

**HERMOSA TOWN BOARD
TUESDAY, DECEMBER 16, 2025
REGULAR MEETING @ 6:00pm**

ROLL CALL: Koontz called the meeting to order on Tuesday, December 16, 2025, at 6:00 p.m. Roll Call was held with Kramer, Ferguson, Koontz and Serviss in attendance. Interested citizens, Town Attorney James and Town Engineer Theodorou were also present. Pledge of Allegiance led by Koontz.

CALL FOR CHANGES: Motion by Kramer and seconded by Serviss to move Item 15 A Brosz Engineering 2025 Bridge Maintenance Inspection recommendations to Item 5.5A and add Item 8 H Approve Board President to get quotes for replacement/repair of residential booster pumps and approve agenda as amended; vote: all aye, motion carried.

CONSENT CALENDAR: Motion by Ferguson and seconded by Serviss to approve December 2, 2025, regular meeting minutes and December 8, 2025, special meeting minutes as presented; vote: all aye, motion carried.

CONFLICT OF INTEREST DECLARATION: All board members are responsible for refraining from discussion and voting on issues where they may have a conflict of interest.

TOWN/FEMA UPDATES: Koontz reported that the town is in the process of requesting FEMA BRIC Grant documents from Benesch.

NEW BUSINESS: Doug Wessel, from Brosz Engineering, reviewed the 2025 Bridge Maintenance Inspection recommendations. There were two recommendations: patch spall exposed rebar in top slab of barrel section #7 and remove bridge weight limit signs at the intersection of Main Street to south and intersection 1 mile north of structure.

ENGINEER: The King Brown Welding invoice did not need approval as there was a budget of \$6,500 approved at the October 7th regular BOT meeting to modify the Drop Box to protect transmission and motor. Motion by Koontz and seconded by Serviss to remove Item 6A Approve King Brown Invoice from the agenda; vote: all aye, motion carried. Motion by Kramer and seconded by Ferguson to approve Pay Application #2 from Quinn Construction in the amount of \$32,647.36 for steel water storage tank materials; vote: all aye, motion carried.

PLANNING & ZONING: Motion by Koontz and seconded by Kramer to approve the Memorandum of Understanding on TIF2 Tenaya Street and Walter Street Sewer and Road extension and associated eligible expenses for H2O Clear Solutions Developer Agreement with the stipulation that Town Attorney James review within the next week for final approval; vote: all aye, motion carried.

PUBLIC WORKS: Serviss reported that repairs on Taz Court had been completed and he is currently working on West Main and 3rd Street. Ferguson gave a report about street lights that need repair and have been reported to electric company and waiting for repairs. Ferguson also reported he had taken the annual nitrate sample in. Open work orders were provided in the packet. Much discussion was held on the 2026 Public Works Contract. A Work Session was scheduled for Monday, December 29, 2025, at 3:00 p.m. to discuss this further. Koontz will meet with Ferguson to determine any town inventory that may be located in the Ferguson shop.

BREAK: The board took a ten minute break and reconvened at 8:09 p.m.

PUBLIC WORKS CONTINUED: A presentation was given in regards to street maintenance done by Dan Holsworth and proposal of \$2,750 had been approved at the October 1, 2024 regular meeting. Finance Officer Cornelison was instructed to issue payment as the work has been completed. Motion by Koontz and seconded by Serviss to approve directing Town Planner to prepare RFP's for Contract Operations: General Facilities

Maintenance, Street Maintenance and Snow Removal; vote: all aye, motion carried. Motion by Serviss and seconded by Kramer to approve the new hire of Laura Eickhoff as meter reader at a wage of \$16.50 per hour with a three-month probationary period and successful background check; vote: all aye, motion carried. Motion by Serviss and seconded by Koontz to approve board president to get quotes for replacement/repair of residential booster pumps; vote: all aye, motion carried.

LAW ENFORCEMENT/ABATEMENTS/COMPLAINTS: Marshall Alias is currently attending certification training in Pierre and Serviss reported he is doing well and making a lot of good connections.

LEGAL: Town Attorney James reviewed a letter he had drafted in response to an open meeting complaint against the town. James will review the open meeting laws at the February 3, 2026, regular meeting. James reviewed his opinion on the Vaktor Truck/Serviss proposal regarding the town's liability insurance and stated Serviss' proposed use of the Vaktor Truck would be covered by the town's current policy. Motion by Koontz to approve board president to direct the Town Attorney to write opinions. Motion died for a lack of a second.

CLAIMS: Motion by Kramer and seconded by Koontz to approve the Payroll and Claims as presented with the addition of the \$2,750 claim to be paid to GJ Holsworth & Son: vote: all aye, motion carried. .ARIC ALIAS, semi-annual allowance firearms/taser ammo/uniform, \$1,050.00; DANR, ND PES surface water fee, \$50.25; CHUCK FERGUSON, now removal/five inspections, \$420.00; GOLDEN WEST TECHNOLOGIES, monthly service fee December 2025, \$583.65; GJ HOLSWORTH & SON, road maintenance, \$2,750.00; HARRIS CONTRACTING, three hours @ \$25/hr for FEMA meetings/emails/phone/reporting, \$75.00; KIEFFER SANITATION, monthly sanitation fee November 2025, \$4,657.96; KING BROWN WELDING, remove motor mount/modify & install new motor mount WWTP, \$1,122.45; MG OIL, fuel for marshal vehicle, \$37.98; MT RUSHMORE TELEPHONE, telephone/fax/internet town office & marshal office, \$406.96; SOUTHERN HILLS PUBLISHING, publishing/legal notices November 2025, \$495.25; SILVERSMITH DATA, annual software/hosting fee, \$571.00; SOUTHERN HILLS LAW PLLC, attorney services 10/29/25 to 12/1/2025 21.4 hours @ \$25/hr & \$10.45 certified mail, \$4,825.48; **Accounts Payable Total: \$17,045.98.** Payroll related: Total Paid on 12/15/2025; General, \$2,876.66; EFTPS-Electronic Federal Tax, \$779.85; **Total Payroll Related Paid: \$3,656.51. REPORT TOTAL: \$20,702.49.**

ECONOMIC DEVELOPMENT: No items were presented.

FINANCE OFFICE: The monthly financial reports were provided in the packet. Motion by Koontz and seconded by Kramer to approve the new hire of Brylee Camire as administrative assistant at a wage of \$17.50 per hour with a three-month probationary period and successful background check; vote: all aye, motion carried. The 2026 BOT meeting schedule calendar was provided in the packet. Motion by Kramer and seconded by Ferguson to close the town office at noon on December 24th and closed all day on December 26th with employee using vacation time for the 26th, close at noon on December 31st and closed all day on January 2nd with employee using vacation time for the 2nd. Motion was amended by Ferguson and seconded by Koontz to allow employee to receive holiday pay for all town office closure hours during the Christmas and new year holiday. Vote on amendment; all aye, motion carried. Vote on original motion: all aye, motion carried.

OLD BUSINESS: The traffic fee schedule is pended until the next regular meeting. Discussion was held on Resolution 08-2025 and Resolution 09-2025. More research is needed and both resolutions are pended until the next regular meeting.

NEW BUSINESS: The direct deposit for contractors policy is pended until the next regular meeting. The first reading of Ordinance No. 2.077B Supplemental Appropriations Ordinance was held.

CITIZENS/TRUSTEE INPUT: Audience and trustees had input. For full verbiage, please see the video recording posted on the town's You Tube channel. A video presentation of the lagoon expansion project was played and will be made available on the town YouTube channel.

EXECUTIVE SESSION: No Executive Session was held.

ADJOURN: Motion made by Kramer and seconded by Koontz to adjourn meeting at 10:01p.m., vote: all aye, motion carried.

ATTEST:

Terri Cornelison
Finance Officer

Kelburn Koontz
Town Board President

Published once at the approximate cost of _____.