



1040 Harley-Davidson Way
Sturgis, SD 57785
605-347-4422

Sturgis City Council Regular Meeting Agenda

Monday, April 5, 2021

Executive Session 6:00 pm ~ Regular Meeting 6:30 pm

City Hall – Council Chambers

1040 Harley-Davidson Way, Sturgis, SD 57785

- 1. Call to Order**
- 2. Approval of the Agenda**
- 3. Executive Session**
 - a. Legal Cases - 3
 - b. Contracts – 2
 - c. Personnel - 2
- 4. Pledge of Allegiance**
- 5. Informational Reports**
 - a. Library Board minutes from March 24, 2021 - unapproved
- 6. Announcements and Praise**
 - a. 2020 Airport of the Year - Medium General Aviation awarded to Sturgis Municipal Airport
- 7. Consideration to Approve Rally Contracts**
 - a. Amsoil 2021-2025
 - b. Rockford 2021
 - c. Rumble On 2021-2023
- 8. City Manager's Report**
 - a. Sales Tax Update
 - b. Payroll Changes within Budget-
 - a. Community Center: Reese Jensen-Front Desk Attendant \$9.45
 - b. Recreation: Tammy Stolle HIIT Instructor \$10.00
 - c. Police: Dylan Siscoe promotion to Class C \$27.34; Jameson Tebben promotion to Class B \$24.92
- 9. Consider Consent Calendar**

- a. Consideration to approve minutes from March 15, 2021 Proceedings of the Sturgis City Council Sitting as the Board of Equalization and regular Council meeting
- b. Consideration to approve hay bid for the airport ground
- c. Consideration to set public hearing for April 19 for a Use on Review to operate a dog grooming and office business within a residential zone at 1547 Main Street for Antics, LLC (Tiffany Smith and Angie Olson)
- d. Consideration to set public hearing for April 19 for a Use on Review for an in-home Federal Firearms License (FFL) within a residential zone at 1616 Elk Court for Justin Bohn
- e. Consideration to set public hearing for April 19 for variance request to the front, rear, and side setbacks for a new manufactured home at 321 8th Street for Timothy and Kathy Hughes
- f. Consideration to set public hearing for April 19 for variance request to the rear and side setbacks for a new 30x40' garage at 1431 Main Street for Jonathon Brock
- g. Consideration to approve variance to side and rear setback for David Finn at 2038 Sherman Street
- h. Consideration to approve Resolution 2021-25 to surplus Rally Sponsorship Motorcycles
- i. Consideration to set a public hearing on April 19, 2021 for a street closure and open container for June 5, 2021 for the Sturgis Art Walk
- j. Consideration to set a public hearing on April 19, 2021 for a street closure on May 20, 2021 for an EMS 5K and movie night

10. Approval of the claims

11. Reports

- a. Consideration to approve Resolution 2021-26 temporarily closing the Alley between Lazelle and Dudley from Junction to Middle Street behind the Iron Horse Saloon for the 2021 Motorcycle Rally

12. Other matters that may come before the Council

To address the City Council, please stand behind the front table and state your name clearly into the microphone for the public record. Please keep your comments respectful and complete your comments in three minutes or less. If you are unable to approach the podium due to a physical limitation, a portable microphone will be provided.

13. Executive Session – SDCL 1-25-2 – if necessary

14. Adjourn

MINUTES
STURGIS PUBLIC LIBRARY BOARD OF TRUSTEES
24 March 2021

PRESENT (Board Members): Terry Hermann, David Martinson, Kelly Magdanz, Kristin Meunier, Lance Scherer (Zoom), Cathie Anderson (Zoom), Kristi Palmer (Zoom)
(Other): Julie Moore Peterson

ABSENT:

CALL TO ORDER: Board President Hermann called the board meeting to order at 4:04 pm; a quorum was present. Hermann welcomed Kristin Meunier to the board and introductions were conducted.

MINUTES: Motion by Martinson, second by Palmer, to approve the 24 February board meeting minutes as presented. All voted in favor.

BILLS AND ACCOUNTS: Motion by Scherer, second by Anderson, to approve the March library bills and accounts. All voted in favor.

Board Report:

Current Reporting Period 2/23/21 – 3/23/21		2021 Total
Curbside Deliveries:	19	77
Home Book Deliveries:	6	19
Computer Help:	4	7
Good Deeds Requests:	8	36
Computer Use:	312	794
Meeting Rooms Reserved:	23	47

Programs:

Adult Passive Programs – Feb. “Birds”: 10 projects, 32 participants

“Goosechase” Scavenger Hunt – 6 Participants

Children’s Passive Programs (Feb. 23- March 23): 17; (Makerspace, story time go bags) 45 distributed;
(2021: 30 passive programs, 110 participants)

Children’s Virtual Programs: 12 Live; 1 Recorded; 502 views
(2021: 25 programs; 1480 views)

Donations: \$25.00 - Francie Ruebel-Alberts

Meetings/Events: Kathy attended the virtual Jumpstart! Summer Reading program training on March 11; Julie and Valerie will participate in the SDSL Carson Block Technology Planning virtual workshop on March 25 (all day); Sierra will attend a meeting at the Outdoor Campus West on March 31 for organizations in the area to plan and discuss upcoming programming in our communities, including opportunities for partnerships and programs. Julie met with Kristin Meunier on March 8 for new library board member orientation. We have confirmed the scheduling of the Quilt Show for May 17 – June 30, and the Green Thumb Gala for May 17- 21. The library will close April 2nd and 3rd for the Easter holiday.

Art Exhibits: Middle School art students from Stagebarn were the artists for March; the Sturgis Brown High School art students will display their work in April.

April Upcoming Events (All Ages):

BIG IDEAS April 5-10

“Submit your thoughts to our BIG IDEAS board at the library. How can we help increase your library use?”

As part of a Community Engagement Project, we are conducting research on how we can reach more community members and improve library services.

Children’s Programs (April):

Monday, April 5th - Maker Monday grab n go bags - Lego Challenges for National Library Week

Tuesday, April 6th - Preschool story time - theme: Library and Librarians

Wednesday, April 7th - Toddler story time - theme: Books

Monday, April 12 - Digital Spotlight

Tuesday, April 13 - Preschool Story time - theme: Games (board games) (in honor of Scrabble Day)

Wednesday, April 14 - Toddler story time - theme: Dolphins (in honor of Nat'l Dolphin Day)

Monday, April 19 - Maker Monday Craft grab n go bag - still unknown

Tuesday, April 20 - Preschool story time - theme: Earth Day (in honor of Earth Day Thursday 22nd)

Wednesday, April 21 - Toddler story time - theme: Picnic (in honor of Picnic Day on Friday 23rd)

Tuesday, April 27 - Preschool story time - theme: Super heroes (in honor of Nat'l Super Heroes Day)

Wednesday, April 28 - Toddler story time - theme: Trees (in honor of Arbor Day on Friday 30th)

UNFINISHED BUSINESS:

Library Protocols: The board agreed that the library should keep the current protocols in place for now.

Policy Discussion – Library Overdue Fines: The board discussed the draft copy of the new Loans, Fines and Fees Policy, which eliminates fines on books, audio books, magazines, and videos; and replaces the following library policies: The Policy for Overdue Fines; the Equipment Loan Policy; the Policy for Lost Materials; the Video Loan Policy; and the Policy for Renewal of Print and Audio materials. Motion by Martinson, second by Anderson, to approve the first reading of the Loans, Fines, and Fees Policy with the addition of the deposit required to borrow the LCD projector. All voted in favor.

Library Part-Time Position/Library Board Position: Moore reported that she had met with HR Director, Lisa Katzenstein to follow up on the applications for the library's part-time open position. Due to very limited interest in the position, it was recommended that we discontinue listing the opening, and instead, increase the hours as needed from the other part-time employee and utilize overtime if necessary.

Lamphere Sculpture/Davis Family Dedication Event: Board President Hermann reported that she had heard from members of the Davis family that they were hoping to schedule the dedication in May, perhaps either the 14th or the 22nd. Bob Davis will be contacting Dale Lamphere to confirm possible dates with him.

NEW BUSINESS:

National Library Week Events: The theme for National Library Week this year is "Welcome to Your Library". We are planning to promote different library services daily; we will also hand-out activity and treat "go-bags" and will have an expanded book sale in the lobby. The "Big-Ideas" board will be set up for suggestions and ideas for improving library services.

2022 Budget: Moore reported that the budget templates should be available soon; the board will review and discuss the draft budget at the April meeting.

Other New Business:

2022 Strategic planning: The library is starting the process for a new strategic plan; after research gathering activities and updating the library technology plan, we will form a small committee of staff and board members to proceed with planning.

Public Comment:

As there were no public comments, the meeting was adjourned.

Respectfully Submitted:

Julie Moore Peterson

Payroll Change/New Hire Form



Name Reese Jensen

Job Title Front Desk Attendant

Department Community Center

Brief Job Description (1-2 sentences) Answer the phone. Check in members. Answer member inquiries. Process new memberships. Sell concessions. Assist the Office Manager.

Status: (Full time, Part time, Seasonal, etc.) Part-time
(Max 1,039 hrs per year, Max 29 hrs per week)

New Wage \$9.45

Effective Date March 22, 2021

Council Date March 22, 2021

Comments: (Indicate whether within budget, new position, replacement employee, etc.)
Within budget New hire.

Signature of Department Head Rod Heikes 

Reviewed by Human Resources:
Lisa Katzenstein 

Authorization to hire:
Daniel Ainslie, City Manager 

Payroll Change/New Hire Form



Name Tammy Stolle

Job Title HIIT Instructor

Department Recreation

Brief Job Description (1-2 sentences) Teach high intensity interval training workouts
through the SCC's Recreation Program

Status: (Full time, Part time, Seasonal, etc.) Part-time (Max 1,039 hours per year)

New Wage \$10.00

Effective Date March 22, 2021

Council Date March 22, 2021

Comments: (Indicate whether within budget, new position, replacement employee, etc.)

Within budget Monday & Thursday at 5:30pm
Sundays at 4:00pm

New hire.

This is a new programming class that the SCC is introducing.

Signature of Department Head Rod Heikes 

Reviewed by Human Resources:

Lisa Katzenstein

Authorization to hire:

Daniel Ainslie, City Manager 

Payroll Change/New Hire Form



Name	Dylan Siscoe
Job Title	Sergeant
Department	Police
Brief Job Description (1-2 sentences)	Provide law enforcement to community Provide oversight to patrol officers assigned to shift.
Status: (Full time, Part time, Seasonal, etc.)	Promotion to Class C
New Wage	\$27.34
Effective Date	April 12, 2021
Council Date	April 6, 2021

Notes: (Indicate whether within budget, new position, replacement employee, etc.)

Within budget.	Per collective bargaining agreement
	@ 10 years service

Certified Class B Officer, currently	Replaces Sgt. Schmoker who is relocating.
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Signature of Department Head	Chief Geody VanDewater
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Reviewed by Human Resources:

Lisa Katzenstein

Authorization:

Daniel Ainslie, City Manager

A handwritten signature in black ink, appearing to read "Lisa K.", written over a horizontal line.

A handwritten signature in blue ink, appearing to read "Dan Ainslie", written over a horizontal line.

Payroll Change/New Hire Form



Name Jameson Tebben

Job Title Corporal

Department Police

Brief Job Description (1-2 sentences) Provide law enforcement to community
Provide oversight to patrol officers assigned to
shift under supervision of Assistant Chief.

Status: (Full time, Part time, Seasonal, etc.) Promotion to Class B

New Wage \$24.92

Effective Date April 12, 2021

Council Date April 6, 2021

Notes: (Indicate whether within budget, new position, replacement employee, etc.)

Within budget. Per collective bargaining agreement
@ 5 years service

Certified Class A Officer, currently Replaces Cpl. Siscoe who is being promoted.

Signature of Department Head Chief Geody VanDewater

Reviewed by Human Resources:

Lisa Katzenstein

A handwritten signature in black ink, appearing to read "Lisa K.", written over a horizontal line.

Authorization:

Daniel Ainslie, City Manager

A handwritten signature in blue ink, appearing to read "Dan Ainslie", written over a horizontal line.