

HERMOSA TOWN BOARD
TUESDAY, OCTOBER 3, 2023
REGULAR MEETING @ 5:00pm

- 1) **ROLL CALL:**
 - A. BOT Roll Call: Ferguson, Henrichsen, Holsworth, Kramer, Styles
 - B. Acknowledgement of other Attendees
 - C. Pledge of Allegiance to be led by Styles

- 2) **CALL FOR CHANGES:**
 - A. Review of current agenda items
 - B. Motion to accept the agenda as presented/amended

- 3) **EXECUTIVE SESSION:**
 - A. Motion to enter Executive Session allowable by SDCL 1-25-2.1 – Legal/Personnel/Contract
 - B. Motion to exit out of Executive Session
 - C. Motions resulting from Executive Session

- 4) **SPECIAL ITEMS:**
 - A. Meeting Protocol
 - B. Adopt a special rule of order

- 5) **CONSENT CALENDAR:**
 - A. Approval of the September 19, 2023, regular meeting minutes and September 22, 2023, special meeting minutes

- 6) **CONFLICT OF INTEREST DECLARATION**

- 7) **CLAIMS:**
 - A. Review payroll and claims
 - B. Motion to approve the claims as presented/amended

- 8) **LAW ENFORCEMENT/ ABATEMENTS/COMPLAINTS:**
 - A. Marshal's Report
 - B. Custer County Log
 - C. Dispatch Contract, pending
 - D. Street signs
 - Intersection at south entrance of school
 - 5th and Main (north of school)
 - E. Request purchase of 2 – Alco Sensor FST, Portable Breath Test \$650.00, Quotation attached and Disposal of not operational Portable Breath Test
 - F. Change School zone time to 7 AM to 8 AM and 3 PM to 4 PM.
 - G. Decommission the 2003 Chevy Tahoe at an estimated cost of \$1000 and request to surplus 2003 Chevy Tahoe plus any equipment removed from the vehicle that cannot be used in a future vehicle; and surplus the tires from the 2012 Chevy Tahoe via Ramsey Auctions to auction surplus items for the Town of Hermosa at a 6% vehicle sales commission and 15% other items sales commission
 - H. Abatements
 - Properties, Dumpster
 - Klaski Letter

- 9) **LEGAL:**
 - A. Engineer expense reimbursement
 - B. Resolution assistance to dissolve P&Z
 - C. Assistance to review and rewrite ordinances to support dissolving P&Z
 - D. Delegation for signing permits (Based on this, President to schedule a Work Session)
 - E. Legal – Bond Schedule
 - F. Review draft engineering contract

- 10) **ENGINEER:**
 - A. Hermosa Sidewalk Project, pending final bill from SD DOT
 - B. Sewer Project (Lagoon design & expansion)
 - AET update

- C. Town of Hermosa Water and Sewer Extension Project – pending
- D. Hermosa Hills Drainage
Town accept Walter Street-pending

11) **PLANNING & ZONING**

- A. Permit 2022-25 - REVISED- Digging/ROW-Sewer Connection- Parcels 009318 & 009319
- B. Approval for Whitney Street New Addresses
- C. Caley Buckert, Permit 2023-20 - Informational Permit
- D. Resignation Letters
Chuck Irvine, Brad Westergard

12) **PUBLIC WORKS**

- A. Committee Report
- B. Streets, Street Light Repairs, Water & Sewer Department Updates
Trustee report on town lighting needs
- C. Agreement for performance of services of public works and town maintenance
- D. Bolted Tank Interior Floor Reseal

13) **FINANCE OFFICE:**

- A. Monthly financials
- B. Department updates
- C. Grant research
- D. 2024 Budget (Request to be removed)

14) **OLD BUSINESS:**

- A. Annexation: Voluntary Annexation
- B. Hermosa Connects
- C. Leave policy
- D. Approval of new Finance Officer job description

15) **NEW BUSINESS:**

- A. SBHW presentation – pending – Mid to late August
- B. Administrative Assistant Position
Approve hire: Jodi Simons
- C. Headwaters Economics
- D. Andersen Engineers
 - 1. Survey; Locate 9 Corners
- E. Shorb's easement requirements owed to them by town. (Scheduled for October 4, 2023)
- F. Town office camera system investigation
- G. Terminate Shop Lease
 - 1. Request to prorate September 2023
- H. 1st Reading Hermosa Ordinance: 30.07
Revised from March 2022

- 16) **ITEMS FROM CITIZENS:** No action will be taken by the board on any issue related without being first placed on a future agenda, by the board, to allow for proper notice. (Reserved time for public comment is 15 minutes). Meetings of the Board of Trustees are open to the public. The audience will be allowed to comment on specific agenda items during the time allotted on the agenda for those items, according to established procedures of the Board. This is a time for members of the public (citizens, business owners, and those living within one mile of the town limits) to express concerns or discuss issues having relevance to the town. Anyone wishing to address the Town Board during this time shall be asked to stand and identify themselves after being recognized by the Board President.

17) **TRUSTEE INPUT:**

18) **ADJOURN:**

Motion by _____; Second by _____ to adjourn the meeting at _____ PM.

**HERMOSA TOWN BOARD
TUESDAY, SEPTEMBER 19, 2023
REGULAR MEETING @ 6:00pm**

ROLL CALL: Styles called the meeting to order on Tuesday, September 19, 2023, at 6.00 pm with the following members present: Ferguson, Henrichsen, Holsworth, Kramer and Styles. Mitch Johnson, Town Attorney, also present. Pledge of Allegiance led by Jerald Styles.

CALL FOR CHANGES: Motion made and seconded to remove 13) F., Sidewalk Extension, from the agenda as it was approved at the September 5, 2023, meeting to be removed; vote; all ayes, motion carried.

SPECIAL ITEMS: Meeting Protocol: Comments must be addressed to the Chair. Board members will raise their hand and first be recognized by the chair prior to speaking. Each board member will be allowed to speak twice on each motion but only after all other board members who wish to speak has had their chance to speak once. Board members will be allowed 3 min per speech. Public members will be allowed to comment once on each agenda item after the board discussion has ended and just before the call for a vote. Board members requested to speak clearly and loudly when voting. Adopt a special rule of order: No special rule of order to adopt at this time.

CONSENT CALENDAR: Motion made and seconded to approve the September 5, 2023, BOT regular minutes vote; all ayes, motion carried.

CONFLICT OF INTEREST DECLARATION: The president declared two board members with conflicts on the below agenda. Ferguson: Agenda Items: 14) G. and 10) B., D., E., & F; Ferguson will not be allowed to discuss or vote on these items. Kramer: Agenda Items: 8) B and C. Kramer will not be allowed to discuss or vote on these items.

CLAIMS: Motion made and seconded to approve September 19, 2023, Payroll and Claims as presented/amended for discussion; vote all ayes, motion carried. DCI, Fingerprint for Admin Asst, \$26.75; Door Security Products Inc., Dumpster camera repair, \$324.66; Golden West Technologies, Monthly service-Sept23, \$563.50; Slade Heeb, LE reimbursement for expenditures , \$2,911.51; Johnson Law Office, BOT mtg, email, shop lease ltr, \$760.00; Main Street Designs, SD Flag, \$271.42; Miller Construction, 22 Ton base course, \$493.68; Monika Serviss, gWorks assistance for FO , \$425.00; MT RUSHMORE TELEPHONE, PHONE/INTERNET, \$270.10; PIONEER BANK & TRUST VISA, Office supplies, \$224.75; PIONEER BANK & TRUST, Bank charge for 2 sig acct, \$25.00; SD DEPT OF REVENUE, Sales tax July/August 2023, \$560.29; SD MUNICIPAL LEAGUE, SDML Ann Conf BOT registration, \$375.00; Southern Hills Publishing, Publishing/Legal notices 08/23, \$752.56; Jodi Simons, Fingerprint, \$20.00; SIMPSONS PRINTING, TOH window/business envelopes, \$199.00; STREET IMAGE, Custom cage for Tahoe, \$1,746.25; Summit Signs and Supply Inc., Speed limit sign, \$356.00; Wiles Real Estate LLC, reimbursement, \$619.50; CHUCK IRVINE, Oxygen meter case reimburse, \$4.25; ETTA CAMP LLC, reimbursement, \$239.50; USA BLUE BOOK, Oxygen meter reader, \$1,047.92; ACCOUNTS PAYABLE TOTAL: \$12,216.64. Payroll Related: Financial administration, \$3,778.47; Law Enforcement, \$1,743.66; Water, \$278.69; Sewer, \$167.21; Promoting City/BBB, \$55.74; EFTPS-Electronic Federal Tax, \$1,691.32; PAYROLL RELATED TOTAL: \$7,715.09. REPORT TOTAL: \$19,931.73. GENERAL, \$17,599.00; BBB GROSS RECEIPTS TAX, \$46.80; WATER, \$853.72; SEWER, \$1,432.21.

LAW ENFORCEMENT/ABATEMENTS/COMPLAINTS: Marshal Heeb provided report: tasers have arrived but short a power cord; Heeb to meet with LET at their October 25 meeting to discuss approval to add reserve force. Discussion regarding adding tires to surplus request approval to surplus the 2003 Tahoe. He received a quote of approximately \$1000 to decommission the 2003 Tahoe. Attorney reported there must be a public notice (newspaper) if the tires/vehicle will be public auctioned. Action: add to the October 3, agenda: approval to decommission vehicle and approve the fee to decommission. Heeb to talk with school officials regarding the timeframe the school crossing lights are lit – they run long after the students are in school. Custer County Log: presented, no action. Abatements: Ferguson reported success in making courtesy calls for abatement purposes. Abatements will conclude for the season. Citizen sent invoice to town to request payment for mowing her right-of-way for the past nine years. Motion made and seconded to request Attorney Johnson to send a letter to citizen denying their request; vote; one, nay; four ayes, motion carried. Dispatch Contract, pending, to be signed in October. Motion made and seconded to remove, Approval to purchase taser and approval to purchase “Reserved for Marshal” sign; vote; all ayes, motion carried.

LEGAL: Engineer expense reimbursement, pending. Motion made and seconded to dissolve P&Z as of 1 January 2024, vote; one, nay; one, abstained, three ayes, motion carried. Assistance to review and rewrite ordinances to support dissolving P&Z, pending. Motion made and seconded to schedule September 27, 2023, Work Session to approve, “Delegation for signing permits”, discussion. Motion made and seconded to amend the main motion to approve the Work Session be a non-paid meeting scheduled for September 26, 2023, discussion; vote; all ayes, motion carried. Vote on the main motion with amendments: 1 nay, four ayes, motion carried. Bond Schedule: Currently, the town does not have a bond schedule in place. Motion made and seconded to approve Attorney Johnson to begin working on Bond Schedule for the town; vote; all ayes, motion carried.

ENGINEER: Styles reported on progress to hire town engineer. Following discussion, Styles reported two firms made the short list for interviews. Based on the packages provided, the finance committee will meet with the selected firm for final discussions. The board will discuss in executive session; a contract will be signed after gaining board approval at the October 3, 2023, meeting. Motion made and seconded to terminate the contract with ACES for the design of the WRT System with no further pay, discussion. Vote; two, nays; three ayes, motion carried. Hermosa Sidewalk Project: the Project is completed, waiting for grass to grow will keep on agenda until the BOT approves payment to SDDOT. Sewer Project (Lagoon design & expansion): waiting for report from AET. Water/Sewer Facility Plans – will request to be removed, Black Hills Council of Local Governments – will request to be removed. Town of Hermosa Water and Sewer Extension Project – Town received a letter from SDDANR dated 7 September 2023 stating the project is approved with four conditions. Town will need to verify where our sewer line crossed under the SBHWS' water line. Motion requested to have the new A&E firm (when hired) come up with a cost proposal to bring the existing sewer line along Highway 79 to SDDANR standards based on the last submittal and the last letter from SDDANR, and to cover planting grass if RCS does not. No motion made. Motion made and seconded to discuss this issue in executive session under legal matters; vote; two, nays; three, ayes, motion carried. Hermosa Hills Drainage: pending for Mag water application. Whitney Street Drainage – will request to be removed Facility Plan for Booster: will request to be removed. Rural Development Application will request to be removed. Motion made and seconded to remove the following items from the agenda: Water Rehab Project (WRT System), Water/Sewer Facility Plans, Black Hills Council of Local Governments, Whitney Street Drainage, Facility Plan for Booster, Rural Development. These items with the exception of Whitney Street Drainage will be addressed in the future if needed by the new A&E and will be added back on the agenda as needed. Vote; two, nays; three ayes, motion carried.

PLANNING & ZONING: Permit 2022-25 - REVISED- Digging/ROW-Sewer Connection- Parcels 009318 & 009319. Ferguson hiring engineering firm for preliminary plans to be submitted to SD DANR. SD DANR said multi hook ups to the sewer (including lift stations) or water would require a design signed by a PE and submitted to them for approval. Individual hook ups would not. 2023-06 – Commercial Remodeling Permit Application – 250 Main St. – Storage Loft: motion made and seconded to have all past non-compliances by tenant be forgiven and the town and tenant will begin with a clean slate and a clear understanding that the contract will be enforced; vote; one, nay; four, ayes, motion carried. Motion made and seconded to approve the Whitney Street new addressed provided by the Custer County GIS office; vote; all ayes, motion carried. Motion made to approve, Approving the Extension for: Permit 2022-31 – Demolition Application – Parcel # 009327, discussion. Motion seconded to approve, Approving the Extension for: Permit 2022-31 – Demolition Application – Parcel # 009327, Approving the Extension for: Permit 2022-25 – Digging/Grading Permit, Approving the Extension for: Permit 2022-25 - Work in Right of Way, discussion. Vote: one, abstained; one, nay; three, ayes, motion carried. Motion made and seconded to remove from the agenda: Approve Extension: Permit 2022-31 – Demolition Application – Parcel # 009327, Approve Extension: Permit 2022-25 – Digging/Grading Permit, and Approve Extension: Permit 2022-25 - Work in Right of Way; vote: one, abstained, four, ayes, motion carried.

PUBLIC WORKS: Ferguson reported on streetlights, sewer, and water. Ferguson concerned with color of lagoon; transferring water from Pond C to Pond A to hopefully change the color; could be lack of oxygen. Peroxide has been added and seems to be working. Motion made and seconded to have the pothole repaired (Ferguson to repair with a cap on cost of no more than \$200) on Ferguson Street; discussion. Vote: one, abstained, one, nay; three ayes, motion carried. Ferguson to invoice with cost of cold patch mix and time spent on project. Styles working on, “Agreement for performance of services of public works and town maintenance to have draft prepared by mid-November. Walter Street maintenance: Gravel has been added; the same potholes are already showing through, in the future the potholes will need to be dug up prior to placing new gravel or asphalt. The work as described in the proposal has been completed. Bolted Tank Interior Floor Reseal: motion made and seconded to leave this item pending as Ferguson is waiting for a second quote; vote; one, abstained, four, ayes, motion carried. Motion made and seconded to remove Walter Street Maintenance from agenda; vote; all ayes, motion carried.

FINANCE OFFICE: August bank reconciliation and financial reports included in the packet. Grant research, pending, 2024 budget – Discussion on utilizing BBB Funds to supplement FO salary. Motion made and seconded to approve the BOT President sign SDDOT - Required Certification due to Executive Order 2023-13 per email dated 12 September 2023; vote; all ayes, motion carried. Motion made and seconded to approve to join the Western Dakota Regional Water System; discussion. Vote; all ayes, motion carried. Motion made and seconded to remove, SD DOT Executive Order and Western Dakota Regional Water System from the agenda; vote; all ayes, motion carried.

OLD BUSINESS: Annexation: pending but a high priority for Boddicker. Town Sign: to be removed from agenda. Town Office: Deck Staining, pending; Library: Deck Staining, pending. Motion made and seconded to have a contractor do the staining on the town office and library decks, discussion. Styles will work on proposal, notice can be placed in the town newsletter and Facebook page, the person doing the job will need to have contractor's permit and insurance. Vote: all ayes, motion carries. Hermosa Connects: Henrichsen reported the next meeting will be held at the Hermosa Coffee Shop on Monday, October 9, 2023, at 9:00 a.m. Sidewalk extension – from Ingalls Blvd This item was removed from the agenda in the 5 September 2023 BOT meeting. Motion made and seconded to remove, Town Sign, Town Office Deck Staining and Library Deck Staining from the agenda; vote: all ayes, motion carried.

NEW BUSINESS: SBHW presentation – pending – Mid to late October 2023, will be discussed in executive session. Motion made and seconded to remove, Contractors Licensing Ordinance – Chapter 112 – Review 112.03 - Requirement and Obligations, from the agenda; vote; all ayes, motion carried. Administrative Assistant Position: motion made and seconded to table the issue until the next meeting; vote; all ayes, motion carried. Fuel the Growth – Economic Development Course: Harris, Holsworth, Styles, Van Sam Beek attended. Headwaters Economics: Claycomb will be contracted to perform a hydrologic study. No cost to the town. Andersen Engineers: Survey; Locate 9 Corners Pending for more information from Terry Morgan at Custer County. Motion made and seconded to approve the Contract for Office Space, discussion. Vote: two, ayes, two, nays, one, abstained; motion did not carry. This item to be discussed when new contract is submitted. Motion made and seconded for approval of the Finance Officer new job description and the title changed to Town Manager with subtitles of Finance Officer, Economic Development and Contract Management, discussion. Attorney does not agree with the job description as it does not follow state statute and advises keeping the position titled as Finance Officer. Motion made and seconded to amend the motion to table this issue until the 3 October 2023 meeting; vote; all ayes, motion carried. Vote on main motion, all nays, motion failed. Shorb’s broken electric line: being repaired by SBHW; thanks to RCS and Muth Electric for their effort to resolve this issue. Motion made and seconded to address Shorb’s easement requirements owed to them by the town and the fact that no grass has been established on the sewer water extension construction project for the Work Session on 4 Oct 2023, discussion. Motion made and seconded to amend the motion to place this item on the September 26, 2023, agenda with October 4, 2023, as the alternative; vote; all ayes, motion carried. Vote on original motion as amended to work on Shorb’s easement; one, nay; four, ayes, motion carried. Leave for part-time employees: tabled until 3 October 2023 meeting. Speed Limit on Fairgrounds Place: motion made and seconded to change the speed limit on Fairgrounds Place, South of the entrance to the town’s lagoon, from 15 mph to 25 mph, discussion. The town will need three signs: one-15 and two-25. Vote: one, nay, four, ayes, motion carried.

Hermosa Newsletter: motion made and seconded to reduce the number of newsletters being printed from 250 to 200; discussion. Vote; one, nay; four, ayes, motion carried. Security cameras: Motion made and seconded to request Boddicker to research camera systems to replace the old system currently in use; discussion. Vote: all ayes, motion carried. Ordinance 2.076 Appropriating Funds for the Fiscal Year 2024: motion made and seconded to approve the Ordinance 2.076 Appropriating Funds for the Fiscal Year 2024; vote: all ayes, motion carried. Motion made and seconded to remove from the agenda: Administrative Assistant Position, Fuel the Growth – Economic Development Course, Contract for office space, Approval of new job description for Town Manager, Shorb’s broken electric line, Leave policy for part time employees, Change speed limit on Fairgrounds Place from 15 to 25 mph, Decrease number of Hermosa Newsletters being printed from 250 to 200, Town office camera system investigation, 2nd Reading Ordinance 2.076 Appropriating Funds for the Fiscal Year 2024.

ITEMS FROM CITIZENS: Special thank you to Marshal Heeb for his efforts for the Walk to School program.

TRUSTEE INPUT: Holsworth apologized to citizen for mistakenly accusing him of using town property; thank you for the good meeting; Kramer: thanks, offered to assist in the office if needed, would like the script Styles uses; Ferguson: thanks to Holsworth for his apology; Henrichsen: when she was on the board previously, her lack of justifying her vote was due to oppression that was inflicted and therefore would not justify her vote, she is moving on and won’t mention it again; the use of the kitchen for Ferguson has now been resolved and happy to know it will not be brought up again until his contract is renewed, the option to allow Boddicker to come in late on Wednesday morning was extended. No action.

EXECUTIVE SESSION: Motion made and seconded to enter into executive session allowable by SDCL 1-25-2.1 for Legal and Contract purposes at 9:12 pm.; Vote: all ayes, motion carried. Motion mad and seconded to come out of executive session at 9:45 pm; vote: all ayes, motion carried. Motion made and seconded to respond to the Southern Hills Law subpoena, to charge \$500 to Southern Hills Law for the review, research, reproduction of the camera/tape, mileage, and administrative fees; vote: all ayes, motion carried.

ADJOURN: Motion made, seconded to adjourn the meeting at 9:46 pm; vote: all ayes, motion carried.

ATTEST:

Jerry Styles, Town Board President

Gail Boddicker, Finance Officer

Published once at the approximate cost of __

**HERMOSA TOWN BOARD
FRIDAY, SEPTEMBER 22, 2023
SPECIAL MEETING @ 6:00pm**

ROLL CALL: Styles called the meeting to order on Friday, September 22, 2023, at 6.00 pm with the following members present: Ferguson, Henrichsen, Kramer and Styles. Holsworth joined at 6:01pm. Pledge of Allegiance led by Jerald Styles.

CALL FOR CHANGES: Motion made and seconded to amend the agenda to add under 3B to request approval to have Attorney Johson send a letter to ACES terminating the WRT design project; discussion. Vote: one, nay; four, ayes, motion caried.

NEW BUSINESS: Motion made and seconded to approve the hiring of Bobbie Johnson, on a temporary basis, \$25.00 per hour, no more than 19 hours per week, no benefits; discussion. Vote: all ayes, motion carried.

SPECIAL ITEMS: Motion made and seconded to request Attorney Johnson to send a letter to ACES terminating the WRT design project; discussion. Vote: two, nays; three, ayes, motion carried.

ITEMS FROM CITIZENS: None.

TRUSTEE INPUT: Kramer, Ferguson, Henrichsen: happy to have Bobbie back; Styles, thanks to the board for attending the meeting to give relief and allow Simons to have time to recuperate.

EXECUTIVE SESSION: None.

ADJOURN: Motion made, seconded to adjourn the meeting at 6:13 pm; Vote: Unanimous, motion carried.

ATTEST:

Jerry Styles, Town Board President

Gail Boddicker, Finance Officer

Published once at the approximate cost of __

CLAIMS NOT COMPLETED AT PRINTING
PACKET.

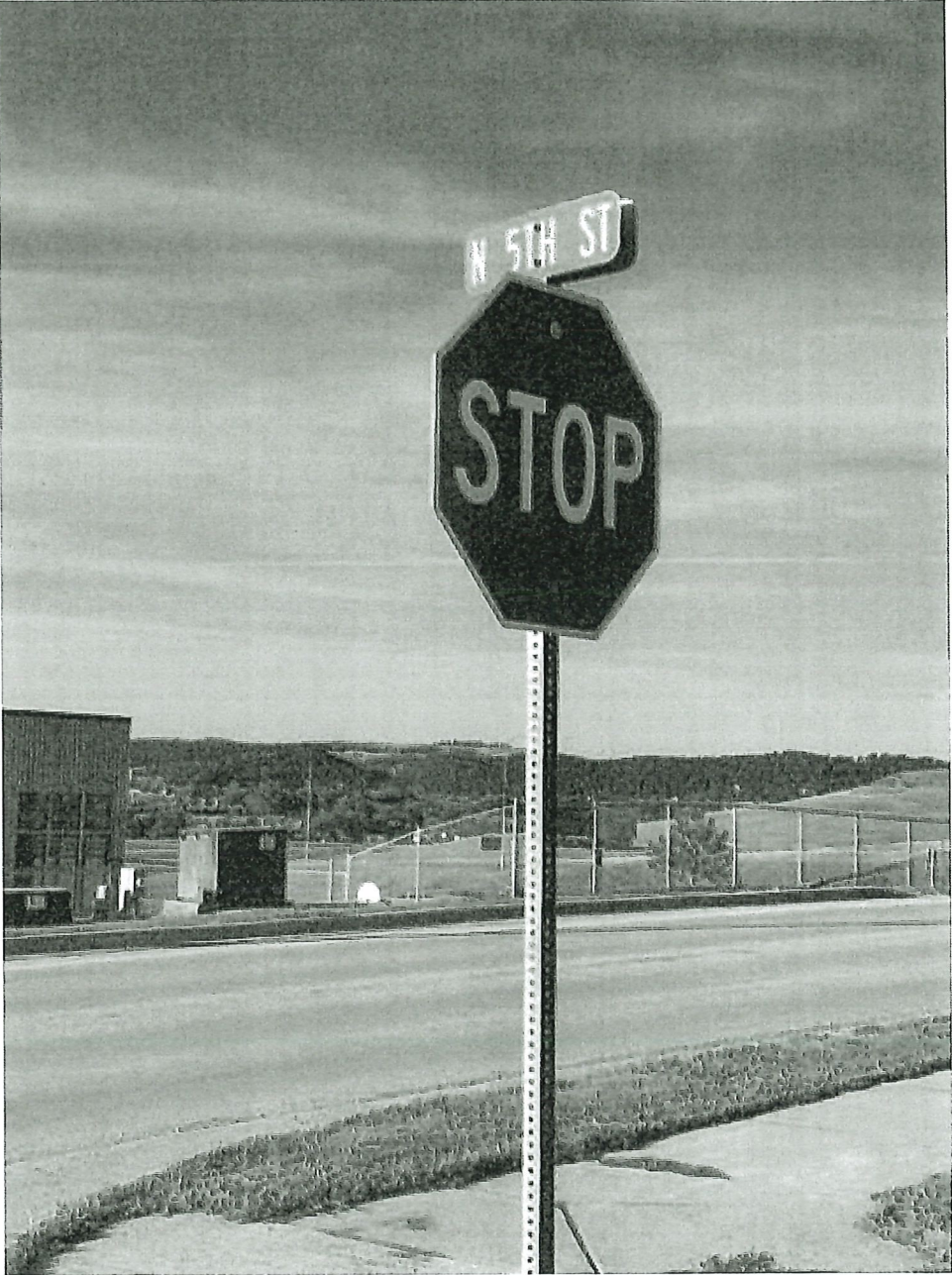
WILL SEND MONDAY.

From: gboddicker@gmail.com

Sent: Friday, September 29, 2023 8:27 AM

To: Gail Boddicker

Subject:



Sent from my iPhone

From: gboddicker@gmail.com

Sent: Friday, September 29, 2023 9:03 AM

To: Gail Boddicker

Subject:



Sent from my iPhone



MAIN

STOP



Intoximeters Inc.

2081 Craig Road - Saint Louis, MO 63146
 Phone: [+1] (314) 429 4000 - Fax: [+1] (314) 429 4170 - Email: markp@intox.com

QUOTATION

Date	Quote #
09/20/2023	001-00-31365326

Sold To:	Hermosa Marshal's Office ATTN: Heeb, Slade 230 Main Street PO Box 298 Hermosa, SD 57744 USA Phone: (605) 517-1869 Fax:
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Ship To:	Hermosa Marshal's Office ATTN: Heeb, Slade 230 Main Street PO Box 298 Hermosa, SD 57744 USA Phone: (605) 517-1869 Fax:
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Payment Terms	Rep	P.O. Number	Ship Via	Shipping Term	Delivery Term
TBD	Mark Postal		FED EX	DESTINATION	Ground

Ln #	Qty	Description	Part No.	Unit Price	Extended Price
1	2	Alco-Sensor FST South Dakota Including: 25 mouthpieces, 2 passive cups, drink sniffer, wrist strap, carrying case, reference guide, web-based training, warranty	DOM-SD-FST	\$325.000	\$650.00
	2	AS FST (F381-04)3S HIGH USE LOW LOSS	40-2010-12		
	50	MOUTHPIECE ALCO-SENSOR FST	23-0120-00		
	4	Mouthpiece Cup Pass Soft Blue FST / ASVXL	23-0175-00		
	2	MOUTHPIECE DRINK SNIFFER ASFST OR ASVXL	23-0190-00		
	2	CASE WRIST STRAP INTOXIMETERS	27-0825-00		
	2	CASE FST SURE-GRIP YELLOW COMP W/MAGNETS	27-9818-50		
	2	CASE MOLDED FST/AS3	29-0630-00		
	2	MANUAL QUICK REFERENCE GUIDE FST LAMINATED	26-0140-20		
	2	Web Based AS FST Operator Training (Interactive Operator Training Through Internet)	WEB-FST		
	2	WARRANTY: 1-YEAR PARTS AND LABOR	WARR-1		

Sub total	\$650.00
Sales Tax	\$0.00
Est. Freight	\$0.00
Total	\$650.00

NOTES:

1. QUOTE EXPIRES ON 11/20/2023.
2. DELIVERY DATE MAY BE EXTENDED DUE TO CURRENT SUPPLY CHAIN ISSUES. ALL EFFORTS WILL BE MADE TO DELIVER AS SOON AS POSSIBLE AFTER RECEIPT OF ORDER.
3. WHEN PLACING AN ORDER, PLEASE INCLUDE THE NAME AND EMAIL ADDRESS OF THE INDIVIDUAL RESPONSIBLE FOR INVOICES.

From: Slade Heeb
Sent: Thursday, September 28, 2023 8:24 AM
To: Gail Boddicker
Subject: Fw: School zone hours

Here is the supporting document for changing the school zone lights schedule.

Slade

From: Metzger, Kevin <Kevin.Metzger@k12.sd.us>
Sent: Wednesday, September 27, 2023 10:53 AM
To: Slade Heeb <slade@hermosasd.com>
Subject: School zone hours

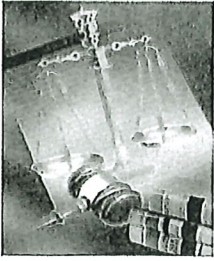
Here are the times we think the signs should be flashing for the school zone.

7:00AM-8:00AM

3:00PM-4:00PM

Thanks

Sent from my Verizon, Samsung Galaxy smartphone
Get [Outlook for Android](#)



JOHNSON LAW OFFICE

MITCHELL D. JOHNSON
2902 W. MAIN ST., SUITE 1

TELEPHONE: (605) 343-7842
FAX: (605) 343-5379
RAPID CITY, SD 57702
mjohn26477@aol.com
www.mitchelljohnsonlaw.com

September 20, 2023

Bobbie Klaski & Steven Klaski
229 Donna Street
Hermosa SD 57744

Re: Klaski Claim

Dear Ms. Klaski and Mr. Klaski:

The Hermosa Board of Trustees has directed me to respond to your letter dated August 19, 2023 where you assert a claim for lawn care in the sum of \$5,400.

It does not appear there exists any factual or legal basis for your claim and as such, the Hermosa Board of Trustees respectfully rejects the same.

Sincerely,

Mitchell D. Johnson

MDJ/mdj

cc: client via email only

Jill Dybvig

From: Troy Schmidt <tschmidt@custercountysd.com>
Sent: Thursday, September 21, 2023 11:00 AM
To: Jill Dybvig
Subject: RE: Hermosa Address Assistance

Hello Gail,

Generally, Hermosa, is responsible for addressing within city limits. However, as long as I have been here, Hermosa has always consulted with this office to make sure they are addressing correctly. I just ultimately document whatever address Hermosa decides.

In this case parcel #009327 is right on the boundary of the 300 block of Whitney before it changes to the 400 block. Something in the high 300's would be appropriate depending on how much density your expecting in that area. 390 Whitney St might make sense, although where are they accessing the parcel? Are they even accessing it from Whitney St? Generally parcels are addressed based on there access to the street.

My recommendation would be something like 380 or 390 Whitney St.

Just let me know what you decide to do.

Thank you,

Troy A. Schmidt | GIS Director
Custer County GIS Office
420 Mt. Rushmore Rd | Custer, SD 57730
Office: (605) 673-8141 | Mobile: (605) 760-0960 GISdepartment@custercountysd.com

-----Original Message-----

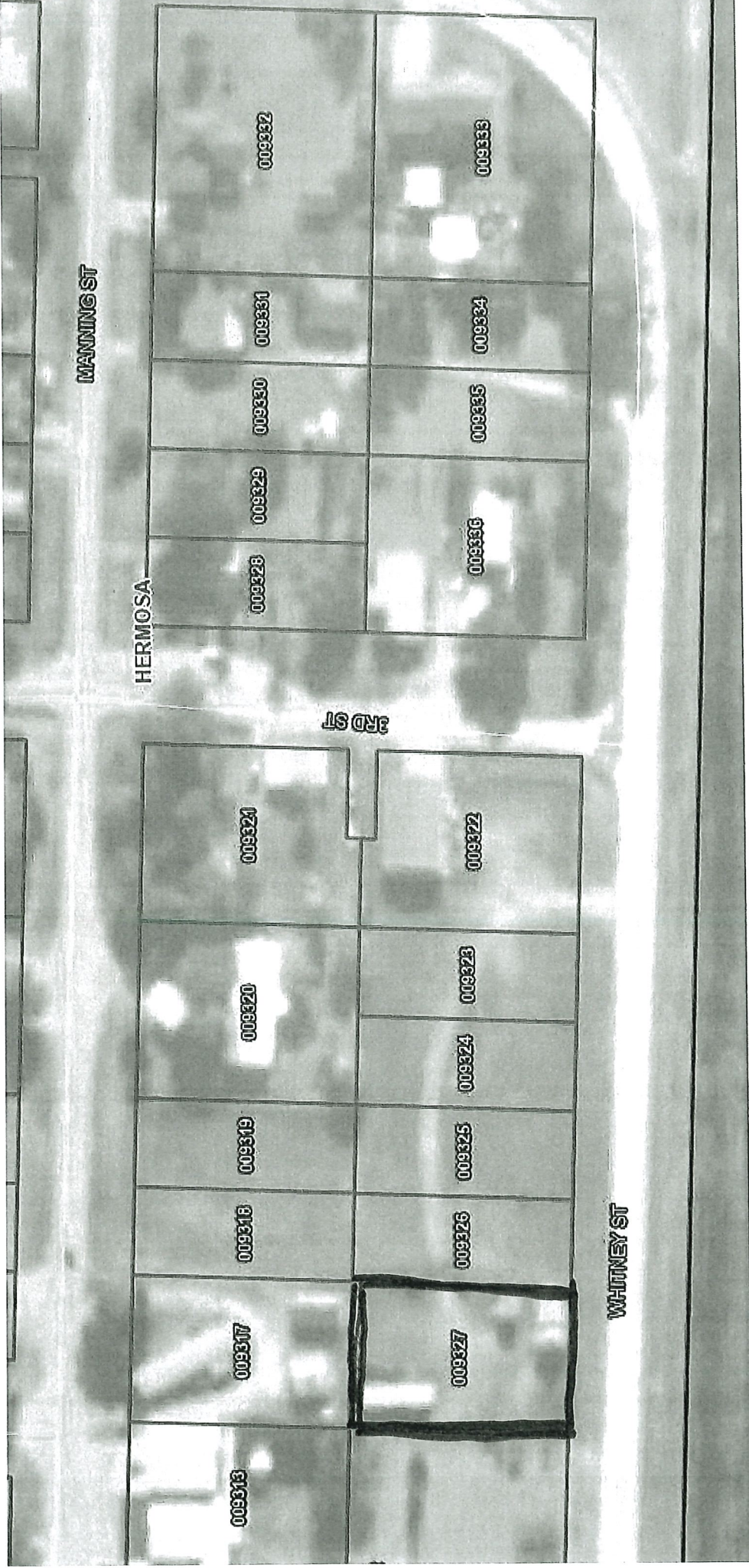
From: Jill Dybvig <jill@hermosasd.com>
Sent: Thursday, September 21, 2023 10:16 AM
To: Troy Schmidt <tschmidt@custercountysd.com>
Subject: Hermosa Address Assistance

Troy,
A person is purchasing the parcel shown on the attached document in Hermosa. He cannot get legal things accomplished until he has an address. I retired several months ago but came back to help because Jill Dybvig has resigned. I don't recall if this is your responsibility or ours??

Can you help??!!

Thanks,
Gail Boddicker
Town of Hermosa
605-255-4291

-----Original Message-----



MANNING ST

HERMOSA

3RD ST

WHITNEY ST

009318

009317

009318

009319

009320

009321

009328

009329

009330

009331

009332

009327

009326

009325

009324

009323

009322

009336

009335

009334

009333

Parcel #9327

Town of Hermosa

PO Box 298 • 230 Main Street • Hermosa, SD 57744

Phone (605) 255-4291 • Fax (605) 255-4094

Email: town@hermosasd.com

DATE 9/20/23

PERMIT # 2023-20

Informational Permit No Fee

Is Property in the Flood Plain? Yes No Zoning District _____

***IF YES - YOU **NEED** A FLOOD PLAIN DEVELOPMENT PERMIT**

Property Owner Name(s): D & D properties, Caley Buckert is renting

Mailing Address: PO Box 540, Hermosa

Email: Caley_Buckert@hotmail.com, blackhillssolmassage@gmail

Address of Project: 37 2nd St. Hermosa, SD

Legal Description: _____

_____ Subdivision _____ Block _____ Lot(s) Lot Size _____

Description of Work: Massage Therapy - no construction to be done.

i.e. Fence below 4' (front yard), 6' (side/rear yard), Accessory Building/Deck less than 160 sq.ft.; Sidewalk; Driveway; Concrete; Renovation / Remodel / Repairs / Maintenance not requiring Building Permit (i.e., shingle replacement)

Total Cost Estimate of Project _____ Total Square Footage of Project _____

Building Area (Sq. Ft.) _____ Height: _____

Accessory Bldg. Setbacks from Lot Lines: Front: _____ Ft. (20' Town Minimum)

(See Ord.155) Rear: _____ Ft. (5' Town Minimum)

Side: _____ Ft. (8' Town Minimum)

Side: _____ Ft. (8' Town Minimum)

Licensed Contractor / Person doing work _____

Address of Contractor / Person _____

Contact Phone Number of Contractor / Person _____

Parcel # 009183
OFFICE USE

TO: Hermosa Planning and Zoning

FROM: Chuck Irvine

DATE: September 21, 2023

This is written to inform you I am resigning my position with the Hermosa Planning and Zoning. Thank you for the opportunity to serve in this capacity.

At this time, I feel it is in my best interest to resign from this position.

A handwritten signature in cursive script, appearing to read "Chuck Irvine". The signature is written in dark ink and is centered on the page.

SEPTEMBER 21 2023

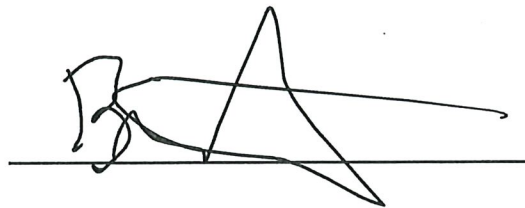
LETTER OF RESIGNATION FROM P&Z HERMOSA SD

DATED THIS DAY 21 SEPT 2023, I BRADLEY LANE WESTERGARD DO HEREBY DRAFT AND DELIVER THIS LETTER OF RESIGNATION TO THE HEAD OF PLANNING AND ZONING FOR THE TOWN OF HERMOSA SD.

AS OF THIS DATE I WILL BE STEPPING DOWN FROM MY POSITION AS A BOARD MEMBER WITH P&Z.

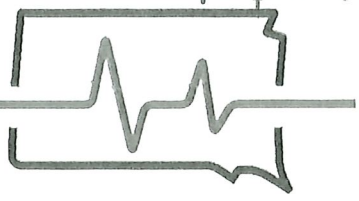
I WOULD LIKE TO THANK THE TOWN AS WELL AS THE MEMBERS FOR THE OPPORTUNITY I HAVE HAD TO BE INVOLVED.

BRADLEY L WESTERGARD

A handwritten signature in black ink, appearing to be 'B. Westergard', written over a horizontal line.

F.O.
Dept. Updates

Health Pool of South Dakota



A risk-sharing pool created, sponsored, and endorsed by the South Dakota Municipal League

October 1, 2023

Town of Hermosa
PO Box 298
Hermosa SD 57744

Dear :

Thank you for your continued support of the Health Pool of SD as we complete our 28th year of successfully sharing risk.

The pool saw two consecutive years without a rate increase in 2018 and 2019 and favorable increases of only 3 to 5 percent for 2020-2022. In calendar year 2023 we experienced significantly higher claims than in the past. Because we share the burden of these claims amongst our members, we are able to announce a rate increase for 2024 of **8.5% overall**.

Please complete and return the enclosed Subscription Agreement and the Confirmation of MSP Addendum by December 1. Open enrollment will be held in November 2023 for calendar year 2024.

Member #199 Town of Hermosa had a 3 year average loss ratio of 151.0% while the pool as a whole had a 3 year loss ratio of 136.7%. Individual year loss ratios for your entity are as follows:

Calendar year 2021	26.17%
Calendar year 2022	369.93%
Calendar year 2023 (through June 30)	56.79%

2024 rates for Town of Hermosa Plan B will be as follows:

	2023	2024
Single	\$ 907.37	\$ 984.50
Employee +1	\$1,683.06	\$1,826.12
Employee + Children	\$1,848.14	\$2,005.23
Family	\$2,176.70	\$2,361.72

If you have any questions regarding the renewal packet, or would like pricing for an alternate plan design, please email me at lisa@sdmunicipalleague.org

Best Regards,

The Health Pool of South Dakota
Lisa Nold, Director of Risk Sharing Services
www.healthpoolsd.org

Policy #4 General Benefits

Request the BOT to approve the below section 4.4 Vacation to replace the current section 4.4 Vacation

4.4 Vacation

Full-time (40 hours per week **permanent or temporary**) and salary employees of the Town of Hermosa shall be entitled to paid vacation. From date of hire to completion of 4 years continuous employment the employee shall accrue leave at **4.333** hours per pay period. Thirteen days per year. The maximum Carryover hours is 80 hours. After completion of 4 years to completion of 13 years continuous employment the employee shall accrue leave at **6.5** hours per pay period. Nineteen and ½ days per year. The maximum Carryover hours is 100 hours. After completion of 13 years continuous employment the employee shall accrue leave at **8.666** hrs. per pay period. Twenty-six days per year. The maximum Carryover hours is 200 hours. For the purpose of this policy a week shall be understood to be the average hours worked by each individual employee.

Vacation time for part time employees (At least 20 hours per week but less than 40) will be the same as full-time with the exception of the vacation hours earned and the vacation hours to be carried over) for these two items they will be 1/2 of the full-time.

The use of vacation time, and the duration to be taken, requires approval of the Board of Trustees.

Saturdays, Sundays and Legal Holidays occurring within a period of annual leave shall not be charged as vacation leave.

HERMOSA LEAVE POLICY

OLD POLICY:

Completion of one year (No accrual until after one year employment)	40 hours	One week
Upon completion of two years - 7 years	6.7 hours per month, OR 3.35 per pay period	80.25 hours
Year 8 through 13 years	9.9 hours per month, OR 4.95 per pay period	118.8 hours

POLICY THAT WAS APPROVED:

Date of hire - to completion of 4 years	4 hours per pay period	13 days
Anniversary of year 4 - 13 years (continuous)	6 hours per pay period	19.5 days
Anniversary of 13 years -	8 hours per pay period	26 days

(Policy was approved using 26 pay periods, Hermosa has 24 pay periods.)

LEAVE SHOULD BE AS INDICATED:

Date of hire - to completion of 4 years	4.333 per pay period	13 days
Anniversary of year 4 - 13 years (continuous)	6.5 per pay period	19.5 days
Anniversary of 13 years -	8.666 per pay period	26 days

(Hermosa has 24 pay periods)

8.1 Town Finance Officer

Duties and Responsibilities of the Town Finance Officer

Chief Financial Officer
Economic Developer
Contract Manager

Work is performed under the policy direction of the Board of Trustees. Operationally, the Town Finance Officer shall report to the Town Board President.

Responsibilities as the Chief Financial Officer (70% of duties)

Responsible to oversees all aspects of Town finances on behalf of the Board of Trustees. Assures State and Federal regulatory compliance. Responsible for all fiscal management of Town funds, insurance administration, licensing, elections, budgets, equalization/assessments, ordinance and resolutions. Develops and implements the financial goals, objectives, policies and procedures for the municipality and ensures that programs are administered and evaluated to meet those goals and objectives. Interacts with the public taking of complaints, requests, and suggestions. Chief Finance Officer duties will also include all responsibilities and obligations as set forth in the South Dakota Codified Laws, including but not necessarily limited to those enumerated in Chapters 1-27, 3-21, 5-24, 5-26, 9-2, 9-4, 9-5, 9-11, 9-13, - 9-14, 9-19 through 923, 9-25, 9-27, 9-39, 9-43, 9-48, 10-11, 10-12, 11-3, 11-6, 11-9, 12-4, 35-2, 35-3, 35-10 and all other statutes applicable from time to time.

The following task may be performed from time to time as needed as the Chief Financial Officer for the Town of Hermosa

- Invest the Town's funds in accordance with the Board of Trustees' guidelines and sound financial practices.
- Receiving and recording all monies deposited with the Town.
- Issue and administer beer, wine and liquor licensing.
- Special assessment administration.
- Maintains the official records of the Town: ordinances, resolutions, documents, etc.
- Serves as recorder for the Board of Trustees. Records minutes, maintain ordinance book and other Board records. Arranges for publication of minutes of meetings and other public notices.
- Draw and countersign all warrants.
- Keep the corporate seal.
- Examine treasurer's records.
- Audit and adjust all claims against the municipality before they come before the governing board.
- Administers water and sewer enterprise funds (billing, receipts and accounts)
- Certify annual tax levy to County Auditor.
- Maintain special assessment record.
- File bonds of all employees and officials.
- Prepare, publish and file annual financial report.
- Maintain bond record.

- Administers licensing for transient merchants, peddlers, solicitors and pawn brokers.
- Maintain a file of annual inventories.
- Coordinates and oversees municipal elections.
- Administers oath of office to public officials.
- Responsible for policy development, program planning, and long-range fiscal management.
- Responsible for accomplishing department objectives and setting goals within guidelines established by the Board of Trustees.
- Secures funding sources through contracts and grant applications.
- Prepare reports and correspondence on special projects.
- Supervises all aspects of the Town Office and administration, and provides operational direction of the Town's office and staff.

Responsibilities as the Economic Developer (20% of duties)

The following task may be performed from time to time as needed in support of Economic Development for the Town of Hermosa

- As the Economic Developer you are responsible for planning, designing, and implementing economic development strategies, as well as acting as a key liaison between public and private sector and the community.
- Be the Town's point of contact for Hermosa Connects Inc. and attend monthly meetings.
- Develop a community asset report and needs report to attract businesses to the community.
- Monitor trends and changes in the economy that could impact the community's ability to attract and retain businesses.
- Stay up-to-date on available incentive programs and tax credits that could benefit businesses locating in the community.
- Serve as a resource to businesses already located in the community, providing assistance with expansion plans, workforce training, and other needs.
- Maintain accurate records of all contacts and activities related to economic development.
- Prepare and deliver presentations to promote the community as a desirable location for businesses.
- Plan and execute events and trade missions designed to attract new businesses to the community.
- Work with local, state, and federal agencies to secure funding for economic development initiatives.
- Manage economic development projects from start to finish, including feasibility studies, market analysis, and project financing.
- Develop and maintain positive relationships with business leaders, key stakeholders, and the community at large.
- Working with the Board of Trustees to create new ordinances and policies that promote economic development.
- Researching economic development initiatives in other regions to identify successful strategies that can be replicated in our community.
- Recruiting businesses from other regions to relocate to our community.
- Secures funding sources through contracts and grant applications.

- Establish relations build networks, and generate resources to meet the needs of current and future businesses.

Responsibilities as the Contract Manager (10% of duties)

- Maintain all contract records and folders as required by South Dakota Codified Laws.
- Monitor all Engineering contracts and statements of works/Task orders to ensure compliance and timely delivery of deliverables. Review all contractor status reports and notify the BOT of any discrepancies or issues which will have an adverse effect on the outcome of the project.
- Monitor the public works contract and ensure compliance.

WORK CONDITIONS

– Employees of this position may be subject to working hours beyond that of a normal scope and may be required to report for duty under emergency conditions. - Work assigned may involve extended workdays outside the regular working hours to attend and be present at meetings and community events. - Physical efforts involve standing, sitting, reaching, walking and the lifting of up to 25 lbs. - Extended periods of sitting/standing and use of computer keyboards/monitors. - Infrequent exposure to the elements and adverse conditions.

KNOWLEDGE, SKILLS, AND ABILITIES OR DISIRE AND ABILITY TO LEARN

- Working knowledge of complex word processing, spreadsheet and querying software. - Working knowledge of accounting practices. - Effective verbal and written skills, good proofreading and spelling skills. - Proficient in the use of business math and understanding and use of basic analytical skills.
- Skill in establishing and maintaining subject matter files.
- Excellent organization skills. - Ability to meet time deadlines.
- Ability to maintain a high level of confidentiality and integrity with regard to customer records, financial material, and other sensitive information.
- Ability to operate office equipment associated with this position. - Ability to pleasantly and effectively interact with the public on a daily basis.
- Ability to communicate effectively orally and in writing.
- Ability to maintain an acceptable public relations image.
- Ability to maintain a high level of accuracy with regards to data entry and processing.
- Ability to add, subtract, multiply, and dividé in all units of measure, using whole numbers, common fractions, and decimals accurately and quickly.
- Ability to establish successful working relationships.
- Ability to supervise office staff.
- Ability to work under pressure and/or with frequent interruptions.
- Ability to read and comprehend instructions, correspondence, and memos.
- Demonstrates leadership skills of critical thinking, conflict management, and fosters goals of team building.
- Researching, investigating, evaluating and developing resolutions to complex and/or politically sensitive issues, concerns and complaints.

- Expressing ideas clearly, concisely and convincingly with research and preparation of necessary reports.
- Analyzing, reviewing, preparing and presenting financial and economic reports.
- Establishing and maintaining effective working relationships with employees and with the general public.
- Negotiating, developing, administering and executing public and private partnerships, development deals, contracts, grants and professional services.
- Federal, State, County and Town laws, rules, regulations, ordinances related to finances of a municipal government.
- Modern government accounting theory, principles, and practices; considerable knowledge of internal control procedures and management information systems; knowledge of payroll and accounts payable functions; working knowledge of budgetary, accounting, and reporting systems, GAAFR, GAAP, and GASB.
- Financial management, government financing, economic principles, budget development and cost control principles and practices.
- Long and short-range strategic planning techniques, economic, social, environmental and physical needs of the municipality.
- Proficient utilizing standard office equipment including the computer systems and applications, internet and e-mail operations.
- Strong understanding of economic principles and their application to community development.
- Excellent research, writing and analytical skills.
- Experience with grant writing and grant management.
- Knowledge of economic and business development principles, practices and procedures.

MINIMUM EDUCATION AND EXPERIENCE

A graduate from an accredited college or university with a degree in accounting, finance, business, public administration, business economic development or a closely related field; and/or five (5) years' progressively responsible accounting work or any equivalent combination of experience, education and training which provides the desired knowledge, skills and abilities. Prior experience in municipal government and fund accounting preferred.

The Town of Hermosa is an Equal Opportunity Employer. In compliance with Equal Employment Opportunity guidelines and the Americans with Disabilities Act, the Town of Hermosa provides reasonable accommodation to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.

**HERMOSA TOWN BOARD
WORK SESSION
Wednesday, October 4, 2023 – 6:00 pm**



- 1) **ROLL CALL:**
 - A) BOT Roll Call: Ferguson, Henrichsen, Holsworth, Kramer, Styles
 - B) P&Z Roll Call: Harris, Klaski, & Waltman (DO YOU WANT P&Z TO ATTEND OR NOT?)
 - C) Acknowledgement of other attendees

- 2) **CALL FOR CHANGES:**
 - A) Review current agenda items
 - B) Motion to accept the agenda as presented/amended

- 3) **CONFLICT OF INTEREST DECLARATION**

- 4) **WORK SESSION ITEMS**
 - A. Shorb's easement requirements owed to them by town
 - B. Town Permits:
Delegation of signing permits

- 5) **ITEMS FROM CITIZENS:** No action will be taken by the board on any issue related without being first placed on a future agenda, by the board, to allow for proper notice. (Reserved time for public comment is 15 minutes). Meetings of the Board of Trustees are open to the public. The audience will be allowed to comment on specific agenda items during the time allotted on the agenda for those items, according to established procedures of the Board. This is a time for members of the public (citizens, business owners, and those living within one mile of the town limits) to express concerns or discuss issues having relevance to the town. Anyone wishing to address the Town Board during this time shall be asked to stand and identify themselves after being recognized by the Board President.

- 6) **TRUSTEE INPUT:**

- 7) **EXECUTIVE SESSION:**
 - A. Motion to enter Executive Session allowable by SDCL 1-25-2.1 – Legal/Personnel/Contract
 - B. Motion to exit out of Executive Session
 - C. Motions resulting from Executive Session

- 8) **ADJOURN:**
Motion by _____; Second by _____ to adjourn the meeting at _____ PM.

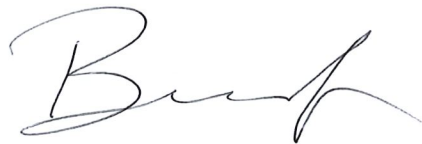
DATE 9-29-2023

This letter is to inform the TOWN OF HERMOSA and the board members that I Brad Westergard, current tenant at 250 main in Hermosa will no longer be renting the building from the town as of Oct 1 2023. I will be pro rating the rent from that day forward until I am completely moved out. Estimated time to finish move would be 15 days. Taking it to oct 15 but may change slightly depending on many other factors.

The propane tank will be full and utilities paid to date I move.

THANK YOU

BRAD WESTERGARD

A handwritten signature in black ink, appearing to read "Brad", written in a cursive style.

AN ORDINANCE TO AMEND THE TOWN OF HERMOSA ORDINANCE SECTION 30.07 (BOARD MEMBER COMPENSATION) BY AMENDING SECTION 30.07 THERETO TO ALLOW A BOARD OF TRUSTEE MEMBER TO ATTEND REGULAR BOARD MEETINGS VIA ELECTRONIC MEANS, TELECONFERENCE, TELEPHONE OR THE LIKE.

Formatted: Font: Bold

BE IT ORDAINED BY THE BOARD OF TRUSTEES FOR THE TOWN OF HERMOSA THAT THE TOWN OF HERMOSA ORDINANCE SECTION 30.07 (BOARD MEMBER COMPENSATION) BE AMENDED TO TO ALLOW A BOARD OF TRUSTEE MEMBER TO ATTEND REGULAR BOARD MEETINGS VIA ELECTRONIC MEANS, TELECONFERENCE, TELEPHONE OR THE LIKE.

(A) In order to receive payment for meeting attendance, members must be physically present or via electronic means, teleconference, telephone or the like, within 15 minutes after the opening of the meeting, and remain physically present or via electronic means, teleconference, telephone or the like, until adjournment of the meeting. Any variance of this regulation requires a 60% (i.e. three-fifths) vote from the present or through electronic means, teleconference, telephone or the like governing body to approve the payment.

(B) Barring emergency circumstances or a medical disability of a trustee or trustee's immediate family member, or with the exception that each trustee will be allowed to attend through electronic means, teleconference, telephone or the like for two meetings per quarter, no regular or special Board of Trustees meeting shall be conducted through electronic means, teleconference, telephone or the like. All members of the Board of Trustees shall be physically present or through electronic means, teleconference, telephone or the like (two per quarter for each trustee) for the regular meetings. Special meetings via electronic means, teleconference, telephone or the like, are allowed with no limits, or special meetings.

(C) Board of Trustee members attending the meeting through electronic means, teleconference, telephone or the like have all the rights and privileges as those physically present at the meeting with the exception of Executive Sessions. If the Board of Trustee President attends the meeting through electronic means, teleconference, telephone or the like the meeting will be chaired by the Vice President or by a Trustee named by the President in the absence of the Vice President. Executive Sessions cannot be attended via electronic means, teleconference, telephone or the like; however, motions resulting from Executive Sessions can be voted on or via electronic means, teleconference, telephone or the like.

(Ord. 1.005A, passed 11-18-2008; Ord. passed 11-18-2008; Ord. passed 3-15-2022, Ord. passed 10-??-2023)

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(B) Barring emergency circumstances or a medical disability of a trustee or trustee's immediate family member, or with the exception that each trustee will be allowed to attend through electronic means, teleconference, telephone or the like for two meetings per quarter, no regular or special Board of Trustees meeting shall be conducted through electronic means, teleconference, telephone or the like. All members of the Board of Trustees shall be physically present or through electronic means, teleconference, telephone or the like (two per quarter for each trustee) for the regular meetings. Special meetings via electronic means, teleconference, telephone or the like, are allowed with no limits. .

(C) Board of Trustee members attending the meeting through electronic means, teleconference, telephone or the like have all the rights and privileges as those physically present at the meeting with the exception of Executive Sessions. If the Board of Trustee President attends the meeting through electronic means, teleconference, telephone or the like the meeting will be chaired by the Vice President or by a Trustee named by the President in the absence of the Vice President. Executive Sessions cannot be attended via electronic means, teleconference, telephone or the like; however, motions resulting from Executive Sessions can be voted on or via electronic means, teleconference, telephone or the like,

(Ord. 1.005A, passed 11-18-2008; Ord. passed 11-18-2008; Ord. passed 3-15-2022, Ord. passed 10-??-2023)

SDML
FYI!

From: Sara Rankin
Sent: Friday, September 29, 2023 11:49 AM
Cc: Mindy Sargent
Subject: SDML Annual Conference - Things to Know Before You Go!

Good afternoon!

The time has come...the 2023 SDML Annual Conference begins next week and before you go, we have a few things we want to remind you of!

- Have your badge on you **AT ALL TIMES**. You will need your badge and event pass to enter the welcome reception at Prairie Edge on Wednesday evening (reception is from 6:00-7:30 p.m. with a Hoop Dancer performance at 6:30 p.m.), as well as to take advantage of the deals that offered on the Explore Rapid City pass. Sign-up for the reception is highly encouraged and can be found at the City of Rapid City/Visit Rapid City booth next to the conference registration table. Shuttles will run between the Ramkota Lobby and Main Street Square (leading area in front of parking garage) every 15 minutes from 5:30-7:30 p.m. and every 30 minutes from 7:30-9:00 p.m.
- If you registered to participate in the golf scramble it looks like it may be a tad rainy so please plan accordingly.
- We encourage you to "Dress to Impress!" Wednesday's theme is outdoor attire and a \$50 gift card is up for grabs for the person who is best dressed! Thursday is back to business casual and Friday is "Hometown Pride"....you can choose to show your allegiance to your current hometown or where you grew up...can you say throwback jersey. 😊
- Please remember that all meals are included with your registration (for the days you are registered only). All meals will be held in the Rushmore Room.
- The Rapid City Ramkota property can be a tricky one, so be sure to utilize the property map in your conference program and look for the directional signage on the hallway floors.

We are excited to bring you another great conference and we cannot wait to see everyone! Safe travels and we will see you out west!

PS: Please forward this on to anyone in your office who may be attending conference.

Sara Rankin

Director of Research & Training
sara@sdmunicipalleague.org
[605-224-8654](tel:605-224-8654)



Agenda subject to change.

TUESDAY, OCTOBER 3

2 p.m. **SDML Golf Tournament**
Pre-registration required.
 Meadowbrook Golf Course, Rapid City
 Sponsored by City of Rapid City and
 South Dakota Municipal League.

7 p.m. **SDML Board of Directors Meeting**
Badlands – Convention Center I

WEDNESDAY, OCTOBER 4

8 a.m. **Registration Table Open**
Pre-function area of Convention Center II

8 a.m. **Exhibits Open** (through 4 p.m.)
Pactola, Sheridan, Sylvan I & II – Convention Center II

9 a.m. **Orientation for New Attendees – Needles – Convention Center I**
SDML Board Members
 Recommended for any city employees or elected officials who have not previously attended an annual conference.

9 a.m. - 4 p.m. **SD Municipal Attorney's Association – Badlands – Convention Center I**
Presiding: Joel Landeen, SDMAA President, Rapid City
 1. Business Meeting and Election
 2. Roundtable Discussions

9 a.m. **SD Association of Code Enforcement – Black Elk Peak – Convention Center I**
Presiding: Matt Tobias, SoDACE President, Sioux Falls
 1. Business Meeting
 2. Working with Your City Attorney – Lisa Marso, City Attorney, City of Brandon

CONFERENCE ATTIRE (SUGGESTED)

Tues | Casual
 Wed | Outdoorsy*
 Thurs | Business Casual
 Fri | Hometown Pride

* Wear your best outdoor gear for your chance to win! Winner named at the Exhibit Area Social Wed. night.

9 a.m. **SD Municipal Street Maintenance Association – Bear Butte – Convention Center I**
Presiding: Dale Tech, SDMSMA President, Rapid City

1. Business Meeting and Election
2. Pavement Conditions Index (CPI) – Sara Odden, Senior Engineer, City of Rapid City
3. Deicing Materials – City of Rapid City Streets Department
4. Group Discussion and Collaboration

10 a.m. **SDML Pooling Meetings – Legion II – Convention Center II**

- SDML Workers' Compensation Fund
- Health Pool of South Dakota
- South Dakota Public Assurance Alliance

10:30 - 11 a.m. **Coffee Break – Pactola, Sheridan, Sylvan I & II – Convention Center II**

11 a.m. **Pooling Plinko – Legion II – Convention Center II**

- Come join the risk-sharing pools for a fun spin on the ever-popular game show
- Lynn Bren, Executive Director, SDPAA
 - Brad Wilson, Administrator, SDML Work' Comp Fund
 - Gary Drewes, Marketing Rep, SDML Work Comp Fund
 - Becky Brunsing, Member Services Representative, SDPAA
 - Doug Kirkus, Marketing Rep, SDML Work Comp Fund

Noon **Safety Awards Luncheon – Rushmore – Convention Center I**

Presiding: Tracie Everson, Safety Benefits, Inc.
 Sponsored by SDML Workers' Compensation Fund and South Dakota Public Assurance Alliance.



1 p.m. **Crisis Communication – Washington – Convention Center I**
Sandy Frentz, Public Information Officer, City of Sioux Falls
 Effective communication is hard work during the best of times, but providing the right message to the right people at the right time during an emergency is critical. Do you have a crisis communications plan? Are you prepared to speak to the media and your community? Join Sandy Frentz as she shares information on how to work through the communication challenges of a community facing a crisis. Drawing on her experiences as a Public Information Officer that supported flood and tornado responses, epidemics and more, Sandy will provide you with information and tools to help you work with your community and the media during a crisis. **Presentation repeats Thursday at 9 a.m.**

1 p.m. **City of Rapid City Tours**
Sign up for the tour at the conference registration table. The trolley departs from Convention Center II exit. Tour repeats Wednesday at 2:30 p.m.
 Experience the best of Rapid City, South Dakota on the City View Trolley Tour! See downtown Rapid City, West Boulevard Historic District, and city landmarks like a quirky green dinosaur while riding the Rapid City trolley. This tour is perfect for exploring the city's top sites in a fun and convenient way.

1 p.m. **SD Municipal Electric Association – Black Elk Peak – Convention Center I**
Presiding: Russell Halgerson, SDMEA President, Brookings

1. Business Meeting and Election
2. Supply Chain Issues, *Chad Backes, Direct Sales Manager, IRBY*
3. South Dakota 811/South Dakota One Call, *Codi Gregg, Executive Director*
4. Partner Agency Updates
 - *Kelly Dybdahl, Customer Relations Manager, Heartland Energy*
 - *Kersten Johnson, Legislative Liaison Relations, Missouri River Energy Services*
 - *Lloyd Linke, Senior Vice President and UGP Regional Manager, WAPA*

VISIT THE EXHIBITS

→

Wed | 8 a.m.-4 p.m.
 Wed | Social 5-6 p.m.
 Thurs | 8-11 a.m.

Visit exhibitors throughout the conference to learn about the latest trends, products, and services in a variety of fields. Complete your exhibitor card for a chance to win one of two \$500 gift card prizes!

1 p.m. **SD Police Chiefs Association – Lincoln – Convention Center I**
Presiding: Justin Meyer, SDPCA President, Madison

1. Partner Agency Updates
 - Department of Criminal Investigations
 - US Attorney's Office
 - Department of Public Safety
 - Department of Corrections
 - Department of Health
 - State Radio Communications
2. Business Meeting

1 p.m. **SD Governmental Finance Officers Association – Legion II – Convention Center II**
Presiding: Roxanne Heezen, SDGFOA President, Fort Pierre

1. Business Meeting and election
2. Regional Finance Officer Groups
3. Mentorship Program Overview & Update
4. IIMC Partnership Overview & Update
5. National GFOA Partnership Overview

2:30 - 3 p.m. **Coffee Break – Pactola, Sheridan, Sylvan I & II Convention Center II**

2:30 p.m. **City of Rapid City Tour**
Sign up for the tour at the conference registration table. The trolley departs from Convention Center II exit.
 Experience the best of Rapid City, South Dakota on the City View Trolley Tour! See downtown Rapid City, West Boulevard Historic District, and city landmarks like a quirky green dinosaur while riding the Rapid City trolley. This tour is perfect for exploring the city's top sites in a fun and convenient way.

- 4 p.m. **SDML Policy Committee Meetings –**
All in Convention Center I
 1. General Government – *Needles*
 2. Public Health, Safety, and Welfare – *Bear Butte*
 3. Public Works – *Lincoln*
 4. Taxation and Revenue – *Badlands*
- 4 p.m. **SDML Auditing Committee – *Minervas Bar***
- 4 p.m. **SDML Nominating Committee – *Minervas Bar***
- 5 p.m. **Exhibit Area Social – *Convention Center II***
- 6 p.m. **An Evening to Explore**
Experience the heart of Rapid City...Downtown!
Join Prairie Edge Trading Co & Galleries for a welcome reception from 6-7:30 p.m. featuring a Hoop Dancer at 6:30 p.m. Utilize your downtown event pass to receive discounts on food, beverage, and retail. Take in the city outreach booths and food trucks in Main Street Square before unwinding with live music by Rowan Grace.

THURSDAY, OCTOBER 5

- 7 a.m. **SDML 19th Annual Walk/Run**
Pre-registration required. Participants will be bused from the Ramkota to the Founders Park. Buses will pick up participants at Sioux Park to transport them back to the Ramkota.
Sponsored by Health Pool of South Dakota, SDML Workers' Compensation Fund, and the South Dakota Public Assurance Alliance.
- 7:45 a.m. **Breakfast – *Rushmore – Convention Center I***
Sponsored by D.A. Davidson & Co.
- 7:45 a.m. **SDML Past Presidents' Breakfast – *Rushmore – Convention Center I***
- 8 a.m. **Registration Table Open – *Pre-function Area of Convention Center II***
- 8 a.m. **Exhibits Open (close at 11 a.m.) – *Pactola, Sheridan, Sylvan I & II – Convention Center II***

WED NIGHT
AN EVENING TO EXPLORE
DOWNTOWN RAPID CITY



MAIN STREET SQUARE

Main Street Square is a private nonprofit located in the heart of Downtown Rapid City that provides visitors with cultural and recreational experiences year-round.

- 6-8 p.m. Food Trucks
- 7:30 p.m. Rowan Grace
- 9 p.m. Music Concert



DOWNTOWN SPECIALS

Show your downtown events pass to take advantage of these great offers!

- Prairie Edge** - Welcome reception 6-7:30 p.m.
Complimentary light hors d'oeuvres and refreshments. Hoop dancer at 6:30 p.m.
10% off purchases during the event.
- Firehouse Brewing Co.** - 10% off
- Firehouse Wine Cellars** - Free tastings
- Paddy O'Neil's Irish Pub & Grill** - \$4 whiskey drinks & BOGO on domestics
- Tinder Box** - \$10 off total purchase
- Vertex Sky Bar** - Free access for the night.
Reservation required through OpenTable.com at least 12 hours in advance.
- Vita Sana Olive Oil Company** - 10% off

SHUTTLE SERVICES

Run between the Ramkota lobby and Main Street Square (loading area in front of the parking garage).

- 5:30-7:30 p.m. Every 15 minutes
- 7:30-9 p.m. Every 30 minutes

Rowan Grace photo by On The Rox Photography. @ontheroxcc

SDML ANNUAL CONFERENCE AGENDA CONTINUED

8 a.m. **Resolutions Committee – Badlands –**
Convention Center I
Presiding: Harry Weller, Mayor, Kadoka

8:30 a.m. **SD City Managers Association – Lincoln –**
Convention Center I
Presiding: Jameson Berreth, SDCMA President, Madison

1. Building Teams and Trust: Coaching Leaders in a Complex World, *Dr. Matt Fairholm, Professor of Public Administration, University of South Dakota*
2. Business Meeting and Election

9 a.m. **Crisis Communication – Washington –**
Convention Center I
Sandy Frentz, Public Information Officer, City of Sioux Falls

Effective communication is hard work during the best of times, but providing the right message to the right people at the right time during an emergency is critical. Do you have a crisis communications plan? Are you prepared to speak to the media and your community? Join Sandy Frentz as she shares information on how to work through the communication challenges of a community facing a crisis. Drawing on her experiences as a Public Information Officer that supported flood and tornado responses, epidemics and more, Sandy will provide you with information and tools to help you work with your community and the media during a crisis.

9 a.m. **SD Municipal Airport Managers Association –**
Needles – Convention Center I
Presiding: Chris Deitz, SDMAA President, Rapid City

1. Business Meeting and Election
2. Airfield Pavement Maintenance Considerations – *Shane Steiner and Charlie Baker*
3. Aeronautics Update – *Jack Dokken, Air, Rail, & Transit Program Manager, SD DOT*
4. Airport Infrastructure Funding: Why State Funding is Critical to Future Projects – *Tom Schauer, Mead and Hunt*

9 a.m. **SD Building Officials' Association –**
Black Elk Peak – Convention Center I
Presiding: Butch Warrington, SDBOA President, Sioux Falls

1. Business Meeting
2. Asbestos – What You Should Know – *Tony Wagner, SD Department of Ag & Natural Resources*
3. SD Department of Social Services – *Tina Uecker, Child Care Services, SD Department of Social Services*

9 a.m. **SD Governmental Human Resource Association –**
Bear Butte – Convention Center I
Presiding: Elaine Johnson, Acting SDGHRA President, Aberdeen

1. Business Meeting and Election
2. An Analysis of One Member's Claim History. What did we find out? What training options are available? – *Brad Wilson, SD Work Comp Fund*
3. Don't Forget the Sunscreen – Protect Your Safety Program with NeoGov Training – *Tracie Everson, Safety Benefits, Inc and Jodi Mathis, HR Director, City of Spearfish*
4. Keeping the "Bugs" Out – How to Avoid Common HR Legal Mistakes – *Lisa Marso, City Attorney, City of Brandon*

10 a.m. **Elected Officials Workshop – Legion II –**
Convention Center II
 The Mayors in the Arena: A panel discussion of lessons learned from those who have served.

10:15 - **Coffee Break – Pactola, Sheridan, Sylvan I & II**
 10:45 a.m. *Convention Center II*

Noon **Excellence in SD Municipal Government Award Luncheon –**
Rushmore – Convention Center I

- Presentation of the 2023 Excellence in SD Municipal Government Award
- SDML Hall of Fame Induction – Honoring those with 20 years and more of municipal service.

Sponsored by BankWest, Inc. Trust Department and The First National Bank in Sioux Falls Trust Department.



1:30 p.m. **SD Chapter, American Public Works Assoc – Black Elk Peak – Convention Center I**
Presiding: Heath Von Eye, President, SD Chapter APWA

1:30 - **General Session**
 3:15 p.m. **From Conflict to Conversation – Legion I & II – Convention Center II**
Matt Lehrman

Disagreement isn't only natural, it's necessary. That's why successful leaders must continually innovate their tactics to address complex and sensitive issues in way that leave community members feeling welcomed, heard, and respected.

3:15 - **Coffee Break – Pactola, Sheridan, Sylvan I & II**
 3:30 p.m. *Convention Center II*

3:30 - **General Session**
 5 p.m. **Let's Talk: Conflict to Conversation – Legion I & II – Convention Center II**
Matt Lehrman

How are you moving your community from conflict to conversation? What challenges are you facing and what do you specifically hope to achieve? Keynote presenter Matt Lehrman will facilitate a follow-up discussion that invites attendees to seek practical insight and advice from a panel of South Dakota community leaders. Come prepared to "wear your heart on your sleeve" about how to engage more people and gather agreement around whatever you hope to accomplish in your community.

5:30 p.m. **President's Reception – Rushmore – Convention Center I** (Open to all attendees)

6:30 p.m. **Dinner – Rushmore – Convention Center I**
 Sponsored by Colliers Securities.

The String Showdown

More interactive than a band, more exciting than a DJ, more unique than dueling pianos... The String Showdown is about to be your new favorite act for corporate events, fundraisers, and more! Multi-instrumentalists Mike Lauer (George Mauer, Bobby Vee) and Greg Byers (Kat Perkins, Trans-Siberian Orchestra) collide in the String Showdown! Get ready for a fun & fast-

paced performance full of sweet licks and hilarious riffs! As a dueling string duo, they rock with a mishmash of your favorite hits from radio, TV, and movies compelling your audience to clap, dance and sing along.

THE STRING SHOWDOWN



Thurs. night

STEP ASIDE, KUMBAYA!
 This dueling string duo will not only rock you with a mishmash of hits from radio, TV, and movies, they'll crack you up with their irreverent, family-friendly humor.

FRIDAY, OCTOBER 6

- 7:30 a.m. **Breakfast – Rushmore – Convention Center I**
 Sponsored by Banner Associates, Inc. and Missouri River Energy Services.
- 8 a.m. **Registration Table Open – Pre-function Area of Convention Center II**
- 8:30 a.m. **General Session – Legion I & II – Convention Center II**
 - **Cyber Security and Your City**
Mike Grigsby
 Influential collaborator, strategic thinker, and solutions innovator. Technology executive in public and private sectors managing and transforming complex enterprise environments. Champion and advocate for Civic Technology, Smart City Solutions, Public Safety Technology, Digital Inclusion, and Transportation Innovation. Military and law enforcement veteran and business owner with a focus on relationship building and developing high-performance teams.
 - **Housing Infrastructure Funding Update**
Beverly Katz, Housing Infrastructure Officer, South Dakota Housing

10:30 a.m. **SDML Annual Business Meeting and Election –**

Legion I & II – Convention Center II

1. Auditing Committee Report
 2. Executive Director's Report
 3. Resolutions Committee Report
 4. Discussion and Adoption of 2024 Statement of Policy
 5. President's Report
 6. Nominating Committee Report
 7. Annual Election of Officers
 8. Other Business
 9. Door Prizes
- Must be present to win!*

Conference End

BLACK HILLS POWWOW



Fri, Sat, Sun
Stay the weekend!

Conference attendees can get free tickets to the pow wow, courtesy of the **Dakota Charitable Foundation!**

The pow wow is one of the premier American Indian cultural events in the United States, attracting thousands of dancers, singers, and artisans. Spectators can also enjoy a fine arts show, He Sapa Win pageant, a wellness symposium for youth, and tournaments for hand games, golf, and archery. Reserve your free tickets at www.sdmunicipalleague.org/conference while supplies last. *Photo by SD Tourism.*