



**City of Spearfish**  
 Public Works Committee Minutes  
 March 15, 2022

The Public Works Committee met at 4:16 p.m. in the Council Chambers of City Hall on Tuesday, March 15, 2022, with the following members present: Clark and Rath. Absent: Hodgs. Also present were: City Administrator McFarland, City Attorney McDonald, Finance Officer DeNeui, City Engineer Mathis, Public Works Director Hinton, City Planner Watson, Human Resource Director Mathis, Parks and Recreation Director Ehnes, Assistant Public Works Director McMahon and Public Safety Director Rotert.

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

**City Attorney**

**Resolution 2022-05** – Committee recommended to full council to adopt Resolution 2022-05 – A Resolution Combining the City of Spearfish’s Meetings for Public Works and Legal, Finance, and Public Safety Committees into a City Council Study Session.

**Engineering**

**Proposal** – Committee recommended to full council to approve FOTH Infrastructure & Environment, LLC’s preliminary design proposal for the East Low Zone Water Improvements Project at a cost not to exceed \$68,412.

**Human Resources**

**Hire** – Committee recommended to full council, consent agenda, to hire Zachary Mikkonen as a customer service assistant, part-time (not benefit eligible), grade 7, step 1, \$15.44 per hour, effective 3/22/2022.

**Hire** – Committee recommended to full council, consent agenda, to hire the following seasonal employees effective 3/22/2022:

Department	Position	Wage
<b>Parks Department</b>		
Larry Gabriel	Parks Rec & Forestry Summer Laborer	\$15.75 per hour
Carl Turney	Parks Rec & Forestry Summer Laborer	\$15.00 per hour
Natalie Elkin	Campground Attendant	\$15.00 per hour
Jeffrey Moser	Campground Attendant	\$15.00 per hour
Josh Coppe	Cemetery Summer Laborer	\$15.25 per hour
Zade Dohman	Parks Rec & Forestry Summer Laborer	\$15.25 per hour
Jack Egemo	Parks Rec & Forestry Summer Laborer	\$15.00 per hour
Jackson Greenwaldt	Campground Attendant w/campsite	\$10.25 per hour
<b>Fire Department</b>		

Austin Goddard	Seasonal/Temporary Wildland Firefighter	\$15.00 per hour
Thomas Hageman	Seasonal/Temporary Wildland Firefighter	\$16.00 per hour
<b>Rec &amp; Aquatics</b>		
KyleeJo Symonds	Lifeguard/WSI	\$15.00 per hour
Anna Peldo	Lifeguard/WSI	\$15.25 per hour
Stella Marcus	Lifeguard/WSI	\$15.25 per hour
Avery Heinert	Lifeguard	\$14.50 per hour
Ashley Clapp	Lifeguard	\$14.50 per hour
Alessandra Rolando	Seasonal Customer Service Assistant	\$14.00 per hour
Lauren Cermak	Lifeguard/WSI	\$16.00 per hour
Kaylee Cormier	Summer Recreation Assistant	\$14.25 per hour
Talisha Enos	Lifeguard	\$14.75 per hour
Maddison Doren	Lifeguard/WSI	\$15.25 per hour
Josie Kaufman	Lifeguard/WSI	\$15.50 per hour
Bailey Sasser	Summer Recreation Assistant	\$14.00 per hour
Lily Caul	Lifeguard/WSI	\$15.00 per hour
Ryan Peldo	Lifeguard Coordinator	\$16.25 per hour
Macy Johnson	Lifeguard/WSI	\$15.25 per hour
<b>WWTF</b>		
Brock Jones	WWTF Summer Laborer	\$15.00 per hour

**Ordinance 1364** – Committee recommended to full council to approve the first reading of Ordinance 1364 – An Ordinance Repealing the City of Spearfish 2021 Personnel Policy Manual and Adopting the 2022 City of Spearfish Personnel Policy Manual.

**Parks and Recreation**

**MOUs** – Committee recommended to full council to approve the following Memorandums of Understanding (MOUs) for the following fields with the noted sports associations:

- 1) Black Hills Energy Soccer Field – Spearfish School District
- 2) Black Hills Energy Soccer Field – Spearfish Soccer Association
- 3) Black Hills Energy Softball Field – Spearfish Youth Baseball and Softball Association
- 4) Black Hills Energy Softball Field – Premier Softball
- 5) Black Hills Energy Legion Field – Spearfish American Legion Baseball
- 6) Hillview Soccer Field – Spearfish Soccer Association
- 7) Lions Park – Spearfish Soccer Association
- 8) Spearfish Forest Products Teener Field – Spearfish American Legion Baseball
- 9) Spearfish Forest Products T-Ball Field – Spearfish Youth Softball and Baseball Association
- 10) Spearfish Forest Products Major and Minor Fields – Spearfish Youth Softball and Baseball Association
- 11) Spartan Park Upper Field – Black Hills Youth Football League Spearfish Rams
- 12) Spartan Park Upper and Lower Fields – Spearfish Soccer Association

**Policy** – Committee recommended to full council to approve the Recreation Center Policy Manual. The policy manual has three separate sections including indoor policies, water park policies and rental policies.

**Resolution 2022-06** – Committee recommended to full council to approve Resolution 2022-06 – A Resolution to Set Fees Charged by the City effective April 15, 2022.

**Public Works**

**Resolution 2022-07** – Committee recommended to full council to approve Resolution 2022-07 – A Resolution Authorizing an Application for Financial Assistance, Authorizing the Execution and Submittal of the Application, and Designating an Authorized Representative to Certify and Sign Payment Requests. (Clean Water SRF) A public hearing regarding the resolution will be held during the council session.

**Resolution 2022-08** – Committee recommended to full council to approve Resolution 2022-08 – A Resolution Authorizing an Application for Financial Assistance, Authorizing the Execution and Submittal of the Application, and Designating an Authorized Representative to Certify and Sign Payment Requests. (Drinking Water SRF) A public hearing regarding the resolution will be held during the council session.

**Hours** – Committee recommended to full council to change the hours at the Restricted Use Site to the following:

- Summer Hours: 7:30 a.m. to 4 p.m. Monday through Saturday (April 15-October 14)
- Winter Hours: 7:30 a.m. to 4 p.m. Monday through Friday, 9 a.m. to 2 p.m. Saturday.

The committee also recommended to full council to permit the PW Director to close the site when accessibility is limited due to inclement weather.

**Award** – Committee recommended to full council to award the lowest responsive and responsible proposal for the Tretheway Pavilion Roof Replacement to LaPrade Roofing & Construction at a total amount of \$81,178.04.

Reminder: Local Board of Equalization will begin at 4:30 p.m. on Monday, March 21, 2022.

No additional discussions were held, and the meeting was adjourned at 4:47 p.m.