

Spearfish City Council

Special Session Minutes



Date:

December 29, 2011

The Spearfish City Council met in Special Session in the Council Chambers of the Municipal Services Centre at 4:15 PM on Thursday, December 29, 2011 with the following members present: Aaker, Baker, Geppert, Morgan and Schmit. Young was absent. Also present: City Administrator Neeb, Finance Officer Dutton, Public Works Administrator Johnson, Police Lieutenant Jacobs, Fire Chief White, City Planner Watson, Human Resources Director Friedel, Environmental Services Manager Callaway, Building Official Paisley, Water/Wastewater Utilities Superintendent Glenn and City Attorney Pluimer. Mayor Krambeck presided and called the meeting to order. All stood and recited the Pledge of Allegiance.

Order of Business – Morgan moved, Geppert seconded and all voted to approve the Order of Business.

LEGAL, FINANCE AND PUBLIC SAFETY COMMITTEE ITEMS

Resolutions 2012-01 – 2012-07 – Seven annual resolutions were forwarded to Full Council to be considered on January 3, 2012:

- 2012-01 – A Resolution Assuring Fair Housing
- 2012-02 – A Resolution Adopting a Code of Conduct
- 2012-03 – A Resolution Designating Officials for Community Development Block Grant From the US Department of Housing and Urban Development as Administrated by the State of South Dakota
- 2012-04 – A Resolution Establishing an Excessive Force Policy
- 2012-05 – A Resolution Regarding Restrictions on Lobbying
- 2012-06 – An Employment Policy Resolution
- 2012-07 – A Resolution Designating the Official Newspaper for the City of Spearfish For the Municipal Year Beginning January 1, 2012.

Wage Scale and Positions/Pay Grades – 2012 Wage Scale (hourly) and Positions/Pay Grades were forwarded to Full Council for consideration for approval.

Employee Salary Listing – The Publishing of 2012 employee salary listing, effective December 25, 2011, will be included in Minutes of January 3, 2012 City Council Regular Session.

Public Hearing – A Public Hearing will be held on January 3, 2012 to consider an application from Voorhees Enterprises, LLC with Sam and Louie's located at 1420 North Avenue Suite 3, Spearfish, for a Retail (on-off sale) Wine and Malt Beverage License.

Public Hearing - A Public Hearing will be held on January 3, 2012 to consider a Special Malt Beverage Retailers License and A Special On-Sale Wine Retailers License for Spearfish Area Chamber of Commerce at the Park Pavilion on January 23, 2012 for the Taste of Spearfish to be held from 5PM to 7PM.

Abatement – Application for Abatement was forwarded to January 3, 2012 Full Council Consent Agenda for a five (5) month abatement to City of Spearfish from Premier Bank Card - \$1,059,730 (factored property value @ five months) and a three (3) month abatement to City of Spearfish from Linda P. Eversole - \$6,565 (factored property value @ three months). The grounds for abatements are provision #3: ‘When the complainant or the property is exempt from the tax’. Both of these properties were given by the previous owners and accepted as a donation by the City of Spearfish.

Out of State Travel – A request for approval for Out of State Travel will be forwarded to Full Council on January 3, 2012. Dennis Hafner, Building Inspector plans to attend Colorado Chapter Educational Institute in Denver Colorado from March 4, 2012 to March 9, 2012. Registration - \$300; travel/meals/lodging - \$981 for a total cost of \$1,281.00. Budgeted in building inspection – travel and conference.

Envision Spearfish Discussion – City Planner Watson will discuss Envision Spearfish – Comprehensive Plan Discussion at Full Council on Tuesday.

Raffle – Raffle request will be forwarded to Full Council, Consent Agenda, on Tuesday. Prairie Hills Childcare Center plans to raffle two children’s rockers, a handmade quilt and several other donated items. Cost of tickets: \$1 each or 6 for \$5 with ticket sales from January 4, 2012 to the drawing at their open house on February 1, 2012. Proceeds to benefit Prairie Hills Childcare Center.

Raffle – Raffle request will be forwarded to Full Council, Consent Agenda, on Tuesday. VFW Post 5860 plans to raffle two framed pictures. Cost of tickets: \$1 each or 6 for \$5 with ticket sales from January 4, 2012 to the drawing on March 13, 2012. Proceeds to benefit VFW Post 5860 Activities.

Wayfinding – City Administrator Neeb stated the Wayfinding Taskforce has reviewed the proposals that were received and will be ready to make a recommendation and ask Council to accept a proposal for the master plan on Tuesday.

Evans Lane Discussion – City Administrator Neeb will present an overview of the Public Meeting regarding Evans Lane on Tuesday.

Annexation Discussion – City Administrator Neeb will begin a dialogue with Council on Tuesday concerning future possible annexations.

PUBLIC WORKS COMMITTEE ITEMS

Interstate Engineering Presentation - Daren Peterka, Secretary to the Board of Director’s for Interstate Engineering, Inc. will make a brief presentation to Council on January 3rd.

Ordinance 1151 - Second Reading of Ordinance 1151 – Changes to Building Permit Fees will be heard at Full Council on Tuesday. There are no changes since first reading and the fee changes need to be effective by the time the new software is implemented for building permits as

the program is unable to utilize the current sliding scale table. Mathematical formulas were devised to keep the fees as close to the current table as possible.

Agreement – A request to authorize Mayor Krambeck to sign an agreement to join the South Dakota Water and Wastewater Agency Response Network (SDWARN) will be presented at Full Council on Tuesday. SDWARN provides mutual aid throughout the state.

Extend Seasonal Employment –On Tuesday, Full Council will consider a request to extend seasonal employment into 2012 for Rebecca Maidl, Recreation and Aquatics Facility Janitorial Seasonal Laborer, \$9.00 per hour. The Rec Center recently lost one full time maintenance employee and extending this seasonal position into 2012 for a short time will provide needed coverage until a replacement for the full time position is hired.

Mountain Pine Beetle – Mayor Krambeck will provide an update to the Mountain Pine Beetle issue in Spearfish Canyon and plans to request that the City provide money to the Lawrence County Invasive Species fund to help combat this infestation. These funds will be stipulated for use in Spearfish Canyon only and to be funded from Hydroelectric Fund.

Brown Bag Permit - The following Brown Bag Permit will be forwarded to Full Council, Consent Agenda, on Tuesday:

<u>FACILITY</u>	<u>APPLICANT</u>	<u>EVENT</u>	<u>DATE</u>
Hudson Hall	Kevin Klunder	FOP Supper	1/14/12

YEAR END BUSINESS

HPMP Training – Public Works Administrator Johnson stated that to maintain compliance with the FERC license, federal training for Historic Property Management Plan is required and must be completed prior to April 2012. There are limited opportunities for this training. A session is offered in Reno, NV from March 5-8. Estimated cost for two people to attend is \$3000-\$3500. Aaker moved, Morgan seconded and all voted to approve Gary Lillehaug and Cheryl Johnson to attend Historic Property Management Plan (HPMP) prior to April 2012, which is required training for FERC License compliance. This training is budgeted in Hydro.

Solid Waste Hire – Morgan moved, Geppert seconded and all voted to hire David Long as Solid Waste Laborer, Grade 7, Step 1, \$11.25 per hour, effective 12/25/2011.

Street Superintendent Hire – Morgan moved, Aaker seconded and all voted to hire Beau Riopel as Street Superintendent, Grade 21, Step 1, \$23.59 (salaried, exempt), Effective 1-9-2012.

Ordinance 1150 – Schmit moved, Geppert seconded and all voted to approve Second Reading of Ordinance 1150 – 2011 Appropriations Supplement.

Write Offs – Aaker moved, Schmit seconded and all voted to write off Uncollectable Utility Accounts.

AMOUNT	REASON
\$218.89	Bankruptcy
\$127.97	Bankruptcy
\$65.00	Bankruptcy

\$175.93	Express Collections account-closed-Out of Statute
\$272.09	Express Collections account-closed-Out of Statute
\$123.39	Express Collections account-closed-Out of Statute
\$76.48	Express Collections account-closed-Out of Statute
\$74.02	Deceased
\$65.97	Express Collections account-closed-Out of Statute
\$165.40	Express Collections account-closed-Out of Statute
\$592.00	Express Collections account-closed-Out of Statute
\$170.79	Express Collections account-closed-Out of Statute
\$81.52	Express Collections account-closed-Out of Statute
\$17.16	Express Collections account-closed-no assets, HHH
\$68.22	Express Collections account-closed-Out of Statute
\$119.13	Express Collections account-closed-Out of Statute
\$95.30	Bankruptcy
\$95.02	Express Collections account-closed-Out of Statute

Total \$2,604.28

*Collection agency does not accept balances below \$25.00

Transfer – Geppert moved, Morgan seconded and all voted to transfer \$63,050.00 from Contingency (101-41150-4510) to:

Streets	101-43120-4220 Professional Services	\$ 17,500.00
Spectator Recreation	101-45130-4289 City Utilities	\$ 41,950.00
Parks	101-45220-4289 City Utilities	\$ 1,000.00
Planning & Zoning	101-46510-4220 Professional Services	\$ 400.00
Community Subsidies	101-45190-4560 Subsidies	\$ 2,200.00

Transfer – Geppert moved, Schmit seconded and all voted to transfer \$40,000.00 from Weather Contingency (101-41150-4520) to:

Snow Removal	101-43125-4268 Chemicals	\$ 30,000.00
Snow Removal	101-43125-4220 Professional Services	\$ 10,000.00

Bill List – Morgan moved, Geppert seconded and all voted to approve the Bill List of December 29, 2011.

VENDOR	DESCRIPTION	AMOUNT
A & B WELDING SUPPLY CO	WELDING SUPPLIES	\$ 306.88
A & J SUPPLY	2011 BOOTS/JACKET/PIPE/STEEL	\$ 582.67
ABC BUSINESS SUPPLY	PAPER/CHAIR MAT/AUTODEX	\$ 606.69
ACE STEEL & RECYCLING INC	TUBE PIPE	\$ 54.72
ADVANCE SIGN & ENGRAVE INC	LIBRARY ADA SIGN	\$ 21.80

AINSWORTH-BENNING INC	SNOW REMOVAL SERVICES/REPR HOLE	\$	1,182.58
ALPINE IMPRESSIONS	COAT-GEORGE RETIREMENT	\$	50.00
BEST WESTERN-RAMKOTA INN	LODGING-DEAN	\$	99.99
BH SOC HUMAN RESOURCE MGT	2012 DUES-FRIEDEL	\$	50.00
BLACK HILLS AUTO PARTS INC	FILTERS/BATTERY/PRIMER/REPAIRS	\$	845.35
BLACK HILLS CHEMICAL CORP	TRASH LINERS/CONSUME	\$	192.55
BLACK HILLS PIONEER	NOTICES/LEGAL PUBLISHING/ADS	\$	2,388.52
BLACK HILLS POWER & LIGHT	ELECTRICITY	\$	14,719.66
BLACK HILLS STATE UNIV	NEWSLETTERS/BILLING INSERTIONS	\$	3,408.48
BOMGAARS SUPPLY INC	FLASHLIGHTS/HARDWARE	\$	35.81
BRADY, PLUIMER PC	NOV & DEC 2011 LEGAL FEES	\$	7,914.61
BROWN & SAENGER	BATTERYS	\$	216.96
BUTTE ELECTRIC COOP	ELECTRICITY	\$	40,136.33
CETEC ENGINEERING SERVICES	WATER SYSTEM ENGINEERING	\$	5,645.60
CHAIN SAW CENTER	GLOVES/REPAIR MOTOR & WASHER	\$	172.04
CLARK, RICK	HUMANE BUILDING PROJECT FINAL	\$	20,831.67
CNA SURETY	2012 FINANCE OFFICER BOND	\$	825.00
COCA-COLA BOTTLING CO	CONCESSIONS	\$	155.00
CRANDALL, MARC G	SNOW REMOVAL STATION #2	\$	50.00
CREATIVE PRODUCT SOURCING	DARE ITEMS	\$	274.29
CULLIGAN SOFT WATER CORP	WATER	\$	78.00
CVD CONSTRUCTION INC	SNOW REMOVAL SERVICES	\$	483.30
DAKOTA SPORTS INC	FITNESS BOX/WIPES/MEDICINE BALL	\$	910.62
DALE'S TIRE & RETREADING	TIRES/WHEEL	\$	430.00
DEAN, BOYD	TRAVEL PERDIEM-S FALLS	\$	35.00
ECOLAB PEST ELIMINATION	RODENT CONTROL PROGRAM	\$	56.00
ENERGY LABORATORIES	LAB TESTS	\$	224.00
FASTENAL CO	HARDWARE	\$	28.51
FIRST WESTERN INSURANCE	2012 FIRE PAK INSURANCE	\$	12,977.00
GALLS ARAMARK	FLATSIDER	\$	108.48
GALLS INC - ARAMARK	NAMETAGS	\$	44.16
THE GLASS SHOP	REC CENTER WORKOUT ROOM PROJ	\$	2,500.00
GRAINGER INC	WIRE TAGS	\$	73.45
GREAT WESTERN TIRE INC	TIRES	\$	550.19
HACH CO	SODIUM THIOSULFATE/ALKALINE	\$	70.34
HD SUPPLY WATERWORKS	REMOTE READS/COUPLINGS/ADAPTS	\$	3,923.73
HEARTLAND PAPER CO	SACKS/FILTERS/TOOL KIT/FLOOR MACH	\$	3,464.75
HEISLER HARDWARE B	TAPE/FLOOR STRIPING/TEFLON PASTE	\$	97.19
HEISLER HARDWARE	TOOLS/HARDWARE/CHRISTMAS DECO	\$	1,501.72
HILLS INTERIORS INC	RUBBER BASE & ADHESIVE	\$	120.84
HILLS MATERIALS CO	ROADSTONE	\$	207.65
INTEGRITY FORD CORP	SENSOR KIT	\$	59.87
INTERNATIONAL CODE COUNCIL	2012 BUILDING CODE BOOKS	\$	889.12
JENNER EQUIPMENT CO	FILTERS	\$	129.67
KAZCO INC	TVs-SVFD/FLASH DRIVES/BOOM BOX	\$	1,318.88
KNECHT HOME CENTER INC	HARDWARE/TOOLS/PINE/SHIMS	\$	324.95
KNOLOGY INC	JAN 2012 PHONES & INTERNET	\$	2,583.70

KT CONNECTIONS	REC CENTER COMPUTER & INSTALL	\$	1,065.00
LIGHTING MAINT CONTRACTS	LIGHTING MAINTENANCE SERVICE	\$	263.78
LINDSTAD'S ALIGNMENT/BRAKE	ALIGN ENGINE #3	\$	75.00
JOLLEY, M	BRONZE PLATES	\$	364.90
MACK'S AUTO BODY LLC	SD GF&P DAMAGE TO 2010 TAHOE	\$	1,248.50
MEADE COUNTY SHERIFF	NOTICE NO. 11-2195 SERVICE	\$	25.00
MICROMARKETING LLC	CDs	\$	49.98
MIDWEST TURF & IRRIGATION	IRRIGATION REPAIRS	\$	2,169.00
MOTOROLA SOLUTIONS INC	FIRE DEPT NARROW BANDING RADIOS	\$	8,791.25
NEVE'S UNIFORMS INC	SHIRTS/PANTS/BOOTS/COAT/HASH MK	\$	1,393.16
NEW DEAL TIRE	RUS TIRE DISPOSAL	\$	3,777.75
NORTHWEST PIPE FITTING CO	VALVE REPAIR KIT	\$	230.55
OFFICE TECH & SUPPLY	CLEAR SHEET BINDERS/RING INDEX	\$	39.94
ONE TIME VENDOR	AINSLIE, JAMES:MILEAGE REFUND	\$	111.94
PAULSEN, BRIAN J	REC WORKOUT ROOM PROJECT	\$	3,900.00
PETE LIEN & SONS INC	CONCRETE	\$	679.50
PETTY CASH-WELLS FARGOBANK	TRAVEL/POSTAGE/SHIPPING	\$	143.19
PHAZE ELECTRIC INC	PR#2 REC CENTER WORKOUT ROOM	\$	5,132.00
PITNEY BOWES INC	4TH QTR 2011 MACHINE RENTALS	\$	832.50
PITNEY BOWES INC	POSTAGE TAPE/INK	\$	441.42
POWER SYSTEMS INC	SPACE STATION SUMMIT/ROLLERS	\$	5,703.22
POWERPLAN	2011 JOHN DEERE ADAPTER PLATE	\$	900.00
QUIK SIGNS INC	SIGNS	\$	66.72
RANDOM HOUSE INC	CDs	\$	34.81
RCS CONSTRUCTION INC	CANYON BANK STABILIZATION PROJ	\$	51,575.39
REDWATER EARTHWORKS LLC	SNOW REMOVAL SERVICES	\$	678.30
RIOPEL, BEAU J	REFUND TRAVEL MILEAGE	\$	109.04
RUSHMORE COMMUNICATION INC	REPAIR DISPATCHING SYSTEM	\$	1,871.44
SAND CREEK PRINTING CORP	POLICE DOOR HANGERS	\$	90.00
SD BOARD OF TECHNICAL PROS	2012-13 LIC RENEW-B KLAPPERICH	\$	80.00
SD REDBOOK FUND	FIRE HANDBOOKS & STUDY GUIDES	\$	2,768.64
SERVALL TOWEL & LINEN	FLUSHER/MOP/UNIFORM/MAT RENTAL	\$	907.50
SIRCHIE FINGER PRINT LAB	TESTS	\$	90.33
SOUTH DAKOTA DOT	SPEARFISH MAIN STREET PROJECT		
SPEARFISH AUTO SUPPLY B	FINAL	\$	130,660.52
SPEARFISH AUTO SUPPLY	WRENCH	\$	36.32
SPEARFISH BUILD & SUPPLY	REPAIRS/TOOLS/OIL/BATTERYS/GLOVES	\$	4,857.49
SPEARFISH ELECTRIC & HEAT	PINE	\$	6.62
SPEARFISH MOTORS INC	ELECTRICAL SERVICES & REPAIRS	\$	1,319.46
TASK FORCE TIPS INC	SERVICE PD5	\$	42.30
THE UPS STORE #5137	VALVE REPAIR KITS	\$	62.25
THOMSON WEST PAYMENT CNTR	SHIPPING-TYLER TECHNOLOGIES	\$	57.28
FITNESS INC	MONTHLY SUBSCRIPTION CHARGES	\$	197.52
TYLER TECHNOLOGIES	MATRIX POWER STATION/WEIGHT SET	\$	2,500.00
UNIFORMS UNLIMITED INC	2012 A/R MAINT & TRAINING CENTER	\$	2,581.63
USA BLUE BOOK	POLO SHIRTS	\$	478.53
	INSULATED BOOTS	\$	432.03

VAN NESS FELDMAN PC	HYDRO FERC LICENSE LEGAL FEES	\$	90.00
WALMART COMMUNITY/GEMB	OFFICE/ACTIVITY/JANITOR SUPPLIES	\$	2,860.66
WELLS FARGO BUSINESS CARD	FUEL/MONITORS/CODE BOOKS/ADS	\$	2,221.17
WESTERN COMMUNICATIONS	DISPATCH REPAIR	\$	184.20
WESTERN STATES FIRE PROT C	REC CENTER PROJ/HEAD GUARDS	\$	2,983.00
WOLFF'S PLUMBING & HEATING	VENTER MOTOR	\$	396.11
ZIEGLER BUILDING CENTER	PLYWOOD/LUMBER/REBAR/PREMIX	\$	353.58
** TOTALS **		\$	381,888.74

APPROVAL INITIALS

Mayor Krambeck
Don Aaker
David Baker
Travis Geppert
Mary Morgan
Doug Schmit
Paul Young – Absent

There being no further business before the Council Morgan moved, Geppert seconded and all voted to adjourn at 5:03 PM.

Dated this 29th day of December 2011.

CITY OF SPEARFISH

BY: _____
Jerry A. Krambeck, Mayor

ATTEST:

David H. Dutton, Finance Officer

Published once at the approximate cost of _____.