

**CITY OF PHILIP COUNCIL PROCEEDINGS
SPECIAL MEETING
DECEMBER 30, 2024**

A special meeting of the Philip City Council was held on Monday, December 30, 2024, at 5:30 p.m. in the Community Room of the Haakon Co. Courthouse. Present were Mayor Brit Miller, Council Members Marion Matt, Terri Pelle, Marty Gartner, Greg Arthur, and Scott Pinney. 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: Council Member Tiana Weber

Mayor Miller called the meeting to order stating that the purpose of this meeting was to clear up year-end business for 2024.

The meeting was opened with the Pledge of Allegiance.

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

Motion was made by Matt, seconded by Gartner to approve the minutes of the last meeting as published by the Pioneer Review and on the City’s website. Motion carried.

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

Gross Salaries – Dec. 31, 2024: Mayor & Council - \$4745.00; Admin - \$5250.00; Finance - \$4203.33; Public Works - \$13186.90; Police - \$8,833.33; Economic Development - \$903.00; Rubble Site - \$36.00; Water - \$227.33; Sewer - \$151.55.

Colonial Life	Employee Supplemental Ins 12/24	88.65
Credit Collections Bureau	Garnishment 12/24	200.86
EFTPS	SS/Medicare/Withholding 12/24	8025.86
SDRS	Employee Retirement 12/24	4175.64
SDSRP	Sup Retirement 12/24	100.00

Airport Improvement Projects:

Helms & Assoc	Runway Const Adm thru 12/14/24	2120.40
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This Month's Bills:

Bad River Law Prof LLC	Atty/Legal Fees 12/24	200.00
Buls, William	CPR Reimb 11/24	20.00
City of Philip	City Dept Water Usage 2024	1585.49
	Unused Park Free Water 2024	831.32
D&T Auto Parts	Supplies 11-12/24	2057.59
Grossenburg Implement	Supplies 12/24	48.94
Hanson Oil	Fuel/LP 11/24	1644.73
Hoag Diesel Service	Ford Truck Repairs 10-12/24	2845.98
Hometown Computer Service LLC	PD IT Srv 12/24	100.00
Kieffer Sanitation	377 Residential Collections 12/24	5379.79
Morrison’s Pit Stop	W Equip Repairs 12/24	794.52
ODP Business Solutions	Supplies 12/24	403.71

Philip Building Center	Materials/Repairs 12/24	370.87
Philip Hardware	Supplies/Repairs/Tools 12/24	1128.28
Philip Standard	Fuel 11-12/24	912.14
Pioneer Review	Publishing 11-12/24	502.74
Qualified Presort Service LLC	Billing/Postage 12/24	340.29
SD Dept. of Revenue	W Testing 11-12/24	30.00
The Philip Pit Stop	Fuel 10-12/24	1324.61
US Bank		10604.73
Amazon	Supplies/Uniforms/Equip 12/24	692.91
AT&T	Cell Phone 10-11/24	225.64
Golden West	Telephone/Internet 11/24	647.63
Microsoft Office	PD/FO 365 12/24	51.56
Onsite First Aid & Safety	Supplies 12/24	35.90
SDARWS	Conf Reg Fees 12/24	650.00
Stop Stick	PD Equip 12/24	1922.00
USPS	Supplies 11-12/24	21.88
Verizon	Water AMR 10-11/24	80.02
West Central Electric	Electric 10-11/24	6277.19
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Total (without payroll)		\$33,246.13

Old Business:

None.

New Business:

Airport Improvement Projects:

Motion was made by Pinney, seconded by Matt to approve DGR Engineering to complete an Independent Fee Evaluation (IFE) for the Airport Layout Plan project engineering services in the amount of \$5,000. Motion carried.

Motion was made by Arthur, seconded by Gartner to approve Heartland Waste Management's and Waste Connections of S.D. dba Kieffer Sanitation's Commercial Garbage Hauler's permits for 2025. Motion carried.

Building/Flood Plain Dev. Permits:

Ryon Berry – demolish structures/improvements at 512 Dupree St.

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

Department Reports:

Administration

The SD Dept. of Legislative Audit has accepted the city's fiscal year 2023 audit report.

Motion was made by Gartner, seconded by Pinney to approve the following Resolution #2024-16, Contingency Transfer. Motion carried.

**RESOLUTION #2024-16
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	\$ 8,300.00
TO:	101-41400-42800 Finance Telephone	\$ 300.00
	101-41920-42860 Mun Bldg Water	\$ 15.00
	101-42100-42620 Police Fuel	\$ 475.00
	101-42100-42700 Police Travel/Dues	\$ 475.00
	101-42200-42860 Fire Water	\$ 50.00
	101-43100-42520 Street Equip Repair	\$ 5000.00
	101-43100-42600 Street Supplies	\$ 1000.00
	101-43100-42640 Street Gravel	\$ 500.00
	101-43100-42860 Street Water	\$ 15.00
	101-43500-42230 Airport Contract Srv	\$ 100.00
	101-43500-42500 Airport Repair & Maint	\$ 250.00
	101-45100-42860 Pool Water	\$ 120.00

This resolution is effective upon passage.

Dated this 30th day of December 2024.

/s/ Brit Miller, Mayor

ATTEST:

/s/ Monna Van Lint, Finance Officer

Police

Chief Buls reviewed the following bids received for the purchase of a new police vehicle in 2025:

Philip Motor, Inc.

2025 Ford Police Interceptor - \$49,740.00

Advanced Graphix

Graphic Kit - \$649.25

SonTech

Option #1 - Vehicle Equipment/Uplifting - \$22,990.48

Option #2 - Vehicle Equipment/Uplifting (with grille guard) - \$24,264.93

Discussion ensued regarding the equipment options from SonTech. It was noted that \$70,000 has been appropriated in the 2025 budget for the purchase of a new police vehicle. The total quote with option #1 from SonTech \$73,379.73, and option #2 is \$74,654.18 plus graphic installation.

Following, motion was made by Gartner, seconded by Matt to approve the quotes from Philip Motor and Advanced Graphix along with option #2 from SonTech as presented. Motion carried with all members voting aye.

At 5:54 p.m., motion was made by Arthur, seconded by Gartner to enter into executive session per SDCL 1-25-2(1), personnel. Motion carried.

At 6:12 p.m., motion was made by Gartner, seconded by Matt to come out of executive session with the following action:

Motion was made by Gartner, seconded by Matt to approve the following employee wages for 2025: Andrew "AJ" Bartlett - \$51,750.00/yr; William "Ben" Buls – \$58,500.00/yr; Rickie Coyle - \$25.00/hr; Michael Miller - \$18.50/hr; Matt Reckling – \$29.50/hr; James "Matt" Schoniger - \$22.00/hr; Robert "Robbie" Shipp – \$24.50/hr; Brittany Smith – \$68,000.00/yr; Monna Van Lint – \$25.25/hr; and, Doreen Vetter - \$21.50/hr. Motion carried with all members voting aye.

Public Comments:

None

Other Business:

The city residents were reminded to contact the city office to dispose of real Christmas trees.

City Offices will be closed Jan. 1st and Jan. 20th in observance of the legal holidays.

The next Regular Council Meeting will be held on Monday, Jan. 6, 2025, at 7:00 p.m. in the Community Rm.

With nothing further to come before the Council, Mayor Miller declared the meeting adjourned at 6:14 p.m.

/s/ Brit Miller, Mayor

ATTEST:

/s/ Brittany Smith, City Administrator

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