

**CITY OF CUSTER CITY
COUNCIL PROCEEDINGS- REGULAR SESSION
January 22nd, 2013**

Mayor Gary Lipp called to order the second regular meeting of the Common Council for the month of January, 2013 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 Heinrich moved, with a second by Councilperson Kothe, to approve the agenda. The motion unanimously carried.

MINUTES

Councilperson Hattervig moved, with a second by Councilperson Fischer, to approve the minutes from the January 7th, 2013 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 2012 water usage figures, Risk Management Committee meeting, Wastewater Treatment Plant aerator project, and Custer Community Center boiler project.

Rex Harris, Community Development Director, gave Council an update on the burning that took place in Big Rock Park, Comprehensive Plan and the news that the National Guard wants to help with West Dam.

Laurie Woodward, Finance Officer, gave Council a brief report on the claims in for payment and the upcoming audit the staff is preparing for.

RESOLUTION #01-22-13A – PERSONNEL MANUAL UPDATE – REMOVAL OF UNNECESSARY JOB DESCRIPTIONS

Councilperson Heinrich moved to adopt Resolution #01-22-13A, Personnel Manual Update – Removal of Unnecessary Job Descriptions. Seconded by Councilperson Fischer, the motion unanimously carried.

RESOLUTION # 1-22-13A

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 the following Job Descriptions are no longer necessary and desirable;

- *Permanent Full-time Manager Clerk
- *Permanent Part-time Clerk
- *Temporary Seasonal Part-Time Clerk
- *Wastewater Treatment Plant Operator
- *Water Department Operator
- *Park Maintenance Laborer
- *Street Department Equipment Operator II
- *Street Department Equipment Operator I
- *City and Planning Administrator / Finance Officer

NOW THEREFORE BE IT RESOLVED that the Employee Personnel Manual is amended by removing the above Job Descriptions, as if set forth in full herein, and adopted by reference.

Dated this 22nd day of January, 2013

City of Custer City
S/Gary Lipp, Mayor

BIG ROCK PARK AGREEMENT AMENDMENT - FOURFRONT

Councilperson Herman moved to approve amendment #2 to the Big Rock Park Agreement with FourFront Design for \$7,750.00 for Big Rock Lookout Park. Seconded by Councilperson Hattervig, the motion carried with Councilperson Hattervig, Heinrich, Kothe, Fischer, Herman and Schleining voting yes.

ANIMAL CONTROL CONTRACT

Councilperson Schleining moved to approve an eleven month contract for Animal Control with Geney Ziolkowski for \$600 a month. Seconded by Councilperson Kothe, the motion carried with Councilperson Heinrich, Kothe, Fischer, Herman, Schleining and Hattervig voting yes.

SURPLUS PROPERTY - PUMPS

Council postponed surplusing of the pumps till the next meeting so all the needed information can be gathered.

CLAIMS

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

1881 Courthouse Museum, Subsidy, \$7500.00

AFLAC, Insurance, \$544.99

Ben Meadows, Supplies, \$25.40
BH Council of Local Governments, Dues, \$1075.00
Black Hills Power & Light, Utilities, \$1113.48
Chamber of Commerce, Sales Tax Subsidy, \$2223.27
Custer YMCA, CPR Training, \$260.00
Dakota Supply, Supplies, \$444.64
Fastenal, Supplies, \$58.21
Frontier Photo, Supplies, \$38.00
Golden West Technologies, Professional Fees, \$270.00
Grimm's Pump, Repairs & Maintenance, \$11.95
Hach Company, Supplies, \$52.25
Hawkins, Supplies, \$3738.20
Jenner Equipment, Repairs & Maintenance, \$58.49
Kellogg, Scott, Reimbursement, \$146.00
Knight Security, Repairs & Maintenance, \$768.00
L&A Welding, Repairs & Maintenance, \$120.70
Petty Cash, Travel, \$157.75
Pitney Bowes, Supplies, \$39.00
Quill, Supplies, \$123.26
Rapid City Telco Federal Credit Union, Utilities, Travel, \$1073.82
SRF Loan Payment, \$4639.68
Sander Sanitation, Garbage Collection Contract, \$13149.92
SDWWA, Dues, \$30.00
Steele Collision, Repairs & Maintenance, \$15.00
USDA Rural Development Loan Payment, \$8910.00
US Forest Service, Permits, \$404.40
Verizon Wireless, Utilities, \$370.81
Myers, Chris, Utility Deposit Refund, \$8.83
Total Claims \$47,371.05

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 6:26 pm, with the Attorney, Finance Officer, Public Works Director and Community Development Director present. Seconded by Councilperson Fischer, the motion unanimously carried. Council came out of executive session at 7:23 pm, with no action taken.

DEER MANAGEMENT

Council decided to table the deer management till a later date.

ADJOURNMENT

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

ATTEST:

CITY OF CUSTER CITY

Laurie Woodward
Finance Officer

Gary Lipp
Mayor