24	29.48
Brucklacher, Derek	Cust Dep Refund 4/24	12.98
C4 LLC	Hangar Door Repairs 3/24	1428.57
Core & Main LP	Sensus Fee 2024	6494.60
Haakon Co Treasurer	Office Rent 3/24	500.00
Hanson Oil	Fuel/Supplies/LP 2/24	1078.03
Health Pool of SD	Health Ins 4/24	11792.70
Kennedy Implement	Supplies 2/24	399.31
Kieffer Sanitation	374 Residential Collections 3/24	5232.26
Muth Electric Inc	AIR Repairs 3/24	456.38
O'Connell Construction Inc	Gravel 3/24	302.49
Philip Hardware	Supplies 3/24	121.51
Philip Motor Inc	Supplies 3/24	34.83
Pioneer Review	Publishing 2-3/24	556.90
Qualified Presort Service LLC	Billing/Postage 3/24	313.80
SD Dept of Revenue	Sales Tax Payable 3/24	455.34
	Water Testing 3/24	15.00
SD Federal Property Agency	Tools 3/24	76.50
SD Public Assurance Alliance	Property Updates 2024	3254.73
	Golf Course Ins 3/5-12/31/24	2236.97
Smith, Taryn	Cust Dep Refund 4/24	61.55
Sno Enviro Inc	Asbestos Inspection 3/24	875.00
Snyder, Parker	Mileage Reimb 3/24	147.40
The Philip Pit Stop	Fuel 2-3/24	339.54
US Bank		6340.67
Amazon	Equip/Uniforms 3/24	1229.33
AT&T	Cell Phone 2/24	223.30
Golden West	Telephone/Internet 2/24	626.94
Microsoft Office	PD/FO 365 3/24	50.00
NASASP	Dues 2024	40.25
QTpod	AIR Repairs 3/24	230.03
SDML	Reg (District Mtg/Police Conf)	331.00
Travel	Meals 3/24	13.18
USPS	Postage 3/24	6.00
Verizon	W AMR 2/24	80.02
West Central Electric	Electric 1/24	3510.62

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Total Expenditures – 4/1/24

\$78,057.16

**Old Business:**

None.

**New Business:**

**175 S. Center Ave. Property:**

It was reported that the asbestos inspection has been completed and a copy of the report is on file in the city office. The Building Committee will be soliciting quotes to remove the contents from the building along with the main floor interior partitions and fixtures.

Airport Projects:

Motion was made by Pinney, seconded by Arthur to approve Amendment #1 to the Engineering Services Agreement with Helms & Associates to complete the Runway 12/30 Rehabilitation Construction Project (AIP #3-46-0043-017-2024) and authorize the mayor’s signature thereon. Motion carried.

Special Event Application:

Motion was made by Pinney, seconded by Parsons to approve the SD Farmer Union’s Haakon/Jackson Co. Farmers Union Camp at the Fire Hall Park on May 15, 2024. Motion carried.

The L/P Propane bids received during the last month are as follows:

	<u>Mar. 5<sup>th</sup></u>	<u>Mar. 26<sup>th</sup></u>
Hansen Oil Company	\$1.69/gal.	\$1.69/gal.
CHS River Plains	\$1.79/gal.	\$1.79/gal.

At 7:10 p.m. as advertised, a public hearing was held on the following variance request filed by Mike Moses for the property legally described as Lot 9, Block 1, Highland Addition, City of Philip, Haakon County, SD.

City Ordinance #11-201(b)(8), Accessory Buildings - Application has been made to occupy property with two (2) storage units.

Mayor Miller called for any comments from the floor, either for or against, said variance request.

Following review and with no comments forthcoming, motion was made by Arthur, seconded by Matt to approve the requested variance as presented above. Motion carried.

Motion was then made by Matt, seconded by Gartner to approve Moses’ permit as presented. Motion carried.

Departmental Reports:

Administration

Motion was made by Arthur, seconded by Gartner to approve the first reading of Ordinance #2024-02, Supplemental Appropriations, Fire Dept. Safety Equipment. Motion carried.

Economic Development

Motion was made by Gartner, seconded by Arthur to approve the placement of American Flag banners on the electrical poles along W. Pine St., and replace the city logo and welcome banners due to fading. In addition, the city will administer any grant award through the Philip Area Community Foundation for the banner community project. Motion carried.

Police Department

The monthly report was reviewed with Chief Buls.

Rubble Site (Quarterly)

The report included a reminder that the summer month’s schedule will start on May 1<sup>st</sup> with spring clean-up days being May 3<sup>rd</sup> – 4<sup>th</sup> and pickup day on May 6<sup>th</sup>, 2024.

Sewer

Council reviewed another quote from HotJet USA for a jet/vac trailer. Discussion ensued regarding the purchase of new equipment or repairing the 1993 sewer truck.

By general consensus, PWD Reckling was directed to contact Sanitation Products to assess the current equipment and obtain an estimated cost to repair.

Swimming Pool

The Health/Rec. Committee will meet during the week of April 22<sup>nd</sup> to review pool applications and policies for 2024.

Street Dept.

The monthly report was reviewed.

Council discussed the overhead doors at the city shops. It was noted that Philip Body Shop is scheduled to paint the doors on the south shop this spring/summer. City personnel will also be in contact with a contractor to repair the doors at the municipal building.

Water Dept.

The quarterly report was reviewed which noted the water loss of 2.29% for the month of March.

Training/Travel:

CA Smith will be attending the SDML WC Board Meeting / NLC RISC Conference on May 7<sup>th</sup>-11<sup>th</sup> in Salt Lake, UT.

**Public Comments:**

Mayor Miller mentioned that there have been concerns reported regarding carp in Lake Waggoner. The Rapid City Area Fisheries Supervisor with SD Game, Fish and Parks has been contacted. They are going to work with Marty Hansen in hopes to mitigate the issue. In addition, a meeting will be scheduled in the future to discuss this in more detail.

**In Other Business:**

The next regular meeting will be held on Thursday, May 2<sup>nd</sup> at 7:00 p.m. in the Community Room of the Haakon Co. Courthouse.

With no further business to come before the Council, Mayor Miller declared the meeting adjourned at 7:39 p.m.

/s/ Brit Miller, Mayor

ATTEST:

/s/ Brittany Smith, City Administrator

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