

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

September 8, 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 Lokhorst second by Casper. Motion carried. Motion to approve the minutes of the August 4, 2025, City Council meeting by Stokely second by Boulware. Motion carried. Motion to approve the minutes of the August 11, 2025, Special Budget meeting by Lokhorst second by Boulware. Motion carried.

Actual Bank Balances:

Checking: \$ 25,189.60

Savings: \$228,292.75

C.D.: \$18,242.34

Petty Cash: \$100.00

Restricted Cash: \$ 10,735.76

TOTAL FUND BALANCE AS of 08/31/2025: **\$ 282,560.45**

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

UNFINISHED BUSINESS:

The 615 Main Street trailer park issue was discussed. Mayor Rigg updated the City Council on trailers #2 and #3. The trailer park owner, Jone Kent, has hired Jaden McNamara, owner of Jay's Contracting, LLC to demolish and remove trailers #2 and #3. The fourth trailer, which has been red tagged by the city, is owned by Sabrina Slater from Alabama. Ms. Slater has indicated that she does not believe there to be anything wrong with her trailer although she did receive the City Inspector's report. CA Koch advised the City Council they may take action October 6, 2025. A discussion followed. The City Council expressed their appreciation for the trailer park owner, Jone Kent, and her following through with the removal of trailers #2 and #3. Revisions to the nuisance ordinance were discussed. CA Koch will work on a revision.

Nicole Werner joined the meeting at 7:04 p.m.

The former JHS property was next on the agenda. The City is desirous of owning the paved unnamed road that lies along the former football field behind the properties on Division Street from 3rd Street to 5th Street. A discussion followed. CM Boulware stated he has been approached about the driveway behind Division Street from 2nd Street to 3rd Street. The complainant believes the City should buy that section, also, to be fair. Mayor Rigg will discuss this matter with Mr. Tom Johnson. CA Koch advised the City Council if they should buy the property a Resolution would be the best way to handle the purchase.

The second reading of Ordinance Chapter #3.64 the ANNUAL APPROPRIATIONS ORDINANCE FOR 2026.

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	14,000.00	
		\$	
414.1	Professional Services	40,000.00	
		\$	
414.2	Finance Officer	63,460.00	
		\$	
	TOTAL OFFICIAL SALARIES	117,460.00	
		\$	
	TOTAL CURRENT EXPENSES	59,455.00	
		\$	
	TOTAL GENERAL GOVERNMENT EXPENSES	176,915.00	
		\$	
419.2	BUILDING EXPENSES	21,000.00	
	PUBLIC SAFETY		
		\$	
421	POLICE DEPARTMENT	76,924.00	
		\$	
422	FIRE/AMBULANCE DEPARTMENTS	40,000.00	
		\$	
	TOTAL PUBLIC SAFETY EXPENSES	116,924.00	
	STREET DEPARTMENT		
		\$	
431	TOTAL STREET DEPARTMENT EXPENSES	134,734.00	
	PARKS DEPARTMENT		
		\$	
452	TOTAL PARKS DEPARTMENT EXPENSES	27,000.00	
	ECONOMIC DEVELOPMENT		
465	TOTAL ECONOMIC DEVELOPMENT	\$	2,000.00
	SANITATION DEPARTMENT		
		\$	
430	TOTAL SANITATION DEPARTMENT EXPENSES	58,607.00	
		\$	
	TOTAL GENERAL GOVERNMENT EXPENSES	537,180.00	

SELF SUPPORTING FUNDS:**ENTERPRISE FUND****WATER DEPARTMENT**

		\$	
433	CURRENT EXPENSES	62,763.00	
		\$	
	TOTAL WATER DEPARTMENT EXPENSES	62,763.00	

SEWER DEPARTMENT

		\$	
432	CURRENT EXPENSES	60,258.00	
		\$	
	TOTAL SEWER DEPARTMENT EXPENSES	60,258.00	

		\$	
	TOTAL ENTERPRISE FUND EXPENSES	123,021.00	
		\$	
	TOTAL GENERAL GOVERNMENT EXPENSES	537,180.00	

ESTIMATED REVENUE

311.2	General Property Tax (Prior Year)	\$	2,000.00
		\$	
313	2% Sales Tax	180,000.00	
		\$	
319	Penalty and Interest	250.00	
320	Licenses/Permits/Fees	\$	2,000.00
321	License Reversion	\$	2,000.00
335.1	Bank Franchise Fee	\$	3,850.00
335.3	Alcoholic Beverage License (City)	\$	2,400.00
335.4	Motor Vehicle License	\$	9,000.00
		\$	
335.6	Mobil Home Tax	300.00	
338	Port of Entry	\$	1,200.00
338.1	Road Tax	\$	1,600.00
338.2	Reserve Road/Bridge Tax	\$	2,800.00
338.3	Wheel Tax	\$	1,500.00
		\$	
344.1	Sanitation Hauling	55,200.00	
		\$	
344.3	Fines	200.00	
		\$	
361	Investment Earnings	300.00	
	Utility	\$	2,800.00
		\$	
	AG Tax	100.00	
	Sales Tax Collections on Garbage Service	\$	3,400.00

TOTAL ESTIMATED REVENUES FOR 2026

\$
270,900.00

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 year 2026, a tax sufficient to raise the following amount which is received by the City and shall be credited to the following fund:

LEVIED FOR THE GENERAL FUND

\$
266,280.00

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 #364
by Casper second by LaFleur. Motion carried.

Padraic (Paddy) Rigg
Mayor
Jefferson, South Dakota

ATTEST:
Michaeleen Roark
City Finance Officer

First Reading:	8/11/2025
Second Reading:	9/8/2025
Approved:	9/8/2025
Published:	9/18/2025

2026 CITY OF JEFFERSON
Jefferson, South Dakota

GENERAL FUND	2026
410 General Government	

		\$	
411	Mayor and Council	14,000.00	
		\$	
414.1	Professional Services	40,000.00	
		\$	
414.2	Finance Officer	63,460.00	
TOTAL	OFFICIAL SALARIES	\$	117,460.00

	CURRENT EXPENSES		
414.1	FICA (City Share)	\$	4,600.00

412.2	Medicare	\$	1,055.00
413	SD Retirement (City Share)	\$	3,000.00
414	Workmans Compensation	\$	2,500.00
		\$	
421	Insurance/Bonds/Unemployment Ins.		31,000.00
422	Service/Fees/Due	\$	3,800.00
423	Publish/Postage	\$	4,500.00
426.1	Supplies	\$	5,200.00
426.2	Materials	\$	800.00
428	Utilities	\$	3,000.00
		\$	
TOTAL	GENERAL GOVERNMENT EXPENSES		59,455.00

419.2 GENERAL GOVERNMENT BUILDING

		\$	
425	Repairs/Maintenance		15,000.00
426.2	Materials	\$	600.00
428	Utilities	\$	5,400.00
		\$	
TOTAL	GG BUILDING EXPENSES		21,000.00

421 POLICE PROTECTION

		\$	
411	Salaries		39,240.00
		\$	
	Additional Part-Time Salaries		13,000.00
412.1	FICA (City Share)	\$	3,239.00
412.2	Medicare	\$	757.00
413	SD Retirement (City Share)	\$	2,288.00
414	Workmans Compensation	\$	1,000.00
		\$	
425	Repairs/Maintenance/Vehicle Replacement		10,000.00
426.1	Supplies	\$	5,000.00
428	Utilities	\$	2,400.00
		\$	
TOTAL	POLICE DEPARTMENT EXPENSES		76,924.00

422.00 FIRE DEPARTMENT/RESCUE SQUAD

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

431 STREET DEPARTMENT

		\$	
411	Salaries		31,200.00

412.1	FICA (City Share)	\$	1,793.00
412.2	Medicare	\$	419.00
413	SD Retirement (City Share)	\$	2,288.00
414	Workmans Compensation	\$	530.00
		\$	
424	Street Repairs		81,504.00
425	Vehicle Expenses	\$	4,000.00
426.1	Supplies	\$	2,000.00
		\$	
428	Utilities		11,000.00
TOTAL	STREET DEPARTMENT EXPENSES	\$	134,734.00

452 PARKS DEPARTMENT

426.1	Supplies	\$	1,000.00
426.2	Maintenance	\$	6,000.00
		\$	
426.6	Development		20,000.00
		\$	
TOTAL	PARK DEPARTMENT EXPENSES		27,000.00

430 SANITATION DEPARTMENT

		\$	
452.2	Hauling		55,200.00
428	Sales Tax	\$	3,407.00
		\$	
TOTAL	SANITATION/SALES TAX EXPENSES		58,607.00

465 Economic Development

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

TOTAL GENERAL GOVERNMENT EXPENSES \$ 537,180.00

SELF SUPPORTING ENTERPRISE FUND

433 WATER DEPARTMENT

		\$	
411	Salaries		26,000.00
412.1	FICA (City Share)	\$	1,451.00
412.2	Medicare	\$	340.00
413	SD Retirement (City Share)	\$	1,872.00
414	Workmans Compensation	\$	400.00
422	Chemicals	\$	9,000.00
424	Repairs	\$	4,500.00
425	Vehicle Fuel	\$	500.00
426.1	Maintenance	\$	5,000.00
426.2	Drink Fees/Testing	\$	1,500.00
427	Water Meters	\$	5,000.00
428	Utilities	\$	7,200.00

TOTAL	WATER DEPARTMENT EXPENSES	\$ 62,763.00
	432 SEWER DEPARTMENT	
		\$
411	Salaries	36,400.00
412.1	FICA (City Share)	\$ 2,115.00
412.2	Medicare	\$ 495.00
413	SD Retirement (City Share)	\$ 2,288.00
414	Workmans Compensation	\$ 400.00
422	Chemicals	\$ 5,200.00
424	Repairs	\$ 7,500.00
425	Vehicle Fuel	\$ 500.00
426.1	Maintenance	\$ 4,000.00
		\$
426.2	Wastewater Fees	60.00
428	Utilities	\$ 1,300.00
		\$
TOTAL	SEWER DEPARTMENT EXPENSES	60,258.00
	TOTAL ENTERPRISE FUND EXPENSES	\$ 123,021.00
	TOTAL GENERAL GOVERNMENT EXPENSES	\$ 537,180.00

NEW BUSINESS:

One sealed bid was received for the miscellaneous playground equipment surplused out by the City Council.

Adele's Cat \$101.00

Motion to accept the bid of \$101.00 from Adele's Cat by Casper second by Lokhorst. Motion carried.

Mayor Rigg recognized Nicole Werner. Ms. Werner was present to request street closure in front of Jefferson Beer Supply for September 20, 2025, during Oktoberfest. A discussion followed. Motion to close the street in front of JBS September 20th from 12:00 to 6:00 p.m. by Casper second by Lokhorst. A poll of the board was taken Stokely, Boulware and LaFleur voting Nay, Lokhorst and Casper voting Aye. Motion failed. CM Stokely asked Ms. Werner why she did not use the park and the park parking lot. Motion by Boulware allowing the closure of the park parking lot September 20, 2025, second by Lokhorst. Motion carried.

Ms. Werner asked the City Council what they planned to spend the remainder of the community monies on. Ms. Werner asked the City Council to consider a housing study. A housing study is required when applying for community grants. Ms. Werner stated MRHD has grant money for non-profits and government entities for economic development. Ms. Werner offered to help in any way she could with grant applications.

A petition for the keeping and housing of five (5) laying hens was received from Darin Miller at 810 Esther Street. The FO stated the necessary signatures were gathered by Mr. Miller. CM Lokhorst stated he has received complaints about Mr. Miller owning a rooster. A discussion followed. Motion

to approve the petition for the housing and keeping of five (5) laying hens at 810 Esther Street by Casper second by Stokely. Motion carried.

Police Department:

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

Traffic Warning Verbal x 7

Traffic Warning x 3

Traffic Citation

Animal Call x 2

Injury Accident

Suspicious person x 2

Vehicle Fire

Mental Health x 6

Protection Order Violation

Medical Call x 2

Disturbance

Missing Child (Found)

Street Department:

Fixed potholes in alley behind the community center

Water/Wastewater Department:

Normal operation and working as it should.

Multiple locates.

Leak in water plant (fixed)

New motor for the water plant Aerator ordered and installed.

Leak was found at a residence (water was shut off to the residence) Water line fixed and water turned back on.

Parks Department:

Cleaned up fallen tree branches.

Mowed City property

Got road fixed to the lagoon. Have opened it up multiple times for people to drop off branches.

Two broken cameras on City Hall building.

Camera by the Lincoln Street lift station is not working. PC Sharkey will be checking into upgrading the cameras and placing some in the park.

Informational Items:

The street in front of 214 North 3rd Street has settled into a dip and needs attention. A discussion followed. SS Sharkey will check with Frank's Asphalt about getting that area patched and evened out.

Mayor Rigg read a donation request letter from Elk Point Pink Ladies. The Elk Point Pink Ladies provide support for individuals with cancer and their families in the Elk Point-Jefferson School District plus raise cancer awareness. Motion by LaFleur to donate \$100.00 to the Elk Point Pink Ladies second by Casper. Motion carried.

CM Casper received a complaint concerning a black lab running loose on Shannon Street.

Claims: Motion to pay the audited, approved warrants by Casper and second by Lokhorst. Motion carried. Monthly payroll: General Fund: \$14,195.88, Enterprise Fund-Water: \$1,276.45, EPF-Sewer: \$1,412.35, Paddy Rigg, cell phone, \$100.00, Sharkey, Dustin, cell phone, \$100.00, Ace Hardware, supplies-water, \$ 66.96, Bentson Pest Mgt., quarterly inspection, \$116.00, Campbell Grading Co., Blading/gravel, \$2,002.76, Conoco, fuel, \$382.20, Core and Main, water meters, \$897.51, Crary Huff Law Firm, legal fees, \$ 458.20, Danish Girl Marketing, website, \$27.50, EFTPS, OASI-Med-WH, \$6,179.66, Jefferson Beer Supply, supplies for NNO, \$351.35, Jensen Insurance, quarterly premium, \$7,300.00, Lilly, Charles, rcdeprefund, \$100.00, Lindblom Services, Days of '59 port-a-potties, \$800.00, Longlines, phone, \$282.95, Loren Fischer Disposal, July/August service, \$8,510.00, MAE, utilities, \$1,792.92, PVS DX, Inc., Water Chemical, \$983.23, Roark, Michaelleen, Webroot, \$49.99, SD 811, locates, \$14.56, SD Department of Revenue, sales tax, \$280.24, SDRS, August retirement, \$2,241.60, Sharkey, Dustin, NNO supplies, \$159.81, Siouxland Humane Society, stray cats, \$336.00, VC Party Rental, NNO slide/bounce house, \$439.00.

Motion to adjourn regular session at 7:36 p.m. by Boulware second by Stokely. Motion carried. The next regular meeting of the Jefferson City Council will be Monday October 6, 2025.

Padraic Rigg
Mayor

Jefferson, South Dakota

ATTEST:
Michaelleen Roark
City Finance Officer
Publish: September 18, 2025

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