



## City Council Meeting Agenda

Monday, November 4, 2024 – 6:30 pm

- I. Call to Order
- II. Pledge of Allegiance
- III. Roll Call by Municipal Finance Officer
- 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 October 7, 2024, Regular Meeting
  - B. Approval of Claims
  - C. Approval of Finance Officer's Report
  - D. Accept Donations:
    1. \$162.00 to the Fire Department from an anonymous citizen
- 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 #21 - \$135,566.78
  - 2. Change Order #14 - \$2950.00
- B. Airport
  - 1. Project Update

X. Old Business

- A. Abandoned Property
  - 1. Delinquent Special Assessments
- B. Building Permits & Zoning
- C. Goods and Services Update

XI. New Business

- A. Resolution 2024-07 Water Budget Amendment
- B. 2024 Supplemental Ordinance
- C. Special On-Sale Liquor License Request
  - Norm's - MDSP Employee's Club Christmas Party

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.

*City of Springfield is an equal opportunity employer and provider.*

*605 8th Street – PO Box 446 – Springfield SD 57062 – (605) 369-2309 – (605) 369-2019 (F)*

- C. *Motion 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, November 11, 2024, for Veteran's Day

Library Book Sale will be Friday, November 8, 2024 from 3:00-7:00pm & Saturday, November 9, 2024 from 9:00-11:00am

City Office and Departments will be closed Thursday, November 28, 2024, and Friday, November 29, 2024 for Thanksgiving

Next Regular Meeting will be Monday, December 2, 2024, at 6:30pm in the Springfield Community Center

**City Council Meeting  
Springfield, South Dakota  
October 7, 2024**

The regular meeting of the City Council was held on October 7, 2024, at the CSC. The meeting is recorded. The meeting was called to order by Mayor Kostal at 6:32pm. 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. Rothschadl, Attorney Johnson, Librarian Kelly Namminga and Don Irish. *Springfield Times* Reporter Bochman arrived at 6:44pm.

**Oath of Office:** The Oath of Office was administered to Assistant Finance Officer Kayla Rothschadl by Mayor Scott Kostal.

**Monthly Items:** **Approval of the Agenda:** Cvrk moved, Mueller second to approve the agenda. All voted in favor, motion carried. **Approval of the Minutes:** Mueller moved, Cvrk second to approve the minutes of the September 5, 2024, regular meeting, and September 20, 2024 Special 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, 58.47; Appeara, service, 105.77; AT&T, service, 215.91; B&H Publishing, publishing, 749.21; Barnes & Noble, books, 96.87; B-Y Electric, service, 139.00; Matt Balvin, water deposit refund, 75.00; Bon Homme Pharmacy, epi pens, 227.00; Central Farmer Coop, chemical, 239.35; Chase Pest Service, service, 40.00; Kevin Chipps, water deposit refund, 150.00; Crofton Journal/Niobrara Tribune, advertising, 48.00; Niki DeFries, parade reimbursement, 53.90; Shannon DeFries, water deposit refund, 150.00; DGR Engineering, airport, 10974.06; District III, WTP admin fee, 7000.00; Doug's Food Center, supplies, 32.81; Dust-Tex, supplies, 50.91; Ralph Embree, water deposit refund, 150.00; Feimer Construction, WTP, 476019.74; First Savings Bank, service, 171.08; Golden West, service, 766.73; Deonna Haaf, water deposit refund, 150.00; Kevin Hamilton, water deposit refund, 150.00; Hawkins, chemical, 6294.82; Kent Hiemstra, water deposit refund, 150.00; Randy Hoek, water deposit refund, 150.00; Jacob Hornstra, water deposit refund, 75.00; Henry Schein, supplies, 526.72; I&S Group, GOED CIP, 2500.00; Andy Jacobs, water deposit refund, 75.00; Scott Janke, water deposit refund, 150.00; JCL Solutions, supplies, 112.43; John Kwiek, water deposit refund, 150.00; LEAF, service, 128.79; Luke Repair, tire repair, 40.00; David Luker, water deposit refund, 75.00; Northwestern, electricity, 6391.43; One Source, supplies, 64.27; PCC, service, 835.12; Pechous Publications, advertising, 172.020; Peterson Electric, supplies, 770.41; Raymond Petrik, water deposit refund, 278.55; Public Health Lab, service, 181.00; Kristin Pigney, water deposit refund, 150.00; Dakota Pisano, water deposit refund, 75.00; Jerome Proctor, water deposit refund, 75.00; Quill, supplies, 251.71; Gregg Schelske, water deposit refund, 75.00; SD DOT, supplies, 31.25; Reemployment Assistance, service, 65.78; Darrell Smith, water deposit refund, 150.00; Springfield Plumbing, services, 80.00; SPN, WTP engineering, 11463.28; Team Lab, lagoon testing, 1200.00; Tyndall Vet Clinic, rabies testing, 62.99; Williams Sanitation, garbage, 194.00.

**Finance Officer's Report:** Cvrk moved, Ludens second to approve the Finance Officer's Report. All voted in favor, motion carried.

**Donations:** Burch moved, Mueller second to approve \$142.00 to Fire Dept from private citizen, \$200.00 to the Library from private citizen, and \$1,000.00 to the Library from the Bargain Shoppe.

All voted in favor, motion carried.

**Public Comment:** There were no comments from the public.

**Official Correspondence:** None received.

**Mayor and Department Report:**

Utilities- WTP building update, pool and parks have been winterized and MDSP sewer grinder is in operation. Streets- Chip seal is complete for 10 blocks, prep for winter maintenance has started and looking to update security. Airport- state inspection complete with minimal comments. Fire- Replaced the crash truck, one call for combine fire and two resignations- department is now at 30 firefighters. Ambulance- SD EMS Conference is October 24-27 in Pierre, 104 calls with 11 in September, cot and load system are needing repairs and 6 new tires for the ambulance. Currently working on grant(s) to replace outdated equipment. Police- Search for police officer is ongoing, in-car camera and body cam quote confirmed and ordered radios and pagers through the awarded OHS grant. Library- New record for books checked out in a month with 140 and 299 Libby App users. The state library visit will be October 17. Namminga is working on Tot Time schedule for the winter and will attend grant training in Mitchell October 23. The book sale will be held November 8-9. Namminga highlighted updated by-laws and meeting policy. Parks, Pool, and Rec- Restrooms have been winterized for the season, pickleball nets will remain up with good weather and pool season numbers reported. Other/Partner Agencies- GFP winterizing the recreational area and SD DOT crack sealed Hwy 37P with striping to follow. USACE completed aerial spraying of the river. WTP intakes did not run to accommodate spraying. Finance Office- Auditors were here to complete 2023 audit. There will be a cost increase for federal audit. FO Larson is currently working on a Personnel Handbook revision. The November SDML magazine will feature the WTP. Working on updating operating and partner agreements. Updates continuing on City website. Mayor- Kostal will be attending the SDML annual meeting this week. There have been no MDSP weddings. MDSP has also changed to a daily visitation window.

**Capital Improvement Projects:**

WTP Feimer Pay App #20: \$303,329.29 – Cvrk moved, Ludens second to approve WTP Feimer Pay App #20 for \$303,329.29. All voted in favor, motion carried. Change Order #13: \$9,250.00 – Cvrk moved, Ludens second to approve Change Order #13 for \$9,250.00. All voted in favor, motion carried. Airport Project: Funding: FAA: AIP - \$3,911,631.00, BIL - \$336,000.00; State: AIP - \$217,303.00; City: \$217,313.00. This is through 2024 funding. Additional city AIP and BIL funding coming available in 2025 may be able to be used toward project since it is a 2025 project. First engineer payments beginning, expect pay applications if/when stockpiling begins. Virtual Pre-Construction meeting late October. The notice to proceed issued August 28, 2024. Timeline: Phase 1A- Stockpiling and staging can begin immediately. Phase 1B- Grading and paving to start no earlier than March 24, 2025 and no later than April 21, 2025. Must be completed within 100 days of start. Phase 2- All remaining work minus markings completed 10 days after completion of Phase 1. Phase 3- Permanent pavement markings completed 4 consecutive days after completion of Phase 1 and 24-day pavement cure period.

**Old Business:** Abandoned Property – The delinquent 2024 special assessments have been sent to BH County. The County is working delinquent tax sale for the Myron Richey property. The Jones

property removal is being reviewed for a demolition bid. Contact has been made for a bid estimate to remove Jones property at 812 8<sup>th</sup> Street.

**New Business:** Norm's Bar Inc Special Event Malt Beverage Permit for Chamber Bingo Night: Cvrk moved, Ludens second to approve. All voted in favor, motion carried. Resolution 2024-05, Library Budget Amendment: Cvrk moved, Mueller second to approve increasing budget by \$1500.00. All voted in favor, motion carried.

**RESOLUTION 2024-05**

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 7<sup>th</sup> day of October 2024.

Resolution 2024-06, Library Budget Amendment: Cvrk moved, Burch second to approve to increase budget by \$400.00. All voted in favor, motion carried.

**RESOLUTION 2024-06**

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 7<sup>th</sup> day of October 2024.

LifeServe Blood Drive 2025 Facility Usage: Ludens moved, Cvrk second to waive the cost for 2025 facility usage. All voted in favor, motion carried. Add Assistant Finance Officer Kayla Rothschadt to city financial accounts: Mueller moved, Cvrk second to add Assistant FO Kayla Rothschadt to city financial accounts. All voted in favor, motion carried. Goods and Services Update: FO Larson discussed the cost of goods and services. Discussion suggestions will be incorporated for further review.

**No Other Business.**

**Executive Session:** Mayor Kostal called for executive session pursuant to SDCL 1-25-2 (1) Personnel and (4) Contracts/ Litigation. Cvrk moved, Mueller seconded for executive session for personnel and contracts/ litigation. All voted in favor, motion passed. Executive session entered at 7:19pm. Mayor Kostal declared out of executive session at 7:51pm. Cvrk moved, Ludens second to

approve to hire Lesli Lee up to 100 hours at \$22.05 and no benefits through December 31, 2024. All voted in favor, motion carried. Mueller moved, Ludens second to approve 3% proposed salary increase for 2025. All voted in favor, motion carried.

**Adjournment:** Cvrk moved, Mueller second to adjourn. All voted in favor, motion carried. Meeting adjourned at 7:56 p.m.

Scott L. Kostal  
Mayor

Amanda Larson  
Finance Officer

{ SEAL }

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 6:30pm in the Springfield Community Center.

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

CITY COUNCIL MEETING  
 11/04/2024  
 NOVEMBER Bills

Bills Presented By:	Bills Presented For:	Amount	Check #
1. A-OX WELDING SUPPLY CO, INC	SUPPLIES	58.47	53340
2. APPEARA	MATS & SUPPLIES	140.77	53341
3. AQUA-PURE INC	CHEMICALS	1,848.00	53342
4. AT&T MOBILITY	UTILITIES	216.04	53343
5. BARNES & NOBLE INC	LIBRARY BOOKS	93.38	53344
6. B-Y ELECTRIC	UTILITIES	114.00	53345
7. BON HOMME PHARMACY	MEDICATION	233.15	53346
8. BLUE360 MEDIA LLC	LAW MANUAL	102.75	53347
9. BOMGAARS	SUPPLIES	117.97	53348
10. CHASE PEST SERVICE	SPRAY SERVICES	60.00	53349
11. CITY OF SIOUX FALLS	WATER TESTING	130.50	53350
12. CITY OF SPRINGFIELD	POSTAGE	9.96	53351
13. CORPORATE TRUST TFM	C461071-01 PAYMENT	23,917.26	53352
14. CORE & MAIN	SUPPLIES	572.96	53353
15. DGR ENGINEERING	AIRPORT CIP	5,643.29	53354
16. DERRICK JOHNSON LAW	LEGAL SERVICES	1,079.04	53355
17. DUST-TEX SERVICE INC	JANITORIAL SUPPLIES	50.91	53356
18. DYNAMIC CABLE & SECURITY	SHOP & GOVT SECURITY	3,577.81	53357
19. FIEMER CONSTRUCTION INC	WTP PA# 20	303,329.29	53358
20. FIRST SAVING BANK	SUPPLIES & ADOBE	341.48	53359
21. GOLDENWEST COMPANIES	UTILITIES	975.17	53360
22. HAWKINS INC	CHEMICAL	6,309.50	53361
23. I&S GROUP	CIP ENGINEERING	2,000.00	53362
24. JP COOKE CO	DOG TAGS	107.25	53363
25. KAISER APPLIANCE & REFRIG	SUPPLIES	44.97	53364
26. KAUL'S AG & AUTO INC	SUPPLIES	25.06	53365
27. SCOTT KOSTAL	SDML CONFERENCE	167.40	53366
28. LEAF	COPIER CONTRACT	128.79	53367
29. LUKE REPAIR	FUEL	148.00	53368
30. MOTOROLA SOLUTIONS INC	IN-CAR CAMERA PARTS	297.98	53369
31. JESSICA MYERS	SD EMS CONFERENCE	1,043.97	53370
32. NORTHWESTERN	UTILITIES	5,811.03	53371
33. ONE SOURCE ONE SOLUTION	COPIES	81.13	53372
34. PHYSICIANS CLAIMS COMPANY	JULY 2024 SERVICES	433.54	53373
35. TIM PETERSON	CSC RENTAL REFUND	50.00	53374
36. PUBLIC HEALTH LABORATORY	WATER TESTING	313.00	53375
37. DEPARTMENT OF REVENUE	SEPT/ OCT SALES TAX	9.55	53376
38. SD MUNICIPAL LEAGUE	SDML CONFERENCE REGISTRATION	65.00	53377
39. SPRINGFIELD FIRE DEPARTMENT	MDSP FIRE PROTECTION	1,000.00	53378
40. SPN	WTP ENGINEERING	5,246.72	53379
41. STRYKER SALES LLC	COT SERVICE	1,177.17	53380
42. SYNTECH	FUELMaster RENEWAL	1,440.00	53381
43. TEAM LAB	ICE MELT	285.00	53382
44. TYNDALLACE HARDWARE	SUPPLIES	18.95	53383
45. WATER & ENVIRONMENTAL	WATER TESTING	134.00	53384
46. WILLIAMS SANITATION	GARBAGE	194.00	53385
<b>TOTAL</b>		<b>369,144.21</b>	





**RECONCILIATION OF CASH ASSETS**

October 2024

REPORTED BALANCE		Beginning Balance	Receipts	Disbursements	Transfers In & Out	Changes In A/R	TOTAL
101	101.00	General Fund	\$ 229,399.65	\$ 46,304.33	\$ 1,940.83	\$ 262.73	\$ 250,357.88
101	101.01	GF Ambulance Cash	\$ 72,604.34	\$ 1,893.44	\$ (2,217.03)	\$ -	\$ 72,147.57
101	104.00	GF FIT	\$ 54,963.74	\$ 217.25	\$ -	\$ -	\$ 55,180.99
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	104.00	RLF Fund	\$ 112,280.03	\$ 793.32	\$ -	\$ -	\$ 113,073.35
272	104.00	RLF Fund - FIT	\$ 10,983.34	\$ 43.46	\$ -	\$ -	\$ 11,036.80
275	105.00	RLF Savings Certificate	\$ 101,000.00	\$ -	\$ -	\$ -	\$ 101,000.00
601	101.00	Liquor Cash	\$ 49,568.17	\$ 4,082.63	\$ -	\$ -	\$ 53,650.80
602	101.00	Water Fund	\$ 470,454.42	\$ 528,809.33	\$ (18,190.66)	\$ 4,939.77	\$ 474,422.14
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	\$ 178,758.54	\$ 22,446.08	\$ -	\$ -	\$ 201,204.62
602	107.20	Water Bond Reserve	\$ 11,178.00	\$ -	\$ 1,242.00	\$ -	\$ 12,420.00
602	107.90	Water Bid Restricted	\$ 400.00	\$ -	\$ -	\$ -	\$ 400.00
604	101.00	Sewer Fund	\$ 155,314.35	\$ 19,070.32	\$ -	\$ 1,166.73	\$ 161,916.43
604	107.00	Sewer Depreciation Restricted	\$ 4,422.03	\$ -	\$ -	\$ -	\$ 4,422.03
604	107.10	Sewer Surcharge Restricted	\$ 399,149.88	\$ 9,421.73	\$ -	\$ -	\$ 408,571.61
		<b>TOTAL RECORDED CASH ASSETS::</b>	<b>\$ 3,487,036.49</b>	<b>\$ 573,423.46</b>	<b>\$ (17,224.86)</b>	<b>\$ 6,369.23</b>	<b>\$ 3,556,354.22</b>

RECONCILED CASH ON HAND AND IN BANK	Ambulance Checking	Money Market Savings	General Fund Checking	FIT & CD's	Other	TOTAL
Bank Balance:: October 30, 2024	\$ 107,517.57	\$ 1,107,278.47	\$ 154,628.77	\$ 2,203,717.79	\$ 50.00	\$ 3,573,192.60
<b>Add::</b>						
Deposits in Transit (D)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Outstanding Transactions (O)	\$ -	\$ 285.00	\$ 16,553.38	\$ -	\$ -	\$ 16,838.38
<b>Reconciled Bank Balance::</b>	<b>\$ 107,517.57</b>	<b>\$ 1,106,993.47</b>	<b>\$ 138,075.39</b>	<b>\$ 2,203,717.79</b>	<b>\$ 50.00</b>	<b>\$ 3,556,354.22</b>

OTHER RECONCILING ITEMS		
Ambulance Checking	\$ 107,517.57	\$ 107,517.57
MMSA Balance	\$ 1,106,993.47	\$ 1,106,993.47
Checking Balance	\$ 138,075.39	\$ 138,075.39
FIT Balance	\$ 66,217.79	\$ 66,217.79
Certificates of Deposit	\$ 2,137,500.00	\$ 2,137,500.00
Petty Cash	\$ 50.00	\$ 50.00
<b>TOTAL RECONCILED CASH ASSETS::</b>	<b>\$ 3,556,354.22</b>	<b>\$ 3,556,354.22</b>

**VARIANCE-REPORTED VS. RECONCILED** \$ -



FINANCE OFFICER

CITY OF SPRINGFIELD, SOUTH DAKOTA

①

Date 10-10-2024 <sup>10-7-24</sup>

N<sup>o</sup> 34119

RECEIVED OF Anonymous Citizen

One Hundred Sixty Two +<sup>00</sup>

\$162<sup>00</sup>

DOLLARS

Account No.	Amount
Check 1741	162.00

For Fire Dept Donation

101-00-367.00

By Kayla Rothschild

**Contractor's Application for Payment**

**Application No.: 21**

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: <u>October 16, 2024</u>	
Application Period: From <u>September 22, 2024</u> to <u>October 16, 2024</u>	

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	\$ 7,833,685.02
4.b Materials Stored to Date	\$ 41,631.66
4.c Less Value of Non-conforming Work	_____
5. Retainage	
a. <u>5%</u> X <u>\$ 7,875,316.68</u> Work & Materials	\$ 393,765.83
b. _____ X _____ Work & Materials	\$ _____
c. Total Retainage (Line 5.a + Line 5.b)	\$ 393,765.83
6. Amount eligible to date (Line 4.a + 4.b - 4.c - Line 5.c)	\$ 7,481,550.85
7. Less previous payments (Line 6 from prior application)	\$ 7,345,984.07
8. Amount due this application	\$ 135,566.78
9. Balance to finish, including retainage (Line 3 - Line 6)	\$ 1,093,841.03

**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** Feimer Construction, Inc  
 Signature: *Mike Feimer* Date: 10/18/24

<p><b>Recommended by Engineer</b></p> <p>By: <u><i>Camden Horvath, PE</i></u></p> <p>Title: <u>Project Engineer</u></p> <p>Date: <u>10/21/24</u></p>	<p><b>Approved by Owner</b></p> <p>By: _____</p> <p>Title: <u>Mayor</u></p> <p>Date: _____</p>
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**Approved by Funding Agency**

By: \_\_\_\_\_ Title: \_\_\_\_\_

Date: \_\_\_\_\_

**CHANGE ORDER NO. 14**

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: 10/16/2024      Effective Date: 10/16/2024

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

**Description:**

The Contract is amended by adding the cost of a valve operator for the intake building.

Attachments: Attachment to Change Order 14

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. 13:  \$1,612,489.88	Increase from previously approved Change Orders No. 1 to No. 13: Substantial Completion: 330 Ready for final payment: 330
Contract Price prior to this Change Order:  \$8,933,965.88	Contract Times prior to this Change Order: Substantial Completion: 10/26/2024 Ready for final payment: 11/25/2024
Increase this Change Order:  \$2,950.00	Increase this Change Order: Substantial Completion: Ready for final payment:
Contract Price incorporating this Change Order:  \$8,936,915.88	Contract Times with all approved Change Orders: Substantial Completion: 10/26/2024 Ready for final payment: 11/25/2024

Recommended by Engineer

By: Camden Hof, PE  
 Title: Project Engineer  
 Date: 10/21/24

Accepted by Contractor

Mike Tenney  
Comp Officer  
10/18/24

Authorized by Owner

By: \_\_\_\_\_  
 Title: Mayor  
 Date: \_\_\_\_\_

Approved by Funding Agency

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_



## Building Permit Application

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

**\*\* Permit approval may take up to 30 DAYS to process! \*\***

APPLICANT INFORMATION	
Name: _____	Phone: _____
Address: _____	Email: _____
Business Day Contact Info: _____	Text (circle one): Yes No

PROPERTY INFORMATION	
Lot Address: _____	
Owner Name _____	
Address: _____	Phone: _____
Legal Description: _____	
Zoned: _____	
Does the location have an active Covenant?	Yes _____ No _____

CONTRACTOR INFORMATION	
General: _____	Plumbing: _____
Electrical: _____	Mechanical: _____
Carpenter: _____	Concrete: _____
Additional Info: _____	Other Intended Use: _____

**PROJECT INFORMATION**

Type of Permit (circle one): Commercial Residential  
Class of Work (circle one): New Addition Alteration Repair  
Basement (circle one): Yes No Crawl Space (circle one): Yes No  
# of Bedrooms: \_\_\_\_\_  
Description of Work: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Estimated Cost of Work: \_\_\_\_\_  
Size of Proposed Structure: L \_\_\_\_\_ x W \_\_\_\_\_ x H \_\_\_\_\_  
Type of Materials for Structure \_\_\_\_\_  
\_\_\_\_\_  
Approximate Start Date: \_\_\_\_\_ Approximate 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 per side)
- e. Driveway: \_\_\_\_\_ Feet: \_\_\_\_\_
- f. Curb: \_\_\_\_\_
- g. Sidewalk: \_\_\_\_\_ Feet: \_\_\_\_\_
- h. Existing 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: \_\_\_\_\_

## 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](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

<i><b>Project Amount</b></i>	<i><b>FEE</b></i>
<b>\$0 – \$50,000</b>	<b>\$ 50.00</b>
<b>\$50,001 +</b>	<b>\$150.00</b>

**\*\*Permit approval may take up to 30 DAYS to process under normal circumstances! \*\***

\_\_\_\_\_  
Signature of Owner

\_\_\_\_\_  
Date





## OFFICE USE ONLY

Utilities: \_\_\_\_\_

Permit Fee: \_\_\_\_\_

Streets: \_\_\_\_\_

Receipt #: \_\_\_\_\_

Police: \_\_\_\_\_

Cash/Check: \_\_\_\_\_

Finance Office: \_\_\_\_\_

Building Permit #: \_\_\_\_\_

## PERMIT STATUS

**APPROVE**

**DISAPPROVE**

Signature

Date

## NOTES

# NOTES

[Empty notes area]

# Cost of Goods & Services



**2024**

6.2%  
sales tax

Dept	Item	Cost	Suggested Changes	
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	Suggested Changes	
Water	Meter Bottoms	\$ 5.00		
	Remote	\$ 20.00		
	Tapping Fee	\$ 100.00		
	Administrative (no physical turn on/off)			\$ 25.00
	Reconnect	\$ 25.00		\$ 50.00
	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	Suggested Changes
CSC	Community room rental (SR)	Daily	\$ 25.00	\$ 30.00
	Kitchen rental (K)	Daily	\$ 35.00	\$ 40.00
	Auditorium rental (BR)	Daily	\$ 75.00	\$ 80.00
	Auction rental -personal property	Daily	\$ 100.00	??
	Auction rental -land	Daily	\$ -	\$ 100.00
	Liquor permit	Daily	\$ 100.00	\$ 150.00
	Janitorial fee		\$ 125.00	
	Damage Repair + Cost of Repairs		\$ 175.00	\$ 200.00
	Microphone	Daily	\$ 25.00	Sound system purchased summer 2023 for \$3086.13
	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	Suggested Changes
Mowing	1st mowing	Lot	\$ 100.00	\$ 1,200.00
	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				
<a href="https://codelibrary.amlegal.com/codes/springfieldsd/latest/springfield_sd/0-0-0-1380">https://codelibrary.amlegal.com/codes/springfieldsd/latest/springfield_sd/0-0-0-1380</a>				

Dept	Item	Cost	Suggested Changes
Fees/ Passes/ Permits/ Leases/ 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	\$ 10,000.00
		Renewal \$ 5,000.00	\$ 10,000.00
		+ outside administrative costs to accommodate permit	
	Demolition permit	\$ 150.00	
	Dog tags	Neutered/ Spayed \$ 10.00	1/2 price
		Not Neutered/ Spayed \$ 12.00	
		January 1 - March 1	
		After May 1st/ family \$ 25.00	
	Garbage hauler license	Annual \$ 30.00	
	Golf cart permit	Annual \$ 30.00	
	Hangar leasing		
	-Private	Per Square Foot 0.06	
	-Commercial	Per Square Foot 0.12	
		+ electrical service	
	Impoundment	Licensed \$ 5.00	\$ 25.00
		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	Daily	\$ 10.00	
	Weekly \$ 50.00		
	Monthly \$ 100.00		
	Annual \$ 200.00		
Pool pass	Daily \$ 5.00		
	Single \$ 50.00		
	Family \$ 100.00		



**RESOLUTION 2024-07**  
**A RESOLUTION AMENDING WATER PLANT BUDGET**

WHEREAS, the City Council of the City of Springfield, South Dakota has determined that city expenditures for building the new water plant were paid to Feimer Construction in the amount of \$1,250,000.00 and;

WHEREAS, funds were made available through United States Rural Development Loan CFDA 10.760 received in the amount of \$1,250,000.00;

WHEREAS, construction costs were moved from Fiscal Year 2023 to Fiscal Year 2024 due to weather and construction schedule;

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 Water Plant budget will be increased by \$1,250,000.00 for Fiscal Year 2024.

Dated this 4<sup>th</sup> day of November 2024.

ATTEST:

\_\_\_\_\_  
Scott L. Kostal, Mayor

\_\_\_\_\_  
Amanda Larson, Finance Officer

{ SEAL }



# ORDINANCE 621

## SUPPLEMENTAL APPROPRIATION ORDINANCE

of the City of Springfield, South Dakota for the Fiscal Year ending December 31, 2024

BE IT ORDAINED by the City of Springfield, South Dakota, that:

SECTION I. Whereas unforeseen expenditures accrued in the funds will exceed the budget, it appears that an emergency exists and that supplemental appropriation is necessary.

SECTION II. Therefore, there is appropriated by the City Council of the City of Springfield, South Dakota, for the year ending December 31, 2024, the supplemental sums of money for the following purposes, which are deemed necessary to defray expenses and liabilities of the City of Springfield, South Dakota:

GENERAL FUND		
431.7	Snow	\$ 5000
435	Airport	\$ 60,000
452.1	Pool	\$ 5000
SOURCE OF FUNDING		
	Unassigned Fund Balance	\$ 70,000

SECTION III. All ordinances or parts of ordinance in conflict herewith are hereby expressly repealed.

SECTION IV. This ordinance, being necessary for the immediate support of the municipal government and its existing public institutions, shall take effect immediately upon passage.

ATTEST:

\_\_\_\_\_  
Scott L. Kostal, Mayor

\_\_\_\_\_  
Amanda Larson, Finance Officer

{ SEAL }

Placed upon its first reading | \_\_\_\_\_  
Placed upon its second reading | \_\_\_\_\_  
Approved this | \_\_\_\_\_  
Published on | \_\_\_\_\_  
At a price of | \_\_\_\_\_





**COPY**

**APPLICATION  
FOR**

**SPECIAL EVENT MALT BEVERAGE OPERATING AGREEMENT LICENSE**

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

Organization/group making application: **Norm's**

Dates requested: **January 11, 2025**

Hours requested: **4:00 p.m. – 2:00 a.m.**

Brief Description of Special Event: **Mike Durfee State Prison Christmas Party – Springfield Community Center**

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 18<sup>th</sup> day of October, 2024.

ORGANIZATION/GROUP: **NORM'S INC**

BY:   
**MEAGAN EINREM**