

City of Bowdle
Regular Meeting Minutes
Bowdle Healthcare Community Center
December 4, 2023

Mayor Rick Boschee called the meeting to order at 6:31pm. The following members were present: Rex Gab, Darryn Barnhardt, Russ Maier, Amber Shaykett, and Margaret Bobby. Mike Gunderson was absent. Also present: Finance Officer, Carrie Poirier, and for a portion of the meeting Brooke Heilman, Kirby Kleffman, Michelle Kessel, Jennifer Schmierer, Lydia Schnaible, Stacy Preszler, Chad Holsworth, Kaylee Hunter, Nicole Bietelspacher, Tyler Beadle, Lindsey Fuller, Joell Bieber, Pam Schmierer, and Rodney Schlecht. All present recited the Pledge of Allegiance. The meeting was recorded by The Pride of the Prairie.

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

Minutes: Clarification to the November 6th, 2023 Meeting Minutes: Blake Eisenbiesz Jr. was added to personnel. Motion by Barnhardt, seconded by Maier to approve the clarification and the minutes of the regular meeting held on November 6th, 2023. All voted yes. Motion carried.

Receipts for the month of October:

State of SD, sales tax, 1244.38, State of SD, property tax, 11768.75, State of SD, Hwy & bridge, 6236.61, State of SD, alcohol reversion, 892.84, City Farm Lease, 3940.00, CorTrust Bank, Interest, 4.84, First State Bank, Interest, 132.58, Midco, Franchise Fee, 221.21, Venture Franchise Fee, 220.63, Edmunds Co, Taxes, 3806.81, City Rentals, 800.00, BEDC Rentals, 950.00, Pet Licenses & Fines, 323.00, Building Permit, 10.00, Library Donations, 75.00, Misc. Reimbursement, 28.96, Rubble Site Fees, 822.75, Water Fees, 17453.86, Sewer Fees, 8461.55, Sewer Surcharge Fees, 8793.41.

The following claims were presented:

November Payroll:

Hospital/NH/Clinic, Wages, 338361.14, City Executive Wages, 1850.00, City Administration, Wages, 1270.31, Economic Development, Wages, 423.44, Library, Wages, 2446.46, Rubble Site, Wages, 188.50 Streets Department, Wages, 2576.00, Water, Wages, 2134.88, Sewer, Wages, 2134.88, IRS/CorTrust Bank, Payroll Taxes, 71688.42.

AFLAC, Payroll Deductions, 2885.54, Accounts Management, garnishment, 360.00, Colonial Life, Payroll Deductions, 47.48, Delta Dental, payroll deductions, 3677.46, Secure Benefits Systems, payroll deductions, 3971.74, SD Retirement Systems, payroll deductions, 36746.16, Vision Service Plan, payroll deductions, 377.19, Washington National Insurance, payroll deductions, 42.56, Wellmark South Dakota, payroll deductions, 68041.60.

City Claims:

Agtegra, supplies, 2211.02, ARC, Repairs, 43.25, Barb Kaiser, reimbursement, 420.93, Beck Law, consulting, 100.00, Bowdle Bldg. & Hardware, Supplies, 2765.63, Bowdle Healthcare Center, utilities & payroll reimbursement, 18201.93, City of Bowdle, utilities, 543.16, CorTrust Visa, supplies, 403.83, FEM, airport, 81.24, G&O Electric, fire dept. & bar repairs, 173.14, Interstate Power, generator contract, 1037.93, Leidholt Electric, water tower, 250.00, Macqueen, Flow Test, 825.00, MidStates Group, sign, 51.88, Montana-Dakota, utilities, 2574.88, Premier Equip, supplies, 320.78, SD Dept. of Health, water

sample, 15.00, DANR, Environmental Fees, 50.00, Senior Center, donation, 100.00, SDML, dues, 696.03, The Pride, publishing, 170.96, Venture, phone, internet, 112.73, Web Water Bottling, library, 19.50. Motion by Shaykett, seconded by Gab to approve the payment of claims. All voted yes. Motion carried.

Reuer Sanitation:

Gary Reuer attended the meeting at the request of the council to discuss trash services. There have been concerns regarding dumpster pick-up and administrative functions. Mr. Reuer requested that the Finance Office send an email with new contacts anytime there was a change in water service. He also reported that he would work with his driver to ensure pickup, for dumpsters, would happen the next day if there was not room on pickup day. The City also briefly discussed having trash services run through the City instead of direct with the hauler. They will see if services improve before revisiting this topic.

Library:

The Library Board Members: Michelle Kessel, Jennifer Schmierer, Lydia Schnaible, Stacy Preszler, and Chad Holsworth attended the meeting at the request of the Council to discuss the interpretation of the codified law related to library donations. Discussion between Council Members and Library Board members occurred. Previous motion to authorize donation reimbursement of 7500.00 on November 6th 2023 was rescinded. New motion to approve donation reimbursement of 4500.00 to the Friends of Bowdle Library Fund by Barnhardt. Second by Shaykett. All voted yes. Motion carried. Library will hold their Board Meeting on December 19th, 2023. Finance Officer, Carrie Poirier, and two council members agreed to attend to discuss the 2024 library fund. Michelle Kessel, Jennifer Schmierer, Lydia Schnaible, Stacy Preszler and Chad Holsworth left the meeting at this time.

IMEG Update:

Main Street Project: The City Council is still waiting for the government to pass a budget to see if there will be more grant funds awarded from Rural Development. Once the budget is passed the project will go out to bid. The City Council is hoping to start the bid process sometime in January/February of 2024. Sewer Outfall Project: The City Council passed resolution 2023-06 as required by Meier Henry, to close on the loan. The City Council also signed the SD Dot 200: Application for Utility Permit as part of the project requirements. Motion by Barnhardt, second by Bobby. All in favor. Motion passed.

The City passed:

Resolution No. 2023-06
Amending Resolution No. 2022-02
Passed June 6, 2022

RECITALS

WHEREAS, the City has passed on December 4th, 2023 Resolution 2023-06 Amending Resolution No. 2022-02 which was passed June 6, 2022 authorizing a loan with the South Dakota Conservancy District:

BE IT RESOLVED as follows:

The Resolution No. 2022-02 adopted June 6, 2022 shall be amended as follows: All references to the dollar amount of \$1,583,133 shall be amended to \$1,988,133. All other provisions of the resolution shall remain in force and effect as passed.

ATTEST: _____
Finance Officer: Carrie Poirier

Mayor _____
Rick Boschee

The motion for the adoption of the foregoing Resolution was duly seconded by Council Member Russ Maier, and upon vote being taken thereon the following voted in favor thereof: Rex Gab, Darryn Barnhardt, Margaret Bobby, and Amber Shaykett.

And the following voted against the same: none

Whereupon said Resolution was declared duly passed and adopted and was signed by the Mayor and attested by the Finance Officer.

Finance Officer:

The Finance Officer presented the October Statement of Accounts, Monthly Receipts, and the Water Usage/Loss Report.

Discussion around the City of Bowdle Finance office move to the Fire Hall occurred.

- **The Finance Officer will be at the Fire Hall starting Monday, December 11th, 2023.**
- **Office hours are Monday - Thursday, 9am – 5pm.**
- **PO Box: 553, Physical Address: 2056 Main Street, Phone: 605-285-6350, Email: bowdlecity@outlook.com.**
- **There is a red drop box located on the light pole in front of the Fire Hall. Please use this box for utility payments. DO NOT PUT CASH IN THE DROPBOX! You may also mail your payment, pay online at allpaid.com, or have the city do an auto-withdrawal each month from your account. Contact the City Finance Officer for more information.**
- **Please park on the street if you are coming into the city office. DO NOT PARK IN FRONT OF THE FIRE HALL DOORS.**
- **Reminder: The new City of Bowdle website will be fully functional on 1/1/2024. Please log on to bowdlesd.com to subscribe and sign up for text notifications.**

Supplemental Appropriations Ordinance #2023-05:

The second reading of the Supplemental Appropriations Ordinance #2023-05 was held. Motion to approve was made by Gab, second by Barnhardt. All voted yes. Motion carried.

ORDINANCE NO. 2023-05

SUPPLEMENTAL APPROPRIATIONS ORDINANCE

Be ordained by the City of Bowdle, Bowdle, South Dakota that the following sum is supplemental appropriated to meet the obligations of the municipality:

GENERAL FUND:

412 Executive Council: 5,600.00

414.2 Administrative: 17,000.00

419.2 Government Buildings: 4,800.00

431 Streets: 22,860.00

432.4 Rubble: 700.00

455 Library: 9,500.00

Total Appropriations: \$60,460.00

Source of Funding: General Fund (unassigned funds): \$60,460.00

Attest: _____

Mayor: _____

Carrie Poirier (Finance Officer)

First Reading: 11/6/2023

Published: 11/23/23

2nd Reading: 12/4/2023

Approved: 12/4/2023

Published: 12/14/2023

Motion by Gab to approve the supplemental ordinance, second by Barnhardt. All in favor. Motion approved.

Hospital:

Meeting attendees had questions for the council about the Hospital Board of Director Bylaws. Council answered questions regarding formation of the Board, including how the directors were selected. There were also questions about the Hospital financials. Council rescinded the motion of approving the Bowdle Healthcare Center Bylaws from November 6th, 2023. Council will table forming the Bowdle Healthcare Center Board of Directors until further consideration is made. Motion by Shaykett, second by Gab. All in favor. Motion approved. Council went into Executive Session at 9:00pm, ended at 9:15pm.

Executive Motions:

- Increase on-call pay from 5.00/hr to 10.00/hr effective December 1, 2023 through June, 2024.
- If called in, nurse receives incentive pay for hours worked.
- Receive incentive pay if a nurse works a weekend shift (Saturday or Sunday) other than their scheduled weekend.

Brooke Heilman, Bowdle Healthcare CFO, presented the October financials, which showed the Healthcare Center at a monthly profit of 4,908 and a YTD loss of (367,724), with the breakdown being: Hospital monthly profit of 63,579 and a YTD loss of (281,878), Nursing Home monthly loss of (55,319) and a YTD loss of (93,543) and Clinic monthly loss of (3,352) and a YTD loss of (50,974). Mayor Boschee mentioned that the Depreciation line item is important to consider. Depreciation YTD for all entities is 244,156.

Healthcare Center CEO, Kirby Kleffman, recapped the monthly statistical report. Kleffman reported that in October acute and swing bed services were down, outpatient services were up slightly, clinic visits were up by 130, lab tests were down slightly, CT scans and x-rays were up and rehab outpatient services were up slightly.

CEO Kleffman also noted the personnel changes at the facility during the month of November. New hires were Peyton Storly, LTC CNA, FT, 17.70. Separations include Madison Wigart, LTC CNA, and Amber Henley, LTC CNA. LaDeen Sandve is receiving a 30 year wage increase, 20.90/hr. The following Telemedicine Practitioner from Avera was reviewed and recommended for appointment to the Governing Board: Anand Tandra, MD, Filiz Junge, CNP, and Jeremy Storm, DO. A motion to approve the new hires and accept the Telemedicine Practitioners was made by Barnhardt, second by Gab. All voted yes. Motion carried and Mayor Boschee extended a "Welcome to the Facility.

CEO Kleffman presented the Bowdle Healthcare Center 2024 Performance Improvement Plans to the Council. The plans were also reviewed with Dr. Kessler, and department heads. The plans are required by CMS. Motion to accept the plans by Shaykett, second by Bobby. All in favor. Motion carried.

Hospital Claims:

4D Kares, BHC med surg, 9480.00, A&B Business Inc., maint contracts, 22.73, Agiliti Health, med lease, 3601.00, Alora Weinrich, PT Fees, 318.82, Avel e-care Pharm, contracts, 5254.47, Avera Health, HIM/rad maint contracts, 37278.14, Avera St. Lukes, pharmacy, med surg, 421.73, Avera St. Lukes, Lab, 5648.35, Beckman Coulter, Lab, 505.50, Blake Heinz, med surg, 16.67, Bowdle Building & Hardware, supplies, 42.17, BEDC, employee benefits, 100.00, Bowdle Healthcare Foundation, with holdings 245.52, Bracco Diagnostics, radiology, 145.79, Brandon Bertsch, radiology, 7981.25, Cardinal Health Rx, Pharmacy, 31141.76, Carefusion Solutions, med/surg supplies, 457.00, Christopher Gillick, radiology, 2343.75, City of Bowdle, utilities, 1312.15, College of American Pathologists, Lab books, 4454.01, CorTrust Bank, credit card, 4353.82, DMS Health Technologies, Radiology, 4355.05, Direct Supply, NH Laundry, 485.00, Drake's Place, supplies 392.44, Elite Medical Staffing, NH Purchase, 14960.00, Encompass Group, laundry, 153.84, Experian Health, admin software, 1117.19, FFF Enterprises, pharmacy, 10744.34, Fischer Healthcare, supplies, 3708.12, G&R Controls, repairs, 3520.16, Grainger, repairs, 158.04, Haley Hermansen, Radiology, 1890.00, Healthcare Logistics, pharmacy, 67.94, Healthcare Services Group, nutrition, housekeeping, laundry, 60168.54, Healthstream, seminar, 28.75, Interstate Office Products, supplies, 378.12, Joan Conlon, transcript, 1120.10, Kayla Jung, rad prof, 1375.00, Kevin Huber, ambulance 550.00, Lifeserve Blood Center, lab, 1001.20, Linde Gas & Equip, med/surg gases, 2950.50, Little Rhodney Cleaning, Clinic, 1245.00, McKesson Corp, pharmacy, 14050.50, McKesson Medical Surgical, lab, 9413.80, Med Pass Inc, Books, 212.50, Medical Review Consultant, med/surg consult, 70.00, Medical Solutions, NH/med surg, 12966.15, Medical Waste Transport, waste disposal, 281.70, Meghan Weigel, PT, 2403.27, Menards, repairs, 94.96, Mid-Northern Electric, R&M, 153.06, Misc Employee Reimbursements, mileage/travel, 980.71, Misc Employee, Book Reimbursement, 40.00, Misc Employee, Supply/advertising/repair reimbursement, 5025.11, Montana Dakota, utilities, 9122.48, Northland Healthcare Alliance, Radiology, 2805.00, Northwest Blade, marketing, 166.00, Ortho-Clinical Diagnostics, Lab, 295.63, Owens & Minor, Inventory, 6314.47, Pennar Patient Care, NH, 53.98, Performance Health Supply, NH, 563.42, Petty Cash, Supplies, 149.60, Pharmacy Data Management, Pharmacy Billing, 1200.00, Press Ganey Assoc, Maint Contracts, 560.22, The Pride, Advertising, 150.80,

Reuer Sanitation, trash, 837.00, Rhomar Industries, Repairs, 1673.74, Roseanne Ullmann, PT, Clinic, HIM, 1047.36, SD Division of Criminal Invest, Admin, 26.75, Servall, cleaning supplies, 376.40, Sharla Ann Carda, Lab, 3033.92, Siemens, Lab R&M, 3325.01, Stericycle, maint contracts, 86.33, Stryker Sales Corp, Med Surg, 4730.38, Televox Inc., books, 35.29, The Watering Can, supplies, 50.00, Titan Nurse Staffing, NH, 24027.50, Tracy Wright, Nutrition, 500.70, Travis Preszler, Clinic, 80.00, Tri State Water, Supply, 69.00, Turner Drug, Pharmacy, 4979.25, US Postal, Postage, 118.00, Vaughn Beck, consulting, 176.85, Venture Communications, TV/Phone, 2701.68, Walmart, Rad Prof, 393.10.

Motion by Shaykett, second by Gab to approve the payment of claims. All voted yes. Motion carried.

The next regular council meeting will be held Monday, January 8, 2024 at 6:30pm in the Fire Hall meeting room.

Motion by Shaykett, second by Bobby to adjourn at 9:59pm. All present voted yes. Motion carried. Meeting was adjourned.

Attest: _____

Carrie Poirier – City of Bowdle Finance Officer

Mayor: _____

Rick Boschee

Date