

**CITY OF PHILIP COUNCIL PROCEEDINGS  
REGULAR MEETING  
MARCH 2, 2026**

A regular meeting of the Philip City Council was held on Monday, March 2, 2026, at 7:00 p.m. in the Community Room of the Haakon Co. Courthouse. Present were Mayor Marion Matt, Council Members Beau Ravellette, Marty Gartner, Tiana Weber, Greg Arthur, Scott Pinney and Terri Pelle. Also present were City Administrator Brittany Smith, Finance Officer Monna Van Lint, Police Officer AJ Bartlett, Public Works Director Matt Reckling, Perry Brucklacher, Lee Sundall, Floren and Debbie Falzone, Jeff and Kelly Penticoff, Rick and Peggy Palecek; and later, City Attorney Stephanie Trask, Miles and Emma Engelbert, Chief of Police Ben Buls, and Bob Van Lint.

Absent: None.

The meeting was opened with the Pledge of Allegiance.

Motion was made by Arthur, seconded by Gartner to approve the agenda as presented. Motion carried.

Motion was made by Pinney, seconded by Ravellette to approve the minutes of the last meeting as published. Motion carried.

Motion was then made by Arthur, seconded by Gartner to approve the payment of the bills from the appropriated funds as listed below. Motion carried.

Gross Salaries – Feb. 27, 2026: Admin - \$5964.17; Finance - \$4506.66; Police - \$9625.00; Rubble Site - \$39.00; Econ Develop - \$660.00; Water - \$14039.97

Colonial Life	Employee Supplemental Ins 2/26	88.65
Credit Collections Bureau	Garnishment 2/26	200.86
EFTPS	SS/MC/WH 2/26	7626.01
SDRS	Employee Retirement 2/26	4481.30
SDSRP	Sup Retirement 2/26	100.00

ACH Payments:

Century Business Products	Copier Maint 1-2/26	54.92
Delta Dental	Dental Ins 3/26	884.80
Delta Vision	Vision Ins 3/26	218.32
World Fuel Services/Ascent	AIR Fuel Fee 2/26	30.00
WR/LJ Rural Water Systems	1,736,000 gals 2/26	2690.80
	Contract Min. 2/26	2500.00
	AIR Water 2/26	40.00
	South Shop Water 2/26	20.00

Airport Improvement Projects:

Helms & Assoc.	Master Plan/ALP Eng thru 2/17/26	6918.73
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Improvement Projects:

SD DANR	Kroetch Add Stormwater Permit 3/26	250.00
	Stewart Ave Stormwater Permit 3/26	100.00

Regular Bills:

A to Z Shredding	Shredding 1/26	65.20
Bad River Law Prof LLC	Legal/Atty 1-2/26	685.00
Brant's Electric LLC	AIR Repairs 2/26	152.51
Dockendorf Equipment Co Inc	AIR Fuel Gauge 2/26	800.66
Grossenburg Implement	Repairs 2/26	188.51
Haakon Co Treasurer	Office Rent 3/26	500.00
Hanson Oil	Fuel/LP 2/26	2038.62
Health Pool of SD	Health Ins 2/26	14159.43
Kieffer Sanitation	375 Residential Collections 2/26	9375.00
Legal & Liability Risk Mgmt	Bartlett Conf Reg 2/26	450.00
Madison Nat'l Life Ins	Life Ins 3/26	37.50
McLeod's Printing	Supplies 1/26	316.28
McQuirk Ditching	Demo Asst 2/26	10663.29
O'Connell Construction Inc	Demo Asst 1/26	5625.00
Philip Building Center	Supplies 2/26	145.16
Philip Hardware	Supplies 2/26	171.54
Philip Standard Service	Fuel 1/26	214.75
Pioneer Review	Publishing 1-2/26	776.03
Qualified Presort Service LLC	Billing/Postage 2/26	351.63
Ramkota	Conf Room 2/26	264.00
SD Dept of Revenue	Sales Tax Payable 2/26	727.94
	Water Testing 2/26	20.00
SD Municipal League	Mtg Reg 2/26	280.00
SD Police Chiefs Assoc	Buls Conf Reg 2/26	135.00
The Philip Pit Stop	Fuel 1-2/26	358.74
US Bank		2439.37
Amazon	Supplies 1-2/26	308.06
AT&T	Cell Phone 1/26	296.57
BrightArrow Technologies	Web Portal 2/26	300.00
Golden West	Telephone/Internet 2/26	514.62
Microsoft Office	FO/PD 365 2/26	63.76
Onsite 1st Aid & Safety	Srv/Supplies 2/26	137.90
QR.io	2026 Sub	350.00
SD Dept of Ag	Dues/Recert 1/26	67.74
SD GOED	Vetter Reg 2/25	250.00
Travel	Meals 1/26	70.66
Verizon	W AMR 1/26	80.06
Vadim Municipal Software Inc	Ebilling Mgmt Srv 2/26	1170.00
Vetter, Doreen	Travel 2/26	147.60

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Total Expenditures – 3/2/26 \$69,966.33

Motion was made by Pinney, seconded by Weber to authorize cancelling and reissuing lost check #36174 payable to McQuirk Ditching per SDCL 9-23-21. Motion carried.

Old Business:

None.

New Business:

Stewart Ave/NE Sewer Improvement Projects

The SD Governor’s Office of Economic Development (GOED) has approved an extension to the city’s community development block grant (CDBG) funding for the Stewart Ave/NE Sewer projects until Sept. 1, 2026.

Kroetch Addition Development Project

The SD Dept. of Transportation has approved the city’s outdoor advertising permit for the billboard sign. In addition, grant funding from the Philip Area Community Foundation has been awarded for the sign.

Dynamic Braking Ordinance

Council discussed the possibility of establishing a noise ordinance to address dynamic braking concerns in the city limits. A sample ordinance was reviewed, and it was noted that if approved, signage would need to be purchased along with a fine established.

Discussion ensued amongst the audience, law enforcement officers, and council.

Following, CA Smith was directed to provide a draft ordinance for consideration at the next meeting.

Public Hearing – Stewart Ave. Special Assessment Roll

At 7:10 p.m., as previously advertised, a public hearing was held on the proposed special assessment roll for the Stewart Ave. Improvements.

Mayor Matt then opened the floor to any comments for or against the proposed special assessment roll.

With no comments forthcoming, Mayor Matt closed the public hearing.

Motion was then made by Arthur, seconded by Gartner to approve the following Resolution #2026-03. Motion carried with all members voting aye.

**RESOLUTION #2026-03  
LEVYING ASSESSMENT FOR  
STEWART AVENUE IMPROVEMENTS**

**BE IT RESOLVED** by the City Council of Philip, South Dakota, as follows:

1. That on September 5, 2023, the City Council approved Resolution #2023-12, Resolution of Necessity declaring that the convenience and necessity had arisen to improve substantially the following in the City of Philip, Haakon County, South Dakota, by the addition of curb, gutter, approach pavement, sidewalk and retaining wall improvements where needed in the Stewart Ave. Improvement Project (SPN #16005; CDBG #2223-102; SRF #C461205-08 and #C461205-09), within the following location: City of Philip encompassing Stewart Avenue (north from Oak Street to Elm Street); Elm Street (east from N. Wood Avenue to N. Stewart Avenue); and, E. Pine Street (from N. Wood Ave. intersection, east passed Stewart Avenue intersection).
2. The costs are assessed against all assessable lots and tracts of land fronting or abutting the project thereon, according to the provisions of SDCL 9-43. This includes the following with costs being assessed at the final construction cost: **Concrete Curb and Gutter** at \$65.50 per lineal foot; **6” Concrete Approach Pavement** at \$171.60 per square yard; **4” Concrete Sidewalk** at \$18.45 per square foot; and, **Retaining Wall** installation at \$22.00 per square foot.

3. The assessment roll specified in “Exhibit A” reflects the total assessed costs. The following improvements as originally designed or at the direction of the engineer reflect the cost minus the approved 60% discount: curb and gutter; approach pavement, sidewalks and retaining wall installation. The costs associated with additional improvements requested by the property owner including those added through change order are assessed at 100% of the eligible costs per City policy: sidewalks and driveway approaches. Said assessments are hereby approved and levied against each and every lot, piece, or parcel of land as described therein.
4. Such assessments, unless paid by no later than August 28, 2026, in the City Office, after the filing said assessment roll, shall be collected by the County Treasurer of Haakon County in accordance with the procedure for Plan One in Chapter 9-43, South Dakota Codified Laws.
5. Unpaid installments of assessment as of August 29, 2026, shall bear an interest rate at eight and three-quarter percent (8.75%) per annum. These may be paid in ten (10) equal annual installments to which interest at 8.75% per annum will be added before certification to the County Auditor, who will include both interest and principal amount to be collected along with ad valorem property taxes on above property.

Dated this 2<sup>nd</sup> day of March 2026.

/s/ Marion Matt, Mayor

ATTEST:

/s/ Monna Van Lint, Finance Officer

**“EXHIBIT A”**

	Name	Legal Description	ASSESSMENT AMOUNT
99A	Michael & Doreen Vetter	All Lot 1 & N2 Lot 2, Block 4, Original Town, City of Philip	\$9,931.85
99B	Michael & Doreen Vetter	S2 Lot 2 & N10' Lot 3, Block 4, Original Town, City of Philip	\$1,064.60
100A	Colton & Erin Fitzgerald	S40' Lot 3, Block 4, Original Town, City of Philip	\$1,048.00
100B	Colton & Erin Fitzgerald	Lot 4 & N15' Lot 5, Block 4, Original Town, City of Philip	\$1,887.50
101A	Mitzi Boyd	E70' of S35' Lot 5 & E70' of N27.5' Lot 6, Block 4, Original Town, City of Philip	\$6,442.30
101B	Mitzi Boyd	S22' EX W70' Lot 6 & ALL EX W70' Lot 7, Block 4, Original Town, City of Philip	\$5,060.68
102	Floren and Deborah Falzone	W70' Lot 7 & W70' of S22.5' Lot 6, Block 4, Original Town, City of Philip	\$2,273.11
103A	First Lutheran Church	ALL EX W50' Lot 8, All EX W50' Lot 9 & W50' Lot 8 & 9, Block 4, Original Town, City of Philip	\$13,282.68
103A	First Lutheran Church	W23' Lot 7, E30' Lot 7 & ALL Lot 8, Block 16, Original Town, City of Philip	\$3,532.24

104	Jennifer McClain	Lot 14, Block 4, Original Town, City of Philip	\$4,502.00
105	Masonic Lodge #153	W100' Lot 1, Block 5, Original Town, City of Philip	\$3,666.86
106	Riverview Townhomes LLC	ALL EX W100' Lot 1, Block 5, Original Town, City of Philip	\$7,992.30
107	Michael & Tina Noteboom	Lots 2 & 3, Block 5, Original Town, Philip, SD	\$1,823.73
108	Jade Berry	Lot 4, Block 5, Original Town, City of Philip	\$0.00
109	Brock Slovek	S8' of W110' Lot 5 & W110' Lot 6, Block 16, Original Town, City of Philip	\$5,833.52
110	David and Mary Burnett JT	Lots 4 & 5 EX TR & E30' Lot 6, Block 16, Original Town, City of Philip	\$1,609.68
111	Dustin & Carrie Lurz JT	Lot 9, Block 16, Original Town, City of Philip	\$9,375.68
112A	T & A Rental Properties LLC	Lots 1 & 2, Block 17, Original Town, City of Philip	\$9,826.32
112B	T & A Rental Properties LLC	Lot 3, Block 17, Original Town, City of Philip	\$2,924.12
113A	Ryan Seager (C); Tena Slovek (D)	BEG NW Corn Lot 1, Block 18, N to SW Corn Lot 3, Block 17 T H. S to NE Corn Lot 1, Block 18, W to point of BEG, Original Town, City of Philip	\$1,619.96
113B	Ryan Seager (C); Tena Slovek (D)	Lots 1 & 2, That Portion of Lot 2 Lying Across E Pine St, Block 18, Original Town, City of Philip	\$3,992.80
114	City of Philip	Lot 3, Block 18, Original Town, City of Philip	\$1,471.66
115	Mark and Denise Coyle JT	N61.4' of W90' Lot 5, Block 18, Original Town, City of Philip	\$759.80
116	C2 LLC	Lot 6, Hoags Addition, City of Philip	\$0.00

Motion was made by Pinney, seconded by Pelle to approve a 2% discount on special assessment paid in full on or before Apr. 10, 2026. Motion carried.

#### Airport Improvement Project

Council reviewed correspondence from Traveler's denying the city's claim for the collection of Butler Machinery's bid bond submitted with their Snow Removal Equipment bid. A rebuttal response from Attorney Trask has been submitted to Travelers. Additional contacts will be made should Travelers continue to deny payment of the bond.

Council reviewed the following L/P Propane bids.

	<u>Feb. 2<sup>nd</sup></u>
CHS Farmers Alliance	\$1.85/gal.
Hanson Oil Company	\$1.69/gal.

Building/Flood Plain Development Permits

Hanson Oil – building addition

Motion was made by Arthur, seconded by Gartner to approve the above permit as presented. Motion carried.

Departmental Reports:

Administration

The quarterly report included a review of the City's year-to-date revenues, expenses, investments, and sales tax collections.

The City's Depository Disclosure for the account balances ending Dec. 31, 2025, was presented as follows.

**DEPOSITORY DISCLOSURE - CITY OF PHILIP, SD  
FIRST NATIONAL BANK OF PHILIP, SOUTH DAKOTA**

	December 31, 2024	December 31, 2025
<b>GENERAL</b>		
Checking Account	\$2,417.96	\$500.25
Petty Cash (Finance Office)	\$50.00	\$50.00
Savings/Cash Mgmt Acct.	\$3,461,091.70	\$2,667,192.89
Committed Cash - 2nd Penny	\$1,097,576.57	\$607,576.57
Assigned Cash	\$725,166.48	\$583,781.48
	<b>\$5,286,302.71</b>	<b>\$3,859,101.19</b>
<b>WATER</b>		
Checking Account	\$7.87	\$0.66
Savings/Cash Mgmt Acct.	\$488,691.71	\$549,111.88
Assigned - Depreciation Reserve	\$512,439.97	\$265,439.97
	<b>\$1,001,139.55</b>	<b>\$814,552.51</b>
<b>SEWER</b>		
Checking Account	\$3.57	\$367.22
Savings/Cash Mgmt Acct.	\$366,919.77	\$445,957.98
Assigned - Depreciation Reserve	\$69,550.00	\$69,550.00
CMA – Surcharge - WW SRF	\$232,285.39	\$236,092.22
CMA - Surcharge - SW SRF	\$46,275.38	\$49,227.46
CMA - Surcharge - NE SRF	\$8,353.80	\$10,350.81
Restricted Cash - WW Sewer Rev		
Bond	\$32,000.00	\$32,000.00
Restricted Cash - SW Sewer Rev		
Bond	\$23,100.00	\$23,100.00
	<b>\$778,487.91</b>	<b>\$866,645.69</b>
<b>GARBAGE</b>		

Checking Account	\$0.92	\$3.70
Savings/Cash Mgmt Acct.	\$90,809.48	\$100,806.19
Undesignated - Rubble Site	\$59,395.00	\$63,395.00
	<b>\$150,205.40</b>	<b>\$164,204.89</b>
<b>CAPITAL PROJECT - KROETCH ADDITION</b>		
Checking Account	\$13.53	\$1.55
Savings/Cash Mgmt Acct.	\$44,785.00	\$450,930.00
	<b>\$44,798.53</b>	<b>\$450,931.55</b>
<b>CAPITAL PROJECT - STEWART AVE/NE SEWER PROJECTS</b>		
Checking Account	\$0.98	\$1.45
Savings/Cash Mgmt Acct.	\$134,476.00	\$71,473.76
	<b>\$134,476.98</b>	<b>\$71,475.21</b>
<b>Total Checking</b>	<b>\$2,444.83</b>	<b>\$874.83</b>
<b>Total Petty Cash</b>	<b>\$50.00</b>	<b>\$50.00</b>
<b>Total Savings/Cash Mgmt. Acct.</b>	<b>\$4,586,773.66</b>	<b>\$4,285,472.70</b>
<b>Total Commit/Assign/Rest/Deprec/Undesig.</b>	<b>\$2,806,142.59</b>	<b>\$1,940,513.51</b>
<b>Total Cash</b>	<b>\$7,395,411.08</b>	<b>\$6,226,911.04</b>

Motion was made by Ravellette, seconded by Weber to approve the updated Intergovernmental Agreement with SD Public Assurance Alliance (SDPAA) as presented. Motion carried.

Motion was made by Arthur, seconded by Pinney to authorize cancelling check #36017 and #36025 that have not presented for payment in accordance with SDCL 9-23-21. Motion carried.

#### Airport

The quarterly report included a review of the 2025 and year-to-date 2026 airport fuel sales.

The fiscal year 2027 Airport Capital Improvement Plan (CIP) meeting will be held on Mar. 25th at 10:00 am in Philip and via Teams.

#### Election

Motion was made by Ravellette, seconded by Pelle to approve the Combined Election Agreement with Haakon County as presented. Motion carried.

#### Fire

Motion was made by Pinney, seconded by Arthur to approve Bridger Casjens as a volunteer fire fighter. Motion carried.

#### Police

The monthly report was reviewed.

#### Street

The monthly report was reviewed.

Swimming Pool

Motion was made by Pelle, seconded by Weber to authorize advertising for swimming pool personnel for the 2026 season. Motion carried.

Water

The water loss for the month of February was reported at 8.68%.

Council reviewed the following quote from Philip Motor to replace the 2013 Ford pickup. It was noted that \$55,000 was appropriated for this purchase.

2026 Ford F150 XL Crew Cab - \$46,885

Comments were made regarding the vehicle's use, and it was recommended to also consider a larger model.

No action was taken. The vehicle purchase will be reconsidered following receipt of additional quotes.

Training/Travel:

Mayor, Council, and staff will be attending the SDML District 8 Meeting on Apr. 2<sup>nd</sup> in Midland.

Chief Buls will be attending the 2026 Joint Chiefs and Sheriffs Spring Conference on Apr. 14<sup>th</sup>-16<sup>th</sup> in Deadwood.

Executive Session

None.

**Public Comments:**

None.

**In Other Business:**

Mayor and council petitions must be filed in the city office by Mar. 24, 2026.

Council will meet in special session on Mar. 16<sup>th</sup> at 4:00 p.m. in the Community Room to sit as the Local Board of Equalization. The filing deadline for the PT-17 form is Mar. 12, 2026.

The next regular meeting will be held on Monday, Apr. 6<sup>th</sup> at 7:00 p.m. in the Community Room of the Haakon Co. Courthouse.

With no further business to come before the Council, Mayor Matt declared the meeting adjourned at 7:40 p.m.

/s/ Marion Matt, Mayor

ATTEST:

/s/ Brittany Smith, City Administrator

(Published once on March 12, 2026, at approximate cost of \$\_\_\_\_\_)