



City of Spearfish

Legal, Finance, and Public Safety Committee Minutes

March 16, 2022

The Legal, Finance and Public Safety Committee met at 4:15 p.m. in the Council Chambers of City Hall on Wednesday, March 16, 2022, with the following committee members present: Hourigan and Klarenbeek (joined at 4:26 p.m.). Absent: Jacobs. Also present were: City Administrator McFarland, City Attorney McDonald, City Finance Officer DeNeui, Human Resources Director Mathis, Public Safety Director Rotert, and City Planner Watson.

Public Comment

The public comment section was opened at 4:15 p.m. and closed with no comments.

City Attorney

Resolution 2022-05 – Hourigan reviewed the request to adopt Resolution 2022-05 – A Resolution Combining the City of Spearfish’s Meetings for Public Works and Legal, Finance, and Public Works Committees into a City Council Study Session.

Amendment – Hourigan reviewed the request to approve Amendment 1 to the lease agreement with the Department of Public Safety (DMV) for its lease of Hudson Hall.

Resolution 2022-09 – Hourigan reviewed the request to approve Resolution 2022-09 – A Resolution of Intent to Enter into a Pasture Lease Agreement for Certain Airport Property.

Resolution 2022-10 – Hourigan reviewed the request to approve Resolution 2022-10 – A Resolution of Intent to Enter into a Hay Lease Agreement for Certain Airport Property.

Finance

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

Purchase – Hourigan reviewed the request to approve the \$20,195 purchase, \$55 monthly meter rental, and \$1,950 annual maintenance agreement for a Quadiant mailing system and Quadiant folder-inserter from Midwest Connect.

Klarenbeek joined the meeting.

Appoint – Committee recommended to full council to appoint the following election board members for the Mayoral, Ward 2, Ward 3, and Spearfish School District Election on April 12, 2022:

Election Worker	Position	Ward
Kay Jorgensen	Precinct Superintendent	1
Bonnie Klunder	Precinct Deputy	1
Nancy Christopherson	Precinct Deputy	Precinct 10
Drusilla Kellogg	Alternate Precinct Deputy	Precinct 10

Susan Pisani	Precinct Superintendent	2
Matthew Goodman	Precinct Deputy	2
Paula Mowry	Precinct Deputy	2
Stephanie Kaitfors	Alternate Precinct Deputy	2
Anne Thie	Precinct Superintendent	3
Meghan Byrum	Precinct Deputy	3
Linda Easthouse	Precinct Deputy	3
Dora Jean Garlick	Alternate Precinct Deputy	3

Human Resources

Ordinance 1364 – Committee recommended to full council to approve the first reading of Ordinance 1364 – An Ordinance Repealing the City of Spearfish Personnel Policy Manual and Adopting the 2022 City of Spearfish Personnel Policy Manual. Mathis provided a review of the changes.

Planning and Zoning

Resolution 2022-04 – Committee recommended to full council to approve Resolution 2022-04 – A Resolution Adopting an Amendment to the Spearfish Comprehensive Plan, Envision Spearfish. A public hearing will be held on the Colorado Boulevard Area Study during the council session.

Ordinance 1365 – Committee recommended to full council to approve the first reading of Ordinance 1365 – An Ordinance Amending Appendix A – Zoning of the Revised Ordinances of the City of Spearfish by Zoning Certain Property (change zoning from Ag to DRD on a 14-acre parcel). Additionally, the committee recommended to set a public hearing for April 4, 2022, for Ordinance 1365 and the Elkhorn Ridge DRD Concept Plan update.

Agreement – Committee recommended to full council to approve the Dedication and Acceptance of Public Improvements agreement for Bridgestone Street Improvements.

Agreement – Committee recommended to full council to approve the Water and Drainage Easements Agreement with Bridgestone Estates LLC.

Agreement – Committee recommended to full council to approve the Sanitary Sewer Easement and Agreement with DAC Properties, LLC.

McFarland noted the council agenda may have the hiring of a replacement City Planner position if all procedures and steps are completed in time for the agenda posting.

No additional discussions were held, and the meeting was adjourned at 4:42 p.m.