

OFFICIAL PROCEEDINGS
CITY OF HERREID, SOUTH DAKOTA
FEBRUARY 3, 2025
Herreid City Hall
102 Main St N.
Herreid, SD 57632

I. Call to Order

The Herreid City Council was called to order by Council President, Adrienne Dupper, on the above date at 7:00pm at the Herreid City Hall.

II. Roll Call

The following members were present: Adrienne Dupper, Kim Rossow, Brady Vander Vorst, Troy Fuehrer, Bob Rossow, and Canaan Winthrop with Mayor Gary Weismantel being absent. Also present were: Keith Hall, Finance Officer; Alan Allbee, Deputy Finance Officer; Brett Van Vugt; Maintenance; Karen Speidel, Selby Record; Pete Brandner, resident.

III. Approval of Agenda

Moved by Vander Vorst, seconded by K. Rossow to approve the agenda. All members present voted aye; motion carried.

IV. Approval of Minutes

Moved by Fuehrer, seconded by B. Rossow to approve the January 7, 2025 meeting minutes. All members present voted aye; motion carried.

V. Approval of Claims

Moved by K. Rossow, seconded by Winthrop to approve the normal claims for January, 2025. All members present voted aye; motion carried. Moved by Vander Vorst, seconded by Fuehrer to approve the additional claims. All members present voted aye; motion carried. Additional claims included: Carlson Services, Sewer Repair Services for \$3,807.40

January 2025 Claims

24/7 Gas	Fuel	\$151.14
Kathy Bohle	Fitness Center Cleaning	\$100.00
Campbell County Bank	Annual Security Box Fees	\$30.00
Campbell County Bank	ACH Service Fee	\$20.40
Campbell County Bank	Security Box Repairs Fee	\$266.66
Campbell County Sheriff	Services	\$3,308.45
Curtis Rud Oil	LP Fuel	\$1,581.25
DANR	Annual Fees	\$100.00
DANR	Annual Fees	\$450.00
DVL Fire & Safety	Annual Inspection Fees	\$465.85
Financial Agent	Payroll Taxes	\$1,965.24
G-works	Annual Fees	\$5,124.00
Heartland Waste	Garbage Collection	\$5,670.00
Herreid Lumber	Supplies & Materials	\$354.67
Herreid Super Stop	Fuel	\$170.13
Herreid Volunteer Fire Dept.	Donation - New Addition	\$70,000.00
Inside & Out LLC	Final Pool Project Payment	\$22,000.00
J&R Plumbing	Services for Pool	\$5,212.66
Less's Standard	Repair Services	\$644.37
MDU	Utilities	\$2,002.24
NECOG	Annual Dues	\$1,777.30
Prairie Pioneer	Publishing	\$246.76

Quill Corp	Supplies	\$174.06
Runnings	Supplies	\$72.36
Sabertooth Electric	Annual Inspection Fee	\$1,400.00
Sons of American Legion #170	American Flags	\$201.60
SD Dept of Health	Sampling Fees	\$30.00
SD Dept of Revenue	Sales Tax	\$388.46
SD One Call	Locates	\$2.24
SD Retirement	Retirement Contributions	\$1,184.28
SD Reemployment	Unemployment Insurance	\$8.67
SD Sec of State	Notary Commission Fees	\$60.00
Servall	Linen Services	\$38.94
TransSource Truck & Equipment	Parts & Supplies	\$155.89
USDA	Loan Payments for Sewer Projects	\$7,727.00
US Bank & Trust	Qtrly Payment - Sewer Project	\$9,079.38
Valley Telco	Utilities	\$327.40
Alexis Lievano Vazquez	Reimbursement/sewer repairs	\$895.66
Visa	Supplies & Fees	\$339.56
WEB Water	Bulk Water	\$7,724.97
Payroll		
Finance Dept		\$3,784.92
Streets Dept		\$1,968.76
Water Dept		\$1,593.06
Sewer Dept		\$1,593.06
Cemetery Dept		\$8.24
Parks Dept		\$396.50
Council / Mayor		\$1,542.24
Total Payroll		\$10,886.78

VI. Public Comments

Held a brief discussion concerning one public comment, no action taken.

VII. Old Business

a. Pool

Heard from FO Hall that Huff Construction has been contacted and is interested in quoting repairs to the concrete on the pool deck.

b. Rubble Site

Held second discussion concerning the need to establish a system of charging dumping fees at the rubble site to help cover the expenses of maintaining the grounds. Heard that by doing that and having an attendant during hours of operation would help curb theft and illegal dumping among other issues. The council instructed Hall to work with the city attorney and maintenance to develop a fee schedule and ordinance to address the matter and report back.

c. Airport Lease

Learned that SDCL has changed and the city is not required, as in past years, to bid out a land lease for the hay land around the airport. The SDCL allows for cities to contract with any willing party to lease city owned land. The council met with Pete Brandner of Brandner Brothers who currently leases the land. Following discussions, the motion was made by K. Rossow, seconded by B. Rossow to contract with Brandner Brothers for 3 years with a 3-year optional extension at \$1,100 per year. All members present voted aye; motion carried. FO Hall was instructed to work with the city attorney on the contract.

d. Street Lights

Following up on last month's discussion, learned that a proposal had been received from Schaeffbauer Electric to replace all 26 street lights on Main Street with LED units. The proposal included \$12,768.34 for the lights and \$6,437.34 for labor, totaling \$19,205.68 plus the cost of a boom lift. After further

discussion, the motion was made by K. Rossow, seconded by Winthrop to approve the proposal and to possibly surplus any of the old lights once the project is complete. All members present voted aye; motion carried.

c. Fitness Center

Following discussion, it was determined to make a change in the process of cleaning the fitness center.

VIII. New Business

a. Community Center – CAG

No CAG member was in attendance so the item was tabled.

b. Community Center Lights

Discussion was held concerning several of the light fixtures going bad in the community center. Cooper Schaeffbauer had provided the council with information on how much new fixtures would cost. The cost would be approx. \$156 for each fixture. Following further discussion, the motion was made by K. Rossow, seconded by Fuehrer to have Schaeffbauer order the 6 new fixtures. All members present voted aye; motion carried.

c. GIS Mapping

Heard an update from Hall that a representative from MAP (Midwest Assistance Program) would be visiting to give us information on the upcoming GIS mapping project which allows the city to have more detailed digital information on the water & sewer system. MAP provides GIS mapping at no cost to cities. Hall noted that he will keep the council informed as the project dates are set.

d. Utility Billing Structure

Discussion was held on making changes to city code 11.04.150 "Payment Of The User's Water And Wastewater Charges And Penalties" which deals with how utility payments are made and who the responsible party is. Following a recent incident, it was discovered that the issue needed to be addressed to avoid future problems. It was noted that as things currently stand, the homeowner is the responsible party even if a tenant is in default. The new code is intended to address the matter and clean up some things that are not clear in the code. Following discussion, which included the city attorney's recommendation, it was agreed to begin the process of reconstructing the particular city code, how utility payments are made, and who the responsible party is. No action was taken at this time.

e. Clinic Contract

Held a brief discussion on the current contract for the Clinic. No action was taken at this time.

f. Former Ochsner Trucking UB

Held brief discussion on the utility account for the former property of Ochsner Trucking. No action was taken at this time.

g. Record Destruction Schedule

A list of old records ready for destruction was presented to the council. This list is in accordance with the South Dakota Municipalities Records Retention & Destruction Schedule and includes old financial records along with a variety of other old records. After reviewing the list, the motion was made by Fuehrer, seconded by B. Rossow to approve their destruction. All members present voted aye; motion carried. These records will be destroyed according to the Records Management's guidelines.

h. Board of Equalization Meeting

Learned that the Board of Equalization Meeting is set for Monday, March 17, 2025 with the meeting start time TBD.

i. District Meeting

Learned that the District 7 (Mobridge Dist.) will be held in Akaska, SD on Thursday, March 20, 2025 at 5:30pm.

j. NECOG Annual Report

The council reviewed the 2024 NECOG Annual Report.

k. Supplemental Appropriations Ordinance 2025–01 (1st Reading)

Motion was made by K. Rossow, seconded by Winthrop to approve the first reading of the Supplemental Appropriations Ordinance 2025–01. All members present voted aye; motion carried. The ordinance would increase the appropriations for General Government: Services & Fees by \$5,500; Street Lighting: Supplies & Materials by \$13,000; Street Lighting: Repairs & Maintenance by \$6,500; and Swimming Pool: Pool Project by \$22,000 with the source of funding being General Sales & Use Taxes: \$25,000 and Estimated Unobligated Cash Balance; \$22,000 for a total of \$47,000.

l. Fee Schedule Resolution 2025-02

Motion was made by B. Rossow, seconded by Fuehrer to approve Fee Schedule Resolution 2025-02. All members present voted aye; motion carried.

RESOLUTION 2025-02**A RESOLUTION TO SET FEES CHARGED BY THE CITY**

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HERREID, SOUTH DAKOTA

that the following fees shall be amended and/or charged by the City of Herreid:

WATER					
				OLD	NEW
FEES & CHARGES				AMOUNT	AMOUNT
	MONTHLY - IN CITY LIMITS				
	Base Fee (residential & commercial)			\$32.00	
	Usage Fee per 1,000 gal used (residential & commercial)			\$7.00	
	Late Fee			\$0.00	\$5.00
	MONTHLY - OUT OF CITY LIMITS				
	Base Fee (residential & commercial)			\$42.00	
	Usage Fee per 1,000 gal used (residential & commercial)			\$8.00	
	(All usage fees per gallon accumulate from the first gallon used)				
	Late Fee			\$0.00	\$5.00
SPECIAL				AMOUNT	
Code 11.04.120					
	Connection Fee (water and/or wastewater)			\$25.00	
	Reconnect Fee (water and/or wastewater)			\$30.00	
	Refundable Deposit (combined with Sewer service)			\$125.00	
OTHER				AMOUNT	
	5/8" Water Meter				
	3/4" Water Meter				
	Frost Plate			\$7.00	
	Chamber			\$24.00	
	O-Ring			\$1.25	
	Gasket/Liner			\$1.10	
	Screen			\$1.10	
	Bulk Well Water per 1000 Gallons			NA	\$8.00

Dated this 3rd day of February 2025.

IX. Maintenance Report

Heard from Van Vugt on a couple of minor updates.

X. Finance Report

Discussed delinquent utility accounts and reviewed financial reports.

XI. Executive Session – SDCL 1-25-2 (1) personnel**XII. Executive Session – SDCL 1-25-2 (4) legal**

At 8:18pm, the motion was made by B. Rossow, seconded by Vander Vorst to go into Executive Session pursuant to SDCL 1-25-2 (4) legal. At 8:56pm, Council President Dupper declared the council out of Executive Session. No action was taken.

XIII. Next Meeting

The next regularly scheduled Council meeting is scheduled for Monday, March 3, 2025 at 7:30pm.

XIV. Adjournment

With no further business, the meeting was adjourned at 8:59 pm

APPROVED:

Adrienne Dupper, Board President

ATTEST:

Keith Hall, Finance Officer