

**CITY OF PHILIP COUNCIL PROCEEDINGS
REGULAR MEETING
NOVEMBER 4, 2024**

A regular meeting of the Philip City Council was held on Monday, November 4, 2024, at 7:00 p.m. in the Community Room of the Haakon Co. Courthouse. Present were Mayor Brit Miller and Council Members Tiana Weber, Terri Pelle, Marion Matt, Marty Gartner, and Scott Pinney. Also present were City Administrator Brittany Smith, Finance Officer Monna Van Lint, Chief of Police Ben Buls, City Attorney Stephanie Trask, Cassie Wendt; and later, Police Officer AJ Bartlett.

Absent: Council Member Greg Arthur

The meeting was then opened with the Pledge of Allegiance.

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

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

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

Gross Salaries – Oct. 31, 2024: Admin - \$5250.00; Finance - \$4203.33; Public Works - \$12753.30; Police - \$8833.33; Rubble Site - \$360.00; Econ Develop - \$630.00

Colonial Life	Employee Supplemental Ins 10/24	88.65
Credit Collections Bureau	Garnishment 10/24	200.86
EFTPS	SS/MC/WH 10/24	7071.71
NE Child Support	Garnishment 10/24	469.18
SDRS	Employee Retirement 10/24	4078.14
SDSRP	Sup Retirement 10/24	100.00

ACH Payments:

Century Business Products	Copier Maint 9-10/24	22.73
Corporate Trust – US Bank	SRF #6 Pay #18 11/24	4917.84
	SRF #7 Pay #18 11/24	5766.78
Delta Dental	Dental Ins 11/24	828.80
Optilegra	Vision Ins 11/24	107.00
World Fuel Services/Ascent	AIR Fuel Fee 11/24	30.00
WR/LJ Rural Water Systems	3,857,000 gals 10/24	5206.95
	Contract Min. 10/24	2500.00
	AIR Water 10/24	42.60
	South Shop Water 10/24	20.00

Airport Improvement Projects:

Helms & Assoc.	Runway Const Adm 10/24	834.10
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This Month's Bills:

Arthur, Curt	175 S Center Ave Final 10/24	639.96
Associated Supply Co	Pool Pump S/H 9/24	161.66
Bartlett, Andrew	Mileage Reimb 10/24	365.82

Best Western Plus Ramkota	SDML Conf Rooms 10/24	749.94
Brant's Electric LLC	Park Wtr Improv 10/24	502.98
Buls, William	Mileage Reimb 10/24	365.82
D&T Auto Parts	Supplies 10/24	160.55
Dakota Supply Group	MW Valve Ex Kit 10/24	2748.17
Grossenburg Implement	Gator Maint 10/24	239.82
Haakon Co Treasurer	Office Rent 11/24	500.00
Hanson Oil	Fuel 9/24	561.15
Health Pool of SD	Health Ins 11/24	12469.31
Hometown Computer Service	Computer 10/24	1765.00
Kennedy Implement	Mower Repairs 9-10/24	1053.27
Kieffer Sanitation	380 Residential Collections 10/24	5422.60
	RS Roll Off Disposal 9/24	560.00
Lookout Plan + Code Consulting LLC	Bldg Review 10/24	371.52
McQuirk Ditching	Bus Barn W Line (PTrans to Reimb) 10/24	3427.52
MG Oil Co	Fuel 9/24	98.65
Morrison's Pit Stop	Tire Repairs 10/24	51.95
Northwest Pipe Fittings Inc	W Line Repair Pars 10/24	1305.17
ODP Business Solutions LLC	Supplies 10/24	214.32
Pheasantland Industries	Bldg Signs 10/24	1050.42
Philip Building Center	W Repairs 10/24	21.98
Philip Hardware	Supplies/Resale/Tools 10/24	311.46
Philip Motor Inc	'18 Ford Repairs 10/24	667.24
Philip Standard	Fuel 9/24	804.04
Pioneer Review	Publishing/Subscription 10/24	373.68
Qualified Presort Service LLC	Billing/Postage 10/24	342.02
Schaeffer Mfg Co	Supplies 10/24	620.64
SD Dept of Revenue	Sales Tax Payable 10/24	510.50
	W DBP Testing 9/24	181.00
The Philip Pit Stop	Fuel 9-10/24	213.25
US Bank		9576.26
AirNav, LLC	Airport Listing 10/24-10/25	30.00
Amazon	Supplies/Uni 10/24	727.19
AT&T	Cell Phone 9/24	225.49
Golden West	Telephone/Internet 9/24	643.49
Microsoft Office	FO/PD 365 10/24	51.56
MWE Tracks & Tires	Skidloader Tires 10/24	2592.00
On-Site First Aid & Safety	MB Supplies/Serv 10/24	127.90
Safety Benefits	Conf Reg 9/24	150.00
Shields Magnetics	Magnetic Sweeper 10/24	1278.91
Travel	Meals 10/24	116.58
USPS	Postage 10/24	40.70
Verizon	W AMR 9/24	80.04
West Central Electric	Electric 8/24	3512.40
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Total Bills		68,684.47

Old Business: None.

New Business:

Building/Flood Plain Dev. Permits:

Brock Hanson – retaining wall.

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

At 7:05 p.m., as previously advertised, a public hearing was held on the request of the following establishments for Liquor and Wine Licenses for fiscal year 2025.

BMT, Inc.-73 Bar & Lounge - Lots 12 & 13, Block 06, Original Town, City of Philip, SD: On-Sale Retail Liquor; Bottle & Veterinary Supply LLC - N 19' Lot 19, Block 6, Original Town, City of Philip, SD: Off-Sale Package Liquor; Dakota Country Pharmacy, Inc. - Lot 20, Block 6, Original Town, City of Philip, SD: Off-Sale Package Liquor; Kooks, LLC-Kooks - Lots 16 & 17, Block 06, Original Town, City of Philip, SD: On-Sale Retail Liquor; MG Oil Company–Corner Pantry #20 Philip: Lots 5, 6 & 7, Block 1, Original Town, City of Philip, SD: Off-Sale Package Liquor; Retail Management Systems, Inc.–The Philip Pit Stop – Outlot 2, High School Addition, City of Philip, SD: On/Off Sale Wine & Cider License; and, Rock & Roll Lanes, Inc. – Lots 08-21 Inclusive, Block 01, Highway Addition, City of Philip, SD: On-Sale Retail Liquor.

Chief Buls confirmed that the Police Dept. has no concerns regarding the above license renewals.

Following review and with no one appearing for or against the requested license applications, motion was made by Matt, seconded by Gartner to approve the above Liquor and Wine Licenses for 2025 contingent upon the applications and fees being submitted along with property taxes being paid. Motion carried with all members voting aye.

Departmental Reports:

Administration

The quarterly report included a review of the year-to-date financials (revenues, expenses, bank balances, investments, and sales tax revenues).

Council reviewed and accepted the City's Audited Financial Report for 2023 as prepared by Wohlenberg, Ritzman & Co. LLC.

Motion was made by Matt, seconded by Pinney to approve the HPSD 3000 plan through the Health Pool of SD for employee health insurance coverage, effective Jan. 1, 2025. This is a change from the current Plan F and reflects an overall increase of 4.01% in premiums from 2024. (For the record, a 10% increase was appropriated for in the 2025 budget.) Motion carried.

Airport

The quarterly report referenced the year-to-date airport fuel revenues.

Municipal Buildings

It was reported that three real property owners have completed the appraisal of the 175 S. Center Ave. property, resulting in an average value of \$45,000 (land: \$10,833; structure: \$34,167). The property will be advertised for sale via sealed bids with the bid opening scheduled during the next meeting on Dec. 2, 2024.

Police

The monthly report was reviewed.

Sewer

Council was informed that the 1993 Ford Ram Rodder (sewer truck) sold for \$3,800 on Purplewave auction, and the buyer has removed the equipment from city property.

Street

The monthly report was reviewed.

Water

The water loss for the month of October 2024 was reported at 12.53%.

Training/Travel:

CA Smith will be participating on the TAP recommendation committee and attending the meeting on Nov. 13th in Pierre.

CA Smith, PWM Shipp and PWM Schoniger will be attending the Safety Conference on Nov. 20th- 21st in Pierre. CA Smith will also be attending an SDML Work Comp Board meeting on Nov. 21st-22nd in Pierre.

Public Comments: None.

In Other Business:

The City has been awarded the 2024 Safety & Loss Control Award from the SDML Workers Compensation Fund and SD Public Assurance Alliance.

City offices will be closed on Nov. 11th, 28th and 29th in observance of the legal holidays.

The next Regular Council Meeting will be held on Monday, Dec. 2nd 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 7:18 p.m.

/s/ Brit Miller, Mayor

ATTEST:

/s/ Brittany Smith, City Administrator

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