

**CITY OF CUSTER CITY
COUNCIL PROCEEDINGS- REGULAR SESSION
December 4th, 2017**

Mayor Corbin Herman called to order the first meeting of the Common Council for the month of December 2017 at 5:30 p.m. Present at roll call were Councilpersons Maciejewski, Nielsen, Fischer and Blom. The Pledge of Allegiance was stated.

AGENDA

Councilperson Fischer moved to approve the agenda. Second by Councilperson Nielsen, the motion unanimously carried.

MINUTES

Councilperson Nielsen moved, with a second by Councilperson Blom, to approve the minutes from the November 20th regular council meeting. The motion carried unanimously.

CONFLICTS OF INTEREST

No conflicts of interest were stated.

FIRST READING – ORDINANCE #799 – SUPPLEMENTAL BUDGET

Councilperson Fischer moved to approve Ordinance #799, Supplemental Budget for 2017. Seconded by Councilperson Blom, the motion unanimously carried.

RESOLUTION #12-04-17A – WRITE-OFF'S

Councilperson Maciejewski moved to adopt Resolution #12-04-17A, Write-Offs. Seconded by Councilperson Blom, the motion unanimously carried.

RESOLUTION NO. 12/04/17A

WHEREAS, Book 3, Supplemental, Chapter 9-22-4 of the South Dakota Codified Law states every municipality may assign for collection any or all delinquent accounts receivable. After reasonable collection efforts, the governing body may determine that an account is non-collectible, and by formal action direct that the non-collectible amount be removed from the records and disclosed on that year's financial report. Evidence of the debt removed from the records by the formal action of the governing body shall be retained by the municipality to support possible subsequent collection of that debt.+

WHEREAS, efforts have been made to collect these past due accounts receivable, and

WHEREAS, adequate time has elapsed to consider these accounts receivable delinquent and past due,

NOW THEREFORE BE IT RESOLVED that the following accounts be deemed non-collectible and removed from the records and disclosed on the 2017 Financial Report.

NAME:	ACCOUNT #:	AMOUNT:
Roger Gednalske	500690-01	\$ 83.56
Cristine MacDuff	201390-12	\$ 23.44
	TOTAL	<u>\$ 107.00</u>

Signed this 4th day of December 2017.

City of Custer

S/Corbin Herman, Mayor

ATTEST: Laurie Woodward, Finance Officer

FOURTH OF JULY CELEBRATION REQUEST – COURTHOUSE MUSEUM

Councilperson Fischer moved to approve the Fourth of July Celebration request from the Courthouse Museum for closure of Fourth Street from Mt Rushmore Road to the north alley, to be utilized by food vendors, from July 1st through July 4th, 2018 and allow the Skate Park to be utilized on July 4th for parade assembly. Seconded by Councilperson Nielsen, the motion unanimously carried.

DOWNTOWN SOUND SYSTEM IMPROVEMENTS/REPAIRS

Councilperson Fischer moved to approve the quote from Audio-Video Solutions for fixing the two microphones for the downtown sound system and adding a speaker to the Chamber Building for \$2,130. Seconded by Councilperson Blom, the motion carried with Councilperson Maciejewski, Nielsen, Fischer and Blom voting yes.

2018 ANIMAL CONTROL CONTRACT WITH BATTLE MOUNTAIN HUMANE SOCIETY

Councilperson Maciejewski moved to approve 2018 Animal Control Contract with Battle Mountain Humane Society at \$1,000 per month. Seconded by Councilperson Nielsen, the motion carried with Councilperson Nielsen, Fischer, Blom and Maciejewski voting yes

2018 CHAMBER LEASE AGREEMENT

Councilperson Maciejewski moved to approve the 2018 Chamber of Commerce lease agreement for \$360 per month. Seconded by Councilperson Fischer, the motion carried with Councilperson Fischer, Blom, Maciejewski and Nielsen voting yes.

2018 RECREATION SERVICE AGREEMENT WITH YMCA

Councilperson Fischer moved to approve the 2018 recreational services agreement with the Custer YMCA for \$27,500. Seconded by Councilperson Blom, the motion carried with Councilperson Blom, Maciejewski, Nielsen and Fischer voting yes.

COST OF LIVING ADJUSTMENT

Councilperson Fischer moved to approve a 2.5% cost of living adjustment for all employees effective January 1st, 2018. Seconded by Councilperson Nielsen, the motion unanimously carried.

CLAIMS

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

AFLAC, Insurance, \$660.28
AFSCME Council 65, Dues, \$173.26
Battle Mountain Humane Society, Animal Control Contract, \$800.00
Beesley Law Office, Professional Fees, \$1,767.50
Black Hill Energy, Utilities, \$8,620.09
Carson Drug, Supplies \$15.49
Century Business Products, Supplies, \$151.80
Chronicle, Publishing, \$376.23
Custer Do It Best, Supplies, Repair/ Maint, \$171.92
California State Disbursement, Deductible, \$53.19
Delta Dental, Insurance, \$232.60
Discovery Benefits, Contributions, \$656.92
EFTPS, Taxes, \$12,262.40
Green Owl Media, Advertising, \$148.75
Hach, Repair & Maintenance, \$326.68
J.P Cookie Co, Supplies, \$59.31
Michael Todd & Company, Supplies, \$510.22
Petty Cash, \$316.96
Sanderø Sanitation, \$13,439.26
Shanklinø, Supplies, \$590.32
SD Retirement System, \$5,662.02
Supplemental Retirement, \$420.00
Thomson Reuters, Supplies, \$64.58
Wellmark BCBS, Insurance, \$13,259.84
Mayor & Council, \$4,400.00
Finance Department, \$4,897.13
Public Buildings, \$659.29
Planning Department, \$6,854.64
Public Works Department, \$2,870.53
Street Department, \$8,236.16
CrusingDepartment, \$74.62
Parks Department, \$1,456.74
Water Department, \$11,644.42
Wastewater Department, \$11,966.91
Total Claims, \$113,800.06

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 per SDCL 1-25-2(1-4) at 6:03 pm, with the Attorney, Planning Administrator, Public Works Director and Finance Officer present. Seconded by Councilperson Maciejewski, the motion unanimously carried. The Planning Administrator left the session from 6:04-6:10 pm. Council came out of executive session at 6:25 pm, with no action taken.

EMPLOYEE STEP INCREASE

Councilperson Fischer moved to approve the step increases for Tim Hartmann to step 1, off probation, at \$51,380.71 per year effective November 22nd, 2017. Seconded by Councilperson Nielsen, the motion unanimously carried.

EXTENSION OF TEMPORARY PART-TIME OFFICE HELP

Councilperson Maciejewski moved to approve extending Sydney Gramkow's temporary part time office help position through August 31, 2018 at the current rate of \$11.36 per hour on an as needed basis. Seconded by Councilperson Fischer, the motion unanimously carried.

EMPLOYEE RESIGNATION

Councilperson Nielsen move to accept Lisa Trana's resignation effective May 31, 2018. Seconded by Councilperson Blom, the motion carried unanimously.

ADJOURNMENT

With no further business, Councilperson Nielsen moved to adjourn the meeting at 6:27 p.m. Seconded by Councilperson Blom, the motion carried unanimously.

ATTEST:

CITY OF CUSTER CITY

Laurie Woodward
Finance Officer

Corbin Herman
Mayor