



Spearfish City Council
Regular Session Minutes
March 7, 2022 5:30 p.m.

The Spearfish City Council met at 5:30 p.m. on Monday, March 7, 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: City Administrator McFarland, City Attorney McDonald, Finance Officer DeNeui, Parks and Recreation Director Ehnes, City Planner Watson, Human Resource Director Mathis, City Engineer Mathis, and Assistant Public Works Director McMahan.

Clark moved, Jacobs seconded and all voted to approve the agenda. No potential conflicts of interest were noted.

Public Comment – At 5:30 p.m. a time for public comment was opened and closed with no comments received.

Consent Agenda – Jacobs moved, Rath 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 February 22, 2022.
- B. Hire the following seasonal employees:
 - 1) Jaxon Parker, spectator recreation summer laborer, \$15.25 per hour, effective 3/8/2021.
 - 2) Tyler Barkley, spectator recreation summer laborer, \$15.25 per hour, effective 3/8/2021.
- C. Add Kaylee Johannesen to the 2022 volunteer firefighter list.
- D. Hire Zachary Mikkonen as a customer service assistant, part-time (not benefit-eligible), grade 7, step 1, \$17.05 per hour, effective 3/8/2022.

Items from Visitors

Years of Service – Years of service awards were given out to the following City staff for milestones that were met in 2021:

- 5 Years: Dalton Baker, Gary Hargens, Nicolle Nicholas, Celeste Schlinkert, Kayla Sprigler
- 10 Years: Tyler Ehnes, Jason Gellett, Kevin Gose
- 15 Years: Jude Warner
- 20 Years: Michelle DeNeui, Jamie Hafner, Steve Hofmann, Pat Rotert
- 25 Years: Tom Paisley
- 30 Years: Curt Jacobs

Other Items

Update – Mathis provided an update for the Exit 8 Community Shared Use Path-Phase 2 Project. The project is set to be bid by the South Dakota Department of Transportation (DOT) in early June 2022 which will result in an estimated construction completion of September 2023. Current engineering estimates construction costs to be \$1,141,257.82 with an additional \$75,000 for construction administration. Budget for the project is \$800,000 in 2022 and plan is to budget the additional commitment in 2023 from general fund.

Abatement – Hodgs moved, Jacobs seconded and all voted to approve a property tax abatement for 2021 taxes payable in 2022 in the amount of \$9,371.80 for City owned property.

Lease – Clark moved, Rath seconded and all voted to exercise the two-year extension option for the Lookout Mountain grazing lease with the current lessee.

Encroachment – Hodgs moved, Hourigan seconded and all voted to approve an encroachment agreement for 711 N. Canyon for one parking space to be located in the public right of way.

Hearing – Rath moved, Hodgs seconded and all voted to set a public hearing for March 21, 2022 for Resolution 2022-04 – A Resolution Adopting an Amendment to the Spearfish Comprehensive Plan, Envision Spearfish for the East Colorado Area Study.

Refund – Clark moved, Hourigan seconded and with Clark, Hodgs, Hourigan, Jacobs, Klarenbeek, and Rath voting aye, motion passed to refund \$904 to Rasmussen Mechanical for mechanical permit cost for work on Spearfish School District’s property.

Position – Hodgs moved, Rath seconded and with Clark, Hodgs, Hourigan, Jacobs, Klarenbeek, and Rath voting aye, motion passed to approve the position description for a Project Engineer, a new position within Public Works, and authorize staff to begin recruitment for the position.

Proposal – Hodgs moved, Jacobs seconded and with Clark, Hodgs, Hourigan, Jacobs, Klarenbeek, and Rath voting aye, motion passed to approve the HDR Engineering proposal for construction administration services for the Sky Ridge Subdivision Phase 2 Project at a cost not to exceed \$230,610.

Bill List – Clark moved, Hourigan seconded and with Clark, Hodgs, Hourigan, Jacobs, Klarenbeek and Rath voting aye, motion passed to approve the bill list dated March 7, 2022 as follows:

<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
ALLSTATE PETERBILT CO	NEW MIRROR- TROUBLESHOOT FAN CLUTCH	\$7,697.62
AMAZON CAPITAL SERVICES	BOOKS-MONITORS-LIGHTING FOR HYDRO	\$5,743.32
ANDERSON, COLE	WGGA CONFERENCE WYOMING	\$92.00
BAKER & TAYLOR	BOOKS FOR LIBRARY	\$2,178.16
BLACK HILLS ENERGY	JAN/FEB 2022 ELECTRICITY	\$20,052.09
BHSU PRINTING CENTER	FEB UTILITY BILL FOLD/INSERT	\$151.27
BICKLE TRUCK & DIESEL INC	HYDRAULIC HOSES	\$103.66
BLACK HILLS CHEMICAL CORP	DETERGENT-TP- GARBAGE BAGS-	\$795.03
BLACK HILLS PIONEER	SUBSCRIPTION LIBRARY	\$191.55
BLACK HILLS STATE UNIVERSI	SPEARFISH DAY @LEGISLATURE	\$1,500.00
BOMGAARS SUPPLY INC	IMPACT-BATTERY-WRENCH-GRIPS-HAND TLS	\$2,631.72
BURTSCHI, ADAM	FEB REFING 3 ON 3	\$375.00
CASH-WA DISTRIBUTING CO	REC CENTER NACHOS, CHIPS, PIZZ	\$1,494.20
CENGAGE LEARNING	BOOKS	\$189.51
TMT INC	SURFACE PREP PADS-CITRUS SCRUB-PT DISP	\$3,358.95
CHAIN SAW CENTER	WOODCUTTER-AIR FILTER-FUEL CAP-BAR OIL	\$107.45

CLAUSER MACHINE WORKS	WATER CAP-WRENCH HEAD	\$391.30
DIAS, GREGORY K	EMAIL ACCOUNT FEE MAR-APR	\$29.99
DEAN, BOYD	LET BASIC ACADEMY GRAD	\$14.00
EAGLE AVIATION INC	JET FUEL	\$72.66
ENERGY LABORATORIES INC	CLEAR WELL #10 2 SPECIES	\$2,781.00
ENTENMANN-ROVIN	BADGE PROTECTOR	\$70.00
GLYNN, RILEY	REFING IN FEB 3 ON 3	\$400.00
GOVERNORS INN	TRAVEL PIERRE- ENGINEERING	\$97.00
GRAYBAR ELECTRIC COMPANY	LED MTL COOPER FOR AIRPORT	\$591.65
GREAT WESTERN TIRE INC	REPAIR GARBAGE TRUCK TIRES	\$2,253.08
GUNDERSON TRUCKING INC	TRANSPORT #2 TO GILLETTE	\$550.00
HEINERT,NAKITA	911 BASIC TELECOMMUNICATOR CLA	\$288.00
HEISLER HARDWARE	CRIMP SLEEVE-BLCK PIPE-FASTENERS-DRILLBT	\$428.01
HUB INTERNTL MTN STATES LT	RENEWAL OF ARPRT LIABILITY INS	\$13,530.00
INTERSTATE ENGINEERING INC	GREEN ACRES MTN SHDWS PATCH RD-WL RPLC	\$19,927.50
INTOXIMETERS INC	DRY GAS 108L	\$230.50
JACOBS, CURT	LET BASIC ADCADEMY GRADUATION	\$14.00
JUNEK'S SERVICE CORP	CHECK ENGINE LIGHT-RECALL-INSP	\$1,810.24
KNECHT HOME CENTER INC	CNNCTR-PLG TRNLK-NUTS/BOLTS/SCREWS	\$587.56
MATTHEWS INTL CORP	DVORAK PLAQUE	\$171.50
MCLEOD'S PRINTING	ABSENTEE BALLOT SET	\$66.81
MENARDS	TREATED WOOD-DRILL SCREW 200 P	\$389.35
MEREDITH SERVICES CO INC	EXVTN- MT VW ELEM, 8TH STRT AND LARIAT	\$11,030.00
MID-AMERICA GOLF AND LANDS	SKY RIDGE SPRTS CMLPX PE 6	\$537,083.17
HUSKER PROPERTIES	PROPANE EXCHANGE	\$55.30
MONEY MOVERS	NEW MEM AND NEW MAINT FEE REC CENTER	\$11.00
NORTHERN HILLS VENTURES IN	NTWRK ADMIN-0365- NODES AND PD SRVS	\$16,211.61
ONE TIME VENDORS	LICENSE TRUST: REGISTRATIONS	\$90.00
PALMER, WOODROW	ANNUAL RENEWAL JOURNEYMAN	\$105.00
PETTY CASH	PETTY CASH REIMBURSEMENT	\$266.04
PETTY CASH	PLAT MONEY REIMBURSEMENT	\$154.00
QUIK SIGNS INC	MATERIALS FOR PARKS AND REC	\$220.58
RAPID CITY POLICE DEPARTM	POSTAGE PD	\$24.07
RAPID DELIVERY	WATER SAMPLES FOR WWTP AND W/S	\$93.93
REED, THERESA DAWN	FEB DWNTWN RESTROOM CLEANING	\$420.00
SD DEPT OF PUBLIC SAFETY	TELETYPE SERVICE 1/2022-6/2022	\$3,090.00
SD AIRPORT'S CONFERENCE	MCFARLAND AIRPORT REGISTRATION	\$70.00
SD NARCOTICS OFFICERS' ASS	NARCO OFFICER CONF SMITH	\$50.00
SPEARFISH AUTO SUPPLY	BATTERY-CORE DEP-FILTERS-COUPPLING-LAMP	\$4,314.00
SPEEDY MART INC	DIESEL WHEN PUMPS WENT DOWN	\$95.15
STEC'S INNOVATIVE SAFETY S	REWARDS PROGRAM JAN 2022	\$119.69
STRUCTURAL DYNAMICS, LLC	SPORTSPLEX SKY RIDGE MAINT BLD	\$19,448.00
SUNNY BUNNY EASTER EGGS	EGGS FOR HUNT 2022	\$1,320.00
SYMONDS, JARED	WGGA CONF TRAVEL WYOMING	\$92.00
TERHARK, HUNTER	911 BASIC CLASS WEEKEND	\$120.00

TTG ENTERPRISES INC	TECH LABOR CHECK BOWL AND VFD	\$240.00
TURBIVILLE INDUSTRIAL ELEC	TROUBLESHOOT/REPAIR MOTOR	\$778.24
TYLER TECHNOLOGIES INC	MONTHLY FEE FOR WEBSITE MARCH	\$166.00
CITY OF SPEARFISH 1/31-2/28	FEB 2022 W/S/G	\$4,869.03
WALMART CAPITAL ONE	COMMAND STRIPS APC 600 AV BAT	\$77.73
WARNE CHEMICAL & EQUIP.	SPORTS TURF MIX 50# X 5	\$1,535.00
WILLIAMS STANDARD SERVICE	DIESEL FROM WHEN PUMP WAS DOWN	\$111.98
WOODS, CHRISTOPHER D	LET BASIC ACADEMY GRAD	\$14.00
	Total	<u>\$693,631.20</u>

February 2022 Salary Expense & Credit Card Fees

	<u>Gross</u> <u>Wages/Benefits</u>		<u>Gross</u> <u>Wages</u>	<u>Benefits</u>	
Mayor/Council	\$8,553.28	1.28%	\$7,945.48	\$607.80	1.52%
City Administrator	23,132.12	3.45%	18,619.20	4,512.92	3.55%
City Attorney	5,362.30	0.80%	4,461.60	900.70	0.85%
Finance	33,274.94	4.96%	26,563.20	6,711.74	5.07%
Human Resources	9,188.96	1.37%	7,507.20	1,681.76	1.43%
Gov't Bldgs	16,982.52	2.53%	13,147.90	3,834.62	2.51%
Engineering	33,860.25	5.05%	27,211.66	6,648.59	5.19%
Public Safety Admin	23,162.43	3.46%	18,389.98	4,772.45	3.51%
Police	131,202.13	19.57%	102,579.82	28,622.31	19.58%
Fire	16,293.81	2.43%	7,751.89	8,541.92	1.48%
Bldg Inspection	20,840.44	3.11%	16,515.20	4,325.24	3.15%
Streets & Snow	42,754.44	6.38%	33,415.59	9,338.85	6.38%
Cemetery	3,590.71	0.54%	2,682.54	908.17	0.51%
Animal Control	4,119.70	0.61%	3,011.20	1,108.50	0.57%
Recreation/Aquatic	47,035.23	7.02%	38,010.61	9,024.62	7.26%
Parks	29,782.61	4.44%	23,743.91	6,038.70	4.53%
Library	30,388.18	4.53%	24,334.38	6,053.80	4.64%
Plan & Zone	14,221.79	2.12%	11,734.41	2,487.38	2.24%
Motor Pool	12,521.35	1.87%	10,470.91	2,050.44	2.00%
Wildland Fire	8,481.71	1.27%	4,860.72	3,620.99	0.93%
Police Comm	37,758.12	5.63%	28,179.43	9,578.69	5.38%
SAFER Grant	8,963.25	1.34%	7,153.24	1,810.01	1.37%
Water	20,574.16	3.07%	16,082.04	4,492.12	3.07%
Electric Production	17,409.53	2.60%	14,097.58	3,311.95	2.69%
Sewer	19,088.15	2.85%	14,944.18	4,143.97	2.85%
WWTP	30,131.76	4.50%	23,889.60	6,242.16	4.56%
Solid Waste	20,930.57	3.12%	16,107.16	4,823.41	3.07%
Campground	650.32	0.10%	499.35	150.97	0.10%
Totals	<u>\$670,254.76</u>	100.00%	<u>\$523,909.98</u>	<u>\$146,344.78</u>	100.00%
Banking Fees Jan	38.76				
Credit Card Fees Jan	<u>5,485.44</u>				
Grand Total	<u>\$675,740.20</u>				

Mayor Boke discussed combining the Public Works and Legal, Finance and Public Safety Committees into a working group comprised of the whole council to discuss items prior to them being presented to the full council. Council members expressed interest in this and a resolution will be presented at the next council session for consideration.

There being no further business, Clark moved, Hourigan seconded and all voted to adjourn at 6:25 p.m.

Dated this 7th day of March, 2022.

CITY OF SPEARFISH

By: _____
Dana Boke, Mayor

ATTEST:

Michelle DeNeui, Finance Officer

Published once at the approximate cost of _____.