



Spearfish City Council
Regular Session Minutes
January 19, 2021 5:30 p.m.

The Spearfish City Council met at 5:30 p.m. on Tuesday, January 19, 2021 via Zoom. Mayor Boke presided and called the meeting to order. Roll call was taken with the following members present: Clark, Herrmann, Hodgs, Jacobs, Klarenbeek and Lee. Absent: None. Also present: City Administrator Harmon, City Planner Watson, Parks and Recreation Director Ehnes, City Attorney McDonald, City Engineer Mathis, Finance Officer DeNeui, Public Works Director Lee, Public Safety Director Rotert, Police Chief Jacobs and Public Works Director Kean.

Herrmann moved, Jacobs seconded and with Clark, Herrmann, Hodgs, Jacobs, Klarenbeek and Lee voting aye, motion passed to approve the agenda. No potential conflicts of interest were declared.

Consent Agenda – Clark moved, Herrmann seconded and with Clark, Herrmann, Hodgs, Jacobs, Klarenbeek and Lee voting aye, motion passed to approve the consent agenda as follows:

- A. Approve the minutes of the City Council regular session dated January 4, 2021.
- B. Approve the treasurer’s report dated December 31, 2020.
- C. Promote Shawn Fox to police detective, grade 19, step 7, \$27.19 per hour, effective 1/10/2021.
- D. Add Lucas Hogrefe, Zachary Carey, William Hover, and Hans Grassman to the 2021 Volunteer Fire Department list.
- E. Hire Woodrow Palmer as a (benefit-eligible) wastewater treatment facility operator 1, grade 12, step 11, \$20.83 per hour, effective 1/20/2021 or after.

Recertification – Herrmann moved, Hodgs seconded and with Clark, Herrmann, Hodgs, Jacobs, Klarenbeek and Lee voting aye, motion passed to authorize Mayor Boke to sign the Community Rating System (CRS) CC-213 Recertification, FEMA Form 086-0-35A (04/17).

Quote – Hodgs moved, Jacobs seconded and with Clark, Herrmann, Hodgs, Jacobs, Klarenbeek and Lee voting aye, motion passed to accept Kustom Concepts’ quote for fabrication and installation of the Exit 12 Gateway Sign and the fabrication of the Historic Wood Pipe Interpretive Signs for the Jackson Boulevard Street & Utility Improvements Project at a cost of \$26,170.00.

Transfers – Klarenbeek moved, Hodgs seconded and with Clark, Herrmann, Hodgs, Jacobs, Klarenbeek and Lee voting aye, motion passed to authorize the finance office to make the following transfers at the end of each quarter in 2021 for Personnel and IT Administrative fees:

Admin Fees - Personnel

From	104-Wildland Fund	104-42290-4291 (Fire-Admin Fees Personnel)	\$2,926.75
	602-Water Fund	602-43350-4291 (Water-Admin Fees Personnel)	\$82,323.75
	603-Hydro Fund	603-43410-4291 (Hydro-Admin Fees Personnel)	\$29,848.25
	604-Sewer Dept	604-43250-4291 (Sewer-Admin Fees Personnel)	\$80,766.75
	604-WWTP Dept	604-43270-4291 (WWTP-Admin Fees Personnel)	\$29,214.25

	606-Airport Fund	606-43500-4291 (Airport-Admin Fees Personnel)	\$29,618.25
	610-Parking Fund	610-43610-4291 (Parking-Admin Fees Personnel)	\$3,605.75
	612-Solid Waste Fund	612-43230-4291 (Solid Waste-Admin Fees Personnel)	\$56,127.50
	615-Campground Fund	615-45150-4291 (Campground-Admin Fees Personnel)	\$29,267.00
To	101-General Fund	101-36902 (Admin Revenue-Personnel)	\$343,698.25

Admin Fees - IT

From	602-Water Fund	602-43350-4292 (Water-Admin Fees IT)	\$8,451.75
	603-Hydro Fund	603-43410-4292 (Hydro-Admin Fees IT)	\$4,226.00
	604-Sewer Dept	604-43250-4292 (Sewer-Admin Fees IT)	\$8,451.75
	604-WWTP Dept	604-43270-4292 (WWTP-Admin Fees IT)	\$8,451.75
	606-Airport Fund	606-43230-4292 (Airport-Admin Fees IT)	\$4,226.00
	612-Solid Waste Fund	612-43230-4292 (Solid Waste-Admin Fees IT)	\$8,451.75
	615-Campground Fund	615-45150-4292 (Campground-Admin Fees IT)	\$4,226.00
To	101-General Fund	101-36903 (Admin Revenue-IT)	\$46,485.00

Public Hearing – A public hearing was opened at 5:38 p.m. on Resolution 2021-01 – A Resolution to Vacate a Public Access Easement Located on Tract A, of the Oak Draw Subdivision, General Townsite of Spearfish, City of Spearfish, Lawrence County, South Dakota, as Shown on Plat Document No. 2012-5297 as Recorded in the Office of the Lawrence County Register of Deeds. No oral or written comments were received and the hearing was closed at 5:38 p.m.

Resolution 2021-01 – Herrmann moved, Lee seconded and with Clark, Herrmann, Hodgs, Jacobs, Klarenbeek and Lee voting aye, motion passed to adopt Resolution 2021-01 as follows:

RESOLUTION 2021-01

A RESOLUTION TO VACATE A PUBLIC ACCESS EASEMENT LOCATED ON TRACT A, OF THE OAK DRAW SUBDIVISION, ORIGINAL TOWNSITE OF SPEARFISH, CITY OF SPEARFISH, LAWRENCE COUNTY, SOUTH DAKOTA, AS SHOWN ON PLAT DOCUMENT NO. 2012-5297 AS RECORDED IN THE OFFICE OF THE LAWRENCE COUNTY REGISTER OF DEEDS.

WHEREAS, Shirley Meier, owner of the herein referenced property, has petitioned to request that the Common Council of the City of Spearfish vacate the forty-foot (40') wide public access easement located on the herein referenced property, as illustrated on Exhibit A, available in the finance office.

NOW THEREFORE BE IT RESOLVED by the Common Council of the City of Spearfish, Lawrence County, South Dakota to hereby approve the request to vacate the public access easement described herein.

Adopted this 19th Day of January, 2021

Dana Boke, Mayor

ATTEST: _____
Michelle DeNeui, Finance Officer (seal)

Public Hearing and Adoption: January 19, 2021
Published: January 23, 2021
Effective Date: February 12, 2021

Agreement – Herrmann moved, Lee seconded and with Clark, Herrmann, Hodgs, Jacobs, Klarenbeek and Lee voting aye, motion passed to authorize Mayor Boke to sign a new public easement agreement with Shirley Meier.

Input – City Planner Watson reviewed a request for zoning approval adjacent to city limits for the Hartland Subdivision with the council. Council members concurred that the property should have higher density than proposed, area should be annexed into the city, and that the existing request is not consistent with Spearfish Comprehensive Plan. Watson will provide a city response for the Lawrence County Commission meeting on the request.

Proposal – Clark moved, Herrmann seconded and with Clark, Herrmann, Hodgs, Jacobs, Klarenbeek and Lee voting aye, motion passed to accept the proposal from Alex Air Apparatus for Drager Self Contained Breathing Apparatus (SCBA) equipment at a cost of \$238,870.25, funded from Fire Capital.

Change Order – Clark moved, Lee seconded and with Clark, Herrmann, Hodgs, Jacobs, Klarenbeek and Lee voting aye, motion passed to approve Change Order 2 for the Sky Ridge Subdivision - Phase 1 - with a net increase of \$173,527.86 (+4.38%, an increase of \$173,527.86 and a decrease of \$0.00) with the condition that the number of lots in Phase 2 will decrease. The overall completion date is not changed for the planned work, but the additional work in this change order will be due by September 1, 2021.

Quote – Clark moved, Herrmann seconded and with Clark, Herrmann, Hodgs, Jacobs, Klarenbeek and Lee voting aye, motion passed to accept the quote from Core and Main for meter transceiver units, cold water meters, and meter pits.

Bill List – Klarenbeek moved, Hodgs seconded and with Clark, Herrmann, Hodgs, Jacobs, Klarenbeek and Lee voting aye, motion passed to approve the bill list dated January 19, 2021 as follows:

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
A & B BUSINESS INC	01/05/21 - 02/04/21 CONTRACT	\$ 2,529.06
A & L CONTRACTORS LLC	LABOR/EQUIP	\$ 4,448.99
ADVANCED ELEMENTS INC	JACKSON BLVD ST/UTILITY IMP	\$ 17,380.00
ALPINE IMPRESSIONS	APPAREL	\$ 129.00
AMAZON CAPITAL SERVICES	BOOKS/OFFICE/EQUIP	\$ 529.59
AMERISCAN IMAGING SVCS INC	DOD FEB 1, 2021 - JAN 31, 2022	\$ 1,150.00
BAKER & TAYLOR	CD/BOOKS	\$ 458.05

BELLE FOURCHE LANDFILL	DEC 2020 SOLID WASTE DISPOSAL	\$	27,802.36
BLACK HILLS ENERGY	DECEMBER 2020 ELECTRICITY	\$	16,670.53
BICKLE TRUCK & DIESEL INC	REPAIR GARBAGE TRUCK	\$	1,956.01
BLACK HILLS CHEMICAL CORP	JANITORIAL	\$	84.86
BLACK HILLS PIONEER	DEC 2020 LEGALS/ADS/SUBSCRIPTION	\$	865.60
BLACK HILLS PURE INC	COOLER RENTAL	\$	21.50
JT VENTURES LLC	4TH QTR 2020 FLEET CAR WASHES	\$	178.92
CABELA'S	PARTING GIFT	\$	85.19
CBH COOPERATIVE	DEC 2020 GAS/DIESEL	\$	17,083.66
CENGAGE LEARNING	BOOKS	\$	127.74
CENTURYLINK INC	JAN 2021 TELEPHONE	\$	352.57
CHILDREN'S HOME SOCIETY	INTERVIEWS JUL/20 TO DEC/20	\$	600.00
CITY OF SPEARFISH CC	SUBSCRIPTION/OFFICE	\$	94.41
CLARK PRINTING CORP	2 NOTARY SEALS	\$	58.87
CLAUSER MACHINE WORKS	PARTS/LABOR	\$	192.50
DIAS, GREGORY K	MONTHLY ONLINE BACKUP FEES	\$	44.97
DG INVESTMENT INTERMEDIAT	EQUIPMENT/INSTALLATION	\$	1,394.86
DAKOTA SUPPLY GROUP	PARTS	\$	223.36
EAGLE AVIATION INC	REPAIR PARTS	\$	51.26
NEWHOUSE ENTERPRISES INC	CALENDARS	\$	29.75
FBI NAT'L ACADEMY ASSOC	DUES - BOYD DEAN	\$	110.00
FEDEX	SHIPPING - FORENSIC LAB	\$	14.60
FIB-AP PURCHASE CARDS	ITEMIZED BY VENDOR - TOTAL \$1,154.42	\$	-
BDG INC	SEWER HOSE	\$	1,925.00
FMG INC	EXIT 8 AREA PATH, PHASE I	\$	7,901.40
VIEHAUSER ENTERPRISES LLC	PARTS/SVC CALL	\$	194.98
GRAYBAR ELECTRIC COMPANY	PARTS	\$	437.72
HDR ENGINEERING INC	SANDSTONE/EXIT 17/WWTP	\$	42,233.88
KONE INC	1ST QTR 2021 MAINTENANCE	\$	167.56
MONTANA-DAKOTA UTILITIES	12/8 - 1/7 NATURAL GAS	\$	6,454.61
MIDCO	CABLE TV/INTERNET/TELEPHONE	\$	296.23
MIDCONTINENT TESTING LABS	DEC 2020 WATER TESTING	\$	480.50
NORTHERN TRUCK EQUIPMENT	PARTS	\$	332.21
PRO WINDMILL INC	MONTHLY RODENT CONTROL/AIR CARE	\$	773.00
QUIK SIGNS INC	LAMINATING	\$	80.79
REC CENTER REFUND ACCOUNT	REFUNDS, APR 2020 - DEC 2020	\$	10,758.98
REED, THERESA DAWN	JAN 2021 DOWNTOWN RESTROOMS	\$	465.00
THOMAS W NICHOLS	3RD QTR 2020 DATA SVC	\$	180.00
SOUTH DAK STATE TREASURER	DEC 2020 SALES TAX RETURN	\$	7,553.96
STATE OF SD-EXECUTIVE MGMT	DEC 2020 TELEPHONE	\$	16.61
STEC'S INNOVATIVE SAFETY	DEC 2020 SAFETY REWARDS	\$	1,604.04
SUPER CAR WASH	4TH QTR FLEET CAR WASHES	\$	300.58
SUPERIOR SANITATION LLC	DEC 2020 PORTABLE RR'S	\$	704.00
TYLER TECHNOLOGIES INC	4TH QTR 2020 TRANS/NOTIFY FEES	\$	2,413.85
CITY OF SPEARFISH	DEC 2020 W/S/G	\$	6,489.33

VISIT SPEARFISH INC	MONTHLY BID ALLOCATION	\$	9,166.00
WESTERN HILLS HUMANE SCTY	SEMI ANNUAL KENNEL CONTRACT	\$	6,000.00
WHITE'S QUEEN CITY MOTORS	LABOR/MISC	\$	277.22
		\$	201,875.66

Appointments – Mayor Boke presented the following board appointments:

- Planning Commission – Abe King
- Visit Spearfish – Alley Eddy, Sawyer Brewing
- Parks, Recreation and Forestry Advisory Board – Bill Coburn, Barb Running, Kelley Dardis and Rob Herrmann as ex-officio
- Airport Taskforce – Jerry Boyer

Lee moved, Clark seconded and with Clark, Herrmann, Hodgs, Jacobs, Klarenbeek and Lee voting aye, motion passed to approve the board appointments as presented.

Zoom – Following discussions, Mayor Boke noted that in-person council meetings will resume by February 16, 2021.

Council Member Herrmann requested discussions begin on a proposal review process for smaller projects to consider not just the lowest cost. The review process should also consider the economic stimulus in the local area and overall benefits to the local community from using local contractors.

City Administrator Harmon noted that he is working with Monument Health to secure a location for mass vaccinations of City residents. The facility will need to allow for 10 to 12 cubicles, have high-speed internet available, be secured, have ADA accessible parking and restrooms and be available for approximately 6 months. Klarenbeek noted the Atlas Facility may be an option.

Public comment section was opened at 6:13 p.m. with comments received from resident Tom Keiner at 445 ½ S. Canyon Street. Mr. Keiner requested more time to vacate City property. City staff will follow-up with Mr. Keiner on his request. With no further comments received the public comment section was closed at 6:16 p.m.

There being no further business, Clark moved, Herrmann seconded and with Clark, Herrmann, Hodgs, Jacobs, Klarenbeek and Lee voting aye, motion passed to adjourn at 6:17 p.m.

Dated this 19th day of January 2021.

CITY OF SPEARFISH

By: _____
Dana Boke, Mayor

ATTEST:

Michelle DeNeui, Finance Officer

Published once at the approximate cost of _____.