



**City of Spearfish**  
Public Works Committee Minutes  
February 1, 2022

The Public Works Committee met at 4:15 p.m. in the Council Chambers of City Hall on Tuesday, February 1, 2022, with the following members present: Clark, Hodgs and Rath. Absent: None. Also present were: City Administrator McFarland, City Attorney McDonald, Assistant Finance Officer Griebler, Human Resource Director Mathis, Parks and Recreation Director Ehnes, and Assistant Public Works Director McMahon.

**Public Comment** - Public comment section was opened at 4:15 p.m. and closed with no comments.

**Human Resources**

**Hires** – Committee recommended to full council, consent agenda, to approve the following hires and new volunteers:

- A. Add Alex Greger to the 2022 referee list and Karrin Rolfstad to the 2022 recreation center volunteer list.
- B. Hire Taylor Caiati as full-time (benefit-eligible) fitness & aquatics coordinator, grade 16, step 1, \$24.09 per hour, effective 2/8/2022. Replacement position.
- C. Kyle Hinton as full-time salaried-exempt (benefit-eligible) public works director, grade 26, step 1, \$53.08 per hour (annual salary \$110,406.40) effective 3/14/2022 with the following modification to vacation: Immediately upon commencement of employment, employee shall be granted forty (40) hours of paid vacation time. Thereafter, employee shall be granted 4.62 hours of paid vacation per pay period, to begin accruing immediately upon commencement of employment with employer. Upon completion of six full and continuous years of service, 6.15 hours of paid vacation per pay period shall accrue. Upon completion of 25 full and continuous years of service, 40 additional hours of vacation shall be granted and 7.70 hours of paid vacation per pay period shall be accrued. Replacement position.

**Parks and Recreation**

**Purchase** – Committee recommended to full council to approve the purchase of materials for the Jorgensen Park pedestrian bridge repair project at approximate cost of \$5,695.40.

**Bid Opening** – Committee recommended to full council to set the bid opening for the Sky Ridge Maintenance Building for on or after April 4, 2022, at 1:30 p.m. in the City Council Chambers.

**Public Works**

**Change Order** – Committee recommended to full council to approve Change Order 1 for the Sandstone Hills Street Repair and Sewer Upsize Project with an increase of \$48,967 and a decrease of \$34,998, with a net increase of \$13,969 (+0.94%).

**Proposal** – Committee recommended to full council to approve the HDR Engineering proposal for construction administration services for the Sandstone Hills Street Repair and Sewer Upsize Project at a cost not to exceed \$82,110.

**Proposal** – Committee recommended to full council to approve the HDR Engineering proposal for construction administration services for the 2022 Sanitary Sewer Trunkline Extension Project at a cost not to exceed \$18,400.

**Application and Agreement** – Committee recommended to full council to approve the Application and Agreement for Electric Service Extension with Black Hills Power Inc. for the Sky Ridge Development Phase 2 and pay a refundable advance deposit of \$291,199.16 for installation of Phase 2 electrical service.

- 1) Approve the Grade Agreement, which requires the City to provide Black Hills Power with final elevation and grades accurate to plus or minus six inches prior to installation of electrical equipment.

**Bid Opening** – Committee recommended to full council to set bid openings for the 2022 Annual Pavement Maintenance Project located in Green Acres & Mountain Shadows, the 2022 Crack Sealing Project, the Sky Ridge Irrigation Well, and the 2022 Annual Pavement Markings Project for on or after March 8, 2022.

Parks and Recreation Director Ehnes noted that they have begun hiring seasonal employees and that there will be a seasonal parks laborer, Peyton Bodemann, on the consent agenda for the 2/7/2022 council meeting. Assistant Public Works Director McMahon noted that a proposal has been received for the purchase of new garbage containers and will be on the council agenda for acceptance. Assistant Public Works Director McMahon also noted that Black Hills Energy is working on a service agreement for the Sky Ridge Sports Complex. The agreement is expected to be received prior to the 2/7/2022 council meeting and will be on the agenda for acceptance.

No additional discussions were held, and the meeting was adjourned at 4:25 p.m.