

**CITY OF BOWDLE  
REORGANIZATION/REGULAR MEETING MINUTES  
May 6, 2024**

**REORGANIZATIONAL MEETING OF THE BOWDLE CITY COUNCIL**

The reorganizational meeting of the Bowdle City Council was called to order by Mayor Boschee at 7:00pm.

The Finance Officer administered the Oath of Office to Rick Boschee, two-year term, Mayor, Rex Gab, two-year term, Ward II, Darryn Barnhardt, two-year term, Ward I; Russ Maier, one-year term, Ward I and Amber Shaykett, two-year term, Ward III. The Oaths of Office are on file at the City Office.

Nominations were held for President and Vice President. Gunderson was nominated for President by Maier, seconded by Shaykett. There were no other nominations. Gunderson was declared President. Gab was nominated for Vice President by Maier, seconded by Shaykett. There were no other nominations. Gab was declared Vice President.

Mayor Boschee appointed Vaughn Beck, City Attorney with a motion by Barnhardt and a second from Maier to approve the appointment. All voted yes. Motion carried.

A motion to approve the appointments of CorTrust, First State Bank of Roscoe, Bowdle Branch, and Raymond James as city depositories; and The Pride of the Prairie as the city newspaper was made by Maier, seconded by Gunderson. All voted yes. Motion carried.

**Mayor Boschee and the Council made the following committee appointments:**

AIRPORT, BUILDINGS, STREETS: Russ Maier, Rick Boschee, Darryn Barnhardt

ANIMAL CONTROL OFFICER: Rodney Schlecht

WATER, SEWER, & PARK: Rick Boschee, Mike Gunderson, Darryn Barnhardt, Rodney Schlecht

LIQUOR: Rick Boschee, Amber Shaykett, Darryn Barnhardt

RUBBLE SITE: City Council

LIBRARY BOARD: Marjean Gab, Chad Holsworth, Michelle Kessel, Margy Bobby, Jennifer Schmierer, Stacy Preszler

CEMETERY: Russ Maier, Scott Lien, R. Gab, Curt Bollinger, C. Poirier

CIVIL DEFENSE: County Sheriff, Scott Daede, Glenn Blumhardt, R. Boschee, R. Maier, M. Gunderson,

EMERGENCY SNOWMOBILE TRANSPORTATION: Tim Thomas, Rodney Schlecht, Chance Thomas

BUILDING INSPECTOR: Mike Gunderson, Vern Grismer, Rodney Schlecht

EMERGENCY MANAGEMENT TEAM: Rodney Schlecht, Rex Gab, Hope Larson, Barb Kaiser, Mike Kessel

BOWDLE ECONOMIC DEVELOPMENT CORPORATION (BEDC): Tyler Beadle, Margy Bobby, Megan Zinter, Cory Kappenman, Fern Hoffman, Carrie Poirier

BOARD OF HEALTH: Medical Staff

HEALTHCARE BOARD: City Council

HEALTHCARE FOUNDATION: Rex Gab, Evan Haar, Scott Daede, Michelle Hauck, Gary Adam, Wayne Washenberger, Steven Prasek, Marjean Gab, Mary Turner, Joell Bieber

APPRAISAL COMMITTEE: Mike Kessel, Chad Holsworth, Darryn Barnhardt

ZONING BOARD: Scott Weiszhaar, Maurice Hoffman, Jeff Oxner, Rex Gab, Roger Jacobs, and Carrie Poirier

Motion made by Barnhardt, seconded by Shaykett to accept the appointments. All present voted yes. Motion passed.

## REGULAR MEETING

Mayor Rick Boschee called the meeting, located at 2056 Main Street, to order at 7:15 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. Present for portions of the meeting were Kirby Kleffman, Rodney Schlecht, Mike Kessel, Michelle Kessel, Lynn Brenn, SDPAA, Dave Knecht and Carla Knecht. All present recited the Pledge of Allegiance. The Pride recorded the meeting.

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

**Minutes:** Motion by Gunderson, seconded by Gab, to approve the minutes of the regular meeting held on April 8, 2024. All voted yes. Motion carried.

**Healthcare Center:** CEO Kirby Kleffman presented the March financial statements. The month showed a facility wide profit of 269,469.00. The breakdown includes Hospital profit of 301,983.00, Nursing Home loss of (19,071.00), and Clinic loss of (13,443.00). The statements were reviewed by the council. Kleffman shared the March statistical report for the facility. Overall numbers were up. "It was a good month."

Kleffman presented the facility personnel changes for the month of April. Two new employees, Sydnee Malsam, LTC CNA, PT, \$16.50. Mindy Henderson, LTC RN, PRN, \$31.00. Lori Kaiser, Public Health Secretary, PT to PRN, \$18.16, Theresa Hunnel, LTC RN, FT to PRN, \$35.78, No separations. Mayor Boschee welcomed the new employees to the facility.

Kleffman presented the council with a request for Education Assistance for Makena Vocu based on a four-year working agreement. Motion by Bobby, seconded by Maier. All voted yes. Motion carried.

The week of May 19-25, 2024, has been designated as Emergency Medical Services Week. This recognizes the value and the accomplishments of emergency medical services providers. Motion to approve by Maier, seconded by Gab. All present voted yes. Motion carried.

Two policies and procedures were approved. Policy: Heating Devices and Policy: Abuse Prevention and Reporting. Motion by Maier, seconded by Gab. All voted yes. Motion carried.

Kleffman reported that the Bowdle Nursing Home received a five-star rating by CMS. Congratulations Bowdle Nursing Home staff!!

Kleffman also reported that the Bowdle Hospital was ranked in the top 20 for patient satisfaction among all critical access hospitals in the U.S. Selected staff will be going to Kansas City in September to receive the award. Congratulations Bowdle Hospital staff!!

The council and Kleffman called an executive session for the healthcare center at 7:35pm. Motion by Shaykett, seconded by Maier. All voted yes. Motion carried. Executive session ended at 7:42pm. One motion was made in executive session to renew Dr. Lacey Kessler's 2-year contract.

The following claims were presented for the Healthcare Center:

**April Payroll Healthcare Center:**

Hospital/Nursing Home/Clinic, Wages, 348,221.50, IRS/CorTrust Bank, N.A., Payroll Taxes, 78711.94  
AFLAC, Employee Payroll Deductions, 3237.94, Accounts Management, garnishments, 360.00  
Colonial Supplemental Insurance, Employee Payroll Deductions, 47.48, Delta Dental Plan, Employee Payroll Deductions, 4383.84, Secure Benefits Systems, Employee Payroll Deductions, 4705.74, SD Retirement System, Pension, 38430.90, VSP, Employee Payroll Deductions, 665.58, Washington National, Employee Payroll Deductions, 42.56

**Healthcare Center Payment of Claims:**

4D Kares, Med Surg, 11520.00  
A&B Business Solutions, Admin/Clinic, General Supplies/Maint Contracts, 1488.22  
Agiliti Health, Med/Surg, Lease, 3601.00  
Aspen Surgical, Surgical, 86.08  
Avel eCare LLC, Pharm. Maint Contract, 5254.47  
Avel eCare Medical Group. ER, Contracts, 4754.74  
Avera Health, Admin, HIM, Radiology, Services, 30829.25

Avera Home Medical, Med Surg, 50.00  
Avera Queen of Peace, Admin, 214.00  
Avera St. Lukes, Med Surg/Radiology/Pharm, 8577.83  
Avera St. Lukes, Lab, 5483.69  
Beckman Coulter, Lab Supplies, 893.20  
Bio-Rad, Lab, 493.25  
Blais Microscope, Lab, 160.00  
Bowdle Building & Hardware, Plant, Supplies, 50.97  
BEDC, Benefits, 100.00  
Bracco Diagnostics, Rad Supply, 554.20  
Brandon John Bertsch, Rad Prof, 11687.50  
Brian Douglas Ermer, Med Surg, 4971.36  
Brockel Storage Units, Admin, 75.00  
CNA Surety, Admin, 100.00  
Canon Financial Services, Radiology Lease, 1022.11  
Cardinal Health Rx, Pharmacy-Drugs, 44921.81  
Carefusion Solutions, Pharmacy Contract, 457.00  
Caresfield, Inventory, 119.56  
Cook Medical, Inventory, 240.30  
CorTrust Bank, Misc, 2216.32  
DMS Health Tech, Radiology, 4358.06  
Dakota Broadcasting, Advertising, 110.00  
Dakota Data Shred, Waste, 81.48  
Ecolab Instit, Nutrition, 93.56  
Edward Don & Co, Nutrition, 946.54  
Elite Medical Staff, NH, 11517.50  
Eureka Community Health, Radiology, 66.88  
Experian Health, Software, 1022.97  
FFF Enterprises, Inc, Pharmacy Drugs, 8397.06  
FedEx, Postage, 15.35  
Fischer Healthcare, Lab Supply, 8262.58  
G&R Controls, Repairs, 160.00  
GE Precision Healthcare, Radiology, 1096.50  
Geffdog, Benefits, 100.00  
Grainger, Repairs, 164.94  
Hase Plumbing, Repairs, 655.33  
Healthcare Services Group, BHC Nutrition/Laundry, 71963.80  
Healthstream, Inc, Seminar, 28.75  
Joan Conlon, Transcript, 1781.02  
KCI USA, Med Surg, 277.40  
Jung, Kayla, Radiology Prof. Serv, 2281.25  
Lifeserve Blood Center, Lab, 2665.76  
Linde Gas & Equipment, Med/Surg, Supply, 4009.58  
McKesson Medical Surgical, Lab Supplies, 3522.51  
McKesson Corp, Pharmacy, 741.30  
Med-Pass Inc, Med Surg, 162.50  
Medical Review Consultants, Med/Surg Consult Fees, 90.00  
Menards, Repairs, 308.00  
Messerli & Kramer, Garnishments, 1221.64  
Michelle Serr, Radiology, 1125.00  
Mid-Northern Electric, Repairs, 875.03  
Misc. Employee, Mileage, Admin, Supplies, 3873.61  
BHC Foundation, Foundation, 245.52

Montana-Dakota, Utilities, 11618.12  
Ortho-Clinical Diagnostics, Lab Supplies, 305.21  
Owens & Minor, Inventory, 5096.28  
Patient / Insurance Refunds, 250.60  
Penner Patient Care, Inventory, 565.37  
Performance Health Supply, NH, 400.05  
Petty Cash, Supplies, 111.83  
Physicians Lab, Lab, 54.26  
Press Ganey, Med Surg, 596.63  
Pride of the Prairie, Advertising, 138.30  
Propio Language, Books, 4.05  
Reuer Sanitation, Garbage, 837.00  
Roseanne Ullmann, Transcript, 1710.72  
Servall, Housekeeping/Clinic, Supplies, 376.40  
Sewer Duck, Repairs, 633.75  
Sharla Ann Carda, Lab, 2157.73  
SD Dept of Health, Lab, 44.00  
Stephanie McDaniel, Housekeeping, 54.00  
Stericycle, Inc, Med Surg, Contract, 89.77  
Televox, Books, 28.24  
Titan Nurse Staffing, Med Surg/NH, 32298.25  
Traco Medical, NH Repairs, 90.88  
Tracy Wright, Nutrition, 616.05  
Tri-State Water, Supply, 94.50  
Turner Drug, Drugs/Pharmacy, Prof. Fees, Supply, 5566.16  
Vaughn Beck, Consulting, 17.70  
Venture Communications, Phone/TV, 2750.38  
We Care Online, Education, 314.00

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

### City

Rodney Schlecht reported that there was a water leak located at the Bowdle School football field. The leak has been repaired. The school will be responsible for the repairs. The city council approved a credit card for Rodney Schlecht. The limit will be 3,000.00. Motion by Maier, seconded by Gunderson. All present voted yes. Motion carried.

Lynn Bren from South Dakota Public Assurance Alliance attended the council meeting to present the bid obtained for the City property, liability, and fire department insurance. Dave & Carla Knecht from North Central Insurance were also present to ask questions to SDPAA as well as discuss the current city policy.

Mayor Boschee discussed the sales tax initiative that was brought up at the district 6 meeting. The initiative is still being clarified at the state level and will be talked about again this fall.

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

City Receipts for the month of April: CorTrust Bank, Interest, 5.25; Midco/Venture, Franchise Fee, 403.52; State of SD, Sales Tax, 9975.65, Alcohol Reversion, 784.45; Edmunds County, Property Tax, 6897.46, Motor Vehicle, 1588.47, County Wheel Tax, 539.48, Tax Deed Sale, 253.58; Golf Cart Licenses, 20.00; Pet License, 25.00; Building Permits, 75.00; Misc., insurance premium return, 100.00; Rentals and Lease Payments: 950.00; Rubble Site Fees, 668.16; Water/Sys Maint/Late Fees/Reconnects/Meter Deposit, 14267.77 Sewer/Late Fees, 6673.35; Sewer Surcharge, 7369.57

City Payroll April: City Council Wages, 2050.00; City Finance Wages, 1439.06; Library, Wages, 2454.26; Streets Department, Wages, 3735.00; Econ Dev, Wages, 479.69; Water Wages, 2826.88; Sewer, Wages, 2826.88.

City Payment of Claims:

ARC Parts, Supplies, 4.00  
Beck Law, Consulting, 700.00  
Bowdle Building & Hardware, 191.89  
Carrie Poirier, Mileage, 349.47  
City of Bowdle, utilities, 336.68  
CorTrust Bank Visa, supplies, 1057.29  
Edmunds Co, easement, 30.00  
FEM Electric, airport utilities, 76.11  
IMEG, Engineering Sewer, 22950.00  
Meierhenry, bond services, 19881.33  
Montana Dakota, utilities, 3071.47  
Rick Boschee, mileage, 103.18  
Runnings, supplies, 159.91  
Soil Technologies, soil exploration, 4300.00  
SD Dept of Health, water sample, 15.00  
Storey Kenworthy, water billing cards, 49.93  
The Pride, publishing, 267.77  
Venture, phone/internet, 165.44  
USDA Rural Dev, loan pymt, 3229.00  
SD Dept of Revenue, sales tax, 30.86  
Web Water, water supply, 11,645.12

F/O had a homeowner ask about a duck ordinance. The council discussed. They will revisit this topic next month as they will need two readings to add ducks to the chicken ordinance.

F/O had assistance from Midwest Assistance Program (MAP) to audit and determine what the current water rates should be for the city to balance out the water fund. MAP recommended that the access fee should be \$30.50. The council will wait to see what MAP recommends for the per gallon water usage fee before passing a new resolution. They will revisit this at the next meeting. The council also determined that the bulk water rate will be \$12.00/1,000.

F/O reminded everyone of the need for pet licenses for all pets within the city (\$5 per animal), stickers for golf carts driven on city streets (\$10) and building permits for any construction or repair projects (1-50,000 - \$25.00, 50,001-100,000 - \$50.00, 100,000 - \$100.00).

The council discussed Quonsets that are on the city land. The Quonsets are owned by the Hubers. They pay rent for having the Quonsets on city land. The council also discussed the airport hangar. The airport hangar is owned by Maurice Hoffman and Lyle Huber. The land is owned by the city. The city only pays for liability insurance on the land.

F/O requested to attend budget training in Rapid City and the Housing Authority Conference in Sioux Falls in June. The council approved. Motion by Bobby, seconded by Shaykett. All voted yes. Motion carried.

Updates and information on the sewer outlay projects was presented by Mayor Boschee. Boschee reported that the pre-construction meeting with Dahme Construction and Ken Hier from IMEG will be May 15<sup>th</sup> at 10:00am at the Fire Hall.

Mayor Boschee presented resolution number 2024-1 regarding interim financing from CorTrust Bank for the Water & Wastewater Improvement Project along Main Street.

RESOLUTION NO. 2024-1

AUTHORIZING APPLICATION AND APPOINTMENT APPLICANT AGENT FOR THE  
CORTRUST BANK INTERIM FINANCING/LOAN

A resolution of the City Council of the City of Bowdle agreeing to apply for financial assistance with CorTrust Bank to interim finance the Water & Wastewater Improvement Project along Main Street. Be it

further resolved that the City Council of the City of Bowdle authorizes Mayor, Rick Boschee and Finance Office Carrie Poirier to sign all documents relating to the CorTrust Bank loan.

PASSED and APPROVED this 6<sup>th</sup> day of May 2024

\_\_\_\_\_  
Rick Boschee, Mayor

Attest: \_\_\_\_\_  
Carrie Poirier, Finance Officer

Publication:

Effective Date: 5-6-2024

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Tower Days will be held June 21 and 22. The Fire Department requested a special alcohol permit for Bull-O-Rama on the 21<sup>st</sup>. Motion by Barnhardt to approve. Gab seconded. All voted yes. Motion carried. The council also approved a special event permit for Oldies Grill & Lounge and The Red Eye Tavern to serve alcohol under the tent or on the sidewalk during Tower Days. Motion by Maier, seconded by Gunderson. All voted yes. Motion carried. The council discussed allowing open containers not only on Main Street but all throughout the city during these days. Motion to approve was made by Maier, seconded by Barnhardt. All voted yes. Motion carried. The Tower Days committee reports that they do not think that they will need additional monetary support this year. There will not be a summer youth program this year, due to low sign-up numbers.

Malt Beverage License renewals were presented for Drake’s Place #RB-2796 and Jeremy Hoffman’s Shot Gun Bar & Grill #RB-24573. Also, a new application was presented for a malt beverage license for Oldies Grill & Lounge with a motion by Maier to approve the renewals and new application, seconded by Bobby. A poll vote was taken. All voted yes. Motion carried.

Michelle Kessel, representing the Library Board announced the approval of a 2<sup>nd</sup> term for Scott Holsworth Marjean Gab. Kessel also recommended a 3% salary increase for the Librarian.

Employee evaluations were collected. An executive session for legal and personnel matters was requested. Gunderson moved to go to executive. Maier seconded. All voted yes. Motion carried. The executive session began at 9:15 pm. At 9:41pm Mayor Boschee declared the executive session over. Barnhardt made the motion to establish the following rates of pay for city employees: The Librarian, Lydia Schnaible, will receive the 3% as requested. Rodney Schlecht, \$32.50/hour; Carrie Poirier, \$26/hour plus 1% of all successful grants written, Maier seconded the motion. All voted yes. Motion carried.

The council discussed getting volunteers and equipment in town to help tear down old buildings. Also discussed was executing ordinances for city cleanup including maintaining buildings, lawns, non-compliant vehicles etc. It was suggested that council members drive around town to document violations and have warning letters sent. Ordinances will be reviewed to see if stronger consequences can be implemented for non-compliance.

The next regular council meeting is scheduled for Monday, June 3, 2024, at 7:00 pm.

Motion by Shaykett, seconded by Gunderson, to adjourn at 10:36 pm. All present voted yes. Motion carried.

\_\_\_\_\_  
Rick Boschee, Mayor

\_\_\_\_\_  
Date

Attest: \_\_\_\_\_  
Carrie Poirier, Finance Officer

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