CITY OF PHILIP COUNCIL PROCEEDINGS
REGULAR MEETING
MAY 4, 2026

A regular meeting of the Philip City Council was held on Monday, May 4, 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, Greg Arthur, Tiana Weber, Scott Pinney, and Terri Pelle. Also present were City Administrator Brittany Smith, Chief of Police Ben Buls, Public Works Maintenance Robbie Shipp, City Attorney Stephanie Trask, Jacob Jedlicka, Nick Hamill, Carson Hamill, Trace O'Connell, Jace Nelson, Rita O'Connell, Miles Engelbert, John & Kelcey Piroutek, Ryan Kammerer, Alec Schofield, Kamri Parsons, Taylor Ross, Jesse Fillingim, Logan Sammons, Jade Berry, Todd O'Connor, Heath Morrison, and Haakon Co. Sheriff Tim Quinn.

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 Weber to approve the minutes of the last meeting as published. Motion carried.

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

Gross Salaries – Apr. 30, 2026: Admin - $5964.17; Finance - $4506.66; Police - $9625.00; Rubble Site - $39.00; Econ Develop - $572.00; Sewer - $14039.97

Colonial Life	Employee Supplemental Ins 4/26	88.65
Credit Collections Bureau	Garnishment 4/26	200.86
EFTPS	SS/MC/WH 4/26	7612.53
SDRS	Employee Retirement 4/26	4481.30
SDSRP	Sup Retirement 4/26	100.00
Add'l Bills – April 2026:		
SD DANR	CL 2023L-106 Pay #2 4/26	1862.08
ACH Payments:		
Century Business Products	Copier Maint 3-4/26	56.69
Corporate Trust – US Bank	SRF #6 Pay #24 5/26	4917.84
	SRF #7 Pay #24 5/26	5766.78
	SRF #8 Int Pay 5/26	6972.69
	SRF #9 Int Pay 5/26	13256.35
Delta Dental	Dental Ins 5/26	884.80
Delta Vision	Vision Ins 5/26	218.32
World Fuel Services/Ascent	AIR Fuel Fee 5/26	30.00
WR/LJ Rural Water Systems	2,363,000 gals 4/26	3662.65
	Contract Min. 4/26	2500.00
	AIR Water 4/26	42.70
	South Shop Water 4/26	20.00

Airport Improvement Projects:		
Helms & Assoc.	AMP/ALP Eng 4/18/26	23375.77
Regular Bills:		
Arthur, Greg	Mileage Reimb 4/26	40.60
Buhmann Napa	Supplies/Repairs 3-4/26	1379.51
Buls, William	Travel Reimb 4/26	178.35
Haakon Co Treasurer	Office Rent 5/26	500.00
Haakon Co Young Women	Adv 2026/2027	13.50
Hanson Oil	Fuel/LP 4/26	1496.16
Hawkins Inc	P Chemical 4/26	1326.50
Health Pool of SD	Health Ins 5/26	14159.43
Ingram Pest Service Inc	RS Pest Srv 4/26	75.00
Kieffer Sanitation	381 Residential Collections 4/26	9525.00
Madison Nat'l Life Ins	Life Ins 5/26	37.50
Matt, Marion	Mileage Reimb 4/26	40.60
Petty Cash	Pool 5/26	75.00
Philip Hardware	Supplies 4/26	329.73
Pioneer Review	Publishing 3/26	540.08
SD Dept of Revenue	Sales Tax Payable 4/26	782.39
	Water Testing 4/26	20.00
SDML Affiliates	Smith HR Reg 5/26	50.00
Shipp, Robert	Mileage Reimb 4/26	124.70
Sierra Design Signs	Kroetch Add Signs 4/26	3610.00
The Lodge at Deadwood	Buls Conf Room 4/26	345.00
The Philip Pit Stop	Fuel 4/26	83.43
US Bank		5512.32
Amazon	Supplies 3-4/26 331.90	
AT&T	Cell Phone 3/26 293.84	
Corner Pantry	Fuel 4/26 97.20	
GoDaddy	Domain Reg 4/26-4/29 59.97	
Golden West	Telephone/Internet 4/26 515.53	
Microsoft Office	FO/PD 365 4/26 63.76	
Savvik	PD Uni 3/26 138.99	
SD Assoc Rural Water	Conf Reg 3/26 140.00	
Travel	Meals 4/26 122.79	
UPS	Postage 4/26 11.30	
VerizonW	AMR 4/26 80.02	
West Central Electric	Electric 2/26 3657.02	
Total Expenditures – 5/4/2026		$101,949.39

Old Business:

Vehicle Noise Ordinance

Council considered the second reading of Ordinance #2026-05, Establishing Section 304 in Chapter 8, Traffic Regulations, Unlawful to Allow Unreasonable Noise from Vehicle.

It was noted that there are current ordinances in place to address noises and they are as follows: #8-411, Traffic regulations - Exhibition Driving; #15-901, Nuisances – Muffler, Excessive Smoke and Noise; and, #15-904, Nuisances – Excessive Noises.

Discussion ensued amongst the council and audience. Various comments to not enact another ordinance--maintaining those currently in place were mentioned. Installing signage to encourage vehicles to be courteous when traveling in the community was also mentioned as an idea to address the previous concerns noted regarding loud vehicles.

Following, Mayor Matt called for a motion on the second reading of Ordinance #2026-05, Establishing Section 304 in Chapter 8, Traffic Regulations, Unlawful to Allow Unreasonable Noise from Vehicle.

Ordinance #2026-05, Establishing Section 304 in Chapter 8, Traffic Regulations, Unlawful to Allow Unreasonable Noise from Vehicle, died for lack of a motion.

Council went on to discuss the noise signage—options and locations.

Following, motion was made by Ravellette, seconded by Weber to authorize the purchase and installation of reduced noise signage (Reduced Noise Zone Ahead and/or Reduced Noise Zone – Please Be Courteous) as allowed by SD Dept. of Transportation (DOT). Motion carried with Arthur voting nay.

New Business:

7:05 pm, Public Hearing – Bid Opening, Airport Pastureland Ground Lease
As previously advertised, a public hearing was held for the purpose of opening bids for the Airport Pastureland Ground Lease as outlined in Resolution #2026-04. Mayor Matt called for any additional bids from the floor. Within none forthcoming, the following single bid received was opened.

Peterson Family, Anita Peterson - $550 annually

Motion was made by Arthur, seconded by Ravellette to approve the bid submitted by the Peterson Family, Anita Peterson, in the amount of $550 per year for the Airport Pastureland Ground Lease for five (5) years (June 15, 2026 – June 14, 2031) with an option to renew as outlined in the lease. Motion carried.

7:10 pm, Public Hearing – Malt Beverage Licenses
As previously advertised, a public hearing was held on the request of the following establishments for Malt Beverage Licenses for 2026/2027:

> BMT, Inc., 73 Bar & Lounge - On/Off Sale & SD Farm Wine (RB); Bottle & Veterinary Supply - On/Off Sale Malt Beverage & SD Farm Wine (RB); Ginnys, LLC, ginnys – On/Off Sale & SD Farm Wine (RB); Kooks, LLC, Kooks – On/Off Sale & SD Farm Wine (RB); MG Oil Company - Corner Pantry #20 Philip – On/Off Sale & SD Farm Wine (RB); MG Oil Company – Homestead Casino – On/Off Sale & SD Farm Wine (RB); Retail Management Systems, Inc., The Philip Pit Stop - On/Off Sale & SD Farm Wine (RB); and, Rock & Roll Lanes, Inc., Rock & Roll Lanes – On/Off Sale & SD Farm Wine (RB).

With no one appearing for or against the requested licenses, motion was made by Gartner, seconded by Pinney to approve the above Malt Beverage Licenses for 2026/2027 contingent upon fees and property taxes being paid. Motion carried.

7:15 pm, Public Hearing – Variance Request
As advertised, a public hearing was held on the following variance request filed by Glenn & Dianne Parsons for property legally described as Lot 9, Block 2, Highland Addition, City of Philip, Haakon County, SD.

City Ordinance #11-201(b)(8), Accessory Buildings - Application has been made to occupy property with a 24' by 30' garage.

Mayor Matt called for any comments from the floor, either for or against, said variance request.

It was recommended to establish a deadline for which the property shall be occupied by a primary structure. More specifically, similar to what is required at the Kroetch Addition.

Following review and with no comment's forthcoming, motion was made by Gartner, seconded by Pinney to approve the requested variance as presented above to maintain the existing accessory structure located on the property for a period of three years, with the option to renew. Motion carried.

Motion was then made by Pinney, seconded by Arthur to approve Philip Charities' demolition permit and assistance request for the house structure located on the above-described property. (For the record, the above approved variance allows the maintenance of an accessory building without a primary structure.) Motion carried.

7:20 pm, Public Hearing – Variance Request
As advertised, the variance request submitted by Curt Littau to City Ordinance #11-1903.5(6) was withdrawn by the applicant on April 27, 2026.

No action was taken.

Improvement Projects
The council discussed the possibility of submitting a notice to H&W Contracting for lack of progress on the Kroetch Addition and Stewart Ave/NE Sewer projects. In addition, the current damages incurred and retainage withheld on the projects were reviewed. It was also noted that the contractor arrived today and is working on the projects.

By general consensus, the council will reconsider again if substantial progress is not made.

Special Event Applications
Motion was made by Arthur, seconded by Ravellette to approve Dani Terkildsen's Special Event Application to host a worship night on June 27th at the tennis court area. Motion carried.

Council reviewed the following L/P Propane bids.

	Apr. 23rd
CHS Farmers Alliance	$1.75/gal.
Hanson Oil Company	$1.69/gal.

Departmental Reports:

Administration
Motion was made by Pelle, seconded by Weber to approve the 2025 Annual Financial Report. It has will be submitted to the SD Dept. of Legislative Audit and published next week. Motion carried.

Motion was made by Pinney, seconded by Gartner to approve the following Resolution #2026-07 as presented. Motion carried.

RESOLUTION #2026-07
AMENDING WATER ENTERPRISE FUND

DEPRECIATION RESERVE ACCOUNT ANNUAL ACCUMULATION

WHEREAS, on August 3, 2015, through Resolution #2015-07, the City Council of the City of Philip, South Dakota, established a Depreciation Reserve Account for the Water Enterprise Fund per SDCL 9-21-12 and 9-21-13; and,

WHEREAS, future capital improvements, replacements and/or maintenance to the City owned water mains and equipment are vital in order to ensure ample and safe drinking water to the community; and, maintain a more accurate accountability of water consumption and loss; and,

WHEREAS, there are not sufficient operating funds within the water enterprise fund to make the necessary capital asset improvements, replacements and/or maintenance; and,

WHEREAS, the Depreciation Reserve Account accumulates funds for the purposes of securing and saving funds so that the City might better afford to make said capital asset improvements, replacements and/or maintenance.

NOW THEREFORE BE IT RESOLVED, by the City Council of the City of Philip, South Dakota, that that the Finance Officer is hereby authorized and directed to budget and accumulate up to $150,000.00 per annum from the water enterprise fund for the purpose of saving and securing funds in the Depreciation Reserve Account for the water fund capital asset improvements, replacements and/or maintenance.

AND BE IT FURTHER RESOLVED, that the accumulation of said funds in the Depreciation Reserve Fund will not exceed the accumulated depreciation of the capital assets in said fund as outlined in SDCL 9-21-12.

Adopted and Effective this 4th day of May 2026.

/s/ Marion Matt, Mayor

ATTEST:

/s/ Monna Van Lint, Finance Officer

Motion was made by Arthur, seconded by Pinney to approve the following Resolution #2026-08 as presented. Motion carried.

RESOLUTION #2026-08
AMENDING SEWER ENTERPRISE FUND
DEPRECIATION RESERVE ACCOUNT ANNUAL ACCUMULATION

WHEREAS, on August 3, 2015, through Resolution #2015-08, the City Council of the City of Philip, South Dakota, established a Depreciation Reserve Account for the Sewer Enterprise Fund per SDCL 9-21-12 and 9-21-13; and,

WHEREAS, future capital improvements, replacements and/or maintenance to the City owned sanitary sewer mains and equipment are vital in order to ensure proper and safe removal; and, disposal of sanitary sewer in the community; and,

WHEREAS, there are not sufficient operating funds within the sewer enterprise fund to make the necessary capital asset improvements, replacements and/or maintenance; and,

WHEREAS, the Depreciation Reserve Account accumulates funds for the purposes of securing and saving funds so that the City might better afford to make said capital asset improvements, replacements and/or maintenance.

NOW THEREFORE BE IT RESOLVED, by the City Council of the City of Philip, South Dakota, that that the Finance Officer is hereby authorized and directed to budget and accumulate up to $150,000.00 per annum from the sewer enterprise fund for the purpose of saving and securing funds in the Depreciation Reserve Account for the sewer fund capital asset improvements, replacements and/or maintenance.

AND BE IT FURTHER RESOLVED, that the accumulation of said funds in the Depreciation Reserve Fund will not exceed the accumulated depreciation of the capital assets in said fund as outlined in SDCL 9-21-12.

Adopted and Effective this 4th day of May 2026.

/s/ Marion Matt, Mayor

ATTEST:

/s/ Monna Van Lint, Finance Officer

CA Smith presented the Council with an option to the pay off the NE Sewer Consolidated Loan #2013L-106. The $55,927 consolidated loan is at 2% interest for 20 years while the city is currently collecting 1.65% in interest at the bank. The city has also established a surcharge to repay the loan--currently $11,604.91 is available to cover a portion of the loan with the remaining funding from cash on hand in the sewer fund. If approved, the payoff amount as of June is $53,919.42 and the NE Sewer Surcharge will need to be cancelled.

Following, motion was made by Arthur, seconded by Gartner to authorize the payoff of the NE Sewer Consolidated Loan #2013L-106 with issuing payment during the June 1st meeting. Motion carried.

Motion was then made by Gartner, seconded by Arthur to approve the first reading of Ordinance #2026-09, Amending Section 207.1 in Chapter 5 of the Revised Ordinances of the City of Philip, SD. Said amendment deletes subsection C, NE Sewer Surcharge of $0.70 per month per user. (For the record, the surcharge will continue to be collected until the ordinance is effective—following approval of the second reading and published per State Law.) Motion carried.

Airport

Council reviewed the annual airport inspection report completed on April 28th by the SD DOT, Office of Air, Rail and Transit. The public works staff has removed the trees located north of the turf runway as recommended.

The airport committee will be meeting with the engineers on June 11th to review the preliminary Airport Layout and Master Plan.

The airport committee provided an update on the Airport Fly-in event that will be held on Saturday, June 27, 2026.

Building

The council discussed the front setback requirements for the Kroetch Addition. It was noted that current ordinance requires a 25’ setback from the back of curb in residential areas. In the new subdivision there is a 12’ boulevard area designated from the back of the curb which would only leave a 13’ front yard from

the back of the sidewalk to front house wall. There have been concerns raised that a 13' front yard may not be sufficient (for example, vehicles obstructing sidewalks when parked in a driveway).

Following, CA Smith was directed to draft an ordinance for the council's consideration at the June 1st meeting to implement a 37.5' front setback from the street line in the Kroetch Addition.

Police Dept.
The monthly report was reviewed with Chief Buls.

Council reviewed a quote from Radarsign to upgrade the two school zone signs along SD Hwy 73 to include a solar powered flashing beacon at the cost of $7,555.00. It was noted that the SD DOT has expressed no concerns regarding the proposed signage upgrade.

Following, motion was made by Gartner, seconded by Pelle to approve the quote from Radarsign as presented with the intent to have them installed by August 2026. Motion carried.

Street Dept.
The monthly report was reviewed with PWM Shipp.

Swimming Pool
Motion was made by Weber, seconded by Pinney to approve the 2026 pool hours, swimming lesson schedule, rates, and policies. Motion carried.

Motion was then made by Gartner, seconded by Pelle to approve the following as the 2026 swimming pool personnel and salaries per the Health/Rec. Committee's recommendation. Employment offer is contingent upon current certifications and pre-employment screening. The WSI hourly rate shall only apply if the employee obtains Water Safety Instruction (WSI) certification in 2026. Motion carried.

Baylor Burns, Lifeguard - $16.00/hr; with WSI $16.50/hr
Creston Burns, Lifeguard - $16.00/hr; with WSI $16.50/hr
Kylie Filipiak, Lifegard - $15.00/hr; with WSI $15.50/hr
Camden Fitzgerald, Lifeguard - $14.00/hr; with WSI $14.50/hr
Blaise Furnival, Lifeguard - $15.00/hr; with WSI $15.50/hr
Debbie Hansen, Volunteer Lifeguard
Brady Heltzel, Manager/Lifeguard/WSI/Water Aerobics - $20.50/hr
Jackie Heltzel, Fill-in Lifeguard - $15.00/hr
Evan Henrie, Lifeguard - $15.50/hr; with WSI $16.00/hr
Mayzie McDaniel, Concession - $13.50/hr; Lifeguard - $14.00/hr; with WSI - $14.50/hr
Kale Peterson, Lifeguard/WSI - $16.50/hr
Miken Peterson, Lifeguard - $14.00/hr; with WSI $14.50/hr
Cylver Pinney, WSI Instructor - $18.00/hr
Mary "Gayle" Rush, Paid Volunteer Lifeguard/WSI - $575.00/season
Alyn Spry, Lifeguard/WSI - $17.50/hr
Tatum Williams, Lifeguard - $14.00/hr; with WSI - $14.50/hr
Doreen Vetter, Volunteer Lifeguard/Fill-in Water Aerobics

Water Dept.
The monthly report was reviewed which noted a water loss of 6.3% for the month of April.

Training/Travel:
CA Smith will be attending the 2026 SDML Human Resource School on June 9th–10th in Oacoma.

Public Comments:
None.

In Other Business:
City offices will be closed on May 25th in observance of the legal holiday.

The next regular meeting will be held on Thursday, June 1st 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 8:11 p.m.

/s/ Marion Matt, Mayor

ATTEST:

/s/ Brittany Smith, City Administrator

(Published once on May 14, 2026, at approximate cost of $_____)