

APPROVED
CITY OF BOWDLE
REGULAR MEETING MINUTES
April 8, 2024

Mayor Rick Boschee called the meeting to order at 7:00 pm at the City of Bowdle Finance Office, 2056 Main Street, Bowdle and led those present in reciting the Pledge of Allegiance. The following members were present: Rex Gab, Mike Gunderson, Darryn Barnhardt, Russ Maier and Amber Shaykett. Margaret Bobby was absent. Also present: Finance Officer Carrie Poirier. Present for a portion of the meeting were: Rodney Schlecht, Kirby Kleffman, Evan Haar, and Reverend Reese Hamar. The Pride recorded the meeting

Agenda: Motion by Gunderson, seconded by Gab, to approve the agenda. All present voted yes. Motion carried.

Minutes: Motion by Gab seconded by Maier, to approve the minutes of the regular meeting held on March 4, 2024 and the special meeting held on March 19, 2024. All present voted yes. Motion carried.

Hospital: CEO Kirby Kleffman presented the February financial statements. The month showed a facility wide loss of 150,837.00. The breakdown includes Hospital showed a loss of 150,837.00, Nursing Home showed a profit of 23,064.00, and Clinic showed a profit of 1,227.00. The statements were reviewed by the council. Kleffman shared the February statistical report for the facility. Overall numbers were down, except for outpatient and clinic visits were up.

Kleffman presented the facility personnel changes for the month of March. One person is leaving the facility, Maria Michelle Hirsch, LTC CNA.

Kleffman reported that the SD Dept of Legislative Audit was accepted for FY23. Grace Grismer requested education reimbursement, 10,000.00 over four years. Barnhardt moved to accept the request. Gab seconded. All voted yes. Motion carried.

The following claims were presented for the Hospital:

March Payroll Hospital:

Hospital/Nursing Home/Clinic, Wages, 356320.21, IRS/CorTrust Bank, N.A., Payroll Taxes, 77686.80
AFLAC, Employee Payroll Deductions, 3430.78, Accounts Management, garnishments, 360.00
Colonial Supplemental Insurance, Employee Payroll Deductions, 47.48, Delta Dental Plan, Employee
Payroll Deductions, 4715.48, Secure Benefits Systems, Employee Payroll Deductions, 4705.74
VSP, Employee Payroll Deductions, 674.34, Washington National, Employee Payroll Deductions,
42.56

Hospital Payment of Claims:

4D Kares, Med Surg, 13440.00
A&B Business Solutions, Admin/Clinic, General Supplies/Maint Contracts, 1488.22
Agiliti Health, Med/Surg, Lease, 3601.00
Alert Magazine, Advertising, 155.00
American Proficiency Inst, Lab, 636.33
Avel eCare LLC, Pharm. Maint Contract, 5254.47
Avel eCare Medical Group. ER, Contracts, 4754.74
Avera Health, Admin, HIM, Radiology, Services, 30153.20
Avera Medical Group, Aberdeen, Radiology, 762.00
Avera St. Lukes, Med Surg/Radiology/Pharm, 10376.83
Avera St. Lukes, Lab, 10397.74
Beckman Coulter, Lab Supplies, 1044.99
Bowdle Building & Hardware, Plant, Supplies, 103.04
Bracco Diagnostics, Rad Supply, 181.06
Brandon John Bertsch, Rad Prof, 9343.75

Brian Douglas Ermer, Med Surg, 4800.00
Brockel Storage Units, Admin, 75.00
CLIA Lab Program, Books, 248.00
Canon Financial Services, Radiology Lease, 1022.11
Cardinal Health Rx, Pharmacy-Drugs, 39927.61
Carefusion Solutions, Pharmacy Contract, 457.00
Chubb, Insurance, 22468.50
City of Bowdle, Water/Sewer, 1898.35
Consolidated Electrical Dist, Repairs, 364.80
CorTrust Bank, Misc, 2949.26
DMS Health Tech, Radiology, 1318.06
Dakota Broadcasting, Advertising, 210.00
Dakota Radio Group, Advertising, 270.00
Dakota Truck Underwriters, Insurance, 5492.00
eProvider Solutions, Software, 666.38
eProvider Solutions, Software, 674.22
Ecolab Instit, Nutrition, 1122.72
Eide Bailly, Adming, 2000.00
Elite Medical Staff, NH, 13430.00
Encompass Group, NH, 413.16
Erv's Furniture, NH Repair, 4739.85
Experian Health, Software, 1974.40
FFF Enterprises, Inc, Pharmacy Drugs, 4198.53
FedEx, Postage, 15.70
Fire Safety First, Maint Cont, 424.00
Fischer Healthcare, Lab Supply, 2965.84
Francis Allen Castillo, Lab, 1529.34
G & O Electric, Repairs & Maint, 159.00
G&R Controls, Repairs, 2488.08
Gates Healthcare, Lab, 1388.00
Harley Hermansen, Radiology, 1387.50
Healthcare Services Group, BHC Nutrition/Laundry, 66216.44
Healthstream, Inc, Seminar, 28.75
House of Glass, Repair, 829.91
Interstate Office Products, Admin/Clinic, Office Supplies, 649.19
Joan Conlon, Transcript, 1121.21
Jung, Kayla, Radiology Prof. Serv, 1847.22
Linde Gas & Equipment, Med/Surg, Supply, 2589.91
Little Rhodey Cleaning, Clinic, 3465.00
McKesson Medical Surgical, Lab Supplies, 4603.42
McKesson Corp, Pharmacy, 148.58
McKesson Corp, Pharmacy, 3472.59
McQuillen Creative Group, Maint Contract, 1122.37
Medical Review Consultants, Med/Surg Consult Fees, 130.00
Medical Waste Transport, Maint-Garbage, 258.60
Medline Industries, Supplies, 488.16
Menards, Repairs, 24.85
Messerli & Kramer, Garnishments, 1221.64
Mid-Northern Electric, Repairs, 725.25
Midwest Fire & Safety, Repairs, 375.32
Midwest Medical Insurance, Hosp/Clinic, Insurance, 7225.00
Midwest Radiation Physicists, Repairs, 1350.00
Misc. Employee, Mileage, 1334.31

BHC Foundation, Foundation, 245.52
NBS/WahlTek, Clinic, Book/Subscription, 2340.61
NXC Imaging, Radiology Maint Contract, 15637.50
North Central Insurance Agency, NH Ins, 3454.00
Northland Healthcare, Radiology, 3927.00
Northwest Blade, Advertising, 52.00
Ortho-Clinical Diagnostics, Lab Supplies, 305.05
Owens & Minor, Inventory, 5363.05
Patient / Insurance Refunds, 2506.53
Petty Cash, Supplies, 43.48
Pharmacy Data Mgmt, Pharmacy, 2400.00
Pride of the Prairie, Advertising, 257.05
Propio Language, Books, 37.23
Quadient Leasing, Admin, Postage, 239.61
Quality Power Solutions, Radiology Contracts, 1497.50
RR Donnelley, Inventory, 232.97
Reuer Sanitation, Garbage, 837.00
Roseanne Ullmann, Transcript, 1230.56
SD Division of Criminal Investigation, Admin, Credentials, 26.75
SMT Health Systems, NH Repairs, 133.91
Servall, Housekeeping/Clinic, Supplies, 376.40
Sharla Ann Carda, Lab, 281.21
SD Dept of Health, Lab, 22.00
Stericycle, Inc, Med Surg, Contract, 163.46
Stryker Sales Corporation, Ambulance, Equip, 117.16
Televox, Books, 25.97
The Watering Can, Advertising, 78.80
Tiffany Belgarde, Lab, 1281.05
Titan Nurse Staffing, Med Surg/NH, 27158.00
Tracy Wright, Nutrition, 616.05
Tri-State Water, Supply, 106.50
Turner Drug, Drugs/Pharmacy, Prof. Fees, Supply, 6487.56
Venture Communications, Phone/TV, 2841.02

Motion by Gunderson seconded by Barnhardt to approve the hospital payment of claims. All present voted yes. Motion carried.

City:

Evan Haar and Reverend Reese Hamar attended the meeting to get the final draft of the easement for the Youth Center sewer line and Quit Claim Deed for the East one foot closest to the Youth Center. They will present this to the Church of God. Evan Haar and Reverend Reese Hamar left the meeting at this time.

Rodney Schlecht and the council discussed fees for the rubble site. Maier made a motion to charge \$100.00/semi load dump, \$50.00 for backfill provided by the city, \$200.00 fine for violations, \$50.00 for the city to cleanup violations, and the rubble site fee on the utility bill will increase from \$3.00 to \$5.00. Barnhardt seconded the motion. All voted yes. Motion carried.

Rodney Schlecht and the council discussed the cost to run water lines to the Hoerner lot. Motion made by Barnhardt to approve bid by Hansen's to run a 2" line. Rodney was instructed to get another bid from Amann, if the bid is lower the city will go with that bid. Seconded by Maier. All voted yes. Motion carried.

The council reviewed the Mosquito Spraying Contract for 2024 provided by Edmunds County. Motion made by Maier to approve the contract. Seconded by Barnhardt. All voted yes. Motion carried.

Rodney Schlecht left the meeting at this time.

F/O Poirier discussed employee evaluation process with council. Poirier will provide evaluation sheets to the council for City Maintenance Water/Sewer Supervisor, Schlecht and for Finance Officer Poirier. They will be reviewed at the May meeting. The Library Board will do an evaluation for the librarian.

F/O presented the council with the March Payment of Claims/Receipts and Statements of Accounts, they were reviewed by the Council. Motion made by Gab to approve payment of claims, seconded by Gunderson. All voted yes. Motion carried.

F/O Poirier reported that Midwest Assistance Program will be meeting with her on April 18th to review annual report processing and water rate setting.

F/O discussed with council need for Bonds. Currently all council is covered. Council approved only covering F/O, Mayor, and President.

F/O reported that the City of Bowdle received the 2023 Drinking Water Excellence Award.

F/O reported that the Annual Report for legislative audit will be completed by the May meeting.

City Receipts March: Property Tax, 3,552.37, Sales Tax, 13,395.01, Pet Licenses, 43.00, Motor Vehicle Licenses, 972.60, Rubble Site Charges, 682.49, Misc. Revenue, 4230.85, Interest, 126.90, City Rentals, 8,880.00, Cable Franchise Fee, 190.36, Water/Sys Maint/Late Fees, 14,301.37, Sewer Charges, 7,019.99, Sewer Surcharge, 8,427.00.

City Payroll March: City Council Wages, 4024.17, City Finance Wages, 2164.35, Library, Wages, 1383.42, Streets Department, Wages, 3769.01, Water Wages, 3327.41, Sewer, Wages, 3327.41.

City Payment of Claims:

Agtegra, Cylinder Fill, 18.00
Agtegra Sun Terminal, Fuel, 1234.22
ARC Parts, Repairs, 1109.30
BJ Eisenbiesz, Reimbursement, 25.00
Bowdle Building & Hardware, City- Streets, Supply, 105.93
Bowdle Healthcare, City-March Payroll, Admin Office, 18,867.21
Bowdle Sr Center, City- Donation, 100.00
Carrie Poirier, Zoning, 50.00
Core & Main, Meters, 674.42
CorTrust, Visa, 806.47
CorTrust, Safety Deposit Box, 15.00
Erv's Furniture, Bar, 148.00
Eureka Mftg, Repair, 659.97
FEM, City-Airport Utilities, 76.00
Fire Safety First, Maint Cert, 175.00
Friends of the Library, Petty Cash, 9.24
G & O, City-Bar, Repairs, 74.05
Jeff Oxner, Zoning, 50.00
Les's Standard, FD Repairs, 78.06
McCleod's Printing, Election, 65.54
MDU, City- Electric, 2847.31
Premier Equipment, City-Streets, Parts, 603.78
Redi-Tech, Supplies/Software, 1190.32
Rex Gab, Zoning, 50.00
Rodney Schlecht, Reimbursement, 113.56
Roger Jacobs, Zoning, 50.00
Runnings Supply, supplies, 14.99
Scott Weiszhaar, Zoning, 50.00
SD Dept of Revenue, sales tax, 30.73
SDML Workers Comp, Work Comp Audit, 672.00

SD Dept of Health, Water Sample, 15.00
Pride of the Prairie, City-Publishing, 169.83
USDA Rural Development, Wastewater Imp, 2753.00
Venture Communications, City- Library Phone, Fire Dept Internet,178.83
Web Water, City- Water, 10,703.34

An executive session was requested for personnel matters. Motion to move into executive session was made by Gunderson, seconded by Gab. All voted yes. Motion carried. The Executive session was entered at 7:39. Mayor Boschee declared the executive session over at 8:15pm. Maier motioned to put the rubble site position on hold for now to see how the cameras are working. Barnhardt seconded. All voted yes. Motion carried.

The council also discussed the land annexation process and the TIF process.

The next regular council meeting will be held Monday, May 6, 2024, at 7:00 pm at the Bowdle City Finance Office located in the Fire Department. This will be the council reorganizational meeting as the current council will meet to conduct old business; followed by the new council's oaths, appointments, and the remaining business of the council.

Motion by Gunderson, seconded by Shaykett, to adjourn at 9:45 pm. All present voted yes. Motion carried.

Rick Boschee
Mayor
Date

Attest: _____
Carrie Poirier
Finance Officer - City of Bowdle

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