

**CITY OF CUSTER CITY
COUNCIL PROCEEDINGS- REGULAR SESSION
December 17th, 2012**

Mayor Gary Lipp called to order the second regular meeting of the Common Council for the month of December, 2012 at 5:30 p.m. Present at roll call were Councilpersons Hattervig, Heinrich, Kothe, Fischer, Herman, Schleining and Chris Beesley, City Attorney. The Pledge of Allegiance was stated.

AGENDA

Councilperson Hattervig moved, with a second by Councilperson Heinrich, to approve the agenda. The motion unanimously carried.

MINUTES

Councilperson Heinrich moved, with a second by Councilperson Kothe, to approve the minutes from the December 3rd, 2012 regular meeting. The motion unanimously carried.

CONFLICTS OF INTEREST

No conflicts of interest were stated.

DEPARTMENT HEAD DISCUSSION

Bob Morrison, Public Works Director, gave Council an update on the Wastewater Treatment Plant aerator project and Custer Community Center boiler project.

Rex Harris, Community Development Director, gave Council an update on the pre-disaster mitigation grant, Dakota Rising meeting and the deer management program.

Laurie Woodward, Finance Officer, gave Council a brief report on the claims in for payment.

PUBLIC HEARING – WINE LICENSE RENEWAL – FRESH START

Councilperson Hattervig moved to approve the wine license renewal for the Fresh Start Store at 239 North Fifth Street. Seconded by Councilperson Heinrich, the motion unanimously carried.

WILDLIFE MANAGEMENT – SOUTH DAKOTA GAME FISH & PARKS

Jake Ehlert, Custer Area Game Warden and John Kanta, Game Fish & Parks Department Regional Wildlife Manager, discussed with Council some options for archery hunting within the city limits. Council referred the archery hunting to the January General Government Committee Meeting for further discussion. Steve Price, Custer Golf Course Manager, discussed the fact that he is not having organized hunting.

EAST CUSTER SEWER DISTRICT - RATES

Frank Swindle, East Custer Sewer District President, address Council regarding the wastewater bond fee. Since the Sewer District will only benefit from the aerator portion of the project Council decided that the Sewer District would only have to pay on that portion of the bond, which is equal to \$3.00. The agreement with East Custer Sewer District will be amended and brought back to Council when the Sewer District is done with the boundary changes.

RESOLUTION #12-17-12A – PERSONNEL MANUAL – JOB DESCRIPTION

Councilperson Herman moved to adopt Resolution #12-17-12A, Personnel Manual Job Description Inter Department Operator. Seconded by Councilperson Fischer, the motion unanimously carried.

RESOLUTION # 12-17-12A

WHEREAS, the City of Custer City has previously adopted an Employee Manual; and
WHEREAS, updating and amending of said Employee Personnel Manual was provided for in Resolution 9-5-95A; and

WHEREAS, the Common Council of the City of Custer City has determined that an Inter-Department Operator position description is necessary and desirable.

NOW THEREFORE BE IT RESOLVED that the Employee Personnel Manual is amended to include the attached exhibit "A", Inter-Department Operator Position Description, as though set forth in full herein, and adopted by reference.

Dated this 17th day of December, 2012

City of Custer City

S/Gary Lipp, Mayor

EMERGENCY PURCHASE – WWTP PUMP

Councilperson Herman moved to declare the Wastewater Treatment Plant pump purchase an emergency and go out for quotes. Seconded by Councilperson Heinrich, the motion carried with Councilperson Hattervig, Heinrich, Kothe, Fischer, Herman and Schleining voting yes.

CLAIMS

Councilperson Herman moved, with a seconded by Councilperson Fischer, to approve the following claims. The motion unanimously carried.

A&B Welding, Supplies, \$104.70

AFLAC, Insurance, \$544.99

ALSCO, Repairs & Maintenance, \$202.38

A&B Electric, Repairs & Maintenance, \$504.90

Black Hills Power & Light, Utilities, \$10281.23

Conwell, Kim, Reimbursement, \$94.54

Culligan, Repairs & Maintenance, \$17.50
Custer County Chronicle, Publication, \$410.94
Custer True Value, Supplies, \$1249.52
Energy Lab, Supplies, \$226.00
Fastenal, Supplies, \$110.15
Fennell Design, Capital Improvements, \$8520.50
First Interstate Bank, Supplies, \$93.05
Godfrey Break Service, Repairs & Maintenance, \$28.33
Golden West Technologies, Professional Fees, \$270.00
Hawkins, Supplies, \$15.00
Hillyard, Supplies, \$63.39
Kellogg, Scott, Reimbursement, \$55.00
Kimball Midwest, Supplies, \$49.70
Leo's Auto Repair, Repair & Maintenance, \$17.00
Lund Truck Parts, Repairs & Maintenance, \$417.47
Lynn's Dakotamart, Supplies, \$45.34
Nelson's Oil & Gas, Supplies, \$887.26
Northwest Pipe, Supplies, \$159.91
Pamida, Overpayment, \$205.33
Paypal, Supplies, \$398.32
Petty Cash, Supplies, \$200.97
Quill, Supplies, \$295.92
Rapid Delivery, Professional Fees, \$10.80
Rapid City Telco Federal Credit Union, Utilities, \$815.51
Reindl Construction, Capital Improvements, \$1277.68
SRF Loan Payment, \$4639.68
SD One Call, Supplies, \$12.60
S&B Motors, Supplies, \$128.07
Sander Sanitation, Garbage Collection Contract, \$13149.92
SD State Executive Management, Utilities, \$16.84
Simon Contractors, Street Repairs, \$8075.00
USDA Loan Payment, \$8910.00
Verizon Wireless, Utilities, \$384.56
Vermeer, Equipment Rent, \$3000.00
Wollaston, Tim, Safety Equipment, \$79.49
Wright Express, Supplies, \$1192.93
Reichelt, Alan, Utility Deposit Refund, \$42.58
Total Claims \$67,205.00

COMMITTEE REPORTS

Various committee reports were given.

EXECUTIVE SESSION

Councilperson Herman moved to go into and out of executive session for personnel, potential litigation and contract negotiation per SDCL 1-25-2 at 6:46 pm, with the Attorney, Finance Officer, Public Works Director and Community Development Director present. Seconded by Councilperson Schleining, the motion unanimously carried. Council came out of executive session at 7:22 pm, with no action taken.

EMPLOYEE STEP INCREASES

Councilperson Schleining moved to approve the step increases for John Dumire to Step 7 at \$18.28 effective December 19th, 2012, Gaile Walker to Step 7 at \$17.75 effective December 19th, 2012 and Tim Wollaston to Step 6 at \$18.37 effective December 25th, 2012. Seconded by Councilperson Kothe, the motion unanimously carried.

ADJOURNMENT

With no further business, Councilperson Kothe moved to adjourned the meeting at 7:24 p.m. Seconded by Councilperson Heinrich, the motion unanimously carried.

ATTEST:

CITY OF CUSTER CITY

Laurie Woodward
Finance Officer

Gary Lipp
Mayor