EXECUTIVE SESSION/REGULAR MEETING, February 25, 2008

The Regular Session of the Deadwood City Commission convened on February 25, 2008 at 5:00 p.m. in the Deadwood City Commission Chambers, 102 Sherman Street, Deadwood, South Dakota. Mayor Toscana called the meeting to order with the following members present: Department Heads and Commissioners, Nyla Griffith, Mike Klamm, Georgeann Silvernail and Mark Speirs. All motions passed unanimously unless otherwise stated.

APPROVAL OF MINUTES

Silvernail moved, Speirs seconded, to approve the minutes of February 19, 2008. Roll Call: Aye-All. Motion carried.

APPROVAL OF DISBURSEMENTS

Griffith moved, Klamm seconded, to approve the February 25, 2008 disbursements. Roll Call: Aye-All. Motion carried.

A & B BUSINESS	COPIER MAINTENANCE-COPIES	21.73
ABC	4 CASES 81/2 X 11 PAPER	155.98
ACS FIREHOUSE SOLUTIONS	SOFTWARE SUPPORT	700.00
ALLTEL	POLICE DEPT BAG PHONES	274.37
BLACK HILLS AREA FINANCE	TERRY HECK	50.00
BLACK HILLS COUNCIL	ASSESSMENT 2008	1,971.12
BLACK HILLS PIONEER	ANNUAL SUBSCRIPTION	90.57
BLACK HILLS SPECIAL SERV	TROLLEY CLEANING	1,029.00
DAKOTA WESLEYAN UNIV	HELP WITH TOURNAMENT ATTENDANCE	150.00
ELAN FINANCIAL SERVICES	TO SETTLE ELAN ACCT/TOURISM	350.00
FASTENAL COMPANY	TARPS	73.23
FIRST BAPTIST CHURCH	PARKING LOT LEASE	1,369.01
GOLDEN WEST	LABOR TELEPHONE	55.00
LEAD DEADWOOD GIRLS BASKET	HELP WITH TOURNAMENT FEES	200.00
M&M SANITATION	MONTHLY TOILET RENTAL	210.00
MORRIS TOWING	DEAD STORAGE TOWING	150.00
NEVE'S UNIFORMS, INC.	CLOTHING ALLOWANCE	68.63
NEWMAN TRAFFIC SIGNS	"VEHICLES OFF STREET" SIGNS	222.15
OCCUPATIONAL HEALTH	TESTING	859.00
OFFICE DEPOT	POST ITS, COPY PAPER,TONER,ETC	275.93
OFFICE MAX	DLP PROJECTOR/MAN PROJECTOSCRE	649.99
PRAIRIE HILLS TRANSIT	ANNUAL DUSBURSEMENT	6,500.00
SERVALL	MATS, TOWELS, MOP, BAG	50.97
SD PUBLIC HEALTH	COLIFORM TESTING/WATER	24.00
STREICHER'S	GUN LOCK HEAD,BUTT PLATE, PAD	147.97
TRIPLE K	HYDRO BOOST,CALIPERS,PADS & RO	695.50
TSP THREE, INC.	ENGINEERING/RODEO GR GRNDSTNDS	17,058.55
US POST OFFICE	DVFD POSTAGE FOR PANCAKE FEED	383.73
WELLMARK BLUE CROSS	HEALTH INSURANCE ALLOCATION	35,248.02
	TOTAL	**$ 69,034.45**

PUBLIC HEARING/BID OPENING

Pubic Hearing – St. Patrick's Day

Griffith moved, Speirs seconded, to allow the relaxation of the open container ordinance from 2:00 p.m. to 10:00 p.m. on March 15, 2008 and 5:00 p.m. to 10:00 p.m. on March 17, 208 on Main Street from Four Aces to the Masonic Temple. Roll Call: Aye - All. Motion carried.

Silvernail moved, Speirs seconded, to approve the street closure on March 17, 2008 on Main Street from Four Aces to Masonic Temple from 6:30 p.m. to 8:00 p.m. or until parade ends. Roll Call: Aye - All. Motion carried.

FINANCE/HISTORIC PRESERVATION

Change Order

Speirs moved, Griffith seconded, to approve the amount of $1,147.79 for the change order for the Homestake Adams Research Center project, which includes leveling of the floor and a crash bar for a door. Roll Call: Aye - All. Motion carried.

Property Tax Abatement - (Continued to 3/3/2008)

Griffith moved, Silvernail seconded, to continue this item due to questions the Commission had regarding the owner occupied status for Lee Thompson and Adrian Newkirk of 47 Forest Street: Parcels # 30025-08900-130-00 and 30025-08900-120-00 for owner occupied status. Roll Call: Aye - All. Motion carried.

Property Tax Abatement

Speirs moved, Griffith seconded, to allow the Mayor to sign the property tax abatement for historic moratorium-Franklin Hotel of 700 Main Street: Parcel # 30025-02300-140-00. Roll Call: Aye - All. Motion carried.

Resolution 2008-07
Silvernail moved, Griffith seconded, to approve Resolution 2008-07 Credit Card Policy. Roll Call: Aye - All. Motion carried.

RESOLUTION NO. 2008-07
CREDIT CARD ACQUISITION AND USE POLICY

Whereas: The City of Deadwood Commissioners has determined that the City has a need for a credit card as authorized by SDCL 4-3-27,

Now Therefore, Be It Resolved: The Finance Office (herein after referred to as the "designated official") is hereby authorized to acquire and use credit card accounts for the purchase of certain necessities on behalf of and for the benefit of the City of Deadwood, in accordance with the policies set out below.

The credit card account shall only be used for the purchase of meeting registration, motel room guarantees, or other purchases that cannot be accomplished by the issuance of a purchase order or billed directly to the city to be paid in the normal process, unless it is more economically advantageous to pay by credit card. Cards may be used to pay for pre-authorized purchases through the Internet, if it is the only means of payment accepted by the vendor. **All purchases in excess of $1,000.00 must be pre-approved by the City Commission. All purchases in excess of $500.00 must be pre-approved by the Commissioner assigned to that particular Department Head.**

The card may not be used to pay for meals that qualify for reimbursement through per diem or for any item, which does not directly benefit the City of Deadwood.

The credit card accounts shall be administered by the designated official at all times, and the designated official may assign sub-administrators for certain departments to oversee the usage, limits, and processing for that department. In all cases where a credit card is used by any city employee original receipts, invoices or other authentic documentation stating what the card was used for shall be submitted to the designated administrator or sub-administrator. The designated person shall immediately verify the purchase was necessary and to the benefit of the City of Deadwood and submit the invoice to the Finance Office with appropriate account coding information. **Charges submitted to the Finance Office for payment without the proper documentation will not be processed and may become the responsibility of the employee through garnishment.** Personal use of the credit card is strictly prohibited. Misuse of credit card accounts or repeated failure to provide proper documentation will be the responsibility of the employee and will be considered grounds for disciplinary action up to and including termination and any restitution.

Any perks, credits, or items of value earned because of the use of said cards shall only be used for the benefit of the City and not for that of any employee. Except, frequent flier credits may accrue to the employee/official actually incurring the credit, in accordance with Official Opinion No. 90-04 of the SD Office of the Attorney General.

Dated this 25th day of February, 2008

/s/ Francis Toscana, Mayor Attest: /s/ Mary Jo Nelson, Finance Officer

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STREETS/WATER/LIBRARY

Purchase Request
Speirs moved, Silvernail seconded, to approve the purchase of 5,500 gallons of #2 diesel at $2.79 per gallon from Southside Oil. Roll Call: Aye - All. Motion carried.

POLICE/FIRE

Purchase Request
Klamm moved, Silvernail seconded, to approve the purchase of extended warranties for ten (10) tasers at a cost of $1,762.46 from Taser International, Inc. Roll Call: Aye - All. Motion carried.

PARKS/RECREATION

Rec Center
Griffith moved, Klamm seconded, to allow Eric Simonyak to fill in as the Assistant Rec Center Manger at $9.00 per hour, when Chance Burleson is absent. Roll Call: Aye - All. Motion carried.

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Rec Center
Commissioner Griffith announced that Ed Kodet with Kodet Architectural Group, Ltd. would present the proposed plans for the Rec Center Expansion on Friday, March 7, 2008 from 4:00 to 5:30 p.m. The public is invited to attend the presentation.

MAYORS BUSINESS

Black Hills Area Mayors Luncheon
Mayor Toscana informed everyone of the Black Hills Area Mayor's Luncheon which will be held on Thursday, February 28, 2008 at the Silverado at noon.

Request Executive Session
Mayor Toscana requested an Executive Session following the Regular Session for personnel matters with no action to be taken.

ITEMS FROM MAYOR/COMMISSIONERS/DEPARTMENT HEADS NOT ON AGENDA

Police Department
Klamm moved, Speirs seconded, to allow Gary Gould to extend 50 hours of vacation to the end of March, 2008.

Payment Request – Easter Egg Hunt
Silvernail moved, Speirs seconded, to authorize the expenditure of $500 for prizes and candy for an Easter Egg Hunt, to be paid from the Bed and Booze fund. Roll Call: Aye – All. Motion carried.

ADJOURNMENT/EXECUTIVE SESSION
Toscana moved, Speirs seconded, to adjourn the regular session at 5:30 p.m. and convene into executive session for personnel matters with no action follow meeting. The next regular meeting will be at 5:00 p.m. on Monday, March 3, 2008.

ATTEST: Mary Jo Nelson
Mary Jo Nelson, Finance Officer

DATE: 3/4/08

BY: Francis A. Toscana
Francis A. Toscana, Mayor