

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

January 6, 2025

City Hall

7:00 p.m.

Members present: P. Rigg, T. Boulware, J. Casper, M. LaFleur, J. Lokhorst, M Stokely and J. Van Beest.

Others present: S. LaFleur-Sayler, 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 LaFleur second by Casper. Motion carried.

Motion to approve the minutes of the December 2, 2024, City Council meeting by Lokhorst second by Stokely. Motion carried.

Motion to approve the minutes of the December 19, 2024, Special City Council meeting by Casper second by LaFleur. Motion carried.

Actual Bank Balances:

Checking: \$ 81,769.35

Savings: \$ 112,947.26

C.D.: \$18,174.37

Petty Cash: \$100.00

Restricted Cash: \$10,800.76

TOTAL FUND BALANCE AS of 12-31-2024: \$ 223,791.74

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

UNFINISHED BUSINESS:

The signed paperwork for the request for assignment received from Jefferson Telephone Company, LLC to transfer the Franchise Agreement between Jefferson Communications, LLC to Jefferson Telephone Company, LLC has been signed and finalized.

NEW BUSINESS:

The first matter in new business concerns legal representation. CA LaFleur-Sayler advised the City Council, after 20 successful years at Crary Huff Law Firm, CA LaFleur-Sayler has given notice to leave private practice and enter a position as an in-house attorney. A discussion followed. Mayor Rigg and the City Council thanked CA LaFleur-Sayler for her years of service to the City of Jefferson.

Motion by LaFleur to designate the Leader Courier as the City official newspaper second by Stokely. Motion carried.

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

The municipal election date is set for Tuesday April 8, 2025. Motion by Lokhorst to hold any April 8, 2025, election in conjunction with the Elk Point-Jefferson school board election second by Van Beest. Motion carried.

The City of Jefferson is in continuous audit status due receipts over \$600,000.00 for 2022, 2023 and 2024. ELO CPA's and Advisors have sent along an engagement letter so the audit process can begin. A discussion followed. Motion by Casper to hire ELO CPA's and Advisors to perform the required audits second by Lokhorst. Motion carried.

Police Department:

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

Traffic Verbal Warning x 9

Traffic citation

Traffic written warning x 3.

Civil standby

Animal Complaint x 3

Suspicious Person x 2

Agency Assist Union County x 3.

Agency Assist North Sioux City

Non-injury accident

Ford is scheduled to go to Don Groves (lights and cage) January 20th.

Street Department:

Fixed snow blower

Sanded roads.

Moved snow.

Locates

CM LaFleur asked SS Sharkey about the dips in North 3rd Street and getting them fixed. The dips were caused by the sewer taps at 210 and 214 North 3rd Street. SS Sharkey stated the dip at 214 North 3rd Street helps the street drain and neither cause an issue when pushing snow.

Water/Wastewater Department:

Normal operation and everything working as it should.

Parks Department:

Put battery tender on lawn mowers.

Put up Christmas lights.

Motion by Boulware to move into Executive session with the Mayor, City Council, Police Chief and City Finance Officer present at 7:24 p.m. to discuss a personnel issue second by Casper. Motion carried. The regular meeting of the city council reconvened at 7:49 p.m. with all members present.

Informational Items:

City Hall will be closed January 20, 2025, 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 Lokhorst. Motion carried.

Claims:

Motion to pay the audited, approved warrants by Casper second by Boulware. Motion carried.

Monthly payroll: General Fund: \$ 15,736.46, Enterprise Fund-Water: \$3,087.74, EPF-Sewer: \$3,087.74, Paddy Rigg, cell phone, \$100.00, Bill Manger, cell phone-Dec/Jan, \$200.00, Dustin Sharkey, cell phone Dec/Jan, \$200.00, Roark, cell phone/cleaning, \$675.00, Ace Hardware,

supplies, \$ 72.95, Conoco, fuel, \$324.81, Crary Huff Law Firm, legal fees, \$131.25, EFTPS, OASI-Med-WH, \$5,192.60, Eakes, supplies, \$703.26, JP Cooke, pet tags, \$100.75, Jensen Insurance, Qtrly premium, \$5,807.00, Leader Courier, publishing, \$264.31, Longlines, phone, \$587.78, Loren Fischer Disposal, disposal service-Nov/Dec, \$8,515.00, MAE, utilities, \$1,777.77, PVS DX, Inc. Chemicals-water, \$511.62, SECOG, dues, \$840.00, SD DANR, safe drinking water, \$50.00, SD DOL, unempins, \$9.83, SD Department of Revenue, sales tax, \$279.70, SDML, dues, \$730.00, SDML FO Assn, dues, \$40.00, SDML PC Assoc., dues, \$200.00, SDML WM Comp, Annual Premium, \$6,926.05, SD Public Health Lab, tests, \$15.00, SDRS, December retirement, \$2,427.98, State Industrial Products, chemicals, \$704.93, The Radar Shop, PC Radar certification, \$64.00, USA Blue Book, water supplies, \$189.28, 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, \$115.00 per hour, Michaeleen Roark, Finance Officer, \$48,672.00 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, \$48,360.00, \$14,196.00 taxable health insurance per year, \$1,500.00 taxable life insurance per year, William Manger, Police Officer, \$14,404.00 per year, \$2,028.00 taxable health insurance per year, \$500.00 taxable life insurance per year, Dustin Sharkey, Street Superintendent, \$28,080.00 per year, \$2,860.00 taxable health insurance per year, \$1,000.00 taxable life insurance per year, William Manger, Park Superintendent, \$14,456.00 per year, \$2,028.00 taxable health insurance per year, \$500.00 taxable life insurance per year, William Manger, Water Superintendent, \$ 15,600.00 per year, \$5,200.00 taxable health insurance per year, \$1,000.00 taxable life insurance per year, Dustin Sharkey, Water Department, \$8,788.00 per year, \$1,872.00 taxable health insurance per year, \$250.00 taxable life insurance per year, William Manger, Wastewater Superintendent, \$28,496.00 per year, \$10,400.00 taxable health insurance per year, \$1,000.00 taxable life insurance per year, Dustin Sharkey, Wastewater Department, \$8,788.00 per year, \$1,872.00 taxable health insurance per year, \$250.00 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 7:50 p.m. by Boulware second by Casper. Motion carried. The next regular meeting of the Jefferson City Council will be Monday February 3, 2025.

Padraic Rigg
Mayor
Jefferson, South Dakota

ATTEST:
Michaeleen Roark
City Finance Officer
Publish: January 16, 2025

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