



Spearfish City Council
Regular Session Minutes
March 16, 2020 5:30 p.m.

The Spearfish City Council met at 5:33 p.m. on Monday, March 16, 2020. 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, Herrmann, Hodgs, Jacobs and Klarenbeek. Absent: Eisenbraun. 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, Fire Chief Deaver, and Assistant Fire Chief Mathis.

Clark moved, Herrmann seconded and all voted to approve the agenda. There were no declarations of any potential conflict-of-interest.

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

- A. Approve the minutes of City Council regular session dated March 2, 2020.
- B. Approve the treasurer’s report dated February 29, 2020.
- C. Hire the following seasonal staff:

<u>Name</u>	<u>Position</u>	<u>Wage</u>	<u>Effective Date</u>
Elizabeth Smith	seasonal campground assistant manager	\$12.75/hr.	4/21/2020
Shalynn Klunder	seasonal campground attendant	\$10.50/hr.	4/21/2020
Howard Ross	seasonal campground groundskeeper	\$12.00/hr.	4/21/2020
Craig Kindt	seasonal campground groundskeeper	\$12.00/hr.	4/21/2020
Austin McMillin	seasonal lifeguard	\$10.25/hr.	4/12/2020
Catherine Walton	seasonal lifeguard	\$10.25/hr.	4/12/2020
Shantel Cryan	seasonal parks intern	\$12.00/hr.	4/21/2020
Lauren Vik	seasonal parks intern	\$12.00/hr.	4/21/2020
Kade Walter	seasonal parks, recreation, and forestry tech	\$12.25/hr.	5/05/2020
Peyton Bodemann	seasonal parks, recreation, and forestry tech	\$12.00/hr.	4/21/2020
Jared Symonds	seasonal parks, recreation, and forestry tech	\$12.75/hr.	4/21/2020
Jacob Ziegler	seasonal parks, recreation, and forestry tech	\$12.25/hr.	5/05/2020
Zach Thorsensen	seasonal parks, recreation, and forestry tech	\$12.25/hr.	5/05/2020
Johanna Mitchell	seasonal parks, recreation, and forestry tech	\$12.25/hr.	4/21/2020
Kaitlyn Shallenberger	seasonal parks, recreation, and forestry tech	\$12.00/hr.	5/05/2020
Olivia Tunge	seasonal parks, recreation, and forestry tech	\$12.00/hr.	4/21/2020
Maximillian Donovan	seasonal parks, recreation, and forestry tech	\$12.00/hr.	4/21/2020
Dean Dittus	seasonal parks, recreation, and forestry tech	\$12.25/hr.	4/21/2020
Stephen Peep	seasonal parks, recreation, and forestry tech	\$12.25/hr.	4/21/2020
Tyler Barkley	seasonal spectator rec tech	\$12.00/hr.	4/21/2020
Lainey Hall	seasonal WSI/lifeguard	\$10.75/hr.	4/12/2020
Kylee Tresch	seasonal WSI/lifeguard	\$10.25/hr.	4/12/2020
Ryan Peldo	seasonal WSI/lifeguard	\$10.75/hr.	4/12/2020
Maddison Doren	seasonal WSI/lifeguard	\$10.50/hr.	4/12/2020

Madison Watts	seasonal WSI/lifeguard	\$10.50/hr.	4/12/2020
Ryan Rafferty	seasonal WSI/lifeguard	\$10.50/hr.	4/12/2020
Emily Shuck	seasonal WSI/lifeguard	\$10.50/hr.	4/12/2020
Josie Kaufman	seasonal WSI/lifeguard	\$10.50/hr.	4/12/2020
Nathan Tysdal	street summer laborer	\$12.50/hr.	5/01/2020
Jeannette Niles	summer customer service assistant	\$10.00/hr.	4/12/2020
Sean Wenzel	summer customer service assistant	\$10.25/hr.	4/12/2020
Jadyn Zentner	wastewater treatment facility summer laborer	\$12.25/hr.	5/01/2020

- D. Hire Lee Ann Kostur, (part-time/not benefit eligible) library page, grade 1, step 1, \$9.76 per hour, effective 3/17/2020.
- E. Hire Paula Gengler, (full-time/benefit eligible) executive assistant, grade 16, step 1, \$20.47 per hour, effective 4/1/2020.
- F. Set bid opening for Main-line Striping for April 22, 2020 at 1:30 p.m. in the City Council Chambers.
- G. Set bid opening for Cross-walk, Stop-bar, Turn-arrow and Rec Center Striping for April 22, 2020 at 1:30 p.m. in the City Council Chambers.

Items from Visitors

Banners – Brian Gebhart, Visit Spearfish, presented sample banner designs and requested City staff to install seasonal banners on the light poles along Jackson Blvd. and Main St. Banners will need to be changed out for three different seasons and will only take one side of the poles so space is available for additional banners. Visit Spearfish and Downtown Business Association will purchase the banners. Herrmann and Klarenbeek questioned the use of ‘historic’ on the banners and Mayor Boke suggested a change to the blue colored banner to have the lettering be more visible from a distance. Hodgs moved, Herrmann seconded and all voted to authorize Visit Spearfish to approve the final banner design and to permit the banners to be displayed on the poles.

Other Items

Advance – Clark moved, Jacobs seconded and all voted to approve the Limited Recourse Tax Increment Advance in the amount of \$1,500,000 and authorize the transfer of \$1,500,000 from General Fund (Fund 101) to Workforce Housing Fund (Fund 511).

Agreement – Clark moved, Jacobs seconded and all voted to approve the easement agreement for a septic system at 523 Spearfish Canyon Road.

Set Opening – Clark moved, Klarenbeek seconded and all voted to set bid opening for the Jackson Boulevard Street and Utility Improvements Project – Phase 2 for April 7, 2020 at 1:30 p.m. in the City Council Chambers.

Public Hearing – A public hearing was opened at 5:48 p.m. to consider an application from Cheyenne Crossing for a special malt beverage and on-sale wine license for Beer Brats Bingo & Polka on April 4, 2020 from 5:00 p.m. to 10:00 p.m. at the Pavilion. There were no oral or written comments received and the hearing was closed at 5:48 p.m.

License – Herrmann moved, Klarenbeek seconded and all voted to approve an application from Cheyenne Crossing for a special malt beverage and on-sale wine license for Beer Brats Bingo & Polka on April 4, 2020 from 5:00 p.m. to 10:00 p.m. at the Pavilion.

Award – Clark moved, Klarenbeek seconded and with Clark, Herrmann, Hodgs, Jacobs and Klarenbeek voting aye motion passed to award bid for the 2020 Weed Control Applications Project to Tru Green Lawn Care for the amount of \$36,975.

Public Hearing – A public hearing was opened at 5:51 p.m. to consider Ordinance 1312 – An Ordinance Amending Appendix A. Zoning, Article IV. District Regulations, Section 5. C-1 Central Commercial District of the Revised Ordinances of the City of Spearfish. Written comments in support of the ordinance were received from Nathan Hoogshagen, Meg Manke, and Jason Schuldt. No oral comments were received and the hearing was closed at 5:52 p.m.

Ordinance 1312 – Jacobs moved, Klarenbeek seconded and with Clark, Herrmann, Hodgs, Jacobs and Klarenbeek voting aye motion passed to approve the second reading of Ordinance 1312 – An Ordinance Amending Appendix A. Zoning, Article IV. District Regulations, Section 5. C-1 Central Commercial District of the Revised Ordinances of the City of Spearfish.

Resolution 2020-06 – Herrmann moved, Klarenbeek seconded and all voted to adopt Resolution 2020-06 as follows:

RESOLUTION NO. 2020-06

A RESOLUTION TO ADOPT THE CITY OF SPEARFISH DESIGN GUIDELINES FOR THE C-1 REDEVELOPMENT INCENTIVE PLAN:

WHEREAS, The City of Spearfish has adopted Ordinance 1312 creating the C-1 Redevelopment Incentive Plan that cites the Design Guidelines as a mandatory criterion,

WHEREAS, the adoption of the Design Guidelines as an official document is necessary for enacting the C-1 Redevelopment Incentive Plan,

NOW, THEREFORE BE IT RESOLVED by the Common Council of the City of Spearfish, Lawrence County, South Dakota, that the Design Guidelines for the C-1 Redevelopment Incentive Plan be adopted.

Dated this 16th day of March, 2020.

CITY OF SPEARFISH

ATTEST:

By:

Michelle DeNeui, Finance Officer (SEAL)

Dana Boke, Mayor

Adopted: March 16, 2020
Published: March 17, 2020
Effective: April 6, 2020

Ordinance 1313 – Jacobs moved, Herrmann seconded and all voted to set public hearing for April 6, 2020 and approve first reading of Ordinance 1313 – An Ordinance Amending Appendix A.

Zoning, Article V. Supplementary Regulations, Section 3. Minimum Off-street Parking Requirements of the Revised Ordinances of the City of Spearfish.

Bill List – Clark moved, Jacobs seconded and with Clark, Herrmann, Hodgs, Jacobs and Klarenbeek voting aye to approve the bill list dated March 16, 2020 as follows:

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
3RD DEGREE SCREENING INC	EMPLOYMENT CHECKS	\$ 127.50
A & B WELDING SUPPLY CO	GASSES	\$ 539.13
A & J SUPPLY	IRON	\$ 192.90
IRON OUTFITTER WASTE SERVICES	ON SITE SHREDDING	\$ 29.80
A&B BUSINESS INC	MAR 20 CONTRACT BASE RATE	\$ 2,529.06
ADAMS - ISC	REPAIRS, PACKING CYLINDER	\$ 475.00
ALLEGIANT EMERGENCY SVCS	COATS/PANTS/BOOTS	\$ 4,858.71
AMERICAN ENGINEERING TESTING	WWTP EQ BASIN / FIELD & LAB	\$ 1,812.45
APPLIANCES AND MORE	PARTS/LABOR/REPAIRS	\$ 648.47
BAKER & TAYLOR	A/V, BOOKS	\$ 1,038.79
BELLE FOURCHE LANDFILL	FEB 2020 SOLID WASTE DISPOSAL	\$ 21,765.57
BH COUNCIL OF LOCAL GOVERNMENT	2020 ASSESSMENT LESS 50% DISC	\$ 1,565.00
BLACK HILLS CHEMICAL CORP	JANITORIAL	\$ 1,311.79
BLACK HILLS ENERGY	ELECTRICITY, JAN/FEB/MAR	\$ 13,838.23
BLACK HILLS GOLD SWIMMING	ANNUAL ALLOCATION	\$ 5,000.00
BLACK HILLS PIONEER	FEB 20 LEGALS, CLASSIFIED ADS	\$ 1,207.27
BLACK HILLS PSYCHOLOGY LLC	SCREENINGS	\$ 800.00
BLACK HILLS PURE INC	BOTTLED WATER/COOLER RENTAL	\$ 39.50
BLACK HILLS WINDSHIELD	REPAIRS, TRUCK 212	\$ 75.00
UPSTATE WHOLESALE SUPPLY	PREMIUM MAINTENANCE	\$ 2,032.00
BURTSCHI, ADAM	REFEREE/SCOREKEEPER	\$ 312.50
BUSSIERE, ERICA	PER DIEM MEALS/MILEAGE	\$ 515.88
BUTLER MACHINERY CO	PARTS	\$ 3,756.84
BUTTE ELECTRIC COOP	ELECTRIC, 12/24/19 - 01/24/20	\$ 48,286.94
CANFIELD BUSINESS INTERIOR	HEAVY DUTY ARM CHAIR	\$ 778.40
CASA	ANNUAL ALLOCATION	\$ 4,000.00
CASH-WA DISTRIBUTING	CONCESSIONS	\$ 684.96
CBH COOPERATIVE	FEB 20 GAS/DIESEL	\$ 25,471.65
CENGAGE LEARNING	FEB 20, WESTERN SERIES	\$ 36.58
CENTURYLINK INC	MAR 2020 TELEPHONE	\$ 996.11
CHAIN SAW CENTER	PARTS/EQUIP	\$ 1,170.28
CHRIS SUPPLY CO	(2) TEST LEAD SETS	\$ 65.98
CITY OF SPEARFISH CC	OFFICE/TRAVEL/EQUIP/SUPPLIES	\$ 9,026.32
CLARK PRINTING CORP	(500) VOLUNTEER BROCHURES	\$ 528.00
CLAUSER MACHINE WORKS	REPAIR PARTS	\$ 162.50
CNA SURETY	BOND 68282417 TO 02/28/2021	\$ 243.75
COCA-COLA BOTTLING CO	COFFEE/CONCESSIONS	\$ 1,298.25
COMPASS POINT	ANNUAL ALLOCATION	\$ 2,500.00
CORE & MAIN LP	PARTS	\$ 4,910.17

CROELL INC	MAPLE CIRCLE 02/24/20	\$ 1,414.13
CULLIGAN SOFT WATER CORP	BOTTLED WATER	\$ 304.90
DAKOTA TITLE	EARNEST MONEY, VIELAND PROP	\$ 5,000.00
DC BOOTH SOCIETY INC	SEMI ANNUAL ALLOCATION	\$ 17,000.00
DIVISION OF MOTOR VEHICLES	TITLE/PLATE FEES	\$ 277.20
DLT SOLUTIONS LLC	SUBSCRIPTION RENEWAL	\$ 3,192.75
MEDNANSKY, DOUGLAS	LED EQUIP	\$ 1,320.00
ECOLAB PEST ELIMINATION	PEST/RODENT CONTROL	\$ 1,018.30
NEWHOUSE ENTERPRISES INC	OFFICE SUPPLIES	\$ 24.49
EVIDENT INC	NARK II TESTS	\$ 76.65
FASSBENDER PHOTO COLLECTION	OPERATIONS GRANT 2020	\$ 20,000.00
FEDEX	SHIPPING	\$ 14.11
FIB-AP PURCHASE CARDS	ITEMIZED BY VENDOR, \$96,836.60	\$ -
FIB-AP TRAVEL CARDS	FUEL/LODGING	\$ 1,074.61
EDDIE'S TRUCK CENTER	PARTS	\$ 2,486.40
F&S LLC	LABOR/MATERIALS	\$ 314.46
FULL SOURCE LLC	THERMO LINED GLOVES	\$ 1,357.54
GALLS LLC	EQUIP/APPAREL/ACCESSORIES	\$ 961.22
GEA MECHANICAL EQUIP	TOOTHED DISC GEAR/FREIGHT	\$ 24,232.37
THE GLASS SHOP	INSULATED WINDOW REPLACEMENT	\$ 480.00
GLYNN, RILEY	REFEREE/SCOREKEEPER	\$ 312.50
GOOD SHEPHERD CLINIC	ANNUAL ALLOCATION	\$ 3,000.00
GOPHER	SPORTS EQUIPMENT	\$ 933.99
GREAT WESTERN TIRE INC	PARTS/LABOR	\$ 1,045.38
GTI COMPANIES INC	2/25, 2/26, 2/27 SNOW REMOVAL	\$ 16,600.15
HAFNER, DENNIS	MILEAGE/ACI BOOK	\$ 391.03
HDR ENGINEERING INC	ELKHORN RIDGE LIFT ST A EVAL	\$ 15,234.85
HEARTLAND PAPER CO	JANITORIAL	\$ 234.98
HEIMAN FIRE EQUIPMENT INC	TOOLS/EQUIP	\$ 101.95
HELPLINE CENTER INC	ANNUAL ALLOCATION	\$ 500.00
HIGH MOUNTAIN OUTFITTERS LLC	CLIMBING WALL, HOLDS, GEAR	\$ 26,700.00
HIGH PLAIN HERITAGE SOCIETY	SEMI ANNUAL ALLOCATION	\$ 38,500.00
IACP INC	2020 DUES X 4	\$ 570.00
IAFC	MEMBERSHIP RENEWAL	\$ 240.00
INTERNATIONAL CODE COUNCIL	BOOK	\$ 39.95
ID EDGE INC	FOB'S	\$ 765.10
JENNER EQUIPMENT CO	PARTS	\$ 704.44
JJS GLOBAL VENTURES INC	SENSORS, FILTERS	\$ 534.00
JUNEK'S SERVICE CORP	SEAL, UNIT 50	\$ 31.73
KETEL THORSTENSON LLP	PREP 1095 FORMS, 131 FORMS	\$ 1,836.00
KLJ SOLUTIONS HOLDING	PHASE 3, AMP CROSSWIND RUNWAY	\$ 10,276.93
KNECHT HOME CENTER INC	ELECTRICAL/PARTS/TOOLS/EQUIP	\$ 2,843.73
LOU'S GLOVES INC	LATEX GLOVES	\$ 296.00
LYNN, JACKSON, SHULTZ & LEBRUN	LEGAL SERVICES	\$ 225.00
MID-AMERICAN RESEARCH	JANITORIAL	\$ 943.47

MATTHEWS OPERA HOUSE	SEMI ANNUAL ALLOCATION	\$ 24,000.00
MCMASTER CARR, INC	PARTS	\$ 310.79
MG OIL COMPANY	(3) CASES GREASE	\$ 113.31
MIDCO	FEB 2020 CABLE/INTERNET	\$ 923.43
MIDCONTINENT TESTING LABS	FEB 2020 WATER TESTING	\$ 372.00
MONEY MOVERS	JAN 2020 MAINTENANCE FEE	\$ 20.50
NEBRASKA SALT & GRAIN CO	ICE SLICER	\$ 4,830.48
NEIGHBORHOOD HOUSING S-BH	ANNUAL ALLOCATION	\$ 4,000.00
NORTHERN HILLS TRNG CENTER	JANITORIAL	\$ 451.35
PRO WINDMILL INC	AIR CARE/PEST CONTROL	\$ 1,011.00
SOUTH DAKOTA ONE CALL	FEB 2020 MESSAGE FEES	\$ 151.20
ONE TIME VENDORS	SD CEO:REGISTER, M DENEUI	\$ 299.00
PITNEY BOWES INC	(2) RED INK REFILLS	\$ 226.08
PETTY CASH P&Z-WELLS FARGO	PLAT FILE FEES / DOC FILE FEE	\$ 184.00
POWERPLAN	FLOW CONTROL HYD VALVE	\$ 1,395.47
WEST RIVER TRANSIT AUTHORITY	SEMI ANNUAL ALLOCATION	\$ 22,500.00
PRECISION MECHANICAL LLP	RECLAIMING, 33 UNITS	\$ 1,320.00
PREMIER SAFETY	GAS MONITORING SUPPLIES	\$ 604.46
QUIK SIGNS INC	ASSORTED PRINT MATERIALS	\$ 591.81
RAPID DELIVERY	FEB 2020 DELIVERY SERVICES	\$ 124.81
RAPID FIRE PROTECTION INC	ANNUAL SPRINKLER INSPECTIONS	\$ 545.00
REDWOOD TOXICOLOGY LAB INC	SUPPLIES	\$ 165.82
REED, THERESA DAWN	MAR 20 DOWNTOWN RR CLEAN	\$ 465.00
COBAN TECHNOLOGY	COMPLETE CAMERA SYSTEM	\$ 2,209.00
SAFWAY STORES INC	DELI TRAYS/BAKERY/KITCHEN	\$ 265.62
SANITATION PRODUCTS INC	(3) NOSE CONES	\$ 575.39
SD NARCOTICS OFFICERS' ASSOCIATION	CONFERENCE REGISTRATION	\$ 50.00
SERVALL TOWEL & LINEN	JANITORIAL	\$ 1,237.84
SHAW FIRE & SAFETY INC	RECHARGE, SIGNAGE	\$ 87.50
SIMPSON, COLIN	PTO TRNG/SITUATIONAL LEADERS	\$ 98.00
SKILLPATH SEMINARS	REGISTRATION, K CHYBA	\$ 149.00
SCOTT RITSCHKE DBA DNH TOOL	TOOL KIT	\$ 800.00
SONNEL TECHNOLOGIES LLC	PARTS/LABOR/REPAIRS	\$ 169.00
SOUTH DAKOTA RETAILERS ASS	SERVSAFE CERTICATION	\$ 175.00
SOUTH DAK STATE TREASURER	FEBRUARY 2020 SALES TAX	\$ 7,665.47
SPEARFISH AMBULANCE SERVICE	ANNUAL ALLOCATION	\$ 25,000.00
SPEARFISH AQUATICS CLUB	ANNUAL ALLOCATION	\$ 1,500.00
SPEARFISH AUTO SUPPLY	TIRE LUBE	\$ 571.05
SPEARFISH CHAMBER OF COMMERCE	ALLOCATION - RELOCATION BROCH	\$ 3,500.00
SPEARFISH ECON DEVELOPMENT	QUARTERLY ALLOCATION	\$ 21,250.00
VIVI BENE INC	ELECTRICAL LABOR/REPAIRS	\$ 2,907.88
SPEARFISH GLASS INC	INSTALL DOOR GLASS	\$ 45.00
SPEARFISH HIGH SCHOOL POST	ANNUAL ALLOCATION, POST PROM	\$ 300.00
PONDEROSA APTS INC	ANNUAL ALLOCATION	\$ 5,000.00
SPEARFISH PELLET COMPANY	(80) 25# BAGS DUALZORB	\$ 575.20

SPEARFISH SENIOR SERVICE CENTER	ANNUAL ALLOCATION	\$ 500.00
STAN HOUSTON EQUIPMENT	(100) 60# BAGS, PERMA PATCH	\$ 1,399.00
STATE OF SOUTH DAKOTA	SCREENING	\$ 50.00
STATE OF SD-EXECUTIVE MGMT	JAN 2020 TELEPHONE	\$ 16.53
STEC'S INNOVATIVE SAFETY SUPPLIES	SAFETY REWARDS POINTS CERTS	\$ 550.00
SPRINGFIELD WORKSHOP INC	EASTER EGGS	\$ 1,320.00
SUNSHINE TOWING	TOWING SERVICES	\$ 922.50
SUPERIOR SANITATION LLC	FEB 2020 PORTABLE RR'S	\$ 704.00
TEEN COURT	ANNUAL ALLOCATION	\$ 2,500.00
TENERGY CORPORATION	(200) PRIMARY LITHIUM BATTERY	\$ 3,790.00
THE UPS STORE #5137	SHIPPING	\$ 29.85
CITY OF SPEARFISH	FEB 2020, W/S/G	\$ 4,807.97
VANWAY TROPHY & AWARD	PLAQUE	\$ 104.95
CLARITY TELECOM LLC	01/16 - 02/15 TELEPHONE	\$ 3,801.80
VERIZON WIRELESS	12-24-19 TO 1-23-20 WIRELESS	\$ 4,266.63
VICTIMS OF VIOLENCE	ANNUAL ALLOCATION	\$ 3,500.00
VISIT SPEARFISH INC	BID BOARD ALLOCATION/ALLOCAT	\$ 40,500.00
VISUAL WORKS INC	JAN 20, ONLINE RESERVATIONS	\$ 116.00
WAMCO LAB INC	EFFLUENT ACUTE TOXICITY TEST	\$ 650.00
WELLS PLUMBING CORP	FEB 2020 PARTS	\$ 37.94
WESTERN COMMUNICATIONS	BATTERIES	\$ 540.58
WESTERN HILLS HUMANE SCTY	SEMI ANNUAL ALLOCATION	\$ 3,000.00
WHISLER BEARING	PARTS	\$ 197.88
WHITE'S QUEEN CITY MOTORS	PARTS/LABOR/SHOP CHG	\$ 446.58
WIEN'TJES, REMI	REFEREE/SCOREKEEPER	\$ 75.00
WILLIAMS STANDARD SERVICE	TIRE BALANCE	\$ 39.50
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		\$ 580,644.76

COVID19 – Mayor Boke and City Administrator Harmon noted the City has been working with leaders from Black Hills State University and Spearfish School District to implement the City’s continuity of operations plan. Critical functions of the City are continuing to occur but the Recreation Center, City Hall, and Library are closed to public access to help flatten the curve.

Public Comment – Public comment section was opened with resident John Dale commenting on his website, his show, COVID19 and water resources in Spearfish.

There being no further business, Clark moved, Herrmann seconded and all voted to adjourn at 6:05 p.m.

Dated this 16th day of March, 2020.

CITY OF SPEARFISH

By: _____
Dana Boke, Mayor

ATTEST:

Michelle DeNeui, Finance Officer

Published once at the approximate cost of _____.