

City Council Meeting Agenda

Monday, October 7, 2024 – 6:30 p.m.

- I. Call to Order
- II. Pledge of Allegiance
- III. Roll Call by Municipal Finance Officer
 - A. Oath of Office-K. Rothschadl
- IV. Approval of Agenda

Aldermen may, by majority vote, add items to the agenda. Items added for discussion only, no consent items may be added.
- V. Monthly Items
 - A. Approval of Minutes of the September 5, 2024, Regular Meeting and September 20, 2024, Special Meeting
 - B. Approval of Claims
 - C. Approval of Finance Officer's Report
 - D. Accept Donations:
 - a. \$140.00 to the Fire Department from private citizen
 - b. \$200.00 to the Library from private citizen
 - c. \$1000.00 to the Library from Bargain Shoppe
- VI. Public Comments

Public appearance is a time for persons to address the City Council on items not listed on the agenda. No action may be taken on a matter raised under this item of the agenda until the matter itself has been specifically included on an agenda as an item upon which action will be taken. Each person has up to three minutes to speak. Comments made during the Public Appearance Comment period of the agenda may be on any subject. There shall be no personal attacks against the Mayor, members of the City Council, City staff, or any other individual.
- VII. Official Correspondence

Official Correspondence are letters, emails, or other forms of communications between government officials, government entities, business entities, or formally chartered groups or any combination thereof. This correspondence is business in nature and does not include personal correspondence addressed to any of the defined groups.

VIII. Mayor and Department Reports

- A. Utilities Department
- B. Street Department
- C. Airport
- D. Library
- E. Fire Department
- F. Ambulance Department
- G. Police Department
- H. Parks
- I. Finance
- J. Mayor

IX. Capital Improvements Projects

- A. Water Treatment Plant Update
 - 1. WTP Feimer Pay App #20 - \$303,329.29
 - 2. Change Order #13 - \$9250.00
- B. Airport
 - 1. Project Update

X. Old Business

- A. Abandoned Property
 - 1. Delinquent Special Assessments
- B. Building Permits & Zoning

XI. New Business

- A. Special Event Malt Beverage Permit - Norm's - Chamber Bingo Night
- B. Resolution 2024-05 Library Budget Amendment
- C. Resolution 2024-06 Library Budget Amendment
- D. Blood Drive 2025 Facility Usage-Cost Waive
- E. Authorization to add K.Rothschadl to bank accounts
- F. Goods and Services Update

XII. Other Business

Other business is a time for City Council members to address the council regarding matters not on the agenda. These items will be deliberated by the governing body and will not be acted upon at this time. Items mentioned may

be added to a future City Council meeting for deliberation or action.

XIII. Executive Session - Pursuant to SDCL 1-25-2 (1) Personnel & (4) Contracts/Litigations (if needed)

- A. *SDCL 1-25-2 (1) Personnel, (3) Legal, (4) Contracts or Litigation, or (6) Public Safety.*
- B. *Official action concerning the matters pursuant to this section shall be made at an open official meeting. An executive or closed meeting must be held only upon a majority vote of the members of the public body present and voting, and discussion during the closed meeting is restricted to the purpose specified in the closure motion.*
- C. *Notion in SDCL 1-25-1 or this section prevents an executive or closed meeting if the federal or state Constitution or the federal or state statutes require or permit it.*
- D. *Allows a majority of the body present to vote to close a meeting when discussion revolves around 1) personnel, 3) legal matters, 4) contract negotiations, 5) meetings may also be closed for certain economic development matters marketing or pricing strategies (SDCL 9-34-19). It is the policy (2.11) of the governing board to recess into executive session to discuss personnel issues such as employee qualifications, competence, performance, and character or fitness.*

XIV. Actions from Executive Session

XV. Adjournment

City Office and Departments will be closed Monday, October 14, 2024, for Indigenous People's Day

Daylight Savings Time Ends- November 3, 2024

Next Regular Meeting will be Monday, November 4, 2024, at 6:30 p.m. in the Springfield Community Center

V.A.

City Council Meeting
Springfield, South Dakota
September 5, 2024

The regular meeting of the City Council was held on September 5, 2024, at the CSC. The meeting is recorded for internal purposes. The meeting was called to order by Mayor Kostal at 6:30 p.m. The Pledge of Allegiance was recited. Roll Call: Burch, Cvrk, Ludens, Mueller and Mayor Kostal were present. Also present, Finance Officer Larson, Asst. F.O. Lee, Attorney Johnson, Librarian Kelly Namminga, Carol Hagen, Patricia Thomas and Ray Thomas.

Approval of the Agenda: Mayor Kostal asked to add building ordinance and permits to discussion for other business. Mueller moved, Cvrk second to approve the agenda with the addition. All voted in favor, motion carried.

Approval of the Minutes: Cvrk moved, Ludens second to approve the minutes of the August 5, 2024 meeting. All voted in favor, motion carried.

Approval of Claims: Cvrk moved, Ludens second to approve the claims. All voted in favor, motion carried. A-Ox, supplies, 860.75; Appeara, service, 105.77; Aqua-Pure, chemicals, 2772.00; AT&T, service, 215.91; B&H Publishing, service, 2245.51; B-Y Electric, service, 127.00; Register of Deeds, service, 60.00; Sharlene Brinker, water deposit refund, 150.00; CFC, fuel, 17655.00; City of Springfield, water postage, 183.60; Core & Main, supplies, 3043.68; DGR Engineering, Airport, 11385.65; Derrick Johnson, service, 639.52; Doug's Food Center, supplies, 279.68; Dust-Tex, supplies, 50.91; Feimer Construction, WTP, 471264.16; First Savings Bank, service, 342.61; Golden West, service, 853.80; Hach Company, chemical testing, 98.55; Hawkins, chemical, 3604.50; William Hill, water deposit refund, 75.00; I&S Group, CIP, 3500.00; JCL Solutions, supplies, 131.99; Kaul's Ag, service & supplies, 415.45; Scott Kostal, mileage, 86.46; LEAF, service, 128.79; Lesli Lee, water postage, 100.00; Luke Repair, fuel & supplies, 239.77; Northwestern, electricity, 6646.10; One Source, supplies, 65.01; Paulson 5 LLC, water bill clemency, 226.40; PCC, service, 889.60; Public Health Laboratory, water testing, 1115.00; Quill, supplies, 451.90; Victoria Rager, water deposit refund, 53.83; Department of Revenue, sales taxes, 408.80; SPN, engineer fees, 14066.63; US Post Office, service, 198.80; Water & Environmental, water testing, 55.00; Williams Sanitation, service, 234.00. Payroll deductions: SD Retirement System 2867.84; Principal Life Insurance 37.28; Avera Health Plans 4745.04; Supplemental Retirement 205.00; Colonial Life, 70.52; First

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Savings Bank 9256.37. Payroll by department: GENERAL-Mayor/Council 1015.85; Finance Office 6910.77; Streets 3026.28; Airport 836.36; Ambulance 2516.48; Park & Rec 2248.60; Parks Pool 9258.44; Library 443.73; WATER 3798.72; SEWER 4846.73.

Finance Officer's Report: Mueller moved, Burch second to approve the Finance Officer's Report. All voted in favor, motion carried.

Donations: Burch moved, Mueller second to approve \$162.00 donation to the Springfield Pool from a private citizen. All voted in favor, motion carried.

Public comment: Ray Thomas spoke regarding the airport, streets, and the police department. Patricia Thomas spoke about illegal U-turns/parking and kids on golf carts.

There was no official correspondence.

Mayor and Department Report: Utilities - the public notice of the surface water discharge permit has been published and still working on meter reporting for the State. Streets - chip seal is scheduled for September, no certain date set yet, department has been mowing and patching potholes. Airport - the weeds will be sprayed this fall, and the annual inspection has been completed. Fire Department - there has been a huge reduction of the electric bill due to fixing the air conditioner. Ambulance - the department is now under the SD Board of Medical Osteopathic Examiners instead of the SD Department of Health. All EMTs and EVOC drivers need to complete paperwork for the new Board. Police - the city is working with a business in Rapid City regarding the on-going search for a police officer which is a long process. Larson spoke regarding an in-car and body camera system through Motorola. This would be a 5-year lease program for \$23,080.00, which includes an \$11,000.00 incentive if ordered by the end of the year. Larson also spoke regarding the OHS grant, hoping to receive the award in September for pagers and radios for the ambulance and police departments. Library - Namminga stated that a representative from the State Library will visit Springfield next week to discuss library policies. Parks, Pool and Rec - the pool is closed and drained for the season. Comments were made thanking the lifeguards for having the pool open until Labor Day. The city is still waiting for confirmation regarding the GFP RTP grant. Finance Office - Larson stated that the base water rate will increase by \$2.00, from \$26.00 to \$28.00 for 2,000 gallons, NOT an increase of \$2.00 per gallon. Larson gave information on IM-28, and that the city could potentially lose \$26,000.00 in tax revenue next year if this bill passes. Three interviews were conducted for the Asst. F.O. position. The annual audit is scheduled for September 30 - October 4, with the Finance Office having very limited public hours that

V.A.

week. Mayor Kostal - stated that he attended the SDML District III meeting. Mayor Kostal also stated he will check into the Emergency Management - Hazard Mitigation Program regarding funding for emergency shelters. The Mayor met with the Warden from MDSP and was informed 8 new correctional officers have been hired, but housing has been difficult to find. The Muffin Monster sewage grinder has been installed with electrical yet to be completed. Mayor Kostal stated a special meeting will be scheduled for the 2nd reading of Ordinance 620 - 2025 Budget and feedback on the 5-year CIP for ISG. Rush-Co will be having a free community lunch on Wednesday, September 18, 2025, at 12:00 p.m.

Capital Improvement Projects:

WTP Feimer Pay App #19: \$476,019.74 - Cvrk moved, Mueller second to approve WTP Feimer Pay App #19 for \$476,019.74. All voted in favor, motion carried.

Change Order #12: \$53,853.00 - Burch moved, Cvrk second to approve Change Order #12 for \$53,853.00. All voted in favor, motion carried.

Mayor Kostal stated that WTP Change Orders #7 A-H are still being reviewed by Rural Development.

Airport Pavement Project: Adjustments to the project - deleting Schedule B2 (taxilane) and reduced Schedule B1 (apron) by 17%. All funding has been secured. The bid was awarded to Duininck, Inc, for \$4,603,678.31 and the Notice to Proceed was issued on August 28, 2024. Stockpiling and staging can begin immediately, with construction between March 24, 2025 and April 21, 2025.

Old Business: Nuisance Property - the county is working on the delinquent tax sale of the Myron Richey property. Delinquent special assessments were discussed. Atty Johnson will speak with the county regarding the city being reimbursed for the mowing special assessments of property that has been sold on tax sales. Mayor Kostal stated that liens have already been placed on Richey and Riggs for outstanding water bills. Cvrk moved, Mueller second to declare the following delinquent special assessments: Myron Richey, \$1,700.00, Preston Riggs, \$1,200, Take a Gander Guide Service, LLC, \$900.00, and Lynda Heminger, \$500.00. Council agreed to add Denali Alliance for \$1,500.00 to the list. Mueller moved, Cvrk second to amend the motion to declare the following delinquent special assessments: Myron Richey, \$1,700.00, Preston Riggs, \$1,200, Take a Gander Guide Service, LLC, \$900.00, Lynda Heminger, \$500.00, and Denali Alliance for \$1,500. All voted in favor, motion carried. The condemnation letter for Myron Richey will be sent to the county.

8th and Maple Streets Drainage - there are no updates. Hagen spoke regarding safety concerns. Mayor Kostal stated this project would have to be totally funded by the city for this project to proceed.

Crop and Hayland Leases - the city will spray the crop and hayland this fall for noxious weeds.

New Business: Larson explained Ordinance #620 - 2025 Budget Appropriations. Discussion was held. Cvrk moved, Burch second to approve the First Reading of Ordinance #620 - 2025 Budget Appropriations. Vote by roll call, Burch, aye, Cvrk, aye, Ludens, aye, Mueller, aye. Ordinance #620 - 2025 Budget had the first reading.

ISG 5-year Capital Infrastructure Plan - Mayor Kostal stated that the draft of the 5-year CIP has been emailed to the council for their review for action in October.

Other Business: Building Ordinance and Permits - Mayor Kostal explained there have been discussions regarding the current building permit process and possible ordinance changes. This would include discussion of temporary buildings/sheds, fabric covers, possible special assessments for curb, gutter, and any additional poured concrete or potential water runoff issues.

Executive Session. Mayor Kostal stated he had personnel and contracts/litigations items for executive session. Cvrk moved, Mueller seconded to go into executive session for personnel and contracts/litigation. All voted in favor, motion passed. Entered at 8:06 p.m. Mayor Kostal declared out of executive session at 8:55 p.m. Mueller moved, Cvrk second for Les Jelsma to roll over 24 hours of vacation leave for the next year. All voted in favor, motion carried. Burch moved, Cvrk second to accept the resignation of Karen Jelsma as custodian of the Government Building with thanks for her service. All voted in favor, motion carried. Burch moved, Mueller second to hire Kayla Rothschadl as the Asst. Finance Officer. All voted in favor, motion carried.

Adjournment: Cvrk moved, Mueller second to adjourn. All voted in favor, motion carried. Meeting adjourned at 9:00 p.m.

Scott L. Kostal
Mayor

Amanda Larson
Finance Officer

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Unofficial minutes published one time at an approximate cost of

Finance Office will have limited public hours the week of September 30, 2024, for the annual audit.

Next regular meeting will be Monday, October 7, 2024, at 6:30 pm at the CSC.

All City Offices and Departments will be closed Monday, October 14, 2024, for Indigenous People's Day.

SDML Conference is scheduled for October 8, 2024, through October 11, 2024, in Sioux Falls.

V. A.

City Council Special Meeting
Springfield, South Dakota
September 20, 2024

The special meeting of the City Council was held on September 20, 2024, at the CSC. The meeting is recorded for internal purposes. The meeting was called to order by Mayor Kostal at 10:04 a.m. The Pledge of Allegiance was recited. Roll Call: Burch, Cvrk, and Ludens via phone, Mueller and Mayor Kostal were present. Also present, Finance Officer Larson, Asst. F.O. Lee, Asst. F.O. Rothschadl, Attorney Johnson, Librarian Kelly Namminga, and *Springfield Times* Reporter Bochman, Justin Heim (via phone) and Parker Hamann (via phone) with ISG.

Approval of the Agenda: Mayor Kostal asked to add Blending Permit Request for Bon Homme Bass Club to agenda and place after item X.A. Cvrk moved, Mueller second to approve the agenda with the addition. All voted in favor, motion carried.

There were no public comments.

Old Business: Second Reading of Ordinance #620- 2025 Budget Appropriations - Ludens commented on possible notation of the Intergovernmental Revenue regarding the airport grant. F.O Larson and City Attorney Johnson explained intergovernmental revenue is comprised of taxes, licensing and grants from other governmental funds in addition to the airport grant funds. Cvrk moved, Ludens second to approve Second Reading of Ordinance #620-2025 Budget Appropriations. Roll Call vote: Burch, Cvrk, Ludens and Mueller all voted in favor, motion carried.

Consumption/Blending of Alcoholic Beverages on Premises permit- October 5, 2024- Request from Bon Homme Bass Club for Annual Year-End Club event. Motion by Ludens, seconded by Cvrk. Roll Call vote: Burch, Cvrk, Ludens and Mueller all voted in favor. Motion carried.

Review/Update ISG 5-year Capital Infrastructure Plan update- Justin Heim with ISG Engineering reviewed the DRAFT 5-year Capital Improvement Plan. Mayor Kostal requested to shift the timespan from 2026-2030 to start work next spring. Justin approved. Cvrk requested for the draft plan to be available on city website for public to comment. Justin agreed that a community version with map would be a good idea. Justin stated he would work towards finalizing the plan early October to be available at the November council meeting for review and approval.

Crop and Hayland Leases: No discussion was held due to not having an in-person quorum.

Mayor Kostal stated that chip seal will be done on September 23rd and 24th. A Bright Arrow message will be sent out. Scoping meeting with DOT regarding Main Street sidewalk project will be 2 p.m. on Tuesday September 24, 2024. Dakota Pump will be here Tuesday, September 24, 2024 to begin pumping water from Missouri River to the new WTP. Audit will be September 30, 2024 through October 4, 2024.

Adjournment: Mueller moved, Cvrk second to adjourn. All voted in favor, motion carried. Meeting adjourned at 10:32 a.m.

Scott L. Kostal
Mayor

Amanda Larson
Finance Officer

Unofficial minutes published one time at an approximate cost of \$ _____.

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V. B

CITY COUNCIL MEETING
10/07/2024
OCTOBER Bills

Opt #17

Bills Presented By:	Bills Presented For:	Amount	Check #
1 . A-OX WELDING SUPPLY CO, INC	SUPPLIES	58.47	53276
2 . APPEARA	MATS, SUPPLIES	105.77	53277
3 . AT&T MOBILITY	UTILITIES	215.91	53278
4 . B & H PUBLISHING	PUBLISHING	749.21	53279
5 . BARNES & NOBLE INC	BOOKS	96.87	53280
6 . B-Y ELECTRIC	UTILITIES	139.00	53281
7 . MATT BALVIN	WATER DEPOSIT REFUND	75.00	53282
8 . BON HOMME PHARMACY	EPI PENS	227.00	53283
9 . CENTRAL FARMERS COOP	CHEMICAL	239.35	53284
10 . CHASE PEST SERVICE	SERVICES	40.00	53285
11 . KEVIN CHIPPS	WATER DEPOSIT REFUND	150.00	53286
12 . CROFTON JOURNAL/ NIOBRARA TRIB	PO/ FO ADVERTISING	48.00	53287
13 . NIKI DEFRIES	PARADE REIMBURSEMENT	53.90	53288
14 . SHANNON DEFRIES	WATER DEPOSIT REFUND	150.00	53289
15 . DGR ENGINEERING	AIRPORT CIP ENGINEER	10,974.06	53290
16 . PLANNING & DEV. DISTRICT III	WTP ADMINISTRATION FEE	7,000.00	53291
17 . DOUG'S FOOD CENTER	SUPPLIES	32.81	53292
18 . DUST-TEX SERVICE INC	JANITORIAL SUPPLIES	50.91	53293
19 . RALPH EMBREE	WATER DEPOSIT REFUND	150.00	53294
20 . FIEMER CONSTRUCTION INC	WTP PA# 19	476,019.74	53295
21 . FIRST SAVING BANK	SUPPLIES	171.08	53296
22 . GOLDENWEST COMPANIES	UTILITIES	766.73	53297
23 . DEONA HAAF	WATER DEPOSIT REFUND	150.00	53298
24 . KEVIN HAMILTON	ACCT# 10009.04	150.00	53299
25 . HAWKINS INC	CHEMICALS	6,294.82	53300
26 . KENT HIEMSTRA	WATER DEPOSIT REFUND	150.00	53301
27 . RANDY HOEK	WATER DEPOSIT REFUND	150.00	53302
28 . JACOB HORNSTRA	WATER DEPOSIT REFUND	75.00	53303
29 . HENRY SCHEIN MEDICAL EMS	SUPPLIES	526.72	53304
30 . I&S GROUP	GOED CIP	2,500.00	53305
31 . ANDY JACOBS	WATER DEPOSIT REFUND	75.00	53306
32 . SCOTT JANKE	WATER DEPOSIT REFUND	150.00	53307
33 . JCL SOLUTIONS JANITOR'S CLOSET	JANITORIAL SUPPLIES	112.43	53308
34 . JOHN KWIEK	WATER DEPOSIT REFUND	150.00	53309
35 . LEAF	COPY CONTRACT	128.79	53310
36 . LUKE REPAIR	TIRE REPAIR	40.00	53311
37 . DAVID LUKER	WATER DEPOSIT REFUND	75.00	53312
38 . NORTHWESTERN	UTILITIES	6,391.43	53313
39 . ONE SOURCE ONE SOLUTION	COPY CONTRACT	64.27	53314
40 . PHYSICIANS CLAIMS COMPANY	JUNE BILLING	835.12	53315
41 . PECHOUS PUBLICATIONS LLC	ASST FO/ PD ADVERTISEMENTS	172.20	53316
42 . PETERSON ELECTRIC	STREET LIGHT REPAIR	770.41	53317
43 . RAYMOND PETRIK	WATER DEPOSIT REFUND	278.55	53318
44 . PUBLIC HEALTH LABORATORY	WATER TESTING	181.00	53319
45 . KRISTIN PIGNEY	WATER DEPOSIT REFUND	150.00	53320
46 . DAKOTA PISANO	WATER DEPOSIT REFUND	75.00	53321
47 . JEROME PROCTOR	WATER DEPOSIT REFUND	75.00	53322
48 . QUILL CORPORATION	SUPPLIES	251.71	53323
49 . GREGG SCHELSKE	WATER DEPOSIT REFUND	75.00	53324
50 . SD DEPT TRANSPORTATION	WINDSOCKS	31.25	53325
	SubTotal	517,592.51	

V B.

51 . REEMPLOYMENT ASSISTANCE	THIRD QUARTER	65.78	53326
52 . DARRELL SMITH	WATER DEPOSIT REFUND	150.00	53327
53 . SPRINGFIELD PLUMBING	SERVICES	80.00	53328
54 . SPN	WTP ENGINEERING	11,463.28	53329
55 . TEAM LAB	LAGOON TESTING	1,200.00	53330
56 . TYNDALL VET CLINIC	RABIES TESTING	62.99	53331
57 . WILLIAMS SANITATION	GARBAGE	194.00	53332
	TOTAL	530,808.56	

Annual water deposit refunds for accounts
in good standing for the last 12 months



RECONCILIATION OF CASH ASSETS

September 2024

	REPORTED BALANCE	Beginning Balance	Receipts	Disbursements	Transfers In & Out	Changes in A/R	TOTAL
101 101.00	General Fund	\$ 196,097.41	\$ 85,374.80	\$ 54,408.43	\$ 2,299.25	\$ 36.62	\$ 229,399.65
101 101.01	GF Ambulance Cash	\$ 68,028.39	\$ 8,474.95	\$ 1,593.35	\$ (2,305.65)	\$ -	\$ 72,604.34
101 104.00	GF FIT	\$ 54,731.60	\$ 232.14	\$ -	\$ -	\$ -	\$ 54,963.74
101 105.00	GF Savings Certificates	\$ 11,500.00	\$ -	\$ -	\$ -	\$ -	\$ 11,500.00
101 105.01	GF Savings Certificates - Ambulance	\$ 30,000.00	\$ -	\$ -	\$ -	\$ -	\$ 30,000.00
272 101.00	RLF Fund	\$ 111,486.71	\$ 793.32	\$ -	\$ -	\$ -	\$ 112,280.03
272 104.00	RLF Fund - FIT	\$ 10,946.88	\$ 46.46	\$ -	\$ -	\$ -	\$ 10,993.34
275 105.00	RLF Savings Certificate	\$ 101,000.00	\$ -	\$ -	\$ -	\$ -	\$ 101,000.00
601 101.00	Liquor Cash	\$ 48,630.67	\$ 937.50	\$ -	\$ -	\$ -	\$ 49,568.17
602 101.00	Water Fund	\$ 446,439.21	\$ 572,624.61	\$ 520,719.09	\$ (16,641.34)	\$ (11,248.97)	\$ 470,454.42
602 102.00	Water Cash Change	\$ 50.00	\$ -	\$ -	\$ -	\$ -	\$ 50.00
602 105.00	Water Savings Certificates	\$ 1,046,000.00	\$ -	\$ -	\$ -	\$ -	\$ 1,046,000.00
602 105.10	Water Depreciation Savings Certificates	\$ 549,000.00	\$ -	\$ -	\$ -	\$ -	\$ 549,000.00
602 107.10	Water Surcharge Restricted	\$ 156,274.83	\$ 22,483.71	\$ -	\$ -	\$ -	\$ 178,758.54
602 107.20	Water Bond Reserve	\$ 9,936.00	\$ -	\$ -	\$ 1,242.00	\$ -	\$ 11,178.00
602 107.90	Water Bid Restricted	\$ 400.00	\$ -	\$ -	\$ -	\$ -	\$ 400.00
604 101.00	Sewer Fund	\$ 144,308.48	\$ 20,322.66	\$ 8,899.99	\$ (98.88)	\$ (317.92)	\$ 155,314.35
604 107.00	Sewer Depreciation Restricted	\$ 4,422.03	\$ -	\$ -	\$ -	\$ -	\$ 4,422.03
604 107.10	Sewer Surcharge Restricted	\$ 389,627.84	\$ 9,522.04	\$ -	\$ -	\$ -	\$ 399,149.88
	TOTAL RECORDED CASH ASSETS::	\$ 3,378,880.05	\$ 720,812.19	\$ 585,620.86	\$ (15,504.62)	\$ (11,530.27)	\$ 3,487,036.49

RECORDED CASH ON HAND AND IN BANK	Ambulance Checking	Money Market Savings	General Fund Checking	FIT & CD's	Other	TOTAL
Bank Balance:: September 26, 2024	\$ 102,604.34	\$ 991,064.84	\$ 134,619.93	\$ 2,203,457.08	\$ 50.00	\$ 3,431,796.19
Add::						
Deposits in Transit (D)	\$ -	\$ 71,789.30	\$ -	\$ -	\$ -	\$ 71,789.30
Outstanding Transactions (O)	\$ -	\$ -	\$ 16,549.00	\$ -	\$ -	\$ 16,549.00
Reconciled Bank Balance::	\$ 102,604.34	\$ 1,062,854.14	\$ 118,070.93	\$ 2,203,457.08	\$ 50.00	\$ 3,487,036.49

OTHER RECONCILING ITEMS	Ambulance Checking	MMSA Balance	Checking Balance	FIT Balance	Certificates of Deposit	Petty Cash	TOTAL
Ambulance Checking	\$ 102,604.34						\$ 102,604.34
MMSA Balance		\$ 1,062,854.14					\$ 1,062,854.14
Checking Balance			\$ 118,070.93				\$ 118,070.93
FIT Balance				\$ 65,957.08			\$ 65,957.08
Certificates of Deposit					\$ 2,137,500.00		\$ 2,137,500.00
Petty Cash						\$ 50.00	\$ 50.00
TOTAL RECONCILED CASH ASSETS::						\$ 3,487,036.49	\$ 3,487,036.49

VARIANCE-REPORTED VS. RECONCILED	TOTAL
	\$ -

20

V. D

FINANCE OFFICER	CITY OF SPRINGFIELD, SOUTH DAKOTA		№ 34054
	Date <u>9-17</u> , 20 <u>24</u> <u>9-5-24</u>		
RECEIVED OF: <u>Anonymous Citizen</u>			\$ <u>140.⁰⁰</u>
<u>One hundred forty + ⁰⁰</u>			DOLLARS
Account No.	Amount		
<u>Check # 1740</u>	<u>140</u>	<u>00</u>	For: <u>Donation to Fire Dept</u>
			<u>101-00-367.00</u>
			By: <u>Kayla Rothmann</u>

V.D

CITY OF SPRINGFIELD
Phone 369-2309
Springfield, SD 57062

①

34031

Date 9-4 2024

RECEIVED OF Private Citizen
Two Hundred & 00/100 Dollars \$ 200.00

For \$200.00 Library Donation

Amount Paid \$ 200.00 THANK YOU By [Signature]
CITY OF SPRINGFIELD

Cash Check 2813 Municipal Finance Officer

V. D

FINANCE OFFICER

CITY OF SPRINGFIELD, SOUTH DAKOTA

(D)

Date 9-12, 2024 ⁹⁻⁵⁻²⁴

No 34057

RECEIVED OF Bargain Shoppe

\$ 1000.⁰⁰

One Thousand + 00/100

DOLLARS

Account No.	Amount	
Check # 1652	1000	00

For Library Donation

101-00-367.01

By Kyle Rohdahl

2024 WATER LOSS REPORT

2024	WATER PLANT	CUSTOMERS	DIFFERENCE	WATER LOSS PERCENTAGE
JANUARY	6,597,600	4,588,300	2,009,300	30%
FEBRUARY	5,557,000	3,641,100	1,915,900	34%
MARCH	5,133,700	3,550,500	1,583,200	31%
APRIL	6,238,800	4,515,700	1,723,100	28%
MAY	6,879,100	4,498,000	2,381,100	35%
JUNE	7,741,600	5,393,900	2,347,700	30%
JULY	7,035,200	4,770,000	2,265,200	32%
AUGUST	7,287,300	4,999,000	2,288,300	31%
SEPTEMBER	7,162,900	5,084,500	2,078,400	29%
OCTOBER			-	#DIV/0!
NOVEMBER			-	#DIV/0!
DECEMBER			-	#DIV/0!
				Monthly misc. loss/usage
March	two water leaks & hydrant flushing - 50,000 gallons Fire Deptment used 8,000 gallsons			58,000
April	Casey's water leak - 25,000 gallons Vollmer house fire - 10,000 gallons Fire Department training and controlled burn - 6,500 gallons Street Sweeper - 1,000 gallons			42,500
May	Unplug pool drain			5,000
June	Fire Department - 500 gallons Terrace Park Sprinklers - 10,000 gallons			10,500
July	Fire Department - 1,000 gallons Terrace Park Sprinklers - 10,000 gallons 4th of July usage - 2,000 gallons			13,000
August	Fire Department - 200 gallons Terrace Park Sprinklers - 10,000 gallons Hydrant Flushing - 10,000 gallons WTP Storage Tanks - 30,000 gallons			50,200
September	Fire Department-200 gallons Terrace Park Sprinklers-5,000 gallons			5,200

Meeting Schedule
of the
Evelyn Lang Public Library Board of Trustees

Date	Meeting Type
10/17/24	Unofficial – State Library will be here earlier – Kelly can give a report – plan for book sale
11/21/24	Unofficial - Begin going through sections of the Trustee Handbook
12/19/24	Unofficial – Plan for 2025 projects and grant proposals
1/16/25	Official – Full agenda
2/20/25	Unofficial – Library survey; plan advertising for summer programs
3/20/25	Official – Full agenda – terms ending for Raak & Irish (April 30) – can renew for 3 years or assist with finding a replacement
4/17/25	Unofficial – nominations for new terms submitted to City by the Board president The meeting is scheduled for the Thursday before Easter – since that is a church night, a decision will need to be made in March if the meeting will be scheduled for a different day.
5/15/25	Official – Annual Meeting – full agenda – new officers

Unofficial meetings – a quorum may be present, but no action will be taken. This time can be used to work on items, or training. The board may change this to an official meeting if necessary to conduct business.

Official meetings – these are quarterly meetings as required by state law. There will be a full agenda presented and a quorum must be present for these meetings. An agenda must be presented to the librarian so that information can be provided to the Board at least one week before the meeting.

All meetings are open to the public, and notification of the meetings must be made public at least 24 hours prior to the meeting. The librarian may send notices and meeting reminders to the Board, but any schedule conflicts or absences must be directed to the board president, so decisions can be made if necessary.

We have means to do remote access to a meeting, and can legally conduct a meeting in this manner.

To the Springfield City Council;

At the September 19th library board meeting it was decided that the Board should have regular monthly meetings.

The following changes have been made to update the bylaws to reflect this change:

Original statement:

Article VII – Meetings

Section 1. The Board shall hold at least four (4) regular meetings each year. These four (4) regular meetings shall take place at the Springfield Community Services Center.

This section will be updated to:

Section 1. The Board shall hold monthly meetings on the **3rd Thursday of each month at 5:30 pm**. These meetings shall take place at the Springfield Community Services Center.

Kelly Namminga

Board secretary and librarian

VILLI
J.

Lesli Lee

From: Jensen Dietrich, Kim <Kim.JensenDietrich@lifeservebloodcenter.org>
Sent: Wednesday, September 11, 2024 9:14 AM
To: Springfield Chamber; Steve Mueller
Subject: Springfield Community 9/10 Blood Drive Results



I wanted to take a moment to personally thank you for the amazing work you're doing in our community. Your dedication to encouraging others to donate blood truly makes a difference, and I want you to know how much it's appreciated.

Because of your efforts, those donations are now on their way to helping hospital patients who need them most. That's something to be really proud of.

Snapshot of the Results:

- 11 Appointments**
- 10 Registered Donors**
- 9 Eligible Donors**
- 10 Units Collected**
- Up to 30 Lives Saved or Sustained!**

No Donor & Milestone Celebrations This Drive

How Did It Go on Your End?

Our Donor Services team mentioned that everything went smoothly, but I'd love to hear how things went from your perspective. Was there anything that stood out to you, or anything we could improve for next time?

Looking Ahead

We've got more drives on the horizon, and I'm really hoping we can count on you again. The dates are below - let me know if they fit into your schedule.

Date	Day of Week	Draw Start Time	Draw End Time	Location
11/12/2024	Tuesday	03:30 pm	06:00 pm	Springfield Community Center
01/14/2025	Tuesday	03:30 pm	06:00 pm	Springfield Community Center
03/11/2025	Tuesday	03:30 pm	06:00 pm	Springfield Community Center
05/13/2025	Tuesday	03:30 pm	06:00 pm	Springfield Community Center
07/15/2025	Tuesday	03:30 pm	06:00 pm	Springfield Community Center
09/16/2025	Tuesday	03:30 pm	06:00 pm	Springfield Community Center
11/11/2025	Tuesday	03:30 pm	06:00 pm	Springfield Community Center

IXA1

Contractor's Application for Payment

Application No.: 20

Owner: <u>City of Springfield, SD</u>	Engineer's Project No.: <u>15627</u>
Engineer: <u>SPN and Associates</u>	
Contractor: <u>Feimer Construction</u>	
Project: <u>Water Treatment Plant</u>	

Application Date: September 24, 2024
 Application Period: From August 18, 2024 to September 21, 2024

1. Original Contract Price	\$ 7,321,476.00
2. Net change by Change Orders	\$ 1,253,915.88
3. Current Contract Price (Line 1 + Line 2)	\$ 8,575,391.88
4.a Total Work Completed	\$ 7,607,657.59
4.b Materials Stored to Date	\$ 124,957.22
4.c Less Value of Non-conforming Work	_____
5. Retainage	
a. <u>5%</u> X <u>\$ 7,732,614.81</u> Work & Materials	\$ 386,630.74
b. _____ X _____ Work & Materials	\$ -
c. Total Retainage (Line 5.a + Line 5.b)	\$ 386,630.74
6. Amount eligible to date (Line 4.a + 4.b - 4.c - Line 5.c)	\$ 7,345,984.07
7. Less previous payments (Line 6 from prior application)	\$ 7,042,654.78
8. Amount due this application	\$ 303,329.29
9. Balance to finish, including retainage (Line 3 - Line 6)	\$ 1,229,407.81

Contractor's Certification
 The undersigned Contractor certifies, to the best of its knowledge, the following:
 (1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;
 (2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such liens, security interest, or encumbrances); and
 (3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

Contractor Approval
 Signature: [Signature] Date: 9/23/24

Recommended by Engineer	Approved by Owner
By: <u>Camden Holt, PE</u>	By: _____
Title: <u>Project Engineer</u>	Title: <u>Mayor</u>
Date: <u>9/23/24</u>	Date: _____

Approved by Funding Agency
 By: _____ Title: _____
 Date: _____

CHANGE ORDER NO. 13

Owner: City of Springfield Engineer's Project No.: 15627
 Engineer: SPN & Associates
 Contractor: Feimer Construction Inc
 Project: Water Treatment Plant
 Contract Name: Bid Schedule A with Alternates
 Date Issued: 9/24/2024 Effective Date: 9/24/2024

The Contract is modified as follows upon execution of this Change Order:

Description:

The Contract is amended by revising the gas scales to digital output with SCADA monitoring.

Attachments: Attachment to Change Order 13

Change in Contract Price	Change in Contract Times
Original Contract Price: \$7,321,476.00	Original Contract Times: Substantial Completion: 12/1/2023 Ready for final payment: 12/31/2023
Increase from previously approved Change Orders No. 1 to No. 11: \$1,603,239.88	Increase from previously approved Change Orders No.1 to No. 11: Substantial Completion: 330 Ready for final payment: 330
Contract Price prior to this Change Order: \$8,924,715.88	Contract Times prior to this Change Order: Substantial Completion: 10/26/2024 Ready for final payment: 11/25/2024
Increase this Change Order: \$9,250.00	Increase this Change Order: Substantial Completion: Ready for final payment:
Contract Price incorporating this Change Order: \$8,933,965.88	Contract Times with all approved Change Orders: Substantial Completion: 10/26/2024 Ready for final payment: 11/25/2024

Recommended by Engineer

By: _____
 Title: Project Engineer
 Date: _____

Accepted by Contractor

Authorized by Owner

By: _____
 Title: Mayor
 Date: _____

Approved by Funding Agency

X B



City of Springfield

Residential Building Permit Application

APPROVE DENY

DATE RECEIVED: _____

PERMIT APPROVAL MAY TAKE UP TO FIFTEEN (15) DAYS TO PROCESS

A LOCATE 811 CALL MUST BE DONE PRIOR TO APPROVAL OF APPLICATION!!!

PERMITS ARE ISSUED ONLY TO THE PROPERTY OWNER!!!

Applicant(s): _____ Physical Address: _____

Phone Number: _____ Email: _____

Owner: _____ Address: _____

Legal Description of Address or Property: _____

Zoned: _____ Estimated Cost of Work: _____

Does the location have an active Covenant? Yes No

Description of Work to be done: (including exterior materials and landscaping)

Name of Contractor: _____ Phone: _____

Size of Proposed Structure: L _____ x W _____ x H _____

XB

Type of Materials for Structure:

Requested Start Date: _____ Completion Date: _____

This is for Residential Zoned Building permits only. Distance structure will be located from property lines:

- a. Front Yard: _____ feet from property line (residential minimum, 20 feet)
- b. Rear Yard: _____ feet from property line (residential minimum, 20 feet)
- c. Side Interior Lot: _____ feet from property line (residential minimum, 6 feet)
- d. Side Corner Lot: _____ feet from property line (residential minimum, 20 feet)
- e. Driveway: _____ Feet: _____
- f. Curb: _____
- g. Sidewalk: _____ Feet: _____
- h. Water/sewer connection: Yes _____ No _____
- i. New water/sewer hookup: Yes _____ No _____
- j. Site Lines: _____
- k. Site plan with rendering of structure: _____
- l. Square Footage of new non-permeable surface (roofs, concrete, etc.): _____
- m. If intersection to Right-of-Way – detailed information is needed: _____

- n. Site Drainage Map: _____

*****Site plan drawn to scale (attached) including:**

- A. North Arrow
- B. Property Lines, right of ways, easements, streets, and alleys
- C. Existing Structures (to include fences and sheds)
- D. Proposed structure – including any hard surfaces (cement, concrete, gravel, etc.)
- E. Dimensions and shape of new structure
- F. Aerial pictures and architectural drawings supporting this request and in reviewing this permit.

X B

NOTICE

*This permit will expire if work or construction authorized is not commenced within **Ninety (90) days**. If work or construction is not substantially completed within two (2) years of issuance, this permit will expire.*

I hereby certify that I have read and examined this application and know the same to be true and correct. All provisions of law and ordinances governing this type of work will be complied with whether specific herein or not. The granting of a permit does not presume to give authority to violate or cancel the provisions of any other state or local law regulation construction or the performance of construction.

City Code of Ordinances, dated August 2023, Title XV: Land Usage
https://codelibrary.amlegal.com/codes/springfieldsd/latest/springfield_sd/0-0-0-1.

Damage to City Property (including Utilities, Streets, and alleys) associated with construction may be charged to person requesting this permit.

BUILDING PERMIT FEE

Project Amount

FEE

\$0 – \$10,000

\$ 25.00

\$10,001 – \$50,000

\$ 50.00

\$ 50,001 – \$100,000

\$100.00

\$100,001 +

\$150.00

Signature of Owner

Date

Springfield City Official

Date

Department Review:

Utilities: _____

Streets: _____

Police: _____

Finance Office: _____

For Office Use Only

Permit Fee: _____

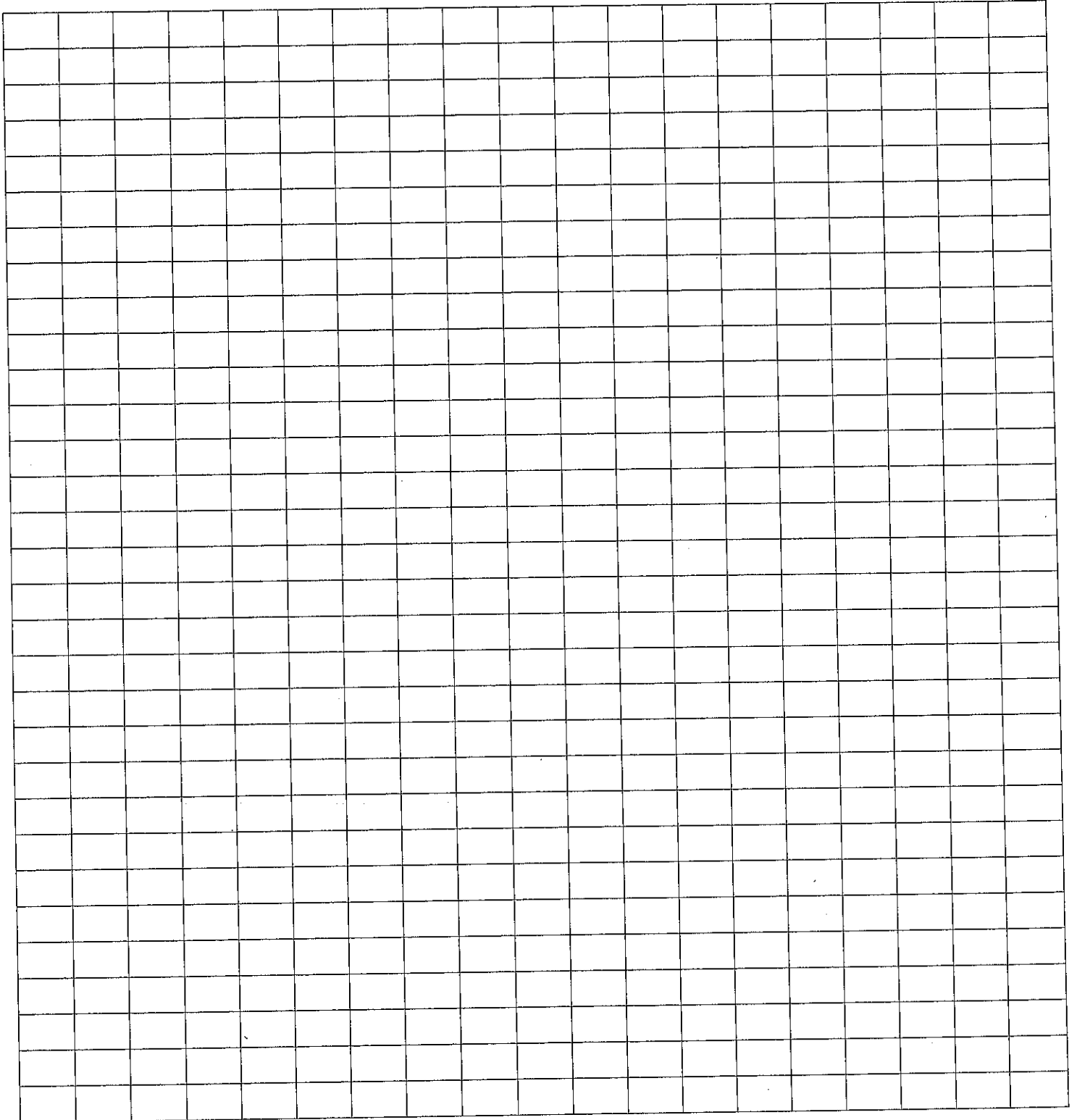
Receipt #: _____

Cash/Check: _____

Building Permit #: _____

X_B

Site Plan



XI A

**APPLICATION
FOR
SPECIAL EVENT MALT BEVERAGE OPERATING AGREEMENT
LICENSE
(*\$5.00 Application Fee*)**

Application is hereby made to the City of Springfield for a Special Event Malt Beverage Operating Agreement License, as follows:

Organization/group making application: **Springfield Chamber of Commerce**

Dates requested: **October 26th, 2024**

Hours requested: **3 p.m. – 11:59 p.m.**

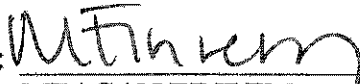
Brief Description of Special Event: **Chamber Event – High Stakes Bingo**

Applicant(s) hereby agree(s) to the following TERMS if application is approved:

- (1) That applicant shall be responsible for enforcement of proper and lawful conduct of participants.
- (2) That applicant shall hire a minimum of two (2) security personnel to maintain order during the event. (SDCL 35-4-11.4).
- (3) That applicant shall pay the statutory fee of \$5.00 per day for Malt Beverage Operating Agreement License (SDCL 35-4-11.5); and shall pay the City of Springfield the customary 5% fee on the Net Cost of Malt Beverage supplies purchased for such event(s) [cost, plus transportation], as per all other operating agreements in the City of Springfield.
- (4) That applicant shall provide proper liability insurance coverage.
- (5) That applicant shall comply with all laws, statutes, and ordinances.
- (6) That, at the termination of the event(s), all litter and refuse will be picked up and removed/and the premises will be cleaned up.
- (7) That the City of Springfield will be held harmless: That the City of Springfield and/or any of its employees will be, and are to be, held harmless from any and or all claims for damages, injuries, or losses arising out of or in any way related to, or associated with, the exercise of this license/permit by applicant.

Submitted and agreed to this 4th day of September, 2024.

ORGANIZATION/GROUP: **SPRINGFIELD CHAMBER OF COMMERCE**

BY: 
MEAGAN EINREM

TITLE: **MEMBER**

XI B



**RESOLUTION 2024-05
A RESOLUTION AMENDING LIBRARY BUDGET**

WHEREAS, the City Council of the City of Springfield, South Dakota has determined that city expenditures for expanding the library inventory were paid to First Savings Bank -Amazon, Scholastic, Inc and Lucky Luke Books in the amount of \$1500.00 and;

WHEREAS, grant funds were made available through the Stephanie Miller-Davis Library Grant Program in the amount of \$1500.00 and;

WHEREAS, SDCL 9-21-9.2 authorizes the municipality to reimburse for such expenditures to be restored to the fund from which originally withdrawn and the deposit of the same shall restore the budget of such fund in the amount of the reimbursement;

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Springfield, South Dakota that the Library budget will be increased by \$1500.00.

Dated this 7th day of October 2024.

ATTEST:

Scott L. Kostal, Mayor

Amanda Larson, Finance Officer

{ SEAL }

XI c



**RESOLUTION 2024-06
A RESOLUTION AMENDING LIBRARY BUDGET**

WHEREAS, the City Council of the City of Springfield, South Dakota has determined that city expenditures for expanding the library inventory were paid to the Pilcrow Foundation in the amount of \$400.00 and;

WHEREAS, funds were made available through two donations, Schwab Charitable and Irene Cooley, received in the amounts of \$200.00 and \$200.00, respectively;

WHEREAS, SDCL 9-21-9.2 authorizes the municipality to reimburse for such expenditures to be restored to the fund from which originally withdrawn and the deposit of the same shall restore the budget of such fund in the amount of the reimbursement;

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Springfield, South Dakota that the Library budget will be increased by \$400.00.

Dated this 7th day of October 2024.

ATTEST:

Scott L. Kostal, Mayor

Amanda Larson, Finance Officer

{ SEAL }

Cost of Goods & Services



2024

**6.2%
sales tax**

Dept	Item	Cost
Streets	Gravel	2 yards \$ 40.00
		1 yard \$ 20.00
		5 gallon \$ 1.00
	Quartzite (red rock)	2 yards \$ 60.00
		1 yard \$ 30.00
		5 gallon \$ 1.00
	Fill Dirt	2 yards \$ 15.00
		5 yards \$ 45.00
		1 yard \$ 7.50
		5 gallon \$ 1.00
		Self-Load/ Haul \$ -
	Landscape Rock	2 yards \$ 40.00
		1 yard \$ 20.00
		1/2 yard \$ 10.00
	Crushed Asphalt	2 yards \$ 25.00
Crushed Concrete	2 yards \$ 30.00	
Payloader bucket = 2 yards		

Dept	Item	Cost
Water	Meter Bottoms	\$ 5.00
	Remote	\$ 20.00
	Tapping Fee	\$ 100.00
	Reconnect	\$ 25.00
	Water Deposit	\$ 200.00
	Late Charge	Total bill 15%
	Saddle	FMV
	Corp	FMV
	Curb Stop	FMV
	Curb Box	FMV
	Insert	FMV
FMV = Fair Market Value		

Dept	Item		Cost
CSC	Community room rental (SR)	Daily	\$ 25.00
	Kitchen rental (K)	Daily	\$ 35.00
	Auditorium rental (BR)	Daily	\$ 75.00
	Auction permit	Daily	\$ 100.00
	Liquor permit	Daily	\$ 100.00
	Janitorial fee		\$ 125.00
	Damage Repair + Cost of Repairs		\$ 175.00
	Microphone	Daily	\$ 25.00
	Sound system	Daily	\$ 150.00
		Deposit	\$ 200.00
	Chair rental (200)	Per	\$ 2.00
Table rental (40)	Per	\$ 12.00	
Table & chair rental within city limits ONLY.			
Exceptions: GF&P, SGC and specific council approval			

Dept	Item		Cost
Mowing	1st mowing	Lot	\$ 100.00
	2nd mowing	Lot	\$ 100.00
	3rd mowing	Lot	\$ 200.00
	4th mowing	Lot	\$ 200.00
	5th mowing	Lot	\$ 1,000.00
	6th mowing	Lot	\$ 1,000.00
After 6th mowing, the council can declare an abandoned property			
https://codelibrary.amlegal.com/codes/springfieldsd/latest/springfield_sd/0-0-0-1380			

Dept	Item	Cost	
Fees/ Passes/ Permits/ Licenses	Administrative	Minimum \$ 25.00	
		Per Hour \$ 30.00	
	Building permit	Non-Permanent	\$ 25.00
		< \$50,000	\$ 50.00
		> \$50,000	\$ 150.00
	Cannabis Establishment	Initial	\$ 5,000.00
		Renewal	\$ 5,000.00
		+ outside administrative costs to accommodate permit	
	Demolition permit		\$ 150.00
	Dog tags	Neutered/ Spayed	\$ 10.00
		Not Neutered/ Spayed	\$ 12.00
		After May 1st/ family	\$ 25.00
	Garbage hauler license	Annual	\$ 30.00
	Golf cart permit	Annual	\$ 30.00
	Impoundment	Licensed	\$ 5.00
		Unlicensed	\$ 10.00
		Daily	\$ 5.00
		Weekly	\$ 30.00
		+ all costs incurred by the City for vaccination or other veterinary expenses	
	Insufficient Funds fee	Instance	\$ 25.00
	Moving permit		
	Peddler's license	Weekly	\$ 50.00
		Monthly	\$ 100.00
		Annual	\$ 200.00
Pool pass	Daily	\$ 5.00	
	Single	\$ 50.00	
	Family	\$ 100.00	