

Unapproved Minutes
Gettysburg, South Dakota
December 31, 2025

Pursuant to the due call and notice thereof, the City Council met in special session on December 31, 2025, at 12:00PM at the City Finance Office in Gettysburg, SD and via ZOOM. Those present were Adam Roseland, Philip Nagel, Cyle Phillips, Bill VanderVorst, Kelly Archer, and Seth Warner. Also present were Dave Mogard-Chief of Police, Greg Gerber-Maintenance Supervisor (Zoom), Sheila Schatz-Finance Officer, and Shane Wager-Deputy Finance Officer.

Moved by VanderVorst, Warner seconded, to approve the December 31, 2025, proposed agenda. All members present voted Aye. Motion carried.

Moved by VanderVorst, Archer seconded, to approve December 1, 2025, regular council meeting minutes. All members present voted Aye. Motion carried.

VOUCHERS PAYABLE

Airport		\$1,599.99
Ambulance		\$10,297.35
Council		\$0.00
Finance Office		\$3,925.19
Mayor		\$0.00
Parks		\$114.04
Police		\$11,452.56
Rubble Site		\$287.22
Sewer		\$2,389.39
Snow Removal		\$8,158.64
Streets		\$6,663.58
Swimming Pool		\$1,079.58
Water		\$5,952.71
Total Payroll Expense by Department		\$51,920.25
Net Payroll	December 2025	\$37,172.71
Aflac	Aflac Ins.	\$394.16
Agtegra	Shop Fuel	\$4,270.32
AT&T Mobility	Police Cells, Hot Spots & Radios & & Ambulance Hot Spots	\$328.20
Banyon Data Systems, Inc.	Annual Payroll & Fund Accounting Software Support	\$1,730.00
BMO Bank	Dec. Payroll Taxes & Nov. Sales Tax	\$18,296.75
B&R Truck Repair, LLC	Snow Removal Supplies	\$103.28
Cam-Wal Electric Co-Op	Airport Unmetered LED Light & Energy-Electric @ Rubble Site	\$107.43
City of Gettysburg	Petty Cash	\$1.86
Code Enforcement Specialists	Prof. Svs. - Code Enforcement	\$728.72
Colonial Life Ins.	Life Ins.&Volunteer Policies (payroll deducted)	\$975.30
Dakota Supply Group	Streets & Street Lighting Supplies	\$903.04

DANR	2026 Annual Waste Water Fee & Discharge Fee	\$1,500.00
Dean's Repair	Police Repairs/Maintenance	\$500.28
Decker Repair & Welding	Street Supplies	\$14.70
Dollar General	Street Supplies	\$61.45
Economic Development	2025 4Q Stipend	\$5,000.00
First Interstate Bank	CC Payoff	\$661.40
Gettysburg Ace Hardware	Police, Street, Ambulance, Fire Hall, Auditorium, & Finance Office Supplies	\$494.79
Gettysburg Development Corp.	December BBB Taxes	\$1,963.27
Heartland Payment Systems	CC Fees	\$97.37
Heartland Waste Mgmt., Inc.	December Garbage Collection	\$6,855.32
Helms & Associates	Prof. Svs. – Airport	\$57,154.16
Holzwarth Sales & Service, Inc.	Snow Removal & Rubble Site Supplies	\$1,138.00
Ingram Pest Service, Inc.	Profs. Svs. – Fire Hall/Ambulance	\$95.00
Jensen Rock & Sand, Inc.	Snow Removal Supplies	\$475.00
JT's Quick Stop, LLC	Street Fuel	\$63.00
Karl Emergency Vehicles & Apparel	Police Machinery/Equipment	\$26,341.70
Lambs Chevrolet & Implement	Snow Removal Machinery/Equipment	\$5,100.00
Langer's	Police Supplies	\$5.90
Larson, Doug	Street Supplies	\$63.65
Linde Gas & Equipment, Inc.	Ambulance Oxygen	\$553.75
Marco	Copier Lease	\$218.82
Menards	Police & Street Supplies	\$489.95
Mid Dakota Rural Water System	Water Usage	\$16,222.54
Mogard, David	Police Supplies	\$59.82
Montana Dakota Utilities	Gas & Electric	\$6,480.78
New Creations	Police, Finance Office & Water Supplies	\$252.32
Northwest Pipe Fittings, Inc.	Sewer Supplies	\$19,620.18
PCC Ambulance Billing Services	Prof. Svs. – Ambulance	\$354.31
Potter County News	Street, Water, Liquor, & Finance Office Publications	\$676.46
Principal Life Insurance Company	Life Insurance	\$83.54
Richardson, Wyly, Wise	Prof. Svs. – Legal	\$225.00
Runnings Farm & Fleet	Street Minor Equipment	\$399.99
Schlachter Lumber, Inc.	Police, Pool, Street, & Park Supplies and Police Minor Equipment	\$4,552.19
SD Airport Management Assoc.	2026 Membership Renewal	\$50.00
SD Ass'n of Code Enforcement	2026 Membership Renewal	\$75.00
SD Dept. of Revenue	Water Testing & ½ Malt Beverage & Liquor Transfer Fees from Stan's to Harms Oil	\$115.00
SD Dept. of Transportation	Improve other than Buildings	\$1,800.00
SD Govt. Finance Officers Assoc.	2026 Membership Renewal	\$100.00
SD Human Resource Assoc.	2026 Membership Renewal	\$50.00
SD Municipal Street Maint. Assoc.	2026 Membership Renewal	\$35.00
SD Police Chief's Assn.	2026 Membership Renewal	\$200.00
SD One Call Board	One-Calls	\$2.10
SD Retirement Systems	Retirement	\$6,072.10

Servall	Rugs	\$345.68
Standard Ins., Co.	Monthly Vision Ins. – ACH	\$39.48
TASC	Health Flex Plan	\$1,599.95
The Radar & Lidar Shop	Prof. Svs. – Police	\$192.00
True Value	Park, Street, Airport, Finance Office, Police, & Rubble Site Supplies	\$1,530.98
US Postmaster	December Water Bills	\$278.93
Venture Communications	Telephone/Fax/Internet/AWOS	\$830.39
Verizon Wireless	Maintenance Cell Phones	\$158.92
Vestis	Police Rugs	\$98.26
Wellmark BC/BS Health Plans	Health Ins.	\$9,306.42
WEX Bank	Ambulance Fuel	\$206.85
Zoro Tools, Inc.	Airport Supplies	\$85.29
Zuber Refrigeration	Street Repairs/Maintenance	\$196.12
TOTAL CHECKS		\$246,154.88

Moved by Nagel, Warner seconded, to approve vouchers payable. All members present voted Aye. Motion carried.

Appointments: None.

Executive Session: None.

Moved by Nagel, VanderVorst seconded, to approve second reading and adoption of Ordinance 2025-12-01 An Ordinance Amending Title III: Administration, Chapter 30 Mayor and City Council, Section 30.19 Entitled "Supervision of Departments" of the Gettysburg Municipal Code. All members present voted with roll call as follows: Nagel – Aye, Phillips – Aye, VanderVorst – Aye, Archer – Aye, and Warner – Aye. Motion carried.

Moved by Warner, Nagel seconded, to approve one water deposit refund in the amount of \$100. All members present voted Aye. Motion carried.

Moved by Phillips, Archer seconded, to approve transfers of Package (off-sale) Liquor and Retail (on-off sale) Malt Beverage & SD Farm Wine licenses from Stanley's, Inc. to Harms Oil Co., Gettysburg-East and to approve Package Off/Sale Liquor Operating Agreement and Retail On/Off Sale Malt Beverage & SD Farm Wine Operating Agreement between City of Gettysburg and Harms Oil. Co., Gettysburg-East. All members present voted Aye. Motion carried.

Moved by Nagel, VanderVorst seconded, to approve moving the current CD #6901061812 due to renew January 5, 2026, from BMO Bank over to Plains Commerce Bank in Hoven, SD, in the amount of \$1,000,000 even for a 12-month term at 3.60%APR/3.60%APY, and all interest accrued from BMO Bank on said CD #6901061812 will be moved to SDFIT. All members present voted Aye. Motion carried.

Moved by Warner, Nagel seconded, to approve Resolution 2025-12-31 Resolution Establishing Contract for Legal Services with Attorney Ryan Vogel as City Attorney. All members present voted Aye. Motion carried.

Schatz went over end-of-year financials with Council for approval on any supplements needed. Moved by Nagel, VanderVorst seconded, to approve Resolution #2025-12-31(A) Contingency Transfer in the total amount of \$44,050. All members present voted Aye. Motion carried.

Moved by Nagel, Warner seconded, first reading of Ordinance 2025-12-31 Supplemental Appropriations Ordinance with \$250 being supplemented from Source 101-36700, Designated Donation to Appropriations 101-43700-42900 Cemetery-Other Expense as well as all Auto Supplements listed as follows: 2025 Automatic Budget Supplement – Police 101-10421 in the total amount of \$7,714.09 as per SDCL 9-21-9.1 from the following account Grant Revenue received (Federal Grant Revenue 101-33100) to be expended in the (Police Department - Salaries/Wages 101-42100-41100 \$4,596.95 for Federal Overtime Wages) and (Federal Grant Revenue 101-33100) to be expended in the (Police Department - Salaries/Wages 101-42100-41100 \$7,714.09 for Federal Overtime Wages). Federal Overtime Wages are paid out of payroll 101-42100-41100 but are to be reimbursed ACH to Federal Grant Revenue 101-33100 and rolled back into the General Fund at end-of-year; 2025 Automatic Budget Supplement – Airport – 101-43500 in the total amount of \$83,803.81 as per SDCL 9-21-9.1 from the following account for Grant Revenue received (State Grant Revenue 101-33400 – Airport Projects #3-46-0017-16-24 \$769.50; #3-46-0017-17-25 \$20,267.32; 3-46-0017-18-25 \$62,766.99) to be expended in the (Airport Department - Professional Services 101-43500-42200); 2025 Automatic Budget Supplement – Sewer – 604-43200 in the total amount of \$10,000 as per SDCL 9-21-9.1 from the following account for Grant Revenue received (State Grant Revenue 101-33400 – Wastewater Small Community Planning Grant) to be expended in the (Sewer Department - Professional Services 604-43200-42200 KLJ Engineering for Lagoon Study); and 2025 Automatic Budget Supplement – One-Third Each - Street – 101-43100; Water – 602-43300; and Sewer – 604-43200 in the total amount of \$1,437.50 as per SDCL 9-21-9.1 from the following account for Grant Revenue received (State Grant Revenue 101-33400 – 2025 SDML Workers' Compensation Fund Grant – 16" Gas Saw Package) to be expended one-third each in the (Street Department – Machinery/Equipment 101-43100-43400 \$479.16; Water Department – Machinery/Equipment 602-43300-43400 \$479.17; and Sewer Department – Machinery/Equipment 604-43200-43400 \$479.17). All members present voted with roll call as follows: Nagel – Aye, Phillips – Aye, VanderVorst – Aye, Archer – Aye, and Warner – Aye. Motion carried.

Police report given by Mogard. Mogard asked permission for Officer Dennis to take the current airport courtesy vehicle to use back and forth to Pierre to the academy as Mogard believes there is an option for sale or trade-in of the 2019 police squad so will not be available for Officer Dennis to use. Council agreed this is fine and maintenance will be taking the red Colorado pickup out to use as the airport courtesy vehicle during Dennis' academy training.

Maintenance report given by Gerber. Gerber informed the SRE equipment for the airport was delivered yesterday on 12-30-25 and maintenance is excited to use it. Also, the airport fuel station is currently down for a bit due to a burned-out fuse panel. Parts are on the way, and it will be repaired as soon as the parts arrive.

Schatz stated there was a letter from SD Department of Game, Fish and Parks regarding the City's application for Land and Water Conservation Fund (LWCF) Grant Program for resurfacing the City's tennis courts. Unfortunately, the City of Gettysburg was not recommended for funding at this time, but the

LWCF grant assistance program will be available again next year and the City was invited to submit another application at said time.

Schatz informed the 2026 SDML Legislative Rib Dinner will be happening again in Pierre, SD on February 3, 2026, and asked if any council members were interested in attending. Alderman Nagel would like to be registered to attend again this year.

Moved by VanderVorst, Phillips seconded, to approve publication of the 2026 Salary Listing. All members present voted Aye. Motion carried.

There were no building, moving or demolition permits.

Correspondence: December 2025 Net Payroll Report & OT Report; November 2025 Check Register Report; November Bank Reconciliations; End-of-Year Financials; PCC Report; 12-10-25 Updated Code Enforcement Violations Listing; Dec. 1-7&15-21, 2025, Mike Rounds Weekly Round[s] Up Newsletters; PTMA Newsletter;

Round Table: Schatz thanked Council for the good job they do throughout the year and for the nice end-of-year raise. Schatz is hoping to have a great 2026. Nagel wished everyone a Happy New Year.

Moved by VanderVorst, Warner seconded, to adjourn meeting at 12:41PM. All members present voted Aye. Motion carried.

Attest:

Sheila K. Schatz, Finance Officer

Witness

Adam Roseland, Mayor