



Spearfish City Council
Regular Session Minutes
May 4, 2020 5:30 p.m.

The Spearfish City Council met at 5:30 p.m. on Monday, May 4, 2020 via Zoom Teleconference. Mayor Boke presided and called the meeting to order. Roll call was taken with the following members present: Clark, Eisenbraun, Herrmann, Hodgs, Jacobs and Klarenbeek. Absent: None. Also present: City Administrator Harmon, City Planner Watson, City Attorney McDonald, Parks and Recreation Director Ehnes, Public Safety Director Rotert, Public Works Director Lee and Finance Officer DeNeui.

Mayor Boke requested the agenda be amended to show reading of a proclamation after consent agenda items. Klarenbeek moved, Jacobs seconded and with Clark, Eisenbraun, Herrmann, Hodgs, Jacobs and Klarenbeek voting aye motion passed to approve the agenda as amended. There were no declarations of any potential conflict-of-interest.

Consent Agenda – Hodgs moved, Eisenbraun seconded and with Clark, Eisenbraun, Herrmann, Hodgs, Jacobs and Klarenbeek voting aye motion passed to approve the consent agenda as follows:

- A. Approve the minutes of City Council regular session dated April 20, 2020.
- B. Approve the minutes of City Council special session dated April 23, 2020.
- C. Approve the minutes of City Council special session dated April 29, 2020.
- D. Move Brett Rauterkus to grade 20, step 7, \$28.09 per hour, (\$58,427.20 salaried/exempt), effective 5/3/2020.

Proclamation – Mayor Boke proclaimed May 3-9, 2020 as National Travel and Tourism Week in Spearfish.

Resolution 2020-10 – Clark moved, Jacobs seconded and with Clark, Eisenbraun, Herrmann, Hodgs, Jacobs and Klarenbeek voting aye motion passed to adopt Resolution 2020-10 as follows:

RESOLUTION 2020-10

A RESOLUTION OF INTENT TO ENTER INTO A LEASE AGREEMENT FOR CERTAIN AIRPORT PROPERTY

WHEREAS, SDCL § 9-12-5.2 authorizes the City of Spearfish to lease municipally owned property to a private person, and

WHEREAS, the Common Council of the City of Spearfish intends to enter into a hay lease agreement with Doug Bechen and Gerard Cuka to lease portions of the Black Hills Airport – Clyde Ice Field, and

WHEREAS, a copy of such lease agreement is on file in the Finance Office and available for public inspection,

NOW THEREFORE, BE IT RESOLVED by the Common Council of the City of Spearfish that the Council intends to enter into such lease, and a public hearing for considering the same shall be conducted at 5:30 p.m. on Monday, May 18, 2020.

Dated this 4th day of May, 2020.

CITY OF SPEARFISH

By: _____
Dana Boke, its Mayor

(Seal)

Attest:

Michelle DeNeui, Finance Officer

Adopted: May 4, 2020
Published: May 9, 2020
Effective: May 29, 2020

Resolution 2020-11 – Clark moved, Klarenbeek seconded and with Clark, Eisenbraun, Herrmann, Hodgs, Jacobs and Klarenbeek voting aye motion passed to adopt Resolution 2020-11 as follows:

RESOLUTION 2020-11

A RESOLUTION OF INTENT TO ENTER INTO A LEASE AGREEMENT FOR CERTAIN AIRPORT PROPERTY

WHEREAS, SDCL § 9-12-5.2 authorizes the City of Spearfish to lease municipally owned property to a private person, and

WHEREAS, the Common Council of the City of Spearfish intends to enter into a hay lease agreement with Stacy Moke to lease portions of the Black Hills Airport – Clyde Ice Field, and

WHEREAS, a copy of such lease agreement is on file in the Finance Office and available for public inspection,

NOW THEREFORE, BE IT RESOLVED by the Common Council of the City of Spearfish that the Council intends to enter into such lease, and a public hearing for considering the same shall be conducted at 5:30 p.m. on Monday, May 18, 2020.

Dated this 4th day of May, 2020.

CITY OF SPEARFISH

By: _____
Dana Boke, its Mayor

(Seal)

Attest:

Michelle DeNeui, Finance Officer

Adopted: May 4, 2020

Published: May 9, 2020

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Award Bid – Following discussions, Eisenbraun moved, Jacobs seconded and with Clark, Eisenbraun, Herrmann, Hodgs, Jacobs and Klarenbeek voting aye motion passed to award the lowest responsive and responsible bid for the Jackson Boulevard Street & Utility Improvements Project – Phase 2 to R.C.S. Construction, Inc. at a total amount of \$4,254,572.35. This includes the Base Bid cost of \$4,263,136.64 as well as Alternate 3 deduction of \$8,564.29.

Change Order – Following discussions, Klarenbeek moved, Eisenbraun seconded and with Clark, Eisenbraun, Herrmann, Hodgs, Jacobs and Klarenbeek voting aye motion passed to approve Change Order 1 for the Jackson Boulevard Street & Utility Improvements Project – Phase 2 with a net decrease of \$194,171.75 (-4.56%) with a substantial completion date of 10/15/2021 and final completion date of 11/15/2021.

Public Hearing – A public hearing was opened at 5:52 p.m. to consider an application from Mona Jackson with C & J Enterprises dba Killians Food & Drink for a retail (on-off sale) wine and cider license located at 539 W. Jackson Blvd. No oral or written comments were received and the public hearing was closed.

License – Clark moved, Hodgs seconded and with Clark, Eisenbraun, Herrmann, Hodgs, Jacobs and Klarenbeek voting aye motion passed to approve the application from Mona Jackson with C & J Enterprises dba Killians Food & Drink for a retail (on-off sale) wine and cider license located at 539 W. Jackson Blvd.

Statements – Clark moved, Klarenbeek seconded and with Clark, Eisenbraun, Herrmann, Hodgs, Jacobs and Klarenbeek voting aye motion passed to approve the preliminary financial statements dated December 31, 2019 (unaudited).

Transfer – Jacobs moved, Hodgs seconded and with Clark, Eisenbraun, Herrmann, Hodgs, Jacobs and Klarenbeek voting aye motion passed to transfer \$25,000 from General Fund to Historic Procurement Fund per Resolution 2010-24.

Transfer – Eisenbraun moved, Klarenbeek seconded and with Clark, Eisenbraun, Herrmann, Hodgs, Jacobs and Klarenbeek voting aye motion passed to transfer \$422,465 from General Fund to E911 Communications Fund for annual operations.

Transfer – Hodgs moved, Jacobs seconded and with Clark, Eisenbraun, Herrmann, Hodgs, Jacobs and Klarenbeek voting aye motion passed to authorize finance to make the Payment in Lieu of Tax (PILT/PILOT) transfers as follows:

From	602-Water Fund	602-49300-4560 (Water-Subsidies)	\$102,752.00
	603-Hydro Fund	603-49300-4560 (Hydro-Subsidies)	\$10,531.00
	604-Sewer Dept	604-49300-4560 (Sewer-Subsidies)	\$92,471.00
	604-WWTP Dept	604-49300-4560 (Sewer-Subsidies)	\$49,225.00
	606-Airport Fund	606-49300-4560 (Airport - Subsidies)	\$21,208.00
	610-Parking Fund	610-49300-4560 (Parking-Subsidies)	\$133.00
	612-Solid Waste Fund	612-49300-4560 (Solid Waste-Subsidies)	\$13,529.00
	615-Campground Fund	615-49300-4560 (Campground-Subsidies)	\$7,077.00
To	101-General Fund	101-39101 (Transfers In)	\$296,926.00

Transfer – Eisenbraun moved, Hodgs seconded and with Clark, Eisenbraun, Herrmann, Hodgs, Jacobs and Klarenbeek voting aye motion passed to authorize finance to make the first quarter budgeted administrative fees for personnel and information technology costs as follows:

Personnel 1st Qtr

From	104-Wildland Fund	104-42290-4291 (Fire - Admin Fees Personnel)	\$3,594.00
	602-Water Fund	602-43350-4291 (Water-Admin Fees Personnel)	\$79,827.50
	603-Hydro Fund	603-43410-4291 (Hydro-Admin Fees Personnel)	\$39,509.75
	604-Sewer Dept	604-43250-4291 (Sewer-Admin Fees Personnel)	\$78,857.25
	604-WWTP Dept	604-43270-4291 (WWTP-Admin Fees Personnel)	\$26,972.75
	606-Airport Fund	606-43500-4291 (Airport-Admin Fees Personnel)	\$22,988.00
	610-Parking Fund	610-43610-4291 (Parking-Admin Fees Personnel)	\$3,245.00
	612-Solid Waste Fund	612-43230-4291 (Solid Waste-Admin Fees Personnel)	\$55,553.75
	615-Campground Fund	615-45150-4291 (Campground-Admin Fees Personnel)	\$20,238.75
To	101-General Fund	101-39102 (Admin Revenue-Personnel)	\$330,786.75

IT 1st Qtr

From	602-Water Fund	602-43350-4292 (Water-Admin Fees IT)	\$6,827.50
	603-Hydro Fund	603-43410-4292 (Hydro-Admin Fees IT)	\$10,531.00
	604-Sewer Dept	604-43250-4292 (Sewer-Admin Fees IT)	\$92,471.00
	604-WWTP Dept	604-43270-4292 (WWTP-Admin Fees IT)	\$49,225.00
	606-Airport Fund	606-43230-4292 (Airport-Admin Fees IT)	\$21,208.00
	610-Parking Fund	610-43610-4292 (Parking-Admin Fees IT)	\$133.00
	612-Solid Waste Fund	612-43230-4292 (Solid Waste-Admin Fees IT)	\$13,529.00
	615-Campground Fund	615-45150-4292 (Campground-Admin Fees IT)	\$7,077.00
To	101-General Fund	101-39103 (Admin Revenue-IT)	\$201,001.50

Ordinance 1315 – Jacobs moved, Hodgs seconded and with Clark, Eisenbraun, Herrmann, Hodgs, Jacobs and Klarenbeek voting aye motion passed to approve first reading of Ordinance 1315 – An Ordinance Repealing the City of Spearfish Personnel Policies and Procedures Manual and Adopting the 2020 City of Spearfish Personnel Policy Manual.

Agreement – Clark moved, Eisenbraun seconded and with Clark, Eisenbraun, Herrmann, Hodgs, Jacobs and Klarenbeek voting aye motion passed to approve and authorize Mayor Boke to sign the RTP Agreement with the South Dakota Department of Game, Fish and Parks.

Public Hearing – A public hearing was opened at 6:15 p.m. to consider a C-1 Redevelopment Incentive Plan proposal for 457 Main Street. City Planner Watson reviewed the plan. No oral or written comments were received, and the public hearing was closed.

Plan – Clark moved, Hodgs seconded and with Clark, Eisenbraun, Herrmann, Hodgs, Jacobs and Klarenbeek voting aye motion passed to approve a C-1 Redevelopment Incentive Plan proposal for 457 Main Street.

Award Bid – Eisenbraun moved, Klarenbeek seconded and with Clark, Eisenbraun, Herrmann, Hodgs, Jacobs and Klarenbeek voting aye motion passed to award bid for the 2020 Main-line Roadway Striping Project to Dakota Barricade for \$30,943.00, budgeted in General Fund, streets.

Award Bid – Klarenbeek moved, Jacobs seconded and with Clark, Eisenbraun, Herrmann, Hodgs, Jacobs and Klarenbeek voting aye motion passed to award bid for the 2020 Pavement Striping of Crosswalks, Turn Arrows, Stop Bars and Rec Center Striping Project to Black Hills Asphalt for \$22,294.53, budgeted in General Fund, streets and recreation.

Proposal – Eisenbraun moved, Hodgs seconded and with Clark, Eisenbraun, Herrmann, Hodgs, Jacobs and Klarenbeek voting aye motion passed to Accept HDR Engineering proposal for surveying, design services and bidding services to complete the Workforce Housing Development Project at the Vieland Property near Exit 17, at a cost not to exceed \$249,480.

Grant – Clark moved, Eisenbraun seconded and with Clark, Eisenbraun, Herrmann, Hodgs, Jacobs and Klarenbeek voting aye motion passed to approve form Federal Assistance SF-424 (CARES airport grant form) and authorize Mayor Boke to sign.

Bill List – Eisenbraun moved, Jacobs seconded and with Clark, Eisenbraun, Herrmann, Hodgs, Jacobs and Klarenbeek voting aye motion passed to approve the bill list dated May 4, 2020 as follows:

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
ALLSTATE PETERBILT CO	PARTS	\$ 368.58
ALPINE IMPRESSIONS	PROMOTIONAL ITEMS	\$ 799.35
AMAZON.COM	BOOKS/OFFICE	\$ 546.81
BAKER & TAYLOR	AUDIO, BOOKS	\$ 281.63
BLACK HILLS ENERGY	MAR/APR 2020 ELECTRICITY	\$ 7,561.09
BHSU PRINTING CENTER	APR 2020 UTILITY BILLING	\$ 87.01
BLACK HILLS CHEMICAL CORP	JANITORIAL	\$ 123.88
BLACK HILLS PURE INC	BOTTLED WATER, COOLER RENTAL	\$ 33.50
NIEHAUS, BRET	STORYWALK PODIUMS (15)	\$ 7,500.00
BOMGAARS SUPPLY INC	PARTS/JANITORIAL/TOOLS	\$ 586.00
CENGAGE LEARNING	BOOKS	\$ 85.76
CHAIN SAW CENTER	EQUIP/TOOLS/PARTS/MOWER	\$ 3,142.65
CITY OF SPEARFISH CC	ZOOM, 3/26/20 - 3/25/21	\$ 319.30

CLAIMS ASSOCIATES INC.	LUSCH/PFARR, GC20.103370	\$ 1,000.00
DG INVESTMENT INTERMEDIATE	EQUIPMENT REPAIR	\$ 1,745.08
CVD CONSTRUCTION INC	LABOR/MATERIAL/EQUIP	\$ 24,685.00
DEMCO INC	LABELS, PROTECTORS	\$ 547.12
DIVISION OF MOTOR VEHICLES	LICENSE PLATE RENEWAL/TITLE FEE	\$ 27.20
MEDNANSKY, DOUGLAS	PARTS, LED LAMPS	\$ 3,112.50
ELKHORN RIDGE @ FRAWLEY RA	TAX INCREMENT DUE TO DEV	\$ 20,455.57
ENTENMANN-ROVIN	BADGE	\$ 80.50
NEWHOUSE ENTERPRISES INC	PENS	\$ 50.15
VIEHAUSER ENTERPRISES LLC	SVC CALL, KEYS	\$ 184.00
GREAT WESTERN TIRE INC	PARTS/LABOR	\$ 407.54
H & S UNIFORMS & EQUIP LLC	UNIFORM REPAIR	\$ 55.00
HAWKINS INC	CHEMICALS	\$ 4,548.90
HEISLER HARDWARE	PARTS/EQUIP/PLUMB/SUPPLIES	\$ 787.09
HOFFMAN, NANCY	BOOT ALLOWANCE	\$ 100.00
CHARLES G KING JR	TRACT R, FALSE BOTTOM ADDTN	\$ 800.00
KLJ SOLUTIONS HOLDING CO	PROFESSIONAL FEES	\$ 85,849.53
MANDY BING LLC	(50) BUNDLES OF FIREWOOD	\$ 175.00
MCPAHON, ADAM	BOOT ALLOWANCE	\$ 100.00
NORTHERN HILLS VENTURES IN	0365 LICENSE, NETWORK ADMIN	\$ 13,256.00
NORTHERN HILLS TRNG CENTER	MAR 2020 JANITORIAL	\$ 235.78
SOUTH DAKOTA ONE CALL	MAR 2020 MESSAGE FEES	\$ 183.75
MICHAEL DEEGAN	CG RESERVATION REFUND	\$ 90.00
POWERPLAN	PARTS	\$ 150.89
QUIK SIGNS INC	BUSINESS CARDS/SIGNAGE	\$ 1,401.50
REC CENTER REFUND ACCOUNT	PAVILLION REFUND	\$ 75.00
REED, THERESA DAWN	MAY 2020, DOWNTOWN RR	\$ 450.00
RIVERSIDE TECHNOLOGIES INC	HARDWARE	\$ 16,368.00
SANITATION PRODUCTS INC	TOOLS/GARBAGE CONTAINERS	\$ 17,689.01
SIMON CONTRACTORS OF SD IN	ROADSTONE	\$ 110.39
SOUTH DAKOTA DOT	EROSION & SEDIMENT CONTROL	\$ 300.00
SOUTH DAKOTA DOT	COST SHARE ON 2 PROJECTS	\$ 269,382.91
SPEARFISH AUTO SUPPLY	PARTS/BATTS/FILTERS	\$ 657.16
VIVI BENE INC	ELEC LABOR/REPAIR, LOT LIGHTS	\$ 7,221.43
SPEARFISH LUMBER CO	(60#) REDI-CRETE, LUMBER, TOOLS	\$ 682.04
SUPERIOR SANITATION LLC	MAR 2020 PORTABLE RR'S	\$ 704.00
TASC	2ND QTR 2020 FSA ADMIN FEES	\$ 353.00
TTG ENTERPRISES INC	LABOR/REPAIR PUMP CONTROL	\$ 1,730.00
TURBIVILLE INDUSTRIAL ELEC	PARTS/LABOR/REPAIR	\$ 1,883.07
TYLER TECHNOLOGIES INC	1ST QTR - UTILITY BILL SUBSCR	\$ 12.60
US BANK NATIONAL ASSOCIATI	2014 SRF CLEAN WATER, GOLLIHER	\$ 91,072.41
CITY OF SPEARFISH	APR 20, W/S/G	\$ 3,539.49
WALMART COMMUNITY/GEMB	OFFICE/KITCHEN/JANITORIAL/TECH	\$ 213.98
WHITE'S QUEEN CITY MOTORS	PARTS	\$ 90.79
WOLFF'S PLUMBING & HEATING	FAUCET REPAIR PARTS	\$ 199.77

XYLEM WATER SOLUTIONS USA PARTS

\$ 2,532.12
TOTAL \$ 596,730.83

Public Comment section was opened at 6:45 p.m. with no comments received.

There being no further business, Hodgs moved, Eisenbraun seconded and with Clark, Eisenbraun, Herrmann, Hodgs, Jacobs and Klarenbeek voted to adjourn at 6:47 p.m.

Dated this 4th day of May, 2020.

CITY OF SPEARFISH

By: _____
Dana Boke, Mayor

ATTEST:

Michelle DeNeui, Finance Officer

Published once at the approximate cost of _____.