

**OFFICIAL PROCEEDINGS**  
**CITY OF HERREID, SOUTH DAKOTA**  
**December 1, 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 7:30 p.m. at Herreid City Hall.

**II. Roll Call**

The following members were present: Adrienne Dupper, Kim Rossow, Troy Fuehrer, Canaan Winthrop, Brady Vander Vorst, and Bob Rossow. Mayor Gary Weismantel was absent. Also present were Keith Hall, Finance Officer; Alan Allbee, Deputy Finance Officer; Brett Van Vugt, Maintenance; LeAnda Staebner, Prairie Pioneer; Mark Kroontje, City Attorney, several board members of both Herreid Area Housing Development (HAHD) and the Herreid Economic Development Corporation (HEDC), Lacy Fuehrer, Herreid Concrete; several other city residents.

**III. Approval of Agenda**

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

**IV. Approval of November Meeting Minutes**

Moved by Vader Vorst, seconded by Winthrop, to approve the November 3<sup>rd</sup>, 2025 meeting minutes. All members voted aye; motion carried.

**V. Approval of November Claims**

Moved by B. Rossow, seconded by Vander Vorst, to approve the normal and additional claims for November 2025. All members voted aye; motion carried. Additional claims to be paid included Associated Pool Builders Inc, \$2,256.25 for pool winterization; J & R Plumbing, \$447.67 for pool winterization; Herreid Concrete, \$1,275.30 for materials and delivery; Elmer's Welding, \$396.00 for services; Todd Pudwill, \$5,948.57 for water/sewer line installs; Griese Construction, \$7,617.62 for services.

**NOVEMBER 2025 Claims**

24/7 Gas	Fuel	\$285.82
Campbell County Bank	Service Charge	\$20.60
Campbell County Sheriff	Services	\$3,308.45
Ray & Carol Ottenbacher	Community Center Services	\$585.00
Civic Plus (Municode)	Ordinance Software Annual Fee	\$1,587.60
D & E Supply Company	Community Center Supplies	\$201.05
Dakota Supply Group	Manhole Supplies	\$1,745.13
Financial Agent	Payroll Taxes	\$3,132.18
Fresh Start Market	Supplies	\$143.26
gWorks	City Software Annual Fee	\$5,124.00
Heartland Waste	Garbage Collection	\$5,670.00
Herreid Lumber	Supplies & Materials	\$58.92
Herreid Super Stop	Fuel	\$251.22
Huber & Son	Repairs & Maintenance	\$176.24
Keith Hall	Travel Reimbursement	\$129.69
Maguire Iron Inc	2nd Water Tower Payment	\$69,246.00
MDU	Utilities	\$1,807.57
Northern Plains Machine	Materials	\$70.00

Prairie Pioneer	Publishing	\$350.28
Quill Corp	Supplies	\$80.36
Quill Corp	Membership Fee	\$69.99
Rieker Electric	Community Center Repairs	\$272.34
Runnings	Supplies & Materials	\$256.92
Schumacher Brite Rite	Carpet Cleaning Services	\$286.75
SD Dept of Health	Sampling Fees	\$250.00
SD Dept of Revenue	Sales Tax	\$411.16
SD One Call	Locates	\$5.60
SD Retirement	Retirement Contributions	\$1,290.64
SD Water & Wastewater Assoc.	Annual Membership Dues	\$10.00
Servall	Linen Services	\$38.94
SRP Supplemental Retirement	Supplemental Retirement	\$150.00
Tim Pudwill	Winterization Services	\$110.00
Todd Pudwill	Water/Sewer Line Digging	\$11,897.14
USDA	Loan Payments for Sewer Projects	\$7,727.00
Valley Telco	Utilities	\$334.46
Visa	Supplies & Fees	\$312.96
WEB Water	Bulk Water	\$8,239.54
<b>Payroll</b>		
Finance Dept		\$4,062.00
Streets Dept		\$2,785.15
Water Dept		\$1,692.23
Sewer Dept		\$1,692.23
Parks Dept		\$1,127.42
Cemetery Dept		\$14.13
Fitness Center		\$110.82
<b>Total Payroll</b>		<b>\$11,483.98</b>

## VI. Public Comments

The council held discussion concerning snow piles blocking traffic views, a resident with pet snakes, and damage to the tennis court fence caused by a resident moving snow. The said resident will repair the damage.

## VII. Old Business

### a. 2026 District 7 Meeting

Tabled until next meeting

## VIII. New Business

### a. HAHD - Motel

The council met with several members of HAHD to discuss the proposal for a new hotel to be constructed. Dick Werner of HAHD explained that the proposed motel would be a 10-to-12-unit single-story motel that would not only be available for overnight stay use but would also be available for long-term stays and some rooms could possibly be used as single room apartments. The proposed location would be on the empty lot at the corner of 3<sup>rd</sup> Ave and Main St. on the East side of the highway. Concerns were heard from some council members about the motel not being on the property tax roll. In response, Werner pointed out how HAHD has helped solve many housing shortage problems over the years and noted that their goal is to eventually sell the motel to a private individual, in which situation it would then be on the tax roll. Several residents expressed concerns about the location of the motel being directly across from the school. At that time, it was noted that HAHD had already met with the school board to address any concerns they might have, and ultimately the school board issued a letter of support to HAHD. There was also concern about parking, as well as more traffic possibly being on the side streets in that area. Following discussion, it was agreed to set a date to hold a city-wide open

meeting to allow residents to voice concerns and ask questions to HAHD. That meeting will be set up before Christmas and will be announced and printed in the paper.

**b. 1st Ave – Herreid Concrete**

Heard from Lacy Fuehrer of Herreid Concrete concerning the maintenance of the gravel road that leads to the Herreid Concrete facility. She noted that she would be attending the next Commissioner's meeting to discuss whether the city or the county was responsible for maintaining that portion of the road.

Following discussion with the council and the city attorney, it was determined that it may not even be a city issue. She thanked the council and city attorney for their time.

**c. 2025 Commissioner's Dinner – Mound City**

Heard that the annual Commissioner's Luncheon sponsored by Campbell County Bank was scheduled for Tuesday, December 2<sup>nd</sup> at 12:00pm and that all city staff and officials were invited to attend.

**d. 2026 Election Date**

In compliance with SDCL 9-13-1, the governing body shall establish the date of the annual election by January 14<sup>th</sup> of the election year. In each municipality an election of officers must be held each year on the first Tuesday after the first Monday in June or the first Tuesday after the first Monday in November, at a place in each ward of the municipality designated by the governing body of the municipality. Moved by Dupper, seconded by Winthrop to hold the election on the first Tuesday after the first Monday in June (June 2<sup>nd</sup>). All members voted aye; motion carried. In years past, the election has been in April, but the recently changed state laws now dictate that municipal elections are to be held either in June or November.

**e. Official Newspaper Designation for 2026**

According to SDCL 9-12-6, the official newspaper must be designated annually for a period of time specified by the governing body, but not to be less than 12 months. Moved by Vander Vorst, seconded by B. Rossow to designate the Prairie Pioneer as the city's official newspaper for 2026. All members voted aye; motion carried.

**f. 2025-11 Supplemental Appropriation Ordinance (1<sup>st</sup> Reading)**

Moved by K. Rossow, seconded by Fuehrer to approve that first reading of 2025-11 Supplemental Appropriation Ordinance as read. All members voted aye; motion carried. The following sum is supplementally appropriated from the estimated unobligated cash balance to meet the obligations of the municipality; \$800.00 to Ordinances & Resolutions-Publishing; \$500.00 to Code Enforcement-Services and Fees for a total of \$1,300.00.

**g. Personnel Policy Manual Update**

Moved by Fuehrer, seconded by Vander Vorst to approve the update of the City of Herreid Personnel Policy Manual as read. All members voted aye; motion carried. The recommendation for approval of the update came from Dupper, Weismantel, and Hall as a revision committee. The main updates were made to bring the manual up to date on several policies and state laws.

**h. 2026 SDML Affiliate Membership Annual Dues**

Moved by B. Rossow, seconded by Winthrop to renew the following annual SDML Affiliate Memberships; SD Municipal League, \$673.00; Finance Officer's Association, \$70.00; Human Resources Association, \$25.00; Street Maintenance Association, \$35.00; Code Enforcement Association, \$75.00; for a total of \$878.00. All members voted aye; motion carried.

**i. 2026 Law Enforcement Agreement**

Moved by K. Rossow, seconded by Fuehrer to approve the 2026 Law Enforcement Agreement with the Campbell County Sheriff's Office for law enforcement services in 2026. The monthly cost will be \$3,496.80 which is an increase of \$188.35 from 2025. All members voted aye; motion carried.

**j. 2026 NECOG Joint Cooperative Agreement**

Moved by Winthrop, seconded by B. Rossow to approve the 2026 Joint Cooperative Agreement with the Northeast Council of Governments (NECOG) for \$1,806.63. All members voted aye; motion carried.

**k. 2026 Council Seat Vacancies**

Heard that Council vacancies in 2026 will be Mayor, 1-year term; Ward 1, 2-year term; Ward 2, 2-year term; and Ward 3, 2-year term.

**I. 2025-10 Ordinance Amending Chapter 2.12 for Code Enforcement (1<sup>st</sup> Reading)**

Moved by K. Rossow, seconded by Winthrop to approve that first reading of 2025-10 Ordinance Amending Chapter 2.12 as read. All members voted aye; motion carried. The ordinance will establish the position and outline the duties for a part-time code enforcement position.

**IX. Maintenance Report**

Heard updates from Van Vugt on maintenance issues around town.

**X. Finance Report**

Reviewed financial reports and noted updates on the number of delinquent utility accounts.

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

At 8:35pm, Winthrop moved, Dupper seconded to go into Executive Session pursuant to SDCL 1-25-2 (1) personnel. At 9:17pm, Council President Dupper declared the council out of Executive Session. Upon coming out of Executive Session, no action was taken.

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

**XIII. Next Meeting**

The next regularly scheduled Council meeting is scheduled for 7:30pm on Monday, January 6, 2026.

**XIV. Adjournment**

With no further business, the meeting was adjourned at 9:18pm.

APPROVED:

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Adrienne Dupper, Board President

ATTEST:

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Keith Hall, Finance Officer

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