

PROCEEDINGS OF THE STURGIS CITY COUNCIL

The Common Council of the City of Sturgis met in regular session starting at 6:00 p.m. on Monday, August 1, 2016 at the Erskine Building. Present: Mayor Mark Carstensen, Alderpersons Jason Anderson, Mike Bachand (arrives at 6:30pm), Rhea Crane, Rod Bradley (arrives at 6:05pm), Tony Dargatz, Steve Keszler and Ronald Waterland. Also present: City Manager Daniel Ainslie and City Attorney Greg Barnier. Absent: David Martinson.

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

Motion by Dargatz, second by Waterland and carried with all members present voting yes to go into executive session for two legal cases and two personnel at 6:00 pm.

Motion by Waterland, second by Dargatz and carried with all members present voting yes to return to regular session at 6:19 pm.

Mayor Mark Carstensen led everyone in the Pledge of Allegiance.

Announcements:

- The 2nd Council meeting will be held on August 22, 2016 due to the Rally.
- The Mayor and Council wanted to thank the Fire, Ambulance and Police Departments for all of their hard work this past weekend. There were several incidents that they had to respond to.

Informational Reports:

- Library Dept – 6/29/16 minutes
- Planning Commission – 8/1/16 minutes
- The Police Cadets presented a power point presentation on “STOP! This Generations’ Children are going to inherit the world when we are gone. Please protect them by stopping completely at stop signs.”

City Manager Ainslie reported:

- The sales tax update for General Sales Tax and Capital Improvement Tax for June collected in July was up 1.1% for the month to date, up 3.2% year to date and up 12.3% compared to 2014. The Gross Receipts Tax (triple B) was up 12.7% for the month to date, up 10.9% year to date and up 9.2% compared to 2014.
- Payroll Changes – within budget:
 1. Planning & Permitting – Rally Vendor Inspector – Maria Caser - \$10.00
 2. Rally Dept – Rally Project Temp – Vicki Even - \$8.55; Rally Parking Lot Attendant – Pam Olson - \$8.55; Sponsorship Coordinator – Lance Scherer - \$50,000; Rally Photo Tower Attendant – Eugena Schoenthal - \$8.55; Rally Volunteer – Shawn Flack – no wage.
 3. Ambulance Dept – EMT-B – Tanner Urbaniak - \$12.00; Paramedic – Thomas Harvey - \$17.00; Aaron Zimmiond - \$17.00 (\$8.55 during orientation).
 4. Liquor Store Dept – Rally Sales Clerk – Anna Shoemaker - \$11.00; Sales Clerk - Kelsey Kaitfors - \$8.55 (\$11.00 rally); Rally Annex Sales Clerk – Tiffany Tysdal - \$10.00; Barbara Sherman – \$11.00; Laura Taggert, Baylee White - \$12.00; Stocker/Parking Lot Attendant – Griffin Davies - \$8.75 (\$10.75 rally).
 5. Community Center Dept – Rally Front Desk/Concessions – Leah Hosch - \$10.25.
- City Manager Ainslie previewed the 2017 Budget.

Motion by Waterland, second by Anderson and carried with all members present voting yes to approve the following items on the consent calendar:

- a. Consideration to approve the minutes from the July 18, 2016 regular council meeting and the July 21, 2016 special council meeting.
- b. Consideration to approve restating Resolution 2016-36 – Spirit of Sturgis, correcting dates.

**RESOLUTION 2016 -36
RESOLUTION TO AUTHORIZE STREET CLOSURE
OF HARLEY DAVIDSON WAY FOR FREE ADMISSION EVENT
SPIRIT OF STURGIS VINTAGE MOTORCYCLE RALLY AND THE USE OF THE
FAIRGROUNDS**

WHEREAS, the Spirit of Sturgis Vintage Motorcycle Rally will be held in the City of Sturgis, August 26, 2016 through August 28, 2016; and

WHEREAS, beginning on Friday, August 26 at 2:00 a.m. through 6:00 a.m. Saturday, August 27 Harley Davidson Way from Lazelle to Main Street will be closed.

WHEREAS, it is planned to have an open air event space in the street,

WHEREAS, it is in the public interest to provide a safe venue for this no-admission special events to host the many tourists that are expected to attend.

WHEREAS, the public events that are held on this property enhance visitors' experience and lead to additional sales tax generated revenue, and

WHEREAS, the use of the Fairgrounds for the Half Mile Event.

WHEREAS, The Police Department will be authorized to tow vehicles within the street closure area, starting Friday, August 26, 2016 at 2:00 am

NOW, THEREFORE, BE IT RESOLVED that to accommodate the safe presentation of providing this special event, Harley Davidson Way from Main Street to Lazelle will be closed starting at 2:00 a.m. Friday, August 26, 2016. All areas would be open by 6:00 a.m. on Saturday, August 27 2016.

Dated this 1st day of August, 2016.

Published: 08-10-2016

Effective: 08-31-2016

- c. Consideration to approve the 2016 Rally Inspectors Incentive Plan.

Motion by Bachand, second by Anderson and carried with all members present voting yes to approve the following claims:

WAGES – Ambulance \$28,126.64; Attorney \$3550.87; Auditorium \$179.39; Buildings \$1079.39; Cemetery \$2581.44; City Manager \$4693.54; Community Center \$10,478.05; Finance Office \$8689.13; Fire Department \$474.75; Human Resource \$2672.33; Library \$8355.57; Liquor \$7442.11; Mayor and Council \$3554.50; Parks \$15,722.60; Planning & Permitting \$4406.47; Police \$35,029.65; Rally \$4417.53; Recreation \$4903.84; Sanitary Service \$13,906.03;

Streets \$15,201.47; Wastewater \$8007.90; Water \$12,733.00; Federal Withholding \$20,200.55; FICA \$15,008.55.

COMBINED CASH FUND – First Interstate Bank, \$12,000.00, ATM cash; Michael Rohrman, \$58.87, utilities refund; Michelle Ziebarth, \$78.47, utilities refund.

GENERAL – 35th & Taylor, \$5400.00, prof fee; A&B Business, \$151.04, sup; Amazon, \$144.42, sup; Amcon, \$325.86, merch for resale; American Legal Services, \$36.20, prof fee; Aramark, \$23,114.75, sup; Associated Pool Builders, \$151.84, sup; Avaya, \$25.55, util; Baker & Taylor, \$361.18, sup; BH Door Systems, \$311.38; BH Energy, \$13,646.51, util; Brosz Engineering, \$3707.50, prof fee; Buckle Tree, \$636.09, sup; Roger Burnham, \$2800.00, prof fee; Cascade Fire Equipment, \$346.75, sup; Century Business, \$143.96, repair; Chain Saw Center, \$409.81, repair; Katryn Chaplin, \$10.10, sup; Chris Duarte Group, \$2100.00, prof fee; Construction Industry Center, \$375.00, prof fee; Kyle Cox, \$40.00, prof fee; CSE Inc, \$1025.34, city promo; Culligan of No Hills, \$6.50, sup; Dakota Business Center, \$72.75, sup; Dale's Tire, \$479.84, repair; Diamond Vogel Paints, \$232.32, sup; Dodge Town, \$438.30, repair; Troy Dondini, \$373.12, refund; Ear/Insta-Mold, \$651.28, sup; Faith Independent, \$39.00, sup; Fastenal Company, \$96.97, sup; Fedex, \$138.00, sup; G&G Enterprises, \$297.40, merch e-comm, resale; G&H Distributing, \$45.97, sup; Genpro Energy Solutions, \$683.67, repair; Goldmine International, \$576.25, other; Great Western Tire, \$590.26, repair; Ken Grosch, \$30.00, other; Heartland Paper, \$30.80, sup; Jake's Collision Repair, \$11,158.30, repair; Jim's Auto Salvage, \$65.00, repair; Ketel Thorstenson, \$1000.00, prof fee; Ron Ledford, \$30.00, other; Legends Sales, \$4500.00, prof fee; Lexi's Music, \$1200.00; prof fee; McLeod's Printing, \$335.44, sup; Meade Co Times, \$747.67, publishing, MG Oil, \$774.00, sup; Nartec, \$180.00, sup; Network Services Co, \$280.50, sup; Neve's Uniforms, \$2172.64, sup; Petty Cash, \$38.20, refund, supplies; Pheasant Land Industries, \$72.22, sup; Pitney Bowes, \$345.48, rent; Theodore Polonus, \$84.14, refund; Push-Pedal-Pull, \$1333.26, repair; Rapid City Convention & Visitors Bureau, \$300.00, sup; Rapid City Window & Glass, \$812.00, repair; Rasmussen Mechanical, \$5684.05, prof fee; Misty Reedy, \$50.00, refund; Regional Health, \$175.00, prof fee; Richter's Tire, \$80.00, repair; Robert Sharp & Assoc, \$5000.00, publ; Rockingtree Floral, \$17.22, sup; Rodenburg Law Firm, \$700.00, prof fee; S&C Cleaners, \$1550.00, maint; Sand Creek Printing, \$123.75, sup; Tim Schuh, \$84.14, refund; Schwans, \$60.73, merch for resale; Scott Peterson Motors, \$39.65, repair; SD Federal Property Agency, \$31.00, sup; SD Public Assurance Alliance, \$126.60, insur; SD Wildlife Federation, \$20.00, sup; Sherwin-Williams, \$3258.40, sup; Sirche Finger Print Laboratories, \$212.00, sup; Jesse Stricherz, \$40.00, prof fee; Sturgis Harley Davidson, \$12.00, other; Tapco, \$222.45, sup; Robert Telkamp, \$69.15, repair; The Devil in California, \$2100.00, prof fee; The Homeslice Group, \$2000.00, publ; Tom's T's, \$206.85, sup; Trugreen, \$173.00, repair; Twilight First Aid, \$302.06, sup; Universal Athletic, \$514.14, sup; Vanway Trophy, \$336.65, sup; Vast Business, \$759.28, util; Verizon Wireless, \$2106.34, util; West Payment center, \$404.50, sup; West River Electric, \$538.80, util; Western Communications, \$102.00, repair; Xtreme Dakota Bicycles, \$114.67, sup; Z&S Dust Control System, \$4625.55, sup; Michelle Ziebarth, \$99.48, refund.

SPECIAL SALES TAX – Chamber of Commerce, \$9166.67, monthly alloc; Sturgis Economic Dev Corp, \$9833.33, monthly pymt.

CAPITAL IMPROVEMENT - Advanced Engineering, \$20,400.00, improve; BH Roofing, \$56,442.74, improve; Brosz Engineering, \$4175.71, improve.

TIF #11 SPM – North Star Construction, \$164,826.83, other.

LIQUOR – BH Energy, \$2119.12, util; Cask & Cork, \$422.50, off sale liquor; Eagle Sales, \$8196.15, off sale beer; First Interstate Bank, \$22,000.00, ATM Cash; Fisher Beverage, \$8448.40, off sale beer; Johnson Western Wholesale, \$30,050.61, off sale liquor; LPA Retail Systems, \$16,864.30, equip; Republic Beverage Co, \$49,673.07, off sale liquor; Southern Wine & Spirits, \$1189.32, off sale liquor; Strawbale Winery, \$469.77, off sale liquor; Sturgis Photo & Gifts, \$150.00; merch for resale; Unique to Antique, \$100.00, merch for resale; Valiant Vineyard, \$660.00, off sale liquor.

WATER – BH Energy, \$2297.17, util; CBH Cooperative, \$743.99, sup; Dakota Hardware, \$17.49, sup; Ecolab Pest, \$62.10, prof fee; Hawkins, \$3189.06, sup; H-C Galloways, \$3559.00, prof fee; HD Supply, \$7658.36, sup; Hills Materials, \$1421.76, sup; JV Bailey, \$2500.00, deposit refund; Meade Co Times, \$81.00, prof fee; Midcontinent Testing Lab, \$147.00, prof fee; Northwest Pipe Fittings, \$160.00, sup; O’Reilly Auto Parts, \$12.38, sup; Petty Cash, \$6.84, sup; SD Public Assurance Alliance, \$122.45, insur; Servall Towel, \$11.86, sup; Shopko Stores, \$37.34, sup; Town-N-Country Plumbing, \$5.41, sup; Utility Refund Vendors, \$489.52, deposit refund; Vast Business, \$29.87, util; Verizon Wireless, \$214.28, util.

WASTEWATER – Ace Steel, \$1125.60, repair; Bierschbach Equipment, \$326.80, sup; BH Energy, \$4901.75, util; Curtis Jones Welding, \$2874.00, repair; Knutson Irrigation, \$575.00, sup; Midcontinent Testing Lab, \$493.20, prof fee; Verizon Wireless, \$139.59, util; Warne Chemical, \$138.00, repair.

SANITARY SERVICE – BH Energy, \$314.66, util; Century Link, \$54.38, util; Great Western Tire Co, \$1952.57, sup; MG Oil, \$774.00, sup; New Deal Tire, \$1531.20, other; Richter’s Tire, \$12.00, sup; SD Solid Waste Management, \$430.00, travel; Sheehan Mack Sales, \$0.00, repair; Verizon Wireless, \$37.77, util.

AMBULANCE – Alkali Community Hall, \$56.04, util; Arrow International, \$1227.53, sup; Century Business, \$386.41, sup; Crowder College, \$541.20, prof fee; Emergency Medical Products, \$1318.09, sup; Image trend, \$3388.00, prof fee; Kreisers, \$400.78, sup; Lincare, \$81.00, sup; Moore Medical, \$280.66, sup; Northern Hills Homes, \$21.69, repair; Petty Cash, \$16.20, other; Regional Health, \$25.00, prof fee; Verizon Wireless, \$281.16, util.

Motion by Bradley, second by Crane and carried with all members present voting yes to approve a use on review for Alvin Fabris dba Plains Towing and Recovery, LLC to use property he is leasing at 2879 Vanocker Road for a towing and recovery facility with a 6 month time period to get hard surfacing.

Motion by Bachand, second by Waterland and carried with all members present voting yes to approve a use on review for Robert Herman dba Envirosield Products Inc. to utilize a 1,000 square foot living area on the 2nd floor of a building located at 1204 Sturgis Street in the Industrial Park.

Motion by Crane, second by Waterland and carried with all members present voting yes to approve Resolution 2016-40 – Plat of Lot 19R, Bk 4 of Palisades Subdivision.

**RESOLUTION 2016-40
RESOLUTION APPROVING PLAT**

WHEREAS, the statues of the State of South Dakota require that plats of property within the jurisdiction of the City of Sturgis be submitted to the governing body for approval before the same are recorded in the Office of the Register of Deeds; and

WHEREAS, the City of Sturgis Planning and Zoning have presented to the Common Council of the City of Sturgis a plat of the following described real property for Aaron M. and Jessica A. Mitchell:

Plat of Lot 19R, Block 4 of Palisades Subdivision Formerly Lot 18R and Lot 19, Block 4 of Palisades Subdivision, Located in the NW 1/4 of the NW 1/4 of Section 16, Township 5 North, Range 5 East, Black Hills Meridian, City of Sturgis, Meade County, South Dakota.

WHEREAS, said plat meets the requirements of the statutes in all things, now therefore,

BE IT RESOLVED by the Common Council of the City of Sturgis, South Dakota, that the within and foregoing plat is hereby approved.

Dated this 1st day of August, 2016.

Published: 08-10-2016

Effective: 08-31-2016

The following bids were received for the Fleet Street project: Rapid Construction-\$117,652.93; Mainline Contracting-\$126,832.48; Ladner Excavating-\$133,007.60; Underground Construction-\$136,824.91; A & L Contractors LLC-\$138,419.90; Petersen Excavating-\$143,277.10 and Highmark, Inc-\$181,253.31.

Motion by Dargatz, second by Keszler and carried with all members present voting yes to approve low bid from Rapid Construction for \$117,652.93 for Fleet Street Water/Sewer Improvements and authorize the City Manager to sign all documents for this project.

Motion by Waterland, second by Anderson and carried with all members present voting yes to approve Resolution 2016-41 – Approving Amended Purchasing Policy.

RESOLUTION 2016-41
A RESOLUTION APPROVING THE AMENDED PURCHASING POLICY

WHEREAS, the City of Sturgis desires to amend the purchasing policy manual that was adopted on February 4, 2008 which incorporated a purchasing program with the following goals:

1. To comply with the legal requirements of public purchasing.
2. To assure vendors that impartial and equal treatment will be afforded to all who wish to do business with the City.
3. To receive maximum value for each public dollar spent.
4. To provide the City departments the required goods and services at the time and place needed in the proper quantity and quality to provide quality municipal services for Sturgis' residents.
5. To purchase only goods and services for which funds have been approved and previously budgeted.

WHEREAS, the City of Sturgis recognizes that if the procedures and guidelines established in this manual are followed, each department will efficiently manage, control and plan their available resources to meet present and future departmental needs and help the City meet these goals; and.

WHEREAS, the City recognizes that under the direction of the City Manager, the Finance Officer shall have the responsibility for the administration of the City of Sturgis' Purchasing Policy and that questions of interpretations shall be directed to either the City Manager or Finance Officer and to ensure effective implementation of the purchasing policy, the Finance Officer shall establish special operational guidelines, develop appendixes, and amend policy as necessary while remaining consistent with the guidelines established by the Manual as adopted.

NOW THEREFORE, BE IT RESOLVED the City of Sturgis having been presented with said amended Purchasing Policy Manual and the City does hereby approve said amended Purchasing Policy Manual and implements the principals contained in said Manual.

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Any other business:

- Councilor Bachand brought forward the comment from citizens from Ward 3 that they want to have the stop light on Nellie and Lazelle year around. The State makes those decisions, however, we keep talking to them about leaving it up year around.
- Councilor Waterland brought forward a comment from a concerned citizen that was opposed to having the stop sign on Park and Fulton during the Rally. Councilor Bachand asked about putting stop signs on Williams Street and 10th.
- Arvid Meland stated his concerns on the bump outs on Main Street.
- Charlie Wheeler read a statement on his concerns about a letter that Jack Hoel handed out at a previous Council meeting that referenced the City Manager.
- Randy White, owner of the Sturgis Swap Meet, stated his concerns about paying a \$1500 vendor license for this Rally. He also would like to have portable toilets at his business.

Motion by Anderson, seconded by Crane and carried with all members present voting yes to adjourn the meeting at 7:36 pm.

ATTEST: _____
Fay Bueno, Finance Officer

APPROVED _____
Mark Carstensen, Mayor

Published once at the total approximate cost of \$