**CITY OF BOWDLE**

**REGULAR MEETING MINUTES**

**OCTOBER 7, 2024**

**Public Forum**: None

Mayor Rick Boschee called the meeting, located at 2056 Main Street, to order at 7:00 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, Healthcare Administrator, Kirby Kleffman, Rodney Schlecht, IMEG: Ken Hier and Justin Floyd, Tyler Beadle, Brian Scherr, Rita Huber, Weylin Huber, Lyle Huber, Maurice Hoffman, Jesse Strouckel, Cindy Lowens, Joel Kennedy and Clark Weinhart. All present recited the Pledge of Allegiance. Tara Beitelspacher from The Pride recorded the meeting.

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

**Minutes:** Motion by Bobby, seconded by Maier, to approve the minutes of the regular meeting held on September 9, 2024, and the special meeting held on September 23, 2024. All voted yes. Motion carried.

**Healthcare Center:**  Kirby Kleffman, Healthcare Administrator read the August financial statements. The month showed a facility wide loss of (117,615) with a YTD loss of (127,464). The breakdown includes Hospital loss of (75,983). YTD loss of (95,613). Nursing Home loss of (27,611). YTD loss of (19,506). The Clinic loss of (14,022). YTD loss of (12,345). The council reviewed the statements. Kleffman also shared the August statistical report for the facility. “It’s been a slow month overall.”

Kleffman presented the facility personnel changes for the month of September. Taylor McElhone, LTC-Activities, FT $21.00, Linda Weldon, LTC-LPN, FT $30.20. Separations: Kerry Kopecky, LTC Activities, Elizabeth Stotz, LTC CNA, Fern Hoffman, Director of Human Capital. Motion by Gunderson to accept personnel changes. Second by Gab. All voted yes. Motion carried.

Kleffman presented an education assistance request from Savannah Sowards. Motion by Bobby, second by Barnhardt to approve. All voted yes. Motion carried. Kleffman also confirmed that July pay increases were published in the The Pride of the Prairie newspaper on October 3, 2024.

Payroll Healthcare Center (September):

Hospital/Nursing Home/Clinic, Wages, 345943.83, IRS/CorTrust Bank, N.A., Payroll Taxes, 73707.36

AFLAC, Employee Payroll Deductions, 3129.58, Accounts Management, garnishments, 360.00

Colonial Supplemental Insurance, Employee Payroll Deductions, 47.48, Delta Dental Plan, Employee Payroll Deductions, 4756.24, Secure Benefits Systems, Employee Payroll Deductions, 4242.92, Vision Service Plan, Insurance, 702.36 SD Retirement System, Pension, 38779.36, Washington National, Employee Payroll Deductions, 42.56, Wellmark, 76312.37

Healthcare Center Payment of Claims (September):

4D Kares, Med Surg, 8640.00, A&B Business Solutions, Admin/Clinic, General Supplies/Maint Contracts, 1488.22, Agiliti Health, Med/Surg, Lease, 3300.00, Automatic Building Controls, Maintenance, 2070.00, Avel eCare Medical, Emergency Maint. Contracts, 4873.61, Avera Health, Admin, HIM, Radiology, Services, 32632.31, Avera Medical Group, Radiology, 1032.00, Avera Queen of Peace, Admin, 214.00 Avera St. Lukes, Lab, 5963.00, Avera St. Lukes, Med Surg, Radiology, Pharmacy, 3628.26, Beckman Coulter, Lab, 1749.14, Bowdle Building & Hardware, Plant, Supplies, 135.13, Bracco Diagnostics, Radiology, 481.83, Brandon John Bertsch, Rad Prof, 10437.50, Brian Douglas Ermer, Med Surg, 4879.30, Brockel Storage Units, Admin, 75.00, Canon Financial Services, Lease, 3066.33, Cardinal Health Rx, Pharmacy-Drugs, 51713.51, Carefusion Solutions, Pharmacy Contract, 457.00, Chubb, Insurance, 21092.25, City of Bowdle, Utilities, 1589.45, CorTrust Bank, Misc, 2170.43, DMS Health Tech, Radiology, 3852.04, Dacotah Paper Co, R&M, 727.00, Dakota Radio Group, Admin, 80.00, Dakota Structured Cabling, R&M, 1496.16, Dakota Truck Underwriters, Insurance, 5492.00, Direct Supply, R&M, 778.80, Ecolab Instit, Nutrition, 93.56, Elite Medical Staff, NH, 14025.00, Eureka Community Health, Radiology, 96.00, Experian Health, Admin, 1088.60, FFF Enterprises, Inc, Pharmacy Drugs, 16652.68, FedEx, Admin, 96.44, Fischer Healthcare, Lab Supply, 4877.82, G&R Controls, Repairs, 160.00, GetMed Staffing, NH, 9392.50, Grainger, Repairs, 222.04, Hase Plumbing, Repairs, 730.68, Healthcare Services Group, BHC Nutrition/Laundry, 62513.55, Healthstream, Inc, Seminar, 1641.25, Interstate Office, Supplies, 125.11, Joan Conlon, Transcript, 1575.60, Jung, Kayla, Radiology Prof. Serv, 1875.00, Langs Audio TV, R&M, 919.98, LifeServe Blood, Lab, 555.44, Linde Gas & Equipment, Med/Surg, Supply, 6492.55, McKesson Medical Surgical, Lab Supplies, 6762.05, McKesson Corp, Pharmacy, 53398.95, Medical Review Consultants, Med/Surg Consult Fees, 50.00, Medical Waste Transport, Waste, 304.80, Meghan Weigel, PT, 1154.25, Menards, Repairs, 314.63, Michelle Serr, Rad Prof, 1500.00, Mid-Northern Electric, Repairs, 4749.68, Misc. Employee, Mileage, Admin, Supplies, 5398.89, BHC Foundation, Foundation, 245.52, Montana-Dakota, Utilities, 9966.64, NXC Imaging, Radiology, 10000.00, Northland Healthcare, Radiology, 1335.00, Ortho-Clinical Diagnostics, Lab Supplies, 616.18,Owens & Minor, Inventory, 8480.20, Patient / Insurance Refunds, 6224.21, Petty Cash, Supplies, 40.84, Pharmacy Data, Pharmacy, 1200.00, Physicians Lab, Med Surg, 54.26, Premier Equipment, Repairs, 212.71, Pride of the Prairie, Advertising, 283.10, Propio LS LLC, Books, 17.82, Quadient Leasing, Admin, 239.61, Reuer Sanitation, Garbage, 939.00, Roseanne Ullmann, Transcript, 1317.92, Servall, Housekeeping/Clinic, Supplies, 398.68, Sharla Ann Carda, Lab, 2796.55, Stephanie McDaniel, Housekeeping, 391.50, Stericycle, Inc, Med Surg, Contract, 84.40, Stryker Sales, Med Surg, 203.00, Televox, Books, 36.04, Tessiers Mechanical, Nutrition, 655.02, The Watering Can, Admin, 50.00, Titan Nurse Staffing, Med Surg/NH, 10823.75, Tracy Wright, Nutrition, 359.55, Tri-State Water, Supply, 94.50, Turner Drug, Drugs/Pharmacy, Prof. Fees, Supply, 4373.41, United Accounts, Garnishments, 380.42, Venture Communications, Phone/TV, 2766.76, Walmart Community, Benefits, 20.52, Whitney Sleep Diagnostic, OP, 3200.00, eProvider Solutions, Admin, 687.38. Motion by Maier. Second by Gab to approve the healthcare center payment of claims. All voted yes. Motion carried.

**City**

Consent Calendar: The City Council will be receiving and placing on file and meeting minutes from the city departments. This includes: BEDC, Library, Fire Department and Planning/Zoning Board. The city will also post meeting dates on the city website. Motion to by Barnhardt to approve. Second by Shaykett. All voted yes. Motion carried.

Water/Sewer Infrastructure Project: Ken Hier IMEG reported that the Main Street Project has shut down for the winter due to impending temps. Ken also presented Pay App #3 from Dahme Construction. Ken went on to discuss the Sanitary Sewer Project Improvements Bid and Award recommendation. Maier motioned to approve the Dahme Construction base bid upon recommendation. Second by Barnhardt. All voted yes. Motion carried. The council had more questions regarding Amendment A and B. Ken will research those questions and follow up.

City Lots: There was discussion regarding the potential sale of the city lot on 3rd Avenue and the old Pioneer lot. The Council denied the requests and would like to keep those lots available for future commercial/business use.

Airport: Mayor Rick Boschee met with an inspector at the Airport where they discussed potentially changing the airport back to public use. There is still the question of whether the Agtegra bins are too high. The Council also discussed leasing the land farm/hay for 2025. They will advertise for bids this year. Bids will be opened at the December 2024 meeting. Lyle Huber and Maurice Hoffman will pay $1000.00/annually to cover the expense of the security light. The contract will begin in January of 2025. Motion by Barnhardt, Second by Gab. All voted yes. Motion carried.

Dakota Gas N Go: Brian Scherr attended the meeting to represent the transfer of the retail on/off malt beverage & SD Farm Wine license from KLS Innovations, Inc. to Bowdle Pit Stop Inc. Motion to approve by Maier. Second by Shaykett. All voted yes. Motion carried.

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

City Receipts (September): CorTrust Bank, Interest, 11.05; Raymond James Interest, 794.71; State of SD, Sales Tax, 13426.48; Edmunds County, Property Tax, 999.08, Motor Vehicle, 1543.96, Penalties, 2.01; Pet Licenses, 5:00, Capital Credits, 332.08, Rental Licenses, 450.00, Midco, Franchise Fees, 188.18, Golf Cart, 10.00, City Rentals, 1415.00, Building Permits, 125.00, Rubble Site Fees, 1445.47; Water/Sys Maint/Late Fees/ Reconnects/Meter Deposit/Bulk, 26957.01, Water Debt 1, 2435.84, Water Debt 2, 2553.64; Sewer/Late Fees, 8420.58; Sewer Surcharge, 9037.10, Sewer Debt 1, 2404.59, Sewer Debt 2, 2537.54

City Payroll September: City Council Wages, 3750.00; City Finance Wages, 1423.50; Library, Wages, 2207.27; Streets Department, Wages, 2804.50; Econ Dev, Wages, 474.50; Water Wages, 2351.25; Sewer, Wages, 2351.25, Rubble Site Wages, 65.00.

City Payment of Claims (September):

ARC Parts, repairs, 776.79, Agtegra, fuel 1013.42, B&R Truck Repair, repairs, 552.21, Beck Law, consulting, 482.70Bowdle Senior Center, donation, 100.00, City of Bowdle, utilities, 663.51, Core & Main, water supplies, 918.53, CorTrust Bank Visa, supplies, 681.12, Dahme Construction, Main Street Project, 177,710.70, FEM Electric, airport utilities, 76.21, Heiman Fire, supplies, 34.80, Hoven & Repair Body, Repairs, 840.00, IMEG, Sewer Consulting/Main Street Project, 26122.74, Lydia Schnaible, Mileage Reimb, 233.16, MacQueen, FD supplies, 230.76, Montana Dakota, utilities, 2345.73, SD Dept of Health, water sample, 15.00, SD Municipal League, conference, 125.00, The Pride, publishing, 1018.45, Venture, phone/internet, 165.57, USDA Rural Dev, loan payment, 3229.00, SD Dept of Revenue, sales tax, 51.09, Web Water Bottling, library, 75.42, Web Water, water supply, 9517.40.

The Council discussed moving funds from Raymond James to SD Fit. This was tabled until more information is obtained.

The next regular council meeting is scheduled for Monday, November 4, 2024, at 6:30 pm.

Motion by Shaykett, seconded by Bobby, to adjourn at 9:45pm. All present voted yes. Motion carried.

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

Carrie Poirier, Finance Officer

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