

**CITY OF BOWDLE
REGULAR COUNCIL MEETING
BOWDLE HEALTHCARE: COMMUNITY ROOM
8001 5th Street, BOWDLE, SD 57428
MONDAY, SEPTEMBER 8, 2025, 7:00PM**

MEETING MINUTES

Mayor Rick Boschree called the meeting, located at 8001 5th Street, to order at 7:00 pm. The following members were present: Rick Boschree, Rex Gab, Dennis Schock, Mike Gunderson, Amber Shaykett, and Margaret Bobby. Darryn Barnhardt was absent. Also present: Finance Officer Carrie Poirier, Streets: Rodney Schlecht, Jeremy Hofer (Dahme), Ken Hier (IMEG), Library: Michelle Kessel, Stacy Preszler, Joel Kennedy, Cindy Lowens, Troy Poirier, Joell Bieber, Niel Haar and Cory Kappenman (BEDC). All present recited the Pledge of Allegiance. Tara Beitelspacher from The Pride recorded the meeting.

Public Forum: Public comment period was provided. The following individuals addressed the Council:

- Tara Bietelspacher: Read a complaint submitted by herself to the Edmunds County State's Attorney Vaughn Beck regarding possible violations of SD law by City of Bowdle Officials.
- Cindy Lowens: Asked a question about the audit findings.

Meeting Conduct & Public Comment: Mayor Boschree reviewed meeting conduct. Only people that are recognized by the mayor will be able to speak. Public comments are only allowed during the Public Forum portion of the meeting; no additional comments or interruptions are permitted once the meeting begins. Members of the media may attend and observe but may not speak or comment unless recognized during Public Forum. All attendees must maintain respectful behavior; disruptive behavior may lead to removal. Public comments are limited to 3 minutes per speaker; no action will be taken on questions or items not on the agenda.

Mayor Boschree also clarified items from the last meeting:

- The American Legion would have saved 476.00/annually if they moved to a special permit for liquor.
- The Finance Officer is expected to regularly research, compile, and present relevant financial and administrative information to the City Council so support decision making. The Finance Officer is tasked with identifying potential actions, cost saving measures or revenue adjustments that can assist the Council in balancing the city's annual budget. The Finance Officer will monitor financial trends, flag budgetary concerns and suggest adjustments. The Finance Officer will proactively offer professional input, data and recommendations not solely respond to requests.
- The City Council was within their rights to go into executive session per SDCL 1-25-2 (3). This provision allows the City Council to enter executive session to discuss legal matters, including advice received from the city attorney.

Roberts Rules of Order: Motion by Bobby to use Roberts Rules of Order to run the meeting. Second by Shaykett. All in favor. Schock voted no. Motion carried by majority vote.

Minutes: Motion by Gunderson, second by Gab, to approve the minutes of the regular meeting held on August 4, 2025. All voted yes. Motion carried.

Healthcare Center: Mayor Boschree read the July 2025 financial statements (first month of fiscal). The month showed a facility-wide loss of (202,995.09). Hospital monthly loss of (142,946.83). Nursing Home monthly loss of (33,749.65). Clinic monthly loss (26,298.61). It was noted that they were without the CT scan for all but a few days in July which had an impact. It also increased expenses due to the CT project. July statistics were all comparable to last year except CT.

Kleffman presented the facility personnel changes for the month of August: New Hires: Jennica Ulmer, LTC, FT \$18.70. Separations: Stephanie Lacher, Hospital RN. Wage Increase: None. Motion by Schock to accept personnel changes. Second by Shaykett. All voted yes. Motion carried.

Mayor Boschree presented the Real Radiology and Avera Telemed provider appointment. The following Avera providers were appointed to the medical staff for a 2-year term: Dr. Raquel Anel-Tiangco, Dr. Mohammad Ammad, MD, Dr. Richard Crawford, MD. The following Real Radiology providers were reappointed to the

medical staff for a 2 year term: Robert Anton, MD, David Lin, MD, Matthew Bourne, DO, Kevin Marcum, MD, Peter Britt, MD, Travis Petree, MD, David Bulley, MD, Karen Phillips, MD, Kathryn Cambron, MD, Jonathan Reed, MD, Sean Chang, MD, Dillenia Rosica, MD, Eugene Chung, MD, Anthony Rowe, MD, Andrew Ciccarelli, MD, Veronica Ruvo, DO, Timothy Conner, MD, Stanley Rhett Smith, MD, Justin Costello, DO , Shannon St. Clair, MD, Muneer Desai, MD, Shawn Stone, MD, Jason DiVito, MD, Bryan Suchecki, MD, Sean Feinberg, MD, Collin Thompson, MD, Douglas Greene, MD, Jake Welte, MD, Oded Greenberg, MD, Scott White, MD, Jeffrey Hebert, MD, Michael Wilson, MD

David Henley, MD, Judith Wolfstein, MD, Kyle Hirschman, DO, Zi-Rong Xu, MD, Waheed Jalalzai, MD, Fang Yu, MD

Kimia Kani, MD, Yuyang Zhand, MD, Jarret Kuo, MD, Chad Barker, MD. Motion by Bobby to approve. Second by Gunderson. All in favor. Motion carried.

LTC Room Rate Increase: Bowdle Healthcare (along with all of the Avera system) will be moving to a new EMR called EPIC. Part of that transition requires process changes. One of these is a move to standardized process for LTC charges. There will now be one rate for daily room charges versus the 6 levels we currently have. This is a change that is required through the EPIC transition. This change will be effective 10/01/2025. Approval is required to set the LTC level of care rate at \$281/day for a semi-private room. Private rooms will remain at \$25/day more than semi-private. Motion by Gunderson, Second by Gab. All in favor. Motion carried.

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

Payroll (August):

Hospital/Nursing Home/Clinic Wages, 383,105.69, IRS/CorTrust Bank, Payroll Taxes, 82038.22, AFLAC, Employee Payroll Deductions, 3940.52, Colonial Supplemental Insurance, Employee Payroll Deductions, 47.48, Delta Dental Plan, Employee Payroll Deductions, 4736.64, Vision Service Plan, Insurance, 634.15; SD Retirement System, Pension, 43085.66, Washington National, Employee Payroll Deductions, 42.56, Wellmark, 77635.32.

Healthcare Center Payment of Claims (August):

4D Kares	Supplies	997.60
A&B Business Inc	Admin/Clinic	1572.64
Agiliti Health Inc	Med Surg Lease	3300.00
ADP Inc	Supplies	255.25
American Business Solutions	Supplies	227.61
American Proficiency Institute	Supplies	1831.00
Armstrong Medical	Supplies	197.30
Automatic Building Controls	Supplies	780.00
Avel eCare LLC	Supplies	5574.46
Avera Health	Inventory	37177.98
Avera St. Lukes Aberdeen	Supplies	420.00
Avera St Lukes	Supplies	4281.44
Avera St. Lukes Business	Supplies	5359.17
Beacon Communications	Supplies	3490.46
Beadle Ford	Repairs	430.80
Beckman Coulter	Inventory	1140.46
Bowdle Building & Hardware	Supplies	19.98
Bowdle Healthcare Foundation	donation	188.70
Bowdle Fire Dept	Donation	200.00
Bowdle Pit Stop Inc	supplies	346.63
Brandon John Bertsch	Med surg	7593.75
Brian Douglas Ermer	Supplies	7165.40
Camby's Pass	Supplies	300.00
Canon Financial	Lease	1022.11
Cardinal Health Inc	pharmacy	45774.74

Carefusion	Supplies	592.00
Christopher David Gillick	Supplies	2640.63
City of Bowdle	Utilities	3600.40
CLIA Lab	Lab	3781.00
CorTrust Bank	misc.	3097.28
Credit Collections Bureau	Supplies	267.39
DMS Imaging	Supplies	8030.00
eProvider Solutions	Software	1604.89
Ecolab Inc	nutrition	101.19
Edmunds Central	Donation	250.00
Encompass Group	Insurance	284.40
Experian Health	Supplies	1875.42
Extreme Cleaning	Supplies	1025.00
Eureka School	Donation	100.00
Fay's Refrigeration	Supplies	968.14
FFF Enterprises Inc	pharmacy	14738.73
Fisher Healthcare	Lab	2029.64
G&R Controls	Supplies	3520.16
GE Precision Healthcare	Supplies	87409.15
Get Med Staffing	Staff	21981.70
Grainger	Supplies	210.31
Hase Plumbing	Repairs	1520.07
Healthcare Services Group Inc	nutrition/laundry	80275.36
Healthcare Logistics	Supplies	116.64
Hub City Roofing	Supplies	415.00
Interstate Office Products	supplies	208.88
Joan M Conlon	transcript	1715.45
Brockel Storage Units	Storage	75.00
Kayla Jung	rad prof	3781.25
Lifeserve Blood	Supplies	277.72
Linde Gas & Equipment Inc	med surg	5108.64
McKesson Corporation	pharmacy	27779.46
McKesson Medical Surgical	lab	3295.24
Medical Review Consultants	med surg	50.00
Medical Waste Transport	Waste	235.50
Menards Inc	repairs	189.34
Montana – Dakota	Utilities	10738.48
Mid-Northern Electric	Supplies	18358.03
Midwest Fire & Safety	supplies	300.50
Mirion Technologies	Supplies	15.00
Network Services	Supplies	83.31
Nova Biomedical	Supplies	545.57
Owens & Minor Distribution Inc	inventory	5895.23
Patient Refunds	Refunds	2746.31
Petty Cash	supplies	5.00
Pharmacy Data Mgmt	Software	2400.00
Penner Patient Care	Service	993.90
Pride of the Prairie	advertising	119.70
Advantage Administrators	inventory	3,246.94
Reuer Sanitation	garbage	939.00

Roseanne Ullmann -	transcript	1176.32
Servall Rapid City	supplies	422.26
Sharla Ann Carda	Contract	2270.47
Siegel Barnett & Schultz	Consulting	490.00
Siemens Healthcare Diagnostic	supplies	1071.00
SD Dept of Health	Supplies	105.00
Stericycle Inc	supplies	98.46
Tara Huggins	Supplier	2028.43
The Watering Can	Supplies	50.00
Tracy Wright	nutrition	547.50
Transmed Inc	inventory	439.00
Tri-State Water	Supplies	73.50
Turner Drug	pharmacy	3842.15
Venture Communications Cooperative	phone/tv	2668.71
Western States Fire Protection	Insurance	395.00
Lynae Aman	Expense	57.40
Rachel Henderson	Expense	89.04
Lexi Stafford	Expense	238.56
Melanie Kaiser	Expense	246.68
Travis Preszler	Expense	45.39
Mary Fischer	Expense	214.69

City

Building Permits: Council reviewed three building permit applications for Jervik (shed), Peterson (remodel), and Bowdle School House (remodel). Motion made by Bobby to approve all applications. Second by Gunderson. All in favor. Motion carried.

Project Updates: Ken Hier from IMEG gave an update on the main street/sanitary sewer project. “The asphalt looks great.” They had their substantial completion inspection, and it went well. The only thing left are the punch list items. They anticipate another 30 days to complete punch list items. Hier presented the Main Street pay app #9, Main Street Change Order #5 as well as Sanitary Sewer Pay App #7, and Change Order #4. Motion by Gab to approve all pay apps and change orders. Second by Schock. All voted yes. Motion carried. Hier also mentioned that there is an anticipated engineering fee amendment.

Special Event Liquor Permit: The Council discussed the request from the Bowdle Volunteer Fire Department for a Special Event Liquor Permit for their fundraiser scheduled on Saturday, September 20, 2025. The request includes permission for the sale and consumption of alcoholic beverages, as well as authorization for open containers within the designated event area.

The designated area includes: The Bowdle Fire Department block and The Main Street block where local businesses are located. Motion: Gab moved to approve the Special Event Liquor Permit for the Bowdle Volunteer Fire Department for September 20, 2025, including authorization for open container within the specified area. Second: Schock Vote: All in favor. Motion carried.

Library Budget Discussion: The Council reviewed information regarding the Bowdle Public Library's budget, which was over for both the 2024 and 2025 budget years. Library representatives informed the Council that the overages were anticipated and that they are unable to cover current expenses until a certificate of deposit (CD) matures in December 2025. The library requested that the city temporarily cover the necessary expenses until the CD matures, at which point the library will reimburse the city for the 2025 overages only. Motion: Schock moved to authorize the City to cover the Bowdle Public Library's expenses exceeding their budget for 2025, with the understanding that the library will reimburse the City upon the maturity of their CD in December 2025. Second: Gab. Vote: All in favor. Motion carried.

The Watering Can: The Council heard a request from the owner of The Watering Can regarding the possibility of selling the business. She asked for permission to market the business as a **turn-key property**, which would include extending the current lease terms to a new buyer should the business be sold. Following discussion, the

Council agreed to maintain the existing lease terms for a period of one year for any future buyer. **Motion:** Gab moved to approve keeping the lease terms for The Watering Can at the current rate for a period of one (1) year, should the business be sold and marketed as a turn-key operation. **Second:** Bobby. **Vote:** All in favor. Motion carried.

BEDC: The Council received an update from the President of the Bowdle Economic Development Corporation (BEDC) regarding the property located at 3045 Main Street, which had previously received a condemnation letter requiring a plan be submitted for repair or demolition. Because of interest in the site, the BEDC has decided they would like to attempt to sell the property rather than pursue demolition or immediate repair. They will work with legal counsel to draft an advertisement for the newspaper outlining the terms and conditions that will apply to the sale of the property. The BEDC inquired whether the Council had any concerns about how the sale and future development of the property might affect the City. Council members provided input and clarified that while the BEDC has the authority to accept any offer on the property, any future plans for use or development of the site would need to be reviewed and approved by the Zoning Board, which is comprised of the City Council. This item was for discussion only; no formal action was taken.

F/O presented the council with the August drawdown forms for the Main Street and sanitary sewer loans, August Statement of Accounts, Monthly Receipts, Monthly Expenses and Water Usage Report. They were reviewed and approved by the council. Motion by Gunderson. Second by Gab. All in favor. Motion carried.

City Receipts (August): CorTrust Bank, Interest, 218.24; Raymond James Interest, 670.15; State of SD, Sales Tax, 22400.21; Edmunds County, Property Tax, 508.03, Penalties, 2.64, Motor Vehicle, 1014.27; Motor Vehicle Comm Pro, 1996.43; Pet Licenses, 65.00; City Rentals, 850.00; Alcohol Licenses, 500.00; Golf Cart Licenses, 10.00; Building Permits, 75.00; Franchise Fees, 207.21; Misc Fees, insurance reimb, 2582.12; Rubble Site Fees, 2459.58, Water/Sys Maint/Late Fees/ Reconnects/Meter Deposit/Bulk, 17752.08, Water Debt 1, 1994.86; Water Debt 2, 2436.61; Sewer/Late Fees, 8073.14; Sewer Surcharge, 8080.86; Sewer Debt 1840.05; Sewer Debt 2, 2377.01; Project Fee Advances, 498564.61.

City Payment of Claims (August):

City Payroll: Executive wages, 1600.00, Admin wages, 3123.57, Street wages, 5128.80, Library wages, 3223.72, Water wages, 4126.18, Sewer wages, 4126.18, Community room, utilities, 150.00.

Hoff, Streets, 487.00; ARC parts, 189.15; City of Bowdle, utilities, 840.44; CorTrust Bank Visa, supplies, 2763.81; FEM Electric, airport utilities, 76.11; Montana Dakota, utilities, 2263.43; The Pride, publishing, 221.19; Venture, phone/internet, 80.65; G&O Electric, Library, 566.69; Immense Impact, website, 737.00; Siegel, Barnett, Schulz, consulting, 155.00; Beck Law Office, collections, 100.00; SDARWS, membership dues, 410.00; Hoffman Farms, oil, 33.00; Plunkett's Pest, pest control, 917.03; Les's Standard, library repair, 271.39, USDA Rural Dev, loan payment, 3229.00; SD Dept of Health, water sample, 20.00; SD Dept of Revenue, sales tax, 180.42; SD Public Web Water, water supply, 11,126.00; CorTrust, interim loan payment, 6201.10. IMEG, engineering, 49,100.56; Dahme Construction, project services, 737206.38

Budget Ordinance: Second Reading of Budget Ordinance 2025-3. Motion to approved by Shaykett, Second by Gunderson. All in favor. Motion carried.

ORDINANCE NO. 2025-3

An Ordinance Establishing a Schedule for the Introduction and Adoption of the Annual Municipal Budget Ordinance of the City of Bowdle, South Dakota

WHEREAS, the City Council of the City of Bowdle, South Dakota elects to move the deadline for introducing and approving the annual municipal budget ordinance; and

WHEREAS, a municipality may enact an ordinance setting such deadlines so long as said ordinance is not in conflict with SDCL 9-21-34 and 9-21-34.1; and

WHEREAS, said ordinance must also comply with the reading, passage, and publication requirements of SDCL 9-19-7 and 9-19-7.1; and

WHEREAS, pursuant to SDCL 9-21-34.1, the notice and hearings on requested levies are not affected by the election to move the budget deadlines;

NOW, THEREFORE, BE IT ORDAINED by the City Council for the City of Bowdle, South Dakota:

- A. Pursuant to SDCL 9-21-34, the annual municipal budget ordinance shall be submitted to the City Council for first reading not later than the first regular meeting in November.

- B. The second reading of the annual municipal budget ordinance shall be held at least five days after the first reading.
- C. Following adoption, the annual municipal budget ordinance shall be published in accordance with SDCL 9-19-7, which publication shall occur prior to December 31.
- D. A public hearing will be held to establish the requested tax levies not later than the first regular meeting in September. The finance officer shall certify the tax levies to the Edmunds County Auditor not later than October 1.

_____, Mayor

ATTEST:

_____, Finance Officer

Placed upon its first reading August 4, 2025

Placed upon its second reading September 8, 2025

Approved this 8th day of September 2025

Published this 18th day of September 2025

Published two times at an approximate cost of \$ _____

2024 Audit Report Received: The City received a letter from the South Dakota Department of Legislative Audit notifying that the audit report for the City of Bowdle for the year ended December 31, 2024, has been completed and is available for review. Motion: Shaykett moved to acknowledge receipt of the audit report from the South Dakota Department of Legislative Audit for the year ended December 31, 2024. Second: Gunderson. Vote: All in favor. Motion carried.

City Executive Session: Mayor Boschee called executive session at 8:49pm to discuss personnel. Motion by Gab. Second by Shaykett. All in favor. Motion carried. Executive session ended at 9:56pm. Motion from Executive Session to accept a Citizen Conduct Policy and City Hall Appointment Policy.

Citizen Conduct Policy at City Hall:

1. All visitors are expected to conduct themselves respectfully toward staff and officials.
2. Harassment, yelling, threats, or abusive language will not be tolerated.
3. Concerns about staff performance must be directed in writing to the mayor and city council.
4. Staff may end conversations immediately if behavior becomes hostile.
5. Repeated or severe harassment will result in removal from City Hall and possible involvement of law enforcement.

City Hall Appointment Policy: (for the next 30 days)

- Citizens may schedule appointments during regular office hours by calling 605-285-6350.
- Walk-in requests may be declined at the direction of staff.
- Concerns regarding city employees should be directed to the mayor and city council in writing.

Formal Motion: Bobby moved to adopt the Citizen Conduct Policy and implement the City Hall Appointment Policy, making meetings with the Finance Officer by appointment only until further notice, due to repeated instances of disruptive/aggressive behavior. Second: Shaykett. Schock voted no. Vote: Majority in favor. Motion carried.

SDML Meeting Registration: The meeting will be held September 30 – October 3, 2025, in Pierre at the Ramkota.

The next regular council meeting is scheduled for Monday, October 6th, 2025, at 7:00 pm in the Bowdle Healthcare Center Community Room.

Motion by Shaykett, seconded by Gunderson, to adjourn at 9:58pm. All present voted yes. Motion carried.

Rick Boschee, Mayor Date

Attest: _____
Carrie Poirier, Finance Officer

Published once at the approximate cost of _____.