



**Spearfish City Council**  
 Regular Session Minutes  
 April 4, 2022 5:30 p.m.

The Spearfish City Council met at 5:30 p.m. on Monday, April 4, 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, City Engineer Mathis, City Planner Watson, Human Resource Director Mathis, Public Works Director Hinton, and Assistant Public Works Director McMahon.

Klarenbeek moved, Hodgs 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** – 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 March 21, 2022.
- B. Hire the following seasonal employees effective 4/5/2022:

Department	Position	Wage
<b>Parks Department</b>		
Grace Tieszen	Parks Rec & Forestry summer laborer	\$15.25
Levi Smith	Campground Attendant	\$15.00
Hayden Grosz	Campground Attendant	\$15.00
Kody Koistinen	Cemetery summer laborer	\$15.25
Aiyana Byrd	Parks Rec & Forestry summer laborer	\$15.00
Jacob Kreuger	Cemetery summer laborer	\$15.00
Raymond Driesbaugh	Spectator Recreation summer laborer	\$15.00
<b>Rec &amp; Aquatics</b>		
Halle Parks	WSI/Lifeguard	\$15.00
Brittany Damberg	Seasonal Customer Service Assistant	\$14.00
Avery Middleton	Lifeguard Coordinator	\$15.50
Tyler Huber	WSI/Lifeguard	\$15.75
Mason Schmitz	WSI/Lifeguard	\$15.00
Andrew Ackerman	WSI/Lifeguard	\$15.25
Quinten Carlson	WSI/Lifeguard	\$15.00

Amity Middleton	WSI/Lifeguard	\$15.00
Greg Vincent	Recreation Janitorial seasonal laborer	\$15.00
Patricia Penrose	WSI/Lifeguard	\$15.25
Carleen Krebs	WSI/Lifeguard	\$15.25
Nate Arnett	WSI/Lifeguard	\$15.00
Jonah Donner	WSI/Lifeguard	\$15.00

**Items from Visitors**

**Permit** – Klarenbeek moved, Hodgs seconded and with Clark, Hodgs, Hourigan, Jacobs, Klarenbeek, and Rath voting aye, motion passed to waive the Spearfish School District’s \$38,670.40 building permit fee for the \$15,355,240 construction of the CTE building.

**Other Items**

**Public Hearing** – A public hearing was opened at 5:30 p.m. to consider a Pasture Lease Agreement with Swanson Ranch, LLC. No oral or written comments were received and the hearing was closed. Clark moved, Rath seconded and all voted to approve the Pasture Lease Agreement with Swanson Ranch, LLC.

**Public Hearing** – A public hearing was opened at 5:34 p.m. to consider a Hayfield Lease Agreement with Gerard Cuka and Justin Williams. No oral or written comments were received and the hearing was closed. Clark moved, Jacobs seconded and all voted to approve the Hayfield Lease Agreement with Gerard Cuka and Justin Williams.

**Change Order** – Hodgs moved, Hourigan seconded and with Clark, Hodgs, Hourigan, Jacobs, Klarenbeek, and Rath voting aye, motion passed to approve Change Order 1 for the Dahl Road Reconstruction and Sewer Trunkline Upsize Project for an increase of \$8,311.50 (+1.45%) and adding 2 days to the project completion date.

**Rec Path Project** – Following discussions, Hodgs moved, Clark seconded and all voted to select option 2 to split Phase 2 of the Exit 8 Community Shared Use Path into two projects and apply for an additional grant to potentially reduce budget overages.

**Fees** – Klarenbeek moved, Hourigan seconded and with Clark, Hodgs, Hourigan, Jacobs, Klarenbeek, and Rath voting aye, motion passed to approve the budgeted 2022 personnel and information technology administrative fees to be posted quarterly.

**Ordinance 1364** – Jacobs moved, Hodgs seconded and with Clark, Hodgs, Hourigan, Jacobs, Klarenbeek, and Rath voting aye, motion passed to approve the second reading of Ordinance 1364 – An Ordinance Repealing the 2021 City of Spearfish Personnel Policy Manual and Adopting the 2022 City of Spearfish Personnel Policy Manual.

**Concept Plan** – A public hearing was opened at 5:49 p.m. to consider Ordinance 1365 and the DRD concept plan update. Comments regarding traffic were received from resident Stan Smith. No other comments were received and the hearing was closed at 5:52 p.m. Hodgs moved, Rath seconded and with Clark, Hodgs, Hourigan, Jacobs, Klarenbeek, and Rath voting aye, motion passed

to approve the second 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, Hodgs moved, Jacobs seconded and all voted to approve the DRD concept plan update.

**Resolution 2022-11** – Jacobs moved, Rath seconded and all voted to approve Resolution 2022-11 as follows:

**RESOLUTION 2022-11**

**A RESOLUTION TO TRANSFER REAL PROPERTY FROM THE CITY OF SPEARFISH TO SPEARFISH ECONOMIC DEVELOPMENT CORPORATION**

**WHEREAS**, the City of Spearfish has completed public infrastructure at the Sky Ridge affordable housing development and individual lots are ready for home construction.

**WHEREAS**, pursuant to SDCL 9-27-36 and 9-54-1, the City of Spearfish will convey 11 lots to the Spearfish Economic Development Corporation for affordable housing thus serving a public purpose and encouraging and assisting in the location of new business and industry and the expansion of existing business development.

**NOW, THEREFORE BE IT RESOLVED** by the Common Council of the City of Spearfish, Lawrence County, South Dakota, that the following described territory be conveyed to the Spearfish Economic Development Corporation:

Lot 8 of Block 1, and ten additional lots located within Block 1 through Block 6 of Sky Ridge Subdivision, being a part of Tract V-1 of Sky Ridge Subdivision, which is a part of Tract V of Elkhorn Ridge Addition, City of Spearfish, Lawrence County, South Dakota.

under the terms and conditions of the Development Agreement approved on February 18, 2020 and amendment thereto approved November 1, 2021.

Dated this 4<sup>th</sup> day of April, 2022

**CITY OF SPEARFISH**

ATTEST:

By: \_\_\_\_\_  
Dana Boke, Mayor

\_\_\_\_\_  
Michelle DeNeui, City Finance Officer

(SEAL)

Adopted: April 4, 2022  
Published: April 9, 2022  
Effective: April 29, 2022

**Change Order** – Klarenbeek moved, Hourigan seconded and with Clark, Hodgs, Hourigan, Jacobs, Klarenbeek, and Rath voting aye, motion passed to approve Change Order 1 for \$2,217 (+5.7%) for the Ford F250 pickup previously approved for purchase from White’s Canyon Motors.

**Permit** – Clark moved, Rath seconded and all voted to approve staff to pursue modification of the Restricted Use Site permit to allow for the disposal of animal carcasses, restricted to usage for disposal efforts performed in the course of City of Spearfish operations.

**Award Bid** – Following discussions, Hourigan moved, Klarenbeek seconded and with Clark, Hodgs, Hourigan, Jacobs, Klarenbeek, and Rath voting aye, motion passed to award the lowest responsive and responsible bid for the Airport Taxilane Project to North Star Construction Inc. for a total of \$517,120.73, excluding alternate 1 for a total of \$38,673.20. Additionally, Jacobs moved, Hourigan seconded and all voted to authorize the application for federal assistance for this project.

**Proposal** – Hodgs moved, Hourigan seconded and with Clark, Hodgs, Hourigan, Jacobs, Klarenbeek, and Rath voting aye, motion passed to approve HDR Engineering's proposal to complete conceptual roadway layouts and complete environmental work for the expansion of Colorado Blvd. adjacent to the Sky Ridge housing & Sports Complex at a cost not to exceed \$36,040.

**Award Bid** – Hodgs moved, Rath seconded and with Clark, Hodgs, Hourigan, Jacobs, Klarenbeek, and Rath voting aye, motion passed to award the lowest responsive and responsible bid for the 2022 Crack Sealing Project to Highway Improvement, Inc. for a total of \$144,309.85.

**Bill List** – Clark moved, Klarenbeek seconded and with Clark, Hodgs, Jacobs, Klarenbeek and Rath voting aye, motion passed to approve the bill list dated March 21, 2022 as follows:

<b><u>VENDOR</u></b>	<b><u>DESCRIPTION</u></b>	<b><u>AMOUNT</u></b>
A & L CONTRACTORS LLC	DAHL RD SEWER TRUNKLINE UPSIZE	\$ 102,591.90
ADVANCED ENGINEERING & ENV	SPF CRK FLDPLIN AND JKSN BLVD IMP	\$ 17,896.00
ALLSTATE PETERBILT CO	FITTING NOZZLE ASSY	\$ 184.68
AMAZON CAPITAL SERVICES	OFFICE SPPLY-YAKTRAX-HYDRO EQUIP	\$ 2,944.20
BAKER & TAYLOR	VARIOUS BOOKS- LIBRARY	\$ 967.25
BB&T GOVERNMENTAL FINANCE	WWTP 2020 BND REFI	\$ 186,299.13
BLACK HILLS ENERGY	FEB/MARCH 2022 ELECTRICITY	\$ 22,087.43
BLACK HILLS CHEMICAL CORP	GLOVES- CLEANING SUPPLY-TP	\$ 6,026.29
BLACK HILLS PIONEER	SUBSCRIPTION PD	\$ 191.55
BLACK HILLS TITTLE INC	SKYRIDGE CLOSING COSTS	\$ 1,164.50
BOKE, DANA	SDML TRAVEL MAYORS MEETINGS	\$ 360.60
BOMGAARS SUPPLY INC	STAPLE GUN-STAPLES-WHEEL-BOOTS	\$ 3,604.03
JT VENTURES LLC	30 BAGS OF SOFTENER SALT REC CENTER	\$ 222.00
BUILDERS FIRSTSOURCE INC	WOOD FOR PARKS	\$ 22.38
BUSH, DUSTIN	TRAINING REIMBURSEMENT	\$ 336.00
CAPTAIN CLEAN OF THE NHILL	CLEAN PATROL CAR	\$ 135.00
CASH-WA DISTRIBUTING CO	REC CENTER SNACKS	\$ 1,181.40
CENGAGE LEARNING	VARIOUS BOOKS- LIBRARY	\$ 36.58
TMT INC	NYLON SCRUB BRUSHES X6	\$ 377.88
CHAIN SAW CENTER	STRAIGHT BOOM DIESEL	\$ 1,851.53
COMBINED BLDG SPECIALTIES	SIGNS	\$ 269.00
DG INVESTMENT INTERMEDIATE	PLAYBACK GYM CAMERAS INSPECT	\$ 400.00

DICTATION SALES & SERVICES	SERVER CHASSIS-RESPONSE PKG	\$	13,065.00
EQUIPMENT BLADES INC	TRUCK PLOW BLADES	\$	2,313.60
NEWHOUSE ENTERPRISES INC	RESTOCK TISSUES CITY BUILDING	\$	136.60
KNUTSON, DARREL	ANNUAL CRANE & HOIST INSPECT	\$	360.00
BDG INC	MECHANICAL COUNTER-SPRING	\$	708.65
VIEHAUSER ENTERPRISES LLC	COMMERCIAL SERVICE CALL	\$	584.92
THE GLASS SHOP	RPLC AUTO OPERATOR EXT DOOR	\$	3,224.83
GRAYBAR ELECTRIC COMPANY	LIGHTING AIRPORT-FRANGIBLE W/BOLTS	\$	2,110.14
GREAT WESTERN TIRE INC	FLAT REPAIR X2	\$	135.00
GTI COMPANIES INC	SANDSTONE STRT RPR & SEWER UPSIZE	\$	123,536.23
HAWKINS INC	BLEACH-AQUAHAWK-CHLORINE	\$	3,361.28
HEINERT, NAKITA	EMD COURSE TRAVEL REIMBURSEMENT	\$	188.00
HEISLER HARDWARE	DRILL BITS-FLAGS-FASTENERS-PLUGS	\$	375.29
INLAND TRUCK PARTS COMPAN	SHIFT COVER ASSEMBLY-GASKET	\$	346.12
INTERSTATE ENGINEERING INC	PLATTING SRVS TRNSFR LTS-HANSEN	\$	17,473.62
TODD EMERY COLLINS	JET FRENCH DRAIN ON CANYON	\$	1,800.00
JOHNER GRAVEL INC	2" CLEAN ROCK	\$	182.00
KNECHT HOME CENTER INC	HAMMER-SLEDGE-STAPLES-TOOLS-BOLTS	\$	2,855.77
KONE INC	LABOR ON ELEVEVATOR CITY HALL	\$	585.30
LIU - LASTING IMPRESSIONS	JADE GLASS ON BASE	\$	61.50
MACQUEEN EQUIPMENT, LLC DB	LEATHER FD BOOTS	\$	1,221.09
MENARDS	AC2 GREEN TREATED WOOD	\$	356.70
MERCK & CO INC	HEP A AND B VACCINES	\$	916.33
MID-AMERICA GOLF AND LANDS	SKY RIDGE SPORTS COMPLEX PE 7	\$	436,362.08
MJ PLUMBING INC	REPLACE CAST IRON WITH PVC	\$	726.87
NORTHERN HILLS VENTURES IN	APRIL NTKW SVCS AND 0365 SVC	\$	15,911.55
MOSSET, COREY	GARAGE DOOR AT AIRPORT	\$	178.57
ORIGINAL WATERMEN INC	LIFEGUARD SUITS	\$	1,462.48
PETTY CASH	PLAT MONEY REIMBURSEMENT	\$	276.00
POWERPLAN	CROSS AND BEARING ASSEMBLY	\$	284.50
QUIK SIGNS INC	LAMINATED SHEETS PARKS DEPT & W/S	\$	232.06
ROMTEC, INC.	20% SKY RIDGE CMPX- BUILD SPLY SCCR	\$	200,826.21
RIVERSIDE TECHNOLOGIES INC	3 DESKTOP COMPUTERS	\$	2,217.00
SOUTH DAKOTA ONE CALL	FEES FOR FEBRUARY 22	\$	82.95
SIMON CONTRACTORS OF SD IN	2" BALLAST-DIAMOND DRY-ROADSTONE	\$	1,140.61
SOUTH DAKOTA DENR	22 WASTEWATER DISCH PRMT FEE	\$	10,500.00
SOUTH DAKOTA DOT	STATEWIDE BRIDGE INSPECTION	\$	850.51
SPEARFISH AUTO SUPPLY	WHEEL NUT-FILTERS-TUBING-PUMP-PARTS	\$	3,064.59
STEC'S INNOVATIVE SAFETY S	MARCH SAFETY REWARDS PROGRAM	\$	633.54
STRUCTURAL DYNAMICS, LLC	SPRTSPLX-SKY RIDGE	\$	17,202.00
TERHARK, HUNTER	EMD CERTIFCATION CRSE REIMB	\$	20.00
TYLER TECHNOLOGIES INC	CALL CTR CP, BL 22/23	\$	4,197.53
UNITED STATES POSTAL SERV	POSTAGE BULK REFILL	\$	10,000.00
WALMART CAPITAL ONE	STICKY NOTES-PENS- STORAGE CONT	\$	155.80
WHEELER LUMBER LLC	DOME HEAD GR BOLT	\$	23.60

INTEGRITY ACQUISITION LLC	CORE DEPOSIT-VALVE-STARTER	\$	356.54
WHITE'S QUEEN CITY MOTORS	TAHOE- STEERING ISSUE	\$	1,002.24
TOTAL		\$	<u>1,232,754.53</u>

**March 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	1.18%	\$7,945.48	\$607.80	1.38%
City Administrator	25,494.95	3.53%	20,570.09	4,924.86	3.57%
City Attorney	5,379.34	0.74%	4,461.60	917.74	0.77%
Finance	33,337.91	4.61%	26,570.57	6,767.34	4.61%
Human Resources	9,188.96	1.27%	7,507.20	1,681.76	1.30%
Gov't Bldgs	17,064.46	2.36%	13,221.35	3,843.11	2.29%
Engineering	33,768.29	4.67%	27,130.74	6,637.55	4.71%
Public Safety Admin	23,131.13	3.20%	18,355.30	4,775.83	3.18%
Police	139,133.92	19.25%	108,557.68	30,576.24	18.83%
Fire	18,010.99	2.49%	15,554.36	2,456.63	2.70%
Bldg Inspection	20,874.57	2.89%	16,515.20	4,359.37	2.86%
Streets & Snow	50,440.10	6.98%	40,357.42	10,082.68	7.00%
Cemetery	3,961.17	0.55%	2,959.31	1,001.86	0.51%
Animal Control	4,151.78	0.57%	3,039.44	1,112.34	0.53%
Recreation/Aquatic	49,260.21	6.82%	39,887.54	9,372.67	6.92%
Parks	33,572.65	4.65%	27,105.75	6,466.90	4.70%
Library	30,138.98	4.17%	24,093.34	6,045.64	4.18%
Plan & Zone	14,221.78	1.97%	11,734.40	2,487.38	2.04%
Motor Pool	13,720.11	1.90%	11,484.84	2,235.27	1.99%
Wildland Fire	30,266.78	4.19%	25,517.83	4,748.95	4.43%
Police Comm	44,018.78	6.09%	33,672.51	10,346.27	5.84%
SAFER Grant	4,540.53	0.63%	3,669.95	870.58	0.64%
Water	20,352.52	2.82%	15,920.40	4,432.12	2.76%
Electric Production	16,322.11	2.26%	13,087.44	3,234.67	2.27%
Sewer	19,361.49	2.68%	15,166.15	4,195.34	2.63%
WWTP	30,383.16	4.20%	24,110.80	6,272.36	4.18%
Solid Waste	23,372.68	3.23%	17,848.63	5,524.05	3.10%
Campground	591.54	0.08%	453.95	137.59	0.08%
Totals	<u>\$722,614.17</u>	<u>100.00%</u>	<u>\$576,499.27</u>	<u>\$146,114.90</u>	<u>100.00%</u>
Banking Fees February	32.66				
Credit Card Fees February	<u>4,935.42</u>				
Grand Total	<u>\$727,549.59</u>				

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

Dated this 4th day of April, 2022.

**CITY OF SPEARFISH**

By: \_\_\_\_\_  
Dana Boke, Mayor

**ATTEST:**

\_\_\_\_\_  
Michelle DeNeui, Finance Officer

Published once at the approximate cost of \_\_\_\_\_.