

**CITY OF BOWDLE
REGULAR COUNCIL MEETING
BOWDLE HEALTHCARE: COMMUNITY ROOM
8001 5th Street, BOWDLE, SD 57428
MONDAY, OCTOBER 6, 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, Darryn Barnhardt and Margaret Bobby. Also present: Finance Officer Carrie Poirier, Ken Hier (IMEG), Fire Chief: Mike Kessel, Healthcare CEO: Darwyn Kleffman, Healthcare CFO Brooke Heilman, and approximately 34 others. All present recited the Pledge of Allegiance. Tara Beitelspacher from The Pride recorded the meeting.

Public Forum: Public comment period was provided. Public comment was closed at 7:43pm.

The following individuals addressed the Council:

- Jerry Beadle: Jerry Beadle asked about the security issue that occurred in August of 2024 and inquired whether the City had lost any money as a result.
- Fire Chief, Mike Kessel: Fire Chief Mike Kessel addressed the Council and read a letter outlining concerns from the Fire Department. Issues mentioned included the use of the City Finance Office equipment, meetings conducted without his knowledge or approval and questions as to why the Finance Officer could not be relocated back to the Healthcare Center. Chief Kessel stated that if these matters are not resolved, he will resign from his position.
- Michelle Kessel: Michelle Kessel spoke about the behavior of the public toward the Finance Officer and stated that the Finance Officer should be better equipped to handle mistreatment or criticism from the public.
- Carrie Poirier: Finance Officer Carrie Poirier addressed the Council, explaining that in the previous Finance Office location, conversations could easily be heard even with the door closed, and access to the City's system required contacting IT each time due to security measures. She noted that the City was paying \$735 per month for that office and that, as part of a required \$85,000 budget reduction, relocating the Finance Office to the fire hall was considered the most reasonable option since the City was already paying for that space. Ms. Poirier also addressed comments regarding public behavior toward her, stating that no one should be subjected to harassment or threats while performing their job. She emphasized that she has continued to fulfill her duties and expressed disappointment over the negative treatment she and her family have received.
- Cindy Lowens: Cindy Lowens asked why the water bill was sent to her junk mail folder. She also inquired about the Council's plans for billing empty lots with no water usage.

Minutes: Motion by Gunderson, second by Gab, to approve the minutes of the regular meeting held on September 8 and the special meeting held on September 23, 2025. All voted yes. Motion carried.

Roberts Rules of Order: A motion was made by Bobby to amend the previous motion to adopt a modified version of Robert's Rules of Order in place of the standard version. The motion was seconded by Rex. Upon vote, Dennis Schock opposed. The motion carried.

Healthcare Center: CFO Heilman read the August 2025 financial statements (first month of fiscal). The month showed a facility-wide loss of (127,505.32). Hospital monthly profit of 85,789.34. Nursing Home monthly loss of (32,329.67). Clinic monthly profit 22,030.10. CEO Kleffman presented the august statistics: Outpatient remained the same, the clinic was busy, lab & radiology services were up, hospital acute and swing bed remained stable.

CEO Kleffman presented the facility personnel changes for the month of September: New Hires: Kellie Eisenbeisz, Hospital, PRN \$31.60. Separations: Chloe Jager, LTC CNA, Trevor Fox, LTC CNA. Wage Increase: None. Motion by Gab to accept personnel changes. Second by Gunderson. All voted yes. Motion carried.

CEO Kleffman presented the medical staff bylaw changes. It was recommended to remove underlined text and add text in bold. This language is on file at the Healthcare Center. Motion by Barnhardt to approve. Second by Gunderson. All in favor. Motion carried.

Executive Session: A was made by Barnhardt, seconded by Shaykett, to enter Executive Session at 7:52 p.m. for personnel matters. Motion carried. Executive Session ended at 8:37 p.m. **Motions Following Executive Session:** 1. Motion by Bobby to hire Brian Ermer as full-time CEO, with a start date of Monday, November 24, 2025. Seconded by Gunderson. Poll vote: all in favor. Motion carried. 2. Motion by Barnhardt to accept the resignation of Finance Officer Carrie Poirier, with her last day to be October 17, 2025. Second, by Schock. All in favor. Motion carried. 3. Motion by Barnhardt to post the Finance Officer position on the website. Seconded by Gunderson. All in favor. Motion carried.

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

Payroll (September):

Hospital/Nursing Home/Clinic Wages, 363576.24, IRS/CorTrust Bank, Payroll Taxes, 74667.52, AFLAC, Employee Payroll Deductions, 3940.52, Colonial Supplemental Insurance, Employee Payroll Deductions, 47.48, Delta Dental Plan, Employee Payroll Deductions, 4824.68, Vision Service Plan, Insurance, 634.15; SD Retirement System, Pension, 41067.40, Washington National, Employee Payroll Deductions, 42.56, Wellmark, 78996.89.

Healthcare Center Payment of Claims (September):

A&B Business	Supplies	1571.98
ADP	Services	218.08
Accounts Management	Services	262.16
Agiliti Health Inc	Med Surg Lease	3300.00
Armstrong Medical	Supplies	154.97
Automatic Building Controls	Supplies	2028.00
Avel eCare LLC	Supplies	5574.46
Avel eCare Medical Group PC	Supplies	4995.45
Avera Health	Inventory	26990.46
Avera St. Lukes Emergency	Supplies	290.00
Avera McKennan Hospital	Supplies	135.00
Avera Medical Group Occup	Supplies	113.10
Avera Medical Group Aberdeen	Supplies	410.00
Avera St. Luke's	Supplies	3140.20
Avera St. Luke's Business	Supplies	5593.35
Beadle Ford	Repairs	31.17
Becton Dickinson	Inventory	235.40
Bowdle Building & Hardware	Supplies	32.34
Bowdle Healthcare Foundation	donation	188.70
Bowdle Pit Stop Inc	supplies	457.60
Bracco Diagnostics	Supplies	312.12
Brandon John Bertsch	Med surg	8606.25
Brian Douglas Ermer	Supplies	4885.40
Canon Financial	Lease	2013.77
Cardinal Health Inc	pharmacy	24425.40
Carefusion	Supplies	592.00
Christopher David Gillick	Supplies	3671.88
Chubb	Insurance	23198.50
Caresfield LLC	Supplies	119.56
CLIA Lab	Lab	2641.29
CorTrust Bank	misc.	2768.22
Credit Collections Bureau	Supplies	304.81

Dakota Supply Group	Supplies	227.96
Dakota Truck Underwriters	Insurance	5493.00
DMS Health	Supplies	3587.10
eProvider Solutions	Software	1579.85
Ecolab Inc	nutrition	101.19
Eide Bailly	Audit	15020.25
Experian Health	Supplies	946.07
EZ Way Inc	Supplies	1218.00
Eureka Community Health	Supplies	4849.35
FFF Enterprises Inc	pharmacy	26632.28
Fisher Healthcare	Lab	5573.74
Get Med Staffing	Staff	22271.75
Grainger	Supplies	208.80
Hase Plumbing	Repairs	1337.03
Healthcare Services Group Inc	nutrition/laundry	64313.73
Healthcare Logistics	Supplies	305.93
Hoven Greyhound Boosters	Donation	500.00
Hub City Roofing	Supplies	265.00
Interstate Office Products	supplies	220.96
Joan M Conlon	transcript	1778.30
Jensen Rock & Sand	Repairs	24062.50
Brockel Storage Units	Storage	75.00
Kayla Jung	rad prof	2968.75
Kens Food	Supplies	223.24
Linde Gas & Equipment Inc	med surg	3872.44
McKesson Corporation	pharmacy	37126.12
McKesson Medical Surgical	lab	7533.33
Medical Review Consultants	med surg	70.00
Medical Waste Transport	Waste	235.50
Medline Industries	Supplies	182.46
Messerli & Kramer	Consulting	81.70
Montana – Dakota	Utilities	10576.55
Mid-Northern Electric	Supplies	933.68
Midstates Inc	supplies	70.96
Midwest Medical Insurance	Insurance	6911.00
NXC Imaging	Supplies	16200.87
Owens & Minor Distribution Inc	inventory	4933.85
Patient Refunds	Refunds	822.95
Petty Cash	supplies	5.00
Performance Health Supply	Supplies	814.08
Pharmacy Data Mgmt	Software	1200.00
Physicians Lab	Lab	108.52
Penner Patient Care	Service	879.79
Pride of the Prairie	advertising	143.64
Advantage Administrators	inventory	3,246.94
Quadient Leasing	Lease	239.61
Reuer Sanitation	garbage	939.00
Robert B Heilman	Supplies	78.00
Roseanne Ullmann -	transcript	1209.60
RR Donnelley	Supplies	234.56

Servall Rapid City	supplies	422.26
Sharla Ann Carda	Contract	1000.00
SD Division of Criminal	Background	26.75
SD Baskets Unlimited	Benefits	48.25
SD Dept of Health	Supplies	125.00
Stericycle Inc	supplies	99.70
Tara Huggins	Supplier	6266.80
Tracy Wright	nutrition	376.50
Tri-State Water	Supplies	113.50
Turner Drug	pharmacy	5754.38
Venture Communications Cooperative	phone/tv	2647.85
Lynae Aman	Expense	147.00
Pamela Schmierer	Expense	210.65
TiAnn Boggs	Expense	24.50
Grace Grismer	Expense	33.92
Alexine Miles	Expense	42.00
Barbera Kaiser	Expense	109.20
Theresa Hunnel	Expense	28.00
Linda Kiesz	Expense	42.00
Melanie Kaiser	Expense	904.26
Lexi Stafford	Expense	288.61

City

Building Permits: Council reviewed two building permit applications for Barnhardt (roof), M. Hoffman (moving trailer, siding, roof, utilities, landscaping, painting). Motion made by Bobby to approve all applications. Second by Gab. All in favor. Motion carried.

Project Updates: Hier presented the Main Street pay app #10, Main Street Change Order #6 and Sanitary Sewer Pay App #8. Hier also presented and Engineering Fee Amendment in the amount of 60,000. Motion by Schock to approve both pay apps, change order and engineering amendment fee. Second by Gunderson. All voted yes. Motion carried. Hier also mentioned that there is an anticipated engineering fee amendment.

Midco Diving: The Council reviewed and approved the Midco Diving proposal to clean the water tank by the shed in the amount of 4136.00. Motion by Barnhardt, second by Gab to approve the proposal. All in favor. Motion carried.

Library Minutes: The Council reviewed the Library Meeting Minutes from August 26, 2025. The minutes are on file at the city office for review.

F/O presented the council with the drawdown forms for the Main Street and sanitary sewer loans, September Statement of Accounts, Monthly Receipts, Monthly Expenses and Water Loss Report (down to 13.4%). They were reviewed and approved by the council. Motion by Gunderson. Second by Gab. All in favor. Motion carried.

City Receipts (September): CorTrust Bank, Interest, 1959.14, Raymond James Interest, 670.35; State of SD, Sales Tax, 10031.73; Edmunds County, Property Tax, 721.38, Penalties, 3.84, Motor Vehicle, 1014.27; Motor Vehicle Lic, 1830.75; City Rentals, 700.00; Building Permits, 75.00; Franchise Fees, 407.54; Rubble Site Fees, 1573.12, Water/Sys Maint/Late Fees/ Reconnects/Meter Deposit/Bulk, 17498.63, Water Debt 1, 1934.01; Water Debt 2, 2305.21; Sewer/Late Fees, 7709.81; Sewer Surcharge, 7712.88; Sewer Debt 1863.54; Sewer Debt 2, 2249.11; Project Fee Advances, 809232.30; IRS 8038's, 1518.02.

City Payment of Claims (September):

City Payroll: Executive wages, 1350.00, Admin wages, 2570.62, Street wages, 3152.00, Library wages, 2142.85, Water wages, 2861.31, Sewer wages, 2861.31, Community room, utilities, 150.00.

ARC parts,streets, 74.50; City of Bowdle, utilities, 1240.57; CorTrust Bank Visa, supplies, 1039.59; FEM Electric, airport utilities, 77.61; Montana Dakota, utilities, 2424.20; The Pride, publishing, 270.28; Venture, phone/internet, 170.33; Beck Law Office, collections, 547.60; SDML, conference, 305.00; Munibilling, software, 1728.00; Plunkett's Pest, pest control, 351.79; Core & Main, support, 3482.35, Edmunds Co Weed & Pest, spraying, 752.20; Northstar Mutual, insurance HRC, 105.00; USDA Rural Dev, loan payment, 3229.00; SD Dept of Health, water sample, 20.00; SD Dept of Revenue, sales tax, 90.21; SD Public Web Water, water supply,10959.50; CorTrust, interim loan payment, 7299.25. IMEG, engineering, 28515.10; Dahme Construction, project services, 244654.98.

The next regular council meeting is scheduled for Monday, November 3, 2025, at 7:00 pm in the Bowdle Healthcare Center Community Room.

Motion by Shaykett, seconded by Gunderson, to adjourn at 9:26pm. All present voted yes. Motion carried.

Rick Boschee, Mayor

Date

Attest: _____
Carrie Poirier, Finance Officer

Published once at the approximate cost of _____.