

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

July 7, 2025
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: J. Bogenreif, T. Elledge, T. Johnson, K. Koch, R. Monahan, M. Roark, N. Rollins, 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 June 2, 2025, City Council meeting by Casper second by Stokely. Motion carried.

Actual Bank Balances:

Checking: \$ 13,464.18

Savings: \$278,191.62

C.D.: \$18,242.34

Petty Cash: \$100.00

Restricted Cash: \$ 10,670.76

TOTAL FUND BALANCE AS of 06/30/2025: \$ 320,668.90

Motion to approve the financial statement by Boulware second by LaFleur. Motion carried.

At 7:01 p.m. D. Monahan, T. Monahan, L. Stokely, K. Twinn and N. Werner joined the City Council meeting.

UNFINISHED BUSINESS:

The 615 Main Street trailers #2, #3 and #4 were first on the agenda for an update. Trailers #2 and #3 are currently in stages of being removed. The owner of trailer #4 claimed not to have received a list of what the specific issues are with her trailer causing it to be red tagged. CA Koch did send a certified letter outlining the deficiencies specific to her trailer. Mayor Rigg shared the list addressed in that letter with the City Council.

The former JHS property was next on the agenda for an update. Mr. Tom Johnson is the owner of the former JHS property. Mr. Johnson bought the property back from Mr. Jeff Potratz for an additional \$30,000.00 to secure the unnamed road. Mr. Johnson is desirous of selling the road to the City of Jefferson. Motion by Stokely to move into Executive session at 7:06 p.m. with the Mayor, City Council, City Attorney, Police Chief and Finance Officer present. The regular meeting of the Jefferson City Council reconvened at 7:16 p.m. with all members present. Mayor Rigg thanked the audience for their patience. Mayor Rigg advised Mr. Tom Johnson the City would be willing to vacate the platted street within the property in trade for the paved unnamed road. Mr. Johnson stated he would consider the trade.

NEW BUSINESS:

Mayor Rigg recognized Ms. Nicki Werner. Ms. Werner was present to ask the City Council if they would support the 4th annual 2025 Farmers Market in August. Ms. Werner stated she would utilize the monies toward marketing and supply the City Council with receipts for same. Area residents bring their produce and products to sell plus St. Peter's Daycare is holding a fundraiser by serving breakfast during the Farmers Market. Motion by Casper to support the Farmers Market with a \$200.00 sponsorship for marketing, second by Nelkie. Motion carried. Ms. Werner thanked the City Council for their support.

The Jefferson Days of '59 Committee were present ask about spacing for the vendor's fair. Mr. Rayce Monahan stated the number of vendors for the vendor's fair Saturday was currently 17 with the possibility of that number increasing. The vendors fair runs from 11:00 a.m. to 3:00 p.m. and will be set up between Buds Bar and City Hall. Mr. Monahan asked if needed could the vendors overflow into the park parking lot. PC Sharkey advised the parking lot is going to be closed to all traffic for safety reasons and there is plenty of room in the lot. A discussion followed. The vendors will be allowed to drive in and unload their supplies. Mr. Monahan thanked the City Council for their time.

A variance request for the owning and housing of 2 female ducks was received from Gracelynn Bruns 117-5th Street. The paperwork was in order and the required signatures gathered. Motion to approve the petition for the owning and housing 2 ducks at 117-5th Street by Nelkie second by Boulware. Motion carried.

Two (2) applications for Abatement and/or refund of Property Taxes were received from the UC Treasurers' Office. The first was for Parcel #04.04.01.1015 Elderly and Disabled Assessment Freeze and the second was for Parcel # 4.12.01.1025 Veteran exemption.

Motion to approve the application of abatement for Parcel #04.04.01.1015 by Boulware second by Lokhorst. Motion carried.

Motion to approve the application for abatement for Parcel # 04.12.01.1025 by Casper second by Stokely. Motion carried.

July 1, 2025, notable law changes for cities was discussed. SB 74 requires the governing board to review the open meeting laws brochure annually in a public meeting and document the review in their minutes. The FO supplied the City Council with a copy "Conducting the Public's Business in Public." HB 1059 offers the definition of what constitutes an "official meeting". The additional law changes were noted.

The 2026 budget will be discussed at the August 4, 2025, meeting and a Special meeting was scheduled for Monday August 11, 2026, for ongoing discussions.

Police Department:

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

Traffic Warning Verbal x 6

Traffic Citation

Animal Call

Animal Bite

Agency Assist- Union County (Road Debris)

Agency Assist- Union County (Structure Fire)

Agency Assist- Dakota County (Warrant Arrest)

Disturbance (Loud Music) x 2

Mental Illness

911 Pocket dial

Found property.
Private Property accident
Fireworks Call (6/28/2025)
Driving complaint x 2
National Night Out 8/12/2025

Street Department:

The Road Guy chip and seal. Done.
Dust control on gravel roads. Done
Gutter clean on Division Street (Andrew Cronin)
Cleaned Main Street

Water/Wastewater Department:

Normal operation and working as it should.
Multiple locates.
Water Tower inspected (estimate on Repairs/Pictures) W/WWTS Sharkey shared pictures of the interior of the water tower. Recommended repairs are to remove and install a new hub assembly due to pack rust formation plus seal the openings between the roof and tank sidewall system. Motion by Stokely to approve the \$8,600.00 repair on the water tower second by Lokhorst. Motion carried.

Parks Department:

Cleaned up fallen tree branches.
Mowed City property
Mowed lagoon
Worked on the road to the Lagoon.
Elk Point sprayed for mosquitoes 7/2/2025 with plans to spray 7/9/2025.

Informational Items:

CM Lokhorst asked PC Sharkey about the rooster located at 810 Esther Street. PC Sharkey stated the rooster has been removed. CM Lokhorst asked if there were chickens there. PC Sharkey stated he did not know as he did not look into the fenced back yard. CM Lokhorst was concerned the property owner at 810 Esther Street failed to follow the rules pertaining to the owning and housing chickens.

Mayor Rigg read a thank you card, received from the Days of '59 Committee, for the City's donation towards the fireworks.

CM Boulware reported the softball tournament held June 21 and 22, 2025 was a success. Everything went well and there were not any issues.

Claims: Motion to pay the audited, approved warrants by Lokhorst and second by Casper. Motion carried. Monthly payroll: General Fund: \$10,537.79, Enterprise Fund-Water: \$1,021.16, EPF-Sewer: \$1,129.88, Paddy Rigg, cell phone, \$100.00, Ace Hardware, supplies-water, \$12.99, Bomgaars, PD boots, \$172.94, Bunkers Feed & Supply, dust control, \$7,126.59, Christensen, Todd or Sharon, RC Deprefund, \$50.00, Conoco, fuel, \$395.29, Crary Huff Law Firm, legal fees, \$1,023.70, EFTPS, OASI-Med-WH, \$4,177.10, ELO, Progress Pyt for Audit, \$6,500.00, Eakes, supplies, \$114.65, EP Pink Ladies, sponsorship, \$100.00, H&H Contracting, water tower cleaning, \$5,553.90, Leader Courier, publishing, \$352.97, Longlines, phone, \$288.77, Loren Fischer Disposal, May service, \$4,255.00, Loren Fischer Disposal, June service, \$4,255.00, MAE, utilities, \$1,825.22, PVS DX, Inc., Water Chemical, \$752.43, Postmaster, Box rent, \$84.00, Roan, Gary, Bldg. Inspector, \$800.00, Roark, Michaeleen, supplies, \$144.32, Shade Tree Solutions, treatment on park trees, \$1,140.00, SD DANR, drinking water fee, \$222.50, SD Department of Revenue, sales tax, \$265.04,

SD Public Health Lab, water tests, \$30.00, State Industrial Products, sewer chemical, \$704.93, The Road Guy Construction Co., Inc. chip and seal, \$53,950.50, Tri-State Communications, PD firmware, \$60.00, Tri-Tech Software Systems, PD Subscription, \$2,576.95, Verizon, PD Hotspot, \$40.01.

Motion to adjourn regular session at 7:44 p.m. by Boulware second by Nelkie. Motion carried. The next regular meeting of the Jefferson City Council will be Monday August 4, 2025.

Padraic Rigg
Mayor

Jefferson, South Dakota

ATTEST:
Michaelleen Roark
City Finance Officer
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