

**Hartford City Council Agenda**

**Tuesday, February 17, 2026**

**7:00p.m. at Hartford City Hall**

Mayor Arden Jones

Ward 1: Travis Kuehl and Keith Carlson

Ward 2: Shaun Boen and Darrell Horacek

Ward 3: Cindy Matson and Michelle Schilling

**Pledge of Allegiance**

**Business Items**

- Roll Call of Governing Board
- Additions to the Agenda/Approve Agenda
- Approve Minutes of Previous Meeting(s)
  - \*Regular City Council Meeting - 2/03/2026
- Approve Bills submitted for Payment

**Public Comments** - Public Input on Non-Agenda Items (Comments Limited to 5 minutes per speaker)

\*Action cannot be taken on items discussed unless specifically listed elsewhere on the agenda\*

**Applications, Agreements, Hearings, Resolutions & Ordinances**

- None

**Reports**

- Fire Department Report - Report provided by Fire Chief Todd Lowe
- Building Inspection/Code Enforcement Report - Kyle Christensen
- City Engineer Report - ISG Inc.
- Public Works Superintendent Report - Craig Wagner
- Finance Officer Report - Karen Wilber
- City Administrator Report - Teresa Sidel

**New Business**

- Review/Approve Abatement for Parcel #68839
- Review Advertisement for Economic Development Projects and Approve Advertising
- Discuss New Budget Request Process

**Executive Session (SDCL 1-25-2) (SDCL 9-34-19)**

**Adjournment**

**Next Regular City Council Meeting: Tuesday, March 3, 2026**

## Hartford City Council Meeting – Regular Meeting February 3, 2026

Mayor Arden Jones called the meeting to order at 7:00pm with the following city council members present: Keith Carlson, Shaun Boen, Travis Kuehl, Darrell Horacek, and Michelle Schilling. Also present were City Administrator Teresa Sidel, City Finance Officer Karen Wilber, Public Works Superintendent Craig Wagner, City Engineer Michael Redenbaugh, and 1 person from the public.

### BUSINESS ITEMS:

- **Approval of the Agenda:** A motion was made by Boen, second by Schilling to approve the agenda as set - all voted yes, motion carried.
- **Approval of the Minutes:** A motion was made by Carlson, second by Horacek to approve the regular meeting minutes from January 20, 2026 – all others voted yes, motion carried.

**PUBLIC COMMENTS:** None

Cindy Matson arrived at 7:02pm.

### APPLICATIONS, AGREEMENTS, HEARINGS, RESOLUTIONS & ORDINANCES:

- **Resolution 2026-6 Transfer from General Fund to 12<sup>th</sup> St/Oaks Ave Project Fund:** The 12<sup>th</sup> St/Oaks Ave Project is now complete. This project was primarily funded by an EDA and LIIP grant, which paid for 90% of the construction costs. The City is responsible for the remaining 10% and any professional services. After all revenues and expenses are considered, the project fund balance is in a deficit of \$373,562.63, which is the City's share of the project costs. Resolution 2026-6 will transfer budgeted funds from the General Fund to the 12<sup>th</sup> St/Oaks Ave Project Fund in the amount of \$373,562.63 to cover this deficit. A motion was made by Schilling, second by Matson to approve Resolution #2026-6 as presented – all voted yes, motion carried.
- **Resolution 2026-7 Transfer from Water Fund to Hwy 38 Water Loop Project Fund:** The Hwy 38 Water Loop Project is now complete. This project was funded by an SRF loan and Water Fund reserves. After all revenues and expenses are considered, the project fund balance is in a deficit of \$5,807.60. This amount was for administration services not covered by the loan. Water Fund reserves will need to be used to cover this deficit. Resolution 2026-7 will transfer budgeted funds from the Water Fund to the Hwy 38 Water Loop Project Fund in the amount of \$5,807.60 to cover this deficit. A motion was made by Kuehl, second by Boen to approve Resolution #2026-7 as presented – all voted yes, motion carried.
- **Resolution 2026-8 Bridge Reinspection Program:** The SD DOT has identified 4 culvert structures within the City that qualify as bridges and must comply with their bridge inspection rotation. These 4 culverts are located at Western Ave, Main Ave, Feyder Ave, and Mickelson Rd. Culverts at Western Ave & Mickelson Rd are on a 4-year rotation, while those at Main Ave & Feyder Ave are on a 2-year rotation. Main Ave & Feyder Ave are due for inspection this year. The Bridge Reinspection Program allows cities to apply for bridge replacement funds that would cover 80% of the inspection cost. The inspections would be done by state approved engineering firms. Resolution 2026-8 states that the City selects Brosz Engineering, Inc to perform our bridge inspections and that the City will be responsible for the remaining 20% of the cost after bridge replacement funds cover 80%. A motion was made by Boen, second by Horacek to approve Resolution 2026-8 Bridge Reinspection Program – all voted yes, motion carried.
- **Review/Approve Community Access Grant Agreement for Western Ave Project:** The City has been awarded a Community Access Grant in the amount of 600k for the Western Ave project. Once the Council approves the Community Access Grant Agreement and provides all the necessary cost/insurance/maintenance documentation to the State upon project completion in the spring, the City will receive the 600k in funding. A motion was made by Kuehl, second by Schilling to approve the Community Access Grant Agreement as presented and authorize the Mayor to sign the agreement on behalf of the City – all voted yes, motion carried.
- **Review/Approve Lease Agreement between City of Hartford & Gateway Hartford, Inc:** At the Jan 13<sup>th</sup> meeting the Council approved the transfer of the land where the City's lagoons are located (Parcel #16034) to Gateway Hartford, Inc. so they can move forward with applying for grant funding to remediate the lagoons. The City will still need access to this land to complete the dewatering of the lagoons, relocate the tree mulch operation, and access the billboards as needed. As presented the lease is for a one year term for \$1 but can be extended to allow the City to complete these items. A motion was made by Matson, second by Horacek to approve the lease agreement between the City of Hartford and Gateway Hartford, Inc. as presented – all voted yes, motion carried.

## **REPORTS:**

- **Sheriff's Department Report:** Deputy Rechtenbaugh was present to provide his report. For the month of Jan there were 172 calls for service, which is a decrease of 57 calls from the previous month.
- **Engineer Report:** Michael Redenbaugh reported the following:
  - Work on punchlist items continues on the WRRF project. Updates continue to be made to the SCADA system, which is the system that monitors and controls the entire treatment system.
    - **Review/Approve Pay Request #26:** Pay app #26 from Rice Lake Construction Group for work completed through January 31<sup>st</sup> on the WRRF was presented. A motion was made by Kuehl, second by Boen to approve payment of pay app #26 in the amount of \$111,551 to Rice Lake Construction Group – all voted yes, motion carried.
  - The Notice to Proceed on the Mickelson Rd shared use path has been received from the State. Project design is scheduled to be completed in early 2026, with construction anticipated to start in summer 2026.
- **Public Works Report:** Public Works Superintendent Wagner provided his report.
  - Streets** – The 2026 slurry seal project bid letting is scheduled for Feb 19<sup>th</sup>. Staff have been working on cleaning out drainage areas and culverts. All equipment is working well at this time. Mike Smith started trimming boulevard trees along Mickelson Ave this week.
  - Water** – The 4<sup>th</sup> quarter report has been submitted. Next reporting is due April 10<sup>th</sup>. The City's lead/copper records have been updated for the year.
  - Sewer** – All lift stations are working well. The December DMR reporting is done. Discharging at the lagoons will be finished up in the spring. Staff is looking into what needs to be done to remove the biomass from the aerated cells. Some punchlist items have been taken care of at the new facility. Weekly meetings with Rice Lake and ISG have resumed in an effort to stay on top of any remaining punchlist items. The security firm will be installing cameras at the new facility this week.
- **Parks** – Progress continues on the new restroom building. The plumbers and electricians are scheduled to start next week. Staff is hoping to have the steel work in Shelter #5 done next week.
- **Finance Officer Report:** City Finance Officer Wilber provided her report. The items included a summary of revenues received in Jan along with an overview of the city's cash balances, revenues and expenses through Dec. With year-end totals now in, Wilber provided a 2024 vs 2025 comparison of both revenue and expenses. Wilber has completed all year-end processes and will now start working on the information needed for this year's audit. The Feb calendar of events was provided.
- **City Administrator Report:** City Administrator Sidel provided her report. The Weston Group has completed the updated wage study. It will be provided to the Council at the next meeting. DSU is scheduled to start their portion of the cybersecurity assessment this week. Sidel has received the report from Homeland Security's assessment. This report will be shared with the Council at the next meeting. Sidel is also planning on having a discussion on the State's 250<sup>th</sup> anniversary celebration on the next agenda. There is an interview set up this week with a candidate for the Wastewater Specialist position.

**OLD BUSINESS:** None

## **NEW BUSINESS:**

- **Review/Approve Park & Recreation Board Request to Release Budget Funds:** During the 2026 budget meeting, 300k in funding was allocated to the Park & Recreation Board. Of this total, \$264,500 is designated for specific projects to be done this year while \$35,500 is unallocated at this time. They are requesting the release of the total amount so they can move forward with ordering materials for the upcoming projects. Wagner, who sits on this board, explained that they would like to use a portion of the unallocated funds to refurbish three of the park shelters. The City budgeted to refurbish one this year with plans to budget for the others over the next few years. The Park & Recreation Board is proposing they all be done this year and the funding needed come from their unallocated funds. The cost of the materials to do this would be approximately \$8,500. Further discussion was held on the unallocated funds. It was the opinion of some that until projects are specified, these funds should not be released. A motion was made by Schilling, second by Carlson to approve releasing \$275,000 in funding for the project list as presented plus the refurbishing of 3 shelters – all voted yes, motion carried.
- **Review/Approve Abatement for Parcel #23447:** State law allows property tax abatements for qualifying disabled veterans & seniors. The Minnehaha County Auditor has received an abatement request from a qualifying disabled veteran on a parcel of land that is located within Hartford city limits. Since it is within Hartford's municipal boundaries, the request needs to be approved by the governing board. A motion was made by Matson, second by Schilling to approve the property tax abatement request submitted on Parcel #23447 – all voted yes, motion carried.
- **Set 2026 Equalization Meeting Date:** A motion was made by Kuehl, second by Matson to set the Equalization Meeting for Monday Mar 16, 2026, at 6:30pm – all voted yes, motion carried.
- **Review/Approve Seasonal Job Descriptions:** The eight seasonal job descriptions were provided. The job descriptions have been updated with the current dates, but all wage information remains the same as last year. A motion was made by Kuehl, second by Matson to approve all seasonal job descriptions as presented and begin advertising – all voted yes, motion carried.

- **Mayoral Appointment to the Park & Recreation Board:** The Park & Recreation Board consists of 5 voting member and 2 non-voting members, with one being a council member and the other a staff member. Kandi Lewin is one of the voting members. Her term was up at the end of the year, and she decided to step down, creating an open seat on the board. Mayor Jones is recommending the appointment of Chad Morrison to fill this vacancy. A motion was made by Boen, second by Kuehl to approve Mayor Jones' appointment of Chad Morrison to a 3yr term on the Park & Recreation Board – all voted yes, motion carried.

**ADJOURNMENT:** A motion was made by Carlson, second by Matson to adjourn at 7:48pm – all voted yes, motion carried.

Minutes recorded by Finance Officer Karen Wilber.

I, the undersigned Karen Wilber, Finance Officer in and for the City of Hartford, South Dakota, do hereby certify that the above and foregoing is a true and correct copy of the minutes which is on file at the Municipal Finance Office.

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Karen Wilber, Finance Officer

<u>Vendor ID</u>	<u>Vendor Name</u>		<u>Invoice</u>	<u>Invoice</u>	<u>Amount</u>
<u>Account Number</u>		<u>Description</u>	<u>Date</u>		<u>Amount</u>
Checking		1			
Checking	1	Fund: 101 GENERAL FUND			
ABBUSINESS	A&B BUSINESS, INC.		02/04/2026	IN1337079	575.27
101 4142 424		FEB 2026 RENTAL - COPIER & 6 PRINTERS			575.27
101 4142 424		JAN 2026 USAGE			0.00
				Vendor Total:	575.27
A1ELEC	A1 ELECTRIC, PLUMBING, HEAT & AIR		01/15/2026	15424	46.96
101 4511 425		PARTS FOR POOL REPAIRS			46.96
				Vendor Total:	46.96
ACEHARD	ACE HARDWARE		01/20/2026	9010	8.07
101 4311 425		PINS FOR DUMP TRUCK REPAIRS			8.07
ACEHARD	ACE HARDWARE		01/21/2026	9021	148.99
101 4192 426		SHOP - WET/DRY VAC AND PAINT BRUSH			148.99
ACEHARD	ACE HARDWARE		01/21/2026	9022	15.98
101 4521 426		SPRAY PAINT FOR PARK BENCHES			15.98
ACEHARD	ACE HARDWARE		01/23/2026	9034	78.95
101 4311 425		GRIND WHEEL/FLAP DISCS FOR EQUIP REPAIRS			78.95
ACEHARD	ACE HARDWARE		01/28/2026	9059	33.98
101 4192 426		SHOP - TOW STRAP			24.99
101 4511 426		POOL - PAINT FOR BENCH			8.99
ACEHARD	ACE HARDWARE		01/29/2026	9069	8.94
101 4311 425		HARDWARE FOR SIGN REPAIR			8.94
ACEHARD	ACE HARDWARE		01/29/2026	9070	2.94
101 4311 425		HARDWARE FOR SIGN REPAIR			2.94
ACEHARD	ACE HARDWARE		02/02/2026	9075	56.97
101 4192 426		BATTERIES & LED LAMPS FOR SHOP			56.97
ACEHARD	ACE HARDWARE		02/02/2026	9077	7.74
101 4311 425		HARDWARE FOR STREET SIGN REPAIR			7.74
ACEHARD	ACE HARDWARE		02/06/2026	9112	70.25
101 4521 426		PARKS - TRIMMER LINE/AIR FILTER			38.98
101 4521 426		PARKS - SAFETY GLASSES			19.99
101 4192 426		PUB BLDGS - SCREW CITYHALL DOOR			11.28
				Vendor Total:	432.81
BROWJUG	BROWN JUG, LLC		02/02/2026	1093	425.57
101 4311 426		FUEL - STREETS			425.57
				Vendor Total:	425.57
CATSLLC	CATALIS LLC		02/10/2026	INV308369378	6,995.00
101 4142 434 1		WEBSITE HOSTING (02/2026-01/2027)			3,000.00
101 4142 434 1		MASS NOTIFICATION SYS			3,995.00

<u>Vendor ID</u>	<u>Vendor Name</u>	<u>Invoice</u>	<u>Invoice</u>	<u>Amount</u>
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		(02/2026-01/2027)		
			Vendor Total:	6,995.00
CHRIKYLE	CHRISTENSEN, KYLE	01/30/2026	JAN 2026	67.90
101 4652 427	JAN 2026 MILEAGE			67.90
			Vendor Total:	67.90
CITYGL	CITY GLASS & GLAZING INC	01/09/2026	145446	30.00
101 4311 425	NEW MIRROR FOR TRACTOR			30.00
			Vendor Total:	30.00
CTYHART	CITY OF HARTFORD	01/27/2026	01272026 STMT	423.38
101 4192 428	W/S-OLD SHOP			86.52
101 4192 428	W/S-NEW MAINT SHOP			117.86
101 4192 428	W/S-CITY HALL			107.84
101 4192 428	W/S-GAGE HOUSE			111.16
			Vendor Total:	423.38
CLARPAUL	CLARKE, PAUL	02/02/2026	JANUARY 2026	402.50
101 4652 427	JANUARY 2026 MILEAGE			402.50
			Vendor Total:	402.50
COFFEECUP	COFFEE CUP FUEL STOPS - AUTO PMTS	02/01/2026	020126 STMT	34.88
101 4311 426	FUEL - STREETS			34.88
			Vendor Total:	34.88
THEFAMILY	FAMILY FARM, THE	02/06/2026	672552	1,125.00
101 4521 429	BLVD TREE PRUNING ALONG MICKELSON RD			1,125.00
			Vendor Total:	1,125.00
FARMMERC	FARMERS & MERCHANTS CO-OP OIL CO.	01/22/2026	157	1,372.50
101 4311 426	DIESEL FUEL FOR STREET EQUIPMENT			1,372.50
			Vendor Total:	1,372.50
FASTSIGNS	FASTSIGNS	04/04/2026	INV-109474	13,577.50
101 4521 439	DOWNPMT - NEW SIGN FOR SWENSON PARK			13,577.50
			Vendor Total:	13,577.50
FERGENTE	FERGUSON ENTERPRISES LLC	01/16/2026	2337631	688.36
101 4521 439	PLUMBING FIXTURES FOR NEW RESTROOMS			688.36
FERGENTE	FERGUSON ENTERPRISES LLC	01/27/2026	2337631-1	1,061.06
101 4521 439	PLUMBING FIXTURES FOR NEW RESTROOMS			1,061.06
			Vendor Total:	1,749.42
FIRSBANK	FIRST NATIONAL BANK OMAHA	01/29/2026	012926 STATE	2,585.17
101 4521 439	ALLIED HAND DRYER-2 DRYERS NEW RESTROOM			570.00

<u>Vendor ID</u>	<u>Vendor Name</u>	<u>Description</u>	<u>Invoice Date</u>	<u>Invoice</u>	<u>Amount</u>
<u>Account Number</u>					
101 4521 439		WEBSTAUARANT-FOUNTAIN/CHANGE TABLE RESTRM		1,846.24	
101 4521 427		DEPT AG-HANISCH CERT/CLASS APPLICATOR		99.60	
101 4142 4261		LATE FEE/INTEREST(WILL CREDIT NEXT STMT)		69.33	
FIRSBANK	FIRST NATIONAL BANK	OMAHA	01/29/2026	012926 STMT	1,942.54
101 4142 429		AMAZON-ITEMS FOR HOLIDAY PARTY		97.32	
101 4142 426		AMAZON-HANGING FOLDERS/PENS/WHITEOUT		74.12	
101 4142 426		AMAZON-TABLE/CASE FOR FINANCE OFFICE		69.42	
101 4521 439		AMAZON-NEW RESTROOM SIGNAGE		45.56	
101 4652 427		ICC-BLDG PLANS STUDY GUIDE		69.00	
101 4142 434		BUSH FURNITURE-2 DESKS (RK & JS)		1,278.00	
101 4142 4273		STOMP GROUNDS-LUNCH FOR DEVELOPER MTG		87.90	
101 4142 422 2		MICROSOFT-SUBSCRIPT N HANISCH COMPUTER		138.05	
101 4142 422 2		BOX INC SUBSCRIPTION (MONTHLY)		50.00	
101 4142 434 1		BEEN VERIFIED SUBSCRIPTION (MONTHLY)		29.99	
101 4142 434 1		CONNECT-SUBSCRIPT FOR SIDEL'S TABLE		3.18	
				Vendor Total:	4,527.71
FRIEBE	FRIEBERG, NELSON & ASK, LLP		02/02/2026	85045	2,003.13
101 4142 422		JAN - PHONE CALLS/EMAILS/MISC WORK		2,003.13	
101 4142 422		JAN - ATTEND MEETINGS/MILEAGE		0.00	
				Vendor Total:	2,003.13
GOLDENWEST	GOLDEN WEST TELECOMMUNICATIONS COOPERATIVE, INC.		02/01/2026	02012026 STATE	145.90
101 4192 428		INTERNET @ CITY HALL		79.95	
101 4192 428		INTERNET @ CITY SHOP		65.95	
				Vendor Total:	145.90
HARTF9	HARTFORD BUILDING CENTER, INC.		01/31/2026	01312026 STMT	3,590.87
101 4311 425		STREETS - SCREWS FOR STREET SIGN REPAIR		19.99	
101 4521 439		PARKS - RETURN INSULATION NEW RESTROOM		(169.98)	
101 4521 439		PARKS - INSULATION NEW RESTROOM		79.99	
101 4521 439		PARKS - STEEL MATERIAL NEW RESTROOM		54.75	
101 4521 439		PARKS - PAINT SUPPLIES NEW RESTROOM		98.97	
101 4521 439		PARKS - PAINT SUPPLIES NEW RESTROOM		42.97	

<u>Vendor ID</u>	<u>Vendor Name</u>	<u>Invoice</u>	<u>Invoice</u>	<u>Amount</u>
<u>Account Number</u>	<u>Description</u>	<u>Date</u>		<u>Amount</u>
101 4521 439	PARKS - PAINT SUPPLIES NEW RESTROOM			62.99
101 4521 439	PARKS - STEEL MATERIAL NEW RESTROOM			46.00
101 4521 439	PARKS - INSULATION/LUMBER NEW RESTROOM			865.20
101 4521 439	PARKS - VENT CHUTES NEW RESTROOM			19.90
101 4521 439	PARKS - LUMBER NEW RESTROOM			147.68
101 4521 439	PARKS - OSB NEW RESTROOM			20.99
101 4521 426	PARKS - CAULK/TROWEL			48.13
101 4521 426	PARKS - ROLLERS/TRAYLINERS			16.94
101 4521 425	PARKS - MATERIAL PKG SHELTER #5 REPAIRS			2,140.71
101 4511 426	POOL - SUMP PUMP/PVC FITTINGS & ADAPT			95.64
			Vendor Total:	3,590.87
HENKSCHU	HENKIN SCHULTZ, INC.	01/29/2026	INV-48455	95.00
101 4142 4231	BUS CARD - K CARLSON (TO BE REIMB)			95.00
			Vendor Total:	95.00
ISG	I & S GROUP, INC	01/31/2026	128991	6,757.50
101 4652 422	MEETINGS/MILEAGE			1,997.50
101 4652 422	PLAT/SITE PLAN REVIEWS			3,697.50
101 4652 422	COST EST UPDATES TRAILS			1,020.00
101 4652 422	CIP UPDATES			42.50
			Vendor Total:	6,757.50
JAYMAR	JAYMAR BUSINESS FORMS, INC.	01/31/2026	66273	129.01
101 4652 4231	250 BUILDING INSPECTION FORMS			129.01
			Vendor Total:	129.01
LAURHOUS	LAURENS HOUSE OF PRINT, THE	01/30/2026	1-68-26	24.48
101 4652 426	NAME PLATE - J WHEALY PZ BOARD MEMBER			24.48
LAURHOUS	LAURENS HOUSE OF PRINT, THE	02/05/2026	2-4-26	26.25
101 4521 426	NAME PLATE - C MORRISON PARK BOARD MEMBE			26.25
			Vendor Total:	50.73
LYLESI	LYLE SIGNS, INC.	01/12/2026	004593672	78.81
101 4521 426	ASSISTANCE SIGNAGE FOR DUMPSITE			78.81
			Vendor Total:	78.81
MENARDW	MENARDS - SIOUX FALLS WEST	01/16/2026	76879	390.62
101 4521 426	PARKS - 5 ROLLS ELECTRICAL TAPE			29.71
101 4521 425	PARKS - SCREWS FOR SHELTER REPAIRS			94.97
101 4521 439	PARK RESTROOMS - 4 SETS OF			85.96

<u>Vendor ID</u>	<u>Vendor Name</u>	<u>Description</u>	<u>Invoice Date</u>	<u>Invoice Amount</u>	<u>Amount</u>
101 4521 439		GRAB BARS PARK RESTROOMS - 2 PEDESTAL SINKS		179.98	
Vendor Total:					390.62
MIDAME	MIDAMERICAN ENERGY COMPANY		01/22/2026	01222026 STATE	888.73
101 4192 428		GAS-NEW SHOP		183.67	
101 4192 428		GAS-OLD SHOP		184.52	
101 4192 428		GAS-GAGE HOUSE		319.85	
101 4192 428		GAS-CITY HALL		200.69	
Vendor Total:					888.73
MINNTREA	MINNEHAHA COUNTY TREASURER		01/26/2026	2025 ST MAINT FEES	14,568.76
101 4311 429		PARCEL 23436		130.00	
101 4311 429		PARCEL 23485		136.00	
101 4311 429		PARCEL 23486		132.00	
101 4311 429		PARCEL 23553		226.00	
101 4311 429		PARCEL 23764		1,228.00	
101 4311 429		PARCEL 23857		1,749.60	
101 4311 429		PARCEL 23437		132.00	
101 4311 429		PARCEL 85478		2,041.04	
101 4311 429		PARCEL 86120		130.00	
101 4311 429		PARCEL 90387		130.00	
101 4311 429		PARCEL 90388		130.00	
101 4311 429		PARCEL 93064		1,005.48	
101 4311 429		PARCEL 93065		1,140.00	
101 4311 429		PARCEL 75950		331.32	
101 4311 429		PARCEL 75952		232.52	
101 4311 429		PARCEL 77375		130.00	
101 4311 429		PARCEL 79549		200.00	
101 4311 429		PARCEL 85049		600.00	
101 4311 429		PARCEL 85051		363.52	
101 4311 429		PARCEL 23859		2,150.00	
101 4311 429		PARCEL 23879		1,596.28	
101 4311 429		PARCEL 59463		160.00	
101 4311 429		PARCEL 71108		130.00	
101 4311 429		PARCEL 71114		235.00	
101 4311 429		PARCEL 71117		130.00	
Vendor Total:					14,568.76
NAPA	NAPA AUTO PARTS OF HARTFORD		01/16/2026	268799	115.19
101 4311 425		PARTS FOR 2014 F250 REPAIRS		115.19	
NAPA	NAPA AUTO PARTS OF HARTFORD		01/20/2026	269005	138.93
101 4311 425		BATTERY/OIL/FILTERS FOR MALIBU		138.93	
NAPA	NAPA AUTO PARTS OF HARTFORD		01/21/2026	269091	142.17
101 4311 425		PARTS FOR 2011 F250 REPAIRS		142.17	
NAPA	NAPA AUTO PARTS OF HARTFORD		01/26/2026	269379	51.96

<u>Vendor ID</u>	<u>Vendor Name</u>	<u>Description</u>	<u>Invoice Date</u>	<u>Invoice</u>	<u>Amount</u>
101 4311 425		DIESEL EXHAUST FLUID FOR EQUIPMENT		51.96	
NAPA	NAPA AUTO PARTS OF HARTFORD		01/27/2026	269438	191.40
101 4311 425		GREAST FOR EQUIPMENT		191.40	
NAPA	NAPA AUTO PARTS OF HARTFORD		01/30/2026	269679	52.79
101 4311 425		2 AIR FILTERS & VALVE CAP FOR MALIBU		52.79	
NAPA	NAPA AUTO PARTS OF HARTFORD		02/02/2026	269759	19.98
101 4311 425		PARTS FOR 2014 F250 RADIO REPAIR		19.98	
NAPA	NAPA AUTO PARTS OF HARTFORD		02/03/2026	269877	25.98
101 4311 425		ANTIFREEZE FOR SKID STEER		25.98	
NAPA	NAPA AUTO PARTS OF HARTFORD		02/09/2026	270200	738.95
101 4311 425		OIL/FILTERS - R220 SKIDSTEER		738.95	
Vendor Total:					1,477.35
NEWCENT	NEW CENTURY PRESS, INC		01/09/2026	2026-571952	51.00
101 4142 423		SNOW REMOVAL HELP AD-1/7 SHOP GUIDE		51.00	
NEWCENT	NEW CENTURY PRESS, INC		01/09/2026	2026-588102	8.47
101 4142 423		DEC PAYROLL REPORT		8.47	
NEWCENT	NEW CENTURY PRESS, INC		01/09/2026	2026-588103	18.24
101 4142 423		GHI PUB MTG EPA BROWNSFIELD GRANT		18.24	
NEWCENT	NEW CENTURY PRESS, INC		01/09/2026	2026-588104	11.73
101 4142 423		RES 2026-1		11.73	
NEWCENT	NEW CENTURY PRESS, INC		01/09/2026	2026-588105	24.76
101 4142 423		RES 2026-2		24.76	
NEWCENT	NEW CENTURY PRESS, INC		01/16/2026	2026-589769	46.26
101 4142 423		1/13 SPEC CC MINUTES		46.26	
NEWCENT	NEW CENTURY PRESS, INC		01/16/2026	2026-589771	17.59
101 4142 423		RES 2026-3		17.59	
NEWCENT	NEW CENTURY PRESS, INC		01/16/2026	2026-589773	148.54
101 4142 423		1/6 CC MINUTES		148.54	
NEWCENT	NEW CENTURY PRESS, INC		01/23/2026	2026-590609	10.42
101 4142 423		RES 2026-4		10.42	
NEWCENT	NEW CENTURY PRESS, INC		01/23/2026	2026-590610	35.18
101 4142 423		RES 2026-5		35.18	
NEWCENT	NEW CENTURY PRESS, INC		01/23/2026	2026-590611	13.68
101 4142 423		ORD 768		13.68	
NEWCENT	NEW CENTURY PRESS, INC		01/23/2026	2026-590612	40.39
101 4142 423		ORD 769		40.39	
NEWCENT	NEW CENTURY PRESS, INC		01/30/2026	2026-590648	93.50
101 4142 423		WW SPECIALIST HELP AD-1/28 SHOP GUIDE		93.50	
NEWCENT	NEW CENTURY PRESS, INC		02/06/2026	2026-590649	93.50
101 4142 423		WW SPECIALIST HELP AD-2/4 SHOP GUIDE		93.50	
NEWCENT	NEW CENTURY PRESS, INC		01/23/2026	2026-590697	80.85

<u>Vendor ID</u>	<u>Vendor Name</u>	<u>Description</u>	<u>Invoice Date</u>	<u>Invoice</u>	<u>Amount</u>
101 4142 423		WW SPECIALIST HELP AD-1/23 MESSENGER		80.85	
NEWCENT	NEW CENTURY PRESS, INC		01/30/2026	2026-590698	80.85
101 4142 423		WW SPECIALIST HELP AD-1/30 MESSENGER		80.85	
NEWCENT	NEW CENTURY PRESS, INC		02/06/2026	2026-590699	80.85
101 4142 423		WW SPECIALIST HELP AD-2/6 MESSENGER		80.85	
NEWCENT	NEW CENTURY PRESS, INC		01/30/2026	2026-591386	9.12
101 4652 423		PZ PUB HEAR - SIMMERSON VARIANCE		9.12	
NEWCENT	NEW CENTURY PRESS, INC		01/30/2026	2026-591387	129.00
101 4142 423		1/20 CC MINUTES		129.00	
NEWCENT	NEW CENTURY PRESS, INC		01/30/2026	2026-591388	38.44
101 4142 423		JAN BILL REPORT		38.44	
NEWCENT	NEW CENTURY PRESS, INC		02/06/2026	2026-592364	45.42
101 4142 423		SUMMER HELP AD-2/6 MESSENGER		45.42	
Vendor Total:					1,077.79
OVERHE	OVERHEAD DOOR COMPANY OF SIOUX FALLS, INC.		01/19/2026	390829-IN	640.82
101 4192 425		REPAIR OVERHEAD DOOR @ SHOP		640.82	
Vendor Total:					640.82
QUILL	QUILL CORPORATION		01/15/2026	47398715	47.17
101 4192 426		KCUP COFFEE FOR CITY HALL		21.99	
101 4142 426		AUTO MILEAGE LOGS		25.18	
QUILL	QUILL CORPORATION		02/03/2026	47638656	79.99
101 4192 426		CARTON OF TOILET PAPER FOR SR CENTER		79.99	
Vendor Total:					127.16
REEDLOAN	RURAL ELECTRIC ECONOMIC DEVELOPMENT, INC. - ACH PAYMENTS		02/01/2026	383-01-01 02/15/26	1,817.94
101 4760 441		PRINCIPAL - WESTERN AVE REED LOAN		820.67	
101 4760 442		INTEREST - WESTERN AVE REED LOAN		997.27	
Vendor Total:					1,817.94
SANFORD	SANFORD HEALTH OCCUPATIONAL MEDICINE CLINIC		01/30/2026	884147	259.00
101 4142 415		NEW HIRE DRUG TESTING - D BEANER		57.00	
101 4142 415		RANDOM DRUG TESTING - N HANISCH		101.00	
101 4142 415		RANDOM DRUG TESTING - C WAGNER		101.00	
Vendor Total:					259.00
SDDEP2	SD DEPARTMENT OF REVENUE - AUTO PMTS		01/31/2026	01/2026 EXCISE	17.59
101 4142 4541		EXCISE TAX DUE - JANUARY		17.59	

<u>Vendor ID</u>	<u>Vendor Name</u>	<u>Description</u>	<u>Invoice Date</u>	<u>Invoice</u>	<u>Amount</u>	
<u>Account Number</u>					<u>Amount</u>	
SDDEP2	SD DEPARTMENT OF REVENUE - AUTO PMTS		01/31/2026	01/2026 SALES	36.74	
101 4142 4540		SALES TAX DUE - JANUARY			36.74	
					Vendor Total:	54.33
SDMUNI	SD MUNICIPAL LEAGUE		02/02/2026	200004075	125.00	
101 4142 427		CITY MANAGEMENT CONF REG - SIDEL			125.00	
SDMUNI	SD MUNICIPAL LEAGUE		02/03/2026	200004100	85.00	
101 4652 427		BLDG OFFICIALS ICC TRAIN - K CHRISTENSEN			85.00	
					Vendor Total:	210.00
SFHUMA	SF AREA HUMANE SOCIETY		01/31/2026	5691	846.75	
101 4412 422		JAN 2026 CONTRACT			750.00	
101 4412 422		JAN 2026 AFTER HOURS CALL/MILEAGE			96.75	
					Vendor Total:	846.75
SIOFALCOM	SIOUX FALLS COMMERCIAL CLEANING		02/01/2026	6151	765.00	
101 4192 422		JAN26 CLEANING SERVICE-GAGE HOUSE			765.00	
					Vendor Total:	765.00
SIOUXV	SIOUX VALLEY ENERGY		01/28/2026	01282026 STATE	8,837.70	
101 4511 428		ELEC-POOL			85.13	
101 4311 428		ELEC-CROSSING LTS S OF HS			75.56	
101 4311 428		ELEC-BILLBOARDS			389.78	
101 4311 428		ELEC-STREET LIGHTS			6,067.48	
101 4311 428		ELEC-CROSSING LTS N OF HS			87.15	
101 4311 428		ELEC-WELCOME SIGN-HWY 38/WESTERN			76.80	
101 4311 428		ELEC-CROSSWALK SERVICE 2ND/ELM			76.01	
101 4311 428		ELEC-WELCOME SIGN WESTERN/DIAMOND TRL			76.69	
101 4521 428		ELEC-TURTLE CREEK RR			83.66	
101 4521 428		ELEC-PARK SHELTERS			199.43	
101 4521 428		ELEC-SPORTS COMPLEX			120.00	
101 4521 428		ELEC-DAVID ROE FIELDS - NORTH LIGHTS			86.25	
101 4521 428		ELEC-DAVID ROE FIELDS - EAST LIGHTS			75.00	
101 4521 428		ELEC-DAVID ROE FIELDS - WEST LIGHTS			75.00	
101 4192 428		ELEC-TAMMEN WEATHER SIREN			85.69	
101 4192 428		ELEC-NEW CITY SHOP			343.73	
101 4192 428		ELEC-OLD CITY SHOP			176.70	
101 4192 428		ELEC-CITY HALL			292.69	
101 4192 428		ELEC-STORAGE BLD BY MEM PARK			124.39	
101 4192 428		ELEC-GAGE HOUSE			240.56	
					Vendor Total:	8,837.70

<u>Vendor ID</u>	<u>Vendor Name</u>	<u>Invoice</u>	<u>Invoice</u>	<u>Amount</u>
<u>Account Number</u>	<u>Description</u>	<u>Date</u>	<u>Amount</u>	
SUNSHINE	SUNSHINE FOODS	02/01/2026	020126 STMT	164.93
101 4192 426	COFFEE/WATER/FILTERS/PAPERT OWELS - WWTF			54.35
101 4192 426	POP FOR CITY HALL			35.64
101 4192 426	COFFEE FOR CITY HALL			37.98
101 4192 426	LAUNDRY DETERGENT FOR SHOP			15.98
101 4142 429	HOLIDAY PARTY SUPPLIES			10.00
101 4142 4273	PASTRIES FOR MEETING @ CITYHALL			10.98
Vendor Total:				164.93
TETORIDG	TETON RIDGE, LLC	02/01/2026	TCR 68	3,575.00
101 4652 422	JANUARY 2026 SERVICES			3,575.00
Vendor Total:				3,575.00
VERIZO	VERIZON WIRELESS	01/22/2026	6134184723	566.42
101 4652 428	CELLS-BP & CODE ENF			65.33
101 4521 428	CELL SERV-LANDFILL CAMERA			40.01
101 4142 428	CELL-CITY ADMIN			39.73
101 4192 428	CELL-WWTF SPECIALIST			39.73
101 4192 428	CELLS-PUBLIC WORKS			170.39
101 4192 428	7 PHONE LINES - CITYHALL/SHOP			211.23
Vendor Total:				566.42
WALTCRYS	WALTNER, CRYSTAL	01/31/2026	000009	487.50
101 4311 426	150 GOLF CART PERMITS			487.50
Vendor Total:				487.50
THEWESTON	WESTON GROUP, THE	01/20/2026	1660	625.00
101 4142 429	BALANCE DUE: UPDATE COMPENSATION PLAN			625.00
Vendor Total:				625.00
Fund Total:				82,018.15
Checking	1	Fund: 510	WWTF CAPITAL PROJECT	
ISG	I & S GROUP, INC	01/31/2026	128817	4,228.75
510 5501 422	WW FACILITY CONST ADMIN/OBERV/CLOSEOUT			4,228.75
Vendor Total:				4,228.75
Fund Total:				4,228.75
Checking	1	Fund: 513	WESTERN AVE PROJECT	
ISG	I & S GROUP, INC	01/31/2026	128824	1,385.00
513 5501 422	WESTERN AVE INTER - CONST CLOSEOUT/OBSER			1,385.00
Vendor Total:				1,385.00
Fund Total:				1,385.00
Checking	1	Fund: 602	WATER FUND	
BADMET	BADGER METER	01/29/2026	80223543	597.52

<u>Vendor ID</u>	<u>Vendor Name</u>	<u>Description</u>	<u>Invoice Date</u>	<u>Invoice</u>	<u>Amount</u>	
<u>Account Number</u>					<u>Amount</u>	
602 4335 422		JANUARY 2026 - FEE TO READ 1285 METERS			597.52	
						Vendor Total: 597.52
CTYSOOFALL	CITY OF SIOUX FALLS		02/02/2026	02022026 STMT	105.48	
602 4335 422		CITY WATER TESTS (JAN)			105.48	
						Vendor Total: 105.48
ISG	I & S GROUP, INC		01/31/2026	128826	1,226.50	
602 4334 422		WATER STUDY/MODEL			1,226.50	
						Vendor Total: 1,226.50
MENARDW	MENARDS - SIOUX FALLS WEST		02/03/2026	78090	59.74	
602 4334 426		WATER DEPT PLUMBING SUPPLIES			59.74	
						Vendor Total: 59.74
MINNEH	MINNEHAHA COMMUNITY WATER CORPORATION		02/01/2026	02012026 STATE	25,739.53	
602 4334 4261		BULK WATER PURCHASE			25,739.53	
						Vendor Total: 25,739.53
SIOUXV	SIOUX VALLEY ENERGY		01/28/2026	01282026 STATE	146.66	
602 4332 428		ELEC-N WATER TOWER/SIREN			146.66	
						Vendor Total: 146.66
USPOST	US POST OFFICE		02/02/2026	EDP DEPOSIT 2/18/26	275.00	
602 4335 4261		POSTAGE DEPOSIT- W/S BILL MAILING			275.00	
						Vendor Total: 275.00
						Fund Total: 28,150.43
Checking	1	Fund: 604 SEWER FUND				
ACEHARD	ACE HARDWARE		01/20/2026	9015	34.99	
604 6040 426 2		CARBON MONOXIDE DETECTOR FOR WWTF			34.99	
ACEHARD	ACE HARDWARE		01/27/2026	9050	15.95	
604 6040 426 2		USB CABLE & FASTENERS FOR WWTF			15.95	
ACEHARD	ACE HARDWARE		01/28/2026	9054	83.20	
604 6040 426 2		WWTF - HDMI JACK/SURGE PROTECT/HARDWARE			83.20	
ACEHARD	ACE HARDWARE		01/29/2026	9062	26.99	
604 6040 426 2		WWTF - HDMI CABLE			26.99	
ACEHARD	ACE HARDWARE		02/02/2026	9080	35.96	
604 6040 425		PARTS TO REPAIR SKIMMERS @ WWTF			35.96	
ACEHARD	ACE HARDWARE		02/03/2026	9085	6.99	
604 6040 426 2		WWTF - SMALL SCRUB BRUSH			6.99	
ACEHARD	ACE HARDWARE		02/03/2026	9087	12.99	
604 6040 426 2		WWTF - PRIMER/CEMENT FOR			12.99	

<u>Vendor ID</u>	<u>Vendor Name</u>	<u>Invoice</u>	<u>Invoice</u>	<u>Amount</u>
<u>Account Number</u>	<u>Description</u>	<u>Date</u>	<u>Amount</u>	
ACEHARD	ACE HARDWARE	01/29/2026	C85968	(49.99)
604 6040 426 2	WWTF - RETURN HDMI CABLE & JACK			(69.98)
604 6040 426 2	WWTF - AV CABLE			19.99
Vendor Total:				167.08
AMERENGI	AMERICAN ENGINEERING TESTING, INC.	01/08/2026	PJI-083538	868.50
604 6040 422	WATER ANALYSIS			868.50
AMERENGI	AMERICAN ENGINEERING TESTING, INC.	02/06/2026	PJI-084678	747.25
604 6040 422	WATER ANALYSIS			747.25
Vendor Total:				1,615.75
BADMET	BADGER METER	01/29/2026	80223543	597.53
604 6040 422	JANUARY 2026 - FEE TO READ 1285 METERS			597.53
Vendor Total:				597.53
GOLDENWEST	GOLDEN WEST TELECOMMUNICATIONS COOPERATIVE, INC.	02/01/2026	02012026 STATE	188.73
604 6040 428 1	PHONES @ WWTF			88.78
604 6040 428 1	INTERNET @ WWTF			99.95
Vendor Total:				188.73
HACHCO	HACH COMPANY	01/02/2026	14813934	660.10
604 6040 426 2	LAB SUPPLIES FOR WWTF			660.10
Vendor Total:				660.10
HARTF9	HARTFORD BUILDING CENTER, INC.	01/31/2026	01312026 STMT	58.51
604 6040 426 2	WWTF - 1GAL EXTERIOR BLACK PAINT			39.99
604 6040 426 2	WWTF - FUNNEL/TUBING/BRASS FITTINGS			18.52
Vendor Total:				58.51
MENARDW	MENARDS - SIOUX FALLS WEST	01/16/2026	76879	29.29
604 6040 426 2	WWTF - CLEANING SUPPLIES			29.29
Vendor Total:				29.29
MIDAME	MIDAMERICAN ENERGY COMPANY	01/22/2026	01222026 STATE	603.98
604 6040 428 1	GAS-WASTE WATER PLANT			603.98
Vendor Total:				603.98
MINNCOMM	MINNEHAHA COMMUNITY WATER CORPORATION - AUTO PMTS	02/01/2026	02012026 STATE WWTF	84.50
604 6040 428 1	JAN WATER USAGE - WWTF			84.50
Vendor Total:				84.50
NAPA	NAPA AUTO PARTS OF HARTFORD	02/05/2026	269980	57.98
604 6040 426	ANTIFREEZE FOR LIFTSTATION GENERATOR			57.98

<u>Vendor ID</u>	<u>Vendor Name</u>	<u>Description</u>	<u>Invoice Date</u>	<u>Invoice</u>	<u>Amount</u>	
<u>Account Number</u>						
						Vendor Total: 57.98
SIOUXV	SIOUX VALLEY ENERGY		01/28/2026	01282026	5,603.80	
				STATE		
604 6040 428		ELEC-MAIN LIFT STATION			543.00	
604 6040 428		ELEC-WASTE WATER LAGOONS			178.50	
604 6040 428		ELEC-SAGEHORN LIFT STATION			89.51	
604 6040 428		ELEC-MICKELSON/HWY 38 LIFT STATION			136.09	
604 6040 428 1		ELEC-WASTE WATER PLANT			4,142.95	
604 6040 428 1		ELEC-465TH LIFT STATION			513.75	
						Vendor Total: 5,603.80
USPOST	US POST OFFICE		02/02/2026	EDP DEPOSIT	275.00	
				2/18/26		
604 6040 4261		POSTAGE DEPOSIT- W/S BILL MAILING			275.00	
						Vendor Total: 275.00
						Fund Total: 9,942.25
						Checking Account Total: 125,724.58

**Check Register by Type**  
Prepaid Checks

<b>Payee Type: Vendor</b>		<b>Check Type: Check</b>		<b>Checking Account ID: 1</b>			
<u>Check Number</u>	<u>Check Date</u>	<u>Cleared</u>	<u>Void</u>	<u>Void Date</u>	<u>Entity ID</u>	<u>Entity Name</u>	<u>Check Amount</u>
48864	02/04/2026				RICELAKE	RICE LAKE CONSTRUCTION GROUP	111,551.00
	Checking Account ID:	1			Void Total:	0.00	Total without Voids: 111,551.00
	Check Type Total:	Check			Void Total:	0.00	Total without Voids: 111,551.00
	Payee Type Total:	Vendor			Void Total:	0.00	Total without Voids: 111,551.00
				Grand Total:	Void Total:	0.00	Total without Voids: 111,551.00

## January 2026 Building Permit Report

<u>Date</u>	<u>Address</u>	<u>Permit #</u>	<u>Type</u>	<u>Status</u>	<u>Comments</u>
1/2/2026	100 S. Mundt Avenue	XXX	Code Enforce	Status	reviewed exterior conditions
1/3/2026	505 Jamison Cr	2024-93	Bld	Status	finish work
1/3/2026	601 Par Tee Drive	2024-109	Bld	Status	Deck and siding
1/3/2026	920 Trojan ave	2024-120	Bld	Status	lawn shed
1/3/2026	105 S. Main Ave	2025-99	Bld	Status	finish work
1/3/2026	809 W. Opal Lane	2025-95	Bld	Status	rough framing beginning
1/3/2026	607 N. Main ave	2025-104	Bld	Status	finish work
1/3/2026	705 W. Opal Lane	2025-76	Bld	Status	rough framing
1/5/2026	205 N. Vandemark Ave	2025-102	Bld	final	closed out job
1/6/2026	708/710 W. Opal Lane	2025-82	Bld	Status	excavation work done
1/7/2026	100 S. Mundt Avenue	XXX	Code Enforce	Status	reviewed exterior conditions
1/8/2026	814 Turtle Creek Dr	2025-41	Bld	final	closed out new house
1/12/2026	305 N. Oaks Drive	2025-29	Bld	Status	in progress
1/13/2026	709 W. Opal Lane	2025-77	Bld	Status	rough framing in progress
1/14/2026	400 Emma Drive	2025-72	Bld	final	closed out job
1/15/2026	202 W. 6th Street	2025-87	Bld	Status	in progress
1/17/2026	705 W. 2nd street	2024-77	Bld	Status	new house
1/17/2026	502 N. Oaks ave	2024-12	Bld	Status	finish work
1/17/2026	808 Trojan ave	2024-30	Bld	Status	in progress
1/17/2026	301 S. Feyder ave	2024-89	Bld	Status	rough framing in progress
1/17/2026	601 Par Tee Drive	2024-109	Bld	Status	in progress
1/17/2026	1095 Ruud trail	2025-7	Bld	Status	exterior work
1/19/2026	204 N Kingsbury ave	2025-92	Bld	Status	lawn shed
1/20/2026	1010 Kelly Jo Dr	2025-67	Bld	Status	rough framing progressing
1/24/2026	1205 N. Oaks ave	2025-8	Bld	Status	finish work
1/24/2026	603 Cressman Tr	2025-35	Bld	Status	finish work
1/24/2026	512 W. Opal Lane	2025-44	Bld	Status	finish work
1/24/2026	103 S. Main ave	2025-39	Bld	Status	finish work
1/24/2026	501 N. Eastern ave	2025-80	Bld	Status	finish work
1/26/2026	704 W. Opal Lane`	2025-17	Bld	Status	finish work
1/28/2026	103 S. Main ave	2025-39	Bld	prefinal	apt. unit
1/29/2026	403 N. Vandemark Ave	2025-58	Bld	Status	finish work
1/30/2026	309 N. Mundt ave	2025-100	Bld	Status	remodel and basement
1/31/2026	100 S. Mundt ave	XXX	Code Enforce	Status	checked on site
1/31/2026	1095 Ruud Trail	2025-7	Bld	Status	interior trade work
1/31/2026	705 W. Opal Lane	2025-76	Bld	Status	rough framing
1/31/2026	709 W. Opal Lane	2025-77	Bld	Status	rough framing
1/31/2026	505 Jamison Cr	2024-93	Bld	Status	finish work

**JANUARY 2026 CODE REPORT**

ADDRESS	DATE	DEADLINE/FOLLOWUP	CODE TYPE	REASON	SOURCE	CLOSED?	COMMENTS
407 Patrick Ave	1/6/2026	N/A	Municipal	Noise Disturbance	S	Yes	Letter sent on 1/6 for complaint about dog barking.
100 E 9th St #9	1/6/2026	<del>4/15/2026</del> 2/5/2026	Municipal	Pet License	S	No	Letter with \$100 fine sent on 1/6 for no pet license. Pet licensed as of 1/12, but fine unpaid. Letter about unpaid fine sent on 1/27.
203 Jeanne Cir	1/6/2026	1/15/2026	Municipal	Pet License	S	No	Letter with \$50 fine sent on 1/6 for no pet license. Paid fine no license. Email reminder sent on 1/29.
100 E 9th St #20	1/6/2026	<del>4/15/2026</del> 2/6/2026	Municipal	Pet License	S	No	Letter with \$50 fine sent on 1/6 for no pet license. Reminder letter sent on 1/29 with further action to be taken by City attorney.
307 N Oaks Ave	1/6/2026	<del>1/15/2026</del> 2/3/2026	Municipal	Pet License	S	No	Letter with \$50 fine sent on 1/6 for no pet license. Fine paid, but no license as of 1/15; email sent as followup. Final email followup sent on 1/29 with further action to be taken by City attorney.
205 E 5th St #105	1/6/2026	1/15/2026	Municipal	Pet License	S	Yes	Letter with \$100 fine sent on 1/6 for no pet license. Pets licensed as of 1/20.
207 N Main Ave	1/6/2026	1/15/2026	Municipal	Pet License	S	No	Letter with \$150 fine sent on 1/6 for no pet license.
903 Ruud Ln #37	1/6/2026	<del>4/15/2026</del> 2/6/2026	Municipal	Pet License	S	No	Letter with \$50 fine sent on 1/6 for no pet license. Reminder letter sent on 1/29 with further action to be taken by City attorney.
203 E 5th St #202	1/6/2026	1/15/2026	Municipal	Pet License	S	Yes	Letter with \$50 fine sent on 1/6 for no pet license. Pet owner called on 1/20 and no longer live in Hartford. Moved out in August.
411 Kia Dr	1/6/2026	1/15/2026	Municipal	Pet License	S	Yes	Letter with \$50 fine sent on 1/6 for no pet license. Pets licensed as of 1/14.
114 S Kelley Ave	1/6/2026	1/15/2026	Municipal	Pet License	S	Yes	Letter with \$100 fine sent on 1/6 for no pet license. Pets licensed as of 1/22.
207 Jeanne Cir	1/6/2026	1/15/2026	Municipal	Pet License	S	No	Letter with \$100 fine sent on 1/6 for no pet license. Fine paid, but no license as of 1/23. Vet appointment in February.
304 E 2nd St	11/4/2025	11/19/2025	Municipal/Zoning	Dumpster Sitting on Grass	S	Pending	Follow-up letter sent on 1/8 for dumpster sitting on grass and to move to hard surface. Talked with owner on 1/15 and waiting until Spring to pour a concrete pad for dumpster.
209 N Main Ave	11/10/2025	<del>12/1/2025</del> <del>4/6/2026</del> 2/10/2026	Municipal	Rubbish/Junk Overgrown vegetation Rodent Harborage	R	No	Letter sent on 11/10 for rubbish/junk and overgrown vegetation in the back yard. Possible rodent harborage based on conditions and complaint received. Talked to property owner's daughter on 12/8. Due to weather asking for time to clean back yard. I told her if she can clean up around the front door/driveway we can revisit at the New Years. Spoke again with daughter on 1/13, and progress has been made on the front. Still trying to convince her father to hire out cleaning up the back yard but wants to do on his own. Giving a final (30) days to try to push into having it cleaned up before pursuing further action.
407 Patrick Ave	1/27/2026	2/5/2026	Municipal	Pet License	S	No	Letter sent on 1/27 for no pet license.

R=RESIDENT  
S=STAFF

To: City of Hartford

From: ISG

Date: February 17<sup>th</sup>, 2026

cc: Teresa Sidel

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## GENERAL ENGINEERING UPDATE

- Site plans and plats are continually reviewed as they have been received.
- Observation of public improvements for private developments is ongoing as required.

## PROJECT STATUS UPDATES

### Water Resource Recovery Facility

#### General project scope:

Water Resource Recovery Facility is a mechanical plant for treating an average design flow rate of 1.56 million gallons per day (MGD) of wastewater. Wastewater will be collected by gravity to a new lift station southeast of the 465<sup>th</sup> Ave and Highway 38 intersection, then pumped to the treatment plant on south side of Interstate. The mechanical treatment is an Aeromod™ Activated Sludge System. After treatment, clarified water will be disinfected before discharge to an unnamed creek, a tributary to Turtle and Skunk Creeks.

A project website has been created to keep residents informed on project overview, schedule, and progress updates.

<https://isginc.mysocialpinpoint.com/hartford-water-resource-recovery-facility-project>



#### Construction:

Substantial completion for the project was issued on September 30<sup>th</sup>. Startup for the sludge press system is contingent upon sludge production within the treatment process. Sludge press commission is planned for April based on current sludge production rates. ISG and City staff are working with Rice Lake to make updates to the SCADA system, which monitors and controls the entire treatment system.

The plant has been treating nearly 300,000 gallons of wastewater per day since mid-July. City staff are on-site daily performing functional checks and testing wastewater per DANR requirements. Currently, the effluent is meeting all discharge requirements. The City and ISG will continue monitoring and optimizing the treatment process over the next few months.

### Western Avenue Reconstruction

#### General Project Scope:

Western Avenue will be reconstructed to a 3-lane urban section with one lane each for north- and south-bound traffic and a shared center left turn lane. Where recommended in the Study, an additional right-hand turn lane will also be installed. The roadway will be constructed of concrete with curb, gutter, and storm sewer. Sanitary sewer and water main have been extended past the edge of proposed paving along west Mickelson Road to facilitate future connections.

A project website has been created and will provide updates, the construction schedule, and traffic changes.



<https://isginc.mysocialpinpoint.com/western-avenue-reconstruction>

The punchlist is approximately 75% complete. Remaining punchlist items, such as seeding, will be completed in the spring. A follow-up walkthrough is being coordinated with City staff and an updated punchlist will be provided to the contractor to help ensure timely completion.

The project schedule is as follows:

- Construction Start: April 14, 2025
- Substantial Completion: October 27, 2025
- Final Completion: Anticipated Spring 2026

Project Construction Cost:

- D&G Concrete Construction Bid Amount: \$3,173,470.69
- ISG Construction Services (T&M): \$346,237.50

## Mickelson Road Shared Use Path

### General Project Scope:

The Mickelson Road shared use path project aims to create additional connectivity through the City of Hartford. Installing trail along Mickelson Road from Patrick Ave to Turtle Creek Drive was identified through a previous planning exercise. Leveraging the planning, ISG assisted the City with a grant application through SD DOT's Transportation Alternatives (TA) program. The program provides grants of up to \$600,000 and requires a minimum local match of 18.05%. ISG has been working with SD DOT to finalize scope of work and design will begin this fall.

The Notice to Proceed was received February 2<sup>nd</sup>. ISG survey crews were on site last week collecting topographic and boundary information. Design is anticipated to begin the week of February 16<sup>th</sup>.

Preliminary schedule is as follows:

- **Schedule**
  - Topographic Survey + Design: February-April 2026
  - Plan review/approvals: Anticipated Early Summer
  - Bidding: Following Approvals
  - Construction to follow, anticipated Fall 2026

## Maintenance Report – 2/17/2026

February 12, 2026

### Streets

**Roads** – The bid letting for this year’s project is planned for February 19, 2026. With the warm and cold weather patterns our roads seem to be holding up well. Next week we are hoping to get the sweeper out and also start working on the gravel roads.

**Equipment** – All of the equipment is in good shape.

**Boulevard trees** – Mike Smith trimmed the trees along Mickelson Road this last week. He has ordered the trees for Mickelson Road along with the park and boulevard trees.

### Water

**Reports / DANR** – The 4th quarter water report has been sent in, and the next report is due April 10th, 2026. This will finish up the sampling for the year with no violations. The lead and copper have been updated for now. We are required to update and move forward with planning and removing all lead service lines in the future per EPA and DANR. At this time they are looking at a time frame of around 2035.

### Sewer

**List station** – All of the lift stations are working well at this time.

**Reports** – We will be filling out the January DMRs as soon as we get the last reports, it is due February 28<sup>th</sup>.

**Lagoons** – We will have to finish discharging in the spring. We will also be working on how and what we need to do to remove the biomass from the aerated cells.

**Future facility** – Jesse and I are keeping up with the plant operation. We are trying to have weekly progress meetings with ISG and Rice Lake to get the punch list items taken care of. As of today, the main item that needs to be addressed is the heating unit. We also had a blower go down, the service tech is now planning on being here next Wednesday or Thursday. Skytech has installed the camera security system. We are planning on back-flushing the clarifiers today and fixing some of the skimmers.

## **Park**

**Parks** – The bathrooms by the pickleball courts are ready for the electricians and the plumbers. Shelter 5 has been roofed, and Eric has started prepping the other shelters for steel.

**Bike Trail** – Nothing new at this time.

**Sports complex** – With the nice weather, we finished the dirt work and seeding around the new concrete.

**Public Buildings** – We have started the yearly inventory.

Neil and Jesse have renewed their pesticide licenses.

Eric has taken and completed his pesticide tests.

Jesse and Eric will be going to some classes in Sioux Falls in March. Jesse is going to get continuing education hours, and Eric is going for training and taking the wastewater collection exam.

# FINANCE OFFICER REPORT

## FEBRUARY 17, 2026

**Cash Report and Sales Tax Revenue:** Following is a comparison of the 2025 and 2026 Cash Reports as well as the year-to-date Sales Tax Revenue as of January 31<sup>st</sup>:

	<u>January 31, 2025</u>	<u>January 31, 2026</u>	<u>Difference</u>
Total Cash	\$5,749,679.59	\$9,381,007.17	\$3,631,327.58
1 <sup>st</sup> Penny	\$ 104,054.55	\$ 84,774.97	(\$ 19,279.58)
2 <sup>nd</sup> Penny	\$ 104,054.54	\$ 84,774.96	(\$ 19,279.58)
3 <sup>rd</sup> Penny	\$ 10,311.76	\$ 10,983.10	\$ 671.34

**DHI Committee Funds:** \$23,130.46 as of January 31, 2026

**Bill Report:** Please review the bill report that is included in your packet. If you have questions, please feel free to contact me or stop in and look at the invoices. The following are highlights:

Catalis, LLC	6,995.00	Website Hosting/Mass Notification Annual Renewal
Fast Signs	13,577.50	Downpayment for Swenson Park Sign
Ferguson Enterprises, LLC	1,749.42	Plumbing Fixtures for New Restroom
First National Bank of Omaha Cr Card	2,416.24	Drink Fountain/Change Tables/Dryers for Restroom
Minnehaha County Treasurer	14,568.76	2026 Street Maintenance Fees
Overhead Door Company of Sioux Falls	640.82	Repair Overhead Door @ Shop
Rural Electric Economic Development	1,817.94	REED Loan Monthly Debt Service
The Family Farm	1,125.00	Boulevard Tree Pruning along Mickelson Rd
The Weston Group	625.00	Balance Due to Update Wage Study
<b>Prepaid Checks:</b>		
Rice Lake Construction Group	111,551.00	WWTF Draw #26 – cc approved 2/3/26

**Switching of Banking Services:** The Customer Deposit Account was switched to Reliabank this week. We are still waiting for our laser check order for our main checking account. Once it arrives, the other two accounts – our main checking & savings – will be switched.

**Equalization Meeting:** Objection forms to file an appeal will be available at City Hall on Monday March 2<sup>nd</sup>. Appeals must be returned to City Hall no later than 5pm on Thursday March 12<sup>th</sup>. The Equalization meeting will be on Monday March 16<sup>th</sup> starting at 6:30pm.

**Calendar of Events:**

**February 2026:**

Monday, 16 <sup>th</sup>	Presidents Day Holiday – City Office Closed
Tuesday, 17 <sup>th</sup>	City Council Meeting @ City Hall, 7pm
Monday, 23 <sup>rd</sup>	Park & Rec Board Meeting @ City Hall, 6:30pm
Tuesday, 24 <sup>th</sup>	Planning & Zoning Meeting @ City Hall, 7pm

**March 2026:**

Tuesday, 3 <sup>rd</sup>	City Council Meeting @ City Hall, 7pm
Tuesday, 3 <sup>rd</sup>	Hartford Township Meeting @ Township Building, 7pm
Tuesday, 10 <sup>th</sup>	Planning & Zoning Meeting @ City Hall, 7pm
Thursday, 12 <sup>th</sup>	Deadline to Appeal Property Valuation, 5pm
Monday, 16 <sup>th</sup>	Equalization Meeting @ City Hall, 6:30pm
Tuesday, 17 <sup>th</sup>	City Council Meeting @ City Hall, 7pm
Monday, 23 <sup>rd</sup>	Park & Recreation Meeting @ City Hall, 6:30pm
Tuesday, 31 <sup>st</sup>	Planning & Zoning Meeting @ City Hall, 7pm

# DHI COMMITTEE FUNDS

(as of January 31, 2026)

Activity	Date	Revenue	Expenses	Balance
End of Year 2011 - Balance	12/31/2011	\$5,000.06	\$4,910.63	\$89.43
End of Year 2012 - Balance	12/31/2012	\$10,009.86	\$0.00	\$10,099.29
End of Year 2013 - Balance	12/31/2013	\$10.35	\$474.57	\$9,635.07
End of Year 2014 - Balance	12/31/2014	\$6.78	\$9,000.00	\$641.85
End of Year 2015 - Balance	12/31/2015	\$1.71	\$496.91	\$146.65
End of Year 2016 - Balance	12/31/2016	\$3.70	\$0.00	\$150.35
End of Year 2017 - Balance	12/31/2017	\$3.53	\$0.00	\$153.88
End of Year 2017 - Transfer Committee Acct Balance	12/31/2017	\$2,044.14	\$0.00	\$2,198.02
End of Year 2018 - Balance	12/31/2018	\$3.72	\$0.00	\$2,201.74
End of Year 2019 - Balance	12/31/2019	\$11,883.43	\$3,500.00	\$10,585.17
End of Year 2020 - Balance	12/31/2020	\$10,004.38	\$11,862.23	\$8,727.32
End of Year 2021 - Balance	12/31/2021	\$15,002.27	\$1,407.24	\$22,322.35
End of Year 2022 - Balance	12/31/2022	\$15,034.63	\$2,485.86	\$34,871.12
End of Year 2023 - Balance	12/31/2023	\$10,539.08	\$13,118.66	\$32,291.54
End of Year 2024 - Balance	12/31/2024	\$6.26	\$1,268.66	\$31,029.14
End of Year 2025 - Balance	12/31/2025	\$3.20	\$7,901.98	\$23,130.36
Year 2025				
Deposit (interest)	1/31/2026	\$0.10		\$23,130.46
<b>TOTALS</b>		<b>\$0.10</b>	<b>\$0.00</b>	<b>\$23,130.46</b>

<b>Summary of Expenses:</b>	
Attorney's/Accountant's Fees	\$1,105.34
Remaining Appropriation (benches, trash cans)	\$4,302.20
Postage for Survey Mailing	\$474.57
Hartford Area Optimist Club (mural)	\$3,500.00
Signature Streetscapes (banners/arms/baskets for lighpoles)	\$3,215.00
Planters Unlimited (10 hanging baskets for lighpoles)	\$946.58
Mac's, Inc. (hardware for lightpoles)	\$16.42
HBC (plants/soil/mulch for hanging baskets)	\$127.69
Backdoor Garden, LLC (fall decore for hanging baskets)	\$217.00
Jessica Evans (fall, summer, winter, xmas banners)	\$1,398.00
Jessica Evans (pumpkins for fall baskets)	\$15.00
Planters Unlimited (4 hanging baskets for lighpoles)	\$382.68
LED Lighting Solutions (4 solar lights)	\$1,847.76
Signature Streetscapes (4 lighpoles/bases/banner poles/brackets)	\$3,490.00
Backdoor Garden, LLC (soil/pines/quick crete for hanging baskets)	\$124.14
Jessica Evans (décor for hanging baskets)	\$56.06
Hartford Building Center (fasteners for light poles)	\$25.90
Sandy Dean (décor for hanging baskets)	\$32.24
Jessica Evans (spring banners)	\$515.00
Jessica Evans (summer banners)	\$90.00
Hartford Building Center (flowers for hanging baskets)	\$770.00
Hartford Building Center (flowers for hanging baskets)	\$812.00
LED Lighting Solutions (4 solar lights)	\$1,673.86
LED Lighting Solutions (3 solar lights)	\$836.93
Downtown Hartford, Inc (downtown assessment by Bob Yapp)	\$4,000.00
Signature Streetscapes (6 lightpoles/bases)	\$3,397.00
Hartford Building Center (coconut liners for hanging baskets)	\$113.25
Hartford Building Center (flowers for hanging baskets)	\$840.00
Colton Redi-Mix, Inc. (concrete for light install on 1st street)	\$231.00
Hartford Building Center (6 tree/flowers planters for downtown sidewalks)	\$2,550.00
Ace Hardware (white paint for downtown bumpout project)	\$159.99
Ace Hardware (yellow paint for downtown bumpout project)	\$169.99
Sign Solutions USA (posts for downtown bumpout project)	\$820.50
Hartford Building Center (plants/flowers/potting soil for downtown area)	\$1,268.66
Signature Streetscapes (DHI share of wayfinding sign)	\$3,692.00
Hartford Building Center (hanging baskets for downtown area)	\$910.00
Hartford Building Center (planting of large pots for downtown area)	\$452.98
Signature Streetscapes (6 arms for banners/hanging baskets)	\$2,847.00
Transfer to General Fund	\$9,000.00

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- **City Projects (Changes in red):**

- **Western Avenue Expansion** - ISG continues to work on plans. Schedule for plans and bidding was provided by ISG to staff. We are still reviewing plans along with funding options. ISG is working with HR Green and meeting with them regularly to ensure communication on coordinating the state and city project. ISG and city staff met with DOT officials on Monday, 9/18 to discuss this project and bidding procedure/coordination. Both projects will be let by the state for bidding and any contractor that bids on one project will be required to bid on the other project as well – thus ensuring the same contractor for both projects. This will make project coordination much easier. Once a contractor is secured, each project will be independent, with the state in charge of their bridge portion and the city in charge of our Western Ave portion. Bidding is still set for next spring with the project commencing in 2025. ISG continues to work on plans and coordinate with HR Green and the state. Project is still planned to be bid next year, with work being performed in 2024. I have talked with ISG about setting up property owner meetings for 2024 to go over the project and address any concerns they may have. ISG states the plans are 90% complete and a final set will be sent to the state by Feb 2024. Part of this project requires the DOT to evaluate the drainage along the off ramps. There will need to be a drainage area created along the NW ramp that will run between the lots in the Western Meadows Industrial Park. The state, ISG and city have been working with the property owner to finalize plans for this drainage. ISG has provided an updated cost estimate as per my request and I plan to meet with Sophie at SECOG to discuss financing options for this project the first part of March. I have confirmed a meeting with Sophie at SECOG for this Thursday (3/7) to discuss possible funding options. I anticipate a small community access grant and then a sales tax bond. Once I get additional information and discuss it with Karen, we will present it to the council for discussion. I did meet with SECOG last week to discuss funding for this project. As anticipated, there is little help out there for road reconstruction projects. We do plan to submit an application for the small community access grant, but this will only cover about \$600,000. The expected costs are approximately 5M now. SECOG was going to try and see if there are any programs under rural development to help. In the meantime, Karen and I will put together some information on a possible assessment and sales tax bond. Hope to have a funding scenario for the council by our next meeting. DOT is still planning a late 2024 bid date. We are planning to have a stakeholder meeting for adjoining property owners this Thursday (3/21) from noon to 1pm at the city hall to give a brief overview of the project. We can then schedule individual meetings if need be, to answer specific questions about the project. We held a stakeholder meeting with property owners along Western Ave on Thursday, 3/21. There were about 9 in attendance. Obviously, there were questions about the project and concerns with access to businesses, but all-in-all the property owners think this will be a great improvement once completed. ISG will follow up individually with each property owner to go over the logistics of the project. ISG is also reaching out to the business along Ruud Lane to discuss the project and possible impacts. I haven't heard back from SECOG yet to see if there is any funding available from Rural Development for this project or not. Once we get an answer to that, we can discuss funding scenarios with the council. I did hear back from SECOG and Rural Development may have a funding source that could possibly help with street improvements. I have reached out to Diane Sieperda with Rural Development, and we have a zoom meeting scheduled for 4/18 to discuss further. As you know, I have been working with SECOG, Rural Development, and bond counsel to discuss funding for this project. We will discuss funding options again at this meeting. We submitted our application for the community access grant to the state on Thursday. I am working on the REED application and have started working with Tom Grimmond on the sales tax bond. A resolution for the sales tax bond is in the packet for council approval. The application for the REED loan will be ready by Monday – I needed to provide financials through 6/30/24 so I need to wait for the month to close. ISG has meet with Tammen Oil and Ace to address any specific questions regarding the project. A meeting for next week (7/2 or 7/3) is being scheduled to meet with Grocotts, Dairy Queen, Buss CPA, and Doc Nik's as well. Our bond resolution has been published, and we submitted our REED Loan application this past week. Additional landowner meetings are planned. We continue to meet with landowners and address any questions or concerns. We will close on our bond loan this fall, and our REED Loan has been approved by the COOP board with approval of the agreement on the agenda. We continue to meet with property owners. We met with the manager of AmericInn on Wednesday and are working to set up a meeting with Jeff Harms from the Coffee Cup. Plans have been submitted to the state to prepare for

bid letting this winter. I have emailed the DOT to get status update on the Exit 387 bridge project. They were to bid for the steel beams this month and the rest of the project in January or February. Once I hear back from them, I'll pass along the update. I talked with the DOT this week. The state is still working to secure ROW from one property owner. If they get the property secured shortly, they plan to bid for the project on 2/19. If they need to condemn the property, it will be bid on 3/5. I have indicated that the city wants to bid asap in order to secure better pricing and be within budget. The DOT has confirmed that they plan to bid on this project on 3/5. ISG and staff plan to hold a meeting with property owners to provide a project update on Tuesday, 2/4 at 1pm. DOT is bidding the project and bid opening is planned for 3/5. Staff has provided an update in the packet regarding the lighting, Community Access Grant, and REED Loan. Bid opening is now planned for March 12<sup>th</sup> (this was pushed back a week due to some advertising issues) but the award date by the commission is still the same date of March 13<sup>th</sup> so it will not delay the project. The DOT is cautiously optimistic, so we are hoping for good bid numbers. Bids were received this week and came in lower than expected, resulting in significant cost savings to the city. The low bid was from D&G Concrete Construction, Inc. Awarding the bid and discussion on a revised funding scenario is on the agenda. The contract has been signed by D&G and the city and sent to the state for processing. A pre-construction meeting for this project is planned for 4/9. After the pre-construction meeting, we plan to meet with the adjoining property owners to give them an update on the project and construction schedule. We are also having ISG send out a courtesy letter to all the residents within this area (south of Mickelson) regarding the upcoming project – a copy of this letter is in the packet for your reference. Those letters are being sent out this week. ISG will also provide a link on the city's website for updates throughout the project. The preconstruction meeting with the contractor was held last Wednesday, 4/9. The project is set to begin on Monday, 4/14 – contractor has indicated that they will start with traffic control measures and then work by Mickelson Road. The city has project information, with a link to the project update page supported by ISG, on our website, Facebook page, mass notification system, and marquee board. We will also include this link in the next newsletter. There will be weekly update meetings between the contractor, engineers, city and DOT every Tuesday morning beginning on 4/22. We also have a meeting scheduled with the adjoining property owners for Thursday, 4/17 – this will be at city hall at 1pm if anyone from the council wants to attend. The project update link is on the city's website for the public to access. We are conducting weekly meetings with the general contractor, state, engineers and city staff. Phase one has been underway for a couple of weeks with the closure of the intersection of Mickelson Road and Western Ave. The detour route was busy the first few days but we have been re-routing truck traffic and we are monitoring activity with the aid of the sheriff's department. The general tells us that we should be able to open up this intersection by June 1<sup>st</sup>. This closure is an inconvenience, but it will speed up the project and provide a cost savings for the city and our taxpayers. All-in-all the work is progressing at a good pace with no major issues encountered. Phase 1 water main and sanitary sewer has been completed. Storm sewer is underway, along with the construction of the storm boxes. Once the storm sewer piping is done, they will begin placing fill and widening the roadway. We are having weekly meetings with the contractor and so far, the city's portion of the project is on schedule. We have received a few complaints about traffic not stopping at the stop signs at Cressman Trail & Opal Lane – flags and white markings have been placed to draw attention. Utilities installation, along with the construction of storm inlets and junction boxes has been completed. Topsoil stripping, roadway shaping, and subgrade compaction is planned for the coming week. Paving is anticipated for the 2<sup>nd</sup> week of June. Obviously, we had some setbacks in workdays due to the rains, but if the contractor can keep working the second phase should begin in early July. All utilities for phase 1 are done and the roadwork has begun. They are shaping it, placing aggregate base, and placing geotextile fabric. Curb work is also being done. We were hoping to have phase 1 done by July 4<sup>th</sup> but it may be a week or so after – all contingent on the weather. Curb and gutter, fillets, and turn lanes have been poured. Mainline paving is anticipated around July 4<sup>th</sup>. Once the pavement cures, the intersection of Western & Mickelson will be reopened and phase 2 will begin. Phase 1 street and utilities have been completed and the Western & Mickelson intersection is now reopened. Phase 2, which is between Opal Lane & Diamond Trail has begun with street removal. The detour for phase 2 will be along W Opal to Ruud Lane to Diamond Trail. All businesses along Western Ave between Opal Lane and Diamond Trail will have access via alternate routes. We are staying in close contact with the businesses and they have received communication last week and this week directly from the city/ISG. Weather depending, this phase should take approximately 5 weeks. Due to the rains phase 2 is about a little behind but storm sewer, sanitary sewer and water mains have been installed. Junction boxes and inlets are still being worked on. Additional signage has been added to allow wayfinding signs to the various businesses. Opal Lane going east should be re-opened later next week. Utilities for phase 2 have been installed and roadway shaping has begun. We anticipate paving to start next week, depending on the weather. We continue to keep the business owners updates and hope to have

phase 2 open in a couple of weeks. Phase 3 will be the construction of the intersection at Diamond Trail and Western Ave and will be done in phases. The stabilizing rock base has been completed, along with curb and gutter. We anticipate mainline paving for phase 2 next week. Phase 3, which is the intersection of Diamond Trail & Western will be completed in sections and is anticipated to begin mid-September. The driving lanes for Phase 2 are now open. Constructors are now working on the west ½ of Diamond Trail & Western Ave – once completed traffic will be moved and the east ½ will start. Barring any delays, the contractor thought the main roadway should be completed by the end of the month. The 4<sup>th</sup> and final phase of this project is estimated to begin on 10/6. It will be the construction and paving of the east ½ of Diamond Trail & Western. We hope to have completion by the end of October or early November. Sidewalks, trails and seeding will be done as time allows. At the progress meeting this past week the contractor indicated that the intersection of Diamond Trail & Western will be open by the end of the week – as of today (Friday), Western Ave is completely open and just Diamond Trail going east is not open yet. Traffic has been switched to the new bridge and demo of the old bridge is planned for overnight Friday (8pm-6am) and Saturday. Contractor continues to work on sidewalks/dirt work/and seeding as time allows. The city's part of the project is close to completion. A walk-through was conducted on 10/23 with ISG and city staff. A punch list of items to complete has been provided to the contractor that generally include site cleanup, topsoil and seeding, replacement of cracked sidewalk panels, rip rap at the storm outlet and installation of signage. We expect most of the items to be completed this year but some items, such as seeding, may go into next spring. The contractor continues to work on punch list items, which are about 75% complete. Punch list items should be completed this year except for seeding and some pavement marking. Closing on the REED Loan for this project is set for Tuesday 12/16. On Monday, December 29<sup>th</sup>, I received a letter from the SD DOT saying that the city was awarded \$600,000 in Community Access Funds. The city applied for this grant earlier this year for our Western Ave project. This is an 80/20 grant so the city will be receiving \$480,000 in grant funds from the state. I will be coordinating with the state to get all the necessary paperwork in place.

**WRRF** – Work continues on this project. The City council approved a contract with Rice Lake – the contract has been executed. Grading work continues at the site. The groundbreaking was a great success. Dirt work for the road and facility is underway, along with utilities. ISG has been reviewing shop drawings and bi-weekly construction meetings are being planned. We are still working on finalizing easement documents with Assam and Tyler. A progress meeting was held with the engineers, staff and contractors on Wednesday, 1/10. The weather is starting to slow things down. Rice Lake will continue to work on the Aeromod structure, but utility work will probably cease until spring. Equipment and materials will be moved to city ground (yard waste site) for winter storage. At our construction meeting on Wednesday, Rice Lake indicated that they have 8 walls poured out of 46 total – so they have about 17% completed. This process will take 2-3 months, depending on the weather. The lid for the lift station will be placed once the site dries out and work can be done. At this point, Rice Lake is continuing to pour the walls for the Aeromod structure and Siteworks has begun work again on the pipe this past week. The outside walls of the Aeromod structure have been completed and the crews are back filling the structure. Work will start on the operations building next. The gravity main will start as well – when the main crosses Mickelson Road, we will need to shut down the road for a few days. We plan to get the message out about this road closure 2 or 3 weeks prior. We will put on the city's website, Facebook page, marquee, alert system, and place signage along the road. A tour will be planned for June as discussed at our previous meeting. We had a construction progress meeting this last Wednesday (4/10). The Aeromod walls are approximately 65% complete. Parts for the Aeromod are now being delivered. The contractor has begun footing work for the operations building. All soil compaction tests have been good. Work also continues on the lift station and collection line – we are still looking at needing to close Mickelson Road towards the end of May/beginning of June. We have noticed some water retention issues along Highway 38 – we are working to correct. Coordination for electrical, gas, and water service is being done. No big changes for this project. Work continues on the Aeromod, lift station, and operations building. We talked of having a tour of the project on either 6/18 or 7/16 – I believe 6/18 would work best for the majority of the council. I will contact Rice Lake and coordinate this. A tour of the facility has been scheduled for June 18<sup>th</sup> at 5:30 – a calendar invite has been sent to the city council, P&Z, and HADF Board. Please respond at your earliest convenience so I can send a head count to Rice Lake. Work continues on the operations building. Siteworks plans to be on location again in late July or early August to install the gravity main cross Mickelson. Work continues to be on schedule. Work on the UV system, plumbing and electrical are being completed. Siteworks also plans to be back on site this month to complete the gravity main. Work continues on this project, with plans for Siteworks to come next month to complete the pipework on the gravity main. At our last construction update meeting, ISG and Rice

Lake had suggested using some of the city's contingency funds for suggested improvements. The city does have \$409,006.28 in contingency funds available through our Rice Lake contract and the suggested expenditures are:

- Mickelson Alignment changes due to S103 (conveyance alignment adjustments made by ISG on Assam Property) \$40,315.12
- ½" 304SS Embed plates for protection floor from dumpsters \$10,522.00
- Rough cost of 8'x8 precast splitter type structure \$19,250.00
- Explosion proof garage door opener for screening room \$ 3,495.00

These changes were discussed with staff and staff believe these would be worth the expense. We will discuss them more in detail at our meeting to ensure the council is okay with the changes. Work continues on this project – UV system, electrical, plumbing, and concrete. Siteworks is planning to be back on site mid-September to complete the gravity main. Work progresses on the Aeromod plant, UV system and operations building. Siteworks has now indicated that they will be back on site at the end of September to complete the gravity flow main. During our last update meeting with Rice Lake, it was suggested to use some contingency funds to place an extra value in the piping right before entering the building for a cleanout and possible future connection for regionalization. Rice Lake is working on a cost for this change, and it will be presented to the council for discussion at our next meeting. Work continues on the Aeromod structure and operations building. Utilities (electric, gas, water and cable) are starting to be placed. Siteworks is back and is starting to place the remaining gravity main. Mickelson Road at Hwy 38 will be closed tentatively from 9/30 to 10/18. Siteworks is completing the gravity main, and work continues on the Aeromod and operations building. Our contractor is completing pipe installation and clarifier work on the Aeromod, electrical work and driveway work is being done at the lift station, and the concrete floor has been completed at the operations building – framing and door installation are being done this week. The collection system is complete. Still working with MCWC on connection of water line. The piping is done, and work continues on the Aeromod, UV system, and Operations building. The lift station is complete with the transformer and generator still to be installed. Work also continues on the Aeromod and Operations building structure. The UV structure has been completed and backfilled. The piping has been completed as well. Work continues on the Aeromod equipment and operations building. Staff will be working with Rice Lake and ISG on a plant start up plan. No significant updates – construction continues pipe installation on the Aeromod. The electrical at the lift station is done. The collection system just has some minor cleanup/tie-in work that will be completed this spring. Work continues on the operations building with piping, mechanical, electrical and plumbing – drywall is nearly completed. Work will slow down over the winter months but start up again in the spring. Work continues on the plant and operations building, along with equipment installation. Staff is working with ISG to formulate a job description for an operator. We will also start working on a “start up” plan for the plant. Work continues on the Aeromod and operations building. We have received approval from the DOT to run our water service line in their ROW. I have drafted a job description for the new operator and plan to present it to the council at your next meeting on 2/18. Piping is still being installed in the Aeromod, and work continues on the operations building. We continue to work with MCWC and Goldenwest to get services to the site. Rice Lake did indicate that they do not plan to work the week of the 16<sup>th</sup> due to the predicted low temperatures. A preliminary “start-up” schedule was provided at our last meeting – currently the plan is to begin filling the plant with seed materials after Memorial Day, training on the system is set for June, and the goal is to be making clean water by the end of July (all subject to change). I have provided a job description in the packet for the council to review for the new operator. We are advertising for an operator - so far, we have 5 applications. Piping is still being placed in the Aeromod, electrical and plumbing work continue at the operations building, and work on the cascade/UV structure continues. Electrical for the transformer and generator is currently being completed. We continue to coordinate with MCWC and Goldenwest for placement of services. Craig has been coordinating with the City of Sioux Falls to get the activated sludge needed for the startup – which is planned this summer. Piping for the Aeromod and construction on the operations building continues. Equipment is being installed as it is received. A planned start up for testing with clean water is anticipated for May. Work continues on the operation building, Aeromod, and collection system. Painting will begin next week. A clean water start-up is still being planned for May. Aeromod pipe & equipment installation has been completed for the east side or Train A. Construction has now started on the west side. All major equipment has been delivery. Work on the operations building continues with painting, electrical work, plumbing, and mechanical work. Plant startup is still on track for May – start up will be a 3-5 month process. Construction on Train B within the Aeromod has started. An inspector with Aeromod was on site and had a positive review. We have discharged approximately 2' of water into the Aeromod for further testing. Much of the piping, UV structure, and sanitary truck line has been completed or is close to completion. Work in the operations building is

going well with the painting of the lab and office space and ceiling grid. A planned test for the lift station pumps was postponed from this week. We continue to advertise and accept applications for an operator – Craig and I plan to review applications already submitted this week. All is going very well for the WWTF plant, some testing has been done and all is working well. We received permission to discharge lagoon water to use with the start-up and we will be the starter bugs from Sioux Falls. Craig and I have initial interviews scheduled for next week with 3 applicants for the new position. Testing within the Aeromod basin, conveyance system, and re-use water system has started. Installation of the cascade aerator, finger weirs, and re-use pump at the UV structure is complete. Work continues on the Ops building with process piping, plumbing and electrical installation. Clean water testing of the Aeromod is underway. UV equipment, sludge and decant pump install are also slated for the next few weeks. Plant startup is in the process, we will be getting starter sludge from SF. Testing is still being done on the system and equipment. We are still planning and getting seed from Sioux Falls within the next few weeks. Mayor Jones is working on coordination of a ribbon cutting – this will probably be held in October once everything is up and running smoothly. Testing on the Aeromod, conveyance system and reuse water system has begun. Installation of the cascade aerator, finger weirs, and reuse pump at the UV structure is complete. Work continues inside the building's operations with process piping, plumbing and electrical. Clean water testing is also being conducted. We are preparing for biological start-up next month. The operation building is getting close to done, the paving of the access road is being completed, the Aeromod is substantially complete and clean water testing has been done and the lift station is substantially completed. The disturbed areas on the collection system have been seeded and mulched. Seed sludge from Sioux Falls will be hauled the week of 7/21 and we will discharge from our lagoons to help activate. A ribbon cutting will be planned once the plant is up and running – possibly October. Work continues inside the operations building. Clean water testing has been done and we started pumping wastewater from our lagoons and seed from Sioux Falls last week. The plant has been treating the wastewater and we started discharging earlier this week. We have been processing wastewater since July 21<sup>st</sup> and all is going well. There is still some final work that needs to be done in the operations building and outside cleanup. Finishing work continues at the plat and operations building, along with site work, fencing and seeding. ISG and staff will be conducting a preliminary walk-through in September to complete a punch list for the contractor. Processing our wastewater is still going well. Still working on finalizing everything. Wastewater processing is still going very well. We will begin training our new operator this next week. Since the plant is operational, we have substantial completion. Rachel with ISG has sent a letter to the state confirming Hartford's completion on our compliance schedule. Work will now consist of finish work such as counters and cabinets and punch list items. The ribbon cutting was held on Friday, 10/3 and we had a great turnout (approximately 80 people). Thanks to Rice Lake, ISG, SMGA, and the Chamber for a successful event! We have substantial completion and the plant is in operation. We continue to work with ISG and Rice Lake on equipment startups, updates to the SCADA system, and testing. Again, all is working well so far. All is going well with the plant and our new operator. Testing of the sludge press system is contingent on sludge production and may not happen for a few weeks. Rice Lake also continues to complete minor punch list items and we continue to work on updates to our SCADA systems, which monitors the plant, to ensure optimum efficiency. Contractor is still working on minor punch list items, this punch list is about 50% complete. Still waiting for cabinets but anticipated delivery is 12/9, with installation that week. ISG and staff continue to monitor and test the system – adjustments are implemented where needed. The contractor is still working on punchlist items. Installation of cabinets is expected next week. We have ordered quite a few supplies this month to equip the facility such as chairs, tables, monitors, washer, dryer, refrigerator, blinds, rugs, tools, cleaning supplies, etc. A camera system has also been ordered for security purposes. Staff continue to work on identifying punchlist items, SCADA operation, and procedures. We finally received the counter tops for the building on Friday but are still waiting on cabinets. **City staff continues to work with Rice Lake and ISG to complete punch list items. Weekly touchbase meetings are being enacted to stay on top of progress.**

- **Transportation Alternative Grant:** Now that the grant agreement has been signed and sent to the state, I'm expecting a notice to proceed. This will allow ISG to start surveying and design work. Our hope is to have the design done by summer and installation done this fall still. The state has our signed agreement but we have not received any notice to proceed yet. Received word this week that all paperwork has been executed, the state will be in contact with ISG to get a work order established. ISG is still working with the state on a work order to begin design and construction. Still no notice to proceed from the state. With the late timing, this project is now being planned for the spring of 2026 – this will give ISG time to design over the fall and winter. We are still anticipating SD DOT approval

and bidding this winter. The states has finally provided a work order to ISG to begin design for this project. Still hoping for design and bid this winter, with construction starting in the spring. **As noted at our last meeting, we have finally received notice to proceed with the project from the state. ISG is working on surveying for plan design.**

- **Kelly Ave Drainage Study:** This study will review existing conditions and various drainage improvements will be evaluated in regard to their effectiveness, cost, and feasibility. This will help the city vet any future project in this area. ISG has begun survey work and gathered information from residents to aid in this study. ISG will provide an update at our meeting on 7/15. A final report on the drainage study is expected early September for council review – hopefully by the city’s 9/16 meeting. The final report will be presented to the council at our meeting. This report was reviewed by the city on 10/16 – the council will revisit the various options over the next few weeks. I’m anticipating putting this on a council agenda after the 1<sup>st</sup> of the year. **The last time we talked about this study, council wanted to touch base again after the 1<sup>st</sup> of the year. I have talked with the Mayor and we are hoping to hold a meeting just with the landowners to discuss any possible projects. We would like to hold this meeting in April with the Mayor and 2 or 3 council members. Any recommendations from this meeting will be presented to the entire council at a future council meeting.**
- **City Wide Water Model:** The city council has approved ISG to conduct a water model for the city. This model will evaluate the city’s water distribution system and aid in the development planning as the city grows. ISG is working with AE2S to begin analysis of the city’s water system. City has provided data on past water usage for their review, along with testing results. Existing condition model has been completed and will be reviewed by ISG, AE2S, and staff at a future meeting. The team will then work on possible improvements to our existing system and future areas. A meeting with AE2S, ISG, and staff was held on Thursday, 10/16 to review existing conditions and review some future suggestions. It was noted that our existing system is running well and there is nothing that needs immediate attention or correction. As the city grows, the report will address future considerations, such as line upsizing and a second water tower. I believe a final report is anticipated for end of November. A meeting is being scheduled for next week to review draft report with staff, with presentation to the city council to follow. ISG plans to provide a brief update on the report findings at our council meeting on 12/16, with a final report expected in January.
- Other Projects –
  - ISG continues to work with Knapp’s Landing, the Windsor Group and the Assam development to complete their punch list.

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- **Fire Department Report:** I did not receive a written report from Fire Chief Todd Lowe this week but I know he did have trouble sending the last report to me so maybe we still have any issue. I will try and get a written report to the council before our Tuesday meeting.
- **Cybersecurity Assessment:** DSU conducted a site visit this past week to review our buildings, inside and out, and attached a device to monitor our system. They conducted 22 cyber attacks on the city system and our IT software program caught them all – unfortunately, with so many attacks, our server locked down and it took part of an afternoon and morning to get us up and running again. We should get a full report from DSU on their findings. Once I receive this, I will compare it to the Homeland Security assessment and present any suggested improvements to the council.
- **SMGA:** Tylor Tordsen with SMGA was planning to attend our meeting but has postponed this until our 3/3 meeting. He believes he will have more information on regionalization to report to us and then we can also talk with him about suggested events for American’s 250<sup>th</sup>.
- **District 3 Meeting:** The SDML will be holding their district meetings in March. Hartford is part of district 3, and our meeting is on Tuesday, March 24<sup>th</sup> in Lennox, SD. The event will be held from 6-8pm. There is usually a social at the beginning followed by dinner and a program. Typically, these meetings allow staff and council a chance to mingle and visit with representatives from state agencies and elected officials. There is usually an update on what new legislation was passed this year and how it will affect municipalities. I plan to attend and if you would like to attend as well, just let Karen or I know by March 24th. (Information enclosed in the packet)
- **SD City Manager’s Association Inaugural Conference:** The SD manager’s association is holding its first annual conference on March 18<sup>th</sup> – 20<sup>th</sup>. I do plan to attend this event but I am not staying overnight so the council does not need to make a motion to attend. The conference is just in Harrisburg so I just plan to

drive to the conference on Wednesday and Thursday morning. The registration cost is \$125 and we do have training expenses built into the budget. I will provide a report on the conference at its completion. A copy of the agenda is in your packet.

Call if you have any questions 605-528-6187 or 605-906-1750.



# District 3 Annual Meeting



[REGISTER](#)



[TELL A FRIEND \(/MEMBERS/SEND.ASP?EVENT=2003142\)](/MEMBERS/SEND.ASP?EVENT=2003142)

Annual meeting of members of the SDML District 3.



**3/24/2026**

**When:** Tuesday, March 24, 2026  
6-8 pm CT

**Where:** Prosper Country Warehouse & Event Hall  
46620 278 Street  
Lennox, SD 57039

**Contact:** SDML Events Team  
[info@sdmunicipalleague.org](mailto:info@sdmunicipalleague.org) (<mailto:info@sdmunicipalleague.org>),  
605.224.8654

[REGISTER](#)

*Online registration is available until: 3/24/2026*

[« Go to Upcoming Event List \(/events/event\\_list.asp\)](/events/event_list.asp)

Renew old acquaintances, make new ones, learn about new legislation, and visit with representatives from state agencies and other elected officials.

The annual SDML district meetings are open to any SDML members. Mayors, town presidents, council members, and city officials are especially encouraged to attend. Area legislators, State agency representatives, and congressional delegates have also been invited. Attendees are able to register and bring guests.

## \$30 PER PERSON

Refund deadline: March 9

[Event Registration/Refund Policy \(https://sdmunicipalleague.org/page/RefundPolicy\)](https://sdmunicipalleague.org/page/RefundPolicy)

## SCHEDULE OF EVENTS

(Subject to change)

6 p.m. CT | Social with bar

6:30 p.m. CT | Dinner -Bourbon tips, garlic mashed potatoes, green beans, dinner roll with butter, carrot cake or chocolate lava molten cake with berries

7 p.m. CT | Program

## ACCESSIBILITY ACCOMMODATIONS

Auxiliary aids and other reasonable accommodation shall be made upon request to ensure that programs are fully accessible to all individuals. If you would like to request special accommodations, please contact the SDML office at 1-800-658-3633.

## OTHER OPPORTUNITIES

If you are unable to attend the meeting in your district, you are welcome to attend a meeting in another district but you will not be able to participate in elections or votes.

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### CONNECT WITH US

South Dakota Municipal League  
208 Island Drive  
Fort Pierre, SD 57532  
(605) 224-8654

(mailto:email@email.com) [info@sdmunicipalleague.org](mailto:info@sdmunicipalleague.org)  
(mailto:info@sdmunicipalleague.org)

 (<https://www.facebook.com/sdmunileague>)   
(<https://twitter.com/sdmunileague>)



# SOUTH DAKOTA CITY MANAGERS ASSOCIATION

----- AN AFFILIATE OF THE SOUTH DAKOTA MUNICIPAL LEAGUE -----

## **SDCMA Conference**

Union Social, 310 Industrial Road, Harrisburg, SD  
Thursday, March 19 & Friday, March 20, 2026

### **Wednesday, March 18**

**6:00 PM Dinner & Social (optional)**  
Squealer's Smoke Shack Bar & Grill, 840 Gateway Lane, Tea, 57064

### **Thursday, March 19**

*Light refreshments (fruit, granola, coffee, water) in the morning as well as lunch will be provided on-site for conference attendees*

**8:00 AM** ✓ **Healthy Leadership Development**  
Chad Wright, Forward Partners

**12:00 PM** **Values Development**  
Chad Wright, Forward Partners

**5:00 PM** **Social, Dinner, & Gaming**  
*Social, Buffet style meal, bowling, axe throwing, etc.*

### **Friday, March 20**

**8:00 AM** **SDCMA Theme & Mapping for 2026-27**  
SDCMA Board

**12:00 PM** **Conference adjourns**



# Agenda Item Staff Report

**DATE:** January 17, 2026

**AGENDA ITEM:** Review/Approve Abatement for Parcel #68839

**PREPARED BY:** Teresa Sidel, City Administrator

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**Staff Recommendation:** Approve tax abatement request.

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**Background/Summary:**

The county has sent us a tax abatement request. The owner of Parcel #68839 purchased the property on 12/28/2021 and was issued the 100% permanent and total disabled veteran evaluation on 2/1/2025, making them eligible for tax exemption. They are requesting an abatement up to \$200,000 valuation from February 2025 to December 2025.

2025 taxes, payable in 2026:

- Property Value - \$229,500.00
- Taxes due - \$3,638.50
- Abatement request - \$2,747.72

**Prior Council/Board Action:**

None

**Possible Action:**

1. Approve tax abatement for parcel #68839
2. Do not approve tax abatement for parcel #68839

**Fiscal Impact:**

If approved, the taxes due in 2026 are reduced by \$2,747.72 – with the city losing our mill levy portion (5.29%) or \$145.35. If not approved, the applicant can take legal action against the city since they qualify for the program.

**Attachments:**

- Abatement Number 2026-0054

**Abatement Number 2026-0054**

**Abatement Status** En route  
**Parcel ID** 68839  
**Legal Description** EGAN SUB OF LOT 5 OF GROVER SUB LOT 6 Lot 9 SMITH & GROVERS ADDN TO HARTFORD 9 SMITH & GROVERS ADDN TO HARTFORD  
**Property Location** 512 N OAKS AVE, HARTFORD  
**School District** WEST CENTRAL SCHOOL DISTRICT #49-7

**Applicant** [REDACTED]

**Refund Payable To**

**Reason** DOE RECOMMENDS APPROVAL: The taxpayer purchased the home on 12/28/2021 and was issued the 100% Permanent and Total Disabled Veteran evaluation on 2/1/2025. They are requesting an abatement for the \$200,000 exemption for February - December 2025 taxes payable in 2026.

**Levy Year** 2025    **Taxable Value** \$229,500.00    **Tax** \$3,638.50    **Abatement Amount** \$2,747.72    **Interest**    **Bill Number** 54921

Office	Recommendation	Signed By	Entered By	Entered Date
County Commision	Recommend Approval	KARSKY, DEAN    See Scanned Document	WHITE, JEAN	02/03/2026
States Attorney	Legally Sufficient		RYAN, KATHERYN	01/26/2026
Equalization	Recommend Approval		LILLA, CHRISTOPHER	01/07/2026

Recommend Approval

Recommend Not Approving

\_\_\_\_\_

2026-0054

2026-0054				68839	25P26	DATE OF CHANGE	1/20/2026	
PARCEL NO:	68839					NO. OF DAYS	365	TAXABLE
OWNER:						NO. OF DAYS	0	EXEMPT
	512 N OAKS AVE		HARTFORD					
TAX BILL NO:	54921							
WEST CENTRAL SCHOOL -HARTFORD CITY 56497								
			ADJ FACTOR		MIL RATE	ORIGINAL TAXES	TAXABLE DAYS	TOTAL TAX
<b>ORIGINAL TAXES</b>								
VALUE OF NA LAND	30,100	0.947	28,500	0.015854	451.84	365	451.84	
VALUE OF NA BLDG	212,300	0.947	201,000	0.015854	3,186.66	365	3,186.66	
	242,400		229,500		3,638.50		3,638.50	3,638.50
	PLUS ST MAINT & DRAINAGE						130.00	
			TOTAL ORIGINAL TAX			3,638.50		3,768.50
<b>CORRECTED TAXES</b>								
VALUE OF NA LAND	30,100	0.947	28,500	0.015854	451.84	31	38.38	
VALUE OF NA BLDG	212,300	0.947	201,000	0.015854	3,186.66	31	270.65	
VALUE OF NA LAND	30,100	0.947	28,500	0.015854	451.84	334	413.46	
VALUE OF NA BLDG	12,300	0.947	11,600	0.015854	183.92	334	168.30	
	PLUS ST MAINT & DRAINAGE						890.78	890.78
							130.00	
			TOTAL CORRECTED TAX					1,020.78
						AMOUNT TO ABATE		2,747.72
						NEW TAX AMOUNT		1,020.78
								3,768.50



## Agenda Item Staff Report

**DATE:** February 17, 2026

**AGENDA ITEM:** Review Advertisement for Economic Development Projects and Allow Advertising

**PREPARED BY:** Teresa Sidel, City Administrator

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**Staff Recommendation:** Move ahead with advertising

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**Background/Summary:**

During the 2026 budget meeting, \$100,000 was budgeted for economic development projects. Last November, the city council reviewed and approved an advertising flyer and project criteria worksheet to be utilized for possible economic development projects submitted to the city for consideration.

Now that 2026 is here, I would like the council to do a final approval of the advertisement and allow the city to move forward with advertising to get the word out. We can provide this information on the city website and do a post on Facebook. We can also look at the traditional advertising venues such as the paper and city newsletter. I also thought we could ask the Chamber to send it out to their membership.

I envision the program working like this:

- Once a project is submitted to the city, the criteria worksheet and supporting documentation will be sent to each member of the governing board.
- Each member of the governing board will rank the project using the criteria developed.
- These rankings will be tallied and then presented to the whole council for discussion at the next city council meeting.

Note: I do know of one group that wants to submit a project for consideration.

**Prior Council/Board Action:**

None

**Possible Action:**

- Approve advertising
- Do not approve advertising

**Fiscal Impact:**

None at this point

**Attachments:**

- Economic Development Advertising Flyer
- Economic Development Criteria Worksheet



## Help Shape the Future of Our City



### CALL FOR IDEAS!

The City of Hartford is inviting **organizations, residents, business owners, entrepreneurs, and students** to submit an innovative idea that can drive economic growth, create jobs, or improve quality of life in our community.

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### Examples of What We're Looking For:

- Small business support programs
  - Workforce development & training
  - Affordable commercial or retail space solutions
  - Downtown or neighborhood revitalization strategies
  - Park or Trail Improvements
  - Quality of Life Improvements
  - Tourism & cultural initiatives
- 



### Funding:

The City of Hartford has budgeted \$100,000 in 2026 for Economic Development. If you have an idea that you would like the city to consider funding, either in full or partially, please contact Teresa Sidel, City Administrator at 605-528-6187 or [cityhall@hartfordsd.us](mailto:cityhall@hartfordsd.us)

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### Council Approval:

- All Proposals will need to be presented to the City Council for Consideration
- 

**Let's Build the Future of Our City — Together!**

**Questions?** Contact Teresa Sidel, City Administrator at 605-528-6187 or [cityhall@hartfordsd.us](mailto:cityhall@hartfordsd.us)



## Economic Development Projects – Criteria Worksheet

Applicant: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Contact Address: \_\_\_\_\_

Contact Email: \_\_\_\_\_

Contact Phone Number: \_\_\_\_\_

Project Name: \_\_\_\_\_

Project Description:  
 \_\_\_\_\_  
 \_\_\_\_\_

Funds Requested: \_\_\_\_\_

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**For City Council/Staff Use Only**

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

Criteria To Evaluate	Ranking: 1-10 (1 low, 10 High) or N/A if Non-Applicable
<b>1. Community Impact</b> <ul style="list-style-type: none"> <li>• Provides a fair and equitable effect on entire community &amp; Enhances:               <ul style="list-style-type: none"> <li>- Quality of Life</li> <li>- Economic Development</li> </ul> </li> </ul>	
<b>2. Feasibility</b> <ul style="list-style-type: none"> <li>• Practicality of project being implemented to fruition and sustained</li> </ul>	
<b>3. Strategic Alignment</b> <ul style="list-style-type: none"> <li>• Does project align with overall goals, objectives, and vision of the governing body</li> <li>• Does project align with local and regional partners</li> </ul>	
<b>4. Return on Investment</b> <ul style="list-style-type: none"> <li>• Evaluation of efficiency, profitability and investment</li> </ul>	
<b>5. Job Creation</b> <ul style="list-style-type: none"> <li>• Generates Employment opportunities with a focus on quantity and quality of jobs</li> <li>• Encourages R&amp;D, education programs, job training, etc.</li> </ul>	
<b>6. Environmental Impact</b> <ul style="list-style-type: none"> <li>• Promotes long-term growth without depleting natural or human resources</li> </ul>	
<b>7. Infrastructure Building Blocks</b> <ul style="list-style-type: none"> <li>• Improve infrastructure               <ul style="list-style-type: none"> <li>- Transportation system</li> <li>- Utilities</li> <li>- Communication – physical or social</li> </ul> </li> </ul>	
<b>8. Funding</b> <ul style="list-style-type: none"> <li>• Is funding secured or be secured in a timely fashion</li> </ul>	
<b>9. Timeline</b> <ul style="list-style-type: none"> <li>• Is timeline defined for length of project from start to finish</li> </ul>	
<b>TOTAL SCORE</b>	



## **Agenda Item Staff Report**

**DATE:** February 17, 2026

**AGENDA ITEM:** Discuss New Budget Request Process

**PREPARED BY:** Teresa Sidel, City Administrator

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**Staff Recommendation:** Implement New Budget Request Process as Presented

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### **Background/Summary:**

Each year the city's budget meeting tends to be a long, drawn-out meeting with a lot of discussion. Because of all the information that needs to be considered and discussed, a separate meeting is set just for budget discussion. This means an extra council meeting in August just to discuss and set next year's budget. One area that seems to take a long time and could take longer, depending on the number of questions, is the funding requests from other entities.

The Mayor has been talking with staff on how we might possibly stream-line this some to make a more efficient meeting. I have discussed this with other area managers and asked how they handle funding requests and as with everything else, it varies between cities. A lot of cities do what we do and agree that it is time-consuming but there are a few cities that have implemented a system that seems to make sense to me.

### **Suggested System:**

- Form a committee made up of the Mayor, City Administrator, and a couple of council members.
- This committee can meet in either June/July with each entity that would like to request funding from the city. This allows a dialog between the city and the requesting entity, which allows more in-depth questions from the city and allows the entity to fully explain their request. There will be no recognition of these entities at the budget meeting – this prior meeting is their chance to request funding.
- This committee will then provide a funding recommendation to the City Administrator that will be incorporated into the proposed budget for the council to review at the budget meeting.
- The full City Council still has the options to review each request and can adjust the requested amount as they see fit.

### **Prior Council/Board Action:**

None

**Possible Action:**

- Approve New Budget Request Process
- Do not approve New Budget Request Process

**Fiscal Impact:**

None

**Attachments:**

- None