



## City Council Meeting AGENDA

**DATE:** **Monday, January 5, 2026**  
**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 - 7      6.1. Year End 2024 Liquor Unexpended Budget Correction  
[Agenda Item Report - Pdf](#)  
[Expenditures Comparison 2024](#)

### 7. MAYOR'S REPORT

Annual listing the volunteers who lead the Community Center's Water

8           7.1. Aerobics classes (Pam Weidenbach, Mary Nedella, Judy Weisz, Janet Anderson, Connie Hurlburt and Vicki Buhler) in the Council minutes for liability and workers' compensation coverage in 2026.  
[Agenda Item Report - Pdf](#)

9           7.2. Annual listing of volunteers for the Sturgis Police Department Reserves in the Council minutes for workers' compensation and liability coverages in 2026. Sturgis Police Reserve Officers: Randy Brennick, Alora Borg, John Marshall, James Meyer, Doug Douglas, Kasey Sedlacek, Edward Allen, Justin Pritchard, and Don Gibbs.  
[Agenda Item Report - Pdf](#)

10          7.3. Annual listing the volunteers of the various Boards and Commissions in the Council minutes for workers' compensation and liability coverages in 2026 Planning Commission: Aaron Rabenberg, David Owen, Thomas Magdanz Jr., Richelle Bruch, Dusty Hess, Rose Byars, and Alex Moravec.  
Municipal Utility Board: Shawn Mechling, Tom Herman, and Bernadette Usera  
Park/Forestry Board: Jeanie Blair, Karen Lynass, Jennessa Scholl-Dempsey, and Charla Smith  
Library Board: Kristi Palmer, Kelly Magdanz, Cathie Anderson, Terry Hermann, Robin Englehart-Bagley, Nick Jones- City Council Rep. The County Rep position is vacant.  
[Agenda Item Report - Pdf](#)

11          7.4. Annual listing the volunteers of the Sturgis Volunteer Fire Department in the Council minutes for workers' compensation coverage in 2026.  
Sturgis Volunteer Fire Department: Mandie Aga, Reed Beldin, Mark Bruch, Mike Bruch, Michael Casey, Roy Casteel, Dave Cummings, Nicholas Draine, Hugo Estes, Shawn Fischer, Adam Grubl, Chris Grubl, Dan Grubl, Cody Heupel, Bryce Hill, Bryson Kool, Nathan Kress, Dravan Lensegrav, Scott Lensegrav, Cory Nelson, Tom Nelson, Brad Olson, Calev Owen, Isaiah Owen, Cameron Paisley, Parker Peterson, Keanu Phumiprapha, Jeff Potter, Warren Shaulis, Chase Smith, Molly Strader, Lee Stroschine, and Derek Swain.  
Annual listing of the volunteers of the Sturgis Volunteer Fire Department in the Council minutes for workers' compensation coverage in 2026.  
Sturgis Volunteer Fire Department Auxiliary: Shannon Lensegrav, Courtney Walker, Desirae McCaskey, Terri Jo Bruch and Jennifer Cummings.  
[Agenda Item Report - Pdf](#)

12          7.5. Annual listing of volunteers for the Sturgis Animal Shelter in the Council minutes for workers' compensation and liability coverages in 2026.

Sturgis & Meade County Animal Shelter: Mary Ingram, Tessa Meland-  
her kids Kerrigan, Kwynlee, Kambria and Karsey Meland, Melissa  
Lugmao, Dallas Fox, Heather Adolph, Olivia Burnett, Madelyn  
Perkovich, Pat Kurtenbach, Linn Baur, Daniel, Treyton and Asher  
Tammi, Cyrus Lyons, and Mallory Lyons

[Agenda Item Report - Pdf](#)

13 7.6. Payroll - Hugo Estes (Paramedic Part-time) (Ambulance) - earned  
Paramedic license. Promotion from EMT- Basic to Paramedic. Salary is  
\$30.83 per hour.  
[Payroll Report - Pdf](#)

14 - 19 7.7. Authorize the submission of a Letter of Interest to the Bureau of Land  
Management (BLM) to initiate the Recreation and Public Purposes  
(R&PP) Lease process for potential development of public soccer  
facilities on federal land.  
Motion to approve  
[Agenda Item Report - Pdf](#)

## **8. CONSIDER CONSENT AGENDA**

20 - 25 8.1. Consideration to Approve the Minutes from the December 15, 2025  
meeting  
[City Council - Dec 15 2025 - Minutes - Pdf](#)

26 - 27 8.2. Consideration to Authorize the Mayor to Sign, Reassign and Terminate  
Hanger Lease Agreements.  
[Agenda Item Report - Pdf](#)

28 8.3. Set a Public Hearing for February 17, 2026 to consider a Use on Review  
application for 3385 Canyon View Court for a in home daycare.  
[Agenda Item Report - Pdf](#)

29 8.4. Set a Public Hearing for February 17, 2026 to consider a Use on Review  
application for 206 Tulsa Drive for a in home business to work on other  
people vehicles on a limit basis.  
[Agenda Item Report - Pdf](#)

## **9. APPROVAL OF THE CLAIMS**

30 - 39 9.1. [Council Bills 01052026](#)

## **10. PUBLIC HEARINGS**

## **11. REPORTS**

|         |   |
|---------|---|
| 40 - 49 | 11.1. Consideration to Approve First Amendment to Meade County Jail Professional Medical Service Agreement<br><a href="#"><u>Agenda Item Report - Pdf</u></a> |
| 50 - 59 | 11.2. Consideration to approve Resolution 2026-01, Salaries & Wages for 2026 Payroll<br><a href="#"><u>Agenda Item Report - Pdf</u></a>                       |

## **12. EXECUTIVE SESSION**

- 12.1. 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:

## **13. RESUME OPEN MEETING**

|         |   |
|---------|---|
| 60 - 61 | 13.1. Return to Open Session  |
|         | 13.2. Approve Mutual Settlement Agreement & Release re: Sturgis v. Price et al<br><a href="#"><u>Agenda Item Report - Pdf</u></a> |

## **14. ADJOURN**

## **15. 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 - Jan 05 2026

**Agenda Item:** Year End 2024 Liquor Unexpended Budget Correction

**Prepared By:** Ann Bertolotto, Finance Officer

## BACKGROUND INFORMATION:

This report presents a comparison of the **original adopted Liquor Fund budget** and the **final corrected budget**, with specific emphasis on the correction of the unexpended balance. The adjustment resulted from the identification and correction of a process issue within the financial software that affected the posting of accounts payable transactions.

## DISCUSSION:

During a review of Liquor Fund activity, it was discovered that **accounts payable transactions were being posted to an incorrect account** due to a **missing step in the established software processing workflow**. As a result:

- Certain expenditures were not reflected accurately in the appropriate expenditure accounts
- The **originally reported unexpended balance was overstated**
- No additional expenditures were incurred; the issue was strictly a **classification and process error**

Once the missing step in the software process was identified, the transactions were corrected and reposted to the proper accounts, resulting in an updated and accurate unexpended balance.

The final corrected Liquor Fund budget accurately reflects expenditures and the resulting unexpended balance. The City has addressed the process issue within the financial software to prevent recurrence, and the corrected figures provide City Council with a clear and reliable financial position for the Liquor Fund.

## BUDGET IMPACT:

The correction **did not change the overall financial position** of the Liquor Fund, nor did it result in additional spending. The adjustment improves compliance with accounting standards and strengthens internal controls over accounts payable processing.

## Approved By:

Ann Bertolotto, Finance Officer

## Status:

Approved - Dec 31 2025

CITY OF STURGIS  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 12 MONTHS ENDING DECEMBER 31, 2024

LIQUOR

|                               |                          | PERIOD ACTUAL   | YTD ACTUAL      | BUDGET       | UNEXPENDED      | PCNT   |
|-------------------------------|--------------------------|-----------------|-----------------|--------------|-----------------|--------|
| <b>LIQUOR</b>                 |                          |                 |                 |              |                 |        |
| 601-4990-41100                | SALARIES                 | 224,584.28      | 224,584.28      | 243,572.00   | 18,987.72       | 92.2   |
| 601-4990-41110                | OVERTIME WAGES           | 9,841.03        | 9,841.03        | 2,400.00     | ( 7,441.03)     | 410.0  |
| 601-4990-41200                | FICA EXPENSES            | 16,675.05       | 16,675.05       | 18,817.00    | 2,141.95        | 88.6   |
| 601-4990-41300                | RETIREMENT               | 15,374.17       | 15,374.17       | 18,758.00    | 3,383.83        | 82.0   |
| 601-4990-41500                | GROUP INSURANCE          | 34,491.45       | 34,491.45       | 41,634.00    | 7,142.55        | 82.8   |
| 601-4990-41510                | DENTAL INSURANCE         | 2,013.44        | 2,013.44        | 2,107.00     | 93.56           | 95.6   |
| 601-4990-41520                | PRINCIPAL LIFE INS       | 251.39          | 251.39          | 275.00       | 23.61           | 91.4   |
| 601-4990-41600                | UNEMPLOYMENT & WORK COMP | 2,439.00        | 2,439.00        | 2,527.00     | 88.00           | 96.5   |
| 601-4990-42100                | INSURANCE                | 46,459.11       | 46,459.11       | 44,908.00    | ( 1,551.11)     | 103.5  |
| 601-4990-42200                | PROFESSIONAL FEES        | 24,372.97       | 24,372.97       | 20,400.00    | ( 3,972.97)     | 119.5  |
| 601-4990-42300                | PUBLISHING               | 123,172.12      | 123,172.12      | 36,000.00    | ( 87,172.12)    | 342.1  |
| 601-4990-42400                | RENT                     | .00             | .00             | 600.00       | 600.00          | .0     |
| 601-4990-42500                | REPAIRS & MAINTENANCE    | 9,017.74        | 9,017.74        | 11,700.00    | 2,682.26        | 77.1   |
| 601-4990-42600                | SUPPLIES & MATERIALS     | 19,552.92       | 19,552.92       | 19,750.00    | 197.08          | 99.0   |
| 601-4990-42620                | OFF SALE LIQUOR          | 2,252,039.18    | 2,252,039.18    | 1,745,702.00 | ( 506,337.18)   | 129.0  |
| 601-4990-42630                | OFF SALE WINE            | 204,219.37      | 204,219.37      | .00          | ( 204,219.37)   | .0     |
| 601-4990-42640                | SNACKS FOR RESALE        | 17,867.26       | 17,867.26       | 10,978.00    | ( 6,889.26)     | 162.8  |
| 601-4990-42650                | POP FOR RESALE           | 53,647.48       | 53,647.48       | 38,310.00    | ( 15,337.48)    | 140.0  |
| 601-4990-42660                | OFF SALE BEER            | 1,134,159.46    | 1,134,159.46    | 859,591.00   | ( 274,568.46)   | 131.9  |
| 601-4990-42670                | OTHER LIQUOR             | 44,052.88       | 44,052.88       | .00          | ( 44,052.88)    | .0     |
| 601-4990-42680                | APPAREL FOR RESALE       | .00             | .00             | 1,700.00     | 1,700.00        | .0     |
| 601-4990-42800                | UTILITIES                | 27,043.95       | 27,043.95       | 38,262.00    | 11,218.05       | 70.7   |
| 601-4990-42900                | OTHER                    | 51,473.54       | 51,473.54       | 51,300.00    | ( 173.54)       | 100.3  |
| 601-4990-42910                | GIFT CERTIFICATE         | 724.81          | 724.81          | 1,200.00     | 475.19          | 60.4   |
| 601-4990-42930                | INVENTORY ADJUSTMENTS    | 11,135.46       | 11,135.46       | .00          | ( 11,135.46)    | .0     |
| 601-4990-43400                | MACHINERY & EQUIPMENT    | .00             | .00             | 2,642.00     | 2,642.00        | .0     |
| 601-4990-43700                | CAPITAL IMPROVEMENT      | .00             | .00             | 500.00       | 500.00          | .0     |
| 601-4990-44100                | PRINCIPAL                | .00             | .00             | 12,220.00    | 12,220.00       | .0     |
| 601-4990-44200                | INTEREST                 | .00             | .00             | 28,760.00    | 28,760.00       | .0     |
| 601-4990-45200                | MERCHANDISE FOR RESALE   | 24,431.22       | 24,431.22       | 59,500.00    | 35,068.78       | 41.1   |
| 601-4990-45210                | CIGARETTES FOR RESALE    | 48,644.30       | 48,644.30       | 35,206.00    | ( 13,438.30)    | 138.2  |
| 601-4990-45220                | TOBACCO FOR RESALE       | 9,155.69        | 9,155.69        | 500.00       | ( 8,655.69)     | 1831.1 |
| 601-4990-51100                | OPERATING TRANSFERS OUT  | 417,402.96      | 417,402.96      | 417,403.00   | .04             | 100.0  |
| TOTAL LIQUOR                  |                          | 4,824,242.23    | 4,824,242.23    | 3,767,222.00 | ( 1,057,020.23) | 128.1  |
| TOTAL FUND EXPENDITURES       |                          | 4,824,242.23    | 4,824,242.23    | 3,767,222.00 | ( 1,057,020.23) | 128.1  |
| NET REVENUE OVER EXPENDITURES |                          | ( 1,385,742.25) | ( 1,385,742.25) | .00          | 1,385,742.25    | .0     |

CITY OF STURGIS  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 12 MONTHS ENDING DECEMBER 31, 2024

LIQUOR

|   | PERIOD ACTUAL        | YTD ENC            | YTD ACTUAL           | BUDGET              | UNEXPENDED        | PCNT        |
|---|----------------------|--------------------|----------------------|---------------------|-------------------|-------------|
| <b>LIQUOR</b>                           |                      |                    |                      |                     |                   |             |
| 601-4990-41100 SALARIES                 | 224,584.28           | .00                | 224,584.28           | 243,572.00          | 18,987.72         | 92.2        |
| 601-4990-41110 OVERTIME WAGES           | 9,841.03             | .00                | 9,841.03             | 2,400.00            | ( 7,441.03)       | 410.0       |
| 601-4990-41200 FICA EXPENSES            | 16,675.05            | .00                | 16,675.05            | 18,817.00           | 2,141.95          | 88.6        |
| 601-4990-41300 RETIREMENT               | 15,374.17            | .00                | 15,374.17            | 18,758.00           | 3,383.83          | 82.0        |
| 601-4990-41500 GROUP INSURANCE          | 34,491.45            | .00                | 34,491.45            | 41,634.00           | 7,142.55          | 82.8        |
| 601-4990-41510 DENTAL INSURANCE         | 2,013.44             | .00                | 2,013.44             | 2,107.00            | .93.56            | 95.6        |
| 601-4990-41520 PRINCIPAL LIFE INS       | 251.39               | .00                | 251.39               | 275.00              | 23.61             | 91.4        |
| 601-4990-41600 UNEMPLOYMENT & WORK COMP | 2,439.00             | .00                | 2,439.00             | 2,527.00            | 88.00             | 96.5        |
| 601-4990-42100 INSURANCE                | 46,459.11            | .00                | 46,459.11            | 44,908.00           | ( 1,551.11)       | 103.5       |
| 601-4990-42200 PROFESSIONAL FEES        | 24,372.97            | .00                | 24,372.97            | 20,400.00           | ( 3,972.97)       | 119.5       |
| 601-4990-42300 PUBLISHING               | 123,172.12           | .00                | 123,172.12           | 36,000.00           | ( 87,172.12)      | 342.1       |
| 601-4990-42400 RENT                     | .00                  | .00                | .00                  | 600.00              | 600.00            | .0          |
| 601-4990-42500 REPAIRS & MAINTENANCE    | 9,017.74             | .00                | 9,017.74             | 11,700.00           | 2,682.26          | 77.1        |
| 601-4990-42600 SUPPLIES & MATERIALS     | 19,552.92            | .00                | 19,552.92            | 19,750.00           | .197.08           | 99.0        |
| 601-4990-42620 OFF SALE LIQUOR          | 1,389,109.52         | .00                | 1,389,109.52         | 1,745,702.00        | 356,592.48        | 79.6        |
| 601-4990-42630 OFF SALE WINE            | 202,887.37           | .00                | 202,887.37           | .00                 | ( 202,887.37)     | .0          |
| 601-4990-42640 SNACKS FOR RESALE        | 11,724.62            | .00                | 11,724.62            | 10,978.00           | ( 746.62)         | 106.8       |
| 601-4990-42650 POP FOR RESALE           | 35,288.51            | .00                | 35,288.51            | 38,310.00           | 3,021.49          | 92.1        |
| 601-4990-42660 OFF SALE BEER            | 764,903.67           | .00                | 764,903.67           | 859,591.00          | 94,687.33         | 89.0        |
| 601-4990-42670 OTHER LIQUOR             | 44,052.88            | .00                | 44,052.88            | .00                 | ( 44,052.88)      | .0          |
| 601-4990-42680 APPAREL FOR RESALE       | .00                  | .00                | .00                  | 1,700.00            | 1,700.00          | .0          |
| 601-4990-42800 UTILITIES                | 27,043.95            | 1,423.95           | 27,043.95            | 38,262.00           | 9,794.10          | 74.4        |
| 601-4990-42900 OTHER                    | 51,473.54            | .00                | 51,473.54            | 51,300.00           | ( 173.54)         | 100.3       |
| 601-4990-42910 GIFT CERTIFICATE         | 724.81               | .00                | 724.81               | 1,200.00            | 475.19            | 60.4        |
| 601-4990-42930 INVENTORY ADJUSTMENTS    | 11,135.46            | .00                | 11,135.46            | .00                 | ( 11,135.46)      | .0          |
| 601-4990-43400 MACHINERY & EQUIPMENT    | .00                  | .00                | .00                  | 2,642.00            | 2,642.00          | .0          |
| 601-4990-43700 CAPITAL IMPROVEMENT      | .00                  | .00                | .00                  | 500.00              | 500.00            | .0          |
| 601-4990-44100 PRINCIPAL                | .00                  | .00                | .00                  | 12,220.00           | 12,220.00         | .0          |
| 601-4990-44200 INTEREST                 | .00                  | .00                | .00                  | 28,760.00           | 28,760.00         | .0          |
| 601-4990-45200 MERCHANDISE FOR RESALE   | 24,431.22            | .00                | 24,431.22            | 59,500.00           | 35,068.78         | 41.1        |
| 601-4990-45210 CIGARETTES FOR RESALE    | 32,589.92            | .00                | 32,589.92            | 35,206.00           | 2,616.08          | 92.6        |
| 601-4990-45220 TOBACCO FOR RESALE       | 3,714.38             | .00                | 3,714.38             | 500.00              | ( 3,214.38)       | 742.9       |
| 601-4990-51100 OPERATING TRANSFERS OUT  | 417,402.96           | .00                | 417,402.96           | 417,403.00          | .04               | 100.0       |
| <b>TOTAL LIQUOR</b>                     | <b>3,544,727.48</b>  | <b>1,423.95</b>    | <b>3,544,727.48</b>  | <b>3,767,222.00</b> | <b>221,070.57</b> | <b>94.1</b> |
| <b>TOTAL FUND EXPENDITURES</b>          | <b>3,544,727.48</b>  | <b>1,423.95</b>    | <b>3,544,727.48</b>  | <b>3,767,222.00</b> | <b>221,070.57</b> | <b>94.1</b> |
| <b>NET REVENUE OVER EXPENDITURES</b>    | <b>( 106,227.50)</b> | <b>( 1,423.95)</b> | <b>( 106,227.50)</b> | <b>.00</b>          | <b>107,651.45</b> | <b>.0</b>   |

# City Council STAFF REPORT



**Meeting Date:** City Council - Jan 05 2026

**Agenda Item:** Annual listing the volunteers who lead the Community Center's Water Aerobics classes (Pam Weidenbach, Mary Nedella, Judy Weisz, Janet Anderson, Connie Hurlburt and Vicki Buhler) in the Council minutes for liability and workers' compensation coverage in 2026.

**Prepared By:** Carrie Belawske, Human Resources

## BACKGROUND INFORMATION:

All volunteers who will be covered by the City's Work Comp and Liability policies must be notated in the City Council minutes each year.

## DISCUSSION:

The Water Aerobics classes are conducted by volunteers.

## RECOMMENDATION:

Motion to approve

## Approved By:

Aaron Jordan, City Administrator

## Status:

Approved - Dec 31 2025

# City Council STAFF REPORT



**Meeting Date:** City Council - Jan 05 2026

**Agenda Item:** Annual listing of volunteers for the Sturgis Police Department Reserves in the Council minutes for workers' compensation and liability coverages in 2026. Sturgis Police Reserve Officers: Randy Brennick, Alora Borg, John Marshall, James Meyer, Doug Douglas, Kasey Sedlacek, Edward Allen, Justin Pritchard, and Don Gibbs.

**Prepared By:** Carrie Belawske, Human Resources

## BACKGROUND INFORMATION:

All volunteers who will be covered by the City's Work Comp and Liability policies must be notated in the City Council minutes each year.

## DISCUSSION:

Reserves must complete a comprehensive educational and ride time curriculum as part of the Sturgis Police Department's Reserve training. They are then certified by the State of South Dakota.

## 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.

## RECOMMENDATION:

Motion to approve

## Approved By:

Aaron Jordan, City Administrator

## Status:

Approved - Dec 31 2025

# City Council STAFF REPORT



**Meeting Date:** City Council - Jan 05 2026

**Agenda Item:** Annual listing the volunteers of the various Boards and Commissions in the Council minutes for workers' compensation and liability coverages in 2026  
Planning Commission: Aaron Rabenberg, David Owen, Thomas Magdanz Jr., Richelle Bruch, Dusty Hess, Rose Byars, and Alex Moravec.  
Municipal Utility Board: Shawn Mechling, Tom Herman, and Bernadette Usera  
Park/Forestry Board: Jeanie Blair, Karen Lynass, Jennessa Scholl-Dempsey, and Charla Smith  
Library Board: Kristi Palmer, Kelly Magdanz, Cathie Anderson, Terry Hermann, Robin Englehart-Bagley, Nick Jones- City Council Rep. The County Rep position is vacant.

**Prepared By:** Carrie Belawske, Human Resources

## BACKGROUND INFORMATION:

All volunteers who will be covered by the City's Work Comp and Liability policies must be notated in the City Council minutes each year. Members of the Planning Commission, Park Board, Municipal Utility Board, and Sturgis Public Library Board of Trustees are covered in their official capacity on those entities

## 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.

## RECOMMENDATION:

Motion to approve

## Approved By:

Aaron Jordan, City Administrator

## Status:

Approved - Dec 31 2025

# City Council STAFF REPORT



**Meeting Date:** City Council - Jan 05 2026

**Agenda Item:** Annual listing the volunteers of the Sturgis Volunteer Fire Department in the Council minutes for workers' compensation coverage in 2026. Sturgis Volunteer Fire Department: Mandie Aga, Reed Beldin, Mark Bruch, Mike Bruch, Michael Casey, Roy Casteel, Dave Cummings, Nicholas Draine, Hugo Estes, Shawn Fischer, Adam Grubl, Chris Grubl, Dan Grubl, Cody Heupel, Bryce Hill, Bryson Kool, Nathan Kress, Dravan Lensegrav, Scott Lensegrav, Cory Nelson, Tom Nelson, Brad Olson, Calev Owen, Isaiah Owen, Cameron Paisley, Parker Peterson, Keanu Phumiprapha, Jeff Potter, Warren Shaulis, Chase Smith, Molly Strader, Lee Stroschine, and Derek Swain.  
Annual listing of the volunteers of the Sturgis Volunteer Fire Department in the Council minutes for workers' compensation coverage in 2026. Sturgis Volunteer Fire Department Auxiliary: Shannon Lensegrav, Courtney Walker, Desirae McCaskey, Terri Jo Bruch and Jennifer Cummings.

**Prepared By:** Carrie Belawske, Human Resources

## BACKGROUND INFORMATION:

All volunteers who will be covered by the City's Work Comp policies must be notated in the City Council minutes each year. This list of volunteers has been approved by SVFD Chief Scott Lensgrav. The City's work comp policy covers SVFD volunteers while responding to calls for service within the City limits. Calls for service in the county are covered by the Meade County work comp policy. The SVFD carries its own liability policy. The SVFD also has an auxiliary that supports the VFD on scene and assists with fundraising and community building efforts. Their volunteers are also being listed.

## 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.

## RECOMMENDATION:

Motion to approve

## Approved By:

Aaron Jordan, City Administrator

## Status:

Approved - Dec 31 2025

# City Council STAFF REPORT



**Meeting Date:** City Council - Jan 05 2026

**Agenda Item:** Annual listing of volunteers for the Sturgis Animal Shelter in the Council minutes for workers' compensation and liability coverages in 2026. Sturgis & Meade County Animal Shelter: Mary Ingram, Tessa Meland- her kids Kerrigan, Kwynlee, Kambria and Karsey Meland, Melissa Lugmao, Dallas Fox, Heather Adolph, Olivia Burnett, Madelyn Perkovich, Pat Kurtenbach, Linn Baur, Daniel, Treyton and Asher Tammi, Cyrus Lyons, and Mallory Lyons

**Prepared By:** Carrie Belawske, Human Resources

## 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 been approved by Trishelle Tammi and 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:

Aaron Jordan, City Administrator

### Status:

Approved - Dec 31 2025

# City Council STAFF REPORT



**Meeting Date:** City Council - Jan 05 2026

**Agenda Item:** Payroll - Hugo Estes (Paramedic Part-time) (Ambulance) - earned Paramedic license. Promotion from EMT- Basic to Paramedic. Salary is \$30.83 per hour.

**Prepared By:** Carrie Belawske, Human Resources

## 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.

Mr. Estes is a current part time employee.

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

## DISCUSSION:

New Hires

### Approved By:

Aaron Jordan, City Administrator

### Status:

Approved - Dec 31 2025

# City Council STAFF REPORT



**Meeting Date:** City Council - Jan 05 2026

**Agenda Item:** Authorize the submission of a Letter of Interest to the Bureau of Land Management (BLM) to initiate the Recreation and Public Purposes (R&PP) Lease process for potential development of public soccer facilities on federal land.

**Prepared By:** Kevin Forrester, Mayor

## BACKGROUND INFORMATION:

The **Recreation and Public Purposes (R&PP) Lease** program allows state and local governments, as well as certain nonprofit organizations, to lease federally owned public land administered by the BLM at a nominal cost for qualifying public recreation facilities. The program is intended to support public-serving uses that provide broad community benefit and long-term public access. Additional information regarding the R&PP program is included in the attached materials.

Participation in organized soccer within the City of Sturgis has increased substantially over the past several decades. The City's primary soccer facilities are currently located at the former City Park; however, the continued growth of youth and adult soccer participation has exceeded the capacity of the existing complex.

## Existing Conditions

The current soccer complex faces several limitations, including:

- Insufficient number of playable fields to meet demand
- Scheduling constraints that limit practice and game availability
- Inadequate parking capacity for players, families, and spectators
- Site constraints that limit feasible expansion

These conditions have resulted in operational challenges and limit the City's ability to support current and future recreational demand.

## Stakeholder Support

The **Sturgis Soccer Association** has formally identified the deficiencies of the existing soccer facilities and expressed strong support for pursuing additional recreational space. An attached letter from Richelle Bruch, President of the Sturgis Soccer Association, outlines the challenges associated with the current complex and supports submitting a Letter of Interest to the BLM to initiate the R&PP lease process.

## DISCUSSION:

Submitting a Letter of Interest does not commit the City to a specific project or site, nor does it obligate funding. Rather, it initiates coordination with the BLM to:

- Determine land availability and suitability
- Confirm consistency with applicable land-use plans
- Identify environmental review requirements
- Evaluate long-term feasibility for public recreational use

If the process advances, any future lease application, site plan, environmental documentation, or capital investment would be brought forward for separate Council review and approval.

Attached is a map of the BLM location and a conceptional soccer complex plan.

#### **BUDGET IMPACT:**

There is **no immediate fiscal impact** associated with submitting a Letter of Interest. R&PP leases typically involve nominal annual rent. Any future development, maintenance, or operational costs would be evaluated and presented to the City Council prior to commitment.

#### **RECOMMENDATION:**

Motion to approve

#### **ATTACHMENTS:**

[RPP\\_Program\\_Soccer\\_Focus](#)

[Sturgis Soccer Association Letter\\_Support for BLM R&PP Letter of Interest](#)

[Lease Aera Map](#)

[Ft.Meade Soccer Complex-11X17 Portrait](#)

#### **Approved By:**

Aaron Jordan, City Administrator

#### **Status:**

Approved - Dec 31 2025

# Recreation and Public Purposes (R&PP;) Program Soccer Facilities Focus

The Recreation and Public Purposes (R&PP;) Program allows eligible state and local governments to lease federal public land administered by the Bureau of Land Management (BLM) at nominal cost for qualifying public recreation facilities. This program provides an effective mechanism for developing long-term public soccer facilities that serve community-wide recreational needs.

## Program Authority and Purpose

The R&PP; Program is authorized under the Recreation and Public Purposes Act and is intended to support public-serving recreational uses. Soccer complexes and associated facilities qualify when they are publicly accessible, non-exclusive, and operated primarily for community benefit.

## Eligible Soccer-Related Uses

- 1 Multi-field soccer complexes
- 2 Youth and adult league practice and competition fields
- 3 Restrooms, parking, and support facilities
- 4 Pedestrian paths, spectator areas, and open space
- 5 Limited ancillary facilities directly supporting public recreation

## Typical Lease Terms

- 1 Lease terms of up to 20 years, with renewal options
- 2 Nominal annual rent, often one dollar per year
- 3 Federal ownership of land retained by the United States
- 4 City or public sponsor ownership of approved improvements during the lease term

## Application Process Overview

- 1 Initial coordination with the local BLM field office
- 2 Submission of a Letter of Interest describing proposed soccer facilities
- 3 Land use plan consistency review and environmental analysis (NEPA)
- 4 Public notice and opportunity for comment
- 5 Issuance of an R&PP; lease upon approval

## Public Benefit Considerations

Soccer facilities developed under the R&PP; Program must provide broad public access and demonstrated community benefit. Typical benefits include youth development, recreational opportunities for all ages, support for community events and tournaments, and long-term preservation of open space for organized recreation.

## Ongoing Responsibilities

- 1 Operation and maintenance of soccer facilities in accordance with approved plans
- 2 Continued public access and safety management
- 3 Periodic reporting and coordination with the BLM
- 4 BLM approval required for material changes or expansion

Sturgis Soccer Association has been a vital part of the Sturgis community since 1978. Over nearly five decades, the Association has grown significantly in both participation and impact. In recent years alone, Sturgis Soccer has expanded to serve more than 300 youths during both fall and spring seasons, reflecting the strong demand for accessible, organized youth athletics in our community.

With this growth comes challenges, and our most pressing issue is field space. Currently, the Association hosts two outdoor tournaments annually (one in April and one in September) each averaging approximately 80 teams. Due to limited field availability, Sturgis Soccer has been forced to turn away teams from each of the last four tournaments over the past two years, despite continued interest and demand.

These tournaments provide a meaningful economic benefit to the City of Sturgis. The influx of teams, families, and spectators results in increased hotel occupancy, full restaurants, and higher traffic in local retail businesses. Many local business owners have shared that one of our tournament weekends is comparable to a Rally weekend in terms of hotel usage, restaurant volume, and overall economic activity.

Approval of the proposed lease agreement would allow Sturgis Soccer Association to relocate to a site with increased field capacity. This forward progress would enable the Association to better serve Sturgis youth, reduce participation limitations, and meet growing community demand. Expanded field capacity would also allow Sturgis Soccer to increase the size and reach of its tournaments, further positioning Sturgis as a regional destination for youth sports and family-centered events.

The Sturgis Soccer Association respectfully requests that the City Council vote in favor of signing the lease agreement. This action supports youth recreation, strengthens community assets, and creates additional opportunities for sustained economic activity within the City of Sturgis.

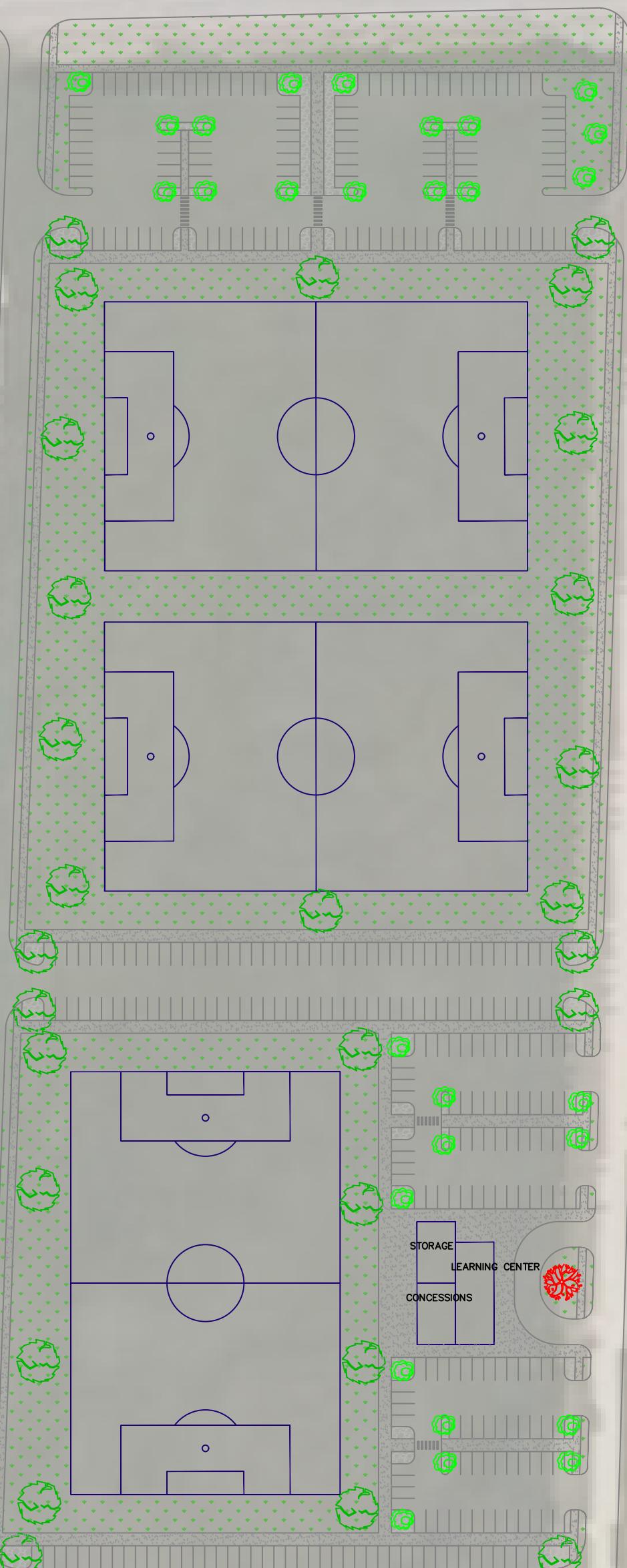
Respectfully submitted,  
Richelle Bruch  
President, Sturgis Soccer Association

## **BLM R&PP Lease Interest for Recreational Soccer Facilities**

Page 5 of 6

Area Result: **2478741.7 Square Feet**

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FUTURE EXPANSION

**MINUTES**  
 City Council Meeting  
**City of Sturgis, South Dakota**

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**Monday, December 15, 2025**

**6:30 PM**

**Council Chambers**

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**COUNCIL PRESENT:** Kevin Forrester, Tony Dargatz, Jesse Blakeman, Jim Thompson, Nick Jones, Ruth Nichols, Alex Usera, Mark Chaplin, and Terry Jensen

**STAFF PRESENT:** Ann Bertolotto, Finance Officer, Aaron Jordan, City Administrator, Eric Davis, City Attorney, Geody VanDewater, Chief of Police, and Rick Bush, Director of Public Works

**ABSENT:** None

**Call to Order Regular Meeting of the City Council**

Mayor Forrester calls meeting to order at 6:30 p.m.

**Pledge of Allegiance/Prayer**

Dr. Bill Meirose gives prayer.

**Approval of the Agenda**

Usera moved, Dargatz seconded, and all voted to approve the agenda as posted.

**Announcements and Praise**

Councilman Thompson makes announcements of upcoming community events.

City Attorney Eric Davis reports on the 39th Annual Sturgis Christmas Bird Count held Sunday, Dec. 14.

Sturgis Human Resources Director Carrie Belawske shares information on the city holiday party which she believes was a great morale booster. The event raised \$708 for the Sturgis Optimist Toy Drive.

Resident Bonnie Alberts reports that some people are placing yard waste at the city's recycle location at Exit 32 although no receptacles are on site. Those materials are to be taken to the city's rubble site.

**Non-Agenda matters that may come before the Council**

Resident Donnlee Kiviaasen asks about the status of a zoning issue.

**Department Updates**

- Administrator Jordan presents the sales tax and BBB tax reports for November.
- Finance Officer Ann Bertolotto gives financial execution reports.
- Administrator Jordan presents update on sponsorship program

## Public Hearings

Sturgis Sponsorship Director/Brand Manager Lance Scherer presents information on the lease for The Bank building, 1100 Main St., which had been tabled from the Dec. 1, meeting. Usera moved, Jensen seconded, and all voted to approve the 2025 Dixxon Supply, LLC Property Lease Amendment.

## Mayor's Report

Payroll - Brady Hansen (Water Operator) Full-time, non-exempt position, \$23.42 per hour

## Consider Consent Agenda

Approval of the minutes from the Dec. 1, 2025, City Council meeting

Thompson moved, Jones seconded, and all voted to approve the consent agenda.

## Approval of the claims

| Vendor Name                | Description          | Net Invoice Amount |
|----------------------------|----------------------|--------------------|
| A & B WELDING CO           | SUPP & MAT           | 1525.75            |
| ADMIRAL BEVERAGE CORP      | LIQUOR               | 19997.25           |
| ALSCO                      | RUGS/MATS            | 578.12             |
| BADLANDS DISTILLERY        | LIQUOR               | 607.44             |
| BEAR BUTTE VALLEY WATER    | UTIL NOV 2025        | 112.85             |
| BLACK HILLS CHEMICAL       | SUPP                 | 3738.11            |
| BLACK HILLS ENERGY         | UTIL NOV 2025        | 47463.75           |
| BLACK HILLS PIONEER        | PUB NOV 2025         | 986.95             |
| BLACK HILLS SNACKS         | LIQUOR               | 105.65             |
| BLACK HILLS TRAILS         | 2026 BID DIST DISB   | 50000              |
| BLACKFORK SPIRITS LLC      | LIQUOR               | 188.68             |
| BLACKHILLS COM             | PROF FEES            | 150                |
| BLUE PEAK                  | UTIL NOV 2025        | 5542.78            |
| BMI                        | PROF FEES            | 644.18             |
| BORDER STATES ELECTRIC     | REP & MAINT          | 107.9              |
| BUBBLES, LLC               | CAR WASHES           | 40.14              |
| BUTTE ELECTRIC             | UTIL NOV 2025        | 2653.88            |
| CASH-WA DISTRIBUTING       | LIQUOR               | 2068.05            |
| CASK & CORK                | LIQUOR               | 7921.58            |
| CBH COOPERATIVE #112407    | FUEL                 | 7557.99            |
| CBH COOPERATIVE - #865928  | FUEL                 | 273.9              |
| CBH COOPERATIVE #119343    | FUEL                 | 5666.14            |
| CBH COOPERATIVE #920771    | FUEL                 | 593.53             |
| CENGAGE LEARNING / GALE    | BOOKS                | 624.93             |
| CENTURY BUSINESS PRODUCTS  | COPIER LEASE         | 119.29             |
| CENTURY LINK               | UTIL NOV 2025        | 374.56             |
| CITY OF BELLE FOURCHE      | NOV LANDFILL TICKETS | 28067.44           |
| CITY OF STURGIS WATER DEPT | UTIL NOV 2025        | 3672.41            |
| COCA COLA BOTTLING CO      | WATER/LIQUOR         | 1098.5             |

|                                 |                        |          |
|---------------------------------|------------------------|----------|
| COLLINS, KATRINA                | REIMB SUPP & MAT       | 64.73    |
| CORE & MAIN LLP                 | PROF FEES              | 4176.89  |
| CULLIGAN OF THE NH              | WATER                  | 33.75    |
| DAKOTA'S BEST                   | LIQUOR                 | 581.8    |
| DOUBLE STAR COMPUTING           | PROF FEES              | 4193.99  |
| ECOLAB PEST ELIMINATOR DIV      | PEST CONTROL           | 183.87   |
| EVOGOV                          | PROF FEES              | 59       |
| FERGUSON WATERWORKS             | SUPP & MAT             | 862.11   |
| FOTH INFRA & ENVIR              | PROF FEES              | 10502.1  |
| GORDON & REES                   | BOOKS                  | 90       |
| GREAT WESTERN TIRE CO           | REP & MAINT            | 1616     |
| GROSSENBURG IMPLEMENT           | MOWER RENTAL           | 16275    |
| HELIX SOLUTIONS                 | PROF FEES              | 350      |
| HELM'S & ASSOCIATES             | CAP IMP                | 35361.29 |
| HOMESLICE MEDIA GROUP, LLC      | PROF FEES              | 3900     |
| INGRAM LIBRARY SERVICES         | BOOKS                  | 456.02   |
| J & J ASPHALT                   | SUPP & MAT             | 693.6    |
| JOHNSON WESTERN WHOLESALE       | LIQUOR                 | 72370.4  |
| K T CONNECTIONS                 | PROF FEES              | 2014.5   |
| KETEL THORSTENSON               | PROF FEES              | 4936.96  |
| KIEFFER SANITATION              | CONT RENTAL            | 643.64   |
| LAWSON PRODUCTS                 | REP & MAINT            | 181.74   |
| LYNN'S DAKOTAMART               | SUPP & MAT             | 21.68    |
| MAIER MEATS LLC                 | LIQUOR                 | 432      |
| MARCO TECH                      | PROF FEES              | 50.5     |
| MASTERCARD                      | CREDIT CARD            | 9470.02  |
| MEADE COUNTY AUDITOR            | DISPATCH FEES          | 4506.67  |
| MIDAMERICA BOOKS                | BOOKS                  | 130.75   |
| MIDCONTINENT TESTING LAB        | WATER TESTING          | 248      |
| MONTANA DAKOTA UTILITIES        | UTIL NOV 2025          | 12074.1  |
| NORTHERN HILLS VET CLINIC       | PROF FEES              | 138      |
| NORTHWEST PIPE FITTINGS         | SUPP & MAT             | 280      |
| OWENS INTERSTATE SALES INC      | SUPP & MAT/REP & MAINT | 152.42   |
| PITNEY BOWES INC                | POSTAGE METER LEASE    | 462.99   |
| POWERPLAN                       | REP & MAINT            | 1398.34  |
| QUALITY BRANDS OF THE BH        | LIQUOR                 | 29109.56 |
| RASMUSSEN MECHANICAL SERV       | REP & MAINT            | 722      |
| REPUBLIC BEVERAGE COMPANY       | LIQUOR                 | 19688.14 |
| RICHTER'S TIRE                  | REP & MAINT            | 120.48   |
| RIVERFRONT BROADCASTING,<br>LLC | ADV                    | 1254.6   |
| RUNNINGS SUPPLY INC             | SUPP & MAT             | 99.8     |
| RUSHMORE OFFICE SUPPLY          | SUPP & MAT             | 130.48   |
| SAWYER BREWING CO               | LIQUOR                 | 126      |

|                            |                   |           |
|----------------------------|-------------------|-----------|
| SCHADE VINEYARD            | LIQUOR            | 312       |
| SD DEPT OF TRANSPORTATION  | CAP IMP           | 19846.7   |
| SDML WORK COMP FUND        | WORK COMP         | 268885    |
| SERVALL TOWEL & LINEN      | RUGS/TOWELS       | 440.3     |
| SOUTH DAKOTA 811           | PROF FEES         | 75.04     |
| SOUTH DAKOTA DOBER SOCIETY | RAFFLE REFUND     | 75        |
| SOUTHERN GLAZER'S OF SD    | LIQUOR            | 15572.34  |
| STURGIS ACE HARDWARE #1    | SUPP & MAT        | 45.74     |
| STURGIS ACE HARDWARE #3    | SUPP & MAT        | 135.95    |
| STURGIS NAPA               | SUPP & MAT        | 1026.67   |
| TERESA D BOLEN             | LIQUOR            | 100       |
| THOMSON REUTERS            | SUBSCRIPTION      | 237.96    |
| TOLLISON, MATTHEW          | PATIENT TRANSPORT | 30        |
| TWICE THE ICE              | ICE               | 239.19    |
| U DRIVE TECHNOLOGY         | WEB STREAMING     | 674.52    |
| VANWAY TROPHY & AWARD      | NAME PLATE        | 28.55     |
| VOSS DISTRIBUTING          | LIQUOR            | 273.01    |
| WARNE CHEMICAL             | SUPP & MAT        | 168       |
| WEST RIVER ELECTRIC ASSN   | UTIL NOV 2025     | 737.74    |
| WESTERN CONSTRUCTION       | CAP IMP           | 776319.06 |

## WAGES

|                       |          |              |
|-----------------------|----------|--------------|
| Mayor & Council       | 101-4111 | \$ 6,407.31  |
| Attorney              | 101-4141 | \$ 3,866.84  |
| Finance               | 101-4142 | \$ 9,943.61  |
| HR                    | 101-4143 | \$ 3,431.80  |
| City Admin            | 101-4144 | \$ 7,102.76  |
| Buildings             | 101-4192 | \$ 2,017.39  |
| Custodial             | 101-4193 | \$ 3,126.66  |
| Engineering           | 101-4194 | \$ -         |
| Planning & Permitting | 101-4196 | \$ 1,870.36  |
| Fleet                 | 101-4197 | \$ 7,984.69  |
| Sponsorship           | 101-4198 | \$ 3,114.92  |
| Rally                 | 101-4199 | \$ -         |
| Police                | 101-4211 | \$ 53,172.80 |
| Animal Shelter        | 101-4212 | \$ 4,796.43  |
| Fire Dept             | 101-4229 | \$ 161.80    |
| Streets               | 101-4311 | \$ 15,337.31 |
| Cemetery              | 101-4370 | \$ 436.43    |
| Community Center      | 101-4511 | \$ 8,953.39  |
| Recreation            | 101-4512 | \$ 4,065.25  |

|                   |          |               |
|-------------------|----------|---------------|
| Parks             | 101-4520 | \$ 15,994.23  |
| Library           | 101-4551 | \$ 10,653.17  |
| Auditorium        | 101-4560 | \$ -          |
| Special Sales Tax | 211-9000 | \$ -          |
| Downtown BID      | 213-4195 | \$ -          |
| Liquor            | 601-4990 | \$ 8,839.24   |
| Water             | 602-4330 | \$ 13,368.62  |
| Wastewater        | 604-4325 | \$ 14,701.90  |
| Sanitary Service  | 612-4323 | \$ 17,384.05  |
| Ambulance         | 644-4460 | \$ 50,167.16  |
|                   |          | \$ 266,898.12 |

|                    |                     |
|--------------------|---------------------|
| SS                 | \$ 16,231.74        |
| MED                | \$ 3,796.18         |
| FWT                | \$ 22,793.74        |
|                    | \$ 42,821.66        |
| <b>Grand Total</b> | <b>\$309,719.78</b> |

Chaplin moved, Jensen seconded, and all voted to approve the claims.

## Reports

### 1886 Properties, LLC Property Lease Amendment

Scherer presents information on the 2025 - 1886 Properties, LLC Property Lease Amendment for The Bank building lease.

Jones moved, Dargatz seconded, and all voted to approve the 2025 - 1886 Properties, LLC Property Lease Amendment.

### Bluepeak Business Service Agreement and Addendum

Mayor Forrester speaks about updating the Bluepeak Business Service Agreement.

Jensen moved, Nichols seconded, and all voted to approve the Bluepeak Business Service Agreement and Addendum

## Executive Session

Chaplin moved, Jones seconded, and all voted to enter executive session pursuant to SDCL 1-25-2 (3) at 7:16 p.m.

## Resume Open Meeting

In open session, Usera moved, Thompson seconded, and all voted to return to regular session at 7:26 p.m.

## Adjourn

Chaplin moved, Usera seconded, and all voted to adjourn at 7:27 p.m.

ATTEST: \_\_\_\_\_  
Name

APPROVED: \_\_\_\_\_  
Mayor

Published once at the total approximate cost of \$ \_\_\_\_\_

# City Council STAFF REPORT



**Meeting Date:** City Council - Jan 05 2026

**Agenda Item:** Consideration to Authorize the Mayor to Sign, Reassign and Terminate Hanger Lease Agreements.

**Prepared By:** Rick Bush, Director of Public Works

## BACKGROUND INFORMATION:

The City maintains multiple hangar lease agreements at the Municipal Airport. From time to time, changes in hangar ownership, tenant needs, and lease administration require updates to existing agreements.

Several hangars have been sold or transferred to new owners, requiring the reassignment of the associated hangar lease agreements to reflect current ownership and occupancy. In addition, certain leaseholders have indicated they no longer wish to continue their lease agreements.

The lease terminations generally involve vacant hangar pad leases where no hangar structure has been constructed and the lessee no longer intends to build a hangar. Terminating these leases allows the City to return the sites to its available inventory and make them available to other interested parties.

During a routine review of existing hangar lease documents, staff also identified minor typographical and clerical errors in certain agreements. These corrections do not change the intent or substantive terms of the leases but are necessary to ensure accuracy, clarity, and consistency in City records.

Authorizing the Mayor to reassign and terminate hangar lease agreements, as applicable, will allow staff to efficiently manage these administrative updates, maintain accurate lease documentation, and ensure hangar availability is aligned with current ownership, tenant demand, and airport planning objectives for the 2026 calendar year.

## DISCUSSION:

Reassignment of the following Leases:

1. 101 Beachcraft Ave.- 60 x 80 from Great Plains Enterprises LLC. to NIP Enterprises
2. 102 Turbine Alley- 72 x 104 from Titan Aviation to Gary Stutesman (correct address to 103 Turbine Alley)
3. 102 Beachcraft Ave.- 70 x 80 from LT Development Group LLC. to Bart Hamm/Aces Full

Terminate the Following Leases:

1. 105 Turbine Alley- 80 x 80 Wade Bail
2. 2 Jet Way- 100 x 100 Hanger 27 LLC.

New Leases:

1. 203 Turbine Alley - 60 x 80-Sundance Steel

## 2. 204 Turbine Alley - 60 x 80-JK Properties

### **BUDGET IMPACT:**

There is no anticipated negative budget impact associated with this action. Reassignment of existing hangar lease agreements will maintain current lease revenue, while termination of vacant hangar pad leases where no hangar has been constructed will return those sites to the City's available inventory for future leasing. Correction of minor clerical and typographical errors will not affect lease rates or revenue. Any future lease revenue will be subject to separate Council action, as applicable.

### **RECOMMENDATION:**

Move to authorize the Mayor to execute, reassign and termination of Municipal Airport hangar lease agreements, and to approve minor clerical and typographical corrections to existing hangar lease documents, as necessary.

#### **Approved By:**

Rick Bush, Director of Public Works

#### **Status:**

Approved - Dec 30 2025

# City Council STAFF REPORT



**Meeting Date:** City Council - Jan 05 2026

**Agenda Item:** Set a Public Hearing for February 17, 2026 to consider a Use on Review application for 3385 Canyon View Court for a in home daycare.

**Prepared By:** Rick Bush, Director of Public Works

## BACKGROUND INFORMATION:

Mary Heinle (Purple Butterflies Daycare LLC) has submitted a Conditional Use on Review application to operate a in home daycare business at her residence located at 3385 Canyon View Court, Sturgis, South Dakota.

The subject property is currently zoned Single-Family Residential, within which in-home daycare facilities are a permitted use, subject to compliance with applicable zoning standards and operational requirements.

Although the use is permitted, a conditional use review is being conducted to evaluate potential impacts related to neighborhood compatibility, traffic and parking, noise, and overall compliance with City ordinances.

## DISCUSSION:

Board of Adjustments may provide direction or recommend approval of the in-home daycare use, subject to conditions deemed necessary to ensure compatibility with the surrounding residential neighborhood.

## CODE REFERENCES:

City of Sturgis Title 18- Single Family Residential

## RECOMMENDATION:

Motion to approve setting a public hearing for February 17, 2026.

## Approved By:

Rick Bush, Director of Public Works

## Status:

Approved - Dec 31 2025

# City Council STAFF REPORT



**Meeting Date:** City Council - Jan 05 2026

**Agenda Item:** Set a Public Hearing for February 17, 2026 to consider a Use on Review application for 206 Tulsa Drive for a in home business to work on other people vehicles on a limit basis.

**Prepared By:** Rick Bush, Director of Public Works

## BACKGROUND INFORMATION:

Jeremy Moore has submitted a Conditional Use on Review application to operate a in home business at his residence located at 206 Tulsa Drive, Sturgis, South Dakota. Jeremy would like to operate a in home business to work on other peoples vehicles on a limit basis in his a garage (no more than one vehicle at a time)

The subject property is currently zoned Single-Family Residential, within which in-home business are a permitted use, subject to compliance with applicable zoning standards and operational requirements.

Although the use is permitted, a conditional use review is being conducted to evaluate potential impacts related to neigh

## DISCUSSION:

Board of Adjustments may provide direction or recommend approval of the in-home daycare use, subject to conditions deemed necessary to ensure compatibility with the surrounding residential neighborhood.

## CODE REFERENCES:

City of Sturgis Title 18- Single Family Residential

## RECOMMENDATION:

Motion to approve setting a public hearing for February 17, 2026.

## Approved By:

Rick Bush, Director of Public Works

## Status:

Approved - Dec 31 2025

| Vendor Name                         | Merchant Name                   | GL Account and Title                 | Description            | Net Invoice Amount | Invoice Date |
|-------------------------------------|---------------------------------|--------------------------------------|------------------------|--------------------|--------------|
| <b>Mayor &amp; Council</b>          |                                 |                                      |                        |                    |              |
| <b>General</b>                      |                                 |                                      |                        |                    |              |
| A & B BUSINESS                      | A & B BUSINESS                  | 101-4111-42600 Supplies & Materials  | Copier Lease Dec 2025  | 31.34              | 12/19/2025   |
| AT&T MOBILITY                       | AT&T MOBILITY                   | 101-4111-42800 Utilities             | Cell phones            | 46.53              | 12/15/2025   |
| BLACK HILLS COUNCIL OF LOCAL GOVERN | BLACK HILLS COUNCIL OF LOCAL GO | 101-4111-42900 Other                 | JAN 2026               | 3,800.00           | 01/01/2026   |
| PRAIRIE HILLS TRANSIT               | PRAIRIE HILLS TRANSIT           | 101-4111-42900 Other                 | CONTRACT JAN 2026      | 14,000.00          | 01/01/2026   |
| STURGIS AREA ARTS COUNCIL           | STURGIS AREA ARTS COUNCIL       | 101-4111-42900 Other                 | CONTRACT JAN 2026      | 2,250.00           | 01/01/2026   |
| Total General:                      |                                 |                                      |                        | 20,127.87          |              |
| Total Mayor & Council:              |                                 |                                      |                        | 20,127.87          |              |
| <b>Attorney</b>                     |                                 |                                      |                        |                    |              |
| <b>General</b>                      |                                 |                                      |                        |                    |              |
| NOONEY & SOLAY LLP                  | NOONEY & SOLAY LLP              | 101-4141-42200 Professional Fees     | Leasing issues KP      | 1,550.00           | 12/18/2025   |
| AMERICAN LEGAL PUBLISHING           | AMERICAN LEGAL PUBLISHING       | 101-4141-42900 Other                 | Ordinance Codification | 12,250.68          | 12/16/2025   |
| Total General:                      |                                 |                                      |                        | 13,800.68          |              |
| Total Attorney:                     |                                 |                                      |                        | 13,800.68          |              |
| <b>Finance Office</b>               |                                 |                                      |                        |                    |              |
| <b>General</b>                      |                                 |                                      |                        |                    |              |
| RUSHMORE OFFICE SUPPLY              | RUSHMORE OFFICE SUPPLY          | 101-4142-42600 Supplies & Materials  | Envelopes              | 27.50              | 12/18/2025   |
| AT&T MOBILITY                       | AT&T MOBILITY                   | 101-4142-42800 Utilities             | Cell phones            | 46.53              | 12/15/2025   |
| Total General:                      |                                 |                                      |                        | 74.03              |              |
| Total Finance Office:               |                                 |                                      |                        | 74.03              |              |
| <b>Human Resources</b>              |                                 |                                      |                        |                    |              |
| <b>General</b>                      |                                 |                                      |                        |                    |              |
| AT&T MOBILITY                       | AT&T MOBILITY                   | 101-4143-42800 Utilities             | Cell phones            | 46.53              | 12/15/2025   |
| Total General:                      |                                 |                                      |                        | 46.53              |              |
| Total Human Resources:              |                                 |                                      |                        | 46.53              |              |
| <b>City Administrator</b>           |                                 |                                      |                        |                    |              |
| <b>General</b>                      |                                 |                                      |                        |                    |              |
| A & B BUSINESS                      | A & B BUSINESS                  | 101-4144-42500 Repairs & Maintenance | Copier Lease Dec 2025  | 31.35              | 12/19/2025   |

| Vendor Name                    | Merchant Name                  | GL Account and Title                 | Description                          | Net Invoice Amount | Invoice Date |
|--------------------------------|--------------------------------|--------------------------------------|--------------------------------------|--------------------|--------------|
| AT&T MOBILITY                  | AT&T MOBILITY                  | 101-4144-42800 Utilities             | Cell phones                          | 46.53              | 12/15/2025   |
| Total General:                 |                                |                                      |                                      | 77.88              |              |
| Total City Administrator:      |                                |                                      |                                      | 77.88              |              |
| <b>Buildings</b>               |                                |                                      |                                      |                    |              |
| <b>General</b>                 |                                |                                      |                                      |                    |              |
| AMICK SOUND, INC.              | AMICK SOUND, INC.              | 101-4192-42500 Repairs & Maintenance | Fire Alarm monitoring at PW          | 34.24              | 12/17/2025   |
| ECOLAB PEST ELIMINATOR DIV     | ECOLAB PEST ELIMINATOR DIV     | 101-4192-42500 Repairs & Maintenance | Pest Control-Community Center        | 133.92             | 12/11/2025   |
| ECOLAB PEST ELIMINATOR DIV     | ECOLAB PEST ELIMINATOR DIV     | 101-4192-42500 Repairs & Maintenance | Pest Control PW                      | 150.00             | 12/11/2025   |
| KNIGHT SECURITY, INC.          | KNIGHT SECURITY, INC.          | 101-4192-42500 Repairs & Maintenance | basic monitoring-Com Cent/Auditorium | 1,560.00           | 12/15/2025   |
| OFFICE OF FIRE MARSHALL-BOILER | OFFICE OF FIRE MARSHALL-BOILER | 101-4192-42500 Repairs & Maintenance | Boiler at City Hall Inspection       | 320.00             | 12/15/2025   |
| ALSCO, INC                     | ALSCO, INC                     | 101-4192-42600 Supplies & Materials  | Mats & towels PW                     | 150.33             | 12/11/2025   |
| ALSCO, INC                     | ALSCO, INC                     | 101-4192-42600 Supplies & Materials  | Mats & towels at PW                  | 150.33             | 12/18/2025   |
| ALSCO, INC                     | ALSCO, INC                     | 101-4192-42600 Supplies & Materials  | Mats & towels PW                     | 218.90             | 12/25/2025   |
| SERVALL TOWEL & LINEN          | SERVALL TOWEL & LINEN          | 101-4192-42600 Supplies & Materials  | Mats at Library                      | 51.12              | 12/10/2025   |
| SERVALL TOWEL & LINEN          | SERVALL TOWEL & LINEN          | 101-4192-42600 Supplies & Materials  | Mats at City Hall                    | 46.10              | 12/10/2025   |
| SERVALL TOWEL & LINEN          | SERVALL TOWEL & LINEN          | 101-4192-42600 Supplies & Materials  | Mats at City Hall                    | 53.84              | 12/24/2025   |
| SERVALL TOWEL & LINEN          | SERVALL TOWEL & LINEN          | 101-4192-42600 Supplies & Materials  | Mats for Library                     | 58.48              | 12/24/2025   |
| AT&T MOBILITY                  | AT&T MOBILITY                  | 101-4192-42800 Utilities             | Cell phones                          | 46.53              | 12/15/2025   |
| Total General:                 |                                |                                      |                                      | 2,973.79           |              |
| Total Buildings:               |                                |                                      |                                      | 2,973.79           |              |
| <b>Planning and Permitting</b> |                                |                                      |                                      |                    |              |
| <b>General</b>                 |                                |                                      |                                      |                    |              |
| WATSON, JAYNA                  | WATSON, JAYNA                  | 101-4196-42200 Professional Fees     | DEC 2025 PROF FEES                   | 718.75             | 12/24/2025   |
| A & B BUSINESS                 | A & B BUSINESS                 | 101-4196-42500 Repairs & Maintenance | Copier Lease Rally Dec 2025          | 204.99             | 12/19/2025   |
| A & B BUSINESS                 | A & B BUSINESS                 | 101-4196-42500 Repairs & Maintenance | Copier Lease Dec 2025                | 31.34              | 12/19/2025   |
| AT&T MOBILITY                  | AT&T MOBILITY                  | 101-4196-42800 Utilities             | Cell phones                          | 51.58              | 12/15/2025   |
| Total General:                 |                                |                                      |                                      | 1,006.66           |              |
| Total Planning and Permitting: |                                |                                      |                                      | 1,006.66           |              |
| <b>Fleet Management</b>        |                                |                                      |                                      |                    |              |
| <b>General</b>                 |                                |                                      |                                      |                    |              |
| VERIZON WIRELESS               | VERIZON WIRELESS               | 101-4197-42800 Utilities             | Cell phones                          | 39.73              | 12/19/2025   |

| Vendor Name                       | Merchant Name                   | GL Account and Title                 | Description                   | Net Invoice Amount | Invoice Date |
|-----------------------------------|---------------------------------|--------------------------------------|-------------------------------|--------------------|--------------|
| Total General:                    |                                 |                                      |                               | 39.73              |              |
| Total Fleet Management:           |                                 |                                      |                               | 39.73              |              |
| <b>Sponsorship</b>                |                                 |                                      |                               |                    |              |
| <b>General</b>                    |                                 |                                      |                               |                    |              |
| GORDON & REES SCULLY MANSUKHANI   | GORDON & REES SCULLY MANSUKH    | 101-4198-42200 Professional Fees     | Declarations/Affidavit        | 800.00             | 12/17/2025   |
| GORDON & REES SCULLY MANSUKHANI   | GORDON & REES SCULLY MANSUKH    | 101-4198-42200 Professional Fees     | USPTO Office Action           | 200.00             | 12/17/2025   |
| GORDON & REES SCULLY MANSUKHANI   | GORDON & REES SCULLY MANSUKH    | 101-4198-42200 Professional Fees     | Contract(s) Review            | 390.00             | 12/17/2025   |
| A & B BUSINESS                    | A & B BUSINESS                  | 101-4198-42400 Rental--Sponsorship   | 2025 Copier Lease - Nov/Dec   | 31.34              | 12/19/2025   |
| VERIZON WIRELESS                  | VERIZON WIRELESS                | 101-4198-42800 Utilites              | Cell phones                   | 39.73              | 12/19/2025   |
| Total General:                    |                                 |                                      |                               | 1,461.07           |              |
| Total Sponsorship:                |                                 |                                      |                               | 1,461.07           |              |
| <b>Rally Department</b>           |                                 |                                      |                               |                    |              |
| <b>General</b>                    |                                 |                                      |                               |                    |              |
| VERIZON WIRELESS                  | VERIZON WIRELESS                | 101-4199-42800 Utilities--Rally      | Cell phones                   | 39.73              | 12/19/2025   |
| Total General:                    |                                 |                                      |                               | 39.73              |              |
| Total Rally Department:           |                                 |                                      |                               | 39.73              |              |
| <b>Police</b>                     |                                 |                                      |                               |                    |              |
| <b>General</b>                    |                                 |                                      |                               |                    |              |
| OREILLY AUTO PARTS                | OREILLY AUTO PARTS              | 101-4211-42500 Repairs & Maintenance | CAPSULE FOR UNIT 152          | 50.99              | 12/10/2025   |
| BUNTAIN, JOSHUA                   | BUNTAIN, JOSHUA                 | 101-4211-42600 Supplies & Materials  | BUNTAIN UNIFORM ALLOWANCE     | 182.10             | 12/09/2025   |
| DAKOTA EXTINGUISHER & SAFETY, LLC | DAKOTA EXTINGUISHER & SAFETY, L | 101-4211-42600 Supplies & Materials  | FIRE EXTINGUISHER REPLACEMENT | 85.00              | 12/06/2025   |
| GALL'S LLC.                       | GALL'S LLC.                     | 101-4211-42600 Supplies & Materials  | NEW HIRE MILLER UNIFORM       | 232.08             | 11/26/2025   |
| GALL'S LLC.                       | GALL'S LLC.                     | 101-4211-42600 Supplies & Materials  | NEW HIRE PANTS MILLER         | 192.66             | 11/27/2025   |
| GALL'S LLC.                       | GALL'S LLC.                     | 101-4211-42600 Supplies & Materials  | New hire name tag             | 48.15              | 12/02/2005   |
| JACOBS, MATTHEW                   | JACOBS, MATTHEW                 | 101-4211-42600 Supplies & Materials  | JACOBS CLOTHING ALLOWANCE     | 84.90              | 07/27/2025   |
| PAULSEN, BRIAN                    | PAULSEN, BRIAN                  | 101-4211-42600 Supplies & Materials  | clothing allowance Paulsen    | 77.49              | 12/11/2025   |
| PAULSEN, BRIAN                    | PAULSEN, BRIAN                  | 101-4211-42600 Supplies & Materials  | CHRISTMAS PARTY BASKET        | 41.81              | 12/04/2025   |
| PICKARD, KURT                     | PICKARD, KURT                   | 101-4211-42600 Supplies & Materials  | Buyback Unif Allow            | 105.69             | 12/09/2025   |
| VANDEWATER, GEODY                 | VANDEWATER, GEODY               | 101-4211-42600 Supplies & Materials  | GEODY CLOTHING ALLOWANCE      | 21.24              | 12/05/2025   |
| AT&T MOBILITY                     | AT&T MOBILITY                   | 101-4211-42800 Utilities             | Cell phones                   | 1,363.49           | 12/15/2025   |
| VERIZON WIRELESS                  | VERIZON WIRELESS                | 101-4211-42800 Utilities             | Cell phones                   | 40.04              | 12/19/2025   |
| APPLEGATE, GARRICK                | APPLEGATE, GARRICK              | 101-4211-42900 Other                 | Tow reimbursement             | 333.47             | 12/08/2025   |

| Vendor Name                      | Merchant Name                    | GL Account and Title                 | Description                      | Net Invoice Amount | Invoice Date |
|----------------------------------|----------------------------------|--------------------------------------|----------------------------------|--------------------|--------------|
| AXON ENTERPRISES, INC.           | AXON ENTERPRISES, INC.           | 101-4211-42900 Other                 | FLEX 2 CONTROLLER                | 262.00             | 03/21/2025   |
| BLACK HILLS FAMILY PRACTICE INC. | BLACK HILLS FAMILY PRACTICE INC. | 101-4211-42900 Other                 | NEW HIRE PHYSICAL                | 125.00             | 12/01/2025   |
| MEADE COUNTY AUDITOR             | MEADE COUNTY AUDITOR             | 101-4211-42900 Other                 | UTILITES MONTHLY BILLING FOR LEC | 4,784.89           | 12/02/2025   |
| VANWAY TROPHY & AWARD            | VANWAY TROPHY & AWARD            | 101-4211-42900 Other                 | AWARDS                           | 127.95             | 12/03/2025   |
| AXON ENTERPRISES, INC.           | AXON ENTERPRISES, INC.           | 101-4211-43400 Machinery & Equipment | FLEET 3 PAYMENT                  | 3,742.30           | 05/01/2025   |
| AXON ENTERPRISES, INC.           | AXON ENTERPRISES, INC.           | 101-4211-43400 Machinery & Equipment | BODY 2 MOUNT                     | 34.00              | 05/16/2025   |

Total General:

11,935.25

Total Police:

11,935.25

**Animal Shelter****General**

|                                    |                              |                                      |                   |        |            |
|------------------------------------|------------------------------|--------------------------------------|-------------------|--------|------------|
| NORTHERN HILLS VET CLINIC          | NORTHERN HILLS VET CLINIC    | 101-4212-42200 Professional Fees     | CAT EUTHANASIA    | 130.35 | 11/28/2025 |
| CBH COOPERATIVE - #865928          | CBH COOPERATIVE - #865928    | 101-4212-42500 Repairs & Maintenance | FUEL              | 55.62  | 12/10/2025 |
| RASMUSSEN MECHANICAL SERVICES INC. | RASMUSSEN MECHANICAL SERVICE | 101-4212-42500 Repairs & Maintenance | FURNACE REPAIR    | 302.72 | 12/05/2025 |
| STURGIS ACE HARDWARE #1            | STURGIS ACE HARDWARE #1      | 101-4212-42600 Supplies & Materials  | SHELTER SUPPLIES  | 11.99  | 12/02/2025 |
| STURGIS ACE HARDWARE #1            | STURGIS ACE HARDWARE #1      | 101-4212-42600 Supplies & Materials  | SHELTER SUPPLIES  | 52.98  | 11/04/2025 |
| STURGIS ACE HARDWARE #1            | STURGIS ACE HARDWARE #1      | 101-4212-42600 Supplies & Materials  | CLEANING SUPPLIES | 35.96  | 12/12/2025 |
| VERIZON WIRELESS                   | VERIZON WIRELESS             | 101-4212-42800 Utilities             | Cell phones       | 79.46  | 12/19/2025 |

Total General:

669.08

Total Animal Shelter:

669.08

**Fire****General**

|                                    |                               |                                      |                                   |       |            |
|------------------------------------|-------------------------------|--------------------------------------|-----------------------------------|-------|------------|
| STURGIS NAPA                       | STURGIS NAPA                  | 101-4229-42500 Repairs & Maintenance | TRUCK PARTS                       | 19.44 | 12/10/2025 |
| COCA COLA BOTTLING COMPANY HIGH CO | COCA COLA BOTTLING COMPANY HI | 101-4229-42600 Supplies & Materials  | Split distribution WITH AMBULANCE | 13.50 | 12/09/2025 |
| COCA COLA BOTTLING COMPANY HIGH CO | COCA COLA BOTTLING COMPANY HI | 101-4229-42600 Supplies & Materials  | Split distribution                | 18.00 | 11/25/2025 |
| STURGIS ACE HARDWARE #1            | STURGIS ACE HARDWARE #1       | 101-4229-42600 Supplies & Materials  | PADLOCK                           | 28.99 | 12/03/2025 |
| STURGIS ACE HARDWARE #1            | STURGIS ACE HARDWARE #1       | 101-4229-42600 Supplies & Materials  | SUPPLIES                          | 29.97 | 12/13/2025 |

Total General:

109.90

Total Fire:

109.90

**Streets****General**

|                       |                       |                                      |   |       |            |
|-----------------------|-----------------------|--------------------------------------|---|-------|------------|
| LAWSON PRODUCTS, INC. | LAWSON PRODUCTS, INC. | 101-4311-42500 Repairs & Maintenance | Breather vent for sweeper #50               | 4.86  | 12/03/2025 |
| STURGIS NAPA          | STURGIS NAPA          | 101-4311-42500 Repairs & Maintenance | U-bolt kit & credit on incorrect u-bolt kit | 59.59 | 12/15/2025 |

| Vendor Name                      | Merchant Name                    | GL Account and Title                 | Description                      | Net Invoice Amount | Invoice Date |
|----------------------------------|----------------------------------|--------------------------------------|----------------------------------|--------------------|--------------|
| CBH COOPERATIVE #112407          | CBH COOPERATIVE #112407          | 101-4311-42600 Supplies & Materials  | Bulk fuel                        | 5,497.97           | 12/09/2025   |
| OWENS INTERSTATE SALES INC.      | OWENS INTERSTATE SALES INC.      | 101-4311-42600 Supplies & Materials  | Air filter #127                  | 28.61              | 12/09/2025   |
| OWENS INTERSTATE SALES INC.      | OWENS INTERSTATE SALES INC.      | 101-4311-42600 Supplies & Materials  | HD hydraulic & oil filter #27    | 27.82              | 12/09/2025   |
| SD DEPT OF TRANSPORTATION        | SD DEPT OF TRANSPORTATION        | 101-4311-42600 Supplies & Materials  | Salt brine                       | 1,609.20           | 12/11/2025   |
| AT&T MOBILITY                    | AT&T MOBILITY                    | 101-4311-42800 Utilities             | Cell phones                      | 51.58              | 12/15/2025   |
| Total General:                   |                                  |                                      |                                  | 7,279.63           |              |
| Total Streets:                   |                                  |                                      |                                  | 7,279.63           |              |
| <b>Sanitary Service</b>          |                                  |                                      |                                  |                    |              |
| <b>Sanitary Service</b>          |                                  |                                      |                                  |                    |              |
| A & B BUSINESS                   | A & B BUSINESS                   | 612-4323-42400 Rent                  | Copier Lease Dec 2025            | 76.43              | 12/19/2025   |
| OWENS INTERSTATE SALES INC.      | OWENS INTERSTATE SALES INC.      | 612-4323-42600 Supplies & Materials  | Fuel & oil filter #194           | 71.68              | 12/12/2025   |
| STURGIS NAPA                     | STURGIS NAPA                     | 612-4323-42600 Supplies & Materials  | Oil filter #194                  | 75.57              | 12/10/2025   |
| STURGIS NAPA                     | STURGIS NAPA                     | 612-4323-42600 Supplies & Materials  | Oil, filter #134                 | 55.35              | 12/10/2025   |
| VERIZON WIRELESS                 | VERIZON WIRELESS                 | 612-4323-42800 Utilities             | Cell phones                      | 79.74              | 12/19/2025   |
| Total Sanitary Service:          |                                  |                                      |                                  | 358.77             |              |
| Total Sanitary Service:          |                                  |                                      |                                  | 358.77             |              |
| <b>Wastewater Facilities</b>     |                                  |                                      |                                  |                    |              |
| <b>Wastewater Facilities</b>     |                                  |                                      |                                  |                    |              |
| A & B BUSINESS                   | A & B BUSINESS                   | 604-4325-42500 Repairs & Maintenance | Copier Lease Dec 2025            | 76.43              | 12/19/2025   |
| AERZEN USA CORP                  | AERZEN USA CORP                  | 604-4325-42500 Repairs & Maintenance | Swith & oil                      | 1,368.34           | 12/01/2025   |
| AT&T MOBILITY                    | AT&T MOBILITY                    | 604-4325-42800 Utilities             | Cell phones                      | 144.64             | 12/15/2025   |
| VERIZON WIRELESS                 | VERIZON WIRELESS                 | 604-4325-42800 Utilities             | Cell phones                      | 85.35              | 12/19/2025   |
| DAKOTA REDI-MIX, INC.            | DAKOTA REDI-MIX, INC.            | 604-4325-43700 Capital Improvement   | North Trunk Line                 | 102,649.15         | 11/30/2025   |
| DAKOTA TESTING & ENGINEERING LLC | DAKOTA TESTING & ENGINEERING LLC | 604-4325-43700 Capital Improvement   | Sturgis Dudley Corridor          | 943.00             | 12/29/2025   |
| HALME INC                        | HALME INC                        | 604-4325-43700 Capital Improvement   | North Trunk Line-Dudley Corridor | 359,465.55         | 12/10/2025   |
| Total Wastewater Facilities:     |                                  |                                      |                                  | 464,732.46         |              |
| Total Wastewater Facilities:     |                                  |                                      |                                  | 464,732.46         |              |
| <b>Water System Operations</b>   |                                  |                                      |                                  |                    |              |
| <b>Water System Operations</b>   |                                  |                                      |                                  |                    |              |
| KODRU EQUIPMENT LLC              | KODRU EQUIPMENT LLC              | 602-4330-42500 Repairs & Maintenance | Waterman parts                   | 543.76             | 12/18/2025   |
| TREADMARK TIRE & SERVICE         | TREADMARK TIRE & SERVICE         | 602-4330-42500 Repairs & Maintenance | Flat tire repair #53             | 32.96              | 12/09/2025   |
| HAWKINS, INC.                    | HAWKINS, INC.                    | 602-4330-42600 Supplies & Materials  | Chlorine Cylinders               | 160.00             | 12/15/2025   |

| Vendor Name                        | Merchant Name                  | GL Account and Title                  | Description                         | Net Invoice Amount | Invoice Date |
|------------------------------------|--------------------------------|---------------------------------------|-------------------------------------|--------------------|--------------|
| STURGIS ACE HARDWARE #3            | STURGIS ACE HARDWARE #3        | 602-4330-42600 Supplies & Materials   | Screws for concrete forms           | 13.99              | 12/29/2025   |
| AT&T MOBILITY                      | AT&T MOBILITY                  | 602-4330-42800 Utilities              | Cell phones                         | 51.58              | 12/15/2025   |
| VERIZON WIRELESS                   | VERIZON WIRELESS               | 602-4330-42800 Utilities              | Cell phones                         | 139.21             | 12/19/2025   |
| Total Water System Operations:     |                                |                                       |                                     | 941.50             |              |
| Total Water System Operations:     |                                |                                       |                                     | 941.50             |              |
| <b>Airport</b>                     |                                |                                       |                                     |                    |              |
| <b>General</b>                     |                                |                                       |                                     |                    |              |
| BURNHAM, ROGER                     | BURNHAM, ROGER                 | 101-4350-42200 Professional Fees      | Professional Fees                   | 4,847.83           | 01/01/2026   |
| CB&B AVIATION                      | CB&B AVIATION                  | 101-4350-42500 Repairs & Maintenance  | 1/2 of Hangar maintenance agreement | 4,200.00           | 12/23/2025   |
| CBH COOPERATIVE - #865928          | CBH COOPERATIVE - #865928      | 101-4350-42600 Supplies & Materials   | Fuel #155                           | 44.00              | 12/17/2025   |
| Total General:                     |                                |                                       |                                     | 9,091.83           |              |
| Total Airport:                     |                                |                                       |                                     | 9,091.83           |              |
| <b>Ambulance</b>                   |                                |                                       |                                     |                    |              |
| <b>Ambulance</b>                   |                                |                                       |                                     |                    |              |
| BLACKHILLS.COM                     | BLACKHILLS.COM                 | 644-4460-42200 Professional Fees      | HIPAA COMPLIANT SERVER              | 476.00             | 12/21/2025   |
| LEWIS, DR. SARAH                   | LEWIS, DR. SARAH               | 644-4460-42200 Professional Fees      | CONTRACT JAN 2026                   | 500.00             | 01/01/2026   |
| A TO Z SHREDDING                   | A TO Z SHREDDING               | 644-4460-42290 Other Professional Ser | SHREDDING SERVICE                   | 94.46              | 12/01/2025   |
| MEDICAL WASTE TRANSPORT            | MEDICAL WASTE TRANSPORT        | 644-4460-42290 Other Professional Ser | MEDICAL WASTE DISPOSAL              | 212.40             | 11/30/2025   |
| CENTURY BUSINESS PRODUCTS, INC     | CENTURY BUSINESS PRODUCTS, INC | 644-4460-42400 Rental                 | COPIER FEE                          | 137.37             | 10/13/2025   |
| MARCO TECHNOLOGIES LLC. NW 7128    | MARCO TECHNOLOGIES LLC. NW 712 | 644-4460-42400 Rental                 | COPIER PAYMENT                      | 118.30             | 12/15/2025   |
| COREY'S POINT S TIRE               | COREY'S POINT S TIRE           | 644-4460-42500 Repairs & Maintenance  | TIRES FOR AMBULANCE                 | 1,407.51           | 12/17/2025   |
| ECOLAB PEST ELIMINATOR DIV         | ECOLAB PEST ELIMINATOR DIV     | 644-4460-42500 Repairs & Maintenance  | PEST CONTROL                        | 100.00             | 12/26/2025   |
| ECOLAB PEST ELIMINATOR DIV         | ECOLAB PEST ELIMINATOR DIV     | 644-4460-42500 Repairs & Maintenance  | PEST CONTROL                        | 109.40             | 12/11/2025   |
| STURGIS NAPA                       | STURGIS NAPA                   | 644-4460-42500 Repairs & Maintenance  | Misc parts for S5                   | 28.99              | 10/28/2025   |
| A & B WELDING CO, INC.             | A & B WELDING CO, INC.         | 644-4460-42600 Supplies & Materials   | Medical supplies                    | 157.08             | 10/29/2025   |
| BLACK HILLS CHEMICAL               | BLACK HILLS CHEMICAL           | 644-4460-42600 Supplies & Materials   | HAND FREE TOWEL, SOAP DISP          | 99.38              | 12/12/2025   |
| BLACK HILLS CHEMICAL               | BLACK HILLS CHEMICAL           | 644-4460-42600 Supplies & Materials   | TISSUE                              | 68.86              | 12/12/2025   |
| BLACK HILLS CHEMICAL               | BLACK HILLS CHEMICAL           | 644-4460-42600 Supplies & Materials   | CLEANING SUPPLIES                   | 136.85             | 12/23/2025   |
| COCA COLA BOTTLING COMPANY HIGH CO | COCA COLA BOTTLING COMPANY HI  | 644-4460-42600 Supplies & Materials   | Split distribution WITH FIRE        | 13.50              | 12/09/2025   |
| COCA COLA BOTTLING COMPANY HIGH CO | COCA COLA BOTTLING COMPANY HI  | 644-4460-42600 Supplies & Materials   | Split distribution                  | 18.00              | 11/25/2025   |
| HENRY SCHEIN                       | HENRY SCHEIN                   | 644-4460-42600 Supplies & Materials   | MEDICAL SUPPLIES                    | 196.25             | 11/18/2025   |
| LYNN'S DAKOTAMART-STURGIS          | LYNN'S DAKOTAMART-STURGIS      | 644-4460-42600 Supplies & Materials   | JAIL SUPPLIES                       | 7.79               | 12/13/2025   |
| STRYKER SALES CORP                 | STRYKER SALES CORP             | 644-4460-42600 Supplies & Materials   | MEDICAL SUPPLY SERVICE CONTRACT     | 5,314.00           | 08/12/2025   |
| STRYKER SALES CORP                 | STRYKER SALES CORP             | 644-4460-42600 Supplies & Materials   | MEDICAL EQUIPMENT SERVICE CONTRACT  | 5,314.00           | 08/12/2024   |
| STURGIS ACE HARDWARE #1            | STURGIS ACE HARDWARE #1        | 644-4460-42600 Supplies & Materials   | DROP CORDS FOR BAY                  | 5.99               | 11/19/2025   |

| Vendor Name             | Merchant Name           | GL Account and Title                 | Description                  | Net Invoice Amount | Invoice Date |
|-------------------------|-------------------------|--------------------------------------|------------------------------|--------------------|--------------|
| STURGIS ACE HARDWARE #1 | STURGIS ACE HARDWARE #1 | 644-4460-42600 Supplies & Materials  | HAND SOAP                    | 8.99               | 11/21/2025   |
| VERIZON WIRELESS        | VERIZON WIRELESS        | 644-4460-42800 Utilities             | Cell phones                  | 180.18             | 12/19/2025   |
| Total Ambulance:        |                         |                                      |                              | 14,705.30          |              |
| Total Ambulance:        |                         |                                      |                              | 14,705.30          |              |
| <b>Community Center</b> |                         |                                      |                              |                    |              |
| <b>General</b>          |                         |                                      |                              |                    |              |
| A & B BUSINESS          | A & B BUSINESS          | 101-4511-42200 Professional Fees     | Copier Lease Dec 2025        | 94.26              | 12/19/2025   |
| BLACK HILLS CHEMICAL    | BLACK HILLS CHEMICAL    | 101-4511-42600 Supplies & Materials  | Chlorine                     | 251.59             | 12/05/2025   |
| VERIZON WIRELESS        | VERIZON WIRELESS        | 101-4511-42800 Utilities             | Cell phones                  | 39.73              | 12/19/2025   |
| Total General:          |                         |                                      |                              | 385.58             |              |
| Total Community Center: |                         |                                      |                              | 385.58             |              |
| <b>Recreation</b>       |                         |                                      |                              |                    |              |
| <b>General</b>          |                         |                                      |                              |                    |              |
| A & B BUSINESS          | A & B BUSINESS          | 101-4512-42600 Supplies & Materials  | Copier Lease Dec 2025        | 94.26              | 12/19/2025   |
| Total General:          |                         |                                      |                              | 94.26              |              |
| Total Recreation:       |                         |                                      |                              | 94.26              |              |
| <b>Park</b>             |                         |                                      |                              |                    |              |
| <b>General</b>          |                         |                                      |                              |                    |              |
| STURGIS NAPA            | STURGIS NAPA            | 101-4520-42500 Repairs & Maintenance | Hi templight socket #128     | 14.86              | 12/10/2025   |
| BLACK HILLS CHEMICAL    | BLACK HILLS CHEMICAL    | 101-4520-42600 Supplies & Materials  | Pet waste fine sign          | 69.00              | 12/11/2025   |
| VERIZON WIRELESS        | VERIZON WIRELESS        | 101-4520-42800 Utilities             | Cell phones                  | 39.73              | 12/19/2025   |
| Total General:          |                         |                                      |                              | 123.59             |              |
| Total Park:             |                         |                                      |                              | 123.59             |              |
| <b>Library</b>          |                         |                                      |                              |                    |              |
| <b>General</b>          |                         |                                      |                              |                    |              |
| INGRAM LIBRARY SERVICES | INGRAM LIBRARY SERVICES | 101-4551-42600 Supplies & Materials  | Teen Books                   | 87.27              | 11/14/2025   |
| INGRAM LIBRARY SERVICES | INGRAM LIBRARY SERVICES | 101-4551-42600 Supplies & Materials  | Credit for Missing Teen Book | 5.99-              | 12/05/2025   |

| Vendor Name                          | Merchant Name                   | GL Account and Title                | Description        | Net Invoice Amount | Invoice Date |
|--------------------------------------|---------------------------------|-------------------------------------|--------------------|--------------------|--------------|
| Total General:                       |                                 |                                     |                    | 81.28              |              |
| Total Library:                       |                                 |                                     |                    | 81.28              |              |
| <b>Liquor</b>                        |                                 |                                     |                    |                    |              |
| <b>Liquor</b>                        |                                 |                                     |                    |                    |              |
| BLACK HILLS SECURITY & SYSTEMS, INC. | BLACK HILLS SECURITY & SYSTEMS, | 601-4990-42200 Professional Fees    |                    | 134.85             | 12/15/2025   |
| BLACK HILLS CHEMICAL                 | BLACK HILLS CHEMICAL            | 601-4990-42600 Supplies & Materials | Bags               | 138.37             | 12/11/2025   |
| CBH COOPERATIVE - #865928            | CBH COOPERATIVE - #865928       | 601-4990-42600 Supplies & Materials | Fuel               | 44.69              | 12/22/2025   |
| SERVALL TOWEL & LINEN                | SERVALL TOWEL & LINEN           | 601-4990-42600 Supplies & Materials | towels, rugs, mats | 195.44             | 12/16/2025   |
| CASK & CORK                          | CASK & CORK                     | 601-4990-42620 Off Sale Liquor      | Liquor             | 329.00             | 12/05/2025   |
| CASK & CORK                          | CASK & CORK                     | 601-4990-42620 Off Sale Liquor      | Wine               | 55.00              | 12/09/2025   |
| CASK & CORK                          | CASK & CORK                     | 601-4990-42620 Off Sale Liquor      | Liquor             | 586.31             | 12/16/2025   |
| CASK & CORK                          | CASK & CORK                     | 601-4990-42620 Off Sale Liquor      | Liquor             | 333.46             | 12/22/2025   |
| DESJARLAIS FARMS                     | DESJARLAIS FARMS                | 601-4990-42620 Off Sale Liquor      | Wine               | 528.00             | 12/15/2025   |
| JOHNSON WESTERN WHOLESALE            | JOHNSON WESTERN WHOLESALE       | 601-4990-42620 Off Sale Liquor      | Liquor             | 969.00             | 12/04/2025   |
| JOHNSON WESTERN WHOLESALE            | JOHNSON WESTERN WHOLESALE       | 601-4990-42620 Off Sale Liquor      | Liquor             | 723.00             | 12/04/2025   |
| JOHNSON WESTERN WHOLESALE            | JOHNSON WESTERN WHOLESALE       | 601-4990-42620 Off Sale Liquor      | Liquor             | 18,821.07          | 12/10/2025   |
| JOHNSON WESTERN WHOLESALE            | JOHNSON WESTERN WHOLESALE       | 601-4990-42620 Off Sale Liquor      | Liquor             | 1,670.00           | 12/15/2025   |
| JOHNSON WESTERN WHOLESALE            | JOHNSON WESTERN WHOLESALE       | 601-4990-42620 Off Sale Liquor      | Liquor             | 16,740.30          | 12/17/2025   |
| JOHNSON WESTERN WHOLESALE            | JOHNSON WESTERN WHOLESALE       | 601-4990-42620 Off Sale Liquor      | Liquor             | 316.00             | 12/22/2025   |
| JOHNSON WESTERN WHOLESALE            | JOHNSON WESTERN WHOLESALE       | 601-4990-42620 Off Sale Liquor      | Liquor             | 2,149.36           | 12/22/2025   |
| JOHNSON WESTERN WHOLESALE            | JOHNSON WESTERN WHOLESALE       | 601-4990-42620 Off Sale Liquor      | Liquor             | 11,198.28          | 12/23/2025   |
| QUALITY BRANDS OF THE BLACK HILLS    | QUALITY BRANDS OF THE BLACK HIL | 601-4990-42620 Off Sale Liquor      | Liquor             | 75.00              | 12/08/2025   |
| QUALITY BRANDS OF THE BLACK HILLS    | QUALITY BRANDS OF THE BLACK HIL | 601-4990-42620 Off Sale Liquor      | Liquor             | 326.90             | 12/11/2025   |
| QUALITY BRANDS OF THE BLACK HILLS    | QUALITY BRANDS OF THE BLACK HIL | 601-4990-42620 Off Sale Liquor      | Liquor             | 618.50             | 12/19/2025   |
| QUALITY BRANDS OF THE BLACK HILLS    | QUALITY BRANDS OF THE BLACK HIL | 601-4990-42620 Off Sale Liquor      | Liquor             | 255.15             | 12/22/2025   |
| REPUBLIC BEVERAGE COMPANY            | REPUBLIC BEVERAGE COMPANY       | 601-4990-42620 Off Sale Liquor      | Liquor             | 8,694.38           | 12/10/2025   |
| REPUBLIC BEVERAGE COMPANY            | REPUBLIC BEVERAGE COMPANY       | 601-4990-42620 Off Sale Liquor      | Liquor             | 7,248.79           | 12/17/2025   |
| REPUBLIC BEVERAGE COMPANY            | REPUBLIC BEVERAGE COMPANY       | 601-4990-42620 Off Sale Liquor      | Liquor             | 6,535.00           | 12/18/2025   |
| REPUBLIC BEVERAGE COMPANY            | REPUBLIC BEVERAGE COMPANY       | 601-4990-42620 Off Sale Liquor      | Liquor             | 4,068.01           | 12/23/2025   |
| SCHADE VINEYARD, INC.                | SCHADE VINEYARD, INC.           | 601-4990-42620 Off Sale Liquor      | Wine               | 312.00             | 12/08/2025   |
| SOUTHERN GLAZER'S OF SD              | SOUTHERN GLAZER'S OF SD         | 601-4990-42620 Off Sale Liquor      | Liquor             | 236.22             | 12/02/2025   |
| SOUTHERN GLAZER'S OF SD              | SOUTHERN GLAZER'S OF SD         | 601-4990-42620 Off Sale Liquor      | Liquor             | 2,091.91           | 12/10/2025   |
| SOUTHERN GLAZER'S OF SD              | SOUTHERN GLAZER'S OF SD         | 601-4990-42620 Off Sale Liquor      | Liquor             | 3,149.78           | 12/11/2025   |
| SOUTHERN GLAZER'S OF SD              | SOUTHERN GLAZER'S OF SD         | 601-4990-42620 Off Sale Liquor      | Liquor             | 664.94             | 12/12/2025   |
| SOUTHERN GLAZER'S OF SD              | SOUTHERN GLAZER'S OF SD         | 601-4990-42620 Off Sale Liquor      | Liquor             | 496.85             | 12/17/2025   |
| SOUTHERN GLAZER'S OF SD              | SOUTHERN GLAZER'S OF SD         | 601-4990-42620 Off Sale Liquor      | Liquor             | 3,472.41           | 12/17/2025   |
| SOUTHERN GLAZER'S OF SD              | SOUTHERN GLAZER'S OF SD         | 601-4990-42620 Off Sale Liquor      | Liquor             | 4,841.19           | 12/23/2025   |
| SOUTHERN GLAZER'S OF SD              | SOUTHERN GLAZER'S OF SD         | 601-4990-42620 Off Sale Liquor      | Liquor             | 202.48             | 12/23/2025   |

| Vendor Name                        | Merchant Name                   | GL Account and Title                 | Description    | Net Invoice Amount | Invoice Date |
|------------------------------------|---------------------------------|--------------------------------------|----------------|--------------------|--------------|
| BLACK HILLS SNACKS                 | BLACK HILLS SNACKS              | 601-4990-42640 Snacks for Resale     | Snacks         | 117.90             | 12/09/2025   |
| BLACK HILLS SNACKS                 | BLACK HILLS SNACKS              | 601-4990-42640 Snacks for Resale     | Snacks         | 141.20             | 12/24/2025   |
| CASH-WA DISTRIBUTING, INC.         | CASH-WA DISTRIBUTING, INC.      | 601-4990-42640 Snacks for Resale     | Snacks         | 72.80              | 12/09/2025   |
| CASH-WA DISTRIBUTING, INC.         | CASH-WA DISTRIBUTING, INC.      | 601-4990-42640 Snacks for Resale     | Snacks         | 21.25              | 12/23/2025   |
| DAKOTA'S BEST                      | DAKOTA'S BEST                   | 601-4990-42640 Snacks for Resale     | Snacks         | 185.35             | 12/11/2025   |
| DAKOTA'S BEST                      | DAKOTA'S BEST                   | 601-4990-42640 Snacks for Resale     | Snacks         | 53.95              | 12/24/2025   |
| MAIER MEATS LLC                    | MAIER MEATS LLC                 | 601-4990-42640 Snacks for Resale     | Snacks         | 144.00             | 12/22/2025   |
| TERESA D BOLEN                     | TERESA D BOLEN                  | 601-4990-42640 Snacks for Resale     | Snacks         | 50.00              | 12/15/2025   |
| TERESA D BOLEN                     | TERESA D BOLEN                  | 601-4990-42640 Snacks for Resale     | Snacks         | 100.00             | 12/15/2025   |
| COCA COLA BOTTLING COMPANY HIGH CO | COCA COLA BOTTLING COMPANY HI   | 601-4990-42650 Pop for Resale        | Pop            | 567.00             | 12/08/2025   |
| COCA COLA BOTTLING COMPANY HIGH CO | COCA COLA BOTTLING COMPANY HI   | 601-4990-42650 Pop for Resale        | Pop            | 10.00              | 12/08/2025   |
| COCA COLA BOTTLING COMPANY HIGH CO | COCA COLA BOTTLING COMPANY HI   | 601-4990-42650 Pop for Resale        | pop            | 248.50             | 12/22/2025   |
| QUALITY BRANDS OF THE BLACK HILLS  | QUALITY BRANDS OF THE BLACK HIL | 601-4990-42650 Pop for Resale        | pop            | 21.00              | 12/11/2025   |
| QUALITY BRANDS OF THE BLACK HILLS  | QUALITY BRANDS OF THE BLACK HIL | 601-4990-42650 Pop for Resale        | pop            | 21.00              | 12/15/2025   |
| VOSS DISTRIBUTING                  | VOSS DISTRIBUTING               | 601-4990-42650 Pop for Resale        | Pop            | 207.10             | 12/10/2025   |
| VOSS DISTRIBUTING                  | VOSS DISTRIBUTING               | 601-4990-42650 Pop for Resale        | pop            | 172.26             | 12/24/2025   |
| ADMIRAL BEVERAGE CORP              | ADMIRAL BEVERAGE CORP           | 601-4990-42660 Off Sale Beer         | Beer           | 1,583.60           | 12/09/2025   |
| ADMIRAL BEVERAGE CORP              | ADMIRAL BEVERAGE CORP           | 601-4990-42660 Off Sale Beer         | Beer           | 2,307.40           | 12/16/2025   |
| ADMIRAL BEVERAGE CORP              | ADMIRAL BEVERAGE CORP           | 601-4990-42660 Off Sale Beer         | credit to beer | 90.48-             | 12/16/2025   |
| GLOBAL DISTRIBUTING INC.           | GLOBAL DISTRIBUTING INC.        | 601-4990-42660 Off Sale Beer         | Beer           | 285.50             | 12/11/2025   |
| JOHNSON WESTERN WHOLESALE          | JOHNSON WESTERN WHOLESALE       | 601-4990-42660 Off Sale Beer         | Beer           | 172.25             | 12/10/2025   |
| JOHNSON WESTERN WHOLESALE          | JOHNSON WESTERN WHOLESALE       | 601-4990-42660 Off Sale Beer         | Beer           | 30.00              | 12/17/2025   |
| JOHNSON WESTERN WHOLESALE          | JOHNSON WESTERN WHOLESALE       | 601-4990-42660 Off Sale Beer         | Beer           | 64.75              | 12/22/2025   |
| QUALITY BRANDS OF THE BLACK HILLS  | QUALITY BRANDS OF THE BLACK HIL | 601-4990-42660 Off Sale Beer         | Beer           | 2,356.68           | 12/08/2025   |
| QUALITY BRANDS OF THE BLACK HILLS  | QUALITY BRANDS OF THE BLACK HIL | 601-4990-42660 Off Sale Beer         | Beer           | 3,412.63           | 12/11/2025   |
| QUALITY BRANDS OF THE BLACK HILLS  | QUALITY BRANDS OF THE BLACK HIL | 601-4990-42660 Off Sale Beer         | Beer           | 95.47              | 12/15/2025   |
| QUALITY BRANDS OF THE BLACK HILLS  | QUALITY BRANDS OF THE BLACK HIL | 601-4990-42660 Off Sale Beer         | Beer           | 2,367.50           | 12/15/2025   |
| QUALITY BRANDS OF THE BLACK HILLS  | QUALITY BRANDS OF THE BLACK HIL | 601-4990-42660 Off Sale Beer         | Beer           | 162.00             | 12/19/2025   |
| QUALITY BRANDS OF THE BLACK HILLS  | QUALITY BRANDS OF THE BLACK HIL | 601-4990-42660 Off Sale Beer         | Beer           | 3,896.44           | 12/19/2025   |
| QUALITY BRANDS OF THE BLACK HILLS  | QUALITY BRANDS OF THE BLACK HIL | 601-4990-42660 Off Sale Beer         | Beer           | 4,488.25           | 12/22/2025   |
| QUALITY BRANDS OF THE BLACK HILLS  | QUALITY BRANDS OF THE BLACK HIL | 601-4990-42660 Off Sale Beer         | credit to beer | 9.00-              | 12/08/2025   |
| QUALITY BRANDS OF THE BLACK HILLS  | QUALITY BRANDS OF THE BLACK HIL | 601-4990-42660 Off Sale Beer         | credit to beer | 741.60-            | 12/08/2025   |
| QUALITY BRANDS OF THE BLACK HILLS  | QUALITY BRANDS OF THE BLACK HIL | 601-4990-42660 Off Sale Beer         | Beer           | 741.60             | 12/08/2025   |
| QUALITY BRANDS OF THE BLACK HILLS  | QUALITY BRANDS OF THE BLACK HIL | 601-4990-42660 Off Sale Beer         | return to beer | 30.00-             | 12/19/2025   |
| SAWYER BREWING CO                  | SAWYER BREWING CO               | 601-4990-42660 Off Sale Beer         | Beer           | 180.00             | 12/18/2025   |
| VERIZON WIRELESS                   | VERIZON WIRELESS                | 601-4990-42800 Utilities             | Cell phones    | 39.73              | 12/19/2025   |
| CASH-WA DISTRIBUTING, INC.         | CASH-WA DISTRIBUTING, INC.      | 601-4990-45200 Merchandise for Resal | Juice          | 100.46             | 12/09/2025   |
| CASH-WA DISTRIBUTING, INC.         | CASH-WA DISTRIBUTING, INC.      | 601-4990-45200 Merchandise for Resal | Juice          | 44.99              | 12/23/2025   |
| CASK & CORK                        | CASK & CORK                     | 601-4990-45200 Merchandise for Resal | Other tobacco  | 526.27             | 12/09/2025   |
| CASK & CORK                        | CASK & CORK                     | 601-4990-45200 Merchandise for Resal | other tobacco  | 380.00             | 12/16/2025   |
| CASK & CORK                        | CASK & CORK                     | 601-4990-45200 Merchandise for Resal | other drinks   | 148.00             | 12/16/2025   |

| Vendor Name                        | Merchant Name                   | GL Account and Title                 | Description                                    | Net Invoice Amount | Invoice Date |
|------------------------------------|---------------------------------|--------------------------------------|--|--------------------|--------------|
| CASK & CORK                        | CASK & CORK                     | 601-4990-45200 Merchandise for Resal | Other drinks                                   | 262.00             | 12/22/2025   |
| PSI ENTERPRISES                    | PSI ENTERPRISES                 | 601-4990-45200 Merchandise for Resal | Tom & Jerry Batter                             | 191.52             | 12/05/2025   |
| QUALITY BRANDS OF THE BLACK HILLS  | QUALITY BRANDS OF THE BLACK HIL | 601-4990-45200 Merchandise for Resal | credit to merch - steins                       | 73.00-             | 12/11/2025   |
| THE HOTEL STURGIS                  | THE HOTEL STURGIS               | 601-4990-45200 Merchandise for Resal | Tom & Jerry Batter                             | 191.52             | 12/24/2025   |
| CASH-WA DISTRIBUTING, INC.         | CASH-WA DISTRIBUTING, INC.      | 601-4990-45210 Cigarettes for Resale | Cigarettes                                     | 513.02             | 12/09/2025   |
| CASH-WA DISTRIBUTING, INC.         | CASH-WA DISTRIBUTING, INC.      | 601-4990-45210 Cigarettes for Resale | Cigarettes                                     | 808.02             | 12/23/2025   |
| DAKOTA'S BEST                      | DAKOTA'S BEST                   | 601-4990-45210 Cigarettes for Resale | Cigarettes                                     | 290.00             | 12/11/2025   |
| DAKOTA'S BEST                      | DAKOTA'S BEST                   | 601-4990-45210 Cigarettes for Resale | Cigarettes                                     | 217.50             | 12/24/2025   |
| CASH-WA DISTRIBUTING, INC.         | CASH-WA DISTRIBUTING, INC.      | 601-4990-45220 Tobacco for Resale    | Tobacco  | 194.21             | 12/09/2025   |
| CASH-WA DISTRIBUTING, INC.         | CASH-WA DISTRIBUTING, INC.      | 601-4990-45220 Tobacco for Resale    | Tobacco  | 77.15              | 12/23/2025   |
| Total Liquor:                      |                                 |                                      |  |                    | 125,539.33   |
| Total Liquor:                      |                                 |                                      |  |                    | 125,539.33   |
| <b>Misc Expenditures</b>           |                                 |                                      |  |                    |              |
| <b>Special Sales Tax</b>           |                                 |                                      |  |                    |              |
| STURGIS ECONOMIC DEVELOPMENT CORP. | STURGIS ECONOMIC DEVELOPMENT    | 211-9000-46510 Sturgis Economic Dev  | CONTRACT JAN 2026                              | 5,000.00           | 01/01/2026   |
| STURGIS AREA CHAMBER OF COMMERCE   | STURGIS AREA CHAMBER OF COMM    | 211-9000-46520 Sturgis Area Chamber  | CONTRACT JAN 2026                              | 6,818.00           | 01/01/2026   |
| Total Special Sales Tax:           |                                 |                                      |  |                    | 11,818.00    |
| <b>Capital Improvement</b>         |                                 |                                      |  |                    |              |
| ADVANCED ENGINEERING & ENVIRONMENT | ADVANCED ENGINEERING & ENVIRO   | 212-9000-43300 Improvements          | Moose Drive Reconstruction                     | 5,600.00           | 12/09/2025   |
| AVID4 ENGINEERING                  | AVID4 ENGINEERING               | 212-9000-43300 Improvements          | Blanche & Sly St. Bear Butte Crossing Analysis | 1,041.25           | 12/16/2025   |
| DAKOTA REDI-MIX, INC.              | DAKOTA REDI-MIX, INC.           | 212-9000-43300 Improvements          | North Trunk Line                               | 40,521.80          | 11/30/2025   |
| HELMS & ASSOCIATES                 | HELMS & ASSOCIATES              | 212-9000-43300 Improvements          | Airport Terminal                               | 10,087.81          | 12/17/2025   |
| HELMS & ASSOCIATES                 | HELMS & ASSOCIATES              | 212-9000-43300 Improvements          | Airport Taxiway                                | 27,137.46          | 12/17/2025   |
| JEO CONSULTING GROUP               | JEO CONSULTING GROUP            | 212-9000-43300 Improvements          | Safe Streets 4 ALL                             | 27,208.05          | 12/23/2025   |
| Total Capital Improvement:         |                                 |                                      |  |                    | 111,596.37   |
| Total Misc Expenditures:           |                                 |                                      |  |                    | 123,414.37   |
| Grand Totals:                      |                                 |                                      |  |                    | 799,110.10   |

# City Council STAFF REPORT



**Meeting Date:** City Council - Jan 05 2026

**Agenda Item:** Consideration to Approve First Amendment to Meade County Jail Professional Medical Service Agreement

**Prepared By:** Aaron Jordan, City Administrator

## BACKGROUND INFORMATION:

The City of Sturgis and the Meade County Sheriff's Office entered into a Meade County Jail Professional Medical Services Agreement on December 17, 2024, under which the City provides professional medical services to inmates housed in the Meade County Jail. As the original agreement approaches the end of its initial term, both parties have determined that a short-term extension is necessary to ensure continuity of inmate medical services while Meade County evaluates and pursues a long-term medical services arrangement independent of Sturgis Ambulance.

In addition to extending the agreement term, the amendment updates the compensation structure applicable during the extension period to reflect current service costs and operational conditions. The amendment also clarifies the scope of services by excluding blood draw services, which are no longer feasible or appropriate to provide under the existing agreement framework, while leaving all remaining medical service obligations unchanged.

This amendment allows for uninterrupted delivery of required medical services at the jail during the transition period, provides cost clarity for the extension period, and aligns the agreement's scope with the services the City can reasonably provide while Meade County works toward a permanent, independent long-term solution. The agreement will terminate no later than February 28, 2026, or sooner if Meade County establishes a long-term medical services arrangement prior to that date. In the event of early termination, compensation shall be prorated based on the reduced period during which Sturgis Ambulance provides medical services to the Meade County Jail.

## DISCUSSION:

- This amendment is a **short-term extension** to prevent any interruption in required inmate medical services at the Meade County Jail.
- Meade County is actively pursuing a **long-term medical services provider that will not include Sturgis Ambulance**, and this agreement provides a defined transition period rather than an open-ended commitment.
- The amended agreement has a **fixed end date of February 28, 2026**, and may terminate earlier if Meade County secures a long-term provider, with **compensation prorated** for the actual period of service.
- Compensation during the extension period has been **updated to reflect current costs**, ensuring the City is not subsidizing county operations.
- The amendment **does not expand services** and narrows the scope by excluding blood draw services, which are no longer feasible for the City to provide.

- Staff recommends approval to ensure continuity of care, cost recovery, and a clear path toward transitioning away from this service.

Included in the attachments is the 2025 Meade County Jail Professional Medical Service Agreement that is being amended.

**BUDGET IMPACT:**

Approval of this agreement is not anticipated to impact the ambulance budget; compensation is expected to be equal to the cost of providing service.

**RECOMMENDATION:**

Motion to approve

**ATTACHMENTS:**

[2026 Amendment Jail Medical Services Agreement](#)

[2025 Jail Contract](#)

**Approved By:**

Aaron Jordan, City Administrator

**Status:**

Approved - Dec 30 2025

**FIRST AMENDMENT TO  
MEADE COUNTY JAIL PROFESSIONAL MEDICAL SERVICES AGREEMENT**

This First Amendment to Meade County Jail Professional Medical Services Agreement (this "Amendment") is made and entered into effective January 1, 2026, notwithstanding any later date of approval or execution by either party (the "Effective Date"), by and between the Meade County Sheriff's Office ("MCSO"), 1400 Main St., Sturgis, SD 57785, and the City of Sturgis ("City"), 1040 Harley-Davidson Way, Sturgis, SD 57785 (collectively, the "parties").

**RECITALS**

- A. The parties entered into that certain Meade County Jail Professional Medical Services Agreement dated December 17, 2024 (the "Agreement"), pursuant to which City provides professional medical services to inmates housed in the Meade County Jail under MCSO supervision.
- B. The parties desire to (i) extend the term of the Agreement through, at most, February 28, 2026, (ii) modify compensation for the extension period, and (iii) exclude blood draw services, while leaving the remainder of the Agreement unchanged.

**NOW, THEREFORE**, in consideration of the mutual covenants and agreements set forth herein and for other good and valuable consideration, the receipt and sufficiency of which are acknowledged, the parties agree as follows:

1. **Term Extension.** Section 3 (TERM) of the Agreement is amended and restated in its entirety to read as follows:

*"3. TERM: This Agreement will commence on January 1, 2025, and terminate no later than February 28, 2026. Notwithstanding Section 11, the County may terminate the agreement earlier than February 28, 2026, on written notice from the Chair of the Meade County Commission or the Meade County Executive Director."*
2. **Compensation During Extension Period.** Section 4 (COMPENSATION) of the Agreement is amended solely with respect to services performed from January 1, 2026 through no later than February 28, 2026 (the "Extension Period") as follows:
  - a. For the Extension Period, MCSO shall pay City Fourteen Thousand Five Hundred Dollars (\$14,500.00) per month.
  - b. The Extension Period payments shall be made in installments due the last day of the month in which services were performed by the City. Should the agreement terminate prior to February 28, 2026, the MCSO shall pay on a pro-rated daily basis.

c. The parties' agreement to split 50/50 the additional costs of implementing and maintaining an online medical record system, and City's right to bill MCSO monthly for MCSO's 50% cost-share, shall continue during the Extension Period unless otherwise agreed in writing. For avoidance of doubt, all compensation terms in Section 4 applicable to services provided prior to January 1, 2026 remain unchanged.

3. **Blood Draw Services Excluded.** The parties agree that blood draw services are excluded. Accordingly, Section 2(q) of the Agreement is deleted in its entirety and replaced with the following:

*"(q) Blood Draws: Intentionally omitted. City shall have no obligation under this Agreement to provide 24/7 on-call response for the purpose of conducting blood draws on arrestees or inmates."*

Except as expressly provided above, the remainder of Section 2 (SCOPE OF SERVICES) remains unchanged and in full force and effect.

4. **No Other Amendments; Ratification.** Except as expressly modified by this Amendment, all terms and conditions of the Agreement remain unchanged and in full force and effect, and the Agreement is hereby ratified and confirmed.

5. **Miscellaneous.** This Amendment may be executed in counterparts, each of which shall be deemed an original, and all of which together shall constitute one and the same instrument. This Amendment is an amendment to the Agreement and shall be interpreted, construed, and enforced in accordance with the terms of the Agreement.

**IN WITNESS WHEREOF**, the parties have executed this Amendment by their duly authorized officers as of the Effective Date.

MEADE COUNTY

  
Gary Deering  
Chairperson, Meade County Commission

  
Dawn Christensen  
County Auditor



CITY OF STURGIS

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Kevin Forrester  
Mayor

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Ann Bertolotto  
Finance Officer

## MEADE COUNTY JAIL PROFESSIONAL MEDICAL SERVICES AGREEMENT

This MEADE COUNTY JAIL PROFESSIONAL MEDICAL SERVICES AGREEMENT (“Agreement”) made this 17<sup>th</sup> day of DECEMBER 2024, between the **Meade County Sheriff’s Office (“MCSO”)**, located at 1400 Main St., Sturgis, SD 57785, and the **City of Sturgis (“City”)**, located at 1040 Harley-Davidson Way, Sturgis, SD 57785, and collectively known as the **“Parties.”**

In consideration of the foregoing, the Parties agree as follows:

1. **PURPOSE:** The purpose of this Agreement is to provide for the specific terms and scope of services to which the City will provide professional medical services to the inmates housed in the Meade County Jail under MCSO supervision.
2. **SCOPE OF SERVICES:** The City will provide the following scope of services.
  - a. Maintain medical response protocols, including the Jail Medical Protocols, for the jail, updating as necessary, and ensuring the MCSO staff is trained on protocol updates. Protocols will be reviewed and signed by a licensed Medical Physician.
  - b. Conduct initial inmate medical exams and medication assessments once a week, including verifying medications provided by the inmate (or their family), and a general examination including the inmate’s weight, pulse, and blood pressure.
  - c. Complete inmate medical records online, to be provided and maintained as directed by MCSO.
  - d. Prepare and administer medication and treatments according to the established Jail Medical Protocols.
  - e. Provide requisition requests to MCSO staff for ordering medication and supplies, including but not limited to, the medical cart supplies, first aid supplies, over-the-counter medications, personal protective equipment (PPE), etc. necessary to provide the services as required by the terms of this Agreement.
  - f. Schedule patient appointments according to established Jail Medical Protocols.
  - g. Send medication refills and appointment requests to the licensed Medical Physician, who will review as appropriate.
  - h. Schedule and order appointments and medication.
  - i. Review sick call slips and provide agreed upon care to inmates according to the established Jail Medical Protocols.
  - j. Report inmate conditions and symptoms to the jail nurse, according to the established Jail Medical Protocols.
  - k. Update inmate care plans.
  - l. Communicate as necessary with inmates and Jail staff, according to the established Jail Medical Protocols.

- m. Provide clear, concise, accurate, and legible documentation, as required by the Jail Medical Protocols.
- n. City staff must follow, at all times, pertinent safety and security policies and procedures of the Meade County Jail when dealing with inmates and any required medical care under this Agreement.
- o. Provide occasional inmate transport and care via Ambulance to the Monument Sturgis Hospital regardless of inmate's individual ability to pay for the services.
- p. Schedule and attend quarterly meetings between the City and MCSO representatives.
- q. Provide 24/7 on-call response to the Meade County Jail for the purpose of conducting blood draws on arrestees stemming from criminal arrests.

3. **TERM:** This agreement will commence on January 1, 2025, and terminate on December 31, 2025.

4. **COMPENSATION:** as consideration, the MCSO will pay the City the sum of one hundred sixty-two thousand dollars (\$162,000.00). MCSO will pay the City in four payments of forty thousand five hundred dollars (\$40,500) each by March 31, 2025, June 30, 2025, September 30, 2025, and December 31, 2025. In addition to the above payments, the City and the MCSO agree to split 50/50 the additional costs of implementing and maintaining an online medical record system. The City will bill the MCSO monthly for MCSO's 50% cost-share of the online medical record system.

The above consideration paid by the MCSO includes services for ambulatory care and transportation of Meade County Inmates outside of the Meade County Jail. The above consideration does not cover any ambulatory costs and transport for inmates being housed for a different county. Any City provided ambulatory care and transport to any inmate from a different county other than Meade County will be billed directly to the specific county.

If this Agreement is terminated by either Party under the provisions of Paragraph 11 below, the City is entitled to the pro-rated weekly cost for all services provided to the MCSO through the final and effective date of termination.

5. **MCSO RESPONSIBILITIES:** The MCSO will provide all supervision and management of the budgetary process for supplies. As such, the MCSO will provide all disposable medical supplies, either through directed purchase or reimbursement to the City for all supplies and materials provided by the City at the request of MCSO Jail staff.

Additionally, the MCSO will have the following responsibilities under this Agreement:

- a. Ensure that jail staff and all correctional officers follow the established medical protocols, especially with regards to contacting City staff after hours.

- b. Ensure that MCSO representatives (at a minimum the Sheriff and a representative of the County Commission) attend the quarterly meeting with City representatives (City Representative and Ambulance Director).
  - c. The MCSO will inform the City daily of new inmates. Such notification will be sent via email to [shawnf@sturgisgov.com](mailto:shawnf@sturgisgov.com), or as the City otherwise directs. The initial exam must occur within four (4) days of the time of incarceration.
6. **NON-DISCRIMINATION:** The Parties must not provide any services under this Agreement in any manner that discriminates regarding race, color, sex, creed, religion, ancestry, national origin, or disability.
7. **INDEPENDENT CONTRACTOR:** THE Parties agree that the City operates as an independent contractor and is contracting to do work according to its own methods, without being subject to the control of the MCSO. The relationship between the City and the MCSO is that as between an independent contractor and not as an employer-employee relationship. The payment to the City is inclusive of any use, excise, income, or any other tax obligation which might be determined at a later time to be the responsibility of the City arising out of this Agreement.
8. **INSURANCE:** The City must maintain liability insurance providing occurrence basis coverage for any claim arising from the allocation, in the amount of \$1,000,000 each occurrence and \$1,000,000 annual aggregate. All such coverage must be issued by recognized, reputable insurance companies. The insurance specified in this section may be in a policy or policies of insurance, primary or excess. Certificates of all required insurance must be provided by each Party to the other, if requested, within fifteen (15) days.  
The City will provide the MCSO with at least thirty (30) days' written notice of an insurer's intent to cancel or not renew any of the insurance coverage. The City's failure to obtain or maintain insurance through an involuntary termination of coverage by the current insurer and inability to find a viable alternative insurer will be the cause for termination of this Agreement upon the last date of liability coverage.
9. **IDEMNIFICATION:** THE Parties agree to be solely responsible for any actions related to their individual duties under this Agreement. The Parties agree to protect, save, defend, indemnify, and hold one another harmless, as well as each of their respective assigns, heirs, agents, representatives, and affiliates, from and against any and all expenses, damages, claims, suits, actions, judgments, demands, liabilities, debts, damages, and/or costs whatsoever, including reasonable attorney's fees, arising out of, and/or in any way connected with, any injury, claim, and/or action arising out of each Parties' individual respective duties under this Agreement. This provision shall survive any termination or expiration of this Agreement.
10. **NOTIFICATION:** All notice shall be made in writing and mailed by regular U.S. Mail, postage prepaid, to the following addresses. Such notice is deemed complete upon mailing to the following address:

**MCSO**

Meade County Sheriff's Office  
Attn: Sheriff  
1400 Main St  
Sturgis, SD 57785

**City**

|                          |            |                          |
|--------------------------|------------|--------------------------|
| City of Sturgis          | <b>AND</b> | City of Sturgis          |
| Attn: Finance Officer    |            | Attn: Ambulance Director |
| 1040 Harley-Davidson Way |            | 1901 Ballpark Rd         |
| Sturgis, SD 57785        |            | Sturgis, SD 57785        |

Either party may change the address or addresses on ten (10) days' written notice which complies with the above notice requirements.

**11. TERMINATION:** This Agreement may be terminated by either Party by giving written notice of termination to the other, upon the occurrence of any of the following events:

- a. A Party breaches any of its material obligations under this Agreement, and after receiving notice of the breach describing the breach in reasonable detail, fails to cure the breach within thirty (30) calendar days;
- b. A Party dissolves or liquidates or otherwise discontinues substantially all its business operations; or
- c. A Party is no longer legally authorized to provide the services outlined in this Agreement.

**12. JAIL NURSE:** In order to legally administer medicine in the Meade County Jail, a licensed Jail Nurse is legally required for ambulance staff to administer medicine under this contract. Any staff administering medicine must be a registered medication aide under the supervision of a licensed nurse. The City Ambulance Director currently acts as the licensed Jail Nurse delegating their authority to administer medicines to the registered medical aides.

In the event that the City no longer has a licensed nurse capable of delegating medicine administration under state law, the City may terminate this Agreement upon thirty (30) days' notice as provided in Paragraph 11(c). Alternatively, the MCSO may provide, at their own expense, a licensed nurse capable of delegating their medicine administration tasks to maintain State registration of the City's medication aides. If the MCSO provides their own licensed nurse,

as described in this section, enabling the City to continue legally administering medicine, then this Agreement will continue as if no termination notice occurred.

**13. CONFIDENTIAL INFORMATION:** Both Parties recognize that the City and its assigned officers, in the course of performance of this Agreement, may be exposed to confidential information and that disclosure of such information could violate rights to private individuals and entities. The City agrees that it shall not disclose any confidential information it obtains and acknowledges that the public records requirements of SDCL Chapter 1-27 and Title 7 of the Sturgis Municipal Ordinances will determine the City's duties under this provision. The City further agrees to take appropriate action to prevent such disclosure by its assigned officers. The confidentiality covenants contained herein will survive termination or cancellation of this Agreement.

All requests for information related to this Agreement, or services provided under this Agreement, received by the City from a third party will be forwarded to the MCSO for review and full response. The MCSO will provide a copy of the response to the City.

**14. VOLUNTARY AGREEMENT:** The Parties acknowledge that they are entering into this Agreement freely and voluntarily; that they have the opportunity to be represented and advised against counsel in the negotiations and resulting Agreement; that they have given due consideration to the provisions contained herein; and they thoroughly understand and consent to all provisions herein.

**15. ASSIGNMENT:** Neither Party shall assign any of the rights, nor delegate any of the duties imposed upon it under the provisions of the Agreement without first obtaining written permission from the other Party.

**16. WAIVER:** the failure by one party to require performance of any provision herein shall not affect that Party's right to require performance at any time thereafter, nor shall a waiver of any breach or default of this Agreement constitute a waiver of any subsequent breach or default or a waiver of the provision itself.

**17. NO PARTNERSHIP:** nothing contained in this Agreement shall be construed as establishing an employer/employee, partnership, or joint venture relationship between the Parties.

**18. GOVERNING LAW, JURISDICTION AND VENUE:** this Agreement shall be governed by and construed according to the laws of the State of South Dakota. All actions or proceedings related to or arising under this Agreement shall be brought in the Circuit Court for the Fourth Judicial Circuit, Meade County, South Dakota.

**19. AMENDMENT OR MODIFICATION:** Any amendments, changes, modifications, or revisions to the terms of this Agreement must be in writing and signed by both Parties with the same formality as the original Agreement.

**20. ENTIRE AGREEMENT:** This written Agreement and all of its provisions shall be considered the complete agreement of the Parties relating to the matters set forth therein. This Agreement contains the complete terms between the Parties and supersedes all prior

negotiations and representations, both written and oral, relating to the subject matter thereof. No statement, promises, or inducements made by either party or agents of either party that are not contained in this written agreement will be valid or binding.

21. **COUNTERPARTS:** this Agreement may be executed in counterparts; each such counterpart shall be deemed an original and when taken together with other signed counterparts, shall constitute one Agreement.
22. **SEVERABILITY:** if any provision of this Agreement is held unenforceable by a court of competent jurisdiction, such holding shall not affect the remaining provisions of this Agreement, which shall remain in full force and effect.

IN WITNESS THEREOF, the parties have caused this Agreement to be signed by their duly authorized officers.

**MEADE COUNTY SHERIFF'S OFFICE**

Dated this 17<sup>th</sup> day of DECEMBER 2024.



Pat West, Sheriff

Meade County Sheriff's Office

ATTEST:

Rhonda Cane



County Auditor

**City of Sturgis**

Dated this 7<sup>th</sup> day of January 2024.



Kevin Forrester

City of Sturgis Mayor



Ann Bertolotto

Sturgis Finance Officer

# City Council STAFF REPORT



**Meeting Date:** City Council - Jan 05 2026

**Agenda Item:** Consideration to approve Resolution 2026-01, Salaries & Wages for 2026 Payroll

**Prepared By:** Carrie Belawske, Human Resources

## BACKGROUND INFORMATION:

State Law requires that salaries & wages of all City officials and employees be set by resolution of the Common Council each year. Resolution 2026-1 sets wages and salaries for all employees. The cost of living granted to employees was 2.9%. This COLA is a result of negotiations with Teamsters Local 120 Union that represents the City's bargaining unit employees. The cost-of-living for nonmanagement city employees as well as certified law enforcement officers is set by the collective bargaining agreement as well as the corresponding pay scales for the various job classifications. All wages and salaries are within the approved 2026 budget.

## DISCUSSION:

During the implementation of the 2026 payroll, we may discover that an employee was not listed or a wage was listed incorrectly. If there is any errors in the calculations, a correction will be included for consideration for the January 20th Council meeting.

## BUDGET IMPACT:

Wages were appropriated in the 2026 budget

## RECOMMENDATION:

Motion to approve

## ATTACHMENTS:

[Resolution 2026-1 Wage Resolution](#)

## Approved By:

Aaron Jordan, City Administrator

## Status:

Approved - Jan 02 2026

## Resolution 2026-1

WHEREAS, State Law requires that the salaries & wages of all City Officials and Employees be set by resolution of the Common Council each year,

WHEREAS, State Law requires the minimum wage to increase to \$11.85, now therefore,

BE IT RESOLVED by the Common Council of the City of Sturgis, that the salaries & wages of City

Officials and Employees for the year 2026 shall be as follows:

| Last Name  | First Name | Job Title                    | Status    | Hire Date  | Years of Service | 2026 Budgeted Wage | FREQ.      | Bargaining Unit |
|------------|------------|------------------------------|-----------|------------|------------------|--------------------|------------|-----------------|
| Abernathy  | Russell    | Water Operator               | Full time | 3/3/2014   | 12               | \$30.71            | Hourly     | Yes             |
| Aga        | Kevin      | Heavy Equipment Operator     | Full time | 5/4/1995   | 31               | \$30.55            | Hourly     | Yes             |
| Aga        | Mandie     | Ambulance EMT - Basic        | Part time | 11/9/2020  | 6                | \$25.31            | Hourly     | No              |
| Ager       | Brant      | Water Operator               | Full time | 8/3/2020   | 6                | \$29.35            | Hourly     | Yes             |
| Ainslie    | Christian  | Community Center Lifeguard   | Part time | 5/30/2022  | 4                | \$16.29            | Hourly     | No              |
| Baker      | Casey      | Ambulance Paramedic          | Full time | 1/24/2019  | 7                | \$30.13            | Hourly     | Yes             |
| Baldwin    | Molly      | Ambulance Paramedic-Advanced | Part time | 6/20/2024  | 2                | \$25.31            | Hourly     | No              |
| Bedford    | Tucker     | Police Officer               | Full time | 5/24/2021  | 5                | \$31.51            | Hourly     | Yes             |
| Belawske   | Carrie     | Human Resource Director      | Full time | 7/3/2025   | 1                | \$3,193.36         | Pay period | No              |
| Berghorst  | Jacob      | Rubble Site Operator         | Full time | 5/5/2015   | 11               | \$23.09            | Hourly     | Yes             |
| Bertolotto | Ann        | Finance Officer              | Full time | 7/27/1992  | 34               | \$3,613.15         | Pay period | No              |
| Blakeman   | Jesse      | City Councilperson           | Elected   | 4/9/2024   | 2                | \$493.92           | Pay period | No              |
| Boerboom   | Justin     | Ambulance EMT - Basic        | Part time | 5/7/2016   | 10               | \$25.31            | Hourly     | No              |
| Borg       | Nathanael  | Police Sergeant              | Full time | 4/4/2011   | 15               | \$34.07            | Hourly     | Yes             |
| Bostrom    | Dustin     | Planning Commission          | Part time | 1/1/2022   | 4                | \$75.00            | Hourly     | No              |
| Boyer      | Lisa       | Liquor Sales Clerk II        | Full time | 8/1/2003   | 23               | \$21.92            | Hourly     | Yes             |
| Broderick  | Kenadie    | Community Center referee     | Seasonal  | 1/1/2025   | 1                | \$30.00            | Hourly     | No              |
| Bruch      | Richelle   | Planning Commission          | Part time | 10/26/2021 | 5                | \$75.00            | Hourly     | No              |
| Bruch      | Terri      | Ambulance EMT - Basic        | Part time | 6/23/2023  | 3                | \$25.31            | Hourly     | No              |
| Bryant     | Scott      | Sanitation Operator          | Full time | 9/11/2024  | 2                | \$21.77            | Hourly     | Yes             |

|               |          |                                  |           |            |    |            |            |     |
|---------------|----------|----------------------------------|-----------|------------|----|------------|------------|-----|
| Buckley       | Blake    | Ambulance Paramedic              | Part time | 10/20/2025 | 1  | \$27.00    | Hourly     | No  |
| Buntain       | Joshua   | Police Officer                   | Full time | 12/6/2021  | 5  | \$29.35    | Hourly     | Yes |
| Bush          | Jennifer | Payroll Specialist               | Full time | 10/15/2019 | 7  | \$25.25    | Hourly     | Yes |
| Bush          | Ricky    | Public Works Director            | Full time | 2/9/2009   | 17 | \$4,449.92 | Pay period | No  |
| Buttrell      | Joshua   | Ambulance EMT - Basic            | Part time | 7/7/2025   | 1  | \$21.00    | Hourly     | No  |
| Byars         | Rose     | Planning Commission              | Part time | 8/30/2025  | 1  | \$75.00    | Hourly     | No  |
| Cano          | Jeremiah | WW Treatment Plant Lead Operator | Full time | 1/18/2021  | 5  | \$35.01    | Hourly     | Yes |
| Cass          | Dan      | Mechanic                         | Full time | 12/16/1998 | 28 | \$33.14    | Hourly     | Yes |
| Chaplin       | Mark     | City Councilperson               | Elected   | 1/7/2025   | 1  | \$493.92   | Pay period | No  |
| Chavez        | Cruz     | Wastewater Maintenance           | Part time | 5/15/2023  | 3  | \$24.09    | Hourly     | No  |
| Coacher       | William  | Sanitation Operator              | Full time | 2/7/2007   | 19 | \$28.36    | Hourly     | Yes |
| Cobb          | Cody     | Ambulance Paramedic              | Part time | 7/7/2023   | 3  | \$30.83    | Hourly     | No  |
| Collins       | Katrina  | Ambulance Paramedic              | Full time | 6/23/2023  | 3  | \$29.75    | Hourly     | Yes |
| Coonrod       | Donovan  | Code Enforcement Officer         | Full time | 10/24/2019 | 7  | \$24.22    | Hourly     | Yes |
| Cornelius     | Dylan    | Ambulance EMT - Basic            | Part time | 9/7/2025   | 1  | \$21.00    | Hourly     | No  |
| Crowser       | Coy      | Heavy Equipment Operator         | Full time | 6/15/2025  | 1  | \$22.28    | Hourly     | Yes |
| Cummings      | David    | Ambulance EMT- Basic             | Part time | 6/28/2021  | 5  | \$25.31    | Hourly     | No  |
| Dargatz       | Tony     | City Councilperson               | Elected   | 5/4/2015   | 11 | \$493.92   | Pay period | No  |
| Davidson      | Jamin    | Wastewater Operator              | Part time | 6/1/2025   | 1  | \$24.09    | Hourly     | No  |
| Davis         | Eric     | Attorney                         | Full time | 9/15/2025  | 1  | \$3,871.80 | Pay period | No  |
| Diaz          | Rachel   | Ambulance EMT - Basic            | Part time | 10/11/2025 | 1  | \$21.00    | Hourly     | No  |
| Droppers      | Tyrel    | Wastewater Operator              | Full time | 5/2/2022   | 4  | \$27.54    | Hourly     | Yes |
| Duprel        | Judy     | Community Center Office Manager  | Full time | 7/7/2011   | 15 | \$28.48    | Hourly     | Yes |
| Dykstra       | Kathy    | Circulation Librarian            | Full time | 9/1/1999   | 27 | \$24.57    | Hourly     | Yes |
| Erickson      | Mitchell | Police Officer                   | Full time | 10/19/2025 | 1  | \$26.96    | Hourly     | Yes |
| Estes         | Hugo     | Ambulance Paramedic              | Part time | 6/4/2023   | 3  | \$30.83    | Hourly     | No  |
| Ficek         | Alison   | Custodian                        | Full time | 11/2/2025  | 1  | \$18.78    | Hourly     | Yes |
| Forrester     | Kevin    | Mayor                            | Elected   | 3/15/2021  | 5  | \$1,131.06 | Pay period | No  |
| Frazier-Riggs | Sierra   | Youth Services Librarian         | Full time | 10/22/2019 | 7  | \$21.93    | Hourly     | Yes |
| Fulkerson     | Rhonda   | Ambulance Paramedic              | Part time | 6/29/2025  | 1  | \$30.83    | Hourly     | No  |

|             |             |                                      |           |            |    |            |            |     |
|-------------|-------------|--------------------------------------|-----------|------------|----|------------|------------|-----|
| Ganz        | Beverly     | Parks Maintenance Technician         | Full time | 5/15/2022  | 4  | \$21.17    | Hourly     | Yes |
| Gartner     | Timothy     | Ambulance Paramedic                  | Part time | 5/4/2025   | 1  | \$30.83    | Hourly     | No  |
| Gilbert     | David       | Water Meter Reader                   | Full time | 10/28/2019 | 7  | \$29.35    | Hourly     | Yes |
| Goebel      | David       | Sales Clerk (Rally / Seasonal)       | Seasonal  | 6/1/2021   | 5  | \$15.00    | Hourly     | No  |
| Goetsch     | Dylan       | Police Sergeant                      | Full time | 7/29/2014  | 12 | \$32.64    | Hourly     | Yes |
| Goetsch     | Randee      | Ambulance Paramedic                  | Part time | 7/15/2022  | 4  | \$30.83    | Hourly     | No  |
| Goodro      | Seth        | Ambulance Paramedic                  | Part time | 4/7/2022   | 4  | \$25.31    | Hourly     | No  |
| Graf        | Ethan       | Community Center referee             | Seasonal  | 9/13/2025  | 1  | \$30.00    | Hourly     | No  |
| Hackett     | Donald      | Community Center referee             | Seasonal  | 8/16/2025  | 1  | \$30.00    | Hourly     | No  |
| Hafner      | Dennis      | Building Inspector                   | Part time | 4/7/2025   | 1  | \$38.00    | Hourly     | No  |
| Hahn        | Christopher | Library Director                     | Full time | 9/1/2021   | 5  | \$2,700.81 | Pay period | No  |
| Hale        | James       | Assistant Ambulance Director         | Part time | 2/17/2017  | 9  | \$36.52    | Hourly     | No  |
| Hale        | Rachel      | Planning Commission                  | Part time | 4/1/2022   | 4  | \$75.00    | Hourly     | No  |
| Hammerstrom | Noree       | Community Center Lifeguard           | Part time | 5/31/2025  | 1  | \$16.29    | Hourly     | No  |
| Hansen      | Brady       | Wastewater Operator                  | Full time | 11/16/2025 | 1  | \$23.47    | Hourly     | Yes |
| Hanson      | Caedon      | Ambulance EMT - Basic                | Part time | 11/16/2025 | 1  | \$21.00    | Hourly     | No  |
| Hart        | Amy         | Public Works Admin Assistant         | Full time | 7/11/2023  | 3  | \$22.09    | Hourly     | Yes |
| Harvey      | Laura       | Ambulance Paramedic Shift Supervisor | Full time | 10/29/2025 | 1  | \$28.99    | Hourly     | Yes |
| Harvey      | Thomas      | Ambulance Paramedic                  | Part time | 2/16/2016  | 10 | \$30.83    | Hourly     | No  |
| Haxton      | Alexander   | Liquor Sales Clerk I                 | Part time | 6/15/2025  | 1  | \$19.77    | Hourly     | No  |
| Heikes      | Brinley     | Community Center referee             | Seasonal  | 10/19/2025 | 1  | \$30.00    | Hourly     | No  |
| Heikes      | Keeley      | Community Center referee             | Seasonal  | 10/31/2022 | 4  | \$30.00    | Hourly     | No  |
| Heikes      | Rod         | Community Center Director            | Full time | 9/3/1996   | 30 | \$3,302.50 | Pay period | No  |
| Heikes      | Shannon     | Community Ctr. Customer Svc. Asst.   | Part time | 2/24/2003  | 23 | \$15.39    | Hourly     | No  |
| Henry       | Rebecca     | Community Ctr. Customer Svc. Asst.   | Part time | 12/15/2024 | 2  | \$15.89    | Hourly     | No  |
| Hilde       | Logan       | Ambulance EMT - Advanced             | Part time | 8/24/2025  | 1  | \$24.00    | Hourly     | No  |
| Holland     | Debra       | Comm and Outreach Director           | Full time | 10/1/2022  | 4  | \$2,820.62 | Pay period | No  |

|            |           |                                       |           |            |    |            |            |     |
|------------|-----------|---------------------------------------|-----------|------------|----|------------|------------|-----|
| Huber      | Natalie   | Community Center Lifeguard            | Part time | 11/16/2025 | 1  | \$16.29    | Hourly     | No  |
| Hunt       | Charles   | Heavy Equipment Operator              | Full time | 8/24/2025  | 1  | \$22.80    | Hourly     | Yes |
| Hunt       | Michelle  | Liquor Sales Clerk II                 | Full time | 8/24/2020  | 6  | \$19.90    | Hourly     | Yes |
| Jacobs     | Matthew   | Police Officer                        | Full time | 1/8/2018   | 8  | \$29.59    | Hourly     | Yes |
| Jensen     | Teresa    | Community Ctr. Customer Svc. Asst.    | Part time | 8/31/2019  | 7  | \$15.89    | Hourly     | No  |
| Jensen     | Terry     | City Councilperson                    | Elected   | 4/8/2025   | 1  | \$493.92   | Pay period | No  |
| Johnson    | Jay       | Sanitation Superintendent             | Full time | 7/27/1987  | 39 | \$3,064.20 | Pay period | No  |
| Jones      | Megan     | Comm. Ctr. Groups Fitness Instructor  | Part time | 9/11/2018  | 8  | \$18.82    | Hourly     | No  |
| Jones      | Nick      | City Councilperson                    | Elected   | 4/9/2024   | 2  | \$493.92   | Pay period | No  |
| Jordan     | Aaron     | City Administrator                    | Full time | 1/13/2025  | 1  | \$5,276.33 | Pay period | No  |
| Karsten    | Randy     | Sanitation Operator                   | Full time | 1/24/2025  | 1  | \$20.97    | Hourly     | Yes |
| Kautz      | Michael   | Wastewater Treatment Plant Technician | Full time | 10/22/2019 | 7  | \$31.62    | Hourly     | Yes |
| Kiepke     | Mark      | Community Center referee              | Seasonal  | 7/16/2024  | 2  | \$30.00    | Hourly     | No  |
| Kimbell    | Andrew    | Police Officer                        | Full time | 4/21/2024  | 2  | \$29.65    | Hourly     | Yes |
| King       | Cody      | Parks Superintendent                  | Full time | 4/17/2017  | 9  | \$3,025.02 | Pay period | No  |
| Klunder    | Kurtis    | Ambulance Paramedic                   | Part time | 6/29/2025  | 1  | \$30.83    | Hourly     | No  |
| Knutson    | Dale      | Community Center referee              | Seasonal  | 9/11/2023  | 3  | \$30.00    | Hourly     | No  |
| Kool       | Bryson    | Ambulance Paramedic- Shift Supervisor | Full time | 10/9/2021  | 5  | \$30.13    | Hourly     | Yes |
| Korth      | Robin     | Deputy Finance Officer                | Full time | 6/22/2022  | 4  | \$2,344.43 | Pay period | No  |
| Kotab      | Christian | Community Center Theater Tech         | Part time | 4/18/2022  | 4  | \$20.22    | Hourly     | No  |
| Kroh       | Lisa      | Ambulance EMT - Basic                 | Part time | 7/7/2025   | 1  | \$21.00    | Hourly     | No  |
| Last Horse | Merman    | Library clerk                         | Part time | 10/1/2015  | 11 | \$19.77    | Hourly     | No  |
| Legner     | Kristen   | Comm. Ctr. Groups Fitness Instructor  | Part time | 9/7/2012   | 14 | \$18.82    | Hourly     | No  |
| Lewis      | Reginald  | Parks Maintenance Technician          | Full time | 8/14/2023  | 3  | \$22.28    | Hourly     | Yes |
| Loftin     | Kian      | Community Center Lifeguard            | Part time | 7/31/2023  | 3  | \$16.29    | Hourly     | No  |
| Logan      | Haley     | Ambulance Paramedic                   | Part time | 11/1/2022  | 4  | \$30.17    | Hourly     | No  |

|           |           |                                       |           |            |    |            |            |     |
|-----------|-----------|---------------------------------------|-----------|------------|----|------------|------------|-----|
| Long      | Leigha    | Community Center referee              | Seasonal  | 11/23/2024 | 2  | \$30.00    | Hourly     | No  |
| Lord      | Cindy     | Library clerk                         | Part time | 8/11/2023  | 3  | \$19.77    | Hourly     | No  |
| Lucas     | Jeffrey   | Rubble Site Operator                  | Full time | 9/1/1987   | 39 | \$30.55    | Hourly     | Yes |
| Lyons     | Autumn    | Animal Control Officer                | Full time | 1/5/2010   | 16 | \$26.97    | Hourly     | Yes |
| Magdanz   | Thomas    | Planning Commission                   | Part time | 2/18/2025  | 1  | \$75.00    | Hourly     | No  |
| Martin    | Dyllen    | Ambulance Paramedic                   | Part time | 6/23/2023  | 3  | \$25.31    | Hourly     | No  |
| Martinez  | Clayton   | Ambulance EMT - Basic                 | Part time | 4/20/2025  | 1  | \$25.31    | Hourly     | No  |
| Martinson | Kevin     | Building Maintenance Superintendent   | Full time | 11/2/2025  | 1  | \$1,970.84 | Pay period | No  |
| Mentzer   | Jeffrey   | Community Center referee              | Seasonal  | 5/4/2025   | 1  | \$30.00    | Hourly     | No  |
| Meyer     | Gary      | Community Center Custodian            | Part time | 5/19/2014  | 12 | \$17.39    | Hourly     | No  |
| Meyer     | Joshua    | Community Center referee              | Seasonal  | 1/25/2021  | 5  | \$30.00    | Hourly     | No  |
| Miller    | Hayley    | Police Officer                        | Full time | 7/13/2025  | 1  | \$26.96    | Hourly     | Yes |
| Mitchell  | Aaron     | Ambulance Paramedic                   | Part time | 11/9/2020  | 6  | \$33.20    | Hourly     | No  |
| Mitchell  | Christine | Ambulance EMT - Advanced              | Part time | 7/7/2025   | 1  | \$24.00    | Hourly     | No  |
| Mitchell  | Clint     | Police Officer                        | Part time | 7/31/2014  | 12 | \$28.38    | Hourly     | No  |
| Moravec   | Alex      | Planning Commission                   | Part time | 5/30/2022  | 4  | \$75.00    | Hourly     | No  |
| Moravec   | Rudolph   | Community Center Theater Tech         | Part time | 7/13/1998  | 28 | \$20.22    | Hourly     | No  |
| Murray    | Neil      | Wastewater Operator                   | Full time | 4/15/2004  | 22 | \$33.99    | Hourly     | Yes |
| Nichols   | Ruth      | City Councilperson                    | Elected   | 4/9/2024   | 2  | \$493.92   | Pay period | No  |
| O'Boyle   | Katherine | Community Center referee              | Part time | 10/31/2022 | 4  | \$30.00    | Hourly     | No  |
| Ogden     | Tammy     | Custodian                             | Full time | 11/17/2025 | 1  | \$18.78    | Hourly     | Yes |
| Olson     | Bradley   | Mechanic                              | Full time | 11/5/2007  | 19 | \$31.23    | Hourly     | Yes |
| Overweg   | Linda     | Public Works Administrative Assistant | Full time | 3/17/2025  | 1  | \$21.59    | Hourly     | Yes |
| Owen      | Brian     | Ambulance Paramedic                   | Part time | 1/1/2002   | 24 | \$30.83    | Hourly     | No  |
| Owen      | Calev     | Ambulance EMT - Basic                 | Part time | 7/15/2023  | 3  | \$21.00    | Hourly     | No  |
| Owen      | David     | Planning Commission                   | Part time | 2/18/2025  | 1  | \$75.00    | Hourly     | No  |
| Paddock   | Terry     | Parks Maintenance Technician          | Full time | 5/15/2023  | 3  | \$22.28    | Hourly     | Yes |
| Panza     | Anthony   | Police Officer                        | Full time | 3/17/2025  | 1  | \$28.57    | Hourly     | Yes |
| Parker    | Travis    | Liquor Store Manager                  | Full time | 5/15/2017  | 9  | \$3,246.24 | Pay period | No  |

|              |         |                                    |           |            |    |            |            |     |
|--------------|---------|------------------------------------|-----------|------------|----|------------|------------|-----|
| Paulsen      | Brian   | Assistant Police Chief             | Full time | 8/1/2001   | 25 | \$3,129.36 | Pay period | No  |
| Perez-Franco | Ashly   | Ambulance Paramedic                | Part time | 7/7/2023   | 3  | \$30.83    | Hourly     | No  |
| Pickard      | Kurt    | Police Officer                     | Full time | 7/15/2020  | 6  | \$28.98    | Hourly     | Yes |
| Plaggemeyer  | Marty   | Heavy Equipment Operator           | Full time | 1/4/1993   | 33 | \$3,070.16 | Pay period | No  |
| Plaggemeyer  | Michael | Wastewater Superintendent          | Full time | 1/1/1996   | 30 | \$3,064.41 | Pay period | No  |
| Prestjohn    | Halayna | Police Officer                     | Full time | 9/22/2024  | 2  | \$27.88    | Hourly     | Yes |
| Price        | Thomas  | Ambulance Paramedic                | Part time | 7/7/2025   | 1  | \$30.83    | Hourly     | No  |
| Pugh         | Jaryd   | Ambulance Paramedic                | Part time | 7/7/2025   | 1  | \$30.83    | Hourly     | No  |
| Rabenberg    | Aaron   | Planning Commission                | Part time | 1/1/2022   | 4  | \$75.00    | Hourly     | No  |
| Raderschadt  | Lydia   | Ambulance Paramedic                | Part time | 6/24/2024  | 2  | \$30.83    | Hourly     | No  |
| Raftevold    | Heidi   | Ambulance Paramedic                | Part time | 6/15/2025  | 1  | \$35.00    | Hourly     | No  |
| Ramsey       | Matthew | Ambulance Paramedic                | Part time | 11/3/2025  | 1  | \$25.00    | Hourly     | No  |
| Rathert      | Marissa | Ambulance EMT - Basic              | Full time | 12/29/2021 | 5  | \$24.77    | Hourly     | Yes |
| Reed         | Karen   | Ambulance EMT - Advanced           | Part time | 9/15/2025  | 1  | \$24.00    | Hourly     | No  |
| Reihe        | Drey    | Ambulance EMT- Advanced            | Full time | 7/15/2023  | 3  | \$22.71    | Hourly     | Yes |
| Rendon       | Antje   | Ambulance EMT - Basic              | Part time | 9/7/2025   | 1  | \$21.00    | Hourly     | No  |
| Reynolds     | Ian     | Ambulance Paramedic                | Part time | 4/7/2022   | 4  | \$30.83    | Hourly     | No  |
| Richards     | Brodie  | Community Ctr. Customer Svc. Asst. | Part time | 11/2/2025  | 1  | \$15.39    | Hourly     | No  |
| Roselles     | Cami    | Community Ctr. Customer Svc. Asst. | Part time | 9/22/2024  | 2  | \$15.89    | Hourly     | No  |
| Rosenlund    | Kristi  | Ambulance EMT - Basic              | Part time | 10/4/2021  | 5  | \$25.31    | Hourly     | No  |
| Rowett       | Kabella | Community Center Lifeguard         | Part time | 8/3/2024   | 2  | \$16.29    | Hourly     | No  |
| Rumore       | Joshua  | Fleet Maintenance Superintendent   | Full time | 8/3/2020   | 6  | \$34.10    | Hourly     | No  |
| Rumore       | Stacy   | Police Administrative Assistant    | Full time | 5/18/2025  | 1  | \$21.59    | Hourly     | Yes |
| Sabers       | Easton  | Community Center referee           | Seasonal  | 7/15/2024  | 2  | \$30.00    | Hourly     | No  |
| Sabers       | Holly   | Ambulance Paramedic                | Part time | 5/19/2014  | 12 | \$32.25    | Hourly     | No  |
| Sauder       | Levi    | Police Officer                     | Full time | 8/2/2022   | 4  | \$27.88    | Hourly     | Yes |
| Sazama       | Reese   | Community Center Lifeguard         | Part time | 6/3/2024   | 2  | \$16.29    | Hourly     | No  |
| Schaefer     | Doyle   | Parks Maintenance Technician       | Full time | 11/24/1997 | 29 | \$30.55    | Hourly     | Yes |

|                 |          |                                      |           |            |    |            |            |     |
|-----------------|----------|--------------------------------------|-----------|------------|----|------------|------------|-----|
| Scherer         | Lance    | Sponsorship Coord./ Brand Manager    | Full time | 8/1/2016   | 10 | \$3,097.64 | Pay period | No  |
| Schillig        | Aden     | Ambulance Director                   | Full time | 4/20/2025  | 1  | \$3,160.23 | Pay period | No  |
| Schlenker       | Courtney | Community Ctr. Customer Svc. Asst.   | Part time | 4/18/2022  | 4  | \$15.39    | Hourly     | No  |
| Schmidt         | Teal     | Police Sergeant                      | Full time | 1/28/2021  | 5  | \$31.51    | Hourly     | Yes |
| Schulze         | Cody     | Community Center referee             | Seasonal  | 11/18/2019 | 7  | \$30.00    | Hourly     | No  |
| Selfridge-Weisz | Kayleen  | Community Center referee             | Seasonal  | 11/1/2021  | 5  | \$30.00    | Hourly     | No  |
| Selfridge-Weisz | Shelby   | Aquatic-Athletic Coordinator         | Full time | 3/2/2015   | 11 | \$24.13    | Hourly     | Yes |
| Shaulis         | Warren   | Ambulance Paramedic                  | Part time | 10/16/2012 | 14 | \$35.25    | Hourly     | No  |
| Shyne           | Mary     | Community Ctr. Customer Svc. Asst.   | Part time | 6/1/1971   | 55 | \$15.39    | Hourly     | No  |
| Sichler         | Donia    | Assistant Library Director           | Full time | 11/1/2021  | 5  | \$27.85    | Hourly     | Yes |
| Siferd          | Charles  | Ambulance Paramedic                  | Part time | 11/9/2020  | 6  | \$30.83    | Hourly     | No  |
| Smith           | Melissa  | Ambulance EMT - Basic                | Part time | 6/20/2024  | 2  | \$25.31    | Hourly     | No  |
| Smith           | Mona     | Ambulance EMT - Basic                | Part time | 6/23/2023  | 3  | \$25.31    | Hourly     | No  |
| Snow            | Kaylin   | Community Center Lifeguard           | Part time | 5/18/2025  | 1  | \$16.29    | Hourly     | No  |
| Snyder          | Michael  | Community Center referee             | Seasonal  | 9/24/2018  | 8  | \$30.00    | Hourly     | No  |
| Sorensen        | Austin   | Ambulance EMT - Basic                | Part time | 6/28/2021  | 5  | \$25.31    | Hourly     | No  |
| Spransy Burke   | Kimberly | Comm. Ctr. Groups Fitness Instructor | Part time | 10/3/2014  | 12 | \$18.82    | Hourly     | No  |
| Stacy           | Danny    | Police Sergeant                      | Full time | 8/1/2014   | 12 | \$31.80    | Hourly     | Yes |
| Stadium         | Hannah   | Ambulance Paramedic                  | Part time | 7/11/2022  | 4  | \$35.00    | Hourly     | No  |
| Staigle         | Cole     | Community Center referee             | Seasonal  | 9/13/2025  | 1  | \$30.00    | Hourly     | No  |
| Standen         | Ashley   | Community Center Lifeguard           | Part time | 12/2/2024  | 2  | \$16.29    | Hourly     | No  |
| Stark           | Ryan     | Ambulance EMT - Basic                | Part time | 7/11/2022  | 4  | \$25.31    | Hourly     | No  |
| Stehman         | Devin    | Ambulance EMT - Basic                | Part time | 11/16/2025 | 1  | \$19.00    | Hourly     | No  |
| Stensland       | Joshua   | Liquor Sales Clerk II                | Full time | 7/15/2022  | 4  | \$18.91    | Hourly     | Yes |
| Stolle          | Tammy    | Comm. Ctr. Groups Fitness Instructor | Part time | 4/5/2021   | 5  | \$18.82    | Hourly     | No  |
| Stroschine      | Lee      | Research Librarian and Archivist     | Full time | 10/26/2010 | 16 | \$21.46    | Hourly     | Yes |
| Sulzbach        | Kathrine | Community Center Lifeguard           | Part time | 5/31/2021  | 5  | \$16.29    | Hourly     | No  |

|            |           |                                    |           |            |    |            |            |     |
|------------|-----------|------------------------------------|-----------|------------|----|------------|------------|-----|
| Swain      | Derek     | Ambulance Paramedic                | Part time | 12/8/2015  | 11 | \$30.83    | Hourly     | No  |
| Tammi      | Trishelle | Animal Control Supervisor          | Full time | 7/28/2014  | 12 | \$27.07    | Hourly     | Yes |
| Tebben     | Jameson   | Police Officer                     | Part time | 7/6/2016   | 10 | \$31.38    | Hourly     | No  |
| Thompson   | Jimmy     | City Councilperson                 | Elected   | 4/9/2024   | 2  | \$493.92   | Pay period | No  |
| Usera      | Alexander | City Councilperson                 | Elected   | 1/1/2022   | 4  | \$493.92   | Pay period | No  |
| Van Roekel | Jaedon    | Ambulance Paramedic                | Part time | 6/23/2023  | 3  | \$32.25    | Hourly     | No  |
| Van Winkle | Catherine | Community Center Lifeguard         | Part time | 6/15/2025  | 1  | \$16.29    | Hourly     | No  |
| Vandewater | Geody     | Public Safety Director             | Full time | 11/1/2006  | 20 | \$4,230.63 | Pay period | No  |
| Vandewater | Jarrod    | Ambulance EMT Shift Supervisor     | Full time | 6/20/2024  | 2  | \$24.55    | Hourly     | Yes |
| Vasknetz   | Dylon     | Senior Accountant                  | Full time | 5/4/2025   | 1  | \$26.93    | Hourly     | Yes |
| Vasknetz   | Kelly     | Parks Maintenance Technician       | Full time | 8/24/2025  | 1  | \$22.28    | Hourly     | Yes |
| Wagner     | Doug      | Heavy Equipment Operator           | Full time | 5/29/1998  | 28 | \$30.55    | Hourly     | Yes |
| Walker     | Chase     | Community Center Lifeguard         | Part time | 6/18/2024  | 2  | \$16.29    | Hourly     | No  |
| Walker     | Clint     | Rubble Site Supervisor             | Full time | 7/13/2025  | 1  | \$24.68    | Hourly     | Yes |
| Weaver     | Beth      | Animal Shelter Tech                | Part time | 11/2/2025  | 1  | \$19.77    | Hourly     | No  |
| Weber      | Danette   | Parks Maintenance Technician       | Full time | 9/1/2023   | 3  | \$22.28    | Hourly     | Yes |
| Weyer      | Zachary   | Community Center referee           | Seasonal  | 9/10/2014  | 12 | \$30.00    | Hourly     | No  |
| Whitford   | Joshua    | Police Detective                   | Full time | 12/7/2015  | 11 | \$31.76    | Hourly     | Yes |
| Williams   | Terry     | Parks Maintenance Technician       | Full time | 5/15/2023  | 3  | \$22.28    | Hourly     | Yes |
| Williams   | Tori      | Parks Maintenance Technician       | Part time | 10/21/2024 | 2  | \$18.82    | Hourly     | No  |
| Williamson | Jacob     | Heavy Equipment Operator           | Full time | 12/21/2015 | 11 | \$25.00    | Hourly     | Yes |
| Wilt       | Damian    | Community Ctr. Customer Svc. Asst. | Part time | 5/1/2024   | 2  | \$15.39    | Hourly     | No  |
| Witcraft   | Paul      | Community Center referee           | Seasonal  | 11/1/2021  | 5  | \$30.00    | Hourly     | No  |
| Wolf       | Tamera    | Ambulance Paramedic                | Part time | 10/20/2025 | 1  | \$25.00    | Hourly     | No  |
| Wolter     | Troy      | Community Center referee           | Seasonal  | 10/19/2025 | 1  | \$30.00    | Hourly     | No  |
| Youngberg  | Todd      | Water Superintendent               | Full time | 7/20/2020  | 6  | \$2,935.44 | Pay period | No  |
| Zastoupil  | Austin    | Community Center Lifeguard         | Part time | 6/1/2025   | 1  | \$16.29    | Hourly     | No  |

|      |        |                                |           |           |    |         |        |     |
|------|--------|--------------------------------|-----------|-----------|----|---------|--------|-----|
| Zook | Kaleb  | Ambulance EMT Shift Supervisor | Full time | 1/13/2014 | 12 | \$25.66 | Hourly | Yes |
| Zook | Paxton | Community Center Lifeguard     | Part time | 3/17/2025 | 1  | \$16.29 | Hourly | No  |
|      |        |                                |           |           |    |         |        |     |

The negotiated 2026 cost-of-living adjustment was 2.90% for benefited employees.

All part-time (including seasonal) employees are limited to a maximum of 1,039 hours worked per year and no more than 29 hours per week (on average).

BE IT FURTHER RESOLVED that the foregoing salaries and wages shall take effect on January 1, 2026.

Adopted this 5<sup>th</sup> day of January 2026.

City of Sturgis

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Kevin Forrester, Mayor

ATTEST:

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Ann Bertolotto, Finance Officer

Published: 01/

# City Council STAFF REPORT



**Meeting Date:** City Council - Jan 05 2026

**Agenda Item:** Approve Mutual Settlement Agreement & Release re: Sturgis v. Price et al

**Prepared By:** Kevin Forrester, Mayor

## BACKGROUND INFORMATION:

In March of 2018, the City of Sturgis entered into a lease arrangement for certain real properties owned or controlled by Kenny Price. The original agreement ran through December 31, 2022 and included defined annual periods during which the City had exclusive use and could utilize the properties through sublease arrangements for Rally-related purposes, including sponsor/sublessee uses.

The relationship later evolved through a First Addendum dated August 30, 2019, and was later superseded (with limited exceptions) by a Lease With Option to Purchase that extended the relationship through December 31, 2033 and provided that the City could sublease at its discretion.

The City alleges these were valid and enforceable agreements, which the defendants unilaterally terminated (or attempted to terminate) in early 2025. The City alleges this unilateral termination—particularly after the defendants accepted the City's 2025 annual payment of \$180,000—created financial liability to the City.

Disputes between the parties led the City to initiate litigation. The parties have since negotiated a settlement, which is presented to the City Council for its approval.

## DISCUSSION:

The proposed Mutual Settlement Agreement & Release ends the parties' business relationship and resolves all issues and claims arising out of the dispute and litigation, including mutual releases, a dismissal of pending litigation with prejudice, and an express statement that the settlement is not an admission of liability or fault by any party.

Financially, the Lease With Option to Purchase allocates pass-through obligations to the City under a triple-net structure (including taxes, insurance, and maintenance). During a period when the City was without a Finance Officer or City Manager, property tax administration under that structure did not occur as contemplated by the agreement.

The negotiation framework (not a stated term of the settlement agreement) is that the agreed settlement payment reflects: (1) reimbursement of the City's \$180,000 annual payment for 2025, (2) less the unpaid property tax obligations that would have been the City's responsibility under the triple-net structure, plus (3) 5% interest calculated from the date of the alleged breach/termination. It is my belief that the resulting financial resolution pursuant to the settlement agreement makes the City whole under the terms of the lease relationship and closes this chapter.

If approved and executed, the settlement provides for a payment to the City in the amount \$128,640.36, and confirms that, other than that payment, no additional monies or consideration is owed by any party. The agreement further provides that all agreements and contracts between the parties are terminated. I would ask the City Council to approve the terms of the Mutual Settlement Agreement & Release and authorize me to sign it on behalf of the City of Sturgis.

## CODE REFERENCES:

n/a

## RECOMMENDATION:

Approve and authorize the mayor to sign Mutual Settlement Agreement & Release

**Approved By:**

Aaron Jordan, City Administrator

**Status:**

Approved - Jan 02 2026