

**CITY OF CUSTER CITY**  
**COUNCIL PROCEEDINGS- REGULAR SESSION**  
**January 7<sup>th</sup>, 2013**

Mayor Gary Lipp called to order the first 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 Herman moved, with a second by Councilperson Hattervig, 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 28<sup>th</sup>, 2012 year-end meeting. The motion carried with Councilperson Hattervig, Heinrich, Kothe, Fischer and Herman voting yes while Councilperson Schleining abstained.

**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, Custer Community Center boiler project and reviewed the 2013 projects.

Rex Harris, Community Development Director, gave Council an update on the status of the Maintenance & Encroachment Agreement with DOT, meeting with Game, Fish & Parks regarding West Dam and the hearing on the Comprehensive Plan that is scheduled for January 14<sup>th</sup> with Planning Commission.

Laurie Woodward, Finance Officer, gave Council a brief report on the claims in for payment, sales tax report, update on CD's coming due and status of year end work.

**RESOLUTION #01-07-13A – SAFETY MANUAL UPDATE – INCIDENT INVESTIGATION REPORT**

Councilperson Heinrich moved to adopt Resolution #01-07-13A, Safety Manual Incident Investigation Report. Seconded by Councilperson Kothe, the motion unanimously carried.

RESOLUTION # 01-07-13A

WHEREAS, the City of Custer City has previously adopted a Safety Manual; and

WHEREAS, updating and amending of said Employee Safety Manual was provided for in Resolution 07-16-12B; and

WHEREAS, the Common Council of the City of Custer City has determined that an Incident Investigation Report is necessary and desirable.

NOW THEREFORE BE IT RESOLVED that the Safety Manual is amended to include the attached exhibit "A", Incident Investigation Report, as though set forth in full herein, and adopted by reference.

Dated this 7<sup>th</sup> day of January, 2013.

City of Custer City  
S/Gary Lipp, Mayor

**RESOLUTION #01-07-13B – DEPOSITORIES LISTING**

Councilperson Schleining moved to adopt Resolution #01-07-13B, Depositories Listing. Seconded by Councilperson Herman, the motion unanimously carried.

RESOLUTION # 01-07-13B

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  
Telco Federal Credit Union, Custer, SD  
Highmark Federal Credit Union, Custer, SD  
Dacotah Bank, Custer, SD

Dated this 7<sup>th</sup> day of January, 2013.

City of Custer City  
S/Gary Lipp, Mayor

**WAY PARK USAGE REQUEST – FARMER’S MARKET – CHAMBER OF COMMERCE**

Councilperson Fischer moved to table till after the January 14<sup>th</sup>, 2013 General Government Committee Meeting. Seconded by Councilperson Heinrich, the motion unanimously carried.

**PLANNING COMMISSION & CUSTER CRUISIN COMMITTEE APPOINTMENTS**

Councilperson Herman moved to approve the appointment of Don Herren to the Planning Commission to fill a temporary vacancy due to Corey Virtue’s deployment, appointment of Andy Kelforb to the Planning Commission as the alternate due resignation of Dave Novak and appointment of Don Herren to the Custer Cruisin Committee due to the resignation of Nathan Wiederholt. Seconded by Councilperson Kothe, the motion unanimously carried.

**DESIGNATION OF OFFICIAL NEWSPAPER**

Councilperson Hattervig moved to designate the Custer County Chronicle as the City’s official newspaper. Seconded by Councilperson Heinrich, the motion unanimously carried.

**CUSTER COUNTY HOUSING LEASE**

Councilperson Herman moved to proceed with assisting Custer County Housing in finding a new location as the City could use the extra space. Seconded by Councilperson Fischer, the motion unanimously carried.

**ANNUAL WAGE LISTING**

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

Scott Kellogg	\$24.17	Tim Wollaston	\$18.92	Jeri Hewitt	\$18.28
Gaile Walker	\$18.28	Bill McClellan	\$21.41	John Dumire	\$18.83
Mark Bennett	\$13.66	Lisa Trana	\$15.67	Lynnette Merritt	\$17.06
Kim Conwell	\$14.07				
Salaried positions:					
Bob Morrison	\$67,311.23	Rex Harris	\$58,089.64	Laurie Woodward	\$53,926.08
Mayor	\$1,400 monthly	Councilpersons	\$500 monthly		

**NEW HIRE**

Councilperson Herman moved to approve the hiring of Tom Domek for the position of Custodial Maintenance Worker at \$13.14 per hour effective January 8<sup>th</sup>, 2013 contingent upon physical, drug testing, background check and DMV check. Seconded by Councilperson Schleining, the motion unanimously carried.

**CLAIMS**

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

2012 Claims:

- Black Hills Power & Light, Utilities, \$10015.43
- Custer Car Wash, Supplies, \$12.25
- Custer County Sheriff’s Office, Professional Fees, \$25.86
- Hawkins, Supplies, \$15.00
- Woods, Fuller, Shultz & Smith, Professional Fees, \$500.00
- Total 2012 Claims \$10,568.54

2013 Claims:

- APWA, Dues, \$284.00
- Chamber of Commerce, Sales Tax Subsidy, \$4248.94
- Custer County Treasurers, Law Enforcement, \$85000.00
- Dakotacare, Insurance, \$8654.29
- Itron, Supplies, \$671.23
- Kellogg, Scott, Reimbursement, \$127.36
- Quill, Supplies, \$76.35
- SD Assoc of Code Enforcement, Dues, \$40.00
- SD Municipal Street Maint. Assoc, Dues, \$35.00
- SD Governmental Finance Officers Assoc, Dues, \$70.00
- SD Building Officials Assoc, Dues, \$55.00
- SD Governmental Human Resource Assoc, Dues, \$75.00
- SD Dept of Environment Natural Resources, Dues, \$96.00
- SD Dept of Environment Natural Resources, Professional Fees, \$1500.00
- SD Division of Criminal Investigations, Supplies, \$43.25
- SD Municipal League, Dues, \$1409.64
- SDML Work Comp, Insurance, \$15567.00
- Tyler Technologies, Repair & Maintenance, \$11894.94
- US Postal Service, Supplies, \$190.00
- YMCA, Memberships, \$123.00
- Total 2013 Claims \$130,161.00

**COMMITTEE REPORTS**

Various committee reports were given.

**ADJOURNMENT**

With no further business, Councilperson Kothe moved to adjourned the meeting at 6:12 p.m. Seconded by Councilperson Heinrich, the motion unanimously carried.

ATTEST:

CITY OF CUSTER CITY

Laurie Woodward  
Finance Officer

Gary Lipp  
Mayor