

DRAFT
CITY OF BOWDLE
REGULAR COUNCIL MEETING MINUTES

March 4, 2024

Meeting in the City of Bowdle Finance Office at the Fire Hall, Mayor Rick Boschee called the meeting to order at 6:30 pm with those present reciting the Pledge of Allegiance. Council members present were Russ Maier, Amber Shaykett, Rex Gab, Mike Gunderson, Margaret Bobby, and Darryn Barnhardt. Also present was finance officer, Carrie Poirier. Others present for portions of the meeting were: Kirby Kleffman, Rodney Schlecht, Brooke Heilman, Michelle Kessel, Jennifer Schmeirer, Evan Haar, Reese Hamar, Ken Heier/IMEG, Jordan Hintz (NECO). The Pride of the Prairie recorded the meeting.

Motion by Bobby, second by Gunderson to approve the agenda. All voted yes. Motion carried.

Motion by Shaykett, second by Gunderson to approve the minutes of the regular meeting held on February 5, 2024 and the special meeting held on February 13, 2024. All voted yes. Motion carried.

City Receipts for the month of February: Property Taxes, 7,718.75, Sales Tax, 27,484.48, Penalties, 12.88, Pet Licenses, 8.00, Property Rental License, 50.00, Bank Franchise Tax, 850.91, Motor Vehicle Licenses, 2910.08, Hwy & Bridge, 768.00, Rubble Site, 797.88, Misc Revenue, 794.65, City Rentals, 1000.00, Cable TV Franchise Fee, 193.58, Water/Sys Maint/Late Fees/ Reconnects/Repair/Meter Deposit, \$16,205.77; Sewer/Late Fees, \$16,733.05.

The following claims were presented:

FEBRUARY PAYROLL:

Hospital/Nursing Home/Clinic, Wages, 347743.03

City Financial Administration, Wages, 1354.69

Library, Wages, 3616.74

BEDC, Wages, 451.56

Streets Department, Wages, 2504.00

Water Department, Wages, 2155.13

Sewer Department, Wages, 2155.13

IRS/CorTrust Bank, N.A., Payroll Taxes, 79191.60

AFLAC, Employee Payroll Deductions, 3482.86

Accounts Management Inc., garnishments, 360.00

Colonial Supplemental Insurance, Employee Payroll Deductions 47.48

Delta Dental Plan, Employee Payroll Deductions, 4669.08

South Dakota Retirement, Employee Payroll Deductions, 41838.31

Secure Benefits Systems, Employee Payroll Deductions, 4705.74

VSP, Employee Payroll Deductions, 660.40

Washington National Health Insurance, Employee Payroll Deductions, 42.56

Wellmark Health Plans, Employee Payroll Deductions, 77774.74

Agtegra, Fuel, 1215.98
Beadle Ford, Fire Dept. Truck Repair, 166.50
Bowdle Building & Hardware, City-Bar/Shop, supply, 143.39
Bowdle City, Water/Sewer, Library, Fire Hall, Parks, BEDC, 326.33
Bowdle Healthcare, City-February Payroll/City Office Utilities, 19,259.51
Bowdle Senior Citizens Center, Donation, \$100.00
Dakota Ink & Toner, Ink, 1014.96
FEM, City-Airport Utilities, 79.53
FrontLine Warning Systems, City-Siren Contract, 350.00
Governor's Office of Economic, conference, 165.00
Heiman Fire Equipment, Boots, 378.89
Montana-Dakota Utilities, City-Utilities, 2932.53
Pride of the Prairie, City-Publishing, 182.44
SD Dept of Health, City-Water Samples, 15.00
Venture Communications, City-Library/Fire Dept, 175.51
Visa, City-Admin/Lib, Postage, Books, Supply, 1625.33
WEB, City, Water, 10515.78

4D Kares, Med/Surg, 9600.00
A&B Business Solutions, Admin-Maintenance Contracts, 1488.22
Agiliti Health, Med/Surg Lease/Supply, 3618.73
Alora Lee Weinrich, PT, 307.04
American Proficiency Institute, Lab, 595.67
American Solutions for Business, Office Supplies, 50.90
AVEL ECare, ER Contracts, 4754.74
Avera Health, Rad/HIM Contracts, 27723.64
Avera Queen of Peace, Credentials, 107.00
Avera St Lukes, Lab, 6861.38
Baxter Healthcare Corp, Med Surg, 1580.00
Bio-Rad Laboratories, Inc, Lab Supplies, 298.52
Bracco Diagnostics, Radiology, 181.06
Brandon John Bertsch, Rad Prof, 5937.50
Brockel Storage Units, Lease, 75.00
CLIA Lab, Books, 343.00
Canon Financial Services, Rad, Contract, 1022.11
Cardinal Health 110, Pharmacy-Drugs, 30631.49
Carefusion Solutions, Pharm, Maint Contracts, 457.00
Caresfield LLC, Inventory, 59.78
Cincinnati Insurance Company, Insurance, 25.00
City of Bowdle, Utilities, 1114.15
CorTrust Bank, Supplies, 1872.30
Downie Piano Tuning, Repairs, 160.00
eProvider Solutions, Software, 666.38
EideBailly, LLP, Admin, Consulting, 40063.00
Elite Medical Staffing, NH, 17037.50

Eureka Health Services, Lab, 107.16
Experian Health, Admin, Software, 1060.97
Extreme Cleaning, Nutrition, 515.00
FFF Enterprises, Pharmacy, 8558.44
Fischer Healthcare, Lab Supplies, 3644.75
Francis Allen P Castillo, Lab, 249.96
Future Health Concepts, Emergency, 4651.47
G & R Controls, Admin/Facility Maint/Repair, 3520.16
Grainger, Repairs, 81.71
Hase Plumbing, Repairs, 1966.10
Health Care Logistics, Inventory, 116.64
Healthcare Services Group, Dietary,Housekeeping, Laundry, Services, 51124.48
Healthstream Inc, Seminar, 28.75
Inovalon Provider, Software, 3020.92
Interstate Office Products, Supplies, 214.09
Joan M Conlon, HIM,1721.53
Jung, Kayla, Radiology, 1812.50
Linde Gas & Equipment, Med/Surg, Oxygen/Gasses, 3261.73
Matheson Tri-Gas Inc, Clinic, 79.00
McKesson Med/Surg, Lab Supply, 4959.01
McKesson Corp, Pharmacy, 7633.34
Medical Review Consultant, LTC, NH, Consultant Fees 50.00
Meghan Weigel, PT, 2423.52
Menards, Med/Surg, Repair/Maint, 11.84
Messerli & Kramer, Garnishments, 610.82
Mid Northern Electric, Repairs, 413.57
Misc Employee, Reimbursements, 1876.92
Misc Foundation, BHF, 245.52
Montana-Dakota, Utilities, 12133.53
North Central Insurance, Insurance, 7060.96
Northland Healthcare Alliance, Rad, Supply, 4488.00
Ortho-Clinical Diagnostics, Lab Supply, 319.19
Owens & Minor, Med Surg, Supplies, Inventory, 3694.70
Patient Insurance Refund, 521.24
Petty Cash, Postage, 106.56
Press Ganey, Med Surg, 596.63
Pride of the Prairie, Admin, Mkting, 166.30
Reuer Sanitation, Garbage, 837.00
Roseanne Ullmann, Transcript, 1025.12
Runnings, Repairs, 397.05
SD Criminal Invest, Credential, 26.75
See The Trainer, Med Surg, 119.00
Servall Rapid City, Housekeeping/Clinic, Supplies, 376.40
Sharla Ann Carda, Lab, 1681.05
SD Dept of Health, Clinic, 22.00
SD Health Care Assoc, NH, 89.00

Stericycle, Med/Surg, Contracts, 86.33
Televox, Books, 33.94
The Watering Can, Admin, 50.00
Tiffany M Belgarde, Lab, 552.00
Titan Nurse Staffing, NH/Med Surg, 26141.75
Tracy Wright, Nutrition, 673.05
Travis Preszler, Clinic, 375.40
Tri State Water, NH, 175.50
Turner Drug, Drugs/Pharmacy Prof.Fees, 4960.32
Vaugh Beck, Consulting, 100.00
Venture Communications, TV/Telephone, 2733.53

Motion by Gunderson second by Barnhardt to approve the payment of claims. All voted yes.
Motion carried.

Michelle Kessel and Jennifer Schmeirer attended the meeting as Library Board members to let the council know that they will be fundraising, asking for donations, and looking into grants to help with the costs of software, books, and supplies. Schmeirer also let the council know that the library has items in storage that will need to be added to a city surplus list. Kirby Kleffman mentioned that the hospital will be doing a surplus sale in the spring/summer for the hospital and that the items could be added to that list. Kessel and Schmeirer left at this time.

Evan Haar and Reese Hamar attended the council meeting representing the Youth Center as a follow-up to the easement for the youth center sewer line that runs into the old theatre lot. F/O Poirier read the draft easement offered between Cosmas Kappenman and Church God as prepared by Vaughn Beck, law firm. In response to the easement reading Evan Haar presented a letter to the council that was read by F/O Poirier. The council agreed that the easement was the final offer to the Youth Center regarding the sewer line. Haar responded that he would like formal signatures on the easement and would present it to the "higher-ups" at the Church of God. Haar and Hamar left at this time.

Brooke Heilman, Healthcare CFO, presented the January financials for the facility. January saw a facility wide profit for the month of January in the amount of 3,189 and a YTD loss of (398958). Breakdown is as follows: Hospital: January: profit 96715, YTD loss (112,657), Long Term Care: January loss: (41,1647), YTD loss: (143,788), Clinic: January: loss (52,359), YTD loss (142,513). CEO Kleffman shared the facility statistical report. Acute days up, LTC up, Clinic Visits down, Ancillary Services steady, Rehab Services up. Kleffman gave the personnel change report. There was one new hire, Courtney Baer, LTC RN, FT 32.00. Separations included Peyton Storly, LTC CNA, and Stephanie Snedeker, LTC LPN.

Medical Staff Reappointment: The following providers were reappointed to the medical staff for a 2-year term: Dr Mark Bain, D.D.S, Richard Conklin, M.D., Brian Ermer, PA-C, Susheel Gundewar, M.D., Michelle Iverson, M.D., Lacey Kessler, M.D., Amanda Kramer, PA-C, Christopher Larson, M.D., Travis Preszler, PA-C, Shawna Schmidt, M.D., Wayne Washenberger, PA-C.

The council reviewed the Revised Policies & Procedures. Motion to approve was made by Bobby, second by Shaykett. All voted yes. Motion carried. Heilman asked for approval to increase room rates, acute to increase \$10.00/day and swing to increase 5%. Motion by Barnhardt, second by Gunderson. All voted yes. Motion carried. Heilman also asked the council to approve pre-payment of invoices, to avoid finance charges for SD Retirement, and McKesson. The Total Program Review for 2023 was reviewed. Motion to approve the report was made by Barnhardt, second by Gunderson. All voted yes. Motion carried. Information was shared with the council regarding the EideBailly Audit Report and the Medicare Cost Report Filing.

An executive session for legal and personnel matters was requested by Kleffman. Barnhardt moved to go into executive session. Maier seconded. All voted yes. Motion Carried. The Executive session was entered at 7:33pm.

Mayor Boschee declared the executive session over at 7:50pm. Bobby made the motion to approve Morgan Kraemer education assistance 10,000 over 4 years. Gab seconded the motion. All voted yes. Motion carried.

IMEG/NECOG: Ken Hier from IMEG attended the meeting to report the results of the sealed bid opening for the Main Street project held on March 1, 2024. Dahme Construction was the lowest bid coming in at 2,942,900. Contingency of 10%, for a construction total of 3,237,000. Jordan Hintz attended from NECOG to answer questions from the council regarding next steps for financing. After lengthy discussion, Maier made a motion to accept IMEG's recommendation of accepting the bid from Dahme Construction pending receipt of additional USDA funds. Second by Gunderson. Poll vote taken, Shaykett, yes, Bobby, yes, Gab, yes, Barnhardt, yes. All voted yes. Motion carried. Ken Heier and Jordan Hintz left at this time.

Old Business: Gab asked for approval to replace the computer that runs the Bowdle Channel as it is very old. Motion to approve the cost of a new computer by Maier, second by Bobby. All in favor. Motion carried. An addendum to the lease for the City Bar was drawn up by Vaughn Beck law firm, to require the operator to be responsible for all licensing fees, and open food inventory to be purchased by any future operators. Addendum was signed by Mayor, Rick Boschee.

The F/O reported six petitions had been filed with the city office for alderman/mayor positions. Those filing were: Rick Boschee, Mayor, 2-year term; Darryn Barnhardt, Ward 1, 2-year term; Russell Maier, Ward 1, 1-year term, Rex Gab, Ward 2, 2-year term; Dennis Schock, Ward 2, 2-year term; Amber Shaykett, Ward 3, 2-year term. Ward II is contested by Dennis Schock. An election will be held in Ward II, Tuesday, April 09, 2024, at the Bowdle City Finance Office, 2056 Main Street, Bowdle, SD 57428. Betty Geier, Darlene Peck and Sandy Haar were appointed as election judges for the 2024 election. Payment will be 150.00/day + lunch. Motion to approve made by Barnhardt, second by Maier. All in favor. Motion carried.

The F/O presented the council with the January statement of accounts, monthly receipts and the water usage and loss report. They were reviewed by the council. F/O officer reported that the Frontline Warning Systems maintenance agreement was signed by Mayor Rick Boschee.

The Annual Board of Equalization meeting will take place at the City of Bowdle Finance Office on Monday, March 18, 7:00 pm. F/O will pick up the materials at the equalization office in Ipswich and written appeals need to be submitted to the city finance office by Thursday, March 14th, 2024.

The SDML District 6 meeting will be held in Groton on April 10, beginning at 6:00 pm. As District Chairman, Mayor Boschee will serve as the MC for the meeting. Pre-registration is required by March 26th, 2024. A variety of representatives from state agencies will provide information for the communities in attendance.

The next regular council meeting will be held Monday, April 1, 2024, at 7:00 pm.

The motion to adjourn was made by Barnhardt second by Shaykett. All voted yes. Motion carried. The meeting was adjourned at 9:15pm.

Rick Boschee
Mayor

Date

Attest: _____
Carrie Poirier
Finance Officer - City of Bowdle

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