TIMBER LAKE CITY BOARD
Regular Meeting
October 7, 2026
7:00 PM
CITY FINANCE OFFICE

1) Board President Tom Hermes called the meeting to order at 7:01 PM.
   - Board Present: Tom Hermes, Brent Biegler, Jess Schlosser and Ty Traversie
   - Board Absent: Tanner Kraft
   - Employees Present: Jenny Bollinger and Brad Kocmich
   - Guests/Others Present: Trent Baumeister, Misty Heck, Korbi Heck, Kathy Nelson and Kyle Nilson
2) Declaration of Conflict of Interest: None of the Trustees self-disclosed a conflict of interest on any agenda item. No conflict of interest was identified by the Board.
3) Public Forum and Visitors: None
4) Approval of Agenda: Biegler motioned to approve the agenda with no changes. Schlosser seconded. Motion carried.
5) Approval of Last Meeting Minutes: Schlosser motioned to approve the regular meeting minutes of September 10, 2026 and the special meeting minutes of September 17, 2026, with no corrections. Biegler seconded. Motion carried.
6) Financial Report:
   A) Reconciliation Report – Checking Account: The Board reviewed and discussed the reconciliation summary, detail, and bank statement for the City's checking account for the month of September.
   B) Cash Flow Report
   The Board reviewed and discussed the monthly financial report. Schlosser motioned to approve the September Cash Flow Report. Biegler seconded. Motion carried.

CASH FLOW REPORT
(MONTHLY FINANCIAL REPORT)
September 2026

		ENTERPRISE FUNDS		
	GENERAL FUND	WATER FUND	SEWER FUND	TOTAL
Beginning Balance (Checking Account) (as of 09/01/2026)	1,116,743.39	811,601.66	168,186.51	2,096,531.56

Total Receipts (Income)	44,634.71	320,153.91	15,547.23	380,335.85
Total Expenditures	29,416.77	320,153.91	1,585.58	351,156.26
Ending Balance (Checking Account) (as of 9/30/2026)	1,131,961.33	775,087.18	182,148.16	2,089,196.67
Savings Account Balance (as of 9/30/2026)	58,882.16			58,882.16
Cash Value of Certificate of Deposits (as of 9/30/2026)	28,000.00			28,000.00
Petty Cash (as of 9/30/2026)	150.00			150.00
TOTAL FUND BALANCES (as of 9/30/2026)	1,218,993.49	775,087.18	182,148.16	2,176,228.83

Daily Ledger Balance (Bank) -- Checking Account (as of 9/30/2026)	2,091,215.40

C) Reconciliation Report – Savings Account: The Board reviewed and discussed the reconciliation summary, detail, and bank statement for the City's savings account for the third quarter (July, August and September 2026).

D) Quarterly Reports (July, August & September 2026):

i) Top 10 Revenue & Expense Accounts: Board reviewed the top 10 revenue and top 10 expense accounts for the third quarter of 2025 as compared to the third quarter of 2026. There were no unexpected outcomes.

ii) Fund Balance Trends Report: Board reviewed the third quarter-end fund balances for the Water and Sewer enterprise funds. Board also reviewed the third quarter-end fund balances for the Community Center, Solid Waste/Garbage Collection, and the Landfill/Restricted Use Site General fund accounts. There were no unexpected outcomes.

iii) Taxable Sales: Board reviewed the SD Department of Revenue statistics showing taxable sales subject to the city tax rate for the months of January to August 2026. There were no unexpected outcomes.

iv) Budget versus Actual Comparison Report: Board reviewed the Budget vs. Actual Report for January 1 through September 30, 2026. Discussion occurred.

7) Accounts/Claims Payable: Schlosser motioned to approve the claims presented for payment totaling $96,756.34 and $15,485.91 payroll expenses. Biegler seconded. Motion carried. See Attachment 1.

8) OLD BUSINESS: None.

9) NEW BUSINESS:

A) Korbi Heck- Service Project: Korbi Heck a member of the Quanta Services High School Rodeo Team approached the Board about a 40-hour service project she is doing. She was looking at doing some upgrades and improvements at the baseball field. Discussion occurred and the board has $500 budgeted into the year for the baseball field. Schlosser made a motion to allow Heck to make improvements and upgrades to the baseball field with help of the City. Biegler seconded. Motion carried.

B) Building Permit (Jamie & Shireen Wiedmer): The Board reviewed and discussed a New Construction & Improvements – Building Permit submitted by Jamie and Shireen Wiedmer. Wiedmers applied to place a new pre-made garage on their property located at 209 Main Street (Block 59 Lots 1, 2 & 3). Biegler motioned to approve the Building Permit. Schlosser seconded. Motion carried. A copy of the Permit is on file in the City Finance Office, the Dewey County Equalization Office, and with the Permittee.

C) Health & Life Insurance Renewal (Health Pool of SD): The Board reviewed and discussed the Health Pool of South Dakota's renewal contract for employer provided health and life insurance for full-time employees. Discussion occurred. Biegler motioned to approve the contract for continued HPSD 1500 coverage at a cost of $1,150 per month per full-time employee, effective January 1, 2027. Traversie seconded. Motion carried.

10) Department Reports:

A) Custodial (Betty Dupris): Betty wasn't present and nothing to report.

B) Maintenance (Brad Kocmich)

i) Streets: Brad reported that he has slowly been working on the streets. He talked to the board about the payloader and grader needing new tires. Brad had got a quote from Schott Sales for tires for the payloader being $994 per tire and for the grader $625 per tire. Hermes made a motion to buy tires from Schott Sales for the payloader and grader. Schlosser seconded. Motion carried.

ii) Water: Brad reported that he had been working with some of the guys from the SD Association of Rural Water Systems on his wells. He also reported he replaces the heater in well house #3. The board talked about Jason Voegele from TC & G working

part time with Brad until he is certified. Hermes made a motion to hire Jason Voegele part time for the City. Schlosser seconded. Motion carried.

iii) Sewer: Brad reported that he had been working with Danny Ayers of the SDARWS on the Lagoon and how to move from one cell to the next to lower it. He also reported he was working with the state on the nitrate sample.

iv) Landfill: The board discussed the landfill hours and as of November 1 the landfill will be open by appointment only till spring.

v) Park: Brad reported he had cut branches and hauled them out down at the park. Brad and Jess will work on winterizing the Park bathrooms for winter.

vi) Other Matters

(1) Quarterly Reports: The Board reviewed and discussed the Maintenance Department's quarterly reports for the months of July, August, and September 2026. Reports include: Water Consumption and Loss Ratio; Well-House Inspection Logs; Lift-Station Inspection Logs; and Lagoon Inspection Logs.

C) Law Enforcement Activity Report (Sheriff Arpan):

Kyle Nilson, Deputy Sheriff, presented the Dewey County Sheriff's Office law enforcement report for the month of September. The report details the following services provided to Timber Lake: total records of 75. Discussion occurred.

D) Finance (Jenny Bollinger)

i) Project(s) Funding and Next Steps – Update:

(1) Remaining CDBG Funds: Paul Mehlhaff with the Central SD Enhancement District reported that the City could use the remaining $300,000.00 in CDBG Funds to refurbish the existing water tower, the funds would have to be spent by July 1, 2027. Trent Baumeister with IMEG was present and said he would put together bid documents, plans and specs if the City would want to move forward. Hermes made a motion to use the remaining CDBG funds to refurbish existing water tower and for IMEG to put together bid documents to refurbish the water tower. Schlosser seconded. Motion carried.

ii) Delinquent Accounts – Update and Actions: Jenny reported the following information regarding customer accounts.

(1) Late Payment Charges & Disconnect Warnings (31-60 days past due) – 12 accounts were assessed a $10 late payment charge and 11 accounts were assessed a $10.00 late payment charge with disconnection warning.

(2) Disconnections – 0 service disconnection is scheduled if not paid by deadline.

(3) Due Process Notice(s) – 3 customers received a first notice. 2 customers received a second notice. 1 customer received a final notice.

(4) Court Collection Process – No discussion.

(5) Financial Arrangements – 2 accounts have an approved financial arrangement and are non-compliant.

(6) Legal Action Status – 2 accounts remain referred to CRST Small Claims Court and 1 account remains referred to CRST Civil Claims Court. No change.

(7) Delinquent Account Status (61+ days past due) -- Overall, the delinquent account balance total shows an increase from last month ($1,846.88).

(8) Uncollectable Debt and Board Write-Off – None

11) Schedule Next Meeting: The next regularly scheduled meeting is set for Thursday, November 10, 2026 at 6:00 PM in the City Finance Office.

12) Adjourn: At 8:00 PM, Schlosser motioned the meeting be adjourned. Biegler seconded. Motion carried.

APPROVED: Tom Hermes

Tom Hermes, Board President

ATTEST Jennifer Bollinger

Jennifer Bollinger, City Finance Officer

Recorded: October 8, 2026

Published: October 22, 2026

Published at an approximate cost of _____

Payroll & Benefits Summary -- By Department

Sep-26

	Board Truste	Board Presi	Financial Adminis	General Govern	Streets, Par	Water	Sewer	Total
Gross Pay	1775.00	350.00	4495.70	1536.96	1880.98	716.49	716.49	11471.62
SD Retirement System								
Employee Contribution	0.00	0.00	269.74	0.00	64.40	48.30	48.30	430.75
Employer Contribution	0.00	0.00	269.74	0.00	64.40	48.30	48.30	430.75
Federal Tax Withholding								
Employee Contribution	0.00	0.00	325.00	0.00	27.20	20.40	20.40	393.00
Employer Contribution	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Social Security Tax Withholding								
Employee Contribution	110.05	21.70	278.73	95.29	105.65	49.92	49.92	711.25
Employer Contribution	110.05	21.70	278.73	95.29	105.65	49.92	49.92	711.25
Medicare Tax								
Employee Contribution	25.73	5.07	65.19	22.29	24.70	11.67	11.67	166.33
Employer Contribution	0.00	5.07	65.19	22.29	24.70	11.67	11.67	140.60
Medical & Life Insurance								
Employee Contribution	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Employer Contribution	0.00	0.00	1030.36	0.00	0.00	0.00	0.00	1030.36
SD Reemployment Assistance Tax (Employer)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Workers' Compensation Insurance (Employer)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Other Payroll Liabilities (Employee)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	2020.83	403.54	7078.38	1772.12	2297.69	956.68	956.68	15485.91

ACCOUNTS/CLAIMS PAYABLE: September 2026			APPROVED: October 7, 2026
GENERAL GOVERNMENT			
SD Dept of Revenue	334.52	Already Paid: 9/17/26; EFT Chk #33748	Sales Tax Liability (August)
SD Retirement System	539.48	Already Paid: 9/25/26; Check #33755	Employee Benefits: Retirement (Payroll Liabilities & Employer Match)
US Treasury (Internal Revenue Service)	1,248.00	Already Paid: 9/25/26; EFT	Payroll Liabilities & Employer Payroll Taxes (September)
US Treasury (Internal Revenue Service)	325.10	Already Paid: 9/30/26; EFT	Payroll Liabilities & Employer Payroll Taxes (3rd Qtr - Board)
VISA	67.59	Already Paid: 9/25/26; Check #33756	Office Supplies: Microsoft; Adobe; Quickbooks Monthly Payroll Fees
A&B Business Solutions	74.87		Printer Maintenance (September)
American Solutions for Business	346.17		Finance Office: Supplies
Century Link	216.24		Telephone & Fax Lines
CRST Telephone Authority	146.90		Internet
Dewey County Treasurer	5,000.00		Law Enforcement Services (October)
Health Pool of SD	1,026.36		Employee Benefits: Health & Life Insurance
Jenny Bollinger	90.00		Cellphone Reimbursement (3rd Qtr)
Madison National Life Ins Co. Inc	2.00		Life Insurance
Moreau Grand Electric Coop.	466.34		Electricity: Community Center, Fire Hall
Penfield Law Firm	300.00		Legal Services
SD Dept of Labor	3.59		Reemployment Assistance (3rd Quarter)
SD Public Assurance Alliance	15,373.81		2027 Insurance Coverage
Servall	442.90		Mats, Mops, Linens
Timber Lake Topic	339.16		Publishing (September)
	26,343.03		
STREETS/PARK/LANDFILL/SANITATION			
US Treasury (Internal Revenue Service)	53.61	Already Paid: 9/25/26; EFT	Payroll Liabilities & Employer Payroll Taxes (September- 40%)
SD Retirement System	128.81	Already Paid: 9/25/26; Check #33755	Employee Benefits: Retirement (Payroll Liabilities & Employer Match) 40%
AT&T Mobility	38.86		iPad Connectivity (40%)
Brad Kocmich	12.00		Cellphone Reimbursement (3rd Qtr - 40%)
CRST Telephone Authority	43.68		Internet (City Shop) 40%
Gene Bollig	199.50		Day Labor at Landfill
Health Pool of SD	410.54		Employee Benefits: Health & Life Insurance 40%
Heartland Waste Management	5,625.00		Garbage Collection
Madison National Life Ins Co. Inc	0.80		Life Insurance (40%)
Moreau Grand Electric Coop.	1,457.08		Electricity: Airport, City Shop, Street Lights, Camper Site, Street Light Maintenance
Schott's Sales LLC	601.78		Supplies
SD Dept of Labor	2.14		Reemployment Assistance (3rd Quarter)
SD Public Assurance Alliance	6,146.49		2027 Insurance Coverage
	14,666.68		
WATER/SEWER			
SD Retirement System	193.21	Already Paid: 9/25/26; Check #33755	Employee Benefits: Retirement (Payroll Liabilities & Employer Match) 60%
US Treasury (Internal Revenue Service)	80.41	Already Paid: 9/25/26; EFT	Payroll Liabilities & Employer Payroll Taxes (September 60%)
VISA	35.90	Already Paid: 9/25/26; Check #33756	Water Analysis
AT&T Mobility	58.14		iPad Connectivity (60%)
Brad Kocmich	18.00		Cellphone Reimbursement (3rd Qtr -60%)
CRST Telephone Authority	65.50		Internet (City Shop) 60%
Corporate Trust, TFM	14,849.16		Loan Payment ($6,775.37 - Interest $8,073.79 Principal)
Dakota Supply Group	7,973.46		Supplies
Hawkins, Inc	7,565.34		Water Treatment Chemicals
Health Pool of SD	615.82		Employee Benefits: Health & Life Insurance (60%)
IMEG	17,080.00		Engineering Services - Water Project
Madison National Life Ins Co. Inc	1.20		Life Insurance (60%)
Moreau Grand Electric Coop.	757.37		Electricity: Well Houses & Lift Stations
ND Department of Health	27.00		Water Analysis
Schott's Sales LLC	65.98		Water Dept: Padlock
South Dakota 811	14.56		Locate Fee's (July- September)
SD Dept of Labor	1.16		Reemployment Assistance (3rd Quarter)
SD Public Assurance Alliance	5,937.42		2027 Insurance Coverage
Zane Long	407.00		Hydrovac around shutoff
	55,746.63		
Grand Total	**96,756.34**		