

**AGENDA**  
**Mobridge City Council - Regular Meeting**  
**Wednesday April 12, 2023 5:30 P.M.**  
**Mobridge City Hall**

- 1) **Call to Order & Roll Call**
- 2) **Pledge of Allegiance**
- 3) **Adopt Agenda**
- 4) **Approve Minutes**
  - March 8, 2023 Regular Meeting [1]
  - March 20, 2023 Equalization Meeting
- 5) **Public Forum and Visitors\*\*\***
  - Coin Week Proclamation – Robert Maisch [2]
- 6) **Department Heads**
  - Police Department – Chief Shawn Madison**
    - Approve a salary increase for Captain Justin Jungwirth for additional duties of E911 Coordinator/Dispatch Supervisor \$63,888 yr to \$71,888 yr
    - Approve transfer of surplus vehicle to Walworth County Sheriff
  - Water/Wastewater Department – Superintendent Kurt Schmaltz**
    - Approve pay request no. 8 to Northern Plains Contracting for the screw pump project [3]
    - Approve re-hire of Killian Warner for seasonal summer employee \$15.25 per hour
  - Fire Dept – Chief Doug Delaroi**
    - Approve the increase of the fire dept expenditure budget in the amount of \$7,261 for insurance payment
  - Zoning – March report** [4]
    - Approve building permit [5]
- 7) **Unfinished Business**
- 8) **New Business**
  - Public hearing and approval transfer of liquor license [6]
  - Public hearing and approval of brown bag permit [7]
  - Approve the creation of position and job description of Recreation & City Events Manager [8]
  - Approve the promotion of employee to Recreation & City Events Manager at \$20 per hour full benefits [8]
  - Approve pool employees for 2023 season [9]
  - Approve Resolution 23-02, cemetery rate increase [10]
  - Approve cemetery deed transfer [11]
  - Approve step increase for Wyatt Bieber certified in Commercial Applicator \$19.03 hr to \$19.63 hr eff. 4.10.23
  - Approve step increase for Josh Fischer increasing his hrly wage from \$21.21 to 21.73 eff. 2/27/23
  - Discuss and/or approve grant and funding for 5 year Capital Improvement Plan [13]
- 9) **Discussion and Information Item**
  - Financial Statement [14]
  - Lease of Public Space
- 10) **Payment of Bills** [15]
- 11) **Adjournment**

\*\*\* The Public Forum and Visitors section offers the opportunity for anyone not listed on the Agenda to speak to the Councilpersons concerning important topics. The time will be limited to 5 minutes in length.

\*\*\*No action will be taken on items not on the Agenda due to the 24 hour public notice requirement.

\*\*\*IF YOU WOULD LIKE TO ADDRESS THE COUNCIL YOU MUST COME TO THE PODIUM.

**MOBRIDGE CITY COUNCIL  
REGULAR MEETING  
March 8, 2023**

Pursuant to due call and notice thereof, a Regular Meeting of the Common Council of the City of Mobridge, South Dakota was held in City Hall in said City on Wednesday, March 8, 2023 at 5:30 PM. Mayor Gene Cox, City Administrator/Finance Officer Heather Beck and the following councilpersons were present: Mound, Cerney, Reichert, Jensen, Kemnitz and Carlson.

**AGENDA:**

The agenda was approved on a motion by Reichert, second by Cerney and carried.

**MINUTES:**

Moved by Kemnitz, second by Reichert and carried, to approve the minutes from the February 8, 2023 regular meeting. Carlson and Mound abstained.

**PUBLIC FORUM & VISITORS:**

- No one was present to address the Council.

**DEPT HEAD REPORTS:**

**Water/Wastewater Department – Superintendent Kurt Schmaltz**

**PAY REQUEST FOR WW PROJECT** – Moved by Carlson, second by Mound and carried, to approve Pay Request No. 7 to Northern Plains Contracting, Inc. for the wastewater treatment plant headworks improvement project in the amount of \$309,231.12. Schmaltz also gave an update on the project.

**PLANS AND ADVERTISING FOR WATER TANK PROJECT** – Moore Engineering was present to answer any questions or concerns of the Council regarding the water tank project. Moved by Carlson, second by Reichert and carried, to approve the plans and going to bid on the water tank and transmission line project contingent on approval of SD DANR.

**Zoning**

**BUILDING PERMITS** - The following building permit was approved by the Zoning Officer for the month of February 2023: LeRoy Carlson, 805 2<sup>nd</sup> Ave E, egress window and New Freedom Baptist Church, 415 6<sup>th</sup> Ave E, handicap ramp.

**NEW BUSINESS:**

**PAY REQUEST FOR FUEL TANK PROJECT** – Moved by Carlson, second by Kemnitz and carried, to approve Pay Request No. 3 to O'Day Equipment in the amount of \$179,417.01 for the airport Jet A Fuel System project. The tank is installed and functioning.

**DISCUSSION AND INFORMATION:**

**FINANCIAL STATEMENT** – Beck presented a financial statement to the Council.

**EQUILIZATION MEETING** – The equalization meeting will be March 20. Time to be determined once the appeal deadline is complete.

**DISTRICT MEETING** – The SD Municipal League district meeting will be March 22, 2023.

**PAYMENT OF BILLS:**

Moved by Carlson, second by Mound and carried, to approve the following bills for payment:  
A-1 Heating & Air, repair & maintenance 488.00; Accounts Management Inc., garnishment 227.40; Aflac, insurance 691.26; Aqua-Pure Inc., chemicals 2,186.14; Associated Supply Co, training 425.00; Avera Occupational Medicine, prof. services 96.00; Badger Meter, prof. services 1,306.86; Bantz, Gosch & Cremer, LLC, attorney services 858.00; Beadle's Sales, vehicle maintenance 808.13; Book Systems, Inc., computer software & hardware 795.00; Butler Machinery, equipment maintenance 2,310.18; Cam Wal Electric, street lights/utilities 638.68; CNA Surety, liability insurance 1,132.00; Cardmember Services, prof.

services/vehicle maintenance 415.31; Center Point Large Print, books 49.14; Chamber of Commerce, other/refund 9,417.87; Clean & Bright, building maintenance 2,875.00; Colliers Securities, prof. services 300.00; Core & Main, repair & maintenance 274.70; Credit Collections Bureau, garnishment 520.04; Dady Drug, supplies 57.56; Dakota Glass & Alignment, repair & maintenance/tires 973.68; Dakota Pump & Controls, prof. services/repair & maintenance 5,157.87; Demo, supplies 201.65; Deputy Finance, postage/prof. services/supplies 62.77; Dish TV, utilities 53.34; Durr Universal, supplies 907.56; Ethanol Products, chemicals 5,703.75; Fair Manufacturing Inc, equipment maintenance 520.09; First Interstate Bank, HSA contributions/payroll taxes 33,564.06; Fleet Services, gasoline 1,893.86; Gienger Service & Supplies, supplies 50.00; Grand Central, vehicle maintenance 89.00; Graymont, chemicals 3,876.28; GTC Auto Parts, equipment maintenance/supplies/buildings/vehicle maintenance 424.99; Hach Company, chemicals 216.92; Hawkins, chemicals/machinery & equipment 3,345.00; Heartland Waste, prof services 20,905.60; High Point Networks, computer software & hardware 927.00; Homestead Building Supplies, supplies 69.72; Ingram, books 166.71; Jensen Rentals, other services 60.00; Katelynn Roesler, refund 38.20; KCL, insurance 459.98; KLJ, prof. services 2,904.22; Laacke & Joys Company, furniture 20.00; Language Line Service, prof. services 90.00; Lee & Jundt, vehicle replacement 300.00; MacQueen Emergency, supplies 1,991.15; Marco, copier lease 351.28; Mastercard, other services/computer hardware & software/prof. services/publishing/supplies/travel & conference 873.78; MDU, utilities/street lights 21,516.16; Metering & Technology, water meters 346.70; Michael Todd Industrial Supply, equipment maintenance/repair & maintenance 4,715.46; Midco, utilities 185.39; Mobridge Hardware, small tools/improve other than buildings/supplies/equipment maintenance/office supplies/repair & maintenance/building maintenance 2,542.14; Mobridge Regional Hospital, prof. services 82.00; Mobridge Tribune, publishing/office supplies 459.19; Moore Engineering, prof. services 142,443.78; Mountain Plains Library Association, travel conference 55.00; MYO, refund 350.00; NAPA Central, improvements other than buildings 74.49; Oahe Vet, prof. services 270.00; ODB Business Solutions, office supplies/computer software & hardware/supplies/repair & maintenance 370.23; Open Canvas, uniform/equipment 172.41; Paradigm Liaison Service, refund 350.00; Paylessfoods, supplies 138.54; Payment Service Networks, credit card fees 54.95; Quenzer Electric, repair & maintenance 270.05; Recreation Supply Co., repair & maintenance 146.94; Rhode Island Novelty, supplies 154.40; Runnings Supply, supplies/repair & maintenance/equipment maintenance/supplies for in-house repairs/small tools 2,183.61; SD Dept. of Health, water samples 300.00; SD Dept. of Public Safety, prof. services 5,400.00; SD Library Association, travel & conference 92.00; SD One Call, prof. services 7.35; SD Retirement System, retirement 16,449.22; SD State Historical Society, other services 55.00; SD State Treasurer, sales tax 1,900.93; SDARWS, travel and conference 275.00; SDRS Supplemental Retirement, retirement 400.00; Servall, supplies 50.66; Slater Oil & LP Gas, grease & oil/LP gas/diesel 16,147.49; Tri-State Water, supplies 44.40; US Postal Service, postage 1,014.93; USA BlueBook, supplies/uniforms & equipment 878.98; USDA-Rural Development, loan payment 5,298.00; Venture Communications, utilities 424.09; Verizon, telephone/utilities 321.45; Voyager, gasoline 55.00; Walworth County Landfill, prof. services 31.04; Wellmark, insurance 12,789.21; West River Telecommunications, utilities 3,637.02.

Salaries: Administration – 8898.69; City Administrator – 2093.88; Police Dept – 68487.67; Fire Dept – 550.00; Street Dept- 12605.51; Zoning – 1005.86; Library -5797.27; 24/7 -1299.44; Water Department – 20931.11; Sewer Department -10856.12; and Airport – 813.75.

There being no further business to come before the council, the meeting adjourned at 5:45 PM on a motion by Reichert, second by Carlson and carried.

\_\_\_\_\_  
Heather Beck, Finance Officer

\_\_\_\_\_  
Gene Cox, Mayor

Published once at the total approximate cost of \$

**MOBRIDGE BOARD OF EQUALIZATION  
MEETING MINUTES  
March 20, 2023**

The Mobridge City Council, acting as a Local Board of Equalization, met at 5:00 PM on Monday, March 20, 2023; held in City Hall in said City. The following council persons were present: Mayor Cox, Mound, Cerney, Reichert, Kemnitz and Carlson. Jensen was absent. Also present was Eric Stroeder representing the School Board on the Local Board of Equalization. Others in attendance were Heather Beck, Finance Officer; and Greg Pudwell from the County Equalization Office.

**Parcel #5585:** East 69' of Lots 9 & 10, Block 5, Main Park Addition to the City of Mobridge  
Owner was present: Andrew Overland et al and Heather Overland et al  
1202 12<sup>th</sup> Street East, Mobridge, SD 57601  
Current Valuation Total: \$62,687 Amount Requested by Owner: \$50,000  
Moved by Mound, second by Kemnitz and carried, to change the valuation to \$48,600 for the building and \$6,400 for the land; total valuation of \$55,000.

**Parcel #5633:** Lot 7, Block 13, Main Park Addition to the City of Mobridge  
Owner was present: Jeffrey L. Torevell  
803 1<sup>st</sup> Avenue East, Mobridge, SD 57601  
Current Valuation Total: \$87,619 Amount Requested by Owner: \$65,474  
Moved by Mound, second by Cerney and failed (2-4), to change the valuation to \$71,526 for the building and \$5,474 for the land; total valuation of \$77,000. Reichert, Stroeder, Kemnitz and Carlson voted no.

Moved by Stroeder, second by Kemnitz and carried (4-2), to deny the appeal and leave the assessment as is. Mound and Cerney voted no.

**Parcel #6086:** N 25' of Lot 9 & all of Lot 10, Block 23, NWTS Cos 2<sup>nd</sup> Addition to the City of Mobridge  
Owner was present: Kevin Allen & Tammy Hoffmann  
906 8<sup>th</sup> Avenue West, Mobridge, SD 57601  
Current Valuation Total: \$165,853 Amount Requested by Owner: \$134,000  
Moved by Mound, second by Reichert and carried, to change the valuation to \$148,600 for the building and \$6,400 for the land; total valuation \$155,000.

**Parcel #5966:** Lots 14, 15, & 16, Block 10, NWTS Cos 1<sup>st</sup> Addition to the City of Mobridge  
Owner was present: Andrew & April Harman  
910 3<sup>rd</sup> Avenue West, Mobridge, SD 57601  
Current Valuation Total: \$140,335 Amount Requested by Owner: \$100,000  
Moved by Kemnitz, second by Carlson and carried, to change the valuation to \$120,000 for the building and \$7,000 for the land; total valuation \$127,000.

**Parcel #3536:** Lot 1, Mobridge Housing Re-arrangement to the City of Mobridge  
Owners were present: Bridge City Properties, LLC  
205 15<sup>th</sup> Street West, Mobridge, SD 57601  
Current Valuation Total: \$471,960 Amount Requested by Owner: \$350,000  
Moved by Mound, second by Stroeder and carried, to change the valuation to \$355,635 for the building and \$29,325 for the land; total valuation \$384,960.

**Parcel #6514:** Lot 2, Mobridge Housing Re-arrangement to the City of Mobridge  
Owners were present: Bridge City Properties, LLC  
205 15<sup>th</sup> Street West, Mobridge, SD 57601  
Current Valuation Total: \$464,485 Amount Requested by Owner: \$295,000

Moved by Mound, second by Carlson and carried, to change the valuation to \$273,150 for the building and \$21,850 for the land; total valuation \$295,000.

**Parcel #3537: Lot 3, Mobridge Housing Re-arrangement to the City of Mobridge**  
Owners were present: Bridge City Properties, LLC  
205 15<sup>th</sup> Street West, Mobridge, SD 57601  
Current Valuation Total: \$21,275 Amount Requested by Owner: \$20,000  
Moved by Kemnitz, second by Carlson and carried, to deny the appeal and leave the assessment as is.

**Parcel #8564: Lot 4, Mobridge Housing Re-arrangement to the City of Mobridge**  
Owners were present: Bridge City Properties, LLC  
205 15<sup>th</sup> Street West, Mobridge, SD 57601  
Current Valuation Total: \$40,825 Amount Requested by Owner: \$40,000  
Moved by Kemnitz, second by Mound and carried, to deny the appeal and leave the assessment as is.

**Parcel #6515: Lot 5, Mobridge Housing Re-arrangement to the City of Mobridge**  
Owners were present: Bridge City Properties, LLC  
205 15<sup>th</sup> Street West, Mobridge, SD 57601  
Current Valuation Total: \$468,855 Amount Requested by Owner: \$295,000  
Moved by Mound, second by Carlson and carried, to change the valuation to \$273,150 for the building and \$21,850 for the land; total valuation \$295,000.

The Mayor adjourned the meeting at 6:52 PM on a motion by Reichert, second by Cerney and carried.

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Heather Beck, Finance Officer  
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Gene Cox, Mayor

**Proclamation for the 100th Annual National Coin Week  
April 16-22, 2023**

**WHEREAS,** the American Numismatic Association (ANA) is a non-profit, federally chartered educational organization that has sponsored National Coin Week since 1924; and

**WHEREAS,** **Bridge City Coin and Stamp Club** is an ANA member club dedicated to promoting numismatics in its community; and

**WHEREAS,** the theme for 2023 National Coin Week is "Our Money, Our Heritage, Our America"; and

**WHEREAS,** coins, paper money and related objects have long been used to commemorate notable people, places and events throughout history; and

**WHEREAS,** the designs on United States money tell the story of our country's history, and help form our national identity; and

**WHEREAS,** collecting coins, paper money and other numismatic objects has always been one of our nation's most cherished and popular pastimes; and

**WHEREAS,** local clubs across the country are celebrating National Coin Week by sharing their hobby with others;

**NOW, THEREFORE,** I, Gene Cox, Mobridge Mayor, do hereby proclaim the week of April 16-22, 2023 as

**NATIONAL COIN WEEK**

In Mobridge, South Dakota and call upon its citizens to join in with the activities to help increase the knowledge of numismatics and promote the joy of collecting our money, our heritage, our city, our State, and our America. .

**2023 NATIONAL COIN WEEK**  
**KOLY INFO SHEET**

National Coin Week is April 16-22. The slogan is “Our Money, Our Heritage, Our America.” The focus will be to commemorate notable events, accomplishments, people and shared principles through numismatics.

The Bridge City Coin and Stamp Club is set to participate in this, the 100<sup>th</sup> anniversary of National Coin week, sponsored by the American Numismatic Association. A fun aspect of the hobby is sharing the stories about the items in their collections.

Club members have set up exhibits to share some stories at the Chamber of Commerce Office, Dakota Bank, First Interstate Bank, State Farm Insurance Office and the A.H. Brown Public Library. The Library is a co-sponsor with the club and it has over 70 books on hobby subjects, ranging from preschool to advanced collectors.

Morridge Pollock students, Kindergarten through Grade 5 will be designing a coin showing their ideas about accomplishments, people or anything in South Dakota history. Each entry will receive a foreign coin. The top three entries in each class, judged by club members, will receive higher value prizes.

During National Coin Week the Bridge City Coin and Stamp Club provides the questions for the Dairy Queen Trivia Contests. The daily winner will receive one of the gold colored presidential one dollar coins that were minted between 2007 and 2016.

Club members have also been known to drop older coins into circulation like early Lincoln cents, buffalo nickels or fifty cent pieces, during National Coin Week.

**Contractor's Application for Payment**

<b>Owner:</b> <u>City of Mobridge</u>	<b>Owner's Project No.:</b> <u>21108</u>
<b>Engineer:</b> <u>Moore Engineering, Inc.</u>	<b>Engineer's Project No.:</b> <u>21108</u>
<b>Contractor:</b> <u>Northern Plains Contracting, Inc.</u>	<b>Contractor's Project No.:</b> <u>22-980</u>
<b>Project:</b> <u>Wastewater Treatment Plant Headworks Improvements</u>	
<b>Contract:</b> <u>Wastewater Treatment Plant Headworks Improvements</u>	
<b>Application No.:</b> <u>8</u>	<b>Application Date:</b> <u>3/31/2023</u>
<b>Application Period:</b> From <u>3/1/2023</u> to <u>3/31/2023</u>	

1. Original Contract Price	\$1,679,800.00
2. Net change by Change Orders	\$ 2,159.78
3. Current Contract Price (Line 1 + Line 2)	\$ 1,681,959.78
4. Total Work completed and materials stored to date (Sum of Column G Lump Sum Total )	\$ 1,287,043.18
5. Retainage	
a. <u>5%</u> X <u>\$ 438,856.78</u> Work Completed	\$ 21,942.84
b. <u>5%</u> X <u>\$ 848,186.40</u> Stored Materials	\$ 42,409.32
c. Total Retainage (Line 5.a + Line 5.b)	\$ 64,352.16
6. Amount eligible to date (Line 4 - Line 5.c)	\$ 1,222,691.02
7. Less previous payments (Line 6 from prior application)	\$ 1,149,446.02
8. Amount due this application	\$ 73,245.00
9. Balance to finish, including retainage (Line 3 - Line 6)	\$ 459,268.76
 Payment Recommended By Engineer	 <b>\$ 73,245.00</b>
	<small>(Line 8 or other - attach explanation of the other amount)</small>
 Payment Approved by Owner	 \$ _____
	<small>(Line 8 or other - attach explanation of the other amount)</small>

**Contractor's Certification**  
 The undersigned Contractor certifies, to the best of its knowledge, the following:  
 (1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;  
 (2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such liens, security interest, or encumbrances); and  
 (3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

**Contractor:** Northern Plains Contracting  
**Signature:** Wade DeVlieger **Date:** 3/31/23

<b>Recommended by Engineer</b>	<b>Approved by Owner</b>
<b>By:</b> <u>Jerald Klumb</u>	<b>By:</b> _____
<b>Title:</b> <u>PE - Senior Project Manager</u>	<b>Title:</b> _____
<b>Date:</b> <u>4/3/23</u>	<b>Date:</b> _____
<b>Approved by Funding Agency</b>	
<b>By:</b> _____	<b>By:</b> _____
<b>Title:</b> _____	<b>Title:</b> _____
<b>Date:</b> _____	<b>Date:</b> _____



**Progress Estimate - Lump Sum Work**

**Owner:** City of Moberge  
**Engineer:** Moore Engineering, Inc.  
**Contractor:** Northern Plains Contracting, Inc.  
**Project:** Wastewater Treatment Plant Headworks Improvements  
**Contract:** Wastewater Treatment Plant Headworks Improvements

**Contractor's Application for Payment**

**Owner's Project No.:** 21108  
**Engineer's Project No.:** 22-980  
**Contractor's Project No.:**

Application No.:		8		Application Period:		From		03/01/23		to		03/31/23		Application Date:		03/31/23	
Item No.	Description	C		D		E		F		G		H		I			
		Scheduled Value (\$)	Original Contract (\$)	(D + E) From Previous Application (\$)	Work Completed This Period (\$)	Materials Currently Stored (not in D or E) (\$)	Work Completed and Materials Stored to Date (D + E + F) (\$)	% of Scheduled Value (G / C) (%)	Balance to Finish (C - G) (\$)								
		17,510.00	17,510.00	17,510.00													
	Bond	64,000.00	64,000.00	39,500.00	8,500.00	8,500.00	17,510.00			17,510.00	100%						
	General Conditions	118,000.00	118,000.00	61,000.00	20,000.00	20,000.00	48,000.00			48,000.00	75%						16,000.00
	Bypass	82,340.00	82,340.00	74,800.00	5,500.00	5,500.00	80,300.00			80,300.00	69%						37,000.00
	Demo	49,000.00	49,000.00	5,950.00	5,800.00	5,800.00	30,880.50			30,880.50	98%						2,040.00
	Misc Metals	83,000.00	83,000.00	62,600.00	11,800.00	11,800.00	74,400.00			74,400.00	63%						18,119.50
	New Structural	210,000.00	210,000.00	2,900.00	1,800.00	1,800.00	162,830.00			162,830.00	90%						8,600.00
	New Install	117,000.00	117,000.00	890.00	890.00	890.00	107,707.71			107,707.71	79%						44,270.00
	Screw Pumps (Labor and Material)	143,000.00	143,000.00	-	-	-	129,643.75			129,643.75	94%						7,492.29
	Vessco (Smith and Loveless) Material	121,000.00	121,000.00	-	-	-	114,223.73			114,223.73	91%						12,466.25
	Vessco (Vulcan) Material	36,750.00	36,750.00	-	-	-	36,575.00			36,575.00	94%						6,776.27
	Vessco (Grit Classifying/Washing) Material	9,250.00	9,250.00	-	-	-	-			-	100%						175.00
	Vessco (Project Management - Misc)	10,250.00	10,250.00	-	-	-	-			-	0%						9,250.00
	10 HP Imp Pumps - Install	23,900.00	23,900.00	-	-	-	-			-	12%						9,050.00
	Step Screen - Install	17,900.00	17,900.00	-	-	-	-			-	15%						20,400.00
	Vortex Grit Removal - Install	92,900.00	92,900.00	10,600.00	47,000.00	47,000.00	37,618.20			48,218.20	0%						17,900.00
	Process Piping (Material and Labor)	69,000.00	69,000.00	3,250.00	-	-	8,500.00			8,500.00	52%						44,681.80
	SU/SG (Material and Install)	86,000.00	86,000.00	3,756.78	-	-	24,802.22			28,559.00	85%						10,250.00
	Subcontractors	21,000.00	21,000.00	51,000.00	-	-	207,155.29			258,155.29	33%						57,441.00
	Electrical - Milliken	308,000.00	308,000.00	-	-	-	-			-	0%						21,000.00
	Coating/Paint - Mongan										84%						49,844.71
	HVAC/Plumbing - Fays																
<b>Original Contract Totals</b>		<b>\$ 1,679,800.00</b>	<b>\$ 1,679,800.00</b>	<b>\$ 333,756.78</b>	<b>\$ 105,100.00</b>	<b>\$ 105,100.00</b>	<b>\$ 848,186.40</b>			<b>\$ 1,287,043.18</b>	<b>77%</b>						<b>\$ 392,756.82</b>
<b>Change Orders</b>																	
	Change Order 1						\$2,159.78										2,159.78
<b>Change Order Totals</b>		<b>\$ 2,159.78</b>	<b>\$ 2,159.78</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>			<b>\$ -</b>	<b>0%</b>						<b>2,159.78</b>
<b>Original Contract and Change Orders</b>																	

**Progress Estimate - Lump Sum Work**

**Owner:** City of Moberge  
**Engineer:** Moore Engineering, Inc.  
**Contractor:** Northern Plains Contracting, Inc.  
**Project:** Wastewater Treatment Plant Headworks Improvements  
**Contract:** Wastewater Treatment Plant Headworks Improvements

**Contractor's Application for Payment**

**Owner's Project No.:** 21108  
**Engineer's Project No.:** 22-980  
**Contractor's Project No.:**

Application No.:		Application Period:		From		to		Application Date:							
8		03/01/23		03/31/23		03/31/23		03/31/23							
Item No.	Description	C		D		E		F		G		H		I	
		Scheduled Value (\$)		(D + E) From Previous Application (\$)	Work Completed This Period (\$)		Materials Currently Stored (not in D or E) (\$)	Work Completed and Materials Stored to Date (D + E + F) (\$)		% of Scheduled Value (G / C) (%)		Balance to Finish (C - G) (\$)			
<b>Project Totals</b>		\$ 1,581,959.78	\$	\$ 333,756.78	\$	\$ 105,100.00	\$	\$ 848,186.40	\$	\$ 1,287,043.18		77%	\$	\$ 394,916.60	

**Stored Materials Summary**

**Owner:** City of Moberg  
**Contractor:** Moore Engineering, Inc.  
**Project:** Northern Plains Contracting, Inc.  
**Contract:** Wastewater Treatment Plant Headworks Improvements  
 Wastewater Treatment Plant Headworks Improvements

**Contractor's Application for Payment**

**Owner's Project No.:** 21-108  
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Application No.:		8		Application Period:		03/01/23		to		03/31/23		Application Date:		03/31/23		
A	B	C	D	E	F	G	H	I	J	K	L	M				
Item No. (Lump Sum Tab) or Bid Item No. (Unit Price Tab)	Supplier Invoice No.	Submittal No. (with Specification Section No.)	Description of Materials or Equipment Stored	Storage Location	Application No. When Materials Placed in Storage	Previous Amount Stored (\$)	Materials Stored Amount Stored this Period (\$)	Amount Stored to Date (G+H) (\$)	Amount Previously Incorporated in the Work (\$)	Incorporated in the Work this Period (\$)	Total Amount Incorporated in the Work (J+K) (\$)	Materials Remaining in Storage (L-M) (\$)				
Electrical - Milike	101891950.00	7.1	DSG	Job Site	2	23,934.08		23,934.08				23,934.08				
Electrical - Milike	101891949.00	7.1	DSG	Job Site	2	559.27		559.27				559.27				
Electrical - Milike	101891949.00	7.1	DSG	Job Site	2	308.87		308.87				308.87				
Piping (Material an	296200	5	CORE & MAIN	Job Site	3	2,447.84		2,447.84				2,447.84				
Piping (Material an	348283	3 & 4	CORE & MAIN	Job Site	3	4,516.92		4,516.92				4,516.92				
Pumps (Labor and	3113	13	EPIC INTERNATIONAL	Job Site	3	8,830.00		8,830.00				8,830.00				
Pumps (Labor and	3113	13	EPIC INTERNATIONAL	Job Site	4	26,000.00		26,000.00				26,000.00				
G (Materials and In	RH7456.1	22	Rodney Hunt	Job Site	4	36,500.00		36,500.00				36,500.00				
VAC/Plumbing - Fa	129863	13	EPIC INTERNATIONAL	Job Site	5	128,000.00		128,000.00				128,000.00				
VAC/Plumbing - Fa	130446	10 & 12	O'CONNOR COMPANY	Job Site	5	5,356.95		5,356.95				5,356.95				
VAC/Plumbing - Fa	129585	11	O'CONNOR COMPANY	Job Site	5	8,583.90		8,583.90				8,583.90				
VAC/Plumbing - Fa	130917	10	O'CONNOR COMPANY	Job Site	5	1,815.83		1,815.83				1,815.83				
VAC/Plumbing - Fa	131167	9.1	O'CONNOR COMPANY	Job Site	5	3,810.57		3,810.57				3,810.57				
Misc. Metals	20716	11	O'CONNOR COMPANY	Job Site	5	187,588.04		187,588.04				187,588.04				
Misc. Metals	20686	17	Mid America Steel, Inc	Job Site	6	12,853.50		12,853.50	4,800.00			8,053.50				
ssco (Vulcan) Mate	22121-17466	18&19	Mid America Steel, Inc	Job Site	6	11,077.00		11,077.00				11,077.00				
Piping (Material an	Q616008	15	Vulcan Industries, Inc	Job Site	6	129,643.75		129,643.75				129,643.75				
Piping (Material an	S096329	1.3-4	CORE & MAIN	Job Site	6	21,082.69		21,082.69	8,700.00			12,382.69				
Piping (Material an	S258834	4	CORE & MAIN	Job Site	6	17,550.29		17,550.29				17,550.29				
Piping (Material an	S258342	4	CORE & MAIN	Job Site	6	72.48		72.48				72.48				
Smith and Loveless	C/V12042	32	CORE & MAIN	Job Site	6	647.98		647.98				647.98				
Smith and Loveless	C/V12042	16	Smith and Loveless	Job Site	7	107,707.71		107,707.71				107,707.71				
Classifying/washir	089954	14	Vessco	Job Site	7	114,223.73		114,223.73				114,223.73				
Project Management	089954	N/A	Vessco	Job Site	7	36,575.00		36,575.00				36,575.00				
<b>Totals</b>						<b>\$ 889,686.40</b>	<b>\$ -</b>	<b>\$ 889,686.40</b>	<b>\$ 13,500.00</b>	<b>\$ 28,000.00</b>	<b>\$ 41,500.00</b>	<b>\$ 848,186.40</b>				

4.

**March Building Permits**

Name	Location	Project	Cost
Kerry Droog	South Thunder RD	36x40 Garage	\$25,000.00
Klein Foundation, Inc.	1820 West Grand Crossing	10x16 prebuilt building	\$8,000.00
			\$33,000.00

**2 Total Permits**

**City of Mobridge  
Building Permit Application**

Date: March 7, 2023

5

Application Number

<u>Jack T. Shillingstad</u>	<u>218-205-1608</u>	<u>1507 1/2 4th Ave. E, Mobridge, SD</u>
Property Owner	Phone Number	Address of Improvement
<u>1505 1/2 4th Avenue East, Mobridge, SD</u>		<u>Lot 6E - SUBD of Tract 6 Schmitz</u>
Mailing Address		<u>Resurvey of NE 4 19-124-19</u>
<u>jaxonthor@yahoo.com</u>		Legal Description (Lot Block Subdivision)
Email Address		Notes
<u>Carlson Services, LLC Water &amp; Sewer</u>	<u>605-850-8833</u>	
Contractor	Phone Number	
<u>Quenzer Electric - 605-848-3414</u>		<u>Bauman PLB - 605-845-7643</u>

**Type of Improvement**

New Building       Concrete Work

Addition/Alteration       Moving

Repairs/Renovation       Temporary

**Describe proposed improvement in detail, including measurements.**

Moved 12' x 34' 5" Mobile Home - 2009 to present location on the property described above.

Per Ordinance 868, a Temporary Buildings are: All storage structures which are used or manufactured to be of a temporary nature, such as storage containers, tents, soft covered shelters and other similar type storage-structures and all other storage type structures which are not permanently affixed to the real estate by footings or foundations.

<u>\$ 26,000.00</u>	<u>\$</u>	
Cost Estimate	Fee	Payment Type
<b>Fees: \$10 for the first \$1,000 of cost estimate. \$1.00 for each additional \$1,000. Temporary Building Permit - \$20 a year.</b>		

City Ordinance 9-6-1 Sidewalks, curbing with gutter and ramps are to be constructed on all lots within the City whenever a dwelling or building is constructed or placed upon a lot which fronts a Street or Avenue and shall be in accordance with the Americans Disabilities Act, City Ordinances, and Federal regulations. Such construction shall take place within 6 months of the earlier of occupancy or substantial completion of such dwelling or building. Failure to place sidewalk and/or curbing, gutter and ramps on or adjacent to the lot within the said 6 months shall constitute a violation of the building permit and said permit will be in violation and shall be subject to the City's general penalty clause. In addition, but not in limitation, failure to place sidewalk and/or curbing, gutter and ramps on or adjacent to the lot within the said 6 months shall constitute a Public Nuisance which shall permit the City to Abate the nuisance pursuant to the procedures defined in Chapter 5-5 and shall permit the City to recover the costs of Abatement by taxing the cost thereof by assessment against the real property on which the violation occurred pursuant to SDCL 21-10-6.

**Signature of Property Owner:**

**CHECK THE BOXES YOU REQUIRE.**

- Require water or sewer service, you must contact the Water/Waste Water Superintendent at 845-2102 for information on obtaining a Water/Sewer Permit. Done
- Doing electrical wiring on your residence or farmstead, you are required by state law to have Homeowner's Wiring Permit. You must contact SD Electrical Commission at 605-773-3573 or at [dlr.sd.gov/electrical/homeowner\\_wiring.aspx](http://dlr.sd.gov/electrical/homeowner_wiring.aspx) for permit application. Done
- Property Owner doing plumbing work at residence or farmstead, you are required by state law to have a Homeowner's Plumbing Permit. You must contact the SD State Plumbing Commission at 605-773-3429 or [dlr.sd.gov/plumbing/homeowner\\_plumbing.aspx](http://dlr.sd.gov/plumbing/homeowner_plumbing.aspx) for permit application. Done

I hereby certify that I have read and examined this application and know the same to be true and correct. All provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not. The granting of a permit does not presume to give authority to violate or cancel the provisions of any other state or local law regulating construction or the performance of construction.

Jack T. Shillingstad  
Signature of Property Owner

March 7, 2023  
Date

Approved By:

Water/Waste Water Superintendent	Date	Zoning Officer	Date

Date Received: \_\_\_\_\_  
Date Issued: \_\_\_\_\_

Uniform Alcoholic Beverage License Application

License No. \_\_\_\_\_

A. CORPORATION, LLC OR SOLE PROPRIETOR NAME AND MAILING ADDRESS

Name <u>arcade Bar LLC</u>		Phone Number <u>6058482524</u>	
Address <u>12687 Hwy 1804</u>	City <u>mob</u>	State <u>SDak</u>	Zip <u>57601</u>

B. DOING BUSINESS AS NAME AND PHYSICAL ADDRESS

Name <u>arcade Bar LLC</u>		Phone Number <u>6058482524</u>	
Address <u>203 Main Street</u>	City <u>Mob</u>	State <u>SDak</u>	Zip <u>57601</u>

C. INDICATE CLASS OF LICENSE BEING APPLIED FOR (Submit separate application for each class of license).

- Retail (on-sale) Liquor
- Retail (on-off sale) Malt Beverage & SD Farm Wine
- Retail (on-sale) Liquor - Restaurant
- Package Delivery
- Convention Center (on-sale) Liquor
- Hunting Preserve
- Package (off-sale) Liquor
- Other
- Retail (on-off sale) Wine and Cider

Is place of business located in a municipality?	<input checked="" type="checkbox"/> YES [ ] NO
County	<u>Walworth</u>
Do you own or lease this property?	<input checked="" type="checkbox"/> OWN [ ] LEASE
Are real property taxes paid to date?	<input checked="" type="checkbox"/> YES [ ] NO
Are you of good moral character having never been convicted of a felony?	[ ] YES <input checked="" type="checkbox"/> NO

Is this license in active use?	<input checked="" type="checkbox"/> YES <input checked="" type="checkbox"/> NO
Do you or any officers, directors, partners, or stockholders hold any other alcohol retail, manufacturing, or wholesaler licenses? (If yes, please list on additional sheet)	[ ] YES [ <input checked="" type="checkbox"/> ] NO

D. LEGAL DESCRIPTION OF LICENSED PREMISE:

Legal Description:  
lot 11, BIK Co. Original, Mob ridge SDak

- E. State Sales Tax Number 1039-8357-57
- F.  New License  Transfer? (\$150)  Re-issuance

G. CERTIFICATE: The undersigned applicant certifies under the penalties of perjury that all statements provided herein are correct; that the said applicant complies with all of the statutory requirements for the class of license being applied in SDCL 35-2-2.1 and agrees this application shall constitute a contract between applicant and the State of South Dakota entitling the same or any peace officers to inspect the premises, books and records at any time for the purpose of enforcing the provisions of Title 35 SDCL, as amended.

Date <u>4-3-23</u>	Print Name <u>Dean Ulmer</u>	Signature <u>Dean Ulmer</u>
-----------------------	---------------------------------	--------------------------------

H. APPROVAL OF LOCAL GOVERNING BODY Notice of hearing was published on \_\_\_\_\_ Public hearing on the application was held \_\_\_\_\_, not less than SEVEN (7) days after official publication. The governing body by majority vote recommends the approval and granting of this license and certifies that requirements as to location and suitability of premises and applicant have been reviewed and conform to the requirements of local and South Dakota law.

FOR LOCAL GOVERNMENT USE

(Seal) Mayor or Chairman	Date
--------------------------	------

Renewal—no public hearing held: [ ]  
 Establishment is ineligible for video lottery: [ ]  
 Amount of fee collected with application: \$ \_\_\_\_\_  
 Amount of fee retained: \$ \_\_\_\_\_  
 Forwarded with application: \$ \_\_\_\_\_

If disapproved, endorse reason thereon and return to applicant

A F F I D A V I T

STATE OF SOUTH DAKOTA )  
 ) ss  
 COUNTY OF Walworth

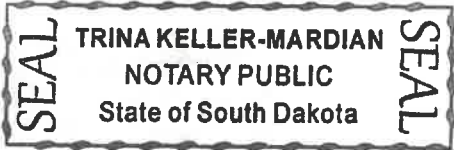
Chad Jager \_\_\_\_\_, being first duly sworn on oath deposes and says: That on the 27 day of March 2023 he was the owner of the license/business/stock of RL-5780, Dacotah Bank Mobridge, SD situated on (legal description) Lot 11 Block 6 Original Plat to the City of Mobridge, SI in the city/county of Walworth South Dakota and that on the said date he made a transfer/sale of said license operated under an alcoholic beverage license to Dean Ulmer of Mobridge  South Dakota.

\_\_\_\_\_ (owner)  
 (signature)

Western Regional President

\_\_\_\_\_ (owner)  
 (signature)

Subscribed and sworn to before me this 28 day of March 2023.



\_\_\_\_\_ (Notary Public)

Commission Expires: My Commission Expires  
**December 9, 2027**

(Notary Seal)

### CITY OF MOBRIDGE APPLICATION FOR SPIKING PERMIT

35-1-5.3. ...the governing body of the municipality, charged with the approval of alcoholic beverage license issuance, in their respective jurisdictions, shall give prior authorization for persons to consume or blend alcoholic beverages, but not to engage in the sale thereof, in or upon property described by the authorizing governmental subdivision, which property is publicly owned, or owned by a nonprofit corporation. The permit period shall not exceed twenty-four hours, and hours of authorized consumption shall not exceed those permitted for on-sale licensees. (2006)

Name of Applicant: Mobridge Chamber of Commerce  
*Organization, club, corporation, individual*

Name of Person Completing Application: Katy Hutchins

Address of Applicant: 212 N Main Street Mobridge SD 57601  
*Street address, city, state, zip*

Telephone # of Applicant: 605-845-2500 605-281-1367  
*Day Evening Cell*

Name of Event Chairperson (in case of emergency): Katy Hutchins

Telephone Numbers: 605-845-2500 605-281-1367  
*Day Evening Cell*

Name of Event: Danny Palmer Memorial Fishing Tournament

Purpose of Event: Fishing Tournament

Date(s) of Event: From: June 10 To and Including: June 10th

Event Times: Start Time: 2 PM End Time: 9 PM

Alcohol Served: Start Time: \_\_\_\_\_ End Time: \_\_\_\_\_

Type of Alcohol to be served:  Beer  Wine  Liquor

Location of Event (describe location and attach diagram of enclosed area with egress(s) clearly marked where the alcohol is to be possessed or consumed):

South Main Street (3 Main Street)

Approximate number of persons expected to attend: 300

Describe Security to be Provided and Name of Security: Mobridge Chamber of Commerce employees, volunteers, and directors.



<b>CITY OF MOBRIDGE</b>			
<b>POSITION DESCRIPTION</b>			
<b>Recreation and City Events Manager</b>			
<u>Department</u> <b>Finance/Pool/Parks/ Auditorium</b>	<u>Supervisor</u> <b>City Administrator</b>	<u>Classification</u> <b>Non-Exempt, Full Time</b>	<u>Revision Date</u> <b>April 2023</b>

**Summary of Position:** Under the direction of the City Administrator/Finance Officer, operate the city’s comprehensive recreation division. Administer the recreation division budget. Plan, organize, and promote programs, which include indoor and outdoor recreational and cultural activities and experiences. Oversee the division staff, including assigning tasks, supervising work, and providing training for worker development. Plans, organizes, implements, supports, or coordinates with special events and recreation outreach. Serves a lead role to events and activities sponsored by the City of Mobridge and a support role to other cooperative community events. Work focuses on increasing the economic impact and continued development of the visitor industry and its economic impact on the Mobridge community. Assists with supervising and managing events and activities at all park facilities, Mobridge Aquatic Center and the Scherr Howe Event Center. Works with youth and adult sports/athletics associations to support their programming. Coordinates maintenance of the outdoor and indoor aquatics facilities. Helps prepare facilities for outside group use. Manage communication to and from the public in regards to recreation division activities, programs, and projects. Be a cooperative and collaborating team member of the City’s workforce.

**Job Location:** involves working at all City owned and managed properties.

**Duties and Responsibilities:**

- Manage the recreation division annual budget.
- Develops event budgets along with alternative revenue sources to support the events’ cost recovery goals. Prepares financial analysis for each event.
- Oversee operations of the recreation division.
- Oversee operations of the aquatics facilities and programs.
- Oversee the hiring and training of staff for the division.
- Plans and coordinates work schedules, work assignments, and completion of projects for division.
- Assigns and supervises recreation staff, or other city staff, for events.
- Inspects work of personnel and provides measures to ensure satisfactory performance.
- Provide disciplinary action and counseling to division employees as needed.
- Plans and implements a wide variety of recreation, aquatics, and cultural activities.
- Leads the development and implementation of special events and recreation outreach; including management of logistics, committee functions, content development, marketing, promotions, volunteers, hospitality, advertising, budgeting and facilities.
- Ensure positive public relations and customer service training is provided and utilized by the division staff.
- Ensure appropriate staffing levels for the facilities, programs, and events.
- Helps draft and executes policies and procedures, contracts and other documents to support the safety, risk management and administrative oversight of recreation and special events.

- Help plan capital expenditures for the division.
- Purchase supplies and equipment for division.
- Present information to the City Council.
- Reserves and schedules recreation facilities and services.
- Help determine fees for facility use and rentals.
- Oversee recreation league management.
- Help manage social media presence.
- Maintains positive relationships with social service agencies, schools, universities, public organizations, civic clubs, and businesses to develop support for special events and recreation outreach including sponsorship opportunities.
- Attend and participate in industry meetings. Research new trends and innovations in the field of recreation.
- Effectively communicate with the City Administrator, fellow employees, other City Departments, and community members.
- Respond to and resolve all inquiries and complaints.
- Responds to routine requests for information from officials, employees, members of the staff, the public or other individuals.
- Work closely with Parks and Recreation, Streets, Police, Fire, and other city departments to coordinate event needs.
- Assists City Administrator/Finance Officer with various projects.
- Performs other duties as assigned.

**Knowledge, Skills and Other Characteristics:**

**May be representative, but not all-inclusive, of those knowledge, skills and abilities commonly associated with this position.**

- Knowledge of policies, procedures and guidelines for recreation programming, aquatics programming, events, and recreation facilities.
- Knowledge of successful management and supervisory techniques and practices.
- Knowledge of the best practices management and operation of recreation and public facilities.
- Knowledge of a wide variety of special events and tourism activities.
- Knowledge of the life, safety, and health codes for public swimming pools.
- Knowledge of and ability to institute safety procedures and guidelines so that assigned personnel perform duties and responsibilities in a safe and prudent manner that does not expose them or others to unnecessary harm or risk of on-the-job injury.
- Skill in effectively marketing events and programs.
- Skill in planning for recreation programs, cultural programs, aquatics programs, events, and public facilities.
- Skill in dealing with community patrons.
- Skill in establishing cooperative work relationships with those contacted in the course of work.
- Ability to be flexible in planning, administering, and managing.
- Ability to coordinate a variety of programs and events at multiple facilities.
- Ability to research, decide usage, purchase, and document chemicals used in the maintenance operations
- Ability to strategically think while working in collaborating relationships.
- Requires initiative, self-motivation, and self-discipline.
- Requires excellent written and oral communication skills.
- Proficient with computers, cell phones, and other technology.
- Requires ability to make decisions and be able to negotiate.
- Occasionally required to discipline employees.

**Qualifications:**

- Must be at least 21 years of age
- Lifeguard experience preferred

- Certified or willing to become certified with lifeguard training, water safety instruction, Red Cross/First Aid training and other topics as needed
- College or vocational school training in closely related field, business administration, or public administration, or equivalent experience is required.
-

**Heather Beck**

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**From:** Weninger, Monica <Monica.Weninger@k12.sd.us>  
**Sent:** Monday, March 20, 2023 11:37 AM  
**To:** Heather Beck  
**Subject:** Employees 2023

**23 employee's total**

**3 need recertifications**

**6 need to test for the first time**

**WSI - 13.25**

Bryson Vetch

Phoebe Schmaltz will need guard recertification

Logan Vetch will need guard recertification

**Concessions - 10.80**

New - Spirit Barton

New - Kale Knudson

New - Claire Heil

Peter Fried

Becca Cox

Megan Malmedal

Sarah Lopez

**Guards - 12.50**

Amber Vetch - will need to test

Brooke Schlomer - will need to test

Corbin Stoick - will need to test

Grace Overland - will need to test

Noelia Leon Leon - will need to test

Sophia Overland - will need to test

Haidyn Stangl

Kaitylynn Perman

Kennedy Hohle

Selena Arpan

Simon Fried

**Assistants - 13.00**

Naomie Wessel

Jolain Bain - will need recertification

**GREGG'S  
DRILLING &  
EXCAVATING**

March 6, 2023

City of Mobridge  
114 First Ave East  
Mobridge, SD 57601

Dear Mayor and Council Members,

I am proposing new rates for staking out, digging and covering graves at the Greenwood Cemetery and the Mobridge City Cemetery. The last price increase was in January of 2019. Below is the breakdown of the new price proposal.

	Current	Proposed
Grave: staking, opening and closing (warm weather)	\$650	\$750
Added placing grave box heater (in frost)	\$750	\$900
Undersized grave (baby grave)	\$300	\$350
Double stack grave (added to above prices)	\$250	\$350
Cremation (one foot by three foot hole)	\$250	\$350
Disinterment (hourly rate)	\$275	\$400
Miscellaneous services (shrub/headstone removal)	\$200	\$250

The above prices include reasonable dirt and debris clean up. It also includes reasonable snow removal around the grave site. Prices do not include snow removal within the roadways into and throughout the cemetery.

Thank-you.

Gregg Griewski

## RESOLUTION NO. 23-02

### SETTING CEMETERY FEES

**WHEREAS**, revised Ordinance 9-9-5 permits the City to set fees pertaining to Cemetery matters by resolution and the City desires to set said fees.

**NOW THEREFORE**, be it RESOLVED, that to become effective on the 10<sup>th</sup> day of May, 2023 fees for Cemetery Purposes shall be established as follows:

a) There shall be paid to the City of Mobridge for the purchase of burial lots, or parts of lots, at Greenwood Cemetery and at Mobridge Municipal Cemetery, including perpetual care, the sum of \$400.00, per grave site on the lot or part of lot purchased.

b) The City of Mobridge will open and close all graves at both Greenwood Cemetery and Mobridge Municipal Cemetery. There shall be paid to the City of Mobridge for the opening and closing of graves and disinterment services the following sums:

1. For regular sized graves the sum of \$750.00, per grave site during the months of May, June, July, August, September and October and the sum of \$900.00 per grave site during the months of November, December, January, February, March and April.
2. For undersized graves (for babies), the sum of \$350.00, per grave site.
3. For the burial of cremains ( 12" x 4' hole) the sum of \$350.00.
4. In the event the opening and closing of a grave shall be for a grave which will be deeper than 7 feet for the purposes of containing at some time Double Stacked graves, the opening and closing charge for the first grave shall be the sum of \$1,100.00 during the months of May, June, July, August, September and October and the sum of \$1,250.00 per grave site between the months of November, December, January, February, March and April. The opening and closing charge for the second grave shall be the same as for a regular sized grave as set forth in paragraph 1 above.
5. All disinterment services shall be charged a fee based upon the rate of \$400.00 per hour.

c) All transfers of any lot or parts of lots or of a single grave to another person by the owners thereof shall be in writing in the form of a Deed as prescribed by law. Such transfer shall not be complete or recognized by the City of Mobridge, or burial of a body be permitted therein by such purchaser until the instrument, or Deed, or the transfer thereof, shall have been filed with the Finance Officer of the City of Mobridge, South Dakota, for which recording the person recording same shall pay to the Walworth County Register of Deeds a recording fee of \$30.00.

Dated this 12<sup>th</sup> day of April 2023.

**CITY OF MOBRIDGE, SD**

**ATTEST**

By: \_\_\_\_\_

Gene Cox, Mayor

\_\_\_\_\_  
Finance Officer

(SEAL)

Adopted: April 12, 2023

Published: April 19, 2023

Effective: May 10, 2023

THIS DOCUMENT PREPARED BY:  
City of Mobridge  
114 1<sup>ST</sup> Ave. E  
Mobridge, SD 57601  
605-845-3509

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## GREENWOOD CEMETERY DEED

THIS INDENTURE made this 12<sup>th</sup> day of April 2023, by and between City of Mobridge, a municipal corporation, of the county of Walworth and the State of South Dakota, Grantor, and Ronald Maier and Cindy Maier married, PO Box 217, Mobridge, SD 57601.

**WITNESSETH:**

That the Grantor, in consideration of the sum of \$800.00 and other valuable consideration in hand paid by the Grantees, the receipt whereof is hereby acknowledged, does hereby Grant, Bargain, Sell and Convey unto said Grantee, her heirs and assigns, forever, the exclusive and entire right of interment or sepulture in Grave Number 7 & 8, in Lot 92, in Block P as shown and numbered on the plat of the Greenwood Cemetery 1<sup>st</sup>. Addition, now owned by the City of Mobridge, South Dakota, which is on file and of record in the office of the Register of Deeds of Walworth County, South Dakota, and recorded on page 44, Plat Book No. 4 of said Walworth County, South Dakota on November 8, 1961, together with all the ways, rights and privileges and appurtenances thereunto belonging or in anywise appertaining.

TO HAVE AND TO HOLD, the said burial lot unto the said Grantee, her heirs and assigns forever for the purpose of Sepulture alone. AND UPON THIS CONDITION, that no sale or transfer of said burial lot of right of Interment shall be valid until the same shall be duly approved by the City Council and noticed and entered upon the books of said City kept for that purpose. AND UPON CONDITION ALSO, that the said burial lot shall at all times hereafter, and the owners thereof, be subject to the rules, regulations, conditions, restrictions, ordinances and provisions made at this time, or created hereafter, by the City Council of the City of Mobridge, for the government of lot holders, and visitors to the said cemetery.



IN WITNESS WHEREOF this indenture is the act and deed of the said City of Mobridge for the uses and purposes therein mentioned, the Mayor of the City, and the City Finance Officer of Mobridge, South Dakota, have hereunto subscribed their names in accordance with the provisions of the Ordinances of the City of Mobridge to Establish, Maintain and Regulate a Municipal Cemetery, and the Finance Officer has affixed hereto the Corporate Seal of the said City of Mobridge.

ATTEST:

\_\_\_\_\_  
City Finance Officer

\_\_\_\_\_  
City Mayor

Seal

State of South Dakota )      ss  
County of Walworth    )

On this \_\_\_\_\_ day of April, A.D. 2023, before me a Notary Public in and for said county and State, personally appeared Gene Cox and Heather Beck known to me to be the Mayor and City Finance Officer respectively, of the City of Mobridge, South Dakota, who executed the annexed instrument as such Mayor and City Finance Officer, and acknowledged to me that they executed the same, and affixed thereto the Corporate Seal of the City of Mobridge.

\_\_\_\_\_  
Notary Public



**SOUTH DAKOTA**  
GOVERNOR'S OFFICE OF ECONOMIC DEVELOPMENT

Heather Beck  
Finance Officer  
City of Mobridge  
114 1<sup>st</sup> Ave E  
Mobridge, SD 57601

Dear Ms. Beck,

It is my pleasure to inform you that the City of Mobridge has been selected to participate in the Capital Improvement Planning process. Thank you for applying for the Capital Improvement Planning portion of Infrastructure First Project at the Governor's Office of Economic Development (GOED). We have received and reviewed your application.

GOED has contracted with ISG, Inc., an architecture/engineering firm, to work with you to create a five-year capital improvement plan (CIP). ISG will be reaching out to you to soon to introduce themselves and to discuss next steps with you.

As noted in the application, there are several requirements that will need to be satisfied as part of this opportunity.

1. The municipality will provide \$15,000 payable to ISG, Inc. GOED will also provide \$15,000 to ISG, Inc. as matching funding. GOED and your community will be billed on a monthly basis as work is completed.
2. Subject to a satisfactory outcome, your authorizing body (i.e., City Council) must formally adopt the five-year capital improvement plan and make best efforts to update the plan (through a process of the municipality's choosing) on no less than an annual basis.
3. Applicant will make best efforts to have municipality staff, economic development representatives and elected officials available, as necessary or appropriate.
4. The municipality and/or its advisor(s) will furnish existing infrastructure studies (i.e., water, wastewater), facility assessments, and other plans/documents associated with municipality-owned assets only as is necessary or appropriate to aid in completing the five-year capital improvement plan.

My team will be in contact with you with a formal agreement for the project and will be available to assist as needed as your community and ISG works through the process.

Congratulations on planning for your community's future. We hope that this will lay the groundwork for your future economic development success.

Sincerely,

A handwritten signature in black ink, appearing to read 'Steve Westra', with a long horizontal flourish extending to the right.

Steve Westra, Commissioner

Cc: Steve Watson, ISG  
Tiara Marcus, ISG  
Justin Heim, ISG  
Michele Harrison, Mobridge Economic Development Corp.  
Eric Senger, NECOG

APRIL 6<sup>TH</sup>, 2023  
Honorable Mayor Cox  
Mayor of Mobridge  
City of Mobridge  
114 1<sup>st</sup> Avenue East  
Mobridge, SD 57601  
gcox@westriv.com



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RE: PROFESSIONAL SERVICES CONTRACT FOR CAPITAL IMPROVEMENT PLANNING

Mayor Cox,

As the City of Mobridge looks to maximize their dollars and plan for future growth through a Capital Improvement Plan, ISG stands eager and ready to assist as a local and dedicated partner. ISG understands that the City has been awarded a \$15,000 grant through the Infrastructure First Project at the Governor's Office of Economic Development (GOED) to supplement the cost associated with this plan. This proposal will cover the \$15,000 City match as part of the grant requirements.

Backed by 500+ in-house, multi-disciplinary professionals, vast industry experience, and a sound project understanding, ISG proposes to provide the following scope of services to create a project roadmap to achieve current community goals and allow for future expansion of the City. Through ISG's proven history of experience, innovative solutions, and going the extra mile for our clients, we are prepared and dedicated to helping the City of Mobridge optimize its potential for years to come.

## SCOPE OF SERVICES

### Five-Year Capital Improvement Plan (CIP)

To develop the CIP, ISG will collaborate with the City to outline and prioritize capital improvement projects that will be required over the next five years. ISG will meet with City staff and other officials as necessary to complete an evaluation of all publicly-owned infrastructure and facilities that could be included within the CIP priority list. The evaluation typically includes:

- Public Facilities
- Water System
- Wastewater System
- Storm Sewer System
- Street + Sidewalk Infrastructure
- Park + Recreation Infrastructure

As improvements are identified through the evaluation process, a Project Priority List (PPL) with Opinion of Probably Cost will be developed and presented to City staff and the City Council. Once the PPL is approved, ISG will assist with establishing an improvement budget and identifying potential funding opportunities to allow the City to proactively plan and budget for capital improvement projects in a long-term and strategic manner.

A draft report of findings and recommendations will also be submitted for review. Following review, final comments and feedback from City staff will be incorporated. Upon receiving the City's approval, a final CIP report will be prepared and presented to the City Council for adoption.

ISG anticipates the CIP will take approximately four (4) to six (6) months to complete, pending City staff and City Council availability.

APRIL 6<sup>TH</sup>, 2023  
Honorable Mayor Cox  
Mayor of Mobridge  
City of Mobridge  
114 1<sup>st</sup> Avenue East  
Mobridge, SD 57601  
gcox@westriv.com



## COMPENSATION

ISG's proposed compensation for the scope of services in this Proposal is as follows:

SERVICE	COMPENSATION
Five-Year Capital Improvement Plan (CIP)	\$15,000.00
<b>TOTAL</b>	<b>\$15,000.00</b>

### Reimbursable Expenses

Anticipated reimbursable expenses such as travel, mileage, and printing are included within the compensation listed above.

## SCHEDULE

The schedule for the project will be discussed and mutually agreed upon by ISG and the City of Mobridge at the project kick off meeting.

## APPLICABLE CONTRACT

The General Terms and Conditions applicable to this Proposal are available at the link below and are hereby accepted and incorporated herein by reference. Upon acceptance of this Proposal, the parties can proceed with the project based on this signed Proposal, per its General Terms and Conditions, or for more complex projects, ISG, at its discretion, will prepare and require the use of an AIA or EJCDC Contract that will govern the project.

[bit.ly/termsconditions\\_isg](https://bit.ly/termsconditions_isg)

Sincerely,

Justin Heim, PE  
Civil Engineer

Tiara Marcus  
Project Manager

[Justin.Heim@ISGInc.com](mailto:Justin.Heim@ISGInc.com)

[Tiara.Marcus@ISGInc.com](mailto:Tiara.Marcus@ISGInc.com)

### ACKNOWLEDGMENT OF ACCEPTANCE

Accepted this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

Company: \_\_\_\_\_  
*Print*

Name: \_\_\_\_\_  
*Print*

Title: \_\_\_\_\_  
*Print*

Signature: \_\_\_\_\_

*This proposal is valid for 30 days.*

**City of Mobridge**  
**Bank Statement Reconciliation**  
**3/31/2023**

<u>Account #</u>	<u>Account Description</u>		
000-10100	CASH - Payroll	(14,049.90)	
101-10100	CASH	4,263,588.03	
101-10520	Investments	-	
101-10710	Pool - Restricted Donations	2,024.00	
101-10740	Armory	35,100.00	
101-10750	K-9	-	
101-10300	PETTY CASH	430.00	
211-10100	CASH - 3B	10,142.76	
221-10100	CASH - Special Park Gift	2,630.96	
221-10520	Investments	-	
224-10100	CASH	27,360.43	
224-10520	Investments	-	
260-10100	CASH - E-911	269,329.56	
281-10100	CASH - 24/7	60,315.04	
302-10100	CASH - Storm Sewer Debt Service	58,770.27	
303-10100	CASH - Pool Debt Service	(48,271.64)	
502-10100	CASH - Storm Sewer Project Fund	-	
504-10100	CASH - Airport Project Fund	-	
505-10100	CASH - Pool Project Fund	-	
512-10100	CASH - Mural Restoration	-	
515-10100	CASH - Bike Path Trail	34,152.74	
518-10100	CASH - Library Expansion Project	-	
519-10100	CASH - Riverfront Devel. Restricted	2,000.00	
602-10100	CASH - Water Fund	1,428,128.76	
602-10520	Investments	-	
602-10700	Restricted Cash	29,489.20	
604-10100	CASH - Sewer Fund	187,144.48	
604-10520	Investments	-	
606-10100	CASH - Airport Fund	(133,234.65)	
607-10100	CASH - Cemetery Fund	42,193.46	
607-10720	Restricted Cash - Sprinklers	2,571.42	
607-10520	Investments	-	
680-10520	Investments	-	
680-10100	CASH - Water & Sewer Main	100,489.03	
	<b>Cash per Books</b>	<b>6,360,303.95</b>	

<u>Account Description</u>	<u>Amount</u>
Wells Fargo Checking	-
First Interstate Bank Checking	942,789.35
Dacotah Bank CDs (April)	1,037,378.73
First Interstate Bank CDs	753,360.53
First Interstate Bank MM	3,587,483.14
SD FIT MM	3.80
SD FIT CD	-
Library Checking Account	42,843.61
Petty Cash	430.00
Northern Oahe CISD Team	-
Police Positive	4,077.85
K9 Unit	2,050.19
DARE	5,337.80
<b>Total Cash in Banks</b>	<b>6,375,755.00</b>
Plus Outstanding Deposits	-
Less Outstanding Checks	(15,451.05)
Reconciling Items	(0.00)
<b>Cash per Bank</b>	<b>6,360,303.95</b>

<u>Reconciling Items</u>	
Unsure	(0.00)
<b>Total Reconciling Items</b>	<b>(0.00)</b>

<u>Petty Cash</u>	
Assistant Finance Officer	150.00
Finance Officer	75.00
City Administrator	75.00
Police Department	75.00
Pool	55.00
Auditorium	-
<b>Total Petty Cash</b>	<b>430.00</b>

<b>ADMINISTRATION</b>	<b>4/12/2023</b>
Salaries	8,880.67
Accounts Management Inc., garnishment	341.10
Aflac, insurance	691.26
Cain Law Office, attorney	390.00
Courtney Nicholson, refund	100.00
Credit Collections Bureau, garnishment	780.06
Delta Dental of SD, dental	475.00
First Interstate Bank, HSA contributions	4,980.50
First Interstate Bank, payroll taxes	29,828.35
KCL, insurance	450.88
Marco, copier lease	70.26
Mastercard, prof. services	17.03
Mobridge Tribune, publishing	
Payment Service Networks, credit card fees	54.95
SD Child Support Payment Center, garnishment	559.38
SD Retirement System, retirement	16,830.56
SD State Treasurer, sales tax	1,816.85
SD Unemployment Insurance, unemployment compensation	125.37
SDRS Supplemental Retirement, retirement	525.00
Steve & Theresa Schneider, refund	2,492.19
Wade Desart, refund	60.74
Wellmark, insurance	13,810.73
West River Telecommunications, utilities	
	<b>83,280.88</b>

<b>CITY ADMINISTRATOR</b>	
Salaries	2,093.88
Marco, copier lease	70.26
Midco, utilities	185.39
SD Unemployment Insurance, unemployment compensation	27.75
West River Telecommunications, utilities	
	<b>2,377.28</b>

<b>GOVERNMENT BUILDINGS</b>	
MDU, utilities	395.20
Cummins Sales & Services, repair & maintenance	403.22
Tri-State Water, supplies	
	<b>798.42</b>

<b>OLD CITY HALL</b>	
MDU, utilities	792.54
	<b>792.54</b>

<b>POLICE DEPARTMENT</b>	
Salaries	65,664.74
Bridgemark Insurance Solutions, liability insurance	375.00
Capital Trophy, prof. services	43.50
Cardmember Services, prof. services	81.59
Dakota Glass & Alignment, vehicle maintenance	111.22
Fleet Services, gasoline	1,899.07
Grand Central, vehicle maintenance	14.00
High Point Networks, computer software & hardware	84.00
Jensen Rentals, other services	60.00
Marco, copier lease	70.26
Mastercard, other services	9.95
McLeod's Printing & Office Supply, supplies	198.61
MDU, utilities	790.40
Mobridge Hardware, supplies/repair & maintenance/building maintena	440.45
Oahe Vet, prof. services	320.00
ODP Business Solutions, furniture	154.99
Paylessfoods, supplies	48.51
Plunkett's Pest Control, prof. services	66.39
Runnings Supply, supplies	63.42
SD Sheriff's Association, travel & conference	85.00
SD Unemployment Insurance, unemployment compensation	788.61
Uniform Center, uniform & equipment	646.91
Verizon, utilities	80.02
West River Telecommunications, utilities	
Western Communications, radio maintenance	100.00
Western Rancher, prof. services	57.00
	<b>72,253.64</b>

<b>FIRE DEPARTMENT</b>	
Salaries	700.00
Dakota Glass & Alignment, supplies	69.96
MacQueen Emergency, supplies	128.03
MDU, utilities	792.54
Runnings Supply, supplies	41.01
SD Federal Property Agency, supplies	73.00
West River Telecommunications, utilities	
	<b>1,804.54</b>

<b>OTHER PROTECTION</b>	
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<b>AUDITORIUM</b>	
MDU, utilities	3,457.40
Mobridge Hardware, supplies	97.94
West River Telecommunications, utilities	
	<b>3,555.34</b>

<b>NATIONAL GUARD ARMORY</b>	
USDA-Rural Development, loan payment	2,925.00
	<b>2,925.00</b>

<b>ZONING</b>	
Salaries	1,005.86
Cain Law Office, prof. services	390.00
Deputy Finance, postage	16.26
Mobridge Tribune, publishing	
	<b>1,412.12</b>

<b>3B</b>	
Chamber of Commerce, other	10,141.76
	<b>10,141.76</b>

<b>PSAP</b>	
CenturyLink, utilities	10,750.00
High Point Network, computer software & hardware	680.75
Interstate All Battery Center, repair & maintenance	119.96
Language Line Service, prof. services	90.00
Valley Telecommunications, utilities	1,653.32
Venture Communications, utilities	424.09
Verizon, utilities	40.01
West River Telecommunications, utilities	
	<b>13,758.13</b>

<b>24/7</b>	
Salaries	1,453.09
SD Attorney General, participation fees	1,647.00
SD Unemployment Insurance, unemployment compensation	17.95
Spink County Sheriff's Office, supplies	9.85
	<b>3,127.89</b>

<b>POOL</b>	
US Bank, loan payment	2,500.00
	<b>2,500.00</b>

<b>WATER DEPARTMENT</b>	
Salaries	20,943.12
Aqua-Pure Inc., chemicals	9,620.62
Badger Meter, prof. services	406.86
Butler Machinery, equipment maintenance	1,129.46
Core & Main, supplies	489.20
Dakota Pump & Controls, improve other than buildings	1,800.00
Deputy Finance, postage	373.71
Graymont, chemicals	5,226.36
GTC Auto Parts, supplies	134.89
Hawkins, chemicals	2,591.00
Homestead Building Supplies, supplies	139.20
Marco, copier lease	70.25
Mastercard, office supplies/truck maintenance	107.67
MDU, utilities	4,880.08
Metering & Technology, water meters	152.35
Milbank Winwater Works, supplies	949.70
Mobridge Hardware, buildings maintenance/supplies/sup. for inhouse rep	1,102.61
Moore Engineering, prof. service	101,062.50
Office of Fire Marshal, prof. services	160.00
Runnings Supply, repair & maintenance/small tools/supplies/building mai	305.47
SD Dept. of Health, water samples	130.00
SD One Call, prof. services	0.53
SD Unemployment Insurance, unemployment compensation	276.57
Slater Oil & LP Gas, LP gas/gasoline	2,880.24
US Bank, loan payment	18,274.35
USDA-Rural Development, loan payment	2,373.00
Verizon, telephone	90.43
West River Telecommunications, utilities	
	<b>175,670.17</b>

<b>SEWER DEPARTMENT</b>	
Salaries	13,789.42
Butler Machinery, equipment maintenance	564.72
Carlson Services, repair & maintenance	1,250.00
Dady Drug, supplies	44.46
Dakota Pump & Controls, repair & maintenance	18,525.54
Deputy Finance, postage	391.41
Fisher Scientific, chemicals	1,855.92
GTC Auto Parts, sup. for inhouse repairs	320.00
Hawkins, chemicals	50.00
Marco, copier lease	70.25
MDU, utilities	4,705.65

MDU, utilities	26.55
	<u>26.55</u>
<b>SOLID WASTE COLLECTION</b>	
Heartland Waste, prof services	20,933.40
	<u>20,933.40</u>
<b>REGULATION &amp; INSPECTION</b>	
	<u>0.00</u>
<b>STREET DEPARTMENT</b>	
Salaries	14,369.20
Butler Machinery, equipment maintenance/repair & maintenance	2,334.93
Cam Wal Electric, street lights	
GTC Auto Parts, supplies	130.55
Homestead Building Supplies, supplies/buildings	1,376.84
John Deere Financial, equipment maintenance	2,432.79
MDU, utilities/street lights	5,202.63
Michael Todd Industrial Supply, snow removal	1,164.14
Runnings Supply, supplies	66.03
Sanitation Products, equipment maintenance	938.12
SD Unemployment Insurance, unemployment compensation	102.59
Slater Oil & LP Gas, LP gas/diesel/gasoline	8,572.47
Verizon, utilities	24.69
West River Telecommunications, utilities	
	<u>36,714.98</u>
<b>POOL</b>	
Salaries	
MDU, utilities	83.30
Mastercard, supplies	355.00
Mobridge Hardware, repair & maintenance	62.57
SD Unemployment Insurance, unemployment compensation	6.77
USA BlueBook, chemicals	363.51
West River Telecommunications, utilities	
	<u>871.15</u>
<b>PARK DEPARTMENT</b>	
GTC Auto Parts, machinery & equipment	1,043.91
MDU, utilities	383.38
West River Telecommunications, utilities	
	<u>1,427.29</u>
<b>LIBRARY</b>	
Salaries	6,113.60
Center Point Large Print, books	49.14
Collaborative Summer Library Program, supplies	57.47
Dady Drug, supplies	29.19
Gas N Goodies, supplies	44.97
Ingram, books	287.13
Kipp Brothers, supplies	154.89
Library Director, supplies	37.15
MDU, utilities	822.79
Merkel's Foods, supplies	79.18
Mobridge Hardware, supplies	105.33
ODP Business Solutions, computer software & hardware	32.00
Raymond Geddes Co. Inc., supplies	154.76
SD Unemployment Insurance, unemployment compensation	79.37
Servall, supplies	50.66
West River Telecommunications, utilities	
	<u>8,097.63</u>

Minnesota Valley Testing, water sample	711.70
Mobridge Hardware, supplies/repair & maintenance	278.50
Moore Engineering, other capital	9,352.50
Northern Balance & Scale, Inc., prof. services	201.00
Paylessfoods, supplies	84.11
Runnings Supply, repair & maintenance/small tools	652.90
SD Dept. of Health, water samples	389.00
SD One Call, prof. services	0.52
SD Unemployment Insurance, unemployment compensation	108.15
Slater Oil & LP Gas, LP gas/gasoline	4,820.12
Sweeney, prof. services	1,008.00
US Bank, loan payment	24,950.13
Verizon, telephone	16.20
West River Telecommunications, utilities	
	<u>84,140.20</u>
<b>AIRPORT</b>	
Salaries	813.75
Brady Fuhrer, travel & conference	234.60
Butler Machinery, repair & maintenance	404.80
Cam Wal Electric, utilities	
Dish TV, utilities	53.34
KLJ, prof. services	2,737.26
Mastercard, supplies	94.45
MDU, utilities	490.51
Slater Oil & LP Gas, LP gas/gasoline/diesel	15,141.00
West River Telecommunications, utilities	
	<u>19,969.71</u>
<b>CEMETERY</b>	
MDU, utilities	34.61
	<u>34.61</u>
	<u><u>546,613.23</u></u>