



Spearfish City Council
Regular Session Minutes
November 1, 2021 5:30 p.m.

The Spearfish City Council met at 5:30 p.m. on Monday, November 1, 2021. 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: Interim City Administrator McDonald, City Planner Watson, Finance Officer DeNeui, Public Works Director Kean, Parks and Recreation Director Ehnes, Public Safety Director Rotert and Building Official Paisley.

Mayor Boke noted item 18, executive session, is not needed. Klarenbeek moved, Hourigan seconded and all voted to approve the agenda. No conflicts of interest were declared.

Public Comment – At 5:31 p.m. a time for public comment was opened with no comments received.

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

- A. Approve the minutes of the City Council regular session dated October 18, 2021.
- B. Approve the minutes of the City Council special session dated October 20, 2021.
- C. Approve the minutes of the City Council special session dated October 21, 2021.
- D. Approve the minutes of the City Council special session dated October 27, 2021.
- E. Add McKinsey Jerrel, Breanna Paul, and Taylor Lundquist to the 2021 volunteer firefighter list.
- F. Add Katie Kindsfater to the 2021 police department volunteer list.
- G. Add Nathan Wetz to the 2021 recreation center volunteer list.
- H. Set bid openings for the 2022 Dahl Road Sanitary Sewer Trunk Line Extension, the Sandstone Hills Street Repair and Sewer Upside Project, and the Sky Ridge Subdivision Phase II for on or after November 23, 2021.

Items from Visitors

Spearfish Community Foundation – Sue Konstant, President of Spearfish Community Foundation, requested the authorization for the Foundation donation program through the City website and utility bills. Finance Officer DeNeui explained that utility customers would be able to add a donation onto their monthly utility bill to be forwarded to the Foundation and one-time donations or estate giving will be handled directly by the foundation. Konstant noted during the last funding cycle 40 applications were received and they awarded 20 grants. On average the grants awarded are between \$30,000-\$40,000 in total. The organization would like to move to awarding 2-3 grants annually to have larger impact on the community of Spearfish. Following discussions, Hodgs moved, Rath seconded and all voted to authorize the donation program for 2022.

Other Items

Ordinance 1356 – Hodgs moved, Hourigan seconded and with Clark, Hodgs, Hourigan, Jacobs, Klarenbeek and Rath voting aye, motion passed to approve the second reading of Ordinance 1356 – An Ordinance Amending Chapter 11, Miscellaneous Offenses.

Agreement – Klarenbeek moved, Hodgs seconded and all voted to approve the First Amendment to Development Agreement with Dream Design International, Inc.

Contribution – Hodgs moved, Rath seconded and with Clark, Hodgs, Hourigan, Jacobs, Klarenbeek and Rath voting aye, motion passed to approve insurance opt-out contribution of \$200 per month (\$100 per bi-weekly payroll with 24 pay periods per year) to a 457(b) pre-tax supplemental retirement account by the City of Spearfish effective 1/1/2022.

License – A public hearing was opened at 5:53 p.m. to consider an application from Sajan Baniya with Himalayan Nepal for an on-off sale malt beverage & SD farm wine license located at 541 W. Jackson Blvd #4. No oral or written comments were received and the hearing was closed. Hourigan moved, Clark seconded and all voted to approve the application.

License – A public hearing was opened at 5:53 p.m. to consider an application from Joshua Fritz with Public House, LLC for the transfer of a retail (on-sale) liquor license from Flanagan’s Irish Pub located at 729 N. 7th Street. No oral or written comments were received and the hearing was closed. Hodgs moved, Hourigan seconded and all voted to approve the application.

Agreement – Hodgs moved, Jacobs seconded and all voted to approve the Gas Main Easement and Agreement with Montana-Dakota Utilities Company for Sky Ridge.

Declaration – Hourigan moved, Klarenbeek seconded and all voted to approve the Storm Drainage Easement Declaration for Sky Ridge.

Declaration – Rath moved, Jacobs seconded and all voted to approve the Sanitary Sewer Easement Declaration for Sky Ridge.

Ordinance 1349 – Following discussions, Hourigan moved, Clark seconded and all voted to approve the first reading of Ordinance 1349 – An Ordinance Adopting the 2021 International Codes as Amended.

In-Kind – Following discussions, Hodgs moved, Klarenbeek seconded and with Clark, Hodgs, Jacobs, Klarenbeek and Rath voting aye and Hourigan voting nay, motion passed to approve the request for snow removal and field mowing services for High Plains Heritage Center for 2022. Hourigan moved, Hodgs seconded and all voted to deny the request for snow plowing, sanding, garbage, and restricted use site services for Spearfish Senior Center for 2022.

Agreement – Hodgs moved, Klarenbeek seconded and with Clark, Hodgs, Hourigan, Jacobs, Klarenbeek and Rath voting aye, motion passed to approve the agreement with Interstate Engineering for the design of the city’s 2022 annual pavement maintenance project.

Position – Hourigan moved, Rath seconded and with Clark, Hodgs, Hourigan, Jacobs, Klarenbeek and Rath voting aye, motion passed to approve to advertise for and hire the new solid waste operator position budgeted for in 2022.

Change Order – Hodgs moved, Clark seconded and with Clark, Hodgs, Hourigan, Jacobs, Klarenbeek and Rath voting aye, motion passed to approve Change Order 2 for the Black Hills Airport/Clyde Ice Field Perimeter Wildlife Exclusion Fence with a net increase of \$6,800, bringing the total contract amount to \$1,293,170.50.

Policy – Rath moved, Hourigan seconded and all voted to implement modifications to the Policy for Repair or Replacement of Water/Sewer Services.

Bill List – Hodgs moved, Rath seconded and with Clark, Hodgs, Hourigan, Jacobs, and Klarenbeek voting aye, motion passed to approve the bill list dated November 1, 2021 as follows:

<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
605 CREATIVE CO	PUBLIC SAFETY PROMO VIDEO	\$ 11,750.00
AMAZON CAPITAL SERVICES	CIRCUIT BREAKER- OFFICE SUPPLIES	\$ 4,287.21
BAKER & TAYLOR	BOOKS	\$ 1,600.92
BEST WESTERN BLACK HILLS L	ADMIN/LODGING/TRAVEL	\$ 778.90
BLACK HILLS ENERGY	SEPT/OCT 2021 ELECTRICITY	\$ 23,580.80
BLACK HILLS CHEMICAL CORP	GLOVES-CLEANING SUPPLIES	\$ 1,085.99
BLACK HILLS PIONEER	PAINT GRANT-COMMUNITY PAGES	\$ 341.46
BLACK HILLS PURE INC	WATER-OFFICE-HUDSON HALL- HYDRO	\$ 41.00
BLACK HILLS REAL ESTATE PH	PUBLIC SAFETY PRINTS	\$ 400.00
BOMGAARS SUPPLY INC	ANIFREEZE-FASTENERS-CLAMPS	\$ 411.03
BORDER STATES INDUSTRIES	SCREWDRIVER NUT	\$ 18.60
BUILDERS FIRST SOURCE INC	CDX FIR STRIPS	\$ 61.52
CENGAGE LEARNING	BOOKS	\$ 121.74
DANKO EMERGENCY EQUIP	TURN MARKER LIGHT	\$ 163.30
DEMCO INC	800 BOOKMARKS	\$ 406.98
ELKHORN RIDGE@ FRAWLEY	SEPT 2021 TAX INCREMENT DUE	\$ 5,270.80
NEWHOUSE ENTERPRISES INC	CALENDARS-APPT BOOKS	\$ 1,473.01
FMG INC	EXIT 8 PATH PROJECT PH 1	\$ 26,883.71
VIEHAUSER ENTERPRISES LLC	SINGLE SIDED KEY	\$ 12.00
GREAT WESTERN TIRE INC	CASING PETERBILT	\$ 1,914.49
HALL, MICHAEL	ADMIN INTERVIEW TRAVL REIMB	\$ 1,147.37
HEISLER HARDWARE	CLEANER-DEGREASER-TOOLS	\$ 1,023.01
AEGION CORPORATION	SWR TRUNKLINE CIPP LINDING PE 1	\$ 28,580.98
KNECHT HOME CENTER INC	CONCRETE-CONDUIT-FASTENERS	\$ 643.92
MATTHEWS INTL CORP	PLAQUE-PAULSON	\$ 265.00
MID AMERICA GOLF AND LAND	SKY RIDGE SPORTS COMPLEX	\$ 550,553.64
NORTHERN HILLS VENTURES IN	NOV MNGD NTRWK 0365 LICENSES	\$ 13,885.64
PETTY CASH	PLAT MONEY REIMBURSEMENT	\$ 215.00
QUIK SIGNS INC	BANNER-CARDS-SAIL SIGN KIT	\$ 976.09
RCS CONSTRUCTION INC	JKSN BLVD IMPROVEMENT PH2 PE14	\$ 187,676.70
ROMTEC, INC.	20% DOWN CONTRACT SPRTS COMPLX	\$ 85,920.85
THOMAS W NICHOLS	AWOS INSPECTION-DATA SERVICE	\$ 1,180.00
RUNNING SUPPLY INC	GATES-FENCE-WRENCH	\$ 332.49

SOUTH DAKOTA ONE CALL	MESSAGE FEES JULY & AUGUST 21	\$	436.80
SOLE PERFECTION	BOOT PROGRAM EVRIDGE	\$	100.00
SPEARFISH LUMBER CO	GROUT NON SHRINK	\$	37.60
SPEEDY MART INC	FUEL FO W/S DURING STORM	\$	167.77
STEC'S INNOVATIVE SAFETY S	STEC'S SEPTEMBER	\$	520.00
SUPERIOR SANITATION LLC	PORTABLE RESTROOM RENTAL SEPT	\$	512.00
TRANSOURCE TRUCK & EQUIP	SEALS AND ORINGS	\$	431.10
TYLER TECHNOLOGIES	MONTHLY FEE FOR HOST/ SUPPORT	\$	166.00
US BANK	SD SALES TAX REV BONDS	\$	456,407.50
WALMART CAPITAL ONE	LIGHTS AND BATTERIES	\$	58.83
INTEGRITY ACQUISITION LLC	WIPE ARM FOR #198	\$	32.50
XYLEM WATER SOLUTIONS USA	SENSOR SWITCH FO AIR CYLINDER	\$	117.00
ZANDSTRA CONSTRUCTION	SKY RIDGE DEV PH1 PE13	\$	220,605.60
	TOTAL	\$	<u>1,632,596.85</u>

October 2021 Salary Expense & Credit Card Fees

	<u>Gross</u>		<u>Gross</u>		
	<u>Wages/Benefits</u>		<u>Wages</u>	<u>Benefits</u>	
Mayor/Council	\$8,246.26	1.16%	\$7,660.26	\$586.00	1.34%
City Administrator	17,065.70	2.40%	13,881.60	3,184.10	2.43%
City Attorney	0.00	0.00%	0.00	0.00	0.00%
Finance	32,101.72	4.52%	25,408.20	6,693.52	4.44%
Human Resources	8,914.68	1.26%	7,288.00	1,626.68	1.27%
Gov't Bldgs	16,723.72	2.36%	13,003.55	3,720.17	2.27%
Engineering	32,383.70	4.56%	26,037.24	6,346.46	4.55%
Public Safety Admin	22,625.30	3.19%	18,006.56	4,618.74	3.15%
Police	138,129.89	19.46%	109,143.10	28,986.79	19.08%
Fire	17,341.99	2.44%	14,886.13	2,455.86	2.60%
Bldg Inspection	20,192.49	2.84%	16,032.01	4,160.48	2.80%
Streets & Snow	57,218.72	8.06%	46,328.18	10,890.54	8.10%
Cemetery	5,324.85	0.75%	4,313.47	1,011.38	0.75%
Animal Control	4,235.59	0.60%	3,142.44	1,093.15	0.55%
Recreation/Aquatic	44,395.15	6.25%	36,833.25	7,561.90	6.44%
Parks	26,939.43	3.79%	22,070.27	4,869.16	3.86%
Library	29,394.25	4.14%	23,563.34	5,830.91	4.12%
Plan & Zone	13,800.54	1.94%	11,393.60	2,406.94	1.99%
Motor Pool	11,283.94	1.59%	9,399.15	1,884.79	1.64%
Wildland Fire	49,981.95	7.04%	43,904.32	6,077.63	7.67%
Police Comm	42,763.35	6.02%	32,738.69	10,024.66	5.72%
SAFER Grant	2,423.08	0.34%	1,980.95	442.13	0.35%
Water	18,087.13	2.55%	13,574.96	4,512.17	2.37%
Electric Production	16,602.08	2.34%	13,435.58	3,166.50	2.35%
Sewer	17,108.63	2.41%	12,840.89	4,267.74	2.24%
WWTP	29,087.34	4.10%	23,524.90	5,562.44	4.11%
Solid Waste	21,996.10	3.10%	17,070.94	4,925.16	2.98%

Campground	5,576.95	0.79%	4,714.33	862.62	0.82%
Totals	<u>\$709,944.53</u>	100.00%	<u>\$572,175.91</u>	<u>\$137,768.62</u>	100.00%
Banking Fees October	104.16				
Credit Card Fees October	<u>\$6,020.40</u>				
Grand Total	<u><u>\$715,964.93</u></u>				

There being no further business, Hodgs moved, Hourigan seconded and all voted to adjourn at 6:22 p.m.

Dated this 1st day of November, 2021.

CITY OF SPEARFISH

By: _____
Dana Boke, Mayor

ATTEST:

Michelle DeNeui, Finance Officer

Published once at the approximate cost of _____.