

AGENDA
REGULAR WHITEWOOD COUNCIL MEETING
JULY 7, 2025, 5:30 PM
CITY HALL

1. CALL THE MEETING TO ORDER.
2. ROLL CALL
3. APPROVE MINUTES from Regular Meeting on June 2, 2025.
4. APPROVE THE CLAIMS.
5. LEGAL UPDATE.
6. APPROVE BID FOR LIBRARY ADA CONCRETE WORK.
7. SPEARFISH MTN RANCH BOOSTER STATION.
8. APPROVE THE HIRE OF CHERYL PITTMAN AS PART-TIME LIBRARY HELP.
9. APPROVE LIFTING OPEN CONTAINER ORDINANCE AT OAK PARK FOR THE ABATE SOCIAL, August 7, 2025, 8:00AM-4:00PM.
10. END OF SUMMER STREET DANCE- WW CHAMBER OF COMMERCE. - AUG. 22nd
11. 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.
12. PUBLIC COMMENTS
13. NEXT REGULAR COUNCIL MEETING- Monday, July 21, 2025, at 5:30pm
14. ADJOURN

REGULAR WHITEWOOD COUNCIL MEETING**June 16, 2025**

The Whitewood City Council met in regular session on Monday the 16th of June 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, and Shelbi Bulat present. Attorney Fitzgerald, Police Chief Bach, Building Official Smit, Public Works Werlinger and Finance Officer Heckenlaible were also present.

Action 2025-094

Motion by Fitzgerald, seconded by Noren, to approve the minutes from the regular meeting on June 2, 2025. All members present voting yes, motion carried.

Action 2025-095

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

CLAIMS- JUNE 16, 2025**GENERAL LEDGER**

DELTA DENTAL- Employee Dental Insurance	633.40
HEALTH POOL OF SD- Employee Health Insurance	8,188.53
UNITED HEALTH CARE- Employee Life Insurance	62.40
TOTAL	\$8,884.33

GENERAL FUND

A&B BUSINESS SOLUTIONS - Police	59.99
ALL NET - Backup 217.79, Email password 22.75	240.54
AMAZON - Hale Hall 25.94, Parks 76.61	102.55
BH ENERGY - HH 141.60, Park 457.55, Light 1063.06, CH 88.12, Shop 170.47, PD 190.95	2,214.30
BH PIONEER - Legal publication	182.47
BUTTE ELECTRIC - Exit Lights	350.19
CHAIN SAW CENTER - Parks	197.35
BJS - PD Fuel 705.56, Builg Insp fuel 84.25, CH 45.64	835.55
FITZGERALD LAW - Services April - June 2025	2,432.00
MDU - CH 43.10, HH 58.05, SHOP 51.48, PD 40.71, Library 28.14	221.53
MOTOROLA - PD	1,960.00
RASMUSSEN - HH Heater	10,352.00
RNDC - Bullwackers 563.77, BJs 1577.71	2,141.48
SOUTHERN - Stern 848.79, BJs 705.25, Iron Horse 206.07, Bullwackers 695.17	2,455.28
WAREING STURGIS - Street	107.18
KETEL THORSTENSON- 2024 Audit	8,500.00
BLUEPEAK- City Hall 472.06, Police 371.54	843.60
TOTAL	\$33,196.01

LIBRARY

A&B BUSINESS SOLUTIONS	137.17
AMAZON	200.71
BLUEPEAK	202.87
TOTAL	\$337.88

WATER/SEWER FUNDS

BH ENERGY	2,194.67
BUTTE ELECTRIC - Booster bump 276.59, Treatment Plant 1589.87	1,866.46
DANS DUMPSTER	100.00
MIDCONTINENT TESTING	56.25
MDU	370.25
SD 811	15.75
RAPID DELIVERY	33.80
WELLS PLUMBING	83.41
ADVANCED ENGINEERING- Treatment Plant	10,804.46
TOTAL	\$15,525.05

AUTOMATIC PAYMENTS

USDA RURAL DEVELOPMENT- Storm Sewer	1,226.50
USDA RURAL DEVELOPMENT- Laurel Stret Project	3,254.00
EFTPS- Payroll Taxes 06/13/25	5,417.06
TOTAL	\$9,897.56

Action 2025-096

Motion by Noren, seconded by Fitzgerald, to approve the second reading of Ordinance 2025-01- An Ordinance Granting a Franchise to Montana Dakota Utilities. Roll call, all members present voting yes, motion carried.

Action 2025-097

Motion by Bulat, seconded by Cooper, to approve a \$1,000 donation to the Northern Hills Area CASA Program. All members present voting yes, motion carried.

Action 2025-098

Motion by Noren, second by Fitzgerald, to adopt the Uniform Grant Guidance Policies and Procedures. Roll call, all members present voting yes, motion carried.

Action 2025-099

Motion by Fitzgerald, second by Noren, to set the date of September 9, 2025, for the special election to fill the vacant Ward II council seat. Roll call, all members present voting yes, motion carried.

Action 2025-100

Motion by Noren, seconded by Davidson, to review the 2026 Municipal election date of June or November, with a favor in November, and make the final decision when a full council has been seated. All members present voting yes, motion carried.

Action 2025-101

Motion by Cooper, seconded by Davidson, to postpone any action on adding a vehicle policy to the employee manual until a full council has been seated. Roll call, Davidson yes, Bulat yes, Cooper yes, Fitzgerald no, Noren yes. Motion carried.

There being no further business, the meeting was adjourned at 5:49 PM.

MITCHELL U. HARMON
Mayor

Attest:

CORY HECKENLAIBLE
Finance Officer

CLAIMS-July 7, 2025

ESTIMATED WAGES –JULY 2025

MAYOR	550.00
COUNCIL	2,250.00
CITY ATTORNEY	1,000.00
BUILDING INSPECTOR	300.00
CHIEF OF POLICE- Josh Bach	6,518.40
POLICE OFFICER- Anthony Spencer	5,464.80
POLICE OFFICER- Greg Meyer	6,477.60
BUILDING OFFICAL- Jim Smit	2,366.10
WASTE/WATER OPERATOR- DJ Werlinger	5,865.60
WASTE/WATER OPERATOR- Derek Daniels	5,736.00
WASTE/WATER OPERATOR- John Cooper	5,426.40
LIBRARIAN – Deb Terhue	3,459.84
LIBRARY ASST.- Donna Willson	729.00
LIBRARY ASST- Racine Morgan	729.00
LIBRARY ASST.- Olyn Smith	358.32
FINANCE OFFICER – Cory Heckenlaible	6,451.20
FINANCE & PW- Jessica Bestgen	3,917.55
TOTAL	\$57,599.81

GENERAL LEDGER

SD DEPT REVENUE & REGULATION- Garbage Tax	386.10
SD RETIREMENT- Employee Retirement	5,069.76
TOTAL	\$5,455.86

GENERAL FUND

WASTE CONNECTIONS- Garbage Collection	6,365.23
A&B BUSINESS SOLUTIONS- Police 162.61, City Hall 355.52	518.13
A&J SUPPLY- Shop 10.78, Streets 32.56, Parks 107.31	150.65
ALL NET CONNECTIONS- Server Maintenance 91.00, Backup 211.29	302.29
AMAZON CAPITAL- Police 106.52, Parks 148.92	255.44
APPLIED CONCEPTS- Police	64.00
AT&T	431.15
CAROLYN HARKINS- Depositions	347.00
INT ASSOC OF PROPERTY & EVIDENCE- Police Dues	65.00
FORD CREDIT- Pickup Lease	1,237.44
JOHNER GRAVEL- Asphalt	301.50
LIGHTING MAINTENANCE- Exit Lights	58.52
NH AREA CASA PROGRAM- Donation	1,000.00
REPUBLIC NATIONAL- June Liquor	7,291.63
SOUTHERN GLAZERS- June Liquor	1,501.99
SOUTHSIDE OIL- PW Fuel	562.86
STURGIS AUTO- Streets	86.81
STURGIS TIRE PROS- Police	60.45
SUNDANCE STATE BANK- Riley TIFD	21,700.59
WELLS FARGO VISA- FO school 107.39, Vision 56.84, Parks 84.37	248.60
JOHNSON SOUTH DAKOTA- June Liquor	18,250.09
BJ'S COUNTRY STORE- City Hall 32.90, BI Fuel 80.75, Police Fuel 588.43	702.08
SONSET STATION- PW Fuel	192.50
TOTAL	\$61,693.95

LIBRARY

ALL NET CONNECTIONS- Services 130.66, Computers 3083.09	3,213.75
AMAZON CAPITAL	153.07
DEB TERHUNE- Supplies	74.23
TOM GRIFFITH- Speaker	50.00
A&B BUSINESS SOLUTIONS	128.71
TOTAL	\$3,619.76

WATER/SEWER FUNDS

BANYON DATA- Meter Device Support	395.00
HAWKINS CHEMICAL	9,251.45
POSTMASTER- Water Bill Postage	280.00
SOUTHSIDE OIL- PW Fuel	562.89
WELLS FARGO VISA	76.90
SONSET STATION- PW Fuel	192.50
TOTAL	\$10,758.74

AUTOMATIC PAYMENTS

USDA RURAL DEVELOPMENT- Water Project Loan	4,028.00
USDA RURAL DEVELOPMENT- Trunk Sewer Project	1,057.00
EFTPS- Payroll Taxes 06/27/25	4,867.32
TOTAL	\$9,952.32

* We propose hereby to furnish labor, and materials to complete the above-mentioned scope. Does not include

Updated

Jim Smit

From: Joe Joyce <sturgisconcrete@gmail.com>
Sent: Thursday, June 12, 2025 1:09 PM
To: Jim Smit
Subject: Library sidewalk replacement

For us to show up and demo 25 ft of sidewalk curb and gutter, haul away. Grade with base course repour a new curb and gutter raising the curb back to make the landing in front of the door level followed by replacing the sidewalk and installing a curb back sidewalk handicapped approach landing my bid is \$8,383.00. if that works for you, we could possibly start in the next week or so.

Thanks for reaching out once again. I hope we can be of service.

Double H Contracting, LLC

1955 Arizona Avenue
Sturigs, SD 57785
(605) 490-5009

ESTIMATE

Submitted on 05/05/2025

Invoice for

City of Whitewood
1201 Ash Street
Whitewood, SD 57793

Payable to

Double H Contracting

Project
City Library

Estimate

1979

Description	Qty	Unit price	Total price
Remove and Replace Curb	23	\$75.00	\$1,725.00
Remove and Replace Sidewalk	115	\$12.50	\$1,437.50
Labor Required Because Equipment Could Not Be Used	1	\$1,000.00	\$1,000.00
		Subtotal	\$4,162.50
		Tax	\$84.96
		Down Payment	\$0.00
Total Amount Due			\$4,247.46

Estimate for Jim Smit

Kerr Construction LLC

605-389-0834 | kerrconstructionllc2025@outlook.com

50% due up front, 50% upon completion

Estimate for Jim Smit - 8' x 25' Slab

Description	Amount (\$)
Demo (4\$/sq ft)	\$800.00
Dirt work & site prep (4\$/sq ft)	\$800.00
Pour, finish & saw (5\$/sq ft)	\$1000.00
Concrete (4 yards @ \$230/yard)	\$920.00
Labor (flat rate)	\$1000.00
Jackhammer rental	\$200.00
Dump trailer	\$195.00
Chop saw	\$100.00
Mini excavator (1 day @ \$450)	\$450.00
Waste removal	\$60.00
Excise Tax (2.041%)	\$112.77
Total	\$5637.77

Cheryl Pittman

713 Dillon St.

Whitewood, SD 57793

cheryl_hogg@hotmail.com

January 12, 2025

605-380-8655

OBJECTIVE: Early Childhood

SUMMARY OF QUALIFICATIONS

- EMT-Basic State Certified/21 years
- Certified Wild Land Fire Fighter/11years
- 2010 Early Childhood Associate Degree

PROFESSIONAL EXPERIENCE

- Supervised staff of 8, including two classrooms with children from the age three to five years old
- Monitored teachers in classrooms, bus rides, and meals planned daily.
- Oversee that reports are done when scheduled due
- As classroom teacher, built rapport with students and families from a wide range of cultural backgrounds
- Create trusting atmosphere through sensitivity to students' strengths, weaknesses, and personal learning styles
- Developed curriculum that was appropriate to students' learning abilities and reflected their needs and interests
- Provided experiences, interactions, and materials that enhance each child's individual level of development
- As a previous EMT, provide care to children with injuries
- Utilized Creative Curriculum daily in the classrooms

Twyla Reeds (605) 645-9973

Tracy Fillmore-Frey (605) 577-1603

WORK HISTORY

1999-2011 Standing Rock Head Start Program

1994-1999 Cheyenne River Head Start Program

1995-2000 Teton Ambulance Service

1991-2011 South Dakota Emergency Medical Technician/State Certified

2000 Freedom Davis School

1999-2002 Mobridge Ambulance Service

2001-2002 Collections Representative/First Premier Bankcard/Spearfish

2002 Customer Service Representative/First Premier Bankcard/Spearfish

2001-2006 Whitewood/Spearfish Ambulance Service

2001-2002 St. Onge Volunteer Fire Department

2002-2003 Ellsworth Air Force Base Child Development Center

2002-2003 North Haines Volunteer Fire Department

2003-Present Mc Laughlin Volunteer Fire Department

2003-2011 Standing Rock Head Start Supervisor-Teacher

2011- Schwan's

2011-2017 Faulkton Health Care

2018- 2019 Dorset Healthcare

2019 -Skies the Limit Daycare

2020 Golden Ridge Healthcare

2021-2022 Badlands Head Start

2022 Edgewood Healthcare

2022-2024 Key City Assistance Living

2024- Garden Hills Assistant Living

EDUCATION

- **2010 Early Childhood associate degree, Sitting Bull College, Ft. Yates, ND**
- **1991-2011 EMT-Basic, McLaughlin, SD**
- **1972-1976 Cresbard High School, Cresbard, SD**
- **State Certified Nursing Assistant**
- **State Certified Medication Aide**

City of Whitewood Library

From: Josh Bach
Sent: Monday, June 23, 2025 7:13 PM
To: City of Whitewood Library
Subject: RE: Background Check

Cheryl does not have anything in her history that would prohibit her from volunteering at the library.

-----Original Message-----

From: City of Whitewood Library <Library@cityofwhitewood.com>
Sent: Friday, June 20, 2025 9:44 AM
To: Josh Bach <Josh@cityofwhitewood.com>
Subject: Background Check

Hi Josh,
Potential new hire; could you please run the background check?
Thanks!

Deb Terhune
Director
Whitewood Public Library
605.269.2616