



City of Flandreau City Council Meeting

Agenda

6:30 p.m., Monday
December 15th, 2025
City Council Chambers
1005 W. Elm Avenue
Flandreau, SD

Meeting called by: Mayor Sutton

Type of meeting: Regular

Agenda Topics

5:00 p.m.

Employee/Council Potluck



6:30 p.m.

Call to Order; Regular Meeting

Pledge of Allegiance

Administrator
Turnquist

2

Adopt Agenda

Consent Agenda

- Approve Minutes from 12-1-2025
- Approve Bills

Visitors to be Heard

Visitors to be Heard is the opportunity for persons to address the Council on items not on the Agenda. If the item can be handled administratively without Council action, the Mayor will refer it to the City Administrator. If the item requires Council action, it will be scheduled for an upcoming meeting. Persons wishing to comment on items on the Agenda shall request to speak following presentation of the agenda item and after the Mayor opens the item up for public comment.

Administrative Reports

5

Mayor's Report

Mayor Sutton

5

City Administrator's Report

City Administrator
Cohl Turnquist

2

Approve Administrative Reports

Old Business

5 Second Reading: Ordinance 635:
Establishing Water Rates

5 Second Reading: Ordinance 636: 2025
Supplemental Budget

New Business

5 Utility Project Update: Shane Waterman,
IMEG

5 Utility Improvement Project: ARPA Pay
Request #8: Water (\$9,212.49) Sewer
(\$107,586.18)

5 SRF Pay Requests: Water #22 (\$15,720)
Sewer #9 (\$15,520)

5 Utility Improvement Project: Work
Suspension Winter 2025

5 Placement of Full-Time EMS Employees on
Wage Scale

5 Placement of Part-Time EMS Employees on
Wage Scale

5 EMS Standard Operating Procedures

5 Addendum to MOU: Crescent Street Bridge

Special notes: Other business properly referred to the City
Council.

Cohl Turnquist
City Administrator

Distribution:

Mayor Sutton
Alderman Ahlers
Alderman Bjerke
Alderman Ekern
Alderman Fargen
Alderman Tufty
Alderman Yeaton

Cc:
Newspaper: Moody County Enterprise
City Attorney: Matthew Tysdal

**CITY OF FLANDREAU
1005 W. Elm Avenue
Flandreau, SD 57028-1404**

**COUNCIL PROCEEDINGS
December 1st, 2025**

The City Council of the City of Flandreau, South Dakota, met in regular session on Monday, December 1st, 2025, at 6:30 p.m. at the City Council Chambers, 1005 W. Elm Avenue, Flandreau, SD.

Present-Aldermen: Curt Ahlers, Brad Bjerke, Mark Ekern, Mike Fargen, Karen Tufty and Tim Yeaton. Absent: Mayor Dan Sutton. Also present were City Administrator Cohl Turnquist; Finance Officer Lori Kneebone; City Attorney Matthew Tydsal.

The meeting was called to order by Council President Brad Bjerke at 6:30 p.m.

The proposed agenda was reviewed. Motion by Fargen and seconded by Tufty to adopt the proposed agenda. The following members voted aye: Ahlers, Bjerke, Ekern, Fargen, Tufty and Yeaton. Nays: None. Absent: None. Motion carried.

Motion by Yeaton and seconded by Ahlers to approve the Consent Agenda, which includes the minutes of November 17th, 2025, and to allow the following claims for the City and to pay them: Payroll, 11/26/25: general, 25,362.65; water, 1,268.14; electric, 7,668.79; sewer, 3,193.35; solid waste, 242.86. (27396) Axon Enterprise, Inc. FPD contract/agreement, 3,195.00; Betty Von Eye, medical insurance, 185.00; Bobcat of Brookings, supplies, 588.98; Cenex Fleetcard, FPD gas, 1,453.73; Chesterman Company, water, 33.40; CINTAS, rugs/linens, 694.84; Delta Dental of South Dakota, dental insurance, 1,263.10; Eng Services, contract/agreement, 15,424.20; First Rate Excavate Inc., excise tax, 255.64; FSST, utility taxes, 653.21; Hawkins, Inc., supplies, 20.00; Joselyn C Silva, Comm. Center deposit reimbursement, 250.00; JP Cooke Company, pet tags, 93.95; Kristen Ahlers, BES rebate, 25.00; Krull's Garage, repairs, 1,409.82; Metron-Farnier, LLC, water meter antennas, 173.96; MidAmerican Energy, gas bills, 324.25; Office Peeps, Inc., supplies, 152.63; Principal Life Insurance Company, vision insurance, 144.42; Pye Barker Fire & Safety, Comm. Center & Armory inspections, 734.50; SD DOH Public Health Laboratory, water testing, 187.00; SD Retirement System, retirement contributions, 12,665.94; Sioux Falls Area Humane Society, animal control, 190.00; Standard Insurance Company, life insurance, 503.41; Sturdevant's Auto Supply, supplies, 82.94; Tri-State Title, LLC, title payment, 2,378.50; Waxdahl Napa Plus, LLC, supplies, 255.34 (27422). Beltran, Jose, utility deposit reimbursement, 31.09 (27423). Kalenga, Hortense Lukusa, utility deposit reimbursement, 18.25 (27424). Christensen, Gary, utility deposit reimbursement, 46.17 (27425). Koller, Lori, utility deposit reimbursement, 88.50 (27426). November 2025 EFT's: Avera Health Plans, health insurance, 16,363.72; City of Flandreau, city bills, 7,285.31; EFTPS, payroll taxes, 21,333.62; Missouri River Energy Services, energy cost, 127,192.21; Postmaster, postage for utility billing, 496.55; SD State Treas, sales tax, 11,826.86; US Dept. of Agriculture, water/sewer payment, 21,487.00. The following members voted aye: Ahlers, Bjerke, Ekern, Fargen, Tufty and Yeaton. Nays: None. Absent: None. Motion carried.

Visitors to Be Heard: None.

Mayor's Report: None.

City Administrator Cohl Turnquist informed the council that the Holiday Parade has been rescheduled for Saturday, December 6th at 6:00 P.M. The city council and city staff will have a Christmas Party on December 15th at 5:00 P.M. prior to the regular council meeting. City staff, along with IMEG Engineering and representatives from H & W Contracting, will be meeting with Our Saviors Lutheran Church to discuss project updates and winter maintenance concerns.

Motion by Ekern and seconded by Fargen to approve the Administrator's Reports. The following members voted aye: Ahlers, Bjerke, Ekern, Fargen, Tufty and Yeaton. Nays: None. Absent: None. Motion carried.

Old Business: None.

New Business: The First Reading of Ordinance 635 was held, which would implement a 6% increase to the water volume rates beginning in 2026. This is part of a three-year series of adjustments to water rates. No council action was taken, and the Second Reading of Ordinance 635 will be held on December 15th, 2025.

The First Reading of Ordinance 636 was held, which will supplement the city's 2025 general fund budget by \$132,000. No council action was taken, and the Second Reading of Ordinance 636 will be held on December 15th, 2025.

Motion by Tufty and seconded by Ahlers to approve SRF Pay Requests for the Utility Improvement Project; Sewer No. 8 (\$38,800) and Water No. 21 (\$27,510). The following members voted aye: Ahlers, Bjerke, Ekern, Fargen, Tufty and Yeaton. Nays: None. Absent: None. Motion carried.

Motion by Yeaton and seconded by Tufty to approve the emergency medical services personnel and procedures manual. The following members voted aye: Ahlers, Bjerke, Ekern, Fargen, Tufty and Yeaton. Nays: None. Absent: None. Motion carried.

Motion by Fargen and seconded by Ahlers to approve the updated renewable energy certificate management contract with WAPA and MRES. The following members voted aye: Ahlers, Bjerke, Ekern, Fargen, Tufty and Yeaton. Nays: None. Absent: None. Motion carried.

Council Comments: None.

The Council President declared the meeting adjourned at 6:56 p.m.

Brad Bjerke
Council President

ATTEST:

Cohl Turnquist
City Administrator



City of Flandreau, SD

Income Statement Group Summary

For Fiscal: 2025 Period Ending: 12/31/2025

Account Type	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Fund: 101 - General Fund					
Revenue	2,497,960.00	2,761,958.67	23,933.13	2,470,088.52	291,870.15
Expense	2,492,313.68	2,794,587.35	58,971.78	2,461,934.51	332,652.84
Fund: 101 - General Fund Surplus (Deficit):	5,646.32	-32,628.68	-35,038.65	8,154.01	-40,782.69
Fund: 211 - Bed, Board, Booze OR 3rd Cent Sales Tax Fund?					
Revenue	32,000.00	32,000.00	719.13	38,750.94	-6,750.94
Expense	32,000.00	35,500.00	1,078.57	37,242.83	-1,742.83
Fund: 211 - Bed, Board, Booze OR 3rd Cent Sales Tax Fund? Surplus (Defi	0.00	-3,500.00	-359.44	1,508.11	-5,008.11
Fund: 307 - Aquatic Center Bond					
Revenue	0.00	0.00	0.00	434.47	-434.47
Fund: 307 - Aquatic Center Bond Total:	0.00	0.00	0.00	434.47	-434.47
Fund: 500 - Capital Project-Fire Station					
Expense	0.00	0.00	5,401.45	107,061.10	-107,061.10
Fund: 500 - Capital Project-Fire Station Total:	0.00	0.00	5,401.45	107,061.10	-107,061.10
Fund: 602 - Water					
Revenue	4,670,428.13	4,670,428.13	-1.74	690,792.90	3,979,635.23
Expense	762,511.00	762,511.00	25,421.50	748,676.47	13,834.53
Fund: 602 - Water Surplus (Deficit):	3,907,917.13	3,907,917.13	-25,423.24	-57,883.57	3,965,800.70
Fund: 603 - Electric					
Revenue	3,289,100.00	3,289,100.00	8,365.00	3,763,427.58	-474,327.58
Expense	3,265,435.00	3,265,435.00	54,689.26	3,215,073.96	50,361.04
Fund: 603 - Electric Surplus (Deficit):	23,665.00	23,665.00	-46,324.26	548,353.62	-524,688.62
Fund: 604 - Sewer					
Revenue	4,491,019.00	4,491,019.00	-91.28	619,150.75	3,871,868.25
Expense	608,410.00	608,410.00	12,484.58	788,054.58	-179,644.58
Fund: 604 - Sewer Surplus (Deficit):	3,882,609.00	3,882,609.00	-12,575.86	-168,903.83	4,051,512.83
Fund: 606 - Airport					
Revenue	1,093,975.00	1,093,975.00	0.00	132,279.42	961,695.58
Expense	1,130,252.00	1,130,252.00	84,541.19	209,741.67	920,510.33
Fund: 606 - Airport Surplus (Deficit):	-36,277.00	-36,277.00	-84,541.19	-77,462.25	41,185.25
Fund: 612 - Solid Waste					
Revenue	218,805.00	218,805.00	-1.67	198,340.28	20,464.72
Expense	195,450.00	195,450.00	15,424.20	173,978.29	21,471.71
Fund: 612 - Solid Waste Surplus (Deficit):	23,355.00	23,355.00	-15,425.87	24,361.99	-1,006.99
Fund: 705 - TIF 5					
Revenue	0.00	0.00	0.00	12,874.44	-12,874.44
Fund: 705 - TIF 5 Total:	0.00	0.00	0.00	12,874.44	-12,874.44
Fund: 707 - TIF 7					
Revenue	0.00	0.00	0.00	25,787.04	-25,787.04
Fund: 707 - TIF 7 Total:	0.00	0.00	0.00	25,787.04	-25,787.04
Fund: 708 - TIF 8					
Revenue	33,500.00	33,500.00	0.00	19,652.14	13,847.86
Expense	56,455.58	56,455.58	32,782.62	61,010.41	-4,554.83
Fund: 708 - TIF 8 Surplus (Deficit):	-22,955.58	-22,955.58	-32,782.62	-41,358.27	18,402.69
Fund: 710 - Housing Corporation					
Revenue	0.00	0.00	0.00	16,000.00	-16,000.00
Expense	0.00	0.00	3,451.50	17,922.28	-17,922.28
Fund: 710 - Housing Corporation Surplus (Deficit):	0.00	0.00	-3,451.50	-1,922.28	1,922.28

Income Statement

For Fiscal: 2025 Period Ending: 12/31/2025

Account Type	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Fund: 728 - Park Board					
Revenue	0.00	0.00	0.00	43.27	-43.27
Expense	0.00	0.00	0.00	1,102.00	-1,102.00
Fund: 728 - Park Board Surplus (Deficit):	0.00	0.00	0.00	-1,058.73	1,058.73
Total Surplus (Deficit):	7,783,959.87	7,742,184.87	-261,324.08	165,823.65	

Income Statement

For Fiscal: 2025 Period Ending: 12/31/2025

Fund Summary

Fund	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
101 - General Fund	5,646.32	-32,628.68	-35,038.65	8,154.01	-40,782.69
211 - Bed, Board, Booze OR	0.00	-3,500.00	-359.44	1,508.11	-5,008.11
307 - Aquatic Center Bond	0.00	0.00	0.00	434.47	-434.47
500 - Capital Project-Fire Sta	0.00	0.00	-5,401.45	-107,061.10	107,061.10
602 - Water	3,907,917.13	3,907,917.13	-25,423.24	-57,883.57	3,965,800.70
603 - Electric	23,665.00	23,665.00	-46,324.26	548,353.62	-524,688.62
604 - Sewer	3,882,609.00	3,882,609.00	-12,575.86	-168,903.83	4,051,512.83
606 - Airport	-36,277.00	-36,277.00	-84,541.19	-77,462.25	41,185.25
612 - Solid Waste	23,355.00	23,355.00	-15,425.87	24,361.99	-1,006.99
705 - TIF 5	0.00	0.00	0.00	12,874.44	-12,874.44
707 - TIF 7	0.00	0.00	0.00	25,787.04	-25,787.04
708 - TIF 8	-22,955.58	-22,955.58	-32,782.62	-41,358.27	18,402.69
710 - Housing Corporation	0.00	0.00	-3,451.50	-1,922.28	1,922.28
728 - Park Board	0.00	0.00	0.00	-1,058.73	1,058.73
Total Surplus (Deficit):	7,783,959.87	7,742,184.87	-261,324.08	165,823.65	



City of Flandreau, SD

Expense Approval Report

By Vendor Name

Payment Dates 12/15/2025 - 12/15/2025

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Project Account Key	Post Date	Amount
Vendor: 0004 - AFLAC							
AFLAC	323906	12/15/2025	JAN. 2026: ZW + JP SUPP. INS	101-00-2165		12/15/2025	233.95
AFLAC	323906	12/15/2025	JAN. 2026: ZW + JP SUPP. INS	602-00-2165		12/15/2025	21.75
AFLAC	323906	12/15/2025	JAN. 2026: ZW + JP SUPP. INS	604-00-2165		12/15/2025	21.74
Vendor 0004 - AFLAC Total:							277.44
Vendor: 0143 - AT & T MOBILITY							
AT & T MOBILITY	287302231339X11232025	12/15/2025	FPD/AMBULANCE PHONES (101-01-4901		12/15/2025	48.99
AT & T MOBILITY	287302231339X11232025	12/15/2025	FPD/AMBULANCE PHONES (101-02-4280		12/15/2025	212.20
Vendor 0143 - AT & T MOBILITY Total:							261.19
Vendor: 0009 - BIG SIOUX COMM WATER SYSTEM							
BIG SIOUX COMM WATER SY	INV0001826	12/15/2025	NOV. 2025: WATER PURCHAS	602-31-4284		12/15/2025	13,836.80
BIG SIOUX COMM WATER SY	INV0001836	12/15/2025	PARK: WATER USAGE	101-08-4280		12/15/2025	65.25
BIG SIOUX COMM WATER SY	INV0001837	12/15/2025	AIRPORT: WATER USAGE	606-11-4280		12/15/2025	60.00
Vendor 0009 - BIG SIOUX COMM WATER SYSTEM Total:							13,962.05
Vendor: 2017 - BLUEPEAK							
BLUEPEAK	INV0001846	12/15/2025	ELECTRIC UTILITIES	603-31-4280		12/15/2025	52.73
Vendor 2017 - BLUEPEAK Total:							52.73
Vendor: 0013 - BOOSTER PUBLISHING							
BOOSTER PUBLISHING	0037512	12/15/2025	NOV. 2025: PUBLISHING/AD	101-01-4230		12/15/2025	250.00
Vendor 0013 - BOOSTER PUBLISHING Total:							250.00
Vendor: 1700 - CARDMEMBER SERVICES							
CARDMEMBER SERVICES	INV0001847	12/15/2025	NOV. 2025: SUPPLIES/TRAINI	101-01-4235		12/15/2025	70.33
CARDMEMBER SERVICES	INV0001847	12/15/2025	NOV. 2025: SUPPLIES/TRAINI	101-01-4270		12/15/2025	2.25
CARDMEMBER SERVICES	INV0001847	12/15/2025	NOV. 2025: SUPPLIES/TRAINI	101-01-4290		12/15/2025	4.25
CARDMEMBER SERVICES	INV0001847	12/15/2025	NOV. 2025: SUPPLIES/TRAINI	101-02-4260		12/15/2025	580.16
CARDMEMBER SERVICES	INV0001847	12/15/2025	NOV. 2025: SUPPLIES/TRAINI	101-02-4290		12/15/2025	270.00
CARDMEMBER SERVICES	INV0001847	12/15/2025	NOV. 2025: SUPPLIES/TRAINI	101-02-4296		12/15/2025	44.28
CARDMEMBER SERVICES	INV0001847	12/15/2025	NOV. 2025: SUPPLIES/TRAINI	101-02-4901		12/15/2025	99.00
CARDMEMBER SERVICES	INV0001847	12/15/2025	NOV. 2025: SUPPLIES/TRAINI	101-04-4260		12/15/2025	108.22
CARDMEMBER SERVICES	INV0001847	12/15/2025	NOV. 2025: SUPPLIES/TRAINI	101-17-4901		12/15/2025	76.29
CARDMEMBER SERVICES	INV0001847	12/15/2025	NOV. 2025: SUPPLIES/TRAINI	211-10-4250		12/15/2025	254.97
CARDMEMBER SERVICES	INV0001847	12/15/2025	NOV. 2025: SUPPLIES/TRAINI	602-31-4260		12/15/2025	18.25
CARDMEMBER SERVICES	INV0001847	12/15/2025	NOV. 2025: SUPPLIES/TRAINI	602-32-4260		12/15/2025	76.58
CARDMEMBER SERVICES	INV0001847	12/15/2025	NOV. 2025: SUPPLIES/TRAINI	603-31-4260		12/15/2025	52.21
CARDMEMBER SERVICES	INV0001847	12/15/2025	NOV. 2025: SUPPLIES/TRAINI	603-32-4260		12/15/2025	76.57
CARDMEMBER SERVICES	INV0001847	12/15/2025	NOV. 2025: SUPPLIES/TRAINI	603-32-4270		12/15/2025	73.48

Expense Approval Report

Payment Dates: 12/15/2025 - 12/15/2025

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Project Account Key	Post Date	Amount
CARDMEMBER SERVICES	INV0001847	12/15/2025	NOV. 2025: SUPPLIES/TRAINI	604-31-4260		12/15/2025	18.24
CARDMEMBER SERVICES	INV0001847	12/15/2025	NOV. 2025: SUPPLIES/TRAINI	604-32-4260		12/15/2025	76.57
Vendor 1700 - CARDMEMBER SERVICES Total:							1,901.65
Vendor: 1721 - CINTAS							
CINTAS	5306419007	12/15/2025	FFD, DEC. 2025: FIRST AID B	101-03-4260		12/15/2025	36.79
CINTAS	5306419009	12/15/2025	CITY OFFICE, DEC. 2025: FIRS	602-31-4260		12/15/2025	18.97
CINTAS	5306419009	12/15/2025	CITY OFFICE, DEC. 2025: FIRS	603-31-4260		12/15/2025	18.97
CINTAS	5306419009	12/15/2025	CITY OFFICE, DEC. 2025: FIRS	604-31-4260		12/15/2025	18.97
Vendor 1721 - CINTAS Total:							93.70
Vendor: 0337 - CURT'S COLLISION CENTER							
CURT'S COLLISION CENTER	28113	12/15/2025	FPD DODGE CHARGER: LF D	101-02-4250		12/15/2025	140.00
CURT'S COLLISION CENTER	28121	12/15/2025	FPD '22 DODGE CHARGER: LT	101-02-4250		12/15/2025	56.00
Vendor 0337 - CURT'S COLLISION CENTER Total:							196.00
Vendor: 0584 - CYBERCOACH, INC							
CYBERCOACH, INC	25252	12/15/2025	AIRPORT: REBOOTED FUELM	606-11-4250		12/15/2025	50.00
CYBERCOACH, INC	25249	12/15/2025	FPD: FIXED TAREK'S TOUGHB	101-02-4250		12/15/2025	25.00
CYBERCOACH, INC	25250	12/15/2025	AMBULANCE: REMOVED WE	101-17-4901		12/15/2025	25.00
CYBERCOACH, INC	25253	12/15/2025	AIRPORT: PROGRAMMED FU	606-11-4250		12/15/2025	25.00
CYBERCOACH, INC	25247	12/15/2025	AMBULANCE: SET-UP TWO C	101-17-4901		12/15/2025	250.00
CYBERCOACH, INC	25256	12/15/2025	OFFICE: ZOOM W/ GRANICU	602-32-4250		12/15/2025	25.00
CYBERCOACH, INC	25256	12/15/2025	OFFICE: ZOOM W/ GRANICU	603-32-4250		12/15/2025	25.00
CYBERCOACH, INC	25256	12/15/2025	OFFICE: ZOOM W/ GRANICU	604-32-4250		12/15/2025	25.00
CYBERCOACH, INC	25248	12/15/2025	OFFICE: SETUP GRANICUS RE	602-32-4250		12/15/2025	18.75
CYBERCOACH, INC	25248	12/15/2025	OFFICE: SETUP GRANICUS RE	604-32-4250		12/15/2025	18.75
CYBERCOACH, INC	25250-1	12/15/2025	FPD: BROUGHT MISSING RO	101-02-4250		12/15/2025	200.00
CYBERCOACH, INC	25270	12/15/2025	FPD: UPGRADED FIRMWARE	101-02-4250		12/15/2025	75.00
CYBERCOACH, INC	25261	12/15/2025	OFFICE: REMOTELY UPGRAD	602-32-5110		12/15/2025	50.00
CYBERCOACH, INC	25261	12/15/2025	OFFICE: REMOTELY UPGRAD	603-32-5110		12/15/2025	50.00
CYBERCOACH, INC	25261	12/15/2025	OFFICE: REMOTELY UPGRAD	604-32-5110		12/15/2025	50.00
CYBERCOACH, INC	25262	12/15/2025	OFFICE: UPDATED FUSION TA	602-32-4250		12/15/2025	25.00
CYBERCOACH, INC	25262	12/15/2025	OFFICE: UPDATED FUSION TA	603-32-4250		12/15/2025	25.00
CYBERCOACH, INC	25262	12/15/2025	OFFICE: UPDATED FUSION TA	604-32-4250		12/15/2025	25.00
CYBERCOACH, INC	25271	12/15/2025	FPD: UPGRADED COMPUTER	101-02-4250		12/15/2025	75.00
CYBERCOACH, INC	25272	12/15/2025	FPD: SENT EDITED VIDEOS O	101-02-4250		12/15/2025	75.00
CYBERCOACH, INC	25260	12/15/2025	FFD: MTG ROOM COMPUTE	101-03-4250		12/15/2025	25.00
CYBERCOACH, INC	25263	12/15/2025	OFFICE: WORKED TO FIX WI	602-32-4250		12/15/2025	8.33
CYBERCOACH, INC	25263	12/15/2025	OFFICE: WORKED TO FIX WI	603-32-4250		12/15/2025	8.33
CYBERCOACH, INC	25263	12/15/2025	OFFICE: WORKED TO FIX WI	604-32-4250		12/15/2025	8.34
CYBERCOACH, INC	25267	12/15/2025	AMBULANCE: ROUTER + SET	101-17-4901		12/15/2025	909.99
CYBERCOACH, INC	25273	12/15/2025	FPD: REVIEWED UPGRADING	101-02-4250		12/15/2025	25.00
CYBERCOACH, INC	25274	12/15/2025	FPD: FIXED RALEIGH'S TOUG	101-02-4250		12/15/2025	250.00
CYBERCOACH, INC	25264	12/15/2025	OFFICE: NEW TOWER AT WI	602-32-5110		12/15/2025	408.33
CYBERCOACH, INC	25264	12/15/2025	OFFICE: NEW TOWER AT WI	603-32-5110		12/15/2025	408.33

Expense Approval Report

Payment Dates: 12/15/2025 - 12/15/2025

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Project Account Key	Post Date	Amount
CYBERCOACH, INC	25264	12/15/2025	OFFICE: NEW TOWER AT WI	604-32-5110		12/15/2025	408.33
CYBERCOACH, INC	25265	12/15/2025	OFFICE: REMOTELY WORKED	602-32-4250		12/15/2025	16.67
CYBERCOACH, INC	25265	12/15/2025	OFFICE: REMOTELY WORKED	603-32-4250		12/15/2025	16.67
CYBERCOACH, INC	25265	12/15/2025	OFFICE: REMOTELY WORKED	604-32-4250		12/15/2025	16.66
CYBERCOACH, INC	25268	12/15/2025	OFFICE: WORKED ON WIND	602-32-4250		12/15/2025	25.00
CYBERCOACH, INC	25268	12/15/2025	OFFICE: WORKED ON WIND	603-32-4250		12/15/2025	25.00
CYBERCOACH, INC	25268	12/15/2025	OFFICE: WORKED ON WIND	604-32-4250		12/15/2025	25.00
CYBERCOACH, INC	25251	12/15/2025	OFFICE: SETUP GRANICUS FO	602-32-4250		12/15/2025	25.00
CYBERCOACH, INC	25251	12/15/2025	OFFICE: SETUP GRANICUS FO	603-32-4250		12/15/2025	25.00
CYBERCOACH, INC	25251	12/15/2025	OFFICE: SETUP GRANICUS FO	604-32-4250		12/15/2025	25.00
CYBERCOACH, INC	25266	12/15/2025	OFFICE: SETUP GRANICUS FO	602-32-4250		12/15/2025	25.00
CYBERCOACH, INC	25266	12/15/2025	OFFICE: SETUP GRANICUS FO	603-32-4250		12/15/2025	25.00
CYBERCOACH, INC	25266	12/15/2025	OFFICE: SETUP GRANICUS FO	604-32-4250		12/15/2025	25.00
CYBERCOACH, INC	25269	12/15/2025	OFFICE: REBOOT WKST 2	602-32-4250		12/15/2025	8.33
CYBERCOACH, INC	25269	12/15/2025	OFFICE: REBOOT WKST 2	603-32-4250		12/15/2025	8.33
CYBERCOACH, INC	25269	12/15/2025	OFFICE: REBOOT WKST 2	604-32-4250		12/15/2025	8.34
Vendor 0584 - CYBERCOACH, INC Total:							3,897.48
Vendor: 0343 - DIAMOND VOGEL PAINTS							
DIAMOND VOGEL PAINTS	287336486	12/15/2025	YELLOW (QTY: 8) + WHITE PA	101-04-4244		12/15/2025	1,007.00
Vendor 0343 - DIAMOND VOGEL PAINTS Total:							1,007.00
Vendor: 1491 - EQUIPMENT BLADES INC.							
EQUIPMENT BLADES INC.	INV/2025/02880	12/15/2025	GRADER BLADES, LOADER C	101-04-4260		12/15/2025	3,999.99
Vendor 1491 - EQUIPMENT BLADES INC. Total:							3,999.99
Vendor: 0045 - FLANDREAU PUBLIC SCHOOLS							
FLANDREAU PUBLIC SCHOOL	INV0001827	12/15/2025	BES LED LIGHTING REBATE	603-31-4294		12/15/2025	8,000.00
Vendor 0045 - FLANDREAU PUBLIC SCHOOLS Total:							8,000.00
Vendor: 1742 - GREATAMERICA FINANCIAL SVCS.							
GREATAMERICA FINANCIAL S	40742837	12/15/2025	FPD: TOSHIBA COPIER LEASE	101-02-4293		12/15/2025	177.92
Vendor 1742 - GREATAMERICA FINANCIAL SVCS. Total:							177.92
Vendor: 2251 - HEIDPRIEM, PURTELL, SIEGEL, HINRICHS & TYSDAL, LLP							
HEIDPRIEM, PURTELL, SIEG	14209	12/15/2025	NOV. 2025: PROFESSIONAL F	101-01-4220		12/15/2025	1,852.55
HEIDPRIEM, PURTELL, SIEG	14209	12/15/2025	NOV. 2025: PROFESSIONAL F	101-17-4901		12/15/2025	228.05
HEIDPRIEM, PURTELL, SIEG	14209	12/15/2025	NOV. 2025: PROFESSIONAL F	606-11-4220		12/15/2025	1,339.55
Vendor 2251 - HEIDPRIEM, PURTELL, SIEGEL, HINRICHS & TYSDAL, LLP Total:							3,420.15
Vendor: 0830 - HELMS & ASSOCIATES							
HELMS & ASSOCIATES	37401	12/15/2025	A9873 FLANDREAU AIRPOR	606-11-4322		12/15/2025	80,189.83
HELMS & ASSOCIATES	37422	12/15/2025	A9155:01 AIRPORT LAND A	606-11-4322		12/15/2025	85.00
Vendor 0830 - HELMS & ASSOCIATES Total:							80,274.83
Vendor: 0369 - JERRY'S ELECTRIC INC.							
JERRY'S ELECTRIC INC.	1104325	12/15/2025	TRANSFORMERS	603-31-4320		12/15/2025	13,210.00
Vendor 0369 - JERRY'S ELECTRIC INC. Total:							13,210.00

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Project Account Key	Post Date	Amount
Vendor: 2283 - K.W. ENERGY CONSULTANTS							
K.W. ENERGY CONSULTANTS	INV0001828	12/15/2025	BES REBATE: LED LIGHTING U	603-31-4294		12/15/2025	100.00
Vendor 2283 - K.W. ENERGY CONSULTANTS Total:							100.00
Vendor: 0066 - MAYNARDS OF FLANDREAU							
MAYNARDS OF FLANDREAU	INV0001838	12/15/2025	NOV. 2025: SUPPLIES	101-02-4260		12/15/2025	27.99
MAYNARDS OF FLANDREAU	INV0001838	12/15/2025	NOV. 2025: SUPPLIES	101-04-4260		12/15/2025	17.07
MAYNARDS OF FLANDREAU	INV0001838	12/15/2025	NOV. 2025: SUPPLIES	602-32-4260		12/15/2025	123.22
MAYNARDS OF FLANDREAU	INV0001838	12/15/2025	NOV. 2025: SUPPLIES	603-32-4260		12/15/2025	123.22
MAYNARDS OF FLANDREAU	INV0001838	12/15/2025	NOV. 2025: SUPPLIES	604-32-4260		12/15/2025	123.23
Vendor 0066 - MAYNARDS OF FLANDREAU Total:							414.73
Vendor: 0067 - MIDAMERICAN ENERGY							
MIDAMERICAN ENERGY	INV0001840	12/15/2025	GAS BILLS (10/21/25 - 11/19	101-04-4280		12/15/2025	154.38
MIDAMERICAN ENERGY	INV0001840	12/15/2025	GAS BILLS (10/21/25 - 11/19	101-07-4280		12/15/2025	96.51
MIDAMERICAN ENERGY	INV0001840	12/15/2025	GAS BILLS (10/21/25 - 11/19	101-10-4280		12/15/2025	253.91
MIDAMERICAN ENERGY	INV0001840	12/15/2025	GAS BILLS (10/21/25 - 11/19	101-17-4901		12/15/2025	24.42
MIDAMERICAN ENERGY	INV0001840	12/15/2025	GAS BILLS (10/21/25 - 11/19	602-31-4280		12/15/2025	73.15
MIDAMERICAN ENERGY	INV0001840	12/15/2025	GAS BILLS (10/21/25 - 11/19	602-31-4280		12/15/2025	56.74
MIDAMERICAN ENERGY	INV0001840	12/15/2025	GAS BILLS (10/21/25 - 11/19	602-32-4280		12/15/2025	36.58
MIDAMERICAN ENERGY	INV0001840	12/15/2025	GAS BILLS (10/21/25 - 11/19	603-31-4280		12/15/2025	150.88
MIDAMERICAN ENERGY	INV0001840	12/15/2025	GAS BILLS (10/21/25 - 11/19	603-32-4280		12/15/2025	73.15
MIDAMERICAN ENERGY	INV0001840	12/15/2025	GAS BILLS (10/21/25 - 11/19	604-31-4280		12/15/2025	82.30
MIDAMERICAN ENERGY	INV0001840	12/15/2025	GAS BILLS (10/21/25 - 11/19	604-32-4280		12/15/2025	41.14
Vendor 0067 - MIDAMERICAN ENERGY Total:							1,043.16
Vendor: 0511 - MISSOURI RIVER ENERGY SERVICES							
MISSOURI RIVER ENERGY SE	SM00000010499	12/15/2025	NOV. 2025: AMI METER COU	603-31-4293		12/15/2025	391.40
Vendor 0511 - MISSOURI RIVER ENERGY SERVICES Total:							391.40
Vendor: 0033 - MOODY COUNTY ENTERPRISE							
MOODY COUNTY ENTERPRIS	INV0001825	12/15/2025	NOV. 2025: PUBLISHING/AD	101-01-4230		12/15/2025	1,248.67
Vendor 0033 - MOODY COUNTY ENTERPRISE Total:							1,248.67
Vendor: 0120 - OTTERTAIL POWER COMPANY							
OTTERTAIL POWER COMPAN	INV0001842	12/15/2025	AIRPORT ELECTRICITY (10/30	606-11-4280		12/15/2025	166.21
Vendor 0120 - OTTERTAIL POWER COMPANY Total:							166.21
Vendor: 0074 - PITNEY BOWES - PURCHASE POWERS							
PITNEY BOWES - PURCHASE	INV0001824	12/15/2025	POSTAGE MACHINE REFILL	602-32-4260		12/15/2025	116.67
PITNEY BOWES - PURCHASE	INV0001824	12/15/2025	POSTAGE MACHINE REFILL	603-32-4260		12/15/2025	116.66
PITNEY BOWES - PURCHASE	INV0001824	12/15/2025	POSTAGE MACHINE REFILL	604-32-4260		12/15/2025	116.67
PITNEY BOWES - PURCHASE	3321651773	12/15/2025	POSTAGE MACHINE LEASE (9	602-32-4260		12/15/2025	166.53
PITNEY BOWES - PURCHASE	3321651773	12/15/2025	POSTAGE MACHINE LEASE (9	603-32-4260		12/15/2025	166.53
PITNEY BOWES - PURCHASE	3321651773	12/15/2025	POSTAGE MACHINE LEASE (9	604-32-4260		12/15/2025	166.53
Vendor 0074 - PITNEY BOWES - PURCHASE POWERS Total:							849.59

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Project Account Key	Post Date	Amount
Vendor: 2098 - PLUNKETT'S PEST CONTROL							
PLUNKETT'S PEST CONTROL	10286172	12/15/2025	RODENT CONTROL PROGRA	602-32-4293		12/15/2025	49.34
PLUNKETT'S PEST CONTROL	10286172	12/15/2025	RODENT CONTROL PROGRA	603-32-4293		12/15/2025	49.34
PLUNKETT'S PEST CONTROL	10286172	12/15/2025	RODENT CONTROL PROGRA	604-32-4293		12/15/2025	49.34
Vendor 2098 - PLUNKETT'S PEST CONTROL Total:							148.02
Vendor: 0275 - RAMSDELL F&M LTD							
RAMSDELL F&M LTD	398008	12/15/2025	POSTAGE: MAILED WATER M	602-31-4260		12/15/2025	37.11
RAMSDELL F&M LTD	398177	12/15/2025	PARK SHOP: PROPANE (QTY:	101-08-4263		12/15/2025	236.29
Vendor 0275 - RAMSDELL F&M LTD Total:							273.40
Vendor: 0128 - RIVER'S EDGE COOPERATIVE							
RIVER'S EDGE COOPERATIVE	INV0001839	12/15/2025	NOV. 2025: GAS/OIL/SUPPLI	101-02-4263		12/15/2025	62.83
RIVER'S EDGE COOPERATIVE	INV0001839	12/15/2025	NOV. 2025: GAS/OIL/SUPPLI	101-03-4263		12/15/2025	155.80
RIVER'S EDGE COOPERATIVE	INV0001839	12/15/2025	NOV. 2025: GAS/OIL/SUPPLI	101-04-4263		12/15/2025	1,668.78
RIVER'S EDGE COOPERATIVE	INV0001839	12/15/2025	NOV. 2025: GAS/OIL/SUPPLI	101-08-4263		12/15/2025	185.72
RIVER'S EDGE COOPERATIVE	INV0001839	12/15/2025	NOV. 2025: GAS/OIL/SUPPLI	603-31-4263		12/15/2025	120.11
RIVER'S EDGE COOPERATIVE	INV0001839	12/15/2025	NOV. 2025: GAS/OIL/SUPPLI	604-31-4260		12/15/2025	13.86
RIVER'S EDGE COOPERATIVE	INV0001839	12/15/2025	NOV. 2025: GAS/OIL/SUPPLI	604-31-4263		12/15/2025	214.45
RIVER'S EDGE COOPERATIVE	INV0001839	12/15/2025	NOV. 2025: GAS/OIL/SUPPLI	606-11-4263		12/15/2025	104.88
Vendor 0128 - RIVER'S EDGE COOPERATIVE Total:							2,526.43
Vendor: 0459 - SD PUBLIC ASSURANCE ALLIANCE							
SD PUBLIC ASSURANCE ALLI	32003-4221	12/15/2025	PROPERTY INSURANCE: '26 F	101-04-4213		12/15/2025	241.44
Vendor 0459 - SD PUBLIC ASSURANCE ALLIANCE Total:							241.44
Vendor: 0141 - SD SUPPLEMENTAL RETIREMENT PLAN							
SD SUPPLEMENTAL RETIREM	INV0001843	12/15/2025	L.K. SUPP. RETIREMENT -- PA	602-00-2166		12/15/2025	25.00
SD SUPPLEMENTAL RETIREM	INV0001843	12/15/2025	L.K. SUPP. RETIREMENT -- PA	603-32-4135		12/15/2025	25.00
SD SUPPLEMENTAL RETIREM	INV0001844	12/15/2025	L.K. SUPP. RETIREMENT -- PA	602-00-2166		12/15/2025	25.00
SD SUPPLEMENTAL RETIREM	INV0001844	12/15/2025	L.K. SUPP. RETIREMENT -- PA	602-32-4135		12/15/2025	25.00
Vendor 0141 - SD SUPPLEMENTAL RETIREMENT PLAN Total:							100.00
Vendor: 1298 - SIOUX FALLS AREA HUMANE SOCIETY							
SIOUX FALLS AREA HUMANE	5640	12/15/2025	NOV. 2025: ANIMAL CONTR	101-06-4293		12/15/2025	598.00
Vendor 1298 - SIOUX FALLS AREA HUMANE SOCIETY Total:							598.00
Vendor: 0236 - SIOUX VALLEY ENERGY							
SIOUX VALLEY ENERGY	INV0001829	12/15/2025	PUMP STATION ELECT. 10/21	602-31-4280		12/15/2025	113.00
Vendor 0236 - SIOUX VALLEY ENERGY Total:							113.00
Vendor: 1316 - STEVES TIRE & SERVICE INC							
STEVES TIRE & SERVICE INC	280399	12/15/2025	FPD: TOWED '08 CHEVY IMP	101-02-4250		12/15/2025	190.00
Vendor 1316 - STEVES TIRE & SERVICE INC Total:							190.00
Vendor: 0102 - STURDEVANT'S AUTO SUPPLY							
STURDEVANT'S AUTO SUPPL	804020880	12/15/2025	ARMORY: CAST LUBE 1 QT. (211-09-4250		12/15/2025	41.98
STURDEVANT'S AUTO SUPPL	804020887	12/15/2025	SEWER: XXL ORANGE LIGHT	604-31-4260		12/15/2025	17.99
STURDEVANT'S AUTO SUPPL	804020943	12/15/2025	STREET: 28 TRICO HD WIPER	101-04-4250		12/15/2025	44.99

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STURDEVANT'S AUTO SUPPL	804021027	12/15/2025	OIL	603-31-4263		12/15/2025	67.96
STURDEVANT'S AUTO SUPPL	804021034	12/15/2025	SEWER: 3.5 SQ FT FULL SKIN;	604-31-4260		12/15/2025	50.98
Vendor 0102 - STURDEVANT'S AUTO SUPPLY Total:							223.90
Vendor: 1996 - TRANSUNION RISK AND ALTERNATIVE							
TRANSUNION RISK AND ALTE	51501-202511-1	12/15/2025	FPD DATA LOOKUP (11/1/25	101-02-4290		12/15/2025	120.00
Vendor 1996 - TRANSUNION RISK AND ALTERNATIVE Total:							120.00
Vendor: 1764 - TYLER LUMBER COMPANY							
TYLER LUMBER COMPANY	INV0001841	12/15/2025	NOV. 2025: SUPPLIES/REPAIR	101-03-4260		12/15/2025	3.79
TYLER LUMBER COMPANY	INV0001841	12/15/2025	NOV. 2025: SUPPLIES/REPAIR	101-04-4260		12/15/2025	55.28
TYLER LUMBER COMPANY	INV0001841	12/15/2025	NOV. 2025: SUPPLIES/REPAIR	101-07-4260		12/15/2025	140.90
TYLER LUMBER COMPANY	INV0001841	12/15/2025	NOV. 2025: SUPPLIES/REPAIR	101-17-4901		12/15/2025	283.71
TYLER LUMBER COMPANY	INV0001841	12/15/2025	NOV. 2025: SUPPLIES/REPAIR	211-09-4250		12/15/2025	10.93
TYLER LUMBER COMPANY	INV0001841	12/15/2025	NOV. 2025: SUPPLIES/REPAIR	211-10-4250		12/15/2025	36.19
TYLER LUMBER COMPANY	INV0001841	12/15/2025	NOV. 2025: SUPPLIES/REPAIR	602-32-4260		12/15/2025	38.84
TYLER LUMBER COMPANY	INV0001841	12/15/2025	NOV. 2025: SUPPLIES/REPAIR	603-31-4260		12/15/2025	29.22
TYLER LUMBER COMPANY	INV0001841	12/15/2025	NOV. 2025: SUPPLIES/REPAIR	603-32-4260		12/15/2025	38.84
TYLER LUMBER COMPANY	INV0001841	12/15/2025	NOV. 2025: SUPPLIES/REPAIR	604-31-4260		12/15/2025	113.52
TYLER LUMBER COMPANY	INV0001841	12/15/2025	NOV. 2025: SUPPLIES/REPAIR	604-32-4260		12/15/2025	38.85
Vendor 1764 - TYLER LUMBER COMPANY Total:							790.07
Vendor: 2151 - VALLEY FIBERCOM							
VALLEY FIBERCOM	INV0001830	12/15/2025	AMBULANCE: PHONE/INTER	101-17-4901		12/15/2025	151.99
VALLEY FIBERCOM	INV0001831	12/15/2025	CITY OFFICE: PHONE/INTERN	602-32-4280		12/15/2025	146.87
VALLEY FIBERCOM	INV0001831	12/15/2025	CITY OFFICE: PHONE/INTERN	603-32-4280		12/15/2025	146.87
VALLEY FIBERCOM	INV0001831	12/15/2025	CITY OFFICE: PHONE/INTERN	604-32-4280		12/15/2025	146.88
VALLEY FIBERCOM	INV0001832	12/15/2025	FFD: PHONE/INTERNET (12/	101-03-4280		12/15/2025	128.10
VALLEY FIBERCOM	INV0001833	12/15/2025	POOL/C.C.: PHONE/INTERNE	101-10-4280		12/15/2025	17.13
VALLEY FIBERCOM	INV0001834	12/15/2025	FPD: PHONE/INTERNET (12/	101-02-4280		12/15/2025	180.21
VALLEY FIBERCOM	INV0001835	12/15/2025	FPD: PHONE/INTERNET (12/	101-02-4280		12/15/2025	180.21
Vendor 2151 - VALLEY FIBERCOM Total:							1,098.26
Vendor: 0112 - VERIZON WIRELESS							
VERIZON WIRELESS	6129433684	12/15/2025	PHONES/IPAD/JET PACK (10/	602-31-4280		12/15/2025	19.87
VERIZON WIRELESS	6129433684	12/15/2025	PHONES/IPAD/JET PACK (10/	602-32-4280		12/15/2025	13.34
VERIZON WIRELESS	6129433684	12/15/2025	PHONES/IPAD/JET PACK (10/	603-31-4280		12/15/2025	39.73
VERIZON WIRELESS	6129433684	12/15/2025	PHONES/IPAD/JET PACK (10/	603-31-4280		12/15/2025	20.02
VERIZON WIRELESS	6129433684	12/15/2025	PHONES/IPAD/JET PACK (10/	603-32-4280		12/15/2025	13.34
VERIZON WIRELESS	6129433684	12/15/2025	PHONES/IPAD/JET PACK (10/	604-31-4280		12/15/2025	19.87
VERIZON WIRELESS	6129433684	12/15/2025	PHONES/IPAD/JET PACK (10/	604-32-4280		12/15/2025	13.32
Vendor 0112 - VERIZON WIRELESS Total:							139.49
Vendor: 2284 - VOLLAN OIL							
VOLLAN OIL	T6881	12/15/2025	TIRE TRUCK LABOR	602-31-4250		12/15/2025	812.08
VOLLAN OIL	T6881	12/15/2025	TIRE TRUCK LABOR	603-31-4250		12/15/2025	812.07

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Project Account Key	Post Date	Amount
VOLLAN OIL	T6881	12/15/2025	TIRE TRUCK LABOR	604-31-4250		12/15/2025	812.08
Vendor 2284 - VOLLAN OIL Total:							2,436.23
Vendor: 0907 - WAXDAHL NAPA PLUS LLC							
WAXDAHL NAPA PLUS LLC	208383	12/15/2025	ELECT: VALVE (QTY: 1)	603-31-4250		12/15/2025	10.94
WAXDAHL NAPA PLUS LLC	208563	12/15/2025	POWER STEERING FLUID	101-04-4250		12/15/2025	21.02
WAXDAHL NAPA PLUS LLC	208607	12/15/2025	STREET: GRADER CHAINS	101-04-4260		12/15/2025	875.57
WAXDAHL NAPA PLUS LLC	208746	12/15/2025	OIL, OIL FILTERS	603-31-4263		12/15/2025	42.70
Vendor 0907 - WAXDAHL NAPA PLUS LLC Total:							950.23
Vendor: 0117 - WELLMARK BLUE CROSS and BLUE SHIELD OF SD							
WELLMARK BLUE CROSS and	INV0001845	12/15/2025	B. VON EYE MEDICAL INSUR	604-00-2169		12/15/2025	1,038.90
Vendor 0117 - WELLMARK BLUE CROSS and BLUE SHIELD OF SD Total:							1,038.90
Vendor: 0207 - WESCO RECEIVABLES CORP							
WESCO RECEIVABLES CORP	777194	12/15/2025	WIRE	603-31-4260		12/15/2025	10,838.64
WESCO RECEIVABLES CORP	666990	12/15/2025	LIGHTS FOR FLANDREAU EM	603-31-4260		12/15/2025	495.60
Vendor 0207 - WESCO RECEIVABLES CORP Total:							11,334.24
Grand Total:							157,517.50

Report Summary

Fund Summary

Fund	Expense Amount	Payment Amount
101 - General Fund	18,863.17	0.00
211 - Bed, Board, Booze OR 3rd Cent Sales Tax Fund?	344.07	0.00
602 - Water	16,486.10	0.00
603 - Electric	35,972.84	0.00
604 - Sewer	3,830.85	0.00
606 - Airport	82,020.47	0.00
Grand Total:	157,517.50	0.00

Account Summary

Account Number	Account Name	Expense Amount	Payment Amount
101-00-2165	AFLAC Ins Payable	233.95	0.00
101-01-4220	Professional Fees	1,852.55	0.00
101-01-4230	Publishing/Advertising	1,498.67	0.00
101-01-4235	Promoting the City	70.33	0.00
101-01-4270	Travel/Conference	2.25	0.00
101-01-4290	Dues/Subscriptions	4.25	0.00
101-01-4901	Miscellaneous	48.99	0.00
101-02-4250	Repairs	1,111.00	0.00
101-02-4260	Supplies	608.15	0.00
101-02-4263	Gas/Oil	62.83	0.00
101-02-4280	Utilities	572.62	0.00
101-02-4290	Dues/Subscriptions	390.00	0.00
101-02-4293	Contract/Agreement	177.92	0.00
101-02-4296	Training	44.28	0.00
101-02-4901	Miscellaneous	99.00	0.00
101-03-4250	Repairs	25.00	0.00
101-03-4260	Supplies	40.58	0.00
101-03-4263	Gas/Oil	155.80	0.00
101-03-4280	Utilities	128.10	0.00
101-04-4213	Insurance-Property	241.44	0.00
101-04-4244	Painting / Striping	1,007.00	0.00
101-04-4250	Repairs	66.01	0.00
101-04-4260	Supplies	5,056.13	0.00
101-04-4263	Gas/Oil	1,668.78	0.00
101-04-4280	Utilities	154.38	0.00
101-06-4293	Contract/Agreement	598.00	0.00
101-07-4260	Supplies	140.90	0.00
101-07-4280	Utilities	96.51	0.00
101-08-4263	Gas/Oil	422.01	0.00
101-08-4280	Utilities	65.25	0.00

Account Summary

Account Number	Account Name	Expense Amount	Payment Amount
101-10-4280	Utilities	271.04	0.00
101-17-4901	Miscellaneous	1,949.45	0.00
211-09-4250	Repairs	52.91	0.00
211-10-4250	Repairs	291.16	0.00
602-00-2165	AFLAC Ins. Payable	21.75	0.00
602-00-2166	Retire. Supplemental Pa	50.00	0.00
602-31-4250	Repairs	812.08	0.00
602-31-4260	Supplies	74.33	0.00
602-31-4280	Utilities	262.76	0.00
602-31-4284	Water Purchases	13,836.80	0.00
602-32-4135	Retirement-Special	25.00	0.00
602-32-4250	Repairs	177.08	0.00
602-32-4260	Supplies	521.84	0.00
602-32-4280	Utilities	196.79	0.00
602-32-4293	Contract/Agreement	49.34	0.00
602-32-5110	Server and Computer Up	458.33	0.00
603-31-4250	Repairs	823.01	0.00
603-31-4260	Supplies	11,434.64	0.00
603-31-4263	Gas/Oil	230.77	0.00
603-31-4280	Utilities	263.36	0.00
603-31-4293	Contract/Agreement	391.40	0.00
603-31-4294	Other - Energy Star Appli	8,100.00	0.00
603-31-4320	Minor Capital Equipmen	13,210.00	0.00
603-32-4135	Retirement-Special	25.00	0.00
603-32-4250	Repairs	158.33	0.00
603-32-4260	Supplies	521.82	0.00
603-32-4270	Travel/Conference	73.48	0.00
603-32-4280	Utilities	233.36	0.00
603-32-4293	Contract/Agreement	49.34	0.00
603-32-5110	Server and Computer Up	458.33	0.00
604-00-2165	AFLAC Ins Payable	21.74	0.00
604-00-2169	Health Insurance Payabl	1,038.90	0.00
604-31-4250	Repairs	812.08	0.00
604-31-4260	Supplies	233.56	0.00
604-31-4263	Gas/Oil	214.45	0.00
604-31-4280	Utilities	102.17	0.00
604-32-4250	Repairs	177.09	0.00
604-32-4260	Supplies	521.85	0.00
604-32-4280	Utilities	201.34	0.00
604-32-4293	Contract/Agreement	49.34	0.00
604-32-5110	Server and Computer Up	458.33	0.00
606-11-4220	Professional Fees	1,339.55	0.00

Account Summary

Account Number	Account Name	Expense Amount	Payment Amount
606-11-4250	Repairs	75.00	0.00
606-11-4263	Gas/Oil	104.88	0.00
606-11-4280	Utilities	226.21	0.00
606-11-4322	Const/Improv/Land	80,274.83	0.00
Grand Total:		157,517.50	0.00

Project Account Summary

Project Account Key	Expense Amount	Payment Amount
None	157,517.50	0.00
Grand Total:	157,517.50	0.00

Agenda Action Form Flandreau City Council

Meeting Date: 12/15/2025

Title: Second Reading of Ordinance 635: Amending Water Rates

Motion Resolution Ordinance Other

Background Information: In 2024, the City of Flandreau contracted with Missouri River Energy Services (MRES) to conduct a comprehensive review of the City's water and sewer utility rates. The assessment concluded that current water rates are below regional averages and are not sufficient to support the long-term financial stability of the water utility. Sewer rates, however, were found to be appropriately structured and in a strong financial position. To address the identified water rate shortfall, MRES recommended that the City adopt a three-year series of adjustments to the water volume charge, consisting of a 6% increase in each of the following years: 2025, 2026, and 2027. The City Council approved the first rate adjustment of the series in October of 2024. Ordinance 635 implements the second of these recommended adjustments by applying a 6% increase to the water volume rate beginning in 2026. No other water or sewer rate changes are included in this ordinance. The final rate increase will need to be approved by City Council in 2027.

Justification: The proposed adjustment in rates will allow the Municipal Water Utility to continue to keep pace with rising wholesale water costs and increasing costs associated with maintenance and provision of services.

Financial Consideration: The additional revenue generated by the volume-rate increase will be allocated to the City's unrestricted reserve accounts, which are currently below the funding levels recommended by the Government Finance Officers Association (GFOA). Strengthening these reserves is necessary to ensure that the utility maintains adequate stability and emergency-response capacity. As part of the rate review, MRES also recommended an

City Administrator's Recommendation: Approval

Attachments: Ordinance 635

ORDINANCE NO. 635
AN ORDINANCE ESTABLISHING WATER UTILITY RATES FOR CUSTOMERS

WHEREAS, the City of Flandreau operates a Municipal Water Utility; and

WHEREAS, the City desires to provide adequate service to its customers; and

WHEREAS, rate adjustments are necessary to ensure an adequate delivery of water.

BE IT ORDAINED BY THE CITY OF FLANDREAU, MOODY COUNTY, SOUTH DAKOTA that the following rates are hereby established to be effective with utility bills to be billed in January 2025:

<u>Meter Size</u>	<u>Monthly Base Rate</u>
¾ inch meter	\$18.00
1 inch meter	\$31.00
1 ¼ inch meter	\$47.00
1 ½ inch meter	\$70.00
2-inch meter	\$124.00
3-inch meter	\$286.00
4-inch meter	\$496.00
6-inch meter	\$600.00

2023 Bond Surcharge- Per Meter \$10.40

Water Volume Charge per 1,000 gallons:

\$4.21 Base

\$2.25 Surcharge (2000 & 2019 Water System Improvements)

\$6.46

Water Service Connection Charges:

- a.) Basic Water System Charge \$125.00
- b.) Water Tap Charge \$125.00 (1" tap) Over 1" add time and material

**Agenda Action Form
Flandreau City Council**

Meeting Date: 12/15/2025

Title: Second Reading: Ordinance 636 – 2025 Supplemental Appropriation Ordinance

Motion Resolution Ordinance Other

Background Information: Per SDCL 9-21-7, the current fiscal year budget may be supplemented in the event the amount that had been appropriated is deemed insufficient to cover the expense of a fund or department. Upon review and comparison of year-to-date expense (factoring estimated expenditures through December 31, 2025) to the 2025 appropriated amount set forth in Ordinance 621, it has been determined that a Supplemental Ordinance is necessary in an amount totaling \$153,000. **This is an increase from the First Reading of Ordinance 636.** Attached Ordinance 636 reflects the amounts to be supplemented. The attached Supplemental Budget Notes provide narrative to justify the requested supplemental amount. Per SDCL 9-19-7, the Ordinance shall be read twice with at least five days intervening between the first and second reading. The first reading took place December 1st, 2025; the second reading will take place December 15th, 2025.

Justification: Required per SDCL 9-19-7 and 9-21-7

Financial Consideration: Appropriate supplemental funds for fiscal year 2025

City Administrator's Recommendation: Approval

Attachments: Supplemental Budget Notes; Ordinance 636 – 2025 Supplemental Appropriation Ordinance

General Fund (101)-2nd Reading of Ordinance 636: 12-15-2025

TOTAL 2025 SUPPLEMENTAL BUDGET AMOUNT IS \$153,000; paid using applied cash.

- **410 General Government**

- 414.20 & 414.40 *General Financial Admin, General Admin*

2025 Appropriation:	\$306,200
2025 Supplemental Budget:	\$130,000-1st Reading
2025 Supplemental Budget:	\$140,000-2nd Reading

- Overage due to
 - TIF Overpayment, Increased Property Insurance Costs
 - Ambulance Expenses; including wages for Ambulance Director
 - General Financial Admin Wages

- **450 Culture and Recreation**

- 452.00 *Parks*

2025 Appropriation:	\$158,405
2025 Supplemental Budget	\$2,000-1st Reading
2025 Supplemental Budget	\$9,000-2nd Reading

- Overage due to
 - Repairs to the Stone Wall at the City Park-\$6,897
 - Security Cameras at city park-\$5,000
 - Scoreboard for Teener Field-\$5,500
 - Bike Path Expenses-resurfacing and utilities-\$3,263
 - West Nile Expenses (no grant in 2025)-\$6,829
 - Wages

- 456.01 *Armory*

2025 Appropriation:	\$21,600
2025 Contingency Transfer	\$6,500
2025 Supplemental Budget	\$2,000-2nd Reading

- Overage due to
 - Utilities and Increased Property Insurance Costs

- **Special Fund BBB (Fund 211)**

2025 Appropriation:	\$32,000
2025 Contingency Transfer:	\$3,500
2025 Supplemental Budget	\$2,000-2nd Reading

- Additional funds are needed due to repairs to the women's locker room in the community center, new doors for the community center and heating repairs in the armory.

Ordinance No. 636
SUPPLEMENTAL APPROPRIATION ORDINANCE
AN ORDINANCE TO SUPPLEMENT ORDINANCE NO. 621, THE 2025 APPROPRIATION ORDINANCE

BE IT ORDAINED by the City of Flandreau, South Dakota, that the following sums be appropriated to meet the obligations of the municipality.

	GOV FUND		TOTAL
410 GENERAL GOVERNMENT			
414.20 & 414.40 Gen Financial Admin			
Gen Admin	140,000.00	\$	140,000.00
TOTAL	\$ 140,000.00	\$	140,000.00

450 CULTURE AND RECREATION			
452 Parks Dept	9,000.00	\$	9,000.00
456.01 Armory	2,000.00	\$	2,000.00
TOTAL	\$ 11,000.00	\$	11,000.00

211 SPECIAL FUND (BBB)			
211 BBB-Comm Ctr/Armory	\$ 2,000.00	\$	2,000.00
TOTAL	\$ 2,000.00	\$	2,000.00

COMBINED TOTALS	\$ 153,000.00	\$	153,000.00
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The following is a summary by funds of the appropriate amounts and the means of financing them.

MEANS OF FINANCE			
Applied Cash	153,000.00		153,000.00
TOTAL	\$ 153,000.00	\$	153,000.00

This ordinance is for the support of the municipal Government of the City of Flandreau, South Dakota and its existing institution and is hereby declared to be an emergency ordinance to be in full force and effect after its passage and publication or its passage over the veto of the Mayor if the same be not approved.

Daniel D. Sutton
Mayor

Attest:

Cohl Turnquist
City Administrator

First Reading: December 1, 2025
Second Reading: December 15, 2025
Adopted: December 15, 2025
Published: December 24, 2025
Effective: January 13, 2026

**Agenda Action Form
Flandreau City Council**

Meeting Date: 12/15/2025

Title: ARPA FUNDS-Payment Request No. Eight (8) for Sewer and Water-Utility Improvement Project

Motion Resolution Ordinance Other

Background Information: The City has received Pay Application No. 8, prepared by IMEG Engineering, for work completed by H&W Contracting, LLC for the Utility Improvement Project-**Sewer Portion: \$107,586.18** and **Water Portion: \$9,212.49**. These funds will be drawn using ARPA Grant Funds and will result in Pay Request No. Eight (8) for work completed on the Utility Improvement Project.

Justification: ARPA Reimbursement Pay Request is needed to pay the project costs associated with the Water/Sewer Project.

Financial Consideration: Upon receipt of this Pay Application, a pay request was made to the DANR to draw from funds eligible to the City from: \$1,396,832 ARPA grant for Sewer and \$1,414,832 grant for Water.

City Administrator's Recommendation: Approval

Attachments: Pay Application Eight (8) from IMEG Engineering; Pay Req 8-ARPA Funds.

2408

Contractor's Application for Payment

Owner: <u>City of Flandreau</u>	Owner's Project No.: _____
Engineer: <u>April Buller</u>	Engineer's Project No.: <u>23000362.00</u>
Contractor: <u>H&W Contracting LLC</u>	Contractor's Project No.: _____
Project: <u>Flandreau Utility Improvements</u>	
Contract: <u>Flandreau Utility Improvements</u>	
Application No.: <u>8</u>	Application Date: <u>12/11/2025</u>
Application Period: From <u>10/25/2025</u> to <u>12/1/2025</u>	

1. Original Contract Price	\$ 7,165,910.31
2. Net change by Change Orders	\$ 69,200.00
3. Current Contract Price (Line 1 + Line 2)	\$ 7,235,110.31
4a. Total Work completed and materials stored to date (Sewer)	\$ 1,027,230.23
4b. Total Work completed and materials stored to date (Water)	\$ 1,176,386.72
4c. Total Work completed and materials stored to date (City)	\$ -
5. Retainage	
a1. 10% X \$ 946,978.69 Work Completed (Sewer)	\$ 94,697.87
a2. 10% x \$ 882,826.79 Work Completed (Water)	\$ 88,282.68
a3. 10% x \$ - Work Completed (City)	\$ -
b1. 10% x \$ 80,251.54 Stored Materials (Sewer)	\$ 8,025.15
b2. 10% x \$ 293,559.93 Stored Materials (Water)	\$ 29,355.99
b3. 10% x \$ - Stored Materials (City)	\$ -
c. X \$ - Liquidated Damages	\$ -
d. Total Retainage (Lines 5.a1 through 5.c)	\$ 220,361.69
6a. Amount eligible to date (Line 4a - Line 5.a1 - Line 5.b1) (Sewer)	\$ 924,507.21
6b. Amount eligible to date (Line 4b - Line 5.a2 - Line 5.b2) (Water)	\$ 1,058,748.05
6c. Amount eligible to date (Line 4c - Line 5.a3 - Line 5.b3) (City)	\$ -
7a. Less previous payments (Line 6a from prior application) (Sewer)	\$ 816,921.03
7b. Less previous payments (Line 6b from prior application) (Water)	\$ 1,049,535.56
7c. Less previous payments (Line 6c from prior application) (City)	\$ -
8. Balance to finish, plus retainage (Line 3 - Line 6a - Line 6b - Line 6c)	\$ 5,251,855.05
9a. Amount due this application (Line 6a - Line 7a) (Sewer)	\$ 107,586.18
9b. Amount due this application (Line 6b - Line 7b) (Water)	\$ 9,212.49
9c. Amount due this application (Line 6b - Line 7b) (City)	\$ -

Contractor's Certification


The undersigned Contractor certifies, to the best of its knowledge, the following:

(1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;

(2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such liens, security interest, or encumbrances); and

(3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

Contractor: H&W Contracting, LLC

Signature:  **Date:** 12/11/25

Recommended by Engineer	Approved by Owner
By: <u>Shane Waterman</u> <u></u>	By: _____
Title: <u>Civil Project Engineer</u>	Title: _____
Date: <u>12/11/2025</u>	Date: _____
Approved by Funding Agency	
By: _____	By: _____
Title: _____	Title: _____
Date: _____	Date: _____

Flandreau Utility Improvements
City of Flandreau

Application for Payment: 8
Date: 12/11/2025

No.	Bid Schedule 1 Item	Quantity	UM	CCO No.	New Qty	Unit Price	Total This Request		Total Previous Requests		Total To Date		Percent Complete
							Quantity	Amount	Quantity	Amount	Quantity	Amount	
1	Mobilization	1	LS			\$ 673,330.00							
2	Traffic Control Signs	260	SF			\$ 4.35	\$ 1,131.00						25%
3	Traffic Control, Miscellaneous	1	LS			\$ 20,000.00	\$ 20,000.00						48%
4	Type 3 Barricade, 8' Single Sided	40	EA			\$ 110.00	\$ 4,400.00						25%
5	Detachable Warning Panels	41	EA			\$ 65.35	\$ 2,679.35						38%
6	Storm Sewer Inlet Grate	1	EA			\$ 775.00	\$ 775.00						0%
7	Repair Sprinkler System	10	HR			\$ 125.00	\$ 1,250.00						100%
8	Exploratory Excavation	35	HR			\$ 1,000.00	\$ 35,000.00						10%
9	Dewatering	8	DAYS			\$ 500.00	\$ 4,000.00						26%
10	Temporary Mailbox	20	EA			\$ 110.00	\$ 2,200.00						0%
11	F&I Concrete Washouts	1	EA			\$ 355.00	\$ 355.00						0%
12	Street Sweeping	35	HR			\$ 200.00	\$ 7,000.00						100%
13	Type D Permanent Seed Mixture	935	LB			\$ 11.00	\$ 10,285.00						0%
14	Fertilizing	401	LB			\$ 1.10	\$ 441.10						0%
15	Fiber Mulching	3.1	TN			\$ 1,525.00	\$ 4,727.50						0%
16	Sediment Control at Inlet with Frame & Grate	3	EA			\$ 865.00	\$ 2,595.00						0%
17	12" Diameter Erosion Control Wall	45	FT			\$ 3.35	\$ 150.75						0%
18	SWPPP/Erosion Control	1	LS			\$ 7,500.00	\$ 7,500.00						0%
19	Remove Miscellaneous Concrete	25,447	SF			\$ 0.38	\$ 9,670.86						100%
20	Remove Concrete Curb & Gutter	17,001	LF			\$ 2.45	\$ 41,652.45						25%
21	Remove Concrete Valley Gutter	2,776	SF			\$ 0.57	\$ 1,581.42						3%
22	Remove Asphalt Pavement	35,550	SF			\$ 2.95	\$ 104,872.50						36%
23	Remove Aggregate Base Course	1,000	SF			\$ 2.20	\$ 2,200.00						78%
24	Remove and Salvage Fire Hydrants	17	EA			\$ 700.00	\$ 11,900.00						40%
25	Remove and Reset Sign	19	EA			\$ 162.00	\$ 3,078.00						0%
26	Unclassified Excavation	17,646	CY			\$ 6.85	\$ 120,357.90						24%
27	Saw Existing Asphalt	354	LF			\$ 8.00	\$ 2,832.00						100%
28	Saw Existing Concrete	51	LF			\$ 30.00	\$ 1,530.00						0%
29	Clear and Grub Tree	1	LS			\$ 2,725.00	\$ 2,725.00						0%
30	Remove Sediment Control at Inlet with Frame & Grate	3	EA			\$ 550.00	\$ 1,650.00						0%
31	Remove Manholes, Remove & Salvage Cover & Castings	11	EA			\$ 850.00	\$ 9,350.00						82%
32	48" Precast Sanitary Sewer Manhole (0' to 8')	9	EA			\$ 3,500.00	\$ 31,500.00						22%
33	48" Precast Sanitary Sewer Manhole (8' to 12')	16	EA			\$ 4,200.00	\$ 67,200.00						63%
34	Manhole Frame and Cover	25	EA			\$ 1,500.00	\$ 37,500.00						48%
35	F&I Sanitary Sewer Line	7,903	LF			\$ 79.00	\$ 624,837.00						46%
36	F&I 10" Sanitary Sewer Line	772	LF			\$ 88.45	\$ 68,283.40						85%
37	F&I Sanitary Sewer Service Pipe	160	LF			\$ 47.75	\$ 7,640.00						50%
38	F&I 8" x 8" Sanitary Sewer Service Pipe	4,121	LF			\$ 74.45	\$ 306,800.45						23%
39	F&I 8" x 8" Sanitary Sewer Wye	104	EA			\$ 320.00	\$ 33,280.00						41%
40	F&I 10" x 4" Sanitary Sewer Wye	4	EA			\$ 965.00	\$ 3,860.00						25%
41	Reconnect Sewer Service	116	EA			\$ 7,650.00	\$ 887,400.00						85%
42	F&I Sanitary Sewer Service Clean Outs	12	EA			\$ 640.00	\$ 7,680.00						47%
43	Reconnect to Existing Sanitary Sewer Mains	7	EA			\$ 1,100.00	\$ 7,700.00						0%
44	Plug/Gap Existing 8" Sanitary Mains	1	EA			\$ 600.00	\$ 600.00						43%
45	Temporary Sanitary Sewer Bypass Pumping	8,675	LF			\$ 12.00	\$ 104,100.00						0%
46	Post Construction Telescoping & Report	7,903	LF			\$ 2.15	\$ 16,991.45						25%
47	Pipe Bedding for 8" Diameter	7,903	LF			\$ 13.00	\$ 102,739.00						46%
48	Pipe Bedding for 10" Diameter	772	LF			\$ 14.00	\$ 10,808.00						85%
48A	F&I 6" Fire Hydrant Lead	156	LF			\$ 46.75	\$ 7,293.00						51%

No.	Bid Schedule 2 Item	Quantity	UM	CCO No.	New Qty	Unit Price	Total This Request		Total Previous Requests		Total To Date		Percent Complete
							Quantity	Amount	Quantity	Amount	Quantity	Amount	
A1	Mobilization	1	LS			\$ 132,200.00							0%
A2	Traffic Control, Miscellaneous	1	LS			\$ 1,500.00							0%
A3	Exploratory Excavation	10	HR			\$ 175.00							0%
A4	Dewatering	1	DAYS			\$ 500.00							0%
A5	Temporary Mailbox	3	EA			\$ 110.00							0%
A6	FBI Concrete Washouts	1	EA			\$ 355.00							0%
A7	Street Sweeping	10	HR			\$ 200.00							0%
A8	Types D Permanent Seed Mixture	173	LB			\$ 16.20							0%
A9	Fertilizing	74	LB			\$ 1.10							0%
A10	Piler Mulching	1	TN			\$ 1,801.00							0%
A11	High Flow Silt Fence	20	FT			\$ 5.40							0%
A12	SWPPP/Erosion Control	1	LS			\$ 2,500.00							0%
A13	Remove Miscellaneous Concrete	1,519	SF			\$ 0.76							0%
A14	Remove Concrete Gurb & Gutter	2,844	LF			\$ 2.45							0%
A15	Remove Asphalt Pavement	5,680	SY			\$ 2.95							0%
A16	Remove and Salvage Fire Hydrant	1	EA			\$ 700.00							0%
A17	Remove and Reset Sign	2	EA			\$ 162.00							0%
A18	Unclassified Excavation	2,155	CY			\$ 6.85							0%
A19	Saw Existing Asphalt	109	LF			\$ 8.00							0%
A20	Saw Existing Concrete	5	LF			\$ 30.00							0%
A21	Clearing	1	LS			\$ 1,650.00							0%
A22	Clear and Grub Tree	10	EA			\$ 660.00							0%
A23	Remove Manholes, Remove & Salvage Cover & Castings	2	EA			\$ 850.00							0%
A24	48" Precast Sanitary Sewer Manhole (0' to 8')	1	EA			\$ 3,500.00							0%
A25	48" Precast Sanitary Sewer Manhole (8' to 12')	2	EA			\$ 3,975.00							0%
A26	Manhole Frame and Cover	3	EA			\$ 1,500.00							0%
A26a	FBI 8" Sanitary Sewer Line	1,355	LF			\$ 79.00							0%
A27	FBI 4" Sanitary Sewer Service Pipe	974	LF			\$ 47.75							0%
A28	FBI 8" x 4" Sanitary Sewer Wye	23	EA			\$ 320.00							0%
A29	Reconnect Sewer Service	23	EA			\$ 850.00							0%
A30	FBI 14" Sanitary Sewer Service Clean Outs	2	EA			\$ 640.00							0%
A31	Reconnect to Existing Sanitary Sewer Mains	2	EA			\$ 1,800.00							0%
A32	Temporary Sanitary Sewer Bypass Pumping	1	LS			\$ 1,000.00							0%
A33	Post Construction Televiewing & Report	1,355	LF			\$ 2.40							0%
A34	Pipe Bedding For 8" Diameter	1,355	LF			\$ 13.00							0%
A34a	FBI 6" Fire Hydrant Lead	24	LF			\$ 46.75							0%
A35	FBI 8" PVC Water Main	1,464	LF			\$ 58.50							0%
A35a	FBI 6" Gate Valve with Box	2	EA			\$ 2,335.00							0%
A36	FBI 8" Gate Valve with Box	1	EA			\$ 2,970.00							0%
A37	FBI 14" Fire Hydrant	2	EA			\$ 5,085.00							0%
A38	FBI 14" Saddle with Corporation Stop	23	EA			\$ 575.00							0%
A39	FBI 14" Curb Stop w/Box	23	EA			\$ 625.00							0%
A40	FBI 14" Service Line	885	LF			\$ 40.00							0%
A41	FBI 8" - 45 Bend	6	EA			\$ 830.00							0%
A42	FBI 8" - 11.25 Bend	3	EA			\$ 810.00							0%
A43	FBI 8" x 6" Tee	1	EA			\$ 1,040.00							0%
A44	4" Coupling for Permanent Connection to Existing Water Main	1	EA			\$ 1,750.00							0%
A45	6" Coupling for Permanent Connection to Existing Water Main	2	EA			\$ 2,500.00							0%
A46	Cap and Abandon Water Main	6	EA			\$ 550.00							0%
A47	Temporary Water System	1	LS			\$ 500.00							0%
A48	Tracer Wire	1,464	LF			\$ 0.55							0%
A49	Pipe Bedding for Water Main	1,464	LF			\$ 9.00							0%
A50	Remove and Replace Torsion	1	LS			\$ 7,995.00							0%
A51	Asphalt Concrete Pavement	1,425	TN			\$ 130.00							0%
A52	Aggregate Base Course	3,550	TN			\$ 20.40							0%
A53	Concrete Sidewalk	710	SF			\$ 7.05							0%

A54	Concrete Curb & Gutter	2,884	LF		\$ 18.40	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%
A55	Concrete Fillets	850	SF		\$ 12.45	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%
A56	Concrete Driveways	945	SF		\$ 8.65	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%
A57	Geotextile Fabric	6,178	SY		\$ 2.80	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%
Bid Schedule 2 Totals						\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%

No.	Bid Schedule 3 Item	UM	Quantity	CCO No.	New Qty	Unit Price	Total This Request		Total Previous Requests		Total To Date		Percent Complete
							Quantity	Amount	Quantity	Amount	Quantity	Amount	
B1	Mobilization	LS	1			\$ 45,115.00							0%
B2	Traffic Control, Miscellaneous	LS	1			\$ 1,000.00							0%
B3	Excavatory Excavation	HR	5			\$ 125.00							0%
B4	Dewatering	DAYS	1			\$ 1.00							0%
B5	Temporary Mailbox	EA	1			\$ 110.00							0%
B6	F&I Concrete Washouts	EA	1			\$ 355.00							0%
B7	Street Sweeping	HR	5			\$ 200.00							0%
B8	Type D Permanent Seed Mixture	LD	71			\$ 16.20							0%
B9	Fertilizing	LB	31			\$ 1.10							0%
B10	Filter Mulching	TN	0			\$ 1,801.00							0%
B11	High Flow Silt Fence	FT	70			\$ 5.40							0%
B12	Sediment Control at Inlet with Frame & Grate	EA	2			\$ 92.00							0%
B13	SWPPP/Erosion Control	LS	1			\$ 500.00							0%
B14	Remove Miscellaneous Concrete	SF	687			\$ 1.10							0%
B15	Remove Concrete Curb & Gutter	LF	1,034			\$ 2.45							0%
B16	Remove Asphalt Pavement	SV	2,100			\$ 2.95							0%
B17	Remove and Salvage Fire Hydrants	EA	1			\$ 700.00							0%
B18	Unclassified Excavation	CI	550			\$ 6.90							0%
B19	Saw Existing Asphalt	LF	37			\$ 10.00							0%
B20	Saw Existing Concrete	LF	5			\$ 30.00							0%
B21	Clearing	LS	1			\$ 1,080.00							0%
B22	Clear and Grub Tree	EA	5			\$ 660.00							0%
B23	Remove Sediment Control at Inlet with Frame & Grate	EA	2			\$ 50.00							0%
B23*	F&I 8" PVC Water Main	LF	517			\$ 58.00							0%
B23*	F&I 8" Gate Valve with Box	EA	1			\$ 2,970.00							0%
B24	F&I 1" Saddle with Corporation Stop	EA	7			\$ 675.00							0%
B25	F&I 1" Curb Stop w/Box	EA	7			\$ 525.00							0%
B26	F&I 1" Service Line	LF	243			\$ 40.00							0%
B27	F&I 8" - 11.25 Bend	EA	1			\$ 810.00							0%
B28	4" Coupling for Permanent Connection to Existing Water Main	EA	1			\$ 1,750.00							0%
B29	Temporary Water System	LS	1			\$ 500.00							0%
B30	Tracer Wire	LF	517			\$ 0.55							0%
B31	Pipe Bedding for Water Main	LF	517			\$ 9.00							0%
B32	Remove and Replace Topsoil	LS	1			\$ 2,750.00							0%
B33	Asphalt Concrete Pavement	TN	500			\$ 120.00							0%
B34	Aggregate Base Course	TN	950			\$ 20.40							0%
B35	Concrete Sidewalk	SF	400			\$ 7.05							0%
B36	Concrete Curb & Gutter	LF	1,034			\$ 18.40							0%
B37	Concrete Fillets	SF	340			\$ 12.45							0%
B38	Concrete Driveways	SF	425			\$ 6.65							0%
B39	Geotextile Fabric	SV	2,124			\$ 2.80							0%
Bid Schedule 3 Totals							\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%

Total Bid Schedule Totals	\$ 130,196.86	\$ 10,236.11	\$ -	\$ 816,781.84	\$ 872,590.69	\$ 946,978.69	\$ 882,826.79	26%
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PAYMENTS

	1	2	3	4	5	6	7	8	9 Total
Sewer	\$ 187,444.95	\$ 129,783.57	\$ 91,521.15	\$ 41,930.49	\$ 28,127.12	\$ 212,632.35	\$ 125,481.40		\$ 816,921.03
Water	\$ 422,886.16	\$ 20,549.64	\$ 73,995.83	\$ 78,208.72	\$ 142,435.70	\$ 142,225.45	\$ 169,234.06		\$ 1,049,535.56
City									\$ -

	10	11	12	13	14	15	16	17	18 Total
Sewer									\$ -
Water									\$ -
City									\$ -
									Sewer Total: \$ 816,921.03
									Water Total: \$ 1,049,535.56
									City Total: \$ -

CHANGE ORDERS	
DESCRIPTION	AMOUNT
1	\$ 69,200.00
2	\$ -
3	\$ -
4	\$ -
5	\$ -
Total	\$ 69,200.00

ITEM	DESCRIPTION	PREVIOUS STOCK	MATERIAL IN	MATERIAL OUT	REMAINING QTY	UNIT PRICE	AMOUNT
6	Storm Sewer Inlet Grate	0		0	0.0	\$ 458.70	\$ -
34	Frame and Cover	17		4	13.0	\$ 631.22	\$ 8,205.86
35	F&I 8" Sanitary Sewer Line	5034		791	4243.0	\$ 8.74	\$ 37,083.82
36	F&I 10" Sanitary Sewer Line	114		0	114.0	\$ 13.70	\$ 1,561.80
37	F&I 4" Sanitary Sewer Service Pipe	2319		245	2074.0	\$ 2.10	\$ 4,355.40
38	F&I 6" Sanitary Service Pipe	124		0	124.0	\$ 4.94	\$ 612.56
39	F&I 8" x 4" Sanitary Sewer Wye	68		7	61.0	\$ 55.87	\$ 3,408.07
40	F&I 8" x 6" Sanitary Sewer Wye	3		0	3.0	\$ 69.04	\$ 207.12
40A	F&I 10" x 4" Sanitary Sewer Wye	2		0	2.0	\$ 176.10	\$ 352.20
41	Reconnect Sewer Service	70		9	61.0	\$ 34.76	\$ 2,120.36
42	F&I 4" Sanitary Sewer Service Clean Outs	12		0	12.0	\$ 300.27	\$ 3,603.24
43	Reconnect to Existing Sanitary Sewer Mains	5		0	5.0	\$ 67.06	\$ 335.30
44	Plug/Cap Existing 8" Sanitary Mains	1		0	1.0	\$ 63.05	\$ 63.05
48A	F&I 6" Fire Hydrant Lead	76		0	76.0	\$ 11.05	\$ 839.80
49	F&I 8" PVC Water Main	7439		0	7439.0	\$ 18.46	\$ 137,323.94
49A	F&I 6" Gate Valve with Box	6		0	6.0	\$ 349.71	\$ 2,098.26
50	F&I 8" Gate Valve with Box	7		0	7.0	\$ 349.71	\$ 2,447.97
51	Fire Hydrant	7		0	7.0	\$ 3,779.30	\$ 26,455.10
52	F&I 1" Saddle with Corporation Stop	68		0	68.0	\$ 255.09	\$ 17,346.12
53	F&I 1" Curb Stop w/Box	68		0	68.0	\$ 223.96	\$ 15,229.28
54	F&I 1" Service Line	2372		0	2372.0	\$ 0.80	\$ 1,897.60
55	F&I 8" - 45 Bend	52		0	52.0	\$ 185.97	\$ 9,670.44
56	F&I 8" - 11.25 Bend	8		0	8.0	\$ 166.22	\$ 1,329.76
57	F&I 8"x8"x8" Tee	3		0	3.0	\$ 341.50	\$ 1,024.50
58	F&I 8"x8"x6" Tee	8		0	8.0	\$ 288.01	\$ 2,304.08
59	F&I 8" Cross	4		0	4.0	\$ 506.89	\$ 2,027.56
63	12" Water Main Casing Pipe	260		0	260.0	\$ 31.83	\$ 8,275.80
A27	F&I 4" Sanitary Sewer Service Pipe	924		0	924.0	\$ 2.10	\$ 1,940.40
A28	F&I 8" x 4" Sanitary Sewer Wye	23		0	23.0	\$ 55.87	\$ 1,285.01
A29	Reconnect Sewer Service	23		0	23.0	\$ 34.76	\$ 799.48
A30	F&I 4" Sanitary Sewer Service Clean Outs	2		0	2.0	\$ 300.27	\$ 600.54
A31	Reconnect to Existing Sanitary Sewer Mains	2		0	2.0	\$ 87.56	\$ 175.12
A34a	F&I 6" Fire Hydrant Lead	24		0	24.0	\$ 11.05	\$ 265.20
A35	F&I 8" PVC Water Main	1464		0	1464.0	\$ 18.46	\$ 27,025.44
A35a	F&I 6" Gate Valve with Box	2		0	2.0	\$ 349.71	\$ 699.42
A36	F&I 8" Gate Valve with Box	1		0	1.0	\$ 349.71	\$ 349.71
A37	Fire Hydrant	2		0	2.0	\$ 3,779.30	\$ 7,558.60
A38	F&I 1" Saddle with Corporation Stop	23		0	23.0	\$ 255.06	\$ 5,866.38
A39	F&I 1" Curb Stop w/Box	23		0	23.0	\$ 223.96	\$ 5,151.08
65	Tracer Wire	9034		0	9034.0	\$ 0.19	\$ 1,716.46
A26	Frame and Cover	3		0	3.0	\$ 631.22	\$ 1,893.66
A28a	F&I 8" Sanitary Sewer Line	1340		0	1340.0	\$ 8.74	\$ 11,711.80
A40	F&I 1" Service Line	885		0	885.0	\$ 0.80	\$ 708.00
A41	F&I 8" - 45 Bend	6		0	6.0	\$ 185.97	\$ 1,115.82
A42	F&I 8" - 11.25 Bend	3		0	3.0	\$ 166.22	\$ 498.66
A43	F&I 8"x8"x6" Tee	1		0	1.0	\$ 288.01	\$ 288.01
A48	Tracer Wire	1464		0	1464.0	\$ 0.19	\$ 278.16
B22	F&I 8" PVC Water Main	517		0	517.0	\$ 18.46	\$ 9,543.82
B23	F&I 6" Gate Valve with Box	1		0	1.0	\$ 349.71	\$ 349.71
B24	F&I 1" Saddle with Corporation Stop	7		0	7.0	\$ 255.09	\$ 1,785.63
B25	F&I 1" Curb Stop w/Box	7		0	7.0	\$ 223.96	\$ 1,567.72
B26	F&I 1" Service Line	243		0	243.0	\$ 0.80	\$ 194.40
B27	F&I 8" - 11.25 Bend	1		0	1.0	\$ 166.22	\$ 166.22
B30	Tracer Wire	517		0	517.0	\$ 0.19	\$ 98.23

Total Sewer	\$ 80,251.54
Total Water	\$ 293,559.93
Total City	\$ -

Agenda Action Form Flandreau City Council

Meeting Date: 12/15/2025

Title: SRF FUNDS-Payment Request No. Nine (9) for Sewer and No. Twenty-Two (22) for Water-Utility Improvement Project

Motion Resolution Ordinance Other

Background Information: The City has received invoices from IMEG for construction observation/management for the Utility Improvement Project-**Sewer Portion: \$15,520** and **Water Portion: \$15,720**. These funds will be drawn using State Revolving Funds, as grant funds are not allowed to be used for professional services. This will result in Pay Request No. 9 for SRF Funds for the Sewer portion and Pay Request No. 22 for SRF Funds for the Water portion of the Utility Improvement Project.

Justification: DWSRF Reimbursement Pay Request is needed to pay the professional services associated with the upcoming Water/Sewer Project.

Financial Consideration: Upon receipt of these invoices, a pay request was made to the DANR to draw from funds eligible to the City from the \$2,776,087 Clean Water State Revolving Fund loan and \$2,818,087 Drinking Water State Revolving Fund Loan.

City Administrator's Recommendation: Approval

Attachments: Invoices from IMEG Engineering; Pay Req 9 and Pay Req 22 to IMEG using SRF Funds.



Invoice Total \$15,720.00

Cohl Turnquist
City of Flandreau
1005 W Elm Ave
Flandreau, SD 57028

December 09, 2025
Invoice No: 23000362.02 - 10
Project #:
PO #:
Contract #:
Work Order #:

Email/Submit to: loriknebone@cityofflandreau.com; mason@1stdistrict.org

Project 23000362.02 City of Flandreau, SD / Flandreau Utility Improvements/ Construction
Observation - Water

Fixed Fee \$393,000

Professional Services through November 30, 2025

Fee

Phase	Fee	%	Fee Earned	Previous Billing	Current Billing
Construction Administration	393,000.00	47.00	184,710.00	168,990.00	15,720.00
Total Fee	393,000.00		184,710.00	168,990.00	15,720.00
Total Fee					15,720.00
Total this Invoice					\$15,720.00

Please direct any questions to accountsreceivable@imegcorp.com. The right to refute an invoice is waived after 30 days. If you would like to pay your invoice by credit card, please click on the hyperlink below. Please note, this is available for US clients only. You may also find a 'Pay Now' button on our website at imegcorp.com.

Click here to [Pay via credit card](#).

**** For payments by check, please reference project/invoice number on remittance stub and mail to:**

IMEG Consultants Corp
PO Box 182094
Columbus, OH 43218-2094

For overnight packages: IMEG Consultants Corp
PO Box 182094 GW2W10
7 Easton Oval
Columbus, OH 43219

NOTICE TO U.S. CUSTOMERS PAYING WITH CREDIT CARD:

Effective October 1, 2023, IMEG imposes a surcharge of 3% when paying with a credit card, which is not greater than our cost of acceptance. The adjustment will appear on your receipt. We do not surcharge debit cards. Any payments made with a debit card, check/cash, or ACH will not include a surcharge.



Invoice Total \$15,520.00

Cohl Turnquist
City of Flandreau
1005 W Elm Ave
Flandreau, SD 57028

December 09, 2025
Invoice No: 23000362.03 - 9
Project #:
PO #:
Contract #:
Work Order #:

Email/Submit to: lorikneebone@cityofflandreau.com; mason@1stdistrict.org

Project 23000362.03 City of Flandreau, SD / Flandreau Utility Improvements/ Construction
Observation - Sewer

Fixed Fee \$388,000

Professional Services through November 30, 2025

Fee

Phase	Fee	%	Fee Earned	Previous Billing	Current Billing
Construction Administration	388,000.00	51.00	197,880.00	182,360.00	15,520.00
Total Fee	388,000.00		197,880.00	182,360.00	15,520.00
Total Fee					15,520.00
Total this Invoice					\$15,520.00

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December 15, 2025

John Rennich, Project Manager
H&W Contracting, LLC
3416 W. Hovland Dr.
Sioux Falls, South Dakota 57107

RE: Work Suspension Winter 2025 - Flandreau Utility Improvements
Flandreau, SD
IMEG #23000362.00

Mr. Rennich:

The City of Flandreau and IMEG agree it is time to suspend work for the Flandreau Utility Improvement Project in Flandreau, SD until the spring of 2026. Work is to be suspended due to winter conditions, which do not allow the remaining work to be completed in a manner that conforms to the specifications. The suspension is considered in full effect as of December 15, 2025.

Sincerely,

A handwritten signature in blue ink that reads "Shane L. Waterman".

Shane L. Waterman, PE
Senior Project Manager II
Shane.l.waterman@imegcorp.com

City Council Memorandum



From: Cohl Turnquist, City Administrator
To: Flandreau Mayor and City Council
RE: Action on EMS Employees
Date: December 15, 2025

Executive Summary: The City of Flandreau is set to assume operations of the Ambulance Service on January 1, 2026. For that reason, it is necessary for the City Council to approve placing full-time, part-time, and supervisory staff on their respective wage scales or wage. Staff proposes hiring four full-time emergency medical technicians, eight part-time emergency medical technicians, two part-time drivers, one volunteer, and a Medical Director. Within a document attached to this memorandum, each individual employee is placed at a wage that corresponds with their position and their experience.

Background: There are numerous wage scales and positions that the City Council has previously approved, which serve as guidelines for placing EMS employees at their respective wages. Below is an explanation (if needed) of each employees proposed wage:

- Full-Time
 - Wesley Hall, AEMT: Ambulance Director
 - Wage: \$72,000 annually, Step 1
 - Hall is an existing Moody County employee who was previously selected as the Ambulance Director for Flandreau EMS
 - Hall has two years of experience with Moody County, which are proposed, by Admin, to be recognized by the City of Flandreau.
 - Admin recommends starting Hall with 40 hours Vacation and Sick Leave
 - Scott Ganschow, AEMT: Lead Medic
 - Wage: \$65,000 annually, No proposed Step Scale; Annual Merit Increases
 - Ganschow is an existing Moody County employee.
 - Ganschow has ten years of experience with Moody County, which are proposed, by Admin, to be recognized by Flandreau EMS.
 - Admin recommends starting Hall with 40 hours Vacation and Sick Leave.

- Natalie Peterson: EMT
 - Wage \$50,000 annually, Step 1
 - Peterson has successfully completed her coursework through Southeastern Technical School and will be taking her EMT Certification test in late December 2025 or early January 2026
 - The offer to Peterson is conditional on the passing of the EMT Certification Exam
 - A 45-day window has been established by Admin for the procurement of EMT Licensure
- Marv Schoenwetter: EMT
 - Wage \$50,000 annually, Step 1
 - The offer to Schoenwetter is conditional on the passing of the EMT Certification Exam
 - A 45-day window has been established by Admin for the procurement of EMT Licensure
- Part-Time Paramedic/AEMT/EMT
 - Each PT employee is placed at a wage corresponding to their certification level. The roster of PT employees is a blend of existing Moody County staff and new hires recruited by the City of Flandreau.
- Driver
 - Marv Schoenwetter
 - Schoenwetter is an existing Moody County Driver and will continue as PT Driver until he obtains his EMT Certification
 - Sydney Settles
 - Settles is a new recruit to Flandreau EMS
- Medical Director
 - Abbie Entringer: CNP
 - \$700 biweekly
 - Entringer served as the Moody County and will continue that service with the City of Flandreau

Financial Impact: Wages for each employee will be funded out of the Ambulance Department, which falls within the General Fund. For 2026, \$295,957 is included for the payment of employee wages. Staff will closely monitor the Ambulance Budget in 2026, but it is possible that expenditures may exceed forecasts, as there is a fair amount of uncertainty in the first year of operation.

Recommendation: Approval of EMS Roster and placement at respective wages.

Ambulance – Full Time Employee Roster					
Name:	Position:	Hire Date:	Wage:	Step:	Notes:
Wes Hall	Ambulance Director / AEMT	7/21/2025 (part time) 12/27/2025 (full time)	\$72,000.00 annually	1 Ambulance Director scale	Hired tenure: 2 years Starting vacation balance: 40 hours Starting sick balance: 40 hours
Scott Ganschow	AEMT	12/27/2025	\$65,000.00 annually	Merit	Hired tenure: 10 years Starting vacation balance: 40 hours Starting sick balance: 40 hours
Natalie Peterson	EMT <i>Offer conditional on passing exam/licensure</i>	? <i>Offer conditional on passing exam/licensure</i>	\$50,000.00 annually	1	
Marv Schoenwetter	EMT <i>Offer conditional on passing exam/licensure</i>	? <i>Offer conditional on passing exam/licensure</i>	\$50,000.00 annually	1	
Ambulance – Part Time Employee Roster					
Name:	Position:	Hire Date:	Wage:	Step:	Notes:
Brian Ewoldt	Paramedic	12/27/2025	\$14.00 per hour	1	
Aaron Westfall	Paramedic	12/27/2025	\$14.00 per hour	1	

Taylor White	Paramedic	12/27/2025	\$14.00 per hour	1	
Randy Clements	EMT	12/27/2025	\$12.00 per hour	1	
Kolyn Kirkham	EMT <i>Offer conditional on passing exam/licensure</i>	? <i>Offer conditional on passing exam/licensure</i>	\$12.00 per hour	1	
Erin McSherry	EMT	12/27/2025	\$12.00 per hour	1	
William O'Connell	EMT	12/27/2025	\$12.00 per hour	1	
Karlie Ten Eyck	EMT	12/27/2025	\$12.00 per hour	1	
Ambulance – Volunteer Roster					
Name:	Position:	Hire Date:	Wage:	Step:	Notes:
Lindsay Heiter	RN / EMT	12/27/2025	N/A	N/A	
Ambulance – Medical Director					
Name:	Position:	Hire Date:	Wage:	Step:	Notes:
Abbie Entringer	Medical Director	12/27/2025	\$700.00 biweekly	1	
Ambulance – Driver Roster					
Name:	Position:	Hire Date:	Wage:	Step:	Notes:
Marv Schoenwetter	Driver	12/27/2025	\$10.00 per hour	N/A	
Sydney Settles	Driver	12/27/2025	\$10.00 per hour	N/A	

Agenda Action Form Flandreau City Council

Meeting Date: 12/15/2025

Title: Flandreau EMS Standard Operating Procedures

Motion Resolution Ordinance Other

Background Information: The Flandreau EMS Standard Operating Procedures (SOP) is a secondary document to supplement the existing EMS Personnel Policy and Procedures Manual. The purpose of the SOP is to provide EMS staff with additional guidance in the day-to-day operation of the Ambulance Service. In its current form, the Flandreau EMS SOP is largely based upon a copy of the Moody County SOP, which is currently being utilized by Moody County EMS. As the City begins its operation of the ambulance service in 2026, it will be likely that staff will propose amendments to the SOP that best serve the community and staff.

Justification: The SOP will provide additional guidelines for Flandreau EMS Staff and ensure that there are clear expectations for conduct, duties, and procedures. The SOP can be amended as the City Council sees fit and likely will need some revisions in 2026. However, in its current form, the SOP establishes a familiar baseline of guidelines for employees transitioning from Moody County.

Financial Consideration: There is not a financial impact directly associated with the adoption of the Flandreau EMS SOP, though the SOP adds additional guidelines to employee benefits already included in the Flandreau Employee Policy and Procedures.

City Administrator's Recommendation: Approval

Attachments: Flandreau EMS Standard Operating Procedures

Flandreau EMS



STANDARD OPERATING PROCEDURES

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INTRODUCTION

1. *Purpose*

The Standard Operating Procedures for Flandreau EMS are to be an addition to the Flandreau Personnel Policies and Procedures Manual already in order to:

- (1) Address situations unique to the ambulance
- (2) Provide Procedures for the day-to-day operations of the Ambulance Station
- (3) Promote and facilitate communication between crews.
- (4) Provide fair and equal division of duties to ensure crews can provide the highest quality of care to all patients.
- (5) If a situation is not addressed in these Operating Procedures, refer to the City of Flandreau Personnel Policy and Procedures manual.

2. *Authority*

The Standard Operating Procedures for Flandreau EMS have been approved and set in place by the Flandreau City Council

3. *Maintenance and Revision*

The Director of Flandreau EMS and the Flandreau City Council, working together, reserve the right to repeal, modify, or amend any of these Standard Operating Procedures. Changes to the procedures shall be distributed to employees in a timely fashion.

4. *Application*

The Standard Operating Procedures for Flandreau EMS only applies to personnel of the Ambulance. Considering the situations unique to EMS, if there is a conflict between the Flandreau Personnel Policies and Procedures Manual and this document, interpretation and clarification will be made by the Flandreau City Administrator.

GENERAL POLICEIES

1. *Crews*

Crew will consist of four full-time employees and a pool of part-time employees, approved by the Flandreau City Council.

2. *Truck Check*

Truck Check will be completed on Mondays and Fridays, by both on-duty crew members. Each item on the checklist should be evaluated. The LifePak 15 self-test strip should be stapled to the checklist. It is the responsibility of the on-duty crew members to replace or restock, and items found to be low or missing.

3. *Daily Duties*

Daily duties are the responsibility of the on-duty crew members, as needed. This includes, but is not limited to: washing dishes, emptying trash, washing truck and cleaning up your own mess. Remember the phrase, "If you make a mess, clean it up." Ambulance equipment used on a call should be cleaned per manufacture's recommendation or at the minimum, wiped off with Sani-wipes after each use.

4. *Detail Duties*

Detail duties are to be rotated between the crews. Detailed truck checks will be completed at the beginning of each month.

Detailed Station cleaning, also done at the beginning of each month includes vacuuming and dusting living quarters, vacuuming and dusting training center, taking out trash and general housekeeping of the office. Trucks must be pulled out and garage floor swept/washed out if needed.

Detailed Truck cleaning includes vacuuming and wiping down inside of driver and patient compartment of both trucks as needed. All monitors, cots, and other equipment should be cleaned, wiped down and checked over. All railings, door handles, cabinet doors and countertops should also be cleaned. Expiration dates should be checked, and any expired equipment should be removed from trucks and replaced.

5. Restocking

Restocking any missing or low items on is the responsibility of the on-duty crew. If we do not have it in stock or for any special items used, notify the Ambulance Director for instructions when and where to get it. Supplies that need to be ordered, either due to being low or new items the crew feels they need to benefit from patient care, must be written on the supplies board, and the Ambulance Director should be notified. The truck appearance should be always maintained, with a focus on consistent equipment quantity. When restocking items used, remember; "If you use one, only replace one." This will not only avoid waste but keep both trucks looking professional. Contact the Ambulance Director if you feel the quantity carried of an item needs to be modified.

6. Standby and Special Considerations

Flandreau EMS should be on scene at any industrial, residential, or other structure fires for the safety of those working on the scene. If Incident Command does not request the ambulance, the crew should notify 931 that they are available. 931 will then contact Incident Command to confirm the ambulance is not needed.

Any events that request standby, through the Ambulance Director, will be assigned to the on-duty crew with the clear understanding to all event planners that the ambulance crew will continue to respond to emergency calls. Event planning and secondary crew scheduling will be the responsibility of the Ambulance Director. Scheduling conflicts, concerns or questions about a standby assignment should be directed to the Ambulance Director.

Football games in Flandreau and Colman will be accommodated by the Ambulance Director as scheduling allows, for the part-time employees regular running hours will be considered.

7. Paperwork

Every call should have a Patient Care Report (PCR) written detailing the events that occurred during a medical call. In the case of a patient refusal, the Patient Refused Service (PRS) form should be filled out with as much information as possible and an electronic PCR completed. PCRs that need QA need to be put in the appropriate spot for QA review. When QA is completed, the PCR's can be filed in cabinet and locked. Have the CHS form filled out and faxed to the number provided on the CHS form when needed.

All paperwork given or accrued while on your shift should be completed and handed in within 24 hrs. This includes PCRs, county notices and any other memos handed out. All county and state memos will be posted for personnel to read and acknowledge. Any questions or concerns related to paperwork can be directed to the Ambulance Director.

8. Uniforms

All personnel are required to wear Flandreau EMS issued clothes. All full-time employees will receive a reflective jacket, at least 2 pairs of black pants and at least 2 Flandreau EMS Dress shirts in black. Boots, belts and other personal items not listed above are the responsibility of the individual employee to purchase; all personal items should reflect a professional appearance. Part-time employees will be given blue polo shirt or a T-shirt; all other clothes and personal items are the employees' responsibility. If an employee wishes to charge an item to the Flandreau EMS account, they must first have approval from the Ambulance Director. Any other duty wear or layered clothing may be purchased on your own, or, if the budget allows, will be purchased as a group. All items need to be kept clean and in good repair to allow for a professional appearance while on duty. If an item supplied by Flandreau EMS becomes worn or damaged, the Ambulance Director is to be notified as soon as possible, the item will be replaced quickly, maintaining a professional appearance.

HOURS OF WORK

1. Staffing

The ambulance will be always staffed with two EMS personnel. One personnel must be an BLS provider. The other will have the minimum certification needed of EVOC driver.

2. Scheduling

The schedule for full-time employees will be a mixture of alternating days. The full-time employees will be on call six days in a two-week rotation. Part-time employees will fill in any open shifts. Also, part-time employees must work at least two (2) twelve hour or one (1) twenty-four hour shift(s) monthly.

3. Shift Start

EMS shifts start at 0700 on scheduled days. Both crew members are required to be at the station by 1000 on the first day of their shift. Together the crew will complete the truck check and duties as explained earlier. Once required daily duties are completed, members of the on-duty crew are free to go about their day. However, they will remain on duty and available to respond to all calls within five (5) minutes of pager activation.

4. Timecards

All employees must fill out a timecard for every day worked on the date worked and include how many hours worked. All timecards must be signed and left in the holder for the Ambulance Director to collect by 0700 of the ending pay period. (Pay periods end at 2400 every other Saturday). Any timecards that are missing or not signed will not be turned in.

If an employee takes vacation or comp time, it must be recorded on their timecard, using ACTUAL HOURS. Example: Medic 2 Vacation 0600-1800 12 hours used. Example: if gone for 12hrs you only must use 4 hours of vacation time/sick time, and then if gone for 24 hours you use 8 hours of vacation time/sick time

5. Days Off

Vacation and requested time off should be submitted or written on the board 30 days prior to days needed.

It is the responsibility of the employee to find another employee to work for them when using vacation time/sick days or time off. The employee must notify their partner and the Ambulance Director of the change as far ahead of time as possible.

6. Transfers

When a transfer from Avera Flandreau Hospital or Clinic comes in, they shall notify dispatch if it is emergent (critical) or non-emergent. The on-duty crew has **one hour** to mark on scene for the non-emergent transfer. If the pending transfer is considered critical per Physician, the on-duty crew has 10 min to mark on scene utilizing both on duty members. See Protocol 141.

7. Training

There are training courses each month, with December being competency check offs. Employees will have to participate in 6 out of the 12 training courses each year, with December's training being mandatory.

**ADDENDUM
TO
MEMORANDUM OF UNDERSTANDING
BETWEEN
FLANDREAU SANTEE SIOUX TRIBE
AND
CITY OF FLANDREAU, SOUTH DAKOTA**

This Addendum (“Addendum”) to the Memorandum of Understanding by, and between, the Flandreau Santee Sioux Tribe (the “Tribe”) and the City of Flandreau, South Dakota (the “City”) executed on July 31, 2020, concerning the construction of the Crescent Street Bridge (the “MOU”). This Addendum is hereby effective on or before December 31, 2025.

RECITALS

WHEREAS, the Tribe and the City entered into the MOU that effectively transferred the City’s rights to the Crescent Street Bridge conditioned on the Tribe’s construction of a new bridge, where commencement of construction was required to begin by December 31, 2025 or title would revert back to the City; and

WHEREAS, the Tribe has made significant strides to perform in good faith under the terms of the MOU, and has made significant progress toward final design of the new Crescent Street Bridge; and

WHEREAS, due to delays beyond the Tribe’s control, it is unable to commence construction by December 31, 2025, but anticipates commencing construction on or before December 31, 2026; and

WHEREAS, the City and the Tribe now desire to amend Section 2 of the MOU to extend the Tribe’s required construction commencement date to December 31, 2026; and

NOW THEREFORE, it is hereby agreed by and among the Parties as follows:

1. Section 2 of the MOU is hereby amended to the following:

SECTION 2. TERM OF CONSTRUCTION

The Tribe must start construction of the bridge by December 31, ~~2025~~ 2026, or this agreement will cease, and title will revert back to the City.

2. All other provisions of the MOU not specifically addressed or amended herein shall remain in full effect.

By executing this Addendum, the Parties hereby agree to the amend the MOU as described herein and that the signatures below signify the authority to enter into this Agreement and bind the respective parties.

CITY OF FLANDREAU, SOUTH DAKOTA

FLANDREAU SANTEE SIOUX TRIBE

By: _____

Dan Sutton

Its: Mayor

By: _____

Anthony Reider

Its: President

ATTEST:

ATTEST:

By: _____

Cohl Turnquist

Its: City Administrator

By: _____

April Herrick

Its: Secretary

Date: _____

Date: _____

(CITY SEAL)

(TRIBAL SEAL)