

City Board Proceedings
November 3, 2025
7:30 P.M.

The Roscoe City Trustee Board met in regular session in the City Office with President Treichel presiding. Members present were D. Bauman and Lehr. Absent: Roth and Malsam. Others present: Nathan Miller, Fred Schneider, and Tracy Treichel.

D. Bauman moved and Lehr seconded to approve the agenda. All aye. Motion carried.

Treichel moved and Lehr seconded to approve the minutes of the October 6, 2025, meeting. All aye. Motion carried.

Lehr moved and D. Bauman seconded to approve the October Financial Statement and bank reconciliations. All aye. Motion carried.

D. Bauman moved and Lehr seconded to approve the payment of the following bills. All aye. Motion carried

Pre-Authorized Payments:

October 16, 2025, payroll: FO – \$1096.38; Hwy & Streets – \$2443.78; Water Dept.- \$300.27; Sewer Dept - \$300.25.

October 16, 2025, bills:

EFTPS –WHT, SS, & Med. Tax - \$2768.12; First State Bank of Roscoe – fees - \$10.00; SD One Call – locates - \$24.15; SD Retirement System – October retirement - \$1228.86; SDRS-SRP – retirement - \$250.00; Visa – fees/supplies - \$593.34;

November 1, 2025, payroll: Trustees – \$579.91; FO - \$1091.26 Hwy & Streets – \$1357.22; Water Dept.- \$146.71; Sewer Dept - \$146.72; Parks - \$141.10.

November 3, 2025, bills:

A1 Sanitation – fees - \$389.84; American Solutions for Business – supplies - \$46.25; Bantz, Gosch & Cremer – legal services - \$466.40; Dept of Health – fees - \$250.00; Dakota Supply Group – supplies - \$127.64; Gibson Publishing – publishing - \$105.95; Hawkins – supplies - \$1939.45; Health Pool of SD – November health insurance - \$1813.34; John Deere Financial – supplies - \$159.34; Montana Dakota Utilities – utilities - \$1665.55; Rock Tuff – Mach/Equipment - \$5700.00; Ryan’s Candy – supplies - \$27.15; SD State Treasurer – sales tax - \$11.78; SDARWS – fees - \$410.00; Team Lab – supplies - \$441.00; US Bank – loan payment - \$171,921.90; Venture Communications – utilities- \$266.17;

. There were no public comments.

D. Bauman moved and Treichel seconded to approve the following building permits. All aye. Motion carried.

Hase Plumbing & Heating Roscoe Trustworthy Hardware	N20’ lot 7, S20’ lot 8, N30’ lot 8, all lot 9A; Block 13; Original Plat	Concrete pad
Darwin & Cindy Rohrbach	N75’ lots 13 & 14, N75’ lots 15- 17; Block 6; Original Plat	New front steps

Lehr moved and D. Bauman seconded to approve the 2026 liquor license applications for American Legion Post #259 (Retail liquor) and Knuckleheads Bar & Grill (Retail and package liquor). Motion carried.

D. Bauman moved and Treichel seconded to approve the 2026 renewal of health insurance through Health Pool of South Dakota for Nicole Bauman and Nathan Miller. The increase in premium was 9.5%, or \$95.20, for a new monthly premium of \$1001.87. All aye. Motion carried.

Lehr moved and Treichel seconded to declare the old city office, located at 203 N Mitchell St, as surplus property. Appraised value is on file at the new city office with FO Bauman. Sealed bids will be open on Monday, December 1st, at 7:30 pm. All aye. Motion carried.

D. Bauman moved and Lehr seconded to approve adding Mandi Voller to the fire department roster for insurance purposes. All aye. Motion carried.

Nathan Miller reported to the Board:

- Four fire hydrants have been replaced in the past month due to various issues such as leaking or no drainage.
- Water leak found in an empty house – curb stop also not functioning at this location

Discussion was held on shutting water off for houses in which no one is living in, or occupied on a regular basis.

Numbers were looked at about water loss and how we will go about tracking it in the future.

Timeline for Code Enforcement notice is up (Oct. 31). Property owner has been working on it; Board decided to let owner continue without more notices for the year.

FO Bauman reported to the Board:

- Roscoe has received their 2026 renewal packet from SDPAA
- With the change in dates for city elections, new information was given for timelines for publications – will need to set date
- Question had been asked about using the lagoon water for irrigation – FO Bauman reached out for more information from DANR on if that was a possibility; it is but there are still a lot of things that need to happen and testing involved;
- A new welcome sign proposal was sent to the Board to see if there was any interest

D. Bauman moved and Lehr seconded to rescind Resolution 2025-5, and approve Resolution 2025-7: 2025 wages. Roll-call vote: Lehr – aye, D. Bauman – aye, Treichel – aye. Absent: Roth and Malsam. Motion carried.

Resolution 2025-7

A Resolution Establishing 2026 Wages

WHEREAS, municipal ordinance requires that the salaries of the Board of Trustees, appointed officers, and employees be set annually (Roscoe Municipal Ordinance); and

WHEREAS, the Board of Trustees has the power to establish the amount of said salaries; and

WHEREAS, the Board of Trustees has determined the amounts of the following salaries for the year 2026:

The salary for the President of the Board of Trustees shall be \$200 per month plus \$130 per regular, special, and equalization meetings. If the President is gone for the meeting, the presiding officer receives \$10 extra for the meeting.

In any month in which the President of the Board of Trustees is out-of-state, the Vice President of the Board of Trustees shall receive a salary of \$200 per month plus \$130 per regular, special, and equalization meetings.

Trustee board members shall receive \$130 per meeting for regular, special, and equalization meetings.

Full time Maintenance Man (Nathan Miller) shall be paid \$24.21 per hour, along with full single health insurance premium.

Seasonal/temporary Maintenance shall be paid a starting wage of \$18.00 per hour, depending on experience, and the Board shall have authority to adjust as needed throughout the year.

Vacation and sick leave for all employees to be stated in the Personnel Policies on file in the Finance Officer's Office.

NOW THEREFORE, BE IT RESOLVED, that the Board of Trustees of the City of Roscoe adopt these amounts that apply for salaries to become effective the beginning of the January 2026 pay period.

Passed: November 3, 2025

Leland Treichel, President

Attest: _____
Nicole Bauman, Finance Officer

Treichel moved and Lehr seconded to pass the second reading of Ordinance #395: 2025 Supplemental Ordinance. Roll call vote: Lehr – aye, D. Bauman – aye, Treichel – aye. Absent: Roth and Malsam. Motion carried

ORDINANCE NO. 395
An Ordinance Entitled
2025 Supplemental Ordinance

Section 1

Be it ordained by the City of Roscoe that the following sums are appropriated to meet the obligations of the municipality.

General Fund – 414.1 – Legal – professional fees	\$ 2,500.00
423.6 – Code Enforcement – professional fees	\$ 13,000.00
441.3 – Mosquito Spraying - supplies	\$ 6,100.00

Water Fund – 433.4 Water Distribution	<u>\$ 26,000.00</u>
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Total	\$ 47,600.00
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The intention of the Roscoe Trustee Board to pay for improvements to the City and supplies for amounts/items that were not final at budget time. Payments will be made from cash on hand within the General and Water Funds.

Leland Treichel, President
City of Roscoe

Attest:

Nicole Bauman
Finance Officer

First Reading: October 6, 2025
Second Reading: November 3, 2025
Published: November 12, 2025

FO Bauman let the Board know that Roscoe's application for the State Water Plan will be heard on Nov 6. No one needs to be at the meeting.

There will not be a special meeting on November 10th.

The next regular meeting is Monday, December 1, 2025, @ 7:00 pm.

The City office and shop will be closed for Veterans' Day on Tuesday, November 11, and Thanksgiving, on Thursday, November 27.

The rabies clinic will be held Friday, December 5th, from 11 am to 1 pm.

D. Bauman moved and Lehr seconded to adjourn. Motion carried.

Attest: Nicole Bauman
Finance Officer

Leland Treichel
President

Published once at the total approximate cost of _____.