



**Spearfish City Council**  
Regular Session Minutes  
July 1, 2019

The Spearfish City Council met at 5:30 p.m. on Monday, July 1, 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, Klarenbeek and Martin. Absent: Eisenbraun and Jacobs. Also present: City Administrator Harmon, City Planner Watson, Parks and Recreation Director Ehnes, City Attorney McDonald, Finance Officer DeNeui, Interim Public Works Director Lee, Police Chief Rotert, Wastewater Treatment Facility Superintendent Evridge, Assistant Police Chief Jacobs, Police Lieutenant Dean, City Engineer Mathis, and Human Resource Director Mathis.

Clark moved, Klarenbeek seconded and all voted to approve the agenda as presented. There were no declarations of any potential conflicts-of-interest.

**Consent Agenda** – Hodgs moved, Klarenbeek seconded and with Clark, Hodges, Klarenbeek, and Martin voting aye the consent agenda was approved as follows:

- A. Approve a special on-sale liquor license for False Bottom for a wedding on July 13, 2019 from 1:00 p.m. to 11:00 p.m. at the BHSU Joy Center.
- B. Hire Jeffrey Bardsley as (full-time; benefit-eligible) Park, Recreation & Forestry Technician, grade 12, step 7, \$18.48 per hour, effective 6/30/2019. Replacement position.
- C. Hire Thomas Myers as (full-time; benefit-eligible) Street Technician, grade 12, step 7, \$18.48 per hour, effective 7/2/2019. Replacement position.
- D. Hire Jacob Westover (full-time; benefit-eligible) as Police Officer, grade 18, step 1, \$22.07 per hour, effective 7/2/2019. Replacement position.
- E. Add Donald Werner to the 2019 Fire Department Volunteer List.
- F. Hire Justin Klein as (full-time benefit eligible) as Parks, Recreation & Forestry Tech, grade 12, step 7, \$18.48 per hour, effective 7/15/2019. Replacement position.
- G. Hire Samantha Hughes as a seasonal facility maintenance laborer, \$11.25 per hour, effective 7/2/2019.
- H. Approve minutes of City Council regular session dated June 17, 2019.

**Items from Visitors**

**Miller Ranch Development** – City Planner Watson and applicant MC Ranch LLC reviewed a proposed land use of residential homes and commercial properties (along Colorado Blvd. and Christensen Dr.) for the Miller Ranch property. Discussions were on the availability of water to serve the area – preliminary reports indicate adequate supply is available; access to recreation path system – applicant indicated they will look at connections to the existing recreation path and they will be including recreation paths and golf cart paths within the area; and request to keep the old barn currently located on the property – applicant indicated they are sensitive to the historic nature of the property. Following discussions Klarenbeek moved, Hodgs seconded and all voted to direct MC Ranch LLC to seek approvals from Lawrence County and South Dakota

Department of Transportation prior to filing an annexation/rezoning application with the City of Spearfish.

### **Other Items**

**Executive Assistant** – Clark moved, Hodgs seconded and all voted to approve the executive assistant position description and authorize to recruit to fill this position.

**Authorize Signers** – Clark moved, Klarenbeek seconded and all voted to authorize signers on the City of Spearfish accounts at Black Hills Community Bank to be Finance Officer DeNeui, Park and Rec Director Ehnes, Recreation Center Superintendent Rauterkus, and Assistant Finance Officer Hanson.

**Authorize Signers** – Clark moved, Klarenbeek seconded and all voted to authorize signers on the City of Spearfish accounts at First Interstate Bank, Pioneer Bank and Trust, and Wells Fargo Bank to be Mayor Boke, Finance Officer DeNeui, Assistant Finance Officer Hanson, and Finance Accountant Hafner.

**SAM Administrator** – Clark moved, Klarenbeek seconded and all voted to designate Finance Officer DeNeui as the Entity Administrator for the System for Award Management (SAM) for federal grants and for Mayor Boke to sign the required documents.

**Promotion** – Hodgs moved and Clark seconded to promote Brandon Earl to Street/Solid Waste Foreman, grade 16, step 8, \$22.96 per hour, effective 6/30/2019, a replacement position. This wage is an exception to current job classification and compensation plan policy. With Clark, Hodgs, Klarenbeek, and Martin voting aye, motion passed.

**Hire** – Clark moved and Hodgs seconded to hire Justin Mowery (full-time; benefit-eligible) as Police Officer, grade 18, step 1, \$22.07 per hour, effective 7/2/2019, a replacement position. With Clark, Hodgs, Klarenbeek, and Martin voting aye, motion passed.

**Change Order #1 – Jackson Blvd.** – Clark moved and Hodgs seconded to approve change order 1 for the 2019 Jackson Boulevard Street & Utility Improvements Phase 1 project an increase of \$20,976.58, a decrease of \$14,452.46, for a net increase of \$6,524.12 (+0.17%) and revised substantial completion date is November 13, 2019. With Clark, Hodgs, Klarenbeek, and Martin voting aye, motion passed.

**Grant Application Intent** – Clark moved, Hodgs seconded and all voted to authorize Mayor Boke to sign letter of intent to apply for the Transportation Alternative Grant in the amount of \$400,000.00 for the Exit 8 Rec Path project.

**Sign Ordinance** – City Planner Watson held discussion on proposed changes to the sign ordinance. Council members provided feedback and a draft ordinance will be presented at a later date.

**Small Wind Energy Systems** – City Planner Watson held discussion on small wind energy systems. Council members and Mayor Boke provided feedback and a draft ordinance will be presented at a later date.

**Bill List** – Klarenbeek moved, Clark seconded, and Clark, Hodgs, Klarenbeek, and Martin voted aye to approve the Bill List dated July 1, 2019 as follows:

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
A&B BUSINESS INC	JUL 2019 COPIER LEASE	\$ 2,529.06
AE2S	JACKSON BLVD STREET/UTILITY	\$ 22,531.70
ALPINE IMPRESSIONS	TSHIRTS/HOODIES	\$ 1,199.50
AMERICAN LEGAL PUBLISHING	ORDINANCE UPDATES	\$ 867.52
BAKER & TAYLOR	BOOKS	\$ 647.12
BLACK HILLS CHEMICAL CORP	BLEACH	\$ 1,006.92
BLACK HILLS ENERGY	ELECTRICITY	\$ 33,496.00
BOMGAARS SUPPLY INC	REPAIRS/PARTS/TOOLS/EQUIP	\$ 1,306.35
CASH-WA DISTRIBUTING CO OF	CONCESSIONS	\$ 2,663.50
CBH COOPERATIVE	MAY FUEL	\$ 30,003.74
CENGAGE LEARNING	BOOKS	\$ 170.92
CHAIN SAW CENTER	MOWING HEAD	\$ 51.90
CITY OF SPEARFISH CC	SUPPLIES/ONLINE TRAINING	\$ 618.38
CLARK PRINTING CORP	NOTARY STAMP-BUSSIERE	\$ 41.97
CLAUSER MACHINE WORKS	PIPE THREADS	\$ 64.00
DIAS, GREGORY K	MONTHLY COMPUTER SUPPORT	\$ 336.75
DG INVESTMENT INTERMEDIATE	REMOVE CAMERA/REPAIR MONITOR	\$ 1,017.24
CORE & MAIN LP	EQUIP	\$ 444.04
CULLIGAN SOFT WATER CORP	WATER	\$ 19.50
CUMMINS CENTRAL POWER LLC	MAINTENANCE/REPAIRS	\$ 6,118.40
L N CURTIS & SONS	TOOLS/EQUIPMENT	\$ 6,878.45
DAKOTA BARRICADE LLC	PAVEMENT MKG PAINT	\$ 20,686.26
EUROFINS EATON ANALYTICAL	UCMR4 LAB TESTING	\$ 3,300.00
FASTENAL CO	PARTS	\$ 1,047.63
SA&J SERENDIPITY 57 INC	WINDOW CLEANING	\$ 149.00
BDG INC	LEADER HOSE, 1" X 20'	\$ 1,249.70
EDDIE'S TRUCK CENTER	REPAIRS 2006 FREIGHTLINER	\$ 532.51
FMG INC	MAY 2019 SVCS	\$ 28,614.70
GARDNER MEDIA LLC	GARDNER MEDIA LLC	\$ 124.09
VIEHAUSER ENTERPRISES LLC	KEYS	\$ 48.50
GRAINGER INC	REPAIRS	\$ 62.00
GREAT WESTERN TIRE INC	TIRE REPAIR	\$ 2,362.10
GTI COMPANIES INC	CITY HALL SITE IMPROVEMENTS	\$ 15,931.13
HAUCK ELECTRIC & CONTROLS	ELECTRICAL SYSTEM UPGRADE	\$ 27,596.78
HAWKINS INC	SUPPLIES/CHEMICALS	\$ 10,940.89
KLJ SOLUTIONS HOLDING CO	WILDLIFE HAZARD ASSESS	\$ 223.29
KNIGHT SECURITY INC	FACILITY MONITORING/800 NO	\$ 498.77
KODRU EQUIPMENT INC	6" FLG DEZURIK PLUG VALVE	\$ 4,399.49

KT CONNECTIONS	EXTENSION TRANSFER	\$ 110.00
LAWRENCE COUNTY AUDITOR	TIF 5	\$ 189.38
LEONE'S CREAMERY	CONCESSIONS	\$ 1,045.00
LOU'S GLOVES INC	LATEX, EXAM, LARGE	\$ 296.00
LYNN, JACKSON, SHULTZ & LE	MAY SVCS	\$ 798.75
MAMMOTH SITE, THE	SITE VISIT	\$ 187.58
MANDY BING LLC	100 BUNDLES OF FIREWOOD	\$ 700.00
MIDCO	06/01-06/30	\$ 770.41
MILES MOBILE RV SERVICE	MILES MOBILE RV SERVICE	\$ 120.00
MOUNTAIN WEST LLC	(260) BAGS CEDAR MULCH	\$ 1,027.00
MUNRO EARTHMOVING LLC	SNOW REMOVAL/EXCAVATING	\$ 3,210.34
NEBRASKA SALT & GRAIN CO	ICE SLICER	\$ 17,930.28
MOSSET, COREY	ADJUST DOOR CABLE @ AIRPORT	\$ 229.59
ODLE-KINDSFATER, KATIE	LET 911 TELECOMMUNICATOR TRG	\$ 307.34
ORIGINAL WATERMEN INC	RACER TANKS	\$ 357.50
OSTROM, CORWIN	REPAIRS/MAIN & MICHIGAN	\$ 350.00
PAUL, JACKALYN	NACHO MOD B TRAINING	\$ 599.00
PETTY CASH-WELLS FARGOBAN	POSTAGE/DARE/MEALS/RET/GROC	\$ 315.38
PETTY CASH P&Z-WELLS FARGO	PLAT FILING FEES	\$ 137.00
QUIK SIGNS INC	BUS CARDS, REX MCDONALD	\$ 407.90
RAMKOTA HOTEL – PIERRE	06/14/19, HAFNER & HANSON	\$ 384.00
REDWOOD TOXICOLOGY LAB IN	LAB PANELS	\$ 165.33
REFLECTIVE APPAREL FACTORY	WATERPROOF APPAREL	\$ 2,238.82
REURINK, TYLER	WEATHER RADAR INTERPRETATION	\$ 53.00
ROSENBAUER SOUTH DAKOTA L	PUMPER APPARATUS PER CONTRACT	\$ 286,731.00
RUSHMORE ELECTRIC POWER CO	ON SITE RESTING, SCADA	\$ 7,148.18
S & S WORLDWIDE INC	SUMMER REC SUPPLIES JUNE	\$ 260.97
SACRISON PAVING INC	6/10/19: 8" ASPHALT PATCHING	\$ 5,052.33
SAFEWAY STORES INC	GROCERY	\$ 338.88
SAND CREEK PRINTING CORP	BOOK MARKS/AP FOR LIB CARD	\$ 233.00
SD REDBOOK	ATS ONLINE VIDEOS EXP 08/31/19	\$ 30.00
SDML	BUDGET TRG/MARTIN/KLARENBEEK	\$ 50.00
SOUTH DAKOTA ONE CALL	MAY SERVICES	\$ 153.30
SPEARFISH MOTORS INC	PARTS	\$ 17.85
SPEARFISH SCHOOL DIST 40-2	TIF 5	\$ 436.19
STAN HOUSTON EQUIPMENT	(50) BAGS, 60# PERMAPATCH	\$ 825.00
MINNESOTA CONWAY FIRE AND	HYDROTEST 13 SCBA BOTTLES	\$ 260.00
SUNSHINE TOWING	TOWING SERVICES	\$ 188.00
SUPERIOR SANITATION LLC	(8) PORTABLE RR'S, MAY 2019	\$ 384.00
SYSCO FOOD SERVICES OF MT	CONCESSIONS	\$ 1,390.05
TAYLOR DRILLING CO	WELL ABANDONMENT, SAWMILL PRO	\$ 1,959.45
MACKENZIE ENTERPRISES	TOOLS/EQUIPMENT	\$ 822.40
PRODUCTIVITY PLUS ACCOUNT	REPAIR PARTS	\$ 261.00
TTG ENTERPRISES	LABOR/REPAIRS	\$ 1,140.00

THE UPS STORE #5137	06/11/19 SHIPMENT	\$ 22.17
US BANK NATIONAL ASSOCIATIO	SPEARFISH #2 - C461030-02	\$ 96,470.41
USA BLUE BOOK	MSA ADV GME/P100	\$ 171.23
THE VERNON COMPANY	(25) CLICK-IT NAME BADGE	\$ 396.37
VIG, TONYA	RTP ADV COUNCIL EXIT REC PATH	\$ 11.00
SIOUX FALLS TOWER SPECIALIST	INSTALL LIGHT SYS/LOOKOUT MTN	\$ 5,454.00
WALMART COMMUNITY/GEMB	OFFICE/KITCHEN/REC/PARTS	\$ 1,814.71
WELLS PLUMBING CORP	PARTS/	\$ 145.47
WESTERN MICROSCOPE LLC	REPAIR MECHSTAGE	\$ 125.00
WOLFF'S PLUMBING & HEATING	4" CLOSE BLK NIPPLE	\$ 38.92
** TOTAL **		\$ 674,040.28

### June 2019 Salary Expense & Credit Card Fees

	Gross		Gross Wages		Benefits	
	Wages/Benefits					
Mayor/Council	\$4,989.50	0.72%	\$4,637.86	\$351.64	0.96%	
City Administrator	6,575.16	0.95%	5,542.50	1,032.66	1.15%	
City Attorney	2,928.44	0.42%	2,435.46	492.98	0.51%	
Finance	44,998.53	6.50%	18,585.32	26,413.21	3.86%	
Human Resources	5,081.82	0.73%	4,139.30	942.52	0.86%	
Gov't Bldgs	27,966.01	4.04%	11,995.46	15,970.55	2.49%	
PW Admin	10,004.11	1.45%	8,324.11	1,680.00	1.73%	
Police	136,010.23	19.66%	102,501.53	33,508.70	21.27%	
Fire	15,815.10	2.29%	13,130.09	2,685.01	2.72%	
Bldg Inspect	15,887.91	2.30%	15,535.47	352.44	3.22%	
Streets	29,002.33	4.19%	21,423.33	7,579.00	4.45%	
Snow Removal	2,170.24	0.31%	1,006.04	1,164.20	0.21%	
Cemetery	13,942.54	2.02%	6,702.01	7,240.53	1.39%	
Animal Control	3,535.92	0.51%	1,915.86	1,620.06	0.40%	
Recreation/Aquatic	89,307.20	12.91%	48,861.04	40,446.16	10.14%	
Spectator Rec	7,294.94	1.05%	4,185.52	3,109.42	0.87%	
Parks	23,160.75	3.35%	12,995.33	10,165.42	2.70%	
Library	24,631.28	3.56%	19,615.35	5,015.93	4.07%	
Plan & Zone	14,555.73	2.10%	13,373.67	1,182.06	2.77%	
Motor Pool	9,559.26	1.38%	9,237.54	321.72	1.92%	
Wildland Fire	10,501.79	1.52%	0.00	10,501.79	0.00%	
Police Comm	30,956.25	4.47%	26,179.86	4,776.39	5.43%	
Water	33,314.71	4.82%	27,534.56	5,780.15	5.71%	
Electric Production	17,829.61	2.58%	16,810.14	1,019.47	3.49%	
Sewer	33,637.10	4.86%	24,685.21	8,951.89	5.12%	
WWTP	31,669.18	4.58%	23,448.47	8,220.71	4.87%	
Airport	3,342.50	0.48%	2,500.05	842.45	0.52%	
Parking	132.11	0.02%	585.19	-453.08	0.12%	
Solid Waste	27,149.38	3.92%	22,390.73	4,758.65	4.65%	
Campground	15,864.06	2.29%	11,668.22	4,195.84	2.42%	
Totals	\$691,813.69	100.00%	\$481,945.22	\$209,868.47	100.00%	

Credit Card Fees paid in June \$4,254.23

Grand Total

\$696,067.92

**Public Comment** – Public comment section was opened at 6:14 p.m. Resident John Dale requested that 5G be eliminated from LED lights to prevent cancer causing emissions and note that first responders should be using hazardous waste disposal precautions when working at accidents involving LED lights.

There being no further business before the Council, Clark moved, Klarenbeek seconded and all voted to adjourn at 6:18 p.m.

Dated this 1st day of July 2019.

**CITY OF SPEARFISH**

BY: \_\_\_\_\_  
Dana Boke, Mayor

**ATTEST:**

\_\_\_\_\_  
Michelle DeNeui , Finance Officer

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