

**COUNCIL PROCEEDINGS  
REGULAR MEETING  
OCTOBER 01, 2018**

A regular meeting of the Philip City Council was held on Monday, October 1, 2018, at 7:00 p.m. in the Community Room of the Haakon Co. Courthouse. Present were Mayor Michael Vetter, Council Members Trisha Larson, Jennifer Henrie, Brit Miller, Marty Gartner and Scott Pinney. Also present were City Administrator Brittany Smith, Finance Officer Monna Van Lint, Police Chief David Butler, Jacob Sonne with SPN & Assoc., Del Bartels with The Pioneer Review; and later, City Attorney Stephanie Trask, Virgil and Carla Smith.

Absent: Council Member Marion Matt.

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

Motion was made by Gartner, seconded by Henrie to approve the minutes of the last meeting(s) as published in The Pioneer Review and on the City's website. Motion carried.

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

**Gross Salaries – Sept. 28, 2018:** Mayor & Council - \$4420.00; Finance - \$3291.59; Police - \$6229.59; Street - \$6219.19; Water - \$2920.67; Sewer - \$3553.33; Garbage - \$3500.00

Colonial Life	Employee Supplemental Ins 9/18	237.08
EFTPS	S.S., Medicare, Withholding 9/18	6396.66
NE Child Support Pay Ctr	Garnishment 9/18	659.18
SDRS	Employee Retirement 9/18	3384.27

**SW Philip Improv Project**

SPN & Assoc.	Const Eng/Adm thru 9/21/18	34502.05
Thorstad Companies	Const Pay Req #2 thru 9/21/18	309990.23

**This Month's Bills:**

Bad River Law Prof LLC	Atty/Legal Fees 9/18	385.00
Butler, David	Reimb Vehicle Light Purchase 9/18	39.81
Brant's Electric	Com Sign Light Repair 9/18	116.79
Cenex Harvest States	Fuel/LP 8/18	706.97
CNH Productivity Plus Acct	Equip Repairs 8-9/18	159.86
Core & Main LP	Supplies 9/18	273.78
Corporate Trust – US Bank Trust	SRF #4 Pay #17 10/18	11326.05
	SRF #5 Pay #17 10/18	7905.24
D&T Auto Parts	Supplies 8-9/18	63.48
Delta Dental	Dental Ins 10/18	713.00
1 <sup>st</sup> Nat'l Bank – Philip	UB Postage 9/18	128.95
Glen, Suzanne	Cust Deposit Refund 10/18	100.00
Golden West	Telephone 8-9/18	585.94
Haakon Co Treasurer	Office Rent 10/18	500.00
Hanson Oil	Fuel 8-9/18	408.62
Health Pool of SD	Health Ins 10/18	9465.62
JT Vehicle Systems	'15 Ford Equip Repair/Install 9/18	585.00

Kiesler's Police Supply Inc	Uniform 9/18	47.15
Legal & Liability Risk Mgmt Ins	Supplies 10/18	17.95
Les' Body Shop	'15 Ford Repairs/Tires 9/18	939.51
Morrison's Pit Stop	Trailer Tires 8/18	222.00
O'Connell Construction Inc	59.68 T Fill/Base Course 9/18	346.67
Optilegra	Vision Ins 10/18	95.70
Pearson, Brian	Mileage Reimb 9/18	132.68
Philip Standard	Fuel/Oil Chg 8-9/18	229.67
Pioneer Review	Publishing 9/18	730.86
Quill Corp	Supplies 9/18	286.98
Safety Benefits Inc	Conf Reg 10/18	195.00
Schofield Welding Co	Door Repairs 9/18	18.27
SD Animal Control Assoc	Conf Reg 10/18	100.00
SD Dept of Revenue	Sales Tax 9/18	526.77
	Excise Tax 9/18	2.31
	Water Testing 9/18	15.00
Simon North Region SD	92.75 T Chips 9/18	3468.84
The Lodge at Deadwood	SDWWA Rooms 9/18	206.00
The Philip Pit Stop	Fuel 8/18	218.89
United Systems Technology Inc	UB Bill Cards 8/18	361.00
Verizon Wireless	Cell Phone 8-9/18	162.45
VISA – UMB Bank	Supplies/Travel 8-9/18	149.02
Walker Refuse	370 Residential Collections 9/18	4884.00
West Central Electric	Electric Chgs 8/1-9/1/18	3746.42
WR/LJ Rural Water Systems	5,632,000 gals 9/18	7040.00
	Contract Min. 9/18	2500.00
	Airport Water 9/18	42.50
	South Shop Water 9/18	22.50
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Total Bills		404,664.53

Motion was made by Miller, seconded by Gartner to authorize the finance office to void check #30826 issued on Apr. 2<sup>nd</sup>, 2018, in the amount of \$12.98 in accordance with SDCL 9-23-21. Motion carried.

**Old Business:** None.

**New Business:**

Mayor Vetter noted that Haakon County has rescinded their request for the City to consider installing a street light in the courthouse alley.

**Southwest Philip Improv. Project:**

Jacob Sonne with SPN & Assoc. addressed the Council with an update on the project.

Sonne reported that the City should see a great deal of progress this week. This ranges from concrete to gravel base work. There is also some minor additional utility work to be completed. He stated that work has moved partially into the second phase, but any additional work will need to be preauthorized. The contractor has also confirmed that their asphalt sub-contractor has its own materials and will be able to supply asphalt as weather conditions allow.

Mayor Vetter questioned the specifications required to install asphalt.

Sonne advised that the temperature needs to be a certain degree as well as the ground needs to be clear and thawed. He will also be confirming with the SD Dept. of Transportation (DOT) as far as their specifications to ensure compliance with the Community Access Grant.

Sonne then went on to discuss the contaminated soil removal. He explained that the SD Dept. of Environment and Natural Resources (DENR) contracts with American Engineering Testing (AET) for contaminated soil removal in the State. In turn, DENR has requested Thorstad contract directly with AET for these expenses which will be paid at the contract price of \$134.50 per ton. These expenses would then be removed from the City's contract with Thorstad through a change order.

Following, motion was made by Miller, seconded by Gartner to authorize SPN & Assoc. to issue a change order to remove the contaminated soil removal expenses from the City's contract with Thorstad per SD DENR's recommendation. Motion carried with all members voting aye.

Sonne also mentioned that one of Philip Motor's driveway approaches was overlooked during the project design. More specifically, the approach on the north side of Oak St., close to the Larimer Ave./SD Hwy 73 intersection. This has been reinstalled per the Street Committee's approval, but concern for parking in this area was mentioned. In turn, the City will be installing "No Parking" and "Loading Zone Area" signs once the project is complete.

Motion was made by Gartner, seconded by Pinney to approve Thorstad Companies Pay Request #2 in the amount of \$309,990.23 contingent upon receipt of all appropriate paperwork required for the funding agencies approval. Motion carried with all members voting aye.

Airport Hangar/Apron Reconstruction Design Project:

Motion was made by Miller, seconded by Henrie to approve the grant agreement with the SD Dept. of Transportation for the project and authorize the Mayor's signature thereon. For the record, the estimated cost of the design is \$127,045.39 with the federal share being 90% or \$117,000; and, the state and local share each being 5% or \$6,500. Motion carried with all members voting aye.

Building/Flood Plain Dev. Permits:

Lee & Nicole Dennis – replace sewer line & deck, addition; Gloria French – repair/replace sewer line; and, Martin & Vera Nelson – repair/replace sewer line.

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

Council was informed that the City's Homeland Security Grant application to purchase a new warning siren has been approved for funding. More specifically, the City has been awarded \$7,739 for the siren, accessories and installation. The siren has been ordered and will replace the siren located north Philip Health Services.

It was then reported that TransCanada has approved a \$10,000 donation to the Haakon Co. Prairie Transportation (HCPT) Bus Barn project.

Motion was made by Gartner, seconded by Miller to amend the appointment of the City's Public Information Officer to be the Mayor with the City Administrator as the alternate. Motion carried.

Motion was made by Pinney, seconded by Henrie to approve Taylor Hanson as an additional volunteer with the Philip Volunteer Fire Department. Motion carried.

For the record, nuisance violation expenses have been certified to the County for collection with property taxes for parcel #9302.

Departmental Reports:

The monthly admin. report included the following items.

Council reviewed correspondence from Wendy Semmler with the SD Dept. of Revenue regarding the large decrease in reappraisals for 2018 and the effect this will have on the mill levy. According to Semmler, the varying valuations are due to the inconsistency in the level of assessments and equalization factor. The equalization factor is determined by the market conditions so while there is a decrease in the overall valuations, she reassured that the taxpayers will not see any real change in their tax bill for 2018 taxes payable in 2019.

The quarterly Police Dept. report was reviewed.

The monthly rubble site report noted that a white goods baler will be here in the next few weeks.

The monthly Street Dept. report was reviewed.

Council reviewed a quote from Northern Plains to crush concrete. This included a cost of \$7.00 per ton for any additional concrete from the SW Philip Improvement project; and, \$14.00 per ton for the concrete stock pile located at the south shop. (For the record, the extra cost for the stock pile concrete is due to its dirty condition as well as the location). Samples of the crushed concrete were also shown.

It was mentioned that PWD Reckling had requested this quote as Northern Plains is in the area with their crusher and the City has a large unknown amount of concrete stockpiled at the south shop. It was questioned if the City wants to pursue this work now or in the future? In addition, the City may want to consider bidding this work.

Following review, motion was made by Gartner, seconded by Miller to table any action on the quote presented by Northern Plains for concrete crushing. Motion carried.

Council went on to review draft designs for the street light pole banners. The designs included the use of the City's logo as well as the word, "Welcome" in various formats.

Discussion ensued. It was mentioned that Mike West has suggested another design idea as well as requested "AARP" on the banners since they will be funding a portion of the projects. Concerns for advertising only certain organizations on the banners were voiced. More specifically, Philip Area Community is also anticipated as funding the project.

Following, motion was made by Miller, seconded by Pinney to approve design number one and two as presented. It was stressed that no advertising will be allowed on the banners. Motion carried with all members voting aye.

The monthly Water Dept. report was reviewed. The water loss for the month of September 2018 was reported at 5.21%.

Training/Travel:

Officer Van Der Linden will be attending the SD Animal Control Assoc. meeting, Oct. 10<sup>th</sup>-12<sup>th</sup> in Deadwood.

CA Smith, PWD Reckling and Gen Maint Shipp will be attending the Safety and Loss Control Conference, Nov. 7<sup>th</sup> & 8<sup>th</sup> in Pierre.

At 7:30 p.m., motion was made by Gartner, seconded by Henrie to enter into executive session per SDCL 1-25-2(3), legal matters. Attorney Trask, CA Smith and Jacob Sonner were included in the session. Motion carried.

At 8:00 p.m., motion was made by Henrie, seconded by Gartner to come out of executive session. Motion carried with the following action.

Motion was made by Gartner, seconded by Pinney to respectfully decline TransCanada Keystone Pipeline's request to haul their man camp waste to the City's current lagoon system with the addition of their proposed evaporators per SPN & Associates recommendation. Motion carried with all members voting aye.

A letter of resignation from Council Member Henrie was received and read. Henrie is resigning from Ward III, effective Oct. 31, 2018.

Mayor, Council and those in attendance expressed their sincere appreciation to Henrie for her years of service to the City.

**Public Comments:** None.

**In Other Business:**

Haakon County will meet at 4:00 p.m. on Oct. 2<sup>nd</sup> to update their 5-year County Highway and Bridge Improv. Transportation Plan.

Rubble Site hours change to the winter schedule on Nov. 1<sup>st</sup>, 2018.

The next Regular Council Meeting will be held on Monday, Nov. 5<sup>th</sup> at 7:00 p.m. in the Community Rm.

With no further business to come before the Council, Mayor Vetter declared the meeting adjourned at 8:03 p.m.

/s/ Michael Vetter, Mayor

ATTEST:

/s/ Brittany Smith, City Administrator

(Published once on Oct. 11, 2018, at approximate cost of \$\_\_\_\_\_)