



Spearfish City Council
Regular Session Minutes
June 1, 2020 5:30 p.m.

The Spearfish City Council met at 5:30 p.m. on Monday, June 1, 2020. 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 Attorney McDonald, Parks and Recreation Director Ehnes, Public Safety Director Rotert, Public Works Director Lee, Police Chief Jacobs, Wastewater Treatment Facility Superintendent Evridge and Finance Officer DeNeui.

All stood and recited the pledge of allegiance. Hodgs moved, Jacobs seconded and all voted to approve the agenda. There were no declarations of any potential conflict-of-interest.

Consent Agenda – Clark moved, Eisenbraun seconded and all voted to approve the consent agenda as follows:

- A. Approve the minutes of City Council regular session dated May 18, 2020.
- B. Approve treasurer's report dated April 30, 2020.

Presentation – Wastewater Treatment Facility Superintendent Evridge gave a presentation on Wastewater Treatment Facility Permit with an estimated cost of \$5,000 - \$10,000 for contracting with lab to perform tests to meet the additional requirements.

Agreement – Clark moved, Hodgs seconded and all voted to approve Renewable Ready Subscriber Agreement with Black Hills Power.

Receipt – Hodgs moved, Klarenbeek seconded and all voted to acknowledge the receipt of statement of Claim for Mechanic's Lien on Public Improvement Project.

Change Order – Clark moved, Herrmann seconded and with Clark, Eisenbraun, Herrmann, Hodgs, Jacobs and Klarenbeek voting aye motion passed to approve Change Order 3 for the 2019 Jackson Boulevard Street Utility Improvements-phase 1 with an increase of \$199,767.93 and a decrease for \$91,300.58 for a net increase of \$108,467.35, a substantial revised completion date of December 10, 2019 and an overall completion date of June 6, 2020.

Change Order – Eisenbraun moved, Herrmann seconded and with Clark, Eisenbraun, Herrmann, Hodgs, Jacobs and Klarenbeek voting aye motion passed to approve Change Order 1 for the WWTP Equalization Project with an increase of \$33,195.43 and a decrease of \$4,579.72 for a net increase of \$28,615.71 and a revised completion date of October 8, 2020.

Proposal – Eisenbraun moved, Herrmann seconded and with Clark, Eisenbraun, Herrmann, Hodgs, Jacobs and Klarenbeek voting aye motion passed to accept the FHU Engineering proposal for surveying, design services and bidding service to complete Jackson Boulevard Bridge Project with BIG Grant Funding at a cost estimated at \$70,150.33.

Public Hearing – A public hearing was opened at 5:44 p.m. to consider an application for Nick Caton with Killians Food & Drink located at 539 W. Jackson Blvd for the transfer of a retail on-sale liquor license and an on-off sale wine license from Mona Jackson. No oral or written comments were received and the hearing was closed.

License – Hodgs moved, Herrmann seconded and all voted to approve application from Nick Caton with Killians Food & Drink located at 539 W. Jackson Blvd for the transfer of a retail on-sale liquor license and an on-off sale wine license from Mona Jackson.

Public Hearing – A public hearing was opened at 5:45 p.m. to consider an application for NHTC for a special malt beverage license for the Community Chili Feed Fundraiser on October 13, 2020 from 5:00 p.m. to 8:00 p.m. at the Pavilion. No oral or written comments were received and the hearing was closed.

License – Eisenbraun moved, Klarenbeek seconded and all voted to approve application for NHTC for a special malt beverage license for the Community Chili Feed Fundraiser on October 13, 2020 from 5:00 p.m. to 8:00 p.m. at the Pavilion.

Transfer – Eisenbraun moved, Jacobs seconded and all voted to approve the transfer of \$111,543 from 603-Hydro Electric Fund to 606-Airport Fund.

Grants – Clark moved, Hodgs seconded and all voted to approve the 2020 grant reductions as presented for General Fund, Second Penny Sales Tax Fund and Hospitality Tax Fund.

BID Fund – Hodgs moved, Herrmann seconded and all voted to restrict monthly payments to Visit Spearfish from the Convention Center (Hotel) BID Fund to not expend reserves, if monthly allocation results in projected use of reserves the monthly payment will be limited to prior months actual receipts to maximum of 2020 budget authority.

MOU – Clark moved, Eisenbraun seconded and all voted to approve and authorize Mayor Boke to sign MOU with BHSU for the Ronnie Thiesz soccer field located at the Spearfish Forest Products Youth Complex.

Agreement – Hodgs moved, Jacobs seconded and all voted to approve and authorize Mayor Boke to sign Transportation Agreement (Project P TAPU (28) PCN 07RG) with the South Dakota Department of Transportation.

Adopt – Hodgs moved, Clark and Herrmann seconded and all voted to approve the Adopt-A-Park program.

MOU – Klarenbeek moved, Herrmann seconded and all voted to approve and authorize Mayor Boke to sign MOU with Northern Hills Master Gardeners for the community garden located at the Spartan Park.

Zoning – Klarenbeek moved, Eisenbraun seconded and all voted to initiate change of zoning for airport property from Agriculture (AG) and Light/Restrictive Industrial (LI) to Airport Zoning District (APZ).

Annexation – Klarenbeek moved, Jacobs seconded and all voted to initiate the annexation and change of zoning for two parcels located at the airport.

Resolution – Hodgs moved, Eisenbraun seconded and all voted to adopt Resolution 2020-12 as follows:

RESOLUTION 2020-12

A RESOLUTION TO DECLARE CERTAIN PERSONAL PROPERTY SURPLUS

WHEREAS, the City of Spearfish is the owner of 4 Haenni Load-O-Meter Type 101, Class III Scales, model # WL 101, serial #'s 40294, 40295, 40296, and 40297, (hereinafter “Scales”);

WHEREAS, the Scales are no longer suitable for the purpose for which the City of Spearfish acquired them;

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Spearfish that the Scales be declared surplus and sold according to state statues, including sale or trade.

Dated this 1st day of June, 2020.

CITY OF SPEARFISH

By: _____
Dana Boke, Mayor

ATTEST:

Michelle DeNeui
Finance Officer

Adopted: June 1, 2020
Published: June 6, 2020
Effective: June 26, 2020

Resolution – Jacobs moved, Klarenbeek seconded and all voted to repeal Resolution 2020-08.

Bid – Eisenbraun moved, Jacobs seconded and with Clark, Eisenbraun, Herrmann, Hodgs, Jacobs and Klarenbeek voting aye to award Crack Sealing Project to Highway Improvement, Inc. at a cost of \$99,999.54 utilizing the bid approved by Pennington County.

Bid – Hodgs moved, Jacobs seconded and all voted to approve bid opening for 2020 Scheduled Street Repairs Project for June 22, 2020 at 1:30 p.m. in the City Council Chambers.

CARES Grant – Eisenbraun moved, Hodgs seconded and all voted to authorize Mayor Boke and city staff to sign all documents and agreements with the federal and state agencies regarding the airport Cares grant award.

Bill List – Jacobs moved, Herrmann seconded and with Clark, Eisenbraun, Herrmann, Hodgs, Jacobs and Klarenbeek voting aye motion passed to approve the bill list dated June 1, 2020 as follows:

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
AE2S	SPEAR CRK FLOODPLAIN ANALYSIS	\$ 3,653.75
AMAZON CAPITAL SERVICES	WIRELESS HEADSET	\$ 4,228.25
BAKER & TAYLOR	BOOKS	\$ 871.42
BLACK HILLS ENERGY	APR/MAY 2020 ELECTRICITY	\$ 9,063.18
BHSU PRINTING CENTER	MAY 2020 UTILITY BILLS	\$ 113.51
BLACK HILLS CHEMICAL CORP	JANITORIAL	\$ 85.33
BLACK HILLS PIONEER	E EDITION COMBO	\$ 24.00
BOMGAARS SUPPLY INC	PARTS/TOOLS/EQUIP	\$ 694.29
BORDER STATES INDUSTRIES	VALMONT POLE	\$ 2,400.00
AINSWORTH AUTO PARTS LLC	PARTS	\$ 28.26
CENGAGE LEARNING	MAY 2020 BESTSELLER VALUE 2	\$ 91.16
CHAIN SAW CENTER	PARTS/LABOR	\$ 992.70
CITY OF SPEARFISH CC	SEMINAR REGISTRATION	\$ 75.00
CREEKSIDE DEVELOPMENT LLLP	TIF INCREMENT DUE DEVELOP	\$ 6,503.43
DEMCO INC	OFFICE SUPPLIES	\$ 441.92
ELKHORN RIDGE @ FRAWLEY RA	TAX INCREMENT DUE DEVELOPER	\$ 127,640.13
NEWHOUSE ENTERPRISES INC	PAPER	\$ 467.87
THE GLASS SHOP	LABOR/MATS, INSTALL BARRIERS	\$ 618.17
GREAT WESTERN TIRE INC	PARTS	\$ 38.95
HAWKINS INC	CHEMICALS	\$ 1,816.78
HEARTLAND PAPER CO	JANITORIAL	\$ 381.01
HEISLER HARDWARE	HARDWARE/JANITORIAL/PAINT	\$ 918.89
HILLS INTERIORS INC	CARPET TILES	\$ 440.42
INFRASTRUCTURE MANAGEMENT	DATA QA/QC, PROCESS/FORMAT	\$ 2,750.00
TODD EMERY COLLINS	JET KITCHEN SINK LINE	\$ 275.00
KLJ SOLUTIONS HOLDING CO	PHASE 3, AMP CROSSWIND RUNWAY	\$ 46,552.31
MONEY MOVERS	MAR 2020 MAINTENANCE FEE	\$ 16.75
NORTHERN HILLS VENTURES	FIREWALL SUBSC RENEW	\$ 380.00
MOSSET, COREY	COMMERCIAL OPERATOR/INSTALL	\$ 867.35
NORTHWEST PIPE FITTING	PARTS	\$ 268.48
ONE TIME VENDORS	JOHN OSBORNE:CC COMPROMISED	\$ 45.00
WEST RIVER TRANSIT AUTHORITY	2019 VEHICLE GRANT MATCH	\$ 25,000.00
RCS CONSTRUCTION INC	WWTP EQUALIZATION BASIN PROJEC	\$ 122,160.82
RECORDED BOOKS LLC	1 YR E-SERVICE RENEWAL	\$ 1,500.00
RIVERSIDE TECHNOLOGIES INC	HARDWARE	\$ 13,684.00
SOUTH DAKOTA DENR	FY2021 DRINKING WATER/WW FEE	\$ 2,650.00
SPEARFISH AUTO SUPPLY	PARTS	\$ 2,761.71
VIVI BENE INC	ELECTRICAL LABOR	\$ 99.49

SPEARFISH GLASS INC	PLEXI	\$	544.00
GUDAHL INVESTMENTS LLC	PAINT	\$	41.39
STAN HOUSTON EQUIPMENT	EQUIP	\$	2,310.90
THE KNOTHOLE	8 GUAGE VINYL	\$	157.25
TRITECH SOFTWARE SYSTEMS	ANNUAL SUBSCRIPTION	\$	1,269.69
ALB TWILIGHT LLC	AED PADS/TYVEC COVERALLS	\$	906.33
VISIT SPEARFISH INC	MAY 20 BID BOARD ALLOCATION	\$	17,500.00
WALMART COMMUNITY/GEMB	OFFICE/KITCHEN/JANITORIAL/GROCERY	\$	562.14
WAMCO LAB INC	EFFLUENT ACUTE TOXICITY TEST	\$	650.00
WELLS PLUMBING CORP	PARTS	\$	423.07
WOLFF'S PLUMBING & HEATING	FAUCET	\$	122.00
		TOTAL	<u>\$ 405,086.10</u>

May 2020 Salary Expense & Credit Card Fees

	<u>Gross Wages/Benefits</u>		<u>Gross Wages</u>	<u>Benefits</u>		
Mayor/Council	\$8,109.88	1.32%	\$7,533.53	\$576.35	1.54%	
City Administrator	21,049.96	3.41%	16,757.89	4,292.07	3.43%	
City Attorney	9,820.64	1.59%	8,139.20	1,681.44	1.67%	
Finance	28,567.94	4.63%	22,692.80	5,875.14	4.65%	
Human Resources	7,735.42	1.25%	6,288.00	1,447.42	1.29%	
Gov't Bldgs	13,432.62	2.18%	10,357.45	3,075.17	2.12%	
PW Admin	29,261.77	4.75%	23,675.50	5,586.27	4.85%	
Police	143,760.91	23.31%	112,913.15	30,847.76	23.13%	
Fire	20,544.13	3.33%	12,362.39	8,181.74	2.53%	
Bldg Inspect	17,801.75	2.89%	14,137.61	3,664.14	2.90%	
Streets	36,999.93	6.00%	29,878.65	7,121.28	6.12%	
Cemetery	6,018.16	0.98%	4,727.24	1,290.92	0.97%	
Animal Control	3,796.82	0.62%	2,825.60	971.22	0.58%	
Recreation/Aquatic	47,316.08	7.67%	37,656.90	9,659.18	7.72%	
Parks	25,537.56	4.14%	20,222.08	5,315.48	4.14%	
Library	29,802.83	4.83%	24,692.12	5,110.71	5.06%	
Plan & Zone	17,194.16	2.79%	13,964.46	3,229.70	2.86%	
Motor Pool	9,942.91	1.61%	8,207.80	1,735.11	1.68%	
Wildland Fire	3,509.66	0.57%	3,260.25	249.41	0.67%	
Police Comm	31,337.50	5.08%	24,577.67	6,759.83	5.04%	
SAFER Grant	4,618.30	0.75%	3,275.20	1,343.10	0.67%	
Water	17,221.49	2.79%	13,379.52	3,841.97	2.74%	
Electric Production	13,967.08	2.26%	11,313.29	2,653.79	2.32%	
Sewer	16,023.10	2.60%	12,456.01	3,567.09	2.55%	
WWTP	26,916.51	4.36%	22,099.41	4,817.10	4.53%	
Solid Waste	22,965.18	3.72%	18,218.60	4,746.58	3.73%	
Campground	3,407.98	0.55%	2,484.80	923.18	0.51%	
Totals	<u>\$616,660.27</u>	<u>100.00%</u>	<u>\$488,097.12</u>	<u>\$128,563.15</u>	<u>100.00%</u>	

Credit Card Fees Apr	<u> \$3,018.46</u>
Grand Total	<u> \$619,678.73</u>

Public Comment section was opened at 6:28 p.m. with no public comment

There being no further business, Hodgs moved, Jacobs seconded and all voted to adjourn at 6:28 p.m.

Dated this 1st day of June, 2020.

CITY OF SPEARFISH

By: _____
Dana Boke, Mayor

ATTEST:

Michelle DeNeui, Finance Officer

Published once at the approximate cost of _____.