Humboldt City Board Minutes

The Humboldt City Board met in regular session on Monday, December 10th, 2012. The meeting was called to order by Chairman Ritchy Griepp at 7:00 p.m. Trustees present were Allen Schmeichel, Theresa Muth and Dawn Hahn. Randy Schoenfish was also present from Schoenfish and Company. Matt Sieverding was absent.

The minutes of the November 26th, 2012 meeting were reviewed. Two typos were pointed out. The HCC will be open 9 to noon Monday through Friday for walking. A motion was made by Hahn and seconded by Muth to approve the minutes with the corrections. Roll call was held. The motion carried with all present voting yes.

Randy Schoenfish was present to discuss the Two year Audit. The Audit was for the years 2010 and 2011. The same two deficiencies were noted as in the past. There is a lack of segregation of duties on the Revenue side and line items for the 2nd Penny fund and the Ball Diamond Fund exceeded the budgeted amounts. There was no misappropriation of funds.

The 2011 Annual report was submitted for approval. A motion was made by Hahn and seconded by Griepp to approve the Annual Report as submitted by Schoenfish and Company. Roll call was held. The motion carried with all present voting yes.

Other items discussed included reconciling the petty cash fund, monitoring water loss by putting meters on all city buildings, splitting the interest between the funds, and appointing a Financial Institution each year.

Dave Derschan arrived at 7:25 p.m.

Chairman Griepp called the meeting into executive session in accordance with SDCL 1-25-2 at 7:33p.m. Chairman Griepp reconvened the meeting at 7:52 p.m.

Open discussion was held.

Dave Derschan was present to discuss the events he has planned for the HCC. He has bands booked for February 16th, 2013 and March 15th, 2013. He also has a Street Dance scheduled for June 29th, 2013. He requested that the light switches at the HCC in the big room be converted to dimmer switches. Daryl will check into it. Dave left at 8:00 p.m.

The water meter project has been placed on the State Water plan. It will be on the plan for all of 2013 and all of 2014.

The proposal from Banner and Associates to update the Water Facility Plan was submitted for approval. The amount to update the plan is $3,500.00. A motion was made by Griepp and seconded by Schmeichel to postpone the Water Meter Project and the Water Facility Plan update until the revenues for the water fund have been reviewed by accountants. Roll call was held. The motion carried with all present voting yes.

The annual Police Contract was submitted for approval. The amount of the contract will be $15,678.00 for 2013 for 10 hours of service per week. A motion was made by Schmeichel and seconded by Muth to approve the Police Contract for 2013. Roll call was held. The motion carried with all present voting yes.

Resolution R-12-10-2012 regarding the contingency transfers for 2012 was submitted for approval. A motion was made by Hahn and seconded by Griepp to approve Resolution R-12-10-2012 to transfer the contingency funds as designated. Roll call was held. The motion carried with all present voting yes.

Ordinance O-12-10-2012 regarding the Supplemental Budget was submitted for the first reading. A motion was made by Griepp and seconded by Muth to approve the first reading of Ordinance O-12-10-2012. Roll call was held.

Outstanding bar tabs were discussed. Another letter will be sent to the individuals for payment. If payment is still not received, the attorney will be contacted for further action.

The bills, financials and payroll were submitted for approval. After discussion, a motion was made by Muth and seconded by Griepp to approve the bills, financials and payroll. Roll call was held. The motion carried with Muth, Hahn and Griepp voting yes and Schmeichel abstaining.

Information for salary actions were given to the board members.

Chairman Griepp called the meeting into executive session in accordance with SDCL 1-25-2 at 8:30 p.m. Chairman Griepp reconvened the meeting at 9:11 p.m. A motion to adjourn the meeting at 9:12 p.m. was made by Griepp and seconded by Muth. The motion carried.

ATTEST: KRISITE ELLIS

FINANCE OFFICER