

PENNINGTON COUNTY BOARD OF COMMISSIONERS
PROPOSED REGULAR MEETING AGENDA
Tuesday, January 6, 2026, 9:00 AM
Commission Chambers



Ron Weifenbach, Chair, District 2 | **Deb Hadcock**, Vice-Chair, District 3
Ron Rossknecht, District 1 | **Jerry Derr**, District 4 | **Gary Drewes**, District 5

Agenda disclaimer: The preferred practice of the Board is to proceed through the agenda in the order it is published. From time to time, agenda items may be disposed of quickly leaving a gap in the meeting agenda prior to the next advertised agenda item start time. To utilize time effectively in those circumstances, the Board may move items up on the agenda to fill those gaps.

Welcome to the Tuesday, January 6, 2026 meeting. Please silence cell phones, pagers, and other electronic communication devices. Agendas and speaker request forms are located at the back of the Chambers.

Page

- 1. Call to Order**
- 2. Roll Call and Determination of Quorum (Teleconference)**
- 3. Moment of Silent Reflection**
- 4. Pledge of Allegiance**
- 5. Review and Approve Agenda**

Procedural Motion - Move to approve agenda as presented.

6. 2026 Reorganization of the Board

- a. Elect 2026 Commission Chair

The Board of County Commissioners will elect a Chair to preside at their 2026 meetings. Pursuant to SDCL 7-8-15, "At the first meeting of the board of county commissioners in each year, the board shall elect a chair and vice chair. The chair shall continue to serve as chair until a successor is elected." It goes on to say "The chair or, in the chair's absence, the vice chair shall preside at the meetings of the board and sign all orders and claims approved by the board."

Motion - Move to nominate _____ for Chair for 2026.






- b. Elect 2026 Commission Vice Chair
The Board of County Commissioners will elect a Vice Chair for their 2026 meetings. Pursuant to SDCL 7-8-15, "At the first meeting of the board of county commissioners in each year, the board shall elect a chair and vice chair." It goes on to say "The chair or, in the chair's absence, the vice chair shall preside at the meetings of the board and sign all orders and claims approved by the board."

Motion - Move to nominate _____ for Vice Chair for 2026.

7. Consent Agenda

The Board of Commissioners uses a *Consent Agenda* to act on non-controversial and routine items. The Consent Agenda is acted upon by one motion and vote of the Board. Items may be removed from the Consent Agenda and placed on the Regular Agenda at the request of a Board member or a Citizen. The consent agenda contains the following items:

Recommended Motion - Move to approve the consent agenda as presented.

- | | | |
|----|---|---------|
| a. | Approve the minutes of the regular meeting - December 16, 2025
2025.12.16 final.pdf  | 10 - 21 |
| b. | Approve the vouchers in the amount of \$1,150,056.51
Cover Page-combined.pdf  | 22 - 42 |
| c. | Acknowledge the Intent to Conduct Bingo - Douglas High School Baseball(COM)
Notice of Intent Bingo - Douglas High Baseball.pdf  | 43 |
| d. | To approve the abatement applications for tax year 2024 for Kent or Brenda Brown, Parcel #8010279, \$195.72; Jason or Jean Bloomgren, Parcel #8007417, \$83.66; Ann Beidinger, Parcel #8008190, \$76.37; Daniel Ader, Parcel #8009599, \$78.94; Coup Council, Parcel #23481, \$6,021.76; Paula or Dan Ewing, Parcel #8001916, \$186.22; Sandra Scott, Parcel #8012411, \$1,221.22; Tax year 2023 and 2024 for Santana Brunsch, Parcel #8008804, \$61.94 and \$50.32. (DOE)
Abatements for Jan. 6 Meeting.pdf  | 44 - 54 |
| e. | Personnel Actions Report(HR)
Personnel Actions Report Memo.pdf  | 55 |

- | | | |
|----|--|---------|
| f. | To designate Wells Fargo Bank of South Dakota, N.A., First Interstate Bank, USBank and J.P. Morgan as the primary active depositories for 2026 pursuant to SDCL § 7-20-13(<i>TRS</i>)
2026 Designation of Banks.pdf | 56 - 57 |
| g. | To acknowledge the Public Liability Quarterly Report(<i>TRS</i>)
Pledged Collateral.pdf | 58 |
| h. | To acknowledge the Wall Treasurer's Office Satellite hours for 2026(<i>TRS</i>)
2026 Wall Office Hours.pdf | 59 |
| i. | To acknowledge the 2025 Tax Certificate Sale(<i>TRS</i>)
tax collection through 2025 Tax Cert Sale.pdf | 60 - 61 |

8. **Items from the Public per SDCL § 1-25-1**

Speaker request form is required. Action will not be taken during this section on any issues brought forth that are not properly noticed. Speakers under this section will be recorded in the minutes by name and area of interest.

9. **Items from the Commission Office**

- | | | |
|----|---|---------|
| a. | Appoint 2026 Extension (4-H) Advisory Board
Extension Advisory Board members serve one-year terms and are appointed by the Board of County Commissioners every year in January. The board positions were publicly advertised in December, and the only applicants were currently seated members seeking reappointment. | 62 - 82 |
|----|---|---------|

Documents:

[EXT Memo.pdf](#)

[News Release - 2026 Board.pdf](#)

[EXT Citizen Interest Forms combined.pdf](#)

[EXT Warrant of Appointments.pdf](#)

Recommended Motion - Move to appoint Patty Brunner, Heather Chambliss, John James, Denise Maher, Tyler Myers and Matthew Odden to the 2026 Extension Advisory Board to serve a one-year term.

10. Resolution of Support Box Elder/Ellsworth Contractor Excise Tax - Rob Timm

83 - 96

Mr. Rob Timm, Government Affairs Director with the City of Box Elder, will give a presentation on the request to have the County submit a resolution of support to endorse the creation of a contractor's excise tax rebate fund from Ellsworth Air Force Base construction projects to be used for associated roadway repairs.

Documents:

- [Excise Tax Coalition Presentation Jan 2026.pdf](#) 
- [2026 Resolution - Excise Tax Rebate 26-03.pdf](#) 

(Added 2:30pm on 1/2/26) The Commission Office is recommending a letter of support rather than a formal resolution, as the request is expressive in nature and does not authorize County action, adopt County policy, or commit County resources. This approach allows the Board to clearly communicate support while maintaining consistency in the County's use of resolutions and avoiding unnecessary publication costs.

Documents:

- [DRAFT Letter of Support - Box Elder Contractor Excise Tax Project for Ellsworth AFB 2026.pdf](#) 

Requested Motion - Move to approve resolution of support endorsing the creation of a contractor's excise tax rebate fund derived from Ellsworth Air Force Base construction projects to be used for associated roadway repairs.

11. Items from Auditor

- a. 2026 Resolution: Establishing the Fees and Mileage Rate for Election Workers

97

The Board of County Commissioners (by resolution) shall set the fee and mileage received by the precinct superintendent and precinct deputies pursuant SDCL 12-15-7 and SDCL 12-15-11.

[Resolution Precinct Pay 2026.pdf](#) 

Recommended Motion - Move to approve the resolution to establish pay for precinct and election workers.

12. Items from Human Resources

- a. 2026 Elected Officials Wage Resolution

98 - 101

[2026 EO Resolution Memo.pdf](#) 

[Resolution 26-1 Elected Officials Salary.pdf](#) 

Recommended Motion - Move to approve Resolution 26-1 regarding the 2026 Elected Officials Salary effective February 1, 2026

Move to approve the recommended 2026 annual salary levels for Pennington County Elected Officials to be effective February 1, 2026, and to allow the Board Chairperson to apply their signature to the Pennington County Elected Officials Wage Policy Resolution for 2026.

- b. 2026 Resolution - Drug Free Workplace 102 - 106

[HR Memo - Resolution-Drug Free Workplace.pdf](#) 

[RESOLUTION Drug Free Workplace - 2026.pdf](#) 

Recommended Motion - Move to approve the 2026 Drug-Free Workplace Resolution.

13. Planning - Board of Adjustment Hearings - 10:30AM

Procedural Motion - Move to convene as the Board of Adjustment.

- a. Variance / COVA 25-0021: Dean and Sharene Hass. To reduce the setback to the north property line for a proposed garage (*Cont. from the 12/16/25 BOC mtg*) 107 - 121

[VA25-0021 Dean Hass Setback.pdf](#) 








Staff recommended denial of Variance / COVA 25-0021, as there are no special conditions on the subject property that would support approval.

If the Board of Adjustment disagrees and approves the request, Staff recommends three (3) conditions be included.

Recommended Motion - Move to deny Variance / COVA 25-0021, as there are no special conditions on the subject property that would support approval.

Procedural Motion - Move to adjourn as the Board of Adjustment and reconvene as the Board of Commissioners.

14. Items from Commission Office

- a. Board of Commissioners Bylaws and Rules of Procedure Annual Review - Jordan Neeb 122 - 146
- Per Article 8 of the current Bylaws and Rules of Procedure (last approved January 2, 2024), the Board will conduct an annual review of the document in January of each year. The Commission Office has prepared an comprehensive review, and many items have been flagged for update (see attached memo).
- These revisions are extensive, I am unable to provide a "red-lined" version comparing the draft to the current. No explicit action is being requested today to give the Board time to discuss the proposed updates as a body and offer comments and suggestions for further revision to be approved at the next meeting (January 20th). However, if no additional changes are requested, the Board may take action to approve the rules today.
- Documents:**
- [Memo - Bylaws and Rules of Procedure Update 2026.pdf](#) 
 - [Current BOC BYLAWS AND RULES OF PROCEDURE - 2024.pdf](#) 
 - [DRAFT BOC Rules of Procedure 2026.pdf](#) 
- No Explicit Motion Requested**
- b. Board of Commissioners Code of Conduct Update - Jordan Neeb 147 - 173
- Early in 2025, the Board asked the State's Attorney's Office to review and revise the Code of Conduct. The most recent version of the Code was approved in 2014. I have attached their draft version for review, but I also offer a more comprehensive update to the document from the Commission Office. The attached memo explains the major differences between the three versions.
- No explicit action is being requested today to give the Board time to discuss the proposed updates as a body and offer comments and suggestions for further revision to be approved at the next meeting (January 20th). However, if no additional changes are requested, the Board may take action to approve the code of conduct today.
- Documents:**
- [Memo - Code of Conduct Update 2026.pdf](#) 
 - [Current PC Code of Conduct Final 2014.pdf](#) 
 - [SAO DRAFT Code of Conduct 2025.pdf](#) 
 - [2026 Code of Conduct DRAFT.pdf](#) 
- No Explicit Motion Requested**
- c. Determination of the 2026 Compensation/Salary for County 174 - 175

Commissioners - Jordan Neeb

South Dakota law (SDCL §§ 7-7-3 through 7-7-5) states that the Board of County Commissioners may establish the compensation of its members (by salary or per diem) at the first regular meeting of each calendar year.

Documents:









- [Memo - Commission Salaries 2026.pdf](#) 

Recommended Motion - Move to set 2026 compensation for the Pennington County Board of Commissioners as an annual salary of \$XX,XXX (\$X,XXX paid bi-weekly).

d. Designate 2026 Official Newspapers - Jordan Neeb 176 - 200

Per SDCL 7-18-3, the Board shall designate the official newspapers for Pennington County at its regular meeting in January of each year. Up to three legal newspapers printed in the county may serve as the County's official newspapers for publication of Board proceedings and legally required notices. If there are three legal newspapers operating within the county, the statute requires the Board to designate all three. Hill City Prevailor-News, Rapid City Journal, and Native Sun News are the three remaining legal newspapers publishing in Pennington County, and each have submitted paperwork to be considered an official newspaper for the County (see memo and documentation below).

Documents:

- [Memo - 2026 Official Newspapers.pdf](#) 
- [2025 SD Public Notice Rate Card.pdf](#) 
- [Hill City Prevailor Letter 2026.pdf](#) 
- [Hill City Prevailor Supporting Documentation.pdf](#) 
- [Native Sun News Letter 2026.pdf](#) 
- [Native Sun News Supporting Documentation.pdf](#) 
- [Rapid City Journal Letter 2026.pdf](#) 
- [Rapid City Journal Supporting Documentation.pdf](#) 

Recommended Motion - Move to designate the the Rapid City Journal, the Hill City Prevailor-News, and Native Sun News Today as the three official newspapers for Pennington County for 2026.

e. Annual Salary Listing per SDCL § 6-1-10 (COM/HR) 201 - 218

Pursuant to SDCL 6-1-10, the Board will consider the annual salary listing for County employees. The listing is presented for publication in the official minutes of the meeting.

Documents:

Recommended Motion - Move to approve the annual salary listing as presented, including elected officials in the listing as approved by the Board.

- f. TIF Application Resolution Comments: 25TI020-21 219 - 257

Documents:

[TIF memo - City of Rapid City.pdf](#) 

[Comment Sheet.pdf](#) 

[Rapid Gas Redevelopment Project.pdf](#) 

Possible Motion: Move to authorize staff to compile and transmit the Board's comments regarding TIF application resolution 25TI020-21, as discussed, to the City of Rapid City for incorporation into the TIF application review process.

15. Updates/Reports from Commissioners

This is a time for individual members to bring forth ideas or concerns to the full Board. Official action will not be taken on any items brought forth at this time. Direction may be given to bring items back before the Board for future consideration.

Meetings/Committee Reports

- Derr - No scheduled committee meetings.
- Drewes - Complete Health Center
- Hadcock - PC Housing & Redevelopment, MPO Executive Policy Committee
- Rossknecht - PC Housing & Redevelopment
- Weifenbach - MPO Executive Policy Committee
- ALL - County Employee Christmas Open House

16. Executive Session per SDCL § 1-25-2

Procedural Motion - Move to enter executive session pursuant to SDCL 1-25-2(1) for the purposes of discussing personnel.

Personnel Matter(s) per 1-25-2(1)

- a. Personnel - HR Director
- b. Personnel - EQ Director

Contractual/Pending Litigation per 1-25-2(3)

17. Items from Equalization

- a. Director of Equalization-Succession Training Plan (HR) 258
[HR Memo-Dir of EQ.pdf](#) 

18. Adjourn

Recommended Motion - Move to adjourn.

Pennington County fully subscribes to the Americans with Disabilities Act. If you desire to attend this public meeting and need accommodations, please notify the Commissioners' Office at (605) 394-2171 at least 24 hours prior to the meeting so that appropriate services and auxilliary aids are available.

PENNINGTON COUNTY BOARD OF COMMISSIONERS
Meeting of December 16, 2025

The Pennington County Board of Commissioners met at 9:14 a.m. on Tuesday, December 16, 2025, in the Commission Chambers in the County Administration Building, Rapid City, South Dakota. Chair Ron Weifenbach called the meeting to order with the following Commissioners present: Jerry Derr, Gary Drewes, Deb Hadcock and Ron Rossknecht.

ROLL CALL AND DETERMINATION OF QUORUM (TELECONFERENCE)

REVIEW AND APPROVE AGENDA

MOVED by Derr and seconded by Drewes to approve the agenda as presented. Vote: Unanimous.

CONSENT AGENDA ITEMS

MOVED by Hadcock and seconded by Rossknecht to approve the Consent Agenda with the removal of item e. Vote: Unanimous.

- a. Approve the minutes of the Regular Meeting – December 2, 2025.
- b. Approve the vouchers in the amount of \$4,241,785.97.
- c. Acknowledge the Auditor's Account of Treasurer.
- d. Recognize and thank the Volunteers for the month of November 2025.
- e. Removed for separate consideration.

End of Consent Agenda Items

e. MOVED by Hadcock and seconded by Rossknecht to acknowledge personnel changes: Amounts listed are hourly, bi-weekly, yearly or per meeting, depending on position: Auditor: Effective 12/08/2025: Diane Holman, \$29.38; Fire: Effective 12/07/2025: Mariez Kirbo, \$3,238.40; Human Resources: Effective 12/08/2025: Cheyenne Fisher, \$24.00; Public Defender: Effective 12/07/2025: Brittany Cook Olesen, \$3,842.40; Effective 12/08/2025: Jennifer Utter, \$3,775.20; Sheriff's Office – 24/7: Effective 01/05/2026: Jacob Lee, \$20.98; Sheriff's Office – Care Campus: Effective 01/05/2026: Eden Erazua, \$21.84; Lisa Renne, \$21.84; Sheriff's Office – Jail: Effective 01/05/2026: Holly Addler, \$37.76; Sheriff's Office – LE: Effective 12/07/2025: Jacob Mayberry, \$30.17; Jacob Mundt, \$31.26.

ITEMS FROM THE PUBLIC PER SDCL § 1-25-1: Cindy Cooke – To Secure our Elections; Dale Busse – Election Reform; James Bialota – Election Integrity, States Attorney.

ITEMS FROM AUDITOR

A. RENEWAL – RETAIL (ON-OFF) SALE WINE AND CIDER LICENSE: MEXICO TIPICO: MOVED by Rossknecht and seconded by Drewes to approve the renewal of the Retail (on-off sale) Wine and Cider license for Mexico Tipico and release upon payment of appropriate taxes. Vote: Unanimous.

B. RENEWAL – RETAIL (ON-SALE) LIQUOR LICENSE WITH SUNDAY SALES: MOVED by Hadcock and seconded by Weifenbach to approve the renewal of the Retail (on-sale) Liquor

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License with Sunday Sales for Mexico Tipico and release the license upon payment of appropriate property taxes. Vote: Unanimous.

ITEMS FROM SHERIFF

A. SAFETY GREETER VOLUNTEER POSITION: Informational only.

B. 2026 HUMANE SOCIETY CONTRACT: MOVED by Drewes and seconded by Hadcock to authorize the Pennington County Commission Chairperson to sign the Humane Society – Pennington County Animal Shelter/Control Agreement so that it will be in place by January 1, 2026. Vote: Unanimous.

ITEMS FROM EMERGENCY SERVICES COMMUNICATIONS CENTER (911)

A. PREPARED 911 AI TRANSCRIPTION, TRANSLATION AND QUALITY ASSURANCE SOFTWARE: MOVED by Derr and seconded by Hadcock to approve three - year subscription service Order #1540 with Prepared Communications Service for in the amount of \$139,652 for Year One, \$138,452 for Year Two, and \$138,452 for Year Three. Vote: Unanimous.

ITEMS FROM COMMISSION OFFICE

A. LIBRARY CONTRACTS: MOVED by Hadcock and seconded by Drewes to approve the 2026 Rapid City Public Library funding at \$320,000. \$81,000 coming from the 2026 approved Library Fund; funds available in the 2025 Library Reserve Fund and the balance coming from the 2026 Contingency Fund to equal \$320,000. Vote: The motion carried 4-1 with Derr voting no.

MOVED by Hadcock and seconded by Derr to authorize the Chair to sign contracts for library services with Hill City, Keystone and Wall libraries as presented. Vote: Unanimous.

MOVED by Hadcock and seconded by Derr to approve the agreement for the RC Public Library for 2026. Vote: Unanimous.

ITEMS FROM HIGHWAY

A. RIGHT-OF-WAY AND UTILITY CERTIFICATES – 2026 BIG APPLICATION BRIDGES: MOVED by Derr and seconded by Drewes approve a Utility Certificate for bridge 52-444-270. Vote: Unanimous.

MOVED by Derr and seconded by Drewes to approve Right-of-Way Certificate for bridge 52-444-270. Vote: Unanimous.

B. RESOLUTION 2025-12-16-1 – BIG GRANT PROGRAM APPLICATIONS: MOVED by Rossknecht and seconded by Drewes to approve Resolution 2025-12-16-1 authorizing Pennington County to submit Bridge Improvement Grant Program Applications for bridges 52-318-318, 52-320-312 and 52-444-270. Vote: Unanimous.

RESOLUTION 2025-12-16-1

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**2026 BRIDGE IMPROVEMENT GRANT PROGRAM
RESOLUTION AUTHORIZING SUBMISSION OF APPLICATIONS**

WHEREAS, Pennington County wishes to submit applications for consideration of award for the Bridge Improvement Grant Program:

STRUCTURE NUMBER(S) AND LOCATION(S):
52-318-318 Thunderhead Falls Road
52-320-312 Thunderhead Falls Road
52-444-270 Country Road

and WHEREAS, Pennington County certifies that the projects are listed in the county's Five-Year County Highway and Bridge Improvement Plan;

and WHEREAS, Pennington County agrees to pay the 20% match on the Bridge Improvement Grant funds and 100% of ineligible expenses;

and WHEREAS, Pennington County hereby authorizes the Bridge Improvement Grant applications and any required funding commitments.

NOW THEREFORE BE IT RESOLVED:

That the South Dakota Department of Transportation be and hereby is requested to accept the attached Bridge Improvement Grant applications.

Vote of Commissioners/Council: Yes _____ No _____

Dated this 16th day of December, 2025.

/s/ Ron Weifenbach, Chair
Pennington County Board of Commissioners

ATTEST: (SEAL)
/s/ Sabrina Green, Auditor

C. AUTHORIZATION TO PURCHASE ONE NEW WHEEL LOADER: MOVED by Hadcock and seconded by Drewes to authorize the Highway Department to purchase one new 2026 Caterpillar 950GC wheel loader from Butler Machinery Company, Rapid City, SD, in the amount of \$259,767.52 from Sourcewell Cooperative Purchasing Contract #011723-CAT. Vote: Unanimous.

D. SNOW EVENT VOLUNTARY PARKING REMOVAL INITIATIVE: Informational only.

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ITEMS FROM HUMAN RESOURCES

A. EAP PROVIDER CHANGE: Informational only.

B. 2025 STEP INCREASE CLARIFICATION: MOVED by Derr and seconded by Hadcock that employees who are on a performance improvement plan at the time of the step increase eligibility be considered for the step increase upon successful completion of their PIP within the same year. Vote: Unanimous.

ITEMS FROM PLANNING & ZONING OFFICE

A. CONTRACT FOR SERVICES – TYLER TECHNOLOGIES PERMITTING SOFTWARE: MOVED by Derr and seconded by Hadcock to authorize the Chair to sign the contract with Tyler Technologies for the Energov Permitting and Licensing Software System. Vote: Unanimous.

ITEMS FROM PLANNING & ZONING

BOARD OF ADJUSTMENT: MOVED by Hadcock and seconded by Rossknecht to convene as the Board of Adjustment. Vote: Unanimous.

A. VARIANCE / COVA 25-0019: The Towers, LLC; Nevco Wireless-Chad Skinner/Agent. To reduce the minimum setback to a residential zoning district for a telecommunications tower on the subject property in an Agriculture District in accordance with the Pennington County Zoning Ordinance.

Lot A of Lot 4, Section 18, T2S, R7E, BHM, Pennington County, South Dakota.

MOVED by Drewes and seconded by Hadcock to deny COVA 25-0019, as there are no special conditions on the property that would excuse literal enforcement of the Pennington County Zoning Ordinance. Vote: Unanimous.

B. VARIANCE / COVA 25-0020: The Towers, LLC; Nevco Wireless-Chad Skinner/Agent. To reduce the setback to 1.1 times the tower height for a telecommunications tower on the subject property in an Agriculture District in accordance with the Pennington County Zoning Ordinance.

Lot A of Lot 4, Section 18, T2S, R7E, BHM, Pennington County, South Dakota.

MOVED by Hadcock and seconded by Drewes to deny COVA 25-0020.
Hadcock withdrew her motion.

MOVED by Drewes and seconded by Hadcock to continue COVA 25-0020 to the January 16, 2026, meeting. Vote: Unanimous.

C. VARIANCE / COVA 25-0021: Dean and Sharene Hass. To reduce the setback to the north property line for a proposed garage on the subject property in a Rural Residential District in accordance with the Pennington County Zoning Ordinance.

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Lot 7, Stratmeyer Addition, Section 13, T1S, R6E, BHM, Pennington County, South Dakota.

MOVED by Hadcock and seconded by Drewes to continue COVA 25-0021 to the January 6, 2026, meeting, as staff is still working with the applicants on additional information. Vote: Unanimous.

D. APPEAL OF PLANNING DIRECTOR'S DECISION: Randy and Mary Daughenbaugh. MOVED by Rossknecht and seconded by Derr to approve the appeal of Randy and Mary Daughenbaugh, for a 10 feet Variance setback. Vote: Unanimous.

MOVED by Drewes and seconded by Hadcock to amend item b - COVA 25-0020 correcting the meeting date to be January 20, 2026. Vote: Unanimous.

MOVED by Hadcock and seconded by Derr to adjourn as the Board of Adjustment and reconvene as the Board of Commissioners. Vote: Unanimous.

PLANNING – REGULAR AGENDA

A. SECOND READING OF ORDINANCE AMENDMENT / OA 25-19: Pennington County. To amend Ordinance No. 106 “Public Nuisance” [to amend and supersede the existing Ordinance No. 106 “Public Nuisance”].

MOVED by Hadcock and seconded by Rossknecht to approve OA 25-19. Vote: Unanimous.

NOTICE OF FACT OF ADOPTION

On December 16, 2025, the Pennington County Board of Commissioners approved Ordinance Amendment 25-19 to amend Ordinance No. 106 Public Nuisance.

B. PUBLIC HEARING OF ORDINANCE AMENDMENT / OA 25-16: Pennington County. To amend Section 317 “Alternative Energy” [to amend and supersede the existing Section 317 “Alternative Energy”] of the Pennington County Zoning Ordinance.

MOVED by Hadcock and seconded by Derr to direct the staff to restrict utility scale wind and solar facilities to the industrial zoning district consistent with the 2040 Comprehensive Plan.

Substitute motion: MOVED by Rossknecht and seconded by Drewes to continue this item to the January 20, 2026, meeting. The motion failed 2-3 with Derr, Hadcock and Weifenbach voting no.

The original motion carried 3-2 on a roll call vote: Derr – yes; Drewes – no; Hadcock – yes; Rossknecht – no; Weifenbach – yes.

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MOVED by Hadcock and seconded by Derr to continue the first reading of OA 25-16 to the January 20, 2026, meeting. vote unanimous

Derr left the meeting at 2:02 p.m.

ITEMS FROM COMMISSIONERS

A. FY2025 CONTINGENCY TRANSFERS: MOVED by Hadcock and seconded by Weifenbach to approve Resolution 25-C1 to authorize 2025 transfers from Contingency in the amount of \$53,728. Vote: Unanimous.

**PENNINGTON COUNTY, SD RESOLUTION 25-C1
CONTINGENCY TRANSFER**

WHEREAS, through the FY2025 annual budget process, the Pennington County Board of County Commissioners allocated \$175,000 to the General Fund Contingency Budget (101-0112), and

WHEREAS, the Pennington County Board of County Commissioners finds it necessary to transfer budget from contingency,

NOW, THEREFORE, BE IT RESOLVED by the Pennington County Board of County Commissioners that the following amount(s) be transferred:

AMOUNT:\$1.00

FROM: Contingency (101-0112-0401-0000-10)

TO: Accumulated Building Fund – Interest 2019A (233-0820-0442-0530-90)

FOR: More interest was due than budgeted

AMOUNT:\$14,000

FROM: Contingency (101-0112-0401-0000-10)

TO: Board of Commissioners – Salaries (101-0111-0411-4111-10)

FOR: Payout for former Commission Manager

AMOUNT:\$22,227

FROM: Contingency (101-0112-0401-0000-10)

TO: Board of Commissioners – Software (101-0111-0422-2072-10)

FOR: New Website Platform and Digital Agenda Platform

AMOUNT:\$17,500

FROM: Contingency (101-0112-0401-0000-10)

TO: Board of Commissioners – Grants to Other Entities (101-0111-0454-4565-10)

FOR: Pass-Through Funding for WIR Conference Grants/Donations

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Approved this 16th day of December, 2025.

/s/ Ron Weifenbach, Chair
Pennington County Board of Commissioners

ATTEST: (SEAL)
/s/ Sabrina Green, Auditor

B. AGREEMENT TO EXTEND CONTRACT – INDIGENT LEGAL REPRESENTATION:
MOVED by Hadcock and seconded by Weifenbach to authorize the chair to sign the agreement to extend the contract for indigent representation with Dakota Plains Legal Services as presented.
Vote: Unanimous.

ITEMS FROM CHAIR/COMMISSION MEMBERS: Informational only.

MEETINGS/COMMITTEE REPORTS: Informational only.

VOUCHERS: The vouchers were approved as part of the consent agenda for expenditures for insurance, professional services, publications, rentals, supplies, repairs, maintenance, travel, conference fees, utilities, furniture and equipment totaling \$4,241,785.97 entered below.

4Imprint, 385.14; A & A Professional Property Management, 2,574.07; A & B Business Inc, 3,569.49; A & B Welding Supply Co, 630.83; A To Z Shredding, 1,308.36; Abigail PI, 214.02; Accusource HR, 1,163.17; Ace Towing Inc, 412.50; Acute Care Surgery Of South Dakota, 179.56; Adam Davis, 60.00; Adriana Burns, 26.80; Alcohol Monitoring Systems Inc, 450.00; Alisha Kimbell, 400.00; Amazon Capital Services Inc, 213.38; Amber L Odegard, 585.00; American Engineering Testing Inc, 549.00; American Floor Mats, 877.20; Andrews Law Office LLC, 1,869.50; Anker Law Group PC, 312.00; Apco International Inc, 1,296.00; AT&T, 70.00; AT&T Mobility, 4,315.80; AT&T Mobility, 23.13; AT&T Mobility, 1,807.06; AT&T Mobility, 202.53; AT&T Mobility, 31.98; AT&T Mobility, 43.23; AT&T Mobility, 156.04; AT&T Mobility, 147.98; Audra Hill Consulting Inc, 23,113.31; Avera Sacred Heart Hospital, 29.81; Avera St Mary's Hospital, 1,249.20; AVI Systems Inc, 30,567.63; Avid4 Engineering Inc, 2,730.00; B-1 Development, Inc, 54,882.10; Balco Uniform Co Inc, 5,767.50; Bangs, Mccullen, Butler, Foye & Simmons, LLP, 13,131.08; Bannerbug USA, 309.18; Barco Products LLC, 6,815.07; Bargain Barn Tire Center, 429.38; Barnier Law Office PC, 3,984.00; Batteries Plus, 39.60; Behrens-Wilson Funeral Home, 600.00; Best Western Ramkota Inn, 1,650.00; BH Chemical Company Inc, 15,360.46; BH Electric Cooperative Inc, 190.69; BH Energy, 227.17; BH Energy, 542.90; BH Energy, 2,714.62; BH Energy, 241.95; BH Energy, 62,024.32; BH Neuropsychology LLC, 3,028.00; BH Truck & Trailer Inc, 3,844.95; BH Urgent Care LLC, 1,738.00; BH Works Inc, 923.28; BI Inc, 7,218.15; Bierschbach Equipment And Supply Co Inc, 3,035.18; Black Hills Portables, Inc, 185.00; Black Hills Window Cleaning Inc, 14,185.00; Bluepeak, 200.00; Bluepeak, 1,512.47; Bob Barker Company Inc, 13,873.69; Border States

PENNINGTON COUNTY BOARD OF COMMISSIONERS
Meeting of December 16, 2025

Electric, 229.11; Brown's Small Engine Repair, 19.37; Butler Machinery Company, 468.08; Cason Brown Consulting LLC, 1,940.00; Catalis Public Works & Citizen Engagement LLC, 7,631.00; Cathy Stewart, 90.00; CBH Cooperative, 34.40; CC Property Management LLC, 2,395.00; CDW Government Inc, 22,421.90; Century Link, 103.27; Certified Laboratories, 221.44; Chapman Tire Company, 151.20; Charm-Tex Inc, 4,745.35; Christopher K Haas, 60.00; City Of Box Elder, 283.21; City Of Hill City, 157.90; City Of Rapid City, 906.95; City Of Rapid City, 38,566.86; City Of Rapid City -Water, 1,823.46; City Of Rapid City -Water, 883.41; City Of Rapid City -Water, 6,258.46; City Of Wall, 320.20; City Of Winner, 325.93; Clark Printing, 527.72; Climate Control Systems And Service LLC, 18,298.68; Clinical Laboratory Of The Black Hills, 3,859.00; Clubhouse Hotel & Suites Pierre, 336.00; Cody Wiseman, 130.00; Colbath & Sperlich PC, 24,173.86; Colliers Securities, LLC, 900.00; Column Software PBC, 4,499.95; Combined Public Communications, 20,816.31; Connections Inc EAP, 1,228.59; Connie Bertolotto, 28.00; Convergent Technologies LLC, 19,370.81; Co-Op Architecture, 32,125.00; Copy Country, 1,145.62; Core & Main LP, 2,508.15; Coremr LC, 1,042.50; Cornerstone Rescue Mission, 1,000.00; Correct RX Pharmacy Services Inc, 2,414.66; Cortech, 1,244.00; Costello Porter Et Al, 5,044.50; Craig Steinley, 2,277.50; Creative Surfaces Inc, 604.80; Crescent Electric Supply, 2,984.12; Cricket Lawn Service, 1,224.39; Crum Electric Supply, 2,457.89; Culligan Water, 151.50; Cummins Central Power LLC, 4,922.07; Cynthia M Weichmann, 396.90; Cynthia M Weichmann, 1,273.50; Dakota Battery & Electric, 118.48; Dakota Business Center, 46,824.31; Dakota Fluid Power Inc, 560.00; Dakota Laundry LLC, 15,807.50; Dakota Plains Legal Services Inc, 53,640.00; Dakota Radiology Pet/Ct & MRI, 914.40; Darby Dental Supply LLC, 226.56; David Scott, 207.70; Dawn Riter, 350.00; Dayna Kiewel, 280.60; Days Inn Pierre, 87.08; De Castro Law Office, PLLC, 2,616.00; Delta Dental Of South Dakota, 44,570.84; Denny Menholt Chevrolet, 612.80; Diamond Truck Equipment LLC, 2,629.78; Diamond Vogel Paint Center, 109.39; Diesel Machinery Inc, 1,511.94; DNA Labs International, 7,650.00; Door Security Products Inc, 160.71; Doug Andrus Distributing LLC, 50,713.52; Dronesense Inc, 7,500.00; Duffy Law Firm, Prof. LLC, 42,478.50; Dunes Dermatology, 89.00; Dustin Willett, 1,014.00; EMW Solutions LLC, 427.47; Erika Stammers, 87.00; Estes Park Apartments, 500.00; Evergreen Office Products, 1,260.60; Excel Truck & Trailer, 6,598.82; Executive Mgmt Fin Office, 464.00; Fastenal Company, 3,190.71; Federal Express, 65.50; Ferguson Enterprises Inc #226, 40.14; Fidelity Security Life Insurance Co, 5,769.68; First Interstate Bank, 278.95; First Interstate Bank, 589.44; First Interstate Bank, 127.96; First Interstate Bank, 93.70; First Interstate Bank, 1,003.28; First Interstate Bank, 2,448.01; First Interstate Bank, 991.32; First Interstate Bank, 39.98; First Interstate Bank, 1,114.86; First Interstate Bank, 137.63; First Interstate Bank, 112.00; First Interstate Bank, 3,501.78; First Interstate Bank, 4,928.06; First Interstate Bank, 916.11; First Interstate Bank, 1,115.92; First Interstate Bank, 7,908.49; First Interstate Bank, 4,773.78; Floyd's Truck Center, 1,759.07; Force America Distributing, 285.00; Foundation Building Materials, 139.52; Fox Law Firm PLLC, 305.32; French's Upholstery, 5,950.00; Fresh Start Carpet Care, 1,001.60; Fruit Of The Loom, 3,408.24; G & H Distributing - RC, 617.30; George Grassby, 420.60; George R Cameron, 450.45; GJ Holsworth & Sons Inc, 19.87; Global Tel'link, 8.42; Godfrey Brake Service And Supply Inc, 3,477.00; Golden West Companies, 34.98; Golden West Companies, 1,002.03; Golden West Technologies, 524,421.35; Govconnection Inc, 43,398.06; Governmentjobs.Com

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Inc, 1,647.73; Gray Manufacturing Company Inc, 13,409.00; Great Western Tire Inc, 4,831.71; Greta G Howe, 100.00; Grey & Eisenbraun Law Prof. LLC, 3,362.73; Grimm's Pump Service Inc, 2,580.44; Grossenburg Implement, 93.45; Gunderson Palmer Nelson And Ashmore LLP, 7,260.00; Gworks, 10,500.00; Hagels Tree Service And Property Care LLC, 1,000.00; Hainesway Apartment, 1,039.00; Haley Molstad, 907.00; Harms Oil Company, 26,589.79; Harveys Lock Shop, 608.13; HBD Inc, 2,236.50; Healthequity Inc, 61.50; Highway Improvement Inc, 426,481.25; Hillyard/Sioux Falls, 3,380.68; Hobart Sales & Service, 1,579.07; Holiday Inn Express, 224.00; Holiday Stationstores, LLC, 6.50; Hollie Kaufman, 209.11; Homeloanserv, 2,660.00; Homeslice Media Group LLC, 9,800.00; HP Inc, 2,635.00; Humane Society Of The Black Hills, 9,000.00; IAAO, 510.00; IAED, 650.00; Image 360 Rapid City, 524.99; Image All LLC, 830.12; Independent Window Tinting LLC, 5,643.58; Indoff Inc, 511.73; Industrial Organizational Solutions Inc, 50.00; Inland Truck Parts, 6,690.78; Innovative Office Solutions, LLC, 294.08; Interstate All Battery Center, 2,872.55; Intoximeters Inc, 5,100.00; ISC Companies, 873.14; Itc Global Networks LLC, 17.40; J & J Asphalt Co, 1,906.55; Jacquelyn R Nelson, 3,960.00; James Plate, 281.40; Jane Amiotte, 10.85; Jantech LLC, 792.50; Jean Carlson, 726.20; Jean M Cline, 2,408.00; Jenner Equipment Co, 1,398.77; Joe Gutierrez, 479.98; Joe Queriapa Arias, 64.32; John Paulin, 100.00; Johnstone Supply, 1,629.82; Joseph Delaney, 100.00; Joseph Group Rental 1 LLC, 450.00; Joseph Miller, 28.00; Joshua Kunde, 153.62; Jv Bailey Company Inc, 51,725.00; Karl Chevrolet Inc, 8,706.96; Karl's Appliance, 73.85; Katy Urban, 228.00; Kayla L Maruska, 986.65; Keely Texel Geldert, 347.60; Keith Wetzel, 145.49; Ken Wilson, 80.00; Kennedy Pier Loftus & Reynolds LLP, 324.00; Kent Pomplun, 141.37; Kevin E Kirschenmann, 1,575.00; Kieffer Sanitation/A Waste Management Co, 2,354.40; Kieffer Sanitation/A Waste Management Co, 6,544.42; Kiesler Police Supply Inc, 31,840.54; Kimball Midwest, 1,137.07; Kimberly K Johnson, 308.70; Kimberly Suckow, 32.76; Kinkade Funeral Chapel, 1,910.00; Kirk Funeral Home, 3,610.00; KLJ Engineering LLC, 21,721.84; Knecht Home Center Inc, 359.67; Koletzky Law Office Prof LLC, 208.00; Konica Minolta Premier Finance, 156.19; Laboratory Corporation Of America Holdings, 75.30; Lakota Community Homes Inc, 1,016.00; Landon O'Connell, 36.18; Language Line Services, 830.71; Lara Roetzel, 513.66; Lawson Products Inc, 1,442.97; Lazy U Motel, 1,392.40; Lewis & Clark Behavioral Health Services, 1,575.00; Liberty Chrysler Center, 32.32; Lifeways Inc, 150.00; Linda J Nohr, 5,450.00; Lingo Communications, LLC, 118.00; Lori Sargent, 350.00; Lori Thompson, 227.00; Low Voltage Integrators, 1,443.30; Lowe Roofing Of Wyoming LLC, 27,325.50; Lowe's, 12.19; Lucille M Lewno, 247.98; Lucy Annis Ganje, 7,150.00; Lutheran Social Services Of Sd, 66,885.76; M & W Towing & Recover Inc, 3,225.00; M&M Sales LLC, 332.00; Macqueen Emergency Group, 375.00; Manlove Forensics PC, 4,500.00; Marco Inc, 2,405.96; Marco Inc, 7,988.06; Mark Katterhagen, 40.00; Mary Rae Seifert, 1,845.00; Matthew Almeida, 38.00; Matthew Bender & Co Inc, 469.61; Matthew T Stephens, 25,725.00; McKesson Medical-Surgical Government Solutions LLC, 2,546.55; Mead Lumber Company Inc, 1,324.91; Medical Waste Transport Inc, 567.90; Medline Industries Inc, 2,189.74; Menards, 1,315.92; Metrocount USA Inc, 397.00; MG Oil Company, 18,422.36; Michael Farnsworth, MD, 10,000.00; Mid America, 22,399.69; Midcontinent Communications, 2,795.31; Midcontinent Communications, 2,961.25; Midcontinent Communications, 891.45; Midstates Equipment & Supply Inc, 12,243.75; Midstates Group Midstates Media Quality Quick Print, 63.00; Midwest

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Auto Chemical-Mac, 1,135.00; Midwest Connect, 837.91; Modern Office, 320.00; Montana Dakota Utilities, 979.68; Montana Dakota Utilities, 74.73; Monument Health Home Plus Pharmacy, 2,174.05; Monument Health Rapid City Hospital, Inc., 18,283.52; Mt Rushmore Telephone Co, 51.47; Myriad Genetic Laboratories Inc, 249.00; Nelson Law, 21,048.60; Nena, 2,980.00; Nicholas Graese, 160.00; Nooney Solay & Van Norman, 7,476.00; North Central International Of Rapid City Inc, 242.27; North Central Supply Inc, 16,158.21; Northern Safety Technology, Inc, 4,367.77; Northern Truck Equipment, 128.25; Northwest Pipe Fitting Inc, 2,307.56; Oaye Luta Okolakiciye, 312.50; O'Connor Company, 1,770.37; Office Depot, 146.43; Olson Towing, 80.00; Onsite First Aid, 122.88; O'reilly Auto Parts, 125.06; Osheim & Schmidt Funeral Home, 3,820.00; Otis Elevator Co, 829.00; Overhead Door Of Rapid City, 217.11; Oxford House Sodak, 900.00; Pacific Steel & Recycling, 191.37; Park Dietz & Associates Inc, 1,125.00; Parr Law PC, 5,543.00; Partson LLC, 1,509.04; Patrick Rose, 205.92; Paul Paulsen, 6,688.00; Pederson Law Office LLC, 2,638.30; Penn Co Bldgs & Grds Petty Cash, 44.70; Penn Co Equalization Petty Cash, 5.31; Penn Co Health & Human Sv Petty Cash, 707.09; Penn Co Highway Petty Cash, 23.87; Penn Co Jail Petty Cash, 1,298.00; Penn Co Sheriff Petty Cash, 773.24; Penn Co Sheriff's Office, 187.50; Penn Co States Atty Petty Cash, 496.40; Penn Conservation Dist, 17,500.00; Pennington County Housing & Redevelopment, 2,033.00; Pete Lien & Sons Inc, 3,513.44; Pharmchem Inc, 670.95; Phoenix Supply LLC, 689.27; Pine Lawn Memorial Park Inc, 14,100.00; Pioneer Bank & Trust, 13,609.20; Pioneer Bank & Trust, 5,152.17; Pioneer Bank & Trust, 6,045.38; Pioneer Bank & Trust, 6,555.09; Pioneer Bank & Trust, 3,301.77; Point Emblems LLC, 50.00; Power House, 569.60; Precision Eyecare PC, 404.58; Pressure Services Inc, 1,255.72; Professional Development Academy LLC, 4,500.00; Professional Metal Works, 125.00; Qualified Presort Service, LLC, 3,957.14; Quill Corporation, 67.95; Radarsign LLC, 8,364.00; Radiology Associates Professional LLC, 1,118.45; Rapid Fire Protection Inc, 2,777.54; Rapid Rooter, 810.00; Rapid Tire & Alignment, 376.87; Rapid Transit System, 150.00; Raven Walters, 212.56; RC Area School Dist 51-4, 4,195.03; RC Emergency Services Pa, 1,308.89; Rc Fire & Emergency Services, 1,352.31; Rc Medical Center LLC, 106.55; RDO Equipment Co, 10,098.83; Rebecca Tate, 79.06; Rebekah Ricketts, 129.10; Record Storage Solutions, 246.26; Redwood Toxicology Laboratory Inc, 13,059.60; Reliance Telephone Inc, 0.50; Reliance Telephone Inc, 7.49; Rh LLC, 500.00; Rinker Materials, 7,965.60; Rochester Armored Car Company Inc, 850.92; Rosenbaum's Signs & Outdoor Advertising Inc, 20,746.60; Roth Trucking Inc, 57,594.78; Runnings Supply Inc, 1,972.17; Russel Heupel, 53.60; Ryan McMurray, 500.00; Sagebrush Flats LLLP, 1,000.00; Sakura LLC, 1,316.00; Sand Scripts, 113.75; Sandra Sortland, 130.00; Sanford Labs, 73.08; Sanford Medical Occupational Medicine, 1,265.00; Satterwhite Therapy Services LLC, 962.55; Scott Weyer, 69.01; Scovel Psychological, 945.00; SD Dept Of Health, 10,760.00; SD Dept Of Public Safety, 464.00; SD Dept Of Revenue, 14,246.93; SD Dept Of Transp-Finance, 32,622.76; SD Dept. Of Military, 1,855.00; SD One Call Board, 22.05; SD Public Assurance Alliance, 563.06; SDN Communications, 6,517.59; SDN Communications, 4,079.33; SDSU, 107.47; SDSU Extension, 120.00; SDSU Extension, 515.17; Sean Henry, 112.56; Sean Smith, 28.00; Seco Construction Inc, 344,968.00; Servall Uniform/Linen Co, 3,042.75; Shannon Rittberger, 22.28; Sherwin Williams Paints, 33.89; Sign Express, 473.60; Simon Contractors Of South Dakota Inc, 86.30; Simpliverified, LLC, 272.50; Simpson & Associates Appraisal Services, 9,000.00; Simpson's Printing, 285.00; Sioux Falls

PENNINGTON COUNTY BOARD OF COMMISSIONERS
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Sheraton, 220.00; Skinner Law Office PC, 17,700.43; Skyline Engineering LLC, 1,375.00; Smoot Law Office, 990.00; Solemate Shoes And Uniform Center, 69.68; Southern Cross LLC, 740.00; Southern Hills Publishing, 18.37; Spee Dee Delivery Service Inc, 190.66; Spizzirri Properties Inc, 900.00; Stan Houston Equipment, 2,584.85; State Bar Of South Dakota, 17,855.00; Straight Line Striping, 820.64; Street Image Truck & Auto Accessories, 4,992.94; Sturdevants Auto Value, 7,574.55; Subsurface Inc, 52,580.00; Summit Signs & Supply Inc, 1,212.75; Sunsource, 1,141.24; Super Clean Tunnel Wash, 143.00; Survival Armor Inc, 5,954.13; Tallgrass Apartments I LLC, 1,000.00; Ted Forbes, 100.00; Tell Sandefur, 100.00; Teresa L Benson, 3,713.10; Tessco Incorporated, 196.28; Tessco LLC, 148.12; Thad Mason, 500.00; Thad Schmit, 500.00; The Law Office Of L Adam Bryson PC, 810.43; The Little Print Shop Inc, 205.64; The Rushmore Hotel, 1,866.30; Thomson Reuters-West, 7,899.69; Time Equipment Rental & Sales, 338.10; Tina Morford, 115.00; Tkrs Properties LLC, 3,772.27; Todd A Love, 7,649.16; Tollefsons Retail Group Inc, 3,158.16; Tow Pros, 824.00; Tracey R. Dollison Decker, 125.00; Trane Us Inc, 149,581.00; Transource Truck & Equipment Inc, 1,695.05; Trevor Abernathie, 255.00; Trinity Services Group Inc, 159,799.26; Tritech Software Systems, 2,682.12; Tru Green Lp, 3,160.74; Truenorth Steel, 40,395.20; Tsp, 6,093.75; Turnwell Mental Health Of South Dakota PC, 33,337.00; Twisted Shears LLC, 160.00; Tyler Business Forms, 992.71; Tyler Technologies, 6,887.50; Tzadik Lacrosse Apartments, LLC, 1,262.00; Tzadik Rapid City LLC, 3,023.23; Tzadik Rapid City Portfolio 1 LLC, 1,210.00; Uline, 3,410.65; United Rentals Northwest Inc, 26.79; US Bank Na Fees, 2,300.00; Usic Locating Services LLC, 311.76; USPS-Poc 8100669, 2,147.48; Valarie O'Day, 1,852.20; Valerie J Larson, 56.00; Vanstratton Winer And Associates LLC, 9,000.00; Vanway Trophy & Awards, 207.60; VB Rapid Creek Limited Partnership, 391.00; Verizon Connect Inc, 34.90; Verizon Wireless, 384.93; Verizon Wireless, 160.04; Verizon Wireless, 281.93; Vermeer High Plains, 103.95; Victor Gomez, 300.00; Waeckerle Law, Prof LLC, 408.00; Wall Building Center & Construction, 69.56; Walsh Polygraph LLC, 7,457.50; Walter Mcduff, 340.90; Wareing Sturgis Ford, 2,101.33; Watertree Inc, 1,255.90; Wellmark, 349,384.01; Wells Fargo Financial Leasing Inc, 126.35; Wendy T McGowan, 6,001.20; West River Electric, 4,981.34; West River Electric, 2,020.69; West River Electric, 212.59; West River Trailer Sales, 59.97; Western Communication Inc, 45,090.25; Western Construction Inc, 9,169.70; Western Mailers, 1,259.44; Western States Fire, 160.00; Western Stationers, 3,623.02; Wex Bank, 3,965.88; Wex Bank, 9,782.56; Wex Bank, 330.96; Wild West Screen Printing, 129.34; William M Schaefer, 16.00; William P Pond, 300.00; Winzer Franchise Company, 1,309.35; Wood Stock Supply, 296.00; Yankton Co Sheriff Office, 250.00; Yankton County Treasurer, 441.75; Yellow Robe Consulting Inc, 12,265.50; Young Gun Construction LLC, 14,128.99; ZMC LLC, 9,563.60.

EXECUTIVE SESSION PER SDCL § 1-25-2

MOVED by Hadcock and seconded by Weifenbach to go into Executive Session pursuant to SDCL § 1-25-2(1) for the purpose of discussing personnel matters. Vote: Unanimous. The Board remained in Executive Session from 2:11 p.m. until 2:25 p.m. Hadcock did not return from Executive Session.

PENNINGTON COUNTY BOARD OF COMMISSIONERS
Meeting of December 16, 2025

MOVED by Drewes and seconded by Rossknecht to come out of Executive Session. Vote: Unanimous.

AUDITOR'S ACCOUNT OF THE TREASURER: To the Pennington County Board of Commissioners, I hereby submit the following report of my examination of the cash and cash items in the hands of the County Treasurer as of December 16, 2025: Total balances of checking/savings account 4,993,272.38; Total of Outstanding Deposits, 47,862.24; Total balance of Treasurer's Office Safe Cash, 17,000.00; Wells Fargo Securities Investments 4,001,518.88; Total Certificates of Deposit, 10,087,447.86; Total Prime Value Investment, 54,708,038.59; Total Petty Cash, 17,690.00; Total Cash Items Paid, 5,704.07; Total long/short, (1,587.86); Total, 73,876,946.16. Submitted by Crystal Murray, Deputy Auditor.

PAYROLL

Commissioners, 15,483.05; Elections, 4,638.00; Auditor 11,318.20; Treasurer, 50,432.21; State's Attorney, 187,538.97; Public Defender, 101,273.70; Buildings & Grounds, 87,077.98; Equalization, 52,167.55; Register of Deeds, 18,309.01; IT, 34,250.40; Human Resources, 19,552.81; Sheriff, 345,694.51; Jail, 410,061.93; JSC, 140,636.38; JSC Juvenile Alternative, 2,988.68; CCADP, 151,057.16; Innovation Reentry Grant, 2,372.80; Economic Assistance, 45,900.18; Pivot Point, 1,851.20; Extension, 1,688.01; Natural Resources, 5,312.56; Pest Control, 9,389.60; Planning and Zoning, 27,972.21; Road & Bridge, 131,751.10; Fire Administration, 6,943.20; Dispatch, 147,080.18; Emergency Management, 4,753.60; 24-7 Program, 9,777.33.

ADJOURN

MOVED by Drewes and seconded by Rossknecht to adjourn the meeting. Vote: Unanimous. The meeting was adjourned at 2:25 p.m.

/s/ Sabrina Green, Auditor

Published once at an approximate cost of ____

Publish: January 8, 2026

Pennington County, SD

Pending Expense Approval Report

By Fund

Post Dates 1/6/2025 - 1/6/2026

Board Authorization

I, Ron Weifenbach, the Chair of the Pennington County Board of Commissioners, authorize payment for the invoice lists presented to the Board of Commissioners for approval on January 6, 2026, which have a grand total of \$1,150,056.51.

Chair

NAME	AMOUNT
ADVENT FINANCIAL SYSTEMS LLC	\$ 14,000.00
AT&T MOBILITY	\$ 4,564.93
BH ELECTRIC COOPERATIVE INC	\$ 68.01
BH ENERGY	\$ 175.00
BH ENERGY	\$ 4,385.77
BH ENERGY	\$ 228.52
BH ENERGY	\$ 441.51
BLUEPEAK	\$ 778.20
BLUEPEAK	\$ 200.00
CENTURY LINK	\$ 103.27
CITY OF BOX ELDER	\$ 73.99
CITY OF RAPID CITY	\$ 149.26
CITY OF RAPID CITY	\$ 1,445.15
CITY OF RAPID CITY -WATER	\$ 740.26
CITY OF RAPID CITY -WATER	\$ 1,888.90
GLOBAL TEL'LINK	\$ 9.29
GOLDEN WEST COMPANIES	\$ 69.95
HISEGA MEADOWS WATER INC	\$ 542.98
KIEFFER SANITATION/A WASTE MANAGEMENT CO	\$ 482.17
LIFE INSURANCE COMPANY OF NORTH AMERICA	\$ 2,778.48
MEDICAL WASTE TRANSPORT INC	\$ 854.10
MIDCONTINENT COMMUNICATIONS	\$ 1,225.59
MIDCONTINENT COMMUNICATIONS	\$ 2,282.02
MONTANA DAKOTA UTILITIES	\$ 20,474.75
MONTANA DAKOTA UTILITIES	\$ 4,513.00
PIONEER BANK & TRUST	\$ 161.49
PIONEER BANK & TRUST	\$ 2,630.73
PIONEER BANK & TRUST	\$ 3,980.28
RAINBOW GAS COMPANY	\$ 5,230.10
RELIANCE TELEPHONE INC	\$ 8.29
SDML WORKERS'	\$ 789,632.00
VERIZON WIRELESS	\$ 417.32
VERIZON WIRELESS	\$ 674.98
WELLMARK	\$ 284,846.22
TOTAL	\$ 1,150,056.51

Pennington County, SD

Expense Approval Report

By Fund

Post Dates 12/17/2025 - 12/17/2025

Account Name	Vendor Name	Purchased From Vendor	Description (Item)	Post Date	Account Number	Amount
Fund: 101 - General						
Vendor: 00153 - BH ENERGY						
Electric	BH ENERGY	BH ENERGY	Electricity	12/17/2025	101-0161-0428-8004-10	841.35
Shop Electric	BH ENERGY	BH ENERGY	DECEMBER SHOP ELECTRIC	12/17/2025	101-0232-0428-8027-20	195.90
Electric	BH ENERGY	BH ENERGY	Electricity	12/17/2025	101-0161-0428-8004-10	3,152.62
Misc Utilities	BH ENERGY	BH ENERGY	8678 1608 86 DECEMBER 20...	12/17/2025	101-0211-0428-8012-20	195.90
Vendor 00153 - BH ENERGY Total:						4,385.77
Vendor: 60466 - BH ENERGY						
JV Client Non Lienable	BH ENERGY	BH ENERGY	JV-Utility Past Due; Tanesha ...	12/17/2025	101-0411-0422-2109-40	175.00
Vendor 60466 - BH ENERGY Total:						175.00
Vendor: 00274 - CITY OF BOX ELDER						
JV Client Non Lienable	CITY OF BOX ELDER	CITY OF BOX ELDER	JV-SNAP-Utilities; Sherman E...	12/17/2025	101-0411-0422-2109-40	73.99
Vendor 00274 - CITY OF BOX ELDER Total:						73.99
Vendor: 00278 - CITY OF RAPID CITY -WATER						
Water	CITY OF RAPID CITY -WATER	CITY OF RAPID CITY -WATER	Water and Sewer	12/17/2025	101-0161-0428-8011-10	51.23
Water	CITY OF RAPID CITY -WATER	CITY OF RAPID CITY -WATER	Water and Sewer	12/17/2025	101-0161-0428-8011-10	239.03
JV Client Non Lienable	CITY OF RAPID CITY -WATER	CITY OF RAPID CITY -WATER	JV-SNAP-Utilities; Elaine Mar...	12/17/2025	101-0411-0422-2109-40	450.00
Vendor 00278 - CITY OF RAPID CITY -WATER Total:						740.26
Vendor: 57358 - CITY OF RAPID CITY						
Garbage	CITY OF RAPID CITY	CITY OF RAPID CITY	Landfill	12/17/2025	101-0161-0428-8005-10	149.26
Vendor 57358 - CITY OF RAPID CITY Total:						149.26
Vendor: 00513 - GOLDEN WEST COMPANIES						
Phone & Fax	GOLDEN WEST COMPANIES	GOLDEN WEST COMPANIES	DECEMBER 2025 SO/HWY SP...	12/17/2025	101-0211-0428-8008-20	34.97
Vendor 00513 - GOLDEN WEST COMPANIES Total:						34.97
Vendor: 57815 - KIEFFER SANITATION/A WASTE MANAGEMENT CO						
Garbage	KIEFFER SANITATION/A WAS...	KIEFFER SANITATION/A WAS...	Garbage Service	12/17/2025	101-0161-0428-8005-10	482.17
Vendor 57815 - KIEFFER SANITATION/A WASTE MANAGEMENT CO Total:						482.17
Vendor: 54046 - MEDICAL WASTE TRANSPORT INC						
Garbage	MEDICAL WASTE TRANSPORT..	MEDICAL WASTE TRANSPORT..	Medical Waste Disposal - Jail	12/17/2025	101-0161-0428-8005-10	854.10
Vendor 54046 - MEDICAL WASTE TRANSPORT INC Total:						854.10
Vendor: 59680 - MIDCONTINENT COMMUNICATIONS						
Misc Utilities	MIDCONTINENT COMMUNIC...	MIDCONTINENT COMMUNIC...	County Internet	12/17/2025	101-0171-0428-8012-10	750.39
Vendor 59680 - MIDCONTINENT COMMUNICATIONS Total:						750.39
Vendor: 00875 - MONTANA DAKOTA UTILITIES						
ral Gas	MONTANA DAKOTA UTILITIES	MONTANA DAKOTA UTILITIES	Natural Gas	12/17/2025	101-0161-0428-8013-10	823.37

Expense Approval Report

Post Dates: 12/17/2025 - 12/17/2025

Account Name	Vendor Name	Purchased From Vendor	Description (Item)	Post Date	Account Number	Amount
Natural Gas	MONTANA DAKOTA UTILITIES	MONTANA DAKOTA UTILITIES	Natural Gas	12/17/2025	101-0161-0428-8013-10	3,657.49
Natural Gas	MONTANA DAKOTA UTILITIES	MONTANA DAKOTA UTILITIES	Natural Gas	12/17/2025	101-0161-0428-8013-10	1,980.63
Natural Gas	MONTANA DAKOTA UTILITIES	MONTANA DAKOTA UTILITIES	Natural Gas	12/17/2025	101-0161-0428-8013-10	2,432.04
Natural Gas	MONTANA DAKOTA UTILITIES	MONTANA DAKOTA UTILITIES	Natural Gas	12/17/2025	101-0161-0428-8013-10	1,350.90
Natural Gas	MONTANA DAKOTA UTILITIES	MONTANA DAKOTA UTILITIES	Natural Gas	12/17/2025	101-0161-0428-8013-10	179.45
Electric	MONTANA DAKOTA UTILITIES	MONTANA DAKOTA UTILITIES	Natural Gas	12/17/2025	101-0446-0428-8004-40	1,149.49
Natural Gas	MONTANA DAKOTA UTILITIES	MONTANA DAKOTA UTILITIES	Natural Gas	12/17/2025	101-0161-0428-8013-10	2,564.26
Natural Gas	MONTANA DAKOTA UTILITIES	MONTANA DAKOTA UTILITIES	Natural Gas	12/17/2025	101-0161-0428-8013-10	640.98
Natural Gas	MONTANA DAKOTA UTILITIES	MONTANA DAKOTA UTILITIES	Natural Gas	12/17/2025	101-0161-0428-8013-10	333.12
Natural Gas	MONTANA DAKOTA UTILITIES	MONTANA DAKOTA UTILITIES	Natural Gas	12/17/2025	101-0161-0428-8013-10	375.92
Natural Gas	MONTANA DAKOTA UTILITIES	MONTANA DAKOTA UTILITIES	Natural Gas	12/17/2025	101-0161-0428-8013-10	657.76
Natural Gas	MONTANA DAKOTA UTILITIES	MONTANA DAKOTA UTILITIES	Natural Gas	12/17/2025	101-0161-0428-8013-10	2,363.41
Natural Gas	MONTANA DAKOTA UTILITIES	MONTANA DAKOTA UTILITIES	Natural Gas	12/17/2025	101-0161-0428-8013-10	1,213.76
Natural Gas	MONTANA DAKOTA UTILITIES	MONTANA DAKOTA UTILITIES	Natural Gas	12/17/2025	101-0161-0428-8013-10	22.63
Shop Gas	MONTANA DAKOTA UTILITIES	MONTANA DAKOTA UTILITIES	DECEMBER SHOP GAS	12/17/2025	101-0232-0428-8026-20	291.01
JV Client Non Liable	MONTANA DAKOTA UTILITIES	MONTANA DAKOTA UTILITIES	JV-Utility Past Due; Tanesha ...	12/17/2025	101-0411-0422-2109-40	147.51
Misc Utilities	MONTANA DAKOTA UTILITIES	MONTANA DAKOTA UTILITIES	DECEMBER 2025	12/17/2025	101-0211-0428-8012-20	291.02
Vendor 00875 - MONTANA DAKOTA UTILITIES Total:						20,474.75

Vendor: 63893 - PIONEER BANK & TRUST

Misc Fees - Nontaxable	PIONEER BANK & TRUST	PIONEER BANK & TRUST	DECEMBER 2025	12/17/2025	101-0211-0349-00-1306-21	-4,250.00
Membership Dues	PIONEER BANK & TRUST	SAM'S CLUB	DECEMBER 2025	12/17/2025	101-0211-0422-2056-20	164.61
Misc Fees	PIONEER BANK & TRUST	PROTECTIMUS LIMITED	DECEMBER 2025	12/17/2025	101-0211-0422-2058-20	4.74
Shredding	PIONEER BANK & TRUST	A TO Z SHREDDING	DECEMBER 2025	12/17/2025	101-0211-0422-2071-20	217.68
Training Registration	PIONEER BANK & TRUST	JUSTICE CLEARINGHOUSE	DECEMBER 2025	12/17/2025	101-0211-0422-2075-20	192.00
Batteries	PIONEER BANK & TRUST	AMAZON.COM SERVICES	DECEMBER 2025	12/17/2025	101-0211-0426-6003-20	-264.04
Computer & IT Equipment	PIONEER BANK & TRUST	PROTECTIMUS LIMITED	DECEMBER 2025	12/17/2025	101-0211-0426-6012-20	158.33
Equipment (\$5000	PIONEER BANK & TRUST	AMAZON.COM SERVICES	DECEMBER 2025	12/17/2025	101-0211-0426-6017-20	190.00
Furniture (\$5000	PIONEER BANK & TRUST	AMAZON.COM SERVICES	DECEMBER 2025	12/17/2025	101-0211-0426-6024-20	70.19
Misc Supplies	PIONEER BANK & TRUST	REFRIGERATOR FILTER STORE	DECEMBER 2025	12/17/2025	101-0211-0426-6040-20	67.99
Misc Supplies	PIONEER BANK & TRUST	KNECHT HOME CENTER INC	DECEMBER 2025	12/17/2025	101-0211-0426-6040-20	153.37
Misc Supplies	PIONEER BANK & TRUST	AMAZON.COM SERVICES	DECEMBER 2025	12/17/2025	101-0211-0426-6040-20	35.82
Misc Supplies	PIONEER BANK & TRUST	KNECHT HOME CENTER INC	DECEMBER 2025	12/17/2025	101-0211-0426-6040-20	119.96
Misc Supplies	PIONEER BANK & TRUST	AMAZON.COM SERVICES	DECEMBER 2025	12/17/2025	101-0211-0426-6040-20	35.59
Misc Supplies	PIONEER BANK & TRUST	SAND SCRIPTS	DECEMBER 2025	12/17/2025	101-0211-0426-6040-20	11.25
Misc Supplies	PIONEER BANK & TRUST	AMAZON.COM SERVICES	DECEMBER 2025	12/17/2025	101-0211-0426-6040-20	72.16
Misc Supplies	PIONEER BANK & TRUST	AMAZON.COM SERVICES	DECEMBER 2025	12/17/2025	101-0211-0426-6040-20	9.86
Postage	PIONEER BANK & TRUST	DHL EXPRESS USA	DECEMBER 2025	12/17/2025	101-0211-0426-6044-20	23.56
Radios	PIONEER BANK & TRUST	AMAZON.COM SERVICES	DECEMBER 2025	12/17/2025	101-0211-0426-6053-20	44.82
Recognition Staff/Vol	PIONEER BANK & TRUST	SAM'S CLUB	DECEMBER 2025	12/17/2025	101-0211-0426-6054-20	143.65
Testing Supplies	PIONEER BANK & TRUST	PEARSON EDUCATION	DECEMBER 2025	12/17/2025	101-0211-0426-6060-20	367.50
Forms	PIONEER BANK & TRUST	AMAZON.COM SERVICES	DECEMBER 2025	12/17/2025	101-0211-0426-6065-20	335.76
Forms	PIONEER BANK & TRUST	AMAZON.COM SERVICES	DECEMBER 2025	12/17/2025	101-0211-0426-6065-20	127.12
Supplies	PIONEER BANK & TRUST	AMAZON.COM SERVICES	DECEMBER 2025	12/17/2025	101-0211-0426-6096-20	20.93

Expense Approval Report

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Account Name	Vendor Name	Purchased From Vendor	Description (Item)	Post Date	Account Number	Amount
Office Supplies	PIONEER BANK & TRUST	AMAZON.COM SERVICES	DECEMBER 2025	12/17/2025	101-0211-0426-6096-20	134.91
Office Supplies	PIONEER BANK & TRUST	AMAZON.COM SERVICES	DECEMBER 2025	12/17/2025	101-0211-0426-6096-20	9.54
Office Supplies	PIONEER BANK & TRUST	AMAZON.COM SERVICES	DECEMBER 2025	12/17/2025	101-0211-0426-6096-20	119.57
Office Supplies	PIONEER BANK & TRUST	AMAZON.COM SERVICES	DECEMBER 2025	12/17/2025	101-0211-0426-6096-20	19.18
Extradition Travel	PIONEER BANK & TRUST	AMERICAN AIRLINES	DECEMBER 2025	12/17/2025	101-0211-0427-7011-20	-255.18
Extradition Travel	PIONEER BANK & TRUST	HYATT PLACE	DECEMBER 2025	12/17/2025	101-0211-0427-7011-20	196.16
Extradition Travel	PIONEER BANK & TRUST	AMERICAN AIRLINES	DECEMBER 2025	12/17/2025	101-0211-0427-7011-20	-255.18
Extradition Travel	PIONEER BANK & TRUST	EXPEDIA GROUP	DECEMBER 2025	12/17/2025	101-0211-0427-7011-20	366.00
Training Travel	PIONEER BANK & TRUST	HOLIDAY INN EXPRESS & SUI...	DECEMBER 2025	12/17/2025	101-0211-0427-7019-20	220.00
Training Travel	PIONEER BANK & TRUST	HOLIDAY INN EXPRESS & SUI...	DECEMBER 2025	12/17/2025	101-0211-0427-7019-20	220.00
Phone & Fax	PIONEER BANK & TRUST	MIDCONTINENT COMMUNIC...	DECEMBER 2025	12/17/2025	101-0211-0428-8008-20	44.31
Phone & Fax	PIONEER BANK & TRUST	MIDCONTINENT COMMUNIC...	DECEMBER 2025	12/17/2025	101-0211-0428-8008-20	205.39
Phone & Fax	PIONEER BANK & TRUST	MIDCONTINENT COMMUNIC...	DECEMBER 2025	12/17/2025	101-0211-0428-8008-20	510.39
Misc Utilities	PIONEER BANK & TRUST	KIEFFER SANITATION/A WAS...	DECEMBER 2025	12/17/2025	101-0211-0428-8012-20	101.69
Supplies Transport	PIONEER BANK & TRUST	HARDWARE WORLD LLC	DECEMBER 2025	12/17/2025	101-0232-0426-6105-20	107.54
Supplies Transport	PIONEER BANK & TRUST	LOWE'S	DECEMBER 2025	12/17/2025	101-0232-0426-6105-20	37.82
Supplies Transport	PIONEER BANK & TRUST	LOWE'S	DECEMBER 2025	12/17/2025	101-0232-0426-6105-20	-11.86
Shop Garbage	PIONEER BANK & TRUST	KIEFFER SANITATION/A WAS...	DECEMBER 2025	12/17/2025	101-0232-0428-8025-20	101.69
Shop Garbage	PIONEER BANK & TRUST	KIEFFER SANITATION/A WAS...	DECEMBER 2025	12/17/2025	101-0232-0428-8025-20	101.69
OC Spray	PIONEER BANK & TRUST	COPSPLUS	DECEMBER 2025	12/17/2025	101-0251-0426-6042-20	110.12
Phone & Fax	PIONEER BANK & TRUST	AT&T MOBILITY	DECEMBER 2025	12/17/2025	101-0282-0428-8008-20	24.86
Vendor 63893 - PIONEER BANK & TRUST Total:						161.49
Vendor: 51012 - RAINBOW GAS COMPANY						
Natural Gas	RAINBOW GAS COMPANY	RAINBOW GAS COMPANY	NATURAL GAS	12/17/2025	101-0161-0428-8013-10	5,230.10
Vendor 51012 - RAINBOW GAS COMPANY Total:						5,230.10
Vendor: 28924 - VERIZON WIRELESS						
Misc Utilities	VERIZON WIRELESS	VERIZON WIRELESS	Cell Phone Service	12/17/2025	101-0161-0428-8012-10	417.32
Vendor 28924 - VERIZON WIRELESS Total:						417.32
Fund 101 - General Total:						33,929.57
Fund: 201 - Road & Bridge						
Vendor: 00513 - GOLDEN WEST COMPANIES						
Misc Utilities	GOLDEN WEST COMPANIES	GOLDEN WEST COMPANIES	HC INTERNET	12/17/2025	201-0311-0428-8012-30	34.98
Vendor 00513 - GOLDEN WEST COMPANIES Total:						34.98
Vendor: 59680 - MIDCONTINENT COMMUNICATIONS						
Misc Utilities	MIDCONTINENT COMMUNIC...	MIDCONTINENT COMMUNIC...	TELEPHONE SERVICES	12/17/2025	201-0311-0428-8012-30	475.20
Vendor 59680 - MIDCONTINENT COMMUNICATIONS Total:						475.20
Fund 201 - Road & Bridge Total:						510.18

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Account Name	Vendor Name	Purchased From Vendor	Description (Item)	Post Date	Account Number	Amount
Fund: 222 - E911						
Vendor: 66375 - BLUEPEAK						
Misc Utilities	BLUEPEAK	BLUEPEAK	Camp Rapid Internet & Phon...	12/17/2025	222-0295-0428-8012-20	778.20
Vendor 66375 - BLUEPEAK Total:						778.20
Fund 222 - E911 Total:						778.20
Grand Total:						35,217.95

Report Summary**Fund Summary**

Fund	Payment Amount
101 - General	33,929.57
201 - Road & Bridge	510.18
222 - E911	778.20
Grand Total:	35,217.95

Account Summary

Account Number	Account Name	Payment Amount
101-0161-0428-8004-10	Electric	3,993.97
101-0161-0428-8005-10	Garbage	1,485.53
101-0161-0428-8011-10	Water	290.26
101-0161-0428-8012-10	Misc Utilities	417.32
101-0161-0428-8013-10	Natural Gas	23,825.82
101-0171-0428-8012-10	Misc Utilities	750.39
101-0211-0349-00-1306-21	Misc Fees - Nontaxable	-4,250.00
101-0211-0422-2056-20	Membership Dues	164.61
101-0211-0422-2058-20	Misc Fees	4.74
101-0211-0422-2071-20	Shredding	217.68
101-0211-0422-2075-20	Training Registration	192.00
101-0211-0426-6003-20	Batteries	-264.04
101-0211-0426-6012-20	Computer & IT Equipme...	158.33
101-0211-0426-6017-20	Equipment (\$5000	190.00
101-0211-0426-6024-20	Furniture (\$5000	70.19
101-0211-0426-6040-20	Misc Supplies	506.00
101-0211-0426-6044-20	Postage	23.56
101-0211-0426-6053-20	Radios	44.82
101-0211-0426-6054-20	Recognition Staff/Vol	143.65
101-0211-0426-6060-20	Testing Supplies	367.50
101-0211-0426-6065-20	Uniforms	462.88
101-0211-0426-6096-20	Office Supplies	304.13
101-0211-0427-7011-20	Extradition Travel	51.80
101-0211-0427-7019-20	Training Travel	440.00
101-0211-0428-8008-20	Phone & Fax	795.06
101-0211-0428-8012-20	Misc Utilities	588.61
101-0232-0426-6105-20	Supplies Transport	133.50
101-0232-0428-8025-20	Shop Garbage	203.38
101-0232-0428-8026-20	Shop Gas	291.01
101-0232-0428-8027-20	Shop Electric	195.90
101-0251-0426-6042-20	OC Spray	110.12
101-0282-0428-8008-20	Phone & Fax	24.86
101-0411-0422-2109-40	JV Client Non Lienable	846.50

Account Summary		
Account Number	Account Name	Payment Amount
101-0446-0428-8004-40	Electric	1,149.49
201-0311-0428-8012-30	Misc Utilities	510.18
222-0295-0428-8012-20	Misc Utilities	778.20
Grand Total:		35,217.95

Project Account Summary	
Project Account Key	Payment Amount
None	35,217.95
Grand Total:	35,217.95

Pennington County, SD

Expense Approval Report

By Fund

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Account Name	Vendor Name	Purchased From Vendor	Description (Item)	Post Date	Account Number	Amount
Fund: 101 - General						
Vendor: 60822 - AT&T MOBILITY						
Cell Phones	AT&T MOBILITY	AT&T MOBILITY	CELL PHONES - STATE ATTY O...	12/24/2025	101-0151-0428-8002-10	205.01
Cell Phone	AT&T MOBILITY	AT&T MOBILITY	DECEMBER 2025	12/24/2025	101-0211-0428-8002-20	93.06
Cell Phone	AT&T MOBILITY	AT&T MOBILITY	DECEMBER 2025	12/24/2025	101-0211-0428-8002-20	43.54
Cell Phone	AT&T MOBILITY	AT&T MOBILITY	DECEMBER 2025	12/24/2025	101-0211-0428-8002-20	3,346.55
Cell Phone	AT&T MOBILITY	AT&T MOBILITY	DECEMBER 2025	12/24/2025	101-0232-0428-8002-20	558.70
Cell Phone Transport	AT&T MOBILITY	AT&T MOBILITY	DECEMBER 2025	12/24/2025	101-0232-0428-8019-20	18.63
Cell Phone	AT&T MOBILITY	AT&T MOBILITY	DECEMBER 2025	12/24/2025	101-0251-0428-8002-20	101.31
Cell Phone	AT&T MOBILITY	AT&T MOBILITY	DECEMBER 2025	12/24/2025	101-0263-0428-8002-20	151.60
Vendor 60822 - AT&T MOBILITY Total:						4,518.40
Vendor: 62478 - BH ELECTRIC COOPERATIVE INC						
Misc. Utilities	BH ELECTRIC COOPERATIVE I...	BH ELECTRIC COOPERATIVE I...	Rockerville Tower Electric	12/24/2025	101-0229-0428-8012-20	28.77
Vendor 62478 - BH ELECTRIC COOPERATIVE INC Total:						28.77
Vendor: 00153 - BH ENERGY						
Misc. Utilities	BH ENERGY	BH ENERGY	Hill City Tower Electric	12/24/2025	101-0229-0428-8012-20	171.05
Vendor 00153 - BH ENERGY Total:						171.05
Vendor: 60466 - BH ENERGY						
JV Client Non Lienable	BH ENERGY	BH ENERGY	JV-Utility Fees; Mariah Lorrai...	12/24/2025	101-0411-0422-2109-40	288.51
JV Client Non Lienable	BH ENERGY	BH ENERGY	JV-Utility Deposit; Mariah Lor...	12/24/2025	101-0411-0422-2109-40	153.00
Vendor 60466 - BH ENERGY Total:						441.51
Vendor: 66375 - BLUEPEAK						
Internet	BLUEPEAK	BLUEPEAK	DECEMBER INTERNET	12/24/2025	101-0232-0428-8006-20	200.00
Vendor 66375 - BLUEPEAK Total:						200.00
Vendor: 00278 - CITY OF RAPID CITY -WATER						
JV Client Non Lienable	CITY OF RAPID CITY -WATER	CITY OF RAPID CITY -WATER	JV-SNAP-Utilities; Carlene M...	12/24/2025	101-0411-0422-2109-40	232.98
Water	CITY OF RAPID CITY -WATER	CITY OF RAPID CITY -WATER	WATER	12/24/2025	101-0251-0428-8011-20	1,552.72
JV Client Non Lienable	CITY OF RAPID CITY -WATER	CITY OF RAPID CITY -WATER	JV-SNAP-Utilities; Autumn M...	12/24/2025	101-0411-0422-2109-40	103.20
Vendor 00278 - CITY OF RAPID CITY -WATER Total:						1,888.90
Vendor: 62977 - GLOBAL TEL'LINK						
Phone & Fax	GLOBAL TEL'LINK	GLOBAL TEL'LINK	long distance phone charges	12/24/2025	101-0152-0428-8008-10	9.29
Vendor 62977 - GLOBAL TEL'LINK Total:						9.29
Vendor: 73495 - HISEGA MEADOWS WATER INC						
ient Non Lienable	HISEGA MEADOWS WATER I...	HISEGA MEADOWS WATER I...	JV-SNAP-Utilities; Tamra Lee...	12/24/2025	101-0411-0422-2109-40	542.98
Vendor 73495 - HISEGA MEADOWS WATER INC Total:						542.98

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Account Name	Vendor Name	Purchased From Vendor	Description (Item)	Post Date	Account Number	Amount
Vendor: 59680 - MIDCONTINENT COMMUNICATIONS						
Phone & Fax	MIDCONTINENT COMMUNIC...	MIDCONTINENT COMMUNIC...	DECEMBER PHONES	12/24/2025	101-0232-0428-8008-20	189.48
Phone & Fax	MIDCONTINENT COMMUNIC...	MIDCONTINENT COMMUNIC...	PHONE	12/24/2025	101-0251-0428-8008-20	1,055.23
Phone & Fax	MIDCONTINENT COMMUNIC...	MIDCONTINENT COMMUNIC...	DECEMBER 2025	12/24/2025	101-0211-0428-8008-20	43.90
Phone & Fax	MIDCONTINENT COMMUNIC...	MIDCONTINENT COMMUNIC...	DECEMBER 2025	12/24/2025	101-0211-0428-8008-20	87.24
Phone & Fax	MIDCONTINENT COMMUNIC...	MIDCONTINENT COMMUNIC...	DECEMBER 2025	12/24/2025	101-0211-0428-8008-20	510.39
Phone & Fax	MIDCONTINENT COMMUNIC...	MIDCONTINENT COMMUNIC...	DECEMBER 2025-193822801	12/24/2025	101-0211-0428-8008-20	205.39
Phone & Fax	MIDCONTINENT COMMUNIC...	MIDCONTINENT COMMUNIC...	INTERNET	12/24/2025	101-0251-0428-8008-20	95.20
Vendor 59680 - MIDCONTINENT COMMUNICATIONS Total:						2,186.83
Vendor: 00875 - MONTANA DAKOTA UTILITIES						
Natural Gas	MONTANA DAKOTA UTILITIES	MONTANA DAKOTA UTILITIES	Natural Gas	12/24/2025	101-0161-0428-8013-10	138.13
Natural Gas	MONTANA DAKOTA UTILITIES	MONTANA DAKOTA UTILITIES	Natural Gas	12/24/2025	101-0161-0428-8013-10	84.22
Natural Gas	MONTANA DAKOTA UTILITIES	MONTANA DAKOTA UTILITIES	GAS	12/24/2025	101-0251-0428-8013-20	2,427.86
Misc. Utilities	MONTANA DAKOTA UTILITIES	MONTANA DAKOTA UTILITIES	Rockerville Tower Gas	12/24/2025	101-0229-0428-8012-20	22.58
Vendor 00875 - MONTANA DAKOTA UTILITIES Total:						2,672.79
Vendor: 63893 - PIONEER BANK & TRUST						
Contracts	PIONEER BANK & TRUST	NETFLIX INC	NETFLIX SUBSCRIPTION	12/24/2025	101-0251-0422-2016-20	24.99
Software	PIONEER BANK & TRUST	ADOBE INC	ADOBE SUBSCRIPTION - JOE	12/24/2025	101-0251-0422-2072-20	263.88
Detainee Services	PIONEER BANK & TRUST	PEARSON VUE	GED TESTING	12/24/2025	101-0251-0422-2082-20	5.65
Detainee Services	PIONEER BANK & TRUST	PEARSON VUE	GED TESTING	12/24/2025	101-0251-0422-2082-20	5.65
Detainee Services	PIONEER BANK & TRUST	PEARSON VUE	GED TESTING	12/24/2025	101-0251-0422-2082-20	5.65
Detainee Services	PIONEER BANK & TRUST	PEARSON VUE	GED TESTING	12/24/2025	101-0251-0422-2082-20	30.00
Detainee Services	PIONEER BANK & TRUST	PEARSON VUE	GED TESTING	12/24/2025	101-0251-0422-2082-20	30.00
Detainee Services	PIONEER BANK & TRUST	PEARSON VUE	GED TESTING	12/24/2025	101-0251-0422-2082-20	30.00
Detainee Services	PIONEER BANK & TRUST	PEARSON VUE	GED TESTING	12/24/2025	101-0251-0422-2082-20	5.65
Detainee Services	PIONEER BANK & TRUST	PEARSON VUE	GED TESTING	12/24/2025	101-0251-0422-2082-20	5.65
Detainee Services	PIONEER BANK & TRUST	PEARSON VUE	GED TESTING	12/24/2025	101-0251-0422-2082-20	5.65
Clothing-Inmate/Detainees	PIONEER BANK & TRUST	AMAZON.COM SERVICES	CLOTHING - MEDICAL APPR...	12/24/2025	101-0251-0426-6010-20	58.56
Commissary Supplies	PIONEER BANK & TRUST	AMAZON.COM SERVICES	BE SUPPLIES	12/24/2025	101-0251-0426-6011-20	96.87
Commissary Supplies	PIONEER BANK & TRUST	AMAZON.COM SERVICES	BE SUPPLIES	12/24/2025	101-0251-0426-6011-20	10.44
Commissary Supplies	PIONEER BANK & TRUST	AMAZON.COM SERVICES	BE SUPPLIES	12/24/2025	101-0251-0426-6011-20	179.53
Commissary Supplies	PIONEER BANK & TRUST	AMAZON.COM SERVICES	BE SUPPLIES	12/24/2025	101-0251-0426-6011-20	120.12
Commissary Supplies	PIONEER BANK & TRUST	AMAZON.COM SERVICES	BE SUPPLIES	12/24/2025	101-0251-0426-6011-20	92.24
Commissary Supplies	PIONEER BANK & TRUST	AMAZON.COM SERVICES	BE SUPPLIES	12/24/2025	101-0251-0426-6011-20	71.40
Commissary Supplies	PIONEER BANK & TRUST	AMAZON.COM SERVICES	BE SUPPLIES	12/24/2025	101-0251-0426-6011-20	20.99
Commissary Supplies	PIONEER BANK & TRUST	AMAZON.COM SERVICES	BE SUPPLIES	12/24/2025	101-0251-0426-6011-20	25.99
Commissary Supplies	PIONEER BANK & TRUST	AMAZON.COM SERVICES	BE SUPPLIES	12/24/2025	101-0251-0426-6011-20	27.99
Commissary Supplies	PIONEER BANK & TRUST	SAM'S CLUB	BE SUPPLIES	12/24/2025	101-0251-0426-6011-20	53.94
Commissary Supplies	PIONEER BANK & TRUST	AMAZON.COM SERVICES	BE SUPPLIES	12/24/2025	101-0251-0426-6011-20	36.83
Equipment (\$5000	PIONEER BANK & TRUST	AMAZON.COM SERVICES	PORTABLE DVD PLAYERS	12/24/2025	101-0251-0426-6017-20	388.60
oment (\$5000	PIONEER BANK & TRUST	WALMART INC	TV - CONFERENCE ROOM 3	12/24/2025	101-0251-0426-6017-20	84.42
ity Supplies	PIONEER BANK & TRUST	MENARDS	COUNTER TOP - CONF ROOM...	12/24/2025	101-0251-0426-6019-20	30.00
ity Supplies	PIONEER BANK & TRUST	AMAZON.COM SERVICES	OFFICE SUPPLIES	12/24/2025	101-0251-0426-6019-20	15.90

Expense Approval Report

Post Dates: 12/24/2025 - 12/24/2025

Account Name	Vendor Name	Purchased From Vendor	Description (Item)	Post Date	Account Number	Amount
Facility Supplies	PIONEER BANK & TRUST	AMAZON.COM SERVICES	OFFICE SUPPLIES	12/24/2025	101-0251-0426-6019-20	32.92
Facility Supplies	PIONEER BANK & TRUST	AMAZON.COM SERVICES	LIP BALM	12/24/2025	101-0251-0426-6019-20	275.34
Facility Supplies	PIONEER BANK & TRUST	AMAZON.COM SERVICES	OFFICE SUPPLIES	12/24/2025	101-0251-0426-6019-20	46.45
Facility Supplies	PIONEER BANK & TRUST	AMAZON.COM SERVICES	OFFICE SUPPLIES	12/24/2025	101-0251-0426-6019-20	47.00
Facility Supplies	PIONEER BANK & TRUST	AMAZON.COM SERVICES	OFFICE SUPPLIES	12/24/2025	101-0251-0426-6019-20	63.54
Facility Supplies	PIONEER BANK & TRUST	AMAZON.COM SERVICES	FACILITY SUPPLIES	12/24/2025	101-0251-0426-6019-20	76.14
Facility Supplies	PIONEER BANK & TRUST	AMAZON.COM SERVICES	OFFICE SUPPLIES	12/24/2025	101-0251-0426-6019-20	21.51
Facility Supplies	PIONEER BANK & TRUST	VALLEY ENTERPRISES INTL LLC	TWO WAY RADIO EARBUDS --...	12/24/2025	101-0251-0426-6019-20	36.69
Hygiene Supplies	PIONEER BANK & TRUST	AMAZON.COM SERVICES	HYGIENE SUPPLIES	12/24/2025	101-0251-0426-6027-20	14.12
Kitchen Supplies	PIONEER BANK & TRUST	AMAZON.COM SERVICES	FOAM TRAYS	12/24/2025	101-0251-0426-6031-20	90.99
Medical Supplies	PIONEER BANK & TRUST	AMAZON.COM SERVICES	MEDICATED SHAMPOO	12/24/2025	101-0251-0426-6038-20	32.48
Medical Supplies	PIONEER BANK & TRUST	AMAZON.COM SERVICES	PORTION CUPS	12/24/2025	101-0251-0426-6038-20	53.25
Medical Supplies	PIONEER BANK & TRUST	AMAZON.COM SERVICES	MEDICAL SUPPLIES	12/24/2025	101-0251-0426-6038-20	18.97
Medical Supplies	PIONEER BANK & TRUST	AMAZON.COM SERVICES	MEDICAL SUPPLIES	12/24/2025	101-0251-0426-6038-20	84.78
Printer Supplies	PIONEER BANK & TRUST	AMAZON.COM SERVICES	TONER	12/24/2025	101-0251-0426-6048-20	359.00
Program Supplies	PIONEER BANK & TRUST	HOBBY LOBBY	PROGRAM SUPPLIES	12/24/2025	101-0251-0426-6049-20	47.75
Program Supplies	PIONEER BANK & TRUST	AMAZON.COM SERVICES	PROGRAM SUPPLIES - SCHO...	12/24/2025	101-0251-0426-6049-20	335.89
Program Supplies	PIONEER BANK & TRUST	AMAZON.COM SERVICES	PROGRAM SUPPLIES - SCHO...	12/24/2025	101-0251-0426-6049-20	147.64
Program Supplies	PIONEER BANK & TRUST	AMAZON.COM SERVICES	SCHOOL SUPPLIES	12/24/2025	101-0251-0426-6049-20	139.12
Program Supplies	PIONEER BANK & TRUST	HOBBY LOBBY	PROGRAM SUPPLIES	12/24/2025	101-0251-0426-6049-20	16.47
Program Supplies	PIONEER BANK & TRUST	AMAZON.COM SERVICES	PROGRAM SUPPLIES - GRAD...	12/24/2025	101-0251-0426-6049-20	5.89
Program Supplies	PIONEER BANK & TRUST	WALGREEN CO	GED PHOTOS	12/24/2025	101-0251-0426-6049-20	3.90
Program Supplies	PIONEER BANK & TRUST	AMAZON.COM SERVICES	PROGRAM SUPPLIES - CLASS...	12/24/2025	101-0251-0426-6049-20	303.85
Facility Supplies	PIONEER BANK & TRUST	AMAZON.COM SERVICES	OFFICE SUPPLIES CREDIT	12/24/2025	101-0251-0426-6019-20	-35.94
Vendor 63893 - PIONEER BANK & TRUST Total:						3,944.34
Vendor: 58928 - RELIANCE TELEPHONE INC						
Phone & Fax	RELIANCE TELEPHONE INC	RELIANCE TELEPHONE INC	long distance phone charges	12/24/2025	101-0152-0428-8008-10	8.29
Vendor 58928 - RELIANCE TELEPHONE INC Total:						8.29
Vendor: 28924 - VERIZON WIRELESS						
Phone & Fax	VERIZON WIRELESS	VERIZON WIRELESS	Verizon Invoice	12/24/2025	101-0172-0428-8008-10	39.73
Vendor 28924 - VERIZON WIRELESS Total:						39.73
Fund 101 - General Total:						16,652.88
Fund: 201 - Road & Bridge						
Vendor: 59130 - CENTURY LINK						
Misc Utilities	CENTURY LINK	CENTURY LINK	HC TELEPHONE	12/24/2025	201-0311-0428-8012-30	103.27
Vendor 59130 - CENTURY LINK Total:						103.27
Vendor: 57358 - CITY OF RAPID CITY						
Misc Utilities	CITY OF RAPID CITY	CITY OF RAPID CITY	SEWER & WATER SERVICES	12/24/2025	201-0311-0428-8012-30	1,094.32
Misc Utilities	CITY OF RAPID CITY	CITY OF RAPID CITY	SEWER & WATER SERVICES	12/24/2025	201-0311-0428-8012-30	45.29
Utilities	CITY OF RAPID CITY	CITY OF RAPID CITY	SEWER & WATER SERVICES	12/24/2025	201-0311-0428-8012-30	286.00
Utilities	CITY OF RAPID CITY	CITY OF RAPID CITY	SEWER & WATER SERVICES	12/24/2025	201-0311-0428-8012-30	19.54
Vendor 57358 - CITY OF RAPID CITY Total:						1,445.15

Expense Approval Report

Post Dates: 12/24/2025 - 12/24/2025

Account Name	Vendor Name	Purchased From Vendor	Description (Item)	Post Date	Account Number	Amount
Vendor: 59680 - MIDCONTINENT COMMUNICATIONS						
Misc Utilities	MIDCONTINENT COMMUNIC...	MIDCONTINENT COMMUNIC...	TELEPHONE SERVICES	12/24/2025	201-0311-0428-8012-30	95.19
Vendor 59680 - MIDCONTINENT COMMUNICATIONS Total:						95.19
Vendor: 00875 - MONTANA DAKOTA UTILITIES						
Misc Utilities	MONTANA DAKOTA UTILITIES	MONTANA DAKOTA UTILITIES	GAS/PROPANE	12/24/2025	201-0311-0428-8012-30	76.23
Misc Utilities	MONTANA DAKOTA UTILITIES	MONTANA DAKOTA UTILITIES	GAS/PROPANE	12/24/2025	201-0311-0428-8012-30	1,301.49
Misc Utilities	MONTANA DAKOTA UTILITIES	MONTANA DAKOTA UTILITIES	GAS/PROPANE	12/24/2025	201-0311-0428-8012-30	462.49
Vendor 00875 - MONTANA DAKOTA UTILITIES Total:						1,840.21
Vendor: 28924 - VERIZON WIRELESS						
Misc Utilities	VERIZON WIRELESS	VERIZON WIRELESS	CELL PHONE SERVICES	12/24/2025	201-0311-0428-8012-30	635.25
Vendor 28924 - VERIZON WIRELESS Total:						635.25
Fund 201 - Road & Bridge Total:						4,119.07
Fund: 226 - Emergency Mgmt						
Vendor: 62478 - BH ELECTRIC COOPERATIVE INC						
Utilities - EOC	BH ELECTRIC COOPERATIVE I...	BH ELECTRIC COOPERATIVE I...	Custer Tower	12/24/2025	226-0285-0428-6120-20	39.24
Vendor 62478 - BH ELECTRIC COOPERATIVE INC Total:						39.24
Vendor: 00153 - BH ENERGY						
Utilities - Public Warn & Info	BH ENERGY	BH ENERGY	Siren - 517 San Marco Blvd	12/24/2025	226-0285-0428-6119-20	19.62
Utilities - Public Warn & Info	BH ENERGY	BH ENERGY	Siren - 4009 W Saint Louis	12/24/2025	226-0285-0428-6119-20	19.62
Utilities - Public Warn & Info	BH ENERGY	BH ENERGY	Siren - 3305 Powderhorn Dr	12/24/2025	226-0285-0428-6119-20	18.23
Vendor 00153 - BH ENERGY Total:						57.47
Vendor: 63893 - PIONEER BANK & TRUST						
Fees - EOC	PIONEER BANK & TRUST	ZOOM COMMUNICATIONS I...	Zoom - EM Video Conferenci...	12/24/2025	226-0285-0422-6120-20	15.99
Fees- EM Admin	PIONEER BANK & TRUST	INTL ASSOCIATION OF EMEG...	IAEM - ED Member Fees	12/24/2025	226-0285-0422-6122-20	199.00
Fees- EM Admin	PIONEER BANK & TRUST	SAM'S CLUB	Sam's Club - Annual Member...	12/24/2025	226-0285-0422-6122-20	53.10
Fees- EM Admin	PIONEER BANK & TRUST	INTL ASSOCIATION OF EMEG...	IAEM - AD Member Fees	12/24/2025	226-0285-0422-6122-20	199.00
Supplies - EOC	PIONEER BANK & TRUST	DADAH KIDS CORP	Pauly's - EOC Activation Meal	12/24/2025	226-0285-0426-6120-20	66.47
Supplies - EOC	PIONEER BANK & TRUST	DADAH KIDS CORP	Pauly's - EOC Activation Meal...	12/24/2025	226-0285-0426-6120-20	-4.47
Supplies-EM Admin	PIONEER BANK & TRUST	GOTPRINT.COM	GotPrint - DJ Business Cards	12/24/2025	226-0285-0426-6122-20	30.61
Supplies-EM Admin	PIONEER BANK & TRUST	O'REILLY AUTO PARTS	O'Reilly - EM2 Vehicle Suppli...	12/24/2025	226-0285-0426-6122-20	17.99
Supplies-EM Admin	PIONEER BANK & TRUST	AMAZON.COM SERVICES	Amazon - EM Admin Supplies	12/24/2025	226-0285-0426-6122-20	37.70
Supplies-EM Admin	PIONEER BANK & TRUST	AMAZON.COM SERVICES	Amazon - EM Admin Supplies	12/24/2025	226-0285-0426-6122-20	53.56
Supplies-EM Admin	PIONEER BANK & TRUST	AMAZON.COM SERVICES	Amazon - EM Admin Supplies	12/24/2025	226-0285-0426-6122-20	99.00
Supplies-EM Admin	PIONEER BANK & TRUST	AMAZON.COM SERVICES	Amazon - EM Admin Supplies	12/24/2025	226-0285-0426-6122-20	119.56
Supplies-EM Admin	PIONEER BANK & TRUST	AMAZON.COM SERVICES	Amazon - EM Admin Supplies	12/24/2025	226-0285-0426-6122-20	143.10
Supplies-EM Admin	PIONEER BANK & TRUST	O'REILLY AUTO PARTS	O'Reilly - EM2 Vehicle Suppli...	12/24/2025	226-0285-0426-6122-20	7.49
Travel-Excercise & Training	PIONEER BANK & TRUST	HOLIDAY INN EXPRESS	Holiday Inn Fort Pierre - AD T...	12/24/2025	226-0285-0427-6116-20	112.00
Travel-EM Admin	PIONEER BANK & TRUST	HOLIDAY INN EXPRESS & SUI...	Holiday Inn Louisville - DW I...	12/24/2025	226-0285-0427-6122-20	1,128.64
Utilities - EOC	PIONEER BANK & TRUST	SPACE EXPLORATION TECH ...	Starlink - EM1 & EM2 Data Pl...	12/24/2025	226-0285-0428-6120-20	100.00
Vendor 63893 - PIONEER BANK & TRUST Total:						2,378.74
Fund 226 - Emergency Mgmt Total:						2,475.45

Expense Approval Report

Post Dates: 12/24/2025 - 12/24/2025

Account Name	Vendor Name	Purchased From Vendor	Description (Item)	Post Date	Account Number	Amount
Fund: 227 - LEPC						
Vendor: 63893 - PIONEER BANK & TRUST						
Misc Supplies	PIONEER BANK & TRUST	SAM'S CLUB	Sam's Club - LEPC Lunch	12/24/2025	227-0283-0426-6040-20	75.68
Misc Supplies	PIONEER BANK & TRUST	DADAH KIDS CORP	Pauly's - LEPC Lunch	12/24/2025	227-0283-0426-6040-20	212.25
Vendor 63893 - PIONEER BANK & TRUST Total:						287.93
Fund 227 - LEPC Total:						287.93
Fund: 248 - 24/7						
Vendor: 60822 - AT&T MOBILITY						
Cell Phone	AT&T MOBILITY	AT&T MOBILITY	DECEMBER 2025	12/24/2025	248-0266-0428-8002-20	46.53
Vendor 60822 - AT&T MOBILITY Total:						46.53
Fund 248 - 24/7 Total:						46.53
Grand Total:						23,581.86

Report Summary

Fund Summary

Fund	Payment Amount
101 - General	12,708.54
201 - Road & Bridge	4,119.07
226 - Emergency Mgmt	96.71
227 - LEPC	0.00
248 - 24/7	46.53
Grand Total:	16,970.85

Account Summary

Account Number	Account Name	Payment Amount
101-0151-0428-8002-10	Cell Phones	205.01
101-0152-0428-8008-10	Phone & Fax	17.58
101-0161-0428-8013-10	Natural Gas	222.35
101-0172-0428-8008-10	Phone & Fax	39.73
101-0211-0428-8002-20	Cell Phone	3,483.15
101-0211-0428-8008-20	Phone & Fax	846.92
101-0229-0428-8012-20	Misc. Utilities	222.40
101-0232-0428-8002-20	Cell Phone	558.70
101-0232-0428-8006-20	Internet	200.00
101-0232-0428-8008-20	Phone & Fax	189.48
101-0232-0428-8019-20	Cell Phone Transport	18.63
101-0251-0422-2016-20	Contracts	0.00
101-0251-0422-2072-20	Software	0.00
101-0251-0422-2082-20	Detainee Services	0.00
101-0251-0426-6010-20	Clothing-Inmate/Detain...	0.00
101-0251-0426-6011-20	Commissary Supplies	0.00
101-0251-0426-6017-20	Equipment (\$5000	0.00
101-0251-0426-6019-20	Facility Supplies	0.00
101-0251-0426-6027-20	Hygiene Supplies	0.00
101-0251-0426-6031-20	Kitchen Supplies	0.00
101-0251-0426-6038-20	Medical Supplies	0.00
101-0251-0426-6048-20	Printer Supplies	0.00
101-0251-0426-6049-20	Program Supplies	0.00
101-0251-0428-8002-20	Cell Phone	101.31
101-0251-0428-8008-20	Phone & Fax	1,150.43
101-0251-0428-8011-20	Water	1,552.72
101-0251-0428-8013-20	Natural Gas	2,427.86
101-0263-0428-8002-20	Cell Phone	151.60
101-0411-0422-2109-40	JV Client Non Lienable	1,320.67
201-0311-0428-8012-30	Misc Utilities	4,119.07
226-0285-0422-6120-20	Fees - EOC	0.00

Account Summary		
Account Number	Account Name	Payment Amount
226-0285-0422-6122-20	Fees- EM Admin	0.00
226-0285-0426-6120-20	Supplies - EOC	0.00
226-0285-0426-6122-20	Supplies-EM Admin	0.00
226-0285-0427-6116-20	Travel-Excercise & Traini...	0.00
226-0285-0427-6122-20	Travel-EM Admin	0.00
226-0285-0428-6119-20	Utilities - Public Warn & ...	57.47
226-0285-0428-6120-20	Utilities - EOC	39.24
227-0283-0426-6040-20	Misc Supplies	0.00
248-0266-0428-8002-20	Cell Phone	46.53
Grand Total:		16,970.85

Project Account Summary	
Project Account Key	Payment Amount
None	16,970.85
Grand Total:	16,970.85

Expense Approval Report
By Fund

Post Dates 1/6/2026 - 1/6/2026

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Project Account Key	Post Date	Amount
Fund: 101 - General							
ADVENT FINANCIAL SYSTEMS...	5759	01/06/2026	DIVERSION PARTICIPANT ED...	101-0151-0422-2058-10		01/06/2026	14,000.00
SDML WORKERS'	27881	01/06/2026	2026 Workers Comp	101-0999-0999-0000-00		01/06/2026	789,632.00
						Fund 101 - General Total:	803,632.00
						Grand Total:	803,632.00

Fund Summary		
Fund		Expense Amount
101 - General		803,632.00
Grand Total:		803,632.00

Account Summary		
Account Number	Account Name	Expense Amount
101-0151-0422-2058-10	Misc Fees	14,000.00
101-0999-0999-0000-00	In & Out	789,632.00
Grand Total:		803,632.00

Project Account Summary		Expense Amount
Project Account Key		
None		803,632.00
Grand Total:		803,632.00

Green Sabrina

From: Wellmark Billing <wellmark@billerpayments.com>
Sent: Monday, December 29, 2025 9:01 PM
To: Island Kaycee; Sortland Sandra; Green Sabrina; CostPlus@wellmark.com
Subject: Your billing statement for Employer Number 496 is now available online.

CAUTION: This email is from an outside source. Use caution before opening attachments, clicking links or providing confidential information.

Your Wellmark Inc. Self Funded Weekly statement is now available.

Employer Number: 496

Billing Date : 12/26/2025

Due Date: 01/01/2026

Amount Due: \$74505.62

To view and pay your billing statement or view data referenced in this email, please visit
<https://ebusiness.wellmark.com/FederationServices/eBillingExternal/>

If you have any questions regarding your account, please contact the billing contact identified on your billing statement or email us at SelfFundedBilling@wellmark.com

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Green Sabrina

From: Wellmark Billing <wellmark@billerpayments.com>
Sent: Monday, December 22, 2025 9:09 PM
To: Island Kaycee; Sortland Sandra; Green Sabrina; CostPlus@wellmark.com
Subject: Your billing statement for Employer Number 496 is now available online.

CAUTION: This email is from an outside source. Use caution before opening attachments, clicking links or providing confidential information.

Your Wellmark Inc. Self Funded Weekly statement is now available.

Employer Number: 496

Billing Date : 12/19/2025

Due Date: 12/25/2025

Amount Due: \$121005.78

To view and pay your billing statement or view data referenced in this email, please visit
<https://ebusiness.wellmark.com/FederationServices/eBillingExternal/>

If you have any questions regarding your account, please contact the billing contact identified on your billing statement or email us at SelfFundedBilling@wellmark.com

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Green Sabrina

From: Wellmark Billing <wellmark@billerpayments.com>
Sent: Tuesday, December 16, 2025 7:45 AM
To: Island Kaycee; Sortland Sandra; Green Sabrina; CostPlus@wellmark.com
Subject: Your billing statement for Employer Number 496 is now available online.

CAUTION: This email is from an outside source. Use caution before opening attachments, clicking links or providing confidential information.

Your Wellmark Inc. Self Funded Weekly statement is now available.

Employer Number: 496

Billing Date : 12/12/2025

Due Date: 12/18/2025

Amount Due: \$89334.82

To view and pay your billing statement or view data referenced in this email, please visit
<https://ebusiness.wellmark.com/FederationServices/eBillingExternal/>

If you have any questions regarding your account, please contact the billing contact identified on your billing statement or email us at SelfFundedBilling@wellmark.com

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GROUP BENEFIT
SOLUTIONS

Premium Remittance Support

Pennington County
County of Pennington

130 Kansas City Street
RAPID CITY, SD 57701

Client ID

495847

Due Date

12/31/2025

Billing Account ID

198365

Bill Reference

198365_120125

Coverage Period

12/01/2025 - 12/31/2025

Product	Product Code	Benefit Type	Policy Number	Current Amount	Adjustment Amount	Total Due
Basic Term Life	BTL	Basic	FLX0180003	\$2936.24	\$-157.76	\$2778.48
Voluntary Term Life	VTL	Voluntary	FLX0180003	\$10361.16	\$-20.56	\$10340.60
Grand Total				\$13297.40	\$-178.32	\$13119.08

Please print and include this summary page with your payment. Be sure to write the Bill Reference number on your check.

Remit Payment to:

Life Insurance Company of North America
PO Box 782447
Philadelphia, PA 19178-2447

IMPORTANT NOTES:

You may not deduct or remit premium for coverage requiring an eligible person to apply to, and receive approval from, the insurance company unless and until the insurance company approves their application. When applicable, this is called the Insurability Requirement. Employers improperly collecting and remitting premium for coverage elections needing, but not meeting, the Insurability Requirement may be liable to the employee for coverage. Consult your applicable policy for details.

New York Life Group Benefit Solutions products and services are provided by Life Insurance Company of North America, New York Life Insurance and Annuity Corporation, and New York Life Group Insurance Company of NY, subsidiaries of New York Life Insurance Company.

RECEIVED
DEC 12 2025

COMMISSIONER'S OFFICE

PENNINGTON COUNTY, SD

NOTICE OF INTENT TO CONDUCT BINGO OR LOTTERY (RAFFLE)

PURSUANT TO SDCL 22-25-25

THIS FORM MUST BE COMPLETED BY AN AUTHORIZED AGENT OF A QUALIFIED ORGANIZATION.

THE FORM MUST BE RECEIVED BY THE COMMISSION OFFICE AND ACTED UPON BY THE BOARD AT LEAST 30 DAYS PRIOR TO CONDUCTING A BINGO GAME OR THE SELLING OF ANY CHANCES FOR A LOTTERY. THIS NOTICE WILL BE PLACED ON THE CONSENT CALENDAR OF THE NEXT AVAILABLE MEETING AGENDA FOR BOARD REVIEW.

SECTION 1

Full legal name of organization and address:

Douglas High School Baseball

Agent Name:

Theresa Steffy

Position:

Team Coordinator

Mailing Address:

PO Box 1148

City:

Box Elder

State:

SD

Zip Code:

57702

Phone:

605-484-1433

Email:

dhs patriotbaseball@gmail.com

SECTION 2

Event planned - Circle all that apply:

☒ Bingo

☐ Lottery (Raffle)

Date of Event:

1-27-26

Location of Event:

Francis Case ~~Baseball~~
or
Box Elder post 315
Douglas High School - per Theresa
South Dakota by phone 12/12/25 jmk

Description of use of proceeds:

The proceeds will go toward team operations, Paying Coaches, umpires, Equipment, travel to and from games.

SECTION 3

CERTIFICATION

☒ I hereby certify I am authorized to act on behalf of the above-named organization. I further certify that all of the provisions of South Dakota Codified Law § 22-25-25 shall be complied with.

☒ I agree a copy of South Dakota Codified Law § 22-25-25 has been provided to me.

Signature:

Theresa Steffy

Print Name:

Theresa Steffy

Date: 12-8-25

Form Revised: 1/3/2023



Sabrina Green
Pennington County Auditor
PO Box 6160 • Rapid City SD 57709
900 Concourse Drive Suite 130 • Rapid City, SD 57703
Phone: 605-721-5662 • email: Sabrina.green@pennco.org

DATE: December 29, 2025

TO: Board of Commissioners

CC: Shannon Rittberger, Director of Equalization
Jay Alderman, Chief Deputy State's Attorney
Annette Brant, Treasurer
Jordan Neeb, Commission Office Director
Joan Martin, Commission Coordinator

FROM: Sabrina Green, Auditor

RE: Abatements

FOR: January 6, 2026 BOC Meeting

Per SDCL 10-18-5, attached for your consideration are abatement applications. The abatements have been approved by the appropriate municipality or township if applicable.

You may want to advise the applicants when the abatements will be heard before the Board of Commissioners.

Total tax amount abated: City of Rapid City: \$7,541.46
City of Box Elder: \$ 434.69

12/29/2025

** FINAL **

PENNINGTON COUNTY
 ABATEMENTS/REFUNDS FOR COMMISSIONERS
 RECOMMENDED FOR APPROVAL AS OF 12/29/2025

rptAbateMENTSRefundsAction

** FINAL **

Civil District: Box Elder, City Of

Tax ID	Owner Name	Year	Amount	Type
8010279	BROWN, KENT OR BRENDA L	2024	195.72	Abatement
Reason: MOBILE HOME WAS MOVED, UNKNOWN LOCATION, PROBABLY DESTROYED.				
8007417	BLOOMGREN, JASON OR JEAN	2024	83.66	Abatement
Reason: MOBILE HOME WAS MOVED, UNKNOWN LOCATION, PROBABLY DESTROYED.				
8008190	BEIDINGER, ANN LOUISE	2024	76.37	Both
Reason: MOBILE HOME WAS MOVED, UNKNOWN LOCATION, PROBABLY DESTROYED.				
8009599	ADER, DANIEL P	2024	78.94	Abatement
Reason: MOBILE HOME WAS MOVED, UNKNOWN LOCATION, PROBABLY DESTROYED.				
Total for Box Elder, City Of:			434.69	

Civil District: Rapid City, City of

Tax ID	Owner Name	Year	Amount	Type
23481	COUP COUNCIL	2024	6,021.76	Both
Reason: PROPERTY APPLIED FOR AND RECEIVED AN EXEMPTION FROM PROPERTY TAXES FOR THE 2026 ASSESSMENT YEAR. PROPERTY WAS OWNED BY THE SAME EXEMPT ENTITY AND USED FOR THE SAME EXEMPT PURPOSE IN THE PREVIOUS YEAR.				
8008804	BRUNSCH, SANTANA RAIN	2024	50.32	Abatement
Reason: MOBILE HOME IS ABANDONED AND IN POOR CONDITION, NO MARKET VALUE.				
8001916	EWING, PAULA OR DAN	2024	186.22	Both
Reason: MOBILE HOME AS ABANDONED AND HAULED TO THE DUMP. ABATE 2024 AND 2025.				
8012411	LITTLE SWEET HOMES LLC	2024	1,221.22	Abatement
Reason: THE MOBILE HOME COURT OWNER IS A MOBILE HOME DEALER. HOMES IN THE INVENTORY OF A DEALER ARE NOT TAXED. THE ABATEMENT IS FOR THE YEAR THAT THE COURT OWNER OWNED THE HOME.				
8008804	BRUNSCH, SANTANA RAIN	2023	61.94	Abatement
Reason: MOBILE HOME IS ABANDONED AND IN POOR CONDITION, NO MARKET VALUE.				
Total for Rapid City, City of:			7,541.46	

Sandra
Scott

Application for Abatement and/or Refund of Property Taxes

Board of County Commissioner's of Pennington County, South Dakota

Tax Year (payable following year) 2024 Parcel# 8010279 Phone# _____
First Name Kent Last Name Brown Zip Code 57719
Street Address PO Box 613 City Box Elder State SD Email Address _____

Application for an abatement/refund of taxes is being presented due to the following reason (s):

<input type="checkbox"/>	An error has been made in any identifying entry or description of the real property, in entering the valuation of the real property or in extension of the tax, to the injury of the complainant. SDCL 10-18-1 (1)
<input checked="" type="checkbox"/>	Improvements on any real property were considered or included in the valuation of the real property, which did not exist on the real property at the time fixed by law for making the assessment. SDCL 10-18-1 (2)
<input type="checkbox"/>	The property is exempt from taxes. SDCL 10-18-1 (3)
<input type="checkbox"/>	The complainant had no taxable interest in the property assessed against the complainant at the time fixed by law for making the assessment. SDCL 10-18-1 (4)
<input type="checkbox"/>	Taxes have been erroneously paid or error made in noting payment or issuing receipt for the taxes paid. SDCL 10-18-1 (5)
<input type="checkbox"/>	The same property has been assessed against the complainant more than once in the same year, and the complainant produced satisfactory evidence that the taxes for the year have been paid. SDCL 10-18-1 (6)
<input type="checkbox"/>	A loss occurred because of flood damage, fire, storm or other unavoidable casualty. SDCL 10-18-2 (4) Date and Time of Loss: _____
<input type="checkbox"/>	Structures have been removed after the assessment date (upon verification by the Director of Equalization). SDCL 10-18-2 (7) Date Structures Removed: _____
<input type="checkbox"/>	Applicant, having otherwise qualified for the Assessment Freeze for the Elderly and Disabled, but missed the deadline prescribed in § 10-6A-4. SDCL 10-18-2 (8)
<input type="checkbox"/>	Applicant, having otherwise qualified for classification of owner-occupied single family dwelling, but missed the deadline as prescribed by law due to a temporary duty assignment for the military. SDCL 10-18-2 (9)
<input type="checkbox"/>	Applicant is a veteran who would otherwise qualify for an exemption under SDCL 10-4-40, but failed to comply with the application deadline for either owner occupied classification or the disabled veteran's exemption. SDCL 10-18-2 (10)
Other/Comments: <u>Mobile home was moved, unknown location, probably destroyed.</u>	

(No tax may be abated on any real property which has been sold for taxes, while the tax certificate is outstanding. Any abatement on property within corporate limits of a municipality must be first approved by the governing body of the municipality.)

I hereby apply for an abatement/refund of property taxes
for the above reason (s)

*Subscribed and sworn to, before me on this _____ day of _____, 2025



NOV 25 2025

Notary/Auditor/Deputy Auditor

Pennington CO Auditor

*Date Received by Pennington County: _____

*Date Received by Auditor's Office: _____

Received By: _____

Received By: 

**Total Valuation: \$10,850

**Valuation Abated: \$10,850

Auditor/Deputy Auditor

City Approval (if applicable) _____

Tax District 1D BF BE

City Name Box Elder

The contents of the within petition, having been before the governing body of the above named municipality, and having been considered by same, the undersigned hereby certifies that

☒ FAVORABLE ☐ UNFAVORABLE action was taken thereon at its meeting the 2 day of December, 2025

Town Clerk/City Finance Officer

Applicant must contact the municipality for date and time this abatement/refund request will be considered.

Application for Abatement and/or Refund of Property Taxes

Board of County Commissioner's of Pennington County, South Dakota

Tax Year (payable following year) 2024 Parcel# 8007417 Phone# _____
First Name Jason Last Name Bloomgren Zip Code 57719
Street Address 117 South Ellsworth City Box Elder State SD Email Address _____

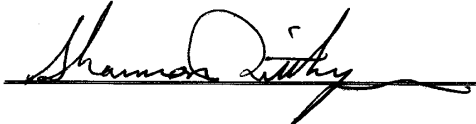
Application for an abatement/refund of taxes is being presented due to the following reason (s):

<input type="checkbox"/>	An error has been made in any identifying entry or description of the real property, in entering the valuation of the real property or in extension of the tax, to the injury of the complainant. SDCL 10-18-1 (1)
<input checked="" type="checkbox"/>	Improvements on any real property were considered or included in the valuation of the real property, which did not exist on the real property at the time fixed by law for making the assessment. SDCL 10-18-1 (2)
<input type="checkbox"/>	The property is exempt from taxes. SDCL 10-18-1 (3)
<input type="checkbox"/>	The complainant had no taxable interest in the property assessed against the complainant at the time fixed by law for making the assessment. SDCL 10-18-1 (4)
<input type="checkbox"/>	Taxes have been erroneously paid or error made in noting payment or issuing receipt for the taxes paid. SDCL 10-18-1 (5)
<input type="checkbox"/>	The same property has been assessed against the complainant more than once in the same year, and the complainant produced satisfactory evidence that the taxes for the year have been paid. SDCL 10-18-1 (6)
<input type="checkbox"/>	A loss occurred because of flood damage, fire, storm or other unavoidable casualty. SDCL 10-18-2 (4) Date and Time of Loss: _____
<input type="checkbox"/>	Structures have been removed after the assessment date (upon verification by the Director of Equalization). SDCL 10-18-2 (7) Date Structures Removed: _____
<input type="checkbox"/>	Applicant, having otherwise qualified for the Assessment Freeze for the Elderly and Disabled, but missed the deadline prescribed in § 10-6A-4. SDCL 10-18-2 (8)
<input type="checkbox"/>	Applicant, having otherwise qualified for classification of owner-occupied single family dwelling, but missed the deadline as prescribed by law due to a temporary duty assignment for the military. SDCL 10-18-2 (9)
<input type="checkbox"/>	Applicant is a veteran who would otherwise qualify for an exemption under SDCL 10-4-40, but failed to comply with the application deadline for either owner occupied classification or the disabled veteran's exemption. SDCL 10-18-2 (10)
Other/Comments: <u>Mobile home was moved, unknown location, probably destroyed.</u>	

(No tax may be abated on any real property which has been sold for taxes, while the tax certificate is outstanding. Any abatement on property within corporate limits of a municipality must be first approved by the governing body of the municipality.)

*I hereby apply for an abatement/refund of property taxes
for the above reason (s)

*Subscribed and sworn to, before me on this _____ day of _____, 20____



RECEIVED

NOV 25 2025

Notary/Auditor/Deputy Auditor

*Date Received by Pennington County: _____

*Date Received by Auditor's Office: _____

Received By: _____

Received By: 

**Total Valuation: \$4,638

**Valuation Abated: \$4,638

Auditor/Deputy Auditor

City Approval (if applicable) _____

Tax District 1D BF BE

City Name Box Elder

The contents of the within petition, having been before the governing body of the above named municipality, and having been considered by same, the undersigned hereby certifies that

X FAVORABLE _____ UNFAVORABLE action was taken thereon at its meeting the 2 day of December 2025

Town Clerk/City Finance Officer

Applicant must contact the municipality for date and time this abatement/refund request will be considered.

Application for Abatement and/or Refund of Property Taxes

Board of County Commissioner's of Pennington County, South Dakota

Tax Year (payable following year) 2024 Parcel# 8008190 Phone# _____
First Name Anne Last Name Beidinger Zip Code 57719
Street Address 118 Melody Lane City Box Elder State SD Email Address _____

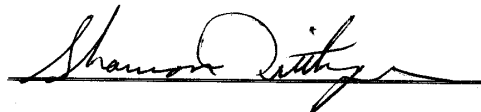
Application for an abatement/refund of taxes is being presented due to the following reason (s):

<input type="checkbox"/>	An error has been made in any identifying entry or description of the real property, in entering the valuation of the real property or in extension of the tax, to the injury of the complainant. SDCL 10-18-1 (1)
<input checked="" type="checkbox"/>	Improvements on any real property were considered or included in the valuation of the real property, which did not exist on the real property at the time fixed by law for making the assessment. SDCL 10-18-1 (2)
<input type="checkbox"/>	The property is exempt from taxes. SDCL 10-18-1 (3)
<input type="checkbox"/>	The complainant had no taxable interest in the property assessed against the complainant at the time fixed by law for making the assessment. SDCL 10-18-1 (4)
<input type="checkbox"/>	Taxes have been erroneously paid or error made in noting payment or issuing receipt for the taxes paid. SDCL 10-18-1 (5)
<input type="checkbox"/>	The same property has been assessed against the complainant more than once in the same year, and the complainant produced satisfactory evidence that the taxes for the year have been paid. SDCL 10-18-1 (6)
<input type="checkbox"/>	A loss occurred because of flood damage, fire, storm or other unavoidable casualty. SDCL 10-18-2 (4) Date and Time of Loss: _____
<input type="checkbox"/>	Structures have been removed after the assessment date (upon verification by the Director of Equalization). SDCL 10-18-2 (7) Date Structures Removed: _____
<input type="checkbox"/>	Applicant, having otherwise qualified for the Assessment Freeze for the Elderly and Disabled, but missed the deadline prescribed in § 10-6A-4. SDCL 10-18-2 (8)
<input type="checkbox"/>	Applicant, having otherwise qualified for classification of owner-occupied single family dwelling, but missed the deadline as prescribed by law due to a temporary duty assignment for the military. SDCL 10-18-2 (9)
<input type="checkbox"/>	Applicant is a veteran who would otherwise qualify for an exemption under SDCL 10-4-40, but failed to comply with the application deadline for either owner occupied classification or the disabled veteran's exemption. SDCL 10-18-2 (10)
<input type="checkbox"/>	Other/Comments: <u>Mobile home was moved, unknown location, probably destroyed.</u>

(No tax may be abated on any real property which has been sold for taxes, while the tax certificate is outstanding. Any abatement on property within corporate limits of a municipality must be first approved by the governing body of the municipality.)

I hereby apply for an abatement/refund of property taxes for the above reason (s)

*Subscribed and sworn to, before me on this _____ day of _____, 20____



RECEIVED

NOV 25 2025

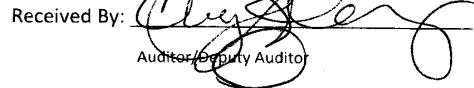
Notary/Auditor/Deputy Auditor

Pennington CO Auditor

*Date Received by Pennington County: _____

*Date Received by Auditor's Office: _____

Received By: _____

Received By: 
Auditor/Deputy Auditor

**Total Valuation: \$4,234

**Valuation Abated: \$4,234

City Approval (if applicable) _____

Tax District 1D BF BE

City Name Box Elder

The contents of the within petition, having been before the governing body of the above named municipality, and having been considered by same, the undersigned hereby certifies that

X FAVORABLE _____ UNFAVORABLE action was taken thereon at its meeting the 2 day of December, 2025

Town Clerk/City Finance Officer

Applicant must contact the municipality for date and time this abatement/refund request will be considered.

Application for Abatement and/or Refund of Property Taxes

Board of County Commissioner's of Pennington County, South Dakota

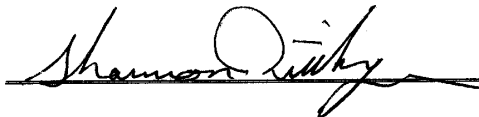
Tax Year (payable following year) 2024 Parcel# 8009599 Phone# _____
First Name Daniel Last Name Ader Zip Code 57719
Street Address 200 Douglas Road, Lot 6B City Box Elder State SD Email Address _____

Application for an abatement/refund of taxes is being presented due to the following reason (s):

<input type="checkbox"/>	An error has been made in any identifying entry or description of the real property, in entering the valuation of the real property or in extension of the tax, to the injury of the complainant. SDCL 10-18-1 (1)
<input checked="" type="checkbox"/>	Improvements on any real property were considered or included in the valuation of the real property, which did not exist on the real property at the time fixed by law for making the assessment. SDCL 10-18-1 (2)
<input type="checkbox"/>	The property is exempt from taxes. SDCL 10-18-1 (3)
<input type="checkbox"/>	The complainant had no taxable interest in the property assessed against the complainant at the time fixed by law for making the assessment. SDCL 10-18-1 (4)
<input type="checkbox"/>	Taxes have been erroneously paid or error made in noting payment or issuing receipt for the taxes paid. SDCL 10-18-1 (5)
<input type="checkbox"/>	The same property has been assessed against the complainant more than once in the same year, and the complainant produced satisfactory evidence that the taxes for the year have been paid. SDCL 10-18-1 (6)
<input type="checkbox"/>	A loss occurred because of flood damage, fire, storm or other unavoidable casualty. SDCL 10-18-2 (4) Date and Time of Loss: _____
<input type="checkbox"/>	Structures have been removed after the assessment date (upon verification by the Director of Equalization). SDCL 10-18-2 (7) Date Structures Removed: _____
<input type="checkbox"/>	Applicant, having otherwise qualified for the Assessment Freeze for the Elderly and Disabled, but missed the deadline prescribed in § 10-6A-4. SDCL 10-18-2 (8)
<input type="checkbox"/>	Applicant, having otherwise qualified for classification of owner-occupied single family dwelling, but missed the deadline as prescribed by law due to a temporary duty assignment for the military. SDCL 10-18-2 (9)
<input type="checkbox"/>	Applicant is a veteran who would otherwise qualify for an exemption under SDCL 10-4-40, but failed to comply with the application deadline for either owner occupied classification or the disabled veteran's exemption. SDCL 10-18-2 (10)
Other/Comments: <u>Mobile home was moved, unknown location, probably destroyed.</u>	

(No tax may be abated on any real property which has been sold for taxes, while the tax certificate is outstanding. Any abatement on property within corporate limits of a municipality must be first approved by the governing body of the municipality.)

*I hereby apply for an abatement/refund of property taxes
for the above reason (s)



*Subscribed and sworn to, before me on this _____ day of _____, 20____

RECEIVED

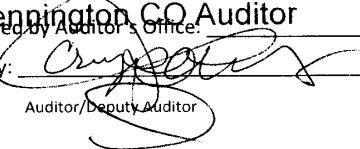
NOV 25 2025

Notary/Auditor/Deputy Auditor

*Date Received by Pennington County: _____

Pennington CO Auditor
*Date Received by Auditor's Office: _____

Received By: _____

Received By: 

**Total Valuation: \$4,375

Auditor/Deputy Auditor

**Valuation Abated: \$4,375

City Approval (if applicable) _____

Tax District 1D BF BE

City Name Box Elder

The contents of the within petition, having been before the governing body of the above named municipality, and having been considered by same, the undersigned hereby certifies that

X FAVORABLE UNFAVORABLE action was taken thereon at its meeting the 2 day of December, 2025


Town Clerk/City Finance Officer

Applicant must contact the municipality for date and time this abatement/refund request will be considered.

Application for Abatement and/or Refund of Property Taxes

Board of County Commissioner's of Pennington County, South Dakota

Tax Year (payable following year) 2024 Parcel# 23481 Phone# 605-646-2544
First Name Coup Council Last Name _____ Zip Code 57709
Street Address PO Box 1966 City Rapid City State SD Email Address _____

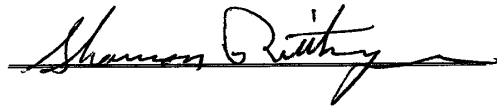
Application for an abatement/refund of taxes is being presented due to the following reason (s):

<input type="checkbox"/>	An error has been made in any identifying entry or description of the real property, in entering the valuation of the real property or in extension of the tax, to the injury of the complainant. SDCL 10-18-1 (1)
<input type="checkbox"/>	Improvements on any real property were considered or included in the valuation of the real property, which did not exist on the real property at the time fixed by law for making the assessment. SDCL 10-18-1 (2)
<input checked="" type="checkbox"/>	The property is exempt from taxes. SDCL 10-18-1 (3)
<input type="checkbox"/>	The complainant had no taxable interest in the property assessed against the complainant at the time fixed by law for making the assessment. SDCL 10-18-1 (4)
<input type="checkbox"/>	Taxes have been erroneously paid or error made in noting payment or issuing receipt for the taxes paid. SDCL 10-18-1 (5)
<input type="checkbox"/>	The same property has been assessed against the complainant more than once in the same year, and the complainant produced satisfactory evidence that the taxes for the year have been paid. SDCL 10-18-1 (6)
<input type="checkbox"/>	A loss occurred because of flood damage, fire, storm or other unavoidable casualty. SDCL 10-18-2 (4)
Date and Time of Loss: _____	
<input type="checkbox"/>	Structures have been removed after the assessment date (upon verification by the Director of Equalization). SDCL 10-18-2 (7) Date Structures Removed: _____
<input type="checkbox"/>	Applicant, having otherwise qualified for the Assessment Freeze for the Elderly and Disabled, but missed the deadline prescribed in § 10-6A-4. SDCL 10-18-2 (8)
<input type="checkbox"/>	Applicant, having otherwise qualified for classification of owner-occupied single family dwelling, but missed the deadline as prescribed by law due to a temporary duty assignment for the military. SDCL 10-18-2 (9)
<input type="checkbox"/>	Applicant is a veteran who would otherwise qualify for an exemption under SDCL 10-4-40, but failed to comply with the application deadline for either owner occupied classification or the disabled veteran's exemption. SDCL 10-18-2 (10)
Other/Comments: Property applied for and received an exemption from property taxes for the 2026 assessment year. Property was owned by the same exempt entity and used for the same exempt purpose in the previous year.	

(No tax may be abated on any real property which has been sold for taxes, while the tax certificate is outstanding. Any abatement on property within corporate limits of a municipality must be first approved by the governing body of the municipality.)

*I hereby apply for an abatement/refund of property taxes for the above reason (s)

*Subscribed and sworn to, before me on this _____ day of _____, 2024



RECEIVED

NOV 25 2025

Notary/Auditor/Deputy Auditor

Pennington CO Auditor

*Date Received by Auditor's Office: _____

Received By: 

Auditor/Deputy Auditor

*Date Received by Pennington County: _____

Received By: _____

**Total Valuation: \$387,450

**Valuation Abated: \$387,450

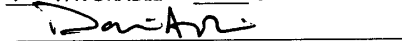
City Approval (if applicable) _____

Tax District 4D RC

City Name Rapid City

The contents of the within petition, having been before the governing body of the above named municipality, and having been considered by same, the undersigned hereby certifies that

X FAVORABLE _____ UNFAVORABLE action was taken thereon at its meeting the 15 day of Dec, 2025


Town Clerk/City Finance Officer

Applicant must contact the municipality for date and time this abatement/refund request will be considered.

Application for Abatement and/or Refund of Property Taxes

Board of County Commissioner's of Pennington County, South Dakota

Tax Year (payable following year) 2024 Parcel# 8008804 Phone# _____
First Name Santana Last Name Brunsch Zip Code 57702
Street Address 615 Kansas City City Rapid City State SD Email Address _____

Application for an abatement/refund of taxes is being presented due to the following reason (s):

<input type="checkbox"/>	An error has been made in any identifying entry or description of the real property, in entering the valuation of the real property or in extension of the tax, to the injury of the complainant. SDCL 10-18-1 (1)
<input checked="" type="checkbox"/>	Improvements on any real property were considered or included in the valuation of the real property, which did not exist on the real property at the time fixed by law for making the assessment. SDCL 10-18-1 (2)
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<input type="checkbox"/>	A loss occurred because of flood damage, fire, storm or other unavoidable casualty. SDCL 10-18-2 (4)
<input type="checkbox"/>	Date and Time of Loss: _____
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<input type="checkbox"/>	Applicant, having otherwise qualified for the Assessment Freeze for the Elderly and Disabled, but missed the deadline prescribed in § 10-6A-4. SDCL 10-18-2 (8)
<input type="checkbox"/>	Applicant, having otherwise qualified for classification of owner-occupied single family dwelling, but missed the deadline as prescribed by law due to a temporary duty assignment for the military. SDCL 10-18-2 (9)
<input type="checkbox"/>	Applicant is a veteran who would otherwise qualify for an exemption under SDCL 10-4-40, but failed to comply with the application deadline for either owner occupied classification or the disabled veteran's exemption. SDCL 10-18-2 (10)
<input type="checkbox"/>	Other/Comments: <u>Mobile home is abandoned and in poor condition, no market value.</u>

(No tax may be abated on any real property which has been sold for taxes, while the tax certificate is outstanding. Any abatement on property within corporate limits of a municipality must be first approved by the governing body of the municipality.)

*I hereby apply for an abatement/refund of property taxes
for the above reason (s)

*Subscribed and sworn to, before me on this _____ day of _____, 20

RECEIVED

NOV 25 2025

Notary/Auditor/Deputy Auditor

Pennington CO Auditor

*Date Received by Pennington County: _____

*Date Received by Auditor's Office: _____

Received By: _____

Received By: _____

**Total Valuation: \$3,238

Auditor/Deputy Auditor

**Valuation Abated: \$3,238

City Approval (if applicable) _____

Tax District 4D RC

City Name Rapid City

The contents of the within petition, having been before the governing body of the above named municipality, and having been considered by same, the undersigned hereby certifies that

X FAVORABLE _____ UNFAVORABLE action was taken thereon at its meeting the 15 day of Dec, 2025

Dan Hori

Town Clerk/City Finance Officer

Applicant must contact the municipality for date and time this abatement/refund request will be considered.

Application for Abatement and/or Refund of Property Taxes

Board of County Commissioner's of Pennington County, South Dakota

Tax Year (payable following year) 2024 Parcel# 8001916 Phone# _____
First Name Paula Last Name Ewing Zip Code 57701
Street Address 840 North Spruce City Rapid City State SD Email Address _____

Application for an abatement/refund of taxes is being presented due to the following reason (s):

<input type="checkbox"/>	An error has been made in any identifying entry or description of the real property, in entering the valuation of the real property or in extension of the tax, to the injury of the complainant. SDCL 10-18-1 (1)
<input checked="" type="checkbox"/>	Improvements on any real property were considered or included in the valuation of the real property, which did not exist on the real property at the time fixed by law for making the assessment. SDCL 10-18-1 (2)
<input type="checkbox"/>	The property is exempt from taxes. SDCL 10-18-1 (3)
<input type="checkbox"/>	The complainant had no taxable interest in the property assessed against the complainant at the time fixed by law for making the assessment. SDCL 10-18-1 (4)
<input type="checkbox"/>	Taxes have been erroneously paid or error made in noting payment or issuing receipt for the taxes paid. SDCL 10-18-1 (5)
<input type="checkbox"/>	The same property has been assessed against the complainant more than once in the same year, and the complainant produced satisfactory evidence that the taxes for the year have been paid. SDCL 10-18-1 (6)
<input type="checkbox"/>	A loss occurred because of flood damage, fire, storm or other unavoidable casualty. SDCL 10-18-2 (4)
<input type="checkbox"/>	Date and Time of Loss: _____
<input type="checkbox"/>	Structures have been removed after the assessment date (upon verification by the Director of Equalization). SDCL 10-18-2 (7) Date Structures Removed: _____
<input type="checkbox"/>	Applicant, having otherwise qualified for the Assessment Freeze for the Elderly and Disabled, but missed the deadline prescribed in § 10-6A-4. SDCL 10-18-2 (8)
<input type="checkbox"/>	Applicant, having otherwise qualified for classification of owner-occupied single family dwelling, but missed the deadline as prescribed by law due to a temporary duty assignment for the military. SDCL 10-18-2 (9)
<input type="checkbox"/>	Applicant is a veteran who would otherwise qualify for an exemption under SDCL 10-4-40, but failed to comply with the application deadline for either owner occupied classification or the disabled veteran's exemption. SDCL 10-18-2 (10)
<input type="checkbox"/>	Other/Comments: <u>Mobile home was abandoned and hauled to the dump. Abate 2024 and 2025.</u>

(No tax may be abated on any real property which has been sold for taxes, while the tax certificate is outstanding. Any abatement on property within corporate limits of a municipality must be first approved by the governing body of the municipality.)

I hereby apply for an abatement/refund of property taxes
for the above reason (s)

*Subscribed and sworn to, before me on this _____ day of _____, 2024



NOV 25 2025

Notary/Auditor/Deputy Auditor

Pennington CO Auditor

*Date Received by Pennington County: _____

*Date Received by Auditor's Office: _____

Received By: _____

Received By: 

**Total Valuation: \$14,700

Auditor/Deputy Auditor

**Valuation Abated: \$14,700

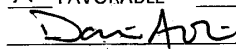
City Approval (if applicable) _____

Tax District 4D RC

City Name Rapid City

The contents of the within petition, having been before the governing body of the above named municipality, and having been considered by same, the undersigned hereby certifies that

X FAVORABLE _____ UNFAVORABLE action was taken thereon at its meeting the 15 day of Dec, 2025


Town Clerk/City Finance Officer

Applicant must contact the municipality for date and time this abatement/refund request will be considered.

Application for Abatement and/or Refund of Property Taxes

Board of County Commissioner's of Pennington County, South Dakota

Tax Year (payable following year) 2024 Parcel# 8012411 Phone# _____
First Name Sandra Last Name Scott Zip Code 57703
Street Address 1717 East Philidelphia City Rapid City State SD Email Address _____

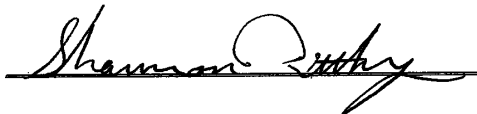
Application for an abatement/refund of taxes is being presented due to the following reason (s):

<input type="checkbox"/>	An error has been made in any identifying entry or description of the real property, in entering the valuation of the real property or in extension of the tax, to the injury of the complainant. SDCL 10-18-1 (1)
<input type="checkbox"/>	Improvements on any real property were considered or included in the valuation of the real property, which did not exist on the real property at the time fixed by law for making the assessment. SDCL 10-18-1 (2)
<input checked="" type="checkbox"/>	The property is exempt from taxes. SDCL 10-18-1 (3)
<input type="checkbox"/>	The complainant had no taxable interest in the property assessed against the complainant at the time fixed by law for making the assessment. SDCL 10-18-1 (4)
<input type="checkbox"/>	Taxes have been erroneously paid or error made in noting payment or issuing receipt for the taxes paid. SDCL 10-18-1 (5)
<input type="checkbox"/>	The same property has been assessed against the complainant more than once in the same year, and the complainant produced satisfactory evidence that the taxes for the year have been paid. SDCL 10-18-1 (6)
<input type="checkbox"/>	A loss occurred because of flood damage, fire, storm or other unavoidable casualty. SDCL 10-18-2 (4)
<input type="checkbox"/>	Date and Time of Loss: _____
<input type="checkbox"/>	Structures have been removed after the assessment date (upon verification by the Director of Equalization). SDCL 10-18-2 (7) Date Structures Removed: _____
<input type="checkbox"/>	Applicant, having otherwise qualified for the Assessment Freeze for the Elderly and Disabled, but missed the deadline prescribed in § 10-6A-4. SDCL 10-18-2 (8)
<input type="checkbox"/>	Applicant, having otherwise qualified for classification of owner-occupied single family dwelling, but missed the deadline as prescribed by law due to a temporary duty assignment for the military. SDCL 10-18-2 (9)
<input type="checkbox"/>	Applicant is a veteran who would otherwise qualify for an exemption under SDCL 10-4-40, but failed to comply with the application deadline for either owner occupied classification or the disabled veteran's exemption. SDCL 10-18-2 (10)
<input type="checkbox"/>	Other/Comments: The mobile home court owner is a mobile home dealer. Homes in the inventory of a dealer are not taxed. The abatement is for the year that the court owner owned this home.

(No tax may be abated on any real property which has been sold for taxes, while the tax certificate is outstanding. Any abatement on property within corporate limits of a municipality must be first approved by the governing body of the municipality.)

*I hereby apply for an abatement/refund of property taxes
for the above reason (s)

*Subscribed and sworn to, before me on this _____ day of _____, 20____



RECEIVED

NOV 25 2025

Notary/Auditor/Deputy Auditor

Pennington CO Auditor

*Date Received by Pennington County: _____

*Date Received by Auditor's Office: _____

Received By: _____

Received By: 

**Total Valuation: \$78,575

Auditor/Deputy Auditor

**Valuation Abated: \$78,575

City Approval (if applicable) _____

Tax District 4D RC

City Name Rapid City

The contents of the within petition, having been before the governing body of the above named municipality, and having been considered by same, the undersigned hereby certifies that

X FAVORABLE _____ UNFAVORABLE action was taken thereon at its meeting the 15 day of Dec, 2025


Town Clerk/City Finance Officer

Applicant must contact the municipality for date and time this abatement/refund request will be considered.

Application for Abatement and/or Refund of Property Taxes

Board of County Commissioner's of Pennington County, South Dakota

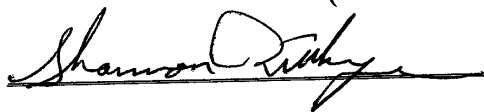
Tax Year (payable following year) 2023 Parcel# 8008804 Phone# _____
First Name Santana Last Name Brunsch Zip Code 57702
Street Address 615 Kansas City City Rapid City State SD Email Address _____

Application for an abatement/refund of taxes is being presented due to the following reason (s):

<input type="checkbox"/>	An error has been made in any identifying entry or description of the real property, in entering the valuation of the real property or in extension of the tax, to the injury of the complainant. SDCL 10-18-1 (1)
<input checked="" type="checkbox"/>	Improvements on any real property were considered or included in the valuation of the real property, which did not exist on the real property at the time fixed by law for making the assessment. SDCL 10-18-1 (2)
<input type="checkbox"/>	The property is exempt from taxes. SDCL 10-18-1 (3)
<input type="checkbox"/>	The complainant had no taxable interest in the property assessed against the complainant at the time fixed by law for making the assessment. SDCL 10-18-1 (4)
<input type="checkbox"/>	Taxes have been erroneously paid or error made in noting payment or issuing receipt for the taxes paid. SDCL 10-18-1 (5)
<input type="checkbox"/>	The same property has been assessed against the complainant more than once in the same year, and the complainant produced satisfactory evidence that the taxes for the year have been paid. SDCL 10-18-1 (6)
<input type="checkbox"/>	A loss occurred because of flood damage, fire, storm or other unavoidable casualty. SDCL 10-18-2 (4)
<input type="checkbox"/>	Date and Time of Loss: _____
<input type="checkbox"/>	Structures have been removed after the assessment date (upon verification by the Director of Equalization). SDCL 10-18-2 (7) Date Structures Removed: _____
<input type="checkbox"/>	Applicant, having otherwise qualified for the Assessment Freeze for the Elderly and Disabled, but missed the deadline prescribed in § 10-6A-4. SDCL 10-18-2 (8)
<input type="checkbox"/>	Applicant, having otherwise qualified for classification of owner-occupied single family dwelling, but missed the deadline as prescribed by law due to a temporary duty assignment for the military. SDCL 10-18-2 (9)
<input type="checkbox"/>	Applicant is a veteran who would otherwise qualify for an exemption under SDCL 10-4-40, but failed to comply with the application deadline for either owner occupied classification or the disabled veteran's exemption. SDCL 10-18-2 (10)
<input type="checkbox"/>	Other/Comments: <u>Mobile home is abandoned and in poor condition, no market value.</u>

(No tax may be abated on any real property which has been sold for taxes, while the tax certificate is outstanding. Any abatement on property within corporate limits of a municipality must be first approved by the governing body of the municipality.)

*I hereby apply for an abatement/refund of property taxes
for the above reason (s)



*Subscribed and sworn to, before me on this _____ day of _____, 2023

RECEIVED

NOV 25 2025

Notary/Auditor/Deputy Auditor

Pennington CO Auditor

*Date Received by Auditor's Office: _____

Received By: _____

Auditor/Deputy Auditor

*Date Received by Pennington County: _____

Received By: _____

**Total Valuation: \$3,802

**Valuation Abated: \$3,802

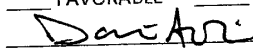
City Approval (if applicable)

Tax District 4D RC

City Name Rapid City

The contents of the within petition, having been before the governing body of the above named municipality, and having been considered by same, the undersigned hereby certifies that

☒ FAVORABLE ☐ UNFAVORABLE action was taken thereon at its meeting the 15 day of Dec, 2023


Town Clerk/City Finance Officer

Applicant must contact the municipality for date and time this abatement/refund request will be considered.

DATE: January 6, 2026
FROM: Carol Bancroft, Human Resources Director
TO: Board of Commissioners
CC: Sabrina Green, Auditor, Taylor Skipton, Kara Tines
RE: Acknowledge – Personnel Actions Report (*Consent Agenda*)



Personnel Actions													
Employee Last, First Name	Hire Date	Current Position	Rating	Current Dept.	Current Step	New Position	Rating	New Dept.	New Step	Action	Current Rate	New Rate	Effective Date
Schmahl, Matt	7/1/2025					Planning Commissioner	N/A	Planning&Zoning	N/A	New Planning Board		\$50/Mtg	7/1/2025
Beaird, Dustin	1/9/2023	Journeyman Hwy Worker	T-3.1	Highway	1				2	Merit Step Increase	\$ 29.28	\$ 29.83	12/21/2025
Bergren, Monica	1/6/2025	Custodian	T-1.2	Buildings&Grounds	1				2	Merit Step Increase	\$ 18.30	\$ 18.65	12/21/2025
Bertolotto, Connie	1/14/2008	Office Manager	P-3.2	Highway	13				14	Merit Step Increase	\$ 3,315.03	\$3,366.89	12/21/2025
Besmer, Doug	1/23/2023	Construction Maintenance Tech	T-2.3	Buildings&Grounds	1				2	Merit Step Increase	\$ 27.76	\$ 28.30	12/21/2025
Geppert, Ciara	1/23/2017	Accountant 2	P-2.2	Highway	4				5	Merit Step Increase	\$ 31.16	\$ 31.72	12/21/2025
Goetz, Michael	1/4/2013	Transitional Coordinator	P 2.1	Health Human Services	10				11	Merit Step Increase	\$ 33.25	\$ 33.78	12/21/2025
Hall, Dustin	1/6/2014	Foreman - Highway	T-4.1	Highway	3				4	Merit Step Increase	\$ 34.34	\$ 34.97	12/21/2025
Harlan, Brian	4/19/2021	Deputy Sheriff I	PS-2.3	Sheriff	2	Deputy Sheriff II	PS-3.1	Sheriff	3	Promotion	\$ 31.04	\$ 32.17	12/21/2025
Henry, Sean	1/6/2025	Maintenance Technician 2	T-2.2	Buildings&Grounds	1				2	Merit Step Increase	\$ 23.99	\$ 24.44	12/21/2025
Huisken, Jeffrey	1/3/2017	Engineer Technician	T-3.1	Highway	3				4	Merit Step Increase	\$ 30.40	\$ 30.96	12/21/2025
Keeney, Dalen	1/11/2021	Journeyman Hwy Worker	T-3.1	Highway	2				3	Merit Step Increase	\$ 29.83	\$ 30.40	12/21/2025
Larson, Kendrick	11/16/2020	Deputy Sheriff I	PS-2.3	Sheriff	2	Deputy Sheriff II	PS-3.1	Sheriff	3	Promotion	\$ 31.04	\$ 32.17	12/21/2025
Lehrkamp, Marie	1/22/2008	Building Technician 2	T2.1	Sheriff-Jail	11	Building Technician 2	T2.1	Buildings&Grounds	11	Reclassification	\$ 23.81	\$ 23.81	12/21/2025
Lehrkamp, Marie	1/22/2008	Building Tech 2	T2.1	Buildings&Grounds	11				12	Merit Step Increase	\$ 23.81	\$ 24.19	12/21/2025
Linstrom, Dustin	1/2/2019	Foreman - Highway	T-4.1	Highway	3				4	Merit Step Increase	\$ 34.34	\$ 34.97	12/21/2025
Osborne, Donald	9/23/2019	Building Services Supervisor	T3.1	Sheriff-Jail	1	Building Services Supervisor	T3.1	Buildings&Grounds	1	Reclassification	\$ 29.28	\$ 29.28	12/21/2025
Pank, Daniel	9/19/2022	Building Services Tech 1	T1.3	Sheriff-Jail	2	Building Services Tech 1	T1.3	Buildings&Grounds	2	Reclassification	\$ 19.58	\$ 19.58	12/21/2025
Pawelski, Jim	8/19/2024	Building Services Tech 1	T1.3	Sheriff-Jail	1	Building Services Tech 1	T1.3	Buildings&Grounds	1	Reclassification	\$ 19.21	\$ 19.21	12/21/2025
Reilly, William	1/6/2025	Custodial Team Lead	T-2.2	Buildings&Grounds	1				2	Merit Step Increase	\$ 23.99	\$ 24.44	12/21/2025
Roth, Ben	9/6/2022	Building Services Tech 1	T1.3	Sheriff-Jail	2	Building Services Tech 1	T1.3	Buildings&Grounds	2	Reclassification	\$ 19.58	\$ 19.58	12/21/2025
Scherr, Gerald	6/20/2016	Building Services Tech 1	T1.3	Sheriff-Jail	5	Building Services Tech 1	T1.3	Buildings&Grounds	5	Reclassification	\$ 20.69	\$ 20.69	12/21/2025
Scott, Dave	1/11/2021	Maintenance Technician 3	T-2.3	Buildings&Grounds	1				2	Merit Step Increase	\$ 27.76	\$ 28.30	12/21/2025
Stucker, Jon	9/29/2025	Building Services Tech 1	T1.3	Sheriff-Jail	1	Building Services Tech 1	T1.3	Buildings&Grounds	1	Reclassification	\$ 19.21	\$ 19.21	12/21/2025
Stuteville, Reilly	10/28/2024	Building Services Tech 1	T1.3	Sheriff-Jail	1	Building Services Tech 1	T1.3	Buildings&Grounds	1	Reclassification	\$ 19.21	\$ 19.21	12/21/2025
Tice III, Merton	1/24/2005	Director	P 5.2	Health Human Services	11				12	Merit Step Increase	\$ 5,051.16	\$5,132.65	12/21/2025
Wolf, Jakob	1/24/2022	GIS/Traffic Sign Manager	T-4.1	Highway	1				2	Merit Step Increase	\$ 33.06	\$ 33.70	12/21/2025
Evans, Adem	1/4/2026					Planning Intern	P-1.1	Planning&Zoning	1	New Hire		\$ 22.34	1/4/2026
Myrick, Paige	9/30/2024	Correctional Officer I	PS-2.2	Sheriff	1	Administrative Support	S-1.2	Sheriff	3	Demotion	\$ 27.67	\$ 19.63	1/4/2026
Nelson, Nicole	2/15/20216	Dispatch Supervisor	PS 3.2	ESCC-911	1	Dispatcher 3	PS 2.3	ESCC-911	4	Reclassification	\$ 34.11	\$ 32.22	1/4/2026
Noble, Corey	9/25/2006	Dispatcher 3	PS 2.3	ESCC-911	10	Dispatcher 2	PS 2.2	ESCC-911	10	Reclassification	\$ 35.73	\$ 32.46	1/4/2026
Kelley, Amanda	1/5/2026					Staff Appraiser	P1.2	Equalization	1	New Hire		\$ 24.73	1/5/2026
Myers, Raymond	1/5/2026					Maintenance Technician 2	T2.2	Buildings&Grounds	2	New Hire		\$ 24.44	1/5/2026
Burns, Mary	1/12/2026					Administrative Assistant	S2.2	Auditor	1	New Hire		\$ 21.71	1/12/2026

Submitted to BOC Consent Agenda: 01/06/2026

NOTE: All Effective Dates of 12/21/2025 will require a retroactive payroll process

The following individuals did not start and should be removed from 12/16/2025 Personnel Actions Report Information:

New Hires

Last, First Name	Title	DMB Rating	Step	Salary	Account #	Status	Effective Date	New or Current
24/7								
Lee, Jacob	24/7 Tech	PS-1.2	1	\$20.98	248-0266-0411-4111-20	PTNB	1/5/2026	New
Care Campus								
Erazua, Eden	Detox Technician 1	PS-1.3	1	\$21.84	101-0263-0411-4111-20	FTNE	1/5/2026	New



Pennington County Treasurer's Office

www.pennco.org • Annette Brant, Treasurer
900 Concourse Drive Ste 150 Rapid City, SD 57703
PO Box 6160 • Rapid City, SD 57709 • Phone: (605) 394-2163

DATE: December 26, 2025
TO: Pennington County Commissioners
BOC MEETING JANUARY 6, 2026
FROM: Annette Brant, Treasurer *AB*
RE: Designation of Banks – 2026

Pursuant to SDCL § 7-20-13, I respectfully request the Board of Commissioners to designate Wells Fargo Bank South Dakota N.A., First Interstate Bank, USBank, and J.P. Morgan as the primary active depositories for Pennington County. Please be advised we may utilize other financial institutions for short-term investments throughout the year.

Note: JPMorgan has sent a letter of request to be considered on our 2026 designation list (attached) anticipating their commercial banking support for possible future investments of county funds. Along with the designation of USBank being listed above- this is not a guarantee that their services will be utilized however puts them in place for consideration if their proposed offerings are determined to be in the best interest of the County and follow state requirements for public fund investing.

7-20-13. Selection of active depositories.

In selecting depositories for the deposit of county funds, the board of county commissioners may designate one or more banks within the county as active depositories for the deposit and withdrawal, by the county treasurer, of daily receipts of cash, checks, drafts, and other cash items.

Source: SL 1927, ch 80, § 1; SDC 1939, § 12.0819.

1/6/2026 Motion requested: Move to designate Wells Fargo Bank of South Dakota, N.A., First Interstate Bank, USBank, and J.P. Morgan as the primary active depositories for Pennington County pursuant to SDCL § 7-20-13.

JPMorganChase

Danielle Pang
Government Banking
Omaha, Nebraska

December 16th, 2025

Pennington County Board of Commissioners
900 Concourse Drive, Suite 100
Rapid City, SD 57703

Dear Members of the Board,

On behalf of J.P. Morgan's Government Banking team, I respectfully request that J.P. Morgan Chase be added to Pennington County's list of approved banking partners.

Our Government Banking team is comprised of dedicated professionals who serve as primary points of contact, delivering the full capabilities of J.P. Morgan Chase to our clients. We have a proven track record, serving over 2,100 government clients nationally—including numerous counties that benefit from our secure and financially sound practices.

As the largest financial institution in the country and the only qualified public depository in all 50 states, we are confident in our ability to serve Pennington County, introduce the latest industry tools, and share best practices from peer counties across the country.

We also maintain branch locations in South Dakota, ensuring that Pennington County has access to in-state banking services in accordance with state requirements.

We recognize Pennington County's rapid growth and evolving needs, and we welcome the opportunity to support your financial goals as you continue to serve your community. Please let us know if there are any questions or additional information we can provide as you consider adding J.P. Morgan to your list of approved banks.

Thank you for your consideration.

Sincerely,

Danielle Pang
Commercial Banker—Government Banking
12801 Pierce St, floor 1
Omaha, NE 68144

Telephone: 402-957-9061 Email: Danielle.pang@jpmorgan.com



Pennington County Treasurer's Office

www.pennco.org • Annette Brant, Treasurer
900 Concourse Drive Ste 150 Rapid City, SD 57703
PO Box 6160 • Rapid City, SD 57709 • Phone: (605) 394-2163

DATE: December 26, 2025

TO: Pennington County Commissioners
BOC MEETING JANUARY 6, 2026

FROM: Annette Brant, Treasurer

RE: Public Liability Quarterly Reports – 2025-2026

Commissioners: Please be advised I have checked the South Dakota Legislative Audit's website and found all banks the County is currently doing business will have all pledged the proper amount of collateral. These reports are updated quarterly and should any bank fall below the collateralized amount according to law, Pennington County will cease to do business with them until which time they meet the necessary requirements.

This is in accordance with SDCL § 4-6A-3.

4-6A-3. *Segregation of collateral by public depository--Value--Deposit and designation--Letters of credit and surety bonds.*

Every qualified public depository shall at all times maintain, segregated from its other assets, eligible collateral having a value at least equal to its maximum liability under this chapter. Such collateral shall be segregated by deposit in such manner as the commission approves. The collateral shall be clearly designated as security for the benefit of public depositors under this chapter and shall be pledged as collateral for those public deposit accounts which exceed deposit insurance. Irrevocable standby letters of credit or surety bonds shall be segregated or issued in such manner as the commission approves.

Source: SL 1974, ch 39, § 6; SL 1982, ch 45, § 1A; SL 1986, ch 44, § 2; SL 1986, ch 45, § 3; SL 1987, ch 45, § 2; SL 1997, ch 273, § 3.

1/6/2026 Motion requested: Move to acknowledge the Public Depository Liability Quarterly Report has been reviewed as presented by Treasurer Annette Brant.



Pennington County Treasurer's Office

www.pennco.org • Annette Brant, Treasurer • Laura Dowdy, Chief Deputy

900 Concourse Drive Ste 150 Rapid City, SD 57703

PO Box 6160 Rapid City, SD 57709 • Phone: (605) 394-2163

WALL SATELLITE OFFICE HOURS

9:00 am – 4:00 pm on circled Wednesdays below:

Closed for lunch 11:30 am - 12:00 pm

2026

THIS OFFICE WILL BE OPEN TO THE PUBLIC – WEATHER
PERMITTING – FOLLOWING THE SCHEDULE BELOW :

Note: Closed the month of December

2026 CALENDAR

January S M T W T F S 4 5 6 ⑦ 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	February S M T W T F S 1 2 3 ④ 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28	March S M T W T F S 1 2 3 ④ 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	April S M T W T F S 5 6 7 ⑧ 9 10 11 12 13 14 15 16 17 18 19 20 21 ② 23 24 25 26 27 28 29 30
May S M T W T F S 3 4 5 ⑥ 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	June S M T W T F S 7 8 9 ③ 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	July S M T W T F S 5 6 7 ① 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	August S M T W T F S 2 3 4 ⑤ 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31
September S M T W T F S 6 7 8 ② 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	October S M T W T F S 4 5 6 ⑦ 8 9 10 11 12 13 14 15 16 17 18 19 20 ② 22 23 24 25 26 27 28 29 30 31	November S M T W T F S 1 2 3 ④ 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	December S M T W T F S 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31

The Pennington County Administration Offices located at the above address will be open 7:00 am – 4:00 pm Monday thru Friday with the exception of weather closings or Holidays. All transactions not started by 4:00pm will asked to return on another day.




Pennington County Treasurer's Office

www.pennco.org • Annette Brant, Treasurer
900 Concourse Drive Ste 150 Rapid City, SD 57703
PO Box 6160 • Rapid City, SD 57709 • Phone: (605) 394-2163

DATE: December 26, 2025

TO: Pennington County Commissioners
BOC MEETING JANUARY 6, 2026

FROM: Annette Brant, Treasurer 

RE: Tax Certificate Sale – Held December 15, 2025 at 900 Concourse Drive-
Information only-no action to be taken

The attached information and accompanying statistics are being presented to inform the community of actions and outcomes that have already taken place.

Tax Certificates (also known as tax liens) in Pennington County are first offered for "sale" in a public auction setting held by statute on the Third Monday of each December. Buyers seeking an investment opportunity by means of obtaining the interest unpaid taxes are already subjected to in South Dakota purchase these. The county operating in this manner allows continual distribution of taxes to the budgeting entities (ie: school budgets ect.). All certificates not purchased at the Sale, are bid off in the name of the county and can be purchased and assigned in a private sale before 3:00 pm any business day at the Pennington County Treasurer's Office. Anyone wanting to learn more about holding tax certificates in South Dakota is encouraged to seek their own SD real estate attorney's advice prior to purchasing as the County does not provide legal advice or guarantees of any kind. Certified funds are required for payment of ALL delinquent taxes attached to a certificate. Having delinquent taxes yourself, excludes you from purchasing certificates.

The board of Commissioners have established a fee to be charged upon redemption of the certificates of 10% per parcel for each tax lien sold, with the minimum fee to be \$10.00 and the maximum fee of \$50.00. All third party held certificates purchased are subject to this fee at the time of redemption and said fee is deducted from the holders proceeds. Buyer beware...that if the certificate is redeemed before interest proceeds exceed this amount- it is still withheld.

Tax Deed proceedings may commence no sooner than three years from the date the certificate is placed on the taxes. Again, the county provides no legal advice regarding this nor is anything guaranteed. Holders of the certificates are encouraged to seek legal advice and keep up on changing legislation for their responsibilities and requirements for these actions.

Attached are the statistics gathered from this years tax collection process through to certificate (tax lien) sale.

2024 DELINQUENT 2025 CERTIFICATES

52,580 notices 34,373 sent to presort on 12/19/2024 mailed out on 12/31/2024, 2,230 emailed 12/24/2024

DELINQUENT FILE

**WENT OUT to Quality Presort ON November 6, 2025 mailed out on
November 10, 2025 qty of 5,434**

Quality Presort 4,808

Tax \$12,961,024.46 Int \$5,650,993.39;/SA \$714,827.50 Int \$228,830.38

ADVERTISING LIST- REQUESTED ON NOVEMBER 25, 2025

SENT TO THE PAPERS ON NOVEMBER 26, 2025

Re \$2,702,085.10 Int \$88,106.13;/SA \$60,710.23 Int \$3,693.59

Total Parcels: 1,283/ total w/adv \$2,860,368.55

M/H \$245,407.92 Total Parcels: 817 total w/adv \$246,351.92

PENNINGTON COUNTY COURANT - DECEMBER 11, 2025

***RAPID CITY JOURNAL – DECEMBER 11, 2025**

***HILL CITY PREVAILER DECEMBER 9,2025**

TAX SALE this year – DECEMBER 15, 2025

900 Concourse Drive – Commission Chambers

**AMOUNT OF CERTIFICATES on 12/15 to be sold were: 899 amounting to
\$2,046,772.80**

Registered Bidders- 3

305 were sold to 2 successful bidders totaling \$1,428,612.01

Sale ended at 11:34 am



MEMORANDUM

DATE: January 6, 2026
FROM: Joan Martin, Commission Coordinator
TO: Board of Commissioners
RE: 2026 Extension Board Member Appointments

Commissioners – This agenda item is for the appointment of the following individuals to the 2026 Pennington County Extension Advisory Board:

Patty Brunner (Returning)
Heather Chambliss (Returning)
John James (Returning)
Denise Maher (Returning)
Tyler Myers (Returning)
Matt Odden (Returning)

Thank you for your consideration.

1/6/2026 Motion: Move to appoint Patty Brunner, Heather Chambliss, John James, Denis Maher, Tyler Myers, and Matthew Odden to the 2026 Extension Advisory Board and authorize the Chair's signature on the warrants of appointment.

13-54-11. Establishment and composition of county extension board--Appointment and terms of office--Officers of board.

Immediately after the boards of county commissioners have voted to establish cooperative extension work under the provisions of this chapter, they shall appoint a county extension board of five to seven members. At least two members shall be farmers and one a member of the board of county commissioners who may also be one of the farmer representatives. No person shall be denied membership on the grounds of sex, race, color, creed, or national origin. The membership shall be representative of the racial population mix in the county and of the various interest groups served by extension. The members of this board shall be appointed for a period of one year and their terms shall expire on the tenth of January each year. This board shall, at its first meeting after January tenth each year, organize and elect from their membership a president, vice president, and secretary-treasurer. Source: SDC 1939, Â§ 4.0504; SL 1965, ch 2; SDCL, Â§ 38-3-4; SL 1973, ch 252, Â§ 1; SL 1974, ch 253, Â§ 1.



Pennington County Board of Commissioners

County Administration Building
Physical: 900 Concourse Dr, Ste 100, Rapid City, SD 57703
Mailing: PO Box 6160, Rapid City, SD 57709-6160
(605) 394-2171 • www.pennco.org • pcboc@pennco.org

NEWS RELEASE **EXTENSION 4-H ADVISORY BOARD MEMBERS NEEDED** **December 12, 2025**

The Pennington County Board of Commissioners is now accepting applications for the 2026 SDSU/County Extension Advisory Board. The Board provides guidance and direction to the County Commissioners in the development, delivery, and evaluation of 4-H programs and services.

Board members are expected to attend four to six regularly scheduled meeting per year, as well as any special meetings which may be called if needs arise.

Per SDCL § 13-54-11 the membership shall be representative of the racial population mix in the county and of the various interest groups served by Extension. In order to fill this requirement, we are looking for White and American Indian persons with the majority being between the ages of 18-65 per the 2020 Census results for Pennington County.

Those who wish to be considered for an appointment are asked to submit a citizen interest form describing their qualifications and background to the Pennington County Board of Commissioners, 900 Concourse Drive, Suite 100, Rapid City, SD 57703. Please include your agency or community affiliation (if applicable), your particular interests as related to a board of this kind, and what you can contribute to such a board. Citizen interest forms can be found on the County website at <http://www.pennco.org/boardopenings>.

All responses must be received in the County Commission Office by 4:00 p.m., Monday, December 29, 2025. Interviews are tentatively scheduled to be conducted on Tuesday, December 30, 2025 if needed. The recommendations for new individuals selected for appointment will be presented at the January 6, 2026 Commission Meeting. All new applicants are asked to attend the January 20, 2026 meeting where the appointments will be made. All returning Board members will be appointed on January 6, 2026.

For more information contact Jordan Neeb or Joan Martin, Commission Office at (605) 394-2171.

South Dakota State University, South Dakota Counties and U.S. Department of Agriculture are cooperating agencies. South Dakota State University is an Affirmative Action/Equal Opportunity Employer and offers all benefits, services, education and employment opportunities without regard for race, color, creed, national origin, ancestry, citizenship, age, gender, sexual orientation, disability, or Vietnam Era Veteran status.



Pennington County, SD
130 Kansas City Street
Rapid City, SD 57701
www.pennco.org

CITIZEN INTEREST FORM

Name: Patty Brunner
Address: 6679 Long View Rd. City, State: Rapid City, SD
Phone: 605-391-3077 Email Address: BQH@ enetis.net
Years as a Pennington County Resident / Business Owner: 45
Occupation and Employer: Retired SLP/ small business owner
I am interested in serving on the: Penn. Co. Ext. Advisory Board

Training/Educational Background:

BA USD
MA USD Communication Disorders
45 Post graduate hours (USD, SDSU, BHSU)

Supplemental Information:

1. Why do you want to be appointed to the board or committee you are applying for?

i have served on this board since 2006 and see ever-changing dynamics even though the focus remains the same and that is to serve the youth of the area through the 4-H program. Our youth are our future and I believe investing in them.

2. What related experience/education/interests do you have that would be beneficial for the board or committee you are applying for?

Experience
background
team player
good listener

3. List the boards, community or other activities you have participated in.

*Board of trustees for the Rasmussen Fund through Wells Fargo
*BHSS Foundation member
*Past /VP of St. Therese Parish Council
*Past President/VP, secretary of RCQHA
* Founding member /past president, director of CONQHA
*SDQHA member & former director
* Catalyst Club president and inductee

4. What role do you think you would play on the Board?

* Belief in what I'm supporting.
* Team player
* Experience
* Continued desire to serve.

Pennington County exercises reasonable due diligence and may complete a background check which includes criminal history and public records for the final candidate or representative. By signing this document, I am providing Pennington County my consent to complete a background check as deemed necessary throughout the length of my volunteer/employment with the County.

My signature affirms that all information is true to the best of my knowledge and that I understand that any misstatement of fact or misrepresentation of credentials may result in this application being disqualified from further consideration or subsequent to my appointment to a board/committee may result in my dismissal. If I am appointed to serve, I agree to comply with Pennington County's Code of Conduct as a member of all Boards, Commissions, Committees Task Forces or other Appointed Advisory Groups.

Gabby Brunner
Applicant's Signature

12-9-25
Date

Please return completed interest form to:
Commission Office
130 Kansas City Street, Suite 100
Rapid City, SD 57701
(605) 394-2171
pcboc@pennco.org

Date Received: _____
Committee/Board: _____

By: _____
Appointment Date: _____



PENNINGTON COUNTY, SD

130 Kansas City Street
Rapid City, SD 57701
www.pennco.org

CITIZEN INTEREST FORM

Heather Chambliss

Name: _____
Address: 15991 Pioneer Rd New Underwood, SD 57761
(605)209-4021 City, State: _____
Phone: _____ E-mail-Address: bhchambliss@goldenwest.net

Years as a Pennington County Resident / Business Owner: 12yrs
Occupation and Employer: BC Renovations, LLC. Office Manager
Extension Advisory Board
I am interested in serving on the: _____
Education: _____

Rosebud Montana Public School 1984-1997-- Elementary/High School
University of Mary. 1997-2001--Bachelors of Science in Radiological Science
Rapid City-Regional-Radiology Program 1999-2001

Supplemental Information:

1. Why would you like to be appointed to the board or committee you are applying for?

I grew up in a very active 4H club in Montana. The lessons and experiences I learned and acquired there have helped me in my daily life. I would like that experience for my two girls. We are currently active with the Viewfield Wranglers 4H club. For the future of 4H to continue everyone needs a part. I feel this is my part to help.

2. What related experience/education/interests to you have that would be beneficial for the board or committee that you would like to serve on?

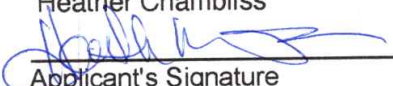
I have 12 yrs of personal 4H experience plus my two girls have been in 4H 9 years. We are active in a variety of class and events throughout the 4H experience. My favorite part of 4H is the livestock end of 4H but I do enjoy other aspects of it.

3. List the community or other activities which you have participated in.

I am to help with the Black Hills Archery club this winter/spring session. I have participated in multiple community service projects through both our 4H club and the New Underwood School system.

My signature affirms that all information is true to the best of my knowledge and that I understand that any misstatement of fact or misrepresentation of credentials may result in this application being disqualified from further consideration or subsequent to my appointment to a board/committee may result in my dismissal. If I am appointed to serve, I agree to comply with Pennington County's Code of Conduct as a member of all Boards, Commissions, Committees Task Forces or other Appointed Advisory Groups.

Heather Chambliss


Applicant's Signature

^{12/9/24}
12/18/25
Date

Please return completed interest form to:

Commission Office
130 Kansas City Street, Suite 100
Rapid City, SD 57701
(605) 394-2171
pcboc@pennco.org

Date Received: _____
Committee/Board: _____

By: _____
Appointment Date: _____

Appointment Citizen Interest Form

Print

Del

Submitted by: John James

Submitted On: 2025-12-30 07:42:47

Submission IP: 24.124.106.65 (172.31.18.155)
proxy-IP (raw-IP)

Status: Open

Priority: Normal

Assigned To: Office Commission

Due Date: Open



Citizen Appointment Interest Form

Please fill out the fields below to complete your appointment interest form.
This is a public record subject to disclosure.

CONTACT INFORMATION

* First Name		* Last Name	
John		James	
* Street Address		Street Address 2	
310 Denver St Apt 104			
* City	* State	* Zip Code	
Rapid City	South Dakota	57701	
* Phone		* Email	
6058633859		johnrjames@protonmail.com	
* Years as a Pennington County Resident/Business Owner			
5			
* Occupation		* Employer	
Bartender		Buffalo Wild Wings	

Please select which Board/Committee/Commission you are interested in serving on

SDSU/County Extension Advisory Board

▼

SUPPLEMENTAL INFORMATION

1. Describe your Training/Educational background.

B.A.; California State University, Fullerton; Finance & Political Science

2. Why do you want to be appointed to the board or committee you are applying for?

I have served on the 4-H Board for the previous four years. I had little knowledge about 4H prior to that time. After attending meetings, volunteering at events and camps, I learned about the incredible role that the 4H program plays in our community.

3. What related experience/education/interests do you have that would be beneficial for the board or committee you are applying for?

I was a youth advisor for the Order of DeMolay, a young men's fraternal organization for many years in California. In addition, I was a mentor for a few young men through a non-profit called Plant-A-Seed Institute.

4. List the boards, community or other activities you have participated in.

4-H Extension Advisory Board Member, 2022-2025 4-H Youth Camp Adult Chaperone, 2022-2024 Convention of State District Captain, 2017-2025 Plant-A-Seed Institute Mentor, 2015, 2018 Order of DeMolay Chapter Advisor, 2012-2020

5. What role do you think you would play on the board or committee?

As someone with limited experience in 4H, either as a member or advisor, I provide an outside perspective to the board. I also help volunteer in various roles throughout the year.

Pennington County exercises reasonable due diligence and may complete a background check, which includes criminal history and public records for the final candidate or representative. By signing this document, I am providing Pennington County my consent to complete a background check as deemed necessary throughout the length of my volunteer/employment with the County.

My signature affirms that all information is true to the best of my knowledge and that I understand that any misstatement of fact or misrepresentation of credentials may result in this application being disqualified from further consideration or subsequent to my appointment to a board/committee may result in my dismissal. If I am appointed to serve, I agree to comply with Pennington County's Code of Conduct as a member of all Boards, Commissions, Committees Task Forces or other Appointed Advisory Groups.

* Signature

John R James

By typing my name above, I agree that my typed signature is the legal equivalent of my handwritten signature on this document. I consent to the terms and conditions of this agreement and confirm that I am authorized to enter into this agreement. My electronic signature is as valid as if I had signed it in writing.

* Date

12/30/2025

Format: MM/DD/YYYY



PENNINGTON COUNTY, SD

900 Concourse Dr
Rapid City, SD 57703
www.pennco.org

CITIZEN INTEREST FORM

Name: _____

Address: _____ City, State: _____

Phone: _____ E-mail Address: _____

Years as a Pennington County Resident / Business Owner: _____

Occupation and Employer: _____

I am interested in serving on the: _____

Education:

Supplemental Information:

1. Why would you like to be appointed to the board or committee you are applying for?

2. What related experience/education/interests to you have that would be beneficial for the board or committee that you would like to serve on?

3. List the community or other activities which you have participated in.

My signature affirms that all information is true to the best of my knowledge and that I understand that any misstatement of fact or misrepresentation of credentials may result in this application being disqualified from further consideration or subsequent to my appointment to a board/committee may result in my dismissal. If I am appointed to serve, I agree to comply with Pennington County's Code of Conduct as a member of all Boards, Commissions, Committees Task Forces or other Appointed Advisory Groups.

Applicant's Signature

Date

Please return completed interest form
to: Commission Office
900 Concourse Drive, Suite 100
Rapid City, SD 57703
(605) 394-2171
pcboc@pennco.org

Date Received: _____
Committee/Board: _____

By: _____
Appointment Date: _____



Pennington County, SD
900 Concourse Dr
Rapid City, SD 57703
www.pennco.org

CITIZEN INTEREST FORM

Name: Tyler Myers

Address: 15543 229th Street City, State: Box Elder, SD

Phone: 937-707-8710 E-mail Address: sdylermyers@gmail.com

Years as a Pennington County Resident / Business Owner: 6 Occupation

and Employer: Owner / T&M Ag Supply

I am interested in serving on the: Pennington County Extension Board

Education:

Associate of Applied Science - Agriculture Science (Ivy Tech Community College - Lafayette, Indiana)

Bachelor of Science - Agriculture Science (South Dakota State University - Brookings, South Dakota)

Supplemental Information:

1. Why would you like to be appointed to the board or committee you are applying for?

I would like the opportunity to serve on this board as I am a product of extension. I grew up in a small farm community in northwestern Ohio where I later became heavily involved in 4-H. I watched my mother serve our community as she worked for Ohio State's extension and was a 4-H club advisor as well. I had the privilege to not only learn about different aspects of agriculture through extension but saw what it takes to be a good leader in the community. It is my hope that I too can return the favor to my community and help build youth of tomorrow's passion for all aspects of agriculture.

AUTHORIZATION WAIVER

2. What related experience/education/interests to you have that would be beneficial for the board or committee that you would like to serve on?

- 1 year Pennington County Extension Board Member
- 14 year 4-H Member
- 4 year FFA Member
- 20+ years of diversified livestock production
- Former livestock judging team member 4-H through collegiate level
- National Skill-a-thon Contest Competitor
- 5+ years in the animal nutrition industry
- 10+ years in agriculture sales

3. List the community or other activities which you have participated in.

- National Sheep Improvement Program
- American Sheep Industry Association
- South Dakota Sheep Growers Association
- Ohio Sheep Improvement Association
- National Lamb Feeders Association
- Continental Dorset Club
- National Cattlemen's Beef Association
- South Dakota Cattlemen's Association
- Alpha Gamma Rho Fraternity
- Central States Fair Foundation
- Western Junior Livestock Show

My signature affirms that all information is true to the best of my knowledge and that I understand that any misstatement of fact or misrepresentation of credentials may result in this application being disqualified from further consideration or subsequent to my appointment to a board/committee may result in my dismissal. If I am appointed to serve, I agree to comply with Pennington County's Code of Conduct as a member of all Boards, Commissions, Committees Task Forces or other Appointed Advisory Groups.

Applicant's Signature Date



12/29/25

Please return completed interest form
to: Commission Office
900 Concourse Drive, Suite 100
Rapid City, SD 57703
(605) 394-2171
pcboc@pennco.org

Date Received: _____ By: _____
Committee/Board: _____ Appointment Date: _____



PENNINGTON COUNTY, SD

130 Kansas City Street

Rapid City, SD 57701

www.pennco.org

CITIZEN INTEREST FORM

Name: Matthew Odden

Address: 6319 Seminole Lane City, State: Rapid City, SD

Phone: 605-870-1326 E-mail Address: matthew.odden@usda.gov

Years as a Pennington County Resident / Business Owner: 13

Occupation and Employer: Resource Unit Conservationist / USDA NRCS

I am interested in serving on the: Extension Board

Education:

Bachelor of Science in Range Science from South Dakota State University (SDSU).
Certificate in Rural Agricultural Leadership from SDSU.
Graduate of South Dakota Ag & Rural Leadership (SDARL) Class XI.
Approved SD 4-H Volunteer Leader.

Supplemental Information:

1. Why would you like to be appointed to the board or committee you are applying for?

I currently serve as the chair of the Extension Advisory Board and it has been a very fulfilling experience. Extension, 4-H, and youth education have always been near and dear to my heart. I was a 4-H member from the time I was 8 until I graduated out of the program at 18. I gained so much from 4-H when I was young, that has inspired me to help pass the same experience on to youth today. I have 2 children, both are 4-H members, so I have a vested interest in seeing Pennington County 4-H succeed. I believe this board provides an important role, being a sounding board for ideas from Extension staff as well as providing oversight and guidance on the budget. I have been part of hiring new staff and completing staff evaluations. I enjoy discussing how things are going and where staff see the direction of the program going in the future.

2. What related experience/education/interests to you have that would be beneficial for the board or committee that you would like to serve on?

I currently serve as a committee chair for the Western Junior Livestock Show, a youth livestock show held annually in Rapid City. I previously served as the Chair of the Rapid City Chamber of Commerce Ag and Natural Resources Committee and served as the scholarship fundraising chair for youth scholarships for several years. I have helped put on Range Judging contests for 4-H and FFA youth in western SD. I am a past President of the South Dakota Section of Society for Range Management and a member of the Youth Endowment Committee. I am an approved volunteer leader for Pennington County 4-H. I am graduate of South Dakota Ag & Rural Leadership (SDARL). I am on the CSF/BHSS youth livestock show committee.

3. List the community or other activities which you have participated in.

I am a member of Calvary Lutheran Church in Rapid City where I sing in the Worship Band and previously served on the Endowment Committee. I am also a volunteer Wish Granter through the Make-A-Wish Foundation of South Dakota, where I meet with children with life threatening illnesses and conditions to help them determine/discover and receive their one true wish. I judge livestock at county fairs and work with youth on livestock showing and judging skills. I have also worked with local high school Ag classes to talk with youth about natural resources, careers, and have provided job shadow opportunities for area high school and technical school students. I serve as a judge of 4-H, FFA, and other youth speaking and leadership development contests. I have served as an interviewer at Southwest Middle School for 8th grade students practicing job interview skills.

My signature affirms that all information is true to the best of my knowledge and that I understand that any misstatement of fact or misrepresentation of credentials may result in this application being disqualified from further consideration or subsequent to my appointment to a board/committee may result in my dismissal. If I am appointed to serve, I agree to comply with Pennington County's Code of Conduct as a member of all Boards, Commissions, Committees Task Forces or other Appointed Advisory Groups.

MATTHEW ODDEN
Digitally signed by MATTHEW ODDEN
Date: 2025.12.08 10:41:10 -07'00'

12/8/2025

Applicant's Signature

Date

Please return completed interest form to:
Commission Office
130 Kansas City Street, Suite 100
Rapid City, SD 57701
(605) 394-2171
pcboc@pennco.org

Date Received: 12/8/25
Committee/Board: _____

By: JM
Appointment Date: _____

WARRANT OF APPOINTMENT

STATE OF SOUTH DAKOTA - COUNTY OF PENNINGTON

This is to certify that at a meeting of the County Commission, held within and for the County of Pennington, South Dakota, on the 6th day of January, AD, 2026, Patty Brunner was appointed to the Pennington County Extension Advisory Board for said County of Pennington, South Dakota, for a term commencing on January 6th, 2026, and ending January 10th, 2027, unless sooner removed by the official action of the governing body.

Witness my hand and official seal of Pennington County, South Dakota, this 6th day of January, 2026.

Chair
Pennington County Commission

ATTEST:

Pennington County Auditor/Deputy

Document Prepared By: Joan Martin
Pennington County Commission Office
900 Concourse Dr, Suite 100
Rapid City, South Dakota, 57703
(605) 394-2171

Attached to and becoming a part of the general liability policy issued on behalf of Pennington County by the South Dakota Public Assurance Alliance.

WARRANT OF APPOINTMENT

STATE OF SOUTH DAKOTA - COUNTY OF PENNINGTON

This is to certify that at a meeting of the County Commission, held within and for the County of Pennington, South Dakota, on the 6th day of January, AD, 2026, Heather Chambliss was appointed to the Pennington County Extension Advisory Board for said County of Pennington, South Dakota, for a term commencing on January 6th, 2026, and ending January 10th, 2027, unless sooner removed by the official action of the governing body.

Witness my hand and official seal of Pennington County, South Dakota, this 6th day of January, 2026.

Chair
Pennington County Commission

ATTEST:

Pennington County Auditor/Deputy

Document Prepared By: Joan Martin
Pennington County Commission Office
900 Concourse Dr, Suite 100
Rapid City, South Dakota, 57703
(605) 394-2171

Attached to and becoming a part of the general liability policy issued on behalf of Pennington County by the South Dakota Public Assurance Alliance.

WARRANT OF APPOINTMENT

STATE OF SOUTH DAKOTA - COUNTY OF PENNINGTON

This is to certify that at a meeting of the County Commission, held within and for the County of Pennington, South Dakota, on the 6th day of January, AD, 2026, John James was appointed to the Pennington County Extension Advisory Board for said County of Pennington, South Dakota, for a term commencing on January 6th, 2026, and ending January 10th, 2027, unless sooner removed by the official action of the governing body.

Witness my hand and official seal of Pennington County, South Dakota, this 6th day of January, 2026.

Chair
Pennington County Commission

ATTEST:

Pennington County Auditor/Deputy

Document Prepared By: Joan Martin
Pennington County Commission Office
900 Concourse Dr, Suite 100
Rapid City, South Dakota, 57703
(605) 394-2171

Attached to and becoming a part of the general liability policy issued on behalf of Pennington County by the South Dakota Public Assurance Alliance.

WARRANT OF APPOINTMENT

STATE OF SOUTH DAKOTA - COUNTY OF PENNINGTON

This is to certify that at a meeting of the County Commission, held within and for the County of Pennington, South Dakota, on the 6th day of January, AD, 2026, Denise Maher was appointed to the Pennington County Extension Advisory Board for said County of Pennington, South Dakota, for a term commencing on January 6th, 2026, and ending January 10th, 2027, unless sooner removed by the official action of the governing body.

Witness my hand and official seal of Pennington County, South Dakota, this 6th day of January, 2026.

Chair
Pennington County Commission

ATTEST:

Pennington County Auditor/Deputy

Document Prepared By: Joan Martin
Pennington County Commission Office
900 Concourse Dr, Suite 100
Rapid City, South Dakota, 57703
(605) 394-2171

Attached to and becoming a part of the general liability policy issued on behalf of Pennington County by the South Dakota Public Assurance Alliance.

WARRANT OF APPOINTMENT

STATE OF SOUTH DAKOTA - COUNTY OF PENNINGTON

This is to certify that at a meeting of the County Commission, held within and for the County of Pennington, South Dakota, on the 6th day of January, AD, 2026, Tyler Myers was appointed to the Pennington County Extension Advisory Board for said County of Pennington, South Dakota, for a term commencing on January 6th, 2026, and ending January 10th, 2027, unless sooner removed by the official action of the governing body.

Witness my hand and official seal of Pennington County, South Dakota, this 6th day of January, 2026.

Chair
Pennington County Commission

ATTEST:

Pennington County Auditor/Deputy

Document Prepared By: Joan Martin
Pennington County Commission Office
900 Concourse Dr, Suite 100
Rapid City, South Dakota, 57703
(605) 394-2171

Attached to and becoming a part of the general liability policy issued on behalf of Pennington County by the South Dakota Public Assurance Alliance.

WARRANT OF APPOINTMENT

STATE OF SOUTH DAKOTA - COUNTY OF PENNINGTON

This is to certify that at a meeting of the County Commission, held within and for the County of Pennington, South Dakota, on the 6th day of January, AD, 2026, Matt Odden was appointed to the Pennington County Extension Advisory Board for said County of Pennington, South Dakota, for a term commencing on January 6th, 2026, and ending January 10th, 2027, unless sooner removed by the official action of the governing body.

Witness my hand and official seal of Pennington County, South Dakota, this 6th day of January, 2026.

Chair
Pennington County Commission

ATTEST:

Pennington County Auditor/Deputy

Document Prepared By: Joan Martin
Pennington County Commission Office
900 Concourse Dr, Suite 100
Rapid City, South Dakota, 57703
(605) 394-2171

Attached to and becoming a part of the general liability policy issued on behalf of Pennington County by the South Dakota Public Assurance Alliance.



Ellsworth Excise Tax Coalition

Updates, Progress & Next Steps

A partnership/alliance between Pennington & Meade Counties &
the Cities of Box Elder & Rapid City

January 6, 2026

Rob Timm, GPC
Government Affairs Director
City of Box Elder



© Paolastori.com

B-21 Bomber Mission – Even More Growth!

The Air Force indicates that by 2035:

- 30% increase in personnel at Ellsworth AFB
- Current personnel – 10,596
- B1/B21 Overlap period – 14,398
- Net Change/End State Personnel - **+3,147**
- **One of the largest employers in the state!**

These projections are very conservative and could potentially be two-three times larger!
(Department of Defense, 2020)

Economic Impact – A Juggernaut!

Estimated ANNUAL economic impact **\$886.8M+!!**

Estimated Impact to Job Creation: **8.2K**

(Ellsworth AFB Economic Impact Statement - 2023)



Current Ellsworth AFB Units:

- 28th Bomber Wing – B1B Lancer
- 28th Operations Wing
- 89th Attack Squadron - MQ-9 Reaper Drone
- Air Force Financial Services Center



The B-21 Raider & It's Impact

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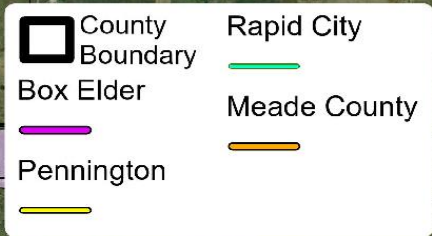
**\$2 Billion in construction on-base *Now*
through 2030+ and beyond!**



High levels of construction-related traffic = deteriorating roadways

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ELK CREEK





Previous Efforts to Secure Funding



Discussions with Dept. of War/Air Force:

- Since all construction projects/contracts were awarded/secured prior to the B-21 mission announcement, no support for roadways would be available
- Request via the Defense Access Roads Program – a potential funding source – has been met with some resistance and red tape (would need to be attached to the 2027 National Defense Authorization Act)

2025 Legislative Efforts:

- SB16 (Sen. Howard) – to set aside contractor's excise tax collections
 - Died on Senate Floor – 14-21
 - Reasons: No sunset clause, no specific purpose for funds, no set amount (the bill redirected *ALL* of the excise tax funds from EAFB)
- Sen. Howard and other west & east river legislators have indicted support for our 2026 efforts



The DATA

The Raw Numbers:

- Total number of roadways damaged/impacted:
 - 18 segments (among the 4 entities)
 - 36.7+ miles
- Cost to Repair damaged roads = \$8.0M+ (this is less than 20% of the total amt. of excise tax to be received by the State)
- Ellsworth AFB Construction cost estimates = \$2.0B+
- Ellsworth AFB Construction timeline: 2022-2040 (est.)
- Amount of contractor's excise tax to be received by the State (@ 2%) = \$40M-\$50M+



The Solution

Utilize a *portion* of the Contractor's Excise Tax derived from construction occurring on Ellsworth Air Force Base to:

- Establish a grant fund to help support improvements to roads adjacent to Ellsworth AFB that have been impacted by installation construction

How it would work:

- 2026 SD legislation that would create the above fund (potentially within the SDDOT or other state entity)
- Once the fund builds to \$8.0M (or 2037 – whichever is first), the legislation would sunset (end)
- Grant funds would then be dispersed to partners for projects identified (e.g. impacted roads)



Our legislative champions



Representative Drew Peterson – Salem (District 19) **(PRIME SPONSOR – HOUSE OF REPRESENTATIVES)**

- Farmer/Rancher
- Highly respected East River legislator

Senator Helene Duhamel – Rapid City (District 32) **(PRIME SPONSOR – SENATE)**

- Law enforcement/business owner
- Highly respected West River legislator
- An unwavering supporter of Ellsworth AFB and western SD



What's Next?

Next Steps:

- Revise draft legislation (LRC has already crafted a sample) to include updated costs – e.g. \$8M (^)
- Secure Resolution of Support from each partner's elected body (Dec./Jan.) (!)
- Schedule & hold a brief meeting with legislative sponsors and partners (Dec. or very early Jan.)(^)
- Continue updating talking points(^)
- Begin to develop legislative testimony(^!)

^ = Rob T./LRC/Sponsors

! = Partner entities



Is there
anything
else?

YES! (there's always something! 😊)

Just a few things:

- **Send me any and all pictures** you may have regarding roadway damages. This will help tell the story.
- **Prepare to come to Pierre to testify** – your testimony *does* make a difference. (Once the bill is placed into the *hopper*, we should get a feel for timing.)
- **Reach out to your area legislators** – let them know about this pending legislation and the need for support (letters were sent out to all Black Hills area legislators this past week regarding the project, requesting support, etc.).
- Remember.....this is **NOT A NEW TAX!** It is already being collected – we just want to redirect a portion of it to help fix our roads!

Summary

Safe, reliable roadways are critical to the overall safety and economic vitality of any community/county.

To support our current and future population, we need to maintain and enhance our infrastructure.

What is being proposed is reasonable, fair, and does not place a burden on the local taxpaying public. Using funds from construction projects on Ellsworth AFB to pay for roadways damaged by that same construction just makes sense!





Thank You!

Questions/Comments?

Rob Timm, GPC
Government Affairs Director
City of Box Elder
robert.timm@boxelder.us
www.boxelder.us

**RESOLUTION OF SUPPORT
ENDORISING THE CREATION OF A CONTRACTOR’S EXCISE TAX REBATE FUND
DERIVED FROM ELLSWORTH AIR FORCE BASE CONSTRUCTION PROJECTS TO
BE USED FOR ASSOCIATED ROADWAY REPAIRS**

WHEREAS, the Pennington County Commission considers safe, reliable roadways to be of utmost importance throughout the county and the region; and

WHEREAS, the Pennington County Commission supports and appreciates the overall mission of Ellsworth Air Force Base along with its many personnel; and

WHEREAS, construction projects occurring on Ellsworth Air Force Base have negatively impacted the condition of roadways adjacent to the installation; and

WHEREAS, a funding mechanism is needed to assist in the repair of roadways damaged by installation related construction traffic; and

WHEREAS, the State of South Dakota currently derives a contractor’s excise tax from construction activities occurring on the installation.

NOW, THEREFORE, BE IT RESOLVED that the Pennington County Commission hereby endorses the creation of the Ellsworth Air Force Base Contractor’s Excise Tax Rebate Fund to be utilized for repairs to roadways adjacent to the installation that have been negatively impacted by construction related traffic.

ADOPTED this the 6 day of January, 2026

Signed:

Chair – Pennington County

Attest:

Auditor – Pennington County

January 2, 2026

RE: Letter of Support – Proposed Contractor’s Excise Tax Rebate Fund Related to Ellsworth AFB Construction

Dear Legislative Sponsors and Interested Parties,

On behalf of the Pennington County Board of Commissioners, this letter is provided to express support for efforts currently under consideration by the State of South Dakota to explore the use of contractor’s excise tax revenues derived from construction activity at Ellsworth Air Force Base for transportation infrastructure purposes.

Pennington County recognizes the significant level of construction activity occurring at Ellsworth Air Force Base and the importance of maintaining safe and reliable roadway infrastructure in areas experiencing increased traffic volumes associated with that activity. The Board supports continued evaluation of reasonable and targeted funding mechanisms that will assist local and regional partners in addressing transportation infrastructure needs related to this growth.

One funding mechanism currently being discussed by state and local partners is the proposed creation of the Ellsworth Air Force Base Contractor’s Excise Tax Rebate Fund to support repairs to roadways adjacent to the installation.

We appreciate the collaborative efforts among state and local partners to address infrastructure impacts related to Ellsworth Air Force Base and remains supportive of thoughtful legislative solutions that balance statewide interests with local transportation needs.

Chair, Pennington County Board of Commissioners

PENNINGTON COUNTY BOARD OF COMMISSIONERS

Phone: (605) 394-2171 | Email: PCBoC@PennCo.org

Physical: 900 Concourse Dr. Suite 100 Rapid City, SD 57703

Mailing: P.O. Box 6160 Rapid City, SD 57709 | Website: PennCo.org



PENNINGTON COUNTY, SD RESOLUTION 26-2
Election Workers Wages

WHEREAS, the Board of County Commissioners of Pennington County shall set the fee and mileage allowance annually for precinct workers pursuant to SDCL 12-15-11 and 12-15-7.

NOW, THEREFORE, BE IT RESOLVED that the following rates shall be paid:

- Superintendents shall be paid a fee of \$275 per election day
- Precinct Deputies shall be paid a fee of \$200 per election day
- Absentee Precinct Superintendent shall receive \$20 per hour
- Absentee Precinct Deputies shall receive \$20 per hour
- For attendance at the Election School, Superintendents and Precinct Deputies will receive a fee of \$45 The person picking up and returning election supplies shall receive the County rate for mileage as established by the County's travel policy, for actual miles traveled
- Resolution Board members shall be paid \$25 per hour
- Provisional Ballot Board members shall be paid \$20 per hour for counting Provisional Ballots if needed
- Any non- county employee deemed necessary by the County Auditor for receiving ballot boxes, supplies and for tabulating ballots shall be paid \$25 per hour
- Post-election Audit Board members shall be paid \$25.00 per hour for each hour required plus county rate for mileage for miles traveled, any necessary meal costs and any other costs established in SD Administrative Rule 05:02:23:15

Approved this 6th day of January, 2026.

PENNINGTON COUNTY BOARD OF COMMISSIONERS

Chair

ATTEST:

BY: _____
Pennington County Auditor/Deputy



Memorandum

DATE: January 6, 2026
FROM: Carol Bancroft, HR Director
TO: Pennington County Board of Commissioners
RE: Elected Official Compensation Levels for FY 2026

This memo is intended to provide the Board of County Commissioners sufficient information to determine the annual compensation levels of the County elected officials, to include County Auditor, County Register of Deeds, County Sheriff, County State's Attorney and County Treasurer.

Per SDCL 7-8-20 General powers of county commissioners. In addition to others specified by law, the board of county commissioners shall have power:

(11) To provide additional compensation to the county treasurer, county auditor, county register of deeds, state's attorney, and sheriff. This compensation shall be in addition to the salaries prescribed in §§ 7-7-9.1, 7-7-12, and 7-12-15;

7-7-9.1. Salary for county treasurer, auditor and register of deeds--Salaries not to be decreased during terms of office. The board of county commissioners shall establish, by resolution, the salary payable to the county treasurer, county auditor, and county register of deeds. The salary payable may not be less than the following schedule as based upon the most recent decennial federal census of population for counties:

County Population	Salary Schedule
Below 10,000	\$33,825
10,000-14,999	\$34,543
15,000-24,999	\$35,952
25,000-69,999	\$39,479
70,000 and over	\$42,561

The board of county commissioners may not decrease the salary of the county treasurer, county auditor, or county register of deeds during consecutive terms of office of the county treasurer, county auditor, or county register of deeds.

7-7-12. Salary for state's attorney--Contract for services when no attorney elected--Salary not to be decreased during term of office. Salary for state's attorney--Contract for services when no attorney elected--Salary not to be decreased during term of office. The board of county commissioners shall establish, by resolution, the salary payable to the state's attorney. The salary payable may not be less than the following schedule as based upon the most recent decennial federal census of population for counties:

County Population	Salary Schedule
Below 5,000	\$34,554
5,000 - 9,999	\$37,673
10,000 - 20,000	\$44,492
20,000 - 49,999	\$47,728

In counties of over fifty thousand population where a full-time state's attorney is required or in counties where the commissioners designate the position full-time the sum of seventy-one thousand five hundred thirty-four dollars per year. In counties of less than fifty thousand population the commissioners may designate the position full-time. The decision by the commissioners shall be adopted prior to the first day of January in the year of the election and may not be amended for that term of office. However, if no state's attorney is elected to the office at any general election, the board of county commissioners may contract for such legal services and negotiate the compensation therefor on terms and conditions determined by the board of county commissioners. The board of county commissioners may not decrease the salary of the state's attorney during consecutive terms of office of the state's attorney.

7-12-15. Sheriff's salary schedule. The board of county commissioners shall establish, by resolution, the salary payable to the sheriff. The salary payable may not be less than the following schedule based upon the most recent decennial federal census of population of counties.

County Population	Salary Schedule
Below 10,000	\$41,256
10,000-14,999	\$44,723
15,000-24,999	\$46,110
25,000-69,999	\$51,657
70,000 and over	\$56,163

The board of county commissioners may not decrease the salary of the sheriff during consecutive terms of office of the sheriff. Any sheriff having responsibility for managing a full-time jail shall receive an additional ten percent added to the base salary listed in this section.

South Dakota State Law directs the Board of County Commissioners to establish, by resolution, the salary payable to the County Sheriff, County State's Attorney, County Treasurer, County Auditor, and County Register of Deeds; the salary payable may not be less than the defined schedules as based upon the most recent decennial federal census of population for counties per SDCL Chapter 7-7-9.1

This recommendation is to request the Elected Officials Wage Resolution be set at the minimum base annual salaries as follows:

County Auditor - \$110,000
County Register of Deeds - \$ 95,000
County Sheriff/Coroner- \$ 150,000
County State's Attorney - \$150,000
County Treasurer - \$110,000

The current incumbent annual salaries for 2025 in each position are shown here:

Auditor: \$ 91,000.00
Register of Deeds: \$111,633.60
Sheriff/Coroner: \$158,329.60
State's Attorney: \$158,329.60
Treasurer: \$131,934.40

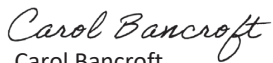
If the Board adopts recommended salaries for each position in 2026, the following 2026 annual salaries through motion will be effective February 1, 2026:

Auditor: \$112,000.00
Register of Deeds: \$111,633.60
Sheriff/Coroner: \$158,329.60
State's Attorney: \$158,329.6
Treasurer: \$131,934.40

The recommended motion could read as follows:

I move to approve the recommended 2026 annual salary levels for Pennington County Elected Officials to be effective February 1, 2026, and to allow the Board Chairperson to apply their signature to the Pennington County Elected Officials Wage Policy Resolution for 2026.

Thank you,



Carol Bancroft
Human Resources Director
Pennington County

PENNINGTON COUNTY, SD RESOLUTION 26-1
Elected Officials Wage Policy

WHEREAS, the Pennington County Board of County Commissioners establishes a wage policy for Elected Officials serving the residents of the County of Pennington, South Dakota; and

WHEREAS, the Pennington County Board of County Commissioners are dedicated to attracting citizens of the highest quality to public service by establishing proper salaries for the elected officials, basing those salaries on realistic standards and paying them according to the duties of their office; and,

WHEREAS, South Dakota State Law directs the Board of County Commissioners to establish, by resolution, the salary payable to the County Sheriff, County State's Attorney, County Treasurer, County Auditor, and County Register of Deeds; and,

WHEREAS, South Dakota State Law directs the Board of County Commissioners to establish, by resolution, the salary payable to the County Sheriff, County State's Attorney, County Treasurer, County Auditor, and County Register of Deeds; the salary payable may not be less than the defined schedules as based upon the most recent decennial federal census of population for counties per SDCL Chapter 7-7- 9.1; and

WHEREAS, the minimum base annual salaries of the following Elected Officials of Pennington County are set at:
County Auditor - \$110,000
County Register of Deeds - \$ 95,000
County Sheriff/Coroner- \$ 150,000
County State's Attorney - \$150,000
County Treasurer - \$110,000

WHEREAS, Elected Officials in Pennington County are eligible for annual increases if set forth by the Board of County Commissioners; and

IN ADDITION, effective February 1, 2026, the current or sitting elected official salaries, shall be established as follows:

County Auditor - \$ 112,000.00
County Register of Deeds - \$ 111,633.60
County Sheriff/Coroner- \$ 158,329.60
County State's Attorney - \$ 158,329.60
County Treasurer - \$ 131,934.40

WHEREAS, once a new individual is elected to office, prior experience may be taken into consideration to establish the salary at or above the minimum base salary.

NOW, THEREFORE BE IT RESOLVED, by this Pennington County Board of Commissioners, do hereby establish a wage policy for Elected Officials.

Approved this 6th day of January, 2026.

PENNINGTON COUNTY BOARD OF COMMISSIONERS

Ron Weifenbach, Chair

ATTEST:

BY: _____
Pennington County Auditor/Deputy



Human Resources

Memorandum

Date: January 6, 2026

From: Carol Bancroft, HR Director

To: Pennington County Board of Commissioners

RE: Request for Approval of 2026 Resolution for Drug-Free Workplace Act

The 2026 Resolution for the Drug-Free Workplace Act is submitted for your approval. This resolution is a critical part of our ongoing commitment to ensuring a safe and healthy work environment for all Pennington County employees by aligning with Federal and State regulations regarding workplace drug policies.

The attached resolution outlines the County's policies and procedures for maintaining a drug-free workplace, including:

1. Commitment to a drug-free environment: This policy reaffirms our zero-tolerance stance on illegal drug use or impairment during working hours.
2. Employee Assistance Program (EAP): Ensuring that employees who may need help with substance abuse issues have access to the resources and support they need.
3. Drug Testing Procedures: Continued implementation of drug testing protocols, including pre-employment and random testing, in line with both legal requirements and best practices.
4. Ongoing Training and Education: Programs to raise awareness among employees about the dangers of drug use and the importance of maintaining a healthy, drug-free workplace.

This resolution ensures that we continue to promote a safe and productive work environment for all employees while maintaining compliance with the Drug-Free Workplace Act and related legislation.

I respectfully request the approval of the Board of Commissioners Chair to sign the 2026 Resolution for the Drug-Free Workplace Act.

Motion Could Read:

Move to approve signature of the Commission Chair on the 2026 Drug-Free Workplace Resolution.

Thank you for your attention to this important matter.

Respectfully,

Carol Bancroft, HR Director
Pennington County

2026 RESOLUTION
DRUG-FREE WORKPLACE ACT CERTIFICATION FOR A PUBLIC ENTITY

1. The County of Pennington, SD certifies that it will provide a drug-free workplace by:
 - a. Publishing a statement notifying employees that unlawfully manufacturing, distributing, dispensing, possessing or using a controlled substance in the recipient's workplace is prohibited and specifying the actions that will be taken against employees for violation or such prohibition. This includes all substances or drugs made illegal under federal law, even if legal under state law.
 - b. Establishing a drug-free awareness program to inform employees about:
 1. The dangers of drug abuse in the workplace;
 2. The recipient's policy of maintaining a drug-free workplace;
 3. Any drug counseling, rehabilitation and employee assistance programs that are available; and
 4. The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace.
 - c. Making it a requirement that each employee to be engaged in the performance of the grant or cooperative agreement be given a copy of the statement required by paragraph (a).
 - d. Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant or cooperative agreement, the employee will;
 1. Abide by the terms of the statement; and,
 2. Notify the employer of any criminal drug statute conviction for a violation occurring in the workplace no later than five days after such a conviction.
 - e. Notifying the federal sponsoring agency within ten days after receiving notice under subparagraph (d) (2), with respect to any employee so convicted;
 1. Taking appropriate personnel action against such an employee, up to and including termination; or
 2. Requiring such an employee to participate satisfactorily in drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State or local health, law enforcement, or other appropriate agency.

- f. Taking one of the following actions, within 30 days of receiving notice under subparagraph (d)(2), with respect to any employee so convicted;
 - 1. Taking appropriate personnel action against such an employee, up to and including termination; or
 - 2. Requiring such an employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State or local health, law enforcement, or other agency.
 - g. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (a), (b), (c), (d), (e), and (f).
2. The recipient's headquarters is located at the following address. The addresses of all other workplaces maintained by the recipient are provided on an accompanying list.

Pennington County Administration Building
900 Concourse Drive
Rapid City, SD 57703

Dated this 6th day of January, 2026.

Chair
PENNINGTON COUNTY BOARD OF COMMISSIONERS

ATTEST:

PENNINGTON COUNTY AUDITOR

The addresses of all other workplaces maintained by the recipient are as follows:

1. 24/7 Program – 111 New York Street, Rapid City, SD 57701
2. Buildings & Grounds – 14 St Joseph Street, Rapid City SD 57701
3. Care Campus – 321 Kansas City Street, Rapid City, SD 57701
 - a. Human Services (Economic Assistance, Veterans Service Office)
 - b. Addiction Treatment Services (Detox Services, Safe Solutions, Residential/Outpatient Treatment)
 - c. Crisis Care Center
4. Pivot Point – 308 Quincy St., Rapid City, SD 57701
5. Central States Fairgrounds - 800 San Francisco Street, Rapid City, SD 57701
6. City/County Evidence Building – 625 1st Street, Rapid City, SD 57701
7. Extension (4-H Program) Office - 601 E Centre Avenue, Rapid City SD 57701
8. Highway Department - 3601 Cambell Street, Rapid City SD 57701
 - a. Hill City Location - 24032 Highway 385, Hill City, SD 57745
 - b. New Underwood Location – 16101 229th Street, New Underwood, SD 57761
 - c. Wall Location – 20 North Creighton Rd, Wall, SD 57790
9. Pennington County Administration Building – 900 Concourse Dr, Rapid City, SD 57703
11. Pennington County Public Defenders and Operations Building – 14 St. Joseph Street, Rapid City, SD, 57701
12. Pennington County Courthouse – 315 St. Joseph Street, Rapid City, SD 57701
13. Pennington County Jail - 307 Saint Joseph Street, Rapid City SD 57701
14. Pennington County Sheriff's Office - 300 Kansas City Street, Rapid City SD 57701
15. Pennington County Sheriff's Office Fleet Station – 840 Centre Street, Rapid City, SD 57701
16. Wall Treasurers Satellite Office - 411 Main Street, Wall SD 57790
17. Western SD Juvenile Services Center & the Life Enrichment Center - 3505 Cambell Street, Rapid City SD 57701

18. Natural Resources (Weed & Pest) Office - 3607 Cambell Street, Rapid City SD
57701



PLANNING DEPARTMENT MEMORANDUM

TO: PENNINGTON COUNTY BOARD OF COMMISSIONERS
FROM: PENNINGTON COUNTY PLANNING DEPARTMENT
ITEM: VARIANCE / COVA 25-0021: Dean and Sharene Hass. To reduce the setback to the north property line for a proposed garage on the subject property in a Rural Residential District in accordance with the Pennington County Zoning Ordinance.

Lot 7, Stratmeyer Addition, Section 13, T1S, R6E, BHM, Pennington County, South Dakota.

(Continued from the December 16, 2025, Board of Commissioner's meeting.)

Staff recommended denial of Variance / COVA 25-0021, as there are no special conditions on the subject property that would support approval.

If the Board of Adjustment disagrees and approves the request, Staff recommends three (3) conditions be included:

1. That this Variance only applies to the proposed 32' x 32' detached garage;
2. That the applicant obtains an approved Building Permit for the proposed garage; and,
3. That the applicant provides a survey to the Planning Department for the proposed garage setbacks on the north property line.

STAFF REPORT

I. INTRODUCTION

REQUEST:	<u>VARIANCE / COVA 25-0021:</u> <ul style="list-style-type: none">To reduce the required setback to the north property line.
APPLICANT/ OWNERS	Dean and Sharene Hass <ul style="list-style-type: none">13514 Earl Court, Rapid City, SD 57702
EXISTING LEGAL DESCRIPTION(S):	Lot 7, Stratmeyer Addition, Section 13, T1S. R6E, BHM, Pennington County, South Dakota.
LOCATION:	13514 Earl Court
TAX ID(S):	48601
SIZE:	4.25 acres
PHYSICAL DESCRIPTION:	Forested / Hills
CURRENT ZONING:	Rural Residential District
EXISTING LAND USE:	Residential
SURROUNDING ZONING:	North, South, and West <ul style="list-style-type: none">Rural Residential East <ul style="list-style-type: none">Agriculture District
ACCESS	Earl Court
FLOOD HAZARD	None
ZONING ORDINANCE REFERENCE:	§§207 and 509
REPORT BY:	Christine Phillip

II. RECOMMENDATION

- A. Staff recommends denial of Variance / COVA 25-0021 as there are no special conditions on the subject property that would support approval.
- B. *However*, if the Board of Adjustment disagrees and approves the request, Staff recommends three (3) conditions be included:
 - a. That this Variance only applies to the proposed 32' x 32' detached garage;
 - b. That the applicant obtains an approved Building Permit for the proposed garage; and,
 - c. That the applicant provides a survey to the Planning Department for the proposed garage setbacks on the north property line.

III. CRITERIA REVIEWED

Prong One <i>Whether granting the Variance runs counter to the public interest?</i>			
Consider the entire public— not just the neighbors	Findings		
1. Does it injure the neighborhood?	Yes	No ✓	The requested setback is eight (8) feet from the North property line.
2. Does it conform to the neighborhood?	Yes	No ✓	It appears that existing structures in the neighborhood meet the required 25-foot setback.
3. Does it conform to the general purpose of the Zoning Ordinance?	Yes	No ✓	Rural Residential Zoning Districts require a 25-foot setback from all property lines.
4. Does it conform to the Comprehensive Plan currently in place?	Yes	No ✓	The Future Land Use of the property is Rural Residential District which requires a 25-foot setback.
5. Does it harm the public safety, health, or general welfare of the community?	Yes	No ✓	The requested setback of eight (8) feet should have minimal impact on the safety, health, and general welfare of the public.
Prong Two <i>Whether special conditions exist to grant a Variance?</i>			
Physical conditions— not monetary or economic hardship	Findings		
1. Does a special condition—exceptional narrowness, topography, siting, or the like—exist on the property?	Yes	No ✓	No special condition exists to grant a Variance.

IV. BUILDING HISTORY

- A. *Building Permits*
 1. 1998COBP0631 - Single-family residence.
 2. COBP14-0049 - 20' x 32' pole barn.
 3. COBP14-0050 - 18' x 30' Carport.
 4. COBP14-0051 - 12' x 20' shed.
 5. COBP14-0417 - Removal 12' x 20' shed.
- B. *Onsite Wastewater Treatment System*
 1. 1998COSD0145 - Construction Permit.
 2. COOP19-0748 - Operating License.
 3. COPR25-0114 - Pump Record.

III. INTERDEPARTMENTAL REVIEW

- A. *The request was routed to: County Highway Department, County Fire Administrator, County Planning, Emergency Services (911), County Ordinance Enforcement, Register of Deeds and Department of Equalization:*
 1. No objections or concerns were received.

Agenda Item #A
Dean and Sharene Hass
January 6, 2026

IV. ANALYSIS

- A. The applicants are requesting to reduce the required setback to the north property line from 25 feet to 8 feet.
- B. No special condition exists that would prevent the detached garage from being constructed to meet the required 25-foot setback.
 - 1. Literal enforcement of the Zoning Ordinance will not result in any unnecessary hardship.
 - 2. Approval will be solely for convenience, as there are alternative locations on the property to build the proposed structure and meet setbacks.
- C. October 7, 2025 the Board of Commissioners approved the appeal of the Planning Director's decision to allow the applicants to apply for a Setback Variance on the subject property.
 - 1. Staff recommended denial of the appeal to allow a Setback Variance on the subject property, as there is no special condition that exists on the property to warrant the Variance.
- D. Staff has received no comments from the public for this request.



Agenda Item #A
Dean and Sharene Hass
January 6, 2026



Agenda Item #A
Dean and Sharene Hass
January 6, 2026





Pennington County Planning Department

Pennington County Administration Bldg • 130 Kansas City St. Ste. 200
Rapid City, SD 57701 • Phone: 605.394.2186

MEMO

TO: Board of Commissioners
FROM: Megan Talmage (Senior Planner)
DATE: October 7, 2025
RE: Dean and Sharene Hass Appeal to the Planning Director's Decision.

Staff met with Dean and Sharene Hass on September 15, 2025, to discuss the location of a proposed garage at 13514 Earl Court. The property is 4.25 acres and currently zoned Rural Residential. Rural Residential Zoning District requires a setback of 25 feet. The applicant has requested a setback of 8 feet from the northern property line. Staff explored alternate locations with the applicant for the proposed garage.

The Hass' were advised that the Planning Department would not accept a Variance application for a Setback Variance, as there are other locations on the property for the proposed garage. Staff recommends denial of the appeal to allow a Setback Variance on the subject property, as there is no special condition that exists on the property to warrant the Variance.



Pennington County
Planning & Zoning Department
Agenda Submission Request

Please complete the following required information:

1. Name: Dean and Sharene Hass
2. Address: 13514 Earl Ct.
Rapid City SD 57702
3. Telephone: 605 390 1997
4. E-mail Address: deanhass79@hotmail.com
5. A detailed explanation of the situation / issue: We are requesting a
variance request for building a 32'x32' garage.
We would like for there to be a 8' setback.



6. What are you requesting: See Above

7. Supporting documentation included: ☒ Yes or No

(Description of documentation): Photo's for further
clarity

VARIANCE APPLICATION

Tax ID: 48601

(Choose one) ☐ Subdivision Regulations Variance or ☐ Zoning Variance

Board of Adjustment Meeting Date: Dec 10, 2025

Fee Paid: PP

Public Hearing Notices To Be Sent By and Sign to Be Posted By: _____

1. Contact Information

Applicant: Dean Hass Daytime Phone: 605-390-1997

Mailing Address: 13514 East Ct
(Street or P.O. Box) (City, State, Zip)

E-mail Address: _____

Landowner: same Daytime Phone: _____

Mailing Address: _____

E-mail Address: _____

Authorized Agent: na Daytime Phone: _____

Mailing Address: _____

E-mail Address: deanhass79@hotmail.com

2. Property Information

Existing Legal Description: Lot 7 Stratmeyer Addition
SEC 13 T1S R6E BHM, Pennington County, South Dakota.

Current Zoning: _____ Acreage: 4.25 Utilities: _____

Physical Description (Flat/hilly): Hilly-Flat

Landmark Location (Nearest Intersection) or Address: Hwy 16

Surrounding Zoning: North: RR South: RR East: Ag West: RR

Land Use: ☒ Residential ☐ Mixed-Use ☐ Commercial ☐ Industrial ☐ Other:

3. Subdivision Regulation Variance (If a Zoning Variance, skip to Section No. 4)

☐ Road improvements/design standards ☐ Grading and drainage ☐ Erosion Control Plan ☐ Certificates

☐ Water facilities ☐ Fire Mitigation Plan ☐ Assurances (Surety) ☐ Dead End Road Systems ☐ Other

Description of request: _____

VARIANCE FINDINGS WORKSHEET

Prong One <i>Whether granting the Variance runs counter to the public interest?</i>		
Consider the entire public— not just the neighbors	Findings	
1. Does it injure the neighborhood?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
2. Does it conform to the neighborhood?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
3. Does it conform to the general purpose of the Zoning Ordinances?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/> Board approved 8-22 setback 10-7-2025
4. Does it conform to the Comprehensive Plan currently in place?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
5. Does it harm the public safety, health, or general welfare of the community?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Prong Two <i>Whether special conditions exist to grant a Variance?</i>		
Physical conditions— not money or econ hardship	Findings	
1. Does a special condition—exceptional narrowness, topography, siting, or the like—exist on the property? *Explicitly state the condition on the property that is a special condition if one exists. *It must be a physical condition. *Exception: legal justification (for example, estoppel) is a special circumstance.	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
a. If a special condition exists, does enforcing the ordinance create an unnecessary hardship? *That does not mean money, econ hardship, or allowing a use that's prohibited (i.e., not otherwise excluded) in the zoning district.	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
b. If a special circumstances exist, does granting the Variance observe the Ordinance's spirit while doing substantial justice?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>

4. Zoning Variance

☒ Setback ☐ Lot Size ☐ Dead-End Road System ☐ Living Quarter's Size ☐ Impervious Area
☐ Height ☐ Home Standards ☐ Septic Standards ☐ Sign Regulations ☐ Other

Description of request: Setback 8 feet from the Northern property line.

5. Signature(s)

The Owner, Applicant or Authorized Agent acknowledges and agrees that he or she (1) has read and received a copy of the instruction sheets and this application form concerning the filing and hearing of this matter, (2) authorizes the Pennington County Planning & Zoning Department Staff and designees to enter onto and inspect the above-described property, and, (3) has been advised of the fee requirements. (Owner's Signature is required on all applications.)

Signature of LANDOWNER:

Greene Hass

DATE: 11-12-2025

Subscribed and sworn to before me this 12 day of November, 2025.

Christine Thompson Phillip
Notary Public for the State of South Dakota

My Commission Expires: 7-13-31



Signature of APPLICANT or AGENT:

DATE: _____

Subscribed and sworn to before me this _____ day of _____, 2025.

Notary Public for the State of South Dakota

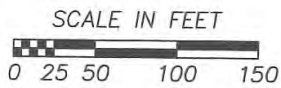
My Commission Expires: _____

(SEAL)

EXHIBIT A

Vacated Minimum Yard Setback for Structures located in
Lot 7 of Stratmeyer Addition, situated in the SW1/4 NW1/4 of
Section 13, Township 1 South, Range 6 East of the Black Hills Meridian,
Pennington County, South Dakota.

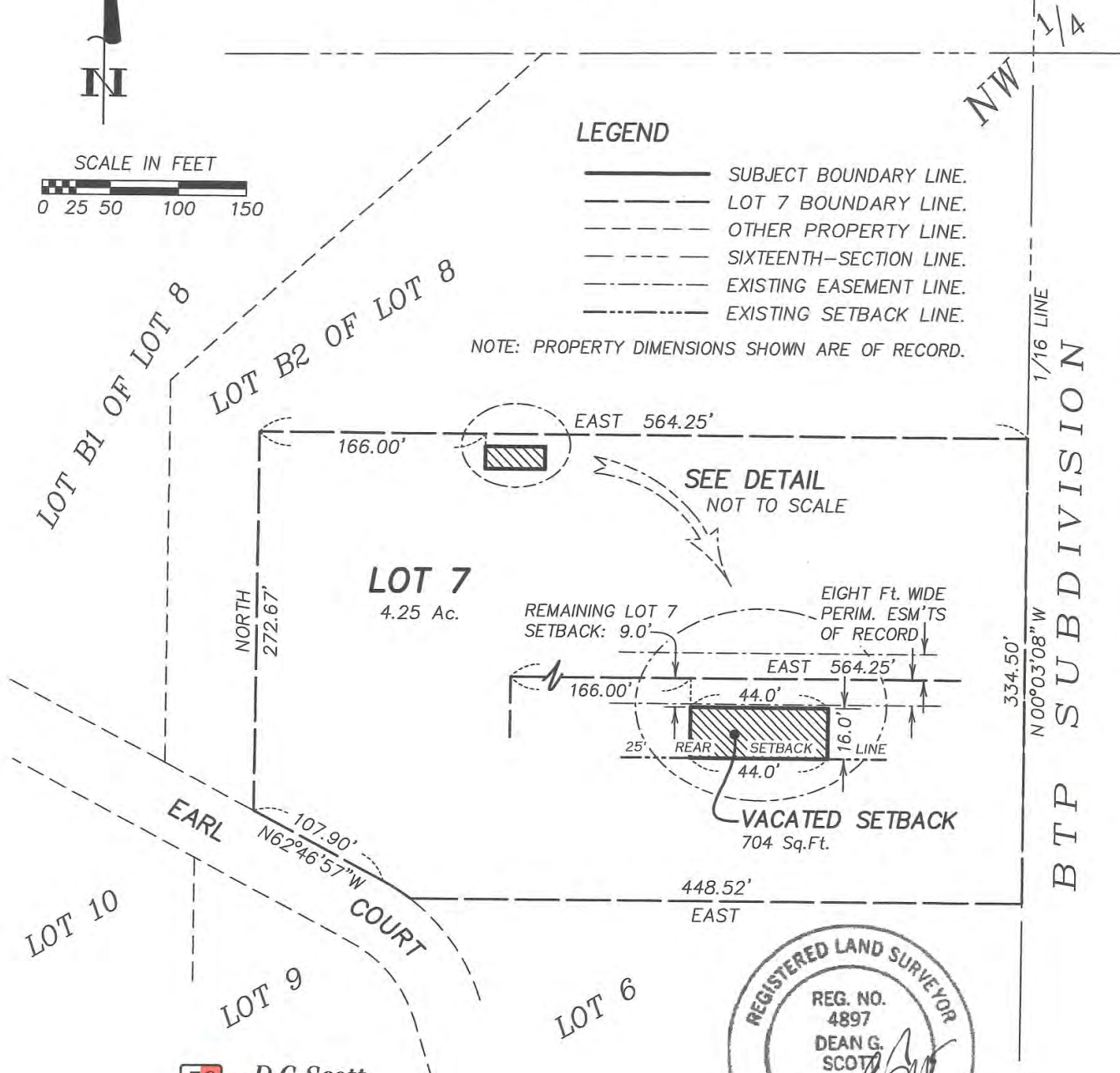
December, 2025



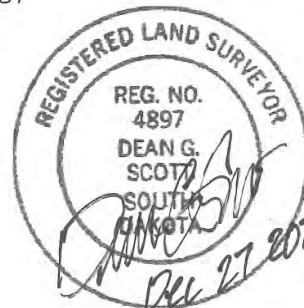
LEGEND

- SUBJECT BOUNDARY LINE.
- LOT 7 BOUNDARY LINE.
- OTHER PROPERTY LINE.
- SIXTEENTH-SECTION LINE.
- EXISTING EASEMENT LINE.
- EXISTING SETBACK LINE.

NOTE: PROPERTY DIMENSIONS SHOWN ARE OF RECORD.



D.C. Scott
SURVEYORS, INC.
4215 MACKS DRIVE
RAPID CITY, SD 57703
(605) 393-2400



Legend

Roads

- Interstate
- US highway
- SD highway
- County highway
- Main road
- Minor arterial
- Collector
- Ramp
- Paved road
- Unpaved road
- Trail
- ... Driveway
- Alley
- Unimproved road
- Airport Runway
- Not yet coded
- Platted Not Built

Section Lines 0-25k

Tax Parcels

Lot Lines

- Lot Line
- Parcel Line

Map Notes:



Legend

Roads

- Interstate
- US highway
- SD highway
- County highway
- Main road
- Minor arterial
- Collector
- Ramp
- Paved road
- Unpaved road
- Trail
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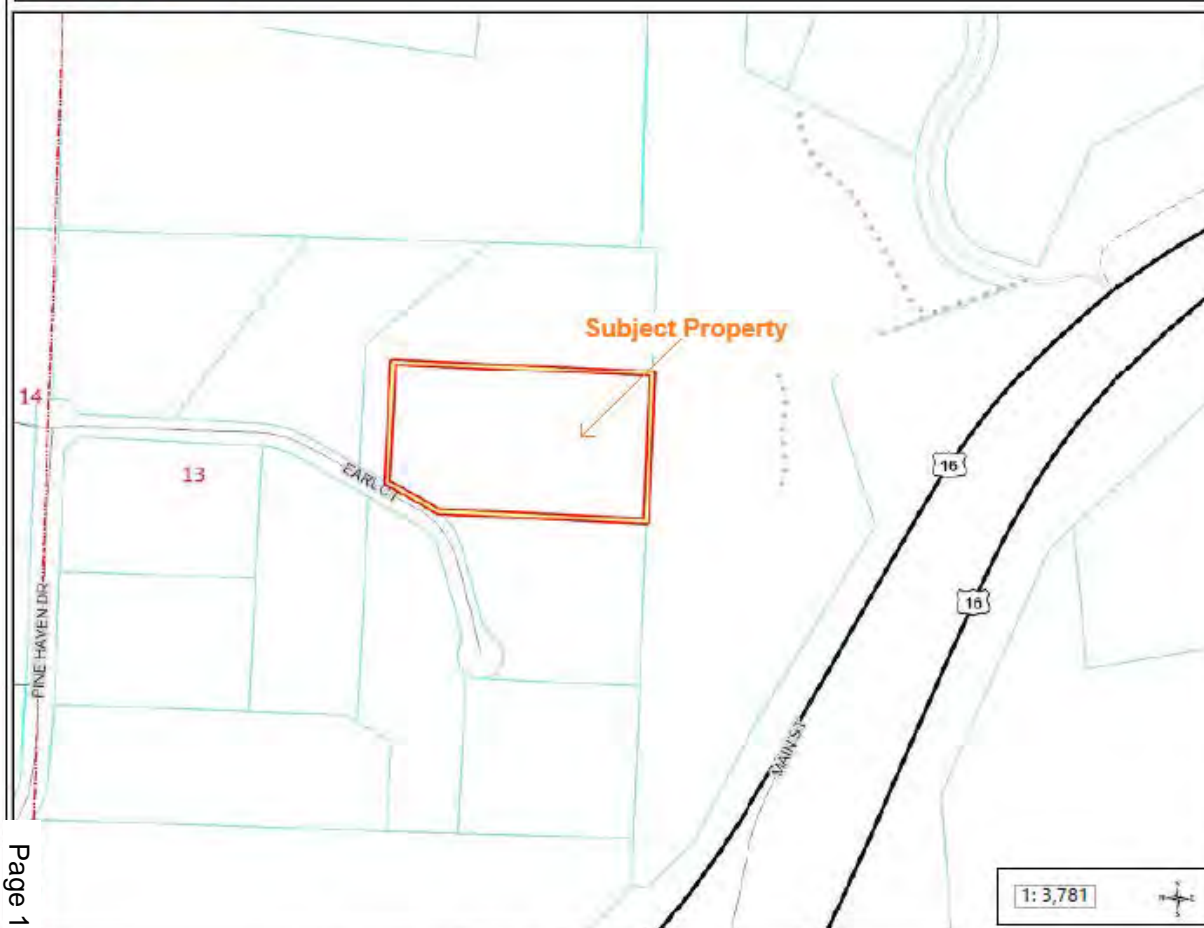
Section Lines 0-25k

Tax Parcels

Lot Lines

- Lot Line
- Parcel Line

Map Notes:



1: 3,781

0.2 0 315.09 630.2 Feet

ID:1903_StatePlane_South_Dakota_South_FIPS_4002_Feet
City of Rapid City GIS

This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.
THIS MAP IS NOT TO BE USED FOR NAVIGATION

Legend

Roads

- Interstate
- US Highway
- SD Highway
- County Highway
- Main road
- Minor arterial
- Collector
- Ramp
- Paved road
- Unpaved road
- Trail
- Driveway
- Alley
- Unimproved road
- Airport Runway
- Not yet coded
- Platted Not Built

Section Lines 0-25k

Tax Parcels

Lot Lines

- Lot Line
- Parcel Line

County Zoning Effective 8-16-2

- Agriculture
- Commercial
- Heavy Industrial
- Highway Service
- Light Industrial
- Low Density Residential
- No Code
- Open Space
- Planned Unit Development
- Native American Lands

Map Notes:

Subject Property

13

EARL CT

1:1,891

0 157.55 315.1 Feet

© 1983 StatePlane, South Dakota, South_FIPS_4002_Feet
City of Rapid City GIS

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MEMORANDUM

RE:
**2026 Annual
Review of
Commission
Bylaws and Rules
of Procedure**

Date:
01/06/2026

From:
Jordan Neeb
Director,
Commission Office

To:
**Board of
Commissioners**

According to Article VIII of the current Commission bylaws, the Board shall conduct an annual review of the Bylaws and Rules of Procedure in January of each year. As part of that review, staff undertook a comprehensive evaluation of the document's structure, scope, and practical effect. This memorandum summarizes the key issues identified in the current document and explains the rationale for proposing a streamlined replacement in the form of Rules of Procedure.

The proposed revisions do not alter the Board's legal authority; they ensure that the governing document is clear, defensible, consistent with state law, and aligned with modern governance practices.

Are Bylaws Even Necessary?

Unlike private boards or advisory bodies, the Board of County Commissioners is a statutory governing body. Most aspects of its authority, structure, and duties are already prescribed by South Dakota law. As a result, the current bylaws largely merely restate statute—or attempt to regulate matters that are more appropriately addressed through policy, education, or separate codes.

The proposed approach shifts from a traditional “bylaws” model to a Rules of Procedure document that focuses narrowly on:

- How meetings are conducted
- How decisions are made
- How the Board organizes its internal workflow

Appropriate sections of the document will be moved, as needed, into the revised Code of Conduct, reference material (like the Commissioner's Handbook), and any relevant administrative/procedural documents and policies.

Key Issues with the Current Bylaws

1. Duplication of Statute and Policy: Several articles paraphrase or restate provisions of open meetings laws, conflict of interest statutes, parliamentary authority (e.g., Robert's Rules of Order). This duplication creates risk if statutes change and leads to unnecessary length and complexity. The proposed revision references instead of repeats relevant statutes.
2. Blending of Incompatible Functions: The current “bylaws” combine procedural rules, ethical standards, behavioral expectations, and disciplinary concepts. These functions are easier to comprehend and reduce enforcement ambiguity if they are separated.
3. Concentration of Authority in the Chair: Several provisions (particularly those governing agenda approval, appointments, representation, and staff interaction) assign discretionary authority to the Chair that exceeds a presiding officer's procedural role. The proposed revisions reaffirm that the

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Chair's role is procedural (not executive), restore collective Board authority where appropriate, and clarify administrative responsibilities without politicizing them.

4. Administrative vs. Governance Role Confusion: Some provisions blur the distinction between board governance responsibilities and administrative functions performed by staff. The proposed revisions clarify that agendas (preparation, notice, and document readiness) are administrative functions, policy direction and decision-making remain with the Board—as a body, and staff do not exercise political discretion over Board business.
5. Over-Specification and Rigidity: The existing document is highly prescriptive, which reduces flexibility, creates unnecessary procedural disputes, and encourages reliance on technicalities rather than good governance. The proposed revisions are intentionally concise and principle-based, giving the Board the flexibility to adapt to circumstances without frequent amendments.

Comparison Table

Current Bylaws vs. Proposed Rules of Procedure

<u>Current Article</u>	<u>Subject Matter</u>	<u>Action Taken</u>	<u>Where It Goes / Why</u>
I – Board Organization	Authority, powers, composition, quorum	Condensed	Reduced to a brief organizational statement in Section 1 (Organization). Statutory detail moved to reference document to avoid duplication.
II – Rules of General Conduct	Behavior, decorum, ethics	Removed	Relocated to the Code of Conduct. Behavioral standards are not procedural rules and are better addressed separately.
III – Officers, Duties, and Powers	Chair authority, agenda approval, appointments, representation	Substantially rewritten and split	Procedural duties only retained in Section 2 (Officers); agenda authority clarified in Section 4 (Agenda); appointments moved to Section 7 (Appointments). Chair authority narrowed to presiding role.
IV – Meetings	Regular, special, emergency meetings	Retained, streamlined	Incorporated into Section 3 (Meetings) with statutory references rather than restating SDCL 1-25.
V – Procedures of the Board	Agenda order, debate, voting, decorum	Condensed and refocused	Core mechanics retained in Section 5 (Conduct of Meetings). Parliamentary detail moved to Commissioner reference materials.
VI – Committees	Committee structure and authority	Rewritten	Integrated into Section 7 (Appointments / Committees) with authority vested in the full Board, not the Chair.
VII – Miscellaneous	Catch-all provisions	Mostly removed	Items evaluated individually; most eliminated or relocated due to redundancy or lack of purpose.
Article VIII – Amendments	Amendment process	Retained	Included as Section 8 (Amendments) with minor clarification

The net effect of the proposed changes is a shorter and more transparent governing document that does not restate statutes while clearly separating procedure, conduct, education, and administration.

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Requested Action

The revised Code of Conduct updates the Board's existing policy to reflect current legal standards and governance expectations while remaining consistent with the expectation for professional conduct. It is intended to serve as a clear, practical guide for Members and to promote public confidence in County government.

Similar to the proposed Code of Conduct update, I ask that the Board review and discuss any recommended changes to the draft. As this is a substantial change from the established policy, I am not suggesting approval today. However, if the Board has no objections to the proposed updates, the Rules of Procedure may be approved at this meeting. If further revisions are requested, they can be incorporated as directed, and the Rules can be brought back for approval at the second meeting in January (01/20/26).

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PENNINGTON COUNTY, SD BOARD OF COMMISSIONERS

BYLAWS AND RULES OF PROCEDURE



APPROVED: February 19, 2019
REVISED: January 21, 2020
REVISED: February 21, 2023
REVISED: January 2, 2024

PREFACE

Any reference to South Dakota Codified Law in these bylaws refers to statute(s) as currently enacted as of the date of adoption of these bylaws or as amended thereafter.

These bylaws are intended to provide general guidance in conducting the business of the Pennington County Commission and is not intended to be all-inclusive.

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ARTICLE I - BOARD ORGANIZATION

- 1.1 **Board Membership.** Pennington County shall have a Board of Commissioners consisting of not less than three nor more than seven Members, each of whom shall be elected at a general election only. Any Commissioner who represents an even-numbered district shall run for election at the general election at which the President is elected; any Commissioner who represents an odd-numbered or unnumbered district shall run for election at the general election at which the Governor is elected. SDCL § 7-8-1. Pennington County is represented by a five (5) Member Board of Commissioners.
- 1.2 **Term of Commissioners.** The term of each Commissioner shall be for four (4) years commencing on the first Tuesday of January following election. SDCL § 7-8-1.
- 1.3 **Election of Commissioners and Vacancies in Office.** The nomination and election of County Commissioners shall be by a vote of the voters of the district of which such candidate is a resident voter. However, if any County Commissioner moves from the district to which such person was elected or if any County Commissioner fails to attend the commission meetings for four consecutive months, the office shall be declared vacant and such vacancy shall be filled pursuant to SDCL chapter 3-4. SDCL § 7-8-2.

When a vacancy occurs in the Board of County Commissioners, it shall be the duty of the remaining Member or Members of such board to appoint immediately some suitable person to fill such vacancy from the district where the vacancy occurs. If there be an even number of County Commissioners remaining on the Board of County Commissioners, the County Auditor shall be called in and shall act as a Member of such board to fill such vacancy. SDCL § 3-4-4.

If a vacancy occurs within thirty days preceding an election day at which it may be filled, no appointment shall be made unless it be necessary to carry out such election and the canvass of the same according to law; in that case an appointment may be made at any time previous to such election to hold until after such election or until a successor is elected and qualified. SDCL § 3-4-5.

- 1.4 **Compensation of County Commissioners.** The method of payment, whether per diem or salary, and the amount of per diem or salary shall be determined by the Board of County Commissioners in each County. SDCL § 7-7-3.

If the per diem method is used, the County Commissioners shall be allowed the per diem amount for each day they are actually and necessarily employed in the duties and business relating to County affairs and the duties of their office and in attending and returning from sessions of the board. The County Commissioners shall be allowed mileage for the distance actually traveled in attending the meetings of the board, or when engaged in other official duties. The per diem shall be paid out of the general

County fund. The per diem shall be set by the Commission on the first regular meeting date in January of each year. SDCL § 7-7-3.

If the salary method is used, such salary may be set by the Board of County Commissioners at its first regular meeting of each year. If the Board of County Commissioners fails to determine a salary, then the salary of a County Commissioner in any one year is:

- (1) Seven thousand two hundred thirty-three dollars as per diem or salary in counties of thirty thousand population or over. SDCL § 7-7-5.

An individual Commissioner reserves the right to accept a lower amount or no compensation. He or she shall submit the amount requested in writing to the Commission Manager for submission to the Auditor's Office for payroll processing.

1.5 General Powers of County Commissioners. Per SDCL § 7-8-20, in addition to others specified by law, the Board of County Commissioners shall have power:

- 1) To institute and prosecute civil actions in the name of the County, for and on behalf of the County;
- 2) To make orders respecting the care and preservation of all property belonging to the County and to sell any real property of the County when authorized by law so to do;
- 3) To levy a tax not exceeding the amount authorized by law, and to liquidate indebtedness;
- 4) To audit the accounts of all officers having the care, management, collection or disbursement of any money belonging to the County or appropriated for its benefit;
- 5) To construct and repair bridges; to open, lay out, vacate, and change highways; to purchase or acquire grounds for courthouse, jail, or other building sites, locate or relocate the courthouse on such sites; to establish election precincts in its County and appoint the judges of election; and, as a Board of Equalization, to equalize the assessment roll of its County in the manner provided by law;
- 6) To furnish necessary blank books, blanks, and stationery for the County Auditor, Register of Deeds, County Treasurer, State's Attorney, Sheriff, and other elected or appointed County Officers, to be paid out of the County treasury; also a fireproof safe or vaults, when in its judgment the same shall be advisable, in which to keep all the books, records, vouchers, and papers pertaining to the business of the board;
- 7) To superintend the fiscal concerns of the County and secure their management in the best possible manner;
- 8) To regulate the transaction of business in alcoholic beverages and the use and consumption of alcoholic beverages, to establish the number of on-sale licenses which may be issued, to provide for reasonable classification of on-sale licenses

- and fix the fees to be charged for the licenses consistent with the provisions of SDCL Title 35;
- 9) To make ordinances prohibiting the sale or exhibition of any obscene matter; however, no County resolution shall be effective in any incorporated area within said County;
 - 10) To do and perform such other duties and acts as it is or may hereafter be required to do and perform;
 - 11) To provide additional compensation to the County treasurer, County Auditor, County register of deeds, state's attorney, and sheriff. This compensation shall be in addition to the salaries prescribed in SDCL §§ 7-7-9.1, 7-7-12, and 7-12-15;
 - 12) To provide office space, in addition to that provided in the County courthouse, for state's attorneys, appointed officials of the County and other employees;
 - 13) To receive and administer grants, loans and assistance and to enter into agreements for cooperative action, with or on behalf of any public agency or nonprofit organization, to establish, promote and support community development;
 - 14) To enact ordinances to regulate and prevent the placing of ashes, dirt, garbage or any offensive matter in any highway or public ground or in any body or stream of water within the County, but outside of an incorporated municipality or outside of the one-mile limits of any incorporated municipality;
 - 15) To enact ordinances to regulate and compel the cleansing, abatement or removal of any sewer, cesspool or any unwholesome or nauseous thing or place;
 - 16) To license and regulate transient merchants, hawkers, solicitors, peddlers, itinerant vendors and every person retailing tangible personal property or services, unless such business is carried on exclusively within the boundaries of a municipality or is carried on through home solicitation or from a fixed permanent location and place of business in this state where such goods and services are offered on a continuing basis;
 - 17) To enact by ordinance, for any portion of the County which is zoned, certain building codes pursuant to SDCL § 11-10-5;
 - 18) To prohibit or restrict open burning, after consultation with local fire officials and law enforcement officials, in order to protect the public health and safety.

ARTICLE II - RULES OF GENERAL CONDUCT

- 2.1 **General Conduct.** The Pennington County Board of Commissioners places great emphasis and importance upon the proper discharge of their duties and responsibilities. In order to encourage collegiality and respect between Commissioners, and to earn the respect of the residents of Pennington County, the Board adopted the Pennington County Code of Conduct for County Commissioners, Department Heads, Members of all Boards, Commissions, Committees, Task Forces or other Appointed Advisory Groups.

A County Commissioner must respect the chain of command within a County Office or Department and understand the role of a County Commissioner as a policy-making

position as opposed to a Department Head administrator's responsibility of overseeing the day-to-day operations of their Office or Department.

No County Commissioner shall corruptly use or attempt to use his or her official position or any property or resource which may be within his or her trust, or perform his or her official duties, to secure a special privilege, benefit, or exemption for himself, herself, or others.

Refer to the Pennington County Code of Conduct adopted December 2, 2014.

ARTICLE III – OFFICERS AND STAFF

- 3.1 Chair and Vice Chair-Election-Vacancy. At the first meeting of the Board of County Commissioners in each year, the Board shall elect a Chair and Vice Chair for a term of one year. The Chair shall continue to serve as Chair until a successor is elected. If there is a vacancy for the Chair or Vice Chair from any cause, the Board shall elect another Chair or Vice Chair. The Chair or, in the Chair's absence, the Vice Chair shall preside at the meetings of the Board and sign all orders and claims approved by the Board. SDCL § 7-8-15.
- 3.2 Election of Chair and Vice Chair – Method and Order. The Board may, by majority vote, select the method to be used for the election of the Chair and the Vice Chair from the following methods: voice vote (roll call) or ballot. The order of the election shall be to vote for the Chair first and the Vice Chair second.
- 3.3 Chair. Duties and powers shall include the following:
- A. Preside at all official and special meetings of the Board.
 - B. Approve the proposed agenda prepared by the Commission Office Staff. Final approval of the proposed agenda shall be by a majority vote of the Board.
 - C. Affix his/her signature to all contracts, bonds and other documents requiring the signature of the Chair upon approval of the Board.
 - D. Be the ceremonial representative of the County and shall perform such other duties as specified by law or by custom.
 - E. Serve as the oversight of the Commission Manager Position.
 - F. The Chair, when approved by majority vote of the Board, shall be authorized to represent the Board as directed.
 - G. Participates in interviewing applicants for positions on the following boards/commissions/etc. including, but not limited to:

The Rapid City/Pennington County Air Quality Board, the Pennington County Extension Board, the Pennington County Housing & Redevelopment Commission, the Pennington County Planning Commission, the Rapid City Public Library Board of Trustees, and the Pennington County Weed & Pest Board.

3.4 Vice Chair. Duties and powers shall include the following:

- A. Preside in the absence of the Chair.
- B. Affix his/her signature to all contracts, bonds, and other documents requiring the signature of the Chair when the Chair is unable to do so because of illness or other exigency which, in the opinion of the Board, prevents the Chair from performing the functions of the office.
- C. Perform such other duties as may be from time to time assigned by the Chair or by a majority vote of the Board.

3.5 Auditor as Clerk of County Commissioners. The County Auditor is the clerk of the Board of County Commissioners and shall keep an accurate record of its official proceedings and carefully preserve all of the documents, books, records, maps, and other papers required to be deposited or kept in his/her office and carefully perform such other acts and duties as are required by law. SDCL § 7-10-1.

3.6 State's Attorney. Opinions and advice to County Officers--Fees. The State's Attorney shall give opinions and advice without fee to the Board of County Commissioners and other civil officers of his County, if requested by the Board or Officers, upon all matters in which the County is interested or relating to the official duties of the Board or Officers. SDCL § 7-16-8.

ARTICLE IV - MEETINGS

4.1 Quorum. A majority of the entire Board of Commissioners shall constitute a quorum for the transaction of the ordinary business of the County. Three Members of the County's five must be present to form a quorum and further, three must vote in agreement in order to take any official action. SD Atty. Gen. Opinion No. 94-15.

An official meeting of the Board is one where a quorum of the Board is present and at which official business is discussed or decided. In order to avoid an open meetings law violation, no more than two Commissioners may be present and discuss County business without proper notice of a public meeting. Email discussions that include a quorum of a public body and which discuss the official business of that body could be considered a public meeting subject to open meetings law requirements. Email participation solely for the purposes of scheduling matters would not constitute a public meeting.

It is not an official meeting of one political subdivision or public body if its Members provide information or attend the official meeting of another political subdivision or public body for which the notice requirements of § 1-25-1.1 have been met. SDCL § 1-25-1.

Refer to "Conducting the Public's Business in Public: A guide to South Dakota Open Meetings Law" Revised Fall 2017.

4.2 Session. A "session" shall mean a period of time that is designated to complete the business of the Board.

- A. Regular Meetings typically occur over a period of one day and are considered as one session which starts when the meeting is called to order and ends when the adjournment is approved by a majority vote.
- B. Special Meetings may occur over the period of one or more days to complete a session and are considered one session in their entirety.
- C. Annual Budget Hearings and Board of Equalization Hearings are recessed from day to day and are considered one session in their entirety.

4.3 Regular Meetings. Except as otherwise required by law, the regular meetings of the Board shall be held as follows:

- A. The official meetings of the County are open to the public unless a specific law is cited by the County to close the official meeting to the public. SDCL § 1-25-1.
- B. A "meeting" shall mean the convening of a quorum of the Board of Commissioners for the purpose of deliberating toward or rendering a decision. A "decision" shall mean a determination, action, vote, or disposition upon a motion, proposal, recommendation, resolution, order, ordinance, or measure on which a vote by the Commissioners is required.
- C. Unless the Board shall otherwise specify, the Board shall meet on the first and third Tuesdays of each month at such time that the Board shall determine. If a regular meeting date shall be a national holiday, the meeting shall be held on the next business day. All other conflicting meeting dates may be rescheduled by a majority vote of the Board including meetings that may conflict with a primary, general or special election date(s).
- D. All regular meetings of the Board shall be held in the Board of Commissioners Chambers located on the first floor of the County Administration Building, 130 Kansas City Street, in Rapid City, SD unless the Board shall otherwise specify.
- E. Any official meeting may be conducted by teleconference. A Member is deemed present if the Member answers present to the roll call conducted by teleconference for the purpose of determining a quorum. Each vote at an official meeting held by teleconference may be taken by voice vote. If any member votes in the negative, the vote shall proceed to a roll call vote. SDCL § 1-25-1.5.
- F. The Board shall comply with the provisions of the South Dakota Open Meetings Laws as they now or may hereafter exist. All public bodies shall provide public notice, with proposed agenda, that is visible, readable, and accessible for at least an entire, continuous twenty-four hours immediately preceding any meeting, by posting a copy of the notice, visible to the public, at the principal office of the political subdivision holding the meeting. The proposed agenda shall include the date, time and location of the meeting. The notice shall also be posted on the County's website (www.pennco.org) upon dissemination of

the notice. SDCL § 1-25-1.1.

- G. A period for public comment, limited at the Board's discretion as to the time allowed for each topic and the total time allowed for public comment, but not so limited as to provide for no public comment, shall occur at every official meeting of the Board. SDCL § 1-25-1.

4.4 Special Meetings. A special meeting of the Board shall be held only when:

- A. The Board may, by an approved motion, agree to hold a special meeting provided proper notice is given pursuant to the South Dakota Open Meetings Laws. For any special or rescheduled meeting, the information in the notice shall be delivered in person, by mail, by email, or by telephone, to Members of the local news media who have requested notice. For any special or rescheduled meeting, each public body shall also comply with the public notice provisions of this section for a regular meeting to the extent that circumstances permit. SDCL § 1-25-1.1.
- B. The County Auditor or the Chair of the Board of County Commissioners may call special sessions if the interests of the County demand it by giving notice of the special session to each county commissioner and the public in accordance with § 1-25-1.1. SDCL § 7-8-14.

4.5 Executive or Closed Meetings. Executive session may be held for the sole purposes of:

- (1) Discussing the qualifications, competence, performance, character or fitness of any public officer or employee or prospective public officer or employee. The term "employee" does not include any independent contractor;
- (3) Consulting with legal counsel or reviewing communications from legal counsel about proposed or pending litigation or contractual matters;
- (4) Preparing for contract negotiations or negotiating with employees or employee representatives;
- (6) Discussing information pertaining to the protection of public or private property and any person on or within public or private property specific to:
 - (a) Any vulnerability assessment or response plan intended to prevent or mitigate criminal acts;
 - (b) Emergency management or response;
 - (c) Public safety information that would create a substantial likelihood of endangering public safety or property, if disclosed;
 - (d) Cyber security plans, computer, communications network schema, passwords, or user identification names;
 - (e) Guard schedules;
 - (f) Lock combinations;
 - (g) Any blueprint, building plan, or infrastructure record regarding any building or facility that would expose or create vulnerability through

- disclosure of the location, configuration, or security of critical systems of the building or facility; and
- (h) Any emergency or disaster response plans or protocols, safety or security audits or reviews, or lists of emergency or disaster response personnel or material; any location or listing of weapons or ammunition; nuclear, chemical, or biological agents; or other military or law enforcement equipment or personnel.

Any official action concerning such matters shall be made at an open official meeting. An executive or closed meeting must be held only upon a majority vote of the Members of the public body present and voting, and discussion during the closed meeting is restricted to the purpose specified in the closure motion. Nothing in § 1-25-1 or § 1-25-2 prevents an executive or closed meeting if the federal or state Constitution or the federal or state statutes require or permit it. SDCL § 1-25-2.

- 4.6 Board of Adjustment. The Board of County Commissioners having adopted and in effect a zoning ordinance may act as and perform all the duties and exercise the powers of the Board of Adjustment. When acting as the board of adjustment, the Chair of the Board of County Commissioners is Chair of the Board of Adjustment. The concurring vote of at least two-thirds of the members of the Board is necessary to reverse any order, requirement, decision, or determination of any administrative official, or to decide in favor of the appellant on any matter upon which it is required to pass under any zoning ordinance, or to effect any variation in the ordinance. SDCL § 11-2-60.
- 4.7 Agenda Preparation. The meeting agenda will be prepared by the Commission Office staff with final approval by the Chair.
- 4.8 Order of Business for Regular Meetings. The order of business is typically conducted as follows:
- A. Call to Order
 - B. Moment of Silent Reflection
 - C. Pledge of Allegiance
 - D. Special Recognitions and/or New Hire Recognition
 - E. Review and Approve Agenda
 - F. Consent Calendar
 - G. Regular Agenda Items
 - H. Items from the Public (Public Comment Period)
 - I. Planning Consent Calendar
 - J. Planning Regular Agenda Items
 - K. Items from the Chair/Commission Members

L. *Executive Session

M. Adjournment

*The preferred practice of the Board of Commissioners is to proceed thru the agenda in the order it was published. The Board may, depending upon timing, move to address any items, including Executive Session, out of published order upon a majority vote of the Board.

If the typical structure of the meeting agenda presents a timing challenge to meet advertised start times, the Commission Staff may move the order of agenda items to accommodate other items to fulfill the timing challenges.

4.9 Consent Agenda. The Board may use a Consent Agenda under the following conditions:

- A. The Commission Manager, with input from staff, determines which items shall be considered on the Consent Agenda.
- B. The Consent Agenda is read into the record for full public notice by the Commission Manager, Commission Office Staff or the Board Chair.
- C. The Board Chair shall inquire as to whether any Commissioner or citizen desires to remove an item from the Consent Agenda. Any Consent Agenda item(s) that are requested to be removed shall be discussed prior to any regular agenda items and be voted on separately.
- D. There shall be no discussion of any individual item on the Consent Agenda. If a request for discussion or a question is raised concerning a Consent Agenda item before the vote, that item shall be removed from the Consent Agenda, discussed and voted on separately.

4.10 Preparation and Publication of Minutes. The unapproved, draft minutes of any public meeting held pursuant to § 1-25-1 that are required to be kept by law shall be available for inspection by any person within ten business days after the meeting. However, this section does not apply if an audio or video recording of the meeting is available to the public on the governing body's website within five business days after the meeting. Archived minutes shall be available by the Auditor for public inspection. SDCL § 1-27-1.17.

The minutes shall be published in the three legal newspapers as designated by the Board of Commissioners each year. The Board shall publish a full and complete report of all its official proceeding at all regular and special meetings and shall publish proceedings as soon after any meeting as practical. SDCL § 7-18-3.

Such report shall be made out and transmitted within one week from the time such meeting is held. SDCL § 7-18-5.

Robert's Rules of Order states that a Member's absence from the meeting for which

minutes are being approved does not prevent the Member from participating in their correction or approval. (Robert's Rules, 11th ed., p. 355.)

- 4.11 Video Recording. Public meetings and/ or proceedings may be recorded, archived and placed on the County's website for public viewing within 24 hours of a completed meeting unless technical issues occur.

Refer to the County's Recordings of Public Meetings and other Proceedings Policy & Procedure for specific details.

ARTICLE V - MEETING PROCEDURES

- 5.1 Parliamentary Procedure. Robert's Rules of Order, Newly Revised, 11th Edition, including any updates or amendments thereto, shall govern the Board on all of their deliberations except as modified by majority vote of the Board.

- A. The Board shall not adopt the portion that precludes discussion of issues by the Chair or precludes the Chair from voting except where there is a tie vote.
- B. Reconsideration of Action Taken by the Board. Any Member of the Board voting on the prevailing side of an item may move for reconsideration of that item before adjournment of the scheduled meeting at which the item was originally voted upon. A second motion for reconsideration requires the unanimous consent of the Board.

Any Member of the Board voting on the prevailing side of an item may give notice of intent to move for reconsideration before adjournment of the scheduled meeting at which the item was originally voted upon. The effect of giving notice of intent to reconsider is to hold in abeyance the finality of the vote. The Board Member who gave notice may move for reconsideration not later than the next regularly scheduled Board meeting. The matter subject to the notice of intent to reconsider shall be placed on the Board agenda for the next regularly scheduled meeting. If any Member has given notice of intent to move for reconsideration and does not move for reconsideration of that item at the time the item comes up at the next scheduled meeting, the presiding officer shall immediately state that any Member voting on the prevailing side may move for reconsideration. No motion to reconsider the same item may be made twice without unanimous consent of the Board.

Prevailing side is defined as a Member voting with the majority on an approved motion or a Member who voted against the motion and the motion was defeated.

Example A: A motion to approve an item carries on a 3 to 2 vote. A Member of the 3 is on the prevailing side.

Example B: A motion to deny an item carries on a 3 to 2 vote. A Member of the 3 is on the prevailing side.

Likewise, if the motion in either Example A or B fails because it did not receive a majority vote, those Members who voted against the motion are on the prevailing side and the motion is disposed of without adoption.

5.2 Voting. The voting procedure shall be as follows:

- A. Tie vote of Commissioners. When the Board of County Commissioners is equally divided on any question, it shall defer a decision until the next meeting of the board and the matter shall then be decided by a majority of the Board. SDCL § 7-8-18.
- B. The Chair shall be permitted to vote on all questions.
- C. Except as otherwise provided by statute or rule, all questions shall be determined by the majority vote of the Commissioners. Further, three must vote in agreement in order to take any official action. (Atty. Gen. Opinion No. 94-15.)
- D. All votes shall be made in open session and duly recorded by the Auditor.
- E. If a Member intends to abstain, their intention shall be stated immediately after the Chair announces the agenda item. A Member who chooses to abstain shall not participate in the discussion or vote on the agenda item. Although it is the duty of every Member who has an opinion on a question to express it by his/her vote, the Member can abstain, since they cannot be compelled to vote. (Robert's Rules, 11th ed., p 407.) The abstention is noted in the minutes but not as a "yes" or "no" vote. To "abstain" means not to vote at all. (Robert's Rules, 11th ed., p 45.)
- F. Any Member of the Board may call for a roll call vote for any motion.
- G. The Chair will state the vote tally including "no vote heard from (Commissioner Name)" and report the vote of the other Members. Any disagreement shall be discussed immediately after the Chair announces the vote.

5.3 Conflict of Interest. No County, municipal, or school official may participate in discussing or vote on any issue in which the official has a conflict of interest. Each official shall decide if any potential conflict of interest requires such official to be disqualified from participating in discussion or voting. However, no such official may participate in discussing or vote on an issue if the following circumstances apply:

- (1) The official has a direct pecuniary interest in the matter before the governing body; or
- (2) At least two-thirds of the governing body votes that an official has an identifiable conflict of interest that should prohibit such official from voting on a specific matter.

If an official with a direct pecuniary interest participates in discussion or votes on a matter before the governing body, the legal sole remedy is to invalidate that official's vote. SDCL § 6-1-17.

Pursuant to SDCL § 6-1-17, a Board Member is prohibited from discussing or voting on an issue in which such Member has a conflict of interest. If a Board Member has a ***potential pecuniary or personal*** conflict of interest, such Member shall disclose the potential conflict to the Board prior to consideration of the agenda item. Each Board Member must decide whether a potential conflict of interest disqualifies such Member from participating in the Board discussion or voting. If a Board Member believes he/she has a conflict, such Member shall recuse himself/herself. Upon disclosure, if a Board Member believes the potential conflict does not require recusal, the Board should then consider whether a conflict of interest exists. A vote of at least two-thirds of the Board is required in the finding of a conflict of interest.

As stated in SDCL 6-1-17, a Board Member ***must*** recuse himself/herself where there is a direct pecuniary interest. A direct pecuniary interest is one that benefits property owned by the Board Member or affords the Member a direct financial gain. An indirect pecuniary interest that may create a conflict of interest is one that financially benefits one closely tied to the Board Member, such as an employer or family Member. A personal interest is a matter of great importance to a Member or blood relative/close friend or a matter in which a Member's individual judgment may be affected because of Membership in an organization.

Where a conflict of interest exists, a Board Member shall not participate in the Board discussion, any executive session, or any vote on the agenda item. If a Board Member has a conflict of interest and chooses to participate in the discussion, the Member should leave the dais and speak on the item from the audience as a Member of the public.

- 5.4 **Information Disclosure.** An elected or appointed County Officer may receive and consider relevant information from any source to perform the duties of office. An elected or appointed County Officer may rely on his or her own experience and background on any official matters, subject to the applicable law and rule concerning recusal and disqualification of a Public Officer. SDCL § 6-1-18.

Any public hearing or meeting conducted by an elected or appointed County Officer regarding a quasi-judicial matter as defined in subdivision 1-32-1(10) may be conducted informally to secure the information required to make a decision. The formal rules of procedure and evidence do not apply to the conduct of the public hearing or meeting. **IF AN OFFICER RELIES UPON ANY EVIDENCE NOT PRODUCED AT A PUBLIC HEARING OR MEETING, THE OFFICER SHALL DISCLOSE THE EVIDENCE PUBLICLY AND INCLUDE THE INFORMATION IN THE PUBLIC RECORD TO AFFORD ALL PARTIES AN OPPORTUNITY TO RESPOND OR PARTICIPATE.** Failure to make this disclosure may be grounds for the County Officer's

disqualification for that particular decision, pursuant to the grounds for disqualification pursuant to § 6-1-21. SDCL § 6-1-20. (Emphasis added).

The Member(s) must submit any such information directly to the Commission Office for dissemination to the other Board Members, the public and County Staff at least 24 hours prior to the public meeting at which the information is to be considered. Failure to provide disclosure and submit information at least 24 hours prior to the public meeting may result in the agenda item being deferred to a future meeting date.

- 5.5 Citizen Participation. The public body shall reserve at every official meeting a period for public comment, limited at the public body's discretion, but not so limited as to provide for no public comment. SDCL § 1-25-1. A time will be reserved at each official meeting for members of the public to discuss or express concerns to the Board on policies and issues affecting County government and its function. Action will not be taken during public comment on any issues brought forth that are not a properly noticed agenda item.

Any written comments or documents a citizen wishes the Board to consider regarding a properly noticed agenda item shall be directly submitted to the Commission Office at least 24 hours in advance or sooner to allow for the Members to give meaningful consideration to the information. Any written comments or documents submitted after this deadline will be considered only at the discretion of the Members.

Any citizen may comment upon agenda items prior to the taking of a vote thereon. Speakers other than Members, after being recognized by the Chair, shall approach the podium and identify themselves by name for the record before proceeding to address the Board. All comments must be directed towards the motion on the floor.

If the Board anticipates a large number of citizens wishing to speak or it has a lengthy agenda to address, the Board or the Chair may choose to limit the time for each speaker. Provisions may be made so that extra time may be given, should the Board consider it necessary. The Board encourages lengthy comments to be submitted in written form 24 hours prior to the start of the meeting for meaningful consideration.

Refer to the County's Public Comment Periods Policy & Procedure for specific details.

- 5.6 General Meeting Conduct. No Member nor other person shall speak until duly recognized by the Chair; if a Member or other person speaks without being recognized by the Chair, he/she shall immediately cease speaking if ruled out of order. During public meetings, Members shall not send, or receive and review electronic messages pertaining to the meeting unless disclosed as part of the meeting for public review.
- 5.7 Preservation of Order by County Board--Enforcement of obedience to orders. The Board of County Commissioners may preserve order when sitting as a board. The

board may enforce obedience to all its orders by attachment or other compulsory process. SDCL § 7-8-19.

Disruptive behavior or personal attacks of any kind will not be tolerated by citizens or Board Members alike. Citizens or Board Members acting accordingly may be removed from the meeting.

ARTICLE VI – COMMITTEES

- 6.1 Committee/Liaison Assignments. Current and incoming County Commissioners shall submit a completed interest form to the Commission Office Staff indicating their preferred Committee assignments prior to the start of the New Year. The requests shall be reviewed by the Commission Manager and Chair. All appointments shall be made by the Chair and shall be presented in a public meeting the second regular meeting in January of each year. A Commissioner who is appointed as liaison to a board, commission, committee or other advisory group is expected to attend the meetings and act as a conduit of information back to the Board of Commissioners.
- 6.2 Committee/Liaison Meetings. Committee meetings are publicly noticed via the Commissioner's Weekly Meeting Schedule. In addition, meetings are shown on the Board of Commissioners calendar published on the County's website at www.pennco.org. Any one or all of the Commissioners may attend any of the properly noticed meetings hosted by another entity.
- 6.3 Special (Ad Hoc) Committees. The Board may establish from time to time such special committees as are deemed necessary which shall only be advisory in nature. The purpose shall be determined at the time the special committee is established. A special committee may report recommendations to the Board for appropriate action and shall be automatically dissolved when its specific task is completed.
- 6.4 Special (Ad Hoc) Committee Recommendations. Any final recommendations, findings, or reports that result from a meeting of a committee, subcommittee, task force, or other working group which does not meet the definition of a political subdivision or public body pursuant to § 1-25-1, but was appointed by the governing body, shall be reported in open meeting to the governing body which appointed the committee, subcommittee, task force, or other working group. The governing body shall delay taking any official action on the recommendations, findings, or reports until the next meeting of the governing body. SDCL § 1-27-1.18.

ARTICLE VII – OTHER GENERAL PROCEDURES

- 7.1 Travel/Mileage Allowance. The County Commissioners shall be paid traveling expenses for each mile traveled in the discharge of their official duties. For the purpose of this section, traveling expense incurred by County Commissioners to

attend meetings in the State of South Dakota, called for the purposes of instructing or exchange of information pertaining to County Officers and government, are miles traveled in the discharge of their official duties. SDCL § 7-7-4.

- A. A Commissioner may elect not to be reimbursed for travel expenses.
- B. Travel reimbursement requests per fiscal year shall be submitted quarterly to the Commission Office Staff.
- C. Commission travel is subject to the same travel policies and regulations that are utilized by all County employees and is subject to majority Board approval.
- D. Commissioners serving in their last ninety (90) days in office shall not be reimbursed for travel for educational or conference expenses.
- E. Any travel outside of the course of normal discharge of official duties shall be presented to the Commission for approval prior to completion.

ARTICLE VIII - AMENDMENTS

- 8.1 Review of Bylaws. The Board shall review the Bylaws in January of each year at a regularly scheduled Commission meeting.
- 8.2 Procedure to Modify Bylaws. These Bylaws and Rules may be amended, altered, changed, added to or repealed by the affirmative vote of a majority of the Members of the entire Board at any regular or special meeting, provided notice of the intention to amend has been included on the agenda.

The Bylaws and Rules are adopted by the Pennington County Board of Commissioners this 2nd day of January, 2024.


Chair

PENNINGTON County Board of Commissioners

ATTEST:


Auditor/Deputy



PENNINGTON COUNTY, SD BOARD OF COMMISSIONERS RULES OF PROCEDURE



APPROVED: February 19, 2019

REVISED: January 21, 2020

REVISED: February 21, 2023

REVISED: January 2, 2024

REVISED: January 20, 2026

SECTION 1 – ORGANIZATION AND AUTHORITY

The Pennington County Board of County Commissioners (“Board”) is the governing body of Pennington County and exercises the powers and duties granted by the Constitution and laws of the State of South Dakota. These Rules of Procedure are adopted to facilitate orderly, transparent, and efficient conduct of Board business. They are intended to supplement, not replace, applicable state law. In the event of a conflict, state law controls.

SECTION 2 – OFFICERS

- 2.1 [Chair and Vice Chair](#). The Board shall annually elect a Chair and Vice Chair in accordance with state law.
- 2.2 [Chair Duties](#). The Chair shall:
 - A. Preside at Board meetings and maintain order and decorum
 - B. Recognize speakers and rule on procedure, subject to appeal by the Board
 - C. Execute documents and correspondence authorized by Board action
 - D. Perform other duties assigned by law or by action of the Board
- 2.3 [Vice Chair Duties](#). The Vice Chair shall perform the duties of the Chair in the Chair’s absence or inability to act.

SECTION 3 – MEETINGS

- 3.1 [Regular and Special Meetings](#). The Board shall hold regular and special meetings as provided by law. All meetings shall be properly noticed and conducted in compliance with South Dakota open meetings laws.
- 3.2 [Quorum](#). A quorum shall consist of a majority of the Board members as defined by law.
- 3.3 [Executive Session](#). The Board may enter executive session only when expressly authorized by law and only for permitted purposes. No final action shall be taken in executive session unless authorized by statute.

SECTION 4 – AGENDA

- 4.1 [Agenda Preparation](#). The agenda is an administrative document prepared by County staff under the direction of the Board, consistent with adopted policies and applicable law. Staff are responsible for determining whether proposed items meet procedural, legal, and informational requirements for placement on the agenda.
- 4.2 [Placement and Removal of Items](#). Any Board member may request that an item be considered for placement on a future agenda. The Board retains authority, by majority vote, to add, remove, defer, or reorder agenda items during a meeting, consistent with law.
- 4.3 [Order of Business](#). The order of business shall be established by administrative policy or Board practice and may be modified by the Board during a meeting. Nothing in this section limits a Board member’s ability to raise matters during a meeting as permitted by law.

SECTION 5 – CONDUCT OF MEETINGS

- 5.1 [Recognition and Debate](#). Members shall be recognized by the presiding officer before speaking. Debate shall be confined to the pending question and conducted with professionalism and respect.
- 5.2 [Motions and Voting](#). All official actions of the Board shall be taken by motion and vote,

- unless otherwise permitted by law. Votes shall be recorded in the official minutes.
- 5.3 [Parliamentary Authority](#). The Board may refer to generally accepted parliamentary principles, such as Robert's Rules of Order, for guidance when procedural questions arise, provided such principles do not conflict with law or these Rules.
- 5.4 [Public Participation](#). The Board shall provide reasonable opportunity for public comment in accordance with Board policy and applicable law. The presiding officer is responsible for maintaining order and may impose reasonable time, place, and manner restrictions to ensure efficient conduct of business.

SECTION 6 – COMMITTEES

- 6.1 [Committee/Liaison Assignments](#). The Board may appoint one or more Commissioners to serve as liaisons, representatives, or alternates to boards, committees, commissions, or other bodies when permitted or requested. The Commission Office shall coordinate solicitation of interest and maintain records of assignments and schedules. When more than one Commissioner expresses interest in an assignment, the appointment shall be made by Board action.
- 6.2 [Appointments to Boards, Committees or Commissions](#). The Board shall make appointments and reappointments to boards, committees, commissions, and similar bodies as provided by policy and law. Eligibility and qualification requirements are governed by applicable law and the governing documents of the respective body. The Board may consider whether applicants meet applicable requirements when making appointment decisions. All appointments shall be made by action of the Board in an open meeting. The Board retains discretion to appoint or reappoint, decline to appoint, or re-notice a vacancy.

SECTION 7 – AMENDMENTS

These Rules of Procedure may be amended by majority vote of the Board at a properly noticed meeting.

These Rules are adopted by the Pennington County Board of Commissioners this ____ day of January, 2026.

Chair, Pennington County Board of Commissioners

ATTEST:

Auditor/Deputy

MEMORANDUM

RE:
**Review of Code of
Conduct**

Date:
01/06/2026

From:
Jordan Neeb
Director,
Commission Office

To:
**Board of
Commissioners**

Background

Early in 2025, the Board of County Commissioners had asked the State's Attorney's Office to review and revise the Code of Conduct. Their office provided a draft to update the version last approved by the Board in 2014. The Commission Office has further refined that proposed draft to further modernize and clarify the document while preserving its core purpose and intent. I now present the current draft to the Board for review. This review is intended to be handled in conjunction with proposed updates to the Rules of Procedure ("bylaws") and other Commission Office administrative policies and procedures.

Since 2014, legal standards, governance expectations, and public scrutiny of local government have continued to evolve. The proposed revisions are intended to provide clearer guidance to Members (boards, committees, etc.), promote consistent and professional conduct, and reduce ambiguity that can create confusion or conflict—without expanding the Board's authority and responsibility beyond what is provided in law.

The revised Code is designed to:

- Reinforce the Board's commitment to lawful, ethical, and transparent governance
- Clarify expectations for professional conduct among Members and in interactions with County employees
- Align the Code with current South Dakota law and best practices
- Provide guidance that is practical, enforceable, and appropriate to the Board's authority

Notable Changes

While the 2014 Code addressed conduct generally, the proposed revisions provide clearer guidance regarding respectful communication, appropriate boundaries with staff, and professional decorum—particularly during public meetings and when disagreements arise. These provisions are intended to support effective governance and protect employees from inappropriate interference or public criticism.

PENNINGTON COUNTY BOARD OF COMMISSIONERS

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The revised Code expressly distinguishes the Chair's authority to maintain order and decorum during meetings from any disciplinary action under the Code. This clarification avoids confusion and confirms that routine meeting management is not, by itself, a Code violation.

The revised Code expands on the 2014 language by addressing open meetings, serial communications, executive sessions, and ex parte communications in quasi-judicial matters. These provisions are grounded in existing South Dakota law and are intended to reduce inadvertent violations and protect the integrity of Board decisions.

The 2014 Code provided limited guidance on violations and consequences. The revised Code adopts a streamlined, discretionary approach that allows the Board to address concerns when appropriate, without creating a mandatory complaint process, investigatory body, or appeal rights.

The proposed revisions do not:

- Create new disciplinary powers beyond those already provided by law
- Require formal investigations, hearings, or appeals, unless required by law
- Limit the lawful authority of elected officials or department heads
- Apply retroactively or target any specific individual or incident

Side-by-Side-by-Side Comparison

Topic Area	2014 Adopted Code	2025 SAO Draft	Commission Office Draft
Purpose & Scope	General preface emphasizing ethics and public trust	Expanded policy framing; introduces enforcement mechanisms	Clear statement that Code supplements law; compliance is minimum standard
Compliance with Law	Single short section ("Obey the Laws")	Retained, referenced throughout procedural sections	Consolidated opening section emphasizing letter and spirit of the law
Public Service Responsibilities	Broad aspirational language	Retained with added prescriptive expectations	Retained, clarified, and consolidated for readability
Individual vs. Board Authority	Not explicitly addressed	Implicitly constrained through enforcement mechanisms	Explicit clarification that Members speak only for themselves unless authorized
Conduct Toward Employees	General standards of respect	Expanded with mediation and investigation triggers	Retained core standards; enforcement handled separately
Conduct in Public Meetings	Expectations stated; Chair authority implied	Expanded with removal, enforcement, and escalation language	Clarified Chair's procedural authority; separates meeting management from discipline
Open Government / Transparency	General references to openness	Mixed with enforcement and quasi-judicial processes	Dedicated Open Government section aligned with SDCL 1-25
Serial Communications	Not addressed	Addressed indirectly	Explicitly addressed to reflect modern communication risks
Ex Parte Communications	Not addressed	Added within conflict/enforcement section	Addressed only in quasi-judicial context and placed under Open Government

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Conflict of Interest	General prohibition and disclosure	Expanded with procedures, votes, and hearings	Statute-aligned disclosure and recusal without new processes
Use of Official Information	Brief prohibition	Retained	Retained with clearer language
Complaint Intake	Not specified	Formal complaint form required	No mandatory complaint process created
Mediation	Not present	Mandatory mediation process	Removed; Board retains discretion to address concerns
Investigation	Not present	Formal investigation with timelines and investigators	Removed; avoids creating quasi-judicial obligations
Probable Cause Determination	Not present	Formal probable cause standard imposed	Removed; exceeds Board's statutory role
Hearings	Not present	Confidential hearing with evidence rules	Removed; disciplinary authority governed by law
Standard of Proof	Not present	"Clear and convincing" evidence required	Removed; inappropriate for policy document
Discipline	Public or private reprimand at Board discretion	Expanded menu of sanctions and procedures	Retained as discretionary and law-bound
Confidentiality	Not addressed	Extensive confidentiality framework	Removed; confidentiality governed by law, not policy
Appeal Rights	Not addressed	Appeal language added	Clarified that no appeal rights are created
Chair Authority	Implicit and undefined	Expanded administratively	Explicitly limited to procedural role
Overall Structure	Short, principle-based	Highly procedural and enforcement-driven	Lean, principle-based, legally durable

Requested Action

The revised Code of Conduct updates the Board's existing policy to reflect current legal standards and governance expectations while remaining consistent with the expectation for professional conduct. It is intended to serve as a clear, practical guide for Members and to promote public confidence in County government.

Just like the proposed Bylaws and Rules of Procedure update, I ask that the Board review and discuss any recommended changes to the draft(s). As this is a substantial change from the established policy, I am not suggesting approval today. However, if the Board has no objections to the proposed updates, the Code of Conduct may be approved at this meeting. If further revisions are requested, they can be incorporated as directed, and the Code can be brought back for approval at the second meeting in January (01/20/26).

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CODE OF CONDUCT

FOR COUNTY COMMISSIONERS, ELECTED AND APPOINTED
DEPARTMENT HEADS, MEMBERS OF ALL BOARDS,
COMMISSIONS, COMMITTEES, TASK FORCES OR OTHER
APPOINTED ADVISORY GROUPS

PENNINGTON COUNTY, SOUTH DAKOTA

ADOPTED BY THE PENNINGTON COUNTY BOARD OF
COMMISSIONERS

2014

PREFACE

Business Ethics and Conduct

The successful business operation and reputation of Pennington County is built upon the principles of fair dealing and ethical conduct. The reputation of county governance for integrity and excellence requires careful observance of the spirit and letter of all applicable laws and regulations, as well as a scrupulous regard for the highest standards of personal conduct, integrity and public service.

The continued success of Pennington County is dependent upon the public's trust and those who serve the public on behalf of the County should be dedicated to preserving that trust. County Commissioners, elected and appointed department heads, members of all boards, commissions, committees, task forces or other appointed advisory groups owe a duty to Pennington County and the public to act in a way that will merit the continued trust and confidence of the public.

Pennington County expects its elected officials, appointed department heads, members of boards, commissions, committees, task forces and other appointed advisory groups to conduct business in accordance with the letter, spirit and intent of all relevant laws and to refrain from any illegal, dishonest, unethical or disruptive behavior. In general, the use of good judgment, based on high ethical principles, will guide you with respect to lines of acceptable conduct.

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It is the policy of the County of Pennington, South Dakota, to uphold, promote and demand the highest standard of ethical behavior from its elected and appointed department heads and individuals serving on all boards, commissions, committees, task forces or other appointed

advisory groups, hereinafter referred to collectively as “Members.” It is presumed that all Members have chosen to serve in order to preserve and protect the present and the future of the County. Honesty, integrity and fairness are hallmarks of public service.

This code has been created to ensure that all Members have clear guidelines for carrying out their responsibilities in their relationships with each other, with all other county employees, with the citizens of Pennington County and with all other private and governmental entities.

SECTION 1: Obey the Laws

Obeying the law, both in letter and in spirit, is the foundation on which this County’s ethical standards are built. The Members shall support the Constitution of the United States and the State of South Dakota as well as all federal, state and local laws, rules and regulations.

SECTION 2: Responsibility of Public Service

Members are to be trustworthy, respectful, responsible, fair, caring and promote citizenship at all times and are not entitled to special consideration or treatment based on their official position or responsibility.

In addition to the above:

- A. Members should actively pursue policy goals they believe to be in the best interest of all residents within the parameters of orderly decision-making and the laws and rules governing those decisions.
- B. Members should respect the legitimacy of the goals and interests of other Members and should respect the rights of others to pursue goals and policies different from their own.
- C. Members, who sit on county boards, commissions, committees, advisory groups, task forces, etc., do not individually speak for the body itself unless approved by the Member body to do so.
- D. Members should dispose of the business of the County in a deliberate manner that assures citizens have meaningful knowledge of and input into their decisions.
- E. Members should conserve the resources of the County in their charge. They should employ county equipment, property, funds and personnel only in legally permissible pursuits and in a manner that exemplifies excellent stewardship.
- F. No Member may use his or her public position or office to obtain financial gain or anything of substantial value for the private benefit of himself or herself or his or her immediate family, or for an organization with which he or she is associated.
- G. No person may offer or give to a Member, directly or indirectly, and no Member may solicit or accept from any person, directly or indirectly, anything of value if it could reasonably be expected to influence the Member’s vote, official actions or judgment, or could reasonably be considered as a reward for any official action or inaction on the part of the Member.
- H. Members are cautioned to refrain from giving legal advice or other related direction to members of the public on matters under investigation by Pennington County

departments/offices, on matters pending before the courts or government bodies and on any matters where a conflict of interest would caution against any such communication.

SECTION 3: Members' Conduct with County Employees

Governance of the County relies on the cooperative efforts of the Members and the County employees who implement and administer adopted policies and procedures within the County. Therefore, every effort should be made to be cooperative and show mutual respect for the contributions made by each other for the good of the community. The following are examples of how the Members should relate to the employees of Pennington County:

- A. Members should treat all employees as professionals. Clear, honest communication that respects the abilities, experience and dignity of each employee is expected. Poor behavior or disrespectful comments toward employees are not acceptable.
- B. Members should never publicly criticize employees. Public criticism of employees leads to poor morale of the employees and undermines their effectiveness with the public and is detrimental to their performance.
- C. Members should not attempt to influence by intimidation or other unethical means, the decisions or opinions of employees on issues that may come before the Planning Commission, Board of Commissioners or other Member bodies.
- D. Individual Members may not intentionally coerce or intimidate employees or interfere with employees' duties or authority.
- E. Members, with the exception of elected and appointed department heads interacting with their own employees, shall not instruct nor direct employees to perform duties related to the employee's job.
- F. Requests for information and clarification on items of County business is allowed and encouraged. Communication is most effective when the Member contacts the Department Head or Elected Official in charge. Members in general should always respect and interact appropriately when requesting information pertinent to County business.

SECTION 4: Conduct in Public Meetings

Making the public feel welcome is an important part of the democratic process. No signs of partiality, prejudice or disrespect should be evident on the part of individual Members toward an individual participating in a public meeting. Every effort should be made to be fair and impartial in listening to public comments. Members should listen to comments from the public and ask for clarification if they do not understand the comment. Members should not disparage or insult other Members, County employees or other members of the public.

The Chairperson presiding over any meeting, which is subject to open meetings laws or not, shall not allow an individual or other Member to interfere with the orderly progression of meetings. Personal attacks against any Member, County employees or any other person are not allowed regardless of whether the meeting is in session or in recess. If the audience dialogue or Member discussion becomes disruptive or abusive, the Chairman has the option to ask the

offending individual(s) to leave or have the individual(s) removed from the meeting by law enforcement.

SECTION 5: Open Government

The citizens of Pennington County expect and deserve open government. South Dakota's open meetings law embodies the principle that the public is entitled to the greatest possible information about public affairs and is intended to encourage public participation in government.

Members who are subject to the Open Meetings Laws of the State of South Dakota shall conduct themselves in a manner that fully adheres to the intention of state laws concerning open meetings and transparency of actions. These Members are encouraged to employ a "mindset of openness" in conducting the affairs of the County in an open meeting and should resort to conducting business in executive session only when allowed by law.

SECTION 6: Conflict of Interest

In the execution of official County business, a Member shall not put himself or herself in a position where his or her personal interest conflicts with his or her duties and responsibilities. Members shall disclose any personal relationships to the governing body in the instance where there could be an appearance of a conflict of interest. The Member shall not use official information acquired in the course of their duties for personal gain.

SECTION 7: Violation of Code of Conduct

Violations of this Code of Conduct may result in disciplinary action taken by the Board of County Commissioners. Disciplinary action may involve public or private reprimand at the discretion of the appropriate governing body and may include removal from serving on an appointed body or removal from Office as provided in law.

Date of Adoption: December 2, 2014

APPROVED BY THE PENNINGTON COUNTY BOARD OF COMMISSIONERS

/s/ Lyndell Petersen
Lyndell Petersen, Chairman
Pennington County Commission

ATTEST:

/s/ Victoria M Wolf/Deputy
Pennington County Auditor/Deputy



CODE OF CONDUCT

FOR COUNTY COMMISSIONERS, ELECTED OFFICIALS,
MEMBERS OF ALL BOARDS, COMMISSIONS, COMMITTEES,
TASK FORCES OR OTHER APPOINTED ADVISORY GROUPS

PENNINGTON COUNTY, SOUTH DAKOTA

ADOPTED BY THE PENNINGTON COUNTY BOARD OF
COMMISSIONERS

2025

PREFACE

The successful business operation and reputation of Pennington County is built upon the principles of fair dealing and ethical conduct. The reputation of county governance for integrity and excellence requires careful observance of the spirit and letter of all applicable laws and regulations, as well as a scrupulous regard for the highest standards of personal conduct, integrity and public service.

The continued success of Pennington County is dependent upon the public's trust and those who serve the public on behalf of the County should be dedicated to preserving that trust. Pennington County expects its elected officials, members of boards, commissions, committees, task forces and other appointed advisory groups, hereinafter referred to collectively as "Members", to conduct business in accordance with the letter, spirit and intent of all relevant laws and to refrain from any illegal, dishonest, unethical or disruptive behavior. It is presumed that all Members have chosen to serve in order to preserve and protect the present and the future of the County. Honesty, integrity and fairness are hallmarks of public service. This code has been created to ensure that all Members have clear guidelines for carrying out their responsibilities in their relationships with each other, with all other county employees, with the citizens of Pennington County and with all other private and governmental entities.

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SECTION 1: Obey the Laws

Obeying the law, both in letter and in spirit, is the foundation on which this County's ethical standards are built. The Members shall support the Constitution of the United States and the State of South Dakota as well as all federal, state and local laws, rules and regulations.

SECTION 2: Responsibility of Public Service

Members are to be trustworthy, respectful, responsible, fair, caring and promote citizenship at all times and are not entitled to special consideration or treatment based on their official position or responsibility.

In addition to the above:

- A. Members should actively pursue policy goals they believe to be in the best interest of all residents within the parameters of orderly decision-making and the laws and rules governing those decisions.
- B. Members should respect the legitimacy of the goals and interests of other Members and should respect the rights of others to pursue goals and policies different from their own.
- C. Individual Members who are part of an elected/appointed county body, that sit on other boards, commissions, committees, advisory groups, task forces, etc., do not speak for the body itself unless approved by the Member body to do so by the requisite vote required by law.
- D. Members should dispose of the business of the County in a deliberate manner that ensures citizens have meaningful knowledge of and input into their decisions.
- E. Members should conserve the resources of the County in their charge. They should employ county equipment, property, funds and personnel only in legally permissible pursuits and in a manner that exemplifies excellent stewardship.
- F. No Member may use his or her public position or office to obtain financial gain or anything of substantial value for the private benefit of himself or herself or his or her immediate family, or for an organization with which he or she is associated.
- G. No person may offer or give to a Member, directly or indirectly, and no Member may solicit or accept from any person, directly or indirectly, anything of value if it could reasonably be expected to influence the Member's vote, official actions or judgment, or could reasonably be considered as a reward for any official action or inaction on the part of the Member.
- H. Members should refrain from giving legal advice or other related directions to individuals from the public on matters under investigation by Pennington County departments/offices, on matters pending before courts or government bodies, and on any matter where a conflict of interest would caution against any such communication.

SECTION 3: Members' Conduct with County Employees and other Members

Governance of the County relies on the cooperative efforts of the Members and the County employees who implement and administer adopted policies and procedures within the County. Therefore, every effort should be made to be cooperative and show mutual respect for the contributions made by each other for the good of the community. The following are guidelines regarding acceptable and unacceptable behavior between all Members and County Employees. The following is a non-exhaustive list. Members are expected to behave in a professional and legal manner in all dealings with other Members and County Employees regardless of whether the behavior is listed below.

- A. Members should treat all Members and employees as professionals. Clear, honest communication that respects the abilities, experience and dignity of all is expected. Poor behavior or disrespectful comments toward employees or other Members is not acceptable.
- B. Members should never publicly criticize employees or other Members. Public criticism leads to poor morale in the County, undermines its effectiveness with the public, and is detrimental to the County's ability to assist the public with its needs. Members are encouraged to arrange individual meetings with employees and other members to discuss any issues that may arise in the course of County business.
- C. Members should not attempt to influence, by intimidation or other unethical means, the decisions or opinions of employees or other Members on issues that may come before the Planning Commission, Board of Commissioners, or other Member bodies.
- D. Members may not intentionally coerce or intimidate employees or other Members or interfere with their duties or any authority that is delegated by statute.
- E. Members, with the exception of elected officials interacting with their own employees, shall not instruct nor direct employees to perform duties related to the employee's job. Members within elected bodies may direct Department Heads to take certain action with an appropriate vote of that body.
- F. Requests for information and clarification on items of County business is allowed and encouraged. Communication is most effective when the Member contacts the Department Head or Elected Official responsible for management of the item at issue. Members in general should always respect and interact appropriately when requesting information pertinent to County business.

SECTION 4: Conduct in Public Meetings

Making the public feel welcome is an important part of the democratic process. No signs of partiality, prejudice or disrespect should be evident on the part of Members toward any individual participating in a public meeting. Every effort should be made to be fair and impartial in listening to public comments. Members should listen to comments from the public and ask for clarification if they do not understand the comment. Members should not publicly disparage or insult other Members, County employees, or members of the public.

The Chairperson or official presiding over any official County meeting shall not allow an

individual or other Member to interfere with the orderly progression of meetings. Personal attacks against any Member, County employees, or any other person are not allowed regardless of whether the meeting is in session or in recess. If an audience member or Member becomes disruptive or abusive, the Chairman or official presiding over the meeting has the option to ask the offending individual(s) to leave or have the individual(s) removed from the meeting by law enforcement.

SECTION 5: Open Government

The citizens of Pennington County expect and deserve open government. South Dakota's open meetings law embodies the principle that the public is entitled to the greatest possible information about public affairs and is intended to encourage public participation in government.

Members who are subject to the Open Meetings Laws of the State of South Dakota shall conduct themselves in a manner that adheres to state laws concerning open meetings and transparency of actions. These Members are encouraged to employ a "mindset of openness" in conducting any meeting subject to SDCL 1-25 et seq. and should resort to conducting business in executive session only when allowed by law.

SECTION 6: Conflict of Interest and Ex Parte Communications

It is the Policy of the County to ensure that all Members adhere to the requirements of South Dakota law in relation to conflicts and ex parte communications. To ensure high standards of ethics and decorum, this Section sets forth the steps expected of Members when they have a conflict or an ex parte communication.

- A. Conflicts. In the execution of official County business, a Member shall not put himself or herself in a position where his or her personal interest(s) conflict with his or her duties and responsibilities to the County. Members are required to disclose and recuse themselves from any conflict, or the appearance of any conflict, in the manner prescribed below:
 - 1. *Quasi-judicial proceedings*. In quasi-judicial proceedings, Members will recuse themselves from any proceeding in which they have a conflict violative of SDCL 6-1-17 or in which a 2/3 vote of the body determines the Member has a conflict. When a conflict is identified either by the Member or the Member's voting body, the Member will no longer participate in discussion or voting on the matter where the conflict has been identified.
 - 2. *Contracts*. No Member will enter into a contract with the County that is violative of the provisions of SDCL 6-1-1, 6-1-2, and 6-1-2.1.
 - 3. *Official information*. No Member will use official information acquired in the course of their duties for personal gain.
- b. Ex Parte communications. Members should refrain from participating in ex parte communications in quasi-judicial proceedings consistent with SDCL 6-1-18, 6-1-20, and 6-1-21. However, if such a communication occurs, Members will disclose the communication at the next hearing scheduled to address the matter and take any other steps necessary to fulfill the requirements of SDCL 6-1-20 and 6-1-21.

SECTION 7: Violation of Code of Conduct

Violations of this Code of Conduct may result in disciplinary action taken by the Board of County Commissioners (hereinafter “Board”) in a manner prescribed by this Policy. A complaint must be submitted consistent with this Section.

- A. Form. A complaint brought under this Policy (hereinafter “Complaint”) must be submitted in writing on the Complaint Form (attached to this Policy) setting forth the complained of conduct and which subsections of this Policy were violated by that conduct.
- B. Submittal. The complainant must submit the Complaint directly to the elected Chair of the Board or to the Vice-Chair, if the Chair is the Member respondent, within ten (10) business days after the complained of conduct or within ten (10) business days after reasonable efforts could have disclosed the complained of conduct.
- C. Mediation. Upon timely submittal of a Complaint, the Chair or Vice-Chair will arrange an appropriate mediator to facilitate mediation between the complainant and the Member respondent.
 - 1. *Designation*. The mediator may be the County Human Resources Director, any other disinterested Elected Official, or a contracted private third-party mediator. The Chair/Vice-Chair should not appoint a member of the Board of Commissioners, himself/herself, or the State’s Attorney into the mediator position to ensure any future probable cause or hearing determinations remain impartial.
 - 2. *Scheduling*. A mediator will be designated by the Chair or Vice-Chair within ten (10) business days of receipt of the Complaint. Within a reasonable timeframe after (no less than five business days, but no more than thirty days), mediation shall be scheduled with all of the parties consistent with each party’s stated availability.
 - 3. *Notice and response*. Five (5) business days prior to the mediation date, the Complaint will be provided to the Member respondent. The Member respondent may submit a written reply in writing on the Response Form (attached to this Policy), to the Chair or Vice-Chair no less than three (3) business days prior to the mediation date. If the Member respondent submits a Response, the complainant will be provided with a copy of the Response no less than two (2) business days before the mediation.
 - 4. *Procedure*. The mediator will be provided a copy of the Complaint and the Response (if any). The mediator shall act as a facilitator or resource for resolution and shall use their best efforts to assist the parties in reaching a mutually acceptable agreement to resolve their differences. The mediator does not have the authority to decide any issue for the parties but will attempt to facilitate the voluntary resolution of the dispute by the parties. The mediator is authorized to conduct joint and separate meetings and/or communications with the parties and may also offer suggestions to assist the

parties in achieving an agreement. It is expected that all parties will participate in the proceedings to the fullest extent, expeditiously, and in good faith with the intention to come to an agreement, if possible. The parties involved in mediation are responsible for negotiating a settlement acceptable to them. The mediator, as a facilitator of settlement, will use every effort to facilitate the negotiations of the parties but will not impose a settlement upon the parties.

5. *Outside parties.* Only persons directly involved in the mediation will attend the proceedings. There will be no non-party witnesses heard at the mediation, and representatives, advisors and/or attorneys will not be permitted to attend.
6. *Disclosure.* The mediation process can be successful only if all parties make full and complete disclosure of all information pertinent to the resolution of the issues. Additional documentation may be submitted during the mediation process with the consent of each party. If consent is not given, the parties will attempt to resolve based on the Complaint, Response, and the oral statements of each party during the mediation.
7. *Termination.* Termination of Mediation shall occur under any of the following conditions:
 - i. *Agreement.* A settlement is reached between the parties resulting in a signed agreement outlining the steps to address the Complaint and Response. The Agreement will be provided to the State's Attorney for record keeping. Settlement during mediation will act as the final resolution of the Complaint. The Board will not approve or disprove of the resolution reached by the parties. Failure of either party to fulfill their obligations under the settlement agreement may act as the basis for a violation of this Policy.
 - ii. *Unsuccessful Mediation.* Upon the written request of any party or within the discretion of the mediator that resolution is no longer attainable. In the event of unsuccessful mediation, each party and the mediator will provide the Chair or Vice-Chair with a written statement setting forth the reason(s) that mediation was unsuccessful within five (5) business days after the written request or determination of the mediator.

D. Unsuccessful Mediation and Investigation. After receiving notice of unsuccessful mediation, the Chair or Vice-Chair shall coordinate an impartial investigation into the claims made in the Complaint and Response. The Chair or Vice-Chair may designate any other disinterested Elected Official, or their designee with the consent of the Chair/Vice-Chair, or a contracted private third-party investigator to collect and synthesize all pertinent information the Board of Commissioners would need in order to determine whether the Complaint has merit. The Chair/Vice-Chair should not appoint a member of the Board of Commissioners, himself/herself, or the State's Attorney into the investigator position to ensure any future probable cause or hearing determinations remain impartial. The designated investigator may contact the parties to obtain any additional necessary statements or documentation to assist them in the investigation. The investigator has thirty (30) days to finalize and document the

investigation. Upon completion of the investigation, all documentation will be provided to the Chair or Vice-Chair.

- E. Probable Cause Determination. Once the Chair or Vice-Chair receives the investigative file, the matter will be set for executive session to discuss whether the matter will proceed to a confidential hearing. The Board of Commissioners will determine, with the assistance of legal counsel, whether the investigation presents such facts as would reasonably persuade an impartial and reasonable mind not merely to suspect or conjecture, but to believe that a violation of this Policy has occurred. Only Board members who are not the Complainant or Respondent or do not otherwise have a conflict of interest will be deemed to be Eligible Board Members (“Eligible Board Members”) will make this and other decisions related to the Complaint. This determination will be made by a majority vote of the Eligible Board Members.
- F. Notice of Probable Cause Determination and Hearing. The Eligible Board Members will provide the parties with written notice of its probable cause determination as soon as possible after the determination is made, but no less than fourteen days (14) before a hearing is scheduled under section 7(G). If the Eligible Board Members do not find probable cause, it is a final determination of the body on the Complaint. If the Eligible Board Members find there is probable cause to believe a violation has occurred, a hearing will be set consistent with this Policy providing notice to the parties of the date, time, and location of the hearing. The notice will also include a copy of Section 7(G) of this Policy noticing the parties of the hearing procedures and provide a copy of the investigative report required under Section 7(D) of this Policy.
- G. Hearing. After a finding of probable cause by the Eligible Board Members, a confidential hearing in executive session will be scheduled to hear testimony and give the parties the opportunity to present evidence. A public hearing may only be held with a unanimous vote of the eligible members of the Eligible Board Members. A hearing will be scheduled within fourteen (14) days of the probable cause determination.
 - 1. *Purpose*. The purpose of the hearing is to determine the admissibility of evidence, and to gather the facts and information necessary to determine whether a violation of this Policy occurred.
 - 2. *Recording*. The executive session hearing may be recorded with a majority vote of the Eligible Board Members who will make that determination at the beginning of the hearing.
 - 3. *Legal representation*. The County and Eligible Board Members are represented by the State’s Attorney or his/her designee. The State’s Attorney or Eligible Board Members may request private counsel represent the Board if there is an identifiable legal conflict that would preclude representation. The parties may represent themselves at the hearing or hire an attorney at their own personal cost. In closed hearings, Parties may not have other support individuals present.
 - 4. *Evidence*. The administrative hearing is not a court hearing; however, it is a quasi-judicial proceeding. Parties do not need to follow the rules of

evidence but are encouraged to present their cases in a coherent and orderly manner. The Eligible Board Members will consider the evidence presented and make determinations on the relevance of the information when they vote on violation consistent with the requirements set forth in SDCL 6-1-18 through 6-1-21.

5. *Burden*. The burden of presenting evidence to support a fact or position rests with the party claiming the fact or position.
6. *Standard of Proof*. A violation of this Policy must be found with clear and convincing evidence. Clear and convincing evidence is more than a preponderance of the evidence but not beyond a reasonable doubt. I.e. the violation needs to be highly probable, reasonably certain, or much more probable than its nonexistence.
7. *Documents and Discovery*. Relevant documentation and other evidence may be presented by both parties. All documents/tangible evidence the parties intend to rely on must be provided to the Chair or Vice-Chair five (5) business days before the hearing, with a copy for the opposing party. Failure to provide these items in advance of the hearing may result in the Eligible Board Members refusing to consider the evidence. There will be no additional discovery allowed.
8. *Witnesses*. Either party may call witnesses to present relevant testimony in support of its case. Witnesses are sworn to ensure the testimony they give is true upon penalty of perjury. Both parties may cross-examine witnesses, and the Eligible Board Members may ask clarifying questions directly to witnesses.
9. *Argument*. When all evidence has been presented, both parties will have an opportunity to present a final argument. Final argument will be oral at the conclusion of the hearing and prior to deliberation.
10. *Deliberation*. Deliberation of the Eligible Board Members shall be done in executive session with the assistance of its legal counsel and may be reconvened at a later date from the hearing with a majority vote of the Eligible Board Members. The parties will not be present during deliberation. Once deliberation is complete, the Eligible Board Members will direct its counsel to prepare written findings of fact and conclusions of law.

H. Findings of Fact and Conclusions of Law. The Findings of Fact and Conclusions of Law (hereinafter "Findings") will be presented to the Eligible Board Members in executive session. The Eligible Board Members may either adopt the Findings and make them public, adopt the Findings and keep them confidential due to being personnel information, or request further revisions. If the Findings recommend discipline for a violation of this Policy, they must be approved by a 2/3 majority vote of the Eligible Board Members. A failure to meet the supermajority requirement results in a Finding of no violation under this Policy. The Parties will be given a copy of the Findings after they are adopted by the Eligible Board Members.

I. Discipline. The Eligible Board Members may take any action within its authority to remedy a violation of this Policy, including, but not limited to, private censure, public censure, and seeking removal from office, if allowed by law. It is within the Eligible

Board Members' discretion to determine to what extent any discipline is necessary within the bounds of the law. Any discipline order will be included in the Findings of the Eligible Board Members.

- J. Confidentiality. Any Complaint, Response, mediation documents, investigative documentation, Findings, evidence, recordings, etc. obtained under the requirements of Section 7 (hereinafter "confidential file") shall be kept confidential until such time that the Eligible Board Members move for the hearing to be held publicly or the Eligible Board Members move for a public censure. The extent of public dissemination of any part of the confidential file is determined by a majority vote of the Eligible Board Members. Outside of Eligible Board Members direction, the Chair or Vice-Chair will ensure that the confidential file is not disseminated to any person who is not directly involved in the processes set forth in section 7 of this Policy. The Chair or Vice-Chair should take all necessary steps to ensure that only those individuals who need information at each step of this process are provided information consistent with this Policy. Moreover, any documentation collected during this process will be kept in a like manner to human resource files and will not be disseminated absent court order. The Chair, Vice-Chair, mediator, investigator, or Eligible Board Members may consult legal counsel regarding these matters subject to attorney client privilege. A violation of these confidentiality provisions is grounds for a Complaint under this Policy.
- K. County Commissioners as Complainant or Respondent. No County Commissioner will participate in voting or deliberate on a vote required by this Policy where they are the Complainant or Respondent or have a conflict of interest. Where a vote is required by this Policy, any such disqualified Commissioner shall leave the dais or room to avoid the appearance of impropriety. Nothing in the subsection abrogates the rights of a County Commissioner as a Respondent to otherwise participate in the processes set forth in this Policy to afford a respondent Due Process. If both the Chair and the Vice Chair are disqualified from executing a duty, then the Commissioner filling that role shall be chosen by random lot.

SECTION 8: Appeal Process

An appeal may be taken by any final action of the Board pursuant to SDCL chapter 7-8. A mediation agreement approved by a complainant and Member respondent is not appealable as it is not a final action of the Board.

As appeal may also be taken should the Board fail to issue a decision within sixty (60) days after the Complaint was filed.

Date of Adoption: ____ day of _____, 2025

APPROVED BY THE PENNINGTON COUNTY BOARD OF COMMISSIONERS

\s\ Ron Weifenbach Ron
Ron Weifenbach, Chairman
Pennington County Commission

ATTEST:

\s\ Cindy Mohler
Pennington County Auditor

PENNINGTON COUNTY, SD CODE OF CONDUCT

FOR COUNTY COMMISSIONERS, ELECTED OFFICIALS, DEPARTMENT
HEADS, AND MEMBERS OF ALL BOARDS, COMMISSIONS,
COMMITTEES, TASK FORCES OR OTHER APPOINTED ADVISORY
GROUPS



PENNINGTON COUNTY, SOUTH DAKOTA

APPROVED: December 2, 2014

REVISED: January 20, 2026

PREFACE

Pennington County's reputation for integrity and effective public service is built on principles of fairness, transparency, and ethical conduct. The public entrusts its officials with significant responsibility, and maintaining that trust requires adherence to both the letter and the spirit of all applicable laws, as well as the highest standards of personal conduct.

This Code of Conduct applies to County Commissioners, elected officials and appointed department heads, and all individuals serving on boards, commissions, committees, task forces, or other appointed advisory groups (collectively, "Members"). Members share a responsibility to uphold the integrity of County government, to act in the best interests of the public, and to conduct themselves in a respectful, professional, and lawful manner.

The purpose of this Code is to provide clear expectations for ethical and professional behavior; to support transparent, accountable, and effective public decision-making; and to guide Members in their interactions with one another, with County employees, with the public, and with other governmental and private entities. These standards are intended to promote public confidence in County governance and to ensure that service to the community remains grounded in honesty, fairness, and respect.

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SECTION 1 – COMPLIANCE WITH LAW

Members shall comply with the Constitution of the United States, the Constitution and laws of the State of South Dakota, and all applicable federal, state, and local laws, regulations, and ordinances. Members acknowledge that public office carries additional legal duties, including compliance with statutes governing open meetings, public records, conflicts of interest, financial stewardship, and ethical conduct.

Compliance with the law is the minimum standard of behavior. Members are expected to conduct themselves in a manner that upholds the spirit as well as the letter of the law and promotes public confidence in County government.

SECTION 2 – RESPONSIBILITY OF PUBLIC SERVICE

Members serve the public and are expected to demonstrate professionalism, integrity, impartiality, respect, and civility in all official actions. Members are not entitled to special consideration or treatment based on their position.

In addition to the above:

- A. Members should pursue policy goals they believe to be in the best interest of Pennington County as a whole, consistent with orderly decision-making and applicable law.
- B. Members should respect the legitimacy of the goals and interests of other Members and maintain civility, professionalism, and decorum when policy differences arise.
- C. Members should recognize that their opinions are their own. They may speak on behalf of a board, commission, committee, task force, or advisory body only when expressly authorized to do so by the body through official action.
- D. Members should conduct the business of the County in a transparent and deliberate manner that ensures the public has meaningful access to information and opportunities for input, consistent with South Dakota's open meetings and public records laws.
- E. Members shall conserve and protect County resources. County funds, property, equipment, and personnel may be used only for legally authorized purposes and in a manner that reflects responsible stewardship of public assets.

SECTION 3 – MEMBERS' CONDUCT WITH EMPLOYEES AND OTHER MEMBERS

The effective governance of Pennington County depends on cooperation and mutual respect between Members and County employees. Members are expected to conduct themselves in a professional, respectful, and lawful manner at all times. The following guidelines provide examples of appropriate and inappropriate behavior; they are not exhaustive.

- A. Members shall treat all employees and other Members with professionalism, respect, and civility. Communication should be clear, honest, and courteous, recognizing the abilities and contributions of all participants.
- B. Members shall not publicly criticize employees or other Members. Concerns should be addressed privately through appropriate channels to maintain morale and effective service to the public.
- C. Members shall not intimidate, coerce, or attempt to improperly influence the decisions, opinions, or duties of employees or other Members. Members shall not interfere with delegated authority or responsibilities.

- D. Members shall not direct or instruct employees regarding job duties unless explicitly authorized by law, charter, or a vote of the governing body. Elected officials and department heads may provide direction to employees under their management.
- E. Members are encouraged to seek information and clarification on County business through the proper channels, typically by contacting the department head or elected official responsible for the matter. Requests should be respectful, relevant, and timely.
- F. Members shall comply with all applicable County policies, including anti-harassment, workplace safety, and professional conduct standards, in their interactions with employees and other Members

SECTION 4 – CONDUCT IN PUBLIC MEETINGS

Public meetings are an essential part of the democratic process, and Members have a duty to ensure that the public feels welcome, respected, and heard. Members shall listen attentively and treat all participants of meetings with respect and impartiality. Members shall avoid personal attacks, public disparagement, or insulting remarks.

The Chair or presiding officer is responsible for maintaining order during meetings; all Members are expected to follow the Chairperson's or presiding officer's directions during meetings. Members should avoid side conversations, interruptions, or actions that impede the orderly progression of meetings. Personal attacks against any Member, County employees, or any other person are not allowed and shall be promptly, fairly, and consistently handled, regardless of whether the meeting is in session or in recess.

The Chair or presiding officer shall give warnings to any individual who is being disruptive, abusive, or off-topic. The Chair or presiding officer has the option to ask offending individual(s) to leave if the behavior continues. If necessary, the offending individual(s) may be removed from the meeting by law enforcement, in accordance with law.

Actions taken by the Chair or presiding officer to maintain order and decorum during meetings are not disciplinary actions and do not constitute a violation of this Code.

SECTION 5 – OPEN GOVERNMENT

The citizens of Pennington County expect and deserve open and transparent government. South Dakota's Open Meetings Law reflects the principle that the public is entitled to the greatest possible access to information about public affairs and to meaningful participation in government decision-making.

Members subject to South Dakota's Open Meetings Laws shall conduct County business in full compliance with SDCL 1-25 et seq. Members are expected to approach all deliberations with a mindset of openness and transparency and to avoid actions that could circumvent the intent of the law.

- A. Members shall conduct deliberations and decision-making in properly noticed public meetings when required by law. Members shall avoid informal or serial communications—whether in person, by email, text message, telephone, or other means—that collectively involve a quorum or otherwise substitute for public deliberation.
- B. Members shall enter executive session only when expressly authorized by law and only for

the purposes permitted. Executive sessions shall not be used for convenience or to avoid public discussion. No final action or decision shall be taken in executive session unless specifically authorized by statute.

- C. In quasi-judicial proceedings, Members shall refrain from participating in ex parte communications, consistent with SDCL 6-1-18, 6-1-20, and 6-1-21. If an ex parte communication occurs, the Member shall disclose the communication on the record at the next hearing addressing the matter and take all steps required by law to ensure fairness, transparency, and due process.
- D. Members acknowledge that individual actions, even when taken outside of a formal meeting, may create open-meeting, transparency, or due-process concerns. Members are expected to exercise sound judgment and to seek guidance from legal counsel or staff when questions arise.

SECTION 6 – CONFLICT OF INTEREST

It is the Policy of the County to ensure that all Members comply with applicable South Dakota laws governing conflicts of interest. Members are expected to perform their official duties in a manner that prioritizes the interests of the County and the public and avoids divided loyalties or improper personal benefit.

- A. Conflicts. In the execution of official County business, a Member shall not put himself or herself in a position where personal, financial, or other private interests conflict with the Member's official duties and responsibilities. When a potential conflict exists, the Member shall disclose the conflict and take appropriate action as required by law, including recusal when applicable.
- B. Quasi-judicial proceedings. In quasi-judicial proceedings, Members shall recuse themselves from participation in any matter in which they have a conflict of interest violative of SDCL 6-1-17. A Member shall also recuse themselves when a two-thirds vote of the governing body determines that a conflict exists. Upon recusal, the Member shall not participate in discussion or voting on the matter.
- C. Contracts. No Member shall enter into a contract with Pennington County that violates SDCL 6-1-1, 6-1-2, and 6-1-2.1.
- D. Use of Official Information. No Member shall use confidential or non-public information acquired in the course of their official duties for personal gain or for the benefit of any other person or organization.
- E. Duty to Seek Guidance. Members are encouraged to seek guidance from legal counsel or appropriate staff when questions arise regarding potential conflicts of interest or required disclosures.

SECTION 7 – VIOLATIONS

Violations of this Code of Conduct may be addressed by the Board of County Commissioners (hereinafter "Board") in its discretion and in a manner consistent with applicable law.

- A. Initiation of Concerns. Concerns regarding a potential violation of this Code may be brought to the Board in writing. Nothing in this Code requires the Board to act on any concern or complaint, nor does this Code create a right to a formal hearing, investigation, or appeal.
- B. Board Review and Discretion. Upon receipt of a written concern, the Board may, in its sole discretion and consistent with applicable law:
 - 1. Take no action
 - 2. Address the matter informally
 - 3. Issue a private or public reprimand
 - 4. Take any other action within its lawful authority
- C. Limitations of Authority. This Code of Conduct does not:
 - 1. Create a mandatory complaint, investigation, or adjudication process
 - 2. Confer a right to confidentiality beyond what is required by law
 - 3. Authorize the removal of an elected official except as expressly provided by statute
 - 4. Limit the authority of the Chair or presiding officer to maintain order and decorum during meetings as provided elsewhere in this Code
- D. Recusal. Any Member who is the subject of a concern or who has a conflict of interest shall not participate in the deliberation or voting related to that matter.

SECTION 8 – AMENDMENTS

This Code may be amended by majority vote of the Board at a properly noticed meeting.

Date of Adoption: ___ day of January, 2026

APPROVED BY THE PENNINGTON COUNTY BOARD OF COMMISSIONERS

ATTEST:

Chair, Pennington County Commission

Pennington County Auditor/Deputy

MEMORANDUM

RE:
**2026
Compensation of
County
Commissioners**

Date:
01/06/26

From:
Jordan Neeb
Director,
Commission Office

To:
**Board of
Commissioners**

Background

South Dakota law (SDCL §§ 7-7-3 through 7-7-5) states that the Board of County Commissioners may establish the compensation of its members (by salary or per diem) at the first regular meeting of each calendar year. Per 7-7-5, if the Board fails to set an annual salary, compensation defaults to the statutory amount based on county population: \$7,233 annually. An individual Commissioner may choose to waive their compensation or request a lower amount by submitting a request in writing to be filed with payroll.

Commissioners do not accrue leave or retirement benefits. Commissioners are eligible to elect County health, dental, and vision insurance under the same terms and rates as County employees.

The compensation method established does not include reimbursement for mileage, meals, or other expenses related to training or conference attendance. Commissioners may elect to waive reimbursement or personally cover such expenses.

The 2026 Commission Office budget included the approved 2.9% increase to salaries, but the Commission is not required to select that rate of pay.

Referenced SDCL

7-7-3. Compensation of county commissioners.

The method of payment, whether per diem or salary, and the amount of per diem or salary shall be determined by the board of county commissioners in each county. If the per diem method is used, the county commissioners shall be allowed the per diem amount for each day they are actually and necessarily employed in the duties and business relating to county affairs and the duties of their office and in attending and returning from sessions of the board. The county commissioners shall be allowed mileage for the distance actually traveled in attending the meetings of the board, or when engaged in other official duties. The per diem shall be paid out of the general county fund. The per diem shall be set by the commission on the first regular meeting date in January of each year.

Source: SL 1868-9, ch 6, § 22; PoIC 1877, ch 39, § 24; CL 1887, § 1424; SL 1891, ch 48, § 1; RPoIC 1903, § 1841; SL 1903, ch 103; SL 1905, ch 77; SL 1909, ch 147; SL 1913, ch 150; SL 1915, ch 136; SL 1917, ch 187; RC 1919, § 5876; SL 1919, ch 150; SL 1921, ch 168; SL 1929, ch 97; SL 1933, ch 74; SDC 1939, § 12.1704; SL 1943, ch 28, § 1; SL 1947, ch 38, § 1; SL 1951, ch 26, § 1; SL 1953, ch 21; SL 1957, ch 22; SL 1963, ch 43; SL 1967, ch 17, § 1; SL 1971, ch 42, § 1; SL 1974, ch 57, § 1; SL 1975, ch 71; SL 1978, ch 53, § 1; SL 1989, ch 64; SL 2007, ch 36, § 1.

PENNINGTON COUNTY BOARD OF COMMISSIONERS

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Physical: 900 Concourse Dr. Suite 100 Rapid City, SD 57703

Mailing: P.O. Box 6160 Rapid City, SD 57709 | Website: PennCo.org



7-7-4. Mileage allowance for county commissioners.

The county commissioners shall be paid traveling expenses for each mile traveled in the discharge of their official duties. For the purpose of this section, traveling expense incurred by county commissioners to attend meetings in the State of South Dakota, called for the purposes of instructing or exchange of information pertaining to county officers and government, are miles traveled in the discharge of their official duties.

Source: SL 1933, ch 70; SDC 1939, § 12.1710; SL 1943, ch 28, § 2; SL 1947, ch 38, § 2; SL 1951, ch 26, § 2; SL 1953, ch 22, § 6; SL 1968, ch 18, § 1; SL 1978, ch 52, § 1; SL 2015, ch 58, § 2.

7-7-5. Salary of county commissioners.

The board of county commissioners may determine the salary of the commissioners. Such salary may be set by the board of county commissioners at its first regular meeting of each year. If the board of county commissioners fails to determine a salary, then the salary of a county commissioner in any one year is:

- (1) **Seven thousand two hundred thirty-three dollars** as per diem or salary in counties of thirty thousand population or over;
- (2) **Six thousand five hundred sixty-six dollars** as per diem or salary in counties of fifteen thousand population and over and not more than thirty thousand population;
- (3) **Five thousand three hundred ninety-seven dollars** as per diem or salary in counties of eight thousand population and over and not more than fifteen thousand population;
- (4) **Four thousand eight hundred ninety-six dollars** as per diem or salary in counties of less than eight thousand population.

Source: SL 1868-9, ch 6, § 22; PolC 1877, ch 39, § 24; CL 1887, § 1424; SL 1891, ch 48, § 1; RPolC 1903, § 1841; SL 1903, ch 103; SL 1905, ch 77; SL 1909, ch 147; SL 1913, ch 150; SL 1915, ch 136; SL 1917, ch 187; RC 1919, § 5876; SL 1919, ch 150; SL 1921, ch 168; SL 1929, ch 97; SL 1933, ch 74; SDC 1939, § 12.1704; SL 1943, ch 28, § 1; SL 1947, ch 38, § 1; SL 1951, ch 26, § 1; SL 1953, ch 21; SL 1957, ch 22; SL 1963, ch 43; SL 1967, ch 17, § 1; SL 1970, ch 44; SL 1973, ch 44; SL 1974, ch 57, § 2; SL 1974, ch 58, § 1; SL 1978, ch 53, § 2; SL 1982, ch 61, § 4; SL 1986, ch 63, § 3B; SL 1988, ch 66, § 1A; SL 1992, ch 52, § 1.

Commission Salary History:

<u>Year</u>	<u>Annual</u>	<u>% Change Year to Year</u>
2026 (Budgeted)	\$31,163	2.9% increase
2025	\$30,285	0% increase
2024	\$30,285	8.2% increase
2023	\$28,000	16.7% increase
2022	\$24,000	5.2% increase
2021	\$22,800	24% increase
2020	\$18,378	2.1% increase
2019	\$18,000	0% increase
2018	\$18,000	0% increase
2017	\$18,000	20% increase
2016	\$15,000	0% increase

Total change in salary (2026 budget compared to 2016 actual): \$16,163 annually (107.8% increase).

Requested Action

Motion: Move to set 2026 compensation for the Pennington County Board of Commissioners as an annual salary of \$XX,XXX (\$X,XXX.XX paid bi-weekly).

PENNINGTON COUNTY BOARD OF COMMISSIONERS

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Mailing: P.O. Box 6160 Rapid City, SD 57709 | Website: PennCo.org



MEMORANDUM

RE:
**Designate 2026
Official
Newspapers**

Date:
01/06/26

From:
Jordan Neeb
Director,
Commission Office

To:
**Board of
Commissioners**

Per SDCL 7-18-3, the Board shall designate the official newspapers for Pennington County at its regular meeting in January of each year. Up to three legal newspapers printed in the county may serve as the County's official newspapers for publication of Board proceedings and legally required notices. If there are three legal newspapers operating within the county, the statute requires the Board to designate all three.

Since at least 2008, the County has selected three official newspapers each year: the Hill City Prevalier News, the Pennington County Courant, and the Rapid City Journal. The Courant announced earlier this year that it will cease publication (its last issue was published December 25, 2025), and therefore will no longer qualify as a legal newspaper for 2026.

Based on current information, three legal newspapers will be operating within Pennington County for 2026. In addition to the Hill City Prevalier News and the Rapid City Journal, Native Sun News Today appears to meet statutory requirements to qualify as a legal newspaper in Pennington County under SDCL 17-2. County staff has reviewed their available documentation (attached to the agenda item) and believes that Native Sun News Today is eligible for designation as an official newspaper for 2026.

Since they meet the criteria for a legal newspaper and there are only three legal newspapers operating within Pennington County, statute dictates that the Native Sun News Today must be designated as an official newspaper.

Below is a comparison of the specifications by newspaper:

	<u>RC Journal</u>	<u>HC Prevalier</u>	<u>Native Sun News</u>
Pub. Type	Daily	Weekly	Weekly
Price per line*	\$0.577	\$0.3293	~\$0.4166

*For first insertion (not minutes)

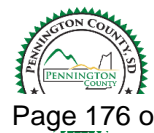
Below is a 5-Year history of total payments to legal newspapers (all budgets):

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Newspaper	2022 \$\$	% of Tot.	2023 \$\$	% of Tot.	2024 \$\$	% of Tot.	2025** \$\$	% of Tot.
Rapid City Journal	\$51,098.90	56%	\$59,194.89	66%	\$50,692.29	61%	\$38,543.00	62%
Pennington County Courant	\$20,297.55	22.2%	\$15,670.46	17.5%	\$15,955.64	19%	\$11,720.34	19%
Hill City Prevalier	\$19,974.04	21.8%	\$14,431.77	16.5%	\$16,268.88	20%	\$11,435.57	19%
TOTAL	\$91,370.49		\$89,297.12		\$82,916.81		\$61,698.91	

**2025 figures are approximate; they do not account for unpaid invoices after 12/16/25.

Requested Action

Move to designate the the Rapid City Journal, the Hill City Prevalier-News, and Native Sun News Today as the three official newspapers for Pennington County for 2026.

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2025 South Dakota PUBLIC NOTICE INFORMATION

(Includes rates for published legal notices)

BASE RATE INFORMATION

NEWSPAPERS UNDER 9,000 CIRCULATION

LEGAL LINE RATES

SECTION 10:02:02:01: Maximum fees chargeable: If a fee is not otherwise prescribed by statute for a legal publication of anything required or allowed by law, the maximum fee which may be charged for the publication, except as provided by Section 10:02:02:02, is as follows:

RATE PER LINE, FIRST INSERTION, PER COLUMN

SIZE OF TYPE	11 PICAS
6 point	47.1 cents
8 point	36.2 cents
9 point	32 cents
SAU/8 point	40.7 cents

TYPE SIZE

Legal publications in legal newspapers with a circulation of less than 9,000 shall be printed in a not less than eight point type. A publication in violation of this section shall not invalidate any publication otherwise made in compliance with law but the newspaper printing the same may be denied payment therefor. (SDCL 17-2-18.2)

NEWSPAPERS OVER 9,000 CIRCULATION

LEGAL INCH RATES

SECTION 10:02:02:02: Fees chargeable by newspapers with large circulation. If a fee is not otherwise prescribed by statute for a legal publication of anything required or allowed by law and that publication is made in a legal newspaper with a paid circulation of 9,000 or more, the maximum fee that may be charged is as follows:

CIRCULATION	RATE PER COLUMN INCH
9,000-19,999	\$6.35
20,000-29,999	\$6.67
30,000-39,999	\$7.01
40,000 and over	\$7.51

TYPE SIZE

Legal publications in legal newspapers with a circulation of more than 9,000 shall be printed in not more than six point type. A publication in violation of this section shall not invalidate any publication otherwise made in compliance with law but the newspaper printing the same may be denied payment therefor. (SDCL 17-2-18.2)

PRICING INFORMATION

(applies to all publications regardless of circulation)

CHARGE FOR PROCEEDINGS (MINUTES)

All proceedings (minutes) for school boards, municipalities and counties are charged at 90 percent of the legal line rate for weekly newspapers (SDCL 7-18-3, 9-18-1, 13-8-36.1).

All proceedings (minutes) for school boards, municipalities and counties are charged at full rate for daily newspapers (SDCL 7-18-3, 9-18-1, 13-8-36.1).

RATES FOR SECOND INSERTION

Rates in 10:02:02:01 apply for the first insertion of a legal notice. Subsequent insertions shall be charged at 80 percent of the initial rate. (SDCL 17-2-20)

ADJUSTING RATE FOR COLUMN WIDTHS

Rates in Section 10:02:02:01 for newspapers under 9,000 circulation, are based on an 11 pica column. Where column widths are not 11 picas, the rates must be increased or decreased proportionately. (Formula: Take the 11 pica line charge in the size of type used, divide by 11 to get the rate per pica, and multiply by the length of line actually used to obtain the correct line charge.) The same formula is used to determine line charges for multiple column legal notices. (NOTE: SAU rate for legal notices set in 8 point in newspapers under 9,000 circulation is 40.7 cents per line.)

USING LINE RATES

Example: Determine charge for a legal notice, set 8 point, 13 picas wide, three insertions, which contained 20 lines.

Line charge 42.8 cents per line (36.2 cents divided by 11, times 13).

First insertion: 20 lines @ 42.8 cents per line = \$8.56

Second insertion: (80% of first insertion) = \$6.85

Third insertion: (80% of first insertion) = \$6.85

TOTAL = \$22.26

FIGURING HEADINGS

To determine charge for headings where larger type is used, or where column headings are used in perpendicular manner, measure from the top line to the main body and reduce space to lines. Add to the regular line count of balance of the matter. Maximum of three lines is allowable for main heading or title line when larger type is used for heading.

TABULAR MATERIAL

Tabular material with one justification shall be charged for at rate and one-half; and tabular material with two justifications or more shall be charged at double the regular rate.

OTHER LEGAL RATES

COUNTY PROVISIONAL BUDGET: Published once at line rates. After adoption at Proceeding Rates (90%).

DELINQUENT REAL ESTATE TAX LIST: Published once at total cost of \$1.50 per description (SDCL 10-23-5, 6).

DELINQUENT SPECIAL ASSESSMENT OF CITIES AND TOWNS: Published once at total cost of 80 cents per description (SDCL 10-23-5, 6).

ANNUAL INSURANCE COMPANY STATEMENTS: Three times, line rates.

SCHOOL FINANCIAL STATEMENTS: Line rates.

ASSESSMENT LISTS: Line Rates.

DELINQUENT PERSONAL PROPERTY TAX LIST (Mobile Homes): Published once, 33 cents per description (per name: John and Mary, or Mr. and Mrs. counts as two descriptions) (SDCL 10-22-2).

ELECTION BALLOTS: Local open display rates.

GENERAL INFORMATION

OFFICIAL NEWSPAPERS

COUNTY: Commissioners designate three legal newspapers printed in the county as official newspapers, or if there are not three, as many as are legal at its regular meeting in January (SDCL 7-18-3).

MUNICIPALITY: Every municipality shall designate at a meeting of its governing body an official newspaper or newspapers for the ensuing year. The newspaper shall be published in the municipality. However, if there is no newspaper published in such municipality, then a newspaper published outside of such municipality may be used if such newspaper serves such municipality (SDCL 9-12-6).

SCHOOL DISTRICTS: The board shall designate the legal newspaper to be used for publishing all official notices and proceedings at the annual meeting on the second Monday of July, unless otherwise designated by the board at the prior regular meeting (SDCL 13-8-10).

LEGAL NEWSPAPERS

17-2-1. Notices to be published in legal newspaper

--Affidavit of publication--Online notice.

All legal and other official notices must be published in a legal newspaper as described in this chapter. When any legal notice is required by law to be published in any newspaper, the newspaper publishing the notice shall place the notice on a statewide website, established and maintained as a repository for such notices by an organization representing a majority of South Dakota newspapers.

The newspaper shall include a prominent link to the statewide website on the newspaper's website homepage or post all public notices to the newspaper's website in a manner that is accessible and free to the public, if the newspaper maintains a website. The affidavit of publication must state that the newspaper is a legal newspaper. The affidavit is prima facie evidence of that fact. Each affidavit of publication must state in plain terms the fees charged.

17-2-2.1. Requirements for legal newspaper--

Language--Size--Duration and frequency of publication

--Electronic format.

No publication is a legal newspaper for publishing legal and other official notices unless, for at least one year prior to publication of such notices, the publication is printed in the English language and contains at least four pages per issue, with at least one hundred twenty square inches of printed matter per page; and if the publication is a daily, is distributed in either a printed or electronic format, or both, at least five days each week, or if not a daily, is distributed in either a printed or electronic format, or both, at least once each week for at least fifty weeks each year. In any week in which there is a legal holiday, no more than four issues of a daily newspaper are necessary.

17-2-2.2. Price and circulation requirements.

A legal newspaper shall, for at least one year prior to publication of legal and official notices, be intended for distribution and circulation to the general public, without regard to business, trade, or profession, and must either:

- (1) Maintain a definite price of not less than fifty percent of its published price, be paid for by no less than fifty percent of those to whom it is distributed, and have a minimum paid circulation of at least two hundred; or
- (2) Maintain a minimum of two hundred paid online subscribers and distribute an associated print edition at least once a week for at least fifty weeks per year with a circulation of at least five hundred copies, regardless of whether the print edition is made available to the public for a paid subscription or for free.

17-2-2.3. Content requirements.

A legal newspaper shall contain reports of local happenings of recent occurrences of a varied nature, such as political, social, moral, and religious subjects and miscellaneous reading matter. For at least one year prior to publication of legal and official notices, a newspaper must devote at least twenty-five percent of its total column space in at least one-half of its issues in any calendar year to nonpaid news content. No more than eighty percent of the space devoted to nonpaid news content may duplicate any other publication, unless the duplicated material is from recognized general news services.

17-2-2.4. Office of publication requirement.

A legal newspaper shall, for at least one year prior to publication of legal and official notices, maintain a known office of publication in the community where its mailing permit of original entry is issued or where its principal office is located as stated on the annual report filed with the secretary of state, for the purpose of publishing a newspaper. No newspaper may have more than one place where it is published at the same time.

For the purposes of this section the term "publish" means the process by which news may be gathered, advertising solicited, and general newspaper business conducted for at least eight normal business hours per week.

17-2-2.5. Ownership and circulation statements.

In order to maintain legal newspaper status, the newspaper must submit to the secretary of state before January first of each year a sworn statement of ownership and total print and online circulation for the previous calendar year, on forms prescribed by the secretary of state.

Between September first and December thirty-first of each year, a legal newspaper must publish either:

- (1) A United States Postal Service periodicals-class statement of ownership and circulation; or
- (2) The most recent sworn statement by a recognized independent circulation auditing agency verifying the total print and online circulation.

For the purposes of subdivision (2), a newspaper designated as an official legal newspaper by a public agency for the purpose of publication of legal and official notices must complete the independent audit annually. For a newspaper that has not been designated as an official legal newspaper by any public agency, an independent audit shall have been completed within two years prior to being designated as an official legal newspaper by any public agency.

17-2-28. Notice, minutes, bids, and other published information--Publication cost--Online notice.

If the publication of any notice, minutes, bids, document, or other information is required by law by the state or any municipality, county, or school district, the public notice must bear inscriptions that list the approximate cost of the newspaper publication and that the notice may be viewed free of charge on a statewide public notice website maintained pursuant to § 17-2-1. The inscriptions must be printed at the top or bottom of the public notice and in the same type size as the body of the public notice.

RECEIVED

DEC 15 2025

SHP Holdings, Inc.

COMMISSIONER'S OFFICE

Publishers of the Custer County Chronicle, Hill City Prevailor-News, Western Trader

P.O. Box 551 - Custer, SD 57730

Phone (605) 673-2217 - Fax (605) 673-3321 E-mail custerchronicle@gwtc.net

December 11, 2025

Pennington County Commissioners
900 Concourse Dr., Ste 100
Rapid City, SD 57703

Dear Commissioners,

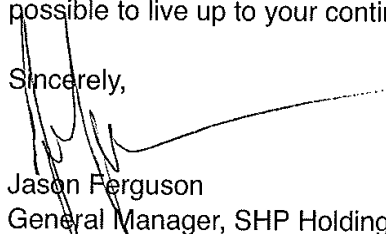
I want to thank you for continuing to designate the Hill City Prevailor News as a legal newspaper for Pennington County for the past 54 years. The Prevailor News has served the citizens of western Pennington County since 1971 as a general readership, legal newspaper. We have had 53 years of continuous weekly publication and a circulation of 364, including 132 electronic (email and/or online, the bulk of which are Pennington County residents), with 200 in Pennington County receiving the print version of the newspaper. We have met, and continue to meet, all the requirements for a legal newspaper in South Dakota as per SDCL 17-2. (See attachment).

The Prevailor News has a loyal following and offers a stable, reliable public information forum to the many citizens who live in and around Hill City and Keystone, where we are the official newspaper for both cities. We also offer a historical record of news and advertising, to include public notices, published over the last 54 years in western Pennington County.

As we have done for the past several years, we will continue to give you a 10 percent discount for public notices received via e-mail on the internet. This has served both of us very well in the past by eliminating typing mistakes for us and giving you a significant discount. The latest public notices rate card for 2025 is attached.

We appreciate your willingness to recognize our stability and service to the county in designating us as one of your three legal newspapers January 6, 2025. We will do everything possible to live up to your continued confidence in us.

Sincerely,


Jason Ferguson
General Manager, SHP Holdings, Inc.

Encl: 1) Penn. Count circulation (in letter above), 2) legal pub. specs., 3) New Public Notice Rates, 4) Current PS Form 3526, Statement of Ownership, Management & Circulation

STATE OF SOUTH DAKOTA
Statement of Legal Newspaper Ownership and Circulation

1. TITLE OF NEWSPAPER <u>Hill City Revailer News</u>		2. DATE <u>9-29-2025</u>
3. FREQUENCY OF ISSUE <u>Weekly</u>	3A. NO. OF ISSUES PUBLISHED ANNUALLY <u>52</u>	3B. ANNUAL SUBSCRIPTION PRICE \$ <u>70⁰⁰</u>
4. COMPLETE MAILING ADDRESS OF KNOWN OFFICE OF PUBLICATION (Street, City, County, State and ZIP+4 Code) (Not printers) <u>P.O. Box 266, Hill City, SD 57745-0266</u>		
5. COMPLETE MAILING ADDRESS OF THE HEADQUARTERS OR GENERAL BUSINESS OFFICES OF THE PUBLISHER (Not printers) <u>P.O. Box 266, Hill City, SD 57745-0266</u>		
6. FULL NAME OF PUBLISHER: <u>Jerry Lenander</u>		
7. OWNER (If owned by a corporation, its name and address must be stated and list on the back of this form the names and addresses of stockholders owning or holding 1 percent or more of total amount of stock. If not owned by a corporation, the names and addresses of the individual owners must be given. If owned by a partnership or other unincorporated firm, its name and address, as well as that of each individual must be given.)		
FULL NAME <u>SHH Holdings LLC</u>		COMPLETE MAILING ADDRESS <u>P.O. Box 551, Custer SD 57730</u>
8. KNOWN BONDHOLDERS, MORTGAGES, AND OTHER SECURITY HOLDERS OWNING OR HOLDING 1 PERCENT OR MORE OF TOTAL AMOUNT OF BONDS, MORTGAGES OR OTHER SECURITIES (If there are none, so state. If more space is needed, list on back of this form.) <u>NONE</u>		
9. EXTENT AND NATURE OF CIRCULATION	AVERAGE NO. COPIES EACH ISSUED PRECEDING 12 MONTHS	ACTUAL NO. COPIES ISSUED NEAREST TO FILING DATE
A. TOTAL NO. COPIES (Net Press Run Plus Paid Electronic Copies)	<u>632</u>	<u>630</u>
B. PAID AND/OR REQUESTED CIRCULATION		
1. Sales through dealers and carriers, street vendors, and counter sales.	<u>79</u>	<u>64</u>
2. Mail Subscription (Paid and or requested)	<u>266</u>	<u>252</u>
3. Paid Electronic Copies	<u>132</u>	<u>130</u>
C. TOTAL PAID AND/OR REQUESTED CIRCULATION (Sum of 9B1, 9B2 and 9B3.)	<u>477</u>	<u>446</u>
D. FREE DISTRIBUTION		
1. BY MAIL, CARRIER OR OTHER MEANS	<u>20</u>	<u>20</u>
2. SAMPLES, COMPLIMENTARY AND OTHER FREE COPIES	<u>0</u>	<u>0</u>
E. TOTAL DISTRIBUTION (Sum of C, D1 and D2)	<u>497</u>	<u>466</u>
F. COPIES NOT DISTRIBUTED		
1. Office use, left over, unaccounted, spoiled after printing	<u>75</u>	<u>84</u>
2. Return from News Agents	<u>60</u>	<u>80</u>
G. TOTAL (Sum of E, F1 and F2 - Should equal total shown in A.)	<u>632</u>	<u>630</u>

Statement must be signed by Publisher, Business Manager, or Owner in the presence of a Notary Public
 I swear that the statements made by me are true, correct, and complete:

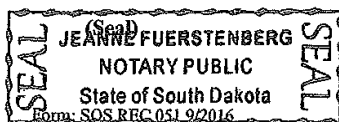
[Signature]
 (Signature)

General Manager
 (Title)

State of South Dakota)
 County of Custer) §

Sworn to before me this 29 day of Sept, 2025
[Signature]
 Notary Public

My commission expires: Nov 30, 2027





**UNITED STATES
POSTAL SERVICE®**

**Statement of Ownership, Management, and Circulation
(All Periodicals Publications Except Requester Publications)**

1. Publication Title <u>Hill City Prevalier - News</u>	2. Publication Number <u>764-460</u>	3. Filing Date <u>9/29/2025</u>
4. Issue Frequency <u>Weekly</u>	5. Number of Issues Published Annually <u>52</u>	6. Annual Subscription Price <u>70⁰⁰</u>

7. Complete Mailing Address of Known Office of Publication (Not printer) (Street, city, county, state, and ZIP+4®) <u>P.O. Box 266, Hill City SD 57745-0266</u>	Contact Person <u>Jason Ferguson</u> Telephone (Include area code) <u>605-574-2538</u>
8. Complete Mailing Address of Headquarters or General Business Office of Publisher (Not printer) <u>P.O. Box 266, Hill City SD 57745-0266</u>	

9. Full Names and Complete Mailing Addresses of Publisher, Editor, and Managing Editor (Do not leave blank)
Publisher (Name and complete mailing address)

Jerry Lenander, P.O. Box 266, Hill City SD 57745
Editor (Name and complete mailing address)

Jason Ferguson, P.O. Box 266, Hill City SD 57745
Managing Editor (Name and complete mailing address)

10. Owner (Do not leave blank. If the publication is owned by a corporation, give the name and address of the corporation immediately followed by the names and addresses of all stockholders owning or holding 1 percent or more of the total amount of stock. If not owned by a corporation, give the names and addresses of the individual owners. If owned by a partnership or other unincorporated firm, give its name and address as well as those of each individual owner. If the publication is published by a nonprofit organization, give its name and address.)

Full Name	Complete Mailing Address
<u>SHP Holdings LLC</u>	<u>P.O. Box 551, Custer SD 57730</u>
<u>Jerry Lenander</u>	<u>P.O. Box 551, Custer SD 57730</u>
<u>Wulforst Family Trust</u>	<u>45766 W. Via Villaggio, Indian Wells CA 92210</u>

11. Known Bondholders, Mortgagees, and Other Security Holders Owning or Holding 1 Percent or More of Total Amount of Bonds, Mortgages, or Other Securities. If none, check box ☒ None

Full Name	Complete Mailing Address

2. Tax Status (For completion by nonprofit organizations authorized to mail at nonprofit rates) (Check one)
The purpose, function, and nonprofit status of this organization and the exempt status for federal income tax purposes:
☒ Has Not Changed During Preceding 12 Months
☐ Has Changed During Preceding 12 Months (Publisher must submit explanation of change with this statement)

Hill City Prevalent News

9-24-2025

15. Extent and Nature of Circulation

Weekly

		Average No. Copies Each Issue During Preceding 12 Months	No. Copies of Single Issue Published Nearest to Filing Date
a. Total Number of Copies (Net press run)		500	500
b. Paid Circulation (By Mail and Outside the Mail)	(1) Mailed Outside-County Paid Subscriptions Stated on PS Form 3541 (Include paid distribution above nominal rate, advertiser's proof copies, and exchange copies)	65	61
	(2) Mailed In-County Paid Subscriptions Stated on PS Form 3541 (Include paid distribution above nominal rate, advertiser's proof copies, and exchange copies)	200	191
	(3) Paid Distribution Outside the Mails Including Sales Through Dealers and Carriers, Street Vendors, Counter Sales, and Other Paid Distribution Outside USPS®	79	64
	(4) Paid Distribution by Other Classes of Mail Through the USPS (e.g., First-Class Mail®)	0	0
c. Total Paid Distribution (Sum of 15b (1), (2), (3), and (4))		344	316
d. Free or Nominal Rate Distribution (By Mail and Outside the Mail)	(1) Free or Nominal Rate Outside-County Copies included on PS Form 3541	20	20
	(2) Free or Nominal Rate In-County Copies Included on PS Form 3541	0	0
	(3) Free or Nominal Rate Copies Mailed at Other Classes Through the USPS (e.g., First-Class Mail)	0	0
	(4) Free or Nominal Rate Distribution Outside the Mail (Carriers or other means)	0	0
e. Total Free or Nominal Rate Distribution (Sum of 15d (1), (2), (3) and (4))		20	20
f. Total Distribution (Sum of 15c and 15e)		364	336
g. Copies not Distributed (See Instructions to Publishers #4 (page #3))		136	164
h. Total (Sum of 15f and g)		500	500
i. Percent Paid (15c divided by 15f times 100)		95%	94%

* If you are claiming electronic copies, go to line 16 on page 3. If you are not claiming electronic copies, skip to line 17 on page 3.



UNITED STATES
POSTAL SERVICE®

Statement of Ownership, Management, and Circulation
(All Periodicals Publications Except Requester Publications)

16. Electronic Copy Circulation

	Average No. Copies Each Issue During Preceding 12 Months	No. Copies of Single Issue Published Nearest to Filing Date
a. Paid Electronic Copies	132	130
b. Total Paid Print Copies (Line 15c) + Paid Electronic Copies (Line 16a)	491	497
c. Total Print Distribution (Line 15f) + Paid Electronic Copies (Line 16a)	511	517
d. Percent Paid (Both Print & Electronic Copies) (16b divided by 16c x 100)	96%	96%

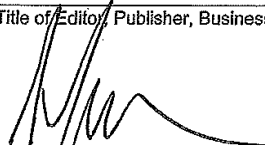
☒ I certify that 50% of all my distributed copies (electronic and print) are paid above a nominal price.

17. Publication of Statement of Ownership

☒ If the publication is a general publication, publication of this statement is required. Will be printed
in the 10-1-2025 issue of this publication.

☐ Publication not required.

18. Signature and Title of Editor, Publisher, Business Manager, or Owner

 General Manager

Date

9-29-25

I certify that all information furnished on this form is true and complete. I understand that anyone who furnishes false or misleading information on this form or who omits material or information requested on the form may be subject to criminal sanctions (including fines and imprisonment) and/or civil sanctions (including civil penalties).

CHAPTER 17-2
LEGAL NEWSPAPERS AND PUBLICATION OF NOTICE

- 17-2-1 Notices to be published in legal newspaper--Affidavit of publication--Online notice.
- 17-2-2 17-2-2. Repealed by SL 1985, ch 165, § 1.
- 17-2-2.1 Requirements for legal newspaper--Language--Size--Duration and frequency of publication--Electronic format.
- 17-2-2.2 Price and circulation requirements.
- 17-2-2.3 Content requirements.
- 17-2-2.4 Office and mailing permit requirements.
- 17-2-2.5 Ownership and circulation statements--Involuntary suspension of publication--Existing legal newspapers.
- 17-2-3 Status as legal newspaper unaffected by consolidation.
- 17-2-4 17-2-4. Repealed by omission from SL 1968, ch 271.
- 17-2-5 17-2-5 to 17-2-9. Repealed by SL 1985, ch 15, § 3.
- 7-2-10 Publication in adjoining county if no legal newspaper published in county.
- 7-2-11 Publication in county or nearest adjoining county if no legal newspaper published in municipality or district.
- 7-2-12 Publication in existing legal newspapers if not enough legal newspapers published in county.
- 7-2-13 Substitute publication where legal newspaper refuses publication--Affidavit of refusal.
- 7-2-14 17-2-14. Repealed by SL 1985, ch 15, § 3.
- 7-2-15 17-2-15. Repealed by SL 1974, ch 55, § 50.
- 7-2-16 Designation of newspaper in which execution notice published.
- 7-2-17 Day on which weekly publication made--Interval between publications.
- 7-2-18 Weekly publication constituting publication for stated number of days.
- 7-2-18.1 Time allowed for publication of proceedings and reports of political subdivisions.
- 7-2-18.2 Type size required for legal publication.
- 7-2-19 Legal publication fees not otherwise prescribed--Review and adjustment.
- 7-2-20 Fees chargeable for second and subsequent publications.
- 7-2-21 17-2-21. Repealed by SL 1989, ch 183, § 6.
- 7-2-22 Notices validated despite hearing or action in same week as final publication--Rights barred by no action.
- 7-2-22.1 Affidavit of printer or publisher admissible in evidence--Prima facie evidence.
- 7-2-23 Publication affidavits validated despite discrepancy in name of newspaper.
- 7-2-24 Publication affidavits validated despite failure to describe status as legal newspaper.
- 7-2-25 Publication affidavits validated despite failure to recite statutory authority for execution.
- 7-2-26 Vested rights protected against validating provisions.
- 7-2-27 Publication affidavits validated without additional affidavit as to fees.
- 7-2-28 Notice, minutes, bids, and other published information--Publication cost--Online notice.

17-2-1. Notices to be published in legal newspaper--Affidavit of publication--Online notice.

All legal and other official notices must be published in a legal newspaper as described in this chapter. If any legal notice is required by law to be published in any newspaper, the newspaper publishing the notice shall place the notice on a statewide website, established and maintained as a repository for such notices by an organization representing a majority of South Dakota newspapers.

The newspaper shall include a prominent link to the statewide website on the newspaper's website or page or post all public notices to the newspaper's website in a manner that is accessible and free to the public, if the newspaper maintains a website. The affidavit of publication must state that the newspaper is a legal newspaper. The affidavit is prima facie evidence of that fact. Each affidavit of publication must state in its terms the fees charged.

published where it maintains its known office of publication as described in this section. No newspaper may have more than one place where it is published at the same time.

Source: SL 1985, ch 165, § 5; SL 2022, ch 55, § 3.

17-2-2.5. Ownership and circulation statements--Involuntary suspension of publication--Existing legal newspapers.

In order to maintain legal newspaper status, the newspaper shall publish and submit to the secretary of state before January first of each year a sworn statement of ownership and circulation on forms prescribed by the secretary of state. Continuous publication within the meaning of this section and §§ 17-2-2.1 to 17-2-2.4, inclusive, is not deemed to be interrupted by any involuntary suspension of publication resulting from loss, destruction, failure, or unavailability of operating facilities, equipment, or personnel from any cause, and any newspaper so affected is not disqualified as a legal newspaper if publication is resumed within one week after it again becomes possible. This section and §§ 17-2-2.1 to 17-2-2.4, inclusive, do not disqualify as a legal newspaper any publication which, prior to January 1, 1985, was a legal newspaper, so long as it continues to meet the requirements under which it previously qualified.

Source: SL 1985, ch 165, § 6.

17-2-3. Status as legal newspaper unaffected by consolidation.

The consolidation or union of any two or more newspapers, any or all of which were before such consolidation legal newspapers as defined in § 17-2-2.1, does not affect the legality of the newspaper formed by the consolidation. The consolidated newspaper shall be deemed to have complied with the requirements prescribed for a legal newspaper and to be a legal newspaper as defined in § 17-2-2.1.

Source: SL 1895, ch 131; RPolC 1903, § 1850; RC 1919, § 7069; SL 1919, ch 250; SL 1937, ch 185; SDC 1939, § 65.0508; SL 1939, ch 298; SL 1943, ch 318; SL 1968, ch 271; SL 1987, ch 29, § 8.

17-2-4. Repealed by omission from SL 1968, ch 271.

17-2-5 to 17-2-9. Repealed by SL 1985, ch 15, § 3.

17-2-10. Publication in adjoining county if no legal newspaper published in county.

Whenever publication of any kind of order or notice is required in a newspaper in a county and there is no legal newspaper published in such county at the time publication begins, and there is no specific provision as to how such publication shall in that event be made, it shall be sufficient if the publication is made in a newspaper published in an adjoining county.

Source: SL 1893, ch 114, § 3; RPolC 1903, § 1852; RC 1919, § 7071; SDC 1939, § 65.0509.

Source: SL 1887, ch 51, § 3; CL 1887, § 1431; SL 1893, ch 114, § 2; RPolC 1903, §§ 1848, 1851; RC 1919, §§ 7070, 7073; SDC 1939, § 65.0507; SL 1949, ch 445, § 5; SL 2022, ch 55, § 1.

17-2-2. Repealed by SL 1985, ch 165, § 1.

17-2-2.1. Requirements for legal newspaper--Language--Size--Duration and frequency of publication--Electronic format.

No publication is a legal newspaper for publishing legal and other official notices unless, for at least one year prior to publication of such notices, the publication is printed in the English language and contains at least four pages per issue, with at least one hundred twenty square inches of printed matter per page; and if the publication is a daily, is distributed in either a printed or electronic format, or both, at least five days each week, or if not a daily, is distributed in either a printed or electronic format, or both, at least once each week or at least fifty weeks each year. In any week in which there is a legal holiday, no more than four issues of a daily newspaper are necessary.

Source: SL 1985, ch 165, § 2; SL 2022, ch 55, § 2.

17-2-2.2. Price and circulation requirements.

A legal newspaper shall, for at least one year prior to publication of legal and official notices, maintain a definite price of not less than fifty percent of its published price, and shall be paid for by no less than fifty percent of those to whom it is distributed. Such legal newspaper shall have a minimum paid circulation of at least two hundred and be intended for distribution and circulation to the general public, without regard to business, trade, or profession.

Source: SL 1985, ch 165, § 3.

17-2-2.3. Content requirements.

A legal newspaper shall contain reports of happenings of recent occurrences of a varied nature, such as political, social, moral, and religious subjects and miscellaneous reading matter, and for at least one year prior to publication of legal and official notices devote at least twenty-five percent of its total column space in at least one-half of its issues in any calendar year to such nonpaid news content. No more than eighty percent of the space devoted to such news content may duplicate any other publication, unless the duplicated material is from recognized general news services.

Source: SL 1985, ch 165, § 4.

17-2-2.4. Office and mailing permit requirements.

A legal newspaper shall, for at least one year prior to publication of legal and official notices, maintain a known office of publication in the community where its mailing permit of original entry is issued, for the purpose of gathering news, soliciting advertising, and conducting general newspaper business for at least eight normal business hours per week. The terms, printed or published, mean that the newspaper is



9098
rate

(Effective July 1, 2025)

2025 South Dakota PUBLIC NOTICE INFORMATION

(Includes rates for published legal notices)

BASE RATE INFORMATION

NEWSPAPERS UNDER 9,000 CIRCULATION

LEGAL LINE RATES

SECTION 10:02:02:01: Maximum fees chargeable: If a fee is not otherwise prescribed by statute for a legal publication of anything required or allowed by law, the maximum fee which may be charged for the publication, except as provided by Section 10:02:02:02, is as follows:

RATE PER LINE, FIRST INSERTION, PER COLUMN

SIZE OF TYPE	11 PICAS
6 point	47.1 cents
8 point	36.2 cents
9 point	32 cents
SAU/8 point	40.7 cents

TYPE SIZE

Legal publications in legal newspapers with a circulation of less than 9,000 shall be printed in a not less than eight point type. A publication in violation of this section shall not invalidate any publication otherwise made in compliance with law but the newspaper printing the same may be denied payment therefor. (SDCL 17-2-18.2)

NEWSPAPERS OVER 9,000 CIRCULATION

LEGAL INCH RATES

SECTION 10:02:02:02: Fees chargeable by newspapers with large circulation. If a fee is not otherwise prescribed by statute for a legal publication of anything required or allowed by law and that publication is made in a legal newspaper with a paid circulation of 9,000 or more, the maximum fee that may be charged is as follows:

CIRCULATION	RATE PER COLUMN INCH
9,000-19,999	\$6.35
20,000-29,999	\$6.67
30,000-39,999	\$7.01
40,000 and over	\$7.51

TYPE SIZE

Legal publications in legal newspapers with a circulation of more than 9,000 shall be printed in not more than six point type. A publication in violation of this section shall not invalidate any publication otherwise made in compliance with law but the newspaper printing the same may be denied payment therefor. (SDCL 17-2-18.2)

PRICING INFORMATION

(applies to all publications regardless of circulation)

CHARGE FOR PROCEEDINGS (MINUTES) 2964

All proceedings (minutes) for school boards, municipalities and counties are charged at 90 percent of the legal line rate for weekly newspapers (SDCL 7-18-3, 9-18-1, 13-8-36.1).

All proceedings (minutes) for school boards, municipalities and counties are charged at full rate for daily newspapers (SDCL 7-18-3, 9-18-1, 13-8-36.1).

RATES FOR SECOND INSERTION 2635

Rates in 10:02:02:01 apply for the first insertion of a legal notice. Subsequent insertions shall be charged at 80 percent of the initial rate. (SDCL 17-2-20)

ADJUSTING RATE FOR COLUMN WIDTHS

Rates in Section 10:02:02:01 for newspapers under 9,000 circulation, are based on an 11 pica column. Where column widths are not 11 picas, the rates must be increased or decreased proportionately. (Formula: Take the 11 pica line charge in the size of type used, divide by 11 to get the rate per pica, and multiply by the length of line actually used to obtain the correct line charge.) The same formula is used to determine line charges for multiple column legal notices. (NOTE: SAU rate for legal notices set in 8 point in newspapers under 9,000 circulation is 40.7 cents per line.)

USING LINE RATES

Example: Determine charge for a legal notice, set 8 point, 13 picas wide, three insertions, which contained 20 lines.

Line charge 42.8 cents per line (36.2 cents divided by 11, times 13).

First insertion: 20 lines @ 42.8 cents per line = \$8.56

Second insertion: (80% of first insertion) = \$6.85

Third insertion: (80% of first insertion) = \$6.85

TOTAL = \$22.26

FIGURING HEADINGS

To determine charge for headings where larger type is used, or where column headings are used in perpendicular manner, measure from the top line to the main body and reduce space to lines. Add to the regular line count of balance of the matter. Maximum of three lines is allowable for main heading or title line when larger type is used for heading.

TABULAR MATERIAL

Tabular material with one justification shall be charged for at rate and one-half; and tabular material with two justifications or more shall be charged at double the regular rate.

OTHER LEGAL RATES

COUNTY PROVISIONAL BUDGET: Published once at line rates. After adoption at Proceeding Rates (90%).

DELINQUENT REAL ESTATE TAX LIST: Published once at total cost of \$1.50 per description (SDCL 10-23-5, 6).

DELINQUENT SPECIAL ASSESSMENT OF CITIES AND TOWNS: Published once at total cost of 80 cents per description (SDCL 10-23-5, 6).

ANNUAL INSURANCE COMPANY STATEMENTS: Three times, line rates.

SCHOOL FINANCIAL STATEMENTS: Line rates.

ASSESSMENT LISTS: Line Rates.

DELINQUENT PERSONAL PROPERTY TAX LIST (Mobile Homes): Published once, 33 cents per description (per name: John and Mary, or Mr. and Mrs. counts as two descriptions) (SDCL 10-22-2).

ELECTION BALLOTS: Local open display rates.

GENERAL INFORMATION

OFFICIAL NEWSPAPERS

COUNTY: Commissioners designate three legal newspapers printed in the county as official newspapers, or if there are not three, as many as are legal at its regular meeting in January (SDCL 7-18-3).

MUNICIPALITY: Every municipality shall designate at a meeting of its governing body an official newspaper or newspapers for the ensuing year. The newspaper shall be published in the municipality. However, if there is no newspaper published in such municipality, then a newspaper published outside of such municipality may be used if such newspaper serves such municipality (SDCL 9-12-6).

SCHOOL DISTRICTS: The board shall designate the legal newspaper to be used for publishing all official notices and proceedings at the annual meeting on the second Monday of July, unless otherwise designated by the board at the prior regular meeting (SDCL 13-8-10).

LEGAL NEWSPAPERS

17-2-1. Notices to be published in legal newspaper

–Affidavit of publication–Online notice.

All legal and other official notices must be published in a legal newspaper as described in this chapter. When any legal notice is required by law to be published in any newspaper, the newspaper publishing the notice shall place the notice on a statewide website, established and maintained as a repository for such notices by an organization representing a majority of South Dakota newspapers.

The newspaper shall include a prominent link to the statewide website on the newspaper's website homepage or post all public notices to the newspaper's website in a manner that is accessible and free to the public, if the newspaper maintains a website. The affidavit of publication must state that the newspaper is a legal newspaper. The affidavit is prima facie evidence of that fact. Each affidavit of publication must state in plain terms the fees charged.

17-2-2.1. Requirements for legal newspaper–

Language–Size–Duration and frequency of publication

–Electronic format.

No publication is a legal newspaper for publishing legal and other official notices unless, for at least one year prior to publication of such notices, the publication is printed in the English language and contains at least four pages per issue, with at least one hundred twenty square inches of printed matter per page; and if the publication is a daily, is distributed in either a printed or electronic format, or both, at least five days each week, or if not a daily, is distributed in either a printed or electronic format, or both, at least once each week for at least fifty weeks each year. In any week in which there is a legal holiday, no more than four issues of a daily newspaper are necessary.

17-2-2.2. Price and circulation requirements.

A legal newspaper shall, for at least one year prior to publication of legal and official notices, be intended for distribution and circulation to the general public, without regard to business, trade, or profession, and must either:

- (1) Maintain a definite price of not less than fifty percent of its published price, be paid for by no less than fifty percent of those to whom it is distributed, and have a minimum paid circulation of at least two hundred; or
- (2) Maintain a minimum of two hundred paid online subscribers and distribute an associated print edition at least once a week for at least fifty weeks per year with a circulation of at least five hundred copies, regardless of whether the print edition is made available to the public for a paid subscription or for free.

17-2-2.3. Content requirements.

A legal newspaper shall contain reports of local happenings of recent occurrences of a varied nature, such as political, social, moral, and religious subjects and miscellaneous reading matter. For at least one year prior to publication of legal and official notices, a newspaper must devote at least twenty-five percent of its total column space in at least one-half of its issues in any calendar year to nonpaid news content. No more than eighty percent of the space devoted to nonpaid news content may duplicate any other publication, unless the duplicated material is from recognized general news services.

17-2-2.4. Office of publication requirement.

A legal newspaper shall, for at least one year prior to publication of legal and official notices, maintain a known office of publication in the community where its mailing permit of original entry is issued or where its principal office is located as stated on the annual report filed with the secretary of state, for the purpose of publishing a newspaper. No newspaper may have more than one place where it is published at the same time.

For the purposes of this section the term "publish" means the process by which news may be gathered, advertising solicited, and general newspaper business conducted for at least eight normal business hours per week.

17-2-2.5. Ownership and circulation statements.

In order to maintain legal newspaper status, the newspaper must submit to the secretary of state before January first of each year a sworn statement of ownership and total print and online circulation for the previous calendar year, on forms prescribed by the secretary of state.

Between September first and December thirty-first of each year, a legal newspaper must publish either:

- (1) A United States Postal Service periodicals-class statement of ownership and circulation; or
- (2) The most recent sworn statement by a recognized independent circulation auditing agency verifying the total print and online circulation.

For the purposes of subdivision (2), a newspaper designated as an official legal newspaper by a public agency for the purpose of publication of legal and official notices must complete the independent audit annually. For a newspaper that has not been designated as an official legal newspaper by any public agency, an independent audit shall have been completed within two years prior to being designated as an official legal newspaper by any public agency.

17-2-28. Notice, minutes, bids, and other published information–Publication cost–Online notice.

If the publication of any notice, minutes, bids, document, or other information is required by law by the state or any municipality, county, or school district, the public notice must bear inscriptions that list the approximate cost of the newspaper publication and that the notice may be viewed free of charge on a statewide public notice website maintained pursuant to § 17-2-1. The inscriptions must be printed at the top or bottom of the public notice and in the same type size as the body of the public notice.

Pennington County
Board of Commissioners
PO Box 6160
Rapid City, SD 57703
December 9, 2025

Jordan Neeb,

I received your letter asking for information from Native Sun News Publication, the name of the paper sold is Native Sun News Today.

I am attaching our Statement of Legal Ownership and Circulation. We are members of the South Dakota Newspaper Association for 17 years. We print our publication weekly and have an on line present www.nativesunnew.today. We are audited by the United State Postal Service.

I am also including our bundle count that we furnish to our printer Seaton Publishing in Spearfish, SD. As known in the print industry we have a pass along rate estimated at four additional readers per household. Our bundle count for Pennington County is 285. Western Mailer mails out 19 additional newspapers for a total of 304 papers delivered.

We are also in in ten colleges and eight universities which can be read for information for future political issues for Pennington County. By the rules of the SDNA we are required to print 51 issues and we close the week of Christmas and New Years for a week off.

We charge \$159.00 for a full page. I am also including our ad sizes and the rate sheet for your records. Please let me know if you need further information.

Sincerely,

A handwritten signature in black ink that reads "Jackie Giago". The signature is fluid and cursive, with the first name "Jackie" and the last name "Giago" clearly distinguishable.

Jackie Giago
Publisher

STATE OF SOUTH DAKOTA
Statement of Legal Newspaper Ownership and Circulation

1. TITLE OF NEWSPAPER Native Sun News Publishing LLC		2. DATE 9/4/25
3. FREQUENCY OF ISSUE Weekly	3A. NO. OF ISSUES PUBLISHED ANNUALLY 51	3B. ANNUAL SUBSCRIPTION PRICE \$ 100.00
4. COMPLETE MAILING ADDRESS OF KNOWN OFFICE OF PUBLICATION (Street, City, County, State and ZIP+4 Code) (Not printers) 325 Omaha Street Suite 1 Rapid City, South Dakota 57701		
5. COMPLETE MAILING ADDRESS OF THE HEADQUARTERS OR GENERAL BUSINESS OFFICES OF THE PUBLISHER (Not printers) 325 Omaha Street Suite #1 Rapid City, South Dakota 57701		
6. FULL NAME OF PUBLISHER:		
7. OWNER (If owned by a corporation, its name and address must be stated and list on the back of this form the names and addresses of stockholders owning or holding 1 percent or more of total amount of stock. If not owned by a corporation, the names and addresses of the individual owners must be given. If owned by a partnership or other unincorporated firm, its name and address, as well as that of each individual must be given.)		
FULL NAME Jackie S. Giago		COMPLETE MAILING ADDRESS 3927 Clover St Rapid City, SD. 57702
8. KNOWN BONDHOLDERS, MORTGAGES, AND OTHER SECURITY HOLDERS OWNING OR HOLDING 1 PERCENT OR MORE OF TOTAL AMOUNT OF BONDS, MORTGAGES OR OTHER SECURITIES (If there are none, so state. If more space is needed, list on back of this form.) None		
9. EXTENT AND NATURE OF CIRCULATION	AVERAGE NO. COPIES EACH ISSUED PRECEDING 12 MONTHS	ACTUAL NO. COPIES ISSUED NEAREST TO FILING DATE
A. TOTAL NO. COPIES (Net Press Run Plus Paid Electronic Copies)	1,785	1,785
B. PAID AND/OR REQUESTED CIRCULATION		
1. Sales through dealers and carriers, street vendors, and counter sales.	1,016	1,016
2. Mail Subscription (Paid and or requested)	113	113
3. Paid Electronic Copies	31	31
C. TOTAL PAID AND/OR REQUESTED CIRCULATION (Sum of 9B1, 9B2 and 9B3.)	1,160	1,160
D. FREE DISTRIBUTION		
1. BY MAIL, CARRIER OR OTHER MEANS	27	27
2. SAMPLES, COMPLIMENTARY AND OTHER FREE COPIES	24	24
E. TOTAL DISTRIBUTION (Sum of C, D1 and D2)	51	51
F. COPIES NOT DISTRIBUTED		
1. Office use, left over, unaccounted, spoiled after printing	50	50
2. Return from News Agents	0	0
G. TOTAL (Sum of E, F1 and F2 - Should equal total shown in A.)	50	50

Statement must be signed by Publisher, Business Manager, or Owner in the presence of a Notary Public
 I swear that the statements made by me are true, correct, and complete:

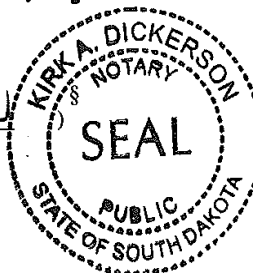
Jackie S. Giago
 (Signature)

Owner-Publisher
 (Title)

State of South Dakota

County of *Pennington*

(Seal)



Sworn to before me this *4th* day of *September*, 20*25*

Kirk A. Dickerson
 Notary Public

My commission expires: *September 8, 2027*



325 Omaha St. Ste. 1
Rapid City, SD 57701
(605)721-1266 Office
(605)721-1387 FAX
www.nativesunnews.today

Advertising Sizes & Specifications 2025-2026

Broadsheet/Classifieds - 6 Column Grid *(Not actual sizes)*

Broadsheet \$20⁰⁰ Column Inch		Full Page 6 col. x 21.5" 13.5" by 21.5" \$2580⁰⁰
Quarter Page 3 col. x 10.5" 6.66" by 10.5" \$645⁰⁰	Horizontal Half Page 6 col. x 10.5" 13.5" by 10.5" \$1290⁰⁰	
	Vertical Half Page 3 col. x 21.5" 6.66" by 21.5" \$1,290⁰⁰	
Eighth Page 3 col. x 5" 6.66" by 5" \$325⁵⁰		
Business Directory 2 col. x 2" Special \$45 each 4x Special \$180 ⁰⁰		

Classifieds

\$12⁶⁰ Column Inch

Classifieds Line & Legal Line Advertising

Line ads .50¢ per line

Legal Line .50¢ per line

Example:

TMA MAIN STREET IS LOOKING FOR A
SALES ASSOCIATE dealing with customers
selling tires and auto repair services. Stop by
329 Main Street or call (605)342-9579, Rapid
City.

Eats & Treats (10 runs)

1 Column x 3" **\$200⁰⁰**

Front Page Banner

5 Columns x 2" **\$400⁰⁰**
Actual Size: 11.22 by 2"

Auto Dealers

\$10⁰⁰ CPI

Memorial & Happy Ads

\$20⁰⁰ each

Obit Page -For Ads Only

\$5⁰⁰ CPI

Obituaries are FREE

All back issues \$5⁰⁰ each

B Section Banner

6 Columns x 2" **\$425⁰⁰**
Actual Size: 13.50 by 2"

COLUMN WIDTHS

6 Column format - 21.5"
(depth of full page)

1 column	2.11
2 columns	4.38
3 columns	6.66
4 columns	8.94
5 columns	11.22
6 columns	13.5

REQUIRED SPECIFICATIONS AND FILE FORMATS FOR PROVIDED ARTWORK:

- Build ads to the correct size: width and height, vertical/ horizontal.
- Please submit ads PDF forms ONLY.
- Inside Pages - All photos/graphics must be saved in grayscale (not b/w).
- Full Color front/back - All photos/graphics must be saved in cmyk (not rgb).
- Anything else in black, especially text, needs to be 100 percent and nothing else.
- All artwork must be 300 dpi.
- NSN is not responsible for: color accuracy in ads sent as RGB, Pantone or spot colors; Printed quality of any artwork sent at lesser resolutions; Non-embedded fonts, or fonts not turned to outlines; or typographical errors after customer approved advertisement.



530 Cambell St. Ste. 3
Rapid City, SD 57701
(605) 721-1266 office
(605) 721-1387 fax
www.nativesunnews.today

Advertising Sizes & Specifications 2020

Mechanicals

6 column format - 21.5" depth of full page

Gutters = 1 pica (0.1667")

1 column = 2.11"

2 column = 4.38"

3 column = 6.66"

4 column = 8.94"

5 column = 11.22"

6 column = 13.5"

Sample

Quarter Page: 3 Columns x 10.42

Half Page: 6 columns x 10.42

or 3 columns x 21.5

Eighth Page: 3 columns x 5.12"

Full Color: \$200.00

Business Directory (4 runs): \$175.00

Eats & Treats

• 1 column x 3".....\$200.00

• 1 column x 2".....\$150.00

• 1 column x 1.5".....\$100.00

Broadsheet: \$19.50

Classified: \$11.50 CPI

Legal Line

• 0.25 cents per Line

• 0.15 cents per Line

PRICE AS OF 11/01/20

13. Publication Title <i>Native Sun News Today</i>		14. Issue Date for Circulation Data Below	
15. Extent and Nature of Circulation <i>Native American Newspaper "Giving A Voice TO The People"</i>		Average No. Copies Each Issue During Preceding 12 Months	No. Copies of Single Issue Published Nearest to Filing Date
a. Total Number of Copies (Net press run)		<i>1641</i>	<i>1641</i>
b. Paid Circulation (By Mail and Outside the Mail)	(1) Mailed Outside-County Paid Subscriptions Stated on PS Form 3541 (Include paid distribution above nominal rate, advertiser's proof copies, and exchange copies)	<i>113</i>	<i>113</i>
	(2) Mailed In-County Paid Subscriptions Stated on PS Form 3541 (Include paid distribution above nominal rate, advertiser's proof copies, and exchange copies)	<i>31</i>	<i>31</i>
	(3) Paid Distribution Outside the Mails Including Sales Through Dealers and Carriers, Street Vendors, Counter Sales, and Other Paid Distribution Outside USPS®	<i>1,016</i>	<i>1,016</i>
	(4) Paid Distribution by Other Classes of Mail Through the USPS (e.g., First-Class Mail®)	<i>0</i>	<i>0</i>
c. Total Paid Distribution (Sum of 15b (1), (2), (3), and (4))		<i>1,160</i>	<i>1,160</i>
d. Free or Nominal Rate Distribution (By Mail and Outside the Mail)	(1) Free or Nominal Rate Outside-County Copies included on PS Form 3541	<i>27</i>	<i>27</i>
	(2) Free or Nominal Rate In-County Copies Included on PS Form 3541	<i>24</i>	<i>24</i>
	(3) Free or Nominal Rate Copies Mailed at Other Classes Through the USPS (e.g., First-Class Mail)	<i>0</i>	<i>0</i>
	(4) Free or Nominal Rate Distribution Outside the Mail (Carriers or other means)	<i>0</i>	<i>0</i>
e. Total Free or Nominal Rate Distribution (Sum of 15d (1), (2), (3) and (4))		<i>51</i>	<i>51</i>
f. Total Distribution (Sum of 15c and 15e)		<i>1,211</i>	<i>1,211</i>
g. Copies not Distributed (See Instructions to Publishers #4 (page #3))		<i>50</i>	<i>50</i>
h. Total (Sum of 15f and g)		<i>1,261</i>	<i>1,261</i>
i. Percent Paid (15c divided by 15f times 100)		<i>95%</i>	<i>95%</i>

* If you are claiming electronic copies, go to line 16 on page 3. If you are not claiming electronic copies, skip to line 17 on page 3.



UNITED STATES
POSTAL SERVICE®

Statement of Ownership, Management, and Circulation
(All Periodicals Publications Except Requester Publications)

16. Electronic Copy Circulation	Average No. Copies Each Issue During Preceding 12 Months	No. Copies of Single Issue Published Nearest to Filing Date
a. Paid Electronic Copies	113	113
b. Total Paid Print Copies (Line 15c) + Paid Electronic Copies (Line 16a)	1,273	1,273
c. Total Print Distribution (Line 15f) + Paid Electronic Copies (Line 16a)	1,324	1,324
d. Percent Paid (Both Print & Electronic Copies) (16b divided by 16c × 100)	95%	95%

☒ I certify that 50% of all my distributed copies (electronic and print) are paid above a nominal price.

17. Publication of Statement of Ownership

☒ If the publication is a general publication, publication of this statement is required. Will be printed
in the VOL. 17 Issue #29 issue of this publication. (9/24/25 - 9/30/25)

☐ Publication not required.

18. Signature and Title of Editor, Publisher, Business Manager, or Owner

X Jackie S. Glazer

-Owner/Publisher

Date

9/5/25

I certify that all information furnished on this form is true and complete. I understand that anyone who furnishes false or misleading information on this form or who omits material or information requested on the form may be subject to criminal sanctions (including fines and imprisonment) and/or civil sanctions (including civil penalties).

<u>2025</u>			
<u>TUESDAY'S BUNDLE COUNT</u>			
<u>BLACK HILLS PIONEER</u>			
DATE: DECEMBER 3, 2025			
<u>VOLUME 17 / ISSUE 39</u>			
			<u>COUNT</u>
<u>1. CITY ROUTE</u>			285
<u>2. STATE ROUTE</u>			310
<u>3. OFFICE COPIES</u>			50
<u>4. WESTERN MAILERS</u>			1021
TOTAL COUNT FOR PRINT			1,666
PRINTING: 12 PAGES / 1 RUN			

2025				
<u>NSNT WEDNESDAY'S BUNDLE COUNT</u>				
DATE: DECEMBER 3, 2025				
VOLUME 17 / ISSUE 39				
	<u>COUNT</u>	<u>COUNT ÷ 50</u>	<u>TOTAL</u>	
1. CITY ROUTE				
	285	5.7	6	BUNDLES
2. STATE ROUTE				
	310	6.2	6	BUNDLES
3. OFFICE				
	150	3	3	BUNDLES
TOTAL BUNDLE COUNT FOR CITY & STATE & OFFICE				
	745	12.9	15	BUNDLES
4. WESTERN MAILERS				
	1021	20.42	20.5	BUNDLES
TOTAL BUNDLE COUNT FOR NEWSPAPER			35.5	
PRINTING: 12 PAGES / 1 RUN				

2025

TUESDAY'S BUNDLE COUNT
FOR NSNT ONLY

DATE: DECEMBER 3, 2025
VOLUME 17 / ISSUE 39

	COUNT	
<u>1. CITY ROUTE</u>	285	
<u>2. STATE ROUTE</u>	310	
<u>6. OFFICE COPIES</u>	50	645
<u>3. COMPLIMENTARY LIST</u>	36	
<u>4. VENDORS</u>	770	
<u>5. SUBSCRIPTIONS</u>	215	1021
<u>TOTAL COUNT FOR WESTERN MAILERS</u>	<u>1021</u>	

TOTAL COUNT FOR PRINT

1666

PRINTING: 12 PAGES / 1 RUN

Rapid City Journal

Rapid City Journal
507 Main Street
Rapid City, SD 57701
Telephone: 605-394-8300

December 23, 2025

Pennington County Board of Commissioners
PO Box 6160
Rapid City, SD 57709

Dear Commissioners,

We at the Rapid City Journal would like to thank you for the opportunity to bid on the Pennington County legal notices for 2026. As requested, we have included the following information:

1. Statement outlining circulation statistics broken down showing Pennington County residents:

Pennington County Paid Distribution

<u>Carrier/Mail</u>	<u>Single Copy</u>	<u>Other</u>	<u>Digital Only</u>	<u>Total</u>
1293	506	11	5578	7388

2. The Rapid City Journal's legal publication specifications
 - a. Legal publications in legal newspapers with a circulation of more than 9,000 shall be printed in not more than six-point type.
3. 2025 publication bid rates
 - a. Per 9 pica column inch, \$6.35, rates per line (11 lines per inch), \$0.577
4. The most current PS Form 3526 - Statement of Ownership, Management, and Circulation.
 - a. Attached.

Rapid City Journal shall continue to provide a complimentary copy of the newspaper, and we will also continue to offer the 10% discount on the delinquent listing advertisements that will publish the month of December 2026.



Heather Jones

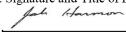
Legal Publication Manager — Lee Enterprises

United States Postal Service

Statement of Ownership, Management and Circulation
(All Periodicals Publications Except Requester Publications)

1. Publication Title RAPID CITY JOURNAL		2. Publication Number 455560		3. Filing Date 09/09/2025	
4. Issue Frequency TUES, THUR, SAT		5. Number of Issues Published Annually 156		6. Annual Subscription Price \$878.00	
7. Complete Mailing Address of Known Office of Publication (Not printer) (Street, city, county, state, and ZIP+4) Addr 1: 507 MAIN ST Addr 2: City, State ZIP: RAPID CITY, PENNINGTON COUNTY, SD 57701-2733				Contact Person BRIDGER NICHOLLS Telephone (406) 657-1273	
8. Complete Mailing Address of Headquarters or General Business Office of Publisher (Not Printer) Addr 1: 507 MAIN ST Addr 2: City, State ZIP: RAPID CITY, PENNINGTON COUNTY, SD 57701-2733					
9. Full Names and Complete Mailing Addresses of Publisher, Editor and Managing Editor (do not leave blank)					
Publisher (Name and complete mailing address) Name: BEN RODGERS Addr 1: 507 MAIN ST Addr 2: City, State ZIP: RAPID CITY, PENNINGTON COUNTY, SD 57701-2733					
Editor (Name and complete mailing address) Name: AJ ETHERINGTON Addr 1: 507 MAIN ST Addr 2: City, State ZIP: RAPID CITY, PENNINGTON COUNTY, SD 57701-2733					
Managing Editor (Name and complete mailing address) Name: AJ ETHERINGTON Addr 1: 507 MAIN ST Addr 2: City, State ZIP: RAPID CITY, PENNINGTON COUNTY, SD 57701-2733					
10. Owner (Do not leave blank. If the publication is owned by a corporation, give the name and address of the corporation immediately followed by the names and addresses of all stockholders owning or holding 1 Percent or more of the total amount of stock. If not owned by a corporation, give the names and addresses of all the individual owners. If owned by a partnership or other unincorporated firm, give it's name and address as well as those of each individual owner. If the publication is published by a nonprofit organization, give it's name and address.)					
Full Name		Complete Mailing Address			
Lee Enterprises		4600 East 53rd Street, Davenport, Iowa 52807-3479, United States			
Quint Digital		403 Prabhat Kiran 17, Rajendra Place, Delhi India, 110008			
Hoffman Family of Companies		568 Lincoln Ave, Winnetka, IL 60093			
Solas Capital Management LLC		1063 Post Road, 2nd Floor, Darien, Connecticut 06820-5446, United States			
GAMCO Asset Management, Inc.		191 Mason Street, Greenwich, Connecticut 06830-6608, United States			
Mackie Research Capital Corporation		199 Bay Street, Suite 4500 Commerce Court West, Box 386 Toronto, ON M5L 1G2 Canada			
Cannell Capital LLC		245 Meriwether Circle, Alta, Wyoming 83414-4561, United States			
The Vanguard Group, Inc.		100 Vanguard Boulevard, V26, Malvern, Pennsylvania 19355-2331, United States			
JUNCK MARY E		4600 East 53rd Street, Davenport, Iowa 52807-3479, United States			
Gabelli Funds LLC		One Corporate Center, Rye, New York, 10580-1435, United States			
Praetorian Capital Management LLC		119 Washington Avenue, Suite 600, Miami Beach, Florida 33139-7249, United States			
MOWBRAY KEVIN D		4600 East 53rd Street, Davenport, Iowa 52807-3479, United States			
SCHERMER GREGORY P		136 East 3rd Street, Davenport, Iowa 52801-1505, United States			
Wittenberg Investment Management, Inc.		650 Concord Street, Suite 203, Carlisle, Massachusetts 01741-1581, United States			
11. Known Bondholders, Mortgagees and Other Security Holders Owning or Holding 1 Percent or more of Total Amount of Bonds, Mortgages, or Other Securities. If none, check box					
		None			
Full Name		Complete Mailing Address			
Berkshire Hathaway		3555 Farnum Street, Omaha, Nebraska 68131-3311, United States			
12. Tax Status (For completion by nonprofit organizations authorized to mail at nonprofit rates) (Check one) The purpose, function, and nonprofit status of this organization and the exempt status for federal income tax purposes: <input checked="" type="checkbox"/> Has Not changed During Preceding 12 Months <input type="checkbox"/> Has Changed During Preceding 12 Months (Publisher must submit explanation of change with this statement below)					

PS Form 3526, July 2014

13. Publication Title RAPID CITY JOURNAL		14. Issue Date for Circulation Data Below 06/07/2025			
15.		Average No. Copies Each Issue During Preceding 12 Months		No. Copies of Single Issue Published Nearest to filing Date	
a. Total Number of Copies (Net press run)		2,823		3,226	
b. Paid and/or Requested Circulation	(1) Mailed Outside-County Paid Subscriptions Stated on PS Form 3541 (Include paid distribution above nominal rate, advertiser's proof copies, and exchange copies)	499		450	
	(2) Mailed In-County Paid Subscriptions Stated on PS Form 3541 (Include paid distribution above nominal rate, advertiser's proof copies, and exchange copies)	1,293		1,164	
	(3) Paid Distribution Outside the Mails Including Sales Through Dealers and Carriers, Street Vendors, Counter Sales, and Other Paid Distribution Outside USPS	592		632	
	(4) Paid Distribution by Other Classes of Mail Through the USPS (e.g. First-Class Mail)	0		0	
c. Total Paid Distribution (Sum of 15b. (1), (2), (3), and (4))		2,384		2,246	
d. Free or Nominal Rate Distribution (By Mail and Outside the Mail)	(1) Free or Nominal Rate Outside-County Copies Included on PS Form 3541	9		11	
	(2) Free or Nominal In-County Copies Included on PS Form 3541	249		650	
	(3) Free or Nominal Rate Copies Mailed at Other Classes Through the USPS (e.g. First-Class Mail)	0		0	
	(4) Free or Nominal Rate Distribution Outside the Mail (Carriers or other means)	6		5	
e. Total Free or Nominal Rate Distribution (Sum of 15d. (1), (2), (3) and (4))		264		666	
f. Total Distribution (Sum of 15c. and 15e.)		2,648		2,912	
g. Copies not Distributed (See Instructions to Publishers #4 (page #3))		175		314	
h. Total (Sum of 15f. and g.)		2,823		3,226	
i. Percent Paid (15c. Divided by 15f. Times 100)		90.03%		77.13%	
* If you are claiming electronic copies, go to line 16 on page 3. If you are not claiming electronic copies, skip to line 17 on page 3.					
16. Electronic copy Circulation					
If present, check box		X			
a. Paid Electronic Copies		11,924		5,578	
b. Total Paid Print Copies (Line 15c) + Paid Electronic Copies (Line 16a)		14,308		7,824	
c. Total Print Distribution (Line 15f) + Paid Electronic Copies (Line 16a)		14,572		8,490	
d. Percentage Paid (Both Print & Electronic Copies (16b divided bt 16c x 100)		98.19%		92.16%	
<input checked="" type="checkbox"/> I certify that 50% of all my distribution copies (electronic and Print) are paid above a nominal price					
17. Publication of Statement of Ownership					
<input checked="" type="checkbox"/> Publication required. Will be printed in the 09/09/2025 issue of this publication. <input type="checkbox"/> Publication not required					
18. Signature and Title of Editor, Publisher, Business Manager, or Owner		Title		Date	
		Div Dir of consumer Svcs & Operations		07/25/2025	

I certify that all information furnished on this form is true and complete. I understand that anyone who furnishes false or misleading information on this form or who omits material or information requested on the form may be subject to criminal sanctions (including fines and imprisonment) and/or civil sanctions (including civil penalties)

PS Form 3526, July 2014

<u>Name</u>	<u>Default Rate</u>	<u>Bi-Weekly</u>
Abernathie, Trevor J	\$33.78	\$2,702.57
Ackerman, Christine R	\$28.98	\$2,279.44
Adams, James S	\$37.49	\$2,998.92
Afrank, Jessica C	\$32.97	\$2,637.53
Airheart, Levi Robert	\$27.67	\$2,213.58
Alderman, Jay A	\$76.51	\$6,120.49
Aldrich, Kevin M	\$41.65	\$3,332.31
Aldridge, Conor Jon Lewis	\$27.67	\$2,213.58
Alexander, Levi Paul	\$27.67	\$2,213.58
Allen, Dwayne L	\$29.32	\$2,345.30
Allison, Angela Marie	\$27.67	\$2,213.58
Allison, Ashley Elizabeth	\$35.27	\$2,821.93
Amerena, Kayla Renee	\$27.67	\$2,213.58
Anders, Dale A	\$27.67	\$2,213.58
Anders, Irene	\$23.92	\$1,913.94
Andersen, Bryan T	\$60.01	\$4,800.90
Anderson, Terri E	\$22.96	\$1,836.56
Anderson, Wade D	\$58.29	\$4,663.43
Andrews, Jacob Matthew	\$32.99	\$2,639.18
Archer, Zachary	\$29.28	\$2,342.00
Arledge, Amy S	\$27.76	\$2,220.99
Asheim, Mersadez Gina Lynn	\$26.75	\$2,140.32
Audette, Kenneth J	\$29.28	\$2,342.00
Austin, Brian J	\$33.99	\$2,719.03
Bailey, Isaak David	\$22.26	\$1,780.58
Bailey, Natalie M	\$24.00	\$1,919.70
Baker, Damon J	\$30.59	\$2,447.37
Baker, David Justin	\$27.67	\$2,213.58
Ball, Kent E	\$32.65	\$2,612.01
Ballard, Donald A	\$33.38	\$2,670.46
Ballard, Kasey Rae	\$32.99	\$2,639.18
Bancroft, Carol A	\$60.08	\$4,806.66
Bangayan, Eric M	\$19.26	\$1,541.03
Banning, Donnetta L	\$40.76	\$3,260.70
Barker, Jody R	\$23.81	\$1,904.88
Barnes, Kara L	\$29.97	\$2,397.98
Barnes, Michael L	\$20.98	\$1,678.50
Bartik, Mark A	\$30.46	\$2,436.67
Basso, Emelia	\$26.25	\$2,099.98
Battleson, Austyn Bryn	\$21.84	\$1,749.83
Baxter, Kimberly A	\$24.73	\$1,978.15
Beachem, Bryce K	\$33.77	\$2,701.74
Beaird, Dustin A	\$29.28	\$2,342.00
Beck, Leslie E	\$24.70	\$1,975.68
Bedford, Shana M	\$25.20	\$2,016.02
Belczak, Nicole M	\$24.73	\$1,978.15

<u>Name</u>	<u>Default Rate</u>	<u>Bi-Weekly</u>
Bender, Rita M	\$45.32	\$3,625.37
Bergren, Monica Posada	\$18.30	\$1,463.65
Bertolotto, Connie J	\$41.44	\$3,315.03
Besmer, Douglas A	\$27.76	\$2,220.99
Beyer, Wyatt Adam	\$28.20	\$2,256.39
Binstock, Hadley J	\$24.73	\$1,978.15
Bittner, Cynthia L	\$31.38	\$2,510.76
Blakeman, Shi-Anne Nicole	\$27.67	\$2,213.58
Bohlmann, Robert Allen	\$27.67	\$2,213.58
Bohlmann, Tara D	\$30.87	\$2,469.60
Bohn, Rhonda H	\$35.78	\$2,862.27
Born, Stephanie L	\$31.16	\$2,492.65
Borries, Robert Lee	\$28.88	\$2,310.72
Boschetti, Peter Matthew	\$31.04	\$2,483.59
Bowling, Jeffrey Robert	\$39.91	\$3,193.19
Boyd, Jason Lee	\$32.99	\$2,639.18
Boyd, Jennifer Rae	\$21.71	\$1,736.95
Brady, Kimberlee	\$21.71	\$1,736.95
Brave Heart, Moses W	\$34.11	\$2,728.91
Breedlove, Daneye Maree	\$21.84	\$1,749.83
Brehm, Andrew James	\$19.68	\$1,574.78
Brennan, Jessica R	\$39.36	\$3,148.74
Brethauer, John	\$33.48	\$2,678.69
Brewer, Keith Baptiste	\$24.73	\$1,978.15
Brewer, Shannon M	\$30.46	\$2,436.67
Bridge, Ian J	\$30.46	\$2,436.67
Broghammer, Nicole T	\$35.96	\$2,877.08
Brooks, Jayden Elizabeth	\$27.67	\$2,213.58
Brooks, Marissa L	\$39.36	\$3,148.74
Brooks, Patricia L	\$25.83	\$2,066.23
Brosz, Paul A	\$25.83	\$2,066.23
Brown, Christopher W	\$32.77	\$2,621.89
Browning, Victoria Mae	\$21.84	\$1,749.83
Brubakken, Andrew J	\$28.20	\$2,256.39
Brubakken, Corey L	\$59.34	\$4,747.39
Bruce, Kyler R	\$27.67	\$2,213.58
Brunotte, Xavier	\$21.71	\$1,736.95
Buehler, Holly Eve	\$24.73	\$1,978.15
Bullock, L'Dorian Duran	\$20.98	\$1,678.50
Burgner, Brian Dale	\$34.59	\$2,767.60
Burnette, David R	\$29.83	\$2,386.46
Burns, Adriana	\$21.71	\$1,736.95
Burns, Kian Michael	\$20.98	\$1,678.50
Burrell, Romeo O	\$27.76	\$2,220.99
Busetti, Madison Joyce	\$21.40	\$1,712.26
Butchart, Andrew J	\$33.99	\$2,719.03

<u>Name</u>	<u>Default Rate</u>	<u>Bi-Weekly</u>
Buxton, Carla M	\$30.46	\$2,436.67
Calder-Bennett, Wavenney Onee	\$21.40	\$1,712.26
Cales, Steven M	\$35.92	\$2,873.79
Callahan, Julie A	\$30.59	\$2,447.37
Cameron, Richard L	\$20.23	\$1,618.41
Campbell, Hazel M	\$22.26	\$1,780.58
Canaday, Magdalena	\$32.34	\$2,587.32
Canning, Sean Dalton	\$27.67	\$2,213.58
Carlson, Abby M	\$27.67	\$2,213.58
Carpenter, Susan M	\$43.45	\$3,476.37
Carr, Twana Hodge	\$21.40	\$1,712.26
Carter, Sandra L	\$34.88	\$2,790.65
Carter, Yohannes Michael	\$27.67	\$2,213.58
Casey, Brett D	\$23.51	\$1,881.01
Casey, Chad P	\$31.39	\$2,511.58
Chalk, Matthew G	\$25.19	\$2,015.19
Champion, Shannon M	\$28.88	\$2,310.72
Chapman, Cindy K	\$44.77	\$3,581.74
Chavez-Maltby, Raven S	\$41.65	\$3,332.31
Cheesman, Jane M	\$31.82	\$2,545.33
Christofferson, Tina	\$22.96	\$1,836.56
Christopherson, William C	\$35.20	\$2,816.17
Clark, David G	\$35.65	\$2,852.39
Clark, Kurt H	\$41.32	\$3,305.97
Clifford, Kyle W	\$19.70	\$1,575.60
Combs, Anthony A	\$34.11	\$2,728.91
Comrie, Jeremy J	\$32.99	\$2,639.18
Cook Olesen, Brittany L	\$49.42	\$3,953.83
Cook, Amber L	\$43.25	\$3,459.91
Cordell, Catlyn F	\$32.17	\$2,573.32
Cote, Dale P	\$28.74	\$2,299.20
Courage, Heather Ann	\$62.29	\$4,982.83
Covert, Jema D	\$27.10	\$2,168.31
Cox, Aaron K	\$25.19	\$2,015.19
Cox, Ash D	\$34.11	\$2,728.91
Crecelius, Tia	\$24.73	\$1,978.15
Crosse, Kirk Benjamen	\$37.31	\$2,984.92
Crossman, Andrea M	\$41.65	\$3,332.31
Crow, Darla D	\$22.12	\$1,769.88
Crumb, Elizabeth Elise	\$18.90	\$1,512.22
Culverhouse, Brennan J	\$32.77	\$2,621.89
Cunningham, Zoltan Fritz	\$21.84	\$1,749.83
Dagli, Allison M	\$24.73	\$1,978.15
Dahlke, Brenda E	\$49.06	\$3,925.02
Dalen, Derek M	\$29.97	\$2,397.98
Daniel, Christopher J	\$36.74	\$2,938.82

<u>Name</u>	<u>Default Rate</u>	<u>Bi-Weekly</u>
Daniels, Austin C	\$34.11	\$2,728.91
Danley, Jeremy E	\$29.78	\$2,382.34
Dargatz, Jeffrey L	\$20.06	\$1,604.42
Davies, Marc H	\$34.59	\$2,767.60
Davies, Tiffany Amber	\$29.80	\$2,383.99
Davis, Adam G	\$36.45	\$2,915.77
Davis, Billy S	\$39.89	\$3,191.55
Davis, Desiree M	\$26.25	\$2,099.98
Davis, Kobie Aryn	\$28.20	\$2,256.39
De Leon, Miguel Angel	\$34.76	\$1,749.83
De Los Santos, Isaiah Tomas	\$19.68	\$1,574.78
Decker, Colette E	\$24.73	\$1,978.15
Decker, Jordan M	\$32.77	\$2,621.89
Decker, Randal R	\$27.71	\$2,216.88
Delaney, Joseph D	\$31.16	\$2,492.65
DePew, Chloe E	\$26.25	\$2,099.98
Dibello-Hitta, Nicholas	\$31.65	\$2,532.16
Dieball, Christopher G	\$28.34	\$2,267.09
Dirksen, Brandon L	\$34.59	\$2,767.60
Dirksen, Caleb Scott	\$31.04	\$2,483.59
Diro, Andrew W	\$37.78	\$3,022.79
Dockter, Paul A	\$33.50	\$2,680.34
Dolor, Art R	\$34.59	\$2,767.60
Doran, Joseph J	\$33.64	\$2,691.04
Doreff, Thomas J	\$28.34	\$2,267.09
Dougherty, Kira Selene	\$21.39	\$1,711.43
Douma, David J	\$31.91	\$2,552.74
Dowdy, Laura R	\$45.89	\$3,671.47
Dowling, Alicia D	\$25.20	\$2,016.02
Drake, Nathaniel James	\$28.20	\$2,256.39
Dressler, Scott R	\$31.61	\$2,528.87
Dringman, Derrick T	\$21.84	\$1,749.83
Dross, David C Ruelas P	\$32.17	\$2,573.32
Dubbs, Nichole L	\$24.36	\$1,948.51
Duddy Lang, Lynette M	\$25.20	\$2,016.02
Duenas, Ericka I	\$24.73	\$1,978.15
Duerr, Danielle Kay	\$21.71	\$1,736.95
Duffy, Padraic B	\$24.73	\$1,978.15
Duhamel Duffy, Helene	\$36.57	\$2,925.65
Duman, Adrianna	\$26.25	\$2,099.98
Dustman, Emily M	\$24.70	\$1,975.68
Eccleston, Dave L	\$46.25	\$3,700.28
Edwards, Joseph W	\$41.98	\$3,358.66
Eich, Tracy J	\$41.65	\$3,332.31
Eisenbraun, Dusti L	\$31.72	\$2,537.93
Elger, Rebecca D	\$25.17	\$2,013.55

<u>Name</u>	<u>Default Rate</u>	<u>Bi-Weekly</u>
Elkins, Terri L	\$21.40	\$1,712.26
Ellerton, Danielle L	\$37.49	\$2,998.92
Ellis Stevens, Roberta A	\$30.87	\$2,469.60
Ellis, Karissa L	\$22.55	\$1,803.63
Ellison, Tammy A	\$27.30	\$2,183.95
Enders, Jason R	\$35.30	\$2,824.40
Enzminger, Kristyn L	\$25.20	\$2,016.02
Erginkara, Jeri A	\$21.71	\$1,736.95
Erickson, Roxanne M	\$59.45	\$4,755.63
Ervin, Jeri A	\$31.31	\$2,505.00
Erwin, Catherine Elizabeth	\$21.84	\$1,749.83
Espinosa Cariveau, Daniel Fransico	\$33.52	\$2,681.99
Espinosa Cariveau, Meggie R	\$24.73	\$1,978.15
Estrella Johnson, Yovana	\$42.46	\$3,396.52
Estus, Reese	\$25.20	\$2,016.02
Evans, Adem	\$22.34	\$1,787.17
Evans, Kathleen L	\$38.55	\$3,083.71
Fagerland, Jesse A	\$42.85	\$3,427.80
Fair, Mary M	\$32.99	\$2,639.18
Fenner, Keith Allen	\$33.99	\$2,719.03
Ferguson, Cynthia L	\$28.53	\$2,282.73
Fields, Moshe Z	\$24.44	\$1,955.10
Fisher, Cheyenne	\$24.70	\$1,975.68
Fite, Darlene K	\$21.71	\$1,736.95
Fitschen, Austin	\$18.30	\$1,463.65
Floyd, Kandy L	\$18.30	\$1,463.65
Forbes, Ted A	\$30.40	\$2,431.79
Fortune, John L	\$27.76	\$2,220.99
Fortune, Roderick R	\$27.76	\$2,220.99
Foss, Chaz M	\$34.59	\$2,767.60
Foster, John D	\$35.20	\$2,816.17
Frank, Josie B	\$26.60	\$2,127.97
Frank, Latasha Lee	\$22.26	\$1,780.58
Frasier, Eathen Eugene	\$27.67	\$2,213.58
Frederick, Parker J	\$32.77	\$2,621.89
Fredericksen, Jacob A	\$34.59	\$2,767.60
Fresquez, Joshua L	\$32.17	\$2,573.32
Fuller, Donna Jean	\$27.67	\$2,213.58
Funk, Heather J	\$28.34	\$2,267.09
Gabel, David Thomas	\$20.98	\$1,678.50
Gajeski, Tana A	\$19.63	\$1,570.67
Gallagher, Mikayla L	\$36.24	\$2,899.31
Garland, Patricia	\$24.72	\$1,977.33
Gauna, Julian Aaron	\$22.26	\$1,780.58
Geddings, Blake A	\$27.67	\$2,213.58
Geibel, Theresa A	\$23.51	\$1,881.01

<u>Name</u>	<u>Default Rate</u>	<u>Bi-Weekly</u>
Geiman, Crystal C	\$20.98	\$1,678.50
Gentile Jr, James Vincent	\$22.26	\$1,780.58
Gentile, Krystal M	\$40.67	\$3,253.29
Geppert, Ciara A	\$31.16	\$2,492.65
Gerbracht, Christie L	\$30.82	\$2,465.48
Giedd, Jamie M	\$31.98	\$2,558.51
Gleason, Andrew Matthew	\$27.67	\$2,213.58
Glynn, Elizabeth A	\$33.25	\$2,659.76
Goeringer, Michael Shea	\$30.46	\$2,436.67
Goetz, Kaley D	\$21.71	\$1,736.95
Goetz, Michael P	\$33.25	\$2,659.76
Gompf, Jayden Neil	\$27.67	\$2,213.58
Gonzalez, Tracey L	\$30.46	\$2,436.67
Goodhue, Susan R	\$28.53	\$2,282.73
Gossens, Cristin R	\$28.83	\$2,306.61
Grable, Christine M	\$38.53	\$3,082.06
Graese, Nicholas R	\$34.11	\$2,728.91
Grant, Christopher M	\$30.38	\$2,430.09
Grant, David D	\$27.76	\$2,220.99
Grassby, George E	\$45.21	\$3,617.14
Green, Ashley R	\$21.81	\$1,745.18
Green, Talyiah J	\$22.26	\$1,780.58
Griese, Abbee D	\$24.70	\$1,975.68
Grindle Jr, David H	\$27.71	\$2,216.88
Gruhn, Lisa R	\$31.61	\$2,528.87
Grummons, Jennifer Kelly	\$21.40	\$1,712.26
Guffey, Scott J	\$62.12	\$4,969.66
Gust, Victor	\$39.15	\$3,132.28
Gustafson, Samantha A	\$30.46	\$2,436.67
Gutierrez, Joseph	\$59.28	\$4,742.46
Hale, Logan M	\$34.11	\$2,728.91
Hall Leipold, Leslie A	\$40.67	\$3,253.29
Hall, Dustin D	\$34.34	\$2,747.02
Hall, Jennifer M	\$25.47	\$2,037.42
Halterman, Cameron N	\$27.67	\$2,213.58
Hamilton, Renee Marie	\$22.26	\$1,780.58
Hammond, Robert W	\$30.97	\$2,477.83
Hand, Brittney L	\$59.84	\$4,786.91
Hankins, Madisen L	\$27.67	\$2,213.58
Hansen, Alicia R	\$25.47	\$2,037.42
Hansen, Brandon Blaine	\$20.98	\$1,678.50
Hansen, Elizabeth Rose	\$27.71	\$2,216.88
Hansen, Justin A	\$36.73	\$2,938.00
Hanzel, Gunner J	\$31.04	\$2,483.59
Harding, Debra L	\$30.38	\$2,430.09
Harlan, Brian W	\$31.04	\$2,483.59

<u>Name</u>	<u>Default Rate</u>	<u>Bi-Weekly</u>
Harrington, Tera D	\$30.46	\$2,436.67
Harris, Sherin L	\$30.28	\$2,422.68
Harter, Tara	\$41.65	\$3,332.31
Harvey, Jerome F	\$47.65	\$3,812.24
Harvey, Matthew L	\$29.83	\$2,386.46
Hauck, Toni J	\$25.20	\$2,016.02
Hauer, Debra L	\$21.71	\$1,736.95
Hautekeete, Vanessa	\$26.25	\$2,099.98
Hawkins, Mariah Nikol	\$27.67	\$2,213.58
Hawley, Jordan R	\$18.30	\$1,463.65
Hawley, Kayleen M	\$18.30	\$1,463.65
Heck, Kyle A	\$31.39	\$2,511.58
Heffron, Peter D	\$27.76	\$2,220.99
Heinert, Heather N	\$44.61	\$3,568.57
Heitz, Jeanne K	\$18.90	\$1,512.22
Henry, Rebecca L	\$24.21	\$1,936.99
Henry, Sean M	\$23.99	\$1,918.88
Hepker Jr, Prandy Chambers	\$26.75	\$2,140.32
Hermansen, Christopher A	\$29.83	\$2,386.46
Herra, Jayson W	\$38.42	\$3,073.83
Heupel, Russel	\$36.53	\$2,922.36
Heying, Christine K	\$23.38	\$1,870.31
High Horse, Jeremy Miles	\$18.30	\$1,463.65
Hirsch, Mark A	\$23.63	\$1,890.07
Hislip, Christopher J	\$52.37	\$4,189.26
Hoeffner, Melea M	\$30.23	\$2,418.56
Hof, Lily R	\$28.20	\$2,256.39
Hofer, Neal R	\$23.93	\$1,914.76
Hoffman, Jeff K	\$28.30	\$2,263.80
Hogsed, Jessica Nicole	\$26.25	\$2,099.98
Hogue, James N	\$40.01	\$3,200.60
Holland, Kent D	\$40.06	\$3,204.72
Holman, Diane	\$30.23	\$2,418.56
Holz, Traci Anne	\$28.20	\$2,256.39
Horst, Doug D	\$28.30	\$2,263.80
Horton, Eric M	\$26.25	\$2,099.98
Houdek, Braedon M	\$45.21	\$3,617.14
Houston, Kathleen J	\$48.88	\$3,910.20
Houston, Madison R	\$22.12	\$1,769.88
Hoven, Bryce E	\$30.46	\$2,436.67
Hower, Jill L	\$33.21	\$2,656.47
Hueber, Stephen Michael	\$41.65	\$3,332.31
Hughes, Mark D	\$62.47	\$4,997.65
Huiskens, Jeffrey D	\$30.40	\$2,431.79
Huot, Ezra Michael	\$27.67	\$2,213.58
Hupp, Eric	\$24.73	\$1,978.15

<u>Name</u>	<u>Default Rate</u>	<u>Bi-Weekly</u>
Hupp, Ryan A	\$39.91	\$3,193.19
Huschle, Jesse J	\$43.59	\$3,487.08
Hutmacher, Megan R	\$25.20	\$2,016.02
Ingersoll, Sandra J	\$24.70	\$1,975.68
Isakson, John M	\$35.81	\$2,864.74
Island, Kaycee M	\$51.18	\$4,094.60
Isler, Blaine Issac	\$27.67	\$2,213.58
Israel, Justin D	\$32.04	\$2,563.44
Israel, Mary E	\$32.86	\$2,628.48
Iversen, Michael J	\$54.04	\$4,323.45
Iverson, Emily E	\$29.97	\$2,397.98
Jackson, James Edward	\$19.31	\$1,545.15
Jackson, Michael Frank	\$24.73	\$1,978.15
Jenkins, Daniel C	\$25.83	\$2,066.23
Jensen, Dennis C	\$29.83	\$2,386.46
Johnson, Adam P	\$30.33	\$2,426.79
Johnson, Daniel Vincent	\$27.67	\$2,213.58
Johnson, Valerie Rochelle	\$27.67	\$2,213.58
Johnston, Makahla M	\$27.10	\$2,168.31
Jolley-Harsh, Chance W	\$27.67	\$2,213.58
Jones, Jeffrey A	\$34.59	\$2,767.60
Jones, Laura J	\$24.73	\$1,978.15
Jorgensen, Mark A	\$21.80	\$1,744.36
Jorgensen, Savannah Juanita	\$21.84	\$1,749.83
Juhl, Baron M	\$33.38	\$2,670.46
Kahler, Dawsyn S	\$27.67	\$2,213.58
Kantack, Jacquelyn M	\$41.65	\$3,332.31
Karch, Brian Patrick	\$27.67	\$2,213.58
Karley, Kevin	\$60.08	\$4,806.66
Kaski, Chantel D	\$29.80	\$2,383.99
Kaufman, Hollie J	\$36.05	\$2,883.67
Kayekjian, Maria	\$18.30	\$1,463.65
Keegan, Dawn S	\$25.64	\$2,051.41
Keeney, Dalen T	\$29.83	\$2,386.46
Keester, Bill J	\$24.70	\$1,975.68
Kellar, Trevor Thomas	\$28.34	\$2,267.09
Kelly, Colton E	\$30.57	\$2,445.73
Kendall, Jeremiah	\$23.99	\$1,918.88
Kenrick, Casey L	\$47.12	\$3,769.43
Kerner, Chance A	\$30.46	\$2,436.67
Keys, Darryl A	\$27.58	\$2,206.18
Kiewel, Bethany Esther	\$27.67	\$2,213.58
Kiewel, Dayna D	\$37.15	\$2,971.75
Kimball, William D	\$37.02	\$2,961.87
Kimbell, Alisha R	\$30.82	\$2,465.48
Kindall, Daniel Richard	\$21.84	\$1,749.83

<u>Name</u>	<u>Default Rate</u>	<u>Bi-Weekly</u>
Kintigh, Kylie N	\$34.59	\$2,767.60
Kirbo, Mariez	\$41.65	\$3,332.31
Kirkpatrick, Amber L	\$30.82	\$2,465.48
Klein, Jennifer R	\$29.75	\$2,379.87
Knapp, Thomas L	\$34.59	\$2,767.60
Knutson, Elizabeth Darlene	\$27.67	\$2,213.58
Knutson, Veronica	\$41.65	\$3,332.31
Kohoutek, Raquel Ann	\$21.84	\$1,749.83
Kosmala, Cole	\$27.67	\$2,213.58
Kotnour, Dylan C	\$30.91	\$2,472.89
Kowalke, Aiden C	\$27.67	\$2,213.58
Kruse, Niki L	\$24.70	\$1,975.68
Krznisnik, Trey	\$21.71	\$1,736.95
Kunde, Joshua S	\$35.81	\$2,864.74
Laidlaw, Mathew T	\$54.71	\$4,376.95
Landis, Chad J	\$35.56	\$2,844.98
Langdeau, Kendra L	\$25.61	\$2,048.94
Langenbau, Kenneth	\$36.45	\$2,915.77
Lansdowne, Caleb Brian	\$28.20	\$2,256.39
Lapp, Shannon R	\$38.55	\$3,083.71
Larsen, Emielia M	\$27.67	\$2,213.58
Larson, Kendrick J	\$31.04	\$2,483.59
Laubach, Patsy S	\$25.68	\$2,054.71
Lawler, Joanna M	\$63.01	\$5,040.45
Leal, Amy J	\$26.25	\$2,099.98
Lee, Mary J	\$24.89	\$1,991.32
Leeson, Travis Snape	\$31.04	\$2,483.59
Leetch, Daniel W	\$26.29	\$2,103.28
Leetch, Joy A	\$21.71	\$1,736.95
Lehrkamp, Marie E	\$23.81	\$1,904.88
Leistra, Aaron	\$18.30	\$1,463.65
Leon, Daniel J	\$53.84	\$4,306.98
Lessert, Karlin	\$18.30	\$1,463.65
Lester, Clinton C	\$29.83	\$2,386.46
Leui, Delilah M	\$18.90	\$1,512.22
Linderman, Brandon Lee	\$21.84	\$1,749.83
Lindquist, Christopher P	\$34.59	\$2,767.60
Lindsey, Eric W	\$31.93	\$2,554.39
Linstrom, Dustin R	\$34.34	\$2,747.02
Livermont, Norman Gail	\$27.67	\$2,213.58
Lloyd, Terra Marie	\$38.89	\$3,110.87
Long Wolf II, Llewellyn L	\$31.93	\$2,554.39
Long Wolf, Cayce	\$26.25	\$2,099.98
Love, Heather S	\$20.98	\$1,678.50
Lucas, Collette R	\$21.79	\$1,743.54
Lucklum, Candice M	\$46.88	\$3,750.50

<u>Name</u>	<u>Default Rate</u>	<u>Bi-Weekly</u>
Luken, Steven A	\$30.57	\$2,445.73
Lundgren, Christopher J	\$29.80	\$2,383.99
Lupher, Joseph C	\$33.99	\$2,719.03
Mann, Jeanne M	\$24.70	\$1,975.68
Mansfield, Eric Matthew	\$27.67	\$2,213.58
Marrs, Donald K	\$27.76	\$2,220.99
Marshall, Darien R	\$33.50	\$2,680.34
Martin, Ginger C	\$27.10	\$2,168.31
Martin, Jayden A	\$22.26	\$1,780.58
Martin, Joan P	\$35.61	\$2,849.10
Martin, John P	\$43.44	\$3,475.55
Martin, Lorrie D	\$21.84	\$1,749.83
Mason, Thad L	\$43.59	\$3,487.08
Mayberry, Jacob C	\$31.04	\$2,483.59
McCants, Nicole M	\$25.20	\$2,016.02
McCary, Jonathan M	\$30.46	\$2,436.67
McCool Deneke, Robin M	\$31.78	\$2,542.04
McCue, Melissa Ann	\$21.71	\$1,736.95
McCune, Steve J	\$37.78	\$3,022.79
McDaniel, Jalyn Rose	\$27.67	\$2,213.58
McDuff, Walter D	\$44.05	\$3,524.12
McGuire, James P	\$33.50	\$2,680.34
McKinstry, Jay E	\$28.88	\$2,310.72
McKnight, Jeremiah K	\$31.04	\$2,483.59
McManigal, Ethan J	\$38.42	\$3,073.83
McMurray, Ryan PE	\$31.04	\$2,483.59
McPherson, Weston K	\$33.99	\$2,719.03
Medina Ramirez, Irene	\$29.80	\$2,383.99
Mehrer, Michelle M	\$83.81	\$6,704.96
Mendez, Eric G	\$24.36	\$1,948.51
Merchen, Tammy A	\$25.68	\$2,054.71
Merrill, Virginia A	\$24.70	\$1,975.68
Mertes, Nathan L	\$44.85	\$3,588.33
Metz, Audrey N	\$27.67	\$2,213.58
Midgett, James L	\$27.67	\$2,213.58
Miller, Eric Charles	\$45.21	\$3,617.14
Miller, Glenn R	\$35.81	\$2,864.74
Miller, Jeremy R	\$37.63	\$3,010.44
Miller, Joseph G	\$62.12	\$4,969.66
Miller, Josephine B	\$21.40	\$1,712.26
Miller, Mark D	\$20.41	\$1,632.41
Milstead, Jeremy M	\$39.89	\$3,191.55
Miner, Melorie J	\$28.20	\$2,256.39
Misselt, Noah Christian	\$30.46	\$2,436.67
Mitzel, Jason A	\$45.38	\$3,630.31
Mitzel, Nicole C	\$28.20	\$2,256.39

<u>Name</u>	<u>Default Rate</u>	<u>Bi-Weekly</u>
Mix, Miliria S	\$29.80	\$2,383.99
Moeller, Alexa B	\$46.88	\$3,750.50
Mogensen, Mikki M	\$30.59	\$2,447.37
Monson, Joline Yvonne	\$29.28	\$2,342.00
Mooney, Adam W	\$33.99	\$2,719.03
Mooney, Christopher E	\$32.70	\$2,616.13
Mooney, Jessica	\$25.64	\$2,051.41
Moore, Kristopher A	\$34.59	\$2,767.60
Morava, Alvin Dave	\$31.65	\$2,532.16
Morford-Chase, Tina K	\$28.73	\$2,298.37
Morrell, Thomas J	\$38.78	\$3,102.64
Morris, Jerome D	\$39.38	\$3,150.39
Morris, Kuwaaupe Julius	\$28.20	\$2,256.39
Morris, Mason Glenn	\$27.67	\$2,213.58
Morrison, Dustin R	\$54.34	\$4,347.32
Morsching, Kim M	\$45.55	\$3,644.31
Morton, Anesha T	\$37.38	\$2,990.69
Mossman, Thomas R	\$38.42	\$3,073.83
Mousseau, Shontel L	\$27.67	\$2,213.58
Muhlbeier, James D	\$36.74	\$2,938.82
Muhlbeier, Taylor N	\$43.44	\$3,475.55
Muller, David D	\$27.76	\$2,220.99
Mundt, Jacob A	\$32.17	\$2,573.32
Munsch, Casey L	\$52.36	\$4,188.44
Murphy, Jeremy P	\$31.04	\$2,483.59
Murray, Crystal	\$30.23	\$2,418.56
Murray, Sydnee Annie	\$21.40	\$1,712.26
Murray, Tylan James	\$27.67	\$2,213.58
Myrick, Paige Raeann	\$27.67	\$2,213.58
Neal, Heather A	\$38.04	\$3,043.37
Neavill, Stephen T	\$31.45	\$2,515.70
Neeb, Jordan R	\$52.07	\$4,165.39
Negi, Ankit	\$28.34	\$2,267.09
Neilan, Chandra R	\$41.65	\$3,332.31
Neisent, Rodney L	\$28.13	\$2,250.63
Nelson, Cassandra	\$26.25	\$2,099.98
Nelson, Cynthia	\$25.68	\$2,054.71
Nelson, Gina S	\$60.75	\$4,860.17
Nelson, Hope Michele	\$27.67	\$2,213.58
Nelson, Jordan B	\$35.95	\$2,876.26
Nelson, Khrista Lee	\$30.46	\$2,436.67
Nelson, Lisa J	\$26.63	\$2,130.44
Nelson, Nicholas D	\$39.15	\$3,132.28
Nelson, Nicole Kathleen	\$34.11	\$2,728.91
Nettles, Darla Delphine	\$21.71	\$1,736.95
Neuhardt, Lukas Paul	\$21.84	\$1,749.83

<u>Name</u>	<u>Default Rate</u>	<u>Bi-Weekly</u>
Newson, Patricia	\$21.71	\$1,736.95
Nichols, Sage H	\$26.60	\$2,127.97
Nienaber, Peter C	\$41.65	\$3,332.31
Noble, Corey J	\$35.73	\$2,858.15
Nolan, Deanna W	\$46.05	\$3,683.82
Nordell, Donna L	\$31.80	\$2,543.69
Norenberg, Trevor G	\$31.16	\$2,492.65
Novak, Candace C	\$32.29	\$2,583.20
Novak, Nick A	\$26.88	\$2,150.20
Nyblom, Andrew James	\$35.20	\$2,816.17
O'Bryan, Victoria M	\$20.98	\$1,678.50
OCallaghan, Kelly S	\$28.20	\$2,256.39
OConnell, Landon L	\$23.99	\$1,918.88
Ogden, Price Lane	\$27.67	\$2,213.58
Oines, Nanette M	\$34.33	\$2,746.20
Olesen, Ole J	\$51.18	\$4,094.60
Olson, David C	\$41.38	\$3,310.09
Olson, Janae M	\$31.04	\$2,483.59
Olson, Karen	\$29.22	\$2,337.89
Olson, Stephanie J	\$51.18	\$4,094.60
Osborne, Donald L	\$29.28	\$2,342.00
Ostendorf, Matthew R	\$36.08	\$2,886.14
Oster, David	\$44.85	\$3,588.33
Ovitt, Ezra Joseph	\$21.84	\$1,749.83
Oyler, Lucas J	\$36.57	\$2,925.65
Pank, Daniel M	\$19.58	\$1,566.55
Parr, Beverly Jean	\$21.84	\$1,749.83
Parrow, Brooke Lynn	\$21.84	\$1,749.83
Pate, Tamera K	\$21.79	\$1,743.54
Patenode, Rachel A	\$134.64	\$-
Patterson, Darren D	\$42.63	\$3,410.52
Paulin, John C	\$28.30	\$2,263.80
Pawelski, James A	\$19.21	\$1,536.91
Pecenka, Breanna C	\$41.65	\$3,332.31
Penning, Jacob Michael	\$22.26	\$1,780.58
Peters, Seth Leslie Gen	\$27.67	\$2,213.58
Petersen, Eric K	\$26.88	\$2,150.20
Peterson, Amy M	\$29.28	\$2,342.00
Peterson, Rebecca	\$41.65	\$3,332.31
Petrik, Annyka Nicole	\$31.04	\$2,483.59
Petro, Tifanie Kaye	\$50.46	\$4,036.97
Pi, Abigail A	\$33.99	\$2,719.03
Pi, Maya Elizabeth	\$27.67	\$2,213.58
Pietz, Paul E	\$53.84	\$4,306.98
Pippenger, Faith Katelyn	\$27.76	\$2,220.99
Plate, James G	\$23.99	\$1,918.88

<u>Name</u>	<u>Default Rate</u>	<u>Bi-Weekly</u>
Pomplun, Kenneth R	\$31.65	\$2,532.16
Poncelet, Kennedy Danielle	\$21.84	\$1,749.83
Pontius, Kelsea A	\$27.10	\$2,168.31
Porch, Cade J	\$31.04	\$2,483.59
Poste, Mark B	\$27.76	\$2,220.99
Potts, Thomas B	\$24.73	\$1,978.15
Powell, Christopher A	\$33.50	\$2,680.34
Pozorski, Michial Stanley	\$19.35	\$1,547.62
Preble, Madison R	\$28.53	\$2,282.73
Pressley, Heather M	\$28.49	\$2,279.44
Printz, John A	\$33.50	\$2,680.34
Ptacek, Travis John	\$61.69	\$4,935.08
Puckett, Dawn N	\$36.05	\$2,883.67
Purcell, Alexander S	\$47.66	\$3,813.06
Purcell, Davis J	\$60.79	\$4,863.47
Queriapa Arias, Joe W	\$27.76	\$2,220.99
Raby, Christian W	\$34.59	\$2,767.60
Radke, Eric D	\$38.97	\$3,117.46
Ragains, Emily Joy	\$26.75	\$2,140.32
Randazzo, Jodi L	\$35.81	\$2,864.74
Rappold, Matthew L	\$52.07	\$4,165.39
Rausch, Kelsey L	\$28.34	\$2,267.09
Raye, Jason B	\$27.76	\$2,220.99
Reckling, Melissa A	\$34.77	\$2,781.59
Redetzke, Rochelle R	\$33.29	\$2,663.05
Reed, Bryan Lynn	\$24.73	\$1,978.15
Regalado, Elizabeth A	\$56.48	\$4,518.54
Rehberg, Courtney E	\$34.77	\$2,781.59
Reichert, Colton T	\$35.42	\$2,833.45
Reil, Robert L	\$31.65	\$2,532.16
Reilly, William	\$23.99	\$1,918.88
Remily, Stacey S	\$32.70	\$2,616.13
Remington, Jessica L	\$28.74	\$2,299.20
Renville, Lynn M	\$31.08	\$2,486.06
Reurink, Tyler T	\$30.46	\$2,436.67
Reyna Jr, Mario	\$27.67	\$2,213.58
Rhoden, Cody J	\$34.59	\$2,767.60
Rice, Bobbie L	\$27.67	\$2,213.58
Rice, Hunter Phillip	\$30.46	\$2,436.67
Rice, Ralph E	\$34.34	\$2,747.02
Ricke, David G	\$24.36	\$1,948.51
Riley, David C	\$38.42	\$3,073.83
Riter, Dawn A	\$38.84	\$3,107.58
Rittberger, Shannon L	\$62.73	\$5,018.23
Rivera Jr, Phillip N	\$34.59	\$2,767.60
Rivera, Alejandro	\$34.11	\$2,728.91

<u>Name</u>	<u>Default Rate</u>	<u>Bi-Weekly</u>
Romeo, Brooke E	\$38.55	\$3,083.71
Rose, Patrick D	\$33.99	\$2,719.03
Rosenburg, Andrea C	\$46.88	\$3,750.50
Ross, Noah B	\$32.17	\$2,573.32
Rosser, Tami Jo	\$38.04	\$3,043.37
Rossiter, Martha J	\$52.07	\$4,165.39
Rostad, Chelsie D	\$33.25	\$2,659.76
Roth, Benjamin M	\$19.58	\$1,566.55
Rouillard, Jada Marie	\$20.98	\$1,678.50
Rousselle, Erick S	\$30.57	\$2,445.73
Row, Skye Lynn R	\$22.26	\$1,780.58
Royall, Kelly J	\$24.73	\$1,978.15
Ruda, Abigail Renae	\$41.65	\$3,332.31
Rueanghirun, Kanittha	\$21.71	\$1,736.95
Running Wolf, Jordan	\$21.71	\$1,736.95
Runs Against, Christina L	\$41.09	\$3,287.04
Ryan, Evan Walker	\$35.27	\$2,821.93
Sack, Cody R	\$35.13	\$2,810.40
Sage, Zachary A	\$29.28	\$2,342.00
Salas, Jorge	\$32.77	\$2,621.89
Salo, Tammi R	\$22.55	\$1,803.63
Sanborn, Joseph Michael	\$27.67	\$2,213.58
Sandefur, Tell J	\$28.30	\$2,263.80
Sanders, Joshua Gilbert	\$27.67	\$2,213.58
Sargent, Lori L	\$32.16	\$2,572.50
Scharn, Matthew T	\$34.59	\$2,767.60
Scherr, Gerald L	\$20.69	\$1,655.46
Schmidt, Elizabeth	\$24.73	\$1,978.15
Schmidt, Mandy S	\$32.77	\$2,621.89
Schmidt, Rusty S	\$38.42	\$3,073.83
Schmit, Thadius C	\$37.63	\$3,010.44
Schmitz, Dianna J	\$25.68	\$2,054.71
Schneider, Richard C	\$28.74	\$2,299.20
Schoenberg, Grant Kristian	\$27.67	\$2,213.58
Schubauer, Debra L	\$18.90	\$1,512.22
Schulz, Ethan L	\$32.77	\$2,621.89
Schwandt, Sierra M	\$27.67	\$2,213.58
Schwartz, Bryson James	\$23.93	\$1,914.76
Schwartz, Kelsey L	\$32.77	\$2,621.89
Scott Jr, David E	\$27.76	\$2,220.99
Scott, Adam B	\$37.14	\$2,970.93
Scott, Rhonda J	\$23.99	\$1,918.88
Scott, Shawnda L	\$28.06	\$2,244.87
Sedlacek, Matthew J	\$28.20	\$2,256.39
Selby, Kailey M	\$27.76	\$2,220.99
Sharkey, Carl	\$30.28	\$2,422.68

<u>Name</u>	<u>Default Rate</u>	<u>Bi-Weekly</u>
Shearer, Rio R	\$32.77	\$2,621.89
Sheets, Victoria M	\$34.11	\$2,728.91
Shiffermiller, Adam W	\$53.84	\$4,306.98
Shoemaker, Mary L	\$47.26	\$3,780.96
Shortbull, Isaiah Ray	\$22.26	\$1,780.58
Siglin, Olivia J	\$50.30	\$4,023.80
Simmons, Isaac Anthony	\$28.20	\$2,256.39
Simunek, Jillian L	\$27.67	\$2,213.58
Sitzes, Gretchen E	\$35.96	\$2,877.08
Sitzes, Scott A	\$39.89	\$3,191.55
Skipton, Taylor	\$32.37	\$2,589.79
Skogen, Heather Nicole	\$31.04	\$2,483.59
Skvicalo, Peter	\$41.65	\$3,332.31
Sletten, Rodney M	\$32.70	\$2,616.13
Smith, Craig J	\$34.09	\$2,727.26
Smith, Derrick	\$18.30	\$1,463.65
Smith, Jeromey L	\$44.33	\$3,546.35
Smith, Melissa	\$26.25	\$2,099.98
Smith, Michael James	\$27.67	\$2,213.58
Smith, Nikki L	\$25.68	\$2,054.71
Smith, Patricia S	\$24.73	\$1,978.15
Smith, Sean S	\$48.86	\$3,908.55
Smith, Tucker Daniel	\$28.20	\$2,256.39
Snow, Tyler J	\$37.60	\$3,007.97
Sobczak, Tyler D	\$45.21	\$3,617.14
Sobolewski, Sydney Merie	\$27.67	\$2,213.58
Soller, Kimberly Jo	\$21.40	\$1,712.26
Sorensen, Jeffrey S	\$30.57	\$2,445.73
Sorenson, Jody S	\$24.70	\$1,975.68
Sortland, Sandra K	\$43.54	\$3,482.96
Soulek, Tyra	\$21.84	\$1,749.83
Sparks, Kaylee J	\$32.37	\$2,589.79
Spaur, Kasey L	\$34.11	\$2,728.91
Spear, Braydon Joseph	\$20.98	\$1,678.50
Spears, Garland L	\$27.76	\$2,220.99
Spence, Branden U	\$31.04	\$2,483.59
Spencer, Nathaniel R	\$26.60	\$2,127.97
Sperle, Taylor L	\$52.37	\$4,189.26
Stagner, Ronald A	\$35.86	\$2,868.85
Stahl, Jennifer L	\$27.67	\$2,213.58
Stalder, Shawn M	\$35.20	\$2,816.17
Standing, Agnes J	\$25.25	\$2,020.13
Standing, Rod L	\$27.76	\$2,220.99
Stansberry, Mark Owen	\$27.70	\$2,216.05
Staples, Emily Michele	\$22.26	\$1,780.58
Stephens, Garth William	\$21.84	\$1,749.83

<u>Name</u>	<u>Default Rate</u>	<u>Bi-Weekly</u>
Stevens, Paul J	\$46.24	\$3,699.46
Stolicker, Madison Maria	\$21.84	\$1,749.83
Stowers, Luke D	\$34.34	\$2,747.20
Straub, Caleb J	\$34.70	\$2,775.83
Stucker, Jon Scott	\$19.21	\$1,536.91
Stuteville, Reilly Drew	\$19.21	\$1,536.91
Sun, Li ting Tina	\$27.76	\$2,220.99
Supulver, Shane W	\$28.20	\$2,256.39
Sutton, Ryan C	\$45.21	\$3,617.14
Swaney-Boschetti, Meghan Elizabeth	\$26.25	\$2,099.98
Swanson, Amanda L	\$39.15	\$3,132.28
Tate, Rebecca L	\$31.17	\$2,493.47
Tenold, Travis L	\$34.76	\$2,780.77
Theunissen, Jason D	\$46.46	\$3,716.75
Thies, Aaron M	\$24.70	\$1,975.68
Thomas, Jason C	\$54.04	\$4,323.45
Thompson Phillip, Christine R	\$24.73	\$1,978.15
Thompson, Kisha A	\$22.23	\$1,778.11
Thompson, Matthew F	\$38.04	\$3,043.37
Thorn, Chael John	\$27.67	\$2,213.58
Thorn, Jaerek T	\$28.20	\$2,256.39
Thorn, Travis J	\$30.87	\$2,469.60
Thurlow-Herb, Cadence Vivian	\$21.84	\$1,749.83
Tice III, Merton	\$63.14	\$5,051.16
Tines, Colton W	\$33.06	\$2,644.94
Tines, Kara J	\$33.14	\$2,651.53
Tollman, Ashton Elizabeth	\$27.67	\$2,213.58
Toms, Emily L	\$42.46	\$3,396.52
Tovsland, Trevor J	\$27.67	\$2,213.58
Traveny, Jasmine N	\$21.40	\$1,712.26
Traveny, Roland Jacob	\$30.46	\$2,436.67
Twiss, Eva M	\$29.26	\$2,341.18
Uecker, Brian P	\$34.70	\$2,775.83
Uecker, Claudia G	\$27.71	\$2,216.88
Ullmann, Bernadette Jole-Anne	\$18.90	\$1,512.22
Ulloa, Nina R	\$27.67	\$2,213.58
Urban, Katy M	\$37.17	\$2,973.40
Utter, Jennifer B	\$48.56	\$3,884.68
Vallette, Thomas H	\$32.70	\$2,616.13
Van Cleave, Ashley R	\$31.17	\$2,493.47
Verchio, Anthony D	\$50.18	\$4,014.75
Viher, Karli	\$24.73	\$1,978.15
Vivardo, Yolanda M	\$38.84	\$3,107.58
Waldrop, Haylee C	\$26.25	\$2,099.98
Waldrop, James P	\$36.42	\$2,913.30
Walker, Beverly E	\$39.36	\$3,148.74

<u>Name</u>	<u>Default Rate</u>	<u>Bi-Weekly</u>
Walker, Kimberly Dawn	\$26.30	\$2,104.10
Wallin, Joseph Arthur	\$21.84	\$1,749.83
Walsh, Devan	\$21.71	\$1,736.95
Walters, Rebecca Faith	\$27.67	\$2,213.58
Ward, Justin Dean	\$24.73	\$1,978.15
Watson, Jesse	\$29.28	\$2,342.00
Way, David M	\$29.28	\$2,342.00
Weaver, Alexandria R	\$30.46	\$2,436.67
Wehrle, Stacey R	\$30.52	\$2,441.61
Weishaar, Joseph	\$27.76	\$2,220.99
Weisz, Tayler Ann	\$20.98	\$1,678.50
Welch, Donell L	\$40.16	\$3,212.95
Wendell, Gordon P	\$48.86	\$3,908.55
Westerbuhr, Makenzy	\$21.71	\$1,736.95
Wetch, Penny A	\$33.25	\$2,659.76
Wetzel, Jay A	\$33.50	\$2,680.34
Wetzel, Keith O	\$28.13	\$2,250.63
Weyer, Scott W	\$29.90	\$2,392.22
Weygaerts, Alleah S	\$34.11	\$2,728.91
Wheaton, Emily L	\$31.72	\$2,537.93
Wheeler, Nicholas Jerome	\$27.67	\$2,213.58
Whelchel, Amanda M	\$37.55	\$3,003.86
Whelchel, Sheb W	\$66.94	\$5,354.92
Whitcher, Eric D	\$75.38	\$6,030.76
White Magpie, Latisha Mae	\$27.67	\$2,213.58
White, Anthony R	\$38.42	\$3,073.83
White, Gabriel Stephen	\$22.26	\$1,780.58
White, Seth Dean	\$28.20	\$2,256.39
Whitehouse, Isabella E	\$27.67	\$2,213.58
Whittle Coyle, Alix E	\$35.20	\$2,816.17
Wickerd, Kayla J	\$28.20	\$2,256.39
Wickre, James S	\$23.99	\$1,918.88
Wilde, Amity Jade	\$20.98	\$1,678.50
Wilhelm, Charisa J	\$31.80	\$2,543.69
Willar, Christina L	\$28.88	\$2,310.72
Williams, Nicole Rae	\$31.93	\$2,554.39
Williams-Curl, Jennifer Lee	\$31.98	\$2,558.51
Williamson, Angela D	\$28.27	\$2,261.33
Williamson, Katrina D	\$28.06	\$2,244.87
Wills, William J	\$25.36	\$2,029.16
Wilson, Joseph N	\$21.40	\$1,712.26
Wilson, Kenneth R	\$46.54	\$3,723.33
Winckler, Nichole J	\$38.67	\$3,093.59
Wiseman, Cody T	\$44.85	\$3,588.33
Wismann, Amy Elizabeth	\$19.26	\$1,541.03
Wojcik, Michael S	\$39.91	\$3,193.19

<u>Name</u>	<u>Default Rate</u>	<u>Bi-Weekly</u>
Wolf, Jakob T	\$33.06	\$2,644.94
Wolff, Abigail Reagan	\$27.67	\$2,213.58
Wood, Heather C	\$55.08	\$4,406.59
Wood, Kraig A	\$56.32	\$4,505.37
Woodard, Levi E	\$30.46	\$2,436.67
Woods, Casey N	\$28.88	\$2,310.72
Worden, Kyle L	\$32.77	\$2,621.89
Workman, Jessup Brady	\$30.46	\$2,436.67
Wyrostek, Elizabeth	\$18.90	\$1,512.22
Yellow Boy, Kodi W	\$29.80	\$2,383.99
Yeshulas, Paetyn E	\$31.04	\$2,483.59
Yetz, Nicholas A	\$31.17	\$2,493.47
Zacarias-Avalos, Kimberly A	\$24.73	\$1,978.15
Zahn, Tyrell C	\$31.04	\$2,483.59
Zamora, Jonathan Michael	\$30.46	\$2,436.67
Zavala Jr, Roberto Clemente	\$27.67	\$2,213.58
Zeidler, Angela	\$19.99	\$1,599.48
Zelfer Dowling, Cristina M	\$33.25	\$2,659.76
Zetocha, Jacob Mervin	\$27.67	\$2,213.58

December 22, 2025

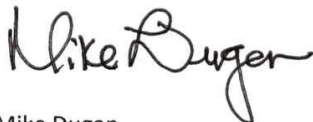
An application has been submitted for a new tax increment financing district. The applicant owns the properties located at 715 and 721 Mount Rushmore Road. This property is currently a Phillips 66 service station that was originally constructed approx. 70 years ago.

The requested TIF proceeds will go towards the demolishing of the service station, storage building and all associated concrete. The requested TIF proceeds will also go towards the removal of the three 10,000-gallon fuel tanks, dispensers and associated equipment. The applicant will also conduct the environmental studies and perform the required remediation. Lastly, the applicant is requesting TIF funds for landscaping & lighting, architecture & engineering fees, environmental testing and loan closing costs & title work fees. Total TIF request, with interest, is \$1,655,899.

The applicant would then construct a 21-unit apartment hotel with onsite parking.

Please have comments back by January 14, 2026.

Thank you,



Mike Dugan
Tax Increment Finance Planner

COMMENTS DUE BACK TO

DEPARTMENT OF FINANCE BY:

01/14/26

Request: Rapid Gas Redevelopment Project – New TIF Application

No. 25TI020-21

RECOMMENDATION: ☐ -APPROVE ☐ -DENY ☐ -CONTINUE

☐ ENGINEERING-PUBLIC WORKS
☐ FIRE DEPARTMENT-Electronically
☐ TRANSPORTATION PLANNING
☐ BUILDING INSPECTION
☐ AIR QUALITY
☐ POLICE
☐ CITY ATTORNEY
☐ CITY CODE ENFORCEMENT

☐ SD DOT
☐ BLACK HILLS ENERGY
☐ WEST RIVER ELECTRIC
☐ ESCC
☐ REGISTER OF DEEDS
☐ COUNTY - PLANNING
☐ COUNTY - FIRE
☐ COUNTY - HIGHWAY

☐ COUNTY - CODE ENFORCEMENT
☐ AUDITOR – ANNEXATION
☐ RV SANITARY DISTRICT
☐ GREEN VALLEY SANITARY DISTRICT
☐ PARKS & REC.
☐ GIS
☐ FINANCE
☐ OTHER: _____

PLANNER / ENGINEER ASSIGNED: MD /

DATE OF REVIEW:

REVIEWED BY:

STIPULATIONS:

COMMENTS:

Comments may be faxed (605-394-6636) or e-mailed to the Planner |

DEPARTMENT OF FINANCE

City of Rapid City
 300 Sixth Street, Rapid City, SD 57701-2724
 Phone: (605) 394-4143 - Web: www.rcgov.org

**APPLICATION FOR
 TAX INCREMENT
 FINANCING**
LEGAL DESCRIPTION

Legal Description (*Attached additional sheets as necessary*) **See attached**

Location 715 and 721 Mount Rushmore Road, Rapid City, SD 57701

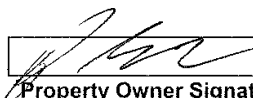
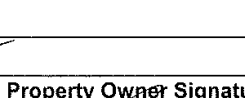

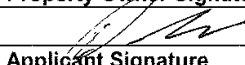
Size of Site-Acres .32

APPLICANT

Name Rapid Gas, LLC Phone 605.431.0865
 Address PO Box 166 Fax _____
 City, State, Zip Rapid City, SD 57709

PROJECT PLANNER - AGENT

Name Peter Schmid Phone 605.431.0865
 Address 1819 West Blvd Fax _____
 City, State, Zip Rapid City, SD 57701

	<u>11-15-25</u>		<u>11-15-25</u>
Property Owner Signature	Date	Property Owner Signature	Date
	<u>11-15-25</u>		<u>11-15-25</u>
Applicant Signature (if difference from Property Owner)	Date	Applicant Signature (if difference from Property Owner)	Date
Print Name: <u>Peter Schmid</u>		Print Name: _____	
Title* <u>Manager Rapid Gas LLC</u>		Title* _____	

*required for Corporations, Partnerships, Etc.

An application for the use of Tax Increment Financing must include the following information or the project will not be processed. **Attachments may be provided in order to fully provide the following information.**

APPLICATION INFORMATION (<i>attach additional sheets as necessary</i>)	Submitted
1. A detailed project description.	<input checked="" type="checkbox"/>
2. Purpose of the Tax Increment Financing.	<input checked="" type="checkbox"/>
3. List of project costs to be funded by the Tax Increment Financing including identification of typical developer costs, exceptional costs and oversizing costs. The applicant shall provide written justification when the sum of the Necessary and Convenient Costs and Contingency Cost line items exceed 10% of the total Project Costs. The proposed project costs shall include an itemized list of all Estimated Costs, including the Professional Fees.	<input checked="" type="checkbox"/>
4. A preliminary development financing plan, including sources of funds, identification of lender, interest rates, financing costs and loan terms.	<input checked="" type="checkbox"/>
5. The applicant shall identify all persons and entities that have an interest in the project and/or in the entity applying for the tax increment financing district. The disclosures shall require identification of all members of an LLC or LLP, other partners, investors, shareholders and directors of a corporation or any other person who has a financial interest in the project or in the entity applying for the tax increment financing. This provision requires identification of all persons who have an interest in the project, including those whose interest exists through, an LLC, LLP, corporation (whether as a director or shareholder) or other legal entity. The applicant shall be under a continuing obligation to update this disclosure within thirty (30) days of any changes throughout the application process and throughout the	<input checked="" type="checkbox"/>

DEPARTMENT OF FINANCE

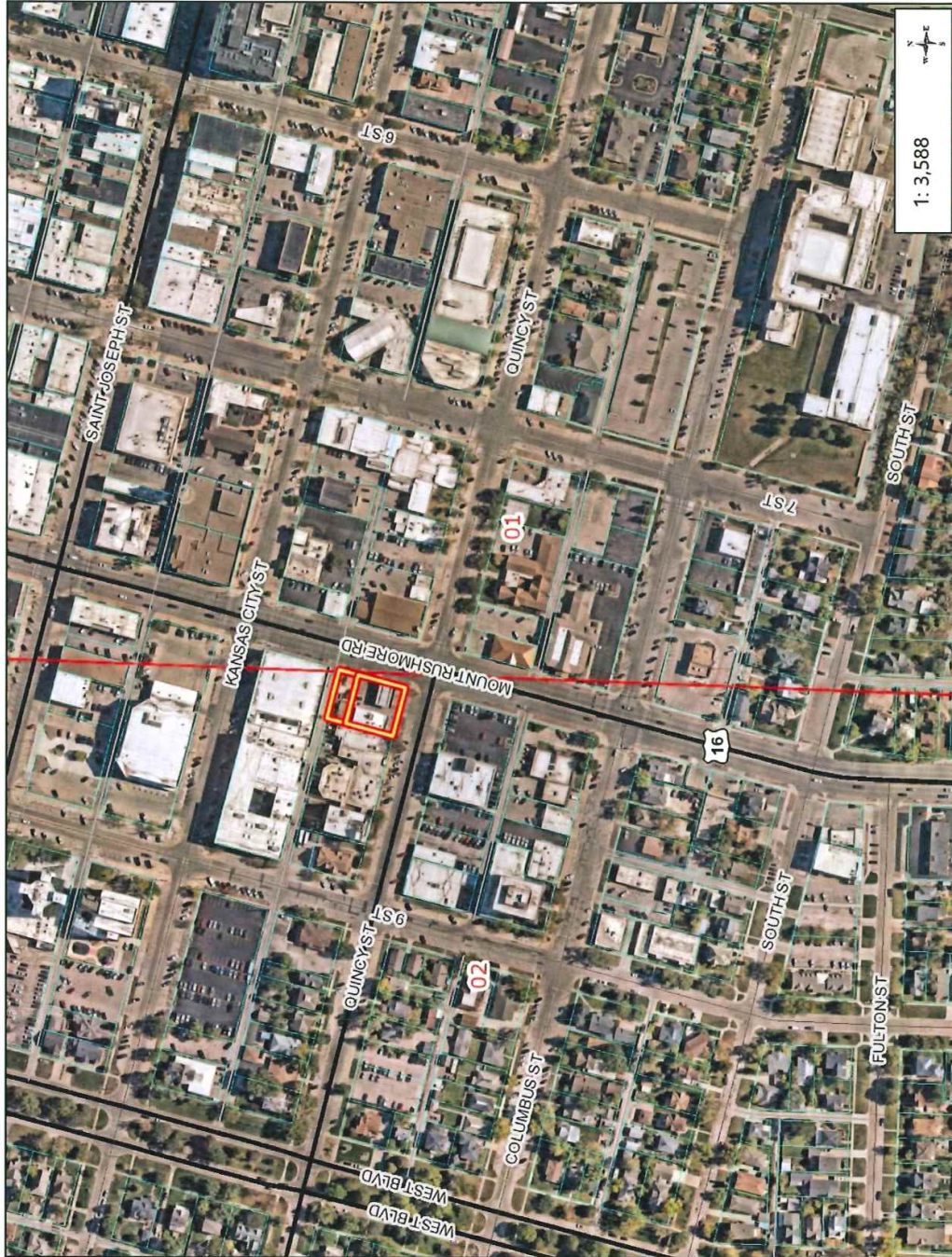
City of Rapid City
300 Sixth Street, Rapid City, SD 57701-2724
Phone: (605) 394-4143 - Web: www.rcgov.org

APPLICATION FOR TAX INCREMENT FINANCING

	life of the developer's agreement. If the applicant is a publicly traded company, the applicant shall be deemed to have complied with this provision if it has provided the City a copy of its most recent annual report with the application.	
	6. A pro forma indicating projected costs and revenues.	<input checked="" type="checkbox"/>
	7. A statement and demonstration that the project would not proceed without the use of Tax Increment Financing.	<input checked="" type="checkbox"/>
infil devs	8. A statement identifying the specific Statutory, Other Local and Discretionary evaluation criteria that the applicant believes the request meets. <i>(Please refer to the Tax Increment Financing Guide for specific evaluation criteria).</i>	<input checked="" type="checkbox"/>
	9. Conceptual plans, sketches, maps or site plans for the project.	<input checked="" type="checkbox"/>
	10. A development time schedule including specific phasing of improvements and project costs.	<input checked="" type="checkbox"/>
	11. A list of the specific public improvements and a list of the specific private improvements proposed to be constructed along with the project.	<input checked="" type="checkbox"/>
	12. Corporation, LLC, partnership papers or other business documents identifying the parties with ownership interest in the corporation and property involved in the project, including land ownership, contract for deed or other contractual information relating to control of the property and the applicant's ability to complete the project.	<input checked="" type="checkbox"/>
	13. A financial statement of the corporation, partnership, or individual for the most recent five years or life of the company.	<input checked="" type="checkbox"/>
	14. A copy of the proposed wage scale, employee benefits package, and full and part time employment levels or, in the case of an affordable housing project, a copy of the applicable federal housing grant program.	<input checked="" type="checkbox"/>
	15. The applicant shall notify by certified, return receipt mail every owner of property contained within the proposed boundaries of a tax increment district and shall notify by first class mail every owner of property that is adjacent to the proposed boundaries of the tax increment district. The notification shall contain the proposed boundaries as well as a description of the proposed improvements. The Growth Management Department shall provide the applicant with a list of property owners to be notified. The return receipts shall be directed to the Growth Management Department. The applicant shall pay a fee of \$20.00 per list for the cost of compiling the two property owners lists.	<input checked="" type="checkbox"/>
	16. A \$2,500 non-refundable application fee.	<input type="checkbox"/>
	17. Other information that may be required by the Tax Increment Finance Project Review Committee.	<input type="checkbox"/>

Legend

- Roads**
- Interstate
 - US highway
 - SD highway
 - County highway
 - Main road
 - Minor arterial
 - Collector
 - Ramp
 - Paved road
 - Unpaved road
 - Trail
 - Driveway
 - Alley
 - Unimproved road
 - Airport Runway
 - Not yet coded
 - Platted Not Built
- Section Lines 0-25k**
- Tax Parcels**



1: 3,588

Map Notes:

This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.

THIS MAP IS NOT TO BE USED FOR NAVIGATION

598.0 299.02 0 598.0 Feet

NAD_1983_StatePlane_South_Dakota_FIPS_4002_Feet
© City of Rapid City GIS

Rapid City-Pennington County Parcel Report

Parcel ID: 3702234008

Report generated 12/17/2025 8:38:30 AM



1 mile buffer around selected property



Parcel highlighted in pink

Parcel Information

PIN: 3702234008

Tax ID: 37617

Property Address: 715 MOUNT RUSHMORE RD

Owner Last Name: RAPID GAS LLC

Owner First Name:

Mailing Address: PO BOX 166

Mailing City/State: RAPID CITY

SD

Zip Code: 57709

Acres: 0.09

Land Value: 60000

Non-ag Structure Value: 48100

Legal: N40 ft OF LOT 29-32

Block: 102

Subdivision: ORIGINAL TOWN OF RAPID CITY

This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.

Rapid City-Pennington County Parcel Report

Parcel ID: 3702234013

Report generated 12/17/2025 8:38:30 AM



1 mile buffer around selected property



Parcel highlighted in pink

Parcel Information

PIN: 3702234013

Tax ID: 37618

Property Address: 721 MOUNT RUSHMORE RD

Owner Last Name: RAPID GAS LLC

Owner First Name:

Mailing Address: PO BOX 166

Mailing City/State: RAPID CITY

SD

Zip Code: 57709

Acres: 0.23

Land Value: 150000

Non-ag Structure Value: 174400

Legal: S100 ft OF LOT 29-32

Block: 102

Subdivision: ORIGINAL TOWN OF RAPID CITY

This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.

Rapid Gas LLC TIF District Application

Attachment 1

Legal Description of Properties

1. Original Town Of Rapid City, BLOCK 102, N40' OF LOT 29-32

715 Mount Rushmore Road, Rapid City, SD 57701

2. Original Town Of Rapid City, BLOCK 102, S100' OF LOT 29-32

721 Mount Rushmore Road, Rapid City, SD 57701

1 Detailed Project Description

This location has been a neighborhood gas station, service station, and convenience store since 1953. I purchased the station from Bob Rick in January 2025 and have been operating the gas station and convenience store over the past year.

The property is located in the Central Business District. Gas and Service stations are a "conditional" use in this district. Hotels are a "permitted" use. I interpret this to mean the city would rather our city center have hotels than gas stations.

The retail gas/service/convenience store business has been changing over the years. Older gas stations in the city center can not compete with the large, new stations that have been built all over Rapid City in the last year. These older stations also come with potential environmental concerns that need to be addressed when the use of the property changes.

Newer vehicles are often serviced at dealerships, who can hire and train mechanics to work on more complicated vehicles.

New convenience stores are much larger with parking.

I have not had a Phase 1 Environmental Study conducted yet. After 70+ years selling fuel and operating a service shop, one can assume the remediation work will be required. The extent will be fully known when the excavation of the tanks and soil testing is performed.

There are three 10,000 gallon tanks on the property.

The goal of this project is to clean up and re-develop this property into a unique apartment hotel. Small scale, 21 apartments with on site parking.

Many visitors to the area, whether for work/school/recreation, require a larger apartment for a temporary stay. This demand is currently serviced by short term rentals. The central location, onsite parking, and home like amenities will be a great hospitality option for people visiting Rapid City.

2 Purpose of the Tax Increment Financing

This location has served the fuel and car repair needs of Rapid City for over 70 years. Because of the changes in the fuel/convenience/car repair market, it is time to re-purpose this property to a use more aligned with the City's goal for Downtown.

There are no State or Federal programs to assist with the removal of abandoned or decommissioned fuel tanks. There is a Petroleum Release Compensation fund that may be available if major contamination is discovered. This fund does have a \$10,000 deductible and \$1mill limit.

The proceeds from the TIF will be used to demolish the 2200SF gas/service station, the 880SF storage building, and all associated concrete located on both lots. The 880SF building is currently rented to a snow removal and lawncare business for storage and parking. There are no plumbing facilities in the building.

The TIF will also assist with the removal of the three 10,000 gallon fuel tanks, dispensers, and associated equipment. We will also conduct the environmental studies and perform the required remediation.

The TIF will be need to reconstruct the parking lot and new landscaping and lighting.

Property is zoned central business district and a hotel is a permitted use, but it is not required that we provide parking. If we do not provide parking, I believe the neighborhood on street parking would be stressed.

Because of current construction costs, and anticipated revenue from the completed hotel, this project will not be possible with out this assistance.

3 Project Costs

Re-purposing an infill lot is considerably more challenging than a new lot on the edge of town. Construction materials and labor have also increased dramatically, making it very difficult to model a business that can afford these costs.

Given the small size of the lots, .32 acres or 14,000SF, we cannot build at a scale that would be the most efficient.

Land cost		\$485,000
construction cost per apartment (inc. reception/laundry/retail)		\$225,000
5% contingency		\$559,500
demolishing of existing buildings/concrete/fuel tanks/etc		\$350,000
parking lot construction		\$200,000
Landscaping and lighting		\$75,000
Architecture Fee		\$200,000
Engineering		\$50,000
environmental testing		\$30,000
loan closing costs and title work		\$66,745
additional costs	\$896,745	
number of units		21
total cost per unit	\$290,797.38	

4 Financing Plan

This project will not be possible without financing provided by an SBA 504 loan and a bank financed TIF.

Security First Bank will finance the TIF and partner with the SBA.

Bank Contact –

Glen Schmeltzer

Vice President Commercial Lending

Direct: 605-519-8819 ggschmeltzer@security1stbank.com

total cost of project		\$6,106,745
TIF amount - not including interest		-\$761,250
Less owner down payment		-\$916,012
SBA Loan		-\$1,816,757
Loan from Security First Bank		-\$2,612,727

5 People Involved

Rapid Gas LLC was formed in December 2024 with the sole intent of purchasing and running Bob's Phillips 66 on 1/2/25.

I, Peter Schmid, am the sole member and manager of Rapid Gas LLC.

My residence is 1819 West Blvd, Rapid City, SD 57701

6 Pro-forma of the completed project

Proforma Income Statement	monthly	yearly
estimated revenue hotel		\$958,230
estimated revenue lobby lease	\$2,000	\$24,000
total annual revenue		\$982,230
utilities - per room per month	100	\$25,200
management	8%	\$76,658
interest		\$267,809
cleaning	10%	\$95,823
property tax		\$72,000
maintenance	5%	\$47,912
professional fees	2%	\$19,165
prop/GL insurance	5%	\$47,912
sales commissions / fees	10%	\$95,823
Expenses (not including interest)		\$480,492
Net Income before interest (NOI)		\$501,738
Net Income less interest		\$233,929

7 TIF needed for this project

This project will not be possible without the TIF. I will not qualify for the SBA 504 loan program without it to bring the cost of construction down.

Sources and Use Chart for the Project

Land cost		\$485,000
construction cost per apartment (inc. reception/laundry/retail)		\$225,000
5% contingency		\$559,500
demolishing of existing buildings/concrete/fuel tanks/etc		\$350,000
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Less owner down payment		-\$916,012
SBA Loan		-\$1,816,757
Loan from Security First Bank		-\$2,612,727

Debt Service Coverage Comparison with and without the TIF

Annual debt service with TIF		\$412,101
Debt Service Coverage Ratio with TIF		1.22
return on investment		9.39%
Annual debt service with out TIF		\$482,924
Debt Service Coverage Ratio with out TIF		1.04
return on investment		8.22%
Property Value After Construction (cap rate)	8.50%	\$5,902,800

The SBA 504 Loan Program that I will apply for has no “minimum” debt service coverage ratio, the entire application will be considered, but 1.15 – 1.20 is a good floor. Conventional financing would like to be near 1.25.

8 A statement identifying the specific Statutory, Other Local and Discretionary evaluation criteria that the applicant believes the request meets.

11-9-8. Required findings in resolution creating district.

The resolution required by § 11-9-5 shall contain the following findings:

- (1) Not less than twenty-five percent, by area, of the real property within the district is a blighted area or not less than fifty percent, by area, of the real property within the district will stimulate and develop the general economic welfare and prosperity of the state through the promotion and advancement of industrial, commercial, manufacturing, agricultural, or natural resources development; and**
- (2) The improvement of the area is likely to significantly enhance the value of substantially all other real property in the district.**

It is not necessary to identify the specific parcels meeting the criteria. No county may create a district located, in whole or in part, within a municipality, unless the governing body of the municipality has consented to creation of a district by resolution

1. Project is not economically feasible without the use of a TIF – see above proforma
2. Project will eliminate a hazard or blight in the city central business district. See attached pictures. The environmental hazard is assumed but can not be fully known at this stage.
3. Project will enhance the lodging options for guests visiting Rapid City. Project is located in the downtown Business Improvement District, whose funds are used to support Main Street Square.
4. The hotel will support 1 manager, 1 assistant manager, and 3 cleaning/support staff. The coffee shop will be leased out and have additional employees. The gas station currently has 1 manager and 3 employees.
5. This project is entirely in zone 2 of the **Downtown Business Improvement district**. This BID will collect \$.75 per \$1,000 of assessed value. Current BID assessment is **\$324** and after completion the BID will assessment will be **\$4500**. That money is used to support the ongoing operations at Main Street Square.

The success of this small-scale hospitality project will drive other developments in small infill lots in the central business district.

6. NA

Municipal Criteria

A project must meet at least two of the following six criteria:

1. The project is not economically feasible without the use of tax increment financing, as demonstrated by the developer's application. In addition, if the project has site alternatives, the proposal would not occur in Rapid City without tax increment financing, as demonstrated by the developer's application.
2. The project will eliminate an actual or potential hazard to the public or eliminate statutory blight. Hazards may include condemned or unsafe buildings, sites, infrastructure, or structures. See pictures of the current buildings.
3. For a retail project, the project will objectively enhance the services and/or amenities offered within the city limits of Rapid City.

4. For a retail, service, or industrial project, the project will bring new or expanded employment opportunities as demonstrated by proposed wage scales and employee benefits that are at least 15% higher than the region's average within the industry. The project may include a mixture of full and part-time employees. The combination of the Hotel Employees and the Coffee shop will more than double the employees at the gas station.

5. The project will result in additional redevelopment in the Downtown Business Improvement District as defined in the Rapid City Municipal Code. See above.

9 Conceptual plans

See attached

10 Project Timeline

Demolition and site clean up - winter 2026

Begin construction – spring 2026

Completion – summer 2027

11 Public and Private Improvements

Although the parking is not public, I believe this is a public improvement. If we do not have to use the entire lot coverage for building, and instead build vertical and save space for parking, the available public parking will be available for other businesses in the central business district.

Currently, the property has no landscaping and the only lighting is the canopy above the fuel dispensers. We will have landscaping and decorative and functional parking lot and building lighting.

I believe 100% of the property and buildings would be considered blighted. The buildings are long past their useful life and are not able to be reconditioned and repurposed economically.

The three 10,000 gallon underground tanks, although still functioning with no leaks detected, are approaching the end of their useful life. It is best to remove ahead of a failure. When these tanks do need to be replaced, the economics of the gas station would never warrant the investment of new tanks and related equipment.

11-9-10. Developed areas impairing growth defined as blighted.

For the purposes of this chapter, the term "blighted area" means an area that substantially impairs or arrests the sound growth of the political subdivision, inhibits housing development, constitutes an economic or social liability, or is a danger in its present condition and use to the health, safety, morals, or welfare of the public because of:

- (1) The presence of a substantial number of substandard, slum, deteriorated, or deteriorating structures;
- (2) A predominance of defective or inadequate street layouts;
- (3) Faulty lot layout in relation to size, adequacy, accessibility, or usefulness;
- (4) Insanitary or unsafe conditions;
- (5) The deterioration of site or other improvements;
- (6) A diversity of ownership, tax, or special assessment delinquency exceeding the fair value of the land;
- (7) Defective or unusual conditions of title;
- (8) The existence of conditions which endanger life or property by fire and other causes; or
- (9) A predominance of open space with obsolete platting, diversity of ownership, or deterioration of structures or site improvements

12 Corporation Paperwork

See attached

13 Financial Statement

This business was formed in January 2025. I attached a statement from our bookkeeping system for the first 3 quarters of 2025.

14 Wage Scales

Exact wages and salaries of future employees is not known at this time.

15 Notification of Property Owners

I own the two city lots in the TIF boundary.

2025 Base Value =	485,800		Mill Levy	15.542
	<u>Value</u>	<u>Gain</u>		<u>Increment</u>
2026	495,516	9,716		151
2027	505,426	19,626		305
2028	3,515,535	3,029,735		47,088
2029	6,585,846	6,100,046		94,807
2030	6,717,562	6,231,762		96,854
2031	6,851,914	6,366,114		98,942
2032	6,988,952	6,503,152		101,072
2033	7,128,731	6,642,931		103,244
2034	7,271,306	6,785,506		105,460
2035	7,416,732	6,930,932		107,721
2036	7,565,066	7,079,266		110,026
2037	7,716,368	7,230,568		112,377
2038	7,870,695	7,384,895		114,776
2039	8,028,109	7,542,309		117,223
2040	8,188,671	7,702,871		119,718
2041	8,352,445	7,866,645		122,263
2042	8,519,493	8,033,693		124,860
2043	8,689,883	8,204,083		127,508
2044	8,863,681	8,377,881		130,209
2045	9,040,955	8,555,155		132,964
			Total	\$1,967,569

2.00% appreciation each year
 50.00% of value of new construction in 2028
 2029 full value of new construction \$6,000,000

Amortization						
	Increment		Start Balance	Principal	Interest	End Balance
2026	151		-	-	57,094	818,344
2027	305		818,344	-	61,376	879,720
2028	47,088		879,720	-	65,979	945,698
2029	94,807		945,698	20,817	70,927	924,882
2030	96,854		924,882	27,488	69,366	897,394
2031	98,942		897,394	31,638	67,305	865,756
2032	101,072		865,756	36,140	64,932	829,616
2033	103,244		829,616	41,023	62,221	788,593
2034	105,460		788,593	46,316	59,144	742,277
2035	107,721		742,277	52,050	55,671	690,227
2036	110,026		690,227	58,259	51,767	631,969
2037	112,377		631,969	64,980	47,398	566,989
2038	114,776		566,989	72,252	42,524	494,737
2039	117,223		494,737	80,117	37,105	414,619
2040	119,718		414,619	88,622	31,096	325,998
2041	122,263		325,998	97,814	24,450	228,184
2042	124,860		228,184	107,746	17,114	120,439
2043	127,508		120,439	118,475	9,033	1,964
2044	130,209		1,964	130,062	147	(128,098)
2045	132,964		(128,098)			
				\$1,073,797	\$894,649	

Loan amount = \$761,250 (Includes Contingency)

Interest rate = 7.5% 7.50%

City Admin Fee = \$25,000 \$25,000

County Admin Fee = \$15,000 \$15,000

(First \$40,000 of increment goes towards the City and County Admin Fees)

TIF Capital Costs

Demo of Property	\$350,000
Parking Lot Construction	\$150,000
Landscaping / lighting	\$50,000
Loan Closing and Title Work	\$66,745
Architecture Fee	\$200,000
Engineering	\$50,000
Enviormental Testing	\$30,000
5% Contingency	<u>\$39,000</u>
City fee	\$25,000
County fee	\$15,000
Total TIF Costs	\$975,745

TIF Request	\$761,250
--------------------	------------------

Interest	<u>\$894,649</u>
----------	------------------

Total TIF Amount	\$1,655,899
-------------------------	--------------------

Support for \$195 ADR and 65% Occupancy

1. Executive Summary

This memo provides lender-oriented support for underwriting a \$195 blended Average Daily Rate (ADR)

and a 65% stabilized occupancy level for a proposed 20-unit boutique apartment hotel located in downtown Rapid City, South Dakota. Based on market performance data, comparable property types,

and the characteristics of the subject property, both assumptions are considered reasonable and supportable.

2. Market Support for ADR

Market data for Rapid City short-term rentals (STRs) indicates ADR ranges of approximately \$160 to \$239,

depending on quality, location, and unit configuration. Whole-unit rentals in premium locations routinely achieve rates above \$200 during peak season. The subject property offers new construction, downtown walkability, full kitchens, and professionally managed operations—factors that position it in the upper middle of the local ADR range. A blended ADR of \$195 is therefore consistent with competitive market positioning.

3. Support for a 65% Occupancy Assumption

Market-wide occupancy for STRs in Rapid City averages between 60% and 68%. Properties located downtown or

offering multi-room layouts often exceed these levels due to stronger business, medical, and extended-stay

demand. Seasonal peaks (summer and Sturgis) typically exceed 85–90% occupancy. A 65% stabilized occupancy

rate reflects a reasonable, lender-aligned assumption for a professionally operated, newly constructed 20-unit apartment hotel in the downtown submarket.

4. Rationale Summary

- ADR of \$195 aligns with market comparables and supported rate bands for new, high-quality product.

- 65% occupancy is consistent with observed performance ranges and supported by peak-season strength.

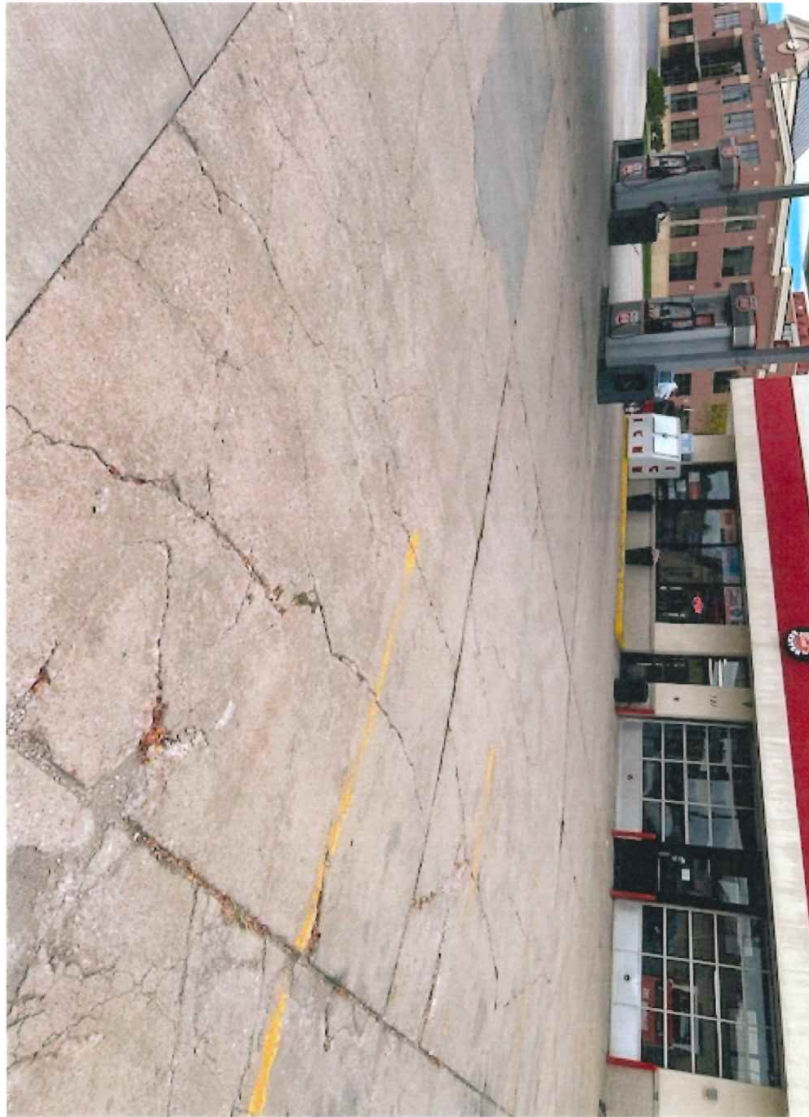
- The subject's amenities, location, and professional management justify performance above the STR average.

5. Conclusion

Both the \$195 blended ADR and 65% stabilized occupancy assumptions are well supported by the available

market data and the qualitative advantages of the proposed development. These inputs provide a sound and

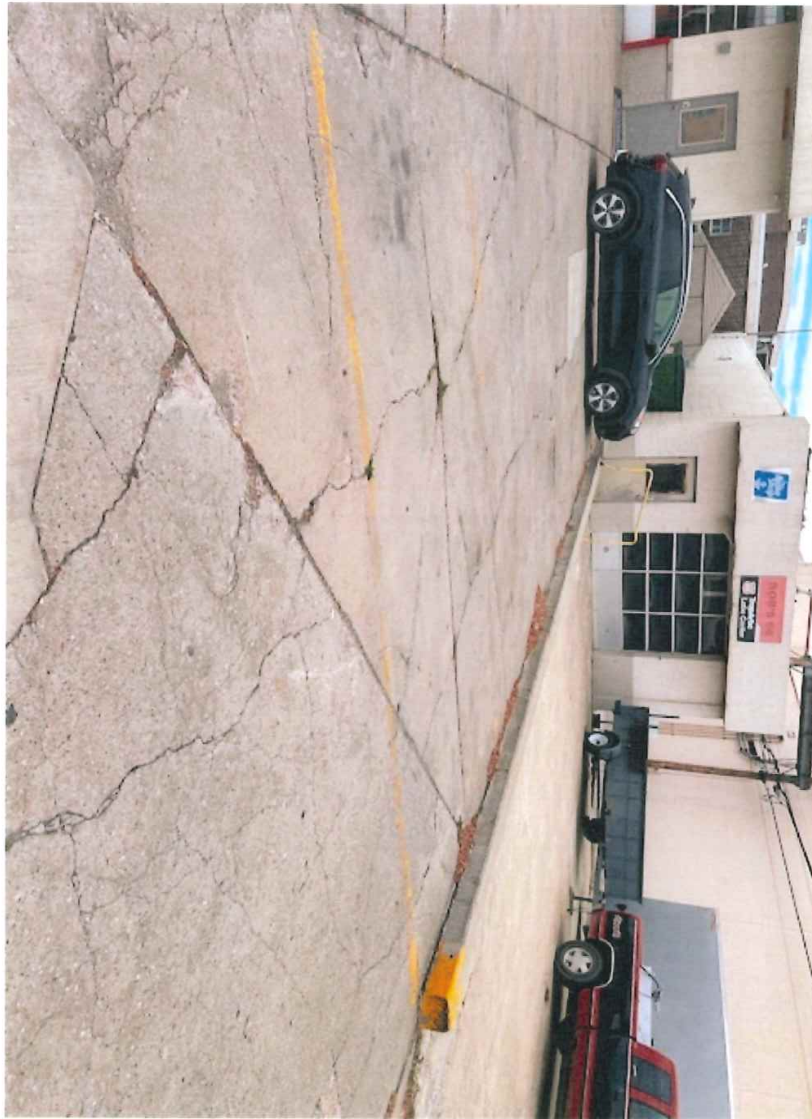
defensible basis for financial modeling and lender review.













November 10, 2025

Peter Schmid
1819 West Blvd
Rapid City, SD 57701

RE: Credit Approval

Peter:

After reviewing your loan application and project details, Security First Bank is unwilling to commit to providing an approval of your loan request. The bank is willing to consider funding a portion of the project if the applicant is able to find a risk partner to share in the costs or loan exposure.

Please call with any questions (605)-519-8819

Sincerely,

A handwritten signature in cursive script, appearing to read 'Glen Schmeltzer'.

Glen Schmeltzer
VP – Security First Bank

805 5th Street
Rapid City, SD 57701

605-519-8819
Gschmeltzer@security1stbank.



South Dakota Secretary of State

Monae L. Johnson
Secretary of State

Thomas J. Deadrick
Deputy Secretary of State

Rapid Gas, LLC
PO BOX 166
RAPID CITY, SD 57709-0166

September 30, 2024

Filing Acknowledgment

Please review the filing information below and notify our office immediately of any discrepancies.

Business ID :	DL284102		
Filing Type:	Limited Liability Company - Domestic		
Filing Date:	09/30/2024		
Status:	Good Standing	Annual Report Due:	09/01/2025
Duration Term:	Perpetual		
Managed By:	Member-Managed		

Registered Agent Address:
PETER SCHMID
1819 WEST BLVD
RAPID CITY, SD 57701-4557
PSCHMID22@GMAIL.COM

Principal Address:
721 MOUNT RUSHMORE ROAD
RAPID CITY, SD 57701

Congratulations on the successful filing of your **Articles of Organization** for **Rapid Gas, LLC** in the State of South Dakota which is effective on the date shown above.

You must file an Annual Report with this office on or before the Annual Report Due Date noted above and maintain an active South Dakota Registered Office and Registered Agent. Failure to do so will subject the business to Administrative Dissolution/Revocation.

Monae L. Johnson
Secretary of State
State of South Dakota



DL284102

B0329-6445 09/30/2024 1:32PM Rec'd by SD SOS

Secretary of State
500 E. Capitol Ave
Pierre, SD 57501-5070
(605) 773-4845

ARTICLES OF ORGANIZATION

DOMESTIC LIMITED LIABILITY COMPANY
SDCL 47-34A-203, 212

Please Type or Print Clearly in Ink
Please submit one Original
Make payable to the SECRETARY OF STATE

Filing Fee: \$150

Total Fee: \$150

Article I

The name of the Company: **Rapid Gas, LLC**

Article II

The address of the initial designated office in or out of the State of South Dakota where the company conducts its business:

Actual Street Address

**721 MOUNT RUSHMORE ROAD
RAPID CITY, SD 57701**

Mailing Address

**PO BOX 166
RAPID CITY, SD 57709**

Article III

SDCL 59-11-6

The South Dakota Registered Agent's Name:

South Dakota law permits the registered agent to be either (a) a noncommercial registered agent or (b) a commercial registered agent.

(a) The South Dakota Noncommercial Registered Agent's name

Name **PETER SCHMID**

Actual Street Address in this State

**1819 WEST BLVD
RAPID CITY, SD 57701-4557**

Mailing Address in this State

**PO BOX 166
RAPID CITY, SD 57709-0166**

Article IV

The name and address of each organizer

Name

Address

Peter Schmid**1819 West Blvd, Rapid City, SD 57701**

Article V

The duration of the company if other than perpetual is: **Perpetual**

If the document is not to be effective upon filing by the Secretary of State, the delayed effective date is: _____



B0329-6446 09/30/2024 1:32PM Rec'd by SD SOS

Article VI

☒ Member-Managed ☐ Manager-Managed

Article VII

Beneficial Owners (optional): A beneficial owner is a person who has or in some manner controls an equity security. Please consult an attorney for legal advice if you have any questions concerning this entry. Any question under this heading is considered a request for legal advice and the secretary of state's office is, by statute, not permitted, to provide legal advice.

Name	Address
Peter Schmid	1819 West Blvd, Rapid City, SD 57701

Signature/Authorization

The Articles of Organization must be executed by the organizers

No person may execute this report knowing it is false in any material respect. Any violation may be subject to a criminal penalty (SDCL 22-39-36).

Peter Schmid	<i>Peter Schmid</i>	Manager	09/30/2024
PRINTED NAME	SIGNATURE	TITLE	DATED

State of South Dakota

Office of the Secretary of State

Certificate of Organization

Domestic Limited Liability Company

I, **Monae L. Johnson**, Secretary of State of the State of South Dakota, hereby certify that the
ARTICLES OF ORGANIZATION for

Rapid Gas, LLC

BUSINESS ID# DL284102

with an effective date of: September 30, 2024, duly signed and verified, SDCL 47-34A-203,
212 has been received in this office and is found to conform to law.

ACCORDINGLY, and by virtue of the authority vested in me by law, I hereby issue this
Certificate of Organization and attach hereto a duplicate of the ARTICLES OF
ORGANIZATION.

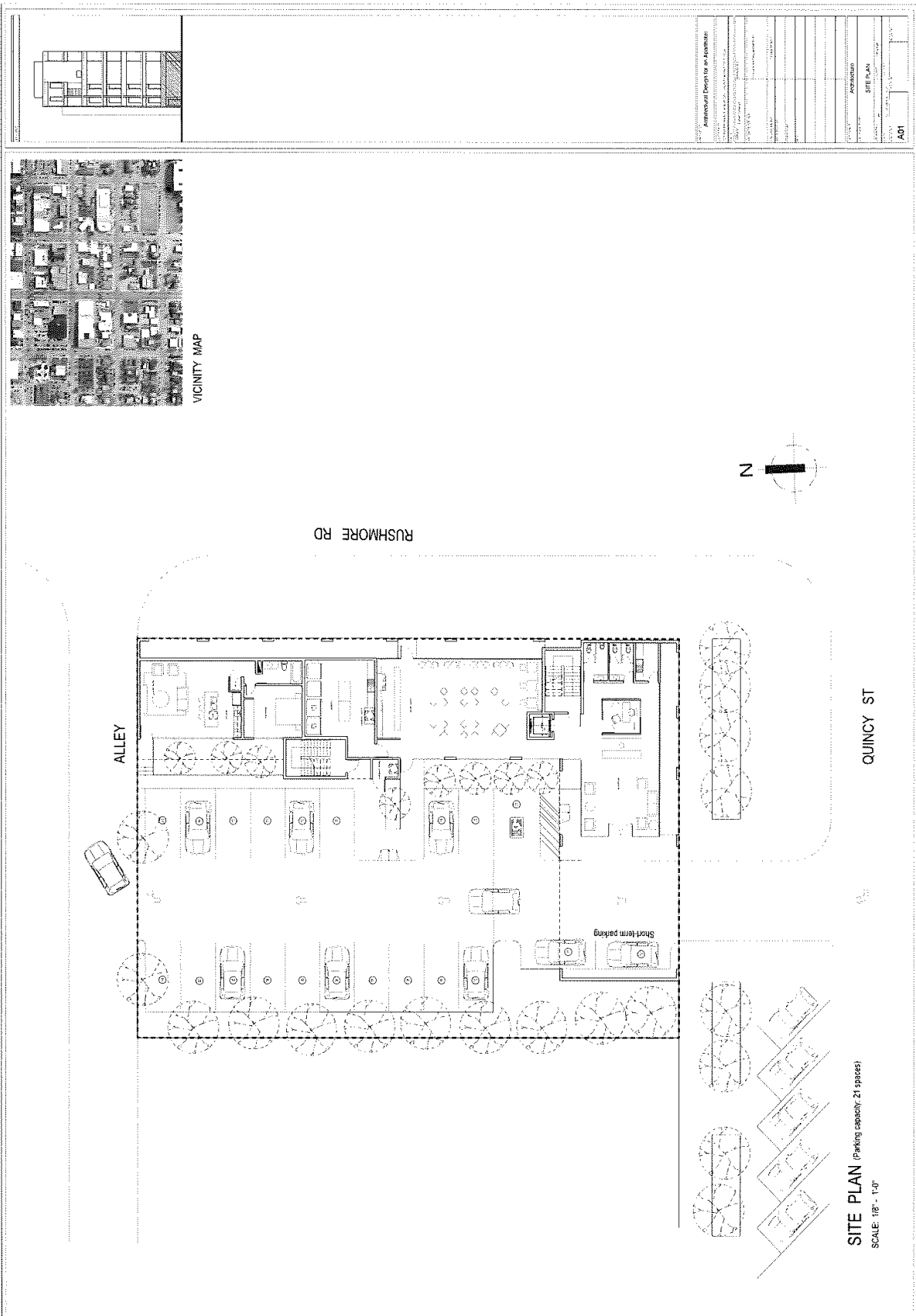


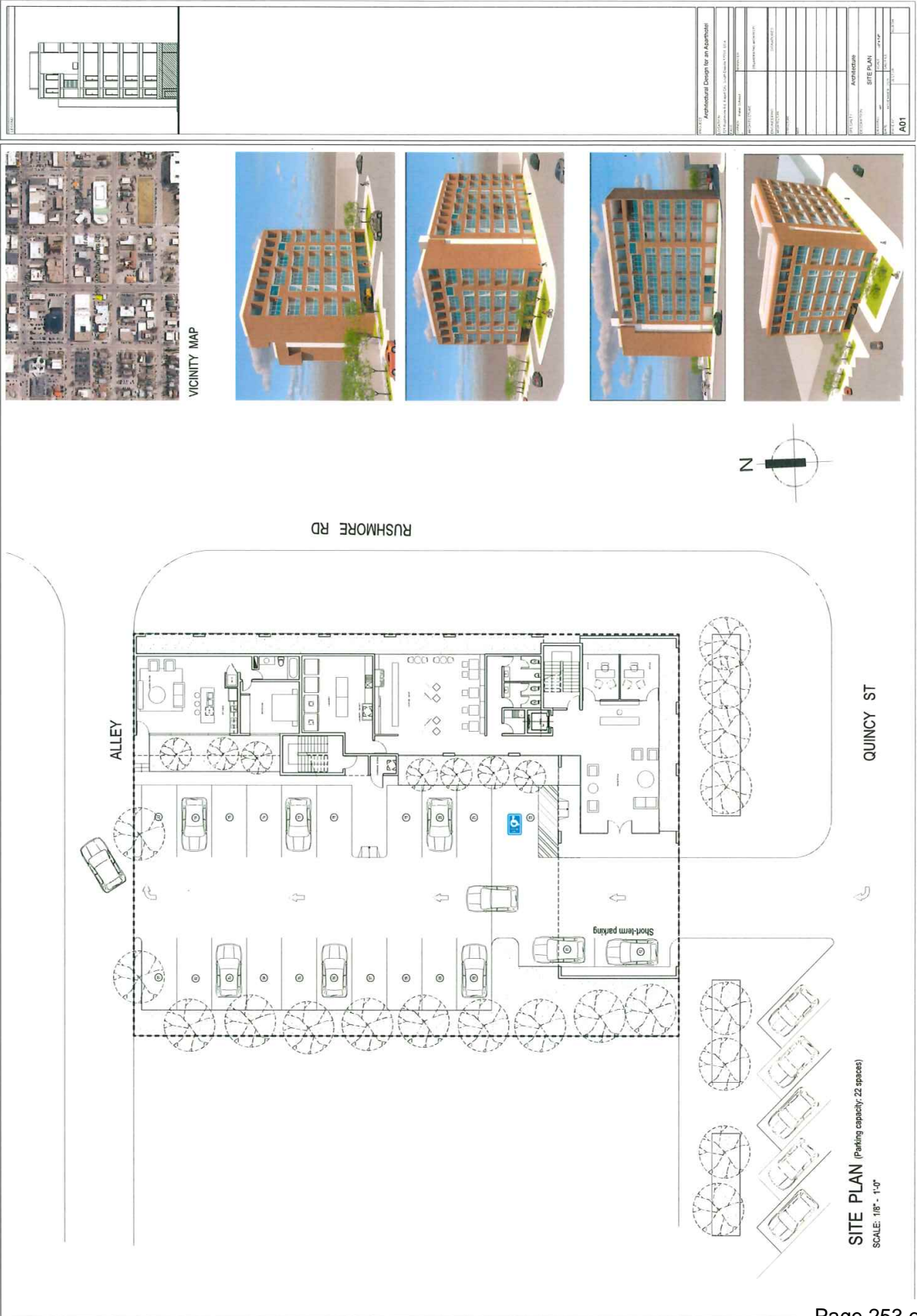
IN TESTIMONY WHEREOF, I have
hereunto set my hand and caused to be
affixed the Great Seal of the State of South
Dakota, in Pierre, the Capital City, this day,
September 30, 2024.

Monae L. Johnson

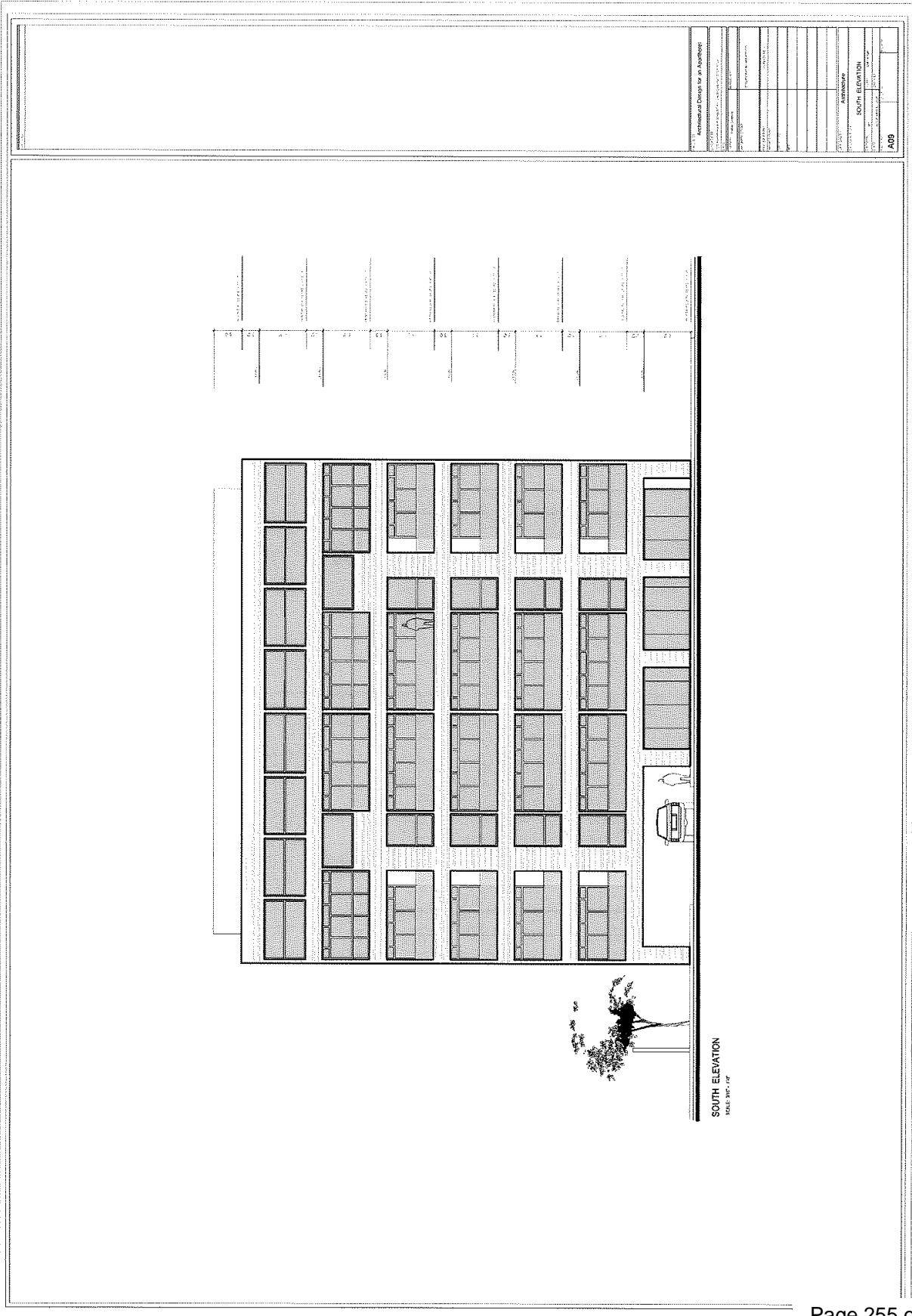
Monae L. Johnson
Secretary of State

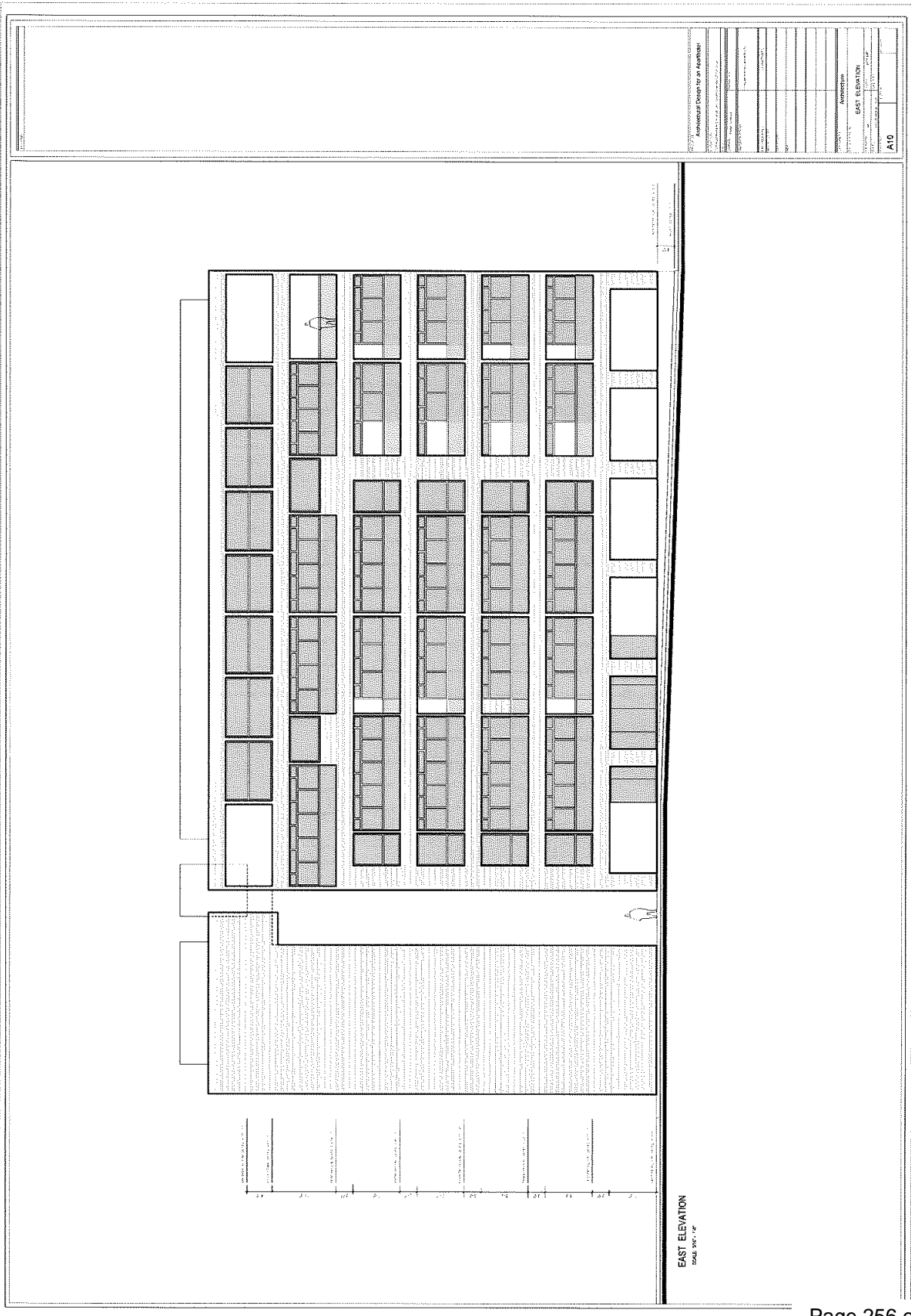
09/30/2024 1:32 PM

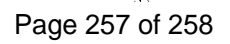












MEMORANDUM

RE:
**Director of
Equalization
Succession Plan**

Date:
1/6/2026

From:
Carol Bancroft
HR Director

To:
**Board of
Commissioners**

I am writing to provide information and context regarding a request from the Director of Equalization to adjust the wage of Trevor Abernathie currently serving as a Commercial Senior Appraiser, who has been identified by the Director as the recommended successor upon the Director's anticipated retirement in June 2026.

The employee is currently compensated at Step 10, \$33.25 per hour. The Director is requesting an adjustment to Step 23, \$40.33 per hour, which represents a 21.3% increase, or \$7.08 per hour.

County policy limits compensation increases to a maximum of 10% when an employee takes on additional responsibilities while learning a higher-level role. Under the policy, the maximum allowable adjustment would place the employee at Step 16, \$36.51 per hour, an increase of \$3.26 per hour.

The Director has outlined a defined training and transition plan scheduled to begin January 18, 2026, and conclude June 7, 2026. During this period, the employee would receive training intended to prepare them for potential future appointment to the Director of Equalization role. At this time, the Board of Commissioners has not formally appointed this individual to the Director position, and the request reflects preparation for a possible future transition rather than an official promotion.

Because the requested increase exceeds the policy maximum, approval by the Board of Commissioners is required to grant an exception. It is also important for the Board to consider precedent. A policy exception of this magnitude has not previously been approved for succession planning purposes, and approval would represent a significant departure from established practice.

This information is being provided for transparency and to support the Board's discussion. HR is not making a recommendation, and no action will be taken without Board direction.

Please let me know if additional information or clarification would be helpful as you consider this request.

Respectfully,
Carol Bancroft, HR Director

PENNINGTON COUNTY HUMAN RESOURCES

Phone: (605) 721-6112 | Email: HR@PennCo.org

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