

REGULAR MEETING AGENDA  
CITY OF VALLEY SPRINGS  
BOARD OF COMMISSIONER  
December 9, 2025  
AMERICAN LEGION, 615 BROADWAY AVE  
6:00 pm

CALL TO ORDER

APPROVAL OF AGENDA-A motion was made to approve the December 9, 2025 agenda with amendments. Motion was made by Comeau and seconded by Shawd. All in favor, motion carried.

PLEDGE OF ALLEGIANCE

APPROVAL OF November 12, 2025 MINUTES-A motion was made by Herding and seconded by Shawd to approve the November 12, 2025 minutes. Roll Call: Severtson Herding, Comeau, Shawd. All voting yes, motion carried

APPROVAL OF CLAIMS & PAYROLL-A motion was made by Herding and seconded by Comeau to approve the claims and payroll as presented. Roll Call: Severtson, Herding, Comeau, Shawd. All voting yes, motion carried.

PROOF OF CASH-A motion was made by Herding and seconded by Shawd to approve the November Proof of cash as presented. Roll Call: Severtson, Herding, Comeau, Shawd. All voting yes, motion carried.

PUBLIC HEARING FOR THE Water/Sewer Project financial assistance.

PUBLIC COMMENT

CITY ENGINEER REPORT

OLD BUSINESS

NEW BUSINESS

A motion was made by Shawd and seconded by Herding to adopt Resolution 2025-09. A resolution authorizing an application for financial assistance for a drink water project.

RESOLUTION NO. 2025-09

RESOLUTION AUTHORIZING AN APPLICATION FOR FINANCIAL ASSISTANCE, AUTHORIZING THE EXECUTION AND SUBMITTAL OF THE APPLICATION, AND DESIGNATING AUTHORIZED REPRESENTATIVES TO CERTIFY AND SIGN PAYMENT REQUESTS.

WHEREAS, the City of Valley Springs (the "City") has determined it is necessary to proceed with the Street and Utility Improvement project (the "Project"); and

WHEREAS, the City has determined that financial assistance will be necessary to undertake the Project and an application for financial assistance to the South Dakota Board of Water and Natural Resources (the "Board") will be prepared; and

WHEREAS, it is necessary to designate an authorized representative to execute and submit the Application on behalf of the City and to certify and sign payment requests in the event financial assistance is awarded for the Project,

NOW THEREFORE BE IT RESOLVED by the City as follows:

1. The City hereby approves the submission of an Application for financial assistance in an amount not to exceed \$1,262,000 to the Board for the Project.
2. The Mayor and Board Vice-President are hereby authorized to execute the Application and submit it to the Board, and to execute and deliver such other documents and perform all acts necessary to effectuate the Application for financial assistance.

3. The Mayor and Board Vice-President are hereby designated as authorized representatives of the City to do all things on its behalf to certify and sign payment requests in the event financial assistance is awarded for the Project.

Adopted at Valley Springs, South Dakota, this 9<sup>th</sup> day of DECEMBER, 2025.

APPROVED: Rick Larsen Mayor  
City of Valley Springs

Attest: Donna Van Hout, Finance Officer

Approved: December 9, 2025

Publication Date: December 17, 2025

Effective Date: January 6, 2026

Roll Call: Severtson, Herding, Comeau and Shawd. All voting yes, resolution adopted.

A motion was made by Shawd and seconded by Severtson to adopt Resolution 2025-10. A resolution authorizing an application for financial assistance for a clean water project.

RESOLUTION NO. 2025-10

RESOLUTION AUTHORIZING AN APPLICATION FOR FINANCIAL ASSISTANCE, AUTHORIZING THE EXECUTION AND SUBMITTAL OF THE APPLICATION, AND DESIGNATING AUTHORIZED REPRESENTATIVES TO CERTIFY AND SIGN PAYMENT REQUESTS.

WHEREAS, the City of Valley Springs (the "City") has determined it is necessary to proceed with the Street and Utility project (the "Project"); and

WHEREAS, the City has determined that financial assistance will be necessary to undertake the Project and an application for financial assistance to the South Dakota Board of Water and Natural Resources (the "Board") will be prepared; and

WHEREAS, it is necessary to designate an authorized representative to execute and submit the Application on behalf of the City and to certify and sign payment requests in the event financial assistance is awarded for the Project,

NOW THEREFORE BE IT RESOLVED by the City as follows:

1. The City hereby approves the submission of an Application for financial assistance in an amount not to exceed \$2,418,000 to the Board for the Project.

2. The Mayor and Board Vice-President are hereby authorized to execute the Application and submit it to the Board, and to execute and deliver such other documents and perform all acts necessary to effectuate the Application for financial assistance.

3. The Mayor and Board Vice-President are hereby designated as authorized representatives of the City to do all things on its behalf to certify and sign payment requests in the event financial assistance is awarded for the Project.

Adopted at Valley Springs, South Dakota, this 9<sup>th</sup> day of DECEMBER, 2025.

APPROVED: Rick Larsen, Mayor  
City of Valley Springs

Attest: Donna Van Hout, Finance Officer

Approved: December 9, 2025  
Publication Date: December 17, 2025  
Effective Date: January 6, 2026

Roll call: Severtson, Herding, Comeau, and Shawd. All voting yes, resolution adopted.  
A motion was made by Comeau and seconded by Shawd to approve the Law Enforcement Services Agreement for 2026 with the Minnehaha County Sheriff's office. Roll call: Severtson, Herding, Comeau, and Shawd. All voting yes, motion passed.

Tory Sandal from the Brandon Baseball Association attended the meeting to update the commissioners on the work they have completed and have plans to finish in the future. No action was taken.

A motion was made by Severtson and seconded by Herding to approve the application for the All Saints Serbian Church to have fireworks on January 6, 2026

A motion was made by Herding and seconded by Comeau to adopt the following resolution.

**RESOLUTION #2025-11**

BE IT RESOLVED by the Board of Commissioners for the City of Valley Springs, South Dakota that the following sum is appropriated to meet the obligations of the municipality from the Contingency Fund (Appropriation Budget Beginning January 1, 2025 and ending December 31, 2025).

414	FINANCIAL ADMIN	\$	5,000.00
414-1	LEGAL	\$	1,000.00
419	GENERAL GOVERNMENT BUILDINGS	\$	1,000.00
429	OTHER PROTECTION	\$	1,000.00
444	HUMAN SOCIETY	\$	3,000.00
	TOTAL	\$	11,000.00

Dated this 9<sup>th</sup> December, 2025.

APPROVED: Rick Larsen, Mayor  
ATTEST: Donna Van Hout, Finance Officer

Adopted: December 9, 2025  
Publish: December 17, 2025  
Effective: January 6, 2026

“Published once at the approximate cost of \_\_\_\_\_”

CITY ATTORNEY REPORT-Patrick updated the commission on the new election laws. There have been many changes and there could still be more changes to the law.

MAINTENANCE REPORT-Ryan went over his accomplishments for the month.

## FINANCE OFFICER REPORT

COMMISSIONER REPORTS-Herding asked about snow alerts. You can sign up for alerts by sending "Alerts" to 605-250-3221. You can also sign up on the online portal where you pay your utility bill. The city has an ordinance that states sidewalks have to be shoveled 24 hours after the snow stops.

MAYOR REPORT-the Mayor has been meeting with different developers in the area.

ADJOURN-A motion was made by Severtson and seconded by Herding to adjourn at 6:43 pm. All in favor, motion carried.

The next regular meeting of the Valley Springs City Commission will be held on January 13, 2026 at 6:00 pm at the Valley Springs American Legion, 613 Broadway Ave, Valley Springs, SD.