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: Kayla Kinard and Katie Satzinger
- Third Ward Council Members: James Ager and Toni Moncur
- Fourth Ward Council Members: Fred Ager and Steven Ritch

Also present: Assistant City Attorney Kellen Willert, Interim City Engineer Steve Nafus, Police Chief Marlyn Pomrenke, Public Works Director Dirk Hoffman, Tri-State Museum Director Kristi Thielen, BFACC Pool Manager Kathryn Bogner, Code Enforcement Officer Clint Haftner, Finance Officer Sharon Mins, Assistant Finance Officer Breanna Schaefer, Travis Martin, Vern Hintz, and Randy Schmidt.

**AGENDA**

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

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

3. Motion Satzinger, second Talkington to approve minutes for the Regular Meeting of March 5, 2018. Motion carried.

   - A. The Board of Equalization met tonight, thank you to those who served on the board and to the Assessor’s Office whom had everything readily available.
   - B. The Ward 4 Election will be held April 10th, 2018. Voter registration is due March 26th.

5. Community Input.

**Next Meeting Date/Reports**

- **City Council** – First and Third Monday, Regular Meeting Monday, April 2, 2018 at 7:00 P.M. – Council Room
- **Airport** - Third Wednesday, March 21, 2018 at 5:30 P.M. – Airport
- **Ambulance** - Third Thursday, April 19, 2018 at 5:30 P.M. – Ambulance Barn – There will be a joint open house with the Police Department on April 28th from 10:30 A.M. to 1:00 P.M.
- **BFACC** - Second Monday, April 9, 2018 at 4:00 P.M. - BFACC
- **Belle Fourche Chamber** – First Wednesday, April 4, 2018 at 7:00 A.M. – Chamber – Chamber event income is up by $20,000 from last year. The Annual Chamber Banquet was held Saturday. The 2018 award recipients were: The Faye Kennedy Award- Deb Elliott and Jay Cordell, Retail Business of the Year: Wells Fargo, Employer of the Year: Scott Peterson Motors, Lifetime Achievement Award: The Clarkson Foundation. The second Le Belle Marche’ hosted 33 vendors. The next market will be April 13th and 14th. Winterfest hosted 38 events. New this year was the Winterfest High Tea. The Quad State Commerce Magazine will be coming out soon. Last year there were 6,000 copies printed. This year there will be 16,000 copies printed.
- **Center of the Nation Business Association** - First and Third Tuesday, April 3, 2018 - 5:30 P.M. – AmericInn Breakfast Room – The Annual Easter Egg Hunt will be held March 24th at 10:00 A.M. at the baseball diamonds. This year there will be a lot of larger prizes including strider bikes.
- **Center of the Nation Visitor’s Center & Museum** – Second Tuesday, April 10, 2018 at 5:00 P.M. – Museum – The Termesphere Dedication will take place April 7th at 3:00 P.M. at the Museum.
- **Revitalization Belle Fourche**– Second Thursday, April 12, 2018 at 12:00 P.M. – Museum – Efforts are being made to make this year’s hanging baskets fuller looking. The committee is also working on getting more banner arms so that State Street can have both the banners and hanging pots. The committee is considering holding a container gardening class.
which community members can participate in and would be a great way to kick off the “Home of the Week” contest. The committee is also looking at some possible collaborative efforts with 4H members in our plantings and possibly to assist with cleanup at the Roundup Grounds.

*Economic Development* - Third Wednesday – March 21, 2018 at 7:00 A.M. – EDC Building/5th & Grant Plaza - Over 12 local businesses have reinvested with EDC and 4 new businesses have joined in 2017. Single family home permits saw its highest number in over 7 years. There were 21 new single-family homes built in 2017. NeighborWorks has helped over 48 community residents either reinvest in their homes or move towards home ownership. EDC is continuing its efforts in work force development which is key to attracting new business and helping our existing businesses. The first Leadership Belle Fourche class will be concluding their program in May. On April 5th at the Holiday Inn Convention Center in Spearfish from 8:30-11:30 A.M. Business Consultant Janey Ady will be presenting “Ady Advantage” which will provide training to entice new business and employment opportunities as well as build a stronger community.

Legal-Finance – Monday, March 26, 2018 at 5:15 P.M. City Hall Upstairs Conference Rm.

Library - First Tuesday, April 3, 2018 at 5:00 P.M. – Library

Planning & Zoning- First Wednesday, April 4, 2018 at 4:00 P.M. – Council Chambers

*Police- Second Tuesday, April 10, 2018 at 5:15 P.M. – Police Department

Public Works - Monday, March 26, 2018 at 6:00 P.M. Council Chambers

Rail Authority – Second Wednesday, January 2019 – EDC Building/ 5th & Grant Plaza – Conference Rm

**PUBLIC HEARINGS**

1. Public Hearing for Resolution 10-2018: Vacate-Right-of-Way between Lot 12, Block 6 and Lot 6, Block 7, Zukemont 1st Addition. Owner/Applicant: Leona J. Schmitz & Derald & Kelly Hill. No one was present in support or against. No one was in attendance for or against.

**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**

All items placed on Regular Agenda due to lack of quorum.

**Museum Board**

Nothing at this time.

**Planning and Zoning Board**

1. Recommend approval the final plat of Lot 1A1 of the subdivision of Lot 1A, Block 4, Oliver’s 1st Addition, City of Belle Fourche, SD.

**Resolution No. 6-2018**

RESOLUTION OF COMMON COUNCIL

APPROVING FINAL PLAT OF

Lot 1A1 subdivision of Lot 1A, Blk 4, Oliver’s 1st Addition,

City of Belle Fourche

Owner, Applicant: Ted & Mary Stedillie

WHEREAS, the Belle Fourche Planning Commission has recommended approval of the plat, as above described, on March 7, 2018, 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 19th day of March, 2018.

2. Recommend approval of Resolution # 7-2018 transfer from rural to urban service district for Lot 21, Block 1, Willow Creek Estates #4, City of Belle Fourche:

RESOLUTION NO. 7-2018
RESOLUTION AND TRANSFER ORDER

WHEREAS, the owners of Lot 21, Block 1 of Willow Creek Estates #4, City of Belle Fourche, Butte County, South Dakota, has been recently platted.

WHEREAS, in accordance with Chapter 4.01.050 Belle Fourche Municipal Code, this action requires transfer of said property from Rural Service District to Urban Service District;

NOW, THEREFORE, BE IT RESOLVED, that Lot 21, Block 1 of Willow Creek Estates #4, City of Belle Fourche, Butte County, South Dakota is hereby transferred from Rural Service District to Urban Service District effective this 19th day of March, 2018

Dated this 19th day of March, 2018.

Police Committee Board

Nothing at this time.

Public Works Committee

3. Recommend approval for payment of 8th Ave bridge design to HDR in the amount of $8,569.18
4. Recommend approval to accept a memorial bench donation for Herrmann Park.
5. Recommend approval of Public Works Director Dirk Hoffman’s recommendation that Thomas Laffey (Maintenance Technician with the Cemetery/Parks division) receive a wage adjustment following a good review following the completion of his evaluation period. We, further recommend that the adjustment will be from a Grade 7, Step 2 - $13.51 per hour to a Grade 7, Step 3 - $13.85 per hour. The wage adjustment will be effective with #6-18, the period when the review was completed.

Legal Finance Committee

6. Recommend to set the election worker’s salary rate at $15.00 for attending election school and $135 election day. (This is the same rate as the county.)
7. Recommend to acknowledgement of the Fire & Iron Motorcycle Club’s annual raffle to be held August 25, 2018. Contact person is Rik Bartels 645-9242.
8. Recommend to appoint the Ward 4 Election Board as follows:
   Frances Cleveland, Superintendent
   Sharon Lyftogt, Deputy
   Bonnie Westland, Deputy

Library Board

Nothing at this time.

Motion Satzinger, second Ritch to approve the Consent Agenda. Motion carried.

REGULAR AGENDA

1. Motion Ritch, second Kinard to approve Planning & Zoning’s recommendation to approve Resolution 10-2018:

RESOLUTION 10-2018

A RESOLUTION TO VACATE A PORTION OF ROBERTS STREET RIGHT OF WAY LOCATED BETWEEN LOT 12, BLOCK 6 AND LOT 6, BLOCK 7, ZUKEMONT 1ST ADDITION, CITY OF BELLE FOURCHE, SD AS SHOWN ON PLAT BOOK 5 PAGE 33 RECORDED IN THE OFFICE OF THE BUTTE COUNTY REGISTER OF DEEDS.
WHEREAS, Leona J. Schmitz, and Derald & Kelly Hill, owners adjacent to the herein referenced property, have petitioned to request that the Belle Fourche City Council vacate a portion of the Roberts Street right of way as illustrated on Exhibit A.

NOW THEREFORE BE IT RESOLVED that we, the assembled members of the Common Council of the City of Belle Fourche do hereby approve the request to vacate the right of way described herein.

Adopted this 19th Day of March 2018.

Motion carried.

2. Approve BFACC Director Michelle Deyo-Amende’s recommendation to accept the resignation of Kathryn Anderson from the Customer Service Department, effective March 31, 2018.

3. Approve the BFACC Board’s recommendation to hire Kristen Burke as Customer Service Representative. It is further recommended that the wage be set at A1 Step 1, $9.03 per hour. Kristen will begin employment after a successful background check and drug testing.

4. Approve the BFACC Board’s recommendation to hire Ron Liming as Customer Service Representative. It is further recommended that the wage be set at A1 Step 1, $9.03 per hour. Ron will begin employment after a successful background check and drug testing.

5. Approve the BFACC Board’s recommendation to rehire Sarah Frazier as a Lifeguard/WSI. It is further recommended that the wage be set at A1 Step 3, $9.49 per hour. Sarah will begin employment after successful background check and drug testing.

6. Approve the BFACC Board’s recommendation to hire Alexis Cherveny as a Lifeguard. It is further recommended that the wage be set at A1 Step 1, $9.03 per hour. Alexis will begin employment after successful background check and drug testing.

7. Approve the BFACC Board’s recommendation to hire Elena Wolf as a Lifeguard. It is further recommended that the wage be set at A1 Step 1, $9.03 per hour. Elena will begin employment after successful background check and drug testing.

8. Approve the BFACC Board’s recommendation to hire Ryan Muhm as a Lifeguard. It is further recommended that the wage be set at A1 Step 1, $9.03 per hour. Ryan will begin employment after successful background check and drug testing.

9. Approve the BFACC Board’s recommendation to hire Jayme Peterson as a Lifeguard. It is further recommended that the wage be set at A1 Step 1, $9.03 per hour. Jayme will begin employment after successful background check and drug testing.

10. Approve the BFACC Board’s recommendation to reclassify Brett Reynolds from Head Lifeguard GA 1 Step 5 $9.98 per hour to Lifeguard/WSI GA1 Step 4 $9.74 per hour.

11. Approve the BFACC Board’s recommendation to accept the resignation of Christine Mart, Program Aid, effective immediately.

12. Motion Ritch, second Talkington to approve the Police Committee’s recommendation to increase Code Enforcer Clint Haffner’s pay from $15.29 Grade 10 Step 1, to $17.30 per hour, Grade 10 Step 6 on the Full-time pay scale. Effective immediately. (Request for the increase comes from Code Enforcement/Animal Control becoming an individual department as well as no raise after his 6-month review.) Roll call vote: Ritch; aye, J. Ager; aye, Satzinger; aye, Talkington; aye, Carmichael; aye, Kinard; nay, Moncur; aye, F. Ager; aye. Motion carried.
13. Motion F. Ager, second Kinard to approve Resolution 11-2018 amending 13.08.391 – exemption from payment of minimum charges – premises not separately metered:

RESOLUTION NO. 11-2018
A RESOLUTION ENACTING:

CHAPTER 13.08.391 Exemption from payment of minimum charges – Premises not separately metered – Affidavit from owner required – Renewal of exemption.

WHEREAS, the City of Belle Fourche is authorized under SDCL 9-19-3 to enact, make, amend, revise, or repeal ordinances and resolutions;

WHEREAS, it is in the best interest of the City to enact Belle Fourche City code, Chapter 13.08.391;

WHEREAS, it is in the best interest of the City of Belle Fourche and its residents for these changes to take effect starting May 1, 2018;

NOW, THEREFORE, BE IT ORDAINED that chapter 13.08.391 is hereby added by enacting the following:

13.08.391 - Exemption from payment of minimum charges—Premises not separately metered—Affidavit from owner required—Renewal of exemption.

A. An owner of a multiple-unit building, apartment, condominium or mobile home court may obtain an exemption from payment of minimum City services charges for a unit which is not separately metered by filing an affidavit stating that the property is not rented and is not occupied by a person other than a member of owner/affiant’s immediate family (parent or child of affiant) and will not be rented for a minimum of three (3) months.

B. The owner may apply for an exemption at the City Finance Services Office on the approved form. Applications shall be reviewed by the Water Committee. A recommendation shall be forwarded to the Common Council for final action. The exemption shall take effect upon approval of the Common Council.

C. If the property is rented or occupied by someone other than the owner/affiant’s immediate family within three (3) months of granting an exemption, the applicant shall be required to pay all previously exempted City services charges retroactive to the date the exemption was approved, plus a fee of ten dollars ($10.00).

D. The City will notify a consumer of when their exemption will expire at least two (2) weeks before its expiration. An exemption may be renewed by refiling an application for exemption as provided in this chapter.

E. The Common Council Public Works Director or designee may grant an exemption for more than three (3) months on a case by case basis.

Dated at Belle Fourche, South Dakota this 19th day of March, 2018.

Motion carried.

14. Motion Ritch, second Satzinger to approve Planning & Zoning’s recommendation to approve Resolution 8-2018 for annexation Tract B-1A, portion of Tract B-1 of subdivision Tract SE1/4SE1/4, Sec. 34, T8N, R2E, BHM.

Resolution No. 8-2018
RESOLUTION OF ANNEXATION

WHEREAS, a petition has been filed with the Common Council of the City of Belle Fourche, Butte County, South Dakota, to annex property hereinafter described pursuant to SDCL-9-4-1, as amended; and
WHEREAS, the properties to be annexed are described as follows:

Parcel No. 08.2.34.44.2 –

Tract B-1A of a portion of Tract B-1 of the subdivision of Tract B, SE1/4SE1/4, Sec. 34, T8N, R2E, BHM, Butte County, SD

WHEREAS, the Belle Fourche Planning and Zoning Commission has reviewed the request and feels the annexation of such properties would be in the best interest of the City;

NOW, THEREFORE, BE IT RESOLVED that the corporate limits of the City of Belle Fourche be and are hereby extended to include the above described property, as noted in the legal description, and be included in the Rural Service District in keeping with the proposed use of the property and shall be subject to all such regulations.

BE IT FURTHER RESOLVED that the above described property, as noted in the legal description, shall be known as Glory Be Subdivision as shown on the annexation map accompanying this resolution.

BE IT FURTHER RESOLVED that the following property to be zoned as Rural Residential District.

BE IT FURTHER RESOLVED that the within described territories shall be and are hereby extended to be a part of Ward 3, Precinct 25 and shall be subject to all such regulations.

BE IT FURTHER RESOLVED that this Resolution shall be recorded at length in the minutes of the meeting at which said Resolution is passed along with the statement of the number of votes for and against the same and then published in full as part of the minutes.

BE IT FURTHER RESOLVED that on the 20th day after publication of this Resolution, a copy certified by the Finance Officer, and a map showing the property to be annexed, shall be recorded in the Office of the Butte County Register of Deeds and thereupon such territory shall become and be a part of the City of Belle Fourche, South Dakota.

Dated this 19th Day of March, 2018.

Motion carried.

15. Motion J. Ager, second Talkington to approve the Public Works Committee’s recommendation to award Project #2018-6 Asphalt Materials for City Use to Sacrison Paving in the amount of $60,000. The other bid received was from Simon Contractors for $58,000. Public Works Director Hoffman advised the Committee that due to travel distance for asphalt delivery & additional labor cost of the city crew, he would recommend the award go to Sacrison Paving. Motion carried.

16. Motion Talkington, second Kinard to approve the Public Works Committee’s recommendation to approve payment for consultant services for Project #2015-17 8th Ave Sewer Interceptor to HDR in the amount of $44,890.27. Motion carried.

17. Motion J. Ager, second Talkington to approve the second reading of Ordinance 1-2018 Gateway Overlay District, as recommended by Planning & Zoning. Roll call vote: Ritch; aye, J. Ager; aye, Satzinger; aye, Talkington; aye, Carmichael; aye, Kinard; aye, Moncur; aye, F. Ager; aye. Motion carried.

18. Motion Ritch, second Satzinger to approve the bills as presented. Motion carried.

19. Informational.
   A. Councilwoman Satzinger read Liquor Store Manager Deb Smoot’s resignation letter.

20. Motion Ritch, second Satzinger to adjourn at 8:02 P.M. Motion carried.
**Bills**

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<td>$49.29: AVENET</td>
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<td>UNIFORMS</td>
<td>$41.50: BENNET MAIN GUBBRUD &amp; WILLERT</td>
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<td>$3,281.44: BH ROUNDUP</td>
<td>R-UP ACTIVITIES</td>
<td>$20,000.00: BH URGENT CARE</td>
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<td>$140.94: CASK &amp; CORK</td>
<td>WINE-RESALE</td>
<td>$148.50: CAVE MAN CIWGAR</td>
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| $899.90: GRIMM'S PUMP | REP/MAINT | $445.55: HAWKINS | CHEMICALS | $45.00: HDR ENG | IMP PROJECT | $53,459.45: HILLYARD | SUPPLIES | $930.92: INLAND TRUCK | REP/MAINT | $595.55: JEAN MAHER | TRAV/CONF | $42.00: JOHNSON BROS | LIQUOR-RESALE | $7,473.91: KAY MARRS | REFUND | $250.00: KDSJ | ADVERTISING | $200.00: LINDSTAD ALIGNMENT | REP/MAINT | $125.00: LUEDERS | SUPPLIES | $40.49: LYNN'S | SUPPLIES | $130.94: MARTEL ELEC | SUPPLIES | $41.50: MICHELLE DEYO-AMENDE | TRAV/CONF | $200.84: MID AMERICA TRAVEL PLAZA | GAS/FUEL/OIL | $34.00: MID CONTINENT | TESTING | $816.70: MIDCONTINENT BUS | TELE/INTERNET | $105.00: MDU | UTILITIES | $8,156.93: MORPH PETROLEUM | DISPOSAL/RECYCLE | $120.00: NEOPOSTUSA | EQUIPMENT | $7,101.00: NORTH CENTRAL INTER | REP/MAINT | $434.12: OFFICE EMP | SUPPLIES | $49.22: OREILLY AUTO | SUPPLIES | $192.56: PAUL A TURBIVILLE | REP/MAINT | $753.82: PEPSI | OTHER-RESALE | $252.40: PITNEY BOWES | EQUIP LSES | $396.00: SCOTT PETERSON MOTORS | REP/MAINT | $1,350.93: SD ASSOC OF CODE ENF | TRAV/CONF | $50.00: SD DENR FEES | DUES & FEES | $1,881.66: SD DEPT OF REV DIV | OF MTR VEH | DUES & FEES | $5.00: SD DEPT OF TRANS | SUPPLIES | $2,046.92: SD FEDERAL PRO | SUPPLIES | $388.88: SDML | TRAV/CONF | $108.00: SD POLICE CHIEF'S ASSO | TRAV/CONF | $125.00: SERVALL | SUPPLIES | $497.08: SHOPKO | SUPPLIES | $705.50: SOCIETY FOR HUMAN RESRC | DUES & FEES | $209.99: SO TRAV/CONF | $125.00: SHUTTLE BUS | EQUIP LSES | $52.33: ANNIES | BOOKS | $99.70: BH PIONEER | PUB | $150.00: CENGAGE LEARNING | BOOKS | $125.18: EMERY PRATT | BOOKS | $1,048.65: GUIDEPOSTS | BOOKS | $53.62: GUMDROP | BOOKS | $864.64: MEREDITH | BOOKS | $31.78: TASTE OF HOME | BOOKS | $50.96

**Approved**

________________________________________
Gloria Landphere, Mayor

**Attest:**

________________________________________
Sharon Mins, Finance Officer

Published once at the approx. cost of _____