



Spearfish City Council
Regular Session Minutes
November 2, 2020 5:30 p.m.

The Spearfish City Council met at 5:30 p.m. on Monday, November 2, 2020. Mayor Boke presided and called the meeting to order. Roll call was taken with the following members present: Clark, Eisenbraun, Herrmann, Jacobs and Klarenbeek. Absent: Hodgs. 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 and Police Chief Jacobs.

All stood and recited the pledge of allegiance. Clark moved, Eisenbraun seconded and all voted to approve the agenda. No potential conflicts of interest were noted.

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

- A. Approve the minutes of the City Council regular session dated October 19, 2020.
- B. Authorize the finance office to make the entries necessary for the third quarter budgeted administrative fees for personnel and information technology costs.
- C. Add Jason Gentrup to the Spearfish Recreation and Aquatics Center volunteer list.
- D. Add Braden Yackley to the Spearfish Recreation and Aquatics Center referee list.
- E. Move Tom Stulken to full-time (benefit eligible) Librarian, effective 11/15/2020.

Presentation – Mayor Boke accepted a check from SD Division of Criminal Investigations Director Natvig in the amount of \$105,000 for the cost of improvements to City Hall for a regional drug task force.

Public Hearing – A public hearing was opened at 5:39 p.m. to consider a Lease Agreement with Jamie Johnson for 615 Maitland Road. No oral or written comments were received and the hearing was closed at 5:39 p.m.

Lease – Herrmann moved, Jacobs seconded and all voted to approve a Lease Agreement with Jamie Johnson for 615 Maitland Road.

Public Hearing – A public hearing was opened at 5:39 p.m. to consider a Lease Agreement with Jennifer Johnson for 625 Maitland Road. No oral or written comments were received and the hearing was closed at 5:39 p.m.

Lease – Klarenbeek moved, Jacobs seconded and all voted to approve a Lease Agreement with Jennifer Johnson for 625 Maitland Road.

Bid Opening – Clark moved, Eisenbraun seconded and all voted to set bid opening for the 2021 Scheduled Street Repairs Project for December 9, 2020 at 1:30 pm in the City Council Chambers.

Proposal – Eisenbraun moved, Jacobs seconded and with Clark, Eisenbraun, Herrmann, Jacobs and Klarenbeek voting aye, motion passed to accept proposal from AV-Tech Media Solutions for upgrade to the audio and visual systems in the Council Chambers at an estimated cost of \$69,125.15 with Coronavirus Relief Funding of \$20,000 for the project.

Insurance – Eisenbraun moved, Klarenbeek seconded and all voted to join the SDML Health Pool of South Dakota as our employee health insurance provider effective 1/1/2021.

Public Hearing – A public hearing was opened at 5:50 p.m. to consider Ordinance 1335 – An Ordinance Amending Appendix A. Zoning, Article II. Definitions and Article V. Supplementary Regulations, Section 3. Minimum off-street parking requirements. No oral or written comments were received and the hearing was closed at 5:50 p.m.

Ordinance 1335 – Herrmann moved, Jacobs seconded and with Clark, Eisenbraun, Herrmann, Jacobs and Klarenbeek voting aye, motion passed to approve the second reading of Ordinance 1335 – An Ordinance Amending Appendix A. Zoning, Article II. Definitions and Article V. Supplementary Regulations, Section 3. Minimum off-street parking requirements.

Ordinance 1336 – Herrmann moved, Klarenbeek seconded and all voted to approve the first reading of Ordinance 1336 – An Ordinance Amending Appendix A. Zoning, Article V. Supplementary Regulations, Section 7. Nonconforming Uses.

Bid – Clark moved, Herrmann seconded and all voted to accept a sealed surplus bid for a Star Trac Treadmill.

Bill List – Clark moved, Klarenbeek seconded and with Clark, Eisenbraun, Herrmann, Jacobs and Klarenbeek voting aye, motion passed to approve the bill list dated November 2, 2020 as follows:

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
AE2S	JACKSON BLVD - PHASE 2	\$ 11,200.00
ALPINE IMPRESSIONS	MASKS/APPAREL/EMBROIDERY	\$ 822.50
APCO INTERNATIONAL INC	GROUP AND ONLINE MEMBERSHIPS	\$ 345.00
BAKER & TAYLOR	BOOKS	\$ 1,486.01
BECK'S NURSERY CORP	ROSES	\$ 125.97
BLACK HILLS ENERGY	SEP/OCT 2020 ELECTRICITY	\$ 9,963.81
BICKLE TRUCK & DIESEL INC	PARTS/LABOR	\$ 174.44
BLACK HILLS CHEMICAL CORP	JANITORIAL	\$ 1,030.03
BLACK HILLS PSYCHOLOGY LLC	CLINICAL INTERVIEWS	\$ 800.00
BOMGAARS SUPPLY INC	TOOLS/PARTS/SUPPLIES/PAINT	\$ 2,081.23
BOY SCOUTS OF AMERICA	REGISTRATION EXPLORER PROGRAM	\$ 723.00
BROKEN LINK CONSTRUCTION	LABOR/MATERIALS/SIGNAGE	\$ 34,050.39
BUTTE ELECTRIC COOP	LINE CHG - MCLAUGHLIN SAWMILL	\$ 510.20
CENGAGE LEARNING	BOOKS	\$ 128.34
CITY OF RAPID CITY	2018 FIRE PUMPER REPAIRS	\$ 4,979.06
CITY OF SPEARFISH CC	PHOTOS/MASK/DUES	\$ 339.61
CIVICPLUS INC	ANNUAL FEE - RESIDENTIAL DB	\$ 14.69
CLARK PRINTING CORP	(500) BUSINESS CARDS, ROSENAU	\$ 52.79

CLAUSER MACHINE WORKS	LABOR	\$	122.00
CVD CONSTRUCTION INC	OPERATOR & BOOM TRUCK	\$	125.00
DC BOOTH SOCIETY INC	SHARE OF NET REVENUE, 2 VV SP	\$	3,734.29
ELKHORN RIDGE @ FRAWLEY RANCH	OCT 2020 TAX INCREMENT DUE DEV	\$	12,115.51
NEWHOUSE ENTERPRISES INC	LEDGER SZ PAPER/CALENDARS	\$	514.92
FELSBURG HOLT & ULLEVIG	JACKSON BLVD BRIDGE DESIGN	\$	7,019.03
VIEHAUSER ENTERPRISES LLC	PADLOCKS/KEYS	\$	128.41
GOVT FINANCE OFFICERS ASSN	REGISTRATION FEE, M DENEUI	\$	180.00
HAWKINS INC	CHEMICALS	\$	1,719.30
HEARTLAND PAPER CO	JANITORIAL	\$	415.61
HEISLER HARDWARE	PARTS/TOOLS/EQUIP/SUPPLIES	\$	396.36
KNECHT HOME CENTER INC	PARTS/TOOLS/EQUIP/SUPPLIES	\$	3,041.58
KNIGHT SECURITY INC	MONITORING, 11/20 - 10/21	\$	480.00
LAKESIDE EQUIPMENT CORP	PARTS	\$	474.00
LEE, DUSTIN	BOOT ALLOWANCE	\$	100.00
LOWE ROOFING INC	CITY HALL ROOF PROJECT	\$	13,498.50
M & T FIRE AND SAFETY INC	MIRROR	\$	606.81
MATTHEWS INTL CORP	(3) 5 X 8 BRONZE PLAQUES	\$	498.50
MEREDITH SERVICES CO INC	EXCAVATION/LABOR	\$	2,760.00
PATTLEN ENTERPRISES INC DB	PARTS	\$	2,611.71
NORTHERN HILLS VENTURES	IT SERVICES	\$	13,516.06
MOSSET, COREY	HEAVY COMMERCIAL DOOR	\$	2,030.62
NSG LOGISTICS, LLC	ICE SLICER	\$	8,921.09
PETTY CASH	PLAT FILING FEES	\$	247.00
QUIK SIGNS INC	COPIES/LAMINATE/BIND	\$	499.75
RCS CONSTRUCTION INC	JACKSON BLVD STREET, PHASE I & II	\$	409,740.37
ROSENBAUM'S SIGNS INC	SIGN CHANGE OUT	\$	204.25
SACRISON ASPHALT INC	LIMESTONE	\$	1,115.60
SD DEPT OF HEALTH	HEP B	\$	30.00
SD POLICE CHIEF'S ASSOC	TESTING MATERIALS	\$	97.00
SONNEL TECHNOLOGIES LLC	HARWARE INSTALL/SETUP	\$	5,577.87
SOUTH DAKOTA DEPT OF LABOR	AMENDED QTR ENDING 9-30-2020	\$	1,035.67
SPEARFISH AUTO SUPPLY	PARTS/SUPPLIES/EQUIP	\$	3,002.64
SPEARFISH LUMBER CO	SPRAY PAINT	\$	4.49
STATE OF SD-EXECUTIVE MGMT	SEP 2020 CENTREX SERVICE	\$	14.10
STEC'S INNOVATIVE SAFETY	SEP 20 SAFETY REWARDS PROGRAM	\$	712.06
TASC	4TH QTR FSA ADMIN FEE	\$	353.00
TRAFFIC CONTROL CORP	AMBER LED'S	\$	32.00
TRITECH SOFTWARE SYSTEMS	ANNUAL MAINTENANCE FEE	\$	50,565.97
TYLER TECHNOLOGIES INC	NOV 20, MONTHLY MAINT FEES	\$	166.00
VERIZON WIRELESS - VSAT	INVESTIGATIONS	\$	120.00
WALMART COMMUNITY	GROCERY/OFFICE/TECH/JANITORIAL	\$	708.68
ZANDSTRA CONSTRUCTION	SKY RIDGE DEV - PHASE I	\$	250,296.71
		\$	868,359.53

October 2020 Salary Expense & Credit Card Fees

	<u>Gross</u> <u>Wages/Benefits</u>		<u>Gross</u> <u>Wages</u>	<u>Benefits</u>	
Mayor/Council	\$8,109.88	1.24%	\$7,533.58	\$576.30	1.44%
City Administrator	21,032.17	3.22%	16,578.48	4,453.69	3.16%
City Attorney	9,820.64	1.50%	8,139.20	1,681.44	1.55%
Finance	28,505.14	4.37%	22,649.45	5,855.69	4.32%
Human Resources	7,735.42	1.19%	6,288.00	1,447.42	1.20%
Gov't Bldgs	12,301.63	1.88%	9,837.42	2,464.21	1.88%
PW Admin	29,206.89	4.47%	23,627.21	5,579.68	4.51%
Police	153,785.01	23.56%	118,927.25	34,857.76	22.69%
Fire	27,240.33	4.17%	24,691.90	2,548.43	4.71%
Bldg Inspect	17,805.12	2.73%	14,137.60	3,667.52	2.70%
Streets	39,223.81	6.01%	31,732.66	7,491.15	6.06%
Cemetery	4,524.35	0.69%	3,662.80	861.55	0.70%
Animal Control	3,811.87	0.58%	2,838.85	973.02	0.54%
Recreation/Aquatic	39,199.02	6.01%	30,815.64	8,383.38	5.88%
Parks	27,686.82	4.24%	22,038.01	5,648.81	4.21%
Library	21,360.49	3.27%	17,317.08	4,043.41	3.30%
Plan & Zone	17,192.72	2.63%	13,963.20	3,229.52	2.66%
Motor Pool	10,197.09	1.56%	8,472.63	1,724.46	1.62%
Wildland Fire	42,368.13	6.49%	38,038.02	4,330.11	7.26%
Police Comm	30,742.97	4.71%	23,649.67	7,093.30	4.51%
SAFER Grant	696.11	0.11%	557.81	138.30	0.11%
Water	15,592.12	2.39%	10,911.22	4,680.90	2.08%
Electric Production	14,756.51	2.26%	12,021.95	2,734.56	2.29%
Sewer	14,729.98	2.26%	10,262.22	4,467.76	1.96%
WWTP	27,165.54	4.16%	22,097.61	5,067.93	4.22%
Solid Waste	24,931.93	3.82%	20,653.12	4,278.81	3.94%
Campground	2,951.00	0.45%	2,601.27	349.73	0.50%
Totals	<u>\$652,672.69</u>	100.00%	<u>\$524,043.85</u>	<u>\$128,628.84</u>	100.00%
Credit Card Fees Sep	<u>\$5,615.28</u>				
Grand Total	<u><u>\$658,287.97</u></u>				

Discussions – Councilmember Eisenbraun noted his final council meeting will be December 7, 2020 as he will be moving from Spearfish. Mayor Boke declared that all city council meetings and committee meetings through the year-end will be held via Zoom only to assist in reducing the community spread of COVID-19.

Public comment section was opened at 6:04 p.m. with comments received from resident John Dale regarding COVID-19 and election day.

There being no further business, Clark moved, Eisenbraun seconded and all voted to adjourn at 6:07 p.m.

Dated this 2nd day of November 2020.

CITY OF SPEARFISH

By: _____
Dana Boke, Mayor

ATTEST:

Michelle DeNeui, Finance Officer

Published once at the approximate cost of _____.