

LEAD CITY COMMISSION
Regular Meeting
December 15, 2025

The Lead City Commission met on Monday, December 1, 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, Robert Carr and Al Rohrer. Absent: None. Mayor Heupel called the Regular Meeting to order. The Pledge of Allegiance was recited.

APPROVE AGENDA

M/Klein, S/Thomas—Carried to approve the December 15, 2025, Agenda.

APPROVE MINUTE

1. Minutes of December 1, 2025, Meeting are approved as read.

ITEMS FROM VISITORS

1. Pamela Berreth requested that when streets have a cleaning schedule the city begin doing the CodeRed system again. Jason stated the CodeRed is down at this time, but they are working on getting this running so they will be able to do this.
2. Taylor and Asia Ballert who run a nonprofit organization called Octavia's Promise, have recently certified 9 of the City of Lead employees in SPR, AED and some first aid. Taylor thanked the city for reaching out to him.
3. Kiwanis: Par Course Park Playground Update: Mike Stahl was present to give an update to the community on their progress with the Par Course Park Playground. Commissioner Klein thanked the Kiwanis Group for their hard work and dedication these past two years.

PUBLIC SAFETY

1. Snow Ordinance Reminder from Chief Williams to keep sidewalks cleared of snow.
2. Williams would like help from families to help their kids to use the crosswalk and also please watch those crosswalks and make sure to pay attention and stop.
3. Williams stated there are two patrol officer positions open for advertisement.
4. School Resource Office MOU with Lead/Deadwood Police Department and Lead-Deadwood School District- M/Carr, S/Thomas- Carried to approve School Resource Office MOU with Lead/Deadwood Police Departments and Lead-Deadwood School for the 2025-2026 year.
5. Top Performer Letter from Office of Highway Safety Regarding Chief Williams: Robin Lucero stated this letter was sent to Chief Williams from Rob Weinmeister who is the Director of the office of Highway Safety for the state of South Dakota. This was the first time they had written a letter like this. There are only a handful of people who were recognized and sent this letter for doing a great job and making a difference in their community. Mayor Heupel congratulated Williams and thanked him for all of his hard work.
6. Secret Santa donation containers are located at City Hall, Lynns Dakota Mart gas and groceries, Common Cents, Ace Hardware, and First Interstate Bank can take donations. They have also picked four families that will be receiving gifts.

BUILDING INSPECTIONS/PLANNING OFFICE/HEALTH SAFETY

1. Variance Request: Richard Van Houton Legal Description: Lot G-3 OF BLOCK Y OF THE DENVER ADDITION, A REPLAT OF LOTS A, B, AND C OF BLOCK Y DENVER ADDITION ALL IN THE CITY OF LEAD, LAWRENCE COUNTY, SOUTH DAKOTA PLAT #2000-5104
M/Carr, S/Klein- Carried to approve Variance Request for Richard Van Houton as read.
2. Ordinance #1121-25 Sign Regulations (Second Reading)
M/Klein, S/Thomas- Carried to stipulate to the reading
M/Thomas, S/Carr- Carried to approve Ordinance #1121-25 Sign Regulations
3. Ordinance #1122-25 Vehicles for Hire (First Reading)
Robin Lucero went over Ordinance #1122-25 with the commission. This ordinance will allow other transportation networks to work within the City of Lead. Klein stated taxi companies were contacted about this and ultimately, they have a process for rides and at this time they cannot meet the demand. Sales tax will also be collected which is a plus. Thomas is concerned and states there are several unanswered questions. Klein states this will be a really great thing for people who would like to use this platform and also extra sales tax. Carr states not having this platform prevents people from being here. The City Attorney has also looked into this and has no concerns.

M/Klein, S/Rohrer- Carried to approve Ordinance #1122-25 Vehicles for Hire (First Reading) Fees will be looked at later.

Jesse Carsten, owner of Northern Hills taxi, would like the fees lowered or dropped and would like insurance for the drivers looked into. Vote 4-1: Yay – Carr, Klein, Heupel, Rhorer. Nay - Thomas

4. Ordinance #1123-25 Peddlers (First Reading)- M/Klein, S/Thomas- Carried to approve Ordinance #1123-25 Peddlers (First Reading)
 Mayor Heupel asked Chief Williams and Dennis Schumacher if they see any issues with enforcing this or the classification of the tiers being clear enough so there is no problems. They both do not think there will be any issues.
5. Resolution 2025-15 2026 Fee Schedule- M/Klein, S/Carr- Carried to approve Resolution #2025-15 2026 Fee Schedule.

**CITY OF LEAD RESOLUTION # 2025-15
 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 December 15, 2025, pursuant to SDCL 9-19, motion was made by Klein seconded by Carr, 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 2026. This resolution will replace all previous fees and designations. All utility rates will be effective January 1, 2026. 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	
Tier 1 (Low-impact vendor):	
Daily	\$10.00
(City may waive for nonprofits, organizations or qualified events)	
Weekly	\$20.00
Monthly	\$35.00
Annual	\$100.00
Tier 2 (Standard vendor):	
Daily	\$15.00
Weekly	\$30.00
Monthly	\$75.00
Annual	\$250.00
Tier 3 (High-impact vendor/Food Truck):	
Daily	\$20.00
Weekly	\$40.00
Monthly	\$100.00
Annual	\$500.00
Electrical Pedestal Add-on Fee:	
Daily	\$10.00
Weekly	\$50.00
Monthly	\$100.00
Annual	\$500.00
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 \$50.00
Banner 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 \$200.00
Renewal by January 31 \$100.00

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,
1/2 hour minimum \$40.00/hour
Additional plan review required by changes, additions, or revisions to plans, 1/2 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	\$26.00
Tax	\$1.61

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	\$20.00

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

Nuisance removal, snow removal, and after-hours callouts	\$150/hour per person
Repair for damage to city property	\$200/hour per person
Holiday callouts	\$300/hour per person
Supplies	Actual cost plus 20%

Those voting aye: Mayor Heuple, and Commissioners Carr, Klein, Thomas, and Rohrer

Those voting nay: None

Motion carried.

Dated this 15th day of December, 2025

CITY OF LEAD:

ATTEST:

Dustin Heupel, Mayor

Robin Lucero, City Administrator

(SEAL)

6. No parking on the south side of island at Manuel Brother's Park- M/Carr, S/-Thomas- Carried to approve no parking on the south side of island at Manuel Brother's Park.

BILLS

M/Carr, S/Klein- Carried to approve the Bills in the amount of \$209,805.41 (payables) \$135,507.20 and (wages) \$74,251.21

Vendor	Amount
A&B BUSINESS SOLUTIONS	\$ 338.13
ALL NET CONNECTIONS	\$ 38.08
BARRY'S ELECTRIC	\$ 175.00
BBQ GUYS PRO	\$ 4,352.97
BLACK HILLS PIONEER	\$ 372.94
BUTLER MACHINERY COMPANY	\$ 786.70
CITY OF DEADWOOD	\$ 12,500.00
CORE & MAIN	\$ 17,200.91
FIRST INTERSTATE BANK	\$ 1,125.00
HANDLEY CENTER	\$ 345.00
HEARST LIBRARY	\$ 988.51
JACOBS PRECISION WELDING, INC.	\$ 22,866.20
JENNER EQUIPMENT, INC.	\$ 247.34
MEAD LUMBER	\$ 309.24
LEAD/DEADWOOD SANITARY DIST	\$ 29,450.46
M&W TOWING	\$ 99.75
M.S. MAIL	\$ 885.00
MCGAS PROPANE	\$ 972.42
MENARDS	\$ 121.60
MILE UP MARKETING SOLUTIONS	\$ 830.00
MONUMENT HEALTH	\$ 100.00
NEHL DENTAL INC	\$ 135.80
NORTHWEST PIPE FITTINGS, INC	\$ 98.60
OCTAVIA'S PROMISE	\$ 270.00
PERFORMANCE ONE	\$ 320.00
QUIK SIGNS	\$ 119.56
RAMKOTA HOTEL - PIERRE	\$ 1,369.00
RUSHMORE OFFICE	\$ 225.78
SERVALL TOWELL & LINEN, INC.	\$ 701.06
SOLAR SOUND CORP	\$ 1,426.58
SOUTH DAKOTA SECRETARY OF STATE	\$ 30.00
SOUTHSIDE OIL CO., INC.	\$ 3,453.76
DR. REID STONE, DDS	\$ 1,018.00
SUMMIT SUPPLY CORP.	\$ 1,617.20
VERIZON WIRELESS	\$ 542.97
WEST RIVER SOLID WASTE SOLUTIONS LLC	\$ 29,776.32
MID-CONTINENT	\$ 1,167.32
Total Amount	\$ 136,377.20
Payroll	
Mayor/Commission	\$ 1,450.90
Finance	\$ 9,231.62
Police	\$ 17,680.66
Streets	\$ 21,428.40
Health Inspections	\$ 2,975.27
Parks	\$ 5,373.83
Library	\$ 7,328.72
Water	\$ 8,788.81
Total Amount	\$ 74,258.21

LEGAL AND FINANCE

1. Set election date for June 2, 2026- M/Klein, S/Thomas- Carried to approve setting the election date for June 2, 2026
2. Approve Combined Voting Agreement with Lawrence County- M/Klein, S/Thomas- Carried to approve combined voting agreement with Lawrence County.
3. Resolution 2025-16 Transferring funds from the General Fund to the Library Fund- M/Klein, S/Carr- Carried to approve Resolution 2025-16 Transferring funds from the General Fund to the Library Fund.

CITY OF LEAD RESOLUTION # 2025-16

A RESOLUTION TRANSFERRING FUNDS FROM THE GENERAL FUND TO THE LIBRARY FUND

The City Commission of the City of Lead, a municipal corporation, meeting in regular session on December 15, 2025, pursuant to SDCL 9-19, motion was made by Klein seconded by Carr that the following resolution be adopted:

WHEREAS, the City of Lead finds it necessary to supplement the Library Fund with funds from the General Fund, and

WHEREAS, the City of Lead has sufficient funds in the General Fund,

NOW, THEREFORE, BE IT RESOLVED, that the City of Lead shall transfer the amount of \$60,000 (Sixty thousand dollars) from the General Fund to the Library Fund.

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

Those voting nay: None

Motion carried.

Dated this 15th day of December, 2025

CITY OF LEAD:

ATTEST:

Dustin Heupel, Mayor

Billie Jo Ryan, Finance Officer

(SEAL)

4. November 2025 Financial Report- M/Carr, S/Klein- Carried to approve the November 2025 Financial Report in the amount of \$1,441,104.45.

ITEMS FROM MAYOR & COMMISSIONERS

1. Police Needs Committee continuing to meet.

MEETING/ANNOUNCEMENTS

1. Next Regular Meeting- Monday, January 5, 2026 @ 5:30 PM- Lead City Hall
2. Planning & Zoning- Tuesday, December 27, 2025 @ 5:00 PM- Lead City Hall
3. Historic Preservation- Wednesday, January 21, 2026 @ 4:00 PM- Lead City Hall
4. City Hall and the Library will be closed for Christmas on December 25th and 26th
5. City Hall closed for New Year’s Day January 1st

ADJOURN

M/Klein, S/Carr—Carried to adjourn Regular Meeting at 6:45 PM.

CITY OF LEAD

ATTEST

Dustin Heupel, Mayor

Robin Lucero, City Administrator

(SEAL)