

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

January 5, 2026  
City Hall  
7:00 p.m.

Members present: P. Rigg, T. Boulware, J. Casper, M. LaFleur, J. Lokhorst, M. Nelkie 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 Stokely. Motion carried.

Motion to approve the minutes of the December 1, 2025, City Council meeting by Casper second by Boulware. Motion carried.

Actual Bank Balances:

Checking: \$ 34,889.02

Savings: \$ 225,480.38

C.D.: \$18,310.94

Petty Cash: \$100.00

Restricted Cash: \$10,790.76

**TOTAL FUND BALANCE AS of 12-31-2025: \$ 289,571.10**

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

UNFINISHED BUSINESS:

BI Roan advised the FO that trailer #4 at 615 Main Street is still being worked on. No action will be taken at this time.

NEW BUSINESS:

A letter from Shannon Jost, Leader Courier, was received. Ms. Jost is requesting the City Council designate the Leader Courier as the City's official newspaper. Motion by Stokely to designate the Leader Courier as the official city newspaper second by Casper. Motion carried.

Motion by Lokhorst to designate Liberty National Bank as the official City depository second by Stokely. Motion carried.

Motion to approve the one-day Malt Beverage license application from St. Peter's Parish for January 10, 2026, by Stokely second by Boulware. Motion carried.

The Union County Assessor sent the City an email concerning upcoming Boards of Equalization and the need for a meeting to clarify how the UC Assessor arrives at property valuations. The Jefferson City Council agrees they feel comfortable handling the Local Board of Equalization meetings and do not need a special meeting with the Union County Assessor.

Police Department:

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

Traffic Verbal Warning x 6  
Transport from Sioux Falls to Jefferson  
Threats call.  
Hit and Run (Mailbox)  
Agency Assist (Union County accident MM 13)  
Agency Assist (Union County accident 480<sup>th</sup> )  
Agency Assist ( Union County Burglary Alarm)  
Agency Assist (North Sioux City, Trespass)  
Medical Call x2  
Found Animal x 2 (both returned to owners)

Street Department:

Moved snow. PC Sharkey thanked Mayor Rigg for his help with plowing snow.  
Put sand down when needed.  
Dodge 550 Dump Box is back working.

Water/Wastewater Department:

Normal operation and everything working as it should.  
Multiple locates.  
Fixed 2 water leaks in water plant.

Parks Department:

Two broken cameras on city hall building, camera by Lincoln Street lift station are not working, got quote and looking for another company.

Informational Items:

City Hall will be closed January 19, 2026, for Martin Luther King Jr's birthday.  
After Prom donation requests were received from DV After Prom and EPJ After Prom. Motion by Stokely to donate \$100.00 to each After Prom party second by Nelkie. Motion carried.

Longlines advised the City of a rate increase. The monthly rate for the business phone line will increase to \$25.00.

A combined election agreement was sent to the City from the Union County Auditor. Motion by Stokely to approve the Mayor's signature on said agreement second by Casper. Motion carried.

CM Casper stated he was approached about the dilapidated condition of the garage at 607 Wilson Street. A discussion followed.

Claims:

Motion to pay the audited, approved warrants by Stokely second by Boulware. Motion carried.  
Monthly payroll: General Fund: \$11,250.75, Enterprise Fund-Water: \$1,021.16, EPF-Sewer: \$1,129.88, Paddy Rigg, cell phone, \$100.00, Ace Hardware, supplies, \$ 160.88, Central Square Technologies, PD program, \$2,576.95, Conoco, fuel, \$299.30, Danish Girl Mktg., website, \$74.63, EFTPS, OASI-Med-WH, \$5,076.20, JP Cooke Co., PD-pet tags, 90.25, Jefferson Ambulance, annual appro., \$20,000.00, Jefferson Fire Department, annual appro., \$20,000.00, Leader Courier, publishing, \$313.50, Longlines, phone, \$322.01, Loren Fischer Disposal, disposal service-Nov/Dec, \$8,510.00, MAE, utilities, \$1,851.74, Northern Truck Equipment, Dump box repair, \$285.90, PVS DX, Inc. Chemicals-water, \$60.00, Roan, Gary, Building Inspector, \$800.00, SECOG, Regional Safety Action Plan share, \$500.00, SECOG, dues, \$864.00, Siouxland Humane Society, stray, \$56.00, SD Department of Revenue, sales tax, \$277.76, SDML, dues, \$754.00, SDML FO Assn, dues, \$50.00, SDML PC Assoc., dues, \$200.00, SDML WM Comp, Annual Premium, \$4,352.72,

SD Public Health Lab, tests, \$20.00, SDRS, December retirement, \$1,793.28, Verizon hot spot, \$80.02.

As required by SDCL 6-1-10, the following is a list of salaries of all employees and elected officials of the City of Jefferson, South Dakota. Mayor, \$2,640.00 per year plus \$20.00 per special meeting, Council Members, \$1,440.00 per year plus \$20.00 per special meeting, City Attorney, \$150.00 per hour, Michaelleen Roark, Finance Officer, \$50,460.00 per year, \$1,500.00 for office cleaning, \$13,000.00 taxable health insurance per year, \$3,000.00 taxable life insurance per year, Dustin Sharkey, Police Chief, \$33,122.00, \$6,136.00 taxable health insurance per year, \$800.00 taxable life insurance per year, Dustin Sharkey, Street Superintendent, \$26,248.00 per year, \$4,940.00 taxable health insurance per year, \$700.00 taxable life insurance per year, Dustin Sharkey, Water Superintendent, \$21,840.00 per year, \$4,160.00 taxable health insurance per year, \$700.00 taxable life insurance per year, Dustin Sharkey, Wastewater Superintendent, \$30,830.00 per year, \$5,564.00 taxable health insurance per year, \$800.00 taxable life insurance per year, Part-Time Police Officer, \$110.00 per night, Gary Roan, Building Inspector, \$1,600.00 per year.

Adjournment:

Motion to adjourn the regular session at 7:10 p.m. by Boulware second by LaFleur. Motion carried. The next regular meeting of the Jefferson City Council will be Monday February 2, 2026.

Padraic Rigg  
Mayor  
Jefferson, South Dakota

ATTEST:  
Michaelleen Roark  
City Finance Officer  
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