

UNAPPROVED MINUTES OF THE  
REGULAR MEETING OF THE  
JEFFERSON CITY COUNCIL  
JEFFERSON, SOUTH DAKOTA

September 6, 2022  
Jefferson City Hall  
7:00 p.m.

Members present: J. Bogenreif, T. Boulware, J. Casper, M. LaFleur, J. Lokhorst, P. Rigg and M. Stokely

Others present: R. Crum, D. Karpen, S LaFleur-Sayler, B. Manger, M. Nelkie, M. Roark and N. Werner

Mayor Bogenreif called the Regular meeting of the City Council of Jefferson, South Dakota, to order. Motion to approve the agenda by Lokhorst second by Casper. Motion carried. Motion to approve the minutes of the August 5, 2022, regular City Council meeting by Rigg second by LaFleur. Motion carried.

Actual Bank Balances:

Checking: \$ 17,635.42

Savings: \$ 258,795.53

CD: \$17,872.81

Restricted Cash: \$10,225.00

Petty Cash: \$100.00

TOTAL FUND BALANCE AS of 8-31-2022: **\$ 304,628.76**

The FO noted the financial statement had a \$3.00 difference needed for correction. Motion to approve the financial statement with the \$3.00 error noted and bank statement review by Lokhorst second by Boulware. Motion carried.

UNFINISHED BUSINESS:

ORDINANCE CHAPTER #3.54 the ANNUAL APPROPRIATIONS ORDINANCE for 2023 received its second reading.

2023 ORDINANCE CHAPTER

#3.54

BE IT ORDAINED BY THE CITY COUNCIL OF JEFFERSON  
SOUTH DAKOTA, THAT THE FOLLOWING SUMS ARE  
APPROPRIATED TO MEET THE OBLIGATIONS OF THE  
MUNICIPALITY OF JEFFERSON, SOUTH DAKOTA

**TAX SUPPORTED FUNDS:**

GENERAL GOVERNMENT

411	Mayor and City Council	\$	11,000.00
414.1	Professional Services	\$	15,000.00
414.2	Finance Officer	\$	58,974.00
	<b>TOTAL OFFICIAL SALARIES</b>	<b>\$</b>	<b>84,974.00</b>

	<b>TOTAL CURRENT EXPENSES</b>	\$	<b>47,280.00</b>
	<b>TOTAL GENERAL GOVERNMENT EXPENSES</b>	\$	<b>132,254.00</b>
419.2	<b>BUILDING EXPENSES</b>	\$	<b>22,300.00</b>
	PUBLIC SAFETY		
421	POLICE DEPARTMENT	\$	113,917.00
422	FIRE/AMBULANCE DEPARTMENTS	\$	47,000.00
	<b>TOTAL PUBLIC SAFETY EXPENSES</b>	\$	<b>160,917.00</b>
	STREET DEPARTMENT		
431	<b>TOTAL STREET DEPARTMENT EXPENSES</b>	\$	<b>81,912.00</b>
	PARKS DEPARTMENT		
452	<b>TOTAL PARKS DEPARTMENT EXPENSES</b>	\$	<b>43,189.00</b>
	ECONOMIC DEVELOPMENT		
465	<b>TOTAL ECONOMIC DEVELOPMENT</b>		<b>\$2,000.00</b>
	SANITATION DEPARTMENT		
430	<b>TOTAL SANITATION DEPARTMENT EXPENSES</b>	\$	<b>51,425.00</b>
	<b>TOTAL GENERAL GOVERNMENT EXPENSES</b>	\$	<b>493,997.00</b>
	<b>SELF SUPPORTING FUNDS:</b>		
	ENTERPRISE FUND		
	<b>WATER DEPARTMENT</b>		
433	CURRENT EXPENSES	\$	48,846.00
	<b>TOTAL WATER DEPARTMENT EXPENSES</b>	\$	<b>48,846.00</b>
	<b>SEWER DEPARTMENT</b>		
432	CURRENT EXPENSES	\$	34,796.00
415	SEWER TREATMENT AND DISTRIBUTION	\$	11,580.00
	<b>TOTAL SEWER DEPARTMENT EXPENSES</b>	\$	<b>46,376.00</b>
	<b>TOTAL ENTERPRISE FUND EXPENSES</b>	\$	<b>95,222.00</b>
	<b>TOTAL GENERAL GOVERNMENT EXPENSES</b>	\$	<b>493,997.00</b>
	<b>ESTIMATED REVENUE</b>		
311.2	General Property Tax (Prior Year)	\$	3,000.00
313	2% Sales Tax	\$	171,473.00
319	Penalty and Interest	\$	1,000.00
320	Licenses/Permits/Fees	\$	4,000.00
321	License Reversion	\$	3,500.00
335.1	Bank Franchise Fee	\$	2,800.00
335.2	Pro-Rate	\$	50.00
335.3	Alcoholic Beverage License (City)	\$	3,650.00

335.4	Motor Vehicle License	\$	8,500.00
335.6	Mobil Home Tax	\$	1,103.00
338	Port of Entry	\$	800.00
338.1	Road Tax	\$	1,500.00
338.2	Reserve Road/Bridge Tax	\$	2,000.00
338.3	Wheel Tax	\$	2,200.00
344.1	Sanitation Hauling	\$	46,460.00
344.3	Fines	\$	3,000.00
346.3	Vending Machine Tax	\$	60.00
361	Investment Earnings	\$	100.00
	Utility	\$	1,400.00
	AG Tax	\$	700.00
	Sales Tax Collections on Garbage Service	\$	2,960.00
	<b>TOTAL ESTIMATED REVENUES FOR 2023</b>	<b>\$</b>	<b>260,256.00</b>

THAT THERE IS HEREBY LEVIED upon all the taxable property within said City of Jefferson, South Dakota, for the purpose of the funds to meet the lawful expenses and liabilities for the City of Jefferson, South Dakota, as set forth for the fiscal 2023, a tax sufficient to raise the following amount which is received by the City and shall be credited to the following fund:

<b>LEVIED FOR THE GENERAL FUND</b>	<b>\$</b>	<b>233,741.00</b>
------------------------------------	-----------	-------------------

That the Finance Officer of the City of Jefferson, South Dakota, be authorized and directed to certify said levy to the County Auditor of Union County.

Motion to approve Ordinance Chapter #3.54 by Stokely second by Lokhorst. Motion carried.

---

Joe Bogenreif  
Mayor  
Jefferson, South Dakota

ATTEST:

---

Michaeleen Roark  
City Finance Officer

First Reading:	August 5, 2022
Second Reading:	September 6, 2022
Approved:	September 6, 2022
Published:	September 15, 2022

2023 CITY OF JEFFERSON  
Jefferson, South Dakota

GENERAL FUND

410 General Government

411	Mayor and Council	\$	11,000.00
414.1	Professional Services	\$	15,000.00
414.2	Finance Officer	\$	58,974.00
TOTAL	OFFICIAL SALARIES	\$	84,974.00

CURRENT EXPENSES

414.1	FICA (City Share)	\$	4,338.00
412.2	Medicare	\$	1,015.00
413	SD Retirement (City Share)	\$	5,300.00
414	Workman's Compensation	\$	2,027.00
421	Insurance/Bonds/Unemployment Ins.	\$	20,000.00
422	Service/Fees/Due	\$	3,600.00
423	Publish/Postage	\$	3,000.00
426.1	Supplies	\$	3,000.00
426.2	Materials	\$	2,000.00
428	Utilities	\$	3,000.00
TOTAL	GENERAL GOVERNMENT EXPENSES	\$	47,280.00

419.2 GENERAL GOVERNMENT BUILDING

425	Repairs/Maintenance	\$	16,300.00
426.2	Materials	\$	600.00
428	Utilities	\$	5,400.00
TOTAL	GG BUILDING EXPENSES	\$	22,300.00

421 POLICE PROTECTION

411	Salaries	\$	85,867.00
412.1	FICA (City Share)	\$	5,300.00
412.2	Medicare	\$	1,250.00
413	SD Retirement (City Share)	\$	6,500.00
414	Workman's Compensation	\$	1,000.00
425	Repairs/Maintenance	\$	6,000.00
426.1	Supplies	\$	5,000.00
428	Utilities	\$	3,000.00
TOTAL	POLICE DEPARTMENT EXPENSES	\$	113,917.00

422.00 FIRE DEPARTMENT/RESCUE SQUAD

422.1	Services/Fees	\$	40,000.00
446	Annual Appropriation	\$	7,000.00
TOTAL	FIRE DEPARTMENT/RESCUE SQUAD EXPENSES	\$	47,000.00

431 STREET DEPARTMENT

411	Salaries	\$	21,954.00
-----	----------	----	-----------

412.1	FICA (City Share)	\$	1,360.00
412.2	Medicare	\$	318.00
413	SD Retirement (City Share)	\$	1,750.00
414	Workman's Compensation	\$	530.00
424	Street Repairs	\$	34,000.00
425	Vehicle Expenses	\$	8,000.00
426.1	Supplies	\$	3,000.00
428	Utilities	\$	11,000.00
TOTAL	STREET DEPARTMENT EXPENSES	\$	81,912.00

452 PARKS DEPARTMENT

411	Salaries	\$	28,415.00
412.1	FICA (City Share)	\$	1,762.00
412.2	Medicare	\$	412.00
413	SD Retirement (City Share)	\$	2,300.00
414	Workman's Compensation	\$	300.00
426.1	Supplies	\$	2,000.00
426.2	Maintenance	\$	4,000.00
426.6	Development	\$	4,000.00
TOTAL	PARK DEPARTMENT EXPENSES	\$	43,189.00

430 SANITATION DEPARTMENT

452.2	Hauling	\$	48,300.00
428	Sales Tax	\$	3,125.00
TOTAL	SANITATION/SALES TAX EXPENSES	\$	51,425.00

465 Economic Development

465.1	Economic Development	\$	2,000.00
TOTAL	Economic Development Expenses	\$	2,000.00

TOTAL GENERAL GOVERNMENT EXPENSES \$ 493,997.00

SELF SUPPORTING ENTERPRISE FUND

433 WATER DEPARTMENT

411	Salaries	\$	17,680.00
412.1	FICA (City Share)	\$	1,096.00
412.2	Medicare	\$	256.00
413	SD Retirement (City Share)	\$	1,414.00
414	Workman's Compensation	\$	400.00
422	Chemicals	\$	4,000.00
424	Repairs	\$	6,000.00
426.1	Maintenance	\$	5,000.00
426.2	Drink Fees/Testing	\$	2,000.00
427	Water Meters	\$	5,000.00
428	Utilities	\$	6,000.00
TOTAL	WATER DEPARTMENT EXPENSES	\$	48,846.00

432 SEWER DEPARTMENT

411	Salaries	\$	17,680.00
412.1	FICA (City Share)	\$	1,096.00

412.2	Medicare	\$	256.00
413	SD Retirement (City Share)	\$	1,414.00
414	Workman's Compensation	\$	200.00
415	Lagoon Payment	\$	11,580.00
422	Chemicals	\$	2,600.00
424	Repairs	\$	8,000.00
426.1	Maintenance	\$	2,000.00
426.2	Wastewater Fees	\$	50.00
428	Utilities	\$	1,500.00
TOTAL	SEWER DEPARTMENT EXPENSES	\$	46,376.00
	TOTAL ENTERPRISE FUND EXPENSES	\$	<b>95,222.00</b>
	TOTAL GENERAL GOVERNMENT EXPENSES	\$	<b>493,997.00</b>

ORDINANCE CHAPTER #3.56 received its second reading.

### ORDINANCE CHAPTER #3.56

AN ORDINANCE PROVIDING FOR THE REVISION OF GARBAGE RATES AND CHARGES FOR THE CITY OF JEFFERSON, SOUTH DAKOTA.

BE IT ORDAINED BY THE COMMON COUNCIL OF THE CITY OF JEFFERSON, SOUTH DAKOTA;

SECTION I: Garbage Rates: The following monthly garbage rate is hereby fixed and chargeable to all residential households within the City of Jefferson.

FLAT RATE CHARGE: **\$20.00 Per Month, Per household**

SECTION II: Repealing Clause: Any prior Ordinance or part of prior Ordinances, in conflict with the provision of the Ordinance, is hereby repealed.

SECTION III: Effective Date: The effective date of the Ordinance shall be with the October 20, 2022, billing cycle.

Dated this 6<sup>th</sup> day of September 2022.

Motion by Rigg to adopt Ordinance Chapter #3.56 second by Lokhorst. Motion carried.

Joseph Bogenreif  
Mayor  
Jefferson, South Dakota

ATTEST:  
Michaeleen Roark  
City Finance Officer  
Jefferson, South Dakota

First Reading: August 5, 2022

Second Reading: September 6, 2022  
Published: September 15, 2022  
Effective Date: October 5, 2022

The dry storage house on 214 North Street has been demolished. A discussion followed as to the property owner having the demolition company bury the house on the property. At the present time, the City does not have an Ordinance prohibiting the action taken. CA LaFleur-Sayler will discuss the matter with BI Roan and proceed with a draft Ordinance for the City Council to consider prohibiting this type of action.

The Medical Cannabis Ordinance Chapter #5.20 was being considered for amendment. The present Ordinance allows for one (1) dispensary. Individuals inquiring about the license have asked if the City Council would consider amending the types of licenses available to include cultivation and/or manufacturing. A discussion followed with CA LaFleur-Sayler advising the City Council some North Sioux City residents petitioned for unlimited licenses so that matter will go to a vote in North Sioux City. Motion by Lokhorst to amend the present Medical Cannabis Ordinance Chapter #5.20 to allow for one (1) cultivation license. The cultivation will be done on the existing property and in a secure manner. Nicki Werner asked to speak and stated that this was an opportunity for Jefferson to get more businesses in town, not be left behind as time is money noting the first dispensary was located in Hartford, S.D. and North Sioux City has one set up. Martin Nelkie stated he was in favor of it as it added more business to town. Further discussion followed. Seconding the motion made was Casper. A poll of the board was taken Nay: Stokely, Boulware, LaFleur and Rigg. Aye: Lokhorst and Casper. Motion to amend the present Medical Cannabis Ordinance failed.

#### NEW BUSINESS:

The Jefferson Volunteer Fire Department has to install and program updates into each siren and requested the City's help in paying for the update. The billing comes to \$4,168.00. A discussion followed as to the need for a siren since the FM utilize their cell phones for calls and CM Stokely pointed out the warning siren for the public during inclement weather is necessary if nothing else. Motion by Stokely to pay half of the installation and programming of the updates for the siren second by Casper. Motion carried.

#### Police Department:

PC Crum's report was reviewed and discussed. A copy is kept on file at City Hall.

Citizen dispute (mowing throwing rocks)

Reported past tense protection order violation

Reported criminal entry into a residence: Standby while party moved out.

Civil dispute over insurance check- vehicle totaled, ex-wife complained about forgery as the ex-husband cashed the check

Welfare on missing student- school reported wrong family

Suicidal person- Overdose EMT's called for ALS- transported to hospital

Dog attack on another dog.

CA LaFleur-Sayler stated PC Crum contacted her to review the documents concerning this matter. CA LaFleur-Sayler stated the owner will be cited for off the leash plus advising the owner the dog is not to be off of her property. The reasoning behind this course of action was some of the information submitted and reviewed did not match. If this happens one more time a vicious dog designation will be made and the proper course of action taken. There were no actual injuries. The victim did not want the dog deemed vicious.

Malicious mischief- a vehicle was egged after a family dispute

Bad Check- written on deceased person account

Dog Bite- Esther Street a child was injured. PC discussed the criteria for maintaining a dog deemed vicious within the City limits with the owner. Owner stated the dog will be removed. While investigating the matter PC Crum was advised this dog had bitten someone a week earlier and was not reported.

#### Traffic Stop

Welfare Check- older man driving from North Carolina to Montana was at the Conoco and was given money for gas and food.

Suspicious vehicle- behind the Conoco travelers resting to complete their drive.

Welfare Check- Father called about his daughter, who had previous medical issues, as she did not show up for work or answer her phone. Police did a welfare check only to find out daughter went to her mom's house.

#### Street Department:

Nothing to report

#### Parks:

Martin Nelkie was present to discuss the disc golf proposal. Mr. Nelkie has prepared a letter for residents and businesses providing information about disc golf and ways to donate to the project. A discussion followed about a South Dakota Foundation grant. The 9 hole disc golf course has been proposed for Jefferson. The cost would be around \$5,000.00 which could include signage about park hours, rules, etc. Nicki Werner requested the opportunity to speak as she has a similar project in mind that might pair well with the disc golf and the improvements being proposed for the baseball field. Ms. Werner will be having another trunk or treat this October. Last year money was raised to help St. Peter's Daycare fund a playground. The present money set aside for the park is \$11,000.00. Ms. Werner stated she plans to apply for a \$15,000.00 grant for the park in February. This grant helped Elk Point fund their pool house. Nice park equipment would benefit the kids who use the park and costs anywhere from \$30,000.00 to \$50,000.00 a discussion followed as to disc gold, playground equipment, updating the ball field and potential for bleachers or concession area. CM Rigg thanked Ms. Werner for bringing the information and for her involvement in community projects. CM Rigg thanked Mr. Nelkie for his work on getting stuff lined up for the disc golf course.

#### Water Department:

SD Rural Water worker was here and helped WS Crum turn the Main line valves Tower footings work is ongoing- SE foot was crumbling. Forms were set, the existing footings shored up with rebar and then concrete poured.

#### Wastewater Department:

Wastewater inspection done. Everything looked good.

#### Informational Items/Public Input:

Ms. Werner left a pamphlet concerning a Housing Needs Study Program. Monies are available to get the study done and the study can help City's qualify for more grants and funding sources. The last census was not accurate as not everyone completed it. A discussion followed.

The FO reported the unclaimed monies due the City of \$59.66 were received.

A thank you form the Sue Lulf family for the Days of '59 was read. CM Boulware asked about getting a thank you to the UC Highway shop for their use of their barricades.



Doyle Karpen was present to discuss his property on Cole Drive. Mr. Karpen stated he is working on getting his property squared around over the next few months. Mr. Karpen is interested in getting portions of Fremont and Walton vacated. The streets in question were never developed and it does not appear to him that the City intends to put those streets through. A discussion followed. Mr. Karpen did not ask for any action to be taken, at this time. Mr. Karpen just wanted to let the City Council know what he is considering.

Claims:

Motion to pay the audited, approved warrants by Lokhorst

Motion to move into Executive Session with the Mayor, City Council, City Attorney, PC Crum and FO Roark present to discuss a personnel issue by Stokely at 8:20 p.m. second by Lokhorst. Motion carried. The regular meeting of the City Council reconvened at 8:25 p.m. with all members present. The question asked of PC Crum was the FB post concerning his part-time position with the Vermillion PD. PC Crum stated he agreed to utilize some of his days off 1 or 2 days a month to help Vermillion PD until they get more help hired. PC Crum stated he will make sure everything is handled here first.

A motion to pay bills was seconded by Stokely. Motion carried.

Monthly payroll/insurance benefits: General Fund: \$12,825.48, Enterprise Fund: \$1,654.92, Joe Bogenreif, cell phone, \$100.00, Randy Crum, August and September cell phone, \$200.00, William Manger, August and September cell phone, \$200.00, CAP LLC, asphalt, \$86.00, Conoco, fuel, \$468.21, Crary Huff Law Firm, legal fees, \$550.00, DPC Industries, chemicals, \$940.30, EFTPS-IRS, 941 taxes, \$3,840.23, Graves, Joe, RC Deposit refund, \$50.00, Hydro-Optimization, lift station, \$807.00, Jefferson Volunteer Fire Department, Sales Tax monies, \$9,421.55, Leader Courier, July and August publishing, \$322.91, Longlines, July and August service, \$347.73, Loren Fischer Disposal, July and August refuse service, \$7,820.00, Mason, David, RC Deposit refund, \$100.00, MidAmerican Energy, utilities, \$1,639.91, Sioux City Journal, webpage/ad, \$150.00, SD DOR, sales tax, \$271.24, SD Public Health Lab, water tests, \$15.00, SDRS, SD Retirement, \$1,697.84, SDRS, Retirement supplement, \$150.00, Staples, supplies, \$414.44, SVEN, water chemicals, \$1,299.60, Verizon, hotspot, \$40.01.

Adjournment:

Motion to adjourn regular session at 8:27 p.m. until the October 3, 2022, regular meeting by Boulware second by Casper. Motion carried.

Joe Bogenreif  
Mayor  
Jefferson, South Dakota

ATTEST:

Michaeleen Roark  
City Finance Officer  
Publish: September 15, 2022

Published once at the total approximate cost of: \$ \_\_\_\_\_