



Spearfish City Council
Regular Session Minutes
January 6, 2020 5:30 p.m.

The Spearfish City Council met at 5:30 p.m. on Monday, January 6, 2020. 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: Herrmann. 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, Police Chief Jacobs, Assistant Police Chief Dean, Assistant Fire Chief Mathis, and Assistant City Planner Van Holland.

Clark moved, Eisenbraun seconded and all voted to approve the agenda with the addition of an additional Executive Session at the end for pending litigation. There were no declarations of any potential conflict-of-interest.

Consent Agenda – Hodgs moved, Jacobs seconded and with Clark, Eisenbraun, Hodgs, 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 December 16, 2019.
- B. Approve the minutes of the City Council special session dated December 30, 2019.
- C. Hire Joshua Thurmes (benefit eligible) assistant finance officer, grade 19, step 11, \$28.94 per hour, effective 1/20/2020.

Other Items

Agreement – Hodgs moved and Eisenbraun seconded to approve a professional services agreement with HDR Engineering, Inc., for services related to the potential purchase of the Vieland property. Clark noted he had concerns with spending money for a potential project. With Eisenbraun, Hodgs, Jacobs and Klarenbeek voting aye and Clark voting nay, motion passed.

Change Order – Clark moved, Jacobs seconded and with Clark, Eisenbraun, Hodgs, Jacobs and Klarenbeek voted aye to approve final under/over change order #1 for the 2019 Scheduled Street Repairs Project with an increase of \$11,634.05 and final project costs of \$297,540.39. Additionally, Klarenbeek moved, Eisenbraun seconded and all voted to approve the Certificate of Final Completion and Acceptance setting January 6, 2020 as the date the two (2) year warranty begins.

Resolution 2020-01 – Hodgs moved, Eisenbraun seconded and all voted to adopt Resolution 2020-01 as follows:

RESOLUTION NO. 2020-01

A RESOLUTION DESIGNATING THE OFFICIAL NEWSPAPER FOR THE CITY OF SPEARFISH.

BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF SPEARFISH, SOUTH DAKOTA that the Black Hills Pioneer shall be and the same is hereby designated as the official newspaper of the City of Spearfish for the term of January 1, 2020 to December 31, 2024.

Dated this 6th day of January, 2020.

CITY OF SPEARFISH

BY: _____
Dana Boke, Mayor

ATTEST:

BY: _____
Michelle DeNeui, Finance Officer

(SEAL)

Adopted: January 6, 2020
Published: January 13, 2020
Effective: February 2, 2020

Ordinance 1308 – Klarenbeek moved, Hodgs seconded and with Clark, Eisenbraun, Hodgs, Jacobs and Klarenbeek voting aye motion passed to approve the second reading of Ordinance 1308 – An Ordinance Amending Chapter 13, Solid Waste.

Policy – Eisenbraun moved, Jacobs seconded and all voted to adopt the Solid Waste Collection Policy.

Change Order – Hodgs moved, Eisenbraun seconded and with Clark, Eisenbraun, Hodgs, Jacobs and Klarenbeek voting aye, motion passed to approve the final under/over change order #1 for the 2019 Weed Control Project with an increase of \$1,425 (+4.0%) bringing the total cost to \$36,635. Additionally Clark moved, Eisenbraun seconded and all voted to approve the Certificate of Final Completion and Acceptance dated January 6, 2020.

Grant – Eisenbraun moved, Klarenbeek seconded and all voted to apply for the 2019 FEMA Assistance to Firefighters Grant (AFG), a regional grant for the replacement of self-contained breathing apparatus (SCBS's) for 8 departments in the local area with SFD being the lead agency on the grant request.

Grant – Hodgs moved, Jacobs seconded and all voted to apply for the 2019 FEMA Assistance to Firefighter Grant (AFG) for the replacement of firefighter personal protective equipment (PPE).

Grant – Clark moved, Klarenbeek seconded and all voted to apply for the 2020 South Dakota Homeland Security Grant for the purchase of 8 sets of Level IIIA ballistic armor with side plates and IFAK kits.

Grant – Klarenbeek moved, Jacobs seconded and all voted to apply for the 2019 FEMA Assistance to Firefighter Grant (AFG) for the replacement of Engine 3 (a 2002 Smeal 1250 GPM pumper).

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

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
A&B BUSINESS INC	CONTRACT 01/05/20 - 02/04/20	\$ 2,529.06
AMERISCAN IMAGING SVCS INC	DOCS ON DEM FEB 20 - JAN 21	\$ 1,150.00
BHSU PRINTING CENTER	DEC 2019 NEWSLETTER	\$ 987.29
BLACK HILLS CHEMICAL CORP	12/19/19, LINERS	\$ 233.37
BLACK HILLS ENERGY	11/25/19 - 12/27/19	\$ 3,259.60
CIVICPLUS INC	ANNUAL FEE - CIVICPLUS	\$ 26,638.66
SCHNEIDER, DAVE	11-12-19 RESET CURBING	\$ 1,101.60
KNECHT HOME CENTER INC	12/04/19, TOOLS	\$ 584.71
GARY R WALZ	CLEAN CARPETS / FURNITURE	\$ 1,160.00
RUNNING SUPPLY INC	12/04/19, REPAIR PARTS	\$ 407.12
SD AIRPORT MGMT ASSOC	2020 DUES, DUSTIN LEE	\$ 25.00
SD BUILDING OFFICIALS ASSN	2020 DUES - T PAISLEY	\$ 60.00
SD CITY MANAGEMENT	2020 DUES - M HARMON	\$ 150.00
SD GOV HUMAN RESOURCE ASSO	2020 DUES - J MATHIS	\$ 25.00
SD GOVERNMENTAL FINANCE OF	2020 DUES FOR 5	\$ 160.00
SD MUNICIPAL STREET MAIN	2020 DUES - D LEE	\$ 35.00
SDML	2020 CITY MEMBERSHIP DUES	\$ 6,065.44
SDML WORKERS COMPENSATION	2020 RENEWAL	\$ 166,643.00
SDPAA	2020 PROPERTY/LIABILITY INSURE	\$ 297,132.26
SOUTH DAKOTA DENR	FY2020 WASTEWATER FEE	\$ 10,500.00
SOUTH DAK STATE TREASURER	DEC 2019 SALES TAX	\$ 7,716.50
TYLER TECHNOLOGIES INC	01/20 MONTHLY MAINT FEES	\$ 166.00
CITY OF SPEARFISH	11/26 - 12/26 UTILITY SERVICES	\$ 1,401.55
		<u>\$ 528,131.16</u>

December 2019 Salary Expense & Credit Card Fees

	<u>Gross Wages/Benefits</u>		<u>Gross Wages</u>		<u>Benefits</u>	
Mayor/Council	\$4,979.52	0.85%	\$4,627.88	\$351.64	0.99%	
City Administrator	11,020.62	1.88%	8,786.86	2,233.76	1.88%	
City Attorney	2,951.12	0.50%	2,440.44	510.68	0.52%	
Finance	16,713.51	2.85%	13,072.92	3,640.59	2.79%	
Human Resources	5,109.34	0.87%	4,139.30	970.04	0.88%	
Gov't Bldgs	12,474.63	2.13%	9,655.60	2,819.03	2.06%	
PW Admin	15,149.93	2.58%	12,156.55	2,993.38	2.60%	
Police	148,133.57	25.27%	116,721.73	31,411.84	24.93%	
Fire	21,044.08	3.59%	17,207.04	3,837.04	3.68%	
Bldg Inspect	15,991.65	2.73%	12,745.25	3,246.40	2.72%	
Streets	15,342.96	2.62%	12,179.41	3,163.55	2.60%	
Snow Removal	23,929.01	4.08%	19,371.62	4,557.39	4.14%	
Cemetery	4,745.74	0.81%	3,598.37	1,147.37	0.77%	
Animal Control	0.00	0.00%	0.00	0.00	0.00%	
Recreation/Aquatic	49,095.30	8.38%	38,993.06	10,102.24	8.33%	
Spectator Recreation	4,050.82	0.69%	2,997.60	1,053.22	0.64%	
Parks	11,119.02	1.90%	8,620.86	2,498.16	1.84%	
Library	24,357.15	4.16%	19,445.29	4,911.86	4.15%	

Plan & Zone	10,194.35	1.74%	8,342.75	1,851.60	1.78%
Motor Pool	10,338.77	1.76%	8,605.64	1,733.13	1.84%
Wildland Fire	0.00	0.00%	0.00	0.00	0.00%
Police Comm	29,968.62	5.11%	23,545.21	6,423.41	5.03%
SAFER Grant Fire	1,825.47	0.31%	1,607.18	218.29	0.34%
Water	29,723.42	5.07%	23,660.54	6,062.88	5.05%
Electric Production	22,629.25	3.86%	18,656.15	3,973.10	3.99%
Sewer	28,719.47	4.90%	22,886.69	5,832.78	4.89%
WWTP	32,636.49	5.57%	26,769.94	5,866.55	5.72%
Airport	3,295.51	0.56%	2,722.62	572.89	0.58%
Parking	0.00	0.00%	0.00	0.00	0.00%
Solid Waste	26,943.93	4.60%	21,516.51	5,427.42	4.60%
Campground	3,708.50	0.63%	3,067.39	641.11	0.66%
Totals	<u>\$586,191.75</u>	<u>100.00%</u>	<u>\$468,140.40</u>	<u>\$118,051.35</u>	<u>100.00%</u>

Credit Card Fees Sept	<u>\$3,414.19</u>
Grand Total	<u>\$589,605.94</u>

2020 Wages – Per SDCL 6-1-10, the following is a list of wages for all employees for 2020; the wage amounts were previously approved by council:

Employee	Title	Wage
Alberts, Lee	mechanic	\$ 27.02
Alderman, Daryl	recreation facility maintenance coordinator	\$ 24.96
Allen, Dwight	rubble site operator P-T	\$ 16.65
Anderson, Ashley	recreation fitness instructor (L)	\$ 15.37
Anderson, Cole	parks, recreation, and forestry technician	\$ 19.69
Auch, Joshua	street technician	\$ 18.92
Baker, Dalton	water/wastewater utility operator III	\$ 22.61
Bardsley, Jeffrey	parks, recreation, and forestry technician	\$ 19.30
Barrie, Michael	shop/fleet foreman	\$ 24.46
Birk, Candi	police officer - school resource officer	\$ 29.81
Block, Dion	street technician	\$ 19.30
Bonde, Alan	special events assistant	\$ 16.80
Bowers, Eric	janitorial laborer	\$ 9.30
Bradley, Hunter	police officer	\$ 23.98
Brewer, Stephanie	librarian	\$ 20.48
Brosnahan, Dawn	recreation facility maintenance technician	\$ 16.81
Broussard, Eric	librarian	\$ 19.29
Brown, Heath	recruitment, retention, and training coordinator	\$ 20.47
Burket, Mary	finance administrative assistant	\$ 18.55
Burtzlaff, Miles	water/wastewater utility superintendent	\$ 32.90
Bush, Dustin	police officer	\$ 25.45
Bussiere, Erica	building/development administrative assistant	\$ 17.48
Butler, Patrick	facility maintenance technician P-T	\$ 15.22
Cano, Jeremiah	wastewater treatment operator III	\$ 28.11
Couch, Drew	recreation assistant	\$ 13.13

Chyba, Kayla	recreation administrative assistant	\$	18.19
Dean, Boyd	assistant police chief	\$	44.26
Deaver, Scott	fire chief	\$	36.31
Delapena, Robert	seasonal snowplow operator	\$	15.25
DeNeui, Jason	police detective	\$	31.32
DeNeui, Michelle	finance officer	\$	43.44
Drapeaux, Austin	police officer	\$	22.60
Earl, Brandon	street/solid waste foreman	\$	23.98
Eddy, Travis	parks, recreation, and forestry technician	\$	20.08
Ehnes, Tyler	parks and recreation director	\$	37.78
Evridge, Bob	wastewater treatment superintendent	\$	41.73
Fox, Shawn	police officer	\$	24.95
French, Michaela	registration desk attendant P-T	\$	13.66
Gellett, Jason	police officer - school resource officer	\$	24.95
Gose, Kevin	traffic signal technician P-T	\$	23.98
Granbois, Darrell	public work laborer P-T	\$	17.31
Granbois, Darrell	solid waste collector operator P-T	\$	19.30
Gregg, Jady	recreation assistant	\$	13.66
Gustafson, Samantha	dispatcher	\$	18.55
Hafner, Dennis	buliding inspector	\$	27.55
Hafner, Jamie	finance accountant II	\$	25.45
Haigh, Katie	registration desk attendant P-T	\$	13.93
Hall, Carmen	fitness instructor (L)	\$	14.49
Hansen, Brady	water/wastewater operator I	\$	20.48
Hanson, Leland	public works technician	\$	20.08
Hanson, Steven	hydro electric plant operator	\$	28.11
Hargens, Gary	facility maintenance superintendent	\$	29.81
Harmon, Michael	city administrator	\$	63.24
Herring, Janet	recreation facility maintenance technician	\$	16.81
Hoffman, Nancy	public works administrative assistant	\$	17.14
Hoffman, Sarah	janitorial laborer recreation	\$	9.30
Hofmann, Steven	police sergeant	\$	34.24
Hopfinger, Dennis	solid waste collector operator	\$	19.30
Hunt, Bradly	wastewater treatment operator I	\$	20.08
Jacobs, Curtis	police chief	\$	48.92
Jeske, Jerome	water/wastewater utility operator II	\$	21.95
Johannesen, Joel	solid waste collector operator	\$	18.93
Jurgensen, Aaron	police corporal	\$	26.73
Karas, Cody	recreation fitness instructor P-T	\$	15.68
King, Greg	hydro electric plan operator P-T	\$	20.07
Klein, Justin	parks, recreation, and forestry technician	\$	19.30
Klein, Kelly	fitness instructor P-T	\$	16.00
Lee, Dustin	public works director	\$	48.92
Lillehaug, Gary	hydro electric plant superintendent	\$	37.80
Little, Verla	police corporal	\$	31.95

Lolley, Dawn	dispatcher	\$	18.92
Mathis, Jodi	human resources director	\$	39.30
Mathis, Kyle	city engineer	\$	48.92
Mathis, Robert, Jr.	assistant fire chief	\$	34.92
Mayer, Mandy	recreation fitness instructor (L)	\$	14.49
McDonald, Ashley	city attorney	\$	50.87
McDonald, Rex	parks, recreation, and forestry superintendent	\$	25.95
McFarland, Marissa	fitness instructor P-T	\$	14.49
McGinnis, Nancy	seasonal snowplow operator	\$	16.00
McMahon, Adam	project engineer	\$	38.54
Mellott, Criston	street technician	\$	21.31
Monnens, Shayna	reference librarian	\$	20.48
Mowery, Justin	police officer	\$	22.60
Nelson, Austin	facility maintenance technician	\$	15.84
Nicholas, Glen	solid waste collector operator	\$	23.07
Nicholas, Nicolle	water/wastewater operator I	\$	19.30
Odle-Kindsfater, Katie	dispatcher	\$	17.14
Paisley, Thomas	building official	\$	35.61
Palmer, Laurel	dispatcher	\$	18.19
Pearson, Andrew	police officer	\$	24.46
Pedneau, Darin	police sergeant	\$	34.92
Phillip, Kadim	library page P-T	\$	9.76
Plocek, Neil	street technician	\$	20.08
Plocek, Richard	rubble site operator P-T	\$	16.32
Powell, Jennifer	utility billing coordinator	\$	25.45
Prewitt, Aubrielle	library page P-T	\$	10.15
Raap, Jacob	police officer	\$	23.51
Rabenberg, Ellie	recreation fitness instructor (L)	\$	14.49
Rauterkus, Brett	recreation facility superintendent	\$	27.54
Reifschneider, Kimberly	recreation assistant	\$	13.13
Reurink, Tyler	dispatcher	\$	17.48
Richards, Edward	mechanic P-T	\$	23.06
Rolando, Anne-Marie	recreation concession assistant	\$	12.37
Rotert, Patrick	public safety director	\$	57.31
Rovere, Tayler	wastewater treatment operator 1	\$	20.08
Ruff, Amy	recreation fitness instructor (L)	\$	14.49
Ruvolo, Dustin	police officer	\$	22.60
Schlinkert, Celeste	library aide P-T	\$	14.21
Sieber, Crystena	recreation youth and development coordinator	\$	19.68
Simon, Samantha	dispatcher	\$	18.55
Simpson, Colin	police officer	\$	24.95
Smith, Collin	police detective	\$	26.21
Sorensen, Myrna	library aide P-T	\$	16.98
Sprigler, Kayla	police administrative assistant	\$	18.19
Steffes, Micah	recreation fitness instructor (L)	\$	15.07

Stulken, Tom	librarian P-T	\$	19.29
Sundberg, Amy	library page P-T	\$	10.15
Swisher, Kaija	executive assistant	\$	20.47
Thrall, Cary	recreation fitness instructor (L)	\$	14.78
Thurmes, Joshua	assistant finance officer	\$	28.94
Tollison, Matthew	recreation desk attendant P-T	\$	14.49
Tollison, Samuel	facility maintenance technician	\$	15.22
Tyler-Streff, Connie	fitness instructor P-T	\$	15.07
Ulmer, Brian	plumbing/mechanical inspector	\$	25.20
Van Holland, Daniel	assistant city planner	\$	23.74
Vig, Tonya	engineering tech/floodplain administrator	\$	29.81
Votroubek, Stephanie	fitness coordinator	\$	20.48
Walters, Trenton	staff engineer	\$	30.40
Warner, Judith	dispatch supervisor	\$	23.75
Watson, Jayna	city planner	\$	46.05
Weber, Mark	police sergeant	\$	34.24
Westover, Jacob	police officer	\$	22.60
Whitney-Schavone, Kim	campground manager - office assistant	\$	15.53
Wilde, Amber	library director	\$	34.22
Williams, Mark	wastewater treatment facility utility operator III	\$	28.11
Williams, Scott	water/wastewater utility operator I	\$	18.92
Wobschall, Brooke	library page P-T	\$	9.76
Woodroof, Justin	water/wastewater operator II	\$	21.52
Woods, Christopher	police officer	\$	22.60
Young, Thomas	rubble site lead operator	\$	19.30

Elected Officials

Boke, Dana	Mayor	\$	24,033.10
Clark, Marty	Council Member	\$	12,317.24
Eisenbraun, Darick	Council Member	\$	12,317.24
Herrmann, Rob	Council Member	\$	12,317.24
Hodgs, Dan	Council Member	\$	12,317.24
Jacobs, Pam	Council Member	\$	12,317.24
Klarenbeek, Larry	Council Member	\$	12,317.24

Public Comment – Public comment section was opened at 5:38 p.m. with comments received from resident John Dale. Section was closed at 5:40 p.m.

Executive Session – Hodgs moved, Jacobs seconded and all voted to enter into executive session to consult with legal counsel regarding contractual matters pursuant to SDCL 1-25-2(3).

Council returned to regular session at 6:08 p.m.

Executive Session – Hodgs moved, Eisenbraun seconded and all voted to enter into executive session to consult with legal counsel regarding pending litigation pursuant to SDCL 1-25-2(3).

Council returned to regular session at 6:21 p.m.

There being no further business, Eisenbraun moved, Klarenbeek seconded and all voted to adjourn at 6:21 p.m.

Dated this 6th day of January, 2020.

CITY OF SPEARFISH

By: _____
Dana Boke, Mayor

ATTEST:

Michelle DeNeui, Finance Officer

Published once at the approximate cost of _____.