



Spearfish City Council
Regular Session Minutes
January 3, 2022 5:30 p.m.

The Spearfish City Council met at 5:30 p.m. on Monday, January 3, 2022. Mayor Boke presided and called the meeting to order. Roll call was taken with the following members present: Clark, Hodgs, Hourigan, Jacobs, Klarenbeek, and Rath. Absent: None. Also present: Interim City Administrator McDonald, City Planner Watson, Human Resource Director Mathis, Finance Officer DeNeui, Assistant Public Works Director McMahon, Public Safety Director Rotert and Parks and Recreation Director Ehnes.

Mayor Boke noted items 12-A through 12-F would be moved to a future meeting agenda. Klarenbeek moved, Rath seconded and all voted to approve the agenda as amended. No conflicts of interest were declared.

Public Comment – At 5:30 p.m. a time for public comment was opened. Comments were received from Jade McGrane regarding the proposed Modesto Ranch Estates development. McGrane noted annexation, a tax increment finance district, and rezoning of the area will be needed for the development. Watson noted the application for annexation has been received and in the review process. The time for public comment was closed at 5:39 p.m. with no further comments received.

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

- A. Approve the minutes of the City Council regular session dated December 20, 2021.
- B. Approve the minutes of the City Council special session dated December 29, 2021.
- C. Hire Jaelynn James as part-time recreation assistant (not benefit-eligible), grade 7, step1, \$15.44 per hour, effective 1/4/2022.
- D. Hire Bridget Beck as part-time recreation assistant (not benefit-eligible), grade 7, step 1, \$15.44 per hour, effective 1/4/2022.

Other Items

License – A public hearing was opened at 5:39 p.m. to consider an application from Zac Eixenberger with Spread the Tunes for a special malt beverage license for the Chinook Days Bonfire on January 22, 2022 from noon to 8 p.m. at the lower parking lot of the Lookout Amphitheater. No oral or written comments were received and the hearing was closed. Clark moved, Rath seconded and all voted to approve the license.

Resolution 2022-01 – Comments from Paul Thomson and Jerry Krambeck, both residents and former council members, were taken regarding Resolution 2022-01. Following discussions, Rath moved to approve Resolution 2022-01 with a fee rate of \$0.80 per lineal foot to a maximum of \$80 annual fee per lot. Jacobs seconded the motion and with Klarenbeek voting nay and all others voting aye the motion passed to approve Resolution 2022-01 as follows:

RESOLUTION 2022-01

A RESOLUTION LEVYING AN ANNUAL SPECIAL MAINTENANCE FEE FOR STREET SURFACES

WHEREAS, SDCL § 9-43-138 authorizes the City of Spearfish to levy, for the purpose of maintaining or repairing public improvements, an Annual Special Maintenance Fee upon the lots fronting and abutting any municipally-maintained public improvements within the City of Spearfish; and

WHEREAS, well-maintained public streets are necessary for the health, safety, and welfare of the citizens of the City of Spearfish; and

WHEREAS, the Common Council of the City of Spearfish has determined that it is in the best interests of the City of Spearfish and its citizens to regularly inspect, maintain, and resurface its public streets and not permit Spearfish's infrastructure to deteriorate to the point of failure; and

WHEREAS, the City of Spearfish determines it equitable and fair for all citizens to share in the cost of maintaining all public infrastructure; and

NOW THEREFORE, BE IT RESOLVED by the Common Council of the City of Spearfish, Lawrence County, South Dakota, that all taxable real property parcels fronting and abutting a city street shall be assessed a special maintenance fee of eighty cents (\$0.80) per foot; and

BE IT FURTHER RESOLVED that no taxable real property parcel fronting and abutting a city street shall be assessed more than eighty dollars (\$80.00), annually per platted lot; and

BE IT FURTHER RESOLVED that the Finance Officer of the City of Spearfish, Lawrence County, South Dakota, is directed to implement a Special Street Maintenance Fee to the general assessment and regular assessment, and to certify that assessment to the Lawrence County Auditor to be collected as municipal taxes for purposes of repairing and maintaining public infrastructure.

Dated this 3rd day of January, 2022.

CITY OF SPEARFISH

By: _____
Dana Boke, Mayor

ATTEST:

Michelle DeNeui, Finance Officer

(SEAL)

Adopted: January 3, 2022
Published: January 8, 2022

Effective: January 28, 2022

2022 Wage Scale – Jacobs moved, Rath seconded and with Clark, Hodgs, Hourigan, Jacobs, Klarenbeek, and Rath voting aye, motion passed to approve the 2022 grade and step scale as provided, to be effective 12/26/2021 (paid out on 1/14/2022 with a 3% adjustment).

2022 Wages – Hodgs moved, Rath seconded and with Clark, Hodgs, Hourigan, Jacobs, Klarenbeek and Rath voting aye, motion passed to approve the 2022 employee wages as follows:

Employee	Title	Wage
Addison, Jade	facility maintenance technician	\$ 17.91
Alberts, Lee	mechanic	\$ 31.61
Alderman, Daryl	recreation facility maintenance supervisor	\$ 29.35
Anderson, Cole	parks maintenance and forestry technician	\$ 21.82
Anderson, Stephanie	group fitness instructor - pt	\$ 17.05
Ash, Dylan	communications officer	\$ 19.77
Baker, Dalton	water/wastewater utility operator III	\$ 25.94
Bardsley, Jeffrey	parks maintenance and forestry technician	\$ 21.29
Barrie, Michael	shop supervisor	\$ 28.63
Beal, Scott	animal control officer/parking attendant	\$ 18.82
Black, Karsyn	police officer	\$ 25.31
Block, Dion	street technician	\$ 21.29
Bowers, Eric	janitorial laborer - pt	\$ 9.95
Bradley, Hunter	police officer	\$ 27.25
Brosnahan, Dawn	recreation facility maintenance technician	\$ 19.77
Brown, Heath	wildland engine boss/firefighter	\$ 27.25
Burtzlaff, Miles	water/wastewater utility superintendent	\$ 38.51
Bush, Dustin	police sergeant	\$ 32.40
Bussiere, Erica	administrative assistant	\$ 20.26
Butler, Pat	facility maintenance technician - pt	\$ 17.91
Cavallero, Brian	solid waste operator	\$ 19.77
Chyba, Kayla	recreation & campground coordinator	\$ 25.94
Dean, Boyd	assistant chief of police	\$ 53.08
DeNeui, Michelle	finance officer	\$ 51.79
Drapeaux, Austin	police officer	\$ 25.94
Drew, Kadya	project inspector	\$ 30.83
Driscoll, Jennifer	recreation facility maintenance technician - pt	\$ 17.05
Eddy, Travis	parks maintenance and forestry technician	\$ 22.93
Ehnes, Tyler	parks and recreation director	\$ 46.92
EvrIDGE, Bob	wastewater treatment superintendent	\$ 48.09
Forsch, Sidney	customer service assistant	\$ 15.44
Fox, Shawn	police detective	\$ 30.08
Gellett, Jason	police officer - school resource officer	\$ 29.35
Gengler, Paula	executive assistant	\$ 24.69
Gose, Kevin	traffic signal technician - pt	\$ 27.93
Granbois, Darrell	water/wastewater service worker - pt	\$ 19.77

Granbois, Darrell	solid waste operator - pt	\$	21.82
Griebler, Tracy	assistant finance officer	\$	35.76
Hafner, Dennis	building inspector	\$	32.40
Hafner, Jamie	accounting specialist	\$	29.35
Hanson, Dean	public works technician	\$	22.37
Hanson, Steven	hydroelectric plant operator	\$	32.40
Hargens, Gary	facility maintenance superintendent	\$	34.04
Havemeier, Kenneth	solid waste operator	\$	20.26
Heinert, Nikita	communications officer	\$	19.77
Heiting, Barbara	administrative assistant	\$	19.77
Herring, Janet	recreation facility maintenance technician	\$	19.77
Hoffman, Nancy	administrative coordinator	\$	22.37
Hoffman, Sarah	janitorial laborer - pt	\$	9.95
Hofmann, Steven	police sergeant	\$	39.47
Hovdenes, Angela	customer service assistant - pt	\$	15.44
Howard, Kelsey	police officer	\$	25.31
Hughes, Dayla	customer service assistant - pt	\$	15.44
Hunt, Bradly	wastewater treatment operator II	\$	23.50
Jacobs, Curtis	chief of police	\$	58.59
Jensen, Chris	water/wastewater utility operator I	\$	20.26
Jeske, Jerome	water/wastewater utility operator III	\$	25.94
Johannesen, Joel	solid waste operator	\$	21.29
Johnson, Brad	police officer	\$	25.31
Johnson, Erin	library page - pt	\$	12.68
Jurgensen, Aaron	police corporal	\$	30.83
Kaitfors, Stephanie	assistant library director	\$	28.63
Kean, Brandy	public works director - pt	\$	53.08
King, Greg	hydroelectric plant operator - pt	\$	22.93
Kostur, Lee Ann	library page - pt	\$	12.99
Ladson, Travis	fire chief	\$	39.47
Lillehaug, Gary	hydroelectric plant superintendent - pt	\$	43.57
Little, Verla	police corporal	\$	37.57
Lolley, Dawn	communications officer	\$	21.82
Mathis, Jodi	human resources director	\$	46.92
Mathis, Kyle	city engineer	\$	57.17
McDonald, Ashley	city attorney	\$	55.77
McDonald, Ashley	acting city administrator	\$	64.68
McDonald, Rex	parks maintenance and forestry superintendent	\$	33.21
McFarland, Steve	city administrator	\$	73.18
McMahon, Adam	assistant public works director	\$	44.66
Melvie, Gaylan	parks facilities maintenance technician - pt	\$	17.05
Miller, Tanner	street technician	\$	20.26
Monnens, Shayna	librarian	\$	27.25
Morgan, Travis	street technician	\$	20.26
Musonda, Ebony	recreation assistant - pt	\$	15.44

Nelson, Austin	facility maintenance technician	\$	18.36
Nicholas, Nicolle	water/wastewater utility operator II	\$	22.93
Niles, Jeannette	customer service assistant - pt	\$	15.44
Niles, Michael	rubble site lead operator	\$	17.91
Ortiz, Micah	library page - pt	\$	12.68
Paisley, Thomas	building official	\$	41.47
Palmer, Woodrow	wastewater treatment operator I	\$	21.82
Pitman, Cassie	accounts payable technician	\$	19.77
Plocek, Neil	street technician	\$	22.37
Plocek, Richard	rubble site operator - pt	\$	18.36
Powell, Jennifer	utility billing coordinator	\$	29.35
Rauterkus, Brett	recreation facility superintendent	\$	34.89
Reurink, Tyler	communications officer	\$	20.26
Richards, Edward	mechanic - pt	\$	25.94
Rolando, Anne-Marie	customer service assistant - pt	\$	15.83
Rosenau, Samantha	police sergeant	\$	29.35
Rotert, Patrick	public safety director	\$	66.29
Rovere, Tayler	wastewater treatment operator II	\$	23.50
Ruvolo, Dustin	police officer	\$	25.94
Schlinkert, Celeste	library assistant - pt	\$	17.91
Smith, Collin	police detective	\$	30.08
Spindler, Adam	assistant city engineer	\$	43.57
Sprigler, Kayla	administrative coordinator	\$	23.50
Stevens, Justin	street/solid waste supervisor	\$	25.31
Stulken, Tom	librarian	\$	24.69
Sundberg, Amy	library assistant - pt	\$	17.47
Sutton, Candi	police officer - school resource officer	\$	34.89
Swisher, Kaija	records manager - public information officer	\$	24.69
Symonds, Jared	parks maintenance and forestry technician	\$	19.77
Terhark, Hunter	communications officer	\$	19.77
Tieszen, Benjamin	hydroelectric plant superintendent	\$	35.76
Ulmer, Brian	plumbing/mechanical inspector	\$	29.35
Vig, Tonya	floodplain administrator	\$	34.89
Vinton, Brian	communications officer	\$	19.77
Vosburg, Brian	communications officer	\$	20.26
Warner, Judith	communications supervisor	\$	28.63
Watson, Jayna	city planner	\$	53.08
Weatherstone, Ralph	rubble site operator - pt	\$	17.47
Werner, Donald III	recruitment & retention coordinator	\$	25.31
Wilde, Amber	library director	\$	42.51
Williams, Mark	wastewater treatment operator III	\$	32.40
Williams, Scott	water/wastewater utility operator I	\$	20.77
Woodroof, Justin	water/wastewater utility operator III	\$	25.94
Woods, Christopher	police officer	\$	25.94

Elected Officials

Boke, Dana	Mayor	\$25,345.84
Clark, Marty	Council Member	\$12,990.90
Hodgs, Dan	Council Member	\$12,990.90
Hourigan, Scott	Council Member	\$12,990.90
Jacobs, Pam	Council Member	\$12,990.90
Klarenbeek, Larry	Council Member	\$12,990.90
Rath, Ariana	Council Member	\$12,990.90

2022 Volunteers – Klarenbeek moved, Jacobs seconded and all voted to approve the 2022 volunteer listing as provided.

Ordinance 1360 – Clark moved, Rath seconded and with Clark, Hodgs, Hourigan, Jacobs, Klarenbeek and Rath voting aye, motion passed to approve the second reading of Ordinance 1360 – An Ordinance Updating the Boundaries of Voting Ward 2 of the City of Spearfish.

Ordinance 1362 – Rath moved, Jacobs seconded and all voted to approve the first reading of Ordinance 1362 – An Ordinance Amending Appendix A – Zoning of the Revised Ordinances of the City of Spearfish by Zoning Certain Property. (Change zoning for parcel north of Mountain Shadows mobile home park from Heavy Industrial to C-1 and R-3.) Additionally, Klarenbeek moved, Hodgs seconded and all voted to set a public hearing for January 18, 2022 for the ordinance.

Set – Clark moved, Rath seconded and all voted to set a public hearing for January 18, 2022 for Resolution 2022-02 – A Resolution to Vacate a Sewer Easement. (711 N Canyon Street)

Ordinance 1358 – Klarenbeek moved, Hourigan seconded and all voted to approve the first reading of Ordinance 1358 – An Ordinance Amending Chapter 10 Licenses, Permits, and Business Regulations.

Truck – Hodgs moved, Jacobs seconded and with Clark, Hodgs, Hourigan, Jacobs, Klarenbeek and Rath voting aye, motion passed to purchase one (1) Ford F250 pickup from White’s Canyon Ford for a total cost of \$38,848.60.

Quote – Clark moved, Rath seconded and with Clark, Hodgs, Hourigan, Jacobs, Klarenbeek and Rath voting aye, motion passed to accept the quote from Central Square for the CAD interface needed to support the ProQA EMD (emergency medical dispatching) software being purchased by the Spearfish PD PSAP, for \$16,932.86 with \$11,000.60 being reimbursed by the 911 Coordination Board.

Proposal – Rath moved, Hourigan seconded and with Clark, Hodgs, Hourigan, Jacobs, Klarenbeek and Rath voting aye, motion passed to accept proposal from KLJ Engineering for surveying, design, and bidding services for the Airport Taxi-lane at a lump sum cost of \$93,203.75.

Bill List – Klarenbeek moved, Clark seconded and with Clark, Hodgs, Hourigan, Jacobs, Klarenbeek and Rath voting aye, motion passed to approve the bill list dated January 3, 2022 as follows:

<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
CIVICPLUS INC	WEBSITE HOSTING RENEWAL-CIVIC	\$ 19,487.14
ELKHORN RIDGE @ FRAWLEY RA	NOV (REC DEC) TAX INCREMENT	\$ 7,834.15
NEWHOUSE ENTERPRISES INC	ERASABLE CALENDAR HYDRO	\$ 35.99
HUB INTERNTL MTN STATES LT	FD RENEWAL BUSINESS PREM	\$ 18,587.00
INTERSTATE ENGINEERING INC	PEDESTRAIN BRIDGES	\$ 4,627.80
NORTHERN HILLS VENTURES IN	JAN 22 NETWORK & 0365 & LICENSES	\$ 13,058.93
ONE TIME VENDORS	STAPLETON JANALEE: CMPGRND REF	\$ 675.00
SDML WORKERS COMPENSATION	SDML WORKERS COMPENSATION	\$ 126,691.00
TYLER TECHNOLOGIES INC	JANUARY FEE WEBSITE HOSTING	\$ 166.00
UNITED STATES POSTAL SERV	2022 BULK PERMIT FEE	\$ 265.00
CITY OF SPEARFISH	DEC 2021 W/S/G	\$ 4,430.26
VISIT SPEARFISH INC	SEMI ANNUAL ALLOCATION	\$ 100,000.00
WALMART CAPITAL ONE	UPS REPLACEMENT WWTP	\$ 45.88
WESTERN HILLS HUMANE SCTY	SEMI ANNUAL KENNEL CONTRACT	\$ 6,000.00
		<u>\$ 301,904.15</u>

Ehnes noted the Spearfish School District has notified the City that the skate park located on the District's property needs to be removed for the CTE facility. Staff will evaluate options for moving the structure to a different location but if another location isn't found, the structure will be demolished. The timeline is to have the structure removed by mid-March 2022.

There being no further business, Clark moved, Rath seconded and all voted to adjourn at 6:10 p.m.

Dated this 3rd day of January, 2022.

CITY OF SPEARFISH

By: _____
Dana Boke, Mayor

ATTEST:

Michelle DeNeui, Finance Officer

Published once at the approximate cost of _____.