

**CITY OF CUSTER CITY
COUNCIL PROCEEDINGS- REGULAR SESSION
January 2nd, 2018**

Mayor Corbin Herman called to order the first meeting of the Common Council for the month of January 2018 at 5:30 p.m. Present at roll call were Councilpersons Maciejewski, Heinrich, Nielsen, Fischer, and Blom. City Attorney Chris Beesley was present. The Pledge of Allegiance was stated.

AGENDA

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

MINUTES

Councilperson Heinrich moved, with a second by Councilperson Fischer, to approve the minutes from the December 18th regular council meeting, December 21st & 28th special council meetings. The motion unanimously carried.

CONFLICTS OF INTEREST

No conflicts of interest were stated.

RESOLUTION #1-02-18A – DEPOSITORIES LISTING

Councilperson Heinrich moved to adopt Resolution #1-02-18A, Depositories Listing. Seconded by Councilperson Blom, the motion unanimously carried.

RESOLUTION # 01-02-18A

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 2nd day of January 2018.

City of Custer City

S/Corbin Herman, Mayor

ATTEST: Laurie Woodward, Finance Officer

RESOLUTION #1-02-18B – INCIDENTAL DISBURSEMENT ACCOUNT

Councilperson Maciejewski moved to adopt Resolution #1-02-18B, Incidental Disbursement Account. Seconded by Councilperson Nielsen, the motion unanimously carried.

RESOLUTION 01-02-18B

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 2nd day of January, 2018.

CITY OF CUSTER

S/Corbin Herman, Mayor

ATTEST: Laurie Woodward, Finance Officer

RESOLUTION #1-02-18C – WAGE SCALE (COLA APPLIED)

Councilperson Nielsen moved to adopt Resolution #1-02-18C, Wage Scale (COLA applied). Seconded by Councilperson Blom, the motion unanimously carried.

Resolution #01-02-18C

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 (2.5% for 2018) 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 2018 Employee Wage Scale is adopted and supersedes all previous Employee Wage Scales.

Dated this 2nd day of January 2018.

CITY OF CUSTER CITY

S/Corbin Herman, Mayor

ATTEST: Laurie Woodward, Finance Officer

DESIGNATION OF OFFICIAL NEWSPAPER

Councilperson Maciejewski moved to designate the Custer County Chronicle as the City's official newspaper. Seconded by Councilperson Fischer, 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.

INTERGOVERNMENTAL CONTRACT WITH PUBLIC ASSURANCE ALLIANCE

Councilperson Heinrich moved to approve the intergovernmental contract with South Dakota Public Assurance Alliance and authorize the Mayor to sign. Seconded by Councilperson Maciejewski, the motion unanimously carried.

COMPREHENSIVE PLAN CONTRACT – BLACK HILLS COUNCIL OF LOCAL GOVERNMENT

Councilperson Heinrich moved to approve the performance contract with Black Hills Council of Local Governments for the Custer Comprehensive Plan for \$24,518.20. Seconded by Councilperson Nielsen, the motion unanimously carried.

APPROVAL OF CEMETERY GRAVE DIGGER

Councilperson Maciejewski moved to approve Dallas Alexander Construction as the grave digger for the Custer City Cemetery contingent upon proof of insurance being provided. Seconded by Councilperson Blom, the motion unanimously carried.

Councilperson Arseneault joined the meeting at 5:42 pm.

CEMETERY CARETAKER CONTRACT

Councilperson Maciejewski moved to approve the cemetery caretaker contract as presented. Seconded by Councilperson Blom. After some discussion, Councilperson Maciejewski and Blom withdrew their motion and second. Councilperson Maciejewski moved to table the cemetery caretaker contract until the next council meeting. Seconded by Councilperson Fischer, the motion unanimously carried.

ANNUAL WAGE LISTING

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

Scott Kellogg	\$29.29	Lance Stansbury	\$20.35	Jeri Hewitt	\$21.30
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Gaile Walker	\$21.30	Julie Harley	\$19.04	John Christie	\$16.89
Rick Kothe	\$14.86	Jeff Clark	\$14.86	Lisa Trana	\$19.56
Lynnette Merritt	\$19.96	Kim Conwell	\$17.38	Sydney Gramkow	\$11.64
Salaried positions:					
Bob Morrison	\$76,150.60				
Laurie Woodward	\$67,312.33				
Tim Hartmann	\$52,665.23				
Mayor	\$1,400 monthly				
Councilpersons	\$500 monthly	Planning Commission members \$50 per meeting			

CLAIMS

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

2017 Claims

- Warfel, Brenda, Utility Refund, \$49.65
- Vector Design, Supplies, \$48.90
- First Interstate Bank, TIF# 1 Payment, \$11,712.16
- First Interstate Bank, TIF# 4 Payment, \$1,100.33
- Five Points Bank, TIF# 5 Payment, \$13,946.70
- Dacotah Bank, TIF# 2 Payment, \$18,830.63
- Dacotah Bank, TIF# 4 Payment, \$1,100.34
- Culligan, Repair and Maintenance, \$18.50
- Battle Mountain Humane Society, Animal Control Contract, \$800.00
- BIT Finance/ State Long Distance, Utilities, \$78.95
- Nielsen Enterprises, Repair and Maintenance, \$1,063.78
- State of SD, Sales Tax, \$1,130.55
- Total 2017 Claims, \$49,880.49

2018 Claims

- Honeywell, Repair and Maintenance, \$7,066.88
- Rocky Mountain International, BID Board Advertising, \$975.00
- SDML Worker Comp, Insurance, \$16,563.00
- SD Department of Natural Recourses, Permit, \$1,500.00
- SD Building Officials Association, Dues, \$55.00
- SD Association of Code Enforcement, Dues, \$40.00
- SDML, Dues, \$1,913.64
- SDML Street Maintenance, Dues, \$35.00
- SD Human Resources Association, Dues, \$25.00
- SD GFOA, Dues, \$70.00
- Tyler Technologies, Repair and Maintenance, \$14,962.77
- Wellmark, Insurance, \$11,519.05
- Total 2018 Claims, \$54,725.34

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 proposed litigation per SDCL 1-25-2(1-4) at 5:54 pm, with the Attorney, Public Works Director, Planning Administrator and Finance Officer present. Seconded by Councilperson Maciejewski, the motion unanimously carried. Council came out of executive session at 6:10 pm, with no action taken.

ADJOURNMENT

With no further business, Councilperson Arseneault moved to adjourn the meeting at 6:10 p.m. Seconded by Councilperson Maciejewski, the motion carried unanimously.

ATTEST:

CITY OF CUSTER CITY

Laurie Woodward

Corbin Herman

Finance Officer

Mayor