

# Spearfish City Council



## Regular Session Minutes

Date:  
May 2, 2011

The Spearfish City Council met in Regular Session in the Council Chambers of the Municipal Services Centre at 7:00 PM on Monday, May 2, 2011 with the following members present: Aaker, Baker, Geppert, Morgan, Schmit and Young. Also present: City Administrator Neeb, Police Chief Rotert, Fire Chief White, Public Works Administrator Johnson, Finance Officer Dutton, Police Lieutenant Jacobs, Recreation Facility Director Hoffman, Water/Wastewater Superintendent Glenn, Environmental Services Manager Callaway and City Attorney Pluimer. Mayor Krambeck presided and called the meeting to order.

**Order Of Business** – Young moved, Morgan seconded and all voted to approve the Order of Business.

**Consent Agenda** – Morgan moved, Geppert seconded and all voted to approve the Consent Agenda:

A. Approve the following Brown Bag Permit Requests:

Facility	Applicant	Event	Date
Salem Shelter	Barb Kline	College Graduation	5/7/11
Center Shelter	Justin Roeser	Birthday Gathering	5/14/11
Snappers Club	College of Arts & Sciences	Dean's Celebration	5/3/11

B. Approve Minutes of Regular Session of April 18, 2010.

### ITEMS FROM VISITORS

**Western Hills Humane Society** – Shayna Holmes presented a ‘State of the Western Hills Humane Society’ report and thanked the City for the support. She announced that the Board Meetings are open to the Public and usually take place on the fourth Sunday of each month at the Rec. Center – dates and times are posted on their website. She also announced that the shelter will have a ‘Clean up day’ on May 14<sup>th</sup>.

### HUMAN RESOURCES

**Summer Hire** – Young moved, Schmit seconded and all voted to hire Melanie Smith as a seasonal cemetery worker, \$9.00/hour, effective 5/3/2011.

**Wage/Step Increases** – Young moved, Morgan seconded and all voted to approve the following wage and step increases for employees who have successfully completed their 6-month in-training period: Move Dawn Berger to a grade 10, step 2, \$13.00 per hour effective 4/17/2011;

Move Jenna Mahaffy to a grade 10, step 2, \$13.00 per hour effective 4/17/2011; Move Marvin Maynard to a grade 7, step 2, \$11.21 per hour effective 4/17/2011; Move Marty Jones to a grade 7, step 3, \$11.49 per hour effective 4/17/2011; Move Chris Harwood to a grade 14, step 2, \$15.83 per hour effective 5/1/2011; Move Michael Soriano to a grade 6, step 2, \$10.67 per hour effective 5/1/2011.

## **BIDS AND PROPOSALS**

**Copier/Printer/Scanner/Fax** – City Administrator Neeb stated there were questions raised concerning the request for proposals and the allowance of exceptions to the minimum standards. The machine committee and legal counsel recommend rejecting all proposals and starting over. Schmit moved, Morgan seconded and all voted to reject all proposals for leasing and service for copier/printer/scanner/fax machines. The request for proposal language will be cleaned up and clarified to eliminate confusion.

**Loader Purchase** – Baker moved, Morgan seconded and all voted to purchase a 624K John Deere wheeled loader from RDO Equipment for \$155,787.00. Water/Wastewater Superintendent Glenn stated this was from a Minnesota state bid and this process was made possible due to South Dakota bid law changes. This will result in substantial savings for this particular piece of equipment as opposed to doing an individual bid process.

**Vee Plow** – Morgan moved, Young seconded and all voted to accept proposal from Sanitation Products, Inc. for 14' Henke Folding Vee Plow for loader at a price of \$19,969.00, funded from Second Penny.

## **HEARINGS**

**Public Hearing** – Mayor Krambeck opened a Public Hearing at 7:12 PM to consider an application made by Holiday Inn Convention Center for a Special On-Sale Liquor License for the MacMurphy Wedding at the Trethaway Pavilion on May 14, 2011 from 6:00PM until Midnight. There were no oral or written comments and Public Hearing was closed at 7:13 PM. Young moved, Geppert seconded and all voted to approve the Special On-Sale Liquor License.

**Golf Advisory Committee** – Morgan moved, Baker seconded and all voted to authorize the formation of the City Golf Advisory Committee. Committee will consist of Mayor Krambeck, Travis Geppert, Joe Neeb, Jayna Watson, JR Hamblet, and Greg Brandreit. The purpose of the committee is to help Elkhorn Ridge Golf Management Staff with recommendations on major decisions involving capital plans and to administer the terms of the golf management contract.

**Agreement** – Schmit moved, Morgan seconded and all voted to extend the Dakota Managed Services Agreement with KT Connections for 2 years with no increase in rates. There is a 30-Day-Out clause built into the agreement for both parties.

**Lease** – Morgan moved, Young seconded and all voted to authorize Mayor Krambeck to sign a 10 year Lease with Spearfish Forest Products, Inc. for the youth ballfields (aka Pope and Talbot Fields).

**FYI – Raffle Request** – Children’s Care Foundation/Hamsters USA plan to raffle a donated motorcycle. Cost of tickets is \$25.00 each with ticket sales from May 3, 2011 to drawing date of August 8, 2011. Proceeds to benefit Children’s Care Foundation.

**FYI – Raffle Request** – Post 164 American Legion Baseball plan to raffle a big screen TV, Rockies Tickets with one night’s stay and a laptop. Cost of tickets is \$5.00 each or 3 for \$10 with ticket sales from May 9, 2011 to drawing date of July 12, 2011. Proceeds to benefit Post 164 American Legion Baseball.

**Trap Range Lease** – Baker moved, Young seconded and all voted to authorize Mayor Krambeck to sign a 20-year lease on Trap Range at WWTP for Spearfish Rifle Club.

**Canyon Admin Certificate** – Schmit moved, Morgan seconded and all voted to approve the Certificate of Substantial Completion for Canyon Admin Building setting April 15, 2011 as date of commencement of one-year warranty.

**Design Build for Fire Substation** – Proposals were opened, best value score was calculated and adjusted best value price was determined for this project. The low adjusted best value price was still well above budget. Young moved, Geppert seconded and all voted to reject all proposals for the design build for the Fire Substation. Baker moved, Morgan seconded and all voted to authorize staff to re-solicit proposals with new performance criteria. Young moved, Morgan seconded and all voted to increase the estimated budget amount to \$350,000 for the Design Build for the Fire Substation. Baker moved, Schmit seconded and all voted to set a new bid opening date of May 13, 2011 at 1:15 PM for possible bid award on May 16, 2011.

**Rec Grants** – Young moved, Morgan seconded and all voted to award the following Rec. Grants as recommended by the Parks, Recreation and Forestry Advisory Board:

- Spearfish Youth Baseball/Softball- \$500 for Mower and Tarps for fields
- Northern Hills Bow Hunters Association- \$500 for materials to build indoor targets
- Hills Horizon- \$500 for Materials for Beds for Non-Profit organizations such as Artemis House, Senior Citizen’s Center and Summer Rec Program

**Bill List** – Morgan moved, Young seconded and all voted to approve the Bill List of May 2, 2011.

<b>VENDOR</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
3D SPECIALTIES INC	SAFETY CONES	\$ 711.55
A M LEONARD INC	SPADES	\$ 161.97
ABC BUSINESS SUPPLY	PAPER/TONER/INK/TAPE/NAMEPLATE	\$ 265.81
ACS FIREHOUSE SOFTWARE	2011 SOFTWARE SUPPORT CONTRACT	\$ 625.00
AINSWORTH-BENNING INC	PR#1 MAIN ST PROJ/PR#9 ADMIN BLDG	\$ 25,583.45
ALLTEL	APR 2011 DISPATCH MDTs	\$ 239.10
AMERICAN TECHNICAL SERV	TIF#2 & 2011 SEWER PROJ ENGINEER	\$ 1,817.00
APEX CONSTRUCTION LLC	PR#1 2011 REC PATH PROJECT	\$ 86,235.39
ARBOR DAY FOUNDATION	2011 MEMBERSHIP KEITH HEPPEL	\$ 15.00

BLACK HILLS CHEMICAL CORP	DELIMER/FLOUR BULBS	\$	888.99
BLACK HILLS PAINTING CORP	2 REMINGTON SHOTGUNS	\$	850.00
BLACK HILLS POWER & LIGHT	ELECTRICITY	\$	11,275.10
BLACK HILLS STATE UNIV	NEWSLETTER/UTILITY BILLS/FORMS	\$	3,071.79
BOMGAARS SUPPLY INC	HARDWARE/TOOLS/POSTS/BATTERY	\$	429.86
BRADY, PLUIMER PC	MAR 2011 LEGAL RETAINER & FEES	\$	3,815.39
BUTTE ELECTRIC COOP	ELECTRICITY	\$	35,780.99
CENTURY BUSINESS PRODUCTS	1ST QTR 2011 REC COPIER MAINT	\$	451.50
CIT TECH FINANCIAL SERVICE	3 X COPIER LEASE	\$	691.40
CROP PRODUCTION SERVICES	WEED PREVENTER	\$	100.00
DAKOTA AMMO INC	AMMUNITION	\$	809.00
DAKOTA BUSINESS CENTER	2ND QTR 2011 COPIER LEASE/OVERAGE	\$	1,797.23
DAKOTA PUMP INC	SEAL KIT	\$	708.89
DANKO EMERGENCY EQUIPMENT	TANK FILL ELBOW	\$	99.29
DEMCO INC	LABELS/ALBUMS	\$	210.21
FASTENAL CO	HARDWARE/GLOVES	\$	57.42
ED M FELD EQUIPMENT CO INC	REPAIR KIT W/BALL	\$	114.00
FLEXIBLE PIPE TOOL CO	GASKETS/OIL SEALS	\$	1,562.82
GALLS ARAMARK	SHOULDER HOLSTER/POUCH/BATTERY	\$	158.78
GRAPHICS PLUS	ANTENNA	\$	66.00
GREAT WESTERN TIRE INC	TIRE REPAIRS	\$	1,229.71
HANSEN ELECTRIC	2010 SECURITY MONITOR FIRE HALLS	\$	318.00
HAWKINS INC	BIOCUBE/CHLORINE/AQUAHAWK	\$	6,525.64
HD SUPPLY WATERWORKS	MXUs/BATTERIES/3 WAY HYD/GASKET	\$	22,271.99
HDR ENGINEERING INC	2013 SANITARY SWR/MAIN ST ENGRG	\$	7,078.87
HEARTLAND PAPER CO	FLOOR SCRUBBER/JANITORIAL SUPPLY	\$	4,029.32
HEISLER HARDWARE	TOOLS/REPAIRS/HARDWARE/PAINT	\$	1,614.91
HILLS MATERIALS CO	COLDMIX/ROADSTONE/LIMESTONE	\$	1,888.45
IACP NET	2011 ANNUAL NETWORK FEE	\$	500.00
IBM CORPORATION	2011 MAINTENANCE AGREEMENT	\$	2,268.00
INTEGRITY FORD CORP	2 YR SERVICE 2008 SPAR FIRETRUCK	\$	468.00
JENNER EQUIPMENT CO	SOLENOID/COIL	\$	214.63
JH HILT ENGINEERING INC	REPAIR GUARDRAILS	\$	1,677.90
KARL'S INC	APPLIANCES FOR CANYON ADMIN	\$	2,276.00
KNIGHT SECURITY INC	2011 PAVILION SECURITY MONITOR	\$	444.00
KNOLOGY INC	APR 2011 PHONES/INTERNET	\$	2,668.30
LADNER EXCAVATING & TRENCH	PR#1 2011 COLO BLVD H2O PROJECT	\$	95,853.68
LAWSON PRODUCTS INC	HARDWARE/GLOVES	\$	181.03
LIGHTING MAINT CONTRACTS	LIGHTING MAINTENANCE SERVICE	\$	263.78
MAINLINE CONTRACTING INC	PR#2 TIF2 & 2011 SEWER PROJECT	\$	187,742.80
MENARDS	SHOP ADMIN BLDG PRODUCTS	\$	386.89

MEREDITH SERVICES COMPANY	REPAIR SINKHOLE IN ALLEY	\$	2,877.17
METZGER-HOLCOMB ANIMAL	MONTHLY EUTHANASIA CONTRACT	\$	100.00
MID AMERICAN RESEARCH CHE	HOMOGENIZER & SOLUBILIZER	\$	137.56
MIDCONTINENT			
COMMUNICATION	MAY 2011 CAMPGROUND CABLE & NET	\$	499.38
MIDWEST TURF & IRRIGATION	IRRIGATION REPAIRS/WHEEL CASTERS	\$	499.40
MOLLEN IMMUNIZATION CLINIC	INFLUENZA IMMUNIZATION	\$	25.00
MOTOROLA SOLUTIONS INC	NARROW BAND RADIO PROJECT	\$	10,341.00
MULLIGAN INVESTMENTS INC	2011 V NOSE CARGO TRAILER-REC	\$	5,230.00
NORTH CENTRAL			
LABORATORIES	REPLACEMENT BULB/GLASS CYLINDERS	\$	203.09
NEVE'S UNIFORMS INC	GLOVES/SHIRTS/PANTS/JACKET	\$	204.83
NORRIS, JIM	SAFETY TRAINING	\$	100.00
NORTHWEST SCIENTIFIC INC	LAB SOLUTION	\$	138.80
ONE TIME VENDORS	VARIOUS REFUNDS	\$	445.75
PENWORTHY CO	BOOKS	\$	152.42
PETE LIEN & SONS INC	RETAINING WALL BLOCKS	\$	285.00
PETTY CASH-WELLS			
FARGOBANK	POSTAGE/ICE/TRAVEL/FRA	\$	127.77
JOSEPH G POLLARD CO	GREEN FIBERCURVE W/WARNING	\$	307.50
PRAIRIE HILLS TRANSIT	MONTHLY FUEL ALLOCATION	\$	2,000.00
QUEEN CITY DOOR LLC	REPAIR DOOR OPENERS	\$	110.20
QUIK SIGNS INC	MAIN ST PROJECT SIGNAGE	\$	655.99
RAFFERTY, LEAH	PER DIEM-SIOUX FALLS TRAINING	\$	87.00
RANDOM HOUSE INC	CDs	\$	118.55
RANDY REHM PHOTOGRAPHY	SCAN & PRINT HIST PRES PHOTO	\$	10.00
RICHARDS, KEITH	FLAMMABLE CABINET	\$	200.00
RUSHMORE FENCING CO INC	REPAIR NEIMAN FIELD BACKSTOPS	\$	651.43
S & S WORLDWIDE INC	SUMMER REC PROGRAM SUPPLIES	\$	833.42
SANITATION PRODUCTS INC	PARTS FOR CURBTENDER	\$	1,044.10
SD ASSOCIATION OF CODE			
ENFORCE	2011 CONF REG-S MOWELL	\$	50.00
SD PUBLIC ASSURANCE			
ALLIANCE	PROPERTY INSURE-CANYON ADMIN	\$	871.67
SPEARFISH AUTO SUPPLY	REPAIRS/FILTERS/OIL/TOOLS/RAGS	\$	2,690.57
SPEARFISH CHAMBER OF COMM	REC CENTER AD-2011 INROOM GUIDE	\$	1,200.00
SPEARFISH MOTORS INC	HARNESS/REPAIR PD6	\$	889.21
SPEARFISH SENIOR SERVICE	MONTHLY ALLOCATION	\$	825.00
SPEARFISH VOLUNTEER FIRE	REIMBURSE-BUFFALO, WY TRAVEL	\$	861.00
TAGGART, JOSEPH E	SKATE PARTY @ REC CENTER	\$	450.00
TAYLOR,MIKE L	PAINT VIGNA WELL HOUSE FLOOR	\$	1,050.00
TEE'S PLUS	DARE PENCIL POUCHS	\$	72.50
THE UPS STORE #5137	SHIPPING-RUTTS INC AQUA SYSTEM	\$	31.13
TTG ENTERPRISES	SWITCH REPAIRS	\$	678.30

TYLER TECHNOLOGIES	2011 RECEIPT PRINTER MAINT	\$	330.00
USA BLUE BOOK	AMMONIA STANDARD/COMPOUND	\$	271.25
VAN NESS FELDMAN PC	HYDRO FERC LEGAL FEES	\$	317.50
VERIZON WIRELESS	APR 2011 CELL PHONES	\$	2,199.79
VISIT SPEARFISH INC	MAY BID BOARD & MAY CITY PAYMENT	\$	25,835.00
WALMART COMMUNITY/GEMB	OFFICE/JANITOR/MISC/CONCESSIONS	\$	1,251.11
WARNER, JUDITH	PER DIEM-SIOUX FALLS TRAINING	\$	87.00
WELLS FARGO BROKERAGE SER	PAY 19/20 HUMANE SOCIETY BLDG	\$	6,530.41
WELLS FARGO BUSINESS CARD	TRAVEL FUEL/TOOLS/SHOP BLDG STUF	\$	1,949.32
WELLS FARGO CORP TRUST SVC	PAY 7/39 2007 REC CTR TAX BOND	\$	332,960.63
WESTERN COMMUNICATIONS	NARROW BAND RADIO PROJECT	\$	2,625.55
WESTERN HILLS HUMANE SCTY	MONTHLY ALLOCATION	\$	1,900.00
WHITE'S QUEEN CITY MOTORS	FLASHER/SERVICE PD1	\$	134.51
WOLFF'S PLUMBING & HEATING	PLEATED FILTERS	\$	123.74
** TOTALS**		\$	932,065.38

**April 2011 Salary Expense - Bill List 05/02/11**

	Gross Wages/Benefits	
Mayor/Council	\$ 6,983.76	1.62%
City Administrator	8,066.83	1.88%
Finance	10,650.77	2.48%
Human Resources	4,053.98	0.94%
Gov't Bldgs	9,513.37	2.21%
PW Admin	22,078.92	5.13%
Police	100,374.19	23.34%
Police Comm	22,613.26	5.26%
Fire	(35.79)	-0.01%
Bldg Inspect	10,033.35	2.33%
Streets	16,220.11	3.77%
Snow Removal	1,038.66	0.24%
Storm Water	(1.74)	0.00%
Cemetery	4,714.29	1.10%
Animal Control	2,897.88	0.67%
Recreation/Aquatic	37,324.84	8.68%
Spectator Recreation	3,065.25	0.71%
Parks	10,518.08	2.45%
Library	18,864.43	4.39%
Plan & Zone	8,908.58	2.07%
Motor Pool	12,063.88	2.80%
Water	26,704.31	6.21%
Electric Production	12,882.71	3.00%
Sewer	22,709.41	5.28%
WWTP	29,160.30	6.78%
Parking	506.02	0.12%
Solid Waste	23,465.23	5.46%
Campground	4,743.21	1.10%

Totals \$ 430,118.09 100.00%

**APPROVAL INITIALS**

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

**FYI**- National Day of Prayer will be at Rec. Center Parking Lot on May 5<sup>th</sup> from noon-2PM and Mayor Krambeck will proclaim “A Day of Prayer in Spearfish”.

**FYI**– City Administrator Neeb stated that greater detail on a Subsidy/Grant Policy will be coming forward at the next committee meetings. The one page (2 sided) application form is a little more detailed to allow council more ability for comparisons and unless Council opposes the new form, it shall be sent with the application letters. There was no opposition to the new form.

**Reminders:**

- Annual Campground Road Closure from May 16<sup>th</sup> to September 15<sup>th</sup>
- Public Meeting - US14A Corridor Study - Council Chambers - May 5, 2011 at 5:30 PM
- State/Grant Rock Wall restoration has begun
- Meier property – Logging Trucks will be hauling out several large downed trees
- Park Restrooms are opening for the season – Evans and Jorgensen Parks and the Log Cabin restroom in City Park will open this week. Salem Park and Mt. Shadows Park restrooms will open after school is out for the summer.

There being no further business before the Council, Morgan moved Young seconded and all voted to adjourn at 8:03 PM.

Dated this 2<sup>nd</sup> day of May, 2011.

**CITY OF SPEARFISH**

BY: \_\_\_\_\_  
Jerry A. Krambeck, Mayor

**ATTEST:**

\_\_\_\_\_  
David H. Dutton, Finance Officer

Published once at the approximate cost of \_\_\_\_\_.