**CITY OF BOWDLE**

**REGULAR MEETING MINUTES**

**March 3, 2025**

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, Amber Shaykett, Margaret Bobby and Russ Maier. Also present: Finance Officer Carrie Poirier, Carla Knecht, Bruce & Del Huber, Ken Hier and Shawn from IMEG and Mrs. Welch. 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 Gab, second by Gunderson, to approve the minutes of the regular meeting held on February 3, 2025. All voted yes. Motion carried.

Healthcare Center:Kirby Kleffman read the January 2025 financial statements. The month showed a facility-wide profit of 43,435.67 with a YTD profit of 88,515.29. The new financials do not currently separate each entity. The hospital administration is working with the software company to provide more detailed reporting soon. The council reviewed the statements. Kleffman also shared the January statistical report for the facility. Hospital acute were up, hospital swing bed down, outpatient visits were down, clinic visits were the same as last month, ancillary services were up, and rehab services were strong.

Kleffman presented the facility personnel changes for the month of February: New Hires: None. Separations: Tyanna Schneider, Hospital RN, Jeanne Dick, LTC CNA. Motion by Gab to accept personnel changes. Second by Bobby. All voted yes. Motion carried.

Kleffman reported the SD Dept of Legislative Audit letter accepting the audit report. The following Real Radiology providers were appointed to the medical staff for a 2-year term: Chad Barker, MD. Kleffman presented the approval of the 2024 total program review and the medical staff bylaws, rules and regulations. The council completed the conflict-of-interest disclosure forms and the confidentiality/privacy statement. Mayor Boschee called for hospital executive session at 6:51pm.

Executive session ended at 7:33pm. Bobby made first motion to approve 1000.00 to Lindsey Fuller for covering Mary Fischer for 1 month. Second by Gunderson. All voted yes. Motion carried. Barnhardt made second motion to approve the low bid for the GE CT machine and upgrading the portable and stationary contract. Second by Shaykett. All voted yes. Motion carried.

Motion by Gab to approve hospital payment of claims. Second by Bobby. All voted yes. Motion carried.

Payroll (February):

Hospital/Nursing Home/Clinic Wages, 378925.33, IRS/CorTrust Bank, Payroll Taxes, 83597.14, AFLAC, Employee Payroll Deductions, 4109.20, Colonial Supplemental Insurance, Employee Payroll Deductions, 47.48, Delta Dental Plan, Employee Payroll Deductions, 4997.28, Vision Service Plan, Insurance, 673.70; SD Retirement System, Pension, 41193.62, Washington Mutual, Employee Payroll Deductions, 42.56, Wellmark, 84316.36.

Healthcare Center Payment of Claims (January):

|  |  |  |
| --- | --- | --- |
| A&B Business Inc  | Admin/Clinic | 1,578.31 |
| ACE American | Insurance | 3870.75 |
| Acrisure Midwest | Insurance | 13201.26 |
| Agiliti Health Inc  | Med Surg Lease | 3,300.00 |
| American Heart Association Inc  | supplies | 96.00 |
| API HVAC | Repairs | 300.50 |
| Amy Kappenman | Benefits | 50.00 |
| Avel eCare LLC  | Pharmacy  | 5412.10 |
| Avera eCare Medical | Supplies | 4873.61 |
| Avera Queen of Peace | supplies | 36.60 |
| Avera St. Lukes | supplies | 380.00 |
| Avera St. Lukes – Mother Joseph | Inventory | 5726.91 |
| Avera St Lukes | med surg  | 149.44 |
| Baxter Healthcare Corporation  | supplies | 109.32 |
| Beadle Ford  | Repairs | 15.40 |
| Bowdle Healthcare Foundation | donation | 188.70 |
| Bowdle Pit Stop Inc  | supplies | 169.11 |
| Brian Douglas Ermer | Med surg | 4885.40 |
| Brandon John Bertsch | med surg | 8781.25 |
| Camby’s Pass | Supplies | 219.00 |
| Canon Financial Services Inc  | lease | 1,022.11 |
| Cardinal Health Inc | pharmacy  | 49858.03 |
| Carefusion  | pharmacy | 592.00 |
| Christopher David Gillick | Med surg | 281.25 |
| City of Bowdle | Utilities | 1379.45 |
| CorTrust Bank  | misc | 1852.25 |
| Dakota Broadcasting | Advertising | 115.00 |
| Direct Supply  | supplies | 155.00 |
| DMS Imaging Inc | rad prof | 3,265.05 |
| eprovider solutions | Software | 618.71 |
| Ecolab Inc  | nutrition | 96.37 |
| Edmunds Central School | Donation | 500.00 |
| Eide Bailly | Admin | 8935.50 |
| Encompass Group LLC | laundry | 70.08 |
| Experian Health Inc  | software | 1245.88 |
| Extreme Cleaning | Services | 1025.00 |
| FFF Enterprises Inc  | pharmacy | 4493.34 |
| Federal Express | Supplies | 15.66 |
| Fisher Scientific Company LLC  | lab | 7913.78 |
| G&R Controls | Repairs | 3520.16 |
| GQR Uniti Med LLC  | nursing home | 4834.35 |
| Grainger | Supplies | 39.30 |
| Hase Plumbing | Repairs | 407.31 |
| Healthcare Services Group Inc  | nutrition/laundry | 61135.93 |
| Healthstream Inc  | seminar | 28.75 |
| Interstate Office Products Inc | supplies | 350.16 |
| James River Broadcasting | Advertising | 160.00 |
| Joan M Conlon  | transcript | 1131.80 |
| Jon Brockel  | admin  | 75.00 |
| Kayla Jung | rad prof | 937.50 |
| Linde Gas & Equipment Inc | med surg | 3900.07 |
| Matheson Tri Gas  | Med surg | 79.00 |
| McKesson Corporation  | pharmacy  | 22572.37 |
| McKesson Medical Surgical | lab | 5161.44 |
| MDU Resources Group Inc  | Utilities | 11865.73 |
| Medical Review Consultants  | med surg | 90.00 |
| Menards Inc  | repairs  | 35.92 |
| Northland Healthcare Alliance  | radiology | 1162.00 |
| Ortho-Clinical Diagnostics Inc | supplies | 303.53 |
| Owens & Minor Distribution Inc  | inventory | 7077.50 |
| Penner Patient Care Inc  | R&M | 380.58 |
| Performance Health Supply Inc  | supplies | 2173.87 |
| Petty Cash | supplies | 25.16 |
| Premier Equipment LLC  | R&M | 1087.51 |
| Pharmacy Data Management | software | 1200.00 |
| Pride of the Prairie  | advertising | 203.70 |
| RD Drenkow & Co | inventory | 3,246.94 |
| Reuer Sanitation  | garbage | 939.00 |
| Roseanne Ullmann - | transcript | 1404.32 |
| Servall Rapid City  | supplies | 199.34 |
| Sharla Ann Carda  | lab | 1913.16 |
| South Dakota Department of Health | supplies | 22.00 |
| Stericycle Inc  | med surg | 98.46 |
| Tara Heuer | Med surg | 2480.43 |
| Tracy Wright  | nutrition | 447.75 |
| Tri State Water Inc | supplies  | 110.00 |
| Turner Drug  | pharmacy | 462.48 |
| Vaughn Beck | Consulting | 462.48 |
| Venture Communications Cooperative | phone/tv | 2762.27 |
| Waste Connections | Trash | 64.54 |
| Patient Refunds | Misc | 2707.40 |
| Western State Fire Protection | Supplies | 245.00 |
| Lynae Aman | Expense Payment | 386.40 |
| Kindra Hartung | Expense Payment | 100.00 |
| Kylie Hunter | Expense Payment | 44.78 |
| Cara Brenner | Expense Payment | 96.60 |
| Shane Jacobs | Expense Payment | 39.20 |
| Melanie Kaiser | Expense Payment | 273.99 |
| Wayne Washenberger | Expense Payment | 814.41 |

**City**

Consent Calendar: Library: Gunderson motioned to accept the library meeting minutes from February 25, 2025. Second by Barnhardt. All voted yes. Motion carried. Zoning: N/A.

Quonset Building Lease: The council discussed the Bruce/Del Huber Quonset building land lease pricing. Maier motioned to charge 150.00 per month for the large Quonset. No seconds. Mayor Boschee called for a new motion. Motion made by Barnhardt for 150.00/yr with a 5-year lease. Mayor Boschee took a poll vote. All voted yes with Maier as a no. Motion carried.

2025 City Council Election: Petitions submitted for 2025: Mayor: Rick Boschee, 2 yr term, Council: Darryn Barnhardt, 2-yr term, Council: Mike Gunderson, 2-yr term, Council: Dennis Schock, 1-yr term, Council: Russ Maier, 2 yr term. Russ Maier announced that he will be resigning after the current term and pulling his petition for 2025. With this announcement, Schock’s term will become a 2yr term. There will also be three open 1 yr positions that will need to be appointed. No election is required.

Utility Billing: Payments can be made by check: mailed or dropped in the red drop box in front of the finance office. There is no paper fee if you have your bill emailed to you. Payments can also be made online by e-check for 1.00 or credit card at 2.99%. Call the office if you have any questions.

Crop Damage Reimbursement: The council briefly discussed potential reimbursement for any damage that may be caused by infrastructure work on the land in the land lease. The council decided to wait and see what happens with the weather and the construction. If the land is disrupted, the lessee will be contacted to discuss appropriate compensation.

Change Order#1: Ken Hier from IMEG spoke at length about the sanitary sewer improvements. After much discussion and many changes, what would have been a cost of an additional 84,000.00 is now a savings of 3,506.28. Change Order #1 for the sanitary sewer project was approved in the amount of $(3,506.28). Preliminary work is anticipated to begin at the end of March early April. With the new addition of the lift station, citizens are advised not to put flushable wipes, diapers, towels, rags, etc… into the sewer system. Motion by Barnhardt. Second by Gunderson. All voted yes. Motion carried.

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

City Receipts (February): CorTrust Bank, Interest, 64.99,Raymond James Interest, 668.10, State of SD, Sales Tax, 15651.06, Edmunds County, Property Tax, 7334.46, Penalties, 1.46, Motor Vehicle, 3472.36, Bank Franchise Tax, 1137.80, Project Advance, 1020.00, IRS 8038’s, 515.78, Rubble Site Fees, 313.60, Water/Sys Maint/Late Fees/ Reconnects/Meter Deposit/Bulk, 10657.34, Water Debt 1, 696.87, Water Debt 2, 648.48, Sewer/Late Fees, 2513.39; Sewer Surcharge, 2442.56, Sewer Debt 1, 649.89, Sewer Debt 2, 681.83.

City Payment of Claims (February):

City Payroll: Executive wages, 1850.00, Admin wages, 2002.00, Street wages, 2678.00, Library wages, 2174.87, Water wages, 2340.00, Sewer wages, 2340.00, Community room, utilities, 150.00.

ARC, repairs, 228.40; Agtegra, fuel, 19.51; Beck Law, consulting, 200.00; Cahill-Bauer, admin, 165.00; City of Bowdle, utilities, 839.19; Core & Main, supplies, 330.00; CorTrust Bank Visa, supplies, 762.27; Dakota Ink, supplies, 1070.96; FEM Electric, airport utilities, 76.00; IMEG, Sewer Consulting/Main Street Project, 1020.00; Montana Dakota, utilities, 2702.10; MuniBilling, software, 979.71; Rodney Schlecht, expense, 20.00; The Pride, publishing, 141.24; Venture, phone/internet, 163.93; USDA Rural Dev, loan payment, 3229.00; SD Dept of Health, water sample, 211.00; SD Dept of Revenue, sales tax, 84.89; Web Water Bottling, library, 11.25; Web Water, water supply, 9211.00; CorTrust, interim loan payment, 3695.77.

District 6 Meeting is in Redfield, SD on March 18th, 2025, from 5:30-8:00pm. Registration is due March 14, 2025.

The Board of Equalization meeting is scheduled for Monday, March 17, 2025, at 7:00pm.

The next regular council meeting is scheduled for Monday, April 7, 2025, at 7:00 pm.

Motion by Shaykett, seconded by Bobby, to adjourn at 8:40pm. All present voted yes. Motion carried.

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

Carrie Poirier, Finance Officer

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