

**CITY OF CUSTER CITY  
COUNCIL PROCEEDINGS- REGULAR SESSION  
January 6<sup>th</sup>, 2020**

Mayor Corbin Herman called to order the first meeting of the Common Council for the month of January 2020 at 5:30 p.m. Present at roll call were Councilpersons Blom, Whittaker, Moore, Fischer, Nielsen and Ryan. The Pledge of Allegiance was stated.

**AGENDA**

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

**MINUTES**

Councilperson Fischer moved, with a second by Councilperson Nielsen, to approve the minutes from the December 30<sup>th</sup> end of year council meeting. The motion unanimously carried.

**CONFLICTS OF INTEREST**

No conflicts of interest were stated.

**FIRST READING – ORDINANCE #834 – ZONING PLEASANT ACRES 2<sup>nd</sup> ADDITION LOTS F, G, H, I AND J**

Councilperson Fischer moved to approve Ordinance #834, Zoning Pleasant Acres 2<sup>nd</sup> Addition Lots F, G, H, I and J. Seconded by Councilperson Blom, the motion unanimously carried.

**RESOLUTION #01-06-20A – STREET VACATION – BLOCK 41**

Councilperson Fischer moved to table Resolution #01-06-20A, Street Vacation Block 41. Seconded by Councilperson Moore. After discussion amongst the council, staff and the property owners, the vote was called for. The motion unanimously carried.

**RESOLUTION #1-06-20B – WAGE SCALE (COLA APPLIED)**

Councilperson Nielsen moved to adopt Resolution #1-06-20B, Wage Scale (COLA applied). Seconded by Councilperson Blom, the motion unanimously carried.

Resolution #01-06-20B

WHEREAS, the City of Custer City has previously adopted an Employee Wage Scale; and  
WHEREAS, updating and amending of said Employee Wage Scale is necessary; and

WHEREAS, the salary schedule shall be adjusted yearly according to the COLA percentage (3% for 2020) approved by the Common Council; and

WHEREAS, the Common Council of the City of Custer City has determined that the Employee Wage Scale be modified in accordance with the attached incorporated Employee Wage Scale, which is labeled exhibit "A";

NOW THEREFORE BE IT RESOLVED that the 2020 Employee Wage Scale is adopted and supersedes all previous Employee Wage Scales.

Dated this 6<sup>th</sup> day of January 2020.

City of Custer

S/Corbin Herman, Mayor

ATTEST: Laurie Woodward, Finance Officer

**RESOLUTION #1-06-20C – DEPOSITORIES LISTING**

Councilperson Fischer moved to adopt Resolution #1-06-20C, Depositories Listing. Seconded by Councilperson Moore, the motion unanimously carried.

RESOLUTION # 01-06-20C

A Resolution Granting Authority to Invest Municipal Funds

WHEREAS, it has been determined by the Common Council of the City of Custer City, that it is in the best interest of the City of Custer City to invest all funds not immediately needed by the City of Custer City for day to day operations; and

WHEREAS, the State of South Dakota, Department of Legislative Audit, has determined that the authority to invest City funds is a local Council decision and must be authorized each year.

NOW THEREFORE, BE IT RESOLVED, by the Common Council of the City of Custer City, that the Custer City Finance Officer, or designee, is hereby authorized to invest any such City funds, that are not immediately needed for the day to day operation of the City, from the following list of depositories, at the best interest rate available and for the period of time determined to be the most beneficial to the City.

First Interstate Bank, Custer, SD

Black Hills Federal Credit Union, Custer, SD

Edward Jones, Custer, SD

SD Public Funds Investment Trust, Sioux Falls, SD

Sentinel Federal Credit Union, Custer, SD

Highmark Credit Union, Custer, SD  
Dacotah Bank, Custer, SD  
Dated this 6<sup>th</sup> day of January, 2020.  
City of Custer City  
S/Corbin Herman, Mayor

ATTEST: Laurie Woodward, Finance Officer

**RESOLUTION #1-06-20D – INCIDENTAL DISBURSEMENT ACCOUNT**

Councilperson Blom moved to adopt Resolution #1-06-20D, Incidental Disbursement Account. Seconded by Councilperson Whittaker, the motion unanimously carried.

**RESOLUTION 01-06-20D**

**AUTHORIZATION OF CITY OF CUSTER INCIDENTAL DISBURSEMENT ACCOUNT**

WHEREAS, the City of Custer, South Dakota recognizes the need for an incidental disbursement account in order to transact timely payments and reimbursements for specified transactions.

WHEREAS, SDCL 9-23-23 allows the City of Custer to establish an incidental account for advanced payments or for claims requiring immediate payment, not to exceed the specified amount established by the governing body.

WHEREAS, the City of Custer requires a detailed account of the expenditures from the incidental account shall be presented at regular intervals not to exceed one month with verified vouchers, itemized and supported by receipted bills or other information as general evidence of payment. All expenditures from this account shall be listed with other bills in the regular governing body proceedings with the bill list. All claims made on the incidental account require signatures of two officers of the city.

NOW THEREFORE BE IT RESOLVED, the City of Custer authorizes the Finance Officer to pay payroll and all regular monthly bills in a timely manner to avoid penalties and take advantage of discounts, prior to Council approval, with the bills being approved at each regular meeting.

AND NOW THEREFORE BE IT RESOLVED, the City of Custer authorizes the Finance Officer and staff to use the credit cards as needed.

Dated this 6<sup>th</sup> day of January, 2020.

City of Custer

S/Corbin Herman, Mayor

ATTEST: Laurie Woodward, Finance Officer

**PUBLIC COMMENTS**

No public comments were received.

**MINOR PLAT – GLEITER TRACT AND GREGG TRACT**

Councilperson Whittaker moved to approve the minor plat of Gleiter Tract and Gregg Tract. Seconded by Councilperson Nielsen, the motion unanimously carried.

**DESIGNATION OF OFFICIAL NEWSPAPER**

Councilperson Moore moved to designate the Custer County Chronicle as the City's official newspaper. Seconded by Councilperson Whittaker, the motion unanimously carried.

**DESIGNATION OF ADMINISTRATIVE OFFICIAL TO APPROVE RAFFLES**

Councilperson Nielsen moved to approve designating the Finance Officer and the Deputy Finance Officer, in the Finance Officer's absence, to approve raffle request. Seconded by Councilperson Blom, the motion unanimously carried.

**APPROVAL OF CEMETERY GRAVE DIGGER**

Councilperson Whittaker moved to approve Dallas Alexander Construction as the grave digger for the Custer City Cemetery. Seconded by Councilperson Moore, the motion unanimously carried.

**2020 RECREATIONAL SERVICE AGREEMENT WITH YMCA**

Councilperson Blom moved to approve the 2020 recreational services agreement with the Custer YMCA for \$29,000. Seconded by Councilperson Moore, the motion carried with Councilperson Blom, Whittaker, Moore, Fischer, Nielsen and Ryan voting yes.

**COMBINED ELECTION AGREEMENT – CUSTER COUNTY**

Councilperson Nielsen moved to approve the combined election agreement with Custer County for the June 2<sup>nd</sup>, 2020 election. Seconded by Councilperson Blom, the motion unanimously carried.

**ANNUAL WAGE LISTING**

Councilperson Blom moved to approve the Annual Wage Listing as presented. Seconded by Councilperson Moore, the motion unanimously carried.

Scott Kellogg	\$33.21	Lance Stansbury	\$24.11	Gaile Walker	\$23.50
Rick Kothe	\$17.84	Jeff Clark	\$17.84	Brian Raber	\$21.61
Brett Scott	\$20.88	Chris Severin	\$15.77	Lynnette Merritt	\$21.70

Sydney Gramkow	\$17.94	Kim Conwell	\$19.18
Salaried positions:			
Bob Morrison	\$80,788.30		
Laurie Woodward	\$74,268.52		
Tim Hartmann	\$59,275.18		
Mayor	\$1,485 monthly		
Councilpersons	\$530 monthly		
Planning Commission members \$50 per meeting			

**MODIFIED RETIREMENT DATE NOTIFICATION**

Councilperson Blom moved to approve the modified retirement date for Bob Morrison to January 17<sup>th</sup>, 2020. Seconded by Councilperson Whittaker, the motion unanimously carried.

**CLAIMS**

Councilperson Nielsen moved, with a second by Councilperson Ryan, to approve the following claims. The motion unanimously carried.

2019 Claims

Discovery Benefits, Supplies, \$500.00  
 Black Hills Energy, Utilities, \$5,556.30  
 Pace, Supplies, \$323.91  
 Verizon Wireless, Utilities, \$423.08  
 Total Claims \$ 6,803.29

2020 Claims

Custer County Treasurer, Law Enforcement Contract, \$96,250.00  
 Golden West Technologies, Professional Fees, \$774.60  
 Honeywell, Repairs and Maintenance, \$7,352.39  
 Itron, Supplies, \$855.52  
 NASASP, Dues, \$39.00  
 Nielsen, Nina, Refund, \$100.00  
 Onsolve, Safety, \$1,500.00  
 Rapid City Journal, Supplies, \$542.99  
 SRF Loan, Loan Payment, \$15,477.11  
 SDML Worker Comp, Insurance, \$17,690.00  
 SD Department of Natural Recourses, Permit, Certification, \$2,632.00  
 SD Building Officials Association, Dues, \$50.00  
 SD Association of Code Enforcement, Dues, \$40.00  
 SD Municipal League, Dues, Travel & Conference, \$2,041.55  
 SDML Street Maintenance, Dues, \$35.00  
 SD Human Resources Association, Dues, \$50.00  
 SD GFOA, Dues, \$70.00  
 SD Association of Rural Water, Travel & Conference, \$500.00  
 SDWWA, Certification, \$30.00  
 The Hartford, Insurance, \$64.12  
 Tyler Technologies, Repair and Maintenance, \$16,415.38  
 USDA Loan Payment, \$8,910.00  
 USDA Forest Service, Permit, \$1,148.99  
 US Postal Service, Supplies, \$235.00  
 Wellmark, Insurance, \$13,769.51  
 Total Claims \$193,376.45

**DEPARTMENT HEADS & COMMITTEE REPORTS**

Various committee reports were given in addition to department heads giving an update.

**EXECUTIVE SESSION**

Councilperson Fischer moved to go into and out of executive session for personnel and proposed litigation per SDCL 1-25-2(1,3,4) at 6:17 pm, with the Attorney, Public Works Director, Planning Administrator and Finance Officer present. Seconded by Councilperson Ryan, the motion unanimously carried. Council came out of executive session at 6:37 pm, with no action taken.

**PART TIME PUBLIC WORKS DIRECTOR**

Councilperson Fischer moved to approve hiring Bob Morrison as Part Time Public Works Director effective January 20<sup>th</sup>, 2020 at \$38.84 for up to 19 hours a week. Seconded by Councilperson Blom, the motion unanimously carried.

**ADJOURNMENT**

With no further business, Councilperson Moore moved to adjourn the meeting at 6:38 p.m. Seconded by Councilperson Whitaker, the motion carried unanimously.

ATTEST:

CITY OF CUSTER CITY

Laurie Woodward  
Finance Officer

Corbin Herman  
Mayor