

**OFFICIAL PROCEEDINGS**  
**CITY OF HERREID, SOUTH DAKOTA**  
**SEPTEMBER 3, 2025**

102 Main St N.  
Herreid, SD 57632

**I. Call to Order**

The Herreid City Council was called to order by Mayor Gary Weismantel on the above date at 7:30 p.m. at 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. Also present were Keith Hall, Finance Officer; Alan Allbee, Deputy Finance Officer; Brett Van Vugt, Maintenance; Orland Geigle, Prairie Pioneer; and Karen Speidel, Selby Record.

**III. Approval of Agenda**

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

**IV. Approval of Minutes**

Moved by Dupper, seconded by Fuehrer, to approve the August 4, 2025 meeting minutes. All members voted aye; motion carried.

**V. Approval of Claims**

Moved by Winthrop, seconded by K. Rossow, to approve the normal and additional claims for August 2025. All members voted aye; motion carried. Additional claims included Carlson Services, \$1,800.00 for sewer lines repairs; Precision Underground, \$875.00 for sewer drain cleanout at fire hall; Share Corporation, \$5,127.32 for sewer supplies; Herreid Concrete, \$ 1,890.60 for crushed concrete; and Pudwill & Sons Excavating, \$5,948.57 for sewer & water service lines installation.

**AUGUST 2025 Claims**

24/7 Gas	Fuel	\$301.52
Campbell County Bank	Service Fee	\$22.30
Campbell County Sheriff	Services	\$3,308.45
Carlson Services	Sewer Line Services	\$1,800.00
Carol Ottenbacher	Community Center Services	\$200.00
Chris Huber	HVAC Services	\$227.00
Curtis Rud Oil	LP Fuel	\$1,264.20
Griese Construction	Concrete Services	\$13,533.70
Financial Agent	Payroll Taxes	\$4,481.89
Fresh Start Market	Supplies	\$206.14
Heartland Waste	Garbage Collection	\$5,670.00
Herreid Concrete	Crushed Concrete	\$1,890.60
Herreid Lumber	Supplies & Materials	\$3,166.92
Herreid Super Stop	Fuel	\$218.65
Huber & Son	Repairs & Maintenance	\$1,196.23
Janelle Rossow	Pool Supplies Reimbursement	\$52.44
Kroontje Law Office	Legal Services	\$1,659.40
MDU	Utilities	\$2,188.45
Prairie Pioneer	Publishing	\$178.58
Premier Equipment	Parts & Supplies	\$300.57
Quill Corp	Supplies	\$38.62
Quill Corp	Supplies & Equipment	\$294.43
Runnings	Supplies	\$61.84

Schaeffbauer Electric	Services	\$641.82
SD Dept of Health	Sampling Fees	\$15.00
SD Dept of Revenue	Sales Tax	\$683.79
SD Municipal League	Annual Conference	\$225.00
SD One Call	Locates	\$5.60
SD Retirement	Retirement Contributions	\$1,323.06
Selby Record	Annual Fee	\$40.00
Seby Record	Printing Services	\$289.15
Servall	Linen Services	\$38.94
SRP Supplemental Retirement	Supplemental Retirement	\$100.00
Todd Pudwill	Sewer/Water Line Services	\$5,948.57
USDA	Loan Payments for Sewer Projects	\$7,727.00
Valley Telco	Utilities	\$410.56
Visa	Supplies & Fees	\$2,657.41
WEB Water	Bulk Water	\$10,498.57
<b>Payroll</b>		
Finance Dept		\$4,234.52
Streets Dept		\$3,330.63
Water Dept		\$1,819.98
Sewer Dept		\$1,819.98
Cemetery Dept		\$113.04
Parks Dept		\$1,392.43
Pool		\$10,671.06
<b>Total Payroll</b>		<b>\$23,381.62</b>

## VI. Public Comments

The council addressed several public concerns raised during the meeting. The following issues and actions were discussed: Excessive Dog Barking – The council agreed to have the city attorney send a letter to the dog owner addressing the noise complaints. Raccoon Issues – Reports of a raccoon causing property damage in town were discussed. The council discussed a plan to trap and properly relocate the raccoon. Loose Chickens – A resident’s chickens were reported roaming freely, violating the city ordinance requiring caged poultry. The council agreed to send a letter to the owner notifying them of the ordinance and requesting compliance. Dumpster Misuse at Ball Park – The council noted misuse of the ball park dumpster, intended solely for park-related waste. The sign prohibiting illegal dumping was reported stolen, and a replacement sign will be posted. The public is reminded that violators will be prosecuted. Stray Cats – The council discussed various options for addressing the stray cat population. While no permanent solution was reached, the council agreed to continue trapping and rehoming cats until a long-term plan is developed.

## VII. Building Permits

Motion was made by K. Rossow, seconded by Fuehrer to approve the following building permits. Marie Barker to construct a 30x 60-foot pole frame steel storage garage for an approx. cost of \$18,000; Gary Weismantel to replace siding and storm windows for an approx. cost of \$50,000; and Tom Rice to relocate a 27x60-foot manufactured home to north Elm St and place it on a permanent foundation at an approx. cost of \$200,000. All members voted aye; motion carried.

## VIII. Old Business

### a. Rubble Site Land Survey

There were no new updates on reconfiguring the property lines based on the recent land survey.

### b. Elm St Development Update

The council discussed infrastructure improvements for the north section of Elm Street. A quote from Todd Pudwill, totaling \$17,845.71, was reviewed for extending water and sewer service lines from the mains to Lots 6, 8, and 9. Following discussion, Dupper moved to approve the installation of these service lines, seconded by B. Rossow. All members voted aye; motion carried.

The council also discussed the timeline for road base preparation in the north section, which is unlikely to

be completed until spring or summer 2026. To address interim road conditions, B. Rossow moved to purchase three loads of Class 5 gravel, if needed, seconded by Vander Vorst. All members voted aye; motion carried. There will be further discussion on road maintenance and base work.

## **IX. New Business**

### **a. Pothole Work on 1<sup>st</sup> Ave**

The council discussed issues with two recently filled potholes on 1st Ave. North near Valley Telco. The new asphalt, installed by the contractor, has buckled due to heavy truck traffic shortly after the repair. The council agreed that the contractor should be contacted to address the issue, as the repairs appear to fall under their responsibility. The contractor will be contacted to discuss a remedy. Further updates will be provided.

### **b. Acknowledgement of SD Open Meeting Laws**

The Council was provided and reviewed the Conducting the Public's Business in Public brochure prepared by the S.D. Attorney General's Office in partnership with the S.D. NewsMedia Association revised 2025. SDCL 1-25-13 requires that each public body must annually report in its minutes that a review of the open meetings laws was completed.

### **c. HVAC Annual Contract**

The council agreed that there is a need to contract with an HVAC company to develop a contract for regular annual inspections of all city-owned HVAC units. The purpose is to be proactive to help eliminate possible larger unexpected expenses in the future. FO Hall was instructed to begin the process.

### **d. Community Center Punch List**

Heard that Dakota One Coating would be back in town in October to finish off some final tasks on the CC refurbish project. The council agreed to put together a punch list of items for them before they arrive.

### **e. Code Enforcement Update**

There was no new update on the most recent visit from code enforcement. However, Allbee updated the council on the progress of code enforcement certification for next year.

### **f. 2025-06 Ordinance Amendment to 11.04.150 (2<sup>nd</sup> Reading)**

Moved by Dupper, seconded by K. Rossow to approve the second reading of 2025-06 Ordinance Amendment to 11.04.150 as read. All members voted aye; motion carried. The amendment clarifies minor changes to monthly reporting of delinquent utilities to the council.

### **g. 2025-08 Fee Schedule Resolution**

Moved by K. Rossow, seconded by Fuehrer, to approve the 2025-08 Fee Schedule Resolution as read. All members voted aye; motion carried. The resolution updates prices for the rubble site.

### **h. 2026 Appropriation Budget Ordinance (1<sup>st</sup> Reading)**

Moved by K. Rossow, seconded by B. Rossow to approve the first reading as read of 2026 Appropriation Budget Ordinance as read. All members voted aye; motion carried.

### **i. Propane Service Quotes**

The council reviewed three quotes for propane service for the 2025-2026 winter season. Curtis Rud Oil for \$1.09/gal., Slater Oil for \$1.23/gal., and Agtegra for \$1.39/gal. Motion made by K. Rossow, seconded by Fuehrer to contract with Curtis Rud Oil for \$1.09 per gallon. All members voted aye; motion carried.

## **X. Maintenance Report**

Van Vugt provided updates on maintenance various activities that included finalizing draining the pool and pool repairs.

## **XI. Finance Report**

The council discussed delinquent utility accounts and reviewed financial reports.

## **XII. Executive Session – SDCL 1-25-2 (1) personnel**

At 8:43 p.m., motion was made by Fuehrer, seconded by K. Rossow, to enter Executive Session pursuant to SDCL 1-25-2 (1) personnel, press and public excluded. At 8:54 p.m., Mayor Weismantel declared the council out of Executive Session. No action was taken

## **XIII. Executive Session – SDCL 1-25-2 (4) legal**

None

**XIV. Next Meeting**

The next meeting will be a special meeting held on Monday, September 22, 2025 at 7:30 p.m. to conduct the final reading of the 2026 budget. The next regularly scheduled Council meeting is set for Monday, October 6, 2025 at 7:30 p.m.

**XV. Adjournment**

With no further business, the meeting was adjourned at 8:57 p.m.

APPROVED:

\_\_\_\_\_  
Gary Weismantel, Mayor

ATTEST:

\_\_\_\_\_  
Keith Hall, Finance Officer

*This institution is an equal opportunity provider.*

**RESOLUTION 2025-08**

**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, added, and/or charged by the City of Herreid:

RUBBLE SITE			
Code 6.08.065			
	GENERAL RUBBLE	AMOUNT	NEW
	Pickup truck load	\$6.00	\$5.00
	Pull behind utility trailer	\$6.00	\$5.00
	Truck load - single axel	\$12.00	\$15.00
	Truck load - tandem	\$23.00	\$25.00
	Semi load	\$55.00	
	CONCRETE	AMOUNT	
	Pickup truck load	\$17.00	\$15.00
	Pull behind utility trailer	\$17.00	\$15.00
	Truck load - single axel	\$35.00	
	Truck load - tandem	\$52.00	\$55.00
	Semi load	\$115.00	

Dated this 3<sup>rd</sup> day of September 2025.

## ORDINANCE 2025-06

### AN ORDINANCE AMENDING SECTION 11.04.150 OF THE CITY OF HERREID MUNICIPAL CODE REGARDING PAYMENT OF USER'S WATER AND WASTEWATER CHARGES AND PENALTIES

**WHEREAS**, the City Council of the City of Herreid has determined that it is in the best interest of the City to amend the procedures for reporting delinquent utility accounts to streamline administrative processes; and

**WHEREAS**, the amendment removes the requirement for the city finance officer to provide a detailed list of delinquent utility users and instead requires a report of the total number of delinquent accounts and those scheduled for disconnect; and

**WHEREAS**, this amendment ensures efficient communication of necessary information to the City Council while maintaining effective utility account management;

**NOW THEREFORE**, be it ordained by the City Council of the City of Herreid, in the State of South Dakota, as follows:

**SECTION 1:** **AMENDMENT** "11.04.150 Payment Of The User's Water And Wastewater Charges And Penalties" of the Herreid Municipal Code is hereby *amended* as follows:

#### AMENDMENT

##### 11.04.150 Payment Of The User's Water And Wastewater Charges And Penalties

- (a) All charges and fees for water and/or wastewater services shall become due and payable to the city finance officer on the 20th day of the month following the month the service was rendered. If payment is not received or postmarked by that date, a late fee in the amount stated in the Appendix A: City Fee Schedule shall be added to the account. No allowances shall be made on water bills for excessive use occasioned by leaks or waste within the premises of the consumer.
- (b) ~~The city finance officer shall prepare a list of all delinquent utility users whose payments are more than thirty (30) days delinquent. The city finance officer shall present said list of delinquent payments to the city council at their regular monthly meeting.~~ The city finance officer shall report to the city council at their regular monthly meeting the total number of delinquent utility accounts whose payments are more than thirty (30) days delinquent and the number of delinquent accounts scheduled for disconnect.
- (c) Should any user fail to pay the charges as well as any and all associated penalties within sixty (60) days from the date they become due and payable, the city may discontinue service to the property.
- (d) Any user whose service was disconnected for nonpayment shall be required to pay all past-due charges, late fees, penalties, and any applicable reconnection or reinstatement fees and as all set associated forth penalties in the Appendix A: City Fee Schedule in full, due prior to having services restored. No partial payments or payment arrangements shall be permitted once services have been disconnected.
- (e) In addition to the other remedies provided by this section, the city may proceed against any user in any civil action, in any court of competent jurisdiction, to collect overdue charges.

PASSED AND ADOPTED BY THE CITY OF HERREID CITY COUNCIL  
Wednesday, September 5, 2025