AGENDA
EGAN CITY – REGULAR MEETING
July 28, 2026
6:00 PM at Egan City Office
101 N Irvin St. Egan, SD 57024

Persons wishing to comment on items NOT and ON the agenda shall raise their hand, state their name, and request to speak during Public Comment only. The Chairman during the meeting has the option to open up public comment for any agenda items at his/her/board discretion.

Call Meeting to Order
Conflict of Interest Items on current agenda for anyone on the Council
Motion to approve Agenda
Motion to Approve July 15, 2026 Regular Meeting Minutes

Public Comment: This is an opportunity for the public to comment on items NOT on the agenda. If the item requires Council action, it will be scheduled for an upcoming meeting. This session is limited to 30 minutes allowing **3 minutes per citizen**.

Old Business: - New Seal Pros Quote with an additional section of town being overlayed from previous meeting.
- Gierke Meter Pit Hearing

New Business: - Ordinance change or discussion on Egan's Meter Pit Ordinance.

Committee Reports: Compliance/Code Enforcement (Chamblin & Hein):
Maintenance/Streets (Loehr & M. Ten Eyck):
Parks (Chamblin & Hein):
Personnel/Compliance (K. Ten Eyck):
Utilities (K. Ten Eyck):

Executive Session per SDCL 1-25-2
Next Regular Meeting: August 19, 2026, 6:00 pm ***Adjourn***

AGENDA SUBJECT TO CHANGE UP TO TWENTY-FOUR (24) HOURS PRIOR TO MEETING TIME

Egan City Minutes

July 15, 2026

The Board of Trustees of the City of Egan, South Dakota met in regular session on July 15, 2026, at Egan City Hall, 101 N Irvin St, Egan, SD.
Present: Board of Trustees – Cody Chamblin, Jerome Olson, Michelle Ten Eyck, Karlie Ten Eyck, Allen Loehr and Finance Officer Maeghen Putnam. Absent Nancy Hansen and Mike Hein. Citizens Attending: Dianne Olson, Mike Larson, Norm Koehn, Donna Koehn, Barb Warborg, Victoria Olson, Collin Rasmussen, Lehni Olson, Russell Olson, Jennie Olson, and Benjamin Theophllus.
The 6:00 pm meeting was called to order by Chairman Chamblin.
Motion by Olson, second by M. Ten Eyck to approve the agenda.
Motion by Olson to approve June 8, 2026, Special Canvass Meeting Minutes and June 17th, 2026, Regular Meeting Minutes, Second by M. Ten Eyck. All present voted "aye."

Public Comment: Mike Larson had concerns about the trim being off the lift station for three months. Donna Koehn complimented the city on how nice the community center sign looks.

Old Business: Putnam provided research into putting the snowplow and box blade on online auction either through Purple Wave or Gov Deals. The city is also interested in getting rid of the tractor mower and getting a different one. South Dakota Surplus law was also provided to the board. M. Ten Eyck and Chamblin both agreed to keep looking into the law, options, and getting legal advice. This will be discussed again at the next meeting.

Olson reminded the board on June of 2024 that the board approved buying surveillance cameras. He recommended getting in touch with Dakota Surveillance. He had concerns that the cost of an employee when the tree dump reopens would be at great cost to the city, whereas cameras could help alleviate some of that cost. M. Ten Eyck mentioned that a hefty fee for violating dumping rules could accompany this. The board decided to look into cameras from Dakota Surveillance.

M. Ten Eyck had concerns about use of non-licensed contractors doing water/sewer digging work in the city. She believed as of 2000 it has a been a city rule that licensed diggers must be used. She could not find a city ordinance dealing with licensed diggers. She wanted the city to know per PUC rules; it has to be a licensed plumber to tie into city water and sewer. Michelle is going to meet with Jeff Carruthers and lawyer to get everything figured out.

Committee Reports: *Compliance*/Code Enforcement: M. Ten Eyck made a motion that on lawns that need mowing, the city will give them a courtesy call, email, or letter giving them three days to mow/clean up the property or then the city will come in and mow the property. Seconded by Olson. All present voted "aye."
Maintenance/Streets: nothing *Parks*: The youth softball tournament last weekend liked our field and playground equipment. They are planning to have that tournament in Egan every year. They purchased us a new home plate, pitching mound, and a second base. The farmers' market is going well over at Gazebo Park. The welcome signs for Egan are on hold since permission was not yet given on one location. M. Ten Eyck is reaching out to the state to see if Egan can put the sign in line with telephone polls at the edge of town. *Personnel/Compliance*: nothing *Utilities:* Putnam is going to reach out to DANR and MAPS to see if the city can get a utility rate study.
Chamblin thanked Jerome Olson for many years of service. M. Ten Eyck presented Jerome Olson with an Executive Proclamation from the State of South Dakota Office of the Governor signed by Larry Rhoden proclaiming July 15, 2026, Jerome C. Olson Day and outlining accomplishments throughout 22 years of public service.

Motion by Olson at 6:25 to adjourn the meeting. Seconded by M. Ten Eyck. All present voted "aye."

The 6:28 pm meeting was called to order by Finance Officer Putnam.

Transition: K. Ten Eyck and Loehr gave the Oath of Office to qualify them as Trustees of the City of Egan.
Motion by Allen, seconded by K. Ten Eyck to appoint M. Ten Eyck as Chairman of the City of Egan. All present voted "aye."
Motion by M. Ten Eyck, seconded by K. Ten Eyck to appoint Loehr as Vice Chairman of the City of Egan. All present voted "aye."
Committee Assignments: *Compliance*/Code Enforcement: Chamblin & Hein
Maintenance/Streets: Loehr & M. Ten Eyck
Parks: Chamblin & Hein
Personnel/Compliance: K. Ten Eyck
Utilities: K. Ten Eyck

Zoning: A zoning permit was issued for 213 W. 3rd St. to Theadore Thull. All zoning requirements were met by Thull including set back and maximum garage size. The bank building will be part of the structure with a breezeway/living space, garage and living space up above (carriage house) extending off the south.

Motion by K. Ten Eyck to approve and address change from 213 W. 3rd St. to 102 S. Fred St. Seconded Loehr. All present voted "aye." This new address was suggested by 911 addressing through First District. The new construction on the property will have a front door facing Fred St., where it was previously facing 3rd St.

New Business: Loehr wants the city to look into an app to track tasks around the city for maintenance. Hiring a maintenance person was discussed. Chamblin voiced that he does not believe the city has enough funding nor enough work to hire a maintenance person full Time. Loehr mentioned that a dedicated part-time maintenance person is more what he had in mind. Ideas were given by reaching out to other small towns, advertising in the Booster/Facebook. Chamblin requested a study on how much we have spent on maintenance in the past vs how much we will have to spend on hiring someone to do maintenance. Loehr made a motion to come up with a plan of what maintenance tasks need to be done, figure out the salary and hours, and once compiled start advertising. Seconded by Chamblin. All presented voted "aye."

Chamblin made a motion to have the propane system regulators replaced by River's Edge. Loehr seconded the motion. All presented voted "aye." The city owns two propane tanks, is lease-to-own on one tank, and is renting another tank, total of four tanks. At this point the city will stay with River's Edge for propane and possibly to do prepayment to be decided on at a future meeting.

Three road improvement quotes were presented by Chamblin from Seal Pros, ASCO, and Precision Paying Solutions. M. Ten Eyck made a motion to accept Seal Pros bid for $76,636 for Prospect Street overlay with two patches on First St. K. Ten Eyck seconded the motion. All present voted "aye." This motion is pending a clarification on the $54,896.82 quote.

Chamblin is getting a quote for electrical service to the Gazebo Park and lighting at the Pump House. Decision based on quote will be made at a future meeting.

The city owns five iPads. One iPad has been designated to Jeff/Lucas at Big Sioux to do meter readings. One iPad has been designated to record board meetings with access to the city YouTube page for easier video uploading. The other three will be set up with Teams for board members who are traveling to attend the meetings.

Putnam presented Opt-Out information to the board. A motion was made by Chamblin, seconded by K. Ten Eyck to not do an Opt-Out this year. All present voted “aye.”

Committee Reports: *Compliance*/Code Enforcement: nothing *Maintenance/Streets*: Loehr reiterated Chamblin and Hein will finish up on the paving project to find out if the quote was correct for $54,896.82. *Parks:* Ball tournament next weekend at the baseball field. M. Ten Eyck is planning on painting the Gazebo after coordinating getting materials and volunteers. *Personnel/Compliance*: nothing *Utilities*: nothing

Motion by Loehr, second by K. Ten Eyck to approve the Personnel and Financial Reports. All present voted “aye.”

Chamblin noted for public record that the city is paying Pete Harper $850 to take care of a limb when the maintenance people didn’t even have time to take care of it. He mentioned he was concerned about licensing, and it was not an emergency. M. Ten Eyck said the limb/tree was down for multiply day over the weekend and the fourth of July was coming up and she had talked to board members to get their consensus to have Harper take care of the limb/tree. K. Ten Eyck spoke about the continuation of the conversation about advertising for a maintenance person that can take care of events like these.

Motion by Loehr, second by K. Ten Eyck to approve the following bills: Payroll $3,667.02; Titan Machinery (Mower Maintenance) $1,396.62; River's Edge Cooperative (Propane) $1,031.75; City of Sioux Falls (Water Test) $26.37; Dakota Supply Group (Lift Station Monitor) $637.58; Dakota Supply Group (Water Meters) $1,146.00; Booster (Minutes/Advertising) $330.50; OtterTail (Electricity) $1,009.96; USDA Water Loan (April Loan Payment) $569.00; SDDOL & RRAD (Late Fee) $50.00; SDOR (Sales Tax) $110.65; IRS (Q1 2026 941 Payroll Payment) $1,709.80; Champion Media/Enterprise (March/April Minutes) $83.93; Dakota Pump (Lift Station Maintenance) $665.82; Moody County Auditor (Deputy Coverage) $983.33; Dutton-Lainson (Water Meter ERT's) $1,069.98; Big Sioux Community Water System (Water/Service Contract) $2,667.26; Booster (Minutes/Advertising) $170.00; Blue Jays (Fuel) $74.19; Lacey Rentals (Sewage Cleaning) $165.00; Eng Services (April Garbage Haul) $1,133.60; Total: $18,698.36. Chamblin voted “nay.” Loehr, K. Ten Eyck, and Loehr voted “aye.”

A motion was made by Ten Eyck to approve bank authorization to change signers on accounts removing Cody Chamblin and Michael Hein and adding Michelle Ten Eyck and Allen Loehr for First Savings Bank, First Savings Bank credit card, Bank West, and SD FIT PTMA.

Correspondence: none
Motion by K. Ten Eyck, second by Loehr to adjourn regular session at 7:27. All present voted “aye.” Next Regular Meeting – Wednesday, August 19, 2026, at 6pm.
Minutes submitted pending Board approval.
Michelle Ten Eyck, Chairman
Attest: Maeghen Putnam, Finance Officer