The Common Council of the City of Belle Fourche met in Regular Session with Mayor Gloria Landphere presiding.

Members present were:
First Ward Council Members: Monte Talkington and Jessica Carmichael
Second Ward Council Members: Katie Satzinger
Third Ward Council Members: Jim Smit and James Ager
Fourth Ward Council Members: Fred Ager
Absent: Steven Ritch and Kayla Kinard

Also present: City Attorney Dwight Gubbrud, Assistant City Engineer Steve Nafus, Public Works Director Dirk Hoffman, Liquor Store Manager Deb Smoot, Museum Director Kristi Thielen, BFACC Director Michelle Deyo-Amende, Police Chief Marilyn Pomrenke, Building Inspector Alan Hardison, Code Enforcement Officer Clint Hafner, Finance Officer Sharon Mins and Finance Office Assistant Breanna Schaefer.

AGENDA.

1. The meeting was opened with the Pledge of Allegiance.

2. Motion Satzinger, second Talkington to adopt the Agenda. Motion carried.

3. Motion F. Ager, second Carmichael to approve minutes for the Regular Meeting of October 2, 2017. Motion carried.

   A. Keeping The Lights On After School Proclamation – Presented by Mayor Landphere, accepted by BFACC Director Michelle Deyo-Amende, Monica Jackson, and Colleen Anderson.

5. Community Input.

Next Meeting Date/Reports

City Council – First and Third Monday, Regular Meeting Monday, November 6, 2017 at 7:00 P.M. – Council Rm

Airport - Third Wednesday, October 18, 2017 at 5:30 P.M. - Airport

*Ambulance- Third Thursday, October 19, 2017 at 5:30 P.M. – Courthouse – There are 4 new CPR instructors. There were approximately 80 calls for service in September.

BFACC- Second Monday, November 13, 2017 at 4:00 P.M. - BFACC

*Belle Fourche Chamber –First Wednesday, November 1, 2017 at 7:00 A.M. – Chamber – The Farmer’s Market is over for the season, but celebrated the highest turnout they have had to date. There is consideration for “pop-up markets” in the future for off season sales. During Manufacturer’s Week a Career Fair was held show casing 18 businesses. Fall Flavors hosted 40 events. There will be a lamb dinner October 24th at the Butte County Post. PumpkinFest will conclude Fall Flavors on October 28th at the Tri-State Museum from 10:00 A.M. – 3:00 P.M.

Center of the Nation Business Association - First and Third Tuesday, October 17, 2017 - 5:30 P.M. – AmericInn Breakfast Room

Center of the Nation Visitor’s Center & Museum – Second Tuesday, November 14, 2017 at 5:00 P.M. – Museum

*Revitalization Belle Fourche – Second Thursday, November 9, 2017 at 5:30 P.M. – City Hall – With seasonal banners and a Christmas tree topper in the works, Revitalize is looking into possible new projects of year round lights strung between State Street posts. Revitalize is in support of a Caring Tree to be placed downtown as proposed by Keller-Williams Realty, a location is currently being sought out.

*Economic Development- Third Wednesday – October 18, 2017 at 7:00 A.M. – EDC Building/5th & Grant Plaza
Legal-Finance – Monday, October 30, 2017 at 5:15 P.M. City Hall Upstairs Conference Rm

Library - First Tuesday, November 7, 2017 at 5:00 P.M. – Library

Planning & Zoning- First Wednesday, November 1, 2017 at 4:00 P.M. – Council Chambers

•Police- Second Tuesday, November 14, 2017 at 5:30 P.M. – Police Department – The Explorer Program is well under way with 6 participants. The Reserves Program has had 3 meetings.

Public Works- Monday, October 30, 2017 at 6:00 P.M. – Council Chambers

Rail Authority – Second Wednesday, January 2018 – EDC Building/ 5th & Grant Plaza – Conference Rm

**PUBLIC HEARINGS**

1. Public Hearing for the transfer of Alcoholic Beverage Licenses (Malt Beverage & SD Farm Wine) from Minitman Inc DBA Mid-America, to Nash Enterprises Inc Lot 1, Block 3 Northgate Addition. No one was present in support or opposed.

2. Public Hearing to Vacate Right-of-Way, Owner/Applicant Leona Schmitz and Derald and Kelly Hill, between Lot 12, Blk 6 and Lot 6, Blk 7, Zukemont Addition. No one was present in support or opposed.

3. Public Hearing for a Conditional Use Permit – Placement of Mobile Home on Lot, Owner Todd Moseley, Applicant Nathan VanDusen, N2 Lot 12, Prairie View Addition. No one was present in support or opposed.

4. Public Hearing for a Conditional Use Permit – Home Occupation-Day Care, Owner Twila Suwyn, Applicant Sarah Wheaton, 649 Stanley St, Lot 6, Blk 4, South Park III Addition. Sarah Wheaton was present in support.

**CONSENT AGENDA**

The following items were discussed by the appropriate Council Appointed Committee / Board, with membership including at least one City Council Member, and unanimously recommended, by the quorum, for approval, and placed on the consent agenda for final action to be taken on all items by a single vote. Any item may be removed from the consent agenda by the Mayor or a Councilperson for separate consideration.

**Airport Board**

Nothing at this time.

**BFACC Board**

1. Recommend to approve to place Lifeguard/WSI Missy Fleischauer in the Aquatics Department on a leave of absence, with a tentative return in February 2018.

2. Recommend approval to hire Renee Collins as full-time Customer Service Supervisor in the BFACC Customer Service Department. This is a replacement employee. It is further recommended that Renee Collins be hired at $13.85 per hour (G8, S1) on the 2017 full-time pay scale. She will be in training for the first six months of her employment with a formal evaluation at the end of the training period. She will receive a step increase at the ending of the training period with a good evaluation. Renee Collins is hired on the condition that she pass a background check and drug test, and will start work as soon as possible after successful completion of these requirements. (Pulled and placed on Regular Agenda as item .1.)

**Museum Board**

Nothing at this time.

**Planning and Zoning Board**

3. Planning & Zoning Commission recommends to approve Resolution 24-2017: Final Plat of Owner, Applicant: Jacee Apland
Lot 13A, Prairie Hills Ranchettes #2  
City of Belle Fourche

Staff recommends approval with the following correction to be made on page 2 of the Plat.

• Correct the name on the Planning Commission recommendation to read Chairman Steven Ritch.

R E S O L U T I O N

Resolution No. __24-2017__
RESOLUTION OF COMMON COUNCIL
APPROVING FINAL PLAT OF
Lot 13A, Prairie Hills Ranchettes #2  
Owner, Applicant: Jacee Apland

WHEREAS, the Belle Fourche Planning Commission has recommended approval of the plat, as above described, on October 4, 2017, and it has been viewed by the City of Belle Fourche Common Council.

NOW, THEREFORE, BE IT RESOLVED that the plat as described; be hereby approved this 16th day of October, 2017.

4. Planning & Zoning Commission recommends to approve Resolution 25-2017: Final Plat of  
   Owner, Applicant: Phyllis I. Hedlund  
   Lot 2A, Block 31, OTS  
   City of Belle Fourche

Staff recommends approval with the following corrections to be made on page 2 of the Plat.

• Correct the name on the Acknowledgement of owner.
• Correct the name on the Planning Commission recommendation to read Chairman Steven Ritch.
• Lot 1-B shall be rezoned Neighborhood/Commercial when combined into Lot 2A.

Resolution No. __25-2017__
RESOLUTION OF COMMON COUNCIL
APPROVING FINAL PLAT OF
Lot 2A, Block 31, Original Townsite  
Owner, Applicant: Phyllis I. Hedlund

WHEREAS, the Belle Fourche Planning Commission has recommended approval of the plat, as above described, on October 4, 2017, and it has been viewed by the City of Belle Fourche Common Council.

NOW, THEREFORE, BE IT RESOLVED that the plat as described; be hereby approved this 16th day of October, 2017.

Police Committee Board

Nothing at this time.

Public Works Committee

5. Recommend to approve extensions on water bill payments as on file at City Hall.
6. Recommend approval to accept the resignation of Debbie Pitt, with regret, as a full-time employee of the Public Works Custodial/Maintenance Technician. Her resignation was effective as of October 6, 2017.
7. Recommends approval to close State St. for the Halloween Parade on October 31 from 4pm to 5:15pm from 5th Ave to 7th Ave.
8. Recommends approval to waive fees at Community Hall on November 11th, 2017 for a VFW Vietnam Memorial dedication.
9. Recommends approval to waive fees at Community Hall on October 28th, 2017 for the Volunteer Fire Department fundraiser ball.
Legal Finance Committee

10. Recommend to approve BFACC Director Michelle Deyo-Amende to draft a Request for Proposal as well as gather estimates on the cost of a professional cost benefit analysis study.

11. Recommend to approve the Belle Fourche Volunteer Fire Department’s Mix & Consume Permit for their Halloween Ball to be held October 28th, 2017. (Pulled and placed on Regular Agenda as item .5.)

Library Board

Nothing at this time.

Motion Talkington, second J. Ager to approve the Consent Agenda. Satzinger requested to pull item 2. Carmichael requested to pull item 11. Motion carried.

REGULAR AGENDA

.1 Motion J. Ager, second Satzinger to approve to hire Renee Collins as full-time Customer Service Supervisor in the BFACC Customer Service Department. This is a replacement employee. It is further recommended that Renee Collins be hired at $13.85 per hour (G8, S1) on the 2017 full-time pay scale. She will be in training for the first six months of her employment with a formal evaluation at the end of the training period. She will receive a step increase at the ending of the training period with a good evaluation. Renee Collins is hired on the condition that she pass a background check and drug test, and will start work as soon as possible after successful completion of these requirements. Motion carried.

.5 Motion F. Ager, second Smit to approve the Belle Fourche Volunteer Fire Department’s Mix & Consume Permit for their Halloween Ball to be held October 28th, 2017. Carmichael abstained. Motion carried.

1. Motion Satzinger, second Talkington to approve transfer of Alcoholic Beverage Licenses (Malt Beverage & SD Farm Wine) from Minitman Inc DBA Mid-America, to Nash Enterprises Inc Lot 1, Block 3 Northgate Addition. Motion carried.

2. Motion Talkington, second Satzinger to approve Planning & Zoning’s recommendation to approve Petition to Vacate Right-of-Way:
   Owner: Leona Schmitz
   Applicant: Derald and Kelly Hill
   Between Lot 12, Blk 6 and lot 6, Block 7, Zukemont Addition
   City of Belle Fourche

   Motion carried.

3. Motion Talkington, second J. Ager to approve Planning & Zoning’s recommendation to approve Conditional Use Permit – Place mobile home on residential lot:
   Owner: Todd Moseley
   Applicant: Nathan VanDusen
   N2 Lot 12, Prairie View Addition
   City of Belle Fourche

   Staff recommends the use permit if approved by planning and zoning commission be approved with the follow conditions:

   1. That the mobile home meets current setback regulations for neighbor commercial zone.
   2. that the petitioner applies for a building permit prior to placing of the home.
   3. Due to the age of the home it should be inspected by the building inspector and meet the minimum fire safety standards, smoke detectors and egress.
   4. That the main entrance to the home either face the street or have a deck or patio with minimum dimensions of 6 foot by 6 foot. This is to help identify the primary entrance for emergency personnel.

   Motion carried.
4. Motion Satzinger, second Carmichael to approve Planning & Zoning’s recommendation to approve Conditional Use Permit – Home Occupation-Daycare:
   Owner: Twila Suwyn
   Applicant: Sarah Wheaton
   649 Stanley St
   Lot 6, Blk 4, South Park III Addition
   City of Belle Fourche

   Staff recommendation is for approval of the requested Use Permit for a Daycare Home Occupation with the following conditions:

   1. The Use Permit shall be valid only when, as long as, the home daycare is licensed/registered by South Dakota Child Care Services;
   2. If the Commission and Council are inclined to grant approval of the requested use-permitted-on-review, staff recommends that said approval be conditioned upon successful licensure by the State of South Dakota.

   Motion carried.

5. Motion F. Ager, second Talkington for Valdemar Borowic to remove the Boomba sign that occupies the City Right-of-Way on National street within 30 days. Roll call vote: J. Ager; nay, Satzinger; aye, Talkington; aye, Carmichael; aye, Smit; aye, F. Ager; aye. Motion carried.

6. Motion Talkington, second J. Ager to approve Public Works Committee’s recommendation to award Project #2017-8 Pine Slope Memorial Chapel to Albright Construction in the amount of $98,500. The other bids received were: Iverson Construction $117,500, Journey $159,300, Coyle Construction $167,000, Complete Construction $183,400 and Tru-Form Construction $218,765. The 2017 budgeted amount for this project was $75,000. The remaining funding of $23,500 will come from CIP 2017 (budgeted for $35,000) Trail Lighting along Belle Fourche River west of Hwy 85. Motion carried.

7. Motion Talkington, second Smit to approve Planning & Zoning’s recommendation to approve Resolution 23-2017, amending Resolution 15-2013 Building Permit Fees:

   RESOLUTION NO. 23-2017 AMENDING RESOLUTION NO. 15-2013
   A RESOLUTION SETTING FORTH VARIOUS FEES FOR GOODS AND SERVICES PROVIDED BY THE CITY OF BELLE FOURCHE

   WHEREAS, the City of Belle Fourche deems it appropriate to establish various fees for goods and services it provides;
   WHEREAS, it is financially responsible to review and adjust those fees for goods and services provided by the City of Belle Fourche;

   THEREFORE, BE IT RESOLVED those fees referenced in the respective sections of the Revised Ordinances of the City of Belle Fourche below for various goods and services provided by the City of Belle Fourche, being effective January 1, 2018, be established as follows:

   15.04.030 Building permit fees.

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<th>Total Cost Construction</th>
<th>Fees</th>
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<td>Value Range</td>
<td>Fee Calculation</td>
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<td>-------------------</td>
<td>------------------------------------------------------</td>
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<tr>
<td>$100,001.00 - $500,000.00</td>
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<tr>
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<tr>
<td>$1,000,001.00 and up</td>
<td>$4093.00 for the first $1,000,000.00 plus $2.50 for each additional $1,000.00 thereafter</td>
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Motion carried.

8. Motion F. Ager, second Carmichael to approve Change Order #2-Final ($949.53 credit) on Airport Project AIP #3-46-0072-11-2016. Motion carried.

9. Motion J. Ager, second Talkington to authorize final payment to Brosz Engineering in the amount of $52,078.97 for the new Airport Fuel System. Assistant Engineer Nafus advised the Council that the payment will be going to EKE Inc. DBA Johner and Sons rather than Brosz Engineering. Motion J. Ager, second Talkington to withdraw the motion. Motion withdrawn. Motion J. Ager, second Talkington to authorize final payment to EKE Inc. DBA Johner & Sons in the amount of $52,078.97 for the new Airport Fuel System. Motion carried.

10. Motion Satzinger, second J. Ager to approve authorization for the mayor to sign change order and final payment on Airport Project AIP #3-46-0072-11-2016. Motion carried.

11. Motion F. Ager, second Talkington to approve Code Enforcement’s request to begin legal action on 814 Butte Street. Motion carried.

12. Motion Talkington, second Smit to approve second reading of Ordinance 8-2017, amending Zoning Map. Motion carried.


14. Motion J. Ager, second Smit to approve bills as presented. Motion carried.

15. Informational.

16. Motion Satzinger, second Talkington to adjourn at 8:02 P.M.

**Bills**

<table>
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<tbody>
<tr>
<td>RR INSURANCE $1607.00</td>
<td>4 IMPRINT</td>
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</table>
$60.00: REG HEALTH; DRUG TESTING $341.00: REPUBLILC; FREIGHT $13,939.81: ROBB'S; RENT $1,800.00: RU BUID; REP/MAINT $450.01: RUNNINGS; SUPPLIES $1,435.33: SACRISON; IMP PROJECT $3,430.40: SANITATION PROD; REP/MAINT $124.71: SD DENR FEES; DUES & FEES $2,725.47: SD DEPT MTR VEH; DUES & FEES $11.20: SERVALL; SUPPLIES $482.03: SHOPKO; REP/MAINT $127.70: SOUTHERN GLAZER; LIQUOR-RESALE $984.10: STACY OBERLE; REP/MAINT $150.00: STEREOS N STUFF; COMP/SWARE $1,435.95: STURDEVANT'S; REP/MAINT $284.27: SUMMIT OPEN BIBLE CHURCH; REFUN $250.00: SUMMIT SIGNS; SUPPLIES $31.75: SUN "N" SAND; OTHER-RESALE $247.63: TWILIGHT FIRST; SUPPLIES $334.01: UPPER DECK ARCHITECTS; IMP PROJECT $2,375.79: VAST; TELE/INTERNET $52.73: WEIS FIRE; REP/MAINT $1,200.00: WELL'S PLUMB; REP/MAINT $26,385.39: WEST TIRE; REP/MAINT $20.00: WHO LET THE DOGZ OUT; POUNDMASTER $2,400.00: LIBRARY: A & B BUS; EQUIP LSES $47.57: ANNIES; BOOKS $46.82: BH ENERGY; UTILITIES $619.67: CHIRS BERTOGLIO; BOOKS $42.00: CLASSROOM LIBRARY CO; BOOKS $119.94: CRAIG JOHNSON; RDG PROGRAM $300.00: EMERY PRATT CO; BOOKS $880.42: GUIDEPOSTS; BOOKS $35.68: MEREDITH; BOOKS $63.64: MID AMERICA; BOOKS $245.74: MDU; UTILITIES $30.94: PENWORTHY CO; BOOKS $338.24: RC JOURNAL; ADV $120.25: TASTE OF HOME; BOOKS $56.93 September 2017 Payroll: Mayor/Council: $5822.55; Finance: $11170.76; Payroll/HR: $3098.64; Cust/Mntnc: $20176.00; Engineer: $3741.10; Police: $71616.99; Bldg Ins/ADA: $1679.99; Code Enfor/ACO: $4553.90; Str/Shop: $11004.92; SW Coll: $7744.73; SW Disp: $48402.66; Sewer: $35978.44; Water: $36943.46; Cemetery: $2076.42; BFACC-AD: $10565.02; BFACC-PG: $8479.58; BFACC-AQ: $12680.18; BFACC-CS: $9083.76; BFACC-CO: $6830.90; Parks: $19853.43; Library: $17355.44; Museum/Vstr Ctr: $15287.55; LQ Store: $10800.32. Grand Total: $374946.74.

Approved

Gloria Landphere, Mayor

Attest:

Sharon Mins, Finance Officer

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