



Spearfish City Council
Regular Session Minutes
October 7, 2019

The Spearfish City Council met at 5:30 p.m. on Monday, October 7, 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, Eisenbraun, Hodgs, Jacobs, and Klarenbeek. Absent: None. Also present: City Administrator Harmon, City Planner Watson, Parks and Recreation Director Ehnes, City Attorney McDonald, Finance Officer DeNeui, Public Works Director Lee, Public Safety Director Rotert, Fire Chief Deaver, Assistant Fire Chief Mathis, Chief of Police Jacobs, Wastewater Treatment Superintendent Evridge, and Street and Solid Waste Superintendent Earl.

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

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

- A. Abate 2019 taxes payable in 2020 for mobile home that was removed in 2018, value of abatement is \$62,660.
- B. Abate 2019 taxes payable in 2020 for home that was incorrectly assessed as having the basement completed, value of abatement is \$53,288.
- C. Hire Joshua Auch as (benefit-eligible) street technician, grade 12, step 7, \$18.48 per hour, effective 9/30/2019. Replacement position.
- D. Hire Brooke Wobschall as (not benefit-eligible) library page (federal work-study – 70% funded), grade 1, step 1, \$9.53 per hour, effective 10/1/2019. Replacement position.
- E. Hire Nancy McGinnis as temporary seasonal snow plow operator, \$16.00 per hour, effective 11/12/2019.
- F. Add Miranda Cediollo and Charles Fetter to the Fire Department Volunteer List.
- G. Approve minutes of City Council regular session dated September 16, 2019.

Items from Visitors

Thank You – Resident Tamra Trijillo thanked Fire Fighter Ashworth for his emergency response and ability to use sign language to communicate with Ms. Trijillo during a recent automobile accident. Ms. Trijillo urged other first responders to obtain sign language training to communicate with the deaf citizens of Spearfish and visitors to our area.

Proclamation – Mayor Boke proclaimed October 2019 as Domestic Violence Awareness Month and presented the proclamation to the staff of the Artemis House.

Proclamation – Mayor Boke proclaimed October 7, 2019 as World Habitat Day and presented the proclamation to staff of Black Hills Habitat for Humanity.

Promotion – Public Safety Director Rotert presented Curt Jacobs with a badge for his promotion to Chief of Police, and badge was pinned by Chief Jacobs' spouse.

Other Items

Funding Agreement – Hodgs moved, Jacobs seconded and all voted to approve the funding agreement with the State of South Dakota Department of Transportation for Bridge Improvement Grant in the amount of \$40,669.61 for replace or repair bridges indicated in the agreement and to authorize Mayor Boke to sign all necessary documents relating to the grant.

Financial Assistance Agreement – Hodgs moved, Eisenbraun seconded and all voted to approve the financial assistance agreement with the State of South Dakota Department of Transportation for Phase 2 of the 2019 airport improvement project and to authorize Mayor Boke to sign all necessary documents related to the grant.

Budgeted Transfers – Klarenbeek moved, Hodgs seconded and all voted to approve the following budgeted transfers:

From	602-Water Fund	602-49300-4560 (Water-Subsidies)	\$105,134
	603-Hydro Fund	603-49300-4560 (Hydro-Subsidies)	\$10,775
	604-Sewer Dept	604-49300-4560 (Sewer-Subsidies)	\$94,615
	604-WWTP Dept	604-49300-4560 (Sewer-Subsidies)	\$50,366
	606-Airport Fund	606-49300-4560 (Airport - Subsidies)	\$21,700
	610-Parking Fund	610-49300-4560 (Parking-Subsidies)	\$136
	612-Solid Waste Fund	612-49300-4560 (Solid Waste-Subsidies)	\$13,843
	615-Campground Fund	615-49300-4560 (Campground-Subsidies)	\$7,240
To	101-General Fund	101-39101 (Transfers In)	\$303,809
From	101-General Fund	101-49300-4560 (General Fund-Subsidies)	\$380,740
To	291-Historic Fund	291-39101 (Transfers In)	\$25,000
	214-E911 Communications Fund	214-39101 (Transfers In)	\$355,740
From	202-Hospitality Tax Fund	202-49300-4560 (Hospitality Tax-Subsidies)	\$13,940
To	101-General Fund	101-39101 (Transfers In)	\$13,940
From	604-Sewer Fund	604-49300-4560 (Water-Subsidies)	\$36,667
	612-Solid Waste Fund	612-43230-4560 (Solid Waste-Subsidies)	\$36,667
To	602-Water Fund	602-39101 (Transfers In)	\$73,334
From	603-Hydro Electric Fund	603-49300-4560 (Hydro Electric-Subsidies)	\$275,000
To	604-Sewer Fund	604-39101 (Transfers In)	\$275,000
From	603-Hydro Electric Fund	603-49300-4560 (Hydro Electric-Subsidies)	\$3,000
To	606-Airport Fund	606-39101 (Transfers In)	\$3,000

Emerald Ash Borer Action Plan – Clark moved, Eisenbraun seconded and all voted to adopt the City of Spearfish Emerald Ash Borer Action Plan.

Preliminary Plat – Hodgs moved and Eisenbraun seconded to approve the preliminary plat for Lots 1, 2, 3, and 4 of Lots 4A and 4B of Gov't Lot 1, Section 4 T6N R2E BHM, Lawrence County, South Dakota, located at 369-371 Evans Lane. Motion was amended by Hodgs, seconded by Eisenbraun and all voted to approve the preliminary plat and variance noting that the conditions for hardship have been met.

Easement – Eisenbraun moved, Hodgs seconded and all voted to approve a storm sewer easement on Tract A at the Reserve.

Agreement – Jacobs moved, Klarenbeek seconded and all voted to approve the dedication and acceptance agreement for phase 5 infrastructure on Pintlar Avenue at the Reserve.

Agreement – Hodgs moved, Jacobs seconded and all voted to approve the renewal of the Joint Powers Agreement with Lawrence County to be effective November 1, 2019 to November 1, 2020.

Memorandum – Hodgs moved, Eisenbraun seconded and all voted to approve the updated School Resource Officer Memorandum of Understanding between the City of Spearfish and Spearfish School District for a three-year term.

Agreement – Clark moved, Jacobs seconded and all voted to approve the Joint Powers Agreement between the Spearfish Police Department and South Dakota Attorney General's Office to provide for a more coordinated drug enforcement effort between state and local agencies.

SAFER Grant – Hodgs moved, Eisenbraun seconded and all voted to accept the Staffing for Adequate Fire and Emergency Response (SAFER) Grant from US Department of Homeland Security for up to \$427,180 in federal funding over 4 years and authorize Mayor Boke, Finance Officer DeNeui, and Fire Chief Deaver to sign any documents necessary for the grant acceptance and administration.

Position – Klarenbeek moved, Jacobs seconded and all voted to approve the position description for recruitment, retention, and training officer and authorize to begin the recruitment process.

Seasonal Staff – Clark moved, Klarenbeek seconded and with Clark, Eisenbraun, Hodgs, Jacobs and Klarenbeek voting aye, motion passed to authorize City staff to hire a non-budgeted seasonal employee.

Set Bid Opening – Clark moved, Eisenbraun seconded and all voted to set the bid opening for the WWTP Influent Flow Equalization Basin Project for November 20, 2019 at 1:30 p.m. in the city council chambers.

Contract – Hodgs moved, Clark seconded and with Clark, Eisenbraun, Hodgs, Jacobs and Klarenbeek voting aye, motion passed to accept the proposal and approve the contract with GTI for snow hauling.

Interim Bill List – Eisenbraun moved, Hodgs seconded and with Clark, Eisenbraun, Hodgs, Jacobs and Klarenbeek voting aye, motion passed to approve the bill list dated September 24, 2019 as follows:

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
A T & T	DISPATCH LONG DISTANCE	\$ 36.97
BELLE FOURCHE LANDFILL	AUGUST SOLID WASTE	\$ 29,786.01
BLACK HILLS ENERGY	ELECTRICITY	\$ 10,088.39
BLACK HILLS POWER	SUBSCRIPTION/RENEWABLE READY	\$ 500.00
CBH COOPERATIVE	AUG FUEL	\$ 27,783.98
CITY OF SPEARFISH CC	TONER/DISKS/COMPUTER MICE	\$ 162.85
KETEL THORSTENSON LLP	07/31/19 AUDIT PROGRESS BILL	\$ 7,500.00
SPEARFISH PARTNERSHIP FOR ARTS, MANDY BING LLC	REC GRANT ALLOCATION 04-18-19 FIREWOOD BUNDLES - CAMPGROUND	\$ 250.00 \$ 962.50
		<u>\$ 77,070.70</u>

Bill List – Hodgs moved, Jacobs seconded and with Clark, Eisenbraun, Hodgs, Jacobs and Klarenbeek voting aye, motion passed to approve the bill list dated October 7, 2019 as follows:

3RD DEGREE SCREENING INC	CREDIT/CRIMINAL HISTORY CKS	\$ 47.50
ACE STEEL & RECYCLING INC	PARTS/LABOR	\$ 929.69
LAW ENFORCEMENT TARGETS	POLYFOAM TARGETS/STAND	\$ 215.18
ADAMS - ISC	PARTS AND LABOR, UNIT 52	\$ 3,719.21
AMAZON.COM	BOOKS/MOVIES/OFFICE	\$ 441.74
AMERICAN ENGINEERING TESTING	2019 SPEAR STREET REPAIRS	\$ 625.85
ASHWORTH, BRAYDEN A	PER DIEM MEALS/WILDLAND FIRES	\$ 52.00
AT & T	AUG/SEP LONG DISTANCE	\$ 31.27
AVENZA SYSTEMS INC	MAPS PRO RENEWAL TO OCT2020	\$ 799.00
BAKER & TAYLOR	BOOKS	\$ 1,164.21
BHSU FOUNDATION	GREEN PACKAGE	\$ 200.00
BHSU PRINTING CENTER	SEP NEWSLETTER	\$ 572.86
BICKLE TRUCK & DIESEL INC	TRANSMISSION REPAIR	\$ 56.16
BLACK HILLS CHEMICAL CORP	JANITORIAL/VACUUM	\$ 2,501.61
BLACK HILLS ENERGY	ELECTRICITY	\$ 22,836.22
BLACK HILLS LAUNDRY & DRY	UNIFORM ALTERATIONS/REPAIR	\$ 47.30
BLACK HILLS PIONEER	AUG ADVERTISING	\$ 628.50
BLACK HILLS PURE INC	COOLER RENTAL	\$ 68.50
BLACK HILLS URGENT CARE	SCREENING X 2	\$ 110.00
BOKE, DANA	PER DIEM/MILEAGE/TAXI	\$ 191.08
BOMGAARS SUPPLY INC	PARTS/BOOTS/TOOLS/LUMBER/SUPPLIES	\$ 1,467.36
BORDER STATES ELECTRIC	ELECTRICAL SUPPLIES/PARTS	\$ 443.82
BROWN, HEATH G	PER DIEM/WILDLAND FIRE	\$ 52.00
BUILDERS FIRSTSOURCE INC	PARTS/SUPPLIES/SHELF BOARD/FENCING	\$ 81.79
BUSH, DUSTIN	PER DIEM/Z1 CONFERENCE	\$ 43.00
CASH-WA DISTRIBUTING	CONCESSIONS	\$ 721.51
CHAIN SAW CENTER	EQUIP/REPAIRS	\$ 3,518.82
CITY OF RAPID CITY	3-L3 CAMERAS	\$ 600.00
CITY OF SPEARFISH CC	GARMIN/OFFICE SUPPLIES/BAG	\$ 447.22
CLIMATE CONTROL SYSTEMS	2019 PM AGMT/CITY HALL	\$ 2,365.75

DIAS, GREGORY K	MONTHLY ON-LINE BACKUP FEES	\$	44.97
DG INVESTMENT INTERMEDIATE	TROUBLESHOOT CAMERA SYSTEM	\$	618.25
CORE & MAIN LP	PARTS/LABOR/REPAIRS	\$	2,390.75
CROELL INC	710 HERITAGE DR/12TH & GRANT	\$	709.50
L N CURTIS & SONS	PHOS/CLASS A FOAM CONCENTRATE	\$	3,035.21
DAKOTA BARRICADE LLC	PAVEMENT MARKING PAINT	\$	6,354.60
ENTENMANN-ROVIN	BADGES/WALLETS/UNIFORMS	\$	531.50
NEWHOUSE ENTERPRISES INC	(10) CASES OF PAPER/STAM/INK/RIBBONS	\$	546.16
FASTENAL CO	PARTS	\$	1,310.74
PETTY CASH-WELLS FARGO BANK	POSTAGE/FEES/FUEL/TRAVEL	\$	241.51
SA&J SERENDIPITY 57 INC	WINDOW CLEAN/CITY HALL	\$	575.00
BDG INC	SEWER HOSE, CONCAVE ROOT SAW	\$	2,120.00
FMG INC	AUG 2019/EXIT 8 PATH/CITY HALL SITE	\$	9,438.60
THE GLASS SHOP	D/S MIRROR	\$	409.23
GTI COMPANIES INC	2019 SCHEDULED STREET REPAIRS	\$	273,940.60
GUNDERSON TRUCKING INC	TRANSPORT WWTP TO GILLETTE	\$	3,000.00
HAGEMAN, THOMAS	PER DIEM MEALS	\$	52.00
HARMON, MICHAEL	PER DIEM MEALS/MILEAGE	\$	164.40
HDR ENGINEERING INC	DESIGN STANDARDS TO 08/31/19	\$	4,402.50
HEISLER HARDWARE	TOOLS/EQUIP/PARTS/PAINT	\$	765.46
INFINITY FIRE COMMUNICATIONS	RADIO & MICROPHONE REPAIRS	\$	97.50
INTERSTATE BATTERIES	PARTS	\$	144.40
J & D PRECAST INC	MAN HOLE ADJ RING/CONCRETE	\$	845.00
JACOBS, CURT	PER DIEM MEALS/Z1 CONF	\$	43.00
JOHNSON CONTROLS FIRE PROTECTION	SVC CALL/FIRE ALARM REPAIRS	\$	858.56
KESSLER, LEVI	BOOT REIMBURSEMENT	\$	100.00
KT CONNECTIONS	2019-2020 FORTINET RENEWAL/PHONES	\$	1,741.50
LAWRENCE COUNTY TREASURER	TITLE & REGISTRATION FEES X 2	\$	42.40
LEADSONLINE LLC	SCRIPT RENWL TO 12/20/2020	\$	1,668.00
LOU'S GLOVES INC	LATEX GLOVES, LG/XL	\$	296.00
MID-AMERICAN RESEARCH CHEMICAL	INSECTICIDE	\$	280.35
JJ SCHOLL INC	AUTO DETAIL - CHEVY 2500	\$	220.00
MCMASTER CARR, INC	PARTS	\$	135.33
MG OIL COMPANY	CHEV MEROPA 68	\$	197.74
NORTHERN HILLS TRNG CENTER	AUG 2019 JANITORIAL/MOWING	\$	4,889.14
NORTH CENTRAL RENT & LEASE	EQUIP RENTAL	\$	3,225.00
NORTH CENTRAL SUPPLY	HOLLOW METAL DOORS	\$	960.00
NORTHERN TRUCK EQUIPMENT	TROUBLE SHOOT/REPAIR HYDRO	\$	911.80
NORTHWEST PIPE FITTING CO	REPAIR PARTS	\$	80.31
ONE TIME VENDORS	A. CHEPEYA & S.CLARKSON, PAINT GRANT	\$	693.20
OSTROM, CORWIN	CURBING, HERITAGE DR FIRE DEPT	\$	1,500.00
PEDNEAU, DARIN	PER DIEM / Z1 CONFERENCE	\$	43.00
PETTY CASH P&Z-WELLS FARGO	PLAT FILING FEES	\$	434.00
RAPID DELIVERY	SEP DELIVERIES	\$	269.19
RAPP SALES CO	BLACK DIAMOND 20/40	\$	157.50

RCS CONSTRUCTION INC	JACKSON BLVD IMPROVEMENTS	\$	531,022.68
REC CENTER REFUND ACCOUNT	3RD QTR REFUNDS	\$	1,594.73
RUSHMORE ELECTRIC POWER CO	TROUBLE SHOOT/SCADA	\$	300.00
SACRISON ASPHALT INC	LIMESTONE	\$	364.40
SACRISON PAVING INC	ASPHALT OVERLAY, S CANYON RD	\$	38,069.73
SAND CREEK PRINTING CORP	250 BUSINESS CARDS/BUSSIERE	\$	47.00
SHARKEY PLUMBING HEATING	EVANS PARK RR REPAIR	\$	130.00
SHAW FIRE & SAFETY INC	EQUIP MAINT	\$	74.00
SHERATON SIOUX FALLS	PEDNEAU, SEP 10-12, 2019	\$	732.00
SHUCK, STEVEN P	PER DIEM TRAVEL/RENTAL/PARKING	\$	4,694.40
SCALA INC	SIGN CHANNEL RENEWAL ANNUAL	\$	280.00
SIMON CONTRACTORS OF SD	GREEN ACRES PARKING LOT	\$	3,763.80
SNYDER INDUSTRIES INC	CONTAINERS	\$	11,295.00
SOUTH DAKOTA DOT	ANNUAL PERMIT RENEW FEE, ADS	\$	16.00
SOUTH DAK STATE TREASURER	SEP 2019 SALES TAX REPORTING	\$	13,403.22
SPEARFISH AUTO SUPPLY	PARTS/EQUIP/FILTER/SYSTEMS	\$	4,154.90
VIVI BENE INC	REPAIRS, RUSHMORE ST	\$	7,549.99
SPEARFISH LUMBER CO	LUMBER/SUPPLIES	\$	60.36
GUDAHL INVESTMENTS LLC	PAINT	\$	167.33
STADLER, DAVID J	BUILD SS SPOOL AND MODIFY	\$	375.00
SUPERIOR SANITATION LLC	PORTABLE RR, AUGUST	\$	384.00
SYSCO FOOD SERVICES OF MT	REPAIR PARTS	\$	27.13
T & W APPLIANCE/KNOTHOLE	BLOCK LETTERING	\$	51.87
THOMSON REUTERS WEST	AUG 19 SEARCH & SEIZE BULLETIN	\$	444.00
TNEMEC CO INC	EXPOXOLINE	\$	434.52
TRAFFIC CONTROL CORP	REPAIR PARTS	\$	5,846.00
TTG ENTERPRISES	SCREEN PLC RESET	\$	1,908.50
TURBIVILLE INDUSTRIAL ELEC	PARTS/LABOR/REPAIRS	\$	7,648.67
US BANK NATIONAL	SPEARFISH #2 - C461030-02	\$	96,470.41
USA BLUE BOOK	FACESHIELD	\$	262.04
CITY OF SPEARFISH	UTILITIES	\$	22,421.42
VISIT SPEARFISH INC	OCT 19 BID BOARD ALLOCATION	\$	16,667.00
WALMART	OFFICE/JANITORIAL/KITCHEN	\$	468.35
WELLS PLUMBING CORP	REPAIR PARTS/CULVERT	\$	207.38
WESTERN COMMUNICATIONS	EARPIECE/SPKR MIC/VISOR MOUNT	\$	254.20
WHITE'S QUEEN CITY MOTORS	REPAIRS	\$	124.95
WOLFF'S PLUMBING & HEATING	REPAIR PARTS	\$	79.42
ZUERCHER TECHNOLOGIES LLC	Z1 REGISTRATIONS	\$	<u>150.00</u>
		\$	<u>1,147,407.45</u>

September 2019 Salary Expense & Credit Card Fees

	<u>Gross Wages/Benefits</u>		<u>Gross Wages</u>	<u>Benefits</u>	
Mayor/Council	\$4,357.04	0.70%	\$4,049.62	\$307.42	0.81%
City Administrator	9,132.55	1.47%	7,797.34	1,335.21	1.56%

City Attorney	2,928.44	0.47%	2,435.46	492.98	0.49%
Finance	16,376.66	2.63%	13,150.16	3,226.50	2.63%
Human Resources	5,081.82	0.82%	4,139.30	942.52	0.83%
Gov't Bldgs	9,801.64	1.58%	7,882.74	1,918.90	1.58%
PW Admin	17,415.72	2.80%	14,310.70	3,105.02	2.86%
Police	146,151.28	23.49%	116,573.25	29,578.03	23.32%
Fire	18,883.76	3.03%	16,162.04	2,721.72	3.23%
Bldg Inspect	16,004.07	2.57%	12,827.86	3,176.21	2.57%
Streets	23,207.13	3.73%	18,923.07	4,284.06	3.79%
Snow Removal	0.00	0.00%	0.00	0.00	0.00%
Cemetery	6,517.19	1.05%	5,168.67	1,348.52	1.03%
Animal Control	3,489.25	0.56%	2,588.66	900.59	0.52%
Recreation/Aquatic	60,949.14	9.80%	50,972.46	9,976.68	10.20%
Spectator Recreation	4,591.82	0.74%	3,579.37	1,012.45	0.72%
Parks	14,848.85	2.39%	11,831.60	3,017.25	2.37%
Library	24,264.52	3.90%	19,504.93	4,759.59	3.90%
Plan & Zone	10,168.33	1.63%	8,365.51	1,802.82	1.67%
Motor Pool	9,814.15	1.58%	8,128.11	1,686.04	1.63%
Wildland Fire	30,996.73	4.98%	28,793.98	2,202.75	5.76%
Police Comm	33,178.50	5.33%	26,238.12	6,940.38	5.25%
Water	28,766.58	4.62%	23,074.08	5,692.50	4.62%
Electric Production	22,246.43	3.58%	18,443.77	3,802.66	3.69%
Sewer	28,782.71	4.63%	23,161.64	5,621.07	4.63%
WWTP	32,274.86	5.19%	26,257.83	6,017.03	5.25%
Airport	3,951.86	0.64%	3,239.32	712.54	0.65%
Parking	0.00	0.00%	0.00	0.00	0.00%
Solid Waste	26,171.68	4.21%	21,298.36	4,873.32	4.26%
Campground	11,879.87	1.91%	1,007.64	10,872.23	0.20%
Totals	\$622,232.58	100.00%	\$499,905.59	\$122,326.99	100.00%

Credit Card Fees Aug \$7,414.08

Grand Total \$629,646.66

Departmental Discussion Items – City Administrator Harmon noted Ward 2 Special Election will be held on Tuesday, October 8, 2019, a multi-agency emergency training exercise was held on Saturday, October 5, 2019 at the Black Hills Airport, and staff will monitor the weather and make determinations on snow removal and debris removal if conditions require such.

Public Comment – Public comment section was opened at 6:23 p.m. Resident John Dale commented on Habitat for Humanity and information systems. The public comment section was closed at 6:25 p.m.

There being no further business before the Council, Hodgs moved, Jacobs seconded and all voted to adjourn at 6:26 p.m.

Dated this 7th day of October 2019.

CITY OF SPEARFISH

BY: _____
Dana Boke, Mayor

ATTEST:

Michelle DeNeui, Finance Officer

Published once at the approximate cost of _____.