

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

December 1, 2025
City Hall
7:00 p.m.

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

Others present: K. Koch, M. Roark, and D. Sharkey.

Mayor Rigg called the Regular meeting of the City Council of Jefferson, South Dakota, to order.

Motion to approve the agenda by Casper second by Lokhorst. Motion carried.

Motion to approve the minutes of the November 3, 2025, City Council meeting by LaFleur second by Lokhorst. Motion carried.

Actual Bank Balances:

Checking: \$ 70,529.13

Savings: \$ 225,439.84

C.D.: \$18,242.34

Petty Cash: \$100.00

Restricted Cash: \$10,725.76

TOTAL FUND BALANCE AS of 11-30-2025: \$ 325,037.07

Motion to approve the financial statement by Stokely second by Casper. Motion carried.

UNFINISHED BUSINESS:

Progress has been made at 615 Main Street trailer #4. A discussion followed. The matter will be discussed at the January 5, 2026, City Council meeting and the report from Gary Roan, BI, reviewed.

The unnamed road on the former JHS property and the proposed RESOLUTION #2025-R01 was next on the agenda. Motion by Boulware to move into Executive session at 7:01 p.m. with the Mayor, City Council Members, City Attorney, Police Chief and FO present to discuss a legal matter second by Stokely. Motion carried. The Regular City Council meeting reconvened at 7:04 p.m. with all members present. Motion by Stokely to table discussion on purchasing the unnamed road that are part of school Lots 1 and 2 until Spring of 2026 second by Boulware. Motion carried.

The proposal from DGR Engineering was discussed. An email was received from Harley Ferguson, SECOG, advising the City of her last day with SECOG will be December 12, 2025. Ms. Ferguson shared the name of her successor and thanked the City for the opportunity to serve our community. A discussion followed concerning costs and the actual scope of work the City Council members are interested in pursuing. The Mayor and City Council members appreciate the proposal from Trent Bruce, PE, and S. LaVoy, PE and the information CM Nelkie was able to provide the City Council.

NEW BUSINESS:

Municipal office vacancies for 2026:

City Council, Ward I	Two-Year Term
City Council, Ward II	Two-Year Term
City Council, Ward III	Two-Year Term

The deadline for the governing body to establish an election date is January 14, 2026. The City Council voted August 4, 2025, to hold a municipal election June 2, 2026, in conjunction with the EPJ School Board election.

The SDML Workers Compensation Fund policy, which covers the Jefferson Volunteer Fire Department and Jefferson Volunteer Ambulance Squad, requires the City of Jefferson to keep a current roster of the members. Each Department pays their own annual premiums.

The FO advised the City Council an Additional Appropriations Ordinance would not be necessary for 2025.

Police Department:

Police Chief Sharkey's report was reviewed and discussed. A copy is kept on file at City Hall.

Verbal Traffic Warning x 9

Traffic citation

Traffic warning

Railroad Crossing Arm not working.

Check Area

Ambulance Call

Welfare Check (Suicidal individual)

Welfare Check (Transported to core center to Yankton)

Animal call x 2

Accident (Main and Dakota)

Agency Assist Union County (House Fire in Dakota Dunes)

Agency Assist Union County (Accident on Interstate)

Custody Dispute

Training in North Sioux City (Mental Health first aid) 8 hours

Training in North Sioux City (Taser) 5 hours

Training in Elk Point (Firearms instructor) 2 hours

Street Department:

Replaced cutting blades on V-Plow

Moved Snow

Dodge 550 dump box not working.

Water/Wastewater Department:

Normal operation and everything working as it should.

Multiple Locates

Power washed and cleaned Clear Well

Got all the heaters working in the well houses and heat tape put on.

Parks Department:

Two Broken Cameras on City Hall building, Camera by Lincoln Street lift station are not working, still waiting on quote.

Mowed the last time.

Informational Items:

The fire hydrant by Green Thumb was damaged by a semi driver making a delivery. The FO submitted the information to Jensen Insurance for a claim. Cronin Contracting LLC repaired the fire hydrant and the truck owner Ryan Vaksdal from Beresford, South Dakota made the insurance agent aware of the fact that he would send Cronin Contracting, LLC, a check to pay for the damages. The FO reported the truck owner has failed to satisfy that debt, at this time. A discussion followed. Mr. Vaksdal contacted PC Sharkey the morning of 12-1-2025 to state he was mailing the payment. A discussion followed. The FO will check in with Mr. Cronin to make sure he receives the payment no later than Monday December 8, 2025.

Bud's Bar will be holding a winter bags event at the FD Community Center December 3, 2025, to February 2026 on Wednesdays. BFC, Inc. dba Bud's Bar will be utilizing an event license to serve alcohol there. Motion by Casper to approve the event license for Bud's Bar second by Lokhorst. Motion carried.

The contract for 2026 with the Siouxland Humane Society was renewed.

City Hall will be closed December 25 and 26, 2025 for Christmas.

City Hall will be closed January 1, 2026, for New Years Day.

A discussion was held pertaining to a request to establish a skating rink in the park. The FO will discuss this matter with Brad Antonson, Jensen Insurance and if there are no issues the City Council would not object.

Claims:

Motion to pay the audited, approved warrants by Lokhorst second by Boulware. Motion carried.

Monthly payroll: General Fund: \$ 23,990.47, Enterprise Fund-Water: \$2,575.40, EPF-Sewer: \$2,833.44, Paddy Rigg, cell phone, \$100.00, Dustin Sharkey, cell phone \$100.00, Ace Hardware, supplies, \$103.96, Albracht, Kim, WSG dep refund, \$65.00, Bentson Pest Mgt., pest control, \$58.00, Conoco, fuel, \$368.92, Crary Huff Law Firm, legal fees, \$754.00, Cronin Contracting, street cleaning, \$1,250.00, Cronin Contracting, LLC, water line break, \$2,638.71, EFTPS, OASI-Med-WH, \$11,679.69, Jensen Insurance, Qtrly Premium, \$7,234.50, Leader Courier, publishing, \$322.14, Longlines, phone, \$329.24, Loren Fischer Disposal, disposal service, \$4,255.00, MAE, utilities, \$1,795.51, O'Reilly Auto Parts, truck service, \$61.94, PVS DX, Inc. Chemicals-water, \$60.00, Siouxland Trailer Sales, cutting edges, \$460.00, SD Department of Revenue, sales tax, \$277.76, SD Public Health Lab, tests, \$20.00, SDRS, retirement, \$1,793.28, State Industrial Products, chemicals, \$300.15, USA Blue Book, water supplies, \$ 369.98.

Adjournment:

Motion to adjourn the regular session at 7:24 p.m. by Boulware second by Lokhorst. Motion carried. The next regular meeting of the Jefferson City Council will be Monday January 5, 2026.

Padraic Rigg
Mayor
Jefferson, South Dakota

ATTEST:
Michaeleen Roark
City Finance Officer
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