



Spearfish City Council
Regular Session Minutes
October 3, 2022 5:30 p.m.

The Spearfish City Council met at 5:30 p.m. on Monday, October 3, 2022. Mayor Senden presided and called the meeting to order. Roll call was taken with the following members present: Clark, Hourigan, Jacobs, and Rath. Absent: Hodgs and Klarenbeek. Also present: City Administrator McFarland, City Attorney McDonald, Finance Officer DeNeui, Public Safety Director Rotert, Public Works Director Broyles, City Planner Kapsa, Parks and Recreation Director Ehnes, and Assistant Public Works Director McMahan. All stood and recited the pledge of allegiance.

Hourigan moved, Jacobs seconded and all voted to approve the agenda as presented. No potential conflicts of interest were noted.

Public Comment – At 5:32 p.m. a time for public comment was opened and comments were received from Jim Gwynn regarding medical cannabis dispensary licenses in Spearfish. No further comments were received.

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

- A. Approve the minutes of the City Council regular session dated September 19, 2022.
- B. Approve the treasurer's report dated August 31, 2022.
- C. Proclaim October 15, 2022, as White Cane Safety Day.
- D. Proclaim October 3, 2022, as World Habitat Day.

Other Items

Final Project – Clark moved, Hourigan seconded and with Clark, Hourigan, Jacobs and Rath voting aye, motion passed to approve the final, under/over Change Order #4 Dahl Road Reconstruction & Sewer Trunkline Extension Project, totaling a decrease of \$1,320.06 and approve the Certificate of Final Completion and Acceptance setting October 3, 2022, as the date the 2-year warranty begins.

License – A public hearing was opened at 5:38 p.m. to consider an application from Ali Eddy with Sawyer Brewing Co. for a retail (on-off sale) malt beverage & SD farm wine license located at 2537 Yukon Place. No oral or written comments were received and the hearing was closed. Clark moved, Jacobs seconded and all voted to approve the license application.

Agreement – Jacobs moved, Clark seconded and all voted to approve the State Financial Assistance Agreement for the airport AIP Taxilane project (#3-46-0065-031-2022) and authorize the mayor to sign all documents necessary for the administration and execution of the grant.

Agreement – Clark moved, Hourigan seconded and all voted to approve the State Financial Assistance Agreement for the airport Taxilane project Bipartisan Infrastructure Law funding (3-46-

0065-032-2022) and authorize the mayor to sign all documents necessary for the administration and execution of the grant.

Ordinance 1374 – Jacobs moved, Hourigan seconded and all voted to approve the first reading of Ordinance 1374 – An Ordinance Adopting the Revisions to the City of Spearfish Personnel Policy Manual.

Naming – Clark moved, Jacobs seconded and all voted to approve the naming of the new section of rec path as “The Sawmill Community Path”.

Change Order – Jacobs moved, Hourigan seconded and with Clark, Hourigan, Jacobs, and Rath voting aye, motion passed to approve Change Order #4 for the Sandstone Hills Street Repair & Sewer Upsize Project with an increase of \$137,005.00.

Change Orders – Clark moved, Jacobs seconded and with Clark, Hourigan, Jacobs, and Rath voting aye, motion passed to approve Change Order #1 and Change Order #2 for the 2022 Annual Pavement Maintenance Project with an increase of \$12,878.18 and revise the final completion date to October 18, 2022.

2023 Positions – Clark moved, Jacobs seconded and with Clark, Hourigan, Jacobs, and Rath voting aye, motion passed to approve early hiring of two 2023 funded FTEs in Public Works: Mechanic and Street Technician.

Bill List – Clark moved, Jacobs seconded and with Clark, Hodgs, Hourigan, Jacobs, and Rath voting aye, motion passed to approve the bill list dated October 3, 2022 as follows:

<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
A & L CONTRACTORS LLC	DAHL RD SWR UPSIZE PE 5 FINAL	\$64,176.16
AMAZON CAPITAL SERVICES	KEYBOARDS-PAPER-SUPPLIES	\$6,004.30
AVENZA SYSTEMS INC	RENEW SUBSCRIPTION MAPS PD	\$949.00
BAKER & TAYLOR	BOOKS LIBRARY	\$1,588.13
BB&T GOVERNMENTAL FINANCE	REFI BOND PRINCIPAL & INTEREST	\$186,299.13
BECK'S NURSERY CORP	DOG PARK REVAMP/SPARTAN	\$484.39
MOELLER, CHRIS	AUGUST ROADKILL DISPOSAL	\$300.00
BLACK HILLS ENERGY	AUG/SEPT 2022	\$43,765.53
BHSU STUDENT FINANCIAL SER	TUITION SAFER GRANT FD	\$1,500.00
BLACK HILLS CHEMICAL CORP	SOAP AND WIPE REFILL-BATH TIS	\$1,122.48
BOMGAARS SUPPLY INC	CASTERS-TIRES-DRILL BIT-BLADE	\$1,062.83
BORDER STATES INDUSTRIES I	SEAL-FUSE PULLER-ENTRY	\$152.69
CASPER COMMUNITY COLLEGE	TUITION REIMBURSEMENT SAFER	\$3,000.00
CENGAGE LEARNING	BOOKS LIBRARY	\$445.00
TRITECH SOFTWARE SYSTEMS	PSPRO SOFTWARE	\$16,932.86
CLAUSER MACHINE WORKS	MACHINE SLOTS IN BAR HYDRO	\$2,921.07
WILLIAM J MEIROSE	SAFETY STAND DOWN PRESEN	\$600.00
DAKOTA REDI-MIX, INC	SKY RIDGE SUBDIVISON PH 2 PE3	\$310,265.09
ELKHORN RIDGE @ FRAWLEY RA	AUG 2022- TAX INCREMENT	\$5,224.01

ENTENMANN-ROVIN	LEATHER BADGE CASE	\$53.50
FOTH INFRASTRUCTURE & ENVI	EAST LOW ZONE WTR IMPROVMNT	\$4,266.73
GREAT WESTERN TIRE INC	TIRES- TIRE DISPOSAL	\$1,744.49
GTI COMPANIES INC	PVMNT MNT GRN ACR-SWR UPSIZE	\$427,789.40
GUNDERSON TRUCKING INC	TRANSPORT #2 TO GILLETTE	\$3,000.00
HAWKINS INC	CHLORINE CYLINDERS WWTP	\$110.00
HEISLER HARDWARE	COUPLING PVC-BLADE-PAINT	\$1,054.73
HIGHWAY IMPROVEMENT INC	2022 CRACK SEALING	\$46,378.68
INTERSTATE ENGINEERING INC	CO BLVD CHIP SEAL-PATCHING-CVT	\$21,707.93
KETEL THORSTENSON LLP	FINAL BILLING FOR AUDIT	\$2,860.13
CHARLES G KING JR	MILLER LAND EXCHANGE	\$3,000.00
KONE INC	ELEVATOR JACK PACKING ISSUE	\$4,379.00
MACQUEEN EQUIPMENT, LLC DB	RESEALPUMP ON TENDER FD	\$1,259.40
MATTHEWS INTL CORP	POST -PLAQUE ROSE GARDEN	\$180.44
MONTANA-DAKOTA UTILITIES	8/9 - 9/7 NATURAL GAS	\$8,658.56
MEREDITH SERVICES CO INC	WATER MAIN REPAIR	\$4,582.94
MID-AMERICA GOLF AND LANDS	SKY RIDGE SPORTS COM PE 14	\$225,683.23
MIDCONTINENT TESTING LABS,	WATER TESTING FOR AUG 2022	\$420.00
MONEY MOVERS	FEES FOR REC CENTER 7/1-7/31	\$20.00
MUNICIPAL PIPE TOOL CO. LL	SANITARY SWR CIPP LINING PE 2	\$512,108.64
MURPHY PETROLEUM TRANS	REMOVE OIL AND ANTIFEEZE RUS	\$150.00
NORTHERN HILLS VENTURES IN	NETWORK ADMIN-0365 LICENSE	\$19,160.09
ONE TIME VENDORS	CHARLOTTE DREWS:CAMP REFUND	\$1,165.00
OSTER CONSULTING LLC	PROF DEVELOPMENT SEMINAR	\$5,000.00
PAISLEY, TOM	ICC CONF PAISLEY	\$196.00
QUADIENT FINANCE USA, INC	CHARGE FOR POSTAGE	\$1,014.83
QUIK SIGNS INC	NAME PLATES-911 POSTER-REC	\$3,772.31
RIVERSIDE TECHNOLOGIES INC	4 MONITORS	\$1,260.00
SACRISON ASPHALT INC	ASPHALT MTN SHDWS MANHOLE	\$3,142.26
SACRISON PAVING INC	LARIAT ASPHALT PATCHING	\$12,185.46
SOUTH DAKOTA ONE CALL	MESSAGE FEES FOR AUGUST	\$247.80
SDML	SDML CONF REG X 6	\$600.00
SDRS SPECIAL PAY PLAN	HANSON-PARTICIPANT FEE	\$45.00
SPEARFISH ECON DEVELOPMENT	DRAW 2 ON ATLAS FACILITY	\$350,000.00
SIMON CONTRACTORS OF SD IN	WWTP GRAVEL	\$364.09
SOUTH DAKOTA DOT	TA REC PATH PH 1 PROJECT	\$181,089.05
SOUTH DAKOTA DOT	RUBBLE/CAMP	\$16.00
SOUTH DAKOTA HISTORICAL SO	SOUTH DAKOTA HISTORICAL SOC	\$55.00
STRUCTURAL DYNAMICS, LLC	SPORTS PLEX SKY RIDGE MAINT BL	\$6,104.50
SUPERIOR SANITATION LLC	PORTABLE RESTROOMS RENTAL	\$512.00
SYSCO FOOD SERVICES OF MT	REC CENTER CONCESSIONS	\$519.23
TURBIVILLE INDUSTRIAL ELEC	MOTOR INSPECTION WWTP	\$539.06
WALMART CAPITAL ONE	CLOCKS-VOL SNACKS-	\$185.71

INTEGRITY ACQUISITION LLC	MOULD AND KITS-HITCH FOR LIFT	\$1,138.98
WHITE'S QUEEN CITY MOTORS	SENSOR-INSULATOR	\$96.93
TOTAL		\$2,504,609.77

September 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	1.11%	\$7,945.48	\$607.80	1.28%
City Administrator	19,869.53	2.57%	16,128.00	3,741.53	2.59%
City Attorney	11,121.50	1.44%	9,190.40	1,931.10	1.48%
Finance	32,769.97	4.25%	26,491.21	6,278.76	4.25%
Human Resources	9,445.32	1.22%	7,732.80	1,712.52	1.24%
Gov't Bldgs	15,797.73	2.05%	12,098.58	3,699.15	1.94%
Engineering	33,483.82	4.34%	26,900.23	6,583.59	4.32%
Public Safety Admin	23,886.45	3.10%	19,021.45	4,865.00	3.05%
Police	139,561.71	18.09%	105,867.96	33,693.75	17.00%
Fire	12,706.86	1.65%	11,089.80	1,617.06	1.78%
Bldg Inspection	21,402.33	2.77%	17,009.61	4,392.72	2.73%
Streets & Snow	97,818.97	12.68%	80,866.40	16,952.57	12.99%
Cemetery	8,904.92	1.15%	7,417.69	1,487.23	1.19%
Animal Control	4,235.30	0.55%	3,112.92	1,122.38	0.50%
Recreation/Aquatic	65,810.44	8.53%	56,583.98	9,226.46	9.09%
Parks	38,937.89	5.05%	32,210.98	6,726.91	5.17%
Library	31,014.26	4.02%	24,873.49	6,140.77	3.99%
Plan & Zone	13,811.88	1.79%	11,960.56	1,851.32	1.92%
Motor Pool	-18,249.50	-2.36%	-16,064.46	-2,185.04	-2.58%
Wildland Fire	9,213.02	1.19%	9,360.77	-147.75	1.50%
Police Comm	43,631.63	5.65%	33,104.14	10,527.49	5.32%
SAFER Grant	6,105.44	0.79%	4,505.23	1,600.21	0.72%
Water	22,337.08	2.89%	17,628.00	4,709.08	2.83%
Electric Production	26,314.45	3.41%	23,198.30	3,116.15	3.73%
Sewer	20,904.57	2.71%	16,525.16	4,379.41	2.65%
WWTP	34,045.96	4.41%	27,352.71	6,693.25	4.39%
Solid Waste	28,566.02	3.70%	22,535.79	6,030.23	3.62%
Campground	9,685.24	1.26%	8,116.40	1,568.84	1.30%
Totals	\$771,686.07	100.00%	\$622,763.58	\$148,922.49	100.00%
Banking Fees August	34.81				
Credit Card Fees Sept.	\$12,621.74				
Grand Total	\$784,307.81				

Mayor Senden recognized and thanked the 'local heroes' of the Police, Fire and EMS within Spearfish. Administrator McFarland noted the SDML Conference is this week and many staff will be in attendance. Director Broyles noted repairs on the Young Well have started and many thanks were

given to Assistant Public Works Director McMahon for keeping public works operating during the recent transitions.

Added or Adjusted Salaries

Employee Name	Position	Wage	CDL Stipend	Effective Date
Cormier, Kaylee	Recreation Assistant- PT	\$15.91		9/6/2022
Kapsa, Marlo	Planning Director	\$44.88		9/26/2022
Punt, Jacob	Recreation Assistant- PT	\$15.91		9/6/2022
Damberg, Brittany	Customer Service Assistant- PT	\$15.91		9/18/2022
Dittus, Dean	Parks Facilities Maintenance Tech - PT	\$17.56		10/3/2022
Barrie, Mike	Street/Solid Waste Superintendent	\$35.93	\$3.00	9/18/2022

There being no further business, Clark moved, Hourigan seconded and all voted to adjourn at 5:53 p.m.

Dated this 3rd day of October, 2022.

CITY OF SPEARFISH

By: _____
John Senden, Mayor

Attest:

Michelle DeNeui, Finance Officer

Published once at the approximate cost of _____.