

AGENDA
REGULAR WHITEWOOD COUNCIL MEETING
April 21, 2025, 5:30 PM – CITY HALL

1. CALL THE MEETING TO ORDER.
2. ROLL CALL
3. APPROVE MINUTES from Regular Meeting on April 7, 2025.
4. APPROVE THE CLAIMS.
5. ****PUBLIC HEARING-** PETITION TO VACATE A PORTION OF CUSTER STREET.
6. ADOPT RESOLUTION 2025-01- A RESOLUTION VACATING A PORTION OF CUSTER STREET.
7. CANVASS THE APRIL 8, 2025, ELECTION RESULTS.
8. LEASE OF CITY PROPERTY- Adam Dodson
9. MRAZ PROPERTY PRESCRIBED BURN.
10. ON THE ADVICE OF BOTH COUNCIL, APPROVE RELEASING TIFD FUNDS HELD IN ESCROW.
11. MULTIFAMILY HOUSING LOAN GUARANTEES.
12. UPGRADE UTILITY PAYMENTS TO NUVEI SOFTWARE.
13. APPROVE SPECIAL EVENT LIQUOR LICENSE FOR THE HIDEAWAY- May 17, 2025.
14. ADOPT RESOLUTION 2025-02- CDBG CODE OF CONDUCT RESOLUTION.
15. ADOPT RESOLUTION 2025-03- CDBG RESOLUTION ASSURING FAIR HOUSING.
16. APPROVE CDBG CERTIFICATION REGARDING RESTRICTIONS ON LOBBYING.
17. APPROVE CDBG EXCESSIVE FORCE POLICY.
18. APPROVE CDBG EQUAL EMPLOYMENT OPPORTUNITY POLICY.
19. APPROVE REPRESENTATION LETTER AND DRAFT DECEMBER 31, 2024 AUDIT FROM KETEL THORSTENSON LLP.
20. HALE HALL FURNACE QUOTE.
21. DEPARTMENT REPORTS.
 - Police Department Library Board Street Department
 - Water Department Finance Commission Liquor Commission
 - Sewer Department Parks Department Economic Development
 - ADA Commission Railroad Authority NH Waste Management
 - Emergency Management Historic Dist. Commiss.
22. PUBLIC COMMENTS.
23. NEXT REGULAR COUNCIL MEETING- Monday, May 5, 2025, at 5:30pm
24. ADJOURN

REGULAR WHITEWOOD COUNCIL MEETING

April 7, 2025

The Whitewood City Council met in regular session on Monday the 7th of April 2025 at City Hall. Mayor Mitch Harmon called the meeting to order at 5:30 pm, with Council members Roxie Cooper, Jeremy Noren, Jerry Davidson, Sara Fitzgerald, Randy Wiege, and Monica Burke present. Attorney Fitzgerald, Police Chief Bach, Building Official Smit, Public Works Werlinger and Finance Officer Heckenlaible were also present.

Action 2025-036

Motion by Wiege, seconded by Fitzgerald, to approve the minutes from the regular meeting on March 17, 2025, with amendment. All members present voting yes, motion carried.

Action 2025-037

Motion by Cooper, seconded by Fitzgerald, to approve the claims as presented. Roll call, all members present voting yes, motion carried.

CLAIMS-April 7, 2025

ESTIMATED WAGES --APRIL 2025

MAYOR	550.00
COUNCIL	2,250.00
CITY ATTORNEY	1,000.00
BUILDING INSPECTOR	300.00
CHIEF OF POLICE- Josh Bach	4,345.60
POLICE OFFICER- Anthony Spencer	3,643.20
POLICE OFFICER- Greg Meyer	3,998.40
BUILDING OFFICAL- Jim Smit	1,577.40
WASTE/WATER OPERATOR- DJ Werlinger	3,910.40
WASTE/WATER OPERATOR- Derek Daniels	3,824.00
WASTE/WATER OPERATOR- John Cooper	3,617.60
LIBRARIAN – Deb Terhue	2,306.56
LIBRARY ASST.- Donna Willson	540.00
LIBRARY ASST- Racine Morgan	540.00
LIBRARY ASST.- Olyn Smith	179.16
FINANCE OFFICER – Cory Heckenlaible	4,300.80
FINANCE & PW- Jessica Bestgen	2,571.52
TOTAL	\$39,454.64

GENERAL LEDGER

SD DEPT REVENUE & REGULATION- Garbage Tax	366.95
CITY OF WHITEWOOD- Take Deposit for Bill- Price, Caverna, Smith	253.00
BRIGG PRICE- Refund Deposit	47.00
SD RETIREMENT- Employee Retirement	5,165.30
SD DEPT OF REVENUE- Malt Beverage Licenses	900.00
TOTAL	\$6,732.25

GENERAL FUND

WASTE CONNECTIONS- Garbage Collection	6,172.69
A&B BUSINESS SOLUTIONS- City Hall 224.17, Police 162.61	386.78

ALL NET CONNECTIONS- Server 91.00, Police 22.75, City Hall 22.75, Backup 217.79, iBackup Renewal 99.50	354.29
AMAZON CAPITAL- Police	292.12
AT&T	393.57
RUNNING'S- Shop	63.73
LIGHTING MAINTENANCE- Exit Lights	58.52
MOTOROLA SOLUTIONS- Police Radios	13,254.41
REPUBLIC NATIONAL- March Liquor	4,382.53
SOUTHERN GLAZERS- March Liquor	922.70
SPEARFISH AUTO- Shop	184.62
STURGIS AUTO- Parks 117.99, Dump Trailer 417.47	535.46
STURGIS TIRE PROS- Police	574.65
TOW TEC- Tahoe Tow	220.87
WELLS FARGO VISA- Police 300.00, Bldg Insp 170.00, Parks 189.81	659.81
JOHNSON SOUTH DAKOTA- March Liquor	12,618.51
A&J SUPPLY- Streets 762.84, Shop 191.60	954.44
BJS COUNTRY STORE- City Hall 44.56, Bldg Insp Fuel 167.27, Police Fuel 689.29	901.12
FITZGERALD LAW FIRM- Legal Services Jan-Mar 2025	5,232.50
CHAIN SAW CENTER- Parks	87.82
BUTTE ELECTRIC- Exit Lights	421.34
TOTAL	\$48,672.48

LIBRARY

AMAZON CAPITAL- Books, Supplies	557.55
ALL NET CONNECTIONS	68.25
DEB TERHUNE- Supplies	302.93
A&B BUSINESS SOLUTIONS	128.14
RASMUSSEN	223.75
TOTAL	\$1,280.62

WATER/SEWER FUNDS

AMERICAN ENGINEERING TESTINGS- Treatment Plant Upgrade	17,750.00
COLONIAL RESEARCH- Sewer Supplies	232.11
POSTMASTER	426.00
CENTURY LINK	91.39
PERFORMANCE AUTOMATICS- Tahoe Repair	334.79
A&J SUPPLY	21.08
SPEARFISH AUTO	65.89
NORTHWEST PIPE FITTINGS	142.39
ENERGY LABORATORIES- Sample Testing	913.00
BUTTE ELECTRIC- Treatment Plant 1582.31, Booster 334.55	1,916.86
DANS DUMSTERS	100.00
BANYON DATA SYSTEMS- Utiltiy Billing Support	865.00
RAPID DELIVERY	70.86
TOTAL	\$22,929.37

AUTOMATIC PAYMENTS

USDA RURAL DEVELOPMENT- Water Project Loan	4,028.00
--	----------

USDA RURAL DEVELOPMENT- Trunk Sewer Project	1,057.00
EFTPS- Payroll Taxes 03/21/25	4,335.26
TOTAL	\$9,420.26

Action 2025-038

Motion by Davidson, seconded by Burke, to approve applying for Retail (On-Off Sale) Malt Beverage and SD Farm Wine License renewals for the following. All members present voting yes, motion carried.

- Whitewood Beer Gardens BJ's Country Store
- Sonset Station Bullwackers Saloon & Steakhouse
- The Hideaway Iron Horse Inn

Action 2025-039

Motion by Noren, seconded by Davidson, to approve a raffle for the Whitewood Volunteer Fire Department Auxiliary, raffling off a cooler full of gift certificates with the drawing to be June 4, 2025. All members present voting yes, motion carried.

Action 2025-040

Motion by Burke, seconded by Davidson, to approve paying the extra cost over the American Library Association's grant of \$10,000, for a new ADA front door and ramp at the Library. All members present voting yes, motion carried.

Action 2025-041

Motion by Burke, seconded by Davidson, to set the date of April 21, 2025, at 5:30 PM for the Public Hearing for the Petition to Vacate a portion of Custer Street. All members present voting yes, motion carried.

Motion by Fitzgerald, seconded by Noren, to adopt the following Resolution. All members present voting yes, motion carried.

RESOLUTION TO DELETE BRIDGE FROM NBI

The City of Whitewood Board of Commissioners is in agreement with SDDOT that the following structure(s) should be deleted from the National Bridge Inventory (NBI) for the following reason(s):

STRUCTURE ID, LOCATION and REASON FOR DELETION:

41-211-100 City of Whitewood Structure has been removed at part of PCN 08NQ.

The Commission is aware of the following stipulations once a structure is deleted from the NBI:

1. Federal Bridge funds will not be available for structure replacement or rehabilitation and
2. The structure will only be added to the Inventory following replacement, using City funds.

Upon receipt of this resolution, the above structure(s) will be deleted from inventory.

Vote of Commissioners: Yes 6 No 0

Dated at Whitewood, SD, this 7th day of April 2025.

ATTEST: _____
City Auditor/Clerk

Mayor

Action 2025-042

Motion by Fitzgerald, seconded by Noren, to approve the application for abatement of taxes for Cady Klynsmas at 708 Crook City Road. All members present voting yes, motion carried.

Action 2025-043

Motion by Noren, seconded by Wiege, to give gWorks till April 15, 2025, to refund the City's payments due to the delay in implementing the software program for over a year. Case will then be handed over to the City Attorney. All members present voting yes, motion carried.

Action 2025-044

Motion by Noren, seconded by Wiege, to enter into Executive Session for personnel matters pursuant to SDCL 1-25-2 (1) at 6:17 PM. All members present voting yes, motion carried.

At 6:39 PM, Mayor Harmon announced that Executive Session had ended.

Action 2025-045

Motion by Noren, seconded by Wiege, to leave Deb Terhune's wage as is and reconsider the wage increase in January. Roll call, Wiege yes, Fitzgerald no, Cooper yes, Davidson yes, Burke yes, Noren yes. Motion carried.

There being no further business, the meeting was adjourned at 6:43 PM.

MITCHELL U. HARMON
Mayor

Attest:

CORY HECKENLAIBLE
Finance Officer

CLAIMS- APRIL 21, 2025

GENERAL LEDGER

DELTA DENTAL- Employee Dental Insurance	633.40
HEALTH POOL OF SD- Employee Health Insurance	7,362.74
UNITED HEALTH CARE- Employee Life Insurance	29.16
TOTAL	\$8,025.30

GENERAL FUND

A&B BUSINESS SOLUTIONS- Police	59.99
ALL NET CONNECTIONS- Server Maintenance	91.00
AMAZON CAPITAL- Hale Hall	215.59
BH PIONEER- Legal Publications	269.82
BH ENERGY-HH 207.81, CH 98.64, Police 181.95, Shop 197.22, Parks 121.53, Lights 1092.76	1,899.91
BLUEPEAK- City Hall 468.50, Police 371.54	840.04
CAROLYN HARKINS- Riley Deposition	386.80
DONNA SCHOON- Election	190.00
DOROTHY MARTIAN- Election	190.00
FORD CREDIT- F-350 Payment	1,237.44
JAN TAYLOR- Election	210.00
KETEL THORSTENSON- 2024 Audit Billing	14,500.00
MONTANA DAKOTA- City Hall 90.12, Hale Hall 183.81, Shop 161.46, Police 147.89	583.28
SOUTHERN GLAZERS- April Liquor	1,623.75
SOUTHSIDE OIL- PW Fuel	602.36
STURGIS AUTO PARTS- Police	14.95
SUNDANCE STATE BANK- Riley TIF	2,815.44
MENARDS- Hale Hall	6.47
TOTAL	\$25,736.84

LIBRARY

AMAZON CAPITAL	75.81
BH ENERGY	110.87
BLUEPEAK	205.48
MONTANA DAKOTA	29.72
TOTAL	\$421.88

WATER/SEWER FUNDS

ADVANCED ENGINEERING- Treatment Plant Upgrade	15,592.23
BH ENERGY	1,911.18
MIDCONTINENT TESTING LABS	786.75
MONTANA DAKOTA- Generator 60.64, Booster Station 55.80	116.44
ONE CALL	7.35
SOUTHSIDE OIL- PW Fuel	602.39
CHAIN SAW CENTER- Mini Ex Rental	1,035.00
TOTAL	\$20,051.34

AUTOMATIC PAYMENTS

USDA RURAL DEVELOPMENT- Storm Sewer	1,226.50
USDA RURAL DEVELOPMENT- Laurel Stret Project	3,254.00
EFTPS- Payroll Taxes 04/04/25	4,976.28
EFTPS- Payroll Taxes 04/18/25	4,500.48
TOTAL	\$13,957.26

PETITION FOR VACATION OF STREET

IN THE

CITY OF WHITEWOOD

LAWRENCE COUNTY, SOUTH DAKOTA

TO THE COMMON COUNCIL TO THE CITY OF WHITEWOOD,

LAWRENCE COUNTY, SOUTH DAKOTA

COME now your petitioners, Dan B. Schmidt and Debra A. Schmidt 1101 Ash St. Whitewood, SD who owns land adjoining a portion of Custer St and Ron Benet and Melita Bonet who reside at 9221/2 Laurel St. Whitewood, SD 57793 and petition the Common Council of the City of Whitewood, Lawrence County, South Dakota, pursuant of SDCL 9-45-7 to vacate a portion of Custer St.

That Dan B. Schmidt and Debra A. Schmidt own Tract 1 Block 33 original town of Whitewood, Lawrence County, South Dakota

That Ron Bonet and Melitta Bonet own Parcel B of RR lots 6-50, Lawrence County, South Dakota

That to the best knowledge, information and belief of our Petitioners, the aforementioned Street has never been used by the public for a Street and that as platted serves no useful purpose. Further, your Petitioners are aware of no plans for the City of Whitewood to open the street for the purpose of public travel. Also be it known that the City of Whitewood has closed the portion of Custer St. east of Laurel St. and adjoining the Petitioners property.

WHEREFORE, your Petitioners pray that the City Council order that the Petition be filed with finance Officer and that a hearing be held on the proposed vacation and that further, that publication be made by the finance hearing, the Court approve the vacation of the street as set forth above. Attached hereto is a copy of a plat map showing the portion of Custer Street proposed to be vacated.

DATED this 11th day of March 2025

Dan B. Schmidt

Dan B, Schmidt

Debra A. Schmidt

Debra A. Schmidt

Ron Bohnet

Ron ~~Bohnet~~ Bohnet

Melitta Bohnet

Melitta ~~Bohnet~~ Bohnet

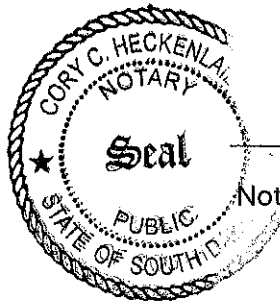
STATE OF SOUTH DAKOTA)

)

COUNTY OF LAWRENCE)

On this 11th day of March 2025 before me, the undersigned officer, personally appeared Dan B. Schmidt, Debra A. Schmidt, Ron Bohnet, Melitta Bohnet, know to me or satisfactorily proven to be the people whose name is subscribed to the within instrument and acknowledged that executed the same for the purposes therein contained.

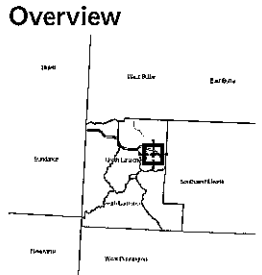
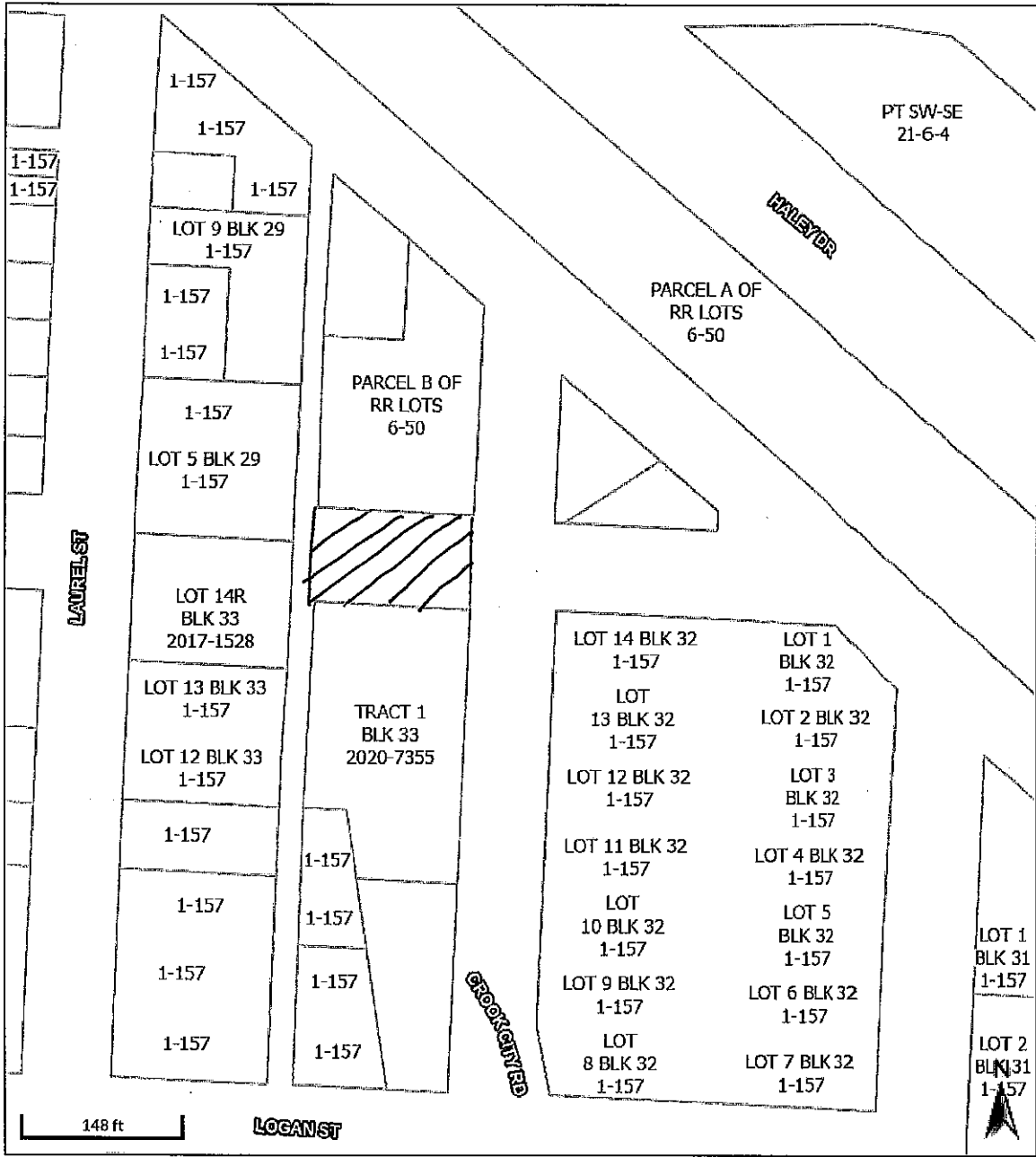
IN WITNESS WHEREOF, I hereunto set my hand and official seal.



Notary Public

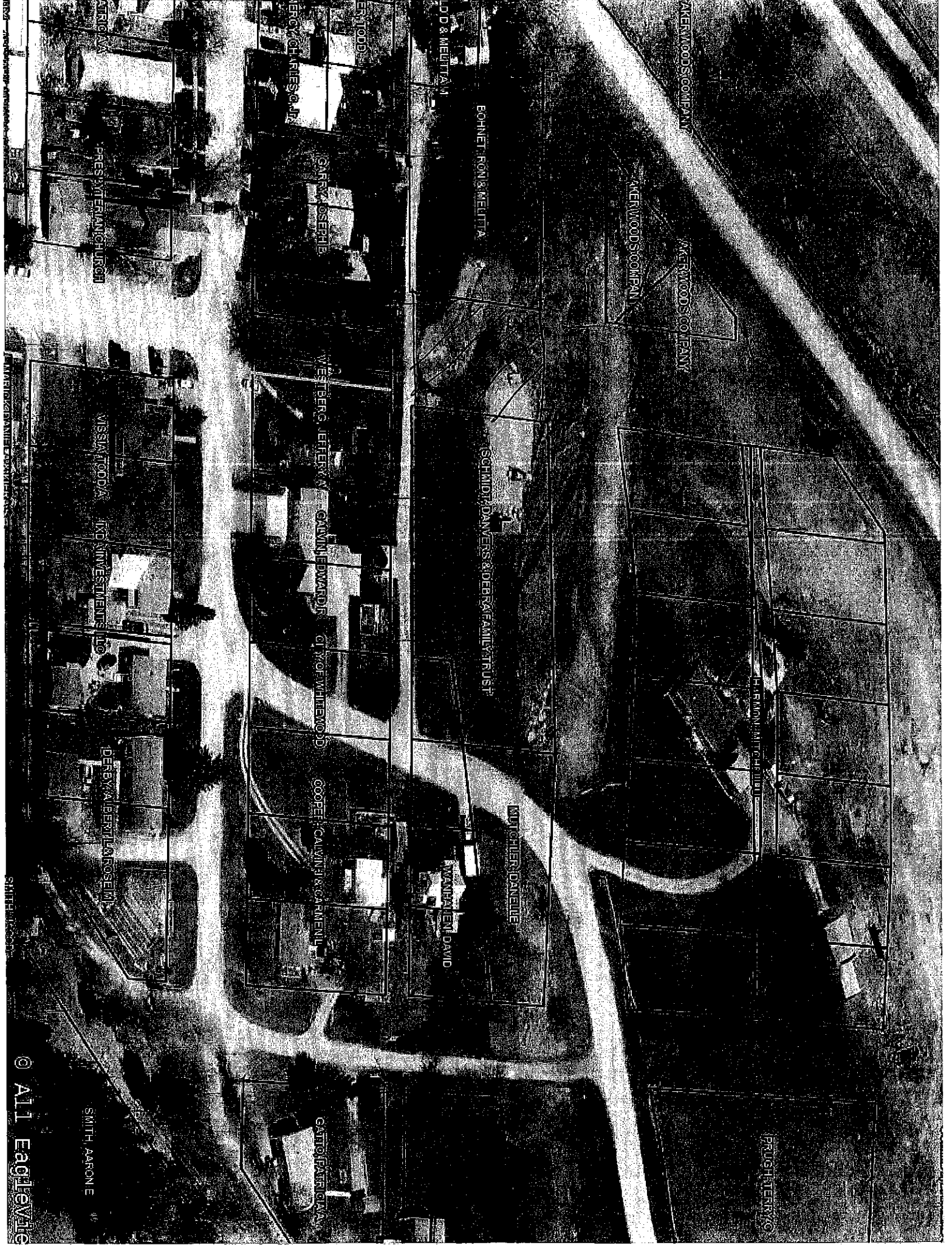
**My Commission Expires
January 29, 2027**

My Commission Expires: _____



- Legend**
- Parcels
 - Roads
 - Central City Zoning**
 - Commercial
 - Park or Forest (Open Space)
 - Residential
 - Special Use

Date created: 8/27/2024
 Last Data Uploaded: 8/26/2024 10:41:13 PM



PRUSH-TERRY CO

AKER WOODS COMPANY

AKER WOODS COMPANY

BOHNET IRON & MELITTA

SCHMIDT DANVERS & DEBRA FAMILY TRUST

MULLER DANELLE

MANHEIM DAVID

CAROL PATRICIA

SMITH AARON E

PRES. STERLING CHURCH

MISSA TODA

AND INVESTMENTS LTD

DERBY ALBERT JUAN ROSEMI

WESTBERG, JEFFERY & GAMIN EDWARD

OF THE WHITEWOOD

COOPER, CALVIN & CARMELL

CAROL PATRICIA

GARRY JOSEPHIE

ERIC & RIESE & JR

ENI LOD

J.D. & MELITTA

RESOLUTION 2025-01
RESOLUTION VACATING A PORTION OF CUSTER STREET

WHEREAS, Dan and Debra Schmidt, and Ron and Melita Bohnet have presented to the Common Council of the City of Whitewood pursuant to SDCL 9-45-7, a petition requesting vacation of a portion of Custer Street within the City of Whitewood, Lawrence County, South Dakota and

WHEREAS, the foregoing are all of the adjacent land owners to that portion of Custer Street sought to be vacated, and

WHEREAS, the Common Council of the City of Whitewood caused a Notice of Hearing on said Petition to be published once a week for two successive weeks in the Black Hills Pioneer, a legal daily newspaper printed and published in Lawrence County, South Dakota, and the publication most likely to give notice to the public of the proposed vacation, and

WHEREAS, hearing was held before the Common Council in the Council Chambers in City Hall in the City of Whitewood, Lawrence County, South Dakota on the 21st day of April, 2025, at the hour of 5:30 o'clock P.M., and,

WHEREAS, no one appeared in opposition to the proposed vacation, and

WHEREAS, the Common Council of the City of Whitewood has concluded that the vacation of Custer Street would not deny access to any land within the City of Whitewood, and that portion of the street has never been used as a public street and is in the best interest of the City and the Petitioners, now, therefore,

BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF WHITEWOOD AS FOLLOW:

That that portion of Custer Street is hereby vacated according to the map which is attached hereto and incorporated by express reference.

BE IT FURTHER RESOLVED that the Finance Officer of the City of Whitewood is hereby authorized and directed to cause a certified copy of this Resolution to be recorded with the Register of Deeds of Lawrence County, South Dakota.

Dated this 21st day of April, 2025.

CITY OF WHITEWOOD

BY: _____
Mitchell U. Harmon, Mayor

Attest:

Cory C. Heckenlaible, Finance Officer

OFFICIAL CANVASS SHEET

Date of Election: 04-08-2025
 Type of Election: Aldermen
 Jurisdiction: Whitewood

OFFICE OF ALDERMEN	Ward I	Ward I	Ward II	Ward II
Names of Candidates	Randy Wiege	Shelbi Bulat	Monica Burke	Raymond Huseby
Votes	18	25	13	14
Totals	28	41	13	14

STATE OF SOUTH DAKOTA)
) SS
 COUNTY OF LAWRENCE)

We, Randy Wiege, Sara Fitzgerald, Jerry Davidson, Jeremy Noren, Monica Burke, Roxie Cooper and Mitch Harmon appointed as the Board of Canvassers because of our positions on the governing board in the jurisdiction of Whitewood for the Municipal election held on the 8th day of April 2025 hereby certify that the foregoing is a true abstract of the votes cast in the jurisdiction of Whitewood at the election as shown by the returns certified to the person in charge of the election.

Sworn to before me this 21st day of April 2025.

 Person in Charge of the Election

DJ Werlinger

From: Wagner, Anthony <Anthony.Wagner@state.sd.us>
Sent: Monday, April 14, 2025 3:42 PM
To: DJ Werlinger
Cc: Martin, Kalyndi
Subject: Fire Training Requirements

Good afternoon DJ,

I'm reaching out because it was brought to my attention that the city of Whitewood is hoping to perform a fire training exercise on a residence located at 1216 Hooker Street, Whitewood. Because the planned fire training makes the residence a regulated structure the city/building owner will be required to comply with South Dakota's Asbestos Requirements. That would include an inspection by certified personnel, and removal of all asbestos-containing material prior to the start of the training exercise. More information on those requirement can be found at the following link: <https://danr.sd.gov/Environment/WasteManagement/Asbestos/default.aspx> Burned building debris will be required to be disposed at a municipal solid waste facility such as Belle Fourche, or Rapid City Landfill.

In addition, DANR has other guidelines that must be followed prior to a fire training exercise. Some of those are as follows:

1. The prevailing winds during the burn should be away from any city or any occupied residence likely to be affected by the smoke to the best extent possible;
2. The amount of dirt in the material being burned should be minimized to reduce smoldering;
3. Oils, rubber, tarpaper, asphalt shingles, tires, railroad ties, treated wood, pesticide containers, materials containing asbestos, coated electrical wire, and any other material creating unreasonable amounts of smoke or air pollutants may not be burned. For the purposes of burning buildings as a means of disposal or fire training, the above listed items should be removed, to the best extent possible, prior to burning;
4. No hazardous waste or material shall be burned. This will create hazardous air pollutants;
5. Open burning should be conducted between three hours after sunrise and three hours before sunset. This allows for good smoke dispersion. Air inversions that would trap the smoke at breathing level are less likely to occur between these hours. Additionally, fuel should not be added outside the timelines listed above. An open burn should be extinguished completely to ensure smoldering of material does not persist;
6. Open burning should not obscure visibility or create a traffic hazard on any public road or airport right of way; and
7. The following entities should be notified of when and where the open burn will occur: local fire department, municipality nearest the burn, the county sheriff's department and any military, commercial, county, municipal or private airport or landing strip that may be affected by the open burn. Many complaints and disputes can be avoided by informing people ahead of time of the open burn. It is very important to contact your local fire department. This will ensure that sufficient personnel will be available in the event that control of the burn is lost; and
8. Common sense precautions, such as having someone watching the fire until it is extinguished and assuring smoke does not impact residences or impair vehicular travel on highways, should be followed.

This information can be found under the Air Quality Guidelines for Open Burning tab at the link previously posted.

If you have any questions or need clarification on the requirements, please do not hesitate to contact me.

Sincerely,



Anthony Wagner – Environmental Scientist III

Waste Management Program

SD Department of Agriculture and Natural Resources

523 East Capitol Ave. Pierre, SD 57501

Office: 605.773.3153

darr.sd.gov

Heath Bunch

1212 Hooker St.

Whitewood, SD 57793

Dear members of the Whitewood City Council members and citizens:

I am writing this letter to inform you of various concerns myself and many others have regarding plans to burn down the property at 1216 Hooker Street.

Obviously, it is understandable as to why this is a plan. I understand the property in question is beyond repair, and should be removed. That is not an issue. This home was built in 1920, this home is filled with many toxic building practices now known to be very dangerous and harmful.

I would like to know if testings have been completed on the siding as it appears to be asbestos. Asbestos requires specialized removal, and can't be burned- in fact, it doesn't typically ignite and burn like wood. It does, however, release carcinogenic toxins and harmful particles and fibers into the atmosphere and absorbs into ground soil and waterways. Is there a plan for professional removal of this material prior to the burn? Will there be removal of asphalt shingles? Also known to cause illnesses. What about the lead piping, insulations and tiles which are clearly old and likely toxic as well.

It is completely understandable to cost the taxpayers of Whitewood as little as possible for this burn plan. But safety must come first. When dealing with older homes they may have different building materials and construction techniques, which can affect fire behavior and require specialized training.

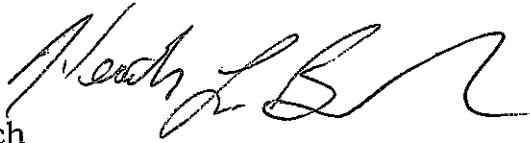
I was a nuclear biological and chemical specialist in the army. I was also part of crd10th Special Forces Airborne. I have worked many different facets of law enforcement over the years. One detail was for the SD DOC working Wild Land Fire, supervising state trustee inmates fighting fires. Please take heed when I tell you terrible consequences of not doing this properly can cause problems for years and years to come and the city will be held liable- both for physical injury and environmental impact.

Please consider doing some research before you move forward with this plan. Ask yourself if you would like the proposed long term health and environmental risks burning next door to your property and reaching a sizable portion of our town. If the City of Whitewood and their Fire Department decide to conduct this operation, open Burn Fire Training they assume all liabilities for any property damage or impacts to public health that result.

I appreciate all you do for this community. And I implore you to take the time to study the possible outcomes and implement the best plan.

Please feel free to reach out at anytime if you have any questions or concerns.

Sincerely,

A handwritten signature in black ink, appearing to read "Heath Bunch". The signature is fluid and cursive, with a large, sweeping initial "H" and a long, horizontal tail stroke.

Heath Bunch

Workforce Housing Study

Nuisance Buildings and Structures

Fire Service Perspective

The following will try to identify some of the potential issues or challenges faced by volunteer fire departments in South Dakota when dealing with the abatement of old, dilapidated homes and structures.

Fire Department considerations:

- Permission to burn – local sign offs in place.
 - Approval from the property owner to burn.
 - Local jurisdiction approval to burn. (local laws/ordinances, burn permits, not burning during burn bans, etc.)
- Appropriate equipment, manpower, training to perform the burn – burn plan in place.
 - Are all personnel involved wearing appropriate Personal Protective Equipment.
 - All personnel involved are trained and certified.
 - Sufficient manpower is in place to help ensure a safe operation – ie: command personnel, designated safety officer, someone in charge of rehabilitation or firefighter safety – EMS on standby.
 - Is the structure in an area where the burn can be performed safely.
 - Proximity to other structures (exposures)? Protection from fire and smoke damage?
 - Protection of exposed people, breathing smoke?
 - Weather and wind direction?
 - Other items that will cause fire to spread (grass, trees, etc.)
 - Materials within the burn that will not be allowed due to air quality issues. (Asbestos, plastic, rubber, etc.) *DENR controlled burning requirement questions.*
 - Waste material disposal after the burn. *DENR landfill/waste disposal question.*
 - Liability insurance coverage in case of damage caused by the fire department burn.

DENR: Open Burning Guidelines: <http://denr.sd.gov/des/aq/openburn.aspx>

- In cases where fire departments chose to use burns for firefighter training, the Fire Marshal's office strongly recommends the department follow NFPA (National Fire Protection Association) 1403: Standard on Live Fire Training Evolutions.
 - Article on Live Fire Training from Fire Engineering for reference:
<http://www.fireengineering.com/articles/1/volume-168/issue-3/nfpa-1403/conducting-nfpa-1403-compliant-live-burn-training-in-acquired-structures-full.html>

The State Fire Marshal's Office does not have any involvement or oversight in the day to day operations of volunteer fire departments in South Dakota.



Asbestos siding is often embossed with a wood grain pattern. The removal of asbestos siding can be hazardous and should be undertaken by trained professionals.

ASBESTOS SIDING

Asbestos became a popular wall surface material at the beginning of the 20th century. Asbestos wall shingles are made from asbestos mineral fibers and either Portland or hydraulic cement and they provide a durable, lightweight, economical, fireproof, rot and termite resistant alternative to wood siding and shingles.

A black and white photograph of a wooden door. The door is made of vertical planks and has a horizontal plank across the middle. On this horizontal plank, the address "1216 Hooker Street" is handwritten in cursive. The door is set in a wooden frame, and a window is visible above it. The lighting is dramatic, with strong shadows and highlights.

1216 Hooker Street

off of
Jan 15, 2019

1. The prevailing winds during the burn should be away from any city or any occupied residence likely to be affected by the smoke to the best extent possible;
2. The amount of dirt in the material being burned should be minimized to reduce smoldering;
3. Oils, rubber, tarpaper, asphalt shingles, tires, railroad ties, treated wood, pesticide containers, materials containing asbestos, coated electrical wire, and any other material creating unreasonable amounts of smoke or air pollutants may not be burned. For the purposes of burning buildings as a means of disposal or fire training, the above listed items should be removed, to the best extent possible, prior to burning;
4. No hazardous waste or material shall be burned. This will create hazardous air pollutants;
5. Open burning should be conducted between three hours after sunrise and

1 of 3

- Forwarded Message -----

From: Martin, Kalyndi <kalyndi.martin@state.sd.us>
To: heathbunch@yahoo.com <heathbunch@yahoo.com>
Sent: Tuesday, April 15, 2025 at 01:50:56 PM MDT
Subject: FW: Fire Training Requirements

The email below outlines state requirements for fire training exercises on regulated structures.

Please feel free to contact us if you have any questions/concerns.

Thank you,

Kalyndi Martin

Environmental Scientist II

South Dakota Department of Agriculture and Natural Resources

Waste Management Program

(605) 394-6654

From: Wagner, Anthony <Anthony.Wagner@state.sd.us>
Sent: Monday, April 14, 2025 3:42 PM
To: DJ@Cityofwhitewood.com
Cc: Martin, Kalyndi <Kalyndi.Martin@state.sd.us>
Subject: Fire Training Requirements

Good afternoon DJ,

I'm reaching out because it was brought to my attention that the city of Whitewood is hoping to perform a fire training exercise on a residence located at 1216 Hooker Street, Whitewood. Because the planned fire training makes the residence a regulated structure the city/building owner will be required to comply with South Dakota's Asbestos Requirements. That would include an inspection by certified personnel, and removal of all asbestos-containing material prior to the start of the training exercise. More information on

2083

those requirement can be found at the following link: <https://danr.sd.gov/Environment/WasteManagement/Asbestos/default.aspx> Burned building debris will be required to be disposed at a municipal solid waste facility such as Belle Fourche, or Rapid City Landfill.

In addition, DANR has other guidelines that must be followed prior to a fire training exercise. Some of those are as follows:

1. The prevailing winds during the burn should be away from any city or any occupied residence likely to be affected by the smoke to the best extent possible;
2. The amount of dirt in the material being burned should be minimized to reduce smoldering;
3. Oils, rubber, tarpaper, asphalt shingles, tires, railroad ties, treated wood, pesticide containers, materials containing asbestos, coated electrical wire, and any other material creating unreasonable amounts of smoke or air pollutants may not be burned. For the purposes of burning buildings as a means of disposal or fire training, the above listed items should be removed, to the best extent possible, prior to burning;
4. No hazardous waste or material shall be burned. This will create hazardous air pollutants;
5. Open burning should be conducted between three hours after sunrise and three hours before sunset. This allows for good smoke dispersion. Air inversions that would trap the smoke at breathing level are less likely to occur between these hours. Additionally, fuel should not be added outside the timelines listed above. An open burn should be extinguished completely to ensure smoldering of material does not persist;
6. Open burning should not obscure visibility or create a traffic hazard on any public road or airport right of way; and
7. The following entities should be notified of when and where the open burn will occur: local fire department, municipality nearest the burn, the county sheriff's department and any military, commercial, county, municipal or private airport or landing strip that may be affected by the open burn. Many complaints and disputes can be avoided by informing people ahead of time of the open burn. It is very important to contact your local fire department. This will ensure that sufficient personnel will be available in the event that control of the burn is lost; and
8. Common sense precautions, such as having someone watching the fire until it is extinguished and assuring smoke does not impact residences or impair vehicular travel on highways, should be followed.

This information can be found under the Air Quality Guidelines for Open Burning tab at the link previously posted.

If you have any questions or need clarification on the requirements, please do not hesitate to contact me.

Sincerely,

Anthony Wagner – Environmental Scientist III

Waste Management Program

SD Department of Agriculture and Natural Resources

523 East Capitol Ave. Pierre, SD 57501

Office: 605.773.3153

danr.sd.gov

 An official website of the United States government [Here's how you know](#)



Multifamily Housing Loan Guarantees

Application Window:

OPEN

Program Application Period:

This program accepts applications on a continuous basis.

[Fact Sheet \(/media/file/download/508-rd-fs-rhs-mfguarantee.pdf\)](/media/file/download/508-rd-fs-rhs-mfguarantee.pdf)

Overview

Fees

[The Agency announced new Initial and Annual Guarantee fees for the Section 538 Guaranteed Rural Rental Housing Program effective April 4, 2022 \(/sites/default/files/538_grrhp_fees_as_of4-4-2022.pdf\)](/sites/default/files/538_grrhp_fees_as_of4-4-2022.pdf)

What does this program do?

The program works with qualified private-sector lenders to provide financing to qualified borrowers to increase the supply of affordable rental housing for low- and moderate-income individuals and families in eligible rural areas and towns.

CHAPTER 9-12
GENERAL POWERS OF MUNICIPALITIES

- 9-12-1 General corporate powers--Municipal property.
- 9-12-2 Fiscal powers of municipalities.
- 9-12-3 Expenses of officers and employees in attending meetings.
- 9-12-3.1 Compensation of board and commission members not already compensated.
- 9-12-4 Agreements with state and United States to carry out municipal functions.
- 9-12-5 Lease or transfer of municipal property to state agency for public purposes.
- 9-12-5.1 Lease of municipally-owned property--Term and conditions.
- 9-12-5.2 Lease to private person--Resolution of intent--Notice and hearing--Authorization.
- 9-12-6 Designation of official newspapers.
- 9-12-7 Liability insurance and agreements for protection of municipality, officers and employees.
- 9-12-7.1 9-12-7.1, 9-12-8. Repealed by SL 1978, ch 50, §§ 4, 5.
- 9-12-9 Municipal appropriations for observance of holidays.
- 9-12-10 City census.
- 9-12-11 Promotion of municipality--Appropriation and expenditure of funds--Records.
- 9-12-12 Employment of welfare workers.
- 9-12-13 Power to adopt zoning ordinance.
- 9-12-14 Power to support airports and landing fields.
- 9-12-14.1 Municipality authorized to provide funds for air carrier air service.
- 9-12-15 Power to maintain library.
- 9-12-16 Option to adopt campaign finance law.
- 9-12-17 Power to adopt ordinances to protect groundwater--Scope and purpose--Agreements to implement and enforce wellhead protection program.
- 9-12-18 Power to maintain abandoned cemetery--Cemetery board--Funds.
- 9-12-19 Inspection fee for government-owned property.
- 9-12-20 Municipality holding required license authorized to serve food, prepared food, and beverages.
- 9-12-21 Rebate of municipal property taxes to further industry development goals.

9-12-1. General corporate powers--Municipal property.

Every municipality shall have power:

- (1) To sue and be sued and to contract in its corporate name;
- (2) To acquire by lease, purchase, gift, condemnation, or other lawful means and hold in its corporate name or use and control as provided by law both real and personal property and easements and rights of way within or without the corporate limits for all purposes authorized by law or necessary to the exercise of any power granted;
- (3) To provide that supplies needed for the use of the municipality shall be furnished by contract let to the lowest responsible bidder, except as otherwise provided by law;
- (4) To construct, operate, and maintain an auditorium and all public buildings necessary for the use of the municipality;
- (5) To insure the public property of the municipality;
- (6) To convey, sell, give, dispose of, or lease both the personal and real property of the municipality as provided by this title;
- (7) To perform all administrative and financial functions for all purposes authorized by law or necessary to the exercise of any power granted.

Source: SDC 1939, § 45.0201 (12)-(15), (17), (18); SL 2002, ch 33, § 3; SL 2014, ch 49, § 1.

Who may apply for this program?

Private lenders may apply for a loan guarantee on loans made to eligible borrowers who are building or preserving affordable rural rental housing.

Eligible lenders are automatically eligible if approved and active in one of the following programs:

- Fannie Mae, Freddie Mac, Ginnie Mae
- HUD
- Federal Home Loan Bank members
- State or local housing finance agencies/

Eligible borrowers include:

- Most state and local governmental entities
- Nonprofit organizations
- For-profit organizations, including LLC's
- Federally-recognized Tribes (.)

Additional requirements include:

- Rent for individual units is capped at 30% of 115% area median income
- Average rent for an entire project (including tenant paid utilities) cannot exceed 30% of 100% of area medium income, adjusted for family size.
- Complexes must consist of at least five units
- Complexes may contain units that are detached, semi-detached, row houses or multi-family structures

What is an eligible area?

Areas that may be served include:

- Rural areas and towns with 35,000 or fewer people--Check eligible addresses

9-12-2. Fiscal powers of municipalities.

Every municipality may:

- (1) Control its finances and property;
- (2) Levy and collect taxes for general and special purposes on real property within the limits allowed by law;
- (3) Appropriate money for authorized purposes and provide for the payment of the debts and expenses of the municipality.

Source: Subd. (1): SL 1890, ch 37, art V, § 1; RPolC 1903, § 1229, subdiv 1; SL 1913, ch 119, § 53, subdiv 1; RC 1919, § 6169 (1); SDC 1939, § 45.0201 (1); SL 1992, ch 80, § 3. Subd. (2): SL 1890, ch 37, art V, § 3; RPolC 1903, § 1229, subdiv 3; RPolC 1903, § 1438, subdiv 16; SL 1913, ch 119, § 53, subdiv 3; RC 1919, § 6169 (2); SDC 1939, § 45.0201 (2); SL 1992, ch 80, § 3. Subd. (3): SL 1890, ch 37, art V, § 2; RPolC 1903, § 1229, subdiv 2; SL 1913, ch 119, § 53, subdiv 2; SL 1915, ch 118; RC 1919, § 6169 (4); SDC 1939, § 45.0201 (3); SL 1992, ch 80, § 3.

9-12-3. Expenses of officers and employees in attending meetings.

Every municipality may appropriate funds to pay the necessary expenses of its officers or employees in conducting such business or attending such meetings within or without the state as the governing body shall determine necessary to carry out its authorized municipal activities.

Source: SL 1957, ch 257; SDC Supp 1960, § 45.0201-1 (19).

9-12-3.1. Compensation of board and commission members not already compensated.

The municipal governing body may, by ordinance, authorize the appropriation of funds to provide compensation to members of municipal boards and commissions not already compensated.

Source: SL 1986, ch 66.

9-12-4. Agreements with state and United States to carry out municipal functions.

Every municipality shall have power to enter into agreements with the United States, with the State of South Dakota and with any authorized agency, subdivision or unit of government, federal or state, to carry out any authorized municipal function.

Source: SL 1964, ch 145.

9-12-5. Lease or transfer of municipal property to state agency for public purposes.

Every municipality shall have power to lease or sell or give and convey any personal or real property of the municipality or perform any work or render any services, to the state or any public corporation thereof, to be used by such grantee for an authorized public purpose; such lease or sale or gift and conveyance, or the performance of such work, to be authorized, made, or done on the terms and in the manner provided by resolution of the governing body.

Source: SL 1949, ch 179, § 1; SL 1957, ch 242; SDC Supp 1960, § 45.0201 (107).

(<http://eligibility.sc.egov.usda.gov/eligibility/welcomeAction.do?pageAction=sfp&NavKey=property@12>)

- Federally-recognized tribal lands ()

How may funds be used?

Construction, improvement and purchase of multi-family rental housing for low to moderate income families and individuals is the primary objective for this program. Funding may also be available for:

- Buying and improving land
- Providing necessary infrastructure
- For a complete list see Code of Federal Regulations, 7CFR Part 3565.205 (<http://go.usa.gov/3cjcm>)

What are the terms of a loan guarantee?

- The Agency offers guarantees of up to 90% of the loan amount
- For-profit entities may borrow up to 90% and non-profit entities may borrow up to 97% of the total development cost or appraised value, whichever is less
- Minimum term of 25 years and maximum term of 40 years
- Interest rate negotiated between the lender and the borrower is fixed for the life of the loan guarantee

Who will service the loan?

Loans guaranteed through this program are serviced through the private lender that makes the loan, just as they would be without a guarantee.

Who may live in the rental housing?

Low- to moderate- income families or individuals (1) ([#footnote 1](#))

Is there a list of qualified private lenders in my area?

For questions, contact your designated regional coordinator listed on the Contact tab.

How do we get started?

Applications for this program are accepted on an continuous basis. A

9-12-5.1. Lease of municipally-owned property--Term and conditions.

Every municipality may lease its municipally-owned property. Any such lease shall be for a term and upon the conditions provided by resolution of the governing body.

Source: SL 1980, ch 61, § 1.

9-12-5.2. Lease to private person--Resolution of intent--Notice and hearing--Authorization.

If the governing body decides to lease any municipally owned property to any private person for a term exceeding one hundred twenty days and for an amount exceeding five hundred dollars annual value it shall adopt a resolution of intent to enter into such lease and fix a time and place for public hearing on the adoption of the resolution. Notice of the hearing shall be published in the official newspaper once, at least ten days prior to the hearing. Following the hearing the governing body may proceed to authorize the lease upon the terms and conditions it determines.

Source: SL 1980, ch 61, § 2; SL 1981, ch 65.

9-12-6. Designation of official newspapers.

Each municipality shall designate at a meeting of its governing body an official newspaper or newspapers for a period of time, not to be less than twelve months, specified by the governing body in a resolution. The newspaper shall be published in the municipality. However, if there is no newspaper published in the municipality, then a newspaper published outside of the municipality may be used if the newspaper serves the municipality.

Source: SL 1913, ch 119, § 34; RC 1919, § 6169 (83); SL 1921, ch 309; SDC 4939, § 45.0201 (22); SL 1964, ch 137; SL 1985, ch 57, § 1; SL 2013, ch 36, § 1.

9-12-7. Liability insurance and agreements for protection of municipality, officers and employees.

Any municipality may obtain and pay for all forms of liability insurance, or in lieu thereof, make other arrangements, including entering into agreements with others, which agreements may create separate legal or administrative entities pursuant to chapter 1-24, to protect and assist the municipality in meeting obligations arising from such acts or omissions for which the municipality may be legally liable. The liability insurance coverage obtained or other arrangement shall protect the municipal officers and employees in the performance of official duties and against acts committed by them that could be reasonably considered to be within the scope of their official duties.

Source: SL 1959, ch 276; SDC Supp 1960, § 45.0201-1 (20); SL 1978, ch 50, § 2; SL 1987, ch 75, § 1.

9-12-7.1, 9-12-8. Repealed by SL 1978, ch 50, §§ 4, 5.

9-12-9. Municipal appropriations for observance of holidays.

Every municipality shall have power to appropriate funds for the proper observance of Memorial Day and Veterans' Day.



Welcome

April 14, 2025

Jessica Bestgen

Assistant Finance Officer
City of Whitewood, SD
1025 Meade Street
Whitewood, SD 57793

Dear Ms. Bestgen,

We appreciate the opportunity to provide a price proposal to the City of Whitewood, SD. Nuvei (NASDAQ: NUVEI) is a global payments company with offices throughout the United States. Nuvei provides online payment, e-Billing, and citizen engagement solutions to utilities and municipalities.

Nuvei helps government organizations:

- Increase citizen engagement & customer satisfaction
- Increase self-service digital payments
- Decrease call-center calls & walk-in traffic
- Reduce operational costs

Nuvei's Government Suite is a secure payments platform designed to make it easier and more convenient for your citizens to pay, how they want, when they want, without requiring employee assistance.

Not only does the solution integrate seamlessly with your existing Banyon system, our Software-as-a-Service (SaaS) architecture means you'll never have to perform an upgrade or an update again.

Your citizens expect a user-friendly payment experience that they can manage independently. Your staff need effective tools to answer questions, troubleshoot problems, and deliver excellent service.

Government Suite will help your organization achieve these results and more.

Sincerely,

Tiffany Donica

Mid-Market Account Executive



Pricing and Terms

Pricing is based on the following information provided by the City of Whitewood, SD:

Bills/Month	485
Average Monthly Payment (Est.)	\$100
Credit Card Transactions (Est. monthly)	78
ACH Transactions (Est. monthly)	19
Pricing Model	Convenience (Transaction fees paid by the Bill Payor)

Payment Fees

Credit/Debit Card	3.95%
ACH	\$1.99 for all ACH transactions (\$25,000 max payment amount)

Other Fees

e-Bills - Only charged when customer no longer receives a printed bill	\$.20 per e-Bill - Waived
IVR (Pay-by-Phone) Payments - Only charged for completed payments	\$.50 - Waived
Chargeback Returned Check Fee	\$15.00 per chargeback \$15.00 per returned check
PCI Compliance	\$9.95 per month

Service Description

Monthly Portal Fee - Includes unlimited user license for the Customer and Admin Portals	\$250/Mo - Waived
Implementation Fee - Includes CIS integration, billing process configuration, portal setup, and staff training	\$5,000 - Waived
Help Desk Support - Unlimited phone + e-mail inquiries. Assigned Client Success Manager	Included

All payment channels included: online, IVR, Live Agent, Text & Pay, and POS.
All fees include recurring, one-time payments, all payment channels, and all card brands (Visa, MasterCard, American Express and Discover).



Product Overview

Nuvei leverages best-in-class technologies to address today's needs and tomorrow's opportunities. UtilityConnect is a comprehensive payment solution focused on delivering an intuitive, user-friendly payment experience for citizens, and administrative tools that help staff members perform their daily tasks more efficiently.

Advanced Software-as-Service (SaaS) Solution

UtilityConnect's SaaS architecture will "future proof" your online payment application. Nuvei continues to evolve its platform to stay abreast of the rapid changes in the financial technology industry and meet compliance standards such as: PCI, Nacha, and more.

In addition, your organization will never have to perform an upgrade or an update again. You will always run the most current version of software and our team manages all backups, hardware maintenance, system upgrades, etc.

Direct Integration with Your CIS System

Nuvei has integrated with more than 300 municipal software applications. Using batch and real-time transfer methods, we'll save you time and effort by keeping critical account and payment data synched between your CIS/Utility Billing system and UtilityConnect.

City of Whitewood
SPECIAL EVENTS
Alcoholic Beverage License Application
License #2025-02

Business Name: The Hideaway Owner Name: P.O. Box 457 Address: Whitewood, SD 57793 Telephone #:	Location of Event: COMPLETE DESCRIPTION WITH STREET ADDRESS Hale Hall Dates of Event: May 17, 2025
---	--

Description of Event: <p style="text-align: center;">WW CHAMBER NETWORKING/LINE DANCING</p>

Check which license you currently hold: <input checked="" type="checkbox"/> Malt Beverage <input checked="" type="checkbox"/> Liquor <input checked="" type="checkbox"/> Wine
Check which license is requested for Special Event: <input type="checkbox"/> Malt Beverage <input checked="" type="checkbox"/> Liquor <input type="checkbox"/> Wine
Also Include: <input checked="" type="checkbox"/> Proof of Insurance <small>(ATTACH A VALID COPY OF CERTIFICATE OF INSURANCE OR LETTER FROM INSURER CONFIRMING THE POLICY IS IN PLACE NAMING THE CITY OF WHITEWOOD AS AN ADDITIONAL INSURED FOR THE ACTIVITIES DESCRIBED IN THE SPECIAL EVENT APPLICATION.)</small>
<input type="checkbox"/> \$75 Per day fee Malt Beverage. No. of Days _____ X \$75 = _____ Total
<input type="checkbox"/> \$100 Per Day fee On-Sale Liquor. No. of Days 1 X \$100 = \$100.00 Total
<input checked="" type="checkbox"/> Copy of Current Valid Alcoholic Beverage License
Has applicant requested use of City property as part of license request? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Signature _____ Date _____

COUNCIL DECISION Approved Disapproved

CITY OF WHITEWOOD



COMMUNITY DEVELOPMENT BLOCK GRANT CODE OF CONDUCT RESOLUTION

RESOLUTION #2025-02

WHEREAS, the purpose of this “CODE OF CONDUCT” is to ensure the efficient, fair and professional administration of Federal grant funds in compliance with applicable Federal and State standards, regulations and laws, and

WHEREAS, this “CODE OF CONDUCT” applies to the city council, officers, employees or agents of the City of Whitewood engaged in the award or administration of contracts supported by Federal grant funds, and

WHEREAS, no city council members, officers, employees or agents of the City of Whitewood shall participate in the selection, award or administration of a contract supported by Federal grant funds--if a conflict of interest (real or apparent) would be involved. Such a conflict would arise when: (a) members of the City council, City employee, officer or agent; (b) any member of his/her immediate family; (c) his/her partner, or (d) an organization which employs or is about to employ any of the above has a financial or other interest in the firm selected for award, and

WHEREAS, the city council, officers, employees or agents of the City of Whitewood shall neither select or accept gratuities, favors or anything of monetary value from contractors, potential contractors or subcontractors, and

WHEREAS, to the extent permitted by Federal, State or local laws or regulations, violation of these standards may cause penalties, sanctions or other disciplinary actions to be taken against the City of Whitewood council members, officers, employees or agents of Whitewood, or the contractor, potential contractors, subcontractors or their agents.

NOW, THEREFORE, BE IT RESOLVED, that the City of Whitewood adopts this “CODE OF CONDUCT” and affirms the *Code* as a policy of the City of Whitewood.

Dated this ____ day of _____, 2025.

Mitchell U. Harmon, Mayor

(SEAL)

ATTEST:

CITY OF WHITEWOOD



**COMMUNITY DEVELOPMENT BLOCK GRANT
RESOLUTION ASSURING FAIR HOUSING**

RESOLUTION NUMBER 2025-03

WHEREAS, it is the firm belief of the City of Whitewood that discrimination in housing not only threatens the rights and privileges of its citizens, but also menaces the institutions and foundations of a free and democratic society, and

WHEREAS, the City of Whitewood desires to give meaning to the guarantees of equal rights contained in the Constitution and Laws of this State and the United States and to encourage and bring about mutual self-respect and understanding among all citizens and groups in the country, and

WHEREAS, under Federal fair housing (*Title VIII of the Civil Rights Act of 1968*), it is illegal to deny housing to any person because of race, color, religion, sex or national origin,

NOW, THEREFORE, BE IT RESOLVED, that the City of Whitewood makes a firm commitment to do all within its power to eliminate prejudice, intolerance, disorder and discrimination in housing.

BE IT FURTHER RESOLVED, that the Fair Housing and Equal Opportunity logo will be displayed in the City's buildings and on all official correspondence.

BE IT FURTHER RESOLVED, that the following procedures will be used to accomplish the purpose of the aforementioned resolution:

1. The City of Whitewood shall inform all its employees of the City's commitment to equal housing.
2. The City of Whitewood shall direct all employees to forward immediately to the Mayor reports they receive of housing discrimination.
3. The Mayor shall forward such complaints to the South Dakota Division of Human Rights within ten (10) days of receipt of said complaint.

Dated this ____ day of _____, 2025.

Mitchell U. Harmon, Mayor

(SEAL)

ATTEST:

CITY OF WHITEWOOD
▲▲▲▲
COMMUNITY DEVELOPMENT BLOCK GRANT
CERTIFICATION REGARDING RESTRICTIONS ON LOBBYING

The undersigned certifies, to the best of their knowledge and belief, that:

- (1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any Federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement and the extension, continuation, renewal, amendment or modification of any Federal contract, grant, loan or cooperative agreement.
- (2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any Federal agency, a Member of Congress, an officer or employee of Congress or an employee of a Member of Congress in connection with this Federal contract, grant, loan or cooperative agreement, the undersigned shall complete and submit *Standard Form - LL, Disclosure Form to Report Lobbying*, in accordance with its instructions.
- (3) The undersigned shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including sub-grants and contracts under grants, sub-grants, loans and cooperative agreements) which exceed \$100,000 and that any such sub-recipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by *Section 1352, Title 31, U.S. Code*. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 nor more than \$100,000 for each such failure.

Dated this ____ day of _____, 2025.

Mitchell U. Harmon, Mayor

(SEAL)

ATTEST:

CITY OF WHITEWOOD



COMMUNITY DEVELOPMENT BLOCK GRANT EXCESSIVE FORCE POLICY

The City of Whitewood will prohibit the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations, and enforcing applicable state and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction.

Dated this ____ day of _____, 2025.

Mitchell U. Harmon, Mayor

(SEAL)

ATTEST:

CITY OF WHITEWOOD



COMMUNITY DEVELOPMENT BLOCK GRANT EQUAL EMPLOYMENT OPPORTUNITY POLICY

The City of Whitewood does hereby declare that it is the fundamental policy for the City of Whitewood to provide equal opportunity to all of its employees and applicants for employment (skilled, unskilled and professional) and to assure that there shall be no discrimination against any person on the basis of race, color, religion, creed, national origin, sex, age, physical or mental handicap, marital status or political beliefs, unless related to a bona fide occupational requirement. To this end, the City of Whitewood will take steps to equalize opportunity for employment at all levels of operation for those classes of people who have traditionally been denied equal opportunity (minority group members, women and the handicapped), and it recognizes an obligation to make reasonable accommodations to the known physical or mental limitations of an otherwise qualified applicant or employee, unless the accommodation imposes an undue hardship.

All applicants for employment with the City of Whitewood will be recruited from the available labor market and evaluated on each person's individual qualifications and abilities. All employees shall be afforded equal employment opportunity, during their term of employment and are guaranteed protection against retaliation for exercising any legal or administrative procedures to secure right to equal employment or testifying on behalf of someone else doing so.

All administrators and supervisors are responsible for and shall be committed to achieving and promoting equal employment opportunity with the City of Whitewood.

The Finance Officer of the City of Whitewood is the Equal Employment Opportunity Officer and shall be responsible for coordinating the equal employment opportunity program.

Adoption of this document reaffirms the City of Whitewood's policy of nondiscrimination in employment, including but not limited to the employment areas of recruitment, selection, placement, testing, training, promotion, transfer, discipline, demotion, layoff and termination.

Dated this ____ day of _____, 2025.

Mitchell U. Harmon, Mayor

(SEAL)

ATTEST:

Ketel Thorstenson, LLP
P.O. Box 3140
Rapid City, SD 57709

This representation letter is provided in connection with your audit of the financial statements of the City of Whitewood, which comprise the respective financial position of the governmental activities, the business-type activities, and each major fund as of December 31, 2024, and the respective changes in financial position and, where applicable, cash flows for the year then ended, and the disclosures (collectively, the "financial statements"), for the purpose of expressing opinions as to whether the financial statements are presented fairly, in all material respects, in accordance with accounting principles generally accepted in the United States of America (U.S. GAAP).

Certain representations in this letter are described as being limited to matters that are material. Items are considered material, regardless of size, if they involve an omission or misstatement of accounting information that, in light of surrounding circumstances, makes it probable that the judgment of a reasonable person relying on the information would be changed or influenced by the omission or misstatement. An omission or misstatement that is monetarily small in amount could be considered material as a result of qualitative factors.

We confirm, to the best of our knowledge and belief as of the date of this letter, the following representations made to you during your audit.

Financial Statements - General

- We have fulfilled our responsibilities, as set out in the terms of the audit engagement letter dated January 22, 2025, including our responsibility for the preparation and fair presentation of the financial statements in accordance with U.S. GAAP and for the preparation of the supplementary information in accordance with the applicable criteria.
- The financial statements referred to above are fairly presented in conformity with U.S. GAAP and include all properly classified funds and other financial information of the primary government and all component units required by generally accepted accounting principles to be included in the financial reporting entity.
- We acknowledge our responsibility for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to error or fraud.
- We acknowledge our responsibility for the design, implementation, and maintenance of internal control to prevent and detect fraud.
- The methods, significant assumptions, and data used in making accounting estimates and their related disclosures are appropriate to achieve recognition, measurement, or disclosure that is reasonable in accordance with GAAP. In regard to such estimates, management represents:
 - The significant judgments made have considered all relevant information of which we are aware,
 - The process used to determine estimates is appropriate and consistent,
 - The assumptions appropriately reflect our intent and ability to carry out specific courses of action,
 - The disclosures, including those describing estimation uncertainty, are complete and appropriate,
 - When necessary, appropriate specialized skills or expertise have been applied,
 - No subsequent events have occurred that would require adjustment to the estimates or related financial statement disclosures, and
 - The decision to exclude any accounting estimates not recognized or disclosed in the financial statements was made after considering the appropriate recognition and disclosure criteria in GAAP.
- Related party relationships and transactions, including revenues, expenditures/expenses, loans, transfers, leasing arrangements, guarantees, and amounts receivable from or payable to related parties have been appropriately accounted for and disclosed in accordance with the requirements of U.S. GAAP.
- Adjustments or disclosures have been made for all events, including instances of noncompliance, subsequent to the date of the financial statements that would require adjustment to or disclosure in the financial statements or in the schedule of findings.

- We are responsible for adjusting the financial statements to correct material misstatements, and we affirm that the effects of the uncorrected misstatements summarized in the attached schedule are immaterial, both individually and in the aggregate, to the financial statements as a whole for each opinion unit.
- The effects of all known, actual, or possible litigation, claims, and assessments have been accounted for and disclosed in accordance with U.S. GAAP.
- Guarantees, whether written or oral, under which the City is contingently liable, if any, have been properly recorded or disclosed.
- The financial statements include all component units, appropriately present majority equity interests in legally separate organizations and joint ventures with an equity interest, and properly disclose all other joint ventures and other related organizations.
- The financial statements include all fiduciary activities required by GASB Statement No. 84, as amended.
- The financial statements properly classify all funds and activities in accordance with GASB Statement No. 34, as amended.
- All funds that meet the quantitative criteria in GASB Statement Nos. 34 and 37 for presentation as major are identified and presented as such and all other funds that are presented as major are particularly important to financial statement users.

Financial Statements – Account Balances

- Deposits and investment securities are properly classified as to risk and are properly disclosed.
- The methods and significant assumptions used to determine fair values of financial instruments are observable inputs. They result in a measure of fair value appropriate for financial statement measurement and disclosure purposes.
- Receivables recorded in the financial statements represent valid claims against debtors for transactions arising on or before the balance sheet date and have been appropriately reduced to their estimated net realizable value by a properly identified and recorded provision for uncollectible receivables.
- Provision, when material, has been made to reduce excess or obsolete inventories to their estimated net realizable value.
- Capital assets, including infrastructure and intangible assets, are properly capitalized, reported, and, if applicable, depreciated, or amortized.
- All commitments for the purchase of property, plant, and equipment have been disclosed. There are no significant idle or nonoperating fixed assets or assets held for resale.
- Capital assets, including intangible assets, have been evaluated for impairment as a result of significant and unexpected decline in service utility. Impairment loss and insurance recoveries have been properly recorded.
- We believe all material expenditures that have been deferred to future periods will be recoverable.

- Agreements to repurchase assets previously sold have been properly disclosed.
- The City has satisfactory title to all owned assets, and there are no liens or encumbrances on such assets nor has any asset been pledged as collateral except as made known to you and disclosed in the financial statements. All material leases are properly recorded and disclosed in the financial statements.
- Direct borrowings and direct placements of debt have been properly segregated from other debt; and unused lines of credit, collateral pledged to secure debt, terms in debt agreements related to significant defaults or termination events with finance-related consequences, and significant subjective acceleration clauses have been properly disclosed.
- We have appropriately disclosed or recognized conduit debt obligations and/or certain arrangements associated with conduit debt obligations in accordance with GASB Statement No. 91.
- We are in compliance with all tax or debt limits, and any related debt covenants, and all such items have been properly disclosed.
- We have appropriately identified, recorded, and disclosed subscription-based information technology arrangements in accordance with GASB Statement No. 96.
- Actuarial assumptions and methods used to measure pension liabilities and costs for financial accounting purposes are appropriate in the circumstances. We have adequately considered the qualifications of specialists in determining the amounts and disclosures used in the financial statements and underlying accounting records. We did not give or cause any instructions to be given to specialists with respect to the values or amounts derived in an attempt to bias their work, and we are not otherwise aware of any matters that have had an impact on the independence or objectivity of the specialists.
- Deferred compensation agreements or pension plans are properly recorded and disclosed.
- Tax abatement agreements have been properly disclosed in the financial statements, including the names of all governments involved, the gross amount and specific taxes abated, and additional commitments.
- Arrangements with financial institutions involving repurchase, reverse repurchase, or securities lending agreements, compensating balances, or other arrangements involving restrictions on cash balances, line-of-credit, or similar arrangements have been properly recorded and/or disclosed.
- Net position components (net investment in capital assets, restricted, and unrestricted) and classifications of fund balance (non-spendable, restricted, committed, assigned and unassigned) are properly classified and, if applicable, approved.
- We have appropriately disclosed the entity's policy regarding whether to first apply restricted or unrestricted resources when an expense is incurred for purposes for which both restricted and unrestricted net position is available and have determined that net position is properly recognized under the policy.
- We are following our established accounting policy regarding which resources, (i.e. restricted, committed, assigned, or unassigned) are considered to be spent first for expenditures for which more than one resource classification is available. That policy determines the fund balance classifications for financial reporting purposes.
- Revenues are appropriately classified in the statement of activities within program revenues, general revenues, contributions to term or permanent endowments, or contributions to permanent fund principal.
- Expenses have been appropriately classified in or allocated to functions and programs in the statement of activities, and allocations have been made on a reasonable basis.
- Interfund, internal, and intra-entity activity and balances have been appropriately classified and reported.

- Special and extraordinary items are appropriately classified and reported, if applicable.
- Participation in a public entity risk pool has been properly reported and disclosed.
- We have implemented GASB 101 during the audit period. We have implemented the new accounting standard in accordance with the transition guidance prescribed in the GASB. We have sufficient and appropriate documentation supporting all estimates and judgements underlying the amounts recorded and disclosed in the financial statements.
- Expenditures of federal awards were below the minimum threshold, and we were not required to have an audit in accordance with the Uniform Guidance.

Information Provided

- We have provided you with:
 - Access to all information of which we are aware, that is relevant to the preparation and fair presentation of the financial statements, such as records (including information obtained from outside of the general and subsidiary ledgers), documentation, and other matters.
 - All audit or relevant monitoring reports, if any, received from funding sources.
 - Additional information that you have requested from us for the purpose of the audit.
 - Unrestricted access to persons within the entity from whom you determined it necessary to obtain audit evidence.
 - All minutes of meetings of the governing board and related committees and summaries of actions of recent meetings for which minutes have not yet been prepared.
 - All communications from regulatory agencies concerning noncompliance with, or deficiencies in, financial reporting practices.
 - Previous audits, attestation engagements, and other studies related to the audit objectives and whether related recommendations have been implemented.
- All material transactions have been recorded in the accounting records and are reflected in the financial statements. There were no significant accounting system or control breakdowns during the audit period, and no accounting data was lost.
- We have disclosed to you the results of our assessment of the risk that the financial statements may be materially misstated as a result of fraud.
- We have no knowledge of any fraud or suspected fraud that affects the entity and involves:
 - Management,
 - Employees who have significant roles in internal control, or
 - Others where the fraud could have a material effect on the financial statements.
- We have no knowledge of any allegations of fraud or suspected fraud affecting the entity's financial statements and communicated by employees, former employees, grantors, regulators, or others.
- We have disclosed to you all known instances of noncompliance or suspected noncompliance with laws, regulations (including those pertaining to adopting, approving, and amending budgets), contracts or grant agreements, or waste or abuse, whose effects should be considered when preparing the financial statements or as a basis for recording a loss contingency, or for reporting on non-compliance.
- We have disclosed to you all known actual or possible litigation, claims, and assessments whose effects should be considered when preparing the financial statements.
- We have no plans or intentions that may materially affect the carrying value or classification of assets, deferred outflows of resources, liabilities, deferred inflows of resources and fund balance or net position.

- We have provided you with all of the information that is relevant to our plans to mitigate the adverse effects of conditions and events that indicate there is substantial doubt about the entity's ability to continue as a going concern for a reasonable period of time, including our evaluation of the likelihood that those plans can be effectively implemented.
- We have disclosed to you the identity of the City's related parties and all the related party relationships and transactions, including any side agreements, of which we are aware.
- We are responsible for compliance with laws, regulations, and provisions of contracts and grant agreements applicable to us, including tax or debt limits and debt contracts, and legal and contractual provisions for reporting specific activities in separate funds. There are no violations or possible violations (including budget ordinances and debt covenants) whose effects should be considered for disclosure in the financial statements, or as a basis for recording a loss contingency, or for reporting on noncompliance.
- We have identified to you any investigations or legal proceedings that have been initiated with respect to the period under audit.
- We have identified and disclosed to you all instances, which have occurred or are likely to have occurred, of identified and suspected fraud and noncompliance with provisions of laws and regulations, and contracts and grant agreements that we believe have a material effect on the financial statements or other financial data significant to the audit objectives, and any other instances that warrant the attention of those charged with governance.
- We have a process to track the status of audit findings and recommendations, when applicable.
- We have provided our views on reported findings, conclusions, and recommendations, as well as our planned corrective actions for the report, if applicable.
- If applicable, we have taken timely and appropriate steps to remedy identified and suspected fraud or noncompliance with provisions of laws, regulations, contracts, and grant agreements, that you have reported to us.
- We understand that you prepared the trial balance for use during the audit and that your preparation of the trial balance was limited to formatting the information in our general ledger into a working trial balance. We agree with the classifications of the trial balance that were utilized in the financial statement preparation (see attached).

In addition, you prepared the adjusting journal entries necessary to ensure the financial statements are not materially misstated, and we acknowledge that we have reviewed and approved those entries and accepted responsibility for them (see attached). We are in agreement with those adjustments, and they will be recorded in our records.

We have also reviewed the depreciation schedule you prepared on our behalf (see attached), noting its mathematical accuracy and completeness. We have approved the depreciation methods, useful lives, and salvage values.

Also, as part of your audit, you assisted with preparation of the financial statements and disclosures from the trial balance. You also performed the following non-audit services: GASB 34 government-wide adjustments, SDRS pension adjustments, depreciation schedule maintenance, and assistance with implementation of new accounting standards. We acknowledge our responsibility as it relates to those non-audit services, including that we assume all management responsibilities; oversee the services by designating an individual, preferably in senior management, who possesses suitable skill, knowledge, or experience; evaluate the adequacy and results of the services performed; accept responsibility for the results of the services; and ensure that the entity's data and records are complete and receive sufficient information to oversee the services.

We have reviewed, approved, and accepted responsibility for those financial statements and related notes.

Sincerely yours,

CITY OF WHITEWOOD

Mayor

Finance Officer

Council President

DATE: _____

Your Single Source Service Provider



1 - Aberdeen 2 - Brookings 3 - Deadwood 4 - DeSmet 5 - Elk Point 6 - Huron 7 - Lead 8 - Leadville 9 - Rapid City 10 - Spearhead 11 - Sturgis 12 - Verdelia

April 10, 2025

QUOTE NUMBER: Q2400803

RYAN ALDREN

Rasmussen Mechanical Services
3590 Mayer Ave
Sturgis, SD 57785

JIM SMIT

CITY OF WHITEWOOD
1025 MEADE STREET
WHITEWOOD, South Dakota
57793

PROJECT LOCATION:

Hale Hall
1025 Meade Street
Whitewood, SD
57793

Proposal

Subject: Quote HVAC Renovation Hale Hall

Jim Smit,

Rasmussen Mechanical Services is pleased to quote the following scope of work during normal working conditions unless specified otherwise in the scope below.

Equipment:

120K BTU High Efficient Furnace

5 Ton 13 SEER AC

Lineset

Venting

5 Ton Indoor Coil

Labor

Disposal

4 Added Vents (Restrooms get 1 each)

Electrical:

High Voltage Electrical Changes (none anticipated)

TURN KEY PRICE FOR AN EQUIPMENT RENOVATION FOR HALE HALL. THIS WOULD REMOVE THE OLD STANDARD EFFICIENT EQUIPMENT, AND REPLACE WITH NEW HIGH EFFICIENT. THE ROOM THAT THE FURNACE IS CURRENTLY IN WOULD NEED TO BE INSULATED IN ORDER FOR THIS TO BE AN OPTION, WHICH SOUNDS LIKE THAT IT HAPPENING. WE WILL ALSO ADD A VENT FOR THE MENS AND WOMENS RESTROOM TO GET THEM ON THE HVAC. SUPPLY REGISTERS ONLY (YOU DONT WANT RETURN AIR IN A RESTROOM)

Price

Rasmussen Mechanical Services will furnish the Equipment, Materials, Tools, Labor, Supervision and Services as outlined in the above Scope of Work for the net sum of:

[REDACTED]

Terms and Conditions

- * **Price Changes.** Due to market constraints, all prices provided by Rasmussen Mechanical Services are subject to change to the prices in effect at the time of customer acceptance.
- * Sales Tax is not included in price.
- * Invoices to be paid, Net 30 Days per Seller's Terms and Conditions. <https://www.msmech.com/terms>

Rasmussen Mechanical Services is grateful for the opportunity to be of service. Thank you for considering our Proposal and we look forward to working with you. If there are any question, please contact me.

Respectfully Submitted,

Ryan Aldren
Project Manager

Rasmussen Mechanical Services

Phone: (605) 343-7800 ext. 400
Mobile: (605) 431-1214
Email: ryan.aldren@rasmmech.com

Boiler Repair | Burner Services | HVAC | Industrial Air | Mechanical Construction | Temperature Controls

Confidentiality Note: This Proposal may contain confidential and/or private information. If you received this Proposal in error please delete and notify sender.

Buyer's Acceptance

Approved by Seller

Authorized Signature for: CITY OF
WHITEWOOD

Rasmussen Mechanical Services

FINANCIAL STATEMENT

March 31, 2025

	Balance 2/28/2025	REVENUE	EXPENSES	Balance 3/31/2025
CASH COMPUTER				
GENERAL FUND	1,419,069.65	82,795.51	(143,449.11)	1,358,416.05
LIBRARY	106,163.52	451.98	(5,438.62)	101,176.88
3RD CENT SALES TAX	41,525.57	2,058.64	(836.27)	42,747.94
ADDITIONAL TAX FUND	42,315.30	760.00	0.00	43,075.30
DEBT SERVICE	19,431.63	1,375.49	0.00	20,807.12
TIFD FUND	10,383.21	6,354.05	(6,354.05)	10,383.21
ECONOMIC DEVELOPMENT	124,713.45	371.78	0.00	125,085.23
CAPITOL PROJECT	-1,610,191.92	0.00	(23,043.25)	(1,633,235.17)
WATER	164,530.81	26,627.54	(18,102.59)	173,055.76
SEWER	516,230.60	32,515.12	(11,200.59)	537,545.13
Total Cash Per Computer	\$834,171.82	\$153,310.11	(208,424.48)	779,057.45

CASH BANK				
HIGHMARK F.C.U. ST SWR	14,197.65			14,198.26
PIONEER SAVINGS WATER	48,608.14			48,630.85
PIONEER SAVINGS ST ASSESS	31,853.88			31,868.76
PIONEER SAVINGS TRUNK SEW	15,498.41			15,504.33
PIONEER OPERATING ACCT	440,380.56			396,765.50
LESS O/S CHECKS	(23,243.39)			(11,684.65)
PLUS DEP IN TRANSIT	30,010.93			5,597.35
NSF CHECKS	0.00			898.93
N.M. CHECKS CLEARED	514.75			0.00
Total Cash Per Bank	\$557,820.93			\$501,779.33

Investments		INTEREST	
LPL FINANCIAL	276,350.89		277,278.12
Total Investments	\$276,350.89	\$927.23	\$277,278.12
LOSS/GAIN		\$927.23	
Total Cash Per Bank	\$834,171.82		\$779,057.45

Petty Cash:				
LIBRARY	\$50.00			\$50.00
WATER	\$150.00			\$150.00
POLICE	\$100.00			\$100.00
Total Petty Cash	\$300.00			\$300.00