

**CITY OF PHILIP COUNCIL PROCEEDINGS
REGULAR MEETING
OCTOBER 3, 2024**

A regular meeting of the Philip City Council was held on Thursday, October 3, 2024, 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, Tiana Weber, Marty Gartner, Marion Matt, and Scott Pinney. Also present were City Administrator Brittany Smith, Finance Officer Monna Van Lint, Chief of Police Ben Buls, Police Officer AJ Bartlett, City Attorney Stephanie Trask; and later, Jacob Sonne with SPN & Assoc. (via teleconference).

Absent: None.

The meeting was opened with the Pledge of Allegiance.

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

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

Motion was made by Pinney, seconded by Matt to approve the payment of the bills from the appropriated funds as listed below. Motion carried with Arthur abstaining from the payment to Curt Arthur.

Gross Salaries – Sept. 30, 2024: Mayor & Council - \$4420.00; Admin - \$5250.00; Finance - \$4203.33; Public Works - \$12479.98; Police - \$8833.33; Rubble Site - \$288.00; Econ Develop - \$1050.00

Colonial Life	Employee Supplemental Ins 9/24	88.65
Credit Collections Bureau	Garnishment 9/24	200.86
EFTPS	SS/MC/WH 9/24	8125.23
NE Child Support	Garnishment 9/24	469.18
SDRS	Employee Retirement 9/24	4045.34
SDSRP	Sup Retirement 9/24	100.00

ACH Payments:

Century Business Products	Copier Maint 8-9/24	52.70
Corporate Trust – US Bank	SRF #4 Pay #41 10/24	11326.05
	SRF #5 Pay #41 10/24	7905.24
Delta Dental	Dental Ins 10/24	828.80
1 st Nat'l Bank – Philip	Dep Books 10/24	18.00
Optilegra	Vision Ins 10/24	107.00
World Fuel Services/Ascent	AIR Fuel Fee 10/24	30.00
WR/LJ Rural Water Systems	4,750,000 gals 9/24	6412.50
	Contract Min. 9/24	2500.00
	AIR Water 9/24	40.00
	South Shop Water 9/24	22.60

Airport Improvement Projects:

Helms & Assoc.	Runway Eng Bidding 9/24	1575.59
SD Dept of Transportation	2023 Pavement Maint Project	2695.65

This Month's Bills:

3B's Heating & Air Conditioning	Pool AC Unit 6/24	731.91
A&B Welding Supply	Tank Fees 2024-2028	158.91
Architectural Specialties	Bldg Doors/Repairs 9/24	19652.70
Arthur, Curt	175 S Center Ave Removals 9/24	6975.08
Associated Supply Co	Pool Pump 9/24	7518.00
Bad River Law Prof LLC	Legal/Atty 7-9/24	855.00
Bartlett, Andrew	Supplies Reimb 9/24	59.98
	Mileage Reimb 9/24	115.24
Bothwell, Hailey	Cust Dep Balance 10/24	32.85
Brant's Electric	Bldg Doors Wiring 9/24	122.97
CHS River Plains	Supplies 8/24	156.00
D&T Auto Parts	Equip Repairs/Supplies 8-9/24	857.98
Grossenburg Implement	Tools 9/24	502.85
Haakon Co Treasurer	Office Rent 10/24	500.00
Haakon Co Young Women	Refund Overpayment 10/24	55.44
Hanson Oil	Fuel/Supplies 8/24	688.99
Health Pool of SD	Health Ins 10/24	12469.31
J&J Asphalt Co	12.15 T Hot Mix 8/24	911.25
Kelly, Melody	Cust Dep/Credit Balance 10/24	104.94
Kennedy Implement	Mower Repairs 8/24	121.13
Kieffer Sanitation	379 Residential Collections 9/24	5408.33
Midwest Radar & Equipment	Radar Cert 9/24	82.00
Morrison's Pit Stop	Repairs 9/24	74.49
Philip Body Shop	'13 Ford Repairs 9/24	402.59
Philip Building Center	Sewer Maint 9/24	63.90
Philip Hardware	Supplies/Tools 8-9/24	978.27
Philip Motor	Supplies 9/24	156.62
Philip Standard	Fuel 8/24	1380.81
Pioneer Review	Publishing 8-9/24	945.48
Qualified Presort Service LLC	Billing/Postage 9/24	345.31
Schofield Welding	Supplies 9/24	7.96
SD 811	Locates 7-9/24	25.20
SD Dept of Revenue	Sales Tax Payable 9/24	636.85
	Water Testing 9/24	15.00
Sno Enviro Inc	Asbestos Removal 10/24	3680.00
The Lodge at Deadwood	SDWWA Room 9/24	155.00
The Philip Pit Stop	Fuel 8-9/24	752.92
US Bank		6870.96
AirNav	AIR Listing 50.00	
Amazon	Supplies 8/24 193.55	
AT&T	Cell Phone 8/24 225.49	
Genesis Lamp	Supplies 9/24 142.45	
Golden West	Telephone/Internet 9/24 632.21	
Microsoft Office	FO/PD 365 9/24 51.56	
Sturgis First Responder	Uniforms/Supplies 9/24 1359.88	
Travel	Meal 9/24 91.24	
USPS	Postage 9/24 17.40	
Verizon	W AMR 9/24 80.04	
West Central Electric	Electric 7/24 4027.14	

Total Bills		108,086.35
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Old Business:

None.

New Business:

Infrastructure Improvement Projects:

Jacob Sonne, City Engineer with SPN & Assoc., addressed the Council regarding the status of the Kroetch Addition and Northeast Sewer/Stewart Ave. projects. He reviewed the following construction schedule provided recently by the contractor, H&W Contracting:

- Kroetch Addition (Hansen Ave Improvements)
 - start date of Apr. 14, 2025, and completion date of Aug. 22, 2025
- Stewart Ave. & Northeast Sewer Improvements
 - start date of May 5, 2025, and completion date of Aug. 29, 2025

Sonne reminded the Council that the completion date for both projects is Sept. 15, 2025, and each contract outlines the daily liquidated damages should they not be complete by said date. In addition, a preconstruction meeting is anticipated to be held in early April.

Airport Improvement Projects:

Motion was made by Arthur, seconded by Gartner to approve the Financial Agreement with the SD Dept. of Transportation for the Airport Runway Reconstruction Project (AIP # 3-46-0043-018-2024), and authorize the mayor’s signature thereon. It was noted that this includes project funding from the State in the amount of 5% of the total eligible project costs--not to exceed \$317,750. Motion carried with all members voting aye.

Building/Flood Plain Dev. Permits:

Ralph & Julie Kemnitz – deck replacement; and Virgil & Carla Smith – carport with attached shed.

Motion was made by Arthur, seconded by Gartner to approve the above permits as presented. Motion carried.

Departmental Reports:

Administration

Motion was made by Pinney, seconded by Gartner to approve Optilegra vision insurance renewal for the policy period of Dec. 1, 2024, to Nov. 30, 2025. Said renewal reflects a zero increase to the monthly premiums. Motion carried.

Motion was made by Gartner, seconded by Matt to approve the Delta Dental’s insurance renewal for the policy period of Jan. 1 to Dec. 31, 2025. Said renewal reflects a monthly premium increase of 3.21%. (For the record, a 5% increase was appropriated for in 2025.) Motion carried.

Motion was made by Pinney, seconded by Gartner to approve the following Resolution #2024-13 as presented. Motion carried.

**RESOLUTION #2024-13
SUPPLEMENTAL APPROPRIATIONS
CONTINGENCY TRANSFER**

WHEREAS, insufficient appropriation was made in the 2024 adopted budget for the following departments to discharge just obligations of said appropriations; and,

WHEREAS, SDCL 9-21-6.1 provides that transfers be made by resolution of the board from the contingency appropriation established pursuant to SDCL 9-21-6.1 to other appropriations;

NOW THEREFORE BE IT RESOLVED that the appropriation be transferred from the contingency budget to the following department budgets:

FROM:	101-41100-41150 Contingency	\$35,600.00
TO:	101-41920-42230 Gov't Bldg Contract Srv	\$ 18000.00
	101-42200-42100 Fire Insurance	\$ 155.00
	101-43100-42520 Street Equip Repair	\$ 4500.00
	101-43100-42640 Street Gravel	\$ 180.00
	101-43500-42230 Airport Contract Srv	\$ 2700.00
	101-43500-42230 Airport Repair & Maint	\$ 7200.00
	101-43500-42700 Airport Travel & Dues	\$ 115.00
	101-44600-42100 Ambulance Insurance	\$ 390.00
	101-45100-42610 Pool Uniforms	\$ 60.00
	101-45100-42630 Pool Chemicals	\$ 320.00
	101-45100-42850 Pool Propane	\$ 1090.00
	101-46500-42981 Econ Dev NAJA Circus	\$ 890.00

This resolution is effective upon passage.

Dated this 3rd day of October 2024.

/s/ Brit Miller, Mayor

ATTEST:

/s/ Monna Van Lint, Finance Officer

Motion was made by Matt, seconded by Arthur to approve the following Resolution #2024-14 as presented. Motion carried.

**RESOLUTION #2024-14
AUTHORIZING USE OF BUILDINGS & IMPROVEMENTS ASSIGNED CASH**

BE IT RESOLVED by the City Council of the City of Philip, South Dakota, that the Finance Officer is hereby authorized and directed to utilize \$12,000.00 in the building and improvements assigned cash funds, which was reserved for the 2024 Annual Appropriations Budget (Ord. #2024-09) for the south shop door replacements.

Dated this 3rd day of October 2024.

/s/ Brit Miller, Mayor

ATTEST:

/s/ Monna Van Lint, Finance Officer

Motion was made by Gartner, seconded by Pinney to approve the following Resolution #2024-15 as presented. Motion carried.

**RESOLUTION #2024-15
AUTHORIZING USE OF SWIMMING POOL ASSIGNED CASH**

BE IT RESOLVED by the City Council of the City of Philip, South Dakota, that the Finance Officer is hereby authorized and directed to utilize \$9,280.00 in the swimming pool assigned cash funds, which was reserved for the 2024 Annual Appropriations Budget (Ord. #2024-09) for pool repairs and maintenance for the pool.

Dated this 3rd day of October 2024.

/s/ Brit Miller, Mayor

ATTEST:

/s/ Monna Van Lint, Finance Officer

Municipal Buildings:

The building committee provided an update on the 175 S. Center Ave. property. It was noted that the asbestos removal has been completed and the interior removals will be finished soon.

Discussion ensued regarding the additional work needed on the building and the potential costs. More specifically, the roof and west wall. To date, the city has spent \$49,292.26 on the property and concerns were voiced for investing more tax dollars. It was suggested to seal the roof and west wall, and then sell the property.

Following a lengthy discussion, motion was made by Matt, seconded by Pelle to declare the property surplus and offer it for sale via sealed bids. CA Smith was directed to consult with three property owners to obtain an appraisal of the property. Motion carried.

Police

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

Motion was made by Arthur, seconded by Gartner to approve the second reading of Ordinance #2024-12, Amending Sections in Chapter 9, Public Safety/Public Offenses (Fireworks). Motion carried with all members voting aye.

Rubble Site

Council reviewed concerns reported regarding an abundance of nails on Park Ave., especially between Dakota Mill & Grain and the Rubble Site entrance. Magnetic sweepers were also reviewed as a potential option to address the issue.

Discussion ensued. It was mentioned that a magnetic sweeper attachment could also be utilized at the rubble site property as well as on properties following a demolition project.

Following, motion was made by Gartner, seconded by Arthur to authorize the purchase of magnetic sweeper with a clean off sleeve not to exceed \$2,000.00 in cost. Motion carried.

Street

The monthly report was reviewed.

Water

The water loss for the month of September 2024 was reported at 10.74%. It was mentioned that a leak was located and repaired on N. Center Ave. last week.

Public Comments:

None.

In Other Business:

City offices will be closed Oct. 14th in observance of the legal holiday.

The next Regular Council Meeting will be held on Monday, Nov. 4th 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 7:59 p.m.

/s/ Brit Miller, Mayor

ATTEST:

/s/ Brittany Smith, City Administrator

(Published once on Oct. 10, 2024, at approximate cost of \$_____)