

Spearfish City Council



Regular Session Minutes

February 4, 2019

The Spearfish City Council met at 5:30 PM on Monday, February 4, 2019. Mayor Boke presided and called the meeting to order. All stood and recited the pledge of allegiance. Roll Call was taken with the following members present: Clark, Hodgs, Jacobs and Klarenbeek. Lee and Martin were absent. Also present: City Administrator Harmon, Acting Finance Officer DeNeui, City Planner Watson, City Attorney McDonald, Public Works Administrator Johnson, Police Chief Rotert, Fire Chief Sachara, Recreation Facility Superintendent Rauterkus, Library Director Wilde, Code Enforcement Officer Deaver, Flood Plain Administrator Vig, Parks Recreation Forestry Superintendent Ehnes, Building Inspector Hafner, Police Lieutenant Dean and Finance Administrative Assistant Weber.

Clark moved, Hodgs seconded and all voted to approve the Agenda. There were no potential conflicts-of-interest declared.

Consent Agenda - Hodgs moved, Jacobs seconded and all voted to approve the Consent Agenda as follows:

- A. Hire Leland “Dean” Hanson as the Public Works Technician (full-time/benefit-eligible), grade 12, step 3, \$17.07 per hour effective 2/20/2019. This is a replacement position.
- B. Move Jerry Jeske to a Water/Wastewater Utility Operator II, grade 13, step 5 \$18.66 per hour, effective 1/27/2019 due to successful completion of Wastewater Collection, Water Treatment and Water Distribution Certification at a class II level from the State of SD.
- C. Approve the Seasonal Wildland Fire Fighter on-call position description and authorization to advertise to fill for the 2019 season.
- D. Add Roger Hanzlik to the 2019 Fire Department Volunteer List.
- E. Accept 2018 Annual Report from Spearfish Community Pantry.
- F. Approve Minutes of City Council Regular Session dated January 22, 2019.

Finance

Letter - Klarenbeek moved, Hodgs seconded and all voted to authorize Mayor Boke to sign the engagement letter with Ketel Thorstenson, LLP for audit of the financial statements for year ended December 31, 2018.

ESAC - Hodgs moved, Jacobs seconded and all voted to authorize Mayor Boke to sign 2019 Equitable Sharing Agreement and Certification (ESAC).

Public Works

Barricades - Clark moved, Hodgs seconded and all voted to authorize to purchase barricades from 3D specialties in the amount of \$11,934.60 + freight (\$800 est.) and traffic cones in the amount of \$1,277.00 + freight. \$11,934.60 is not budgeted. \$1,277.00 is a biennial budgeted item in the Utilities Department. Public Works Administrator Johnson stated the funding sources are Street Department, Water and Sewer.

Water Meter Proposal - Clark moved, Jacobs seconded and all voted to accept annual water meter proposal from Core & Main, a sole-source provider, and authorize staff purchases up to the budgeted amount (\$105,000) for water meters.

Engineering

2018 Green Acres Tank Waterline Distribution Project - Approve Final Under/Over Change Order (1) for 2018 Green Acres Tank Waterline Distribution Project for a decrease of \$45,408.36, bringing the total cost to \$859,186.59. Authorize Mayor Boke to sign the Certificate of Final Completion and Acceptance setting February 4, 2019 as the date the two (2) year warranty begins.

Airport

Resolution 2019-02 - Jacobs moved, Hodgs seconded and all voted to approve Resolution 2019-02 – A Resolution of Intent to lease certain Airport land for haying and to set date for public hearing to consider the lease for March 4, 2019.

RESOLUTION 2019-02

A RESOLUTION OF INTENT TO ENTER INTO A LEASE AGREEMENT FOR CERTAIN AIRPORT PROPERTY

WHEREAS, SDCL § 9-12-5.2 authorizes the City of Spearfish to lease municipally owned property to a private person, and

WHEREAS, the Common Council of the City of Spearfish intends to enter into a hay lease agreement with Stacy Moke to lease portions of the Black Hills Airport - Clyde Ice Field, and

WHEREAS, a copy of such lease agreement is on file in the Finance Office and available for public inspection,

NOW THEREFORE, BE IT RESOLVED by the Common Council of the City of Spearfish that the Council intends to enter into such lease, and a public hearing for considering the same shall be conducted at 5:30 p.m. on March 4, 2019.

Dated this 4th day of February, 2019.

CITY OF SPEARFISH

By: _____
Dana Boke, its Mayor

(Seal)

Attest:

David H. Dutton, Finance Officer

Adopted: February 4, 2019
Published: February 8, 2019
Effective: February 28, 2019

Building Inspection

Ordinance 1298 - Clark moved, Klarenbeek seconded and all voted to approve Second reading Ordinance 1298 - 2018 Building Code Update.

Planning and Zoning

Covenants - Hodgs moved, Clark seconded and all voted authorization to proceed with modifications to the Spearfish Business & Industry Park Covenants, Conditions, and Restrictions for property located on Commerce Drive. City Planner Watson stated ONEOK is considering expanding in the light industrial park and they request to amend covenants to suit their needs. Misti Sumners, Operations Specialist stated they have outgrown their current leased space in Spearfish. She presented details about ONEOK and presented a proposed site/building diagram with the needed changes to the covenants in order to make this vision happen.

Rezoning - Hodgs moved, Clark seconded and all voted to authorize Mayor Boke to sign rezoning application CZN19-001 for a change of zoning from Ag to DRD as part of the Spearfish Canyon Village Project at Colorado and Spearfish Canyon Highway (formerly the Spearfish Canyon Country Club’s driving range).

Bill List - Clark moved, Hodgs seconded and all voted to approve Bill List dated February 4, 2019.

VENDOR	DESCRIPTION	AMOUNT
A & J SUPPLY	IRON	\$ 89.05
A & L CONTRACTORS LLC	SNOW REMOVAL	\$ 1,192.50
A&B BUSINESS INC	FEB19 COPIER LEASES	\$ 1,407.98
A-1 TRANSMISSION SPECIALIS	CHEVY DIFFERENTIAL	\$ 921.72
ALB TWILIGHT LLC	FLEECE KNIT WRIST/ANTISEPTIC SPRAY	\$ 36.80
BAKER & TAYLOR	BOOKS	\$ 875.49

BLACK HILLS CHEMICAL CORP	BOWL MOP/SUPPLIES	\$	493.30
BLACK HILLS ENERGY	DEC18/JAN19 ELECTRICITY	\$	8,252.57
BLACK HILLS STATE UNIV	MAPS/NEWSLETTER/BILLS	\$	1,645.04
BOMGAARS SUPPLY INC	REPAIRS/TOOLS/PAINT	\$	317.44
BORDER STATES ELECTRIC	ELBOW/EMT CLAMP/TAPE/CONNECTORS	\$	369.89
BUILDERS FIRSTSOURCE INC	1X4 AND 1X8 LUMBER	\$	20.19
CAPTAIN CLEAN OF THE NHILL	CLEANING OF PATROL CAR	\$	95.00
CENGAGE LEARNING	BOOKS	\$	35.98
CHEYENNE CROSSING STORE LL	FD DINNER BANQUET	\$	1,700.00
CITY OF SPEARFISH CC	FUEL/OFFICE SUPPLIES/INK/BLINDS	\$	1,752.42
CLW INC	JACKSON BLVD PH1 PLANS	\$	2,568.19
CORE & MAIN LP	WATER METERS	\$	35,640.00
CULLIGAN SOFT WATER CORP	WATER	\$	58.50
DG INVESTMENT INTERMEDIATE	REC CENTER ALARM SVC ANNUAL FEE	\$	1,868.18
DIVISION OF MOTOR VEHICLES	PLATES V#01051	\$	38.15
EHNES, TYLER	MEALS ARBORIST CONFERENCE	\$	64.00
ENTENMANN-ROVIN	BADGE	\$	65.50
FEDEX	SHIPPING SVC	\$	13.12
**FIB-AP PURCHASE CARD PROVI	FIB-AP PURCHASE CARD PROVIDER	\$	1,010.46
FRED PRYOR SEMINARS	EMOTIONAL INTELLIGENCE SEMINAR X3	\$	297.00
GRAINGER INC	EXIT SIGN/AIR FILTER KIT	\$	357.82
GREAT WESTERN TIRE INC	EMERGENCY FLAT/TIRE DISPOSAL	\$	381.34
GRIMMS PUMP SERVICE	DIESEL PUMP REPAIRS	\$	366.68
GTI COMPANIES INC	FINAL PR GREEN ACRES WATERLINE	\$	109,459.93
HAWKINS INC	CHLORINE CHEMICALS	\$	7,034.55
HDR ENGINEERING INC	UTILITY RATE STUDY	\$	7,114.04
HEARTLAND PAPER CO	EASY TRAP DUSTER/MOPS	\$	120.60
HEISLER HARDWARE	REPAIRS/TOOLS/PAINT	\$	569.95
HILT CONSTRUCTION INC	GUARDRAIL REPAIR- BURGER KING	\$	1,462.50
KC FITNESS SUPPLY INC	RUBBER FLOORING	\$	941.54
KNECHT HOME CENTER INC	LUMBER/TOOLS/SCREWS/PAINT	\$	2,363.86
KT CONNECTIONS	LAPTOP SCREEN/POSTAGE MACH LINE	\$	424.00
LAMONT, GUY	LAMONT MEAL REIMBURSE	\$	64.00
LAWRENCE COUNTY	DBID 2019 PARKING ASSESSMENT	\$	2,489.95
LESTER HOSPITALITY-SIOUX F	LODGING PRF CONFERENCE X3	\$	574.00
M & M FENCING	GREEN ACRES FENCE FINAL PAY	\$	6,196.56
M & T FIRE AND SAFETY INC	RING/LATCH/GASKET/NEOPRENE	\$	601.00
MANDY BING LLC	BUNDLES FIREWOOD	\$	700.00
MASSINE, CYNTHIA	EVRIIDGE PLANT	\$	60.00
MATHIS JR, ROBERT	R MATHIS FIRE CONF PERDIEM	\$	64.00
MATTHEWS INTL CORP	BRONZE PLAQUES - CEMETERY	\$	256.00
MEDNANSKY, DOUGLAS	T8 TOMBSTONES	\$	3,461.28
MEREDITH SERVICES CO INC	SNOW REMOVAL FOR JANUARY	\$	3,600.00

MG OIL COMPANY	MOBIL SCH 630	\$	1,622.10
MUNRO EARTHMOVING LLC	SNOW REMOVAL	\$	3,871.25
NEBRASKA SALT & GRAIN CO	ICE SLICER/SALT	\$	24,259.17
OVERDRIVE INC	EBOOKS/AUDIO BOOKS	\$	2,037.56
PENGUIN RANDOM HOUSE INC	CDS	\$	10.00
PRO WINDMILL INC	MCLAUGHLIN SAWMILL RODENT SVC	\$	115.00
RDO EQUIPMENT CO	GASKET/FUEL PUMP	\$	60.34
REDWOOD TOXICOLOGY LAB INC	SCREEN PANEL	\$	164.40
REED, THERESA DAWN	JAN19 DOWNTOWN RESTROOM CLEANI	\$	465.00
REVIZE LLC	2019 ANNUAL SUBSCRIPTION	\$	3,500.00
RICHARD B DUNWOODY	HAUL SNOW	\$	405.00
SD ARBORISTS ASSN	PARKS, REC, FORESTRY MEMBERSHIPS	\$	175.00
SECRETARY OF STATE	NOTARY FEE-JUDE WARNER	\$	30.00
SKAAR, LYLE	L SKAAR CONF PERDIEM	\$	64.00
SPEARFISH AMERICAN LEGION	LEGION/TEENER GAME ADVERTISE	\$	290.00
SPEARFISH AUTO SUPPLY	PARTS/REPAIRS/TOOLS	\$	4,257.20
SPEARFISH LUMBER CO	SPRAY PAINT MARKING	\$	155.88
SPLASHTACULAR LLC	3 SLIDES - INSPECTION	\$	1,985.00
STADIUM SPORTS GRILL INC	FIRE DEPT EMPLOYEE PARTY	\$	318.75
THE UPS STORE #5137	SHIPPING ITEMS	\$	22.66
TRI AIRTESTING INC	AIRTESTING/KIT MEDIA WHISTLER	\$	527.60
TURBIVILLE INDUSTRIAL ELEC	FAN MOTOR REPAIR/BEARINGS	\$	105.50
TYLER TECHNOLOGIES INC	FEB19 ONLINE BILLING FEES	\$	166.00
US BANK NATIONAL ASSOCIATI	GOLLIHER TANK BOND PRINCIPAL & INT	\$	91,072.41
USA BLUE BOOK	HIP BOOTS	\$	417.26
VANWAY TROPHY & AWARD	FIRE DEPT AWARDS	\$	200.00
VISIT SPEARFISH INC	FEB 2019 BID ALLOCATION	\$	16,667.00
VIVI BENE INC	DOOR SYSTEM POWER PROBLEM	\$	61.22
WALMART COMMUNITY/GEMB	PUNCH/WATER/PAINT	\$	277.79
WILLIAMS 66 SERVICE	BATTERY/REPIRS	\$	366.90
TOTAL		\$	363,162.06

**FIB-AP PURCHASE CARD PROVIDER DETAIL:			
MIDCO	JAN19 PHONE/CABLE/INTERNET	\$	1,010.46
		\$	1,010.46

January 2019 Salary Expense & Credit Card Fees

	Gross Wages/Benefits	
Mayor/Council	\$5,184.25	0.69%
City Administrator	6,809.92	0.91%
City Attorney	2,950.18	0.39%
Finance	17,837.25	2.39%
Human Resources	5,257.14	0.70%
Gov't Bldgs	21,232.62	2.84%

PW Admin	13,527.87	1.81%
Police	182,191.98	24.38%
Fire	35,463.92	4.74%
Bldg Inspect	20,660.04	2.76%
Streets	29,526.48	3.95%
Snow Removal	22,343.14	2.99%
Cemetery	4,666.77	0.62%
Animal Control	3,883.69	0.52%
Recreation/Aquatic	62,774.92	8.40%
Spectator Recreation	4,665.49	0.62%
Parks	12,716.52	1.70%
Library	25,210.58	3.37%
Plan & Zone	20,381.14	2.73%
Motor Pool	13,452.19	1.80%
Wildland Fire	0.00	0.00%
Police Comm	37,271.10	4.99%
Water	43,374.35	5.80%
Electric Production	27,337.23	3.66%
Sewer	36,654.41	4.90%
WWTP	41,493.46	5.55%
Airport	5,328.33	0.71%
Parking	550.07	0.07%
Solid Waste	36,906.22	4.94%
Campground	7,773.70	1.04%
Totals	\$747,424.96	100.00%

Credit Card Fees paid in December	\$2,577.64
Grand Total	\$750,002.60

APPROVAL INITIALS

Mayor Boke
Marty Clark
Dan Hodgs
Pam Jacobs
Larry Klarenbeek
John Lee - Absent
George Martin - Absent

Presentations - Street Department, Motor Pool, Solid Waste, Snow Removal, Hydroelectric, Library, Engineering and Parks and Recreation presented their 2018 End of Year Reports from 5:54 PM to 6:48 PM.

Public Comment – Public Comment section was opened at 6:31 PM. Joe Jorgensen spoke in support of ONEOK stating they would be a great community partner. There were no additional public comments and this section was closed at 6:32 PM.

There being no further business before the Council, Clark moved, Jacobs seconded and all voted to adjourn at 6:32 PM.

Dated this 4th day of February 2019.

CITY OF SPEARFISH

BY: _____
Dana Boke, Mayor

ATTEST:

Michelle DeNeui, Acting Finance Officer

Published once at the approximate cost of _____.