



City Council Meeting AGENDA

DATE: **Monday, February 2, 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

4 - 6 6.1. Informational Report: Liquor Fund Financial Reporting Correction – 2024
[Agenda Item Report - Pdf](#)

7. MAYOR'S REPORT

7 7.1. Payroll - Zoey Holt (Referee) (Seasonal) (Recreation) - \$30.00 per game and Olivia Vliem (Referee) (Seasonal) (Recreation) - \$30.00 per game.

[Payroll Report - Pdf](#)

8 - 10 7.2. Consideration to approve Congenital Heart Defect Awareness Week, February 7-14, 2026, Proclamation
Motion to approve
[Agenda Item Report - Pdf](#)

8. CONSIDER CONSENT AGENDA

11 - 17 8.1. Consideration to Approve minutes from January 20, 2026 City Council meeting.
[City Council - Jan 20 2026 - Minutes - Pdf](#)

9. APPROVAL OF THE CLAIMS

18 - 30 9.1. [Council Bills 02022026](#)
[Salary Sheet 01302026](#)

10. PUBLIC HEARINGS

11. REPORTS

31 - 34 11.1. Consideration to approve a SEL for Sturgis Brewing Company for the SEDC Annual Meeting on March 31, 2026
[Agenda Item Report - Pdf](#)

35 - 38 11.2. City of Sturgis 2026 Fireworks display contract
[Agenda Item Report - Pdf](#)

39 - 47 11.3. Consideration to Approve Animal Shelter Agreement between the Meade County Sheriff's Office and the City of Sturgis
[Agenda Item Report - Pdf](#)

48 - 57 11.4. Consideration to Approve Professional Services Agreement between the Sturgis Area Chamber of Commerce and the City of Sturgis for 2026
[Agenda Item Report - Pdf](#)

58 - 63 11.5. Consideration to approve the first reading of Ordinance 2026-01 - An ordinance in revision adopting and recodifying the code of ordinances of the City of Sturgis, South Dakota and superseding the prior compiled code as the City's codified Publication
[Agenda Item Report - Pdf](#)

64 - 67 11.6. Obtain Council Guidance on MH-1 Manufactured Home Zoned District's

Ordinance Revision
[Agenda Item Report - Pdf](#)

68 - 71 11.7. Consideration to approve Resolution Delegating Authority to the City Administrator to Negotiate and Execute a Professional Services Agreement for GIS Services Pursuant to SDCL 9-1-5
[Agenda Item Report - Pdf](#)

72 - 73 11.8. Consideration to approve Funding for a third Custodian Full Time Position
[Agenda Item Report - Pdf](#)

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

13.1. Return to Open Session

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 - Feb 02 2026

Agenda Item: Informational Report: Liquor Fund Financial Reporting Correction – 2024

Prepared By: Ann Bertolotto, Finance Officer

BACKGROUND INFORMATION:

During the reconciliation of the City's 2024 financial statements, staff identified an apparent overspend in the Liquor Store's Cost of Goods Sold – Liquor account that totaled \$1,057,020. Working with the City's external auditor and the City's financial software provider, it was determined that this variance was not the result of actual excess spending, but rather a classification and process error within the financial software workflow.

During the review, it was discovered that certain accounts payable transactions related to resale inventory — including liquor, wine, beer, snacks, pop, cigarettes, and tobacco — had been posted incorrectly. Due to a missing step in the software process, some expenses were effectively recorded twice instead of properly clearing through a designated holding account as intended.

After correcting and reposting the affected transactions, the Liquor Fund's 2024 final total expenditures compared to the budgeted expenditures now reflect a positive unexpended balance of approximately \$221,000, rather than an overspent balance.

Similar corrections were applied to early 2025 transactions to ensure the accuracy of financial reporting going forward.

Enclosed is a News Release that will be released Tuesday, February 3rd.

ATTACHMENTS:

[News Notice - Liquor Store Accounting Issue](#)

Approved By:

Ann Bertolotto, Finance Officer

Status:

Approved - Jan 30 2026



CITY OF
STURGIS
SOUTH DAKOTA

1040 Harley-Davidson Way, Sturgis, SD 57785, (605) 347-4422, www.sturgis-sd.gov

FOR IMMEDIATE RELEASE

Feb. 3, 2026

Contact: Deb Holland
Director of Communications
(605) 431-1973

City confirms full accounting of Sturgis Liquor fund dollars

STURGIS – After concerns were raised by some citizens, Sturgis city officials emphasized that all Sturgis Liquor funds from 2024 have been fully accounted for.

The citizen concern comes after a finance office review initially made it appear the liquor fund had been overspent by more than \$1 million.

At the close of 2024, preliminary reports showed the liquor fund overspent by approximately \$1,057,020. A detailed review later determined that the figure was not the result of missing money or missing liquor, but rather a classification and process error within the city's financial software.

During the review, staff discovered that certain accounts payable transactions tied to resale items – including liquor, wine, beer, snacks, pop, cigarettes, and tobacco – had been posted incorrectly. Because of a missing step in the software workflow, some expenses were effectively counted twice instead of clearing through a holding account as intended.

“No additional spending occurred, and no money or product is missing,” City Administrator Aaron Jordan said. “This was strictly a bookkeeping issue.”

After correcting and reposting the transactions, the liquor fund’s 2024 financials now show a positive unexpended balance of approximately \$221,000, rather than an overspend, said Sturgis Finance Officer Ann Bertolotto.

Mayor Kevin Forrester said the city understands community concern but wants to be clear that nothing was stolen.

“We have accounted for the money,” Forrester said. “There was no cash missing, no liquor missing, and no wrongdoing. This was a reporting error that has been fully identified, corrected, and verified.”

While completing the reconciliation of the City’s 2024 financial records, City staff identified the overspending in the liquor store. In collaboration with the city’s external auditor and the city’s financial software provider, the posting process was corrected, and similar adjustments were made to early 2025 entries to ensure accuracy going forward.

Jordan stressed that the correction did not affect the adopted budget, did not change the liquor fund’s overall financial position, and did not involve any additional expenditures.

“We went from something that looked alarming on paper to a clear and accurate picture once the books were balanced correctly,” Jordan said. “The software process has now been updated to prevent the issue from happening again and the liquor fund records moving forward are reliable and accurate.”

City Council STAFF REPORT



Meeting Date: City Council - Feb 02 2026

Agenda Item: Payroll - Zoey Holt (Referee) (Seasonal) (Recreation) - \$30.00 per game and Olivia Vliem (Referee) (Seasonal) (Recreation) - \$30.00 per game.

Prepared By: Carrie Belawske, Human Resources

BACKGROUND INFORMATION:

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

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

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

BUDGET IMPACT:

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

Approved By:

Aaron Jordan, City Administrator

Status:

Approved - Jan 28 2026

City Council STAFF REPORT



Meeting Date: City Council - Feb 02 2026

Agenda Item: Consideration to approve Congenital Heart Defect Awareness Week, February 7-14, 2026, Proclamation

Prepared By: Kevin Forrester, Mayor

BACKGROUND INFORMATION:

Congenital Heart Defects (CHDs) are the most common type of birth defect, affecting approximately 1 in every 100 babies born in the United States each year. CHDs range from mild conditions requiring minimal intervention to severe, life-threatening defects requiring multiple surgeries and lifelong medical care.

Congenital Heart Defect Awareness Week is observed annually from February 7 through February 14 to increase public awareness of CHDs, support affected individuals and families, and promote education regarding early detection, treatment options, and long-term care.

This week aligns with National Congenital Heart Defect Awareness Day on February 7 and coincides with American Heart Month in February. Communities across the nation recognize this week through public education, advocacy efforts, and by encouraging the public to wear red or blue in support of individuals living with CHDs.

DISCUSSION:

Recognition of Congenital Heart Defect Awareness Week provides an opportunity for the City to demonstrate support for residents and families impacted by congenital heart disease and to promote awareness of the importance of early diagnosis and access to quality healthcare.

Proclaiming February 7–14, 2026, as Congenital Heart Defect Awareness Week helps highlight the challenges faced by those living with CHDs while also celebrating advances in medical research and treatment that have improved survival rates and quality of life.

The proclamation is a symbolic action that raises awareness, encourages community compassion, and aligns the City with national and state efforts to educate the public about congenital heart disease. There is no fiscal impact associated with this recognition.

RECOMMENDATION:

Motion to approve

ATTACHMENTS:

[Congenital Heart Defect Awareness Week Proclamation Sturgis](#)

Approved By:

Aaron Jordan, City Administrator

Status:

Approved - Jan 28 2026

City of Sturgis Proclamation

Congenital Heart Defect Awareness Week
February 7–14

WHEREAS, congenital heart defects (CHD) are the most common birth defects in the United States, affecting approximately 1 in every 100 births, and more than 2 million Americans are currently living with congenital heart disease; and

WHEREAS, individuals living with congenital heart disease often require lifelong medical care and may face physical, emotional, and financial challenges, and their families benefit from awareness, understanding, and community support; and

WHEREAS, residents of the City of Sturgis are among the many individuals and families impacted by congenital heart defects, reflecting a health challenge that touches communities across the nation regardless of age, background, or circumstance; and

WHEREAS, the Sturgis community has a strong tradition of compassion and unity, supporting neighbors facing serious medical conditions through encouragement, advocacy, and shared awareness; and

WHEREAS, increasing public awareness of congenital heart defects promotes earlier diagnosis, improved treatment outcomes, stronger research and advocacy efforts, and recognition of healthcare professionals dedicated to caring for patients with CHD; and

WHEREAS, February is nationally recognized as Heart Awareness Month, making it an appropriate time to highlight congenital heart disease and honor those affected by it.

NOW, THEREFORE, I, Kevin Forrester, Mayor of the City of Sturgis, South Dakota, do hereby proclaim February 7–14 as **Congenital Heart Defect Awareness Week** in the City of Sturgis, and encourage residents to increase their understanding of congenital heart disease and to support individuals and families impacted by this condition.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the City of Sturgis to be affixed this _____ day of February, 2026.

Kevin Forrester, Mayor
City of Sturgis, South Dakota

MINUTES
 City Council Meeting
City of Sturgis, South Dakota

Tuesday, January 20, 2026

6:30 PM

Council Chambers

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

STAFF

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

ABSENT: Mark Chaplin

Call to Order Regular Meeting of the City Council

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

Pledge of Allegiance/PRAYER

Pastor Dr. Bill Meirose offers prayer.

Approval of the Agenda

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

Announcements and Praise

Councilman Thompson makes announcements on city matters and upcoming community events.

Non-Agenda matters that may come before the Council

Bonnie Alberts asks about how to return garbage totes which have blown into her yard back to their rightful owners. She was advised to call the Public Works Department at 605-347-3916.

DEPARTMENT UPDATES

City Administrator Aaron Jordan provides update on 2025 sales tax.

City Finance Officer Ann Bertolotto shares financial execution report.

MAYOR'S REPORT

Brett Lynass, President of the Greater Sturgis Foundation, shares that the organization is donating \$250,000 to the Sturgis Trails project.

Consider Consent Agenda

- Approve the minutes from the Jan. 5, 2026, meeting

- Approve Resolution 2026-03 the Final Plat of Lot 1A of Block 17 of Ash's Extension to the City of Sturgis, Meade County, South Dakota

RESOLUTION 2026-03
RESOLUTION APPROVING PLAT

WHEREAS the statutes of the State of South Dakota require that plats of property within the jurisdiction of the City of Sturgis be submitted to the governing body for approval before the same are recorded in the Office of the Register of Deeds; and

WHEREAS, the City of Sturgis Planning and Zoning have presented to the Common Council of the City of Sturgis a plat of the following described real property for Rally On The Corner LLC:

PLAT OF

Lot 1A of Block 17 of Ash's Extension to the City of Sturgis.

Formerly Lots 1, 2, 3 and 4 and Lot PE1 in Block 17 of Ash's Extension to the City of Sturgis, Meade County, South Dakota.

WHEREAS, said plat meets the requirements of the statutes; and

WHEREAS, that the municipality approves the plat, and that the written certification of the City's approval will be affixed to the plat, by the Mayor; and

BE IT RESOLVED by the Common Council of the City of Sturgis, South Dakota, that the within and foregoing plat is hereby approved as provided herein.

Dated this 20th day of January, 2026.

CITY OF STURGIS

BY: Kevin Forrester – Mayor

ATTEST: Ann Bertolotto – Finance Officer

Published: 1/30/26

Effective: 2/20/26

- Approve Resolution 2026-02 the Final Plat of Lots J6-1R and J6-2R in Block F of Glover's 2nd Addition to the City of Sturgis, Meade County, South Dakota.

RESOLUTION 2026-02
RESOLUTION APPROVING PLAT

WHEREAS the statutes of the State of South Dakota require that plats of property within the jurisdiction of the City of Sturgis be submitted to the governing body for approval before the same are recorded in the Office of the Register of Deeds; and

WHEREAS, the City of Sturgis Planning and Zoning have presented to the Common Council of the City of Sturgis a plat of the following described real property for Scooptown Car Wash, LLC:

PLAT OF

Lots J6-1R and J6-2R in Block F of Glover's 2nd Addition to the City of Sturgis.

Formerly Lot J6-1 and Lot J6-2 in Block F of Glover's 2nd Addition to the City of Sturgis, and the W1/2 of Vacated South Baldwin Street

All Located in the SW1/4 of the NW1/4 of Section 15, Township 5 North, Range 5 East, Black Hills Meridian, City of Sturgis, Meade County, South Dakota.

WHEREAS, said plat meets the requirements of the statutes; and

WHEREAS, that the municipality approves the plat, and that the written certification of the City's approval will be affixed to the plat, by the Mayor; and

BE IT RESOLVED by the Common Council of the City of Sturgis, South Dakota, that the within and foregoing plat is hereby approved as provided herein.

Dated this 20th day of January, 2026.

CITY OF STURGIS

BY: Kevin Forrester – Mayor

ATTEST: Ann Bertolotto – Finance Officer

Published: 1/30/26

Effective: 2/20/26

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

Approval of the claims

Vendor Name	Description	Net Invoice Amount
3E GENERATORS	GENERATOR REPAIR	1292.96
A & B WELDING CO	MEDICAL GAS	258.32
A & J SCREENING	UNIFORMS	2986
ACTIVE911	ACTIVE ALERT SUBS	1314
ADMIRAL BEVERAGE CORP	LIQUOR	17142.3
ALSCO	MATS & TOWELS	580.25
AMERICAN CONTG & CONS	CAP IMP	114271.38
AMERICAN SOLUTIONS FOR BUSINESS		
AXON ENTERPRISES	WATER BILLS CARDSTOCK	1695.68
BEAR BUTTE VALLEY WATER	LICENSE BUNDLE	11790.22
BLACK HILLS CHEMICAL	UTIL DEC 2025	117.9
BH COUNCIL OF LOCAL GOVTS	SUPP & MAT	245.6
BLACK HILLS ENERGY	BALANCE ASSESS DUES	95
BLACK HILLS PIONEER	UTIL DEC 2025	54042.14
BLACK HILLS SNACKS	PUBLISHING	313.09
BLUE PEAK	LIQUOR	25.25
BUTTE ELECTRIC	PHONES/INT JAN 2026	5788.81
CASELLE	UTIL DEC 2025	2779.26
CASK & CORK	MONTHLY CONT	2251
CBH COOPERATIVE #112407	LIQUOR	2295.23
CBH COOPERATIVE - #865928	FUEL	4325.06
CBH COOPERATIVE #912448	FUEL	117.99
CBH COOPERATIVE #920771	FUEL	1091.68
CENGAGE LEARNING / GALE	FUEL	623.5
CENTURY BUSINESS PRODUCTS	BOOKS	222.26
CENTURY LINK	COPIES	334.85
CHILDREN'S HOME SOCIETY	PHONE/INT	372.96
CITY OF BELLE FOURCHE	INTERVIEW'S	300
CITY OF STURGIS WATER DEPT	DEC 2025 LANDFILL TICKETS	28984.52
COCA COLA BOTTLING CO	WATER	3247.81
CROELL	LIQUOR	1353.5
	REP & MAINT	665

CULLIGAN OF THE NH	WATER	41
CULVER MECHANICS	REP & MAINT	323.64
DOUBLE STAR COMPUTING	PROF FEES IT	4956.7
DOUG ANDRUS DIST	SALT	3645.38
EPIC OUTDOOR ADV	BILLBOARD LEASE	1600
ESRI	ARCGIS ANN SUBS	2320
FIRST INTERSTATE BANK	ATM REIMB	7000
HELIX SOLUTIONS	PROF FEES	350
HOMESLICE MEDIA GROUP, LLC	PROF FEES	3500
INGRAM LIBRARY SERVICES	BOOKS	256.83
JOHNSON WESTERN WHOLESALE	LIQUOR	25484.76
K T CONNECTIONS	PROF FEES	1365
KIEFFER SANITATION	CONT RENTAL DEC 2025	643.64
LEAVITT HEARTLAND INS SERV INC.	PROP/LIAB FIRE & AMB 2026	56302.5
LENSEGRAV, SCOTT	CONT JAN 2026	7500
LYNN'S DAKOTAMART-STURGIS	SUPP & MAT	88.45
MARCO TECH	COPIER RENT	143.5
MASTERCARD	CREDIT CARD CHARGES	5596.8
MEADE COUNTY AUDITOR	LEC/DISP FEES	26826.04
MID-STATES ORGANIZED CRIME INF	MOCIC DUES	150
MONTANA DAKOTA UTILITIES	UTIL DEC 2025	15516.9
MONUMENT HEALTH RC HOSPITAL	MEDICAL SUPPLIES	238.97
MOUNTAIN AIR INSURANCE SERVICE	ANNUAL AIRPORT LIAB INS	2970
NELSON, CORY	CONT JAN 2026	1875
NELSON, TOM	CONT JAN 2026	750
ON SITE FIRST AID AND SUPPLY	FIRST AID	221.64
OREILLY AUTO PARTS	REP & MAINT	100.1
OWENS INTERSTATE SALES INC.	SUPP & MAT/REP & MAINT	218.53
PENWORTHY COMPANY	BOOKS	289.13
PETTY CASH	REIMB	184.65
POSTMASTER	POSTAGE FOR BULK MAIL	4800
QUALITY BRANDS OF THE BH	LIQUOR	18437.08
REPUBLIC BEVERAGE COMPANY	LIQUOR	7497
RICHTER'S TIRE	REP & MAINT	1410.28
RIVERFRONT BROADCASTING	ADV	1062.93
ROUNDUP BUILDING CENTER	REP & MAINT	281.98
RUNNINGS SUPPLY INC	REP & MAINT	138.81
RUSHMORE OFFICE SUPPLY	SUPP & MAT	288.23
SAUDER, LEVI	UNIF ALLOW	186.85
SCHADE VINEYARD	LIQUOR	312
SCOOPER BASKETBALL CLUB	2026 ALLOTMENT BID BOARD	18000
SD DEPT OF AGRICULTURE	PERMIT NPDUS MUN	7500
SD MUNICIPAL LEAGUE	2026 MEMB DUES	5021
SERVALL TOWEL & LINEN	MATS	116.54

SOUTH DAKOTA 811	SUBS FEES DEC 2025	66.08
SOUTHERN GLAZER'S OF SD	LIQUOR	7229.4
STURGIS ACE HARDWARE #1	SUPP & MAT	171.75
STURGIS ACE HARDWARE #3	SUPP & MAT	112.14
STURGIS NAPA	SUPP & MAT/REP & MAINT	793.95
STURGIS SOCCER ASSOCIATION	JAN 2026 DISB	10000
STURGIS VOLUNTEER FIRE DEPT	CONT JAN 2026	9462
TERESA D BOLEN	LIQUOR	150
TREADMARK TIRE & SERVICE	REP & MAINT	20
TURBIVILLE INDUSTRIAL ELECTRIC	REP & MAINT	578.75
TWICE THE ICE	ICE	238.29
VOSS DISTRIBUTING	LIQUOR	122.31
WAREING MOTORS OF STURGIS	REP & MAINT	294.66
WEST RIVER ELECTRIC ASSN	UTIL DEC 2025	903.05
WESTERN DAKOTA REG WATER SYSTEM	MEMBER ANN DUES 2026	1500

WAGES

Mayor & Council	\$ 4,825.38
Attorney	\$ 3,871.80
Finance	\$ 10,285.95
HR	\$3,293.36
City Admin	\$ 8,196.95
Buildings	\$ 1,970.84
Custodial	\$ 3,670.55
Engineering	\$ -
Planning & Permitting	\$ 1,893.54
Fleet	\$ 8,034.94
Sponsorship	\$ 3,098.37
Rally	\$ -
Police	\$ 53,581.64
Animal Shelter	\$ 4,741.12
Fire Dept	\$ 168.53
Streets	\$ 15,276.61
Cemetery	\$446.85
Community Center	\$ 10,660.61
Recreation	\$ 2,609.67
Parks	\$ 16,117.16
Library	\$ 11,356.60
Auditorium	\$ -
Special Sales Tax	\$ -
Downtown BID	\$ -

Liquor	\$ 8,485.16
Water	\$ 15,534.00
Wastewater	\$ 14,530.33
Sanitary Service	\$ 17,449.93
Ambulance	\$ 49,110.38
	<hr/>
	\$ 269,210.27

	\$
SS	15,510.14
MED	\$ 3,627.42
	\$ -
	\$
FWT	<u>20,683.00</u>
	\$
	39,820.56

Grand Total
\$309,030.83

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

Reports

Resolution 2026-04 Establishing Utility Rates for 2026

Public Works Director Rick Bush speaks about Resolution 2026-04 Establishing Utility Rates for 2026.

Thompson moved, Jones seconded and all voted to approve Resolution 2026-04 Establishing Utility Rates for 2026.

Resolution 2026-04 A Resolution Establishing the Municipal Utility Rates for the City of Sturgis in 2026 will be published separately from these minutes on Jan. 30, 2026.

Phase 1 of Recodification Project

City Attorney Eric Davis updates the council on Phase 1 of Recodification Project.

Resident Donnlee Kiviaasen asks about the status of the MH-1 zoning issue.

Resolution 2026-1 Salaries & Wages

City Administrator Jordan and Human Resources Director Carrie Belawske speak about Resolution 2026-1 Salaries & Wages for 2026 payroll.

Jensen moved, Jones seconded, and all voted to approve Resolution 2026-1 Salaries & Wages for 2026 payroll

Resolution 2026-1 Salaries & Wages for 2026 payroll will be published separately from these minutes on Jan. 30, 2026.

Ambulance Service Joint Powers Agreement

City Administrator Jordan and Sturgis Ambulance Service Director Aden Schillig speak about the Ambulance Service Joint Powers Agreement between Meade County Rural Ambulance District and the City of Sturgis.

Mark Bruch, Chairman of the Meade County Rural Ambulance Tax District, speaks on behalf of the district.

Usera moved, Thompson seconded, and all voted in favor of the ambulance agreement.

Adjourn

Usera moved, Jones seconded, and all voted to adjourn at 7:49 p.m.

ATTEST: _____
Name

APPROVED: _____
Mayor

Published once at the total approximate cost of \$ _____

Vendor Name	Merchant Name	GL Account and Title	Description	Net Invoice Amount	Invoice Date
Mayor & Council					
General					
NUESYNERGY, INC	NUESYNERGY, INC	101-4111-41500 Group Insurance	Insurance Adm Fees Dec 2025	12.00	12/09/2025
NUESYNERGY, INC	NUESYNERGY, INC	101-4111-41500 Group Insurance	Insurance Adm Fees Jan 2026	12.00	01/09/2026
EVOGOV, INC.	EVOGOV, INC.	101-4111-42200 Professional Fees	ADA monthly hosting	59.00	12/20/2025
BLACK HILLS PIONEER	BLACK HILLS PIONEER	101-4111-42300 Publishing	Additional copies of the SIP	12.27	09/24/2025
BLACK HILLS PIONEER	BLACK HILLS PIONEER	101-4111-42300 Publishing	SIP Newsletter printing	231.97	12/31/2025
AT&T MOBILITY	AT&T MOBILITY	101-4111-42800 Utilities	Phones Jan 2026	46.52	01/15/2026
Total General:				373.76	
Total Mayor & Council:				373.76	
Attorney					
General					
DEMERSSEMAN JENSEN	DEMERSSEMAN JENSEN	101-4141-42200 Professional Fees	Advisory/Litigation	1,825.00	12/31/2025
NOONEY & SOLAY LLP	NOONEY & SOLAY LLP	101-4141-42200 Professional Fees	Lease Issues (KP)	2,700.00	01/14/2026
Total General:				4,525.00	
Total Attorney:				4,525.00	
Finance Office					
General					
NUESYNERGY, INC	NUESYNERGY, INC	101-4142-41500 Group Insurance	Insurance Adm Fees Dec 2025	10.75	12/09/2025
NUESYNERGY, INC	NUESYNERGY, INC	101-4142-41500 Group Insurance	Insurance Adm Fees Jan 2026	10.75	01/09/2026
AT&T MOBILITY	AT&T MOBILITY	101-4142-42800 Utilities	Phones Jan 2026	46.52	01/15/2026
Total General:				68.02	
Total Finance Office:				68.02	
Human Resources					
General					
AT&T MOBILITY	AT&T MOBILITY	101-4143-42800 Utilities	Phones Jan 2026	46.52	01/15/2026
Total General:				46.52	
Total Human Resources:				46.52	

Vendor Name	Merchant Name	GL Account and Title	Description	Net Invoice Amount	Invoice Date
City Administrator					
General					
A & B BUSINESS	A & B BUSINESS	101-4144-42400 Rent	Copier Lease Jan 2026	128.62	01/20/2026
AT&T MOBILITY	AT&T MOBILITY	101-4144-42800 Utilities	Phones Jan 2026	46.52	01/15/2026
Total General:				175.14	
Total City Administrator:				175.14	
Insurance					
General					
SD SECRETARY OF STATE	SD SECRETARY OF STATE	101-4147-42100 Insurance	Notary Renewal	30.00	01/22/2026
SD SECRETARY OF STATE	SD SECRETARY OF STATE	101-4147-42100 Insurance	Notary Renewal	30.00	01/22/2026
SD SECRETARY OF STATE	SD SECRETARY OF STATE	101-4147-42100 Insurance	Vasknetz Notary fees	30.00	01/28/2026
Total General:				90.00	
Total Insurance:				90.00	
Buildings					
General					
AMICK SOUND, INC.	AMICK SOUND, INC.	101-4192-42500 Repairs & Maintenance	Fire Alarm Monitoring PW Jan.	34.24	01/15/2026
ECOLAB PEST ELIMINATOR DIV	ECOLAB PEST ELIMINATOR DIV	101-4192-42500 Repairs & Maintenance	CCenter pest control	133.92	01/15/2026
ECOLAB PEST ELIMINATOR DIV	ECOLAB PEST ELIMINATOR DIV	101-4192-42500 Repairs & Maintenance	Pest Control at Library	84.26	01/15/2026
ECOLAB PEST ELIMINATOR DIV	ECOLAB PEST ELIMINATOR DIV	101-4192-42500 Repairs & Maintenance	Auditorium pest control	82.27	01/15/2026
ECOLAB PEST ELIMINATOR DIV	ECOLAB PEST ELIMINATOR DIV	101-4192-42500 Repairs & Maintenance	Pest Control at City Hall	79.49	01/15/2026
ECOLAB PEST ELIMINATOR DIV	ECOLAB PEST ELIMINATOR DIV	101-4192-42500 Repairs & Maintenance	pest control	183.87	01/16/2026
OWENS INTERSTATE SALES INC.	OWENS INTERSTATE SALES INC.	101-4192-42500 Repairs & Maintenance	HD hydraulic filter for oil burner at PW	7.12	01/15/2026
RUNNINGS SUPPLY INC	RUNNINGS SUPPLY INC	101-4192-42500 Repairs & Maintenance	Cord repaired at PW	4.79	01/15/2026
STURGIS ACE HARDWARE #1	STURGIS ACE HARDWARE #1	101-4192-42500 Repairs & Maintenance	PW building roof	25.98	01/14/2026
STURGIS NAPA	STURGIS NAPA	101-4192-42500 Repairs & Maintenance	Repairs for Library	49.13	01/08/2026
ALSCO, INC	ALSCO, INC	101-4192-42600 Supplies & Materials	Mats & towels PW	218.90	01/22/2026
SERVALL TOWEL & LINEN	SERVALL TOWEL & LINEN	101-4192-42600 Supplies & Materials	Mats at City Hall	55.83	01/21/2026
SERVALL TOWEL & LINEN	SERVALL TOWEL & LINEN	101-4192-42600 Supplies & Materials	Mats at Library	60.71	01/21/2026
AT&T MOBILITY	AT&T MOBILITY	101-4192-42800 Utilities	Phones Jan 2026	46.52	01/15/2026
Total General:				1,067.03	
Total Buildings:				1,067.03	

Vendor Name	Merchant Name	GL Account and Title	Description	Net Invoice Amount	Invoice Date
Custodial					
General					
NUESYNERGY, INC	NUESYNERGY, INC	101-4193-41500 Group Insurance	Insurance Adm Fees Dec 2025	8.50	12/09/2025
NUESYNERGY, INC	NUESYNERGY, INC	101-4193-41500 Group Insurance	Insurance Adm Fees Jan 2026	8.50	01/09/2026
BLACK HILLS CHEMICAL	BLACK HILLS CHEMICAL	101-4193-42600 Supplies & Materials	TB & paper towels	203.89	01/08/2026
BLACK HILLS CHEMICAL	BLACK HILLS CHEMICAL	101-4193-42600 Supplies & Materials	Anti bacterial cleaner, polish & urinal screens	322.52	01/08/2026
Total General:				543.41	
Total Custodial:				543.41	
Engineering					
General					
UNITED STATES GEOGRAPHICAL SURVEY	UNITED STATES GEOGRAPHICAL SU	101-4194-42900 Other	Gauging Stations-Annual Costs per Agreement	3,162.50	01/08/2026
Total General:				3,162.50	
Total Engineering:				3,162.50	
Planning and Permitting					
General					
CBH COOPERATIVE - #865928	CBH COOPERATIVE - #865928	101-4196-42600 Supplies & Materials	Fuel	47.64	01/26/2026
AT&T MOBILITY	AT&T MOBILITY	101-4196-42800 Utilities	Phones Jan 2026	51.57	01/15/2026
Total General:				99.21	
Total Planning and Permitting:				99.21	
Fleet Management					
General					
NUESYNERGY, INC	NUESYNERGY, INC	101-4197-41500 Group Insurance	Insurance Adm Fees Dec 2025	8.00	12/09/2025
NUESYNERGY, INC	NUESYNERGY, INC	101-4197-41500 Group Insurance	Insurance Adm Fees Jan 2026	8.00	01/09/2026
LAWSON PRODUCTS, INC.	LAWSON PRODUCTS, INC.	101-4197-42600 Supplies & Materials	50ft hydraulic hose, clamps and hand cleaner	475.03	01/15/2026
STURGIS NAPA	STURGIS NAPA	101-4197-42600 Supplies & Materials	2 Power steering qt	13.98	01/21/2026
VERIZON WIRELESS	VERIZON WIRELESS	101-4197-42800 Utilities	Cell Phones Jan 2026	39.73	01/19/2026
Total General:				544.74	
Total Fleet Management:				544.74	

Vendor Name	Merchant Name	GL Account and Title	Description	Net Invoice Amount	Invoice Date
Sponsorship					
General					
NUESYNERGY, INC	NUESYNERGY, INC	101-4198-41500 Group Insurance--Spo	Insurance Adm Fees Dec 2025	14.00	12/09/2025
NUESYNERGY, INC	NUESYNERGY, INC	101-4198-41500 Group Insurance--Spo	Insurance Adm Fees Jan 2026	14.00	01/09/2026
U DRIVE TECHNOLOGY	U DRIVE TECHNOLOGY	101-4198-42800 Utilities	Webcam (3) Fee - Dec 2025	283.26	01/01/2026
U DRIVE TECHNOLOGY	U DRIVE TECHNOLOGY	101-4198-42800 Utilities	Webcam (3) Recording Fee - Dec	54.00	01/01/2026
VERIZON WIRELESS	VERIZON WIRELESS	101-4198-42800 Utilities	Cell Phones Jan 2026	39.73	01/19/2026
Total General:					404.99
Total Sponsorship:					404.99
Rally Department					
General					
HOLLAND, DEB	HOLLAND, DEB	101-4199-42300 Publishing--Rally/Spon	Reimbursement of Go Daddy Domain Renewal	94.26	12/08/2025
VERIZON WIRELESS	VERIZON WIRELESS	101-4199-42800 Utilities--Rally	Cell Phones Jan 2026	39.73	01/19/2026
Total General:					133.99
Total Rally Department:					133.99
Police					
General					
NUESYNERGY, INC	NUESYNERGY, INC	101-4211-41500 Group Insurance	Insurance Adm Fees Dec 2025	45.50	12/09/2025
NUESYNERGY, INC	NUESYNERGY, INC	101-4211-41500 Group Insurance	Insurance Adm Fees Jan 2026	45.50	01/09/2026
JUNEK'S SERVICE, INC.	JUNEK'S SERVICE, INC.	101-4211-42500 Repairs & Maintenance	HOSE PURGE UNIT 145	85.78	01/15/2026
STURGIS NAPA	STURGIS NAPA	101-4211-42500 Repairs & Maintenance	BATTERY FOR UNIT 136	143.57	01/14/2026
FEDEX	FEDEX	101-4211-42600 Supplies & Materials	POSTAGE	30.52	01/21/2026
PRESTJOHN, HALAYNA	PRESTJOHN, HALAYNA	101-4211-42600 Supplies & Materials	PRESTJOHN UNIFORM ALLOWANCE	159.29	01/04/2026
AT&T MOBILITY	AT&T MOBILITY	101-4211-42800 Utilities	Phones Jan 2026	1,360.33	01/15/2026
VERIZON WIRELESS	VERIZON WIRELESS	101-4211-42800 Utilities	Cell Phones Jan 2026	40.04	01/19/2026
US FOOD SERVICE, INC	US FOOD SERVICE, INC	101-4211-42900 Other	FOOD FOR RALLY (BILLING ISSUE)	1,000.98	08/02/2025
VANWAY TROPHY & AWARD	VANWAY TROPHY & AWARD	101-4211-42900 Other	NAME PLATE FOR YEARLY AWARD	12.00	12/19/2025
INTOXIMETERS	INTOXIMETERS	101-4211-43400 Machinery & Equipment	FST SUPPLIES	2,245.00	12/15/2025
INTOXIMETERS	INTOXIMETERS	101-4211-43400 Machinery & Equipment	FST MOUTHPIECE	461.25	01/09/2026
Total General:					5,629.76
Total Police:					5,629.76

Vendor Name	Merchant Name	GL Account and Title	Description	Net Invoice Amount	Invoice Date
Animal Shelter					
General					
NORTHERN HILLS VET CLINIC	NORTHERN HILLS VET CLINIC	101-4212-42200 Professional Fees	CAT SPAY/NEUTER	71.72	01/15/2026
RICHTER'S TIRE & EXHAUST, LLC	RICHTER'S TIRE & EXHAUST, LLC	101-4212-42500 Repairs & Maintenance	NEW TIRES 136	91.54	01/16/2026
VERIZON WIRELESS	VERIZON WIRELESS	101-4212-42800 Utilities	Cell Phones Jan 2026	79.46	01/19/2026
Total General:				242.72	
Total Animal Shelter:				242.72	
Fire					
General					
3E GENERATORS	3E GENERATORS	101-4229-42500 Repairs & Maintenance	GENERATOR REPAIR	350.00	12/03/2025
STURGIS NAPA	STURGIS NAPA	101-4229-42500 Repairs & Maintenance	HOOD LIFT SUPPORT BRUSH TRUCK 1	58.42	01/17/2026
STURGIS NAPA	STURGIS NAPA	101-4229-42600 Supplies & Materials	ANTIFREEZE TENDER #5	43.47	01/02/2026
STURGIS VOLUNTEER FIRE DEPT	STURGIS VOLUNTEER FIRE DEPT	101-4229-42700 Travel	FIRE CONF MEALS	205.28	01/10/2026
STURGIS VOLUNTEER FIRE DEPT	STURGIS VOLUNTEER FIRE DEPT	101-4229-42700 Travel	FIRE CONF MEAL	94.13	01/09/2026
STURGIS VOLUNTEER FIRE DEPT	STURGIS VOLUNTEER FIRE DEPT	101-4229-42700 Travel	FIRE CONF MEALS	80.97	01/10/2026
STURGIS VOLUNTEER FIRE DEPT	STURGIS VOLUNTEER FIRE DEPT	101-4229-42700 Travel	FIRE CONF HOTEL	1,061.04	01/07/2026
Total General:				1,893.31	
Total Fire:				1,893.31	
Streets					
General					
NUESYNERGY, INC	NUESYNERGY, INC	101-4311-41500 Group Insurance	Insurance Adm Fees Dec 2025	23.00	12/09/2025
NUESYNERGY, INC	NUESYNERGY, INC	101-4311-41500 Group Insurance	Insurance Adm Fees Jan 2026	23.00	01/09/2026
CBH COOPERATIVE #112407	CBH COOPERATIVE #112407	101-4311-42600 Supplies & Materials	85 Octane Bulk Fuel	2,325.67	01/09/2026
CBH COOPERATIVE #112407	CBH COOPERATIVE #112407	101-4311-42600 Supplies & Materials	Diesel Bulk Fuel	2,152.15	01/09/2026
CBH COOPERATIVE #112407	CBH COOPERATIVE #112407	101-4311-42600 Supplies & Materials	85 Octane	1,718.19	01/23/2026
CBH COOPERATIVE #112407	CBH COOPERATIVE #112407	101-4311-42600 Supplies & Materials	Diesel	2,120.70	01/23/2026
GREAT WESTERN TIRE COMPANY	GREAT WESTERN TIRE COMPANY	101-4311-42600 Supplies & Materials	2 Cap & casing #26	591.90	01/12/2026
STURGIS ACE HARDWARE #1	STURGIS ACE HARDWARE #1	101-4311-42600 Supplies & Materials	36 @ 50#s Aquaphalt (sealer)	1,800.00	01/20/2026
AT&T MOBILITY	AT&T MOBILITY	101-4311-42800 Utilities	Phones Jan 2026	51.57	01/15/2026
Total General:				10,806.18	
Total Streets:				10,806.18	

Vendor Name	Merchant Name	GL Account and Title	Description	Net Invoice Amount	Invoice Date
Street Lighting					
General					
BORDER STATES ELECTRIC	BORDER STATES ELECTRIC	101-4316-42500 Repairs & Maintenance	Fuse cartridges	118.80	01/12/2026
Total General:				118.80	
Total Street Lighting:				118.80	
Sanitary Service					
Sanitary Service					
NUESYNERGY, INC	NUESYNERGY, INC	612-4323-41500 Group Insurance	Insurance Adm Fees Dec 2025	20.50	12/09/2025
NUESYNERGY, INC	NUESYNERGY, INC	612-4323-41500 Group Insurance	Insurance Adm Fees Jan 2026	20.50	01/09/2026
gWorks	gWorks	612-4323-42200 Professional Fees	PubWorks updating to gWorks 1/3	2,666.66	01/01/2026
A & B BUSINESS	A & B BUSINESS	612-4323-42400 Rent	Copier Lease Jan 2026	169.71	01/20/2026
STURGIS NAPA	STURGIS NAPA	612-4323-42500 Repairs & Maintenance	Halogen beam #84	26.38	01/22/2026
OWENS INTERSTATE SALES INC.	OWENS INTERSTATE SALES INC.	612-4323-42600 Supplies & Materials	Oil & air filter #6	11.01	01/09/2026
OWENS INTERSTATE SALES INC.	OWENS INTERSTATE SALES INC.	612-4323-42600 Supplies & Materials	1 oil & 2 hd air filters #69	89.04	01/16/2026
OWENS INTERSTATE SALES INC.	OWENS INTERSTATE SALES INC.	612-4323-42600 Supplies & Materials	HD cabin air filter #69	35.65	01/19/2026
POWERPLAN	POWERPLAN	612-4323-42600 Supplies & Materials	Oil #130	64.02	01/12/2026
VERIZON WIRELESS	VERIZON WIRELESS	612-4323-42800 Utilities	Cell Phones Jan 2026	79.74	01/19/2026
Total Sanitary Service:				3,183.21	
Total Sanitary Service:				3,183.21	
Wastewater Facilities					
Wastewater Facilities					
NUESYNERGY, INC	NUESYNERGY, INC	604-4325-41500 Group Insurance	Insurance Adm Fees Dec 2025	18.75	12/09/2025
NUESYNERGY, INC	NUESYNERGY, INC	604-4325-41500 Group Insurance	Insurance Adm Fees Jan 2026	18.75	01/09/2026
gWorks	gWorks	604-4325-42200 Professional Fees	PubWorks updating to gWorks 1/3	2,666.67	01/01/2026
RUNNINGS SUPPLY INC	RUNNINGS SUPPLY INC	604-4325-42500 Repairs & Maintenance	Ceiling heater at screen bld at ponds	89.99	01/20/2026
RUNNINGS SUPPLY INC	RUNNINGS SUPPLY INC	604-4325-42500 Repairs & Maintenance	2 switches & thermostat wire	21.17	01/20/2026
RUNNINGS SUPPLY INC	RUNNINGS SUPPLY INC	604-4325-42500 Repairs & Maintenance	Ceiling heater at WWTP	89.99	01/20/2026
RUNNINGS SUPPLY INC	RUNNINGS SUPPLY INC	604-4325-42500 Repairs & Maintenance	Electrical for heater to change from 440	6.49	01/20/2026
SANITATION PRODUCTS, INC.	SANITATION PRODUCTS, INC.	604-4325-42500 Repairs & Maintenance	Control valve for Vactor #18	3,665.71	01/09/2026
STURGIS ACE HARDWARE #1	STURGIS ACE HARDWARE #1	604-4325-42500 Repairs & Maintenance	Fasteners for WWTP Heating system	2.48	01/16/2026
STURGIS NAPA	STURGIS NAPA	604-4325-42500 Repairs & Maintenance	Bulb wire #18	11.69	01/15/2026
STURGIS NAPA	STURGIS NAPA	604-4325-42500 Repairs & Maintenance	Electrical Connector #114	48.30	01/22/2026
HAWKINS, INC.	HAWKINS, INC.	604-4325-42600 Supplies & Materials	Azone 15 & Natural Carboy	124.30	01/21/2026
STURGIS ACE HARDWARE #1	STURGIS ACE HARDWARE #1	604-4325-42600 Supplies & Materials	AV Cable HDMI WWTP 19.99	19.99	01/20/2026
AT&T MOBILITY	AT&T MOBILITY	604-4325-42800 Utilities	Phones Jan 2026	144.61	01/15/2026

Vendor Name	Merchant Name	GL Account and Title	Description	Net Invoice Amount	Invoice Date
VERIZON WIRELESS	VERIZON WIRELESS	604-4325-42800 Utilities	Cell Phones Jan 2026	85.35	01/19/2026
ADVANCED ENGINEERING & ENVIRONMENT	ADVANCED ENGINEERING & ENVIRO	604-4325-43700 Capital Improvement	North Trunk Sewer Line	2,115.00	01/13/2026
ADVANCED ENGINEERING & ENVIRONMENT	ADVANCED ENGINEERING & ENVIRO	604-4325-43700 Capital Improvement	Silver Street Reconstruction	387.50	01/13/2026
ADVANCED ENGINEERING & ENVIRONMENT	ADVANCED ENGINEERING & ENVIRO	604-4325-43700 Capital Improvement	Sturgis Dudley Corridor Replacement	37,599.00	01/13/2026
Total Wastewater Facilities:				47,115.74	
Total Wastewater Facilities:				47,115.74	
Water System Operations					
Water System Operations					
NUESYNERGY, INC	NUESYNERGY, INC	602-4330-41500 Group Insurance	Insurance Adm Fees Dec 2025	22.75	12/09/2025
NUESYNERGY, INC	NUESYNERGY, INC	602-4330-41500 Group Insurance	Insurance Adm Fees Jan 2026	22.75	01/09/2026
CREDIT COLLECTIONS BUREAU	CREDIT COLLECTIONS BUREAU	602-4330-42200 Professional Fees	Hudson, T payment	23.50	12/30/2025
gWorks	gWorks	602-4330-42200 Professional Fees	PubWorks updating to gWorks 1/3	2,666.67	01/01/2026
MIDCONTINENT TESTING LAB, INC.	MIDCONTINENT TESTING LAB, INC.	602-4330-42200 Professional Fees	Testing 10 locations	248.00	01/08/2026
OWENS INTERSTATE SALES INC.	OWENS INTERSTATE SALES INC.	602-4330-42500 Repairs & Maintenance	Oil & air filter #47	17.61	01/13/2026
RICHTER'S TIRE & EXHAUST, LLC	RICHTER'S TIRE & EXHAUST, LLC	602-4330-42500 Repairs & Maintenance	Tire Repair #53	22.89	01/13/2026
RUNNINGS SUPPLY INC	RUNNINGS SUPPLY INC	602-4330-42500 Repairs & Maintenance	Ceiling heater for Waterman	89.99	01/22/2026
STURGIS ACE HARDWARE #1	STURGIS ACE HARDWARE #1	602-4330-42500 Repairs & Maintenance	Keypad Entry Well # 2	149.99	01/08/2026
STURGIS NAPA	STURGIS NAPA	602-4330-42500 Repairs & Maintenance	Heater hose assembly #47	57.51	01/13/2026
STURGIS NAPA	STURGIS NAPA	602-4330-42500 Repairs & Maintenance	Oil #47	37.57	01/13/2026
HAWKINS, INC.	HAWKINS, INC.	602-4330-42600 Supplies & Materials	Chlorine Cylinders	771.75	01/19/2026
HAWKINS, INC.	HAWKINS, INC.	602-4330-42600 Supplies & Materials	Hydrofluosilicic Acid	2,843.09	01/19/2026
NORTHWEST PIPE FITTINGS	NORTHWEST PIPE FITTINGS	602-4330-42600 Supplies & Materials	Band clamp, lugs, valve box lid drop lid, valve box adaptor & Hymax grip gate valves	4,625.28	01/09/2026
STURGIS ACE HARDWARE #1	STURGIS ACE HARDWARE #1	602-4330-42600 Supplies & Materials	2 Padlocks for pressure reducer valve	11.98	01/13/2026
AT&T MOBILITY	AT&T MOBILITY	602-4330-42800 Utilities	Phones Jan 2026	59.12	01/15/2026
VERIZON WIRELESS	VERIZON WIRELESS	602-4330-42800 Utilities	Cell Phones Jan 2026	139.21	01/19/2026
SUBSURFACE SOLUTIONS	SUBSURFACE SOLUTIONS	602-4330-43400 Machinery & Equipment	Locator, battery packs & accessories	13,279.60	01/13/2026
Total Water System Operations:				25,089.26	
Total Water System Operations:				25,089.26	
Airport					
General					
BURNHAM, ROGER	BURNHAM, ROGER	101-4350-42200 Professional Fees	CONTRACT FEB 2026	4,847.83	02/02/2026
SD MUNICIPAL LEAGUE	SD MUNICIPAL LEAGUE	101-4350-42700 Travel	Airport Management Participating Membership	50.00	01/23/2026
Total General:				4,897.83	

Vendor Name	Merchant Name	GL Account and Title	Description	Net Invoice Amount	Invoice Date
Total Airport:				4,897.83	
Cemetery					
General					
OWENS INTERSTATE SALES INC.	OWENS INTERSTATE SALES INC.	101-4370-42500 Repairs & Maintenance	Swivels for #76	34.58	01/21/2026
Total General:				34.58	
Total Cemetery:				34.58	
Ambulance					
Ambulance					
NUESYNERGY, INC	NUESYNERGY, INC	644-4460-41500 Group Insurance	Insurance Adm Fees Dec 2025	46.00	12/09/2025
NUESYNERGY, INC	NUESYNERGY, INC	644-4460-41500 Group Insurance	Insurance Adm Fees Jan 2026	46.00	01/09/2026
LEAVITT HEARTLAND INS SERV INC.	LEAVITT HEARTLAND INS SERV INC.	644-4460-42100 Insurance	Ambulance Increase in Policy Amounts	423.00	01/22/2026
BLACKHILLS.COM	BLACKHILLS.COM	644-4460-42200 Professional Fees	HIPPA COMPLIANT SERVER	476.00	01/21/2026
IMAGE TREND INC.	IMAGE TREND INC.	644-4460-42200 Professional Fees	MONTHLY FEE EMS EMR SYSTEM	1,407.58	12/18/2025
IMAGE TREND INC.	IMAGE TREND INC.	644-4460-42200 Professional Fees	EMR FEE	1,407.58	01/15/2026
INOVALON PROVIDER, INC.	INOVALON PROVIDER, INC.	644-4460-42200 Professional Fees	REVENUE CYCLE MANAGMENT	497.36	11/18/2025
INOVALON PROVIDER, INC.	INOVALON PROVIDER, INC.	644-4460-42200 Professional Fees	INS DISCOVERY	89.88	12/12/2025
LEWIS, DR. SARAH	LEWIS, DR. SARAH	644-4460-42200 Professional Fees	CONTRACT FEB 2026	500.00	02/02/2026
POINTCLICKCARE TECHNOLOGIES, INC.	POINTCLICKCARE TECHNOLOGIES, I	644-4460-42200 Professional Fees	QUICK MAR FOR JAIL	540.00	12/31/2025
BLACK HILLS CHEMICAL	BLACK HILLS CHEMICAL	644-4460-42600 Supplies & Materials	2 ROLL DISPENSR	7.99	01/20/2026
BLACK HILLS CHEMICAL	BLACK HILLS CHEMICAL	644-4460-42600 Supplies & Materials	CLEANING SUPPLIES	77.07	01/13/2026
CENTURY BUSINESS PRODUCTS, INC	CENTURY BUSINESS PRODUCTS, INC	644-4460-42600 Supplies & Materials	COPIER CONTRACT	163.27	01/12/2026
DAKOTA EXTINGUISHER & SAFETY, LLC	DAKOTA EXTINGUISHER & SAFETY, L	644-4460-42600 Supplies & Materials	ANNUAL FIRE INSPECTION	751.00	12/31/2025
MARCO TECHNOLOGIES LLC. NW 7128	MARCO TECHNOLOGIES LLC. NW 712	644-4460-42600 Supplies & Materials	COPIER RENTAL	118.30	01/15/2026
PHOENIX UNIFORMS & TACTICAL	PHOENIX UNIFORMS & TACTICAL	644-4460-42600 Supplies & Materials	UNIFORM PANTS WOMEN	719.92	01/01/2026
PHOENIX UNIFORMS & TACTICAL	PHOENIX UNIFORMS & TACTICAL	644-4460-42600 Supplies & Materials	UNIFORM PANTS MENS	719.92	01/01/2026
VERIZON WIRELESS		644-4460-42800 Utilities	Cell Phones Jan 2026	180.18	01/19/2026
Total Ambulance:				8,171.05	
Total Ambulance:				8,171.05	
Community Center					
General					
NUESYNERGY, INC	NUESYNERGY, INC	101-4511-41500 Group Insurance	Insurance Adm Fees Dec 2025	10.25	12/09/2025
NUESYNERGY, INC	NUESYNERGY, INC	101-4511-41500 Group Insurance	Insurance Adm Fees Jan 2026	10.25	01/09/2026
A & B BUSINESS	A & B BUSINESS	101-4511-42400 Rent	Copier Lease Jan 2026	196.38	01/20/2026
RASMUSSEN MECHANICAL SERVICES INC.	RASMUSSEN MECHANICAL SERVICE	101-4511-42500 Repairs & Maintenance	pool heat exchanger	372.15	01/16/2026

Vendor Name	Merchant Name	GL Account and Title	Description	Net Invoice Amount	Invoice Date
RUNNINGS SUPPLY INC	RUNNINGS SUPPLY INC	101-4511-42500 Repairs & Maintenance	weight room	21.96	01/23/2026
STURGIS ACE HARDWARE #3	STURGIS ACE HARDWARE #3	101-4511-42500 Repairs & Maintenance	wire - weight room	44.75	01/23/2026
STURGIS ACE HARDWARE #3	STURGIS ACE HARDWARE #3	101-4511-42500 Repairs & Maintenance	construction adhesive	16.99	01/21/2026
STURGIS ACE HARDWARE #3	STURGIS ACE HARDWARE #3	101-4511-42500 Repairs & Maintenance	weight room	26.98	01/22/2026
STURGIS ACE HARDWARE #3	STURGIS ACE HARDWARE #3	101-4511-42500 Repairs & Maintenance	wire - weight room	26.98-	01/22/2026
BLACK HILLS CHEMICAL	BLACK HILLS CHEMICAL	101-4511-42600 Supplies & Materials	Chlorine	314.31	01/05/2026
BLACK HILLS CHEMICAL	BLACK HILLS CHEMICAL	101-4511-42600 Supplies & Materials	accutabs/acid magic/chlorine	2,056.75	01/22/2026
RUSHMORE OFFICE SUPPLY	RUSHMORE OFFICE SUPPLY	101-4511-42600 Supplies & Materials	file folders/cash register tape/visa tape/copy paper	455.18	01/02/2026
RUSHMORE OFFICE SUPPLY	RUSHMORE OFFICE SUPPLY	101-4511-42600 Supplies & Materials	columnar pad	13.95	01/07/2026
RUSHMORE OFFICE SUPPLY	RUSHMORE OFFICE SUPPLY	101-4511-42600 Supplies & Materials	window envelopes	59.50	01/13/2026
RUSHMORE OFFICE SUPPLY	RUSHMORE OFFICE SUPPLY	101-4511-42600 Supplies & Materials	file storage boxes	72.00	01/23/2026
VERIZON WIRELESS	VERIZON WIRELESS	101-4511-42800 Utilities	Cell Phones Jan 2026	39.73	01/19/2026
LORENZO, DYLAN	LORENZO, DYLAN	101-4511-45300 Refunds	refund on membership/24 hr card	45.00	01/15/2026

Total General:

3,729.15

Total Community Center:

3,729.15

Recreation**General**

NUESYNERGY, INC	NUESYNERGY, INC	101-4512-41500 Group Insurance	Insurance Adm Fees Dec 2025	4.00	12/09/2025
NUESYNERGY, INC	NUESYNERGY, INC	101-4512-41500 Group Insurance	Insurance Adm Fees Jan 2026	4.00	01/09/2026
TOM'S T'S	TOM'S T'S	101-4512-42600 Supplies & Materials	t's for boys basketball	1,681.50	01/12/2026
THINER, SARAH	THINER, SARAH	101-4512-45300 Refunds	overcharge on basketball registration	60.00	01/03/2026

Total General:

1,749.50

Total Recreation:

1,749.50

Park**General**

NUESYNERGY, INC	NUESYNERGY, INC	101-4520-41500 Group Insurance	Insurance Adm Fees Dec 2025	14.25	12/09/2025
NUESYNERGY, INC	NUESYNERGY, INC	101-4520-41500 Group Insurance	Insurance Adm Fees Jan 2026	14.25	01/09/2026
TRUGREEN	TRUGREEN	101-4520-42200 Professional Fees	Weed spraying Sturgis Fire Hall	117.15	12/30/2025
OREILLY AUTO PARTS	OREILLY AUTO PARTS	101-4520-42500 Repairs & Maintenance	Muffler, 2 hangers & 2 90's	87.84	01/14/2026
OWENS INTERSTATE SALES INC.	OWENS INTERSTATE SALES INC.	101-4520-42500 Repairs & Maintenance	Fuel module #142	169.99	01/20/2026
POWERPLAN	POWERPLAN	101-4520-42500 Repairs & Maintenance	Solenoid & Ujoint #63	584.85	01/12/2026
RICHTER'S TIRE & EXHAUST, LLC	RICHTER'S TIRE & EXHAUST, LLC	101-4520-42500 Repairs & Maintenance	Dismount, mount & balance 4 tires #122	91.54	01/13/2026
STURGIS NAPA	STURGIS NAPA	101-4520-42500 Repairs & Maintenance	Heater core #19	100.33	01/06/2026
STURGIS NAPA	STURGIS NAPA	101-4520-42500 Repairs & Maintenance	Fuel line clip #142	2.07	01/20/2026
STURGIS NAPA	STURGIS NAPA	101-4520-42500 Repairs & Maintenance	Spark plugs #58, #64 & #76	29.64	01/21/2026

Vendor Name	Merchant Name	GL Account and Title	Description	Net Invoice Amount	Invoice Date
BLACK HILLS CHEMICAL	BLACK HILLS CHEMICAL	101-4520-42600 Supplies & Materials	Paper towel rolls	84.23	01/15/2026
BLACK HILLS CHEMICAL	BLACK HILLS CHEMICAL	101-4520-42600 Supplies & Materials	Paper towel rolls	269.35	01/20/2026
GREAT WESTERN TIRE COMPANY	GREAT WESTERN TIRE COMPANY	101-4520-42600 Supplies & Materials	4 tires #122	536.00	01/12/2026
STURGIS NAPA	STURGIS NAPA	101-4520-42600 Supplies & Materials	Oil filter, air filter & oil #110	42.43	01/21/2026
STURGIS NAPA	STURGIS NAPA	101-4520-42600 Supplies & Materials	Oil filter #76	13.85	01/21/2026
VERIZON WIRELESS	VERIZON WIRELESS	101-4520-42800 Utilities	Cell Phones Jan 2026	39.73	01/19/2026

Total General:

2,197.50

Total Park:

2,197.50

Library**General**

NUESYNERGY, INC	NUESYNERGY, INC	101-4551-41500 Group Insurance	Insurance Adm Fees Dec 2025	18.75	12/09/2025
NUESYNERGY, INC	NUESYNERGY, INC	101-4551-41500 Group Insurance	Insurance Adm Fees Jan 2026	18.75	01/09/2026
CENGAGE LEARNING, INC / GALE	CENGAGE LEARNING, INC / GALE	101-4551-42600 Supplies & Materials	Large Print Books	53.98	01/13/2026
INGRAM LIBRARY SERVICES	INGRAM LIBRARY SERVICES	101-4551-42600 Supplies & Materials	Books	33.28	01/15/2026

Total General:

124.76

Total Library:

124.76

Auditorium**General**

STURGIS ACE HARDWARE #3	STURGIS ACE HARDWARE #3	101-4560-42600 Supplies & Materials	batteries	6.99	01/28/2026
Total General:				6.99	
Total Auditorium:				6.99	

Liquor**Liquor**

NUESYNERGY, INC	NUESYNERGY, INC	601-4990-41500 Group Insurance	Insurance Adm Fees Dec 2025	14.00	12/09/2025
NUESYNERGY, INC	NUESYNERGY, INC	601-4990-41500 Group Insurance	Insurance Adm Fees Jan 2026	14.00	01/09/2026
BLACK HILLS CHEMICAL	BLACK HILLS CHEMICAL	601-4990-42600 Supplies & Materials	Bags	20.73	01/16/2026
BLACK HILLS CHEMICAL	BLACK HILLS CHEMICAL	601-4990-42600 Supplies & Materials	bags	238.35	01/08/2026
BLACK HILLS CHEMICAL	BLACK HILLS CHEMICAL	601-4990-42600 Supplies & Materials	Bags	39.98	01/15/2026
CASH-WA DISTRIBUTING, INC.	CASH-WA DISTRIBUTING, INC.	601-4990-42600 Supplies & Materials	paper bags	45.53	01/13/2026
CBH COOPERATIVE - #865928	CBH COOPERATIVE - #865928	601-4990-42600 Supplies & Materials	Fuel	61.00	12/31/2025
CBH COOPERATIVE - #865928	CBH COOPERATIVE - #865928	601-4990-42600 Supplies & Materials	Fuel	63.99	01/22/2026
RUSHMORE OFFICE SUPPLY	RUSHMORE OFFICE SUPPLY	601-4990-42600 Supplies & Materials	Plastic bags	99.98	01/21/2026

Vendor Name	Merchant Name	GL Account and Title	Description	Net Invoice Amount	Invoice Date
SERVALL TOWEL & LINEN	SERVALL TOWEL & LINEN	601-4990-42600 Supplies & Materials	towels, mats, mop	205.21	01/13/2026
ADMIRAL BEVERAGE CORP	ADMIRAL BEVERAGE CORP	601-4990-42620 Off Sale Liquor	credit to liquor	106.00-	01/09/2026
ADMIRAL BEVERAGE CORP	ADMIRAL BEVERAGE CORP	601-4990-42620 Off Sale Liquor	Liquor	99.00	01/09/2026
CASK & CORK	CASK & CORK	601-4990-42620 Off Sale Liquor	Liquor	389.33	01/13/2026
JOHNSON WESTERN WHOLESALE	JOHNSON WESTERN WHOLESALE	601-4990-42620 Off Sale Liquor	Payback of credit taken twice	82.43	01/28/2026
JOHNSON WESTERN WHOLESALE	JOHNSON WESTERN WHOLESALE	601-4990-42620 Off Sale Liquor	Liquor	8,591.08	01/14/2026
QUALITY BRANDS OF THE BLACK HILLS	QUALITY BRANDS OF THE BLACK HIL	601-4990-42620 Off Sale Liquor	Liquor	507.12	01/08/2026
QUALITY BRANDS OF THE BLACK HILLS	QUALITY BRANDS OF THE BLACK HIL	601-4990-42620 Off Sale Liquor	Liquor	42.75	01/12/2026
QUALITY BRANDS OF THE BLACK HILLS	QUALITY BRANDS OF THE BLACK HIL	601-4990-42620 Off Sale Liquor	Liquor	81.75	01/15/2026
QUALITY BRANDS OF THE BLACK HILLS	QUALITY BRANDS OF THE BLACK HIL	601-4990-42620 Off Sale Liquor	Liquor	39.50	01/19/2026
QUALITY BRANDS OF THE BLACK HILLS	QUALITY BRANDS OF THE BLACK HIL	601-4990-42620 Off Sale Liquor	Liquor	447.60	01/22/2026
REPUBLIC BEVERAGE COMPANY	REPUBLIC BEVERAGE COMPANY	601-4990-42620 Off Sale Liquor	Liquor	2,392.77	01/14/2026
SOUTHERN GLAZER'S OF SD	SOUTHERN GLAZER'S OF SD	601-4990-42620 Off Sale Liquor	Liquor	1,337.28	01/15/2026
SOUTHERN GLAZER'S OF SD	SOUTHERN GLAZER'S OF SD	601-4990-42620 Off Sale Liquor	credit to liquor	17.25-	12/22/2025
SOUTHERN GLAZER'S OF SD	SOUTHERN GLAZER'S OF SD	601-4990-42620 Off Sale Liquor	credit to liquor	14.25-	12/22/2025
CASH-WA DISTRIBUTING, INC.	CASH-WA DISTRIBUTING, INC.	601-4990-42640 Snacks for Resale	snacks	102.92	01/13/2026
DAKOTA'S BEST	DAKOTA'S BEST	601-4990-42640 Snacks for Resale	Snacks	86.00	01/08/2026
COCA COLA BOTTLING COMPANY HIGH CO	COCA COLA BOTTLING COMPANY HI	601-4990-42650 Pop for Resale	Pop	181.00	01/12/2026
COCA COLA BOTTLING COMPANY HIGH CO	COCA COLA BOTTLING COMPANY HI	601-4990-42650 Pop for Resale	credit to Pop	20.00-	01/12/2026
COCA COLA BOTTLING COMPANY HIGH CO	COCA COLA BOTTLING COMPANY HI	601-4990-42650 Pop for Resale	Pop	29.00	01/15/2026
COCA COLA BOTTLING COMPANY HIGH CO	COCA COLA BOTTLING COMPANY HI	601-4990-42650 Pop for Resale	Pop	21.50	01/19/2026
COCA COLA BOTTLING COMPANY HIGH CO	COCA COLA BOTTLING COMPANY HI	601-4990-42650 Pop for Resale	credit to pop	15.00-	01/19/2026
QUALITY BRANDS OF THE BLACK HILLS	QUALITY BRANDS OF THE BLACK HIL	601-4990-42650 Pop for Resale	Pop	19.50	01/08/2026
ADMIRAL BEVERAGE CORP	ADMIRAL BEVERAGE CORP	601-4990-42660 Off Sale Beer	credit to beer	51.60-	01/20/2026
ADMIRAL BEVERAGE CORP	ADMIRAL BEVERAGE CORP	601-4990-42660 Off Sale Beer	Beer	1,293.20	01/16/2026
ADMIRAL BEVERAGE CORP	ADMIRAL BEVERAGE CORP	601-4990-42660 Off Sale Beer	Beer	1,838.45	01/09/2026
ADMIRAL BEVERAGE CORP	ADMIRAL BEVERAGE CORP	601-4990-42660 Off Sale Beer	Beer	3,253.05	01/13/2026
ADMIRAL BEVERAGE CORP	ADMIRAL BEVERAGE CORP	601-4990-42660 Off Sale Beer	Beer	27.10	01/16/2026
ADMIRAL BEVERAGE CORP	ADMIRAL BEVERAGE CORP	601-4990-42660 Off Sale Beer	Beer	3,686.85	01/20/2026
GLOBAL DISTRIBUTING INC.	GLOBAL DISTRIBUTING INC.	601-4990-42660 Off Sale Beer	Beer	505.50	01/08/2026
PANACEA MEADERY LLC	PANACEA MEADERY LLC	601-4990-42660 Off Sale Beer	Beer	360.00	01/13/2026
QUALITY BRANDS OF THE BLACK HILLS	QUALITY BRANDS OF THE BLACK HIL	601-4990-42660 Off Sale Beer	Beer	1,993.61	01/08/2026
QUALITY BRANDS OF THE BLACK HILLS	QUALITY BRANDS OF THE BLACK HIL	601-4990-42660 Off Sale Beer	Beer	1,273.05	01/12/2026
QUALITY BRANDS OF THE BLACK HILLS	QUALITY BRANDS OF THE BLACK HIL	601-4990-42660 Off Sale Beer	Beer	1,302.08	01/15/2026
QUALITY BRANDS OF THE BLACK HILLS	QUALITY BRANDS OF THE BLACK HIL	601-4990-42660 Off Sale Beer	Beer	721.60	01/19/2026
QUALITY BRANDS OF THE BLACK HILLS	QUALITY BRANDS OF THE BLACK HIL	601-4990-42660 Off Sale Beer	credit to beer	1,449.00-	01/22/2026
QUALITY BRANDS OF THE BLACK HILLS	QUALITY BRANDS OF THE BLACK HIL	601-4990-42660 Off Sale Beer	Beer	2,968.54	01/22/2026
QUALITY BRANDS OF THE BLACK HILLS	QUALITY BRANDS OF THE BLACK HIL	601-4990-42660 Off Sale Beer	credit to beer	50.60-	01/08/2026
QUALITY BRANDS OF THE BLACK HILLS	QUALITY BRANDS OF THE BLACK HIL	601-4990-42660 Off Sale Beer	return on beer	5.18-	01/15/2026
SAWYER BREWING CO	SAWYER BREWING CO	601-4990-42660 Off Sale Beer	Beer	118.00	01/15/2026
VERIZON WIRELESS	VERIZON WIRELESS	601-4990-42800 Utilities	Cell Phones Jan 2026	39.73	01/19/2026

Vendor Name	Merchant Name	GL Account and Title	Description	Net Invoice Amount	Invoice Date
CASH-WA DISTRIBUTING, INC.	CASH-WA DISTRIBUTING, INC.	601-4990-45200 Merchandise for Resal	Juice/olives	45.94	01/13/2026
CASH-WA DISTRIBUTING, INC.	CASH-WA DISTRIBUTING, INC.	601-4990-45200 Merchandise for Resal	Juice	100.44	01/20/2026
CASK & CORK	CASK & CORK	601-4990-45200 Merchandise for Resal	other tobacco/drinks	253.00	01/13/2026
CASH-WA DISTRIBUTING, INC.	CASH-WA DISTRIBUTING, INC.	601-4990-45210 Cigarettes for Resale	Cigarettes	508.88	01/13/2026
CASH-WA DISTRIBUTING, INC.	CASH-WA DISTRIBUTING, INC.	601-4990-45210 Cigarettes for Resale	Cigarettes	527.63	01/20/2026
DAKOTA'S BEST	DAKOTA'S BEST	601-4990-45210 Cigarettes for Resale	return to cigarettes	154.00-	12/24/2025
DAKOTA'S BEST	DAKOTA'S BEST	601-4990-45210 Cigarettes for Resale	Cigarettes	362.50	01/08/2026
CASH-WA DISTRIBUTING, INC.	CASH-WA DISTRIBUTING, INC.	601-4990-45220 Tobacco for Resale	Tobacco	117.06	01/13/2026
CASH-WA DISTRIBUTING, INC.	CASH-WA DISTRIBUTING, INC.	601-4990-45220 Tobacco for Resale	Tobacco	130.37	01/20/2026
Total Liquor:					34,797.00
Total Liquor:					34,797.00
Misc Expenditures					
Special Sales Tax					
STURGIS ECONOMIC DEVELOPMENT CORP.	STURGIS ECONOMIC DEVELOPMENT	211-9000-46510 Sturgis Economic Dev	CONTRACT FEB 2026	5,000.00	02/02/2026
STURGIS AREA CHAMBER OF COMMERCE	STURGIS AREA CHAMBER OF COMM	211-9000-46520 Sturgis Area Chamber	CONTRACT FEB 2026	6,818.00	02/02/2026
Total Special Sales Tax:					11,818.00
Capital Improvement					
ADVANCED ENGINEERING & ENVIRONMENT	ADVANCED ENGINEERING & ENVIRO	212-9000-43300 Improvements	Moose Drive Reconstruction	2,400.00	01/13/2026
Total Capital Improvement:					2,400.00
Total Misc Expenditures:					14,218.00
Grand Totals:					175,239.65

January 30, 2026

Updated 01/28/2026

Mayor & Council	101-4111	\$	4,825.38
Attorney	101-4141	\$	3,871.80
Finance	101-4142	\$	10,161.78
HR	101-4143	\$	3,193.36
City Admin	101-4144	\$	8,096.95
Buildings	101-4192	\$	1,970.84
Custodial	101-4193	\$	2,816.53
Engineering	101-4194	\$	-
Planning & Permitting	101-4196	\$	1,424.24
Fleet	101-4197	\$	7,957.45
Sponsorship	101-4198	\$	3,098.37
Rally	101-4199	\$	-
Police	101-4211	\$	52,913.32
Animal Shelter	101-4212	\$	4,581.19
Fire Dept	101-4229	\$	194.34
Streets	101-4311	\$	15,650.74
Cemetery	101-4370	\$	444.29
Community Center	101-4511	\$	11,164.02
Recreation	101-4512	\$	2,615.39
Parks	101-4520	\$	15,893.18
Library	101-4551	\$	11,479.56
Auditorium	101-4560	\$	-
Special Sales Tax	211-9000	\$	-
Downtown BID	213-4195	\$	-
Liquor	601-4990	\$	8,798.56
Water	602-4330	\$	15,216.98
Wastewater	604-4325	\$	14,630.20
Sanitary Service	612-4323	\$	17,179.57
Ambulance	644-4460	\$	52,134.17
		\$	270,312.21
SS	\$ 16,759.39		
MED	\$ 3,919.49	\$	-
FWT	\$ 23,062.46		Grand Total
	\$ 43,741.34		\$314,053.55

City Council
STAFF REPORT



Meeting Date: City Council - Feb 02 2026

Agenda Item: Consideration to approve a SEL for Sturgis Brewing Company for the SEDC Annual Meeting on March 31, 2026

Prepared By: Robin Korth, Finance

BACKGROUND INFORMATION:

The event will be held at the Sturgis City Auditorium, 1019 Main St.

ATTACHMENTS:

[SEL Sturgis Brewing Co SEDC Annual Meeting](#)

Approved By:

Ann Bertolotto, Finance Officer

Status:

Approved - Jan 23 2026

License # _____

City of Sturgis
SPECIAL EVENTS
Alcoholic Beverage License Application

Please mail, email or drop application at Rally & Events Department

1040 Harley-Davidson Way, Sturgis, SD 57785, tammie@sturgisgov.com or 605-347-4422

Business Name: *Sturgis Brewing Co.*
Owner Name:
Address: *600 Anna St, Sturgis, S.D.*
Telephone #: *605-720-2337*
Date of Event: *3-31-2026*

Description of Event:
SEDC Annual Meeting

Location of Event (Street Address): *City Auditorium MainStreet*

Map of premises where alcohol sales will occur

If separated from a non-alcohol site, how will you keep separate:

Check which license you currently hold: Malt Beverage Liquor Wine

Check which license is requested for Special Event: Malt Beverage Liquor Wine
Do you own or lease this property? If leasing, please include copy of lease agreement.

Also Include:

Proof of Insurance (ATTACH A VALID COPY OF CERTIFICATE OF INSURANCE OR LETTER FROM INSURER CONFIRMING THE POLICY IS IN PLACE NAMING THE CITY OF STURGIS AS AN ADDITIONAL INSURED FOR THE ACTIVITIES DESCRIBED IN THE SPECIAL EVENT APPLICATION.)

\$100 per day fee for Liquor License. No. of Days _____ X \$100 = _____ Total

\$ 50 per day fee for Malt Beverage License. No. of Days 1 X \$ 50 = 50 Total

\$ 50 per day fee for Wine License. No. of Days _____ X \$ 50 = _____ Total

TOTAL AMOUNT DUE 50

Copy of Current Valid Alcoholic Beverage License

Has applicant requested use of City property as part of license request? Yes No

Copy of request attached *Amber Anglin*

Signature *Amy Carter* Date 1-9-26
BUSINESS OWNER OR CORPORATE OFFICER ONLY

OFFICE USE ONLY:

Notice of Hearing Published on _____.

Public Hearing Held on _____.

COUNCIL DECISION: Approved Disapproved



This license is issued to the below named. This license remains the property of the State of South Dakota and, while in possession of the person to whom issued, entitles the licensee to transact the business or activity specified on this license until this license expires or is cancelled. This license makes no representation about the legality of products or services sold.

<http://dor.sd.gov>

ISSUE DATE: 07/01/2025

EXPIRATION DATE: 06/30/2026

LICENSE NUMBER: RB-27432

LICENSE TYPE: Retail On and Off Sale Malt Beverage

ISSUED TO:

STURGIS BREWING COMPANY, LLC
600 ANNA ST
STURGIS, SD 57785-2501

STURGIS BREWING COMPANY
600 ANNA ST
STURGIS, SD 57785-2501

Mike Houdyshell
Secretary of Revenue



STURBRE-01

LSPERLIN

DATE (MM/DD/YYYY)
1/12/2026

CERTIFICATE OF LIABILITY INSURANCE

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERNS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER HUB International Great Plains, LLC 1238 Main Street Suite 1 Sturgis, SD 57785	CONTACT Linda Sperlin NAME:	
	PHONE (A/C, No, Ext): (605) 717-6948	FAX (A/C, No):
	E-MAIL ADDRESS: linda.sperlin@hubinternational.com	
	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A: Philadelphia Indemnity Insurance Company	18058
INSURER B: SFM Mutual Insurance Company	11347	
INSURER C:		
INSURER D:		
INSURER E:		
INSURER F:		

COVERAGES		CERTIFICATE NUMBER:		REVISION NUMBER:					
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.									
INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS		
A	COMMERCIAL GENERAL LIABILITY CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Liquor Liability			PHPK2560154-004	6/1/2025	6/1/2026	EACH OCCURRENCE	\$ 1,000,000	
	DAMAGE TO RENTED PREMISES (Ea occurrence)						\$ 100,000		
	MED EXP (Any one person)						\$ 5,000		
	PERSONAL & ADV INJURY						\$ 1,000,000		
	GENERAL AGGREGATE						\$ 2,000,000		
	PRODUCTS - COMP/OP AGG						\$ 2,000,000		
GEN'L AGGREGATE LIMIT APPLIES PER: POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:									
A	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY			PHPK2560154-004	6/1/2025	6/1/2026	COMBINED SINGLE LIMIT (Ea accident)	\$ 1,000,000	
	BODILY INJURY (Per person)						\$		
	BODILY INJURY (Per accident)						\$		
	PROPERTY DAMAGE (Per accident)						\$		
							\$		
A	UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 10,000			PHUB866061-004	6/1/2025	6/1/2026	EACH OCCURRENCE	\$ 2,000,000	
	AGGREGATE						\$ 2,000,000		
							\$		
							\$		
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input checked="" type="checkbox"/>	N/A	137703.205	6/1/2025	6/1/2026	<input checked="" type="checkbox"/> PER STATUTE	OTH-ER	
	E.L. EACH ACCIDENT						\$ 500,000		
	E.L. DISEASE - EA EMPLOYEE						\$ 500,000		
	E.L. DISEASE - POLICY LIMIT						\$ 500,000		

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
SEDC meeting 3/31/2026 at 1019 Main St. Sturgis SD

CERTIFICATE HOLDER		CANCELLATION	
City of Sturgis 1040 Harley-Davidson Way Sturgis, SD 57785		SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.	
		AUTHORIZED REPRESENTATIVE 	

City Council STAFF REPORT



Meeting Date: City Council - Feb 02 2026

Agenda Item: City of Sturgis 2026 Fireworks display contract

Prepared By: Deb Holland, Director of Communications

BACKGROUND INFORMATION:

The City Fireworks display is scheduled for Friday, July 4 at dark. The fireworks will be lit at the Fairgrounds on Ball Park Road. Because the contractor, J&M Displays, Inc., will be doing the fireworks at Mount Rushmore on July 3, the city has opted to do its display on Saturday, July 4.

BUDGET IMPACT:

There was \$20,000 budgeted in 2026 for the fireworks display.

RECOMMENDATION:

Motion to approve

ATTACHMENTS:

[2026 FDA Sturgis SD](#)

Approved By:

Aaron Jordan, City Administrator

Status:

Approved - Jan 28 2026



FIREWORKS DISPLAY AGREEMENT

THIS AGREEMENT is made and entered into this _____ day of _____, 20____, by and between J&M Displays, Inc., an Iowa corporation, having its principal place of business at Yarmouth, Iowa, including its employees, owners, and agents, hereinafter referred to as "Seller", and _____, hereinafter referred to as "Buyer".

Seller shall furnish to Buyer one (1) fireworks display, as per the \$_____ program (the "Fireworks Program") submitted to and accepted by the Buyer, and which by reference is made a part hereof as Exhibit A. The display is to take place on the evening of _____, 20____ at approximately _____ p.m., weather permitting.

IT IS FURTHER UNDERSTOOD AND AGREED BETWEEN THE PARTIES AS FOLLOWS:

I. FIRING OF DISPLAY

- a. Seller agrees to furnish all necessary fireworks display materials and personnel for a professional fireworks display in accordance with the Fireworks Program approved by the Parties. Seller agrees to comply with all local, state, and federal regulations and guidelines pertaining to the storing and displaying of fireworks. Seller, with Buyer's assistance, shall obtain any necessary permits for the fireworks display.
- b. Buyer Agrees to provide:
 - i. Sufficient area for the display, including a minimum spectator set back as determined by Seller;
 - ii. Protection of the display area by roping off or similar facility;
 - iii. Adequate police or security protection to prevent spectators from entering the display area; and
 - iv. Persons to assist in the inspection and cleanup of fireworks debris in the fallout zone of the shoot site at first light in the morning following the display;
- c. The cost and acquisition of any site-specific materials or display restrictions (such as sand or the use of a barge) shall be discussed prior to adoption of this Agreement, and the Party responsible for any such acquisition and cost shall be specifically laid out in the Fireworks Program (Exhibit A).
- d. Buyer understands that its failure to provide an appropriate area for the fireworks display, with requirement minimum setbacks and security, may result in a change to Buyer's display (such as a restriction on the type(s) of products which can be utilized) or a cancellation of the display for safety reasons, at Seller's sole discretion. In such event, if Buyer cannot immediately remedy the setback or security concern prior to the Display time noted above, Buyer remains responsible for the entire purchase price of the display regardless of any limitation or cancellation of the display.

II. PAYMENT. The Buyer shall pay to the Seller (check one of the below options):

The sum of \$_____ as a down payment upon execution of this Agreement. The balance of \$_____ shall be due and payable within fifteen (15) days after the date of the fireworks display. A service charge of one and one-half percent (1 ½ %) per month shall be added to the unpaid balance if the account is not paid in full with the fifteen (15) days from the date of the display. If this account remains unpaid and is turned over to a collection agency for non-payment, all fees incurred in collecting the balance will be at the Buyer's expense. All returned checks will be assessed a \$30.00 fee.

\$_____ in full by _____ (70 days prior to the display date). The Buyer will receive 8% prepayment bonus product in this fireworks display.

\$_____ in full by _____ (30 days prior to the display date). The Buyer will receive 5% prepayment bonus product in this fireworks display.

III. LOYALTY PROGRAM

- a. Seller has in place a bonus system for Buyer's who purchase their fireworks displays exclusively from Seller year-to-year. The full terms of Seller's loyalty program have been provided to Buyer with the Program and are available on J&M's website.
- b. Pursuant to Buyer's status in the loyalty program, Buyer will receive an additional 5% 10% 15% (check one) bonus product for this display.

IV. POSTPONEMENT/CANCELLATION

- a. Rain Date: Should inclement weather prevent the firing of the display on the date intended, the Parties agree to a mutually convenient rain date of _____ or another date as agreed to by both Parties. Once display set-up has begun, the determination to cancel the fireworks display because of inclement weather or unsafe weather conditions shall rest within the sole discretion of the Seller, the Authority Having Jurisdiction, and the Seller's lead pyrotechnician.
- b. Except as specifically provided for elsewhere in this Agreement, neither Party will be liable for any failure or delay in performing an obligation under this Agreement that is due to any of the following causes (hereinafter referred to as "Force Majeure"), to the extent beyond the Party's reasonable control: acts of God, accident, riots, public disturbances including but not limited to an active-shooter situation, war, terrorist act, epidemic, pandemic, quarantine, civil commotion, breakdown of communication facilities, natural catastrophes, governmental acts or omissions, changes in laws or regulations, national strikes, fire, explosion, or generalized lack of availability of raw materials or energy.
- c. Disruption of Services due to Covid-19, supply chain disruptions, and public health. Fireworks displays and related events are prone to cancellation due to the ongoing and unforeseeable nature of the Covid-19 pandemic and related health issues, government intervention (such as stay-at-home orders or restrictions on gatherings), and unavailability of supplies and personnel. As such, Seller will work with all customers to ensure a timely and safe display, but due to circumstances outside Seller's and Buyer's control, certain fireworks displays may have to be cancelled or rescheduled with limited notice. Each Party's obligations to perform hereunder will be excused in the case of a Force Majeure Event, which is defined to include (but is not limited to) supply chain disruptions which prevent Seller from obtaining the necessary materials to perform the Display; medical conditions which result in quarantine or similar limitations, or restrictions on travel or congregation in the metropolitan area where the Display is scheduled to be held; and death, serious illness or incapacity of one or more of the display Shoot Team member(s) which renders it impossible, unsafe, or not reasonably practical for the Shoot Team to perform the display.

A governmental or municipal Buyer, who in its discretion and control, acts or adopts a restriction on public gatherings shall not be relieved of its obligations under the Force Majeure provisions of this Agreement. A Buyer who anticipates any such restriction or potential cancellation shall immediately notify and contact Seller to discuss alternative arrangements.

- d. Unless specified above: Displays postponed to an alternate date will be charged an additional 15% of the total contract price for additional expenses incurred in presenting the display on an alternate date; for Displays canceled and not rescheduled within the same calendar year, Seller shall be entitled to 20% of the contract price for out-of-pocket expenses incurred in preparation for the display.

V. INSURANCE and LIMITATIONS OF LIABILITY

- a. Seller agrees to provide, at its expense, general liability insurance coverage in an amount not less than \$10,000,000, and within two (2) weeks prior to the date of the fireworks display, shall submit to Buyer, if requested in writing, a certificate of insurance. All entities listed on the certificate of insurance will be deemed an additional insured. In the event of a claim by Buyer, the applicable deductible shall be paid by the Seller.

The Seller agrees to defend, indemnify, and hold harmless the Buyer and its agents and employees from and against all claims, costs, judgments, damages and expenses, including reasonable attorney's fees that

may or shall arise out of any negligent or wrongful act or omission by the Seller related to the performance of the fireworks for the Buyer. The Buyer agrees to give the Seller prompt notice of any claims or demands and to cooperate with the Seller or its successors in interest or assigns, if any, in the defense of any such claims and/or demands.

- b. Separate from, and in addition to Seller's insurance of the fireworks, Buyer agrees to provide, at its expense, a general liability policy or "special event" insurance coverage, in an amount sufficient to meet or exceed municipality or industry standards and all applicable requirements of local, state, and federal law. For any injury or property claims that may arise during the course of Buyer's event, not arising out of Seller's acts or the performance of the fireworks, Buyer's insurance shall be primary. Buyer agrees to defend, indemnify, and hold harmless the Seller and its agents and employees from and against all such claims, costs, judgments, damages and expenses, including reasonable attorney's fees that may or shall arise out of any negligent or wrongful act or omission by the Buyer or third-parties occurring during the course of Buyer's event.
- c. In no event shall Seller's liability to Buyer arising out of or related to this Agreement, whether arising out of or related to breach of contract, tort (including negligence), or otherwise, exceed the aggregate amount of insurance coverage as described in this section. Notwithstanding any provisions to the contrary, in no event shall either Party be liable to the other, or to any third party, for any loss of use, revenue or profit, or for any consequential, incidental, indirect, exemplary, special, or punitive damages whether arising out of breach of contract, tort (including negligence), or otherwise, regardless of whether such damage was foreseeable and whether or not such party has been advised of the possibility of such damages.

VI. Each Party has read all of the provisions of this Agreement, they understand all of its provisions, and agree to be bound by them. This written contract, and its Exhibits, contains the entire agreement of the Parties and modifies and supersedes all prior agreements or negotiations, all of which are merged into and incorporated into this Agreement. If any provision of this Agreement is held invalid or unenforceable, such invalidity or unenforceability shall not affect the other provisions of this agreement.

VII. Choice of Law, Jurisdiction, and Venue. This Agreement shall be governed by and construed in accordance with the laws of the State of Iowa without regard to conflict-of-law principles, except as otherwise specifically required for the storing and displaying of fireworks as set forth by State and Federal law. Notwithstanding, the Parties must bring any legal or equitable action or proceeding arising under or related to this Agreement exclusively in the Iowa District Court in and for Des Moines County, Iowa. The Iowa District Court in and for Des Moines County, Iowa shall have exclusive jurisdiction to decide any disputes arising out of or related to this Agreement. Each party knowingly and voluntarily consents to and expressly waives any objection or defense to personal jurisdiction, improper or inconvenient venue, or inconvenient forum in the Iowa District Court in and for Des Moines County, Iowa.

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement the day and year first written above.

SELLER

BUYER

BY: _____

BY: _____

ROLE: _____

ROLE: _____

J&M Displays, Inc.

ENTITY: _____

Please include the **DISPLAY INFORMATION FORM** with this Agreement so your order is processed accurately.

City Council STAFF REPORT



Meeting Date: City Council - Feb 02 2026

Agenda Item: Consideration to Approve Animal Shelter Agreement between the Meade County Sheriff's Office and the City of Sturgis

Prepared By: Geody VanDewater, Chief of Police

BACKGROUND INFORMATION:

The City of Sturgis and the Meade County Sheriff's Office (MCSO) have historically cooperated in providing animal shelter and animal control support services for animals seized or captured within Meade County. The Sturgis Animal Shelter serves as the primary facility for housing animals brought in by MCSO under county ordinances.

This proposed Animal Shelter Agreement establishes the formal terms and conditions under which the City will provide shelter services for animals captured by MCSO during calendar year 2026. The agreement defines the respective responsibilities of each party, sets compensation rates, and clarifies liability, insurance, and operational standards. The agreement term runs from January 1, 2026, through December 31, 2026.

Key elements include Sturgis maintaining and operating the shelter in compliance with federal, state, and local standards, and MCSO retaining responsibility for animal control enforcement, transportation, and prosecution of ordinance violations within Meade County.

DISCUSSION:

Under the agreement, the City of Sturgis will provide animal shelter services for animals seized by MCSO at the Sturgis Animal Shelter, including intake, housing, recordkeeping, and efforts to identify owners or arrange adoption or disposition. Sturgis will also provide limited animal control assistance to MCSO upon request, with hourly and mileage reimbursement rates established depending on time of service.

Compensation to the City includes:

- A flat annual fee of **\$15,000 for dogs** brought in by MCSO for county ordinance violations or bite holds.
- A per-animal intake fee of **\$150 for non-dog animals**.
- Additional reimbursement for animal control assistance services when provided by Sturgis staff.

The agreement excludes large animals (such as horses, goats, and livestock) and large-scale rescues or confiscations unless separately approved by both parties.

Liability and risk management provisions clarify that each party remains responsible for its own actions, maintains required insurance coverage, and indemnifies the other for claims arising from its own duties. The agreement also confirms that Sturgis acts as an independent contractor and that no partnership or joint venture is created.

This agreement ensures continuity of animal shelter services for Meade County while protecting the City's financial interests and operational capacity. It provides predictable cost recovery for the City, clearly delineates responsibilities between jurisdictions, and establishes a formal framework for cooperation between the City of Sturgis and Meade County Sheriff's Office for 2026.

RECOMMENDATION:

Motion to approve

ATTACHMENTS:

[2026 Animal Shelter Agreement-County Signed](#)

Approved By:

Aaron Jordan, City Administrator

Status:

Approved - Jan 28 2026

**MEADE COUNTY SHERIFF'S OFFICE AND CITY OF
STURGIS ANIMAL SHELTER AGREEMENT**

This **Animal Shelter Agreement** ("Agreement") made the 1ST Day of January 2026, by and between **MEADE COUNTY, SOUTH DAKOTA on behalf of the Meade County Sheriff's Office referred herein as MCSO (MCSO)**, a county corporation incorporated under the laws of South Dakota, 1400 Main Street Sturgis SD 57785. and the **CITY OF STURGIS**, a municipal corporation incorporated under the laws of South Dakota, of 1040 Harley-Davidson Way, Sturgis, SD 57785, by and through its Animal Shelter located at 1140 Otter Road, Sturgis, SD 57785 ("**Sturgis**"), collectively referred to herein as the "Parties."

The Parties desire that Sturgis provide animal shelter services to MCSO, for animals identified and seized/captured by MCSO officials/animal control under Meade County Ordinances and transported to the Sturgis Animal Shelter located at 1140 Otter Road, Sturgis, SD 57785.

In Consideration of the mutual covenants hereinafter contained, it is hereby agreed by and between the Parties as follows:

TERMS AND CONDITIONS

- 1. PURPOSE:** Sturgis agrees to provide animal shelter services to the MCSO to assist MCSO in implementing and enforcing its ordinances related to animal control within Meade County, as permitted by law. In providing these services, Sturgis does not assume authority or responsibility under Sturgis ordinances outside the City limits and is not responsible for ordinance enforcement, prosecution, or program implementation within Meade County.
- 2. TERM:** The term of this Agreement shall be effective 12:01 a.m. on January 1, 2026, and shall terminate at 11:59 p.m. on December 31, 2026.
- 3. PAYMENT:** MCSO shall compensate Sturgis according to the fee schedule outlined in Paragraph 6, Section D.
- 4. INDEPENDENT CONTRACTOR:** Sturgis is at all times an independent contractor and no agency relationship is intended to be created by this Agreement. Sturgis is solely responsible for employing the personnel necessary to provide the services required by this Agreement. Sturgis shall furnish a list of all employees, including title and job description, upon request of MCSO. Sturgis will provide its own insurance at a minimum as required herein.

5. STURGIS OBLIGATIONS: For the consideration described in this Agreement, Sturgis agrees to provide the following services pursuant to this Agreement:

- A. Maintain and operate an animal shelter facility in compliance with applicable federal and state law, City ordinances, and contemporary standards of the humane treatment of animals.
- B. Appoint and maintain competent, qualified agents for carrying out the obligations under this Agreement.
- C. Maintain regular posted office hours of not less than Forty (40) hours per week (excluding holidays) for the receiving of animals or for accepting applications for the redemption of impounded animals. Sturgis will provide MCSO a written or electronic schedule of operating hours.
- D. Accept animals from MCSO only at the request of MCSO-designated contact, Animal Control Officer, or designee. Accept citizen turn-ins only with prior approval of the MCSO designee, with expenses billed to MCSO.
- E. At Sturgis' discretion, assistance may be provided to MCSO for animal control duties (capture, transport, etc.) at the following rates:
 - 1. \$35.00 per officer hour and \$0.45 per mile, Monday – Friday, 8:00 a.m. - 5:00 p.m.
 - 2. \$50.00 per officer hour and \$0.45 per mile, all other times.
 - 3. Two-hour minimum charge; hourly rate included travel time.
- F. Upon animal intake, Sturgis shall make reasonable efforts to identify and contact the animal's owner or arrange adoption/other disposition consistent with City policy and law.
- G. Maintain complete books and records of all animals taken into custody and impounded by or at the request of MCSO. All Sturgis books and records provided under this Agreement must be open for inspection by MCSO upon reasonable request to determine accuracy and compliance with this Agreement and applicable law.

6. MEADE COUNTY SHERIFFS OFFICE OBLIGATIONS: For the consideration described in this Agreement, MCSO agrees:

- A. Unless expressly provided for in this Agreement, perform all code enforcement and animal control activities in the County of Meade, including but not limited to, animal seizure/capture, owner location (when applicable), and transportation to the Sturgis Animal Shelter.
- B. Appoint and maintain competent and qualified agents for carrying out the obligations of this Agreement.
- C. In no manner is Sturgis responsible for prosecuting any MCSO ordinance violations or is required to pursue restitution in any criminal action involving any animal held in Sturgis' custody under this Agreement. MCSO retains sole responsibility to prosecute its own ordinance violations, and to pursue restitution for any costs incurred under this Agreement stemming from a criminal action occurring in the County of Meade.
- D. Compensate Sturgis for animal control assistance as outlined in paragraph 5, section E.
- E. Compensate Sturgis for the following Animal Intake Fees:
 1. Dogs: A one-time annual fee of \$15,000.00 for housing dogs brought in by MCSO for County ordinance violations and/or bite holds. The annual dog intake fee will be invoiced during the first week of January and payable by January 31, 2026.
 2. Non-Dogs: \$150.00 per animal. Non-Dogs intake fees will be invoiced per each non-dog animal received by Sturgis Animal Shelter brought in by MCSO.
 3. Payment of intake fees relieves the County of further financial responsibility for housing, feeding, medical care, or disposition.

7. EXCLUDED ANIMALS AND RESCUES: This Agreement does not include large animals such as horses, goats, livestock, or any other, exotic, or unusual animals. Additionally, this Agreement does not include large scale rescues, confiscations, and/or abandonment, or other such situation that requires Sturgis to impound or hold in custody five (5) or more animals from any one residence and/or property. Animal Control Office has the authority to accept excluded animals after consultation with Sturgis Director of Public Safety and MCSO.

8. INSURANCE: Both Parties agree to secure workers' compensation insurance providing the statutory limits required by South Dakota law. The Parties additionally agree to secure professional liability insurance providing occurrence basis coverage for any claim arising from the errors, omissions, failure to render a service, or the negligent rendering of the service by each Party in the amount of \$1,000,000 each occurrence and \$2,000,000 annual aggregate. All insurance secured by the Parties under the provisions of this section shall be issued by a recognized, reputable insurance company or a risk retention group formed under the Laws of the State of South Dakota. 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 to either Party upon written request. The Parties will provide each other with at least forty-five (45) days' written notice of an insurer's intent to cancel or not renew any of the insurance coverage.

9. INDEMNITY: 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. APPLICABLE ORDINANCE: Unless otherwise expressly provided, the County of Meade ordinances apply to the implementation of any actions under this Agreement.

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

12. COURT FINES: Any court fines collected in connection with MCSO ordinance violations shall be retained by MCSO unless otherwise directed by the court.

13. ASSIGNMENT: Neither Party may assign any of the rights or delegate a duty under this Agreement without prior written consent of the other Party.

14. WAIVER: Failure to enforce any provision shall not waive the right to enforce it later, nor shall waiver of one breach constitute waiver of subsequent breaches.

15. BREACH AND OPPORTUNITY TO CURE: If either Party materially breaches this Agreement, the non-breaching Party shall provide written notice of such breach within ten (10) business days. The breaching Party shall have thirty (30) days (or longer, if mutually agreed) to cure. If uncured, the non-breaching Party may terminate the Agreement upon written notice.

16. NOTICE: All notices or other communications required or permitted hereunder shall be in writing to the addresses below, and shall be (a) personally delivered, (b) sent by registered or certified mail, return receipt requested, or (c) sent by overnight commercial carrier, such as among others, Federal Express. Any such notice or other communication shall be deemed received upon the earlier of (i) if personally delivered, the date of delivery to the address of the person to receive such notice; (ii) if mailed, on the date of delivery as shown by the addressee's registry or certification receipt; (iii) if sent and delivered by overnight commercial carrier, one (1) business day after the date of delivery of such communication to such carrier as marked thereon, with applicable charges prepaid. All notices must be provided at the following addresses, unless provided in writing to the other party to a different designated address:

MEADE COUNTY

Meade County
1300 Sherman Street, Ste 222
Sturgis, SD 57785

CITY

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

Copy to:
Meade County Sheriff's Office
1400 Main Street
Sturgis, SD 57785

17. 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.

18. 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.

19. ENTIRE AGREEMENT: This 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.

20. COUNTERPARTS: This Agreement may be executed in counterparts, each of which shall be deemed an original, but all of which together shall constitute a single Agreement. Signatures delivered by PDF or other electronic means shall be deemed valid and binding as if they were original signatures.

21. 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.

[SIGNATURES ON FOLLOWING PAGE]

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

Meade County Commission

Dated this 23rd day of January, 2026.

ATTEST:

Dawn Christenson
Dawn Christenson, Auditor



Gary Deering, Chair

CITY OF STURGIS

Dated this _____ day of _____, 2026.

ATTEST:

Kevin Forrester
Mayor

Ann Bertolotto
Finance Officer

City Council STAFF REPORT



Meeting Date: City Council - Feb 02 2026

Agenda Item: Consideration to Approve Professional Services Agreement between the Sturgis Area Chamber of Commerce and the City of Sturgis for 2026

Prepared By: Aaron Jordan, City Administrator

BACKGROUND INFORMATION:

The City of Sturgis has historically partnered with the Sturgis Area Chamber of Commerce & Visitors Bureau (Chamber) to provide tourism promotion, downtown engagement, and business development support services that align with the City's economic development and community vitality goals. This partnership is formalized through an annual professional services agreement that outlines specific performance expectations and deliverables.

For calendar year 2026, the proposed agreement establishes the Chamber as an independent contractor responsible for coordinating community events, business engagement activities, visitor information services, and Downtown Business Improvement District (BID) support. These services are intended to enhance community pride, encourage visitor spending, and support local business growth.

Key service components include hosting community events such as ribbon cuttings, business mixers, election and legislative forums, holiday activities, and the "Music on Main" concert series. The agreement also requires ongoing outreach to existing and new businesses, leadership training initiatives, promotion of residential growth and relocation efforts, and representation of the City at travel and trade shows. The Chamber is also required to provide an annual written report documenting progress toward these objectives.

The total cost of services for 2026 is \$139,466, payable in installments outlined in the agreement. This amount reflects agreed-upon service levels and a deduction for certain production services provided directly by the City.

DISCUSSION:

Approval of this agreement continues a long-standing collaborative relationship between the City and the Chamber to deliver tourism, economic development, and downtown engagement services without expanding City staffing levels. The structure of the agreement clearly defines performance expectations, reporting requirements, and funding accountability to ensure City resources are used to advance public objectives related to economic vitality and quality of life.

The agreement also provides safeguards for the City through insurance requirements, non-discrimination provisions, confidentiality obligations, and termination clauses for cause. These provisions help mitigate operational and legal risks while preserving flexibility should service needs change.

This partnership supports multiple City priorities, including business retention and recruitment, community event programming, promotion of Sturgis as a visitor destination, and support for

downtown merchants. The services provided under this agreement contribute to increased community engagement, tourism activity, and economic development outcomes that would be difficult to replicate solely through municipal operations.

City Council consideration of this agreement represents a policy decision to continue investing in coordinated economic and community development services through an external partner with established local presence and operational capacity.

RECOMMENDATION:

Motion to approve

ATTACHMENTS:

[2026 City Chamber Contract](#)

Approved By:

Aaron Jordan, City Administrator

Status:

Approved - Jan 28 2026

PROFESSIONAL SERVICES AGREEMENT

- 1. Parties:** The parties to this Professional Services Agreement ("Agreement") are the Sturgis Area Chamber of Commerce & Visitors Bureau whose address is at 2040 Junction Avenue, Sturgis, SD 57785, ("Consultant") and the City of Sturgis, a South Dakota municipality whose address is 1040 Harley Davidson Way, Sturgis, SD 57785, ("City").
- 2. Purpose:** The purpose of this Agreement is to define the terms and conditions under which the Consultant agrees to provide the services described in section 3.
- 3. Consultant Services:** Consultant will provide the following services:
 - A. Host community events** deemed appropriate by Consultant in accordance with Consultant's mission. The events shall highlight community pride, enhance visitor attendance/experience or increase business exposure/development. To accomplish this objective, Consultant shall complete events and numbers such as:
 1. New Business Ribbon Cuttings, Business Mixers (at least 10)
 2. Election Forums & Legislative Crackerbarrels (at least two legislative and forums as needed for each local election)
 3. Community gathering activities including but not limited to the Music on Main series. Consultant shall provide the following for Music on Main:
 1. Up to 10 instances of the concert series (weather permitting) from June 10 to July 29 and August 26 to September 2 2026.
 2. Up to 10 instances of the mountain bike race series (weather permitting) from June 10 to July 29 and August 26 to September 2 2026.
 3. Additional components at Consultant's discretion, contributing to the Consultant's mission.
 - City shall provide the following for Music on Main:
 1. All applicable trail usage permits, the fees for which will be agreed upon between parties and invoiced to Consultant for reimbursement to City.
 2. Music production services and trained personnel, which will be agreed upon between parties and have been deducted from the funds specified in section 4(B).
 3. Reasonable accommodation for police escort, safety barriers, and other event logistical needs.
 4. Holiday Activities (at least four activities).
 - B. Provide staff resources** for Sturgis Downtown Foundation and Downtown Business Improvement District.
 - C. Provide Visitor Information** services for visitors by personal contact, telephone, and email. Consultant must document the number of contacts and provide such

information to the City. Information provided will include City and regional destinations as well as information on National Parks within a 600-mile radius of Sturgis.

D. Act as the primary network and advocacy group for existing businesses and visitor services by:

1. Engaging the existing business community to foster strong community ties and recommend appropriate means of enhancing the business climate for existing businesses.
2. Providing training opportunities for member businesses.
3. Making concerted efforts to regularly connect with new and existing businesses in the community, including discussions during mixers, events, and business visits.
4. Hosting a bi-annual Leadership Sturgis educational series.
5. Attending and distributing promotional materials provided by the City at a minimum of two (2) travel trade shows/conferences, commercial expansion trade shows/conferences, or both.
6. Pursuing and encouraging residential growth and producing and making available relocation guides and reaching out to major regional employers.
7. Providing the City with a written annual report to document progress towards achieving these objectives.
8. Actively communicating City and SEDC objectives and initiatives to its members and the broader business community.
9. Recommending how the City's events promotional budget (in the amount of \$10,000 which is included in the total outlined in Paragraph 4) should be disbursed with these guidelines:
 1. All events shall be held within the City limits,
 2. All events funded shall be required to recognize the City and Chamber as sponsors,
 3. Funding based on likelihood of enhancing community life and visitor traffic,
 4. These funds will be disbursed to the Consultant after each funding allocation is approved by the City and then disbursed by the Chamber to the grantees, and
 5. The City shall not apply for any of these funds for City-organized events.

4. Consideration: In consideration of the Consultant's services, the City agrees to pay the Consultant the sum of \$148,816, *less* \$9,350 for agreed upon production services as noted in Section 3A, for a **total payment of One Hundred Thirty-nine Thousand, Four Hundred and Sixty-six Dollars (\$139,466) in 2026**. This shall be disbursed as follows:

- A.** \$81,816 shall be disbursed as 12 equal monthly installments in the amount of \$6,818 per month starting in January 2026.

- B. \$47,650 shall be disbursed as equal monthly installments in the amount of \$4,000 per month starting in May 2026, with the January through April installments disbursed as a lump sum totaling \$15,650 no later than June 1 2026.
- C. \$10,000 shall be disbursed as outlined in section 3(D).

5. **Direction and Communication:** If Consultant's Executive Director or a member of the Chamber of Commerce has concerns with the performance of any City staff under the guidelines of this contract, Consultant must initially provide such comments and concerns to the City Administrator.

6. **Term:** This Agreement commences on January 1, 2026, and terminates on December 31, 2026, and may be renewed annually.

7. **Non-Discrimination:** Consultant, its officers, directors and agents, and City and its employees, agents, and officers, must provide these services, act, and conduct their activities under this Agreement without discrimination in any manner regarding race, color, sex, creed, religion, ancestry, national origin, sexual orientation, or disability.

8. **Independent Contractor Status:** Consultant is an independent contractor, and neither Consultant nor Consultant's employees or contract personnel are, or shall be deemed, employees of the City. Neither party shall have the authority or right legally to bind the other in contract, debt or otherwise, and neither party shall be liable for any obligation acquired or incurred by the other, except as might otherwise be provided herein.

9. **No Partnership:** This Agreement does not create a partnership relationship. Consultant has no authority to enter contracts on behalf of the City.

10. **Insurance:** Consultant and City must obtain secure the insurance specified below. All such insurance must be issued coverage by an insurance company licensed to do business in the State of South Dakota. The required may be in one or more of insurance, primary or excess. Certificates of all required insurance must be provided by each party to the other within 15 days of a request for the same.

- A. Consultant must maintain Workers' compensation insurance providing the statutory limits required by South Dakota law.
- B. Consultant must maintain liability insurance providing occurrence basis coverage for any claim arising from the use or occupancy of Consultant's building and premises in the amount of \$1,000,000 per occurrence and \$1,000,000 annual aggregate, naming the City as an additional insured.
- C. Consultant must provide the City with at least thirty (30) days' written notice of an insurer's intent to cancel or not renew any of Consultant's insurance policies.
- D. The City must require all those persons providing services at the premises to be owned or leased by Consultant are in full compliance with the City's volunteer policy and any reasonable request of Consultant's insurers. The City of Sturgis shall maintain liability insurance providing occurrence-based coverage for any

claims arising from the use or occupancy of City-owned buildings and premises. Coverage shall be maintained in the amount of \$1,000,000 per occurrence and \$1,000,000 annual aggregate.

- 11. Indemnification:** Consultant must indemnify and hold the City harmless from any loss or liability arising from performing services under this Agreement.
- 12. Termination:** This Agreement may be terminated for Cause on 30-day notice, and either Party may terminate this Agreement by giving written notice of such termination to the other, upon the occurrence of any of the following events:
 - A. A breach of any material obligations under this Agreement. If such a breach occurs the non-breaching party must give written notice of the breach and allow the other party thirty (30) days within which to cure the breach, or
 - B. A party dissolves, is liquidated or otherwise discontinues substantially its business operations.
- 13. Confidential Information:** Consultant and City recognize that their officers, directors, employees, and agents, may have access to confidential information and that disclosure of such information could violate rights of private individuals and entities. Consultant will not disclose any confidential information it obtains and acknowledges that the public records requirements of SDCL ch.1-27 will determine Consultant's obligation under this provision. Consultant will take appropriate action to prevent any disclosure. This section will survive termination or cancellation of this Agreement.
- 14. Notice:** All notices required in this Agreement must be in writing to the addresses below and must be (a) personally delivered; (b) sent by registered or certified mail, return receipt requested; or (c) sent by overnight commercial carrier such as Federal Express. Any notice or other communication will be deemed received upon the earlier of (i) if personally delivered, the date of delivery to the address of the person to receive such notice; (ii) if mailed, on the date of delivery as shown by the addressee's return receipt; (iii) if sent and delivered by overnight commercial carrier, one (1) business day after the date of delivery of such communication to such carrier as marked thereon, with applicable charges prepaid.

Consultant:

Sturgis Area Chamber of Commerce & Visitors Bureau:
Attn: Veronica Grosek, Executive Director
2040 Junction Avenue
Sturgis, SD 57785

City:

City of Sturgis

Attn: City Administrator and Finance Officer
1040 Harley-Davidson Way
Sturgis, SD 57785

Either party may change the address or addresses for notice on ten (10) days written notice.

- 15. Modification:** This Agreement may be modified only by a writing signed by the City and the Consultant.
- 16. Assignment:** Consultant may not assign or subcontract any rights or delegate any of its duties under this Agreement without the City's prior written approval.
- 17. Governing Law, Jurisdiction and Venue:** The validity, performance, and enforcement of this Agreement are governed by the laws of the State of South Dakota. Jurisdiction and venue of any legal proceeding involving the parties in connection with this Agreement will lie exclusively in the Circuit Court, Fourth Judicial Circuit, Meade County, South Dakota.
- 18. Entire Agreement:** This Agreement constitutes the entire agreement between the parties relating to this matter. This Agreement supersedes all prior agreements, negotiations, and representations, written or oral, relating to the subject matter hereof, notwithstanding any oral representations or other writings to the contrary.

[SIGNATURES ON FOLLOWING PAGES]

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

STURGIS AREA CHAMBER OF COMMERCE & VISITORS BUREAU

Dated this 27th day of January, 2026.

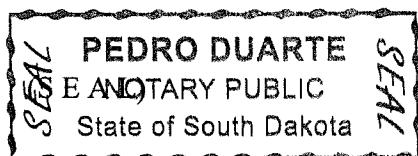
W. S. J.

By: Veronica Grosek, Executive Director
Sturgis Area Chamber of Commerce & Visitors Bureau

State of South Dakota)
) ss.
County of Meade)

On this the 27th day of January 2026 before me, the undersigned officer, personally appeared Veronica Grosek who acknowledged herself to be the Executive Director of Sturgis Area Chamber of Commerce & Visitors Bureau of Sturgis, South Dakota and that she, as such Executive Director, being authorized so to do, executed the foregoing instrument for the purposes therein contained, by signing the name of the Sturgis Area Chamber of Commerce and Visitors Bureau by herself as Executive Director.

IN WITNESS WHEREOF, I hereunto set my hand and official seal.





Notary Public – South Dakota
My Commission Expires: **My Commission Expires**
May 29, 2027

CITY OF STURGIS

Dated this ____ day of _____ 2026.

By: Aaron Jordan, City Administrator
City of Sturgis

ATTEST:

Ann Bertolotto, Finance Officer

(CITY SEAL)

City Council STAFF REPORT



Meeting Date: City Council - Feb 02 2026

Agenda Item: Ordinance No. 2026-01 – An ordinance in revision adopting and recodifying the code of ordinances of the City of Sturgis, South Dakota and superseding the prior compiled code as the City's codified publication.

Prepared By: Eric Davis, City Attorney

BACKGROUND INFORMATION:

In 2025, the City began a structured project to recodify its ordinances into a single, internally consistent municipal code that is easier to use and maintain. The City Council created the City Ordinance Advisory Committee by Resolution 2025-25 on May 19, 2025, and the Committee organized the work into three phases: (1) non-substantive recodification housekeeping to establish a clean baseline code publication; (2) targeted substantive updates for legal compliance and enforceability; and (3) broader modernization and policy updates.

For Phase 1, the City engaged American Legal Publishing (“ALP”) to recodify the City’s ordinances and prepare a new codified publication. ALP issued a detailed legal and editorial report for City Attorney review for city attorney review and response. ALP incorporated the responses and delivered the recodified code books. This agenda item is the City’s formal adoption step to establish the ALP compilation as the City’s official codified ordinances.

DISCUSSION:

The ordinance presented is an Ordinance in Revision adopting the ALP recodified ordinance book as the City’s official codified ordinances and superseding/retiring the prior compiled code book as the City’s codified publication, while continuing to recognize that underlying ordinances remain effective as duly adopted.

Phase 1 is appropriately characterized as non-substantive housekeeping (i.e., organization/renumbering, formatting consistency, correction of typographical/scrivener errors, cross-reference and citation cleanup, and restoration of previously adopted text omitted from the prior compilation). It is not intended to introduce new policy choices; substantive revisions remain scheduled for Phases 2 and 3 as separate ordinances.

After adoption, staff will publish the statutory notice of adoption, ensure public inspection access to the code, and distribute required copies as provided by law.

CODE REFERENCES:

SDCL 9-19-16 authorizes adoption of an “ordinance in revision” and contemplates use of a committee to prepare and submit the revision. SDCL 9-19-17 governs publication by notice of adoption (rather than full text), the statute-based effective date (subject to referendum), and distribution/publication of the code in book form.

BUDGET IMPACT:

n/a

RECOMMENDATION:

Move first reading of Ordinance 2026-01

ATTACHMENTS:

[Ordinance 2026-01 - Ordinance in Revision \(Recodification\)](#)

Approved By:

Aaron Jordan, City Administrator

Status:

Approved - Jan 28 2026

ORDINANCE NO. 2026-01

**AN ORDINANCE IN REVISION ADOPTING AND RECODIFYING THE CODE OF
ORDINANCES OF THE CITY OF STURGIS, SOUTH DAKOTA AND SUPERSEDING THE
PRIOR COMPILED CODE AS THE CITY'S CODIFIED PUBLICATION**

WHEREAS, the City Council of the City of Sturgis, South Dakota (the "City") has caused its ordinances to be recodified and compiled into a revised Code of Ordinances prepared by American Legal Publishing; and

WHEREAS, consistent with SDCL 9-19-16 (which authorizes the governing body to appoint a committee of one or more competent persons to prepare and submit an ordinance in revision), the City Council created the City Ordinance Advisory Committee by Resolution 2025-25 on May 19, 2025, and the Committee was involved in the ordinance revision process and in preparing and submitting the ordinance in revision for City Council consideration; and

WHEREAS, the City Council desires to adopt the recodified Code of Ordinances as the City's official codified ordinances as an "ordinance in revision" pursuant to SDCL 9-19-16, and to publish notice of such adoption pursuant to SDCL 9-19-17; and

WHEREAS, the City Council further desires to supersede and retire the City's prior compiled code book as the City's codified publication, while continuing to recognize that the underlying ordinances duly adopted by the City remain effective as adopted (as compiled, organized, and restated in the recodified Code);

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Sturgis, South Dakota as follows:

SECTION 1. ADOPTION OF RECODIFIED CODE AS ORDINANCE IN REVISION.

Pursuant to SDCL 9-19-16, there is hereby adopted as an ordinance in revision, and as the official Code of Ordinances of the City, that certain recodified compilation prepared and published by American Legal Publishing entitled:

"CODE OF ORDINANCES, CITY OF STURGIS, SOUTH DAKOTA"
Date of Publication: 2025

(the "Recodified Code"). The Recodified Code, as filed and maintained pursuant to this Ordinance, shall be the City's official codified ordinances for purposes of public reference, administration, enforcement, and supplementation.

SECTION 2. FILING; PUBLIC INSPECTION; OFFICIAL RECORD.

At least one (1) copy of the Recodified Code, together with all supplements and updates

adopted by the City Council from time to time, shall be kept on file in the City Finance Office and shall be available for public inspection during regular business hours. The City shall also maintain such additional copies and access methods (including electronic publication) as it deems appropriate for public convenience.

SECTION 3. SUPERSESSION AND RETIREMENT OF PRIOR COMPILED CODE AS CODIFIED PUBLICATION.

- A. The prior compiled code book previously maintained by the City as its codified publication, as amended and supplemented from time to time (the "Prior Code Compilation"), is hereby superseded and retired as the City's codified ordinances publication and is no longer the controlling codified compilation for municipal code reference purposes.
- B. To the extent the Prior Code Compilation was adopted, readopted, or maintained through one or more code-adoption ordinances, codification ordinances, or similar enactments (collectively, the "Prior Codification Ordinances"), such Prior Codification Ordinances are hereby repealed and superseded as code-adoption instruments, effective as provided in Section 8 below.
- C. This Section 3 is intended to address the City's codified publication and code-adoption instruments only, and is not intended to repeal or impair the continued legal effectiveness of any underlying ordinance duly adopted by the City Council, which ordinances are continued in effect as compiled, organized, and restated in the Recodified Code, except as expressly provided in this Ordinance or in subsequent ordinances of the City.

SECTION 4. ORDINANCES OF A GENERAL AND PERMANENT NATURE; EFFECT OF CODIFICATION.

- A. The Recodified Code is intended to compile, recodify, and organize the City's ordinances of a general and permanent nature. Except as otherwise provided by law or by subsequent ordinance, the provisions contained in the Recodified Code shall be treated as continuing provisions of law, and not as new enactments, and shall be construed accordingly.
- B. Unless expressly provided otherwise, the adoption of the Recodified Code shall not be construed as:
 1. Affecting any existing right or remedy of the City or of any person;
 2. Affecting any prosecution, proceeding, or enforcement action for an offense or violation committed or liability incurred prior to the effective date of this Ordinance;
 3. Affecting any contract, bond, franchise, permit, license, approval, or authorization granted by the City that is valid on the effective date of this Ordinance; or

4. Repealing, modifying, or impairing any ordinance provisions that are required to remain in effect by operation of law.

SECTION 5. SAVINGS; CONTINUITY; INTERPRETATION.

- A. The recodification, arrangement, and numbering of the ordinances in the Recodified Code shall not be construed to alter the meaning or legislative intent of the ordinances as previously adopted, except to the extent an ordinance's text is expressly amended by this Ordinance or by subsequent ordinance.
- B. Administrative, clerical, and formatting changes made in the course of codification (including reorganization, renumbering, typographical correction, cross-reference correction, and compilation integrity restoration of previously adopted text omitted from prior compilations) are intended as non-substantive housekeeping consistent with a codification project. The City Council's adoption of this Ordinance is not intended to introduce material policy changes; substantive amendments, if any, shall be adopted by separate ordinances with appropriate notice and deliberation.

SECTION 6. PRIOR ORDINANCES NOT INCLUDED; SPECIAL ORDINANCES.

- A. The City Council intends that the Recodified Code reflect the City's ordinances of a general and permanent nature in codified form. If any ordinance of a general and permanent nature adopted on or before the final codification cut-off date established for the Recodified Code is inadvertently omitted, such omission shall not, by itself, invalidate the omitted ordinance; however, the City may correct the omission by supplement, errata, or subsequent ordinance as appropriate.
- B. Ordinances of a special or temporary nature (including, by way of example and without limitation, appropriations and budget measures, bond ordinances, special assessments, certain contract authorizations, vacation/closing instruments, and other one-time or project-specific enactments) may not appear in the Recodified Code. The adoption of this Ordinance shall not be construed to repeal or impair such ordinances, except to the extent they are expressly repealed by their own terms or by subsequent ordinance.

SECTION 7. SEVERABILITY.

If any section, subsection, sentence, clause, or phrase of this Ordinance is for any reason held invalid or unconstitutional by a court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance. The City Council declares that it would have adopted this Ordinance and each section, subsection, sentence, clause, and phrase thereof irrespective of the fact that any one or more portions may be declared invalid.

SECTION 8. PUBLICATION; EFFECTIVE DATE.

This Ordinance shall be published by notice of adoption in the official newspaper as provided in SDCL 9-19-17. This Ordinance shall take effect and be in full force as provided in SDCL 9-19-17, unless a referendum is invoked as provided by law.

SECTION 9. CERTIFICATION; DISTRIBUTION; AUTHORITY TO MAINTAIN SUPPLEMENTS.

The Finance Officer is authorized and directed to:

- A. Maintain the Recodified Code on file for public inspection;
- B. Cause the notice of adoption to be published as required by SDCL 9-19-17;
- C. Provide such copies of the Recodified Code as required by SDCL 9-19-17 (including, if applicable, distribution to the circuit clerk and county law library); and
- D. Incorporate future duly adopted ordinances into the Recodified Code by supplementation and editorial integration consistent with the City's codification practices, provided that no substantive changes shall be made by editorial action and all substantive amendments shall occur only by ordinance.

Dated this _____ day of _____, 2026.

CITY OF STURGIS

Kevin Forrester, Mayor

(Seal)

ATTEST:

Ann Bertolotto, Finance Officer

First reading:

Second reading:

Adopted:

Published:

Effective:

City Council STAFF REPORT



Meeting Date: City Council - Feb 02 2026

Agenda Item: Obtain Council Guidance on MH-1 Manufactured Home Zoned District's Ordinance Revision

Prepared By: Aaron Jordan, City Administrator

BACKGROUND INFORMATION:

Zoning is a regulatory tool used by the City to designate areas where certain land uses are permitted, including residential, commercial, industrial, and agricultural uses. Zoning helps group compatible land uses together; limits use that may have significant impacts and provides assurance to property owners regarding their property rights and neighborhood character.

The MH-1 Manufactured Home District in the City of Sturgis was established to allow only manufactured homes and accessory buildings and serves as an important component of the City's affordable housing inventory. Unlike traditional mobile home parks, lots within MH-1 districts are typically individually owned rather than rented from a landlord, allowing residents to build equity through homeownership.

Some site-built (stick-built) homes existed within MH-1 district prior to the zoning designation. These homes are considered non-conforming uses, meaning they were lawful when established but no longer meet current zoning requirements. Non-conforming status is a legal mechanism to preserve existing property rights while maintaining the integrity of zoning districts. Over time, non-conforming uses are generally expected to be phased out when structures are destroyed or demolished due to obsolescence or damage.

DISCUSSION:

The current zoning code impacts housing finance. Some mortgage lenders are unwilling to issue loans for homes that cannot guarantee the right to rebuild in the event of fire or other catastrophic loss. As a result, property owners may face difficulty selling their homes

Staff have identified two potential approaches to address this concern:

Option 1 – Address the Immediate Problem:

This option would revise the zoning code to allow reconstruction of non-conforming site-built homes in the MH-1 district only when those homes have been damaged or destroyed. This approach could be implemented by late spring and would involve defining standards such as setback compliance, limitations on expansion, and other related development requirements. This option is considered more mortgage-lending friendly and limits rebuilding strictly to damaged structures.

Option 2 – Broader Policy Review:

This option would be incorporated into the City's Comprehensive Plan update in Fall 2026 and would involve broader public engagement and stakeholder participation. It would examine whether site-built homes should be allowed as a permitted use in MH-1 districts regardless of lot configuration or

setbacks and would evaluate the potential unintended consequences of such changes. This option could impact manufactured home lot inventory and may alter non-conforming use policy more broadly. It would be pursued after completion of Option 1

The proposed timeline anticipates that Option 1 could proceed through public input, Planning Commission recommendation, and City Council adoption between March and early summer, while Option 2 would be addressed as part of the Comprehensive Plan update in Fall 2026.

RECOMMENDATION:

Motion to approve

ATTACHMENTS:

[2-2-26 Council Presentation Outline](#)

Approved By:

Aaron Jordan, City Administrator

Status:

Approved - Jan 28 2026

What is zoning?

A system of designating areas of the city where certain land uses are allowed.

- Residential
- Commercial
- Industrial
- Agriculture



Why use zoning?

- Group land uses with similar impacts together
- Control/limit land uses having significant impact
- Create assurances for residents and business owners concerning their property rights
- MH-1 is a Sturgis zoning district that allows only manufactured homes
 - An important choice for affordable housing
 - Lots are owned by the individual, not rented from a land lord

What is a non-conforming land use?

- Also known as “grandfathered”
- The land use existed before zoning was applied and prohibited the use. Example: stick built homes existed before the MH-1 designation was applied
- Stick built homes can continue to exist as non-conforming in MH-1

Why does non-conforming status matter?

- Legal way to preserve property rights although the use is otherwise not allowed
- A zoning district cannot have gaps or holes where the use is non-conforming
- Over time, non-conforming uses should be phased out when the structure is destroyed or demolished due to obsolescence.

What is the problem?

- Site built homes in the MH-1 cannot be rebuilt if destroyed more than 50% of its value
- If a homeowner cannot rebuild, they are forced to sell their lot
- Some lenders will not approve a mortgage on a home unless they can be guaranteed that the structure can be rebuilt if destroyed by fire, or other calamity

What are our choices?

Option 1 – solve the immediate problem

- Can be completed by late spring
- Revise the zoning code to allow reconstruction of a non-conforming site-built homes in MH-1 only when home has been damaged.
- To be discussed:
 - existing vs. code required setbacks
 - can the home be enlarged if rebuilt
 - related standards

Considerations of Option 1

- Home mortgage lending friendly
- Rebuild is strictly limited to structures that are damaged

Option 2 – create a solution that allows more flexibility than option 1

- Initiate conversation in fall 2026 - housing policy as part of the comprehensive plan update
- Requires more public input and a variety of stakeholders
- To be discussed:
 - Should stick built be a 'by right' use in MH-1, regardless of
 - Lot configuration, setbacks, similar standards
 - Similar unintended consequences

Considerations of Option 2

- Manufactured home lot inventory could be impacted
- Potential to alter non-conforming use policy in general
- Follow up effort after Option 1 is completed

Timeline:

Option 1 – March through Early Summer: public input, planning commission recommendation, and city council adoption of code changes

Option 2 – Fall 2026 as part of the Comprehensive Plan update

City Council
STAFF REPORT



Meeting Date: City Council - Feb 02 2026

Agenda Item: Consideration to approve Resolution Delegating Authority to the City Administrator to Negotiate and Execute a Professional Services Agreement for GIS Services Pursuant to SDCL 9-1-5

Prepared By: Aaron Jordan, City Administrator

BACKGROUND INFORMATION:

The City of Sturgis relies on Geographic Information System (GIS) services to support a wide range of municipal functions, including mapping, planning, infrastructure management, data maintenance, and spatial analysis. These services are essential for informed decision-making and efficient City operations.

The City has not maintained a full-time in-house GIS technician position for several years. The County was assisting with as need small updates but is not in a position to provide services in 2026 and beyond. Long term, the City is attempting to fill the Planning Director position with GIS qualifications. To meet the immediate need, staff has identified a need for flexible, professional GIS support on an as-needed basis to address project demands, system maintenance, and ensuring GIS products are effectively migrated to knew GIS cloud systems.

DISCUSSION:

To Be Filled Out

RECOMMENDATION:

Motion to approve

ATTACHMENTS:

[GIS PSA Resolution - 1-28-26_vF](#)

Approved By:

Aaron Jordan, City Administrator

Status:

Approved - Jan 28 2026

RESOLUTION NO. 2026-__

**A RESOLUTION DELEGATING AUTHORITY TO THE CITY ADMINISTRATOR TO
NEGOTIATE AND EXECUTE A PROFESSIONAL SERVICES AGREEMENT FOR GIS
SERVICES PURSUANT TO SDCL 9-1-5**

WHEREAS, the City of Sturgis, South Dakota (the "City") requires geographic information system ("GIS") services to support municipal operations, planning, mapping, infrastructure management, and related administrative functions; and

WHEREAS, the City desires to engage a qualified GIS technician as an independent contractor to provide GIS services to the City on a professional services basis; and

WHEREAS, SDCL 9-1-5 provides that no contract of a municipality is valid unless authorized by vote of the governing body at an official meeting, and further provides that the governing body may, by ordinance or resolution, delegate to any employee of the municipality the authority to enter into and execute a contract on behalf of the municipality, subject to limitations established by the governing body; and

WHEREAS, the City Council finds that it is in the best interests of the City to delegate limited authority to the City Administrator to negotiate and execute a professional services agreement for GIS services within the specific limitations set forth in this Resolution;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Sturgis, South Dakota, as follows:

Section 1. Delegation of Authority; Statutory Basis.

Pursuant to SDCL 9-1-5, the City Council hereby delegates to the City Administrator the authority to negotiate, enter into, and execute on behalf of the City a written professional services agreement with a qualified GIS technician to provide GIS services to the City, subject strictly to the limitations and conditions set forth in this Resolution.

Section 2. Scope of Services; Administration.

- A. The agreement shall be for professional GIS services as determined necessary by the City Administrator for City operations, and may include mapping, data management, GIS layer creation and maintenance, spatial analysis, system support, training, and related GIS tasks.
- B. The contractor shall report to the City Administrator (or the City Administrator's designee). The City Administrator is authorized to direct the contractor's work, set priorities, and approve task-level work orders or similar directives under the agreement, consistent with the contract's scope and the monetary and term limits stated herein.

Section 3. Term Limitation.

The agreement authorized by this Resolution shall have a term not to exceed one (1) year from the effective date stated in the agreement. Any extension, renewal, or new agreement beyond one (1) year shall require separate approval by the City Council.

Section 4. Compensation Limitation; Not-to-Exceed Cap.

Total compensation shown in the agreement (including all fees, reimbursements, and other payments of any kind) shall not exceed Ten Thousand Dollars (\$10,000.00) during the term of the agreement. Any amendment, change order, or modification that would cause the total compensation to exceed \$10,000.00 shall require prior City Council approval at an official meeting.

Section 5. Required Contract Provisions; Conditions of Delegation.

As conditions of this delegation, the City Administrator shall ensure the written agreement includes, at a minimum, provisions addressing the following, in a form acceptable to the City Attorney:

1. Independent contractor status (no employment relationship).
2. Scope, deliverables, and rates (hourly and/or task-based), including a not-to-exceed amount consistent with Section 4.
3. Term and termination provisions, including termination for convenience by the City.
4. Insurance and risk allocation appropriate to the services.
5. Compliance with law and City policies, including confidentiality and records handling as applicable.
6. Invoicing and payment procedures, tied to documented work performed and City Administrator approval.

Section 6. Reporting.

Within a reasonable time after execution, the City Administrator shall provide the executed agreement to the Finance Office.

Section 7. No Further Delegation; Consistency With City Authority.

This Resolution delegates authority only to the City Administrator, and only within the limitations stated. Nothing in this Resolution authorizes the City Administrator to bind the City beyond those limitations or to approve additional contracts outside the scope of this Resolution without separate City Council authorization.

CITY OF STURGIS

Kevin Forrester, Mayor

(Seal)

ATTEST:

Ann Bertolotto, Finance Officer

Adopted: _____

Published: _____

Effective: _____

City Council STAFF REPORT



Meeting Date: City Council - Feb 02 2026

Agenda Item: Consideration to approve a third Custodian Full Time Position

Prepared By: Aaron Jordan, City Administrator

BACKGROUND INFORMATION:

During the 2026 budget development process, it was decided to reduce the City's custodial workforce by one position, leaving a total of two custodians as a cost-saving measure. The intent of this change was to focus the remaining custodial staff on the City's primary public spaces, including the Community Center, Auditorium, and Library, with reduced service levels for employee work areas that would be assisted by department staff.

The two remaining custodians transitioned from five eight-hour shifts to four ten-hour shifts, with an overlap on Wednesdays to maintain seven-day coverage. Over the first two months of this staffing change, it has become clear that this approach has strained the City's ability to adequately service and maintain both public facilities and employee work areas.

The challenge is not related to employee performance. Our two custodians continue to work diligently; however, the total square footage and number of facilities exceed what can reasonably be maintained by two individuals on a consistent basis, even with occasional assistance from other staff. Additionally, a two-person team provides little flexibility to accommodate vacations, illness, or other absences. At present, one custodian is unavailable for an estimated four to six weeks due to recovery from surgery.

DISCUSSION:

The estimated annual cost to fund the additional position is approximately \$45,000. Proposed funding sources include the following

:

- Mayor and Council Contingency Funds: Currently, \$85,675 is appropriated within this activity.
- Surplus Property Auction Proceeds: Current proceeds and bids total approximately \$75,476, including:
 - \$16,331 from silver coin sales
 - \$59,145 from active auction bids
- Year-End Budget Adjustments: Remaining General Fund balances from underperforming departmental budgets may also be used for this purpose.

The Public Works Department has developed a staffing model that utilizes three custodians to provide efficient and productive coverage across all City facilities, maintain seven-day service as needed, and allow operational flexibility when one custodian is absent.

BUDGET IMPACT:

This action does exceed budget appropriations in the Custodian Budget; budget would be increase by one of the options identified above.

RECOMMENDATION:

Motion to approve

Approved By:

Aaron Jordan, City Administrator

Status:

Approved - Jan 28 2026