



City Council Meeting AGENDA

DATE: Monday, September 15, 2025
TIME: Regular Meeting - 6:30 PM
PLACE: Council Chambers - City Hall, 1040 Harley-Davidson Way, Sturgis SD
Page

1. CALL TO ORDER REGULAR MEETING OF THE CITY COUNCIL

2. PLEDGE OF ALLEGIANCE/PRAYER

3. APPROVAL OF THE AGENDA

4. ANNOUNCEMENTS AND PRAISE

5. NON-AGENDA MATTERS THAT MAY COME BEFORE THE COUNCIL

To address the City Council, please stand behind the front table and state your name clearly into the microphone for the public record. Please keep your comments respectful and complete your comments in three minutes or less. If you are unable to approach the podium due to a physical limitation, a portable microphone will be provided.

5.1. Non-agenda matters that may come before the Council

6. DEPARTMENT UPDATES

5 - 8 6.1. August 2025 Sales Tax Report
[Agenda Item Report - Pdf](#)

9 6.2. City Ordinance Committee Report
[Agenda Item Report - Pdf](#)

7. MAYOR'S REPORT

- 10 7.1. Payroll - Logan Hilde (AEMT Part-time) (Ambulance) - Orientation wage \$22.00/hr after orientation is completed would raise to \$24.00/hr
- Payroll - Karen Reed (AEMT Part-time) (Ambulance) - Orientation wage \$22.00/hr after orientation is completed would raise to \$24.00/hr
[Payroll Report - Pdf](#)
- 11 7.2. Listing of volunteers for the Sturgis Animal Shelter in the Council minutes for workers' compensation and liability coverages in 2025: Olivia Burnett & Pat Kurtenbach
[Volunteer - Animal Shelter - Pdf](#)
- 12 7.3. Payroll - Easton Sabers (Referee) (Seasonal) (Recreation) - \$30.00 per game
[Payroll Report - Pdf](#)
- 13 7.4. Payroll - Antje Rendon (EMT Part-time) (Ambulance) - Orientation wage \$19.00/hour after orientation is completed would raise to \$21.00/hour
[Payroll Report - Pdf](#)
- 14 7.5. Payroll - Cody Cobb (AEMT Part-time) (Ambulance)- \$24.00
[Payroll Report - Pdf](#)
- 15 7.6. Payroll - Andrew Kimbell (Police - Change in wage 29.34) new wage \$29.68
[Payroll Report - Pdf](#)
- 16 - 30 7.7. Consideration to approve the Mayor's appointment of Eric Davis to serve as City Attorney in a City employee status and authorize the Mayor to sign the Employment Agreement between Eric Davis and the City of Sturgis
- Motion to approve
[Agenda Item Report - Pdf](#)

8. CONSIDER CONSENT AGENDA

- 31 - 38 8.1. Consideration to approve the minutes from the September 2, 2025 City Council meeting
[City Council - Sep 02 2025 - Minutes - Pdf](#)
- 39 - 43 8.2. Set a Public Hearing for October 7, 2025 for a Variance Request to the Side Setback requirement for Tim & Jill Edson at 1800 Main Street.
[Agenda Item Report - Pdf](#)

9. APPROVAL OF THE CLAIMS

- 44 - 59 9.1. [Council Bills 09152025](#)
[Salary Sheet 09122025](#)

10. BOARD OF ADJUSTMENT FOR VARIANCE, USE ON REVIEW OR OTHER ADMINISTRATIVE APPEALS

Pursuant to SDCL 11-4-17, 11-4-23, and 11-4-24

- 10.1. Adjourn Council meeting to meet as a Board of Adjustment for the following agenda items:
- 10.2. Declaration of conflicts of interest and/or ex parte communications by members of the Board
- 10.3. Adjourn Board of Adjustment and reconvene Council Meeting
- 60 - 73 10.4. Consideration for a Use on Review for a In Home Business located at 2608 Cottontail Drive for a Seasonal Landscaping Company.
[Agenda Item Report - Pdf](#)
- 74 - 93 10.5. Consideration for a Use on Review for a In Home Business located at 1500 Whitetail Drive for a Seasonal Landscaping Company.
[Agenda Item Report - Pdf](#)

11. PUBLIC HEARINGS

- 94 - 99 11.1. Consideration to approve Resolution 2025-34 for the First Interstate Bank Food Truck/Food Drive
[Agenda Item Report - Pdf](#)

12. REPORTS

- 100 - 102 12.1. Request for Consumption Permit at the Sturgis Motorcycle Museum for an event on Saturday, September 20, 2025
[Agenda Item Report - Pdf](#)
- 103 - 105 12.2. Request for Consumption Permit at the Sturgis Motorcycle Museum for an Open House on Tuesday, December 2, 2025.
[Agenda Item Report - Pdf](#)
- 106 - 111 12.3. Consideration to Award the Sturgis Roof Replacement Project
[Agenda Item Report - Pdf](#)

- 112 - 117 12.4. Consideration of Memorandum of Agreement (MOA) and Two-year Road Work & Maintenance Agreement- to Transfer Roads from Meade County to City of Sturgis
[Agenda Item Report - Pdf](#)
- 118 - 124 12.5. Consideration of Use of City Property by Sturgis Soccer Association for 2025 Soccer Tournament on September 26-28, 2025.
[Agenda Item Report - Pdf](#)
- 125 - 138 12.6. 2026 Budget Hearing
[Agenda Item Report - Pdf](#)

13. EXECUTIVE SESSION

- 13.1. a. Pursuant to SDCL 1-25-2 (1), Personnel:
b. Pursuant to SDCL 1-25-2 (3), Legal:
c. Pursuant to SDCL 1-25-2 (4), Contracts:
d. Pursuant to SDCL 1-25-2 (5), Marketing:
e. Pursuant to SDCL 1-25-2 (6), Security:

14. RESUME OPEN MEETING

- 14.1. Return to Open Session

15. ADJOURN

16. ADA ACCOMMODATION

If you desire to attend this public meeting and are in need of special accommodations (including participation by telephone), please notify the Finance Office by 10am on the day of the meeting so that appropriate auxiliary aids and services may be coordinated. The Finance Office can be reached at (605) 347-4422, option 1.

City Council STAFF REPORT



Meeting Date: City Council - Sep 15 2025
Agenda Item: August 2025 Sales Tax Report
Prepared By: Aaron Jordan, City Administrator

BACKGROUND INFORMATION:

This report provides information on collected general fund sales tax and the municipal gross receipt tax (also called Triple B - BBB) through August 2025.

DISCUSSION:

As of August 2025, year-to-date sales tax receipts have exceeded collections for the same period in 2024. The adopted 2025 budget projected **\$2,622,333** in total sales tax revenue.

If collections from September through December 2025 reach **70% of the September–December 2024 totals**, the City will surpass the budgeted projection. Given the current year-to-date performance and economic trends, there is high confidence that sales tax collected for the remaining months of 2025 will exceed this threshold.

The attached report includes an **end-of-year projection of \$2,868,975**, based on **90% of sales tax collections from the last four months of 2024**.

Correction to July 2025 Reporting

The previously reported July 2025 sales tax figure of \$427,345.96 included the one percent (1%) portion that is dedicated to the Capital Improvements and Equipment Replacement Funds. The correct amount of July sales tax revenue deposited into the General Fund is **\$213,672.98**.

ATTACHMENTS:

[Aug 2025 Sales Tax Report](#)

Approved By:
Ann Bertolotto, Finance Officer

Status:
Approved - Sep 12 2025



OFFICE OF THE CITY ADMINISTRATOR
1040 HARLEY-DAVIDSON WAY
STURGIS, SD 57785
605.347.4422 | STURGIS-SD.GOV

August 2025 Sales Tax Update

Title 20 of the Sturgis City Ordinance authorizes the City to collect a 2% sales tax on most items and services purchased in the City of Sturgis. The City deposits these taxes into the following funds

- 50% into the General Fund
- 45% into the Capital Improvement Fund
- 5% into the Equipment Replacement Fund

The General Fund provides the revenue needed to support Police, Fire, Library, Parks, Recreation and other needs.

The Capital Improvement Fund provides the funding for various scheduled infrastructure upgrades including road reconstruction, road overlays, park enhancements, community center upgrades, etc.

The Equipment Replacement Fund provides the funding for most of the City's fleet replacement (road graders, trucks, plows, etc.).

Title 20.03 authorizes the City to collect special bed, board, booze and ticket sales tax of 1% upon the gross receipts from the sale of leases or rentals of hotel, motel, campsites or other lodging accommodations within the municipality for the period of less than twenty-eight (28) consecutive days, the sale of alcoholic beverages as defined in SDCL 35-1-1, establishments where the public eat, dine or purchase and carry out prepared food for immediate consumption, and ticket sales or admissions to places of amusement, athletic and cultural events.

Revenue from this tax may be used only for the purpose of land acquisition, architectural fees, construction cost, payments for the civic center, auditoriums or athletic facility buildings, including maintenance, staffing and operations of such facilities, and the promotion and advertising of the municipality, its facilities, attractions and activities.

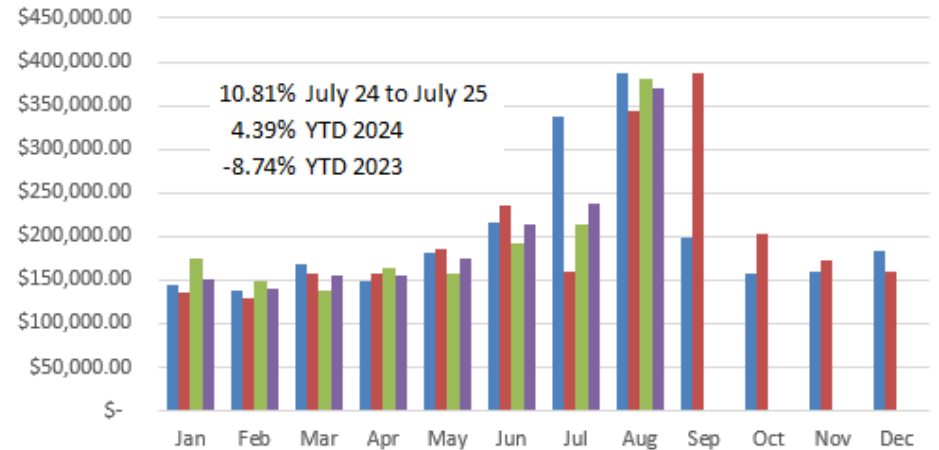
August 2025 Sales Tax Update

General Fund - Sales Tax (1%)

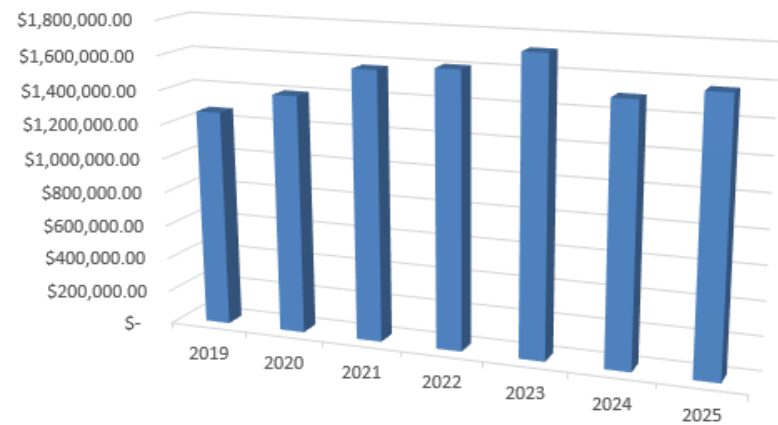
Sales in the month of August 2025 are **10.81% higher** than August of 2024. Sales for the first eight months of 2025 are **4.39% higher** than in the same period in 2024, and **8.74% lower** than in 2023.

		2023	2024	2025	Average
Jan	\$	144,169.99	\$ 135,388.26	\$ 175,607.10	\$ 151,721.78
Feb	\$	138,397.17	\$ 130,130.44	\$ 149,439.86	\$ 139,322.49
Mar	\$	168,750.10	\$ 157,355.56	\$ 138,351.69	\$ 154,819.12
Apr	\$	147,978.44	\$ 156,949.65	\$ 162,759.93	\$ 155,896.01
May	\$	180,420.63	\$ 184,487.59	\$ 157,429.35	\$ 174,112.53
Jun	\$	215,187.46	\$ 236,265.19	\$ 191,761.73	\$ 214,404.80
Jul	\$	337,126.27	\$ 159,596.65	\$ 213,672.98	\$ 236,798.64
Aug	\$	387,828.00	\$ 343,349.79	\$ 380,454.73	\$ 370,544.17
Sep	\$	197,420.66	\$ 386,268.19		
Oct	\$	156,987.30	\$ 203,699.14		
Nov	\$	159,274.91	\$ 173,156.70		
Dec	\$	182,573.95	\$ 159,152.93		
YTD	\$	1,719,858	\$ 1,503,523	\$ 1,569,477	\$ 1,597,620
GF TOTAL	\$	2,416,115	\$ 2,425,800	\$ 2,399,527	

General Sales Tax: Three Year By Month Comparison



Jan-Aug 2025: General Sales Tax Comparison



	2019	2020	2021	2022	2023	2024	2025
Total	\$1,269,831.	\$1,397,247.	\$1,572,532.	\$1,603,849.	\$1,719,858.	\$1,503,523.	\$1,569,477.

LEGEND

BOLD

Highest Month

HIGHLIGHT

Above 3-Year Average

HIGHLIGHT

Estimate Total: 2025 YTD + 90% of Sep-Dec 2024 totals

Municipal Gross Receipt Tax (MGRT) / (BBB) - Sales Tax (1%)

1% sales tax is imposed on specific purchases such as lodging, eating establishments, alcoholic beverages and admissions to places of amusement as well as athletic and cultural events. For the month of August 2025, these related sales are **11.09% higher** than August of 2024. Sales for the first eight months of 2025 are **3.38% lower** than in 2024, and **28.09% lower** than 2023. To date, the BBB is lower in 2025 than any other year since 2020.

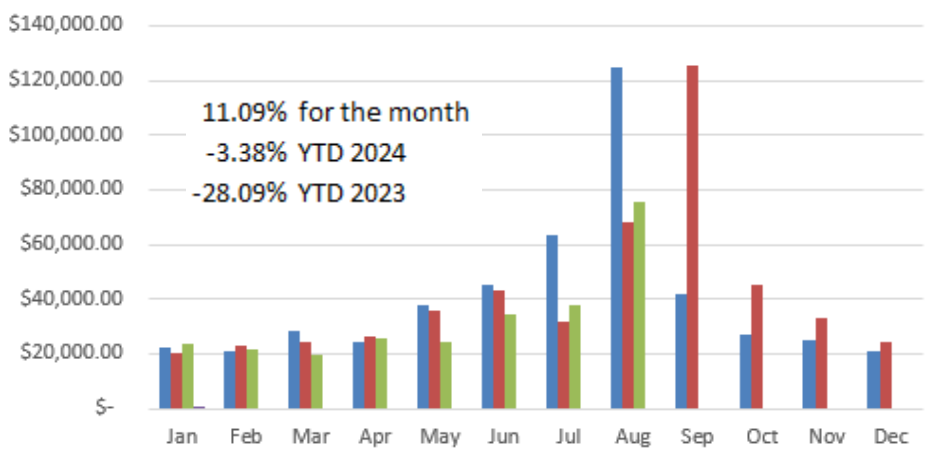
	2023	2024	2025	Average
Jan	\$ 22,363.50	\$ 20,377.62	\$ 23,635.52	\$ 22,125.54
Feb	\$ 20,622.74	\$ 22,770.52	\$ 21,786.92	\$ 21,726.73
Mar	\$ 28,343.45	\$ 24,559.78	\$ 19,793.04	\$ 24,232.09
Apr	\$ 24,247.64	\$ 26,133.29	\$ 25,882.52	\$ 25,421.15
May	\$ 37,879.70	\$ 36,043.30	\$ 24,283.20	\$ 32,735.40
Jun	\$ 44,944.13	\$ 43,450.57	\$ 34,631.82	\$ 41,008.84
Jul	\$ 63,210.57	\$ 31,523.52	\$ 38,071.80	\$ 44,268.63
Aug	\$ 125,082.98	\$ 68,064.46	\$ 75,615.87	\$ 89,587.77
Sep	\$ 42,105.37	\$ 125,737.49		
Oct	\$ 27,087.64	\$ 45,443.44		
Nov	\$ 25,002.27	\$ 32,926.90		
Dec	\$ 21,193.43	\$ 24,500.27		
YTD	\$ 366,695	\$ 272,923	\$ 263,701	\$ 301,106
BBB TOTAL	\$ 482,083	\$ 501,531	\$ 469,448	
TOTAL	\$ 2,898,198	\$ 2,927,331	\$ 2,868,975	

2025 Budget: Projected General Sales & MGRT =
\$2,622,333

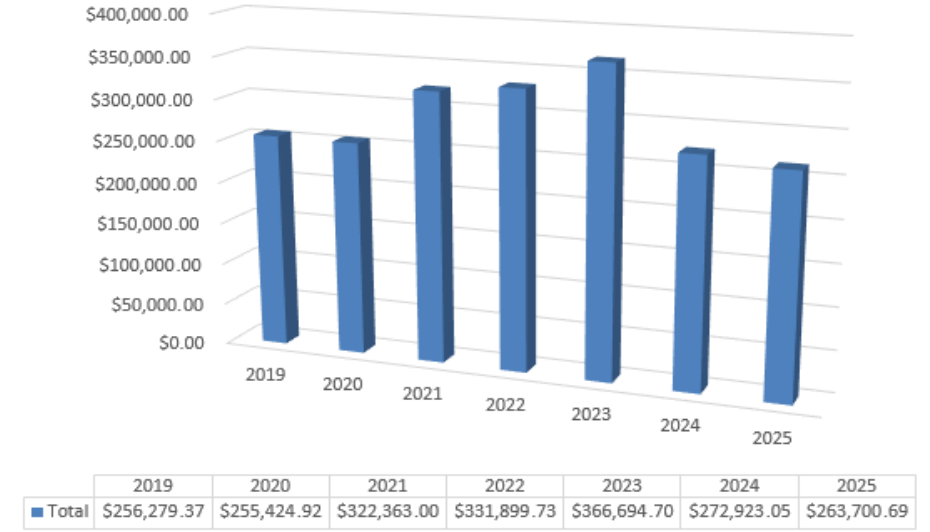
LEGEND

- BOLD** Highest Month
- HIGHLIGHT** Above 3-Year Average
- HIGHLIGHT** Estimate Total: 2025 YTD + 90% of Sep-Dec 2024 totals

Special Sales Tax: Three Year By Month Comparison



Jan-Aug 2025: MGRT / BBB Sales Tax Comparison



City Council STAFF REPORT



Meeting Date: City Council - Sep 15 2025
Agenda Item: City Ordinance Committee Report
Prepared By: Eric Davis, City Attorney

BACKGROUND INFORMATION:

City Council established a City Ordinance Committee with Resolution 2025-25

DISCUSSION:

On September 11, 2025, the Ordinance Committee met for the first time. The committee consist of the following: Jim Thompson (Vice Chair), Nick Jones, Ruth Kopp, Jesse Blakeman, Bob Haivala (Chair), Steve Anders, and Eric Davis

Also in attendance were Mayor Forrester, Aaron Jordan, Rick Bush, Ann Bertolotto, Geody Vandewater, and Deb Holland

Committee discussed process to implement American Legal's Ordinance structure and recommendations on updating the Sturgis City Ordinances.

Consensus to divide into the following three phases:

Phase 1 - Fix typos and other minor changes with implementation of American Legal structure

Phase 2 - Make necessary changes ensuring ordinances are inline with state and federal laws

Phase 3 - Address those ordinance that need updating and repealed, and identify ordinances that need to be added

Committee is looking at completing all phases in approximately two years

Approved By:
Ann Bertolotto, Finance Officer

Status:
Approved - Sep 12 2025

City Council STAFF REPORT



Meeting Date: City Council - Sep 15 2025

Agenda Item: Payroll - Logan Hilde (AEMT Part-time) (Ambulance) - Orientation wage \$22.00/hr after orientation is completed would raise to \$24.00/hr

Payroll - Karen Reed (AEMT Part-time) (Ambulance) - Orientation wage \$22.00/hr after orientation is completed would raise to \$24.00/hr

Prepared By: Jenn Bush,

BACKGROUND INFORMATION:

The Ambulance Services employees EMT-Basics, EMT-Advanced, Paramedics, Critical Care Paramedics to provide BLS and ALS emergency and transport services to our response area. The Ambulance also employees registered staff for the jail contract.

While new hire employees are on orientation, their wage is reduced by \$2.00 per hour as they are training (unless they are an existing employee). Once released from orientation, their wage is adjusted to the regular base wage for their certification level.

All Ambulance Service employees are non-exempt (except the Director).

DISCUSSION:

New Hire

Approved By:

Ann Bertolotto, Finance Officer

Status:

Approved - Sep 04 2025

City Council
STAFF REPORT



Meeting Date: City Council - Sep 15 2025

Agenda Item: Listing of volunteers for the Sturgis Animal Shelter in the Council minutes for workers' compensation and liability coverages in 2025: Olivia Burnett & Pat Kurtenbach

Prepared By: Jenn Bush,

BACKGROUND INFORMATION:

Volunteers who will be covered by the City's Work Comp and Liability policies must be notated in the City Council minutes each year. This list of volunteers has approved by Chief VanDewater.

BUDGET IMPACT:

Volunteers comprise a very minor portion of the work comp premiums paid by the City. This expense is included in the annual budget. There is no additional premium for our liability coverage.

Approved By:

Ann Bertolotto, Finance Officer

Status:

Approved - Sep 04 2025

City Council STAFF REPORT



Meeting Date: City Council - Sep 15 2025

Agenda Item: Payroll - Easton Sabers (Referee) (Seasonal) (Recreation) - \$30.00 per game

Prepared By: Jenn Bush,

BACKGROUND INFORMATION:

Referees officiate the games, explaining and enforcing rules, assessing penalties, signaling the start and end of games, stopping play for reviews as needed. They inspect equipment and fields before the start of the game. They are also responsible for the safety of the players. They have the authority to discipline spectators for unruly behavior.

Referees are hired onto a call list and ref based on availability. They are only paid for those games they work.

Referees are paid more for a 3-6th recreation league games (\$30) as there is more parent / spectator involvement for the older age divisions.

Referees hired in the fall will work Flag Rec Football games (and may stay to work Girls Rec Basketball games), and they will be relisted on the salary resolution if they stay to work the Boys Rec Basketball games in the winter.

BUDGET IMPACT:

None. Referee wages are included as part of the Recreation budget.

Approved By:

Ann Bertolotto, Finance Officer

Status:

Approved - Sep 11 2025

City Council STAFF REPORT



Meeting Date: City Council - Sep 15 2025

Agenda Item: Payroll - Antje Rendon (EMT Part-time) (Ambulance) - Orientation wage
\$19.00/hour after orientation is completed would raise to \$21.00/hour

Prepared By: Jenn Bush,

BACKGROUND INFORMATION:

The Ambulance Services employees EMT-Basics, EMT-Advanced, Paramedics, Critical Care Paramedics to provide BLS and ALS emergency and transport services to our response area. The Ambulance also employs registered staff for the jail contract.

While new hire employees are on orientation, their wage is reduced by \$2.00 per hour as they are training (unless they are an existing employee). Once released from orientation, their wage is adjusted to the regular base wage for their certification level.

All Ambulance Service employees are non-exempt (except the Director).

DISCUSSION:

New Hire

Approved By:

Ann Bertolotto, Finance Officer

Status:

Approved - Sep 11 2025

City Council STAFF REPORT



Meeting Date: City Council - Sep 15 2025

Agenda Item: Payroll - Cody Cobb (AEMT Part-time) (Ambulance)- \$24.00

Prepared By: Jenn Bush,

BACKGROUND INFORMATION:

The Ambulance Services employees EMT-Basics, EMT-Advanced, Paramedics, Critical Care Paramedics to provide BLS and ALS emergency and transport services to our response area. The Ambulance also employees registered staff for the jail contract.

While new hire employees are on orientation, their wage is reduced by \$2.00 per hour as they are training (unless they are an existing employee). Once released from orientation, their wage is adjusted to the regular base wage for their certification level.

All Ambulance Service employees are non-exempt (except the Director).

DISCUSSION:

Mr. Cobb is a returning employee

Approved By:

Ann Bertolotto, Finance Officer

Status:

Approved - Sep 11 2025

City Council
STAFF REPORT



Meeting Date: City Council - Sep 15 2025

Agenda Item: Payroll - Andrew Kimbell (Police - Change in wage 29.34) new wage \$29.68

Prepared By: Jenn Bush,

BACKGROUND INFORMATION:

Kimbell was selected to oversee the Reserve Officer Program adding an additional .34 to his 2025 wage

DISCUSSION:

BUDGET IMPACT:

None.

Approved By:

Ann Bertolotto, Finance Officer

Status:

Approved - Sep 12 2025

City Council STAFF REPORT



Meeting Date: City Council - Sep 15 2025

Agenda Item: Consideration to approve the Mayor's appointment of Eric Davis to serve as City Attorney in a City employee status and authorize the Mayor to sign the Employment Agreement between Eric Davis and the City of Sturgis

Prepared By: Kevin Forrester, Mayor

BACKGROUND INFORMATION:

On February 3, 2025, the City Council approved an Agreement between the City of Sturgis and Nelson Law under which Eric Davis would serve as the City Attorney on a part-time basis while continuing his employment with Nelson Law. The unsigned agreement between the City and Nelson Law is attached.

DISCUSSION:

Over the past six months, it has become apparent that the City's need for legal services by the City Attorney—particularly to support the City's recodification efforts, provide legal counsel, and assist City staff—has exceeded the hours available under the current Agreement. To meet this increased demand, Eric Davis has agreed to enter into employment with the City, thereby providing greater availability to advance the City's recodification efforts and address other legal counsel needs. Employment agreement between the City and Eric Davis is attached.

BUDGET IMPACT:

The employment of Eric Davis as City Attorney for 5.5 pay periods in 2025 falls within the department's approved budget appropriation.

RECOMMENDATION:

Motion to approve

ATTACHMENTS:

[SturgisRFPforLegalServices2025](#)

[Eric Davis Employment Agreement-250915](#)

Approved By:

Aaron Jordan, City Administrator

Status:

Approved - Sep 13 2025

**REQUEST FOR PROPOSAL FOR MUNICIPAL LEGAL
SERVICES FOR THE PERIOD
12/10/2024-12/31/2025**

**INQUIRIES AND PROPOSALS SHOULD BE DIRECTED
TO:**

**Sturgis City Council
1040 Harley-Davidson Way
Sturgis, SD 57785
sturgismayor@sturgisgov.com**

Four (4) Sealed bid proposals, plainly marked, "RFP for Municipal Legal Services" on the outside of the mailing envelope as well as the sealed bid envelope, addressed to the Sturgis City Council, 1040 Harley-Davidson, Way, Sturgis SD 57785. Bids will be accepted until 3:00 p.m. on Wednesday, December 4, 2024.

Bid packages may be obtained from the City of Sturgis web site: www.sturgisgov.com, or by contacting the City Finance Office at the above address, or by calling (605) 347-4422.

The City of Sturgis reserves the right to reject any or all bids, to waive technical or legal deficiencies, and to accept any bid that it may deem to be in the best interest of the City.

**REQUEST FOR PROPOSAL
RFP for MUNICIPAL LEGAL SERVICES**

I. Introduction

The City of Sturgis SD seeks proposals from qualified legal firms to act as its counsel on an as- needed, fee for-service basis in varied matters of general municipal law.

The services requested include providing legal counsel in the form of written and verbal opinions and presentations, and monitoring and representing the City's interests before various judicial bodies and other entities. Specialized legal services are necessary in all areas of municipal law to include, but not limited to, municipal governance, municipal finance, labor and employment, tax assessment and abatement issues, tax collection, planning/zoning and land use, and transportation. The City of Sturgis will consider awarding a contract to a single legal firm or multiple legal firms as deemed necessary to address the various specialties required.

The legal services desired are more fully described as follows:

1. Act as City Attorney for the City of Sturgis. Provide legal advice and interpret municipal, state, and federal law as it applies to the City.
2. Represent the City of Sturgis before administrative agencies and in court proceedings; conduct legal research, find relevant facts, develop, and review documents.
3. Act as legal advisor to the Sturgis City Council in all areas of municipal law as well as other City Boards and Commissions as needed for land use, code enforcement, and conservation matters; advise any other staff member of the City as authorized by the City Council.
4. Prepare and review ordinances, resolutions, contracts, deeds, leases, and other written legal documents generated in the course of City business, as requested.
5. Conduct title searches and handles land closings for both Conservation and general City real estate transactions.
6. Attend meetings of the City Council, Planning Board, Zoning Board of Adjustment and any other boards or commissions as may be required to offer legal advice and opinions.
7. Perform other legal services as assigned.

II. Purpose

The intent of this Request for Proposals (RFP) is to obtain the most advantageous relationship available. The ideal vendor will provide highly qualified and responsive consultation and representation at competitive prices.

III. Specifications

All respondents shall meet or exceed the minimum requirements contained herein.

**REQUEST FOR PROPOSAL
RFP for MUNICIPAL LEGAL SERVICES**

IV. Instructions to Respondents

1. Submission of Proposals: Four (4) Sealed bid proposals, plainly marked, "RFP for Municipal Legal Services" on the outside of the mailing envelope as well as the sealed bid envelope, addressed to the Sturgis City Council, 1040 Harley-Davidson, Way, Sturgis SD 57785. Bids will be accepted until 3:00 p.m. on Wednesday, December 4, 2024. **LATE PROSALS WILL NOT BE ACCEPTED.**
2. Pricing must be inclusive, clear, and concise, including such other information as requested or required. Be sure the proposal container is completely and properly identified. The face of the container shall indicate the title of the **RFP for Municipal Legal Services** and the acceptance date and time. Four (4) copies of the proposal must be received by the City of Sturgis ON or BEFORE the hour specified on the acceptance date.
3. Proposals may be either mailed to the City of Sturgis, 1040 Harley-Davidson Way, Sturgis, SD 57785, or hand delivered to the City of Sturgis Finance Office at 1040 Harley-Davidson Way, Sturgis, SD 57785 Att: Sturgis City Council.
4. **Inquiries**

Inquiries pertaining to the Request for Proposal must cite the RFP title and acceptance date and be directed to the Sturgis Mayor @ Sturgismayor@sturgisgov.com.
5. **Competition Intended**

It is the City's intent that this RFP shall permit competition. It shall be the respondent's responsibility to advise the Sturgis Mayor in writing if any language, requirement, specification, etc., or any combination thereof, inadvertently restricts or limits the requirements stated in this RFP to a single source. Such notification must be received by the City Finance Officer not later than ten (5) days prior to the date set for proposals to close.
6. **Reservation of Rights**

The City of Sturgis reserves the right to reject all or any part of any or all proposals, to waive technical or legal deficiencies, and to accept any proposal that it deems to be in the best interest of City.
7. **Firm Pricing for City Acceptance**

The proposed fees must be firm for the City's acceptance and will expire at midnight on December 31, 2025.

REQUEST FOR PROPOSAL
RFP for MUNICIPAL LEGAL SERVICES

8. Basis for Award

In reviewing proposals, the City Council will carefully weigh:

- a. Depth and breadth of experience and expertise in the practice of law, specifically in those matters most often encountered in South Dakota municipalities such as municipal administration, tax collection and assessing, road/transportation law, zoning and planning/land use law, and municipal finance.
- b. Ability to perform legal services promptly and in a manner that permits the City's administration to meet established deadlines, to act expeditiously in matters requiring legal counsel, and to operate in an effective and efficient manner;
- c. Degree of availability for quick response to inquiries that arise out of day-to-day operating questions or problems and availability to accommodate attendance at evening meetings, as necessary;
- d. Degree to which the firm and individual attorneys stay current through continued professional development and active communications with practitioners in the field of municipal law;
- e. Communication skills and the ability to work effectively with the Mayor, City Council, City Administrator, municipal staff members and the City's various Boards and Commissions.
- f. References of municipalities for which similar services are currently being provided;
- g. Cost of services, breaking such costs down by lead attorney and associates; and other qualifications/criteria as deemed appropriate by the City Council.
- h. Any appointment resulting from this RFP will not necessarily be awarded to the respondent with the lowest fees. The appointment shall be awarded to the compliant respondent whose proposal best meets the needs of the City of Sturgis, in the judgment of the Sturgis City Council. The City of Sturgis reserves the right to negotiate the terms and conditions of the contract with the successful firm or firms to obtain the most advantageous situation for the City.

**REQUEST FOR PROPOSAL
RFP for MUNICIPAL LEGAL SERVICES**

V. Proposal Requirements

The purpose of all submitted proposals is to demonstrate the qualifications, competence, depth, and capability of the firms seeking to provide legal services to the City of Sturgis in conformity with the requirements of this request for proposals.

Items to be Addressed:

The proposal should address all the points outlined in the request for proposals. The proposal should be prepared simply and economically, providing a straightforward, concise description of the firm's capabilities to satisfy the requirements of the request for proposals. While additional data may be presented, the following subjects and questions must be addressed.

1. Name, address, telephone number, fax number and e-mail address of firm.
2. Name of contact person and telephone number for purposes of communications regarding the proposal.
3. State the size of the firm, the size of the firm's municipal law staff, the location of the office from which the work on this engagement is to be performed and the number and nature of the professional staff to be employed in this engagement.
4. Narrative about the history of the firm, including date of inception, experience with relevant South Dakota municipal, state and federal law and experience providing services to South Dakota municipalities.
5. Narrative of the qualifications of the person(s) proposed to work directly with the city to include:
 - Legal training, years of practice, area of specialization; include date of admittance to SD Bar
 - Years of municipal law practice
 - Litigation experience and demonstration of a satisfactory court track record
 - Identify any professional affiliations.
 - Detail experience in representing South Dakota municipalities.
6. Identify the accessibility of the proposed designated lead Attorney, and the response time that the individual offers to the city.
7. Narrative about the resources of the firm, to include clerical and support staff, library and research capabilities, and other relevant information.
8. Describe the level of coverage for malpractice insurance your firm carries. Is the coverage on a per client basis, or is the dollar figure applied to the firm as a whole? Provide documentation of the malpractice insurance coverage.
9. Within the last five years has your organization, its officers, partners, employees, shareholders, or principals been a party in any litigation or other legal proceedings as a defendant relating to the services provided by your entity? If so, provide an explanation and indicate the current status or disposition of any such situation.
10. State whether the firm, its officers, partners, principals, agents, or employees that are expected to perform services under this RFP, have been disciplined, admonished, warned, or had any license, registration, charter, certification, or any similar authorization to engage in the legal profession suspended or revoked for any reason.
11. Has the firm been in bankruptcy, reorganization, or receivership in the last five years? If so, please explain current status.

**REQUEST FOR PROPOSAL
RFP for MUNICIPAL LEGAL SERVICES**

12. Has the firm been disqualified or terminated by any public agency or City? If so, please explain under what circumstances this disqualification or termination occurred.

VI. References

All respondents shall include with their proposal a list of current references for whom comparable work has been performed. This list shall include the municipality's name, person to contact, address and telephone number. Failure to include references may be ample cause for rejection of proposal as non-responsive.

VII. Insurance

The awarded vendor at their cost will be required to provide certificate of liability insurance before installation can commence naming the City of Sturgis as additional insured. The following standard insurance shall be required:

General Liability:	\$1,000,000	Per Occurrence
	\$2,000,000	Aggregate
Professional Liability:	\$ 500,000	Per Occurrence
	\$1,000,000	Aggregate
Worker's Compensation:	\$1,000,000	Per Occurrence (Coverage B – Employer's Liability)
	\$1,000,000	Per Employee (Coverage A – Statutory)

CERTIFICATES – All respondents shall include preliminary certificates with the proposal submission, showing that the above insurance has been purchased. The adequacy of protection shall be subject to the approval of the City Council.

Proposals

Each bidder shall submit a detailed cost proposal which responds to the following minimum requirements:

1. Provide a narrative about the proposed method for calculation of fees, including whether or not out-of- pocket expenses are included in the proposed rate. Include a description of basic services to be included and list services or other incidentals for which additional fees would be charged. Normal billing cycle procedures shall be identified.
2. State the hourly rates for the lead attorney and associates for all routine, basic services and the rate charged for litigation services within court, if at a different rate than charged for basic services.
3. The bidder shall utilize the attached cost proposal form to include all pricing information relative to performing the legal services as described in this request for proposal.

**REQUEST FOR PROPOSAL
RFP for MUNICIPAL LEGAL SERVICES**

COST PROPOSALS

SCHEDULE OF PROFESSIONAL FEES AND EXPENSES FOR LEGAL SERVICES

Name of Firm _____

Address _____

Phone/Fax _____

		Standard Hourly Rates	Court Time Hourly Rates
Lead Attorney			
Associate Attorney			
Others: _____			

Narrative for further explanation:

**REQUEST FOR PROPOSAL
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CERTIFICATION OF LEGAL FITNESS CLAUSE

"I certify that to the best of my knowledge, (name of bidder) and none of its principals, partners, officers, and employees:

- (a) are not presently disbarred, suspended, proposed for disbarment or discipline, or declared ineligible for a contract, by a federal or state department or City, including any established courts or administrative tribunals;
- (b) have not within a three year period preceding this proposal been convicted of, or had a civil judgment rendered against them for the commission of fraud, or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) contract, violation of antitrust statutes or commission of embezzlement, theft, forgery, falsification or destruction of records, making false statements, or receiving stolen property;
- (c) are not presently indicted for other criminal or civil charges by a government entity (federal, state, or local) with the commission of any of these offenses enumerated in (b) of this certification; and
- (d) have not within a three-year period preceding this proposal had one or more public contracts (federal, state, or local) terminated for cause.

This certification is a material representation of fact upon which the City of Sturgis will rely. If it is later determined that the undersigned knowingly rendered an erroneous certification, in addition to other remedies available, the Northwood may pursue available remedies including termination of the professional services relationship.

Signature

Date

Name

Title

**REQUEST FOR PROPOSAL
RFP for MUNICIPAL LEGAL SERVICES**

AUTHORIZATION TO RELEASE INFORMATION

The undersigned hereby authorizes the City of Sturgis to obtain information regarding its performance on other contracts, agreements or other business arrangements, its business reputation, and any other matters pertinent to the evaluation and selection of a successful respondent in response to its Request for Proposals for Municipal Legal Services.

The undersigned hereby releases, acquits, and forever discharges the City of Sturgis, its Administrators, employees, governing council members, and agents from any and all liability whatsoever, including all claims, demands and causes of action of every nature and kind affecting the undersigned that it may have or ever claim to have relating to information, data, opinions, and references obtained by the City of Sturgis in the evaluation and selection of a successful respondent in response to its Request for Proposals for Municipal Legal Services.

The undersigned hereby authorizes representatives of the City of Sturgis to contact any and all of the persons, entities, and references that are, directly or indirectly, listed, submitted, or referenced in the undersigned proposal submitted in response to its Request for Proposals for Municipal Legal Services.

The undersigned further authorizes any and all persons or entities to provide information, data, and opinions with regard to the undersigned's performance under any contract, agreement, or other business arrangement, the undersigned's ability to perform, the undersigned's business reputation, and any other matter pertinent to the evaluation of the undersigned. The undersigned hereby releases, acquits, and forever discharges any such person or entity, their officers, directors, employees and agents from any and all liability whatsoever, including all claims, demands and causes of action of every nature and kind affecting the undersigned that it may have or ever claim to have relating to information, data, opinions, and references obtained by the City of Sturgis in the evaluation and selection of a successful respondent in response to its Request for Proposals for Municipal Legal Services. A photocopy or facsimile of this signed Authorization is as valid as an original.

REQUEST FOR PROPOSAL
RFP for MUNICIPAL LEGAL SERVICES

Notwithstanding the foregoing, this authorization and release from liability does not extend to granting the City of Sturgis authority to receive any information that would constitute a violation of: any legal privilege attorney ethical obligation, attorney work product, or confidential attorney-client communication that can be claimed by the respondent or entity contacted.

Signature

Date

Name

Title

END OF REQUEST FOR PROPOSAL

**EMPLOYMENT AGREEMENT
CITY ATTORNEY
CITY OF STURGIS, SOUTH DAKOTA**

This **EMPLOYMENT AGREEMENT** (hereinafter "Agreement") is made and entered into by and between the **CITY OF STURGIS**, a first-class municipal corporation and political subdivision of the State of South Dakota, 1040 Harley-Davidson Way, Sturgis, SD 57785 (hereinafter "the City") and **ERIC DAVIS** (hereinafter "Employee").

1. The City desires to employ the services of Employee as City Attorney of the City of Sturgis on the terms and conditions set forth herein, and Employee desires to accept employment as City Attorney of the City of Sturgis on such terms and conditions.

NOW, THEREFORE, in consideration of the mutual terms and conditions set forth in this Agreement, the parties agree as follows:

2. **Employment, Appointment, and Duties.**

- 2.1. **Appointment as City Attorney and Effective Date.** Pursuant to SDCL §§ 9-14-3 and 9-14-23, the Mayor of the City of Sturgis, with the approval of the Sturgis City Council, hereby appoints Eric Davis to serve as City Attorney. The City Attorney is an appointive officer of the City and shall serve until the end of the appointive term, until a successor is duly appointed and qualified, or until earlier removal as provided by law. The effective date of the appointment and this Agreement will be October 1, 2025.
- 2.2. **Scope of Duties.** The City Attorney shall perform the duties prescribed by SDCL § 9-14-22 and any additional duties assigned by the governing body or by any officer of the City authorized to do so. Such duties include, without limitation:
 - A. Furnishing legal opinions to the governing body and municipal officers when requested;
 - B. Prosecuting violations of the City's ordinances;
 - C. Drafting, reviewing, and approving ordinances, resolutions, contracts, and other legal instruments; and
 - D. Representing the City in civil, administrative, and other legal proceedings as directed.
- 2.3. **Supervision and Direction.** The City Attorney shall take direction in the performance of duties from the Sturgis City Council and from the Mayor, in accordance with SDCL § 9-14-22 and the City's ordinances.

- 2.4. **Oath and Bond.** Before entering upon the duties of office, the City Attorney shall take the oath of office required by SDCL § 9-14-6 and shall execute any bond required by ordinance.
3. **Salary.** For Employee's services, he shall be paid an annual salary in biweekly payments in the same manner as the City's other employees are paid. Employee's initial salary shall be one hundred thousand five hundred thirty-eight five dollars (\$100,538).
4. **Working Hours and Schedule.**
- 4.1. Employee is employed in an executive, administrative, and professional capacity and is an exempt employee from minimum wage and maximum hour requirements set forth in 29 U.S.C. § 213(a)(1). The compensation provided for Employee shall constitute full payment for services of Employee rendered to the City. Employee shall not receive any additional compensation for extraordinary services unless such services, prior to their rendition, are authorized in writing. Employee expressly waives, discharges, and releases the City from any claims for such extraordinary services unless authorized in writing.
- 4.2. The parties agree that Employee's regular work schedule shall be thirty (30) hours per week, and Employee's salary has been reduced accordingly. Unless otherwise mutually agreed, the work week will generally consist of twenty (20) hours performed on-site at Sturgis City Hall and remaining ten (10) hours performed remotely.
5. **Performance Evaluations.** The Mayor shall review and evaluate Employee's performance at the conclusion of the first six months of employment and at least once annually thereafter, on or about January 1 of each year.
6. **Paid Time Off.** Effective as of the date of this Agreement, Employee shall be granted sixty (60) hours of sick leave and sixty (60) of vacation leave. Beginning in 2026, Employee's paid time off will increase to one hundred twenty (120) hours. Employee's use, accrual, and carrying over of vacation time and sick leave will be governed by the provisions of the Sturgis Employee Personnel Manual.
7. **Benefits.** Employee shall be entitled to participate in all employee benefit plans, practices, and programs maintained by the City, as may be in effect from time to time, on a basis that is no less favorable than is provided to other similarly-situated employees. The City reserves the right to amend or cancel any employee benefit plans at any time in its sole discretion.
8. **Business Expenses.** Employee shall be entitled to reimbursement or a per diem for all

reasonable and necessary out-of-pocket business, entertainment, and travel expenses incurred by Employee in connection with the performance of Employee's duties hereunder and in accordance with the Sturgis Employee Personnel Policy Manual.

9. **Dues, Subscriptions, and Professional Development.** The City agrees to budget for and pay Employee's professional dues, subscriptions, and related expenses the City deems necessary or beneficial to Employee's continued professional development, growth, and advancement, to include membership and participation in local, state, regional, and national associations or organizations relevant to Employee's position.
10. **Indemnification and Hold Harmless.** The City agrees to defend, save harmless, and indemnify Employee against any tort, professional liability claim, demand, or other legal action arising out of any alleged act or omission occurring in the performance of Employee's duties as City Administrator, except those acts or omissions constituting criminal acts or those acts or omissions resulting from intentional, willful, wanton, or malicious conduct. The City may compromise and settle any such claim or suit not excepted from the provisions of this paragraph and pay the amount of any settlement or judgment rendered on such claim.
11. **Bonding.** The City shall bear the full cost of any fidelity or other bonds required of Employee under any law or ordinance.
12. **Amendment.** Any amendment to or modification of this Agreement shall be binding only if evidenced by a writing signed by each of the parties and approved by the Sturgis City Council.
13. **Limitation on Authority.** Employee shall not have authority to make any agreements or contracts binding on the City of Sturgis without express authority from the Sturgis City Council.
14. **Construction.** This Agreement shall be construed as a whole according to its fair meaning and not strictly for or against either party. The City and Employee each acknowledge that they have reviewed this Agreement and have had the opportunity to have this Agreement reviewed by their respective attorneys. Any rule of construction to the effect that ambiguities are to be resolved against the drafting party shall not apply in the interpretation of this Agreement.
15. **Severability.** In the event that any provision of this Agreement is found to be void and unenforceable by a court of competent jurisdiction, then such unenforceable provision shall be deemed modified so as to be enforceable (or if not subject to modification then eliminated herefrom) for the purpose of those proceedings to the extent necessary to permit the remaining provisions to be enforced.

CITY OF STURGIS

By: Kevin Forrester, its Mayor

(Seal)

Attest:

Ann Bertolotto, Finance Officer

EMPLOYEE

Eric Davis

MINUTES
City Council Meeting
City of Sturgis, South Dakota

Tuesday, September 2, 2025**6:30 PM****Council Chambers**

PRESENT: Tony Dargatz, Jesse Blakeman, Jim Thompson, Nick Jones, Ruth Kopp, Alex Usera, Mark Chaplin, and Terry Jensen, Finance Officer, Ann Bertolotto and City Administrator, Aaron Jordan, and Administrative Staff (consists of Rick Bush and Geody VanDewater)

ABSENT: Kevin Forrester

Call to Order Regular Meeting of the City Council

City Council President Tony Dargatz calls meeting to order at 6:30pm.

Pledge of Allegiance/Prayer

Pastor Dusty gives prayer.

Approval of the Agenda

Moved by Usera, seconded by Jensen, to approve the agenda as posted
Members present carried unanimously.

Announcements and Praise

Councilman Thompson makes the following announcements:

- 9/2 thru 9/6 - Sturgis Meals on Wheels food drive - donations at 2430 East Ave at Heritage Acres
- 9/3 - Planning Commission meeting at 5:30pm
- 9/3 - Music on Main and Community Picnic at Rally Point - picnic at 5pm and music at 6pm
- 9/4 - Armchair Travelers Book Club at Sturgis Library at Noon
- 9/6 - Sturgis Outdoors Intro to Flyfishing at Lions Club Pond from 9am - 11am
- 9/7 - Sturgis Library Full Moon Hike - meet at 7pm at Sturgis Brown High School parking lot
- 9/11 - Sturgis Area Arts Council at 2:30 at Sturgis Library
- 9/11 - 9/11 Memorial and Patriot Day Ceremony at 4pm at Sturgis Vet's Club

Non-Agenda matters that may come before the Council

No non-agenda matters are brought forward.

Department Updates

City Administrator

City Administrator Aaron Jordan gives update on the American Legal re-codification project, the 1st meeting of the Ordinance Committee will be next week between Monday and Wednesday.

Mayor's Report

Payroll - Kelly Vasknetz (Parks Maintenance Tech) (Full-time) (Parks) - \$22.17 (non-exempt)

Payroll - Charlie Hunt- Heavy Equipment Operator (Full-time) (Streets) - \$23.26 (non-exempt)

Payroll - Don Hackett (Adult Softball Umpires) (Seasonal) (Recreation) - \$50.00 per game

Payroll - Cole Staigle (Referee) (Seasonal) (Recreation) - \$30.00 per game

Payroll - Ethan Graf (Referee) (Seasonal) (Recreation) - \$30.00 per game

Payroll - Trent Graf (Referee) (Seasonal) (Recreation) - \$30.00 per game

Payroll - Dylan Cornelius (EMT Part-time) (Ambulance) - Orientation wage \$19.00/hr after orientation is completed would raise to \$21.00/hr

Payroll - Teal Schmidt (Patrol Officer to Sergeant)- \$31.40 Change in job duties

Moved by Usera, seconded by Thompson, to approve the Mayor's Report.
Members present carried unanimously.

Consider Consent Agenda

Consideration to approve the minutes from the August 18, 2025 City Council meeting

Consideration to approve a temporary road closure for the SBHS Homecoming Parade

Consideration to approve use of Harley-Davidson Rally Point for a Sturgis Middle School Show Choir Performance after the SBHS Homecoming parade.

Consideration to set a public hearing on September 15, 2025 to approve Resolution 2025-34 for the First Interstate Bank Food Truck/Food Drive

Consideration to Authorize the Mayor to sign a Airport Hanger Site Lease to 4 Door LLC and Sturgis Flight Center LLC at 1 Jet Way the Sturgis Municipal Airport.

Consideration to Authorize the Mayor to sign a Airport Hanger Site Lease to Shaun Brautigan at 202 Cessna Way at the Sturgis Municipal Airport.

Moved by Usera, seconded by Thompson, to approve the consent agenda.
Members present carried unanimously.

Approval of the claims

WAGES -

City Admin \$ 7,002.77

Mayor & Council \$ 6,407.30

Attorney	\$ -
Finance	\$ 10,310.92
HR	\$ 237.47
City Manager	\$ -
Buildings	\$ 2,911.14
Custodial	\$ 4,356.52
Engineering	\$ -
Planning & Permitting	\$ 1,873.40
Fleet	\$ 7,909.72
Sponsorship	\$ 3,114.92
Rally	\$ -
Police	\$ 52,200.27
Animal Shelter	\$ 4,486.40
Fire Dept	\$ 224.52
Streets	\$ 13,319.91
Cemetery	\$ 440.91
Community Center	\$ 9,469.70
Recreation	\$ 3,703.76
Parks	\$ 13,661.87
Library	\$ 10,820.57
Auditorium	\$ -
Special Sales Tax	\$ -
Downtown BID	\$ -
Liquor	\$ 8,451.05
Water	\$ 13,310.67
Wastewater	\$ 14,599.93
Sanitary Service	\$ 16,866.31
Ambulance	\$ 35,429.49
SS	\$ 14,859.26
MED	\$ 3,475.17
FWT	\$ 21,476.62

CLAIMS -

Vendor Name	Description	Net Invoice Amount
A & B BUSINESS	Copier Leases	654.3
A & B WELDING CO	Supp & Mat	1099.69
ADMIRAL BEVERAGE CORP	Liquor	15827.07
ADVANCED ENG & ENVIR	Cap Imp	26710.85
ALLSTATE PETERBILT	Rep & Maint	971.39
ALSCO, INC	Rugs & towels	564.09
AMICK SOUND	Prof Fees	34.24
AT&T MOBILITY	Phones Aug 2025	1833.63
BAKER & TAYLOR	Books	696.85
BEAR BUTTE VIEW RENTALS	Water Refund	100

BLACK HILLS CHEMICAL	Supp & Mat	3190.52
BLACK HILLS SNACKS	Liquor	320.2
BLACKFORK SPIRITS LLC	Liquor	768.12
BLACKHILLS.COM	Prof Fees	1428
BODEMANN, PEYTON	Water Refund	46.42
BROWN, LEE	Water Refund	50
BURNHAM, ROGER	CONT SEPT 2025	4847.83
CASH-WA DISTRIBUTING	Liquor	3893.5
CASK & CORK	Liquor	1971.21
CBH COOPERATIVE #112407	Fuel	5582.9
CBH COOPERATIVE - #865928	Fuel	164.73
CBH COOPERATIVE #119343	Fuel	15098.12
CBH COOPERATIVE #912448	Fuel	3275.71
CBH COOPERATIVE #920771	Fuel	1883.98
CENGAGE LEARNING, INC / GALE	Books	165.68
CENTURY BUSINESS PRODUCTS	Copier Lease	176.02
CLIA LABORATORY PROGRAM	Prof Fees	248
COCA COLA BOTTLING CO	Liquor/Water	4122.5
COUNTY DRUG	Supp & Mat	101.9
CULLIGAN OF THE BLACK HILLS	Water	43.25
DAKOTA'S BEST	Liquor	1051.4
DEAN SIGMAN	Water Refund	40
DOOLEY'S PETROLEUM INC	Fuel for resale	19395
ECOLAB PEST ELIMINATOR DIV	pest control	459.04
FAITH INDEPENDENT	Subscription	45
FERGUSON, HALEY	Water Refund	34.34
FREEMAN'S ELECTRIC	Prof Fees	744.89
GROCERY MART	Supp & Mat	380.94
H&H SEPTIC SERVICE	Rep & Maint	225
HAWKINS	Supp & Mat	441.63
HELIX SOLUTIONS	Prof Fees	1100
HOLZER COMMERCIAL DOORS	Rep & Maint	875.15
INOVALON PROVIDER	Prof Fees	497.36
ISAACS, NELLIE	Water Refund	50
JOHNSON WESTERN WHOLESALE	Liquor	32751.4
KARELS, EARLA & GORDON	Water Refund	46.42
KC'S AUTO REPAIR	Rep & Maint	102.52
LEGENDS SALES & MARKETING	Prof Fees	19500
LEWIS, DR. SARAH	CONT SEPT 2025	500
LYNN'S DAKOTAMART-STURGIS	Supp & Mat	182.28
MARCO TECH	Prof Fees	3.19
MCGEE, AUSTIN	Water Refund	16.57
MENARD'S	Animal Shelter	1019.6
MIDAMERICA BOOKS	Books	245.5

MONUMENT HEALTH RC HOSPITAL	Medical supplies	173.5
NESS, JENNIFER	Water Refund	48.82
NOONEY & SOLAY LLP	Prof Fees	2075
NORTHERN HILLS VET CLINIC	Prof Fees	520.97
NORTHERN TRUCK EQUIPMENT	Rep & Maint	1866.72
ON SITE FIRST AID AND SUPPLY	First aid supplies	241.23
OWENS INTERSTATE SALES INC.	Sup & Mat/Rep & Maint	640.73
PHEASANTLAND INDUSTRIES	Supp & Mat	2105.2
PITNEY BOWES INC.	Postage meter lease	462.99
POWERPLAN	Rep & Maint	128.61
PURCHASE POWER	Postage	873.04
QUAAL, MICK	Util	180
QUALITY BRANDS OF THE BH	Liquor	8494.43
RAMAKER & ASSOCIATES	Prof Fees	1450
RASMUSSEN MECH SERV	Prof Fees	4107.31
REED BELDIN	CC Refund	294
REPUBLIC BEVERAGE COMPANY	Liquor	20298.95
RICHTER'S TIRE & EXHAUST	Rep & Maint	157.37
RUNNINGS SUPPLY INC	Sup & Mat/Rep & Maint	328.49
RUSHMORE OFFICE SUPPLY	Sup & Mat	90.75
SACRISON PAVING	Cap Imp	10136.47
SD SECRETARY OF STATE	PD Notary fees	90
SD SUPPLEMENTAL RETIREMENT PL	Isaacs - Special Pay Plan Payout	2271.78
SERVALL TOWEL & LINEN	Rugs & towels	1458.47
SIMON MATERIALS	Cap Imp	2629.05
SOUTHERN GLAZER'S OF SD	Liquor	13407.52
ST FRANCIS ALTAR SOCIETY	Rally meals for PD	16875
STADUM, HANNAH & ALEX STEFFEY	Water Refund	61.7
STURGIS ACE HARDWARE #1	Sup & Mat	191.01
STURGIS ACE HARDWARE #3	Sup & Mat	49.05
STURGIS AREA CHAMBER OF COMMERCE	Contract	11371.92
SEDC	Contract	7500
STURGIS LIQUOR	Rally	17.12
STURGIS NAPA	Sup & Mat/Rep & Maint	1671.83
STURGIS PHOTO & GIFTS	VIP photo	35
TERESA D BOLEN	Liquor	400.4
TRUGREEN	Weed Control	7457.99
TWICE THE ICE	Ice	478.47
VERIZON WIRELESS	Phones Aug 2025	881.98
VOSS DISTRIBUTING	Liquor	713.87
WAREING MOTORS OF STURGIS	Rep & Maint	1472.3
WEILER, PAULINE	Water Refund	15.18

City Administrator Jordan announces a correction, the claim under Airport to Dooley's Petroleum for \$15,850 should be removed. Councilman Thompson inquires on the claim to Legends Marketing for \$19,500. Sponsorship Director Lance Scherer explains the claim is residual from the marketing agreement with Legends that will end this year. City Administrator Jordan adds information regarding confidential sponsorship agreements.

Moved by Kopp, seconded by Thompson, to approve the claims with the removal of the Dooley's Petroleum claim of \$15,850 for a total claims amount of \$299,302.15.
Members present carried unanimously.

Public Hearings

Consideration to approve Resolution 2025-31 for the Farmers Union Insurance Bowling Tournament Street Closure and Open container

RESOLUTION 2025-31 RESOLUTION TO AUTHORIZE STREET CLOSURE OF MAIN STREET AND OPEN CONTAINER BOUNDARY FOR THE FARMERS UNION INSURANCE TOURNAMENT

WHEREAS, the Farmers Union Insurance Bowling Tournament will be held in the City of Sturgis on September 12-14, 2025. They anticipate 250-500 participants, and

WHEREAS, this Street Closure requests that the City of Sturgis close a portion of First Street to the public for a limited period of time to establish an area for the Farmers Union Insurance Bowling Tournament on the public street. This area will be used as a VIP area, bounce houses, cornhole and food. The request asks for the closure from the alley on the 900 block of First Street to Lazelle Street, directly in front of the bowling alley. They are requesting the street closure from Noon on Friday, September 12 through 2 pm on Sunday, September 14. Since there will be bounce houses, they would like to leave it closed for the duration of the event. A street closure map is attached.

WHEREAS, an open container request for malt beverages and wine within the Official Event cup has also been requested for Friday, September 12 from Noon-10pm and Saturday, September 13, 2025, from Noon-10 pm. They are requesting the regular non- rally open container boundary (map attached), and

WHEREAS, The Police Department will be authorized to tow vehicles within the street closure area, starting at 5:00 AM on the event date.

NOW, THEREFORE, BE IT RESOLVED that to accommodate the safe presentation of providing this special event, all streets closed would open by 10:00 PM and open container would go back into effect by 10:00 PM.

Dated this 2nd day of September, 2025

Published: 9/12/2025

Effective: 10/3/2025

Deputy Finance Director Robin Korth presents agenda report and fields questions and comments from Council.

Moved by Usera, seconded by Jones, to approve Resolution 2025-31 for the Farmers Union Insurance Bowling Tournament Street Closure and Open container.
Members present carried unanimously.

Reports

Consideration of Use of City Property for the Light After Loss Suicide Prevention Event at Harley-Davidson Rally Point.

Deputy Finance Officer Korth presents agenda report.

Moved by Blakeman, seconded by Chaplin, to approve the Use of City Property for the Light After Loss Suicide Prevention Event at Harley-Davidson Rally Point and waive the fee.
Members present carried unanimously.

Citizen Request to be on Agenda - Daniel Granillo

Resident Daniel Granillo requests permission to allow temporary camping at his residence for the 2026 Rally from 7/31/25-8/21/25 for up to 19 camping units. Granillo references the City Ordinance that addresses this situation. Council discussion follows. City Attorney Eric Davis adds comments and recommends the next step be to send this to the Ordinance Committee for review and to create a process for a permit.

Moved by Chaplin, seconded by Thompson, to table item for further discussion at the October 20, 2025 City Council meeting.
Members present carried unanimously.

2026 Budget Hearing

Presentations are made, and discussion follows on the following 2026 budget items:

- Airport - presentation made by Public Works Director Rick Bush
- Engineering - presentation made by Public Works Director Bush
- Street Lighting - presentation made by Public Works Director Bush
- Insurance - presentation made by City Administrator Aaron Jordan
- Dispatch - presentation made by Chief Geody VanDewater

- Wiggins Dunn Trust - presentation made by Library Director Christopher Hahn

City Administrator Jordan makes comments regarding budget process.

Adjourn

Moved by Thompson, seconded by Jones, to adjourn City Council meeting at 7:44pm.
Members present carried unanimously.

ATTEST: _____ APPROVED: _____
Name Mayor

Published once at the total approximate cost of \$ _____

Meeting Date: City Council - Sep 15 2025

Agenda Item: Set a Public Hearing for October 7, 2025 for a Variance Request to the Side Setback requirement for Tim & Jill Edson at 1800 Main Street.

Prepared By: Rick Bush, Director of Public Works

BACKGROUND INFORMATION:

Tim and Jill Edson, owners of the property at 1800 Main Street, have submitted a request for a variance to allow a 7-foot side setback in lieu of the required 25-foot setback. The property is zoned Highway Service and directly abuts a residential district. It is legally described as Lot E together with the West 33 feet of vacated 8th Street in Block 7 of Ash's Extension (Parcel ID 01.51.07.19).

The applicants propose to construct a 50-foot by 80-foot shop on the site for operation of a welding business.

It should be noted that similar variance requests for this property were presented in both 2022 and 2023. On each occasion, the Planning Commission and the City Council denied the requests.

DISCUSSION:

The property is a ~16,000 sq. ft. vacant lot zoned as Highway Service, and abuts residential property to the east (as shown on the attached exhibit). Title 18.05.12 of the City Ordinance states, "When a highway service district abuts a residential zoned area the side yards shall not be less than 25 feet." Several options have been presented to city staff, and the current site plan is the option that is the least intrusive site layout that would allow a 4,000 square foot building on this lot.

The property is located on the corner of 8th Street and Main Street. The Ordinance requires a 35' front setback and 18' side lot setback for corner lots in a Highway Service district. Eighth Street is the primary access for the neighborhood and businesses located to the southwest of the railroad crossing, so the sight triangle must be retained for public safety. An 8" sewer main line cuts across the northwest corner of the property. Generally, city utilities must maintain a 25' easement (12.5' each side) if not located in a public right-of-way. Considering this information, alternative variances to the front setback or the side setback were not recommended. A rear setback variance (15' required) was not considered to not impede on alley right-of-way.

The current Highway Service zoning designation is due to the historical use of the property. A gas station (1950s-60s era) was once located on the 1800 block of Main Street. A September 1994 report refers to petroleum contamination due to the leakage of underground storage tanks. Efforts to remedy the contamination by removing the tanks and over excavating the dirt were successful. The documentation provided by the SD DANR (formerly SD DENR) is attached.

The proposed use is a commercial welding shop. This is considered to be an allowable use within a Highway Service district. Several landowners in and outside of the notification zone have verbally addressed concerns regarding the proposed use of the property, as well as the physical encroachment into the 25' side setback.

Since the proposed use is allowable within the Highway Service zone, the City Council shall consider if a reduction in the setback for a new structure is in harmony with the general purposes of the ordinance and will not negatively affect the adjacent property owners or general public. The full criteria in which to consider are listed in Title 18, Article VII, Section 3.

CODE REFERENCES:

Title 18, Article VII, Section 3 - Variances

Title 18.05.12 - Highway Service

RECOMMENDATION:

Motion to approve

ATTACHMENTS:

[Site Plan Georeference](#)

[Zoning Map](#)

[SewerEx](#)

Approved By:

Rick Bush, Director of Public Works

Status:

Approved - Sep 11 2025

S

SEWER MANHOLE

8 INCH SEWER MAIN

25' SEWER EASEMENT



Existing Zoning Ash's Extension





Vendor Name	Merchant Name	GL Account and Title	Description	Net Invoice Amount	Invoice Date
Mayor & Council					
General					
BLACK HILLS PIONEER	BLACK HILLS PIONEER	101-4111-42300 Publishing	August 2025 Publications	706.29	08/31/2025
MASTERCARD	MASTERCARD	101-4111-42300 Publishing	USPS.COM POSTAGE SIP	969.97	09/03/2025
A & B BUSINESS	A & B BUSINESS	101-4111-42600 Supplies & Materials	Copier lease	30.57	07/21/2025
BLACK HILLS ENERGY	BLACK HILLS ENERGY	101-4111-42800 Utilities	Utilities Aug 2025	427.03	09/04/2025
CITY OF STURGIS WATER DEPT	CITY OF STURGIS WATER DEPT	101-4111-42800 Utilities	Water Aug 2025	100.93	08/29/2025
Total General:				2,234.79	
Total Mayor & Council:				2,234.79	
Attorney					
General					
NELSON LAW	NELSON LAW	101-4141-42200 Professional Fees	Prof Fees	1,760.00	09/02/2025
Total General:				1,760.00	
Total Attorney:				1,760.00	
Finance Office					
General					
CASELLE, INC.	CASELLE, INC.	101-4142-42200 Professional Fees	Monthly Maint & Support Oct 2025	2,251.00	09/02/2025
PITNEY BOWES INC.	PITNEY BOWES INC.	101-4142-42400 Rent	Postage Meter lease Jul-Sept 2025	462.99	08/30/2025
COCA COLA BOTTLING COMPANY HIGH CO	COCA COLA BOTTLING COMPANY HI	101-4142-42600 Supplies & Materials	Water	45.00	09/08/2025
MASTERCARD	MASTERCARD	101-4142-42600 Supplies & Materials	ADOBE SUBS	13.80	09/03/2025
PURCHASE POWER	PURCHASE POWER	101-4142-42600 Supplies & Materials	Postage Aug/Sept 2025	1,081.91	09/03/2025
MASTERCARD	MASTERCARD	101-4142-42900 Other	INTEREST	.03	09/03/2025
MASTERCARD	MASTERCARD	101-4142-42900 Other	INTEREST	1.47	09/03/2025
Total General:				3,856.20	
Total Finance Office:				3,856.20	
City Administrator					
General					
MASTERCARD	MASTERCARD	101-4144-42200 Professional Fees	DROPBOX SUBS	21.23	09/03/2025
MASTERCARD	MASTERCARD	101-4144-42200 Professional Fees	OPENAI CHATGPT SUBS	21.24	09/03/2025
MASTERCARD	MASTERCARD	101-4144-42200 Professional Fees	ADOBE SUBS	31.85	09/03/2025
MASTERCARD	MASTERCARD	101-4144-42200 Professional Fees	ADOBE SUBS	38.22	09/03/2025
MASTERCARD	MASTERCARD	101-4144-42200 Professional Fees	ADOBE SUBS	63.71	09/03/2025

Vendor Name	Merchant Name	GL Account and Title	Description	Net Invoice Amount	Invoice Date
A & B BUSINESS	A & B BUSINESS	101-4144-42500 Repairs & Maintenance	Copier lease	30.57	07/21/2025
COCA COLA BOTTLING COMPANY HIGH CO	COCA COLA BOTTLING COMPANY HI	101-4144-42600 Supplies & Materials	Water	18.00	09/08/2025
COCA COLA BOTTLING COMPANY HIGH CO	COCA COLA BOTTLING COMPANY HI	101-4144-42600 Supplies & Materials	water	6.00	08/31/2025
MASTERCARD	MASTERCARD	101-4144-42600 Supplies & Materials	STURGIS ACE HARDWARE CREDIT TO SUPPLIES	70.06-	09/03/2025
Total General:				160.76	
Total City Administrator:				160.76	
Information Technology					
General					
K T CONNECTIONS, INC.	K T CONNECTIONS, INC.	101-4145-42200 Professional Fees	Prof Fees IT	1,365.00	09/09/2025
Total General:				1,365.00	
Total Information Technology:				1,365.00	
Buildings					
General					
STURGIS ACE HARDWARE #1	STURGIS ACE HARDWARE #1	101-4192-42500 Repairs & Maintenance	BULBS FOR LIGHTS	109.98	08/12/2025
STURGIS ACE HARDWARE #1	STURGIS ACE HARDWARE #1	101-4192-42500 Repairs & Maintenance	City Hall Boiler repairs	2.38	09/04/2025
WILD WEST CONTRACTING, LLC	WILD WEST CONTRACTING, LLC	101-4192-42500 Repairs & Maintenance	Troubleshooting fire alarm, repaired connection & panel	312.50	09/05/2025
ALSCO, INC	ALSCO, INC	101-4192-42600 Supplies & Materials	Mats & Towels PW	195.40	09/04/2025
SERVALL TOWEL & LINEN	SERVALL TOWEL & LINEN	101-4192-42600 Supplies & Materials	Rugs City Hall	46.10	09/03/2025
SERVALL TOWEL & LINEN	SERVALL TOWEL & LINEN	101-4192-42600 Supplies & Materials	Rugs & towels Library	51.12	09/03/2025
BLACK HILLS ENERGY	BLACK HILLS ENERGY	101-4192-42800 Utilities	Utilities Aug 2025	1,433.95	09/04/2025
BLACK HILLS ENERGY	BLACK HILLS ENERGY	101-4192-42800 Utilities	Utilities Aug 2025	3,983.68	09/04/2025
BLUE PEAK	BLUE PEAK	101-4192-42800 Utilities	Phones/Internet Aug 2025	823.61	08/30/2025
BLUE PEAK	BLUE PEAK	101-4192-42800 Utilities	Phones/Internet Aug 2025	403.00	08/30/2025
BLUE PEAK	BLUE PEAK	101-4192-42800 Utilities	Phones/Internet Aug 2025	628.76	08/30/2025
CITY OF STURGIS WATER DEPT	CITY OF STURGIS WATER DEPT	101-4192-42800 Utilities	Water Aug 2025	973.79	08/29/2025
Total General:				8,964.27	
Total Buildings:				8,964.27	
Custodial					
General					
BLACK HILLS CHEMICAL	BLACK HILLS CHEMICAL	101-4193-42600 Supplies & Materials	tbicide/glass cleaner/QA disinfectant/paper towels	586.11	09/04/2025

Vendor Name	Merchant Name	GL Account and Title		Description	Net Invoice Amount	Invoice Date
Total General:					586.11	
Total Custodial:					586.11	
Planning and Permitting						
General						
A & B BUSINESS	A & B BUSINESS	101-4196-42500	Repairs & Maintenance	Copier lease	30.57	07/21/2025
CBH COOPERATIVE #920771	CBH COOPERATIVE #920771	101-4196-42600	Supplies & Materials	Fuel	65.00	09/05/2025
STURGIS ACE HARDWARE #1	STURGIS ACE HARDWARE #1	101-4196-42600	Supplies & Materials	Cable ties, HDMI cable & plier	48.97	09/02/2025
Total General:					144.54	
Total Planning and Permitting:					144.54	
Fleet Management						
General						
A & B WELDING CO, INC.	A & B WELDING CO, INC.	101-4197-42600	Supplies & Materials	Cylinder rental	46.18	08/20/2025
LAWSON PRODUCTS, INC.	LAWSON PRODUCTS, INC.	101-4197-42600	Supplies & Materials	Cable ties & hex nuts	32.42	08/22/2025
STURGIS NAPA	STURGIS NAPA	101-4197-42600	Supplies & Materials	WD40 gallon	28.49	08/28/2025
STURGIS NAPA	STURGIS NAPA	101-4197-42600	Supplies & Materials	Disposable gloves	23.46	09/09/2025
Total General:					130.55	
Total Fleet Management:					130.55	
Sponsorship						
General						
HOMESLICE MEDIA GROUP, LLC	HOMESLICE MEDIA GROUP, LLC	101-4198-42200	Professional Fees	Agency Retainer - August 2025	3,500.00	08/31/2025
A & B BUSINESS	A & B BUSINESS	101-4198-42400	Rental--Sponsorship	2025 Copier Lease - Jun/Jul	30.57	07/21/2025
COCA COLA BOTTLING COMPANY HIGH CO	COCA COLA BOTTLING COMPANY HI	101-4198-42600	Supplies & Materials -	Caterer (LJC) - VIP Product	56.00	08/01/2025
COCA COLA BOTTLING COMPANY HIGH CO	COCA COLA BOTTLING COMPANY HI	101-4198-42600	Supplies & Materials -	Caterer (LJC) - VIP Product	215.50	08/04/2025
COCA COLA BOTTLING COMPANY HIGH CO	COCA COLA BOTTLING COMPANY HI	101-4198-42600	Supplies & Materials -	Water - CH/CA Office	18.00	09/08/2025
COCA COLA BOTTLING COMPANY HIGH CO	COCA COLA BOTTLING COMPANY HI	101-4198-42600	Supplies & Materials -	Water Eqp. - CH/CA Office	6.00	08/31/2025
MASTERCARD	MASTERCARD	101-4198-42600	Supplies & Materials -	SOWERS AND SON CLEAN TABLECLOTHS VIP	323.40	09/03/2025
TWICE THE ICE	TWICE THE ICE	101-4198-42600	Supplies & Materials -	2025 CoSMR - Ice (VIP/Receptions/M-Ride/Rally Point)	448.50	08/14/2025
BLACK HILLS ENERGY	BLACK HILLS ENERGY	101-4198-42800	Utilites	Utilities Aug 2025	43.12	09/04/2025
BLACK HILLS ENERGY	BLACK HILLS ENERGY	101-4198-42800	Utilites	Utilities Aug 2025	15.48	08/28/2025
CITY OF STURGIS WATER DEPT	CITY OF STURGIS WATER DEPT	101-4198-42800	Utilites	Water Aug 2025	78.25	08/29/2025

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Vendor Name	Merchant Name	GL Account and Title		Description	Net Invoice Amount	Invoice Date
Total General:					4,734.82	
Total Sponsorship:					4,734.82	
Rally Department						
General						
HELIX SOLUTIONS	HELIX SOLUTIONS	101-4199-42200	Professional Fees--Rall	Monthly Hosting Sub	500.00	09/01/2025
BLUE PEAK	BLUE PEAK	101-4199-42800	Utilities--Rally	Phones/Internet Aug 2025	261.41	08/30/2025
STURGIS POLICE RESERVES	STURGIS POLICE RESERVES	101-4199-42900	Other - Rally/Sponsors	Payment for Chief's Ride Regs	1,595.00	09/10/2025
Total General:					2,356.41	
Total Rally Department:					2,356.41	
Police						
General						
BLACK HILLS WINDSHIELD REPAIR	BLACK HILLS WINDSHIELD REPAIR	101-4211-42500	Repairs & Maintenance	4260-2 142 crack repair	70.00	09/04/2025
LIBERTY CHEVROLET	LIBERTY CHEVROLET	101-4211-42500	Repairs & Maintenance	4250-2	251.45	07/21/2025
STURGIS NAPA	STURGIS NAPA	101-4211-42500	Repairs & Maintenance	4250-2 144	28.29	08/27/2025
BALCO UNIFORMS CO. INC.	BALCO UNIFORMS CO. INC.	101-4211-42600	Supplies & Materials	SGT UNIFORM ACCESSORIES	79.10	08/30/2025
BUBBLES, LLC	BUBBLES, LLC	101-4211-42600	Supplies & Materials	Car wash patrol cars	66.46	09/02/2025
BUBBLES, LLC	BUBBLES, LLC	101-4211-42600	Supplies & Materials	CAR WAS POLICE CARS	111.80	08/01/2025
CBH COOPERATIVE #119343	CBH COOPERATIVE #119343	101-4211-42600	Supplies & Materials	FUEL	564.06	08/31/2025
CULLIGAN OF THE BLACK HILLS	CULLIGAN OF THE BLACK HILLS	101-4211-42600	Supplies & Materials	WATER	2.50	08/31/2025
CULLIGAN OF THE NORTHERN HILLS	CULLIGAN OF THE NORTHERN HILLS	101-4211-42600	Supplies & Materials	WATER	55.50	08/31/2025
MARCO TECHNOLOGIES LLC. NW 7128	MARCO TECHNOLOGIES LLC. NW 712	101-4211-42600	Supplies & Materials	COPIER	265.35	09/01/2025
MASTERCARD	MASTERCARD	101-4211-42600	Supplies & Materials	AMAZON FTO PINS SHIPPING	27.67	09/03/2025
MASTERCARD	MASTERCARD	101-4211-42600	Supplies & Materials	AMAZON SGT EQPT	41.39	09/03/2025
MASTERCARD	MASTERCARD	101-4211-42600	Supplies & Materials	WASP BARCODE TECH WAX RIBBON FOR 305/406/6XX	66.65	09/03/2025
OREILLY AUTO PARTS	OREILLY AUTO PARTS	101-4211-42600	Supplies & Materials	HEADLIGHT FOR #139	19.44	08/27/2025
SAUDER, LEVI	SAUDER, LEVI	101-4211-42600	Supplies & Materials	Ear piece for radio	121.58	08/15/2025
BLUE PEAK	BLUE PEAK	101-4211-42800	Utilities	Phones/Internet Aug 2025	291.24	08/30/2025
MEADE COUNTY AUDITOR	MEADE COUNTY AUDITOR	101-4211-42900	Other	LEC FEES	5,111.16	09/04/2025
RUNNINGS SUPPLY INC	RUNNINGS SUPPLY INC	101-4211-42900	Other	Target stand supplies -11	21.52	08/31/2025
RUNNINGS SUPPLY INC	RUNNINGS SUPPLY INC	101-4211-42900	Other	Target stand supplies -11	48.45	08/31/2025
RUNNINGS SUPPLY INC	RUNNINGS SUPPLY INC	101-4211-42900	Other	Return of some target stand supplies -11	19.38-	08/31/2025
Total General:					7,224.23	

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Vendor Name	Merchant Name	GL Account and Title	Description	Net Invoice Amount	Invoice Date
Total Police:				7,224.23	
Animal Shelter					
General					
MASTERCARD	MASTERCARD	101-4212-42200 Professional Fees	ANIMAL CLINIC OF RC ER VISIT FOR DOG HIT BY CAR	777.75	09/03/2025
NORTHERN HILLS VET CLINIC	NORTHERN HILLS VET CLINIC	101-4212-42200 Professional Fees	Kitten shots	163.00	05/19/2025
NORTHERN HILLS VET CLINIC	NORTHERN HILLS VET CLINIC	101-4212-42200 Professional Fees	Supplies to treat sick cats	119.60	06/05/2025
NORTHERN HILLS VET CLINIC	NORTHERN HILLS VET CLINIC	101-4212-42200 Professional Fees	Dog meds	33.80	06/16/2025
NORTHERN HILLS VET CLINIC	NORTHERN HILLS VET CLINIC	101-4212-42200 Professional Fees	TEBBEN, BIOME FOOD FOR SENSITIVE DOGS	22.04	08/23/2025
NORTHERN HILLS VET CLINIC	NORTHERN HILLS VET CLINIC	101-4212-42200 Professional Fees	TEBBEN SICK FECAL TEST	47.00	08/26/2025
NORTHERN HILLS VET CLINIC	NORTHERN HILLS VET CLINIC	101-4212-42200 Professional Fees	PEARL, MISTY AND SPRINKLES SPAY AND SHOTS	561.02	09/02/2025
NORTHERN HILLS VET CLINIC	NORTHERN HILLS VET CLINIC	101-4212-42200 Professional Fees	Diablo Meds	94.35	09/08/2025
STURGIS ACE HARDWARE #1	STURGIS ACE HARDWARE #1	101-4212-42500 Repairs & Maintenance	BULBS FOR LIGHTS	72.98	08/12/2025
STURGIS ACE HARDWARE #1	STURGIS ACE HARDWARE #1	101-4212-42500 Repairs & Maintenance	RETURN OF LIGHT BULBS	72.98-	08/12/2025
STURGIS ACE HARDWARE #1	STURGIS ACE HARDWARE #1	101-4212-42500 Repairs & Maintenance	BALLAST FOR LIGHTS	32.99	08/12/2025
STURGIS ACE HARDWARE #1	STURGIS ACE HARDWARE #1	101-4212-42500 Repairs & Maintenance	FASTENERS FOR UPGRADE DOOR	7.00	08/13/2025
LYONS, AUTUMN	LYONS, AUTUMN	101-4212-42600 Supplies & Materials	Clothing Allowance	43.87	08/29/2025
LYONS, AUTUMN	LYONS, AUTUMN	101-4212-42600 Supplies & Materials	Clothing allowance	45.00	07/30/2025
BLACK HILLS ENERGY	BLACK HILLS ENERGY	101-4212-42800 Utilities	Utilities Aug 2025	424.03	09/04/2025
BLUE PEAK	BLUE PEAK	101-4212-42800 Utilities	Phones/Internet Aug 2025	134.24	08/30/2025
CITY OF STURGIS WATER DEPT	CITY OF STURGIS WATER DEPT	101-4212-42800 Utilities	Water Aug 2025	159.25	08/29/2025
MASTERCARD	MASTERCARD	101-4212-42900 Other	MASTERCARD CREDIT	8.90-	09/03/2025
Total General:				2,656.04	
Total Animal Shelter:				2,656.04	
Dispatch					
General					
MEADE COUNTY AUDITOR	MEADE COUNTY AUDITOR	101-4218-42900 Other	August 2025	13,437.51	09/05/2025
Total General:				13,437.51	
Total Dispatch:				13,437.51	
Fire					
General					
DOOR SECURITY PRODUCTS, INC.	DOOR SECURITY PRODUCTS, INC.	101-4229-42500 Repairs & Maintenance	DOOR REPAIR SPLIT WITH AMB	205.74	07/28/2025
ECOLAB PEST ELIMINATOR DIV	ECOLAB PEST ELIMINATOR DIV	101-4229-42500 Repairs & Maintenance	PEST CONTROL SPLIT WITH AMB	54.70	08/26/2025
STURGIS ACE HARDWARE #1	STURGIS ACE HARDWARE #1	101-4229-42500 Repairs & Maintenance	HOSE CLAMPS, HOSE BIB FOR ENG #3	17.16	07/17/2025

Vendor Name	Merchant Name	GL Account and Title	Description	Net Invoice Amount	Invoice Date
STURGIS ACE HARDWARE #1	STURGIS ACE HARDWARE #1	101-4229-42500 Repairs & Maintenance	LIGHT BULBS SPLIT WITH AMB	42.99	07/23/2025
STURGIS ACE HARDWARE #1	STURGIS ACE HARDWARE #1	101-4229-42500 Repairs & Maintenance	TOILET SEAT SPLIT BETWEEN FIRE AND AMB	17.49	07/30/2025
STURGIS ACE HARDWARE #1	STURGIS ACE HARDWARE #1	101-4229-42500 Repairs & Maintenance	Wash bay supplies	50.55	08/28/2025
STURGIS ACE HARDWARE #1	STURGIS ACE HARDWARE #1	101-4229-42500 Repairs & Maintenance	Supplies for brush #4	6.99	09/04/2025
STURGIS NAPA	STURGIS NAPA	101-4229-42500 Repairs & Maintenance	BATTERIES X3 FOR ENGINE 1	445.95	08/11/2025
STURGIS ACE HARDWARE #1	STURGIS ACE HARDWARE #1	101-4229-42600 Supplies & Materials	EX CORD	31.99	07/15/2025
STURGIS ACE HARDWARE #1	STURGIS ACE HARDWARE #1	101-4229-42600 Supplies & Materials	KEY SHLAGE, KEYKRAFTER, CD 2PC WITH LABEL AND SWIVEL	30.34	07/30/2025
STURGIS NAPA	STURGIS NAPA	101-4229-42600 Supplies & Materials	BK 5 8 SWIVEL HITCH PIN	11.55	07/30/2025
BLACK HILLS ENERGY	BLACK HILLS ENERGY	101-4229-42800 Utilities	Utilities Aug 2025	658.79	09/04/2025
BLUE PEAK	BLUE PEAK	101-4229-42800 Utilities	Phones/Internet Aug 2025	200.32	08/30/2025
CITY OF STURGIS WATER DEPT	CITY OF STURGIS WATER DEPT	101-4229-42800 Utilities	Water Aug 2025	191.10	08/29/2025
Total General:				1,965.66	
Total Fire:				1,965.66	
Streets					
General					
LAWSON PRODUCTS, INC.	LAWSON PRODUCTS, INC.	101-4311-42500 Repairs & Maintenance	Bolts & nuts mounting cutting edge for plows	144.61	08/22/2025
OWENS INTERSTATE SALES INC.	OWENS INTERSTATE SALES INC.	101-4311-42500 Repairs & Maintenance	Flat face fittings #89	32.09	08/28/2025
OWENS INTERSTATE SALES INC.	OWENS INTERSTATE SALES INC.	101-4311-42500 Repairs & Maintenance	Disc brake rotor #127	167.98	09/09/2025
STURGIS NAPA	STURGIS NAPA	101-4311-42500 Repairs & Maintenance	Brake pads #127	91.57	09/09/2025
STURGIS NAPA	STURGIS NAPA	101-4311-42500 Repairs & Maintenance	Lucus Trans Fluid	31.94	09/10/2025
CBH COOPERATIVE #112407	CBH COOPERATIVE #112407	101-4311-42600 Supplies & Materials	Fuel	3,133.32	09/02/2025
CBH COOPERATIVE #112407	CBH COOPERATIVE #112407	101-4311-42600 Supplies & Materials	Fuel 85 Octane	1,469.41	09/02/2025
MASTERCARD	MASTERCARD	101-4311-42600 Supplies & Materials	ADOBE SUBS	21.23	09/03/2025
MASTERCARD	MASTERCARD	101-4311-42600 Supplies & Materials	LATHEM TIME CORP TIME CLOCK	788.01	09/03/2025
OWENS INTERSTATE SALES INC.	OWENS INTERSTATE SALES INC.	101-4311-42600 Supplies & Materials	HD Oil #50	10.88	08/29/2025
BLACK HILLS ENERGY	BLACK HILLS ENERGY	101-4311-42800 Utilities	Utilities Aug 2025	247.94	09/04/2025
BIERSCHBACH EQUIPMENT	BIERSCHBACH EQUIPMENT	101-4311-42900 Other	Grey tube Deadman Channel	216.60	09/03/2025
Total General:				6,355.58	
Total Streets:				6,355.58	
Street Lighting					
General					
BLACK HILLS ENERGY	BLACK HILLS ENERGY	101-4316-42800 Utilities	Utilities Aug 2025	9,102.60	09/04/2025
BLACK HILLS ENERGY	BLACK HILLS ENERGY	101-4316-42800 Utilities	Utilities Aug 2025	11.65	09/04/2025
BLACK HILLS ENERGY	BLACK HILLS ENERGY	101-4316-42800 Utilities	Utilities Aug 2025	20.55	09/04/2025
BLACK HILLS ENERGY	BLACK HILLS ENERGY	101-4316-42800 Utilities	Utilities Aug 2025	394.65	09/04/2025

Vendor Name	Merchant Name	GL Account and Title	Description	Net Invoice Amount	Invoice Date
BLACK HILLS ENERGY	BLACK HILLS ENERGY	101-4316-42800 Utilities	Utilities Aug 2025	775.11	09/04/2025
BLACK HILLS ENERGY	BLACK HILLS ENERGY	101-4316-42800 Utilities	Utilities Aug 2025	66.50	09/04/2025
BLACK HILLS ENERGY	BLACK HILLS ENERGY	101-4316-42800 Utilities	Utilities Aug 2025	645.58	09/04/2025
BLACK HILLS ENERGY	BLACK HILLS ENERGY	101-4316-42800 Utilities	Utilities Aug 2025	51.26	09/04/2025
BUTTE ELECTRIC	BUTTE ELECTRIC	101-4316-42800 Utilities	Utilities Aug 2025	676.18	09/01/2025
Total General:				11,744.08	
Total Street Lighting:				11,744.08	
Sanitary Service					
Sanitary Service					
A & B BUSINESS	A & B BUSINESS	612-4323-42400 Rent	Copier lease	75.05	07/21/2025
ALLSTATE PETERBILT	ALLSTATE PETERBILT	612-4323-42500 Repairs & Maintenance	Tensioner belt & 8 rib belt #84	253.19	09/05/2025
LAWSON PRODUCTS, INC.	LAWSON PRODUCTS, INC.	612-4323-42500 Repairs & Maintenance	1/4 Quick link	41.30	08/22/2025
RUNNINGS SUPPLY INC	RUNNINGS SUPPLY INC	612-4323-42500 Repairs & Maintenance	Sprocket & hub X series. #74	13.98	09/02/2025
RUNNINGS SUPPLY INC	RUNNINGS SUPPLY INC	612-4323-42500 Repairs & Maintenance	Connective link & sprocket & returned 1 sprocket #74	10.41	09/02/2025
OWENS INTERSTATE SALES INC.	OWENS INTERSTATE SALES INC.	612-4323-42600 Supplies & Materials	Oil & 2 fuel filters	115.04	09/04/2025
OWENS INTERSTATE SALES INC.	OWENS INTERSTATE SALES INC.	612-4323-42600 Supplies & Materials	Air filter #54	77.75	09/05/2025
BLACK HILLS ENERGY	BLACK HILLS ENERGY	612-4323-42800 Utilities	Utilities Aug 2025	91.68	09/04/2025
BLACK HILLS ENERGY	BLACK HILLS ENERGY	612-4323-42800 Utilities	Utilities Aug 2025	15.00	09/04/2025
BLACK HILLS ENERGY	BLACK HILLS ENERGY	612-4323-42800 Utilities	Utilities Aug 2025	15.00	09/04/2025
CENTURY LINK	CENTURY LINK	612-4323-42800 Utilities	Utilities Aug 2025	101.95	08/19/2025
CITY OF BELLE FOURCHE	CITY OF BELLE FOURCHE	612-4323-42900 Other	Landfill tickets August	47,673.92	08/31/2025
Total Sanitary Service:				48,484.27	
Total Sanitary Service:				48,484.27	
Wastewater Facilities					
Wastewater Facilities					
A & B BUSINESS	A & B BUSINESS	604-4325-42500 Repairs & Maintenance	Copier lease	75.05	07/21/2025
POWERPLAN	POWERPLAN	604-4325-42500 Repairs & Maintenance	#79 mower at WWTP	130.77	09/03/2025
RUNNINGS SUPPLY INC	RUNNINGS SUPPLY INC	604-4325-42500 Repairs & Maintenance	Sprayer, super jet 22" & lag screw WWTP	79.15	09/09/2025
HAWKINS, INC.	HAWKINS, INC.	604-4325-42600 Supplies & Materials	Azone & Citric Acid	1,528.83	08/26/2025
MASTERCARD	MASTERCARD	604-4325-42600 Supplies & Materials	ZOOM.COM SUBS	16.99	09/03/2025
USA BLUE BOOK	USA BLUE BOOK	604-4325-42600 Supplies & Materials	3 O2 sensors gas alert	589.25	05/21/2025
BLACK HILLS ENERGY	BLACK HILLS ENERGY	604-4325-42800 Utilities	Utilities Aug 2025	9,435.17	09/04/2025
BLUE PEAK	BLUE PEAK	604-4325-42800 Utilities	Phones/Internet Aug 2025	520.15	08/30/2025
KIEFFER SANITATION	KIEFFER SANITATION	604-4325-42900 Other	Container Rental August 2025 WWTP	643.64	09/01/2025
DAKOTA REDI-MIX, INC.	DAKOTA REDI-MIX, INC.	604-4325-43700 Capital Improvement	Steel casing, water main on Silver St & fencing		

Vendor Name	Merchant Name	GL Account and Title	Description	Net Invoice Amount	Invoice Date
			along Days End	761,009.33	09/04/2025
Total Wastewater Facilities:				774,028.33	
Total Wastewater Facilities:				774,028.33	
Water System Operations					
Water System Operations					
MB SERVICES LLC	MB SERVICES LLC	602-4330-42200 Professional Fees	Mowing & spraying well houses & storage tanks.	3,964.00	09/03/2025
SOUTH DAKOTA 811	SOUTH DAKOTA 811	602-4330-42200 Professional Fees	Prof Fees	89.60	08/31/2025
STURGIS ACE HARDWARE #1	STURGIS ACE HARDWARE #1	602-4330-42500 Repairs & Maintenance	Toilet tank siphon -Well Houses	17.99	09/02/2025
NORTHWEST PIPE FITTINGS	NORTHWEST PIPE FITTINGS	602-4330-42600 Supplies & Materials	Corp stops, inserts and saddle	821.25	09/02/2025
BLACK HILLS ENERGY	BLACK HILLS ENERGY	602-4330-42800 Utilities	Utilities Aug 2025	2,431.09	09/04/2025
BLACK HILLS ENERGY	BLACK HILLS ENERGY	602-4330-42800 Utilities	Utilities Aug 2025	164.84	09/04/2025
BLACK HILLS ENERGY	BLACK HILLS ENERGY	602-4330-42800 Utilities	Utilities Aug 2025	3,335.13	09/04/2025
BLACK HILLS ENERGY	BLACK HILLS ENERGY	602-4330-42800 Utilities	Utilities Aug 2025	9,726.72	09/04/2025
BLACK HILLS ENERGY	BLACK HILLS ENERGY	602-4330-42800 Utilities	Utilities Aug 2025	30.22	09/04/2025
BUTTE ELECTRIC	BUTTE ELECTRIC	602-4330-42800 Utilities	Utilities Aug 2025	2,318.80	09/01/2025
CITY OF STURGIS WATER DEPT	CITY OF STURGIS WATER DEPT	602-4330-42800 Utilities	Water Aug 2025	749.20	08/29/2025
RCS CONSTRUCTION, INC.	RCS CONSTRUCTION, INC.	602-4330-43700 Capital Improvement	Well 8	267,508.69	09/03/2025
Total Water System Operations:				291,157.53	
Total Water System Operations:				291,157.53	
Airport					
General					
STURGIS NAPA	STURGIS NAPA	101-4350-42500 Repairs & Maintenance	Differential vent #141	13.16	09/08/2025
DOOLEY'S PETROLEUM INC	DOOLEY'S PETROLEUM INC	101-4350-42600 Supplies & Materials	Fuel	25,500.00	07/15/2025
DOOLEY'S PETROLEUM INC	DOOLEY'S PETROLEUM INC	101-4350-42600 Supplies & Materials	Fuel	15,850.00	08/01/2025
BEAR BUTTE VALLEY WATER, INC.	BEAR BUTTE VALLEY WATER, INC.	101-4350-42800 Utilities	Utilities Aug 2025	178.50	08/28/2025
BLUE PEAK	BLUE PEAK	101-4350-42800 Utilities	Phones/Internet Aug 2025	69.28	08/30/2025
CENTURY LINK	CENTURY LINK	101-4350-42800 Utilities	Utilities Aug 2025	268.14	08/19/2025
CITY OF STURGIS WATER DEPT	CITY OF STURGIS WATER DEPT	101-4350-42800 Utilities	Water Aug 2025	131.38	08/29/2025
Total General:				42,010.46	
Total Airport:				42,010.46	

Vendor Name	Merchant Name	GL Account and Title	Description	Net Invoice Amount	Invoice Date
General					
CBH COOPERATIVE #920771	CBH COOPERATIVE #920771	101-4370-42600 Supplies & Materials	Fuel	651.75	08/27/2025
BLACK HILLS ENERGY	BLACK HILLS ENERGY	101-4370-42800 Utilities	Utilities Aug 2025	84.34	09/04/2025
Total General:				736.09	
Total Cemetery:				736.09	
Ambulance					
Ambulance					
DOOR SECURITY PRODUCTS, INC.	DOOR SECURITY PRODUCTS, INC.	644-4460-42500 Repairs & Maintenance	DOOR REPAIR SPLIT WITH FIRE	205.74	07/28/2025
STURGIS ACE HARDWARE #1	STURGIS ACE HARDWARE #1	644-4460-42500 Repairs & Maintenance	LIGHT BULBS SPLIT WITH FIRE	42.99	07/23/2025
STURGIS ACE HARDWARE #1	STURGIS ACE HARDWARE #1	644-4460-42500 Repairs & Maintenance	TOILET SEAT SPLIT WITH FIRE	17.49	07/30/2025
STURGIS NAPA	STURGIS NAPA	644-4460-42500 Repairs & Maintenance	LMP BOXED MINIATURES	8.96	08/01/2025
STURGIS NAPA	STURGIS NAPA	644-4460-42500 Repairs & Maintenance	RNX REPEL WIPER BLADE FOR S5	26.98	08/05/2025
COCA COLA BOTTLING COMPANY HIGH CO	COCA COLA BOTTLING COMPANY HI	644-4460-42600 Supplies & Materials	Split distribution between fire and amb water	12.00	09/05/2025
COCA COLA BOTTLING COMPANY HIGH CO	COCA COLA BOTTLING COMPANY HI	644-4460-42600 Supplies & Materials	Split distribution with fire	16.00	08/19/2025
COUNTY DRUG	COUNTY DRUG	644-4460-42600 Supplies & Materials	Rally supplies	40.76	07/30/2025
ECOLAB PEST ELIMINATOR DIV	ECOLAB PEST ELIMINATOR DIV	644-4460-42600 Supplies & Materials	PEST CONTROL SPLIT WITH FIRE	54.70	08/26/2025
HENRY SCHEIN	HENRY SCHEIN	644-4460-42600 Supplies & Materials	SPEAR DECOMPRESSION NEEDLE KIT	367.32	08/15/2025
LYNN'S DAKOTAMART-STURGIS	LYNN'S DAKOTAMART-STURGIS	644-4460-42600 Supplies & Materials	TOILET PAPER	19.49	08/09/2025
MASTERCARD	MASTERCARD	644-4460-42600 Supplies & Materials	AMAZON NAME PLATES	21.26	09/03/2025
MASTERCARD	MASTERCARD	644-4460-42600 Supplies & Materials	AMAZON BADGE HOLDERS/HAND SAN	48.59	09/03/2025
MASTERCARD	MASTERCARD	644-4460-42600 Supplies & Materials	AMAZON TISSUE PAPER	52.98	09/03/2025
BLACK HILLS ENERGY	BLACK HILLS ENERGY	644-4460-42800 Utilities	Utilities Aug 2025	658.80	09/04/2025
BLUE PEAK	BLUE PEAK	644-4460-42800 Utilities	Phones/Internet Aug 2025	200.32	08/30/2025
CITY OF STURGIS WATER DEPT	CITY OF STURGIS WATER DEPT	644-4460-42800 Utilities	Water Aug 2025	191.09	08/29/2025
Total Ambulance:				1,985.47	
Total Ambulance:				1,985.47	
Community Center					
General					
A & B BUSINESS	A & B BUSINESS	101-4511-42200 Professional Fees	Copier Lease	77.76	07/21/2025
MASTERCARD	MASTERCARD	101-4511-42200 Professional Fees	VSP SOFTWARE HOSTING FEES	584.25	09/03/2025
MASTERCARD	MASTERCARD	101-4511-42500 Repairs & Maintenance	AMAZON STEPS FOR POOL LADDER	39.99	09/03/2025
MIDCONTINENT TESTING LAB, INC.	MIDCONTINENT TESTING LAB, INC.	101-4511-42500 Repairs & Maintenance	pool testing	105.00	09/08/2025
RUNNINGS SUPPLY INC	RUNNINGS SUPPLY INC	101-4511-42500 Repairs & Maintenance	u bolts	10.76	09/04/2025
STURGIS ACE HARDWARE #3	STURGIS ACE HARDWARE #3	101-4511-42500 Repairs & Maintenance	faucet/fasteners - Womens locker room	47.98	09/03/2025
STURGIS ACE HARDWARE #3	STURGIS ACE HARDWARE #3	101-4511-42500 Repairs & Maintenance	padlock for pool slide	13.99	09/05/2025

Vendor Name	Merchant Name	GL Account and Title	Description	Net Invoice Amount	Invoice Date
BLACK HILLS CHEMICAL	BLACK HILLS CHEMICAL	101-4511-42600 Supplies & Materials	accutabs/foam away/acid magic	749.03	08/29/2025
BLACK HILLS CHEMICAL	BLACK HILLS CHEMICAL	101-4511-42600 Supplies & Materials	foam away/acid magic	405.60	09/04/2025
LOCK & FIXIT	LOCK & FIXIT	101-4511-42600 Supplies & Materials	keys	20.00	09/04/2025
LYNN'S DAKOTAMART-STURGIS	LYNN'S DAKOTAMART-STURGIS	101-4511-42600 Supplies & Materials	tylenol/coffee/vinegar/spoons/spray bottle	54.43	08/28/2025
RUNNINGS SUPPLY INC	RUNNINGS SUPPLY INC	101-4511-42600 Supplies & Materials	cleaning boots for Alex	22.99	09/04/2025
RUSHMORE OFFICE SUPPLY	RUSHMORE OFFICE SUPPLY	101-4511-42600 Supplies & Materials	scotch tape/folders/black sharpies	66.46	08/28/2025
STURGIS ACE HARDWARE #3	STURGIS ACE HARDWARE #3	101-4511-42600 Supplies & Materials	storage tote	18.99	09/02/2025
BLACK HILLS ENERGY	BLACK HILLS ENERGY	101-4511-42800 Utilities	Utilities Aug 2025	172.40	09/04/2025
BLACK HILLS ENERGY	BLACK HILLS ENERGY	101-4511-42800 Utilities	Utilities Aug 2025	580.73	09/04/2025
BLACK HILLS ENERGY	BLACK HILLS ENERGY	101-4511-42800 Utilities	Utilities Aug 2025	9,904.65	09/04/2025
BLUE PEAK	BLUE PEAK	101-4511-42800 Utilities	Phones/Internet Aug 2025	572.66	08/30/2025
CITY OF STURGIS WATER DEPT	CITY OF STURGIS WATER DEPT	101-4511-42800 Utilities	Water Aug 2025	1,795.32	08/29/2025
MASTERCARD	MASTERCARD	101-4511-45200 Merchandise for Resal	DF SUPPLY IND 24/7 CARDS	264.59	09/03/2025
Total General:				15,507.58	
Total Community Center:				15,507.58	
Recreation					
General					
MASTERCARD	MASTERCARD	101-4512-42300 Publishing	USPS POSTAGE	3.00	09/03/2025
A & B BUSINESS	A & B BUSINESS	101-4512-42600 Supplies & Materials	Copier Lease	77.76	07/21/2025
MASTERCARD	MASTERCARD	101-4512-42600 Supplies & Materials	AMAZON.COM FOOTBALLS	85.16	09/03/2025
MASTERCARD	MASTERCARD	101-4512-42600 Supplies & Materials	AMAZON SPRAY PAINT FOR FIELDS	151.90	09/03/2025
STURGIS ACE HARDWARE #3	STURGIS ACE HARDWARE #3	101-4512-42600 Supplies & Materials	striping paint	29.67	09/03/2025
Total General:				347.49	
Total Recreation:				347.49	
Park					
General					
TRUGREEN	TRUGREEN	101-4520-42200 Professional Fees	Spraying at Community Center	225.17	08/31/2025
PETE LIEN & SONS INC.	PETE LIEN & SONS INC.	101-4520-42500 Repairs & Maintenance	Rotor Band Center-City Park	540.25	08/28/2025
RICHTER'S TIRE & EXHAUST, LLC	RICHTER'S TIRE & EXHAUST, LLC	101-4520-42500 Repairs & Maintenance	Dismount, mount & balance 2 tires #37	45.77	08/28/2025
RUNNINGS SUPPLY INC	RUNNINGS SUPPLY INC	101-4520-42500 Repairs & Maintenance	Concrete sealant for downspouts	20.98	09/09/2025
STURGIS ACE HARDWARE #1	STURGIS ACE HARDWARE #1	101-4520-42500 Repairs & Maintenance	Lights for Woodland Shelter	65.98	09/03/2025
STURGIS ACE HARDWARE #1	STURGIS ACE HARDWARE #1	101-4520-42500 Repairs & Maintenance	Fasteners City Park	9.16	09/04/2025
STURGIS ACE HARDWARE #1	STURGIS ACE HARDWARE #1	101-4520-42500 Repairs & Maintenance	Vinyl tube #12	10.74	09/10/2025
BLACK HILLS CHEMICAL	BLACK HILLS CHEMICAL	101-4520-42600 Supplies & Materials	Park restroom supplies	94.97	08/29/2025
GREAT WESTERN TIRE COMPANY	GREAT WESTERN TIRE COMPANY	101-4520-42600 Supplies & Materials	2 tires #37	352.50	08/28/2025

Vendor Name	Merchant Name	GL Account and Title	Description	Net Invoice Amount	Invoice Date
OWENS INTERSTATE SALES INC.	OWENS INTERSTATE SALES INC.	101-4520-42600 Supplies & Materials	Fuel filter #45	17.62	09/05/2025
OWENS INTERSTATE SALES INC.	OWENS INTERSTATE SALES INC.	101-4520-42600 Supplies & Materials	Fuel filter #45	10.59	09/05/2025
RUNNINGS SUPPLY INC	RUNNINGS SUPPLY INC	101-4520-42600 Supplies & Materials	Drill bits City Park Project	13.19	09/05/2025
STURGIS NAPA	STURGIS NAPA	101-4520-42600 Supplies & Materials	Fuel additive #20	23.99	09/08/2025
BLACK HILLS ENERGY	BLACK HILLS ENERGY	101-4520-42800 Utilities	Utilities Aug 2025	55.85	09/04/2025
BLACK HILLS ENERGY	BLACK HILLS ENERGY	101-4520-42800 Utilities	Utilities Aug 2025	79.99	09/04/2025
BLACK HILLS ENERGY	BLACK HILLS ENERGY	101-4520-42800 Utilities	Utilities Aug 2025	726.88	09/04/2025
BLACK HILLS ENERGY	BLACK HILLS ENERGY	101-4520-42800 Utilities	Utilities Aug 2025	595.94	09/04/2025
CITY OF STURGIS WATER DEPT	CITY OF STURGIS WATER DEPT	101-4520-42800 Utilities	Water Aug 2025	3,916.61	08/29/2025
Total General:				6,806.18	
Total Park:				6,806.18	

Library**General**

MASTERCARD	MASTERCARD	101-4551-42500 Repairs & Maintenance	RUG DOCTOR RC RENT CARPET CLEANER	97.58	09/03/2025
STURGIS ACE HARDWARE #1	STURGIS ACE HARDWARE #1	101-4551-42500 Repairs & Maintenance	Paint & Supplies	80.77	08/29/2025
BAKER & TAYLOR	BAKER & TAYLOR	101-4551-42600 Supplies & Materials	Books	155.83	08/21/2025
CBH COOPERATIVE - #865928	CBH COOPERATIVE - #865928	101-4551-42600 Supplies & Materials	Programming	13.75	08/21/2025
CENGAGE LEARNING, INC / GALE	CENGAGE LEARNING, INC / GALE	101-4551-42600 Supplies & Materials	Books	74.22	08/22/2025
CENGAGE LEARNING, INC / GALE	CENGAGE LEARNING, INC / GALE	101-4551-42600 Supplies & Materials	Books	41.98	08/22/2025
CENGAGE LEARNING, INC / GALE	CENGAGE LEARNING, INC / GALE	101-4551-42600 Supplies & Materials	Books	49.48	08/26/2025
CENGAGE LEARNING, INC / GALE	CENGAGE LEARNING, INC / GALE	101-4551-42600 Supplies & Materials	Books	20.99	08/26/2025
LYNN'S DAKOTAMART-STURGIS	LYNN'S DAKOTAMART-STURGIS	101-4551-42600 Supplies & Materials	Programming	76.51	08/20/2025
MASTERCARD	MASTERCARD	101-4551-42600 Supplies & Materials	AMAZON STEM KIT	17.99	09/03/2025
MASTERCARD	MASTERCARD	101-4551-42600 Supplies & Materials	WALMART CLEANING SUPP	28.88	09/03/2025
MASTERCARD	MASTERCARD	101-4551-42600 Supplies & Materials	SP ROBOLINK CODING CLUB	30.04	09/03/2025
MASTERCARD	MASTERCARD	101-4551-42600 Supplies & Materials	WALMART PENS&STICKERS	32.77	09/03/2025
MASTERCARD	MASTERCARD	101-4551-42600 Supplies & Materials	AMAZON OFFICE SUPPLIES	37.06	09/03/2025
MASTERCARD	MASTERCARD	101-4551-42600 Supplies & Materials	AMAZON CODING CLUB	133.00	09/03/2025
MASTERCARD	MASTERCARD	101-4551-42600 Supplies & Materials	AMAZON BOOKS/DVDS	163.92	09/03/2025
MASTERCARD	MASTERCARD	101-4551-42600 Supplies & Materials	RAPID CITY JOURNAL SUBS	808.53	09/03/2025
BLUE PEAK	BLUE PEAK	101-4551-42800 Utilities	Phones/Internet Aug 2025	379.08	08/30/2025
Total General:				2,242.38	
Total Library:				2,242.38	

Vendor Name	Merchant Name	GL Account and Title	Description	Net Invoice Amount	Invoice Date
General					
MASTERCARD	MASTERCARD	101-4560-42200 Professional Fees	SIMPLISAFE SECURITY CAMERA SURV	33.97	09/03/2025
BLACK HILLS ENERGY	BLACK HILLS ENERGY	101-4560-42800 Utilities	Utilities Aug 2025	1,199.63	09/04/2025
BLUE PEAK	BLUE PEAK	101-4560-42800 Utilities	Phones/Internet Aug 2025	82.99	08/30/2025
CITY OF STURGIS WATER DEPT	CITY OF STURGIS WATER DEPT	101-4560-42800 Utilities	Water Aug 2025	323.50	08/29/2025
Total General:				1,640.09	
Total Auditorium:				1,640.09	
Liquor					
MASTERCARD	MASTERCARD	601-4990-42200 Professional Fees	NCR COUNTERPOINTMOBILE POS SYSTEM	154.35	09/03/2025
MASTERCARD	MASTERCARD	601-4990-42200 Professional Fees	NCR COUNTERPOINTMOBILE POS SYSTEM	729.54	09/03/2025
MASTERCARD	MASTERCARD	601-4990-42200 Professional Fees	LPA RETAIL SYSTEMS MONTHLY HOSTING SUBS AUG	1,470.00	09/03/2025
MASTERCARD	MASTERCARD	601-4990-42200 Professional Fees	LPA RETAIL SYSTEMS MONTHLY HOSTING SUBS SEPT	1,470.00	09/03/2025
CASK & CORK	CASK & CORK	601-4990-42620 Off Sale Liquor	Liquor	77.52	08/22/2025
CASK & CORK	CASK & CORK	601-4990-42620 Off Sale Liquor	Liquor	41.26	08/29/2025
CASK & CORK	CASK & CORK	601-4990-42620 Off Sale Liquor	Liquor	396.96	08/29/2025
CASK & CORK	CASK & CORK	601-4990-42620 Off Sale Liquor	Liquor	68.50	08/29/2025
CASK & CORK	CASK & CORK	601-4990-42620 Off Sale Liquor	Liquor	262.00	08/29/2025
CASK & CORK	CASK & CORK	601-4990-42620 Off Sale Liquor	Liquor	325.00	09/05/2025
CASK & CORK	CASK & CORK	601-4990-42620 Off Sale Liquor	Liquor	77.52	09/05/2025
CASK & CORK	CASK & CORK	601-4990-42620 Off Sale Liquor	credit to liquor	82.50-	09/05/2025
JOHNSON WESTERN WHOLESale	JOHNSON WESTERN WHOLESale	601-4990-42620 Off Sale Liquor	Liquor	22,367.26	08/20/2025
JOHNSON WESTERN WHOLESale	JOHNSON WESTERN WHOLESale	601-4990-42620 Off Sale Liquor	Liquor	425.00	08/25/2025
JOHNSON WESTERN WHOLESale	JOHNSON WESTERN WHOLESale	601-4990-42620 Off Sale Liquor	Liquor	17,062.20	08/27/2025
JOHNSON WESTERN WHOLESale	JOHNSON WESTERN WHOLESale	601-4990-42620 Off Sale Liquor	Liquor	145.80	09/03/2025
JOHNSON WESTERN WHOLESale	JOHNSON WESTERN WHOLESale	601-4990-42620 Off Sale Liquor	Liquor	15,459.47	09/04/2025
JOHNSON WESTERN WHOLESale	JOHNSON WESTERN WHOLESale	601-4990-42620 Off Sale Liquor	Liquor	106.75	09/04/2025
JOHNSON WESTERN WHOLESale	JOHNSON WESTERN WHOLESale	601-4990-42620 Off Sale Liquor	credit to liquor	200.00-	08/21/2025
JOHNSON WESTERN WHOLESale	JOHNSON WESTERN WHOLESale	601-4990-42620 Off Sale Liquor	credit to liquor	253.00-	08/28/2025
JOHNSON WESTERN WHOLESale	JOHNSON WESTERN WHOLESale	601-4990-42620 Off Sale Liquor	credit to liquor	244.00-	09/04/2025
QUALITY BRANDS OF THE BLACK HILLS	QUALITY BRANDS OF THE BLACK HIL	601-4990-42620 Off Sale Liquor	credit to liquor	29.90-	08/29/2025
QUALITY BRANDS OF THE BLACK HILLS	QUALITY BRANDS OF THE BLACK HIL	601-4990-42620 Off Sale Liquor	Liquor	757.40	08/21/2025
QUALITY BRANDS OF THE BLACK HILLS	QUALITY BRANDS OF THE BLACK HIL	601-4990-42620 Off Sale Liquor	Liquor	81.25	08/25/2025
QUALITY BRANDS OF THE BLACK HILLS	QUALITY BRANDS OF THE BLACK HIL	601-4990-42620 Off Sale Liquor	Liquor	2,491.00	08/25/2025
QUALITY BRANDS OF THE BLACK HILLS	QUALITY BRANDS OF THE BLACK HIL	601-4990-42620 Off Sale Liquor	Liquor	6,324.60	08/28/2025
QUALITY BRANDS OF THE BLACK HILLS	QUALITY BRANDS OF THE BLACK HIL	601-4990-42620 Off Sale Liquor	Liquor	250.65	09/02/2025
QUALITY BRANDS OF THE BLACK HILLS	QUALITY BRANDS OF THE BLACK HIL	601-4990-42620 Off Sale Liquor	Liquor	539.80	09/04/2025

Vendor Name	Merchant Name	GL Account and Title	Description	Net Invoice Amount	Invoice Date
QUALITY BRANDS OF THE BLACK HILLS	QUALITY BRANDS OF THE BLACK HIL	601-4990-42620 Off Sale Liquor	Liquor	175.20	09/08/2025
QUALITY BRANDS OF THE BLACK HILLS	QUALITY BRANDS OF THE BLACK HIL	601-4990-42620 Off Sale Liquor	credit to liquor	165.40-	08/28/2025
REPUBLIC BEVERAGE COMPANY	REPUBLIC BEVERAGE COMPANY	601-4990-42620 Off Sale Liquor	Liquor	6,400.49	08/27/2025
REPUBLIC BEVERAGE COMPANY	REPUBLIC BEVERAGE COMPANY	601-4990-42620 Off Sale Liquor	Liquor	812.00	08/28/2025
REPUBLIC BEVERAGE COMPANY	REPUBLIC BEVERAGE COMPANY	601-4990-42620 Off Sale Liquor	Liquor	6,539.90	09/03/2025
REPUBLIC BEVERAGE COMPANY	REPUBLIC BEVERAGE COMPANY	601-4990-42620 Off Sale Liquor	credit to liquor	117.40-	08/14/2025
REPUBLIC BEVERAGE COMPANY	REPUBLIC BEVERAGE COMPANY	601-4990-42620 Off Sale Liquor	credit to liquor	81.40-	08/26/2025
SOUTHERN GLAZER'S OF SD	SOUTHERN GLAZER'S OF SD	601-4990-42620 Off Sale Liquor	Liquor	2,622.76	08/26/2025
SOUTHERN GLAZER'S OF SD	SOUTHERN GLAZER'S OF SD	601-4990-42620 Off Sale Liquor	Liquor	190.74	08/26/2025
SOUTHERN GLAZER'S OF SD	SOUTHERN GLAZER'S OF SD	601-4990-42620 Off Sale Liquor	Liquor	3,122.81	08/27/2025
SOUTHERN GLAZER'S OF SD	SOUTHERN GLAZER'S OF SD	601-4990-42620 Off Sale Liquor	Liquor	252.00	08/28/2025
SOUTHERN GLAZER'S OF SD	SOUTHERN GLAZER'S OF SD	601-4990-42620 Off Sale Liquor	Liquor	80.49	08/28/2025
SOUTHERN GLAZER'S OF SD	SOUTHERN GLAZER'S OF SD	601-4990-42620 Off Sale Liquor	Liquor	2,076.21	09/03/2025
SOUTHERN GLAZER'S OF SD	SOUTHERN GLAZER'S OF SD	601-4990-42620 Off Sale Liquor	credit to liquor	306.00-	08/19/2025
SOUTHERN GLAZER'S OF SD	SOUTHERN GLAZER'S OF SD	601-4990-42620 Off Sale Liquor	credit to liquor	269.95-	08/19/2025
CASH-WA DISTRIBUTING, INC.	CASH-WA DISTRIBUTING, INC.	601-4990-42640 Snacks for Resale	snacks	104.26	08/22/2025
CASH-WA DISTRIBUTING, INC.	CASH-WA DISTRIBUTING, INC.	601-4990-42640 Snacks for Resale	Snacks	55.71	09/02/2025
DAKOTA'S BEST	DAKOTA'S BEST	601-4990-42640 Snacks for Resale	Snacks	169.50	08/21/2025
DAKOTA'S BEST	DAKOTA'S BEST	601-4990-42640 Snacks for Resale	Snacks	163.00	09/05/2025
ADMIRAL BEVERAGE CORP	ADMIRAL BEVERAGE CORP	601-4990-42650 Pop for Resale	Pop	280.72	08/26/2025
ADMIRAL BEVERAGE CORP	ADMIRAL BEVERAGE CORP	601-4990-42650 Pop for Resale	Pop	12.75	09/05/2025
COCA COLA BOTTLING COMPANY HIGH CO	COCA COLA BOTTLING COMPANY HI	601-4990-42650 Pop for Resale	Pop	262.00	08/25/2025
COCA COLA BOTTLING COMPANY HIGH CO	COCA COLA BOTTLING COMPANY HI	601-4990-42650 Pop for Resale	credit to pop	9.00-	08/25/2025
COCA COLA BOTTLING COMPANY HIGH CO	COCA COLA BOTTLING COMPANY HI	601-4990-42650 Pop for Resale	Pop	394.50	09/02/2025
COCA COLA BOTTLING COMPANY HIGH CO	COCA COLA BOTTLING COMPANY HI	601-4990-42650 Pop for Resale	credit to pop	18.00-	09/02/2025
QUALITY BRANDS OF THE BLACK HILLS	QUALITY BRANDS OF THE BLACK HIL	601-4990-42650 Pop for Resale	Pop	40.20	08/21/2025
QUALITY BRANDS OF THE BLACK HILLS	QUALITY BRANDS OF THE BLACK HIL	601-4990-42650 Pop for Resale	Pop	135.50	08/28/2025
QUALITY BRANDS OF THE BLACK HILLS	QUALITY BRANDS OF THE BLACK HIL	601-4990-42650 Pop for Resale	pop	21.00	09/08/2025
VOSS DISTRIBUTING	VOSS DISTRIBUTING	601-4990-42650 Pop for Resale	Pop	215.22	08/21/2025
VOSS DISTRIBUTING	VOSS DISTRIBUTING	601-4990-42650 Pop for Resale	pop	133.56	09/03/2025
ADMIRAL BEVERAGE CORP	ADMIRAL BEVERAGE CORP	601-4990-42660 Off Sale Beer	Beer	3,508.00	08/22/2025
ADMIRAL BEVERAGE CORP	ADMIRAL BEVERAGE CORP	601-4990-42660 Off Sale Beer	Beer	2,567.60	08/26/2025
ADMIRAL BEVERAGE CORP	ADMIRAL BEVERAGE CORP	601-4990-42660 Off Sale Beer	Beer	4,598.20	08/29/2025
ADMIRAL BEVERAGE CORP	ADMIRAL BEVERAGE CORP	601-4990-42660 Off Sale Beer	Beer	4,275.80	09/05/2025
CASK & CORK	CASK & CORK	601-4990-42660 Off Sale Beer	Beer	51.50	08/22/2025
CASK & CORK	CASK & CORK	601-4990-42660 Off Sale Beer	Beer	38.75	08/22/2025
CASK & CORK	CASK & CORK	601-4990-42660 Off Sale Beer	Beer	38.75	09/05/2025
GLOBAL DISTRIBUTING INC.	GLOBAL DISTRIBUTING INC.	601-4990-42660 Off Sale Beer	Beer	456.00	08/21/2025
JOHNSON WESTERN WHOLESALE	JOHNSON WESTERN WHOLESALE	601-4990-42660 Off Sale Beer	Beer	36.00	08/07/2025
JOHNSON WESTERN WHOLESALE	JOHNSON WESTERN WHOLESALE	601-4990-42660 Off Sale Beer	Beer	72.00	08/20/2025
JOHNSON WESTERN WHOLESALE	JOHNSON WESTERN WHOLESALE	601-4990-42660 Off Sale Beer	Beer	30.00	08/27/2025

Vendor Name	Merchant Name	GL Account and Title	Description	Net Invoice Amount	Invoice Date
JOHNSON WESTERN WHOLESAL	JOHNSON WESTERN WHOLESAL	601-4990-42660 Off Sale Beer	credit to beer	34.75-	08/28/2025
QUALITY BRANDS OF THE BLACK HILLS	QUALITY BRANDS OF THE BLACK HIL	601-4990-42660 Off Sale Beer	Beer	3,667.16	08/21/2025
QUALITY BRANDS OF THE BLACK HILLS	QUALITY BRANDS OF THE BLACK HIL	601-4990-42660 Off Sale Beer	Beer	127.50	08/25/2025
QUALITY BRANDS OF THE BLACK HILLS	QUALITY BRANDS OF THE BLACK HIL	601-4990-42660 Off Sale Beer	Beer	480.05	08/28/2025
QUALITY BRANDS OF THE BLACK HILLS	QUALITY BRANDS OF THE BLACK HIL	601-4990-42660 Off Sale Beer	Beer	3,991.04	09/02/2025
QUALITY BRANDS OF THE BLACK HILLS	QUALITY BRANDS OF THE BLACK HIL	601-4990-42660 Off Sale Beer	Beer	2,978.35	09/04/2025
QUALITY BRANDS OF THE BLACK HILLS	QUALITY BRANDS OF THE BLACK HIL	601-4990-42660 Off Sale Beer	Beer	432.00	09/04/2025
QUALITY BRANDS OF THE BLACK HILLS	QUALITY BRANDS OF THE BLACK HIL	601-4990-42660 Off Sale Beer	Beer	162.00	09/04/2025
QUALITY BRANDS OF THE BLACK HILLS	QUALITY BRANDS OF THE BLACK HIL	601-4990-42660 Off Sale Beer	credit to beer	58.08-	09/04/2025
QUALITY BRANDS OF THE BLACK HILLS	QUALITY BRANDS OF THE BLACK HIL	601-4990-42660 Off Sale Beer	Beer	220.75	09/08/2025
QUALITY BRANDS OF THE BLACK HILLS	QUALITY BRANDS OF THE BLACK HIL	601-4990-42660 Off Sale Beer	Beer	2,262.78	09/08/2025
QUALITY BRANDS OF THE BLACK HILLS	QUALITY BRANDS OF THE BLACK HIL	601-4990-42660 Off Sale Beer	Beer	33.50	09/08/2025
QUALITY BRANDS OF THE BLACK HILLS	QUALITY BRANDS OF THE BLACK HIL	601-4990-42660 Off Sale Beer	Beer	40.00	09/08/2025
SAWYER BREWING CO	SAWYER BREWING CO	601-4990-42660 Off Sale Beer	Beer	126.00	08/28/2025
BLACK HILLS ENERGY	BLACK HILLS ENERGY	601-4990-42800 Utilities	Utilities Aug 2025	2,091.24	09/04/2025
BLUE PEAK	BLUE PEAK	601-4990-42800 Utilities	Phones/Internet Aug 2025	347.72	08/30/2025
CITY OF STURGIS WATER DEPT	CITY OF STURGIS WATER DEPT	601-4990-42800 Utilities	Water Aug 2025	482.14	08/29/2025
CASH-WA DISTRIBUTING, INC.	CASH-WA DISTRIBUTING, INC.	601-4990-45200 Merchandise for Resal	salt/juice misc	301.19	08/22/2025
CASH-WA DISTRIBUTING, INC.	CASH-WA DISTRIBUTING, INC.	601-4990-45200 Merchandise for Resal	juice/salt	60.02	09/02/2025
CASK & CORK	CASK & CORK	601-4990-45200 Merchandise for Resal	other tobacco	90.00	08/22/2025
CASK & CORK	CASK & CORK	601-4990-45200 Merchandise for Resal	other tobacco	85.00	08/29/2025
CASK & CORK	CASK & CORK	601-4990-45200 Merchandise for Resal	other tobacco	90.00	08/29/2025
CASK & CORK	CASK & CORK	601-4990-45200 Merchandise for Resal	Other tobacco	202.00	09/05/2025
CASK & CORK	CASK & CORK	601-4990-45200 Merchandise for Resal	Other tobacco	114.96	09/05/2025
CASK & CORK	CASK & CORK	601-4990-45200 Merchandise for Resal	credit to other tobacco	195.50-	09/05/2025
QUALITY BRANDS OF THE BLACK HILLS	QUALITY BRANDS OF THE BLACK HIL	601-4990-45200 Merchandise for Resal	credit to Merch	220.00-	08/27/2025
TWICE THE ICE	TWICE THE ICE	601-4990-45200 Merchandise for Resal	Ice	152.18	08/01/2025
TWICE THE ICE	TWICE THE ICE	601-4990-45200 Merchandise for Resal	Ice	233.96	08/03/2025
TWICE THE ICE	TWICE THE ICE	601-4990-45200 Merchandise for Resal	Ice	500.82	08/27/2025
TWICE THE ICE	TWICE THE ICE	601-4990-45200 Merchandise for Resal	Ice	244.00	09/04/2025
CASH-WA DISTRIBUTING, INC.	CASH-WA DISTRIBUTING, INC.	601-4990-45210 Cigarettes for Resale	Cigarettes	1,576.18	08/22/2025
CASH-WA DISTRIBUTING, INC.	CASH-WA DISTRIBUTING, INC.	601-4990-45210 Cigarettes for Resale	Cigarettes	885.50	09/02/2025
DAKOTA'S BEST	DAKOTA'S BEST	601-4990-45210 Cigarettes for Resale	Cigarettes	140.00	08/21/2025
CASH-WA DISTRIBUTING, INC.	CASH-WA DISTRIBUTING, INC.	601-4990-45220 Tobacco for Resale	other tobacco	68.35	08/22/2025
CASH-WA DISTRIBUTING, INC.	CASH-WA DISTRIBUTING, INC.	601-4990-45220 Tobacco for Resale	Other tobacco	39.97	09/02/2025
Total Liquor:				130,958.43	
Total Liquor:				130,958.43	

Vendor Name	Merchant Name	GL Account and Title	Description	Net Invoice Amount	Invoice Date
Misc Expenditures					
Special Sales Tax					
BLACK HILLS ENERGY	BLACK HILLS ENERGY	211-9000-42800 Utilities	Utilities Aug 2025	38.73	09/04/2025
BLUE PEAK	BLUE PEAK	211-9000-42800 Utilities	Phones/Internet Aug 2025	323.85	08/30/2025
Total Special Sales Tax:				362.58	
Capital Improvement					
UDA ARCHITECTURE & DESIGN	UDA ARCHITECTURE & DESIGN	212-9000-43200 Building	Roof Replacement Projects	15,336.50	08/28/2025
DAKOTA REDI-MIX, INC.	DAKOTA REDI-MIX, INC.	212-9000-43300 Improvements	Steel casing pipe, water main Silver St & fencing along Days End	30,927.47	09/04/2025
HELMS & ASSOCIATES	HELMS & ASSOCIATES	212-9000-43300 Improvements	Invoice 3 (Final of Design)	65,987.11	06/25/2025
HELMS & ASSOCIATES	HELMS & ASSOCIATES	212-9000-43300 Improvements	Invoice 1 of Amendment #1 Airport Terminal	6,305.14	06/25/2025
HELMS & ASSOCIATES	HELMS & ASSOCIATES	212-9000-43300 Improvements	Invoice 2 per Amendment Airport Terminal	2,425.05	07/22/2025
Total Capital Improvement:				120,981.27	
Hotel Occupancy Tax District					
MEADE COUNTY FAIR ASSN	MEADE COUNTY FAIR ASSN	214-9000-42900 Other	Hotel BID Approved	2,000.00	09/03/2025
STURGIS BRONCO RALLY	STURGIS BRONCO RALLY	214-9000-42900 Other	Hotel BID Approved	2,500.00	09/03/2025
STURGIS MUSTANG RALLY	STURGIS MUSTANG RALLY	214-9000-42900 Other	Hotel BID Approved	5,500.00	09/03/2025
STURGIS PHOTO & GIFTS	STURGIS PHOTO & GIFTS	214-9000-42900 Other	Hotel BID Approved	1,000.00	09/03/2025
Total Hotel Occupancy Tax District:				11,000.00	
Total Misc Expenditures:				132,343.85	
Grand Totals:				1,517,924.70	

September 12, 2025

Updated 09/11/2025

City Admin	101-4110	\$	7,102.77
Mayor & Council	101-4111	\$	6,407.30
Attorney	101-4141	\$	-
Finance	101-4142	\$	10,156.29
HR	101-4143	\$	3,441.75
City Manager	101-4144	\$	-
Buildings	101-4192	\$	2,911.14
Custodial	101-4193	\$	4,338.57
Engineering	101-4194	\$	-
Planning & Permitting	101-4196	\$	1,158.24
Fleet	101-4197	\$	7,985.08
Sponsorship	101-4198	\$	3,114.92
Rally	101-4199	\$	-
Police	101-4211	\$	53,368.92
Animal Shelter	101-4212	\$	5,454.80
Fire Dept	101-4229	\$	215.98
Streets	101-4311	\$	14,752.16
Cemetery	101-4370	\$	435.58
Community Center	101-4511	\$	8,223.77
Recreation	101-4512	\$	3,651.78
Parks	101-4520	\$	15,697.27
Library	101-4551	\$	10,756.13
Auditorium	101-4560	\$	-
Special Sales Tax	211-9000	\$	-
Downtown BID	213-4195	\$	-
Liquor	601-4990	\$	8,839.79
Water	602-4330	\$	13,387.16
Wastewater	604-4325	\$	14,848.33
Sanitary Service	612-4323	\$	16,651.32
Ambulance	644-4460	\$	36,174.94
		\$	249,073.99

SS \$ 14,432.67

MED \$ 3,375.37 \$ -

FWT \$ 19,616.16

Meeting Date: City Council - Sep 15 2025

Agenda Item: Consideration for a Use on Review for a In Home Business located at 2608 Cottontail Drive for a Seasonal Landscaping Company.

Prepared By: Rick Bush, Director of Public Works

BACKGROUND INFORMATION:

The applicant proposes to operate a Seasonal Landscaping Company within the residence at 2608 Cottontail Drive, Sturgis SD. This property is zoned as Under Title 18 "At Home Business" is any retail or commercial business offering goods or services in a residentially zoned district. Certain at home businesses require a Use on Review and are reviewed annually. Triggers for Use on Review (At-Home Business): Any of the following requires a UOR, including nonresident employees, on-site customers, visible inventory/storage, increases in traffic/noise/odor, safety concerns, state/federal premises approvals (e.g., FFL), or verified complaints. Residential camping/home leasing is not an eligible "at-home business."

DISCUSSION:

The applicant, Clearsite Services LLC, is requesting approval to operate a landscaping and lawn care business. The residence at 2608 Whitetail Drive would primarily serve as the business mailing address/Office, with occasional work vehicles driven home (1-unmarked vehicle and occasional trailer).

Proposed Business Activities

- Lawncare services, tree work, landscaping, and dirt/retaining wall construction.
- Year-round operations, conducted at customer sites
- Limited business vehicles may occasionally be parked at the residence overnight.

Potential Impacts

Based on the submitted application, the applicant has indicated:

- **Noise:** Limited to normal residential levels between 7:00 a.m. and 9:00 p.m.
- **Traffic:** No significant increase is anticipated since work is conducted offsite.
- **Storage:** No business equipment will be stored at the residence; storage occurs at a different property.
- **Signage:** No signs will be placed on the property, except business identification on vehicles.
- **Neighborhood Compatibility:** The business is intended to function without creating nuisances, hazards, or adverse impacts on surrounding property values.

Staff sent landowner notification to all properties located within 200' feet of the property and displayed signage on the property to notify of the Pubic Hearing on this Use on Review that was held on September 3, 2025 at the regularly scheduled City of Sturgis Planning Commission Meeting. Owner James Brown attending the meeting and addressed his business operations. James stated that his equipment was on a property located in Nemo, SD and that he would use his residence only as a mailing/business office and occasional pick up and or trailer being parked at the property.

Planning Commission made motion to recommend approval of the Use on Review at 2608 Cottontail Drive to the Board of Adjustment.

CODE REFERENCES:

In Sturgis, an in-home business is typically regulated as a "Use on Review" under the City of Sturgis Zoning Ordinance (Title 18) and requires a conditional use permit. The process is handled by the Planning and Permitting Department.

RECOMMENDATION:

Motion to approve

ATTACHMENTS:

[2608 Cottontail Drive \(Brown\) - 200 ft radius addresses](#)
[20250818_142335](#)
[20250821_081310](#)
[Screenshot 2025-09-02 065735](#)
[Planning Commison Packet-2608 Cottontail](#)

Approved By:

Rick Bush, Director of Public Works

Status:

Approved - Sep 11 2025

OWNER	PHYSICAL ADDRESS	MAILING ADDRESS
Candis Morrell	2607 Cottontail Dr	2607 Cottontail Dr
Lynette Kvanvig	2605 Cottontail Dr	2605 Cottontail Dr
Leah Lawrence	2612 Elk Rd	2612 Elk Rd
Wendy Skinner & Lori Cleland	2613 Cottontail Dr	2613 Cottontail Dr
Jay Johnson	2610 Elk Rd	2610 Elk Rd
Rhonda Albrecht	2611 Cottontail Dr	2611 Cottontail Dr
Russell Shoun	2608 Elk Rd	2608 Elk Rd
Michael Kelly	2609 Cottontail Dr	2609 Cottontail Dr
Chad Lippert	2607 Badger Dr	2607 Badger Dr
Roger O'Grady	2605 Badger Dr	2605 Badger Dr
Daniel Boy	2603 Badger Dr	624 Haley Dr
Robert Crane	2615 Cottontail Dr	2615 Cottontail Dr
Larry & Jenett Van Driessen	2606 Cottontail Dr	P0 Box 567
Keith Whitford	2604 Cottontail Dr	2604 Cottontail Dr
Travis Parker	2602 Cottontail Dr	2602 Cottontail Dr
Bradley Brooks	2612 Cottontail Dr	2612 Cottontail Dr
Joseph Bueno	2611 Badger Dr	2611 Badger Dr
Christopher Moser	2610 Cottontail Dr	899 E Minnesota St #A
Michael Uit De Flesch	2609 Badger Dr	2609 Badger Dr
Dorothy Morford	2614 Cottontail Dr	2614 Cottontail Dr
Nicholas Bruch	2613 Badger Dr	2613 Badger Dr
Mark Williams	2615 Badger Dr	2615 Badger Dr
Gary Nelson	2612 Badger Dr	2612 Badger Dr
Farzaneh Fortier	2608 Badger Dr	2608 Badger Dr
Shaun Arnold	2606 Badger Dr	2606 Badger Dr
Lawrence Semmler	2604 Badger Dr	2604 Badger Dr
Leroy Fogle	2602 Badger Dr	2602 Badger Dr
Joseph Guttierrez	2610 Badger Dr	2610 Badger Dr
Mark Christenson	2603 Cottontail Dr	2603 Cottontail Dr
Danny Short	2606 Elk Rd	2606 Elk Rd
Scott Taylor	2604 Elk Rd	2604 Elk Rd

CITY	STATE	ZIP
Sturgis	SD	57785
Sturgis	SD	57785
Sturgis	SD	57785
Sturgis	SD	57785
Sturgis	SD	57785
Sturgis	SD	57785
Sturgis	SD	57785
Sturgis	SD	57785
Sturgis	SD	57785
Sturgis	SD	57785
Whitewood	SD	57793
Sturgis	SD	57785
Black Hawk	SD	57718
Sturgis	SD	57785
Sturgis	SD	57785
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Sturgis	SD	57785
Sturgis	SD	57785







Planning Commission

STAFF REPORT



Meeting Date: Planning Commission - Sep 03 2025

Agenda Item: Consideration for a Use on Review for a In Home Business located at 2608 Cottontail Drive for a Seasonal Landscaping Company.

Prepared By: Rick Bush, Director of Public Works

BACKGROUND INFORMATION:

The applicant proposes to operate a Seasonal Landscaping Company within the residence at 2608 Cottontail Drive, Sturgis SD. This property is zoned as Under Title 18 "At Home Business" is any retail or commercial business offering goods or services in a residentially zoned district. Certain at-home businesses require a Use on Review and are reviewed annually. Triggers for Use on Review (At-Home Business): Any of the following requires a UOR, including nonresident employees, on-site customers, visible inventory/storage, increases in traffic/noise/odor, safety concerns, state/federal premises approvals (e.g., FFL), or verified complaints. Residential camping/home leasing is not an eligible "at-home business."

DISCUSSION:

The applicant, **Clearsite Services LLC**, is requesting approval to operate a **landscaping and lawn care business**. The residence at 2608 Whitetail Drive would primarily serve as the business mailing address/Office, with occasional work vehicles driven home (1-unmarked vehicle and occasional trailer).

Proposed Business Activities

- Lawn care services, tree work, landscaping, and dirt/retaining wall construction.
- Year-round operations, conducted at customer sites
- Limited business vehicles may occasionally be parked at the residence overnight.

Potential Impacts

Based on the submitted application, the applicant has indicated:

- **Noise:** Limited to normal residential levels between 7:00 a.m. and 9:00 p.m.
- **Traffic:** No significant increase is anticipated since work is conducted offsite.
- **Storage:** No business equipment will be stored at the residence; storage occurs at a different property.
- **Signage:** No signs will be placed on the property, except business identification on vehicles.
- **Neighborhood Compatibility:** The business is intended to function without creating nuisances, hazards, or adverse impacts on surrounding property values.

Public Hearing Information

The **City of Sturgis Planning Commission** will hold a public hearing to review this request:

Date: Wednesday, September 3, 2025

Time: 5:30 PM

Location: Sturgis City Hall – Council Chambers

1040 Harley-Davidson Way, Sturgis, SD

You are invited to attend the hearing to learn more about the application, ask questions, and provide comments. Written comments may also be submitted in advance to the City of Sturgis Planning and Permitting Department.

CODE REFERENCES:

In Sturgis, an in-home business is typically regulated as a "Use on Review" under the City of Sturgis Zoning Ordinance (Title 18) and requires a conditional use permit. The process is handled by the Planning and Permitting Department.

RECOMMENDATION:

Motion to approve

ATTACHMENTS:

[Property Owner Notification 2608 Cottontail \(2\)](#)

[2608 Cottontail Buffer \(1\)](#)

[20250818_142335](#)

[20250821_081310](#)

[Screenshot 2025-09-02 065735](#)

Approved By:

Rick Bush, Director of Public Works

Status:

Approved - Sep 02 2025

RE: Adjacent Landowner Notification – Public Hearing on Use on Review Application

Property Address: 2608 Cottontail Drive, Sturgis, SD 57785

Applicant: Leichelle Brown / Clearsite Services LLC

Dear Property Owner,

You are receiving this notice because you own property within 200 feet to **2608 Cottontail Drive**, where an application has been submitted for a **Use on Review – In Home Business**.

The applicant, **Clearsite Services LLC**, is requesting approval to operate a **landscaping and lawn care business**. The residence at 2608 Whitetail Drive would primarily serve as the business mailing address/Office, with occasional work vehicles driven home (1-unmarked vehicle and occasional trailer).

Proposed Business Activities

- Lawncare services, tree work, landscaping, and dirt/retaining wall construction.
- Year-round operations, conducted at customer sites
- Limited business vehicles may occasionally be parked at the residence overnight.

Potential Impacts

Based on the submitted application, the applicant has indicated:

- **Noise:** Limited to normal residential levels between 7:00 a.m. and 9:00 p.m.
- **Traffic:** No significant increase is anticipated since work is conducted offsite.
- **Storage:** No business equipment will be stored at the residence; storage occurs at a different property.
- **Signage:** No signs will be placed on the property, except business identification on vehicles.
- **Neighborhood Compatibility:** The business is intended to function without creating nuisances, hazards, or adverse impacts on surrounding property values.

Public Hearing Information

The **City of Sturgis Planning Commission** will hold a public hearing to review this request:

Date: Wednesday, September 3, 2025

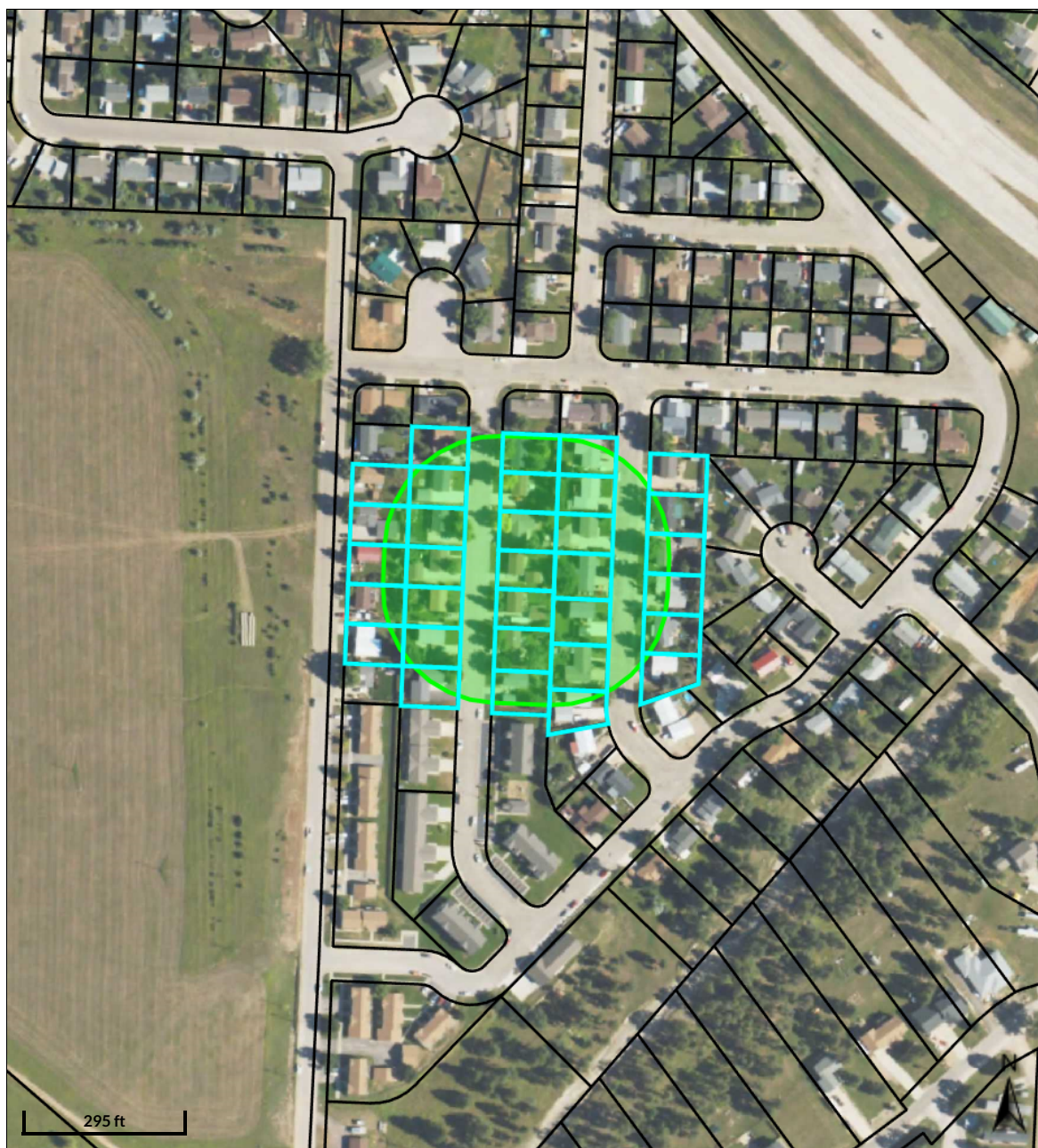
Time: 5:30 PM

Location: Sturgis City Hall – Council Chambers
1040 Harley-Davidson Way, Sturgis, SD

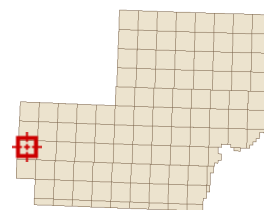
You are invited to attend the hearing to learn more about the application, ask questions, and provide comments. Written comments may also be submitted in advance to the City of Sturgis Planning and Permitting Department.

If you have questions regarding this notice, please contact: City of Sturgis 1057 Dudley Street, Sturgis SD 57785. (605)347-3916.

Thank you for your attention to this matter. Your input is an important part of the review process.



Overview



Legend

 Parcels 2025

Date created: 8/18/2025
Last Data Uploaded: 8/16/2025 1:42:16 AM

Developed by  **SCHNEIDER**
GEOSPATIAL





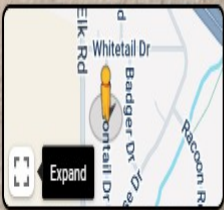


2609 Cottontail Dr
Sturgis, South Dakota

Google Street View

Sep 2021 [See more dates](#)

Share



Google

Meeting Date: City Council - Sep 15 2025

Agenda Item: Consideration for a Use on Review for a In Home Business located at 1500 Whitetail Drive for a Seasonal Landscaping Company.

Prepared By: Rick Bush, Director of Public Works

BACKGROUND INFORMATION:

The applicant proposes to operate a Seasonal Landscaping Company within the residence at 1500 Whitetail Drive, Sturgis SD. This property is zoned as Medium-Density Residential.

Under Title 18 “At Home Business” is any retail or commercial business offering goods or services in a residentially zoned district. Certain at-home businesses require a Use on Review and are reviewed annually.

Triggers for Use on Review (At-Home Business): Any of the following requires a UOR, including nonresident employees, on-site customers, visible inventory/storage, increases in traffic/noise/odor, safety concerns, state/federal premises approvals (e.g., FFL),

DISCUSSION:

The applicant, Orange Rock LL, is requesting approval to operate a landscaping and lawn care business. The residence at 1500 Whitetail Drive would primarily serve as the business mailing address/Office, with occasional work vehicles driven home (1-unmarked vehicle and occasional trailer).

Proposed Business Activities

- Lawncare services, tree work, landscaping, and dirt/retaining wall construction.
- Year-round operations, conducted at customer sites
- Limited business vehicles may occasionally be parked at the residence overnight.

Potential Impacts

Based on the submitted application, the applicant has indicated:

- **Noise:** Limited to normal residential levels between 7:00 a.m. and 9:00 p.m.
- **Traffic:** No significant increase is anticipated since work is conducted offsite.
- **Storage:** No business equipment will be stored at the residence; storage occurs at a different property.
- **Signage:** No signs will be placed on the property, except business identification on vehicles.
- **Neighborhood Compatibility:** The business is intended to function without creating nuisances, hazards, or adverse impacts on surrounding property values.

Staff sent landowner notification to all properties located within 200' feet of the property and displayed signage on the property to notify of the Pubic Hearing on this Use on Review that was held on September 3, 2025 at the regularly scheduled City of Sturgis Planning Commission Meeting.

No representation from the Owner Justin Jutting was present at the hearing. Neighboring properties were present and had concerns over the amount of equipment that was on the property and that was being stored on the adjacent streets. They also had concerns over storage of chemicals and they smell of chemicals in the neighborhood . During staff visits it was noticed that a commercial spray unit was located at the property, a subsequent check with the SD DENR did not show that Mr. Jutting had a applicators license that would be required to spray herbicides and other lawn/vegetation chemicals.

Planning Commission did motion to recommend approval of the Use of Review for 1500 Whitetail Drive to the Board of Adjustment.

CODE REFERENCES:

In Sturgis, an in-home business is typically regulated as a "Use on Review" under the City of Sturgis Zoning Ordinance (Title 18) and requires a conditional use permit. The process is handled by the Planning and Permitting Department.

RECOMMENDATION:

Motion to approve

ATTACHMENTS:

[1500 Whitetail Drive \(Jutting\) - 200 ft radius addresses](#)

[20250818_142148](#)

[20250818_142203](#)

[20250821_143021](#)

[20250821_143031](#)

[20250821_143037](#)

[20250821_143056](#)

[PLanning Commison Packet- 1500 Whitetail](#)

Approved By:

Rick Bush, Director of Public Works

Status:

Approved - Sep 11 2025

OWNER	PHYSICAL ADDRESS	MAILING ADDRESS
Bryan Fischer	1412 Whitetail Dr	1412 Whitetail Dr
Dallas Finney	1517 Whitetail Pl	1517 Whitetail Pl
David Guy	1515 Whitetail Pl	1515 Whitetail Pl
Greg Dirk	1501 Whitetail Dr	1501 Whitetail Dr
Adam Willuweit	1600 Whitetail Dr	1600 Whitetail Dr
Peter Lingwall	2502 Fox Rd	2502 Fox Rd
Cade Apland	1413 Whitetail Dr	1413 Whitetail Dr
Levi Littler	1411 Whitetail Dr	1411 Whitetail Dr
Lynette Kvanvig	2605 Cottontail Dr	2605 Cottontail Dr
Robert Hopkins	1407 Moose Trl	1407 Moose Trl
Robert Kaiser Jr	2503 Fox Rd	2503 Fox Rd
Rachael Rovere	1414 Whitetail Dr	1414 Whitetail Dr
Chad Lippert	2607 Badger Dr	2607 Badger Dr
Roger O'Grady	2605 Badger Dr	2605 Badger Dr
Daniel Boy	2603 Badger Dr	624 Haley Dr
Larry & Jenett Van Driessen	2606 Cottontail Dr	PO Box 567
Keith Whitford	2604 Cottontail Dr	2604 Cottontail Dr
Travis Parker	2602 Cottontail Dr	2602 Cottontail Dr
Steve Blakeman	1410 Blacktail Dr	1410 Blacktail Dr
Adam Norman	1502 Whitetail Dr	1502 Whitetail Dr
Jeremy Eckhart	2500 Fox Rd	2500 Fox Rd
Shaun Arnold	2606 Badger Dr	2606 Badger Dr
Lawrence Semmler	2604 Badger Dr	2604 Badger Dr
Leroy Fogle	2602 Badger Dr	2602 Badger Dr
Mark Christenson	2603 Cottontail Dr	2603 Cottontail Dr
John Curnow	1409 Moose Trl	1409 Moose Trl

[illegible]













Planning Commission

STAFF REPORT



Meeting Date: Planning Commission - Sep 03 2025

Agenda Item: Consideration for a Use on Review for a In Home Business located at 1500 Whitetail Drive for a Seasonal Landscaping Company.

Prepared By: Rick Bush, Director of Public Works

BACKGROUND INFORMATION:

The applicant proposes to operate a Seasonal Landscaping Company within the residence at 1500 Whitetail Drive, Sturgis SD. This property is zoned as Medium-Density Residential.

Under Title 18 “At Home Business” is any retail or commercial business offering goods or services in a residentially zoned district. Certain at-home businesses require a Use on Review and are reviewed annually.

Triggers for Use on Review (At-Home Business): Any of the following requires a UOR, including nonresident employees, on-site customers, visible inventory/storage, increases in traffic/noise/odor, safety concerns, state/federal premises approvals (e.g., FFL), or verified complaints. Residential camping/home leasing is not an eligible “at-home business.”

DISCUSSION:

The applicant, **Orange Rock LLC**, is requesting approval to operate a **landscaping and lawn care business**. The residence at 1500 Whitetail Drive would primarily serve as the business mailing address, with occasional work vehicles driven home.

Proposed Business Activities

- Lawncare services, tree work, landscaping, and dirt/retaining wall construction.
- Year-round operations, conducted at customer sites
- Business vehicles may occasionally be parked at the residence overnight.

Potential Impacts

Based on the submitted application, the applicant has indicated:

- **Noise:** Limited to normal residential levels between 7:00 a.m. and 9:00 p.m.
- **Traffic:** No significant increase is anticipated since work is conducted offsite.
- **Storage:** No business equipment will be stored at the residence; storage occurs at a different property.
- **Signage:** No signs will be placed on the property, except business identification on vehicles.
- **Neighborhood Compatibility:** The business is intended to function without creating nuisances, hazards, or adverse impacts on surrounding property values.

Public Hearing Information

The **City of Sturgis Planning Commission** will hold a public hearing to review this request:

Date: Wednesday, September 3, 2025

Time: 5:30 PM

Location: Sturgis City Hall – Council Chambers
1040 Harley-Davidson Way, Sturgis, SD

You are invited to attend the hearing to learn more about the application, ask questions, and provide comments. Written comments may also be submitted in advance to the City of Sturgis Planning and Permitting Department.

CODE REFERENCES:

In Sturgis, an in-home business is typically regulated as a "Use on Review" under the City of Sturgis Zoning Ordinance (Title 18) and requires a conditional use permit. The process is handled by the Planning and Permitting Department.

RECOMMENDATION:

Motion to approve

ATTACHMENTS:

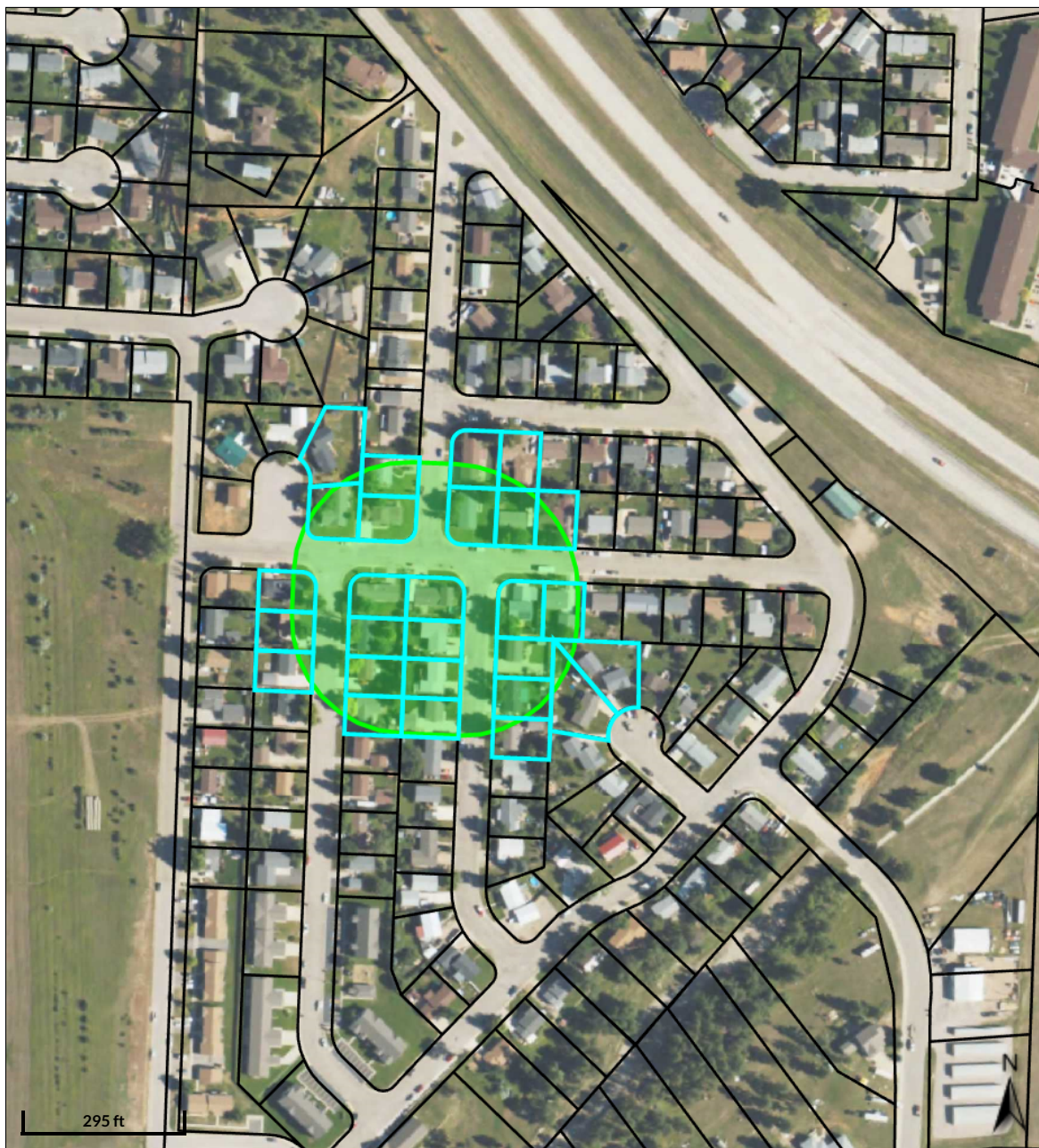
[1500 Whitetail Buffer \(1\)](#)
[Property Owner Notification 1500 Whitetail \(1\)](#)
[20250821 143031](#)
[20250821 143021](#)
[20250821 143037](#)
[20250818 142203](#)
[1500 Whitetail Drive \(Jutting\) - 200 ft radius addresses](#)

Approved By:

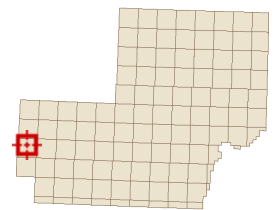
Rick Bush, Director of Public Works

Status:

Approved - Sep 02 2025



Overview



Legend

 Parcels 2025

Date created: 8/18/2025
Last Data Uploaded: 8/16/2025 1:42:16 AM

Developed by  **SCHNEIDER**
GEOSPATIAL

RE: Adjacent Landowner Notification – Public Hearing on Use on Review Application

Property Address: 1500 Whitetail Drive, Sturgis, SD 57785

Applicant: Justin Jutting / Orange Rock LLC

Dear Property Owner,

You are receiving this notice because you own property within 200 feet to **1500 Whitetail Drive**, where an application has been submitted for a **Use on Review – In Home Business**.

The applicant, **Orange Rock LLC**, is requesting approval to operate a **landscaping and lawn care business**. The residence at 1500 Whitetail Drive would primarily serve as the business mailing address, with occasional work vehicles driven home.

Proposed Business Activities

- Lawncare services, tree work, landscaping, and dirt/retaining wall construction.
- Year-round operations, conducted at customer sites
- Business vehicles may occasionally be parked at the residence overnight.

Potential Impacts

Based on the submitted application, the applicant has indicated:

- **Noise:** Limited to normal residential levels between 7:00 a.m. and 9:00 p.m.
- **Traffic:** No significant increase is anticipated since work is conducted offsite.
- **Storage:** No business equipment will be stored at the residence; storage occurs at a different property.
- **Signage:** No signs will be placed on the property, except business identification on vehicles.
- **Neighborhood Compatibility:** The business is intended to function without creating nuisances, hazards, or adverse impacts on surrounding property values.

Public Hearing Information

The **City of Sturgis Planning Commission** will hold a public hearing to review this request:

Date: Wednesday, September 3, 2025**Time: 5:30 PM****Location:** Sturgis City Hall – Council Chambers
1040 Harley-Davidson Way, Sturgis, SD

You are invited to attend the hearing to learn more about the application, ask questions, and provide comments. Written comments may also be submitted in advance to the City of Sturgis Planning and Permitting Department.

If you have questions regarding this notice, please contact: City of Sturgis 1057 Dudley Street, Sturgis SD 57785. (605)347-3916.

Thank you for your attention to this matter. Your input is an important part of the review process.









OWNER	PHYSICAL ADDRESS	MAILING ADDRESS
Bryan Fischer	1412 Whitetail Dr	1412 Whitetail Dr
Dallas Finney	1517 Whitetail Pl	1517 Whitetail Pl
David Guy	1515 Whitetail Pl	1515 Whitetail Pl
Greg Dirk	1501 Whitetail Dr	1501 Whitetail Dr
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Leroy Fogle	2602 Badger Dr	2602 Badger Dr
Mark Christenson	2603 Cottontail Dr	2603 Cottontail Dr
John Curnow	1409 Moose Trl	1409 Moose Trl

City Council STAFF REPORT



Meeting Date: City Council - Sep 15 2025

Agenda Item: Consideration to approve Resolution 2025-34 for the First Interstate Bank Food Truck/Food Drive

Prepared By: Robin Korth, Finance

BACKGROUND INFORMATION:

The First Interstate Bank staff is requesting a street closure for a Food drive to benefit the Scooper Closets. This event would take place during Homecoming from 11am-5pm on September 19, 2025.

DISCUSSION:

This would be a first time event with the street closure taking place on Harley-Davidson Way from Main Street north to the alley. The alley would be left open for thru traffic. They will have food trucks available and are asking for food or cash donations to benefit the Scooper Closets. The request would like to close the streets by 7am on September 19th, 2025. They would also be utilizing the picnic tables and garbage totes that are already available at Harley-Davidson Rally Point.

ATTACHMENTS:

[FIB Food Truck Food Drive](#)

Approved By:

Ann Bertolotto, Finance Officer

Status:

Approved - Aug 29 2025

Rick
Geody
Deb
Aaron

Street Closure

Special Event & Use of City Property Application

Updated January 2023)

Application must be submitted at least **60 days** in advance of event to be get proper approval completed.

FILL OUT COMPLETELY OR IT WILL NOT BE APPROVED!

Please Return Completed Application to: Robin Korth at rkorth@sturgisgov.com or drop off at City of Sturgis Finance Dept., 1040 Harley-Davidson Way, Sturgis, SD 57785

Event Title: FTB food truck / Food Drive
Event Date: 9-19-25 Hours: 11-5

Sponsoring Organization: First Interstate Bank ☐ Nonprofit
Do you have a 501c3 status? Yes ☐ No ☒ (Please attach a copy of your exemption)

Applicant Information: Name: Kerrie Applegate

Email: Kerrie.applegate@fib.com Phone: 605 720 3641

Address: 1200 Main St Sturgis SD 57785
Street/PO Box City State Zip Code

Contact Person on day of event: Kerrie Applegate Phone: 605 720 3641
**This person(s) must be in attendance for the event and available that day*

Event Information

Anticipated Attendance (Contestants/Spectators) ?

Type of Event: food truck food drive Admission/entry cost: NA

Explanation of Event: will have food trucks available and asking for food or cash donations to benefit the Scooper Closet

Location of event: Rally Plaza H/D Way ☐ Rally Point Plaza, Barry Stadium, Other
(Contact 347-3916 for Park Shelters or 347-6513 for Armory/Community Center)

Set up date/time: 10- Tear down date/time: 5

Are you requesting Open Container be allowed for the event: Yes ☒ No ☐ ***This is an additional \$50 fee and requires the applicant to post and remove boundary signs. Signs and map provided by the City.*

Does this event include the sale of alcoholic beverages? ☒ No ☐ Yes ***This is an additional \$50 fee*
***If alcohol is served on city property or in public right-of-way, please contact City Hall (347-4422) for a **Special Events License**. Also, please make arrangements with the Sturgis Police Department (347-5070).*

1

Office Use: Date Received at R&E: _____ City Mgr Approval _____



Does this event include the use of: Music, Fireworks, Special Lighting, Sound System (Circle what's used)

Please explain: No

Does this event require street closure(s)? No X Yes - *Please complete the street closure request attached **There is a \$50 fee for road closures (excluded for proff of nonprofit status)**

Affidavit of Applicant

I certify that the information in the foregoing application is true and correct to the best of my knowledge and belief and that I have read, understand and agree to abide by the rules and regulations governing the proposed Special Event. I am authorized to commit my organization to this proposed event and agree that our organization will be financially responsible for any/all costs and fees that may be incurred because of this event. This includes cleanup fees, damage costs, etc.

Applicant: Kerrie Applegate Signature: Kerrie Applegate Date: _____
(print)

Insurance Requirements

Insurance for your event will be required before final approval. The applicant must provide a copy of their certificate of insurance that provides for at least \$1,000,000 in general liability coverage, listing the City of Sturgis as an 'Additional Insured' and insurance covering spectators. Additional insurance may be required for use of inventory items such as tents, bleachers, etc.

**You may purchase insurance through TULIP Event Insurance at www.onebeaconentertainment.com*

Name of Insurance Company: _____

Agent: _____ Business Phone: _____

Address: _____
Street City State Zip Code

**Applications cannot be processed without insurance and maps if needed and will be denied.*

**Property Maintenance- Facility must cleaned after the event. This includes trash pickup, spills on pavers, stage, or any other areas of the facility. Lack of cleaning can result in denial of use for future events.*

****Upon approval of the application, applicant may be required to complete further paperwork at the City Hall Office – 1040 Harley-Davidson Way, Sturgis, SD 57785 (605-347-4422)**



Events Inventory List and Notice of Fees

No Items will be available during the Sturgis Motorcycle Rally

Organization MUST provide labor for loading and unloading equipment. City Staff is not required to assist in loading/unloading equipment.

You are required to pick up/return items (Mon-Thurs 8am-3pm)

Pick up Date : 9-19-25 Return Date : 9-19-25

Please note which items you will be needing for your upcoming event.

Pop Up Tents Quantity _____ 10' x 10' or 10x20

Bleachers Quantity _____ (6 qty. available in inventory) Deposit Amt Paid _____

- \$100.00 cash deposit required per bleacher. Deposit may be returned within 7 days if no damage is found upon inspection
- Portable Aluminum bleachers can accommodate approximately 50 people
- Bleachers must be transported by the organization and require 2" ball hitch

Picnic Tables Quantity 6 (10 qty. available in inventory – 6 regular, 4 ADA accessible)

- Picnic tables typically accommodate 6-8 people per table
- Tables may be provided by the City but organization will be required to transport tables

Light weight Crowd Control Panels (4'x6.5') Quantity _____

** If you want the heavy crowd control panels, contact Public Works 605-347-3916

Garbage Totes Quantity _____ 90 gal totes (Residential) Quantity _____ 300 gal totes (Commercial)

Banquet Tables – Please contact Rod Heikes at the Sturgis Community Center at 605-347-6513

Portable Toilets –Please contact sanitation companies, well in advance, to rent portable toilets for your event.

Organization is responsible for scheduling rental, delivery/pickup and any servicing/pumping of toilets for the event and is responsible for the costs associated with those services. The City DOES NOT provide portable toilets.

Ambulance- Please contact Sturgis Fire/Ambulance at 347-5801

You are responsible for First Aid Staffing & Equipment. According to City Ordinance, any events held in Sturgis that request emergency services on site are required to use Sturgis Ambulance and Fire Services.

Dates: _____ Time: _____ Explain arrangements made: _____

RESOLUTION 2025-34

**RESOLUTION TO CLOSE DESIGNATED STREETS ON CERTAIN PUBLIC PROPERTY
AND WITHIN CERTAIN PUBLIC RIGHTS OF WAY FOR THE FIRST INTERSTATE BANK
FOOD TRUCK/FOOD DRIVE**

WHEREAS, the First Interstate Bank Food Truck/Food Drive will be held in the City of Sturgis, September 19, 2025, and

WHEREAS, the City of Sturgis will close Harley-Davidson Way from Main Street to the alleyway north, keeping the alley open and,

WHEREAS, the Police Department will be authorized to tow vehicles within the street closure area, starting September 19, 2025 after 7:00 am.

NOW THEREFORE IT IS HEREBY RESOLVED, as set forth herein that the City of Sturgis shall hereby close the City streets to vehicular traffic and unauthorized parking between 7:00 am until 5:00 pm on September 19, 2025,

Dated this 2nd day of September, 2025.

CITY OF STURGIS

Kevin Forrester, Mayor

ATTEST:

Ann Bertolotto, Finance Officer

Published:

Effective:

City Council STAFF REPORT



Meeting Date: City Council - Sep 15 2025

Agenda Item: Request for Consumption Permit at the Sturgis Motorcycle Museum for an event on Saturday, September 20, 2025

Prepared By: Robin Korth, Finance

BACKGROUND INFORMATION:

In the past the Sturgis Motorcycle Museum has served beer and wine during open houses and events with no issues.

DISCUSSION:

The Sturgis Motorcycle Museum has requested a Consumption Only Permit for a semi-private meet & greet for the Easyrider Streamliner Exhibit inside the museum. Motorcycle Museum staff will purchase and serve the alcoholic beverages, which are provided by them at no cost to those attending. The museum staff will be responsible for serving the alcohol and making sure all laws are upheld.

CODE REFERENCES:

SMC 3.02.10

BUDGET IMPACT:

The \$5 consumption permit fees have been received.

ATTACHMENTS:

[Consumption Permit - Museum 09202025](#)

Approved By:

Ann Bertolotto, Finance Officer

Status:

Approved - Sep 04 2025

**CITY OF STURGIS
SOCIAL CONSUMPTION PERMIT
HOLD HARMLESS AGREEMENT**

That it is understood and agreed that the Sturgis Motorcycle Museum (organization/individual) ("PERMITTEE") may serve malt-beverages or wine (but may not serve liquor or beverages mixed with liquor) hereinafter call "Alcohol", upon the following terms and conditions:

1. Permittee has been granted a Social Consumption Permit by the Sturgis City Council.
2. Under NO circumstances shall Permittee sell or attempt to sell any Alcohol to anyone.
3. Per State law, liquor will not be given out at any time during the event.
4. Permittee hereby agrees to use their best efforts to ensure that Alcohol will not be served to anyone who is intoxicated or appears to be intoxicated.
5. Permittee hereby agrees to be liable and responsible for all act(s) and actions of every kind and nature for each and every person in attendance at Permittee's function or event. Permittee holds the City of Sturgis harmless from all liability resulting from this Event.
6. Permittee acknowledge it is against the law to serve, provide, or make available alcohol to anyone under the age of twenty-one (21). Permittee swears and affirms not to provide anyone under the age of twenty-one (21) with alcohol.
7. Permittee further acknowledges that should anyone under the age of twenty-one (21) consume alcohol on the property owned by the City during this event, that the Permittee is solely responsible for the safety and well-being of that individual.
8. Permittee is solely responsible and liable for any damages that result from someone consuming alcohol to include, but not limited to, property damage, personal injury, death, or disfigurement to themselves, as well as property damage, personal injury, death, disfigurement, or loss of consortium to third parties.

Organization Sturgis Motorcycle Museum

Individual:

Authorized [Signature]

Signature:

Printed Heidi Haro

Name:

Event: Easynider Streamliner Exhibit meet
& greet.
Event Date Sept 20, 2025

City Council STAFF REPORT



Meeting Date: City Council - Sep 15 2025

Agenda Item: Request for Consumption Permit at the Sturgis Motorcycle Museum for an Open House on Tuesday, December 2, 2025.

Prepared By: Robin Korth, Finance

BACKGROUND INFORMATION:

In the past the Sturgis Motorcycle Museum has served beer and wine during open houses and events with no issues.

DISCUSSION:

The Sturgis Motorcycle Museum has requested a Consumption Only Permit for an Open House with food and music for Giving Tuesday. Motorcycle Museum staff will purchase and serve the alcoholic beverages, which are provided by them at no cost to those attending. The museum staff will be responsible for serving the alcohol and making sure all laws are upheld.

CODE REFERENCES:

SMC 3.02.10

BUDGET IMPACT:

The \$5 consumption permit fees have been received.

ATTACHMENTS:

[Consumption Permit - Museum 12022025](#)

Approved By:

Ann Bertolotto, Finance Officer

Status:

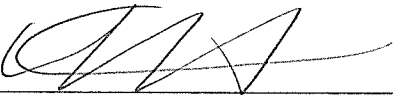
Approved - Sep 04 2025

City of Sturgis

Consumption Only Permit Application

Applicant Name: Address: <u>Sturgis Motorcycle Museum</u> Point of Contact: <u>Heidi Hard or Lacey Pearson</u> Telephone #: <u>605-347-2001</u>	Location of Event: <small>COMPLETE DESCRIPTION INCLUDING STREET ADDRESS</small> <u>Sturgis Motorcycle Museum</u> <u>999 Main Street - Sturgis</u> Dates of Event: <u>Dec 2nd 2025</u>
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Description of Event: <u>Open house with food & music for Giving Tuesday.</u>

Include: <input checked="" type="checkbox"/> \$5 per day fee. <input checked="" type="checkbox"/> Application completed & filed with the Finance Office 30 days prior to the first day of rental of a facility. <input checked="" type="checkbox"/> Copy of signed rental agreement. <input checked="" type="checkbox"/> Signed Liability Waiver & Hold Harmless Agreement. <input checked="" type="checkbox"/> Proof of Insurance (ATTACH A VALID COPY OF CERTIFICATE OF INSURANCE (\$1,000,000 Liability) OR LETTER FROM INSURER CONFIRMING THE POLICY IS IN PLACE NAMING THE CITY OF STURGIS AS AN ADDITIONAL INSURED FOR THE ACTIVITIES DESCRIBED IN THE SPECIAL EVENT CONSUMPTION ONLY PERMIT.)	
I agree: <input checked="" type="checkbox"/> Applicant is at least 21 years of age and will provide an acceptable form of identification. <u>LA</u> Initial <input checked="" type="checkbox"/> Applicant agrees to be responsible for monitoring and controlling underage drinking. <u>LA</u> Initial <input checked="" type="checkbox"/> I have reviewed City Ordinance 3.02.10 pertaining to Consumption Only Permits. <u>LA</u> Initial	
Signature <u></u> <div style="text-align: center; margin-top: 5px;">APPLICANT</div>	Date: <u>9-1-25</u>

OFFICE USE ONLY: COUNCIL DECISION: <input type="checkbox"/> Approved <input type="checkbox"/> Disapproved DATE: _____	
--------------------------------------------------------------------------------------------------------------------------------------------	--

**CITY OF STURGIS
SOCIAL CONSUMPTION PERMIT
HOLD HARMLESS AGREEMENT**

That it is understood and agreed that the Sturgis Motorcycle Museum (organization/individual) ("PERMITTEE") may serve malt-beverages or wine (but may not serve liquor or beverages mixed with liquor) hereinafter call "Alcohol", upon the following terms and conditions:

1. Permittee has been granted a Social Consumption Permit by the Sturgis City Council.
2. Under NO circumstances shall Permittee sell or attempt to sell any Alcohol to anyone.
3. Per State law, liquor will not be given out at any time during the event.
4. Permittee hereby agrees to use their best efforts to ensure that Alcohol will not be served to anyone who is intoxicated or appears to be intoxicated.
5. Permittee hereby agrees to be liable and responsible for all act(s) and actions of every kind and nature for each and every person in attendance at Permittee's function or event. Permittee holds the City of Sturgis harmless from all liability resulting from this Event.
6. Permittee acknowledge it is against the law to serve, provide, or make available alcohol to anyone under the age of twenty-one (21). Permittee swears and affirms not to provide anyone under the age of twenty-one (21) with alcohol.
7. Permittee further acknowledges that should anyone under the age of twenty-one (21) consume alcohol on the property owned by the City during this event, that the Permittee is solely responsible for the safety and well-being of that individual.
8. Permittee is solely responsible and liable for any damages that result from someone consuming alcohol to include, but not limited to, property damage, personal injury, death, or disfigurement to themselves, as well as property damage, personal injury, death, disfigurement, or loss of consortium to third parties.

Organization Sturgis Motorcycle Museum

Individual:

Authorized [Signature]

Signature:

Printed Heidi Haro

Name:

Event: Giving Tuesday open house
Dec 2nd, 2025

City Council STAFF REPORT



Meeting Date: City Council - Sep 15 2025

Agenda Item: Consideration to Award the Sturgis Roof Replacement Project

Prepared By: Rick Bush, Director of Public Works

BACKGROUND INFORMATION:

In 2019, the City of Sturgis sustained significant roof damage to multiple municipal facilities during a severe storm event. Among the most impacted structures were the Community Center and City Hall, both of which suffered substantial hail-related damage to portions of their roofing systems. Following the event, the City promptly filed a property damage claim with the South Dakota Public Assurance Alliance (SDPAA). After a thorough review, the claim was approved, authorizing repair and replacement work as part of the City's insured coverage.

The current roof repair and restoration efforts are being undertaken in direct connection with this approved claim. These improvements not only address the storm-related damage but also ensure that these heavily utilized public facilities remain safe, functional, and weather-resistant for years to come. By coordinating the work under the insurance claim, the City has been able to minimize the financial burden on local taxpayers while restoring critical infrastructure that supports daily government operations and community programming.

DISCUSSION:

To move the project forward, the City of Sturgis retained **Upper Deck Architecture & Design (UDA)** to prepare the plans, specifications, and bid documents necessary for the roof repairs. A formal public bid opening was held on **September 9, 2025**, where the City received **six (6) competitive bids**, with prices ranging from **\$532,723.00** to **\$292,669.00**.

Following a detailed review, UDA Architecture & Design, in coordination with City staff, carefully evaluated each submission for accuracy, completeness, and compliance with project specifications. Based on this evaluation, both the consultant and staff recommend awarding the project to **Black Hills Roofing** for their **Total Base Bid of \$292,669.00**, which represents the lowest responsible bid.

This recommendation ensures that the project will be completed in a cost-effective manner while maintaining the quality and standards necessary to protect these important community facilities.

BUDGET IMPACT:

Roof Replacement Bid- \$292,669.00

Professional Service Agreement-\$37,673.00

Total Project Price is \$330,342.00

RECOMMENDATION:

Motion to approve

ATTACHMENTS:

[Architect-Owner Letter Agreement - City of Sturgis-Roof Replacement Projects](#)
[Sturgis Roof Replacement Projects - Bid Recommendation](#)
[Sturgis Roof Replacement Projects - Bid Tab](#)

Approved By:

Rick Bush, Director of Public Works

Status:

Approved - Sep 11 2025

Agreement made this fourteenth day of May, in the year Two Thousand Twenty-Five between Uda Architecture + Design, identified as Architect and City of Sturgis, identified as Owner for the following project:

The Owner and Architect agree as follows:

ARTICLE 1 ARCHITECT'S RESPONSIBILITIES

The Architect shall provide architectural services for the project as described in the letter proposal.

The Architect shall perform its services consistent with the professional skill and care ordinarily provided by an Architect practicing in the same or similar locality under the same or similar circumstance. The Architect shall perform its services as expeditiously as is consistent with such professional skill and care and the orderly progress of the Project. The Architect makes no warranties, either express or implied, with respect to services provided under this Agreement.

ARTICLE 2 OWNER'S RESPONSIBILITIES

The Owner shall provide full information about the objectives, schedule, constraints and existing conditions of the Project and shall establish a budget that includes reasonable contingencies and meets the Project requirements. The Owner shall provide decisions and furnish required information as expeditiously as necessary for the orderly progress of the Project. The Architect shall be entitled to rely on the accuracy and completeness of the Owner's information. The Owner shall furnish consulting services not provided by the Architect, but required for the Project, such as surveying, which shall include property boundaries, topography, utilities, and wetlands information; geotechnical engineering and environmental testing services. The Owner shall employ a Contractor, experienced in the type of Project to be constructed, to perform the Construction Work and to provide price information.

ARTICLE 3 USE OF DOCUMENTS

Drawings, specifications and other documents prepared by the Architect are the Architect's Instruments of Service, and are for the Owner's use solely with respect to constructing the Project. The Architect shall retain all common law, statutory and other reserved rights, including the copyright. Upon completion for the construction for the Project, provided that the Owner substantially performs its obligations under this Agreement, The Architect grants to the Owner a license to use the Architect's Instruments of Service as a reference for maintaining, altering and adding to the Project. The Owner agrees to indemnify the Architect from all costs and expenses related to claims arising from the Owner's use of the Instruments of Service without retaining the Architect. When transmitting copyright-protected information for use on the Project, the transmitting party represents that it is either the copyright owner of the information or has permission from the copyright owner to transmit the information for its use on the Project.

ARTICLE 4 TERMINATION, SUSPENSION OR ABANDONMENT

In the event of termination, suspension or abandonment of the Project by the Owner, the Architect shall be compensated for services performed. The Owner's failure to make payments in accordance with this Agreement shall be considered substantial nonperformance and sufficient cause for the Architect to suspend or terminate services. Either the Architect or the Owner may terminate this Agreement after giving no less than seven day's written notice if the Project is suspended for more than 90 days, or if the other party substantially fails to perform in accordance with the terms of this Agreement. Except as otherwise expressly provided herein, this Agreement shall terminate one year from the date of Substantial Completion.

ARTICLE 5 MISCELLANEOUS PROVISIONS

This agreement shall be governed by the law of the place where the Project is located. Neither party to this Agreement shall assign the contract as a whole without written consent of the other.

Nothing contained in this Agreement shall create a contractual relationship with, or cause of action in favor of, a third party against either the Owner or the Architect.

The Architect shall have no responsibility for the discovery, presence, handling, removal or disposal of, or exposure of persons to, hazardous materials or toxic substances in any form at the Project site.

For any change in the Project caused by the Architect, the Architect shall not be responsible for the costs associated with the change to the extent the costs would have otherwise been incurred by the Owner had the act or omission by the Architect, resulting in the change, not occurred.

ARTICLE 6 LIMITATION OF LIABILITY

The Owner understands and acknowledges that the Work poses certain risks to the Architect and the Owner. Owner further acknowledges and agrees that the amount of risk that the Architect accepts by this Agreement is commensurate with the amount of compensation received under this Agreement for the Work. The Architect's fee for the Work is based on and reflects the Owner's agreement to limit Architect's liability as described below. Owner specifically acknowledges and agrees that without this consent to limit Architect's liability, the Architect's fee would be significantly higher to accommodate Architect for the risks posed by the Work and entering into this Agreement. Owner acknowledges its right to discuss this provision with legal counsel and negotiate with Architect regarding this provision and the proposed fee.

In recognition of the relative risks and benefits of the Project to both the Owner and the Architect, the risks have been allocated such that the Owner agrees, to the fullest extent permitted by law, to limit the liability of the Architect, and the Architect's officers, employees, owners and subconsultants for any and all claims, losses, costs, damages or any nature whatsoever or claims expenses from any cause or causes, so that the total aggregate liability of the Architect, the Architect's officers, employees, owners and subconsultants shall not exceed the total compensation received by the Architect or **\$37,673.00**, whichever is greater. The Owner may negotiate a higher limitation of liability for an additional fee, which is necessary to compensate the Architect for assuming the greater risk.

ARTICLE 7 PAYMENTS AND COMPENSATION TO THE ARCHITECT

The Architect's compensation shall be the base amount as described in the proposal, plus reimbursable expenses and applicable state and local taxes. The Owner shall reimburse the Architect for expenses incurred in the interest of the Project, plus ten (10) percent.

Invoices will be submitted monthly for services performed and reimbursable expenses, and are due within twenty (20) days of the invoice date. Invoices shall be considered **past due** if not paid within thirty (30) days after the invoice date, and the Architect may suspend or terminate the performance of the services until such time as payment in full is received. Amounts unpaid forty-five (45) days after the invoice date shall bear interest at the rate of 1.5% monthly.

The Owner shall not withhold amounts from the Architect's compensation to impose a penalty or liquidated damages on the Architect, or to offset sums requested by or paid to contractors for the cost of changes in the Work, unless the Architect agrees or has been found liable for the amounts in a binding resolution proceeding.

ARTICLE 8 SCOPE OF THE AGREEMENT

This Agreement represents the entire and integrated agreement between the Owner and the Architect. This agreement may be amended only by written instrument signed by both the Owner and the Architect.

This Agreement is comprised of the following documents identified below:

- .1 Uda Architecture + Design Letter Proposal
- .2 Uda Architecture + Design Agreement for Limited Professional Services

Uda Architecture + Design

OWNER

Architect's Representative (Signature)

Owner (Signature)

Jerry D. Eisenbraun, Project Manager
(Printed name and title)

(Printed name and title)

6/9/2025
Date

Date



September 11, 2026

Mr. Rick Bush
Director of Public Works
City of Sturgis
1040 Harley-Davidson Way
Sturgis, SD 57785

Re: City of Sturgis - Roof Replacement Projects
Project #25174

Dear Rick,

We have reviewed and confirmed the low bid provided for the **City of Sturgis - Roof Replacement Projects** and find to be in order. We have also confirmed that the contractor stands by their bid, without the receipt of addendum #1.

We are pleased to recommend acceptance of **Black Hills Roofing's** total base bid in the **amount of \$292,669.00**. If approved by the City Council we will incorporate into the Standard Form of Agreement Between Owner and Contractor and issue the Notice of Award.

Uda Architecture + Design,

Jerry D. Eisenbraun
Project Manager

City of Sturgis - Roof Replacement Projects
Sturgis, South Dakota

Uda Architecture + Design
Project #25174

RESULTS ARE AS READ -- SUBJECT TO VERIFICATION

BIDS CLOSE AT 2:00 PM (local time)
September 10, 2025

BID TAB

CONTRACTOR	BB or CC	Addenda	Bid Item #1 (City Hall)	Bid Item #2 (Community Center)	Base Bid TOTAL
Black Hills Roofing	BB	0	\$ 37,697.00	\$ 254,972.00	\$ 292,669.00
Atlas Exteriors	BB	1	\$ 40,222.00	\$ 365,038.00	\$ 405,260.00
Lowe Roofing	BB	1	\$ 57,385.00	\$ 369,810.00	\$ 427,195.00
Five Star Roofing	BB	1	\$ 38,701.00	\$ 413,471.00	\$ 452,172.00
All American Roofing	BB	1	\$ 53,272.00	\$ 479,451.00	\$ 532,723.00
Guarantee Roofing & Sheet Metal					Not Opened Received 2:56 pm

Meeting Date: City Council - Sep 15 2025

Agenda Item: Consideration of Memorandum of Agreement (MOA) and Two-year Road Work & Maintenance Agreement- to Transfer Roads from Meade County to City of Sturgis

Prepared By: Rick Bush, Director of Public Works

BACKGROUND INFORMATION:

Meade County and the City of Sturgis have been engaged in discussions regarding the jurisdictional transfer of certain roadways from the County to the City. This transfer is being completed in accordance with SDCL 31-17-16, which requires secondary highways on the boundary line of a municipality to be assigned to the municipality and adjoining township or unorganized territory.

County Executive Director Rhea Crane has transmitted the finalized Memorandum of Agreement (MOA) and the Two-Year Road Work and Maintenance Agreement, requesting Council review and approval. Once executed by the City, the documents will be returned to the County for placement on the Commission agenda. Upon Commission approval, fully executed copies will be returned to the City for record.

CODE REFERENCES:

Memorandum of Agreement (MOA)

The MOA formalizes the transfer of jurisdictional authority and maintenance responsibilities from Meade County to the City of Sturgis, effective October 1, 2025.

Roadways included in the transfer:

- **Alder Place:** 0.49 miles from Avalanche Road to Rockyridge Road.
- **Avalanche Road:** 1.37 miles from 15th Street to the Sturgis Landfill.
- **Alkali Road:** 1.35 miles east of 132nd Avenue to west of Big Sky Court.
- **Whitewood Service Road:** 1.3 miles from Lazelle Street to city limits (near Industry Road).
- **Vanocker Canyon Road/Pine View Drive/Junction Avenue segments:** Total of 1.65 miles including roadway sections south of Otter Road/Dickson Drive to the city limits near Belle Joli Winery.

Upon transfer, the City assumes full responsibility for maintenance, repair, and associated costs.

Two-Year Road Work and Maintenance Agreement

To ensure a smooth transition, a two-year cooperative agreement outlines interim responsibilities between October 1, 2025 and December 31, 2027.

Key provisions include:

- **2025 (October–December):** County to perform all scheduled maintenance, snow removal on through roads, and ditch mowing.
- **2026:** County will continue snow plowing and ditch mowing on through roads; limited assistance on non-through roads as staffing allows.
- **City responsibilities (beginning October 1, 2025):**

- Immediate responsibility for all major repairs on transferred roads.
- Beginning in 2026, full responsibility for routine maintenance, surface treatments, and ongoing upkeep.
- Option to coordinate with County for joint bidding/mobilization on projects.
- **Dust Control:** City may elect to participate in County magnesium chloride bids for cost savings.
- **Coordination:** County must provide one-year notice of planned improvements for budgeting and potential cost-sharing.
- **Term:** Agreement in effect through December 31, 2027 unless modified or terminated with 90 days' notice.

BUDGET IMPACT:

Short-term: Minimal impact for 2025 as County continues planned maintenance.

2026 and beyond: City will assume full operational and financial responsibility for the transferred roadways, including snow removal, mowing, and surface upkeep, which will require additional money be budgeted.

RECOMMENDATION:

Motion to approve

ATTACHMENTS:

[Memorandum of Agreement Road Transfer Sturgis](#)
[Sturgis Maintenance Agreement 9-2025](#)

Approved By:

Rick Bush, Director of Public Works

Status:

Approved - Sep 11 2025

MEMORANDUM OF AGREEMENT

Subject: Jurisdictional Transfer of Roadways within Municipality

Date: September 1, 2025

Parties:

1. Meade County (hereinafter referred to as “the County”)
2. City of Sturgis (hereinafter referred to as “the City”)

Reference: SDCL 31-17-16: "The secondary highways on the boundary line of any municipality must be assigned to the municipality and adjoining civil township, or unorganized territory as provided in §§ 31-17-5 and 31-17-6."

Purpose: This memorandum formalizes the transfer of jurisdictional authority and maintenance responsibilities for specific roadways from the County to the City, in accordance with SDCL 31-17-16.

Scope: The County hereby agrees to transfer jurisdiction over the following roadways to the City, effective October 1, 2025:

- Alder Place – Beginning at the intersection of Avalanch Road extending northwest 2,580 LF (0.49 mi) and ending at Rockyridge Road intersection.
- Avalanch Road – Beginning at the intersection of 15th Street, extending 7,250 LF (1.37 mi) and ending at Sturgis landfill.
- Alkali Rd – Beginning 4,500 LF east of 132nd Avenue, extending 7,150 LF (1.35 mi) along Alkali Road to 2,200 LF west of Big Sky Court.
- Whitewood Service Road - Beginning at the intersection of Lazelle Street, extending northwest 6,865 LF (1.3 mi) and ending at Sturgis city limits (560 LF west of Industry Road).
- Vanocker Canyon Road - Beginning at the intersection of Otter Road / Dickson Drive extending south on Vanocker Canyon Road 2,640 LF (0.5 mi) and east 1,320 LF (0.25) on Pine View Drive. In addition, beginning at the Dickson Drive intersection extending south on Junction Avenue 2,100 LF (0.4 mi) and continuing south on Vanocker Canyon Road 2,640 LF (0.5 mi), ending at Sturgis city limits (Belle Joli Winery).

Terms and Conditions:

1. Effective Date: The transfer of jurisdiction will take effect on October 1, 2025.
2. Maintenance Responsibility: Beginning on the effective date, the City will assume full responsibility for all maintenance, repair, and associated costs for the transferred roadways.
3. Coordination: The County and the City agree to work collaboratively to identify the specific roadways subject to this transfer and ensure all necessary documentation and legal requirements are fulfilled prior to the effective date.

4. Legal Compliance: Both parties agree to comply with all applicable laws and regulations governing the jurisdictional transfer of roadways, including SDCL 31-17-16 and related statutes.

Acknowledgment and Agreement: By signing below, both parties acknowledge and agree to the terms and conditions outlined in this memorandum.

Meade County

By: _____

Name: Gary Deering

Title: Commission Chair

Date: _____

City of Sturgis

By: _____

Name: Kevin Forrester

Title: Mayor

Date: _____

TWO-YEAR ROAD WORK AND MAINTENANCE AGREEMENT

Between Meade County and the City of Sturgis

Effective Date: October 1, 2025

Term: October 1, 2025 – December 31, 2027

1. Purpose

This Agreement establishes the terms under which Meade County (“County”) and the City of Sturgis (“Municipality”) will coordinate road work responsibilities related to the full transfer of jurisdiction over certain public roads effective October 1, 2025.

2. Maintenance Responsibilities

a. 2025 County Responsibilities (October 1, 2025 – December 31, 2025)

- Meade County will perform all planned maintenance on the transferred roads per the 2025 maintenance schedule.
- Meade County will continue snow removal operations through the 2025–2026 winter season for through roads.
- Mowing of roadside ditches will be completed by the County as scheduled for 2025.

b. 2026 County Responsibilities

- County will continue snow plowing services on through roads within the municipality.
- County will continue mowing roadside ditches on through roads during the 2026 growing season.
- For non-through roads, County may assist with snow removal during the 2025–2026 season upon request from the Municipality, subject to availability of staff in the area.
- Mowing on non-through roads will be completed per County’s 2025 mowing schedule only.
- Additional assistance on non-through roads in 2026 may be provided at the County’s discretion and as staff is available.

3. City Responsibilities (as of October 1, 2025)

- The Municipality assumes responsibility for all major repairs on transferred roads effective October 1, 2025.
- Beginning in 2026, the Municipality shall be solely responsible for routine maintenance, surface treatments, and other ongoing upkeep of all transferred roads.

- Municipality may request to include local road projects with county-planned work for potential cost savings through joint bidding or shared mobilization.

4. Coordination on Through Roads

- County will notify the Municipality at least one year in advance of planned improvements to through roads for budgeting and potential cost-sharing.

- Municipality agrees to coordinate with the County on design and budgeting where shared interest exists.

5. Magnesium Chloride Application

- If dust control is needed on transferred roads, the Municipality may request inclusion in the County's magnesium chloride application bid.

- The Municipality will pay the County the bid rate per linear foot for any application requested.

6. Termination and Modification

This Agreement remains in effect through December 31, 2027, unless modified by mutual written agreement or terminated by either party with a 90 day written notice.

7. Execution

Executed by the duly authorized representatives of each party:

Meade County

By: _____

Name: Gary Deering

Title: Commission Chair

Date:

City of Sturgis

By: _____

Name: Kevin Forrester

Title: Mayor

Date:

City Council STAFF REPORT



Meeting Date: City Council - Sep 15 2025

Agenda Item: Consideration of Use of City Property by Sturgis Soccer Association for 2025 Soccer Tournament on September 26-28, 2025.

Prepared By: Rick Bush, Director of Public Works

BACKGROUND INFORMATION:

The Sturgis Soccer Association has requested use of the Soccer Fields and Adjacent parking areas to host a multi-day soccer tournament. This Tournament brought in over 5,200 visitors last year in 2024(based on Placer.ai data) and continues to grow each year with over 130 Teams expected for 2025. In addition to having a large economic impact on our community, it is also a major fundraising event for the Sturgis Soccer Association thru gate admissions and use of parking for paid parking.

In addition the SDDOT has granted a temporary permit for the traffic signals located at the intersection of Lazelle and Nellie Street to be placed into operation for this weekend to help assist with traffic and pedestrian safety.

DISCUSSION:

The Sturgis Soccer Association will be hosting its annual Fall Tournament September 26–28, 2025. As in prior years, the Association is requesting authorization to utilize the City parking lot adjacent to the soccer fields for tournament parking, with vehicle access restricted for the duration of the event.

This year, the Association plans to increase available parking capacity from approximately 75 stalls to 125 stalls to better accommodate the number of teams and spectators expected. In addition, a new request is being made for the placement of barriers along the grass line adjacent to the bike path. Despite past efforts to discourage parking in this location, vehicles have continued to use the grass area, causing operational challenges and damage. Use of temporary fencing or barriers will help preserve the grounds and prevent unauthorized parking while maintaining access to the bike path and other recreational facilities.

As in previous years, all other nearby parking areas will remain open and available for public use at no cost. The City will provide additional support for the event, including:

- Placement of metal fence panels and barriers
- Additional garbage collection services
- Supplemental restroom facilities
- Activation and monitoring of the Lazelle and Nellie Street traffic signal to assist with traffic flow

For Council Consideration:

Approval for the Sturgis Soccer Association to gate and utilize the designated parking area, with additional barriers provided along the bike path grass line, for the duration of the Fall Tournament.

RECOMMENDATION:

Motion to approve

ATTACHMENTS:

[Soccer Map](#)

[ROW permit hwy34](#)

[Placer Data](#)

Approved By:

Rick Bush, Director of Public Works

Status:

Approved - Sep 11 2025



Area to be used for the Black Hills Soccer Classic Sept. 20-23

SOUTH DAKOTA DEPARTMENT OF TRANSPORTATION APPLICATION FOR PERMIT TO OCCUPY RIGHT OF WAY

Highway No. 34 County MEADE Approximately 00 Miles N ☐ S ☐ E ☒ W ☐

From (City or well defined point)

Sturgis- Junction & Lazelle

Description and Purpose of occupancy:

Temporary Traffic Signal located at Nellie and Lazelle Street Intersection to help with traffic and pedestrian control during Soccer Tournament. Expected to draw 130+ teams and hundreds of spectators.

Duration of occupancy: PERMANENT ☐ TEMPORARY ☒ If temporary, give the estimated date of removal or completion:
May 14-20, 2025

I, the undersigned, request permission to occupy public right-of-way at the above location and as shown on the attached layout sheet. In consideration for this permission, I agree to abide by all conditions as herein stated.

1. To furnish all materials, labor, incidentals and pay all costs involved with this occupancy including restoration of any damage to the roadway and right-of-way to equal or better conditions than existed prior to the occupancy covered by this permit.
2. To provide protection to highway traffic during occupancy by the use of proper signs, barricades, flagpersons and lights as prescribed in the "Manual of Uniform Traffic Control Devices."
3. To indemnify and hold the State of South Dakota, its Department of Transportation, its officers, agents and employees, harmless from and against any and all actions, suits, damages, liability or other proceedings of any kind or nature brought because of any injuries or damage received or sustained by any person or property on account of the use or occupancy of right-of-way designated in this application.

APPLICANT NAME (please print) Rick J. Bush

SIGNATURE Rick J. Bush DATE 4-28-25

ADDRESS 1057 DUDLEY ST CITY STURGIS STATE ABBV SD ZIP

57785

TELEPHONE 6053471832

REPRESENTING City of Sturgis

(Name of Individual, Company, Organization, etc.)

EMAIL ADDRESS rbush@sturgisgov.com

To be completed by Department of Transportation

Project (Const.) 34 Station/Milepost 35.47 Maintenance Unit 451

Project (Maint.)

1. Prior to commencing occupancy and at completion of occupancy the applicant shall notify Steve Wiege at RL Area P.O.T Telephone 394-1644
2. Special Conditions Temp signals will be removed as soon as event is completed & traffic returned to normal flows.

3. Failure to accomplish the occupancy in accordance with the provisions of this permit will automatically render this permit null and void and where applicable, constitute grounds for its removal and/or full restoration of the occupancy site all at the applicant's expense.

This permit to occupy the right-of-way is granted to all conditions as herein stated on this 28 day of April, 2025.

cc Zach Baden
Shann Barrick
Mendo Co Sheriffs.

M. Michael O'Conner

INSTRUCTIONS FOR DOT-295

APPLICANT:

1. Complete all items at the top of the form.
2. If the occupancy involves work within the right-of-way, prepare a separate sheet showing the work to be accomplished. The drawing should include:
 - Width of the highway from shoulder to shoulder
 - Width of the right-of-way
 - Details of the work to be performed by the occupancy
 - A North arrow
 - Installations on bridges must include details of the method(s) of attachment.
 - Any other pertinent information
3. Sign the form and submit it and any attachments to the Region Office for processing.

DEPARTMENT OF TRANSPORTATION REGION OFFICE:

1. Complete the bottom portion of the form.
2. Installations involving bridges require review/approval of the Chief Bridge Engineer. If review by the Office of Bridge Design is necessary, allow two weeks for review.
3. If the request is denied, return the request to the applicant and state the reason for denial.
4. If the request is granted, make and send copies of the permit and attachments to:
 - Applicant
 - Area Engineer
 - Maintenance Supervisor
 - Chief Bridge Engineer (if applicable)
5. File the original copy in the Region Office.

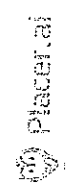
NOTE: After Region Engineer (and Chief Bridge Engineer if necessary) approval, requests on Interstate Highways are to be forwarded to the Office of Right-of-Way to obtain the concurrence of the FHWA. Data will be returned to the Region Office for distribution.

Metrics

 **Soccer Tournament**
20344 206th Street, Sturgis, SD 57785

Visits	5.2K	Avg. Dwell Time	57 min
Visits / sq ft	0.01	Panel Visits	319
Size - sq ft	435.1K	Visits YoY	+273.3%
Visitors	3.9K	Visits Yo2Y	+254%
Visit Frequency	1.34	Visits Yo3Y	+280.1%

Sep 22nd, 2023 - Sep 24th, 2023
Data provided by Placer Labs Inc. (www.placer.ai)





Metrics

Soccer Tournament

20344 206th Street, Sturgis, SD 57785

Visits	5.1K	Avg. Dwell Time	112 min
Visits / sq ft	0.01	Panel Visits	395
Size - sq ft	435.1K	Visits YoY	+208.5%
Visitors	3.2K	Visits Yo2Y	+381.9%
Visit Frequency	1.61	Visits Yo3Y	+748.3%

Sep 20th, 2024 - Sep 22nd, 2024

Data provided by Placer Labs Inc. (www.placer.ai)



City Council STAFF REPORT



Meeting Date: City Council - Sep 15 2025
Agenda Item: 2026 Budget Hearing
Prepared By: Aaron Jordan, City Administrator

DISCUSSION:

Review Following External Request

- Sturgis Chamber of Commerce
- Sturgis Economic Development Council (SEDC)
- Sturgis Rally Charities
- Prairie Hills Transit

Budget Hearings for following Departments:

- City Administrator
- Mayor & Council
- Attorney
- Finance
- Planning & Permitting
- Library
- Community Center
- Recreation
- Auditorium
- Human Resources

ATTACHMENTS:

[Prairie Hills Transit 2026 Budget Request](#)
[2026 Budget Working Copy-Master updated6](#)

Approved By:
Ann Bertolotto, Finance Officer

Status:
Approved - Sep 12 2025



2015 Tumbleweed Trail, Spearfish, SD 57783
605-642-6613

June 23, 2025

City of Sturgis
1040 Harley-Davidson Way
Sturgis, SD 57785

RE: 2026 local match funding

As in the past, we would like to request \$14,000 in funding (cash match) to match Federal dollars used to provide public transportation for residents of the City of Sturgis.

We would appreciate your consideration in remaining a line item for ancillary services provided for you.

If you would like any supporting documentation we would be happy to submit that information.

Police Chief Geody Vanderwater currently sits on both the Sturgis Advisory Board and the Prairie Hills Governing Board. We appreciate the valuable insight he brings.

In 2023 we provide 7,464 trips to 199 riders. 2024 growth jumped to 10,847 rides for 259 riders. This is a jump of 45%. Ridership continues to grow with significant growth for youth riders.

Prairie Hills Transit has submitted a Federal grant to replace two of the vehicles in our Sturgis fleet with propane buses. With the growth in ridership these will offer additional seating and operate with better fuel economy and lower emissions.

We know budget meetings are incredibly busy but would like to come visit with you later in the year at one of your city council meetings.

Thank you for your continued support,

Barb Cline
Executive Director

Mission: The City Administrator is the chief administrative officer of the City, responsible to the Mayor for the administration of all City affairs placed in the City Administrator's charge by this Code and City Resolutions.

			Budgeted 2,026	End June 2025	Budgeted 2025	Actual YE 2024	Budgeted 2024	Actual YE 2023	Budgeted 2023
4110 Salaries & Wages	FTE								
1 Aaron Jordan (City Administrator)	1.00	\$	150,385		\$	149,760	\$	145,000	\$ 129,792
2 Holland, Deb (Administrative Services) (2022)	1.00		77,942		\$	37,072	\$	31,991	\$ 30,914
	0.00				\$	-			
Personnel Expense									
4110 Salaries & Wages					186,832		176,991		160,706
Unused Vacation					-		7,250		4,992
Total Salaries & Wages	2.00		228,326	7,368.40	186,832	143,226	184,241	277,345	280,698
4111 Overtime				18.46		1,356	1,000	6,058	6,150
4120 FICA (7.65%)			17,467	537.32	14293	10,373	14,171	21,352	20,771
4130 Retirement (6%)			13,700	748.01	11210	10,858	12,614	14,474	13,017
4130 Supplemental Retirement Plan: \$1000 Match			2,000				1,500		1,500
4150 Health Benefits			28,694	204.63	26085	9,963	23,974	23,481	23,938
4150 Dental Insurance			1,960	55.65	757	1,320	1,250	1,796	1,205
4150 Life Insurance			114	6.5	104	94	106	147	106
4150 HSA Expense			0		-		-	3,917	-
Total Personnel Expense			292,261	8,939	239,280	177,189	238,855	348,750	211,286
4220 Professional Fees									
1 Professional Services: adobe, ChatGPT, Box			1,810	166	2,500		5,000	11,586	13,000
2 Publishing/Communications					-		-	-	-
Total Professional Fees			1,810	166	2,500	288	5,000	11,586	13,000
4230 Publishing									
None budgeted					-		-	-	-
Total Publishing					-		-	-	1,286
4240 Rent									
Copier Lease (formally in professional fees)			1,800		-		-	-	-
Total Rent			1,800		-		-	-	-
4250 Repairs & Maintenance									
1 Office Maintenance					-		2,266		2,700
2 Office Equipment/Furniture					-		750		750
3 Copier Lease (move to 4240-Rent)				179	1,000		1,000		1,000
4 Computer/IT Services					-		600		600
Total Repairs & Maintenance			0	179	1,000	951	4,616	1,646	5,050
4260 Supplies & Materials									
1 Copies			250		250		500		500
2 Computers/Printers					-		500		500
3 Committee, Organization Meetings, Meals					(Moved down)		2,000		2,000
4 Phone					(Moved down)		600		600
5 Postage/FedEx					700		700		700
6 Misc Office Supplies			400	363	1,000		500		500
Total Supplies & Materials			650	363	1,950	1,332	4,800	4,733	4,800
4270 Training and Travel									
1 SDML Trainings & Meetings			600		-		1,800		4,000
2 Lodging - Legis Outreach Travel (i.e. Pierre)					500				
3 Fuel			50						
Total Training & Travel			650	-	500		1,800	464	4,000
4280 Utilities									
Cell Phone			400	193	630		1,148		1,125
Total Utilities			400	193	630		1,148	121	1,125
4290 Other Expenses									
1 Dues to organizations SDML, SDCM, ICMA			200		150		1,000		4,500
2 Meals with developers, organizations, comm, etc					1,500				
Total Other Expenses			200	-	1,650		1,000	4,427	4,500
4341 Furniture & Minor Equipment									
1 None					-		-		-
Total Furniture & Minor Equipment					-		-	-	-
4370 Capital Improvement									
None					-		-	-	-
Total Capital Improvement					-		-	-	-
Total City Administrator Expense			297,771	\$ 9,839	\$ 247,510	\$ 179,760	\$ 255,720	\$ 371,548	\$ 381,146

	Budgeted 2026	End June 2025	Budgeted 2025	Actual YE 2024	Budgeted 2024	Actual YE 2023	Budgeted 2023
4110 Salaries & Wages at Council Discretion							
Mayor	30,819		29,678		28,813		27,839
Council Members (8)	103,685		99,844		96,936		93,659
Holland, Deb (Administrative Services) (2022)			37,072		71,984		78,110
Personnel Expense							
Salaries & Wages	134,504	86,415	166,594		197,734		199,608
Salaried Bonus (3%)			0		-		-
Unused Vacation			0		-		-
Overlap			0		2,500		-
Total Salaries & Wages	134,504	86,415	166,594	201,579	200,234	203,307	199,608
4120 FICA 7.65%	10,290	6,469	12,744	15,133	15,318	16,001	15,270
4130 Retirement		2,106	2,224	5,839	4,319	4,461	4,687
4130 Supplemental Retirement Plan: \$1000 Match			-		1,000		1,000
4150 Health Benefits		2,841	-	8,550	8,062	4,006	
4150 Dental Insurance		262	-	211	527		
4150 Life Insurance		26	-	70	71	45	
Total Personnel Expense	144,793	98,119	181,563	231,383	229,531	227,820	221,193
4220 Professional Fees							
1 Meeting Management Module (iCompass / Diligent)	13,500		13,000		10,600		10,600
2 Google Voice, Workspace for Council			-		2,500		2,500
3 Website - Service Maint., Modules, Upgrades	2,500	2,647	2,500		6,000		6,000
4 Software Subscriptions (Adobe, DropBox, ChatGPT)		410	-				
5 Code Red			-				
6 City Property Sale Expenses, i.e. plats (new)		8,150					
7 Comprehensive Plan Update - BHCLG	25,750		-		15,000		30,000
8 Contracts with non-profits (new)		2,000					
Total Professional Fees	41,750	13,206	15,500	33,435	34,100	32,097	49,100
4230 Publishing							
1 Legal Notices (BH Pioneer, Faith Independent)	12,500		7,200				
2 SIP, Annual Report, etc.	15,000	10,481	25,000				
3 Other (Non-Rally City FB advertising)	500		500				
Total Publishing	28,000	10,481	32,700	36,205	38,883	7,603	15,201
4240 Rent							
1 None budgeted			-		-		-
Total Rent	-	-	-	-	-	-	-
4250 Repairs & Maintenance							
1 None budgeted			-		-		-
Total Repairs & Maintenance			250	1,189	-	183	-
4260 Supplies & Materials							
1 Expanded Communication - Open Houses	1,000		1,000		1,000		1,000
2 Work Studies/Strat Planning/Committee Mtgs.	1,000		1,000		1,000		1,000
3 Copier, paper, office supplies	500	161	500		-		-
4 Copier Lease (move to City Admin)		180					
5 SIP (Publishing?)		1,647					
6 Software Subscriptions		197					
7 Elections (finance??)		42					
Total Supplies & Materials	2,500	2,227	2,500	2,669	2,000	4,680	2,000
4270 Travel & Conference							
1 BH Mayors Mtgs/SDML-Governors Conferences	500	192	500		2,344		3,500
2 Council Mtgs/SDML	1,000						
Total Travel & Conference	1,500	500	500	1,468	2,344	2,291	3,500
4280 Utilities							
1 Kiwanis Food Pantry (MDU, BHE, Water)	-	1,919	5,481				
2 Cell phone, Tablet Data	500	230	1,572				
Total Utilities	500	2,149	7,053	6,609	5,565	6,274	5,456
4290 Other Expenses							
1 Black Hills Community Economic Development			-		2,000		2,000
2 Black Hills Local Council of Governments	3,800	3,780	3,655		3,655		3,445
3 Other - Flowers,Cards, Service Awards, etc	2,000		2,000		7,000		7,000
4 Professional Services, (ec. Dev. Studies, Eng. Studies, etc.)			-		7,500		7,500
5 SDML Dues	5,000	4,879	4,800		3,720		3,720
6 Sturgis Area Transportation System	14,000	14,000	14,000		14,000		14,000
7 Sturgis Arts Council - Operations	2,250	2,250	2,250		3,500		3,500
8 Mayor-Council Giving		115	-		25,000		25,000
9 Land Purchases			-		-		-
10 New hire employee incentive program			-		-		15,000
11 Other		90					

Total Other Expenses		27,050	25,114	26,705	54,545	66,375	71,665	81,165
42910 Contingency Fund		80,000		95,139		80,000	-	80,000
4340 Machinery & Equipment								
1 Transfer to Equipment Replacement Fund				-		-		-
Total Machinery & Equipment		-		-		-	-	-
4341 Furniture & Minor Equipment								
1 None budgeted				-		-		-
Total Furniture & Minor Equipment		-		-		-	-	-
4370 Capital Improvement								
1 Debt Service						-		-
Total Capital Improvement		-		-		-	-	-
5510 Transfer to Ambulance Fund			160,000	109,153	109,153	110,000	110,000	
Total Mayor & Council Expense		326,093	151,797	521,910	476,656	567,951	462,623	567,614

Mission: Provide legal services and counsel to the Mayor, Council and staff

			Budgeted 2,026	YTD 2025	Budgeted 2025	Actual YE 2024	Budgeted 2024	Actual YE 2023	Budgeted 2023
Personnel Expense									
4110	Davis, Eric	FTE 0.75	104,405		-		193,622		184,074
	Unused Vacation / Retirement Buyout				-		9,681		7,080
	Total Salaries & Wages	0.0	104,405	-	-	170,711	203,303	190,164	191,154
4111	Overtime			4.98	-		-	5,693	-
4120	FICA (7.65%)		7,987	0.33	-	11,742	15,553	14,136	14,623
4130	Retirement (6%)		6,264	0.4	-	11,117	12,198	13,037	11,469
4130	Supplemental Retirement Plan \$1000 Match		1,000		-		2,000		2,000
4150	Health Benefits		14,214	25.49	-	5,935	11,611	6,150	15,605
4150	Dental Insurance		980	0.05	-	1,019	1,053	1,341	1,016
4150	Life Insurance		100	0.01	-	106	141	127	141
4150	HSA Expense				-		-	1300	
	Total Personnel Expense		134,950	31	-	200,631	245,859	231,948	236,009
4220 Professional Fees									
<i>Previously not broken down.</i>									
1	West Law Subscription		10,000		-				
2	MCSO Service Fees				-				
3	Secretary of State Filing Fees				-				
4	State Bar dues, SDML Atty Assoc				-				
5	External Legal Outsourced		25,000	40,190	110,000				
6	Trademark & Licensing Legal Support				-				
	Total Professional Fees		35,000	40,190	110,000	5,693	6,200	8,071	6,200
4230 Publishing									
	None budgeted				-		-	-	-
	Total Publishing				-		-	-	-
4240 Rent									
	None budgeted				-		-	-	-
	Total Rent				-		-	-	-
250 Repairs & Maintenance									
	None budgeted				-		-	-	-
	Total Repairs & Maintenance				-		-	-	-
4260 Supplies & Material									
1	Photocopies, copier lease				-				
2	Office Supplies		500		-				
3	Postage				-				
4	Water				-				
	Total Supplies & Materials		500		-	1,464	2,000	1,977	2,000
4270 Training & Travel									
1	Conference, training, etc.		500		-		4,147		5,000
2	Continuing Education				-				
	Total Training & Travel		500		-	(32)	4,147	340	5,000
4280 Utilities									
1	Cell Phone				-		770		770
	Total Utilities				-	423	770	554	770
4290 Other Expenses									
1	Ordinance Contractor			7,846	20,000		-	-	-
	Total Other Expenses			7,846	20,000		-	759	-
4340 Machinery & Equipment									
1	Office equipment						1,000		1,000
	Total Machinery & Equipment				-		1,000	-	1,000
4341 Furniture & Minor Equipment									
1	None				-		-		-
	Total Furniture & Minor Equipment				-		-	-	-
4370 Capital Improvement									
	None				-		-		-
	Total Capital Improvement				-		-	-	-
Total Attorney Expense			170,950	\$ 48,067	\$ 130,000	\$ 208,179	\$ 259,976	\$ 243,649	\$ 250,979

City of Sturgis
Finance # 4142
2025 Budget

Mission: Controls, supervises and maintains the accounting system for all departments in accordance with GAAP, GASB regulations, and State law.
Serves as the payment center for municipal utilities, manages all municipal elections and maintains public records for the city and Bear Butte Cemetery.

			Budgeted 2,026	END June 2025	Budgeted 2025	Actual YE 2024	Budgeted 2024	Actual YE 2023	Budgeted 2023
4110 Salaries & Wages	FTE								
1	Ann Bertolotto, Finance Officer	1.00	99,768		89,981		26,577		77,035
2	Robin Korth, Asst Finance Officer	1.00	66,131		56,520		35,477		31,470
3	Dylon Vasknetz, Senior Accounting Officer	1.00	59,471		86,700		72,000		43,414
4	Jenn Bush (Payroll/Cash Rec'ing) (2019)	1.00	55,798		48,054		7,666		22,266
5		0.00			52,189		38,008		8,893
6	Accounting Clerk - Not replaced 2024/2025	0.00			-		22,675		
Personnel Expense									
4110	Salaries & Wages (4.0-FTE)	4.00	281,168	108,235	333,444		202,403		183,078
	Salaried Bonus (3%)				-				
	Unused Vacation						1,329		2,963
Total Salaries & Wages	4.00		281,168	108,235	333,444	187,736	203,732	205,329	201,640
4111	Overtime			2,703	3,200	3,081	3,200	14,224	12,500
41119	Overtime-Rally				-		-		1,500
4120	FICA (7.65%)		21,509	7,131	25,753	11,104	15,830	15,703	14,423
41209	FICA (7.65%)-Rally				-		-		115
4130	Retirement (6%)		16,870	8,333	20,199	11,738	12,416	13,946	14,402
4130	SRP: \$1000 Match		4,000		5,000		34,000		3,000
41309	Retirement (6%) - Rally				-		-		90
4150	Health Benefits		56,854	21,638	48,710	26,229	31,622	17,239	20,656
4150	Dental Insurance		3,921	1,168	2,500	1,543	2,521	2,043	1,980
4150	Life Insurance		280	115	270	167	283	188	226
4150	HSA Expense							3,235	
Total Personnel Expense			384,602	149,322	439,075	241,599	303,604	271,908	270,532
4220 Professional Fees									
1	Audit		55,000	10581	55,000	49,444	60,300		50,000
2	Caselle Financial Software		24,453	12061	16,634	18,061	-		-
3	Citizen Serve License		-		2,100		1,500		1,500
4	Microsoft Annual Subscription (to IT Budget 2026)					1,152			
5	Financial Assistance, Cemetery Cloud Svc		10,000	14400		11,218			
6	Software Subscriptions		168	69					
Total Professional Fees			89,621	37,111	73,734	79,875.53	61,800	70,148	66,500
4230 Publishing									
1	Sturgis Information Publication - SIP				-		-	2,617	1,006
Total Publishing					-	3,115	-	2,617	1,006
4240 Rent									
1	Postage Meter		1,960	462.99	1,673		1,650	1,224	1,650
Total Rent			1,960	463	1,673	2,150	1,650	1,224	1,650
4250 Repairs & Maintenance									
1	Office Equipment		250		250		250		250
Total Repairs & Maintenance			250	-	250	79	250	-	250
4260 Supplies & Materials									
1	Chairs/calculators				-		1,000		1,000
2	Copies		500		500		500		500
3	Office Supplies		2,000	9577	2,000		2,500		2,500
4	Postage		17,000		17,000		15,500		15,500
5	Water bill card stock		1,500		1,500		1,500		1,500
42609	Supplies & Materials-Rally		1,500		1,500		1,500		1,500
Total Supplies & Materials			22,500	9,577	22,500	27,710	22,500	15,092	22,500
4270 Training and Travel									
1	F.O. School & Municipal League, Debt/Credit Class		2,000		-		6,595	20,380	8,000
Total Training and Travel			2,000		-	3,983	6,595	20,380	8,000
4280 Utilities									
1	Cell phone		560	230.95	-		661		648
Total Utilities			560	231	-	1,215	661	917	648
4290 Other Expenses									
1	Dues to SDML & BH Finance Officers Association		145		140		350		350
2	Elections		1,700	3327.5	3,500		3,000		
3	Miscellaneous - shirts				-		400		400
42909	Other-Rally				500		1,000		1,000
Total Other Expenses			1,845	3,328	4,140	4,911	4,750	1,423	1,750
4370 Capital Improvement									
1	None				-		-	-	-
Total Capital Improvement					-		-	-	-
Total Finance Expense			503,338	\$ 200,031	\$ 541,372	\$ 364,638	\$ 401,810	\$ 399,131	\$ 391,938

City of Sturgis
Planning and Permitting # 4196
2025 Budget

Mission: The Planning and Permitting Department includes the offices of Code Enforcement, Building Inspections, and Planning and Zoning. Together, this department is responsible for providing information to the general public on planning, zoning, building, and code compliance-related issues.

		Budgeted 2026	YTD 2025	Budgeted 2025	Actual YE 2024	Budgeted 2024	Actual YE 2023	Budgeted 2023
4110 Salaries & Wages	FTE			See Below				
1	Hafner (Bldg Inspector) Part-time through October 1, 2026	1.00	30,934	62,922		61,096		59,025
	Bldg Inspector	1.00	43,994					
2	Planning GIS Coordinator	1.00	58,658	52,189		25,338		28,343
3	Planning Director	1.00	91,486	72,600		78,317		75,668
4		0.00		0		31,991		30,914
5		0.00		-				
Personnel Expense								
4110	Salaries & Wages (2 FTE, 1 FTE-50%, 1 FTE-50%)	225,072		187,711		\$ 196,743		\$ 193,950
	Planning Commissioners (\$25 per meeting)	5,250		5,250		5250		5250
	Salaried Bonus (3%)			-				
	Unused Vacation					3916		2910
	Rally Inspectors (2 re-allocated employees)			1,414				
	Total Salaries & Wages	4.00	230,322	41,113	194,375	194,960	205,908	194,722
								202,110
4111	Overtime			116	500	1,650	1,280	6,825
41119	Overtime - Rally				900		-	900
4120	FICA (7.65%)	17,218	2,084	14,908	13,791	15,850	14,647	15,515
4120	FICA (7.65%) - Rally			69		-		69
4130	Retirement (6%)	13,504	1,292	11,693	13,605	12,431	13,343	12,169
41309	Retirement (6%) - Rally			54		-		54
4130	Supplemental Retirement Plan: \$1000 Match					3,000	-	3,000
4150	Health Benefits		(70)	25,874	25,238	31,092	20,594	22,196
4150	Dental Insurance		(82)	2,229	1,465	2,040	1,462	1,967
4150	Life Insurance		12	204	203	212	202	177
	Total Personnel Expense		261,044	44,466	250,805	250,913	271,813	251,794
								258,856
4220 Professional Fees								
1	Code Enforcement			175		200		175
2	Building & Inspections / GIS	350	4,137	175		200		200
3	Planning Coordinator	175		175		200		200
4	Professional Software Packages/subscriptions	4,000						
5	Flood Monitoring Gauges (moved to Engineering)			-		-		13,075
6	Citizenserve User Fees	17,000	16,800	6,300		5,000		4,500
	Total Professional Fees		21,525	20,937	6,825	21,801	5,600	17,840
								18,150
4230 Publishing								
1	Public Notifications & Hearings)		1,500	1,000		1,500		1,000
	Total Publishing		1,500	1,000		1,500	1,399	1,035
4240 Rent								
1	Copier Lease		1,800	-		-	-	-
	Total Rent		1,800	-		-	-	-
4250 Repairs & Maintenance								
1	Vehicles	500	55	3,500		3,500		3,500
2	Copier Maintenance / Lease		561	1,000		2,000		1,500
3	GPS and Basestation							
4	Double Star Computing	1,000		-		1,500		1,500
	Total Repairs & Maintenance		1,500	615	4,500	253	7,000	1,059
								6,500
4260 Supplies & Materials								
1	Office Supplies	250		250		600		1,000
2	Code Book, Publication, & Ticket Books	500		-		400		300
3	Postage (Certified Letters)	2,000		2,500		2,500		2,500
4	Copier Paper & Printer Cartridges	500		250		2,000		1,500
5	Meade Co. Recording	3,000		3,000		3,500		3,000
6	Gasoline	1,200		3,000		11,487		12,000
7	Uniforms (Inspections & Code Enforcement)	250		-		550		550
	Total Supplies & Materials		7,700	1,078	9,000	3,184	22,537	7,637
								21,850
4270 Training and Travel								
1	Code Enforcement			-		1,500		1,200
2	Planning Coordinator	750		100		1,700		1,200
3	Building & Inspections	300		250		1,200		1,200
4	GIS Coordinator	300						
4	Municipal League, BH, Public Works Council			200		1,200		1,200
5	Seminars, etc.		100	500		1,000		500
6	Meals			-		600		500
	Total Training and Travel		1,350	100	1,050	740	7,200	2,300
								5,800
4280 Utilities								
1	Office Telephone (Blue Peak) - move to IT budget???			2,076		2,017		1,977
2	Cell Phone, Tablets	1,800	362	851		2,547		2,497
3	Dakota Backup (Computer Backup) - IT Budget??			-				
	Total Utilities		1,800	362	2,926	1,352	4,563	1,736
								4,474
4290 Other Expenses								
1	GIS Supplies			2,000		1,500		5,000
2	Code Enforcement (Nuisance Abatement)			2,000		3,500		5,000
3	Xpress bill pay fees for credit card (Citizenserve)	7,000		7,000		-		-
	Total Other Expenses		7,000	907	11,000	31,204	5,000	15,833
								10,000
4340 Machinery & Equipment								
1	Transfer to Equipment Replacement Fund			-		-		-
	Total Machinery & Equipment		-	-		-	-	-
4341 Furniture & Minor Equipment								
1	None budgeted			-		-		-
	Total Furniture & Minor Equipment		-	-	-	-	-	-
4370 Capital Improvement								
1	None budgeted			-		-		-
	Total Capital Improvement		-	-	-	-	-	-
Total Planning & Permitting Expense			\$ 305,219	\$ 68,466	\$ 287,107	\$ 309,447	\$ 323,714	\$ 299,598
								\$ 326,655

Mission: The Sturgis Public Library provides materials, information, programs, services, and access to technology contributing to the life-long learning and Personnel enrichment of community members.

			Budgeted 2026		Budgeted 2025	Actual YE 2024	Budgeted 2024	Actual YE 2023	Budgeted 2023
4110 Salaries & Wages	FTE								
	1.0	Hahn (Director) (2021)	73,672		69,581		67,554		65,270
	1.0	Sichler (Assistant Director) (2021)	60,691		54,546		52,959		51,167
	1.0	Strocschine (Librarian - 3 yrs) (2022)	48,030		41,327		40,128		36,989
	1.0	Frazier-Riggs (Librarian - 6 yrs) (2019)	48,440		43,362		40,128		38,770
	1.0	Dykstra (Librarian - 26 yrs) (1999)	54,300		50,818		49,342		47,672
Personnel Expense									
4110		Salaries & Wages	285,133		259,633		250,112		239,868
		(2) PT Programming Asst.	26,100		14,000		18,772		18,772
		Unused Vacation					2,598		2,510
4110	Total Salaries & Wages	5.0	311,233	137,337	273,633	274,833	271,482	256,202	261,151
4111	Overtime			321	1,300	632	800	3,897	1,000
4120	FICA (7.65%)		23,809	9,448	21,032	19,718	20,830	19,048	20,055
4130	Retirement (6%)		18,674	10,157	16,496	19,111	16,337	19,206	15,729
4130	Supplemental Retirement Plan: \$1000 Match		4,000				5,000		5,000
4150	Health Benefits		60,530	24,294	55,027	37,587	40,373	25,305	45,897
4150	Dental Insurance		3,718	1,536	3,380	2,491	3,093	2,675	2,983
4150	Life Insurance		357	163	325	325	330	279	312
4150	HSA Expense				-		-	1,571	
	Total Personnel Expense		422,321	183,255	371,193	354,697	358,245	328,183	352,126
4220 Professional Fees									
1	Computer Support (Consortium Cost: KOHA, Content Café)		5,800	22.43	5,800		-	-	-
2	Computer Software Subscriptions:		1,200						
3	Digital Content Subscriptions (Swank, Medici.tv)		2,000		2,000				
	Total Professional Fees		9,000	22	7,800		-	-	-
4230 Publishing									
1	None budgeted				-		-	-	-
	Total Publishing		-	-	-		-	1,399	1,006
4240 Rent									
	Total Rent		-	-	-		-	-	-
4250 Repairs & Maintenance									
1	Consortium Costs				Moved up		5,600		5,500
2	Equipment Maintenance (computers, etc.)		1,000	2,205	1,900		6,000		6,000
3	Building Maintenance (electrical, etc.)		13,000	165	1,000		2,490		2,800
	Total Repairs & Maintenance		14,000	2,369	2,900	15,514	14,090	16,322	14,300
4260 Supplies & Materials									
1	Books		19000		15,000		13,000		12,000
2	Periodicals		5000		4,500		5,600		3,600
3	Processing Materials & supplies		2200		1,100		1,000		1,500
4	Office Supplies		1000		800		950		1,500
5	New Programming (Makerspace equipment & supplies)		2000		-		2,000		3,500
6	Digital Resources (Overdrive, Flipster, etc.)		4000		Moved up		5,500		5,000
7	Postage & Meter		650		400		400		300
8	Audio Visual materials (i.e. DVDs, audiobooks, etc)		3000		600		4,000		4,500
9	Computers & software		4700		1,600		2,400		2,100
10	Programming		4000		3,800		4,000		4,000
	Total Supplies & Materials		45,550	13,731	27,800	31,530	38,850	34,925	38,000
4270 Training and Travel									
1	SDLA-Meetings-Workshop		3000		500.00		2,522		3,000
	Total Training & Travel		3,000		500	1,732	2,522	2,117	3,000
4280 Utilities									
1	Internet, cell phone		4900		4,788		2,384		2,384
2	Hotspot data subscription		960		-				
	Total Utilities		5,860	1,940	4,788	4,908	2,384	5,156	2,384
4290 Other Expenses									
	Total Other Expenses		-	-	-	1,018	-	(97)	-
4340 Machinery & Equipment									
	Total Machinery & Equipment		-	-	-	-	-	-	-
4341 Furniture & Minor Equipment									
1	None Budgeted				-		-		-
	Total Furniture & Minor Equipment		-	-	-	-	-	-	-
Total Library Expense			\$ 499,731	\$ 201,340	\$ 414,981	\$ 409,399	\$ 416,090	\$ 388,005	\$ 410,816

Mission: Provide a safe and healthy environment for the citizens of the greater Sturgis area so that they may participate in recreational and entertainment activities.

		Budgeted 2,026	YTD 2025	Budgeted 2025	Actual YE 2024	Budgeted 2024	Actual YE 2023	Budgeted 2023
4110 Salaries & Wages	FTE							
Heikes - Director (1996) (Also 33.33% Recreation)	0.67	61,129		57,229		55,562		53,683
Duprel (Admin - 14 yrs) (2011) Office Manager (Sup stip)	1.00	62,937		59,862		53,610		51,363
Crowser (Superintendent - 34 yrs) (1991)	0.00			-		Moved to #4192		72,100
Personnel Expense								
4110 Salaries & Wages (1-FTE and 2-PTE)	1.67	124,066		117,091		109,172		177,148
Part-time Employees								
PT Cleaning Staff (1039 hrs)				-		15,000		15,000
PT Lifeguards (2,870 hours @ average \$14.50)		63,616		41,615		61,000		61,000
PT Front Desk/Concessions (4,160 hours @ \$12.50 hr)		76,852		52,000		60,000		60,000
PT Theater Tech (45 hours @ \$17.00)		910		765		700		700
PT Bldg Assistant (G. Meyer) (\$15.50 @ 624 hrs)		14,444		9,672		11,700		11,700
41109 Salaries & Wages								
Janitorial - CC & Auditorium (Rally)				2,000		2,000		2,000
Salaried Bonus (3%)				-				
Unused Vacation						2,778		2,065
Total Salaries & Wages		279,888	162,975	223,143	257,811	262,350	307,854	329,613
4111 Overtime (Mainly Rally period)		2,500	1,973	5,000	6,141	4,000	12,919	2,500
41119 Overtime - Rally			3,972	-		-	-	2,500
4120 FICA (7.65%)			11,155	17,070	18,983	20,070	23,269	24,904
41209 FICA (7.65%) - Rally			1,109	-		-	-	6,565
4130 Retirement (6%)		7,444	5,917	7,025	8,695	6,717	12,471	19,533
41309 Retirement (6%) - Rally			442	-		-	-	244
4130 Supplemental Retirement Plan: \$1000 Match		1,670		1,670		1,670		2,670
4150 Health Benefits		27,122	10,303	24,656	22,875	25,038	21,372	26,851
41509 Insurance - Rally				-		-		-
4150 Dental Insurance		633	784	576	1,132	1,188	1,516	1,653
4150 Life Insurance		213	77	194	151	189	163	181
4150 HSA Expense				-		-	157	-
Total Personnel Expense		319,470	198,708	279,335	315,788	321,221	379,720	417,214
4220 Professional Fees								
1 ClubAutomation - software & support (\$505 per month)		7011		6,060		5,700		5,702
2 Copier Lease				900				
3 Knight Security				-		-		500
4 Fitness on Demand (ended 2024)				-		2,400		2,400
5 Visible Difference - Gym floor (not done in 2023, 2024, must do in 2025)		2,300		2,250		2,250		2,250
6 Nova - PM Agreement (Staff does now)				-		2,220		2,220
7 Servall (Towels, rubber mats) (Just day pass during Rally)		500		500		1,000		750
8 Douglas A Miller Memorial Memorabilia Cabinet				-		-		2,000
Total Professional Fees		9,811	4,050	9,710	10,347	13,570	9,239	15,822
4230 Publishing								
1 Black Hills Pioneer Ads		350		350		-		
2 Chamber 57785 Magazine				-		-		
Total Publishing		350		350		-	2,360	1,310
4240 Rent								
Copier Lease		900				-		-
Total Rent		900		-		-	-	-
4250 Repairs & Maintenance								
1 Vehicle & Fuel		625		625		625		500
2 Office/Machine Maint		250		250		250		250
3 Weight & Cardio Room Maintenance		1,300		1,300		1,000		1,000
4 Locker Room Maint		250		250		250		250
5 Pool Maint (Non-Pool Pak)		1,000		1,000		2,300		2,300
6 Air Handler Balancing (every five years)				500		-		10,000
7 Theater		250		250		500		500
8 Fire System Inspections (extinguishers, sprinkler & stove hood)		1,250		1,250		1,250		1,250
9 Pool Samples		250		250		500		500
10 Pool Pak Filters (Dehumidifier)		1,440		1,440		1,440		1,440
11 SCC Refrigerators & freezers		500				500		500
12 HVAC & POOL PAK - Rasmussen PM & Repair Costs		50,000		28,000		26,000		26,000
13 SCC Sealers (product, etc.)		500		500		500		500
14 SCC Paint		500		250		250		250
15 SCC Electrical		3,000		3,000		2,000		2,000
16 SCC Plumbing		1,500		1,500		1,000		1,000
17 SCC Door hardware		500		100		1,000		1,000
18 SCC Lights & Ballasts				-		-		-
19 SCC Sand Filter (Replace sand) (Every 5 years) (done in 2021)		2,000		-		-		-
20 Replace roofing above the Pool Roof				-		-		-
21 SCC Misc. Repairs		4,000		2,000		1,000		2,000
Total Repairs & Maintenance		69,115	40,051	42,465	66,193	40,365	32,917	51,240
4260 Supplies & Materials								
1 Computer/Copier Supplies		750		750		750		750
2 Office Supplies		500		500		500		500
3 Pool Chemicals		17,000		17,000		12,500		12,500
4 Professional Organization Dues		0		-		75		75
5 Gas & Oil		1500		500		500		500
6 Books & Publications		-		-		2,500		25
7 Custodial Supplies		14,000		12,000		12,000		11,500
8 Postage		450		450		450		450
9 Concession Supplies		250		250		250		500
10 Hardware & Materials		1,000		1,000		500		1,000
11 Theater		250		-		250		500
42609 Supplies & Materials - Rally								

Mission: Provide a safe and healthy environment for the citizens of the greater Sturgis area so that they may participate in recreational and entertainment activities.

	Budgeted 2,026	YTD 2025	Budgeted 2025	Actual YE 2024	Budgeted 2024	Actual YE 2023	Budgeted 2023
1 Custodial Supplies	3500		3,000		2,500		2,500
2 Ice (<i>moved to Sponsorship</i>)			-		750		750
3 Towels (Professional Fee - we no longer purchase towels)			-		-		-
Total Supplies & Materials	39,200	26,195	35,450	48,841	33,525	86,570	31,550
4270 Training and Travel							
None budgeted	750		-		-		-
Total Training & Travel	750		-		900	650	750
4280 Utilities (thru July 2025)							
MDU	47,409	26,850	45,360				
BH Energy	91,350	50,581	91,350				
Internet	7,049	3,525	4,158				
City services		5,978	16,947				
Cell Phone	630	323	630				
Total Utilities	146,438	87,256	158,445	171,857	165,000	147,670	154,071
4290 Other Expenses							
1 Uniforms	200		200		566		500
2 Misc.	100		100		100		100
3 Scholarships (CC Children's Fund)	500		-		500		500
4 Credit Card Fees (average \$500 per month)	6,000		6,000		-		-
Total Other Expenses	6,800	7,203	6,300	9,833	1,166	6,258	1,100
4340 Machinery & Equipment							
1 Pool Equipment	-		-		-		-
2 Weight/Cardio Equipment	-		-		-		-
Total Furniture & Minor Equipment	-		-		-	-	-
4341 Furniture & Minor Equipment							
1 Pool Equipment	500		-		-		500
2 Weight/Cardio Equipment	10,300		-		250		500
Total Furniture & Minor Equipment	10,800	-	-	1,894	250	-	1,000
4370 Capital Improvement							
None			-				
Total Capital Improvement			-		-	-	-
4520 Merchandise for Resale							
Concessions (includes Rally), 24/7 access cards/fobs, goggles	2000	517	1,000		2,000		2,000
Total Merchandise for Resale	2,000	517	1,000	2,300	2,000	2,980	2,000
4530 Refunds							
Rec programs	500	238	250		500		500
Total Refunds	500	238	250	381	500	261	500
5110 Transfer Out to Sanitation for Roof Loan (\$12k/20 yrs.) (2006?)				12,000	12,000	12,000	12,000
Total Community Center Expense	\$ 606,134	\$ 364,217	\$ 533,305	\$ 639,434	\$ 590,497	\$ 680,625	\$ 688,557

			Budgeted 2026	YTD 2025	Budgeted 2025	Actual YE 2024	Budgeted 2024	Actual YE 2023	Budgeted 2023
4110 Salaries & Wages	FTE								
Heikes (Director) (33% Community Center) (1996)	0.33	30,108			28,187		27,366		26,441
Weisz (Recreation Director) (2020)	1.00	54,006			46,608		48,572		44,644
Personnel Expense									
4110 Salaries & Wages (1-FTE, 1-FTE @ 33%)	1.33	84,114			74,796		75,939		71,085
Part-time Employees									
PT Referees (Football, Basketball (Girls, Boys), and Coed/Mixed Softball Umps)		13,000			10,800		10,800		10,800
Gym Supervisor-\$20 for the day					-		300		300
Swimming Lessons Instructors (720hrs x 16.15)		11,628			10,000		10,000		10,000
Aerobics Instructors (2 PT) (Land, HIIT)(250 hrs x \$16.40)		4,100			3,625		2,625		2,625
Yoga Instructors (2 PT) (Mixed, Morning) (200 hours x \$16.40)		3,279			2,900		2,625		2,625
Softball/Football Concessions Staff					-		1,375		1,375
Salaried Bonus (3%)					-				
Unused Vacation							1,053		1,017
Total Salaries & Wages	1.33		116,121	68,429	102,121	99,051	104,716	93,050	99,826
4111 Overtime			1,600	721	1,600	1,532	1,600	2,298	2,000
4120 FICA (7.65%)			6,435	4,952	7,935	7,101	8,133	6,788	7,790
4130 Retirement (6%)			5,047	4,182	6,223	5,621	6,379	5,429	6,110
4130 Supplemental Retirement Plan: \$1000 Match							330		1,330
4150 Health Benefits			19,006	8,167	17,279	12,471	15,315	10,909	13,111
4150 Dental Insurance			1,024	551	931	799	852	794	822
4150 Life Insurance			91	57	83	85	86	82	86
4150 HSA Expense			0		-		-	1,071	-
Total Personnel Expense			149,325	87,059	136,171	126,660	137,412	120,421	131,075
4220 Professional Fees									
1 SDASA Team Registration Fees			375		-		375		375
2 Copy/Printer Lease 1/2 Rec 1/2 CC			900		900				
3 Volleyball Officials for Youth Rec Program - Paid to SBHS Girls VB			2,000	1,500	1,238				
4 Basketball Camp instructor/officials - Paid to SBHS Girls BB					-				1,500
Total Professional Fees			3,275	1,500	2,138	2,475	375	285	1,875
4230 Publishing			250						
Total Publishing			250		-	33	-	1,399	1,006
4240 Rent									
Total Rent			-		-		-	-	-
4250 Repairs & Maintenance									
1 Misc. Repairs			1,000		-		-	-	-
2 Gravel at Fort Meade Softball Field Parking Lot					500				
Total Repairs & Maintenance			1,000	3,468	500	540	-	920	-
4260 Supplies & Materials									
1 Swim Lesson Program - Swimming equipment			500		500		1,500		1,500
2 Youth Volleyball Program - Team/Game Shirts			1700		1,700		500		500
3 Youth Rec BB Program (Girls, Boys) - Team/Game Shirts			1700		1,900		1,750		1,500
4 Youth Rec BB Program (Girls, Boys) - Basketballs, cones, pennies, etc.			300		200		200		200
5 Youth Rec Flag (K-6) Football Program - Team/Game Shirts			750		750		750		500
6 Youth Rec Flag (K-6) Football Program - Footballs, flags, etc.			200		150		165		100
7 Coed/Women's Softball Programs - Tournament Shirts			150		750		500		500
8 Coed/Women's Softball Program - Game-practice balls, etc			600		300		400		400
9 Coed/Women's Softball Program - Diamond Dry for Fields			750		750		750		750
10 Coed/Women's Softball Program - Chalk for Fields			1500		750		750		750
11 Coed/Women's Softball Program - Tournament Trophies, Awards			700		175		300		300
12 Field Maintenance - Striping Paint - Football and Softball			400		350		400		400
13 First Aid Supplies - AED pads, kits, ice packs, bandaids, etc			450		450		765		1,000
14 Computer/Copier Supplies - Flyers, school mailers, etc			250		250		250		250
Total Supplies & Materials			9,950	4,800	8,975	8,489	8,980	10,557	8,650
4270 Training and Travel									
1 None Budgeted					-		-	-	-
Total Training & Travel			-		-		-	-	-
4280 Utilities									
1 None budgeted					-		-	-	-
Total Utilities			-		-		-	-	-
4290 Other									
None budgeted					-		-	-	-
Total Other Expenses			-		-		-	-	-
4340 Machinery & Equipment									
Transfer to Equipment Replacement Fund					-		-	-	-
Total Machinery & Equipment			-		-		-	-	-
4341 Furniture & Minor Equipment									
1 None budgeted					-		-	-	-
Total Furniture & Minor Equipment			-		-		-	-	-
4370 Capital Improvement									
None budgeted					-		-	-	-
Total Capital Improvement			-		-		-	-	-
4520 Merchandise for Resale									
Concessions			0		-		1,000		1,000
Total Merchandise for Resale			-		-	1,117	1,000	1,667	1,000
4530 Refunds									
Rec programs			250		250		500		500
Total Refunds			250		250		250	-	250
Total Recreation Expense			\$ 164,050	\$ 96,827	\$ 148,034	\$ 139,314	\$ 148,017	\$ 135,248	\$ 143,856

Mission: Provide dedicated gym and event space at the Sturgis Auditorium (1019 Main Street)

	Budgeted 2026	YTD 2025	Budgeted 2025	Actual YE 2024	Budgeted 2024	Actual YE 2023	Budgeted 2023
41109 Salaries & Wages - Rally							
Custodial - Auditorium	4,107						
Total Personnel Expenses	4,107	-	-	-	-	-	-
4220 Professional Fees							
1 Video Security Monitoring	450		384		-	-	-
Total Professional Fees	450	1,294	384	357	-	64	-
4230 Publishing							
None budgeted							
Total Publishing			-		-	-	-
4240 Rent							
None budgeted							
Total Rent			-		-	-	-
4250 Repairs & Maintenance							
1 Fire panel/sys inspection, extinguisher maintenance	500		500		1,427		1,500
2 Pest Control Spraying			-				
3 Electrical (light changes, etc.)	350		350				
4 Misc repairs (doors, faucets, light switches, etc.)	1,000		325				
Total Repairs & Maintenance	1,850	711	1,175	1,513	1,427	6,386	1,500
4260 Supplies & Materials							
1 Custodial supplies	1500		1,500		1,500		1,500
2 Filters (taken out of Buildings #4192)			-		-		-
Total Supplies & Materials	1,500	1,153	1,500	1,231	1,500	1,037	1,500
4270 Training and Travel							
1 None budgeted			-				
Total Training & Travel		-	-		-	-	-
4280 Utilities (thru July 2025)							
1 MDU and BHE	15,750	7,004	15,750				
2 City Services		649	1,890				
3 Internet	1,200	559	1,512				
Total Utilities	16,950	8,213	19,152	15,342	21,000	16,303	16,320
4290 Other Expenses							
None Budgeted			-		-	-	-
Total Other Expenses		-	-	32	-	-	-
4340 Machinery & Equipment							
Transfer to Equipment Replacement Fund			-		-		-
Total Machinery & Equipment			-		-	-	-
4341 Furniture & Minor Equipment							
1 None			-		-		-
Total Furniture & Minor Equipment		-	-		-	-	-
4370 Capital Improvement							
None Budgeted			-				
Total Capital Improvement		-	-		-	-	-
Total Auditorium Expense	\$ 24,857	\$ 11,370	\$ 22,211	\$ 18,475	\$ 23,927	\$ 23,790	\$ 19,320

City of Sturgis
Human Resources # 4143
2025 Budget

Mission: Human Resources is dedicated to achieving City strategic goals by helping our employees to resolve concerns, questions, and issues in order to allow them to focus on what they do best - their jobs!

	FTE	Budgeted 2,026	Budgeted 2025	Actual YE 2024	Budgeted 2024	Actual YE 2023	Budgeted 2023
4110 Salaries & Wages							
1 Carrie Belawske	1.0	88,243	\$ 44,990		\$ 90,745	\$ 93,341	\$ 87,677
Personnel Expense	1						
4110 Salaries & Wages (1-FTE) w 27 pp		88,243	44,990		90,745		87,677
Salaried Bonus (3%)			-				
Unused Vacation					4,537		3,372
Total Salaries & Wages	1.0	88,243	44,990	83,750	95,283	93,341	91,049
4111 Overtime			-	6	-	2,454	4,500
4120 FICA (7.65%)		6,751	3,442	6,328	7,289	7,949	7,309
4130 Retirement (6%)		5,295	2,699	4,806	6,717	6,275	5,733
4130 Supplemental Retirement Plan: \$1000 Match		1,000	1,000		1,000		1,000
4150 Health Benefits		-	1,200	334	2,625	360	2,522
4150 Dental Insurance		-	1,078	514	987	815	951
4150 Life Insurance		75	68	38	71	58	71
4150 Annual Deductible Reimbursement			-		-		-
Total Personnel Expense		101,363	54,477	95,776	112,971	111,252	113,136
4220 Professional Fees							
1 Caselle HR Module (implemented in 2015)		0	1,772		1,775		1,775
2 Professional Services: Adobe Acrobat Pro		240					
2 Drug Screen			-		50		50
3 Citizen Serve		0	-		1,500		1,500
4 Professional Associations (SHRM, SDGHRA)		325	82		540		540
5 Hire Forms		3,000	-		3,000		3,000
Wage and Compensation Study		0	40,000				
6 City Wide Leadership Training		0	-		-		10,000
Total Professional Fees		3,565	41,854	8,537	6,865	8,403	16,865
4230 Publishing							
Online Recruitment			1,000		-		-
Total Publishing		1,000	1,000	1,150	-	3,999	4,500
4240 Rent							
None			-		-		-
Total Rent		0	-	-	-	-	-
4250 Repairs & Maintenance							
1 Office Equipment		150	150		150		150
Computer							
Double Star Computing (Monthly Service & Misc)							
Total Repairs & Maintenance		150	150	-	150	-	150
4260 Supplies & Materials							
1 HR Copies (Portion of FO Copy Machine), postage		1,500	1,500		2,000		2,000
2 Misc Office Supplies		500	500		500		500
Total Supplies & Materials		2,000	2,000	607	2,500	3,510	2,500
4270 Training and Travel							
1 Day of Excellence		200	-				-
1 Online courses/education			-		-		-
2 SHRM, SDHRA, Municipal League		650	-		919		1,235
Total Training & Travel		850	-	420	919	504	1,235
4280 Utilities							
Cell Phone		470	630		640		627
Total Utilities		470	630	500	640	554	627
4290 Other Expenses							
1 Miscellaneous			-		1,975		500
Total Other Expenses		0	-	142	1,975	280	500
4340 Machinery & Equipment							
Transfer to Equipment Replacement Fund			-		-		-
Total Machinery & Equipment		0	-	-	-	-	-
4341 Furniture & Minor Equipment							
1 None			-		-		-
Total Furniture & Minor Equipment		0	-	-	-	-	-
4370 Capital Improvement							
None			-		-		-
Total Capital Improvement		0	-	-	-	-	-
Total Administrative Services Expense		109,398	\$ 100,111	\$ 107,132	\$ 126,020	\$ 128,502	\$ 139,543