



Spearfish City Council
Regular Session Minutes
April 6, 2020 5:30 p.m.

The Spearfish City Council met at 5:30 p.m. on Monday, April 6, 2020 via GoToMeeting Teleconference. Mayor Boke presided and called the meeting to order. Roll call was taken with the following members present: Clark, Eisenbraun, Herrmann, Hodgs, Jacobs and Klarenbeek. Absent: None. Also present: City Administrator Harmon, City Planner Watson, City Attorney McDonald, City Engineer Mathis, Parks and Recreation Director Ehnes, Public Safety Director Rotert, Public Works Director Lee and Finance Officer DeNeui.

Klarenbeek moved, Jacobs seconded and with Clark, Eisenbraun, Herrmann, Hodgs, Jacobs and Klarenbeek voting aye motion passed to approve the agenda. There were no declarations of any potential conflict-of-interest.

Consent Agenda – Jacobs moved, Klarenbeek seconded and with Clark, Eisenbraun, 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 16, 2020.
- B. Approve the minutes of City Council special session dated March 25, 2020.
- C. Approve the minutes of City Council special session dated March 31, 2020.
- D. Approve the Memorandum of Understanding with the Havoc Softball for the softball field located at the Black Hills Energy Complex.
- E. Move Brady Hansen to Class II Water/Wastewater Utility Operator, grade 13, step 11, \$21.52, effective 3/8/2020 – Due to attaining class II state certifications.
- F. Move Jerry Jeske to Class III Water/Wastewater Utility Operator, grade 14, step 12, \$23.06, effective 3/8/2020 – Due to attaining class III state certifications.
- G. Move Josh Auch to grade 12, step 8, \$19.30, effective 4/5/2020 -Due to successful completion of training period.
- H. Move Brady Hansen to grade 13, step 12, \$21.95, effective 3/22/2020 – Due to successful completion of training period.
- I. Move Boyd Dean to grade 23, step 16, \$45.15, effective 4/19/2020 - Due to successful completion of training period.

Items from Visitors

Artemis House – C.J. Jensen from the Artemis House thanked the council for support of the facility and programs and noted April is National Sexual Assault Awareness month.

Other Items

Layout – Eisenbraun moved, Herrmann seconded and with Clark, Eisenbraun, Herrmann, Hodgs, Jacobs and Klarenbeek voting aye motion passed to approve the workforce housing layout 2A and sports complex layout 2B from the designs prepared by HDR Engineering.

Agreement – Clark moved, Klarenbeek seconded and with Clark, Eisenbraun, Herrmann, Hodgs, Jacobs and Klarenbeek voting aye motion passed to approve the Real Estate Purchase Agreement with Real Time Industries, LLC.

Remove Bridges – Following discussions Herrmann moved, Jacobs seconded and with Clark, Eisenbraun, Herrmann, Hodgs, Jacobs and Klarenbeek voting aye motion passed to approve the removal of Peoria and Rushmore pedestrian bridges to mitigate impacts to existing residential structures and privately owned properties. Rushmore Bridge will be kept for possible reuse but Peoria Bridge will be scrapped. Council members noted the removals are necessary to comply with FEMA regulations and complete the flood plain study and related maps.

Acceptance – Eisenbraun moved, Hodgs seconded and with Clark, Eisenbraun, Herrmann, Hodgs, Jacobs and Klarenbeek voting aye motion passed to authorize Mayor Boke to sign a letter acknowledging and accepting an increase in base flood elevations to City owned property and restroom facility at City of Spearfish Campground.

Agreement – Eisenbraun moved, Herrmann seconded and with Clark, Eisenbraun, Herrmann, Hodgs, Jacobs and Klarenbeek voting aye motion passed to approve the Real Estate Purchase Agreement with Lee and Sarah Eklund.

Agreement – Clark moved, Jacobs seconded and with Clark, Eisenbraun, Herrmann, Hodgs, Jacobs and Klarenbeek voting aye motion passed to approve the Parking Lot Improvement Agreement with Spearfish Properties, LLC.

Sidewalk – Following discussions Eisenbraun moved and Hodgs seconded to amend the construction plans for Exit 8 Area Community Path Project (R.T.P. Grant segment) by removing the proposed 5 foot sidewalk along Hillsvie Road due to issues obtaining a Lawrence County Permit to occupy the right-of-way. Clark then moved and Eisenbraun seconded to amend the motion to not remove the section of sidewalk in the project if staff and Mayor Boke can negotiate an agreement with Lawrence County to obtain the necessary permits prior to final plan submissions. With Clark, Eisenbraun, Herrmann, Hodgs, Jacobs and Klarenbeek voting aye motion passed to approve the amendment to the motion. Then with Clark, Eisenbraun, Herrmann, Hodgs, Jacobs and Klarenbeek voting aye motion passed to amend construction plans for Exit 8 Area Community Path Project (R.T.P. Grant segment) by removing the proposed 5 foot sidewalk along Hillsvie Road if staff and Mayor Boke fail to negotiate an agreement with Lawrence County to occupy the right-of-way.

Project – Following discussions, Klarenbeek moved, Clark seconded and with Clark, Eisenbraun, Herrmann, Hodgs, Jacobs and Klarenbeek voting aye motion passed to proceed with Jackson Boulevard Phase 2 Project and consider financing if needed.

Closure – Following discussions, Clark moved, Herrmann seconded and with Clark, Eisenbraun, Herrmann, Hodgs, Jacobs and Klarenbeek voting aye motion passed to close the water park for the entirety of the 2020 season due to COVID-19.

Purchase – Clark moved, Klarenbeek seconded and with Clark, Eisenbraun, Herrmann, Hodgs, Jacobs and Klarenbeek voting aye motion passed to purchase a 2019 Ford F-350 from White's Canyon Motors at a cost of \$38,884, funded from 104-Wildland Fund.

Bid Award – Eisenbraun moved, Jacobs seconded and with Clark, Eisenbraun, Herrmann, Hodgs, Jacobs and Klarenbeek voting aye motion passed to award bid for the 2020 City Hall Roof

Replacement Project to Lowe Roofing, Inc. for \$134,985, budgeted in second penny, government buildings.

Public Hearing – Mayor Boke opened a public hearing at 7:04 p.m. to consider 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. No oral or written comments were received and the hearing was closed at 7:05 p.m.

Ordinance 1313 – Clark moved, Eisenbraun seconded and with Clark, Eisenbraun, Herrmann, Hodgs, Jacobs and Klarenbeek voting aye motion passed to approve the second 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 – Eisenbraun moved, Klarenbeek seconded and with Clark, Eisenbraun, Herrmann, Hodgs, Jacobs and Klarenbeek voting aye motion passed to approve the bill list dated April 6, 2020 as follows:

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
ALLSTATE PETERBILT CO	AIR COMPRESSOR/AIR DRYER ASSBLY	\$ 1,980.10
AMAZON.COM	BOOKS/OFFICE SUPPLIES	\$ 478.87
BAKER & TAYLOR	A/V, BOOKS	\$ 1,154.30
BERGER, DAWN	PER DIEM MILEAGE	\$ 156.66
BHSU PRINTING CENTER	MAR 20 WATERBILL/NEWSLETTER	\$ 177.84
BIERSCHBACH EQUIP & SUPPLY	MECHANICAL SEAL KIT	\$ 420.30
BLACK HILLS CHEMICAL CORP	JANITORIAL	\$ 2,774.28
BLACK HILLS ENERGY	FEB/MAR 2020 ELECTRICITY	\$ 15,520.41
BLACK HILLS PIONEER	ONE YEAR RENEWAL	\$ 130.99
BOMGAARS SUPPLY INC	PARTS/BRACKETS/TOOLS/PAINT/EQUIP	\$ 1,094.26
BORDER STATES INDUSTRIES	ELECTRICAL REPAIR PARTS	\$ 153.43
BROWNELLS INC	ACCESSORY LIGHT MOUNT	\$ 103.53
BUSH, DUSTIN	CLOTHING REIMBURSEMENT	\$ 48.00
CARA ENTERPRISES INC.	FCC LIC WNTY922 PREP FEE	\$ 200.00
CASH-WA DISTRIBUTING	JANITORIAL	\$ 388.37
CENGAGE LEARNING	BOOKS	\$ 185.31
CHEYENNE CROSSING STORE LLC	REFUND SP ALCOHOL LIC FEE	\$ 100.00
CITY OF SPEARFISH CC	OFFICE CHAIR/TRAINING/GYM EQUIP	\$ 2,034.29
CLARK PRINTING CORP	NOTARY SEAL - WARNER	\$ 73.60
DIAS, GREGORY K	APR 20 BACKUP FEES	\$ 44.97
DG INVESTMENT INTERMEDIATE	CAMERA REPAIR	\$ 204.08
DAKOTA TITLE LLC	REFUND REAL TIME INDUSTRIES, LOT	\$ 104,544.00
MEDNANSKY, DOUGLAS	(250) 1W T8 LED LAMPS	\$ 3,530.00
ELKHORN RIDGE @ FRAWLEY RANCHES,	TAX INCREMENT DUE DEVELOPER	\$ 71,989.11
DICTATION SALES & SERVICES	MAINT AGMT, 6/20-5/21	\$ 16,543.00
PETTY CASH-WELLS FARGOBANK	POSTAGE/FILING FEE/KITCHEN	\$ 300.06

VIEHAUSER ENTERPRISES LLC	SVC CALL, REKEY LOCKS	\$ 8,166.46
GREAT WESTERN TIRE INC	PARTS/LABOR	\$ 1,329.08
GUNDERSON TRUCKING INC	TRANSPORT WWTP TO GILLETTE	\$ 4,500.00
HAUCK ELECTRIC & CONTROLS	ELECTRICAL LABOR/RELOCATE	\$ 7,764.30
HAWKINS INC	CHEMICALS	\$ 6,469.84
HDR ENGINEERING INC	UTILITY RATE STUDY, JAN/FEB 20	\$ 1,222.97
HEARTLAND PAPER CO	JANITORIAL	\$ 2,244.06
HEISLER HARDWARE	TOOLS/PARTS/EQUIP/PAINT	\$ 328.78
CHARLES G KING JR	TRACT V ELKHORN ADDTN	\$ 4,500.00
KNECHT HOME CENTER INC	TOOLS/PARTS/EQUIP/LUMBER/PAINT	\$ 2,696.13
LOADOMETER CORPORATION	(4) WHEEL LOAD WEIGHERS	\$ 20,380.00
LYNN, JACKSON, SHULTZ & LEBRUN	LEGAL CONSULT	\$ 125.00
NORTHERN HILLS VENTURES	APR 20 MANAGED SVCS	\$ 16,455.00
NORTHWEST PIPE FITTING CO	STAINLESS STEEL PARTS	\$ 133.96
2ND WIND EXERCISE EQUIP	PARTS/LABOR/REPAIRS	\$ 479.29
OSTROM, CORWIN	SIDE WALKS, MAPLE CIRCLE	\$ 4,500.00
PLAINS TOWING & RECOVERY	TOWING SVCS 3/13/2020	\$ 372.75
QUIK SIGNS INC	SIGNS	\$ 815.75
RCS CONSTRUCTION INC	JACKSON BLVD STREET/UTILITY	\$ 25,083.72
REC CENTER REFUND ACCOUNT	1ST QTR REFUNDS	\$ 896.30
REED, THERESA DAWN	APR 2020 DOWNTOWN RR SVCS	\$ 450.00
SHARKEY PLUMBING HEATING	RR RETROFIT KITS	\$ 2,249.90
SPEARFISH AUTO SUPPLY	FILTERS/PARTS/BATTERIES/TOOLS	\$ 4,907.05
VIVI BENE INC	ELECTRICAL PARTS/LABOR	\$ 384.49
STAN HOUSTON EQUIPMENT	(100) BAGS PERMA-PATCH	\$ 1,499.00
STEINLEY REAL ESTATE	APPRAISAL SVCS	\$ 2,300.00
STRYKER SALES CORPORATION	(2) LIFEPAK CR2 ELECTRODES	\$ 174.00
SUBWAY	SUBS - DEPT MEETING 3/11/20	\$ 85.98
SUNDANCE ENGINEERING INC	ENGINEERING CONSULT SVCS	\$ 523.88
THE HANDY MAN	EXTERIOR DOOR, HUMANE SOCIETY	\$ 791.84
TTG ENTERPRISES INC	TECH LABOR/EQUIP REPAIR	\$ 1,881.10
TWO WHEELER DEALER	DRIVE BELT FOR TREADMILL/LABOR	\$ 115.00
TYLER TECHNOLOGIES INC	INCODE CRS MAINT FEE TO 04-21	\$ 3,822.71
UNITED STATES POSTAL SERVICE	PERMIT 59 BULK POSTAGE	\$ 10,000.00
US BANK NATIONAL ASSOCIATION	TAX INCREMENT DUE DEVELOPER	\$ 96,470.41
USA BLUE BOOK	CHEMICALS/COMPOUNDS	\$ 824.12
CITY OF SPEARFISH	MAR 20, W/S/G	\$ 3,603.81
WALMART	RETURNS	\$ 1,039.51
WELLS PLUMBING CORP	PARTS	\$ 8.56
INTEGRITY ACQUISITION LLC	PARTS	\$ 444.99
WHITE'S QUEEN CITY MOTORS	PARTS	\$ 130.35
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		\$ 464,499.85

March 2020 Salary Expense & Credit Card Fees

	<u>Gross</u>		<u>Gross</u>		
	<u>Wages/Benefits</u>		<u>Wages</u>	<u>Benefits</u>	
Mayor/Council	\$8,109.88	1.32%	\$7,533.58	\$576.30	1.51%
City Administrator	13,449.99	2.18%	16,701.19	-3,251.20	3.34%
City Attorney	9,821.46	1.59%	8,139.92	1,681.54	1.63%
Finance	31,403.15	5.09%	24,758.64	6,644.51	4.96%
Human Resources	7,735.74	1.25%	6,288.28	1,447.46	1.26%
Gov't Bldgs	14,443.61	2.34%	11,195.12	16,940.59	2.24%
PW Admin	29,210.56	4.74%	23,627.10	5,583.46	4.73%
Police	150,151.02	24.35%	118,611.28	31,539.74	23.76%
Fire	21,866.41	3.55%	18,476.60	3,389.81	3.70%
Bldg Inspect	17,801.75	2.89%	14,137.61	3,664.14	2.83%
Streets and Snow	50,149.82	8.13%	40,993.88	9,155.94	8.21%
Cemetery	3,405.32	0.55%	2,576.56	828.76	0.52%
Recreation/Aquatic	44,986.67	7.30%	35,492.49	9,494.18	7.11%
Parks	22,861.33	3.71%	18,202.92	4,658.41	3.65%
Library	25,292.06	4.10%	20,259.41	5,032.65	4.06%
Plan & Zone	17,192.40	2.79%	13,692.92	3,499.48	2.74%
Motor Pool	10,197.03	1.65%	8,484.21	1,712.82	1.70%
Police Comm	33,660.99	5.46%	26,273.14	7,387.85	5.26%
SAFER Grant	4,618.30	0.75%	3,275.00	1,343.30	0.66%
Water	17,795.87	2.89%	13,919.77	3,876.10	2.79%
Electric Production	16,639.11	2.70%	13,769.56	2,869.55	2.76%
Sewer	16,819.66	2.73%	13,181.48	3,638.18	2.64%
WWTP	26,979.03	4.38%	22,154.43	4,824.60	4.44%
Solid Waste	21,492.94	3.49%	17,124.86	24,066.38	3.43%
Campground	575.09	0.09%	419.31	155.78	0.08%
Totals	<u>\$616,659.19</u>	<u>100.00%</u>	<u>\$499,289.26</u>	<u>\$150,760.33</u>	<u>100.00%</u>
Credit Card Fees Feb	<u>\$3,585.44</u>				
Grand Total	<u><u>\$620,244.63</u></u>				

Public Comment – Public comment section was opened at 7:21 p.m. with no oral or written comments received.

There being no further business, Clark moved, Jacobs seconded and all voted to adjourn at 7:22 p.m.

Dated this 6th day of April, 2020.

CITY OF SPEARFISH

By: _____
Dana Boke, Mayor

ATTEST:

Michelle DeNeui, Finance Officer

Published once at the approximate cost of _____.