**UNAPPROVED**

**CITY OF BOWDLE**

**REGULAR MEETING MINUTES**

**JULY 8, 2024**

Mayor Rick Boschee called the meeting, located at 2056 Main Street, to order at 7:25 pm. The following members were present: Rick Boschee, Rex Gab, Mike Gunderson, Darryn Barnhardt, Margaret Bobby, Russ Maier and Amber Shaykett. Also present: Finance Officer Carrie Poirier. Kirby Kleffman, Brooke Heilman and Rodney Schlecht were absent. Present for the public forum portion of the meeting were Michelle Kessel, Jennifer Schmeirer, Norbert Thomas, Philip Peterman, Evan Haar, Jim and Connie Heinrich. All present recited the Pledge of Allegiance. The Pride recorded the meeting.

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

**Minutes:** Motion by Bobby, seconded by Shaykett, to approve the minutes of the regular meeting held on June 3rd with one correction. Darryn Barnhardt was absent for the June 3rd, 2024, meeting. All voted yes. Motion carried.

**Healthcare Center:** Carrie Poirier, City Finance Officer read the May financial statements. The month showed a facility wide profit of 156,609 with a YTD loss of (40,130). The breakdown includes Hospital profit of 200,725 with a YTD profit of 300,341. Nursing Home has a loss of (8,694) with a YTD loss of (164,562). The Clinic showed a loss (35,421) and a YTD loss of (175,909). The statements were reviewed by the council. Poirier also shared the May statistical report for the facility. Acute patient days were down compared to last year. Swing bed days were up significantly in May. Outpatient visits up 255 YTD, Clinic visits up 387 visits YTD compared to last year. Lab tests, radiology exams and therapy visits all remain strong.

Poirier presented the facility personnel changes for the month of June. Fern Hoffman, HR FT to PT, $29.58/hr. Separations: Lori Kaiser, Public Health, Wage increases: Cindy Lowens, 15-year increase, $35.87, Josh Heinrich, 5-year increase, $36.02, Cara Brenner, 5-year increase, $37.80 and Sarah Heinrich, 5-year increase, $42.66.

The following Real Radiology Telemedicine providers were reviewed and recommended to the Governing Board for appointment: Jennifer Huckabee, MD, Surendra Pawar, MD, Kyle Hirschman, DO, Muneer Deasi, MD, Douglas Green, MD, Peter Britt, MD, Daniel Burritt, MD, Douglas Allen Green, MD, Kimia Kani, MD, Dillenia Rosica, MD, Sean Feinberg, MD, Yuyang Zhang, MD, Michael Wilson, MD, Judith Wolfstein, MD

Anthony Rowe, MD, Fang Yu, MD, and David Lin, MD. Motion by Gunderson to approve the providers. Second by Maier. All in favor. Motion passed unanimously.

Two Infection Prevention policy revisions were presented, reviewed and approved by Dr. Kessler and the Infection Prevention Committee. The Council reviewed the policies. Motion by Bobby to approve the policy revisions. Second by Shaykett. All in favor. Motion passed unanimously.

The following claims were presented for the Healthcare Center:

Payroll Healthcare Center (June):

Hospital/Nursing Home/Clinic, Wages, 349039.58, IRS/CorTrust Bank, N.A., Payroll Taxes, 78974.24

AFLAC, Employee Payroll Deductions, 3068.26, Accounts Management, garnishments, 472.00

Colonial Supplemental Insurance, Employee Payroll Deductions, 47.48, Delta Dental Plan, Employee Payroll Deductions, 4572.86, Secure Benefits Systems, Employee Payroll Deductions, 4705.74, SD Retirement System, Pension, 37809.78, VSP, Employee Payroll Deductions, 671.42, Washington National, Employee Payroll Deductions, 42.56, Wellmark, 77178.59

Healthcare Center Payment of Claims (June):

4D Kares, Med Surg, 11,640.00

A&B Business Solutions, Admin/Clinic, General Supplies/Maint Contracts, 1488.22

Agiliti Health, Med/Surg, Lease, 3601.00

Avel eCare LLC, Pharm. Maint Contract, 10,824.20

Avel ECare Medical, PC Operating. ER, Contracts, 4754.74

Avera Health, Admin, HIM, Radiology, Services, 30918.49

Avera Medical Group, Med Surg, 580.00

Avera Queen of Peace, Admin, 107.00

Avera St. Lukes, Med Surg, Radiology, 7752.05

Avera St. Lukes, Lab, 14483.16

Beckman Coulter, Lab Supplies, 437.85

Bio-Rad, Lab, 8603.76

Blake Heinz, Med Surg, 100.00

Bowdle Building & Hardware, Plant, Supplies, 87.82

Brandon John Bertsch, Rad Prof, 11,000.00

Brian Douglas Ermer, Med Surg, 4862.22

Brockel Storage Units, Admin, 75.00

Canon Financial Services, Radiology Lease, 2044.22

Cardinal Health Rx, Pharmacy-Drugs, 31,652.86

Carefusion Solutions, Pharmacy Contract, 457.00

Chubb, Insurance, 21092.25

City of Bowdle, Utilities, 2591.60

CorTrust Bank, Misc, 6995.41

DMS, Radiology, 3932.04

Dakota Broadcasting, Administration, 215.00

Dakota Truck Underwriters, Insurance, 5492.00

Direct Supply, Emergency, 243.99

Ecolab Instit, Nutrition, 93.56

Elite Medical Staff, NH, 14365.00

Experian Health, Admin, 1989.73

FFF Enterprises, Inc, Pharmacy Drugs, 9504.29

FedEx, Postage, 43.66

Fischer Healthcare, Lab Supply, 1323.02

G&O Electric, Repairs, 238.50

Geffdog, admin, 643.42

Harley Hermansen, Radiology, 1980.00

Hase Plumbing, Repairs, 744.90

Healthcare Services Group, BHC Nutrition/Laundry, 65,365.36

Healthstream, Inc, Seminar, 4771.10

Interstate Office, Supplies, 277.44

Joan Conlon, Transcript, 860.01

Jung, Kayla, Radiology Prof. Serv, 2859.38

LifeServe, Blood, 223.76

Linde Gas & Equipment, Med/Surg, Supply, 3595.93

Little Rhodey Cleaning, Clinic, 930.00

Loretta Simonet, activities, 125.00

Matheson Tri, Clinic, 54.47

McKesson Medical Surgical, Lab Supplies, 3199.49

McKesson Corp, Supplies, 4549.74

Medical Review Consultants, Med/Surg Consult Fees, 50.00

Meghan Weigel, PT, 1329.75

Menards, Repairs, 725.55

Messerli & Kramer, Garnishments, 169.00

Michelle Serr, Rad Prof, 1078.13

Mid-Northern Electric, Repairs, 4830.39

Midwest Medical Insurance, Insurance, 7225.00

Misc. Employee, Mileage, Admin, Supplies, 2284.42

BHC Foundation, Foundation, 245.52

Montana-Dakota, Utilities, 10918.38

National Rural, books, 1225.00

North Central, admin, 50.00

Northland Healthcare, Radiology, 3270.00

Ortho-Clinical Diagnostics, Lab Supplies, 325.01

Owens & Minor, Inventory, 4089.69

Patient / Insurance Refunds, 1448.65

Penner, insurance, 839.91

Performance Health Supply, NH, 373.63

Petty Cash, Supplies, 91.30

Pharmacy Data, Pharmacy, 1200.00

Plunketts, contract, 1445.34

Pride of the Prairie, Advertising, 146.60

Quadient, postage, 239.61

RR Donnelly, inventory, 52.05

Reuer Sanitation, Garbage, 939.00

Robert Heilman, Repairs, 79.65

Roseanne Ullmann, Transcript, 1942.88

Ryan Leimkuhl, med surg, 929.00

SD Division Criminal Investigation, Admin, 26.75

Servall, Housekeeping/Clinic, Supplies, 376.40

Sharla Ann Carda, Lab, 1124.82

SD Dept of Health, Med Surg, 66.00

Stericycle, Inc, Med Surg, Contract, 84.40

Televox, Books, 36.47

The Watering Can, Benefits, 145.82

Titan Nurse Staffing, Med Surg/NH, 16266.25

Tracy Wright, Nutrition, 616.05

Travis Preszler, doctor, 280.25

Tri-State Water, Supply, 86.75

Turner Drug, Drugs/Pharmacy, Prof. Fees, Supply, 4259.81

United Accounts, Garnishments, 268.42

United Capital, NH, 14430.00

Venture Communications, Phone/TV, 2724.72

Walz Carpet Cleaning, Maint, 1130.00

Whitney Sleep, contract, 1600.00

Motion by Barnhardt seconded by Gab to approve the healthcare center payment of claims. All present voted yes. Motion carried.

**City**

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

City Receipts (June): CorTrust Bank, Interest, 1252.65; Raymond James Interest, 786.38; Midco, Franchise Fee, 199.21; State of SD, Sales Tax, 1288.56; Edmunds County, Property Tax, 14323.78, Motor Vehicle, 1826.14, Penalties, 3.87; Golf Cart Licenses, 10.00; Pet License, 30.00; Building Permits, 125.00; Liquor License Transfer 225.00; Rental Payments: 250.00; Rubble Site Fees, 797.96; Water/Sys Maint/Late Fees/ Reconnects/Meter Deposit/Bulk, 12768.87; Sewer/Late Fees, 4848.84; Sewer Surcharge, 5172.46

City Payroll (June): City Council Wages, 3500.00; City Finance Wages, 1321.13; Library, Wages, 2284.95; Streets Department, Wages, 2768.00; Econ Dev, Wages, 440.38; Water Wages, 2264.75; Sewer, Wages, 2264.75.

City Payment of Claims (June):

ARC Parts, Supplies, 27.85

Bowdle Senior Center, donation, 100.00

City of Bowdle, utilities, 345.01

CorTrust Bank Visa, supplies, 877.23

FEM Electric, airport utilities, 22.57

G&O, Bar, 51.64

Hanson’s Inc, water infrastructure, 11,357.34

Hoffman Farms, compost, 300.00

IMEG, Engineering Sewer, 9578.04

Montana Dakota, utilities, 2507.73

Oahe Landscapes, maint, 144.18

SD Dept of Health, water sample, 15.00

The Pride, publishing, 104.28

Venture, phone/internet, 157.30

USDA Rural Dev, loan pymt, 3229.00

SD Dept of Revenue, sales tax, 50.89

Web Water, water supply, 9240.84

Web Water, bottling, 11.25

The F/O officer reported that the audit for 2020, 2021, 2022, and 2023 is in full swing by Cahill & Associates out of Mobridge. She will be continuing to work with them to get this completed.

The Elected Officials Workshop will be held in Pierre, SD on July 24, 2024. Registration is required by July 9, 2024.

Updates on the Main Street/Sewer project were presented by Mayor Boschee. Boschee reported that the Main Street Project is set to begin on the west end on July 15, 2024. There will be water outages/interruptions during the project. Homeowners affected will be communicated with. The council signed a DOT Utility Permit to abandon the old sanitary sewer and signed a document from NECOG to be reimbursed by the loan for expenses on the project paid in advance.

The Council discussed a price for and urn plot price. They decided that 50.00 was appropriate. Motion made by Maier, second by Gab. All in favor. Motion passed.

The Council discussed carpet cleaning for the City Bar. The price quoted was 450.00. The council will further discuss this quote with Kathy Stahl.

The Council discussed homeowners capping their utilities. The city needs all homeowners to keep their utilities in place, in order to repay the infrastructure loans. The Council will continue to research ordinances that can be put in place for this.

Finance Officer Poirier presented Resolution No. 2024-02 to the Council: Motion made by Barnhardt to approve the resolution, second by Maier. Poll vote taken by Mayor Boschee, all voted yes. Resolution passed unanimously.

**CITY OF BOWDLE**

**RESOLUTION 2024-02**

**A RESOLUTION ADJUSTING WATER & SEWER RATES FOR THE CITY OF BOWDLE**

**WHEREAS**, City Ordinances require certain license fees, charges for services, and other designations to be established by resolution; and

**WHEREAS** adjustments are needed because of the increase of rates from WEB Water and surcharge requirements from lenders for water and sewer.

**NOW THEREFORE BE IT RESOLVED THAT** the City of Bowdle hereby establishes the following fees and other designations effective August 1, 2024.

Water:

Base Rate $30.00

Water Debt Surcharge 1 $7.83

Water Debt Surcharge 2 ……………………………………………………….$8.21

Usage $8.25/1,000 gal

Late Fee $10

Turn Water On $50

Turn Water Off $50

Excavation Permit $500

Tapping Fee $150

Water Deposit $100

Paper Bill Fee $.75

Sewer:

Base Rate……………………………………………………………………. $30.00

DANR Surcharge……………………………………………………………...$30.00

Sewer Debt Surcharge 1………………………………………………………...$7.83

Sewer Debt Surcharge 2………………………………………………………...$8.21

Dated this 8th day of July 2024.

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Rick Boschee

City of Bowdle, South Dakota

ATTEST:

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Carrie Poirier

Finance Officer

(seal)

The Council had more discussion about the City, Economic Development, HRC and Airport insurance policies. The F/O has been instructed to work with the other entities to get quotes from the SDPAA. There was further discussion about the airport regarding the cost of maintenance.

Mosquito spraying has been requested. F/O will put an order in.

The next regular council meeting is scheduled for Monday, August 5, 2024, at 7:00 pm.

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

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

Carrie Poirier, Finance Officer

Published once at the approximate cost of \_\_\_\_\_\_\_\_\_\_\_.