**CITY OF BOWDLE**

**REGULAR MEETING MINUTES**

**DECEMBER 2, 2024**

Public Forum: None

Mayor Rick Boschee called the meeting, located at 2056 Main Street, to order at 6:30 pm. The following members were present: Rick Boschee, Rex Gab, Mike Gunderson, Darryn Barnhardt, and Amber Shaykett, Russ Maier and Margaret Bobby. Also present: Finance Officer Carrie Poirier, Healthcare Administrator, Kirby Kleffman, CFO Brooke Heilman, Evan Haar, BJ and Blake Eisenbiesz, Niel Haar, Weylin Huber, Cindy Lowens, Joel Kennedy, Travis Preszler, Jamie and Charles Belcher, Rodney Schlecht, Mike Kessel and Tyler Beadle. All present recited the Pledge of Allegiance. Tara Beitelspacher from The Pride recorded the meeting.

Agenda: Motion by Gunderson, second by Barnhardt to approve the agenda. All voted yes. Motion carried.

Minutes: Motion by Gunderson, second by Gab, to approve the minutes of the regular meeting held on November 4, 2024. All voted yes. Motion carried.

Airport Land Lease: The sealed bid opening for the grassland lease of approximately 36 acres and the cropland lease of approximately 180.5 acres began. Boschee explained that SDSU has an easement on the land for the weather station. Mayor Boschee opened the sealed bids. F/O documented all the bids. Boschee explained that the council would take the highest bids and give the bidders one more bid. The high bid for the grassland was Charles Belcher for 1510.00/parcel. The high bid for the cropland was Josh Heinrich at 130.50/acre. F/O will work with Vaughn Beck to finalize the leases and obtain signatures.

Healthcare Center: Brooke Heilman, Healthcare CFO read the October financial statements. The month showed a facility wide profit of 245,835 with a YTD loss of (28,502). The breakdown includes Hospital profit of 254,345. YTD profit of 41,532. Nursing Home loss of (4,276). YTD loss of (38,714). The Clinic loss of (4,234). YTD loss of (31,320). The council reviewed the statements. Kleffman also shared the October statistical report for the facility. Overall numbers were almost identical to last month with the exception of the increase in radiology services.

Kleffman presented the facility personnel changes for the month of November: Separations: Mindy Henderson – LTC RN, Teresa Thomas, Ambulance EMT. Wage Increases: Chelsea Vogel, 10-year increase, $28.56. Motion by Bobby to accept personnel changes. Second by Barnhardt. All voted yes. Motion carried.

The Council discussed with Kleffman the contribution from the city to the Community Room. It was decided that this is still appropriate for community usage.

Healthcare Center Executive Session: Executive Session was entered into at 7:12pm. Motion by Barnhardt, Second by Gunderson. All voted yes. Motion carried. Motion by Bobby to approve Travis Preszler’s contract renewal option 3. Second by Barnhardt. All voted yes. Motion carried. Motion by Barnhardt to approve holiday bonuses as presented, Second by Shaykett. Gunderson abstained. The remaining members voted yes. Motion carried.

Payroll Healthcare Center (November):

Hospital/Nursing Home/Clinic, Wages, 538639.08, IRS/CorTrust Bank, Payroll Taxes, 120552.07

AFLAC, Employee Payroll Deductions, 4677.45, Accounts Management, garnishments, 540.00

Colonial Supplemental Insurance, Employee Payroll Deductions, 47.48, Delta Dental Plan, Employee Payroll Deductions, 4808.28, Secure Benefits Systems, Employee Payroll Deductions, 4242.92, Vision Service Plan, Insurance, 719.65 SD Retirement System, Pension, 61128.58, Washington National, Employee Payroll Deductions, 42.56, Wellmark, 78336.40

Healthcare Center Payment of Claims (November):

A&B Business Solutions, Admin/Clinic, General Supplies/Maint Contracts, 1571.98, ARC Parts, R&M, 12.00, Agiliti Health, Med/Surg, Lease, 3300.00, American Speech-Lang Hearing, Dues, 278.00, Arjo Inc, NH, 420.92, Automatic Building Controls, R&M, 55.69, Avel eCare LLC, Pharmacy Maint. Contracts, 5412.10, Avel eCare Medical, Emergency Maint. Contracts, 4873.61, Avera Medical Group, Radiology, 360.00, Avera St. Lukes, Med Surg, 8376.45, Avera St. Lukes, Lab, 4284.63, Beckman Coulter, Lab, 4759.37, Becton Dickinson, Inventory, 419.40, Bracco Diagnostics, Radiology, 312.12, Brandon John Bertsch, Rad Prof, 8312.50, Brenden Stapp, Ambulance, 2620.00, Brian Douglas Ermer, Med Surg, 4959.30, Canon Financial, Lease, 1007.00, Capital One Commercial, Supply, 75.91, Cardinal Health Rx, Pharmacy-Drugs, 46148.41, Carefusion Solutions, Pharmacy Contract, 592.00, Caresfield LLC, Inventory, 119.56, City of Bowdle, Utilities, 1333.70, CorTrust Bank, Misc, 4886.42, DMS Health, Rad Prof, 4691.07, Dakota Supply Group, R&M, 283.59, Direct Supply, Laundry, 642.00, Ecolab Instit, Nutrition, 93.56, Encompass Group, Laundry, 299.76, Experian Health, Software, 1185.56, FFF Enterprises, Inc, Pharmacy Drugs, 8641.10, Fischer Healthcare, Lab Supply, 1268.89, G&R Controls, Repairs, 3520.16, GE Precision, Radiology, 1096.50, GQR-Uniti Med, NH, 22407.75, Gibson Publishing, Advertising, 120.00, Hamilton Medical, R&M, 4101.64, Hase Plumbing, Repairs, 2196.13, Healthcare Services Group, BHC Nutrition/Laundry, 68492.26, Healthstream, Inc, Seminar, 28.75, Interstate Office, Supplies, 318.39, Joan Conlon, Transcript, 1488.60, Jung, Kayla, Radiology Prof. Serv, 1781.25, Linde Gas & Equipment, Med/Surg, Supply, 3737.98, McKesson Medical Surgical, Lab Supplies, 1758.12, Medical Review Consultants, Med/Surg Consult Fees, 70.00, Medical Waste Transport, Waste, 235.50, Meghan Weigel, PT, 587.25, Melissa Linden, NH, 12707.50, Menards, Repairs, 30.24, Michelle Serr, Rad Prof, 2656.20, Mid-Northern Electric, R&M, 1582.15, Misc. Employee, Mileage, Admin, Supplies, 1323.53, BHC Foundation, Foundation, 308.28, Montana-Dakota, Utilities, 8579.59, NXC Imaging, Radiology, 3762.00, North Central, Insurance, 5311.00, Northland Healthcare, Radiology, 2580.00, Nova BioMedical, Inventory, 535.57, Owens & Minor, Inventory, 6267.62, Patient Insurance Refunds, 3058.96, Penner Patient Care, R&M, 743.62, Petty Cash, Supplies, 69.47, Pharmacy Data Mgmt, Pharmacy, 1200.00, Premier Equip, R&M, 1772.87, Pride of the Prairie, Advertising, 214.80, Propio LS, Books, 24.30, Reuer Sanitation, Garbage, 939.00, Roseanne Ullmann, Transcript, 1399.68, Runnings, R&M, 199.99, Ruth Ann Gesinger, Med Surg, 5512.73, Servall, Housekeeping/Clinic, Supplies, 398.68, Sharla Ann Carda, Lab, 1777.77, SD Dept of Health, Clinic, 22.00, Stericycle, Inc, Med Surg, Contract, 95.07, Televox, Books, 32.79, The Watering Can, Admin, 153.95, Tracy Wright, Nutrition, 388.05, Travis Preszler, Clinic, 614.90, Tri-State Water, Supply, 94.50, Turner Drug, Drugs/Pharmacy, Prof. Fees, Supply, 4203.02, United Accounts, Garnishments, 402.63, Venture Communications, Phone/TV, 2745.38, Western State Fire Protection, Maint Contracts, 450.00. Whitney Sleep, Services, 2400.00, eProvider Solutions, Software, 840.10. Motion by Bobby. Second, Barnhardt to approve the healthcare center payment of claims. All voted yes. Motion carried.

**City**

Consent Calendar: N/A

Water/Sewer Infrastructure Project: IMEG submitted a sewer amendment for an increase in engineering fees of 15,000.00 after amending the scope to add a new sanitary lift station and force main to the project. Motion by Barnhardt, second by Gunderson. All voted yes. Motion carried. The council also signed the November draw request and the reimbursement request from NECOG. Motion by Barnhardt. Second by Gunderson. All voted yes. Motion carried.

HRC: Tyler Beadle, representing the Housing Redevelopment Commission asked the council for a 1050.00/mo. supplement to the HRC due to lack of funds. One of the 2-bedroom units is currently vacant and available for rent. The council discussed selling the 4-plex. HRC agreed to try and sell the complex. Motion by Maier. Second by Gunderson. Gab abstained. Remaining members voted yes. Motion carried. When the complex is sold, the city would like to be reimbursed for any expenses that have been supplemented in the past as well as in the future. Motion by Barnhardt to supplement HRC until unit is filled or 4-plex is sold. Second by Gunderson. All voted yes. Motion carried.

Airport: Mayor Rick Boschee reported that they have not heard back from the inspector about changing the airport back to public use. F/O will follow up with Tom Koch regarding the status.

Quonset Building Lease: The council discussed Quonset building lease pricing. F/O will research an appropriate price for current conditions.

Library Gift Fund: The Library Board of Directors requested to have a 228 Library Gift Fund created in the budget and a 6-month CD set up at CorTrust bank for the current donated funds needed in 2025. Motion by Barnhardt. Second by Shaykett. All voted yes. Motion carried.

Fire Department: Mike Kessell, Fire Chief updated the council on the intent to put a bid on a new pumper truck. The truck would be purchased with funds from the Bowdle Fire Department. Kessel asked that the city supplement maintenance and insurance if the truck was obtained.

F/O presented the council with the November Statement of Accounts, Monthly Receipts, Monthly Expenses and Water Usage Report. They were reviewed by the council.

City Receipts (November): CorTrust Bank, Interest, 37.22,Raymond James Interest, 736.25, State of SD, Sales Tax, 18323.09, Edmunds County, Property Tax, 33449.81, Penalties, 25.21 Motor Vehicle, 576.64, Liquor Licenses, 2629.00, Midco, Franchise Fees, 205.37, City Rentals, 1350.00, Building Permits, 25.00, Library Donations/Surplus, 401.00, Misc. Income, Reimburse/ins. cancel, 681.89, Rubble Site Fees, 1146.90, SD DOT, 45866.17, Water/Sys Maint/Late Fees/ Reconnects/Meter Deposit/Bulk, 17469.30, Water Debt 1, 1992.33, Water Debt 2, 2115.31, Sewer/Late Fees, 6734.00; Sewer Surcharge, 7475.39, Sewer Debt 1, 1981.95, Sewer Debt 2, 2091.38.

City Payroll November: City Council Wages, 1425.00; City Finance Wages, 2096.25; Library, Wages, 3346.10; Streets Department, Wages, 3945.00; Econ Dev, Wages, 698.75; Water Wages, 3370.00; Sewer, Wages, 3370.00, Parks, Wages, 72.00.

City Payment of Claims (November):

ARC, FD, 578.84; Bowdle Senior Center, donation, 100.00, City of Bowdle, utilities, 604.01; CorTrust Bank Visa, supplies, 2320.33; Dahme Construction, Main Street Project, 159280.67; HRC, supplement (curt, MDU, City Util), 2226.95, IMEG, Sewer Consulting/Main Street Project, 26122.74; Montana Dakota, utilities, 2162.78, SD Dept of Health, water sample, 15.00, The Pride, publishing, 111.16, Venture, phone/internet, 165.40; USDA Rural Dev, loan payment, 3229.00; SD Dept of Revenue, sales tax, 75.73; Web Water, water supply, 9127.00; CorTrust, interim loan payment, 3061.15.

City Executive Session: Executive Session called at 8:11pm. Motion by Barnhardt, second by Gab. Motion by Maier to approve F/O at one hundred percent employee insurance coverage plus 250.00 stipend for saving the city money by moving family coverage to an alternative policy. Second by Shaykett. All voted yes. Motion carried. Motion by Bobby, second by Shaykett to approve holiday bonuses to FT and PT city employees equal to hospital holiday bonuses. All voted yes. Motion carried.

Mayor Boschee will be attending the SDML Board Meeting in Pierre, SD on December 11, 2024.

The next regular council meeting is scheduled for Monday, January 6, 2025, at 6:30 pm.

Motion by Shaykett, seconded by Bobby, to adjourn at 8:45pm. All present voted yes. Motion carried.

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Attest: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Carrie Poirier, Finance Officer

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