

**COUNCIL PROCEEDINGS  
SPECIAL MEETING  
December 27, 2018**

A special meeting of the Philip City Council was held on Thursday, December 27, 2018, at 4:00 p.m. in the Community Room of the Haakon Co. Courthouse. Present were Mayor Michael Vetter, Council Members Marion Matt, Trisha Larson, Terri Pelle, Marty Gartner, Brit Miller and Scott Pinney. Also present were City Administrator Brittany Smith, Finance Officer Monna Van Lint, Public Works Director Matt Reckling, Chief of Police David Butler; and later, City Attorney Stephanie Trask.

Absent: None.

Mayor Vetter called the meeting to order stating that the purpose of this meeting was to clear up year-end business for 2018.

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

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

Motion was made by Matt, seconded by Pinney to approve payment of the bills from the appropriated funds. Motion carried.

**Gross Salaries – Dec. 31, 2018 (including longevity, professional incentive & compensatory time per policy):** Mayor & Council - \$4581.66; Finance - \$9558.30; Public Works - \$7570.50; Police - \$4162.93; Street - \$9138.82; Swimming Pool - \$245.09; Water - \$7321.60; Sewer - \$2674.58; Garbage - \$107.68

Colonial Life	Employee Supplemental Ins 12/18	237.08
EFTPS	S.S., Medicare, Withholding 12/18	10894.16
NE Child Support Pay Ctr	Garnishment 12/18	659.18
SDRS	Employee Retirement 12/18	5123.81

**Airport Hangar/Apron Design Project:**

KLJ Inc	Design Eng thru 12/1/18	9283.72
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**SW Philip Improv Project:**

Petty Cash	Deeds 12/18	3.00
SPN & Assoc	Const Eng/Adm thru 12/15/18	8914.85
Thorstad Companies	Const Pay Req #5 thru 12/14/18	37743.61

**This Month's Bills:**

Bad River Law Prof LLC	Atty/Legal Fees 12/18	500.00
Brant's Electric	Airport Electrical 12/18	759.92
	Warning Siren Wiring 12/18	1081.22
Cenex Harvest States	Fuel/LP 11/18	887.53
	Fuel 12/18	56.26
City of Philip	City Property Water Usage 2018	987.18
	Reimb Park/Rec Unused Water Approp	442.34

Core & Main	Sensus Handheld Meter Reader 12/18/18	10776.00
D&T Auto Parts	Supplies 11-12/18	210.68
1 <sup>st</sup> Nat'l Bank – Philip	UB Postage 12/18	128.82
Hanson Oil	Fuel/LP 11-12/18	1032.77
Lyle Signs Inc	Street/Police/Park Signs 12/18	949.96
McQuirk Ditching	Airport Water Line/Trenching 11/18	5524.74
Petty Cash	Postage 7-12/18	21.81
Philip Hardware	Supplies 12/18	76.95
Philip Standard	Fuel 12/18	657.80
Pioneer Review	Publishing 12/18	299.09
Quill	Supplies 12/18	61.84
SD Dept. of Revenue	Water Testing 12/18	15.00
The Philip Pit Stop	Fuel 11/18	65.00
Twilight 1 <sup>st</sup> Aid & Safety	Service/Supplies 12/18/18	97.90
USPS Postmaster	Stamps 12/18	200.00
Verizon Wireless	Cell Phone 11-12/18	163.08
Walker Refuse	370 Residential Collections 12/18	4884.00
West Central Electric	Electric Chgs 11/1-12/1/18	3227.93
WR/LJ Rural Water Systems	2,221,000 gals 12/18	2776.25
	Contract Min. 12/18	2500.00
	Airport Water 12/18	40.00
	South Shop Water 12/18	22.50

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Total \$94,391.75

**Old Business:**

None.

**New Business:**

Vetter then presented the following updated Council Committee Appointments for 2018/2019. It was noted that the first person listed is the head of the committee.

<b><u>AIRPORT</u></b>	<b><u>BUDGET</u></b>	<b><u>BUILDING</u></b>	<b><u>GARBAGE</u></b>	<b><u>NUISANCE</u></b>	<b><u>POLICE</u></b>
Pinney	Matt	Matt	Miller	Pelle	Miller
Miller	Miller	Gartner	Matt	Pinney	Larson
Pelle	Larson	Pinney	Pelle	Matt	Gartner

<b><u>REC/HEALTH</u></b>	<b><u>SAFETY</u></b>	<b><u>STREET</u></b>	<b><u>WATER/SEWER</u></b>
Larson	Gartner	Gartner	Pinney
Pinney	Pelle	Miller	Gartner
Pelle	Larson	Matt	Larson

**Southwest Philip Improv. Project:**

Council was updated on the Phase I punch list. It was noted the contractor is still anticipating to finish grading a few boulevards before the end of the year. In addition, it has been suggested to request all boulevard areas in Phase I be touched up in 2019.

Motion was then made by Miller, seconded by Matt to approve Thorstad Companies Pay Request #5 in the amount of \$37,743.61 contingent upon receipt of all appropriate paperwork required for the funding agencies approval. Motion carried with all members voting aye.

Council went on to review property and liability insurance proposals for 2019. This included proposals from EMC, One Beacon and SD Public Assurance Alliance (copies are on file in the Finance Office).

Following, motion was made by Miller, seconded by Matt to approve the following insurance proposal from One Beacon for an annual premium of \$19,040.00: General liability - \$0 deductible; Property - \$1,000 deductible blanket (RC/ACV); Inland Marine - \$1,000/\$2,000 deductible; Commercial Umbrella; Auto - \$500 deductible; Linebacker/Public Officials Liability - \$0 deductible; Cyber/Information R&R; and, Crime Coverage of \$150,000. This coverage shall be effective Jan. 1, 2019. In addition, the current coverage through EMC as well as the finance officer and city administrator surety bond shall be cancelled Jan. 1, 2019. (For the record, the crime coverage through One Beacon satisfies the bond requirements in SDCL 9-14-6.1.) Motion carried with all members voting aye.

Motion was made by Pinney, seconded by Miller to approve the City of Philip Grant Policy as presented. Motion carried with all members voting aye. (A copy is on file in the Finance Office.)

Motion was made by Matt, seconded by Gartner to approve the first reading of Ordinance #2018-25 as presented. Motion carried with all members voting aye.

**ORDINANCE #2018-25  
AMENDING ORDINANCE 8-209 OF THE REVISED  
ORDINANCES OF THE CITY OF PHILIP, SD**

**BE IT ORDAINED** by the City Council of the City of Philip, South Dakota, that the following section 209 be amended in Chapter 08, Traffic Regulations, of the revised ordinances of the City of Philip and read as follows:

**8-209                    PARKING – GENERAL PROVISIONS**

All vehicles parking in the business district shall park diagonally. For purposes of this Ordinance, the business district shall be defined as follows: Pine Street, from Larimer Avenue to Wood Avenue; north side of Oak Street from Larimer Avenue to Wood Avenue; south side of Oak Street from Howard Avenue to Larimer Avenue; and, all of Center Avenue. Parking in the remainder of the City of Philip shall be parallel.

Dated this \_\_\_\_ day of \_\_\_\_\_ 2018.

\_\_\_\_\_  
Michael Vetter, Mayor

ATTEST:

\_\_\_\_\_  
Monna Van Lint, Finance Officer

Passed First Reading: Dec. 27, 2018  
Passed Second Reading:  
Yeas: 6    Nays: 0  
(Published: Jan. 10, 2019)

Motion was made by Gartner, seconded by Miller to approve the following Resolution #2018-26 as presented. It was noted that the resolution along with a joint letter from Chief Butler and Sheriff Koester will be submitted to the SD Dept. of Transportation (DOT). The letter provides a detail of their recommendations to the SD DOT for additional safety measures on SD Hwy 73 and US Hwy 14 in the Philip area. Motion carried with all members voting aye.

**RESOLUTION #2018-26 CITY OF PHILIP  
RESOLUTION #2018-09 HAAKON COUNTY  
SUPPORTING EFFORTS TO IMPROVE THE SAFETY OF  
S.D. HIGHWAY 73 AND U.S. HIGHWAY 14  
HAAKON COUNTY, PHILIP, S.D.**

**WHEREAS**, S.D. Highway 73 and U.S. Highway 14 are main thoroughfares for traffic in, through and around our community; and;

**WHEREAS**, S.D. Highway 73 and U.S. Highway 14 intersect on the northern edge of the community. Only the traffic on S.D. Highway 73 are required to stop at the intersection—the established speed limit for the northbound traffic entering the intersection is 30 miles per hour; and, the established speed limit for the southbound traffic entering the intersection is 65 miles per hour. The established speed limit for traffic on U.S. Highway 14 going through the intersection is 45 miles per hour; and.

**WHEREAS**, it is apparent that traffic on S.D. Highway 73 and U.S. Highway 14 are not informed nor well aware of this major intersection as they are known for travelling at high-speeds and failing to stop at the intersection. In addition, traffic is utilizing the righthand turning lanes on S.D. Highway 73 as passing lanes; and,

**WHEREAS**, law enforcement patrols the area and has issued many warnings and citations over years at the intersection of S.D. Highway 73 and U.S. Highway 14. In addition, there have been a great number of reported accidents and many close calls for traffic in this area; and,

**WHEREAS**, the stop ahead signs for the northbound and southbound traffic on S.D. Highway 73 are located before the stop signs by approximately 740 and 1500 feet, respectively. The stop ahead sign for the northbound traffic is also located prior to another intersection; and,

**WHEREAS**, we recognize that since 2010, the State has made some efforts with installing right turn only signs on U.S. Highway 14 as well as a stop sign for the northbound traffic between the straight-ahead/left turn lane and right turn lane for northbound traffic on S.D. Highway 73 and rumble strips for the southbound traffic on S.D. Highway 73; and,

**WHEREAS**, while these measures are appreciated, we still strongly feel that additional safety measures such as flashing stop signs, flashing stop ahead signs, reduced speed limits as well as more identification of the righthand turning lanes could be put into place on both S.D. Highway 73 and U.S. Highway 14.

**NOW, THEREFORE, BE IT RESOLVED**, that the following undersigned Commission Board Members and Sheriff for the County of Haakon, South Dakota; and, the Mayor, Council Members and Chief of Police for the City of Philip, Haakon County, South Dakota, do hereby strongly support additional efforts to improve the safety of S.D. Highway 73 and U.S. Highway 14 through the community with warning signals, reduction of speed limits and/or additional signage.

Dated this 27<sup>th</sup> day of December 2018.

/s/ Marty Gartner, Council Member

/s/ Trisha Larson, Council Member

/s/ Marion Matt, Council Member

/s/ Brit Miller, Council Member

/s/ Terri Pelle, Council Member

/s/ Scott Pinney, Council Member

/s/ Michael Vetter, Mayor

/s/ David Butler, Chief of Police

ATTEST:

/s/ Monna Van Lint, Finance Officer

Dated this \_\_\_\_ day of \_\_\_\_\_ 2018.

\_\_\_\_\_  
Steve Clements, Commission Chairman

\_\_\_\_\_  
Nick Konst, Commission Member

\_\_\_\_\_  
Tom Radway, Commission Member

\_\_\_\_\_  
Gary Snook, Commission Member

\_\_\_\_\_  
Ed Briggs, Commission Member

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Fred Koester, County Sheriff

ATTEST:

\_\_\_\_\_  
Carla Smith, County Auditor  
(Publish: Jan. 10, 2019)

Motion was made by Matt, seconded by Pinney to approve the surplus and disposal of a warning siren purchased for \$1744.00 in 1980. This siren was located east of Stanley Ave.; and, recently replaced. Motion carried.

Council reviewed the 2018 year-end sales tax revenues reported at \$559,668.84. It was reported that the sales tax collections are up 5.35% or \$29,928.79 from 2017.

Mayor and Council expressed their sincere appreciation and gratitude to the local businesses as well as the community for their continued support of the local economy.

The following L/P Propane bids received this month are as follows. It was noted that due to the tied bids during the month, propane was purchased from Hanson Oil on Dec. 13 and Midwest Cooperatives on Dec. 26, 2018.

	<u>Dec. 13, 2018</u>	<u>Dec. 26, 2018</u>
Hanson Oil Company	\$1.30/gal.	\$1.30/gal.
Midwest Cooperatives	\$1.30/gal.	\$1.30/gal.

Motion was made by Gartner, seconded by Miller to approve Heartland Waste Management's and Waste Connections of S.D. dba Walker Refuse's Commercial Garbage Hauler's permits for 2019. Motion carried.

Motion was made by Matt, seconded by Gartner to approve the election agreement and authorize the Mayor's signature thereon along with the following resolution combining the municipal election with the school election on April 9, 2019, with the only polling place at the school. Motion carried with all members voting aye.

**Resolution to Hold a Joint Election with the School**

**WHEREAS**, it appears to the governing body of the City of Philip that combining the municipal and school election would result in a reduction in cost to both governmental entities and,

**WHEREAS**, such a combined election would result in increased public interest and participation,

**BE IT THEREFORE RESOLVED**, that subject to the approval of the governing body of Haakon County School District 27-1, the municipal election normally scheduled for April 9, 2019, be held in conjunction with the school election scheduled for April 9, 2019, upon such agreement for cost sharing as may be mutually agreed.

Dated this 27<sup>th</sup> day of December 2018.

/s/ Michael Vetter, Mayor

ATTEST:

/s/ Monna Van Lint, Finance Officer

The following positions that will be up for election in 2019: Ward I (currently held by Scott Pinney) – 2 Year Term; Ward II (currently held by Marion Matt) – 2 Year Term; and, Ward III (currently held by Terri Pelle) – 2 Year Term.

Nominating petitions for these positions may begin circulation no earlier than the 25<sup>th</sup> day of January 2019 and must be filed with the Finance Office no later than the 22<sup>nd</sup> day of February 2019. Petitions are available in the City Finance Office.

At 4:11 p.m., motion was made by Pinney, seconded by Gartner to enter into executive session per SDCL 1-25-2(1), personnel. Attorney Trask's presence was requested during the session. Motion carried.

At 4:34 p.m., motion was made by Matt, seconded by Miller to come out of executive session with the following action:

Motion was made by Pinney, seconded by Miller to hire William "Ben" Buls to fill the open police officer position at a starting wage of \$15.00 per hour. Motion carried with all members voting aye.

Motion was then made by Miller, seconded by Gartner to approve the following employee wages for 2019: William "Ben" Buls - \$15.00/hr; David Butler – \$19.37/hr; Rick Coyle – \$20.92/hr; Brian Pearson – \$17.77/hr; Matt Reckling – \$21.49/hr; Robert "Robbie" Shipp – \$16.86/hr; Brittany Smith – \$43,901.37/year; and, Monna Van Lint – \$19.58/hr. Motion carried with all members voting aye.

**Public Comments:**

None.

**Other Business:**

Citizens in need of disposing of real Christmas trees are encouraged to contact the City Finance Office.

Departmental Inventories for 2018 need to be completed and returned to the Finance Office by no later than Jan. 10, 2019.

City Offices will be closed Dec. 31, Jan. 1 and 21 in observance of the legal holidays.

The next Regular Council Meeting will be held on Monday, Jan. 7, 2019, at 7:00 p.m. in the Community Rm.

With nothing further to come before the Council, Mayor Vetter declared the meeting adjourned at 4:35 p.m.

/s/ Michael Vetter, Mayor

ATTEST:

/s/ Brittany Smith, City Administrator

(Published once on January 10, 2019, at approximate cost of \$\_\_\_\_\_)