

**LEAD CITY COMMISSION**  
**Regular Meeting**  
**May 19, 2025**

The Lead City Commission met on Monday, May 19, 2025, in City Hall, 801 West Main Street at 5:30 PM with the following members present: Mayor Dustin Heupel, and Commissioners Roger Thomas, Kayla Klein and Robert Carr. Absent: None. Mayor Heupel called the Regular Meeting to order. The Pledge of Allegiance was recited.

**APPROVE MINUTES**

1. Minutes of May 5, 2025, Special Meeting are approved as read with a name change.
2. Minutes of May 5, 2025, Regular Meeting are approved as read.

**FILL VACANCY OF OPEN COMMISSION POSITION**

1. M/Thomas, S/-Carr- Carried to take filling vacancy of open commission position off the table for discussion.

As previously discussed, Mayor Heupel would like to appoint Al Rohrer to the open commission position.

M/Klein, S/Carr- Carried to approve Al Rohrer for the remainder of a 1-year term as a Lead city commissioner.

Those voting aye: Mayor Heupel, and Commissioners Klein, and Carr

Those voting Nay: Commissioner Thomas

**OATH OF OFFICE: COMMISSIONER**

Interim City Administrator Robin Lucero swore in Roger Allen Rohrer for the remainder of a one-year term for City Commissioner of the City of Lead.

**ITEMS FROM VISITORS**

1. Todd Jones, executive director of the Homestake Opera House, was present to discuss summer events.
2. Jamie Gilcrease was present to discuss the City of Lead sign ordinance and banners. Building Inspector Dennis Schumacher sent out a letter to all business owners regarding banners on buildings. Klein would like to have a working group put together with historic preservation and planning and zoning to discuss and would like 30 days from today before any official action is taken. Mayor Heupel agrees this will be discussed further.

**PUBLIC WORKS**

1. Karen Meyer was present to discuss scheduled open play for the pickleball courts. This will be a scheduled play where you can go to play at a specific time and others will also be present to play. Check them out of Facebook at Lead, SD Pickleball. M/Klein, S/Thomas- Carried to approve scheduled open play at the pickleball courts.

**LIBRARY**

1. Library Director Sarah Shoop was present to discuss library funding and will update more on this when she gets more information.

**HISTORIC PRESERVATION**

1. Terry Smith was present to discuss the Annual Hidden Treasure Heritage Festival, June 26-28, 2025.

**BUILDING INSPECTIONS/PLANNING OFFICE/HEALTH SAFETY**

1. Interim City Administrator Robin Lucero gave an update with a computer display on the Houston Street wall failure and the avenues they are currently taking to actively come up with a plan to stabilize this area. They have received a few different quotes and are currently waiting for the weather to hold to do some test holes and once this is done, they will have a better idea how the wall will be fixed. Another option would be to backfill the hillside to stabilize the wall. They are also in the process of looking for a funding source to help with these expenses.

**BILLS**

M/Carr, S/Klein- Carried to approve the Bills in the amount of \$107,292.92 (payables) \$30,626.47 and (wages) \$76,666.45

<b>Vendor</b>	<b>Amount</b>
A&B BUSINESS SOLUTIONS	\$ 676.26
DAWN ALLEN	\$ 20.00
BLACK HILLS ELECTRIC COOPERATIVE	\$ 40.00
BLACK HILLS PIONEER	\$ 502.56
BLACK HILLS PURE, INC	\$ 103.25
BLACK HILLS SECURITY & SYSTEMS	\$ 134.85
BUTLER MACHINERY COMPANY	\$ 1,605.46
FIRST INTERSTATE BANK	\$ 1,125.00
GALLS, INC.	\$ 70.99
HEARST LIBRARY	\$ 572.04
HONEYWELL INC	\$ 1,403.00
JACOBS PRECISION WELDING, INC.	\$ 60.56
JERRY GREERS ENGINEERING	\$ 50.00
JIMS PRIVATE UTILITY LOCATING	\$ 297.50
KETEL THORSTENSON LLP	\$ 14,000.00
M.S. MAIL	\$ 330.00
NORTHWEST PIPE FITTINGS, INC	\$ 318.60
RUNNINGS SUPPLY INC	\$ 397.95
SANITATION PRODUCTS INC	\$ 366.09
DENNIS SCHUMACHER	\$ 270.00
SENSUS METERING SYSTEMS	\$ 3,700.00
SERVALL TOWELL & LINEN, INC.	\$ 791.50
SOUTH DAKOTA ASSOCIATION OF RURAL WATER SYSTEMS	\$ 270.00
SOUTH DAKOTA ONE CALL	\$ 29.40
STURDEVANTS AUTO PARTS, INC.	\$ 1,243.40
VERIZON WIRELESS	\$ 751.79
WATERS HARDWARE	\$ 571.45
MID-CONTINENT	\$ 924.82
<b>Total Amount</b>	<b>\$ 30,626.47</b>
Payroll	
Mayor/Commission	\$ 1,315.13
Finance	\$ 5,422.08
Govt Buildings	\$ 276.95
Police	\$ 22,814.18
Street	\$ 19,646.12
Cemetery	\$ 212.24
Health Inspections	\$ 6,034.72
Parks	\$ 5,973.89
Library	\$ 7,403.91
water	\$ 7,567.23
<b>Total Amount</b>	<b>\$ 76,666.45</b>

## HEARINGS/PUBLIC MEETINGS

1. Public Hearing: On-Off sale malt beverage and packet wine license: Dollar General  
 Mayor Heupel opened the hearing for public comment.  
 Mayor Heupel closed hearing.  
 M/Carr, S/Thomas- Carried to approve the On-Off sale malt beverage and packet wine license: Dollar General
2. Public Hearing: Adoption of Resolution of Intent to enter into a lease for City Property: Lil's Coffee.  
 Mayor Heupel opened the hearing for public comment.  
 Robin Lucero gave a brief update on the Resolution of Intent to enter into a lease for City Property for Lil's Coffee.  
 Klein stated Lilly has exhausted all options for space for her lease and she would like to give her a chance with this 6-month lease. Klein would like Lilly to work with the chamber and continue to look for space.  
 Several Attendees, such as business owner Colin Greenfield, P&Z Board member Levi Wilson, resident Rose Burns, and several Deadwood business owners spoke for and against the lease.  
 Mayor Heupel stated the city has followed what they have done in the past and continued following and taking all the right steps with this lease.  
 Commissioner Carr stated this is about a business who would like to operate in lead that

came to the city and asked for this. This is not permanent, it is a 6-month trial period. Carr stated for the commission to say no is the wrong message. Mayor Heupel closed hearing.

M/Klein, S/Carr- Carried to approve Resolution of Intent to enter into a lease for City Property for Lil’s Coffee.

Those voting Aye: Mayor Heupel, and Commissioners Klein, Carr and Rohrer.

Those voting Nay: Commissioner Thomas

Klein thanked the small businesses for what they do and urged the public to get involved.

**LEGAL AND FINANCE**

1. 2025 April—Financial Report- M/Carr, S/Thomas- Carried to approve the April 2025 Financial Report in the amount of \$928,637.68
2. Resolution 2025-07: Setting City of Lead Fees  
M/Carr, S/Klein- Carried to approve the Resolution 2025-07: Setting City of Lead Fees with the changes to water, sewer, and typo on the parking.

**CITY OF LEAD RESOLUTION # 2025-07**

**A RESOLUTION SETTING FORTH A SCHEDULE OF RATES FOR USE BY THE CITY OF LEAD**

The City Commission of the City of Lead, a municipal corporation, meeting in regular session on May 19, 2025, pursuant to SDCL 9-19, motion was made by Carr seconded by Klein, that the following resolution be adopted:

**WHEREAS**, City Ordinances require certain license fees, charges for services, and other designations to be established by resolution:

**NOW, THEREFORE, BE IT RESOLVED**, by the City Commission of the City of Lead, hereby establishes the following fees and other designations effective for the year 2025. This resolution will replace all previous fees and designations. All utility rates will be effective immediately. All other rates will be effective upon passing of resolution.

**FINANCE**

Park Shelter Fee .....	\$50.00/2 hours
Open Container Permit .....	\$10.00
Peddler Permit .....	\$35.00/30 days
Special Malt Beverage Retailer’s License .....	\$10.00
Short Term Rental Permit .....	\$250.00

Alcohol Licensing:

On-sale Liquor License .....	\$1,200.00 Annually
Wine .....	\$500.00 Annually
Package Liquor .....	\$400.00 Annually
Malt Beverage/SD Farm Wine On/Off Sale .....	\$300.00 Annually

Marijuana Licensing:

Dispensary .....	\$5,000.00 Annually
Cultivation .....	\$5,000.00 Annually
Manufacturing .....	\$5,000.00 Annually
Testing .....	\$5,000.00 Annually
Transfer application fee .....	\$5,000.00
Administrative modification fee .....	\$50.00
Full modification fee .....	\$500.00
Reimbursement, failure to obtain SD DOH certificate .....	\$2,500.00

**BUILDING**

Preliminary Plat Fee .....	\$100.00
Secondary Plat Fee .....	\$50.00
Sign Permit .....	\$25.00
Excavation Permit .....	\$500.00
Variance Application .....	\$200.00
Change of Zoning Request .....	\$200.00
Conditional Use Permit .....	\$200.00
Contractor’s License .....	\$100.00
Renewal by January 31 .....	\$50.00

Demolition Permit:

Contributing structure in Historic District .....	\$500.00
*\$100.00 non-refundable	
Non-contributing structure in Historic District .....	\$250.00
*\$50.00 non-refundable	
Garage/outbuilding outside Historic District .....	\$100.00
*\$25.00 non-refundable	
Home outside Historic District .....	\$250.00
*\$50.00 non-refundable	
Garage/Outbuilding outside Historic District .....	\$50.00
*\$25.00 non-refundable	

Short Term Rental Inspection Fee ..... \$150.00

Other Inspection Fees:

Inspection outside of normal business hours, 2 hour minimum ...	\$40/hour
Reinspection fees assessed under provisions of UBC 108.8 .....	\$40/hour
Inspection for which no fee is specifically indicated, ½ hour minimum .....	\$40.00/hour
Additional plan review required by changes, additions, or revisions to plans, ½ hour minimum .....	\$40.00/hour
For use of outside consultants for plan checking and inspections or both .....	Actual cost plus overhead

Building Permit Fee Schedule:

Up to \$500: .....	\$15.00
\$500.01 to \$2,000: For the first \$500.00 plus \$3.00 for each additional \$100.00, or fraction thereof, to and including \$2,000.00 .....	\$60.00
\$2,000.01 to \$25,000.00: For the first \$2,000.00 plus \$12.00 for each additional \$1,000.00, or fraction thereof, to and including \$25,000.00 .....	\$336.00
\$25,000.01 to \$50,000.00: For the first \$25,000.00 plus \$6.00 for each additional \$1,000.00, or fraction thereof, to and including \$50,000.00.....	\$486.00
\$50,000.01 to \$100,000.00: For the first \$50,000.00 plus \$5.00 for each additional \$1,000.00, or fraction thereof, to and including \$100,000.00 .....	\$736.00
\$100,000.01 to \$500,000.00: For the first \$100,000.00 plus \$4.20 for each additional \$1,000.00, or fraction thereof, to and including \$500,000.00 .....	\$2,416.00
\$500,000.01 to \$1,000,000.00: For the first \$500,000.00 plus \$3.60 for each additional \$1,000.00, or fraction thereof, to and including \$1,000,000.00 .....	\$4,216.00
\$1,000,000.00 and over: For the first \$1,000,000.00 plus \$2.40 for each additional \$1,000.00, or fraction thereof .....	\$4,216.00

**WATER**

Water rate, includes 2,000 gallons .....	\$35.00
Per 1000 gallons over base rate .....	\$5.00
Monthly discount for bank deduction .....	\$0.50
Turn off/on water rate during business hours .....	\$50.00
Turn off/on water rate after business hours and weekends .....	\$150.00
Meter test .....	\$30.00
Water tap fee 1" line .....	\$1,000.00
Water tap fee 2" line .....	\$2,000.00
Water tap fee 4" line .....	\$4,000.00
Water tap fee 6" line .....	\$6,000.00
Water tap fee 8" line .....	\$8,000.00
Water tap fee 12" line .....	\$12,000.00

**SEWER**

Sewer tap .....	\$1,500.00
Sewer Rate .....	\$16.00

**GARBAGE**

Garbage .....	\$24.72
Tax .....	\$1.53

**ANIMALS**

Dog tag, non-neutered .....	\$10.00/Annually
Dog tag, neutered .....	\$3.00/Annually
Animal at large, penalty	
First offense .....	\$25.00
Second offense .....	\$50.00
Third offense .....	\$100.00
Chicken Application .....	\$100.00

**PARKING**

Handicap parking ticket .....	\$50.00
Dead storage parking ticket .....	\$25.00
Other parking ticket .....	\$20.00
Parking Variance .....	\$10.00

\*Good for 5 days

Lower Parking Garage Lease Pricing:

1 month .....	\$60.00
Tax .....	\$3.90

Upper Parking Garage Lease Pricing:

1 month .....	\$20.00
Tax .....	\$1.30

McClellan Leased Parking:

1 month .....	\$20.00
Tax .....	\$1.30

East Summit Street Leased Parking:

1 month .....	\$20.00
Tax .....	\$1.30

Violations:

Overparked, within 72 hours .....	\$20.00
Overparked, after 72 hours .....	\$25.00
Blocking driveway, within 72 hours .....	\$20.00
Blocking driveway, after 72 hours .....	\$25.00
Parking prohibited, within 72 hours .....	\$20.00
Parking prohibited, after 72 hours .....	\$25.00
Parking after time limit, within 72 hours .....	\$20.00
Parking after time limit, after 72 hours .....	\$25.00
Parking in unloading zone, within 72 hours .....	\$20.00
Parking in unloading zone, after 72 hours .....	\$25.00
Parking against traffic, within 72 hours .....	\$20.00
Parking against traffic, after 72 hours .....	\$25.00
Handicapped parking only, within 72 hours .....	\$50.00
Handicapped parking only, after 72 hours .....	\$55.00
Dead storage, within 72 hours .....	\$25.00
Dead storage, after 72 hours .....	\$30.00
Snow removal, within 72 hours .....	\$20.00
Snow removal, after 72 hours .....	\$25.00
Other, within 72 hours .....	\$20.00
Other, after 72 hours .....	\$25.00

**TAXI LICENSE**

Taxi License (Per vehicle) .....	\$50.00
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**RECORDS**

Copies (8.5x11) Black and White .....	\$0.25
Copies (8.5x11) Black and White Double Sided or full page images .....	\$0.50
Copies (8.5x11) Color .....	\$0.50
Copies (8.5x11) Color Double Sided or full page images .....	\$1.00
Copies (11x17) Color .....	\$1.00
Copies (11x17) Color Double Sided .....	\$1.00
Faxing .....	\$1.00/page
Accident Report .....	\$4.00
Police Record Request .....	\$20.00
Background Check Fee .....	\$26.75

**CEMETARY**

City of Lead Resident:

Grave Site Adult .....	\$250.00
Perpetual Care Adult .....	\$240.00
Grave Site Infant .....	\$100.00
Perpetual Care Infant .....	\$100.00
Staking Fee .....	\$60.00
Headstone Deposit .....	\$75.00

City of Lead Non-Resident:

Grave Site Adult .....	\$300.00
Perpetual Care Adult .....	\$300.00
Grave Site Infant .....	\$125.00
Perpetual Care Infant .....	\$125.00
Staking Fee .....	\$60.00
Headstone Deposit .....	\$75.00

**EQUIPMENT/PERSONNEL**

Loader/Blade.....	\$125/hour
Mini Excavator .....	\$90/hour
Dump Truck .....	\$80/hour
Other Truck .....	\$75/hour
Bob Cat/Skid steer .....	\$80/hour
Backhoe .....	\$90/hour
Pickup/Trailer .....	\$65/hour
Other Equipment .....	\$50/hour
Street Personnel During Regular Hours .....	\$50/hour
Utility Personnel During Regular Hours .....	\$50/hour
All Personnel After Hours .....	\$150/hour
Vactor/Jet Truck .....	\$125/hour
Supplies .....	Actual cost plus 20%

Those voting aye: Mayor , and Commissioners,

Those voting nay: None

Motion carried.

Dated this 19th day of May, 2025

CITY OF LEAD:

ATTEST:

\_\_\_\_\_  
Dustin Heupel, Mayor

\_\_\_\_\_  
Robin Lucero, Interim City Administrator

(SEAL)

**ITEMS FROM MAYOR & COMMISSIONERS**

1. City Administrator Job Opening- M/Thomas, S/Carr- Carried to approve posting the City Administrator Job Opening in the normal locations for two weeks.

**MEETING/ANNOUNCEMENTS**

1. Next Regular Meeting- Monday, June 2, 2025 @ 5:30 PM- Lead City Hall
2. Planning & Zoning- Tuesday, May 27, 2025 @ 5:00 PM- Lead City Hall
3. Historic Preservation- Wednesday, May 21, 2025 @ 4:00 PM- Lead City Hall

**EXECUTIVE SESSION**

M/Thomas, S/Carr- Carried to enter into executive session at 7:25PM.

M/Klein, S/Carr- Carried to come out of executive session at 7:42PM with no action taken.

**ADJOURN**

M/Klein, S/Thomas—Carried to adjourn Regular Meeting at 7:43PM.