

**MINUTES OF THE  
MUNICIPAL UTILITY BOARD  
OCTOBER 12, 2011**

Minutes of the Municipal Board Meeting held on October 12, 2011 at 8:00AM.

Board Members present: Ken Sabers, Dan Mayer, and Chris R. Mechling. Others present were Lisa Katzenstein, Human Resources Director; Randy Nohova, Public Works Barnier, City Attorney; Rick Bush, Community Director; Dale Olson, Interim Water Superintendent; Kelly Vasknetz, Council Representative.

Absent: None

Meeting called to order by President Chris R. Mechling. A moment of silence was observed in memory of Eric Tibbetts.

Dan Mayer made a motion to approve the agenda. Ken Sabers seconded. Approved.

Dan Mayer made a motion to approve the minutes of the Sept. 14, 2011 meeting. Ken Sabers seconded. Approved.

A motion to approve the bills in the amount of \$128,990.01 was made by Dan Mayer. Ken Sabers seconded the motion. Approved.

**SEPTEMBER 2011 BILLS**

<b>PAID TO:</b>	<b>AMOUNT</b>	<b>FOR</b>
SALARIES	\$ 26,856.89	Salaries
OASI/FICA	\$ 2,014.83	FICA Expenses
RETIREMENT	\$ 1,611.42	Retirement
HEALTH	\$ 1,601.89	Group Insurance
DENTAL	\$ 220.53	Dental Insurance
LIFE	\$ 25.73	Insurance
BLACK HILL POWER & LIGHT	\$ 13,102.30	UTILITIES
BUTTE ELECTRIC		UTILITIES
CASELLE	\$ 1,110.00	PROFESSIONAL SERVICES
CENTURY BUSINESS PRODUCTS		SUPPLIES
DAKOTA BACKUP LLC	\$ 85.49	PROFESSIONAL SERVICES
FIRST NAT'L BANK IN S.F.	\$ 12,383.49	PRINCIPAL
FIRST NAT'L BANK IN S.F.	\$ 2,941.97	INTEREST
FLEXIBLE BENEFITS DEPT		OTHER PROFESSIONAL SERVICES
IKON OFFICE SOLUTIONS	\$ 0.92	SUPPLIES & MATERIALS
JOHNSON, BEV	\$ 14.80	JURY REIMB
KNOLOGY	\$ 189.00	UTILITIES
MONTANA DAKOTA UTILITIES	\$ 18.20	UTILITIES
MORREL, CANDY	\$ 362.55	REPAIRS & MAINTENANCE
OLSON, DALE	\$ 14.80	JURY REIMB
PRINT MARK-ET	\$ 58.13	SUPPLIES & MATERIALS
STURGIS WATER DEPT	\$ 81.00	UTILITIES
TOMS T'S	\$ 44.00	SUPPLIES & MATERIALS
VERIZON	\$ 371.40	UTILITIES
A & B BUSINESS, INC.	\$ 275.08	PROFESSIONAL SERVICES
CAMPBELL SUPPLY	\$ 121.62	SUPPLIES
CBH COOPERATIVE	\$ 819.65	SUPPLIES/MATERIALS
CETEC	\$ 51,011.80	PROFESSIONAL SERVICES
CREDIT COLLECTIONS BUREAU	\$ 687.05	PROFESSIONAL SERVICES
FLOWERS BY ROSE	\$ 84.00	SUPPLIES/MATERIALS
GREAT WESTERN TIRE CO	\$ 747.92	SUPPLIES/MATERIALS
HAWKINS	\$ 237.77	SUPPLIES/MATERIALS
HD WATERWORKS	\$ 2,804.72	SUPPLIES/MATERIALS
HILLS MATERIALS	\$ 532.22	SUPPLIES/MATERIALS
JAMBOR, CHRISTINE	\$ 13.90	REFUND OVERPAYMENT
JOHNSTONS HARDWARE HANK	\$ 31.17	SUPPLIES/MATERIALS
KEY CITY GLASS	\$ 30.00	REPAIRS/MAINTENANCE
LPN HOLDINGS LLC	\$ 104.21	REPAIRS/MAINTENANCE
MEADE COUNTY TIMES	\$ 56.34	PUBLISHING
MIDCONTINENT	\$ 129.00	PROFESSIONAL SERVICES
NORTHWEST PIPE FITTING	\$ 7,320.33	SUPPLIES/MATERIALS
O'REILLY	\$ 15.48	SUPPLIES/MATERIALS
PAMIDA	\$ 106.08	SUPPLIES/MATERIALS
PETE LEIN & SONS	\$ 485.00	REPAIRS/MAINTENANCE
PETTY CASH	\$ 79.72	SUPPLIES/MATERIALS
RUSHMORE OFFICE SUPPLY	\$ 70.97	SUPPLIES/MATERIALS
SD ONE CALL	\$ 88.80	SUPPLIES/MATERIALS
SERVALL	\$ 11.24	REPAIRS/MAINTENANCE
WATER DEPT-NSF FUND	\$ 16.60	OTHER
<b>TOTAL</b>	<b>\$ 128,990.01</b>	

Dale Olson gave his monthly report which included a report from CETEC, streets with no water main needs to be put in CETEC master plan, the contractors letter which was sent out for emergency repair & will be contacting the contractors who have not responded to the letter. Rick, Dale, & CETEC will look at the information. Phase II of the project was discussed. Dan Mayer made a motion and Ken Sabers seconded to hold off with the phase II advertising of the bids for 30 days until the next meeting. Approved. Paving on Harmon St. should be done by the end of October.

Dan Mayer made a motion and Ken Sabers seconded to approve Dale to attend the seminar in Rapid City on Oct 18-20 for contact Hours. Approved.

Lisa Katzenstein was present to discuss with the Board members their approval of letting the City Manager use the Water Department's Chevy Tahoe when he arrives for a period of time. Dan Mayer made a motion and Ken Saber seconded. Approved. Lisa will be back at a MUB meeting with the City Manager's needs of a vehicle.

The MUB discussed the letter going out to customers about the surcharge and new rates being added in January. Will be posting it on the web site, have a copy at the water office, along with each service address to get a letter.

Rich Bush reported that he had attended a meeting with the DOT in Pierre regarding Lazelle. DOT was going to be discussing the project further. Dale, Rick, and CETEC will meet regarding Lazelle improvements.

Dan Mayer made a motion and Ken Saber seconded to go into Executive Session at 8:45 AM to consider a personnel matter and a pending contract matter. On a motion by Dan Mayer and seconded by Ken Sabers the Board came out of executive session at 9:07am. A motion was made by Dan Mayer to recommend approval by City Council of a Development Plan for the Interim Superintendent as proposed by the Human Resources Coordinator, which requires the cooperation of the Public Works Director, and further recommended approval by City Council of a salary adjustment for Interim Superintendent Dale Olson to \$57,500 and continue the salary of the Public Works Director unchanged until the Development Plan is concluded. Motion seconded by Ken Sabers. Motion passed unanimously. Approved.

A motion was made by Ken Sabers and seconded by Dan Mayer to adjourn the meeting at 9:12am. Motion passed.

President

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