

**CITY OF FREEMAN  
CITY COUNCIL | REGULAR SESSION  
TUESDAY, JULY 18, 2023  
6:30 P.M. | CITY HALL COUNCIL CHAMBERS  
AGENDA**

**ROLL CALL**

**MINUTES OF JULY 5, 2023 REGULAR MEETING**

**VOUCHERS**

**PUBLIC INPUT**

**2<sup>ND</sup> READING ORDINANCE 2023-04 – BOND SCHEDULE**

**LEAD LINE SURVEY**

**DEVELOPMENT & MARKETING REPORT**

**OTHER BUSINESS**

**NEXT MEETING DATE – TUESDAY, AUGUST 1, 2023 @ 6:30 PM**

**EXECUTIVE SESSION PURSUANT TO SDCL 1-25-2(1) – PERSONNEL**

**HIRE POLICE PERSONNEL**

**ADJOURN**

**This meeting will be livestreamed via the link posted in the “Government” section at  
CityofFreeman.org & on Golden West Cable channel 90.**

**Council Minutes**  
**Regular Session**  
**Wednesday, July 5, 2023**

The Freeman City Council met in regular session on Wednesday, July 5, 2023 at 6:30 pm at City Hall in Freeman. President Blaine Saarie called the meeting to order and the following members were present: Charles Gering, Blaine Saarie, Tabitha Schoenwald, Clifford Tjaden, Elizabeth Waltner and Steve Waltner. Also attending were Finance Officer Lisa Edelman, Duane Walters, Carol Eisenbeis, Joshua Cox, JoAnn Smith and Jacob Tietje.

**Minutes**

S. Waltner moved to accept the minutes of the June 20, 2023 regular meeting as presented. E. Waltner seconded the motion. All votes aye.

**Vouchers**

Tjaden moved to approve the vouchers listed below. Schoenwald seconded the motion. Roll call: All votes aye.

PAYROLL – FINANCE	4203.86	FIRST NET, police cell phone	106.80
PAYROLL – MARKETING	5287.19	FREEMAN AMBULANCE, fire dept pmt	10524.00
PAYROLL – GOVERNMENT BUILDING	432.50	FREEMAN SHOPPING CENTER, resale	1868.57
PAYROLL – POLICE	11357.70	GLORIA HORVATH, deposit refund	200.00
PAYROLL – PUBLIC SAFETY	167.55	GOLDEN WEST, telephone service	1339.81
PAYROLL – STREETS	2972.65	HAWKINS, pool supplies	1514.25
PAYROLL – SEWER	8641.40	JAMBOREE, supplies	529.79
PAYROLL – REFUSE	7512.23	JH DIESEL, repair	109.99
PAYROLL – RECYCLE	4109.47	KLEINSASSER HTG & COOLING, repair	843.76
PAYROLL – WATER	9451.38	KOERNER CONSTRUCTION, supplies	125.00
PAYROLL – AMBULANCE	3753.37	KUSTOM COLORS, golf cart graphic	1360.00
PAYROLL – PARK/POOL	14157.45	LAMB MOTOR CO, street pickup	44297.00
PAYROLL – GOLF COURSE	24147.67	MATHESON, amb supplies	357.34
PAYROLL – LIBRARY	10670.02	MR G’S, repair	96.95
PAYROLL – COMMUNITY CENTER	229.50	NORTHWESTERN ENERGY, electric & gas	8807.97
MERCHANTS STATE BANK, 941 deposit	20252.97	ON SIGHT, annual support	111.46
SD RETIREMENT	8507.46	ONE OFFICE, supplies	173.55
ACH FEES, payroll & utilities	30.00	PERFORMANCE FOOD SERVICE, resale	4821.75
APPEARA, rugs	113.06	PITNEY BOWES, postage	600.00
BEAL, beer	693.60	PLUNKETT’S, pest control	238.63
BOLTE’S SANITARY, roll-off	390.00	R & R PRODUCTS, repair	459.56
B-Y WATER, water purchase	9367.47	RORY HERMSEN, resale	424.00
B-Y WATER INTEREST	3168.00	RURAL MFG, repair	902.78
C & B OPERATIONS, repair	372.59	SD DEPT OF HEALTH, testing	148.00
CARDMEMBER SERVICES, supplies	1792.53	SD DEPT OF PUBLIC SAFETY, license renew	230.00
CHS, fuel	3304.86	SD DEPT OF REVENUE, sales tax	5592.05

CITY OF FREEMAN, utilities	43.50	SECOND CENTURY PRINTING, publishing	566.40
CITY OF MITCHELL LANDFILL, garbage fees	3651.84	SIOUX INTERNATIONAL, repair	162.58
CORE & MAIN, repair	13758.81	SOUTHEASTERN ELECTRIC, electric	1904.24
DAKOTA BEVERAGE, beer	261.00	SQUARE, monthly subscription	35.00
DAKOTA PUMP, repair	4874.26	STERN OIL COMPANY, fuel	1584.57
DEMCO, library supplies	233.67	TIFFANY MCLEOD, deposit refund	139.14
FENSEL'S ELECTRIC, repair	2557.09	VALLEY ELECTRIC, repair	2377.45
FINK LAW OFFICE, legal	577.32	ZIMCO, chemical	1350.00
		VOUCHERS	167852.42
		SALARIES	107093.94
		TOTAL VOUCHERS & SALARIES	274946.36

## Financial Report

Tjaden moved to approve the financial report as presented. Schoenwald seconded the motion. Roll call: all votes aye.

## Public Input

Joshua Cox questioned the legality of the golf cart permit. He also presented documents to the council regarding trespassing on his property.

## Special Event Permit – SD Chislic Festival

JoAnn Smith addressed the council regarding the SD Chislic Festival to be held July 29. Gering moved to approve the special event permit. Schoenwald seconded the motion. Roll call: all votes aye.

## Security Requirements

JoAnn Smith, representing the South Dakota Chislic Festival, requested a waiver to Chapter 6.0711 Section 3 of the city ordinances for the chislic festival and to allow Officer Slevin to determine the number of security guards needed for the event. Tjaden moved to waive the security requirements referenced in Chapter 6.0711 Section 3 of the city ordinances and allow Officer Slevin to determine the number of security guards needed. S. Waltner seconded the motion. Roll call: all votes aye.

## Special Event Permit – Farmer Appreciation Day

Jacob Tietje informed the council that the Freeman Community Development Corporation would like to have a Farmer Appreciation Day on August 9, 2023. E. Waltner moved to approve the special event permit. S. Waltner seconded the motion. Roll call: all votes aye.

## Special Event Permit – Mutton Run

Tabitha Schoenwald representing Freeman Regional addressed the council regarding plans for the 5K, 10K and 1 mile Run/Walk taking place on July 29, 2023. A map of the route was provided. S. Waltner moved to approve the special event permit. E. Waltner seconded the motion. Roll call: all votes aye.

**Special Event Permit – Kids Water Fest**

Tabitha Schoenwald representing Freeman Regional requested the use of the swimming pool to hold a kids water fest on August 12, 2023. The lifeguards will be paid by Freeman Regional. Tjaden moved to approve the special event permit. S. Waltner seconded the motion. Roll call: all votes aye.

**Ordinance 2023-02**

Tjaden moved to give second reading and adopt ordinance 2023-02, an ordinance to amend the police residency ordinance. E. Waltner seconded the motion. Roll call: all votes aye.

AN ORDINANCE AMENDING TITLE 1 OF THE REVISED ORDINANCES  
OF THE CITY OF FREEMAN, SOUTH DAKOTA

Be it ordained by the City of Freeman, South Dakota, that Title 1, Section 1.0403 is hereby amended to read as follows:

1.0403 Residency:

The Chief of Police and all full-time police department employees must live within (1) mile of the city limits of the City of Freeman. A full-time employee is one who is considered to have worked thirty-two (32) hours per week.

Dated this 5<sup>th</sup> day of July, 2023.

\_\_\_\_\_  
Blaine Saarie, President

(SEAL)  
ATTEST:

\_\_\_\_\_  
Lisa Edelman, Finance Officer

First Reading: June 20, 2023  
Second Reading: July 5, 2023  
Published: July 13, 2023  
Effective Date: August 2, 2023

**Ordinance 2023-03**

Tjaden moved to give second reading and adopt ordinance 2023-03, an ordinance to enact a golf cart ordinance. Schoenwald seconded the motion. Roll call: all votes aye.

AN ORDINANCE ENACTING TITLE 8, SECTION 8.05 OF THE REVISED ORDINANCES  
OF THE CITY OF FREEMAN, SOUTH DAKOTA

Be it ordained by the City of Freeman, South Dakota, that Title 8, Section 8.05 shall be enacted as follows:

8.05 Golf Carts:

The City of Freeman hereby permits the use of golf carts on the municipal streets of the City of Freeman, subject to the following:

1. The golf cart shall be insured and shall comply with all State Statutes.
2. The person operating the golf cart shall hold a valid driver's license.
3. The person operating the golf cart shall, on an annual basis, obtain a permit from the City of Freeman to operate the golf cart on municipal streets; the fee for said annual permit shall be set by resolution of the city council. A yearly city issued sticker must be displayed on the back of the approved cart.
4. Permitted golf carts may operate on the municipal streets of the City of Freeman from one-half hour before sun-rise to one-half hour after sun-set. Operation of a golf cart outside of these times is not allowed unless the golf cart is equipped with an operating head light and tail lights.
5. The operator and all occupants of a golf cart shall be seated at all times.
6. Golf carts shall not be operated on the sidewalks.
7. No person may operate a golf cart on a state or county highway except for crossing from one side of the highway to the other. A golf cart may cross the highway at a right angle, but only after stopping and yielding the right-of-way to all approaching traffic and crossing as closely as possible to an intersection or approach.
8. The operator of a golf cart is required to obey the same traffic laws of the state and ordinances of the city, including street and road signs, as the operators of all other motorized vehicles are required to obey.
9. Any permit issued under this section may be revoked for any violation of this ordinance or state law related to operating golf carts.
10. The operator of any golf cart shall be subject to a penalty, as provided in Title 15 of the ordinances of the City of Freeman, South Dakota, for any violation of this section.

Dated this 5<sup>th</sup> day of July, 2023.

\_\_\_\_\_  
Blaine Saarie, President

(SEAL)

ATTEST:

\_\_\_\_\_  
Lisa Edelman, Finance Officer

First Reading: June 20, 2023

Second Reading: July 5, 2023

Published: July 13, 2023

Effective Date: August 2, 2023

**Golf Cart Permit**

Tjaden moved to approve the golf cart permit presented with an annual fee of \$20.00 per year. S. Waltner seconded the motion. Roll call: all votes aye.

### **1<sup>st</sup> Reading of Ordinance 2023-04**

Council gave 1<sup>st</sup> reading to Ordinance 2023-04 to amend the bond schedule.

### **Surplus Property**

Gering moved to surplus the 2008 Chevrolet Impala police car and sell it on the next available Wieman auction. Schoenwald seconded the motion. Roll call: all votes aye.

S. Waltner moved to surplus 3 Acer all in one library computers at no value to be recycled. Tjaden seconded the motion. Roll call: all votes aye.

### **Other Business**

E. Waltner: Questioned why the house removal site hasn't been completed.

S. Waltner: Stated that the handicap sign is down at the community center and weeds need to be sprayed around the building. Asked that the picnic tables be put back in the shelters at the park. Asked about mosquito spraying and trees hanging low over the sidewalks.

Schoenwald: Asked if a picnic table could be moved over to the pool.

Tjaden: Stated that weed eating needs to be done around the detention ponds.

Saarie: Informed the group that the street pickup will be delivered on Thursday and any budget requests need to be turned in.

Walters: Stated that the street paving will need to be bid. S. Waltner moved to advertise for street paving. E. Waltner seconded the motion. Roll call: all votes aye.

### **Next Meeting Date**

The next meeting of the Freeman City Council will take place on Tuesday, July 18, 2023 at 6:30 pm.

### **Executive Session**

S. Waltner moved to go into Executive Session at 7:20 pm pursuant to SDCL 1-25-2(1). Tjaden seconded the motion. All votes aye.

Gering declared out of executive session at 8:06 pm.

Tjaden moved to advertise for sewer lining. Saarie seconded the motion. All votes aye.

### **Adjournment**

S. Waltner moved to adjourn at 8:10 pm. Tjaden seconded motion. All votes aye.







## ORDINANCE 2023-04

### AN ORDINANCE AMENDING TITLE 15, SECTION 15.0105 OF THE REVISED ORDINANCES OF THE CITY OF FREEMAN (1990), FREEMAN HUTCHINSON COUNTY, SOUTH DAKOTA REGARDING BOND SCHEDULE

Be it ordained by the City of Freeman, Hutchinson County, South Dakota, that title 15, section 15.0105 is hereby amended to read as follows:

#### 15.0105 Bond Schedule

The following bond schedule shall apply to the offenses identified therein. Court costs are initially set at \$62.50; but such costs amount is subject to change from time to time. The amount due for court costs shall be the same as that set by the Unified Judicial System, for municipal offenses.

ORDINANCE	OFFENSE	FINE	COSTS	TOTAL
4.0101	Creating or maintaining a nuisance	\$60.00	\$62.50	\$122.50
4.0207	Failure to remove noxious weeds	\$60.00	\$62.50	\$122.50
4.0302	Permitting blood, manure, meat, lard into sewer system	\$100.00	\$62.50	\$162.50
4.0404	Unlawful Dumping at Rubble Site	\$200.00	\$62.50	\$262.50
4.0406	Unlawful Deposit of waste	\$90.00	\$62.50	\$152.50
5.0101	Peddling without proper permit or license	\$90.00	\$62.50	\$152.50
5.0201	Unlicensed Transient Merchant	\$90.00	\$62.50	\$152.50
5.0210	House to house solicitation prohibited	\$100.00	\$62.50	\$162.50
6.0101	Public Intoxication	\$60.00	\$62.50	\$122.50
6.0102	Disorderly Conduct	\$60.00	\$62.50	\$122.50
6.0103	Disturbing the Peace	\$60.00	\$62.50	\$122.50
6.0104	Vagrancy	\$60.00	\$62.50	\$122.50
6.0106	Resisting or Obstructing Law Enforcement	\$100.00	\$62.50	\$162.50
6.0107	Impersonating Law Enforcement	\$100.00	\$62.50	\$162.50
6.0108	Public Indecency	\$100.00	\$62.50	\$162.50
6.0111	Circulating Obscene Material	\$100.00	\$62.50	\$162.50
6.0112	Making false alarm to cause Emergency Response	\$100.00	\$62.50	\$162.50
6.0113	Displaying an unlawful License	\$60.00	\$62.50	\$122.50
6.0114	Discharge of fire arm	\$100.00	\$62.50	\$162.50
6.0118	Tampering with City Water System	\$90.00	\$62.50	\$152.50
6.0302	Permitting Livestock to run at large	\$60.00	\$62.50	\$122.50
6.0302(d)	Drenching Livestock while in an enclosed vessel	\$60.00	\$62.50	\$122.50
6.0303	Livestock in parks	\$60.00	\$62.50	\$122.50
6.0304	Abuse or Cruelty to Animals	\$100.00	\$62.50	\$162.50

6.0305	Improper disposal of dead animals	\$60.00	\$62.50	\$122.50
6.0308	Dogs and Cats running at large 1st offense	\$20.00	\$62.50	\$82.50
6.0308	Dogs and Cats running at large 2nd offense	\$40.00	\$62.50	\$102.50
6.0308	Dogs and Cats running at large 3rd offense or subsequent	\$60.00	\$62.50	\$122.50
6.0310	Keeping a vicious or dangerous dog	\$100.00	\$62.50	\$162.50
6.0311	Dog barking disturbing the peace	\$60.00	\$62.50	\$122.50
6.0312	Duty of Owner to remove waste from public or private property	\$40.00	\$62.50	\$102.50
6.0313	Failure to license pet	\$40.00	\$62.50	\$102.50
6.0324	Possession of Exotic or wild Animal	\$60.00	\$62.50	\$122.50
6.0401	Unlawful Gathering on Public Street	\$60.00	\$62.50	\$122.50
6.0403	Hindering or Molesting Passerby	\$100.00	\$62.50	\$162.50
6.0404	Advertising Method Prohibited	\$40.00	\$62.50	\$102.50
6.0405	Littering	\$60.00	\$62.50	\$122.50
6.0406	Trespassing	\$60.00	\$62.50	\$122.50
6.0501	Causing a or creating a public nuisance	\$60.00	\$62.50	\$122.50
6.0504	Hindering Snow removal for snow emergency	\$40.00	\$62.50	\$102.50
6.0601	Defacing signs	\$60.00	\$62.50	\$122.50
6.0602	Defacing or unlawfully placing signs	\$60.00	\$62.50	\$122.50
6.0603	Destroying Trees and Plants	\$60.00	\$62.50	\$122.50
6.0604	Interference with electric light post apparatus	\$40.00	\$62.50	\$102.50
6.0605	Unauthorized connection with Utility Pipe	\$100.00	\$62.50	\$162.50
6.0606	Interference with City Worker	\$60.00	\$62.50	\$122.50
6.0607	Interference with City Property	\$60.00	\$62.50	\$122.50
6.0608	Destroying Property	\$60.00	\$62.50	\$122.50
6.0609	Unlawful Fence	\$40.00	\$62.50	\$102.50
6.0702	Open Alcohol Container	\$60.00	\$62.50	\$122.50
6.0705	Possession of Alcohol By Minor	\$100.00	\$62.50	\$162.50
6.0707	Alcohol Establishment Open past hours	\$90.00	\$62.50	\$152.50
6.0802	Junked or abandoned vehicle	\$60.00	\$62.50	\$122.50
6.1001	Curfew	MCA	\$62.50	MCA
6.1003	Duty of Parent to ensure child not out past curfew	\$60.00	\$62.50	\$122.50
7.0301	Obstructing City Street	\$60.00	\$62.50	\$122.50
7.0306	Improper placement of Eave Pipe	\$40.00	\$62.50	\$102.50
7.0307	Dumping Waste on City Street or Public Ground	\$60.00	\$62.50	\$122.50
7.0311	Hindering Street Improvement	\$60.00	\$62.50	\$122.50
8.0201	Driving on Wrong Side of Road	\$60.00	\$62.50	\$122.50
8.0201	Illegal U Turn	\$60.00	\$62.50	\$122.50
8.0202	Illegal Passing	\$60.00	\$62.50	\$122.50
8.0203	Following Too Close	\$60.00	\$62.50	\$122.50

8.0204	Driving on Sidewalk	\$60.00	\$62.50	\$122.50
8.0206	License Plate Required	\$60.00	\$62.50	\$122.50
8.0207	Driver License Required	\$60.00	\$62.50	\$122.50
8.0208(b)	Careless Driving	\$60.00	\$62.50	\$122.50
8.0208(c)	Exhibition Driving	\$60.00	\$62.50	\$122.50
8.0210(a)	Prohibited U Turn in intersection	\$60.00	\$62.50	\$122.50
8.0210(b)	Turn Signal Required when Impeding flow of traffic	\$60.00	\$62.50	\$122.50
8.0213	Fail to Yield Right of Way	\$60.00	\$62.50	\$122.50
8.0215	Racing	\$100.00	\$62.50	\$162.50
8.0216	Muffler or Exhaust Required	\$60.00	\$62.50	\$122.50
8.0217	Stop at Sidewalk	\$40.00	\$62.50	\$122.50
8.0218	Stop Sign Violation	\$40.00	\$62.50	\$102.50
8.0219	Snowmobile Violation	\$60.00	\$62.50	\$122.50
8.0220	Speeding			
	1-5 over posted speed limit	\$25.00	\$62.50	\$87.50
	6-10 over posted speed limit	\$45.00	\$62.50	\$107.50
	11-15 over posted speed limit	\$65.00	\$62.50	\$127.50
	16-20 over posted speed limit	\$85.00	\$62.50	\$147.50
	21-25 over posted speed limit	\$105.00	\$62.50	\$167.50
	26 and over posted speed limit	\$160.00	\$62.50	\$222.50
8.0221	Improper Muffler	\$60.00	\$62.50	\$122.50
8.0222	Illegal Parking	\$35.00	\$62.50	\$97.50
8.0401	Violation of Truck Route	\$100.00	\$62.50	\$162.50
8.05	Golf Carts Violation	\$100.00	\$62.50	\$162.50

Dated this 18<sup>th</sup> day of July, 2023

(SEAL)

\_\_\_\_\_  
Michael Walter, Mayor

ATTEST:

\_\_\_\_\_  
Lisa Edelman, Finance Officer

First Reading: July 5, 2023

Second Reading: July 18, 2023

Published: July 27, 2023

Effective Date: August 16, 2023

# Get the Lead Out

Drinking water is free of lead when it leaves the water treatment plant—however, water can absorb lead if it travels through lead pipes on its way to your faucet. The majority of South Dakota water pipes are free of lead, but we need to find where lead lines still exist so they can be removed.

As a part of a nationwide initiative, we are asking everyone to check their pipes and report their results, regardless of what they find. If your home was built after 1987, when the lead ban took effect here in South Dakota, you do not have a lead service line and you may not be asked to provide further information. However, if your home was built around or before 1987, we are looking to you. Knowing where the lead lines are is just as important as knowing where they are not.

Please take a quick survey to see if your home's water pipe contains lead.

**You just need five minutes, a coin, a magnet, and a smartphone to test your pipe and help your community. We encourage you to try out the electronic survey, but a paper copy is available upon request. Ask your grandkids, a neighbor, or a friend to help. If you don't feel comfortable going down your stairs, please contact City Hall at 605-925-7127 for assistance.**

Visit [survey.sdwaterpipes.com](https://survey.sdwaterpipes.com) to take this step-by-step survey to identify and record the material of the water pipe coming into your home.

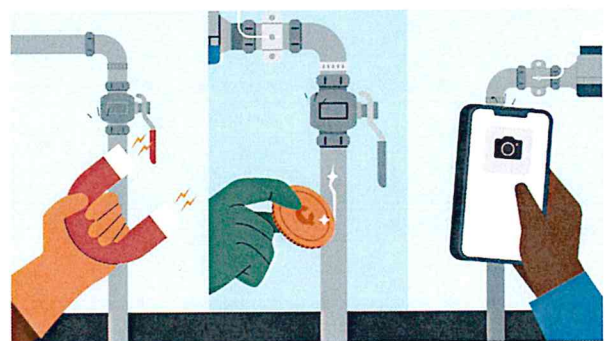
You'll be asked to follow these three simple steps:

1. Scratch the water pipe with a coin or tool to see if the scraped area is silver-colored and shiny.
2. Check to see if a magnet sticks to the pipe—any magnet will do!
3. Report your results at [survey.sdwaterpipes.com](https://survey.sdwaterpipes.com). Don't forget to snap a photo of the pipe, and you're done.

Documenting your pipe helps your family, your neighborhood, and your water provider. It's a simple process that only takes a few minutes, but it can have a huge impact on community health and safety.

For more information and to get started on your survey, visit [survey.sdwaterpipes.com](https://survey.sdwaterpipes.com)

By providing this information yourself, you are contributing to our efficiency and keeping our costs down. By donating 5 minutes of your time, you are saving 30-60 minutes that it will take our staff to visit your home to complete the inventory of your water service line. Which, in turn, helps to keep your costs from increasing. You are making a huge impact!



**It's up to you!**

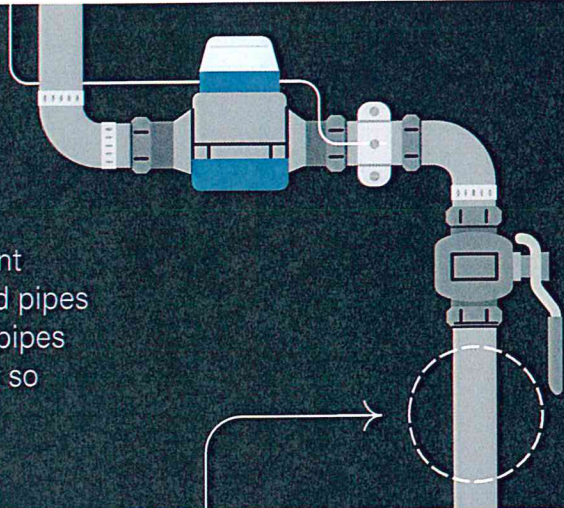
Unlock the mystery of your property's water pipe material with the step-by-step survey at [survey.SDWaterPipes.com](https://survey.SDWaterPipes.com)

Thank you



# Lead-Free SD

Drinking water is free of lead when it leaves the water treatment plant—however, water can absorb lead if it travels through lead pipes on its way to your faucet. The majority of South Dakota water pipes are free of lead, but we need to find where lead pipes still exist so they can be removed.

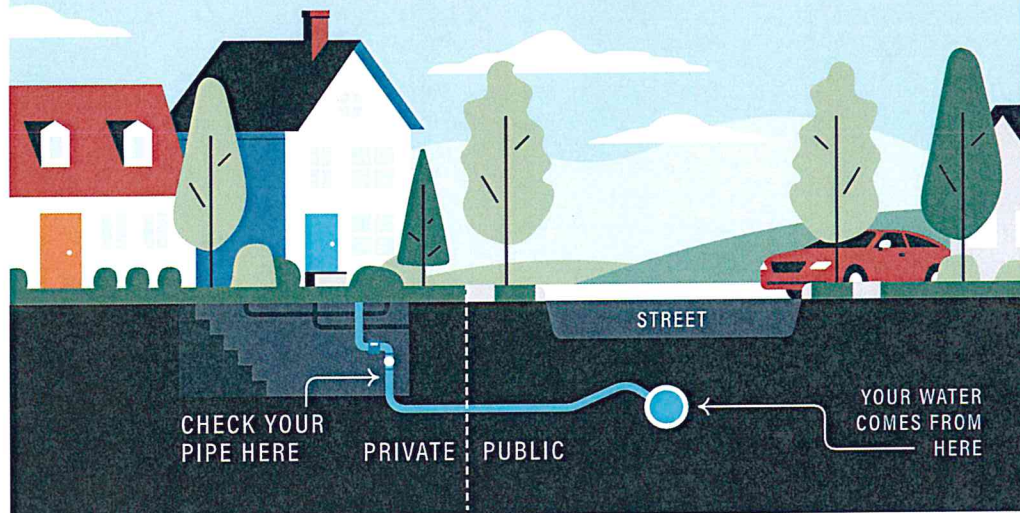


## Take this quick survey to help protect your health

Your water system is asking you to help find where the lead pipes are located. It's important and easy to do.



When you have five minutes to spare, visit [survey.SDWaterPipes.com](https://survey.SDWaterPipes.com) to complete a quick assessment of your water pipe. We'll even help you locate the pipe in your home.



As a part of a nationwide initiative, water systems are asking everyone to check their pipes and report their results, regardless of what they find. Knowing where the lead pipes are is just as important as knowing where they are not.

If you prefer a paper copy of the survey contact:

- 1 SCRATCH IT.
- 2 STICK IT.
- 3 REPORT IT.
- ✓ DONE!

The survey gives you step-by-step instructions to find and test your water pipe.

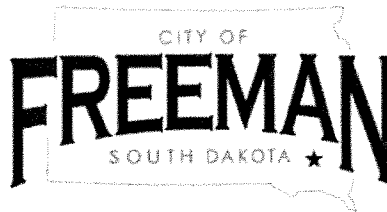
- ✓ Scratch the water pipe with a coin or key to see if the scraped area is silver-colored and shiny
- ✓ Check to see if a magnet sticks to the pipe—any magnet will do!
- ✓ Report your results



Open the camera app on your smartphone, hover over the QR code below, and tap the link to get to the survey.

Visit [sdwaterpipes.com](https://sdwaterpipes.com) for more information.





**DEVELOPMENT & MARKETING COORDINATOR REPORT  
FREEMAN CITY COUNCIL | JULY 18, 2023**

A fast-pace continues in the realm of development and marketing here in Freeman. This chart offers an overview of some of the projects and responsibilities I've been engaged with in the past month. Many things taking place align with recommendations highlighted in the July 2023 *SD Municipalities* publication.

On the reverse side of this report, you'll find a list that provides an at-a-glance snapshot of just one of my work days. I had the following day off as a personal day and took a few minutes of that day to compile the list. Among the listed items is the notification of a grant award in the amount of \$320,000 for a new facility to house Freeman Community Transit.

Update Contents & Assemble Welcome Packets	Adding Opt-Ins to City of Freeman Call & Text Notification System	Generate City of Freeman Call & Text Notifications
Write Breaking News Posts & Update Links on City of Freeman Website	Generate Text Notifications on behalf of Valley View Golf Course	Valley View Golf Course Emails to Members as Requested
City of Freeman Facebook Posts	Valley View Golf Course Facebook Posts	Experience Freeman, SD Facebook Posts
Valley View Golf Course Website Events	Write Experience Freeman Website News Blog Articles & Provide Photos	Create & Post Events & Graphics on Experience Freeman Website
Arrange for Distribution of New Experience 57029 Publications	Write & Record Weekly Hot Country 93.1 Radio Segments	Channel 90 Streaming Content & Trouble-shooting
Follow-Up & Arrange Meetings for Multiple Business Expansion Inquiries	Prepare Chislic Festival Promos for Newspapers, Flyers & Radio	Create & Update Park & Campground Kiosk Displays
Respond to Phone Calls & Emails	Follow-Up on Inquiries Related to Westward View	Compose & Relay Multiple Courier Press Releases
Provide Business Interviews, Photos, & Spotlight Ad Content to Courier	Write Development Column for June 29 Courier	Serve as Point Person for Cherry Street Sign Reservations & Letters
Create Flyers/Ads & Assist with July "Market, Main, & More" Event	Update FCDC Member Listing & Relay Information to Members via Email	Create Flyers & Advertising for August 9 Ag Appreciation Event
Participate in Training for Relaying Better Culture Info Through FCDC Partnership	Maintain involvement with Dakota Resources via Thriverr app	Maintain Involvement with Child Care Collaborative to Address Needs
Collaborate to Arrange for Experience Freeman Signage on I-90	Maintain Involvement with SD Economic Development Professionals Assoc.	Provide Front Office Coverage at City Hall

**S N A P S H O T**  
**A Day in Development**  
 with the City of Freeman, SD  
 Carol J. Eisenbeis | Monday, June 26, 2023

- ✓ Refer to Experience Freeman calendar, The Courier and Area Wide Connection for "Hometown Happenings" content for radio segment. Check ballpark events for July 2, as well as other events.
- ✓ Write "Hometown Happenings" script for the week to air on Hot Country 93.1 radio. Note upcoming Fourth of July celebrations planned for Sunday, July 2 and Crazy Days on July 12. Also provide reminders about SD Chislic Festival on July 29 and Firehouse Rib Cook-Off on Aug. 12.
- ✓ Record via phone with Tehl Tanner from 93.1 radio.
- ✓ Engage in email communication regarding the final graphic for a shared billboard project featuring Experience Freeman and Heritage Hall Museum & Archives along I-90 just east of Mitchell. Approval has been provided and the high resolution graphic will be relayed to the billboard company.
- ✓ Work on writing "Dealing in Development" column – "Where we came from & why it matters – for publication in June 29 edition of The Courier.
- ✓ Refer to Courier box content for 1970s and 1990s to confirm info to be included in the column.
- ✓ Call Norm Kaufman to confirm additional content for the column.
- ✓ Meet briefly with local author & former Freeman business owner.
- ✓ Check email and log into "Thriver" for updates. Plan to post requested examples as soon as time allows.
- ✓ Discover that Channel 90 is not streaming. Attempt trouble-shooting with the computer & monitor to no avail.
- ✓ Phone Craig Miller, IT consultant for City of Freeman, regarding issue with monitor for streaming Channel 90 content. Follow-through with his recommendations for addressing the issue. Provide follow-up after situation is resolved.
- ✓ Take phone call from individual needing name and phone number of a local business.
- ✓ Meet with Mayor Walter to discuss development inquiries and status of Westward View, including plans for maintenance to be done by Freeman Community Development Corporation (FCDC) and removal of tin shed and blue-roofed house.
- ✓ Take phone call from individual seeking to develop a property in Freeman. Provide recommendation & requested information.
- ✓ Text with two FCDC representative for approval of content for Spotlight ads for the June 29 Courier.
- ✓ Receive phone call from Brookings Area Transit Authority director who relayed news that grant funding for a Freeman Community Transit garage at the corner of Third & Poplar in Freeman has been AWARDED! A link with the announcement will be sent to me.
- ✓ Locate and crop three photos to send to The Courier for the Spotlight ads and column.
- ✓ Create graphic for deferred garbage collection date due to Fourth of July holiday and post on City of Freeman's Facebook page.
- ✓ Add garbage collection graphic and message to updated version of Golden West Cable Channel 90 PowerPoint presentation.
- ✓ Log into City of Freeman's website to post garbage collection plans in the "Breaking News" section of the website.
- ✓ Log into call notification system to generate a citywide text message about July 4 garbage collection taking place, instead, on July 5.
- ✓ Text Mayor Walter news about grant award for transit garage.
- ✓ Send FCDC Spotlight ads and photos to The Courier via email.
- ✓ Proof-read development column for The Courier & send via email along with photo taken exactly 50 years ago.
- ✓ Receive word via email that FCDC exec team has approved funding to partner with Dakota Resources for their RCDI grant application. Engage in follow-up communication with Courtney Unruh, FCDC president, and Paula Jensen of Dakota Resources.
- ✓ Write press release for The Courier highlighting July 12 Crazy Days events; email to The Courier.
- ✓ Write press release about deferred garbage collection date and email to The Courier.
- ✓ Eat part of my lunch while working at the computer.
- ✓ Check out link with transit grant award information; confirm details with director in Brookings. Prepare to roll out a press release in the upcoming days.
- ✓ Text Anna Munkvold, lead driver for Freeman Community Transit, to share the good news about the grant award. Share this news with front office staff, as well.
- ✓ Receive phone call from Mitchell Convention & Visitors Bureau requesting more of our new Experience 57029 Welcome Guides. Our publication is in demand; we provided 100 in advance of the Memorial Day weekend and fewer than 10 are left.
- ✓ Make phone calls to arrange for getting a box of Experience 57029 Welcome Guides to Mitchell.
- ✓ Confirm delivery details with Mitchell Convention & Visitors Bureau personnel; prep and label box for delivery.
- ✓ Walk to First Interstate Bank to conduct interview & take photo for content to be featured in the July 6 Courier Spotlight.
- ✓ Make additional updates to Channel 90 streaming content to include details relating to fireworks and Fourth of July holiday plans in Freeman. Save content to computer and flash drive; transfer to Channel 90 computer.
- ✓ Test to make sure the content is streaming as intended; make several adjustment & retest short segment.
- ✓ Unload additional Southeast South Dakota Tourism publications from my car and add to City Hall display racks; make available when new supply of Welcome packets is assembled.
- ✓ Drop off envelope of Crazy Days vendor payments at Merchants State Bank for FCDC treasurer Lee Dockendorf.
- ✓ Deliver plastic shopping bags advertising Freeman businesses to the Et Cetera Shoppe to avoid use of shopping bags from out-of-town businesses.
- ✓ Drive to Westward View Addition to check status of demolition and removal of tin shed and blue-roofed house. Take photos to document that the shed is finally GONE & the house is in the process of being demolished!
- ✓ Respond to an inquiry from the Freeman Lions Club; provide needed contact info.
- ✓ Respond to emails from the Bike Doctor (a.k.a. Dr. Dennis Ries) regarding the bikes donated, repairs made, and plans (location, time) for distribution on July 12.

Respectfully Submitted by Carol J. Eisenbeis  
 Development & Marketing Coordinator | City of Freeman, SD