

## PROCEEDINGS OF THE STURGIS CITY COUNCIL

The Common Council of the City of Sturgis met in regular session starting at 6:01 p.m. on Monday, January 6, 2020 at the Erskine Building. Present: Mayor Mark Carstensen, Alderpersons Jason Anderson, Mike Bachand, Rhea Crane, Steve Keszler, Terry Keszler, David Martinson, Ronald Waterland and Beka Zerbst. Also, present: City Manager Daniel Ainslie and City Attorney Greg Barnier. Absent: None.

Motion by Crane, second by Waterland and carried with all members present unanimously voting yes to approve the agenda.

Motion by Martinson, second by Waterland and carried with all members present unanimously voting yes to go into executive session for two legal cases, two contracts and one personnel at 6:01 pm.

Motion by Waterland, second by Martinson to return to regular session at 6:27 pm.

Mayor Mark Carstensen led everyone in the Pledge of Allegiance.

### Informational Reports:

- MUB minutes from November 26, 2019
- Hotel BID Minutes from November 6, 2019

### Announcements:

- Next Council meeting will be on Tuesday, January 21, 2020 in honor of Martin Luther King, Jr Day.
- Garbage collections for Monday the January 21 will be on Tuesday, January 22.
- The movie Goonies will be showing at the Community Center theater on January 10<sup>th</sup> and the Taste of Sturgis will be there.
- This evening, January 6<sup>th</sup>, the South Dakota Hall of Fame recognized the Elliot Family for their contributions to the City of Sturgis.

### City Manager Ainslie reported:

- Payroll Changes within Budget:
  1. Randy Brennick, Scott Hast, Ethan Harris, Clint Mitchell, Chad Moyers, Aaron Oberlander, Brian Owen, Joel Ortiz, Pat Urbaniak, William Schlosser, Eryn Schlotte, Michael Conqueringbear, James Hale, Ryan Fitzpatrick, – no wage; Police VIPS Volunteer – Ken Grosch – no wage; Police Cadets – Benjamin Parrow, Blade Walker, Delainey Allen, Gabrielle Bertalot, Ivan Reicher, Jared Keanu, Lindsay Anderson, Ryan Conover, William Sedlack, Nathan Salazar – no wage; Animal Shelter Volunteers – Sarah Belcher, Rachael Davis, Caitlyn Klosterman, Natalia McCauley, Ty Ott, Nancy Smidt, Patti Tesky, Charlie Brooks, Ana Dower, Cody Hayford, Taylor Jacobs, Abby Johnson, Carissa Kellii, Sonya Kelii, Debbie Luger, Cyrus Lyons, Casey Tual, William Coshow – no wage.
  2. Library Dept – Volunteers – Ernie Miller, Dorothy Pulscher, Richard Moeller, Marty Hansen – no wage.
  3. Recreation – Volunteers – Angela Ainslie, Daniel Ainslie, Mariah Overweg, Alissa Hopkins, Myranda Werlinger – no wage.
  4. Planning Commission, Parks Board, Forestry Committee, Library Board, Municipal Utility Board – Volunteers - no wage.

5. Community Garden Board Members – Volunteers- Cristen Kuno, Tom Termes, Kelli Huisenga, Rich Deaver – no wages.

Motion by Bachand, second by Martinson and carried with all members present unanimously voting yes to approve items a and c on the consent calendar and remove b, d, e, f, g, h, i, j, k:

- a. Consideration to approve minutes from the December 9, 2019 Special Meeting and the December 16, 2019 regular Council meeting.
- ~~b. Consideration of Resolution 2020-01 – 2020 Salaries and Wages.~~
- c. Consideration of Resolution 2020-02 – Authorizing City Manager or Mayor to sign lease and rental agreements (non-Rally).

**RESOLUTION 2020- 02**  
**A RESOLUTION AUTHORIZING SIGNATURES TO SIGN**  
**LEASE AND RENTAL AGREEMENTS (NON RALLY)**

WHEREAS, individuals, businesses, non-profit organizations, sport organizations, and other entities desire to lease space at the Sturgis Community Center, Sturgis Auditorium and Parklands for events, meetings, games, and other gatherings, both public and private;

WHEREAS, individuals, businesses, non-profit organizations, sport organizations, and other entities desire to lease ball fields and sporting facilities for events, games, and other gatherings;

WHEREAS, City policy requires leasing entities to sign a lease agreement and associated documents with the City for any use of City property and/or facilities;

WHEREAS, promptly responding to lease proposals presented by such groups, by signing them when they are consistent with policies set by the council, will enable City staff to work more effectively with those groups;

NOW THEREFORE, City Manager Daniel Ainslie or, on his behalf, Community Center Director Rod Heikes is hereby authorized to execute said lease agreements and associated documents for the above intended purposes through calendar year 2020.

Dated this 6<sup>th</sup> day of January, 2020.

Published: 01-14-2020

Effective: 02-04-2020

- ~~d. Consideration of Resolution 2020-03 – Authorizing City Manager to sign easements for construction on City property.~~
- ~~e. Consideration of Resolution 2020-04 – Authorizing City Manager or Mayor to sign Special Event requests.~~
- ~~f. Consideration of Resolution 2020-05 – Authorizing City Manager or Mayor to sign lease agreements and requests of Municipal equipment and resources.~~
- ~~g. Consideration of Resolution 2020-06 – Authorizing City Manager to sign property lease agreements (Rally).~~
- ~~h. Consideration of Resolution 2020-07 – Authorizing City Manager or Mayor to sign Sponsorship agreements.~~
- ~~i. Consideration of Resolution 2020-08 – Authorizing City Manager or Mayor to sign contacts for administrative supplies, services and employment contracts.~~

- j. ~~Consideration of Resolution 2020-09 Authorizing Writing Off Insufficient Funds and Accounts Receivable.~~
- k. ~~Consideration to Authorize City Manager to sign offers, counter offers and other necessary documents for the sale of Creekside homes.~~

Motion by Martinson, second by Zerbst and carried with all members present unanimously voting yes to approve Resolution 2020-01 – 2020 Salaries and Wages.

### RESOLUTION 2020-01

WHEREAS, State Law required that salaries & wages of all City Officials and Employees be set by resolution of the Common Council each year,

WHEREAS, State Law requires the minimum wage to increase to \$9.30, now therefore,

BE IT RESOLVED by the Common Council of the City of Sturgis, that the salaries & wages of City Officials and Employees for the year 2019 shall be as follows:

FUND	LAST NAME	FIRST NAME	JOB TITLE	STATUS	DATE HIRE/PROM	YRS SERV	2020 WAGE	FREQUENCY	
AMBULANCE	BAKER	CASEY	EMT-B	PART TIME	1/24/2019	1	\$ 12.00	PER HOUR	*
AMBULANCE	BARKER	DUSTY	EMT-B	PART TIME	1/24/2019	1	\$ 12.00	PER HOUR	*
AMBULANCE	BOERBOOM	JUSTIN	EMT-B	PART TIME	5/7/2016	4	\$ 12.00	PER HOUR	*
AMBULANCE	CASTEEL	KERI	EMT-B	PART TIME	3/2/2015	5	\$ 12.00	PER HOUR	*
AMBULANCE	FISCHER	SHAWN	AMBULANCE DIRECTOR	FULL TIME	6/12/2010	10	\$ 2,698.60	PER PAY PERIOD	*
AMBULANCE	HALE	JAMES	CRITICAL CARE PARAMEDIC	PART TIME	2/17/2017	3	\$ 17.50	PER HOUR	*
AMBULANCE	HARVEY	THOMAS	PARAMEDIC	PART TIME	2/16/2016	4	\$ 17.00	PER HOUR	*
AMBULANCE	HEUPEL	CODY	PARAMEDIC	PART TIME	10/6/2014	6	\$ 17.00	PER HOUR	*
AMBULANCE	HEUPEL (BARTELS)	SAMANTHA	EMT-ADVANCED	PART TIME	5/18/2006	14	\$ 15.00	PER HOUR	*
AMBULANCE	HINTON	CHARLES	PARAMEDIC	HALF TIME	1/1/2020	0	\$ 17.00	PER HOUR	*
AMBULANCE	HOBBS	RACHEL	PARAMEDIC	PART TIME	3/9/2014	6	\$ 17.00	PER HOUR	*
AMBULANCE	ISAACS	NELLIE	EMT-I AND BILLER	HALF TIME	10/19/2015	5	\$ 16.75	PER HOUR	*
AMBULANCE	JOLLEY	CHRISTOPHER	CRITICAL CARE PARAMEDIC	PART TIME	11/9/2019	1	\$ 17.50	PER HOUR	*
AMBULANCE	KUSSER	JOSH	EMT-I	HALF TIME	1/1/2020	0	\$ 15.25	PER HOUR	*
AMBULANCE	LENSEGRAV	SCOTT	EMT-B	PART TIME	8/1/2001	19	\$ 12.00	PER HOUR	*
AMBULANCE	MANOLOVITS	ALEXIES	PARAMEDIC	FULL TIME	4/1/2019	1	\$ 17.00	PER HOUR	*
AMBULANCE	MCCARTHY	DAVID	EMT-B	PART TIME	10/23/2005	15	\$ 12.25	PER HOUR	*
AMBULANCE	MCCOY	TAMMY	PARAMEDIC	HALF TIME	8/11/2014	6	\$ 17.00	PER HOUR	*
AMBULANCE	MILBURN	AMETHYST	EMT-B	HALF TIME	1/1/2020	0	\$ 12.00	PER HOUR	*
AMBULANCE	MILES	ADAM	PARAMEDIC	PART TIME	5/16/2014	6	\$ 17.00	PER HOUR	*
AMBULANCE	MONTANIO	MICKY	EMT-I	FULL TIME	9/9/2013	7	\$ 15.78	PER HOUR	*
AMBULANCE	PETERSON	PARKER	EMR / DRIVER	PART TIME	6/19/2014	6	\$ 10.00	PER HOUR	*
AMBULANCE	PRICE	THOMAS	CRITICAL CARE PARAMEDIC	PART TIME	2/26/2016	4	\$ 17.50	PER HOUR	*
AMBULANCE	SABERS	HOLLY	CRITICAL CARE PARAMEDIC	HALF TIME	5/9/2014	6	\$ 18.05	PER HOUR	*
AMBULANCE	SCHULZ	HALLI	PARAMEDIC AND BILLER	HALF TIME	4/28/2016	4	\$ 19.00	PER HOUR	*
AMBULANCE	SCHULZ	HEIDI	EMT-B	HALF TIME	1/1/2020	0	\$ 12.00	PER HOUR	*
AMBULANCE	SHAULIS	JAMA	PARAMEDIC	PART TIME	3/29/2009	11	\$ 17.50	PER HOUR	*
AMBULANCE	SHAULIS	WARREN	CRITICAL CARE PARAMEDIC	PART TIME	10/16/2012	8	\$ 18.88	PER HOUR	*
AMBULANCE	SISCOE	DYLAN	EMT-B	PART TIME	7/22/2011	9	\$ 12.25	PER HOUR	*/**
AMBULANCE	SPRING	TALLINA	EMR / DRIVER	PART TIME	7/2/2018	2	\$ 10.00	PER HOUR	*
AMBULANCE	STENSON	KENT	EMT-ADVANCED	PART TIME	7/1/2002	18	\$ 14.75	PER HOUR	*
AMBULANCE	STROSCHINE	LEE	EMT-B	HALF TIME	9/9/2013	7	\$ 12.93	PER HOUR	*
AMBULANCE	SWAIN	DEREK	PARAMEDIC	PART TIME	12/8/2015	5	\$ 17.00	PER HOUR	*
AMBULANCE	TESCHER	ANNA	EMT-B	PART TIME	5/6/2013	7	\$ 12.00	PER HOUR	*
AMBULANCE	TWICHELL	JAMES	EMT-B	PART TIME	1/24/2019	1	\$ 12.00	PER HOUR	*
AMBULANCE	UPDIKE	HANNAH	PARAMEDIC	FULL TIME	3/26/2019	1	\$ 17.00	PER HOUR	*
AMBULANCE	URBANIAK	PAT	EMT-I	PART TIME	8/1/2002	18	\$ 15.78	PER HOUR	*
AMBULANCE	URBANIAK	TANNER	PARAMEDIC	PART TIME	11/15/2016	4	\$ 17.00	PER HOUR	*
AMBULANCE	WALKER	CLINT	EMT-B	PART TIME	8/1/2012	8	\$ 12.00	PER HOUR	*
AMBULANCE	WALKER	COURTNEY	EMT-B	HALF TIME	4/8/2017	3	\$ 12.00	PER HOUR	*
AMBULANCE	ZOOK	KALEB	EMT-B	PART TIME	1/13/2014	6	\$ 12.25	PER HOUR	*
GENERAL (ADMIN SERVICES)	MCKAY (EVEN)	TAMERA	ADMINISTRATIVE ASSISTANT	FULL TIME	7/19/2018	5	\$ 17.48	PER HOUR	*/**

LEGAL; CITY MANAGER; PLANNING & PERMITTING (25% EACH)									*
GENERAL (ADMIN SERVICES)	<b>KATZENSTEIN</b>	LISA	DIRECTOR, ADMIN SERVICES	FULL TIME	11/10/2008	12	\$ 2,915.91	PER PAY PERIOD	*
GENERAL (ADMIN SERVICES)	<b>STEELE</b>	CHRISTINA	PUBLIC INFO OFFICER	FULL TIME	11/10/2008	12	\$ 22.07	PER HOUR	*
GENERAL (ATTORNEY - LEGAL)	<b>BARNIER</b>	GREG	CITY ATTORNEY	FULL TIME	11/9/2009	11	\$ 3,778.29	PER PAY PERIOD	*
GENERAL (BUILDINGS (60%) / STREETS (40%))	<b>PLAGGEMEYER</b>	MARTY	STREETS SUPERINTENDENT	FULL TIME	1/4/1993	28	\$ 2,477.43	PER PAY PERIOD	*
GENERAL (CEMETERY)	<b>RASCH</b>	JOHN	CEMETERY MAINTENANCE TECH	FULL TIME	4/1/1990	30	\$ 24.67	PER HOUR	
GENERAL (CEMETERY), SANITATION, WASTEWATER & WATER (25% EACH)	<b>RAGELS</b>	BRITTENY	ADMINISTRATIVE ASSISTANT	FULL TIME	10/26/2018	2	\$ 14.14	PER HOUR	
GENERAL (CITY MANAGER)	<b>AINSLIE</b>	DANIEL	CITY MANAGER	FULL TIME	10/31/2011	9	\$ 4,321.67	PER PAY PERIOD	*
GENERAL (COMMUNITY CENTER (66.67%) & RECREATION (33.33%))	<b>HEIKES</b>	ROD	DIRECTOR, COMMUNITY CENTER	FULL TIME	9/3/1996	24	\$ 2,625.64	PER PAY PERIOD	*
GENERAL (COMMUNITY CENTER)	<b>BRINK</b>	BRODY	LIFEGUARD	PART TIME	5/20/2019	1	\$ 10.75	PER HOUR	*
GENERAL (COMMUNITY CENTER)	<b>CASTILLO</b>	ISABEL	LIFEGUARD	PART TIME	6/13/2019	1	\$ 10.75	PER HOUR	*
GENERAL (COMMUNITY CENTER)	<b>CORDES</b>	MAXINE	FRONT DESK ATTENDANT	PART TIME	11/1/1992	28	\$ 12.50	PER HOUR	*
GENERAL (COMMUNITY CENTER)	<b>DELZER</b>	BRITTANY	LIFEGUARD	PART TIME	7/17/2017	3	\$ 10.75	PER HOUR	*
GENERAL (COMMUNITY CENTER)	<b>DUPREL</b>	JUDY	OFFICE MANAGER / FRONT DESK SUPERVISOR	FULL TIME	7/7/2011	9	\$ 19.71	PER HOUR	
GENERAL (COMMUNITY CENTER)	<b>EISENBRAUN</b>	BRODIE	LIFEGUARD	PART TIME	8/5/2019	1	\$ 10.75	PER HOUR	*
GENERAL (COMMUNITY CENTER)	<b>HEIKES</b>	SHANNON	FRONT DESK ATTENDANT	PART TIME	2/24/2003	17	\$ 10.50	PER HOUR	*
GENERAL (COMMUNITY CENTER)	<b>HINKER</b>	THERESA	FRONT DESK ATTENDANT	PART TIME	6/8/2011	9	\$ 9.75	PER HOUR	*
GENERAL (COMMUNITY CENTER)	<b>JENSEN</b>	PAIGE	FRONT DESK ATTENDANT	PART TIME	11/5/2018	2	\$ 9.35	PER HOUR	*
GENERAL (COMMUNITY CENTER)	<b>JENSEN</b>	TERESA	FRONT DESK ATTENDANT	PART TIME	8/31/2019	1	\$ 9.35	PER HOUR	*
GENERAL (COMMUNITY CENTER)	<b>KAISER</b>	JADON	FRONT DESK ATTENDANT	PART TIME	10/1/2019	1	\$ 9.35	PER HOUR	*
GENERAL (COMMUNITY CENTER)	<b>MEYER</b>	GARY	BUILDING TECHNICIAN	PART TIME	5/19/2014	6	\$ 13.25	PER HOUR	*
GENERAL (COMMUNITY CENTER)	<b>MORAVEC</b>	RUDOLPH	THEATER TECHNICIAN	PART TIME	7/13/1998	22	\$ 11.50	PER HOUR	*
GENERAL (COMMUNITY CENTER)	<b>NEUMILLER</b>	MASON	LIFEGUARD	PART TIME	11/26/2018	2	\$ 10.75	PER HOUR	*
GENERAL (COMMUNITY CENTER)	<b>O'DELL</b>	GOLDIE	FRONT DESK ATTENDANT	PART TIME	5/27/2019	1	\$ 9.35	PER HOUR	*
GENERAL (COMMUNITY CENTER)	<b>PAPENFUSS</b>	SETH	LIFEGUARD	PART TIME	3/7/2017	3	\$ 10.75	PER HOUR	*
GENERAL (COMMUNITY CENTER)	<b>RAMBOW</b>	GABRIEL	LIFEGUARD	PART TIME	6/7/2018	2	\$ 10.75	PER HOUR	*

CENTER)									
GENERAL (COMMUNITY CENTER)	<b>ROURKE</b>	DON	CUSTODIAN	FULL TIME	6/9/2015	6	\$ 16.13	PER HOUR	** **
GENERAL (COMMUNITY CENTER)	<b>SCHUSTER</b>	JONATHAN	LIFEGUARD	PART TIME	8/1/2019	1	\$ 10.75	PER HOUR	*
GENERAL (COMMUNITY CENTER)	<b>VANDEWATER</b>	KAITLYN	LIFEGUARD	PART TIME	8/1/2013	7	\$ 10.75	PER HOUR	*
GENERAL (COMMUNITY CENTER)	<b>WEISZ</b>	SHELBY	RECREATION ASSISTANT	HALF TIME	1/1/2020	0	\$ 13.31	PER HOUR	
GENERAL (COMMUNITY CENTER)	<b>DENNIS</b>	KALEB	FRONT DESK ATTENDANT	PART TIME	11/6/2019	1	\$ 9.35	PER HOUR	*
GENERAL (COMMUNITY CENTER)	<b>WILDBERGER</b>	CYNTHIA	FRONT DESK ATTENDANT	PART TIME	3/21/2017	3	\$ 9.60	PER HOUR	*
GENERAL (COMMUNITY CENTER)	<b>ZOOK</b>	KAIDAN	LIFEGUARD	PART TIME	2/28/2018	2	\$ 10.75	PER HOUR	*
GENERAL (FINANCE (40%)) & WATER (60%)	<b>RIX-WOLKEN</b>	ELAINE	BILLING SUPERVISOR	FULL TIME	6/3/2008	12	\$ 20.80	PER HOUR	
GENERAL (FINANCE (55%)) & WATER (45%)	<b>EHLERS</b>	JOYCE	ACCOUNTS PAYABLE SPECIALIST	FULL TIME	3/16/1992	28	\$ 25.87	PER HOUR	
GENERAL (FINANCE (70%)) & WATER (30%)	<b>BUSH</b>	JENNIFER	ACCOUNTING CLERK	FULL TIME	10/14/2019	1	\$ 15.38	PER HOUR	*
GENERAL (FINANCE (80%)) & WATER (20%)	<b>BUENO</b>	FAY	FINANCE OFFICER	FULL TIME	8/17/2007	13	\$ 2,985.42	PER PAY PERIOD	*
GENERAL (FINANCE)	<b>HOSCH</b>	ADAM	HUMAN RESOURCES SPECIALIST	FULL TIME	9/7/2015	5	\$ 20.59	PER HOUR	*
GENERAL (FLEET)	<b>CASS</b>	DAN	MECHANIC	FULL TIME	12/16/1998	22	\$ 26.09	PER HOUR	
GENERAL (FLEET)	<b>DUNLAVY</b>	SCOT	FLEET MAINTENANCE SUPERINTENDENT	FULL TIME	6/4/2018	2	\$ 2,200.85	PER PAY PERIOD	*
GENERAL (FLEET)	<b>OLSON</b>	BRADLEY	MECHANIC	FULL TIME	11/5/2007	13	\$ 23.19	PER HOUR	
GENERAL (LIBRARY)	<b>COOPER</b>	MERMAN	LIBRARY TECH AIDE	PART TIME	10/1/2015	5	\$ 11.25	PER HOUR	*
GENERAL (LIBRARY)	<b>DYKSTRA</b>	KATHY	YOUTH SERVICES LIBRARIAN	FULL TIME	9/1/1999	21	\$ 23.28	PER HOUR	
GENERAL (LIBRARY)	<b>FRAZIER-RIGGS</b>	SIERRA	CIRCULATION LIBRARIAN	FULL TIME	10/22/2019	1	\$ 13.84	PER HOUR	
GENERAL (LIBRARY)	<b>MARTIN</b>	VALERIE	ASSISTANT DIRECTOR	FULL TIME	4/14/2014	6	\$ 21.38	PER HOUR	*
GENERAL (LIBRARY)	<b>MOORE</b>	TONI	CIRCULATION LIBRARIAN	FULL TIME	6/7/2011	9	\$ 16.91	PER HOUR	
GENERAL (LIBRARY)	<b>MOORE-PETERSON</b>	JULIE	DIRECTOR	FULL TIME	10/7/1985	35	\$ 2,596.00	PER PAY PERIOD	*
GENERAL (LIBRARY)	<b>ORR</b>	CYNTHIA	LIBRARY TECH AIDE	PART TIME	9/2/2019	1	\$ 10.75	PER HOUR	*
GENERAL (MAYOR & COUNCIL)	<b>ANDERSON</b>	JASON	COUNCIL MEMBER	FULL TIME	5/6/2013	7	\$ 374.86	PER PAY PERIOD	*
GENERAL (MAYOR & COUNCIL)	<b>BACHAND</b>	MICHAEL	COUNCIL MEMBER	FULL TIME	5/6/2013	7	\$ 374.86	PER PAY PERIOD	*
GENERAL (MAYOR & COUNCIL)	<b>CARSTENSEN</b>	MARK	MAYOR	FULL TIME	5/3/2010	10	\$ 914.90	PER PAY PERIOD	*
GENERAL (MAYOR & COUNCIL)	<b>CRANE</b>	RHEA	COUNCIL MEMBER	FULL TIME	7/18/2016	4	\$ 374.86	PER PAY PERIOD	*
GENERAL (MAYOR & COUNCIL)	<b>KESZLER</b>	STEVEN	COUNCIL MEMBER	FULL TIME	2/1/2016	4	\$ 374.86	PER PAY PERIOD	*
GENERAL (MAYOR & COUNCIL)	<b>KESZLER</b>	TERRENCE	COUNCIL MEMBER	FULL TIME	5/7/2018	2	\$ 374.86	PER PAY PERIOD	*
GENERAL (MAYOR & COUNCIL)	<b>MARTINSON</b>	DAVID	COUNCIL MEMBER	FULL TIME	5/2/2016	4	\$ 374.86	PER PAY PERIOD	*
GENERAL (MAYOR & COUNCIL)	<b>WATERLAND</b>	RON	COUNCIL MEMBER	FULL TIME	5/7/2012	8	\$ 374.86	PER PAY PERIOD	*
GENERAL (MAYOR & COUNCIL)	<b>ZERBST</b>	BEKA	COUNCIL MEMBER	FULL TIME	5/7/2018	2	\$ 374.86	PER PAY PERIOD	*

COUNCIL)									
GENERAL (PARKS)	<b>KAUTZ</b>	MICHAEL	PARKS MAINTENANCE TECH	FULL TIME	10/22/2019	4	\$ 17.16	PER PAY PERIOD	**
GENERAL (PARKS)	<b>KING</b>	CODY	PARKS SUPERVISOR	FULL TIME	4/24/2017	3	\$ 2,466.95	PER PAY PERIOD	*
GENERAL (PARKS)	<b>LUCAS</b>	JEFFREY	PARKS MAINTENANCE TECH	FULL TIME	9/1/1987	33	\$ 24.67	PER HOUR	
GENERAL (PARKS)	<b>SCHAEFER</b>	DOYLE	PARKS MAINTENANCE TECH	FULL TIME	11/24/1997	23	\$ 23.79	PER HOUR	
GENERAL (PARKS)	<b>WILLIAMSON</b>	JACOB	PARKS MAINTENANCE TECH	FULL TIME	12/22/2015	5	\$ 17.16	PER HOUR	
GENERAL (PARKS)	<b>ZIMMIOND</b>	JOHNATHAN	PARKS MAINTENANCE TECH	FULL TIME	10/22/2019	2	\$ 14.14	PER HOUR	**
GENERAL (PLANNING & PERMITTING 50%); GENERAL (STREETS) & SANITATION & WASTEWATER & WATER (12.5% EACH)	<b>ABERNATHY</b>	LAURA	PLANNING COORDINATOR	FULL TIME	9/16/2011	9	\$ 23.00	PER HOUR	*
GENERAL (PLANNING & PERMITTING)	<b>ROVERE</b>	SCOTT	BUILDING INSPECTOR	FULL TIME	3/21/2005	15	\$ 23.48	PER HOUR	*
GENERAL (PLANNING & PERMITTING)	<b>SMITH</b>	DAVID	DIRECTOR, PLANNING & PERMITTING	FULL TIME	1/25/2010	10	\$ 2,513.91	PER PAY PERIOD	*
GENERAL (PLANNING & PERMITTING)	<b>WILLIAMS</b>	DUSTIN	ENGINEERING TECH	PART TIME	5/13/2018	2	\$ 12.50	PER HOUR	*
GENERAL (PLANNING & PERMITTING)	<b>WUNDERLICH</b>	ELIZABETH	CITY ENGINEER	FULL TIME	7/25/2016	4	\$ 2,736.42	PER PAY PERIOD	*
GENERAL (POLICE)	<b>ALLEY</b>	MARK	SERGEANT (TRAINING DIVISION)	FULL TIME	6/15/2009	11	\$ 26.71	PER HOUR	
GENERAL (POLICE)	<b>BASKER</b>	PAULA	ADMINISTRATIVE ASSISTANT - RECORDS	FULL TIME	6/18/1990	30	\$ 25.87	PER HOUR	
GENERAL (POLICE)	<b>BORG</b>	NATE	SERGEANT (CLASS C)	FULL TIME	4/4/2011	9	\$ 25.89	PER HOUR	
GENERAL (POLICE)	<b>BRISCOE</b>	SEAN	ASSISTANT CHIEF	FULL TIME	9/1/2000	20	\$ 2,689.19	PER PAY PERIOD	*
GENERAL (POLICE)	<b>GOETSCH</b>	DYLAN	PATROL OFFICER (CLASS A)	FULL TIME	6/26/2017	3	\$ 23.04	PER HOUR	
GENERAL (POLICE)	<b>GOETSCH</b>	JULIE	SHELTER TECH	FULL TIME	11/25/2019	1	\$ 13.84	PER HOUR	
GENERAL (POLICE)	<b>GOETSCH</b>	MARTIN	PATROL OFFICER	PART TIME	5/13/2016	4	\$ 21.56	PER HOUR	*
GENERAL (POLICE)	<b>HEGSTROM</b>	JERRED	PATROL OFFICER (CLASS A)	FULL TIME	12/18/2017	3	\$ 22.73	PER HOUR	
GENERAL (POLICE)	<b>HOFFER</b>	ARYANN	SHELTER TECH SUB	PART TIME	12/16/2019	1	\$ 10.50	PER HOUR	*
GENERAL (POLICE)	<b>JACOBS</b>	MATTHEW	PATROL OFFICER (CLASS A)	FULL TIME	1/8/2018	2	\$ 22.06	PER HOUR	
GENERAL (POLICE)	<b>LEVEQUE</b>	JOE	SERGEANT (INVESTIGATIONS DIVISION)	FULL TIME	6/6/2016	4	\$ 24.82	PER HOUR	**
GENERAL (POLICE)	<b>MURRAY</b>	ALORA	SHELTER TECH SUB	PART TIME	12/21/2019	1	\$ 10.50	PER HOUR	*
GENERAL (POLICE)	<b>NASH</b>	PAMELA	ANIMAL CONTROL OFFICER	FULL TIME	6/29/2014	6	\$ 19.36	PER HOUR	
GENERAL (POLICE)	<b>PAGE</b>	BENNY	SCHOOL RESOURCE OFFICER (CLASS A)	FULL TIME	6/6/2019	3	\$ 22.73	PER HOUR	
GENERAL (POLICE)	<b>PANKRATZ</b>	MADISON	SHELTER TECH SUB	PART TIME	1/1/2020	0	\$ 10.50	PER HOUR	*
GENERAL (POLICE)	<b>SCHMOKER</b>	CHRISTOPHER	SERGEANT (CLASS C)	FULL TIME	1/10/2017	3	\$ 24.48	PER HOUR	
GENERAL (POLICE)	<b>SISCOE</b>	DYLAN	PATROL OFFICER (CLASS A)	FULL TIME	7/22/2011	9	\$ 24.09	PER HOUR	
GENERAL (POLICE)	<b>STACY</b>	DANNY	PATROL OFFICER (CLASS A)	FULL TIME	7/10/2017	3	\$ 22.27	PER HOUR	
GENERAL (POLICE)	<b>TEBBEN</b>	JAMESON	PATROL OFFICER (CLASS A)	FULL TIME	7/6/2016	4	\$ 23.02	PER HOUR	
GENERAL (POLICE)	<b>VANDEWATER</b>	GEODY	CHIEF	FULL TIME	11/1/2006	14	\$ 3,191.04	PER PAY PERIOD	*
GENERAL (POLICE)	<b>WEAVER</b>	TANNER	PATROL OFFICER (CLASS A)	FULL TIME	7/1/2019	1	\$ 21.56	PER HOUR	
GENERAL (POLICE)	<b>WHITFORD</b>	JOSHUA	PATROL OFFICER (CLASS A)	FULL TIME	12/14/2015	5	\$ 23.70	PER HOUR	
GENERAL (RALLY & EVENTS)	<b>COLE</b>	JERRY	DIRECTOR	FULL TIME	12/28/2015	5	\$ 2,790.39	PER PAY PERIOD	*
GENERAL (RALLY & EVENTS)	<b>LYONS</b>	AUTUMN	ADMINISTRATIVE COORDINATOR	FULL TIME	1/5/2010	10	\$ 18.80	PER HOUR	

GENERAL (RALLY & EVENTS)	SCHERER	ANGELA	ADMINISTRATIVE ASSISTANT	FULL TIME	11/18/2014	6	\$ 16.86	PER HOUR	
GENERAL (RALLY & EVENTS)	SCHERER	LANCE	SPONSORSHIP COORDINATOR	FULL TIME	8/1/2016	4	\$ 2,393.62	PER PAY PERIOD	*
GENERAL (RECREATION)	ABEL	ASHLEY	REFEREE	PART TIME	11/17/2008	12	\$ 25.00	PER GAME	*
GENERAL (RECREATION)	CROWE	DEVON	REFEREE	PART TIME	3/3/2017	3	\$ 25.00	PER GAME	*
GENERAL (RECREATION)	HENCKE	KYLE	REFEREE	PART TIME	12/11/2018	2	\$ 25.00	PER GAME	*
GENERAL (RECREATION)	JOLLEY	OLIVIA	REFEREE	PART TIME	10/31/2015	5	\$ 25.00	PER GAME	*
GENERAL (RECREATION)	JONES	MEGAN	YOGA INSTRUCTOR	PART TIME	9/11/2018	2	\$ 9.60	PER HOUR	*
GENERAL (RECREATION)	KAITFORS	MASON	REFEREE	PART TIME	10/4/2018	2	\$ 25.00	PER GAME	*
GENERAL (RECREATION)	KAITFORS	TYLER	RECREATION DIRECTOR	FULL TIME	1/5/2009	11	\$ 21.39	PER HOUR	*
GENERAL (RECREATION)	LEGNER	KRISTEN	LAND AEROBICS INSTRUCTOR	PART TIME	9/7/2012	8	\$ 10.25	PER HOUR	*
GENERAL (RECREATION)	SCHULZE	CODY	REFEREE	PART TIME	11/18/2019	1	\$ 25.00	PER GAME	*
GENERAL (RECREATION)	SMITH	TANNER	FRONT DESK ATTENDANT	PART TIME	8/2/2016	4	\$ 25.00	PER GAME	*
GENERAL (RECREATION)	SNYDER	MICHAEL	REFEREE	PART TIME	9/24/2018	2	\$ 25.00	PER GAME	*
GENERAL (RECREATION)	SPRANSY BURKE	KIMBERLY	YOGA INSTRUCTOR	PART TIME	10/3/2014	6	\$ 10.00	PER HOUR	*
GENERAL (RECREATION)	WALKER	CALEB	REFEREE	PART TIME	12/31/2018	2	\$ 25.00	PER GAME	*
GENERAL (RECREATION)	WEYER	ZACHARY	REFEREE	PART TIME	9/10/2014	6	\$ 25.00	PER GAME	*
GENERAL (RECREATION)	WILKINS	JASEN	REFEREE	PART TIME	2/25/2019	1	\$ 25.00	PER GAME	*
GENERAL (STREETS (80%), BUILDINGS (10%), ARMORY (10%))	CROWSER	JUDD	HEAVY EQUIPMENT OPERATOR	FULL TIME	3/1/1991	29	\$ 24.67	PER HOUR	
GENERAL (STREETS)	AGA	KEVIN	HEAVY EQUIPMENT OPERATOR	FULL TIME	5/4/1995	25	\$ 24.67	PER HOUR	
GENERAL (STREETS)	ANGLIN	MITCHELL	HEAVY EQUIPMENT OPERATOR	FULL TIME	11/16/2018	4	\$ 17.16	PER HOUR	** **
GENERAL (STREETS)	COONROD	DONOVAN	HEAVY EQUIPMENT OPERATOR	FULL TIME	10/24/2019	2	\$ 15.80	PER HOUR	** **
GENERAL (STREETS)	WAGNER	DOUGLAS	HEAVY EQUIPMENT OPERATOR	FULL TIME	5/29/1998	22	\$ 23.79	PER HOUR	
GENERAL (STREETS)	WALKER	ROBERT	STREET SWEEPER	PART TIME	7/7/2015	5	\$ 16.50	PER HOUR	*
GENERAL (STREETS) & SANITATION & WASTEWATER & WATER (25% EACH)	BUSH	RICK	DIRECTOR	FULL TIME	2/9/2009	11	\$ 3,602.44	PER PAY PERIOD	*
GENERAL (STREETS), SANITATION, WASTEWATER, WATER (25% EACH)	BERTOLOTTO	ANN	ADMINISTRATIVE ASSISTANT	FULL TIME	7/27/1992	28	\$ 25.87	PER HOUR	
GENERAL FUND (FIRE) & AMBULANCE (50% EACH)	LENSEGRAV	SCOTT	MECHANIC	PART TIME	8/1/2001	19	\$ 14.83	PER HOUR	*
LIQUOR	BOYER	LISA	SALES CLERK	FULL TIME	5/2/2016	4	\$ 15.38	PER HOUR	
LIQUOR	DANIELS	JESSICA	SALES CLERK	PART TIME	11/1/2019	1	\$ 10.25	PER HOUR	*
LIQUOR	DUPREL	RYAN	SALES CLERK	FULL TIME	11/10/2019	1	\$ 13.84	PER HOUR	
LIQUOR	PARKER	TRAVIS	LIQUOR STORE MANAGER	FULL TIME	5/15/2017	3	\$ 2,198.49	PER PAY PERIOD	*
LIQUOR	TAMMI	TRISHELLE	INVENTORY & REC CLERK	FULL TIME	9/7/2015	5	\$ 17.13	PER HOUR	
SANITATION	BARFF	ANDREW	SANITATION OPERATOR	FULL TIME	1/6/2014	6	\$ 18.02	PER HOUR	
SANITATION	BERGHORST	JACOB	RUBBLE SITE OPERATOR	FULL TIME	9/5/2017	3	\$ 16.20	PER HOUR	
SANITATION	COACHER	WILLIAM	SANITATION OPERATOR	FULL TIME	2/7/2007	13	\$ 20.99	PER HOUR	
SANITATION	JOHNSON	JAY	SUPERINTENDENT, SANITATION	FULL TIME	7/27/1987	33	\$ 2,467.31	PER PAY PERIOD	*
SANITATION	KRUGJOHN	KEVIN	SANITATION OPERATOR	FULL TIME	10/27/2014	6	\$ 18.02	PER HOUR	

SANITATION	LITTLER	LEVI	SANITATION OPERATOR	FULL TIME	12/9/2002	18	\$ 22.23	PER HOUR	
SANITATION	STUMPF	TIMOTHY	RUBBLE SITE OPERATOR	FULL TIME	2/14/2013	7	\$ 18.02	PER HOUR	
SANITATION	TAMMI	DANIEL	SANITATION OPERATOR	FULL TIME	3/3/2014	6	\$ 18.02	PER HOUR	
WASTEWATER	JACOBS	HARLEY	WASTEWATER OPERATOR	FULL TIME	12/18/2013	7	\$ 21.76	PER HOUR	
WASTEWATER	MURRAY	NEIL	WASTEWATER OPERATOR	FULL TIME	4/15/2004	16	\$ 25.87	PER HOUR	
WASTEWATER	PLAGGEMEYER	MICHAEL	SUPERINTENDENT, WASTEWATER	FULL TIME	1/4/1993	28	\$ 2,467.66	PER PAY PERIOD	*
WATER	ABERNATHY	RUSSELL	WATER OPERATOR	FULL TIME	3/3/2014	6	\$ 21.76	PER HOUR	
WATER	DEUTSCH	BRAD	WATER OPERATOR	FULL TIME	3/6/2000	20	\$ 26.84	PER HOUR	
WATER	GILBERT	DAVID	WATER OPERATOR	FULL TIME	10/28/2019	4	\$ 17.16	PER PAY PERIOD	**
WATER	HIX	WYATT	WATER OPERATOR	FULL TIME	11/7/2018	4	\$ 21.71	PER HOUR	**
WATER	OLSON	DALE	WATER SYSTEMS SPECIALIST	PART TIME	1/1/2020	0	\$ 1,062.50	PER PAY PERIOD	**

\* Employee is not subject to collective bargaining agreement.

\*\* Employee can only work on an "occasional and sporadic" basis in this capacity in order to comply with 29 CFR 553.30 and the Fair Labor Standard Act.

\*\*\* Per codified law SDCL 60-11-3, the state's minimum wage was raised to \$9.30 for 2020.

\*\*\*\* Employee granted additional years of service upon hire (or in the case of Police officers, hired in at a higher wage).

\*\*\*\*\* All Ambulance employees will be paid a \$50.00 stipend for on-call standby where they are not required to report to the station and can respond from home or another location when dispatched.

All part time (including seasonal) employees are limited to a maximum of 1,039 hours worked per year and no more than 29 hours per week (on average).

BE IT FURTHER RESOLVED that the foregoing salaries and wages shall take effect on December 24, 2018 for payment as part of the first payroll in January 2019.

Adopted this 6<sup>th</sup> day of January 2020.

Published: 01-14-2020

Effective: Immediately

Motion by Crane, second by T. Keszler and carried with all members present unanimously voting yes to approve Resolution 2020-03 – Authorizing City Manager to sign easements for construction on City property with the correction of changing the word established to expired.

**RESOLUTION 2020 - 03**  
**A RESOLUTION AUTHORIZING CITY MANAGER TO SIGN**  
**EASEMENTS FOR CONSTRUCTION ON CITY PROPERTY**

WHEREAS, the City is frequently requested to authorize a temporary easement for construction on or across City property;

WHEREAS, such easements are requested for a period of time during which the construction can reasonably be expected to be completed;

WHEREAS, once the time period has expired, the easement is extinguished;



WHEREAS, the individual, company or entity often has presented the City with a request for such an easement when the proposed work is scheduled to begin before the request, it can be submitted for Council approval at a regularly scheduled Council meeting;

WHEREAS, City staff is required to thoroughly review the terms of the easement and determine that such a temporary easement is in the best interest of the City before recommending approval to the City Manager and Council;

WHEREAS, promptly responding to construction easement requests consistent with the development policies of the City, by having them signed by the City Manager, will enable and allow the City to more effectively support development within the City;

NOW THEREFORE, City Manager Daniel Ainslie is hereby authorized to sign such temporary easements for construction on or across City property throughout calendar year 2020.

Dated this 6<sup>th</sup> day of January 2020.

Published: 01-14-2020

Effective: 02-04-2020

Motion by T. Keszler, second by Bachand and carried with all members present unanimously voting yes to approve of Resolution 2020-04 – Authorizing City Manager or Mayor to sign Special Event requests.

**RESOLUTION 2020 - 04**  
**A RESOLUTION AUTHORIZING SIGNATORIES FOR**  
**SPECIAL EVENT REQUESTS**

WHEREAS, individuals, businesses, non-profit organizations, sport organizations, and other entities desire to use City facilities and/or property for the promotion of special events that provide financial, educational, and/or cultural benefit to the City of Sturgis;

WHEREAS, the promoters may request the use of City staff or other City resources to assist with the set-up, tear-down and/or production of the special event;

WHEREAS, City policy requires all event promoters to submit documents to the City outlining the details of their event and to make request for the use of City property and to make request for any special accommodations, permits, and/or licenses that may be required for the successful promotion of their event;

WHEREAS, City policy requires that these event promoters sign lease or rental agreements with the City for the use of any City property;

WHEREAS, promoters must follow-up with designated City staff after the special event in order to communicate deficiencies that must be remedied prior to the City's approval of any future events on City property;

WHEREAS, promptly responding to proposals for special events that have been held the previous year, by signing any lease or other required documents when acceptable with the City, the policy will enable City staff to work more effectively to provide those events benefits to the City;

NOW THEREFORE, City Manager Daniel Ainslie or Mayor Mark Carstensen are hereby authorized to execute said lease agreements and associated City documents for any non-first year special events through calendar year 2020.

Dated this 6<sup>th</sup> day of January 2020.

Published: 01-14-2020

Effective: 02-04-2020

Motion by Bachand, second by S. Keszler and carried with all members present unanimously voting yes to approve Resolution 2020-05 – Authorizing City Manager or Mayor to sign lease agreements and requests of Municipal equipment and resources and Resolution 2020-07 – Authorizing City Manager or Mayor to sign Sponsorship agreements and Resolution 2020-08- Authorizing City Manager or Mayor to sign contracts for administrative supplies, services and employment contracts.

**RESOLUTION 2020 - 05**  
**A RESOLUTION AUTHORIZING SIGNATURES TO SIGN**  
**LEASE AGREEMENTS AND REQUESTS OF MUNICIPAL EQUIPMENT AND**  
**RESOURCES**

WHEREAS, individuals, businesses, non-profit organizations, sport organizations, and other entities desire to use City facilities and/or property for the promotion of special events that provide financial, educational, and/or cultural benefit to the City of Sturgis;

WHEREAS, the promoters may request the use of City staff or other City resources to assist with the set-up, tear-down and/or production of the special event;

WHEREAS, City policy requires all event promoters to submit documents to the City outlining the details of their event and to make request for the use of City property and to make request for any special accommodations, permits, and/or licenses that may be required for the successful promotion of their event;

WHEREAS, City policy requires that these event promoters sign lease or rental agreements with the City for the use of any City property;

WHEREAS, promoters must follow-up with designated City staff after the special event in order to communicate deficiencies that must be remedied prior to the City's approval of any future events on City property;

WHEREAS, the Common Council desires to invest its time in establishing and reviewing significant policy matters and desires to direct its staff to coordinate the day to day administrative affairs of the City.

NOW THEREFORE, City Manager Daniel Ainslie or Mayor Mark Carstensen are hereby authorized to execute said lease agreements and requests of City equipment and resources for any event anticipated to have a total cost to the City of less than \$10,000 through calendar year 2020.

Dated this 6<sup>th</sup> day of January 2020.

Published: 01-14-2020

Effective: 02-04-2020

**RESOLUTION 2020 - 07**  
**A RESOLUTION AUTHORIZING SIGNATURES TO SIGN**  
**SPONSORSHIP AGREEMENTS**

WHEREAS, the City of Sturgis desires to enter into contract with business and non-profit entities for the purpose of sponsorship of the City of Sturgis Motorcycle Rally;

WHEREAS, the City's staff bring forward potential agreements under the instruction and guidance of the City's Rally and Events Committee;

WHEREAS, the Rally and Events Committee, City Manager and staff will review said contract templates and potential agreements to ensure compliance with overall sponsorship strategy and to ensure City's ability to meet all logistical considerations outlined in the contract;

WHEREAS, promptly responding to sponsorship proposals presented by Rally and Events Staff by signing them when acceptable will enable Rally and Events Staff to work more effectively for the City;

NOW THEREFORE, Mayor Mark Carstensen or City Manager Daniel Ainslie are hereby authorized to execute said sponsorship contracts for partners in which annual revenue is \$30,000 or less for the above intended purposes during calendar year 2020.

Dated this 6<sup>th</sup> day of January 2020.

Published: 01-14-2020

Effective: 02-04-2020

**RESOLUTION 2020 - 08**  
**A RESOLUTION AUTHORIZING THE SIGNING OF CONTRACTS FOR SUPPLIES,**  
**SERVICES AND EMPLOYEE CONTRACTS**

WHEREAS, the City makes use of numerous vendors throughout the year to provide supplies and services not subject to the State bid law requirements to help the City effectuate the day to day operation needs of the organization;

WHEREAS, the said vendors may require the signing of contracts before the goods or services are provided;

WHEREAS, all departments of the City are required to follow the Council adopted Purchasing Policy and must strictly abide by the appropriated authority within each year's budget;

WHEREAS, the City may enter differing contracts with employees to further the City's interests;

WHEREAS, the City has adopted the City Manager form of government whereas City staff are hired to complete administrative tasks in an efficient expedited manner;

NOW THEREFORE, City Manager Daniel Ainslie or Mayor Mark Carstensen are hereby authorized to execute said contracts for goods or services that comply with the parameters of the City Council adopted Purchasing Policy and employee contracts throughout calendar year 2020.

Dated this 6<sup>th</sup> day of January 2020.

Published: 01-14-2020

Effective: 02-04-2020

Motion by Waterland, second by Martinson and carried with all members present unanimously voting yes to approve Resolution 2020-06 – Authorizing City Manager to sign property lease agreements (Rally).

**RESOLUTION 2020 - 06**  
**A RESOLUTION AUTHORIZING CITY MANAGER TO SIGN**  
**PROPERTY LEASE AGREEMENTS (RALLY)**

WHEREAS, individuals, businesses, non-profit organizations, and other entities desire to lease space (both indoor and/or outdoor) at the Sturgis Community Center, Sturgis Auditorium, Sturgis Liquor Store, Sturgis Fairgrounds and other vacant City owned lots for the City of Sturgis Motorcycle Rally;

WHEREAS, the City has entered into numerous leases for this land throughout the last several years;

WHEREAS, City policy requires leasing entities to sign a property lease agreement with the City outlining the lease requirements and term for both parties;

WHEREAS, the Rally and Events Committee, City Manager and staff review said leases to ensure compliance with the City's property management strategy and to ensure City's ability to meet all logistical considerations outlined in the lease before recommending it be approved;

WHEREAS, promptly responding to lease proposals presented by Rally and Events staff by signing them when acceptable will enable Rally and Events staff to work more effectively for the City to meet City goals;

NOW THEREFORE, City Manager Daniel Ainslie is hereby authorized to execute said lease agreements for the above intended purposes throughout calendar year 2020.

Dated this 6<sup>th</sup> day of January 2020.

Published: 01-14-2020

Effective: 02-04-2020

Motion by Bachand, second by T. Keszler and carried with all members present unanimously voting yes to approve Resolution 2020-09 – Authorizing Writing Off Insufficient Funds and Accounts Receivable.

**RESOLUTION 2020 - 09**  
**A RESOLUTION AUTHORIZING WRITING OFF INSUFFICIENT FUNDS**  
**AND ACCOUNTS RECEIVABLE**

WHEREAS, the City receives numerous payments for the Community Center, Ambulance Service and the Liquor Store and the Rubble Site throughout the year within the established internal controls document;

WHEREAS, the Finance Officer develops the internal control practices for each department ensuring minimal risk of non-payment; and

WHEREAS, the four departments generate minimal insufficient funds or insufficient automated clearing house payments within a calendar year; and

WHEREAS, the City maintains accounts receivables for one previous calendar year for audit purposes; and,

WHEREAS, the City's Code Enforcement Division occasionally issues fines for violations which go uncollected due to deaths or property transfers; and,

WHEREAS, the City's Rally and Events Department occasionally is unable to fully collect all sponsorship or lease proceeds from agreed upon arrangements.

NOW THEREFORE, City Manager Daniel Ainslie or Mayor Mark Carstensen are hereby authorized to approve the accounting write off of insufficient payments to the Community Center, Ambulance Service, Liquor Store and the Ruble Site in an annual amount not to exceed \$1,500 for each department. Furthermore, accounts receivables for Code Enforcement and Rally and Events may be written off in the aforementioned instances. The write offs may not end further collection efforts. This authority is granted through the calendar year 2020.

Dated this 6<sup>th</sup> day of January 2020.

Published: 01-14-2020

Effective: 02-04-2020

Motion by Waterland, second by Crane and carried with all members present unanimously voting yes to approve authorizing the City Manager to sign offers, counter offers and other necessary documents for the sale of Creekside homes.

Motion by Martinson, second by T. Keszler and carried with all members present unanimously voting yes to approve the following claims:

**WAGES** – Ambulance \$46,737.56; Attorney \$10,890.20; Auditorium \$482.85; Buildings \$3471.71; Cemetery \$5085.95; City Manager \$13,453.21; Community Center \$19,852.64; Finance Office \$18,523.32; Fire Department \$166.02; Human Resource \$13,104.06; Library \$20,347.45; Liquor \$13,018.24; Mayor and Council \$7674.08; Parks \$23,800.53; Planning & Permitting \$18,419.85; Police \$87,555.46; Rally \$17,504.06; Recreation \$7838.30; Sanitary Service \$36,473.10; Streets \$31,283.95; Wastewater \$23,348.79; Water \$24,058.00; Federal Withholding \$46,394.23; FICA \$35,065.17.

**COMBINED CASH FUND** – Ronald Johnson, \$81.52, water refund.

**GENERAL** – A&B Business, \$376.76, supp; A&B Welding, \$113.22, supp; Adams-ISC, \$789.68, repair; Amazon, \$487.62, supp; Amick Sound, \$34.24, repair; Baker & Taylor, \$46.68, supp; Bear Butte Valley Water, \$156.70, util; Black Hills Community Economic Dev, \$2000.00, dues; Black Hills Council of Local Governments, \$3445.00, fund request; Black Hills Energy, \$15,551.42, util; Black Hills Rally & Gold, \$56.00, supp; Black Hills Truck & Trailer, \$7606.12, repair; Roger Burnham, \$3713.17, prof fee; Jennifer Bush, \$500.00, grp insur; Central States Sanitation, \$60.00, repair; Century Link, \$326.71, util; City of Sturgis Water Dept, \$2575.69, util; Double Star Computing, \$929.00, prof fee; Fastenal Co, \$56.13, repair; Godfrey Brake Service, \$726.03, repair; Dylan Goetsch, \$500.00, grp insur; Ken Grosch, \$30.00, other; Dan Grubl, \$1500.00, SVFD contract; Jay Grubl Excavating, \$4275.52, repair; Lori Jeffery-Kirk,

\$297.50, supp; Tyler Kaitfors, \$25.00, grp insur; Knight Security, \$1246.80, repair; La Risa, \$300.00, other; Lawson Products, \$295.02, supp; Leavitt Heartland Insurance, \$19,304.00, insur; Legendary Electric, \$51.02, repair; Scott Lensegrav, \$5000.00, SVFD contract; Mountain Air Insurance, \$2502.00, insur; Nebraska Salt & Grain, \$4791.57, supp/repair; Petty Cash, \$40.86, supp; Pheasantland Industries, \$76.93, supp; Postmaster, \$2000.00, supp; Powerplan, \$78.75, repair; Prairie Hills Transit, \$7000.00, other; Pressure Services, \$518.25, repair; S&C Cleaners, \$6500.00, prof fee/maint; Craig Sanderson, \$81.90, refund; Eryn Schlotte, \$30.00, other; SD Airport Managers Assn, \$25.00, dues; SD Assn of Code Enforcement, \$40.00, dues; SD Building Officials Assn, \$50.00, dues; SD City Management Assn, \$150.00, dues; SD Govt Finance Officer Assn, \$130.00, dues; SD Human Resource Assn, \$50.00, dues; SD Local Transportation Asst Program, \$100.00, travel; SD Municipal Attorney Assn, \$35.00, dues; SD Municipal League, \$3939.21, dues; SD Municipal Street Maint Assn, \$35.00, dues; SD Police Chiefs Assn, \$104.28, travel; SD State Bar, \$415.00, dues; SDML Work Comp Fund, \$91,473.00, premiums; Skyline Paintless Dent Repair, \$13,040.50, repair; Speedy Lube, \$137.97, supp; Sturgis Area Arts Council, \$1750.00, other; Sturgis Motorsports, \$100.98, repair; Sturgis Photo & Gifts, \$149.85, supp; Sturgis Strikers, \$900.00, other; Sturgis Volunteer Fire Dept, \$7936.30, SVFD contract; Syntech, \$105.50, supp; TASC-Client Invoices, \$2022.66, grp insur; The Corner Station, \$58.97, supp; The Knuckle Saloon, \$1150.00, other; Time Equipment Rental, \$226.00, repair; Titan Machinery, \$1693.80, repair; Tom's T's, \$300.70, other; Transource Truck & Equip, \$380.68, repair; Turbiville Industrial Electric, \$822.40, repair; Twilight First Aid, \$193.57, supp; Pat Urbaniak, \$1500.00, SVFD contract; Vanway Trophy, \$264.95, other; West Payment Center, \$104.42, supp.

**SPECIAL SALES TAX** – Sturgis Area Chamber of Commerce, \$9166.67, allocation; Sturgis Economic Dev Corp, \$6666.67, allocation.

**CAPITAL IMPROVEMENT** – American Engineering, \$313.00, improv; Baseline Surveying, \$3665.00, improv; Fennel Design, \$2096.50, bldg.; Northern Technologies, \$1963.00, bldg.; Scull Construction, \$98,972.62, bldg.

**BUSINESS IMPROVEMENT DISTRICT** – Key City Glass, \$20.00, other; Sturgis Dragway, \$2000.00, rent.

**LIQUOR** – Badlands Distillery, \$254.22, liquor; Black Hills Energy, \$3295.67, util; Black Hills Pioneer/Weekly, \$110.00, publishing; Black Hills Security, \$280.26, equip lease; Cash-Wa Distributing, \$1497.25, liquor; Cask & Cork, \$445.86, liquor; City of Sturgis Water Dept, \$305.79, util; Coca Cola, \$948.15, liquor; Dakota's Best Distributing, \$134.40, liquor; Double Star Computing, \$57.20, prof fee; EB Communications, \$199.99, repair; Fisher Beverage, \$8218.50, liquor; Johnson Western Wholesale, \$35,709.09, liquor; Okoboji Wines, \$643.25, liquor; Pepsi Cola, \$80.50, liquor; Prairie Berry, \$771.00, liquor; Quality Brands of the BH, \$15,249.28, liquor; Republic Beverage Co, \$37,410.30, liquor; SD Retailers Assn, \$475.00, dues; SDML Work Comp Fund, \$2505.00, premiums; Southern Glazer's of SD, \$3104.32, liquor; Trishelle Tammi, \$362.92, grp insur; TASC-Client Invoices, \$147.70, grp insur; True Brands, \$813.03, liquor; Weimer's Diner, \$415.00, supp.

**WATER** – Black Hills Energy, \$8374.99, util; Black Hills Pioneer/Weekly, \$26.33, publishing; City of Sturgis Water Dept, \$199.05, util; Core & Main, \$313.38, supp; Double Star Computing, \$57.20, prof fee; David Gilbert, \$54.00, grp insur; Hach Company, \$145.81, repair; Hawkins, \$40.00, supp; Performance Automatics, \$2802.02, repair; Petty Cash, \$11.59, supp; SD DENR, \$48.00, prof fee; SD Water & Wastewater Assn, \$20.00, prof fee; SDML Work Comp Fund, \$7750.00, premiums; Sturgis Economic Development, \$40,000.00, contribution; TASC-Client Invoices, \$189.40, grp insur.

**WASTEWATER** – Advanced Engineering, \$12,620.00, cap improv; Black Hills Energy, \$3450.72, util; Double Star Computing, \$57.20, prof fee; SD DENR, \$6536.00, prof fee; SD Water & Wastewater, \$30.00, prof fee; SDML Work Comp Fund, \$6239.00, premiums; TASC-Client Invoices, \$147.70, grp insur; Twilight First Aid, \$56.92, supp.

**SANITARY SERVICE** – Black Hills Energy, \$374.71, util; Century Link, \$64.66, util; City of Belle Fourche, \$20,644.33, other; Double Star Computing, \$57.20, prof fee; Floyd’s Truck Center, \$217.97, repair; Inland Truck Parts, \$35.44, repair; SDML Work Comp Fund, \$21,245.00, premiums; TASC-Client Services, \$324.22, premiums; Transource Truck & Equip, \$71.93, repair.

**AMBULANCE** – Black Hills Energy, \$621.47, util; City of Sturgis Water Dept, \$89.01, util; Double Star Computing, \$102.20, prof fee; Henry Schein, \$9.00, supp; Image Trend, \$186.00, prof fee; Richter’s Tire, \$1672.86, repair; SDML Work Comp Fund, \$31,302.00, premiums; Stryker Sales Corp, \$598.00, prof fee; TASC-Client Invoices, \$101.17, grp insur.

Motion by Bachand, second by Zerbst and carried with all members present unanimously voting yes to approve a Wine License Application for Uncle Louie’s at 1039 Main St.

Motion by Crane, second by S. Keszler and carried with all members present unanimously voting yes to approve a 2020 Dodge Durango truck off of the State Contract bid pricing for a Police Vehicle from Scott Peterson Motors of Belle Fourche for \$31,158.

Motion by Martinson, second by Anderson and carried with Anderson, Carstensen, Crane, S. Keszler, T. Keszler, Martinsen and Waterland voting yes and Bachand and Zerbst voting no to approve the Development and Annexation Agreement with Sturgis Hideaway, LLC.

Any other business:

- Bill Cissell asked about Roger Burnham, Airport Director, and why he was not on the wage resolution. Burnham is a contractor, not an employee.
- Councilor Bachand read a letter from Victoria Lockwood about the bright lights that come from Sturgis Motor Company on Lazelle Street. These lights shine directly into the Lockwood home. They asked the City to look into this and help them fix this problem through the means of an ordinance or any other ideas they can come up with. The City will look into it.
- Palmer Dahl would like to have better lighting for the Sturgis sign on the hill.

Motion by Martinson, second by Crane and carried with all members present unanimously voting yes to go into executive session for personnel and contracts at 7:50 pm.

Motion by T. Keszler, second by S. Keszler to return to regular session at 9:01 pm.

Motion by Waterland , seconded by Martinson and carried with all members present unanimously voting yes to adjourn the meeting at 9:02 pm.

ATTEST: \_\_\_\_\_  
Fay Bueno, Finance Officer

APPROVED \_\_\_\_\_  
Mark Carstensen, Mayor

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