

**BERESFORD CITY COUNCIL  
REGULAR MEETING AGENDA  
Monday, October 7, 2024, 7:00 P.M.  
Beresford City Council Chambers – 103 N. 3<sup>rd</sup> St.**

[1] – Pledge of Allegiance

[2] – Call to Order & Roll Call

[3] – Adopt Agenda

[4] – Approve Minutes – September 16 and September 23, 2024

[5] – Mayor Seeley community recognitions

- Recognize 12U girls softball team

[6] – Visitors to be heard

- Chamber of Commerce Representatives – Flannel Fling Oct 27
  - Request to close streets

[7] – Committee and Mayor Reports

- Mayor Eli Seeley
  - Social Media Policy

[8] – Department Head and City Administrator Reports

- Jeff Heidebrecht- Street/Water/Sewer Supt.
  - 2017 L60H Volvo Loader Discussion

[9] – Old Business

- Social Media Policy

[10] – New Business

- On sale liquor license fee discussion
- 1<sup>st</sup> Reading Ordinance 2024-02 – FY Supplemental Appropriation – new ladder truck for fire department
- 1<sup>st</sup> Reading Ordinance 2024-03 – FY Supplemental Appropriation – equipment for park/golf dept.
- 1<sup>st</sup> Reading Ordinance 2024-04 – FY Supplemental Appropriation – insurance reimbursement for hail damage to 2019 Chevy Equinox
- Resolution 2024-17 – Resolution Declaring Support and Adoption of the 2024 Pre-Disaster Mitigation Plan for Union County, South Dakota
- Pay Request #7 to Siteworks for Wastewater Treatment Facility improvements
- Pay request from Twite Construction for Parks/Golf Maintenance Building
- Step pay increase for Police Officer Colton Laubach from \$26.55/hr. to \$27.29/hr. effective 10/6/24
- P/T Hire for Bridges Clubhouse – Clair Bovill
- Consider policy that would allow City Administrator to approve the hire of seasonal and/or part time employees
- Land & Water Conservation Fund (LWCF) grant award for new playground equipment

[11] – Discussion and Information Items

- Set Meeting with Union Representatives

[12] – Approval of Travel Requests

- LECC Conference, Sioux Falls, Oct. 29-30, Schurch & Bullis
- ARIDE Training, Vermillion, Oct. 21-22, Laubach

[13] – Payment of Bills

[14] – Adjournment

Welcome to your City Council Meeting

If you wish to participate in the discussion, the meeting provides several opportunities:

1. After the minutes are approved and public hearings are held, the mayor will ask if any visitors wish to be heard. Any item **NOT** on the agenda may be discussed. Items requiring action will then be placed on the next city council agenda for formal action.
2. During the discussion of agenda topics, anyone may comment if the Council is accepting public testimony. The mayor may recognize you if you raise your hand. Please state your name and address for the city minutes. Discussion occurs before motions are made and seconded. Discussion also occurs after the motion is seconded and before the vote.

If you would like to join the meeting via Zoom, please follow the instructions below.

Topic: Beresford City Council Meeting

Time: October 7, 2024, 07:00 PM Central Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/8410157004?pwd=K0xERjZtbmw4Z3A2anVoT3JjbjFpdz09&omn=87980679574>

Meeting ID: 84 101 57004

Passcode: Beresford

Dial by your location

+1-253-205-0468 US

**BERESFORD CITY COUNCIL**  
**Monday, September 16, 2024**

The Beresford City Council met in regular session in City Council Chambers at 7:00 p.m. The pledge of allegiance was recited.

**Members Present:** Mayor Eli Seeley presiding, Pat Bickett, Will Roelke, Larry Rohrer, Art Schott

**Members Absent:** Sarah Antonson, Mike Tiedeman

**Also Present:** Finance Officer Elaine Johnson, City Administrator Jerry Zeimetz, City Attorney Tom Frieberg, Fire Chief Andrew Boden, BHS Band Instructor Andrew Schmeling

**Adopt Agenda:** A motion to adopt the agenda as amended was made by Rohrer and seconded by Schott. All present Council members voted aye; motion carried.

**Approve Minutes:** A motion to approve the September 3, 2024 meeting minutes was made by Bickett and seconded by Roelke. All present Council members voted aye; motion carried.

**Visitors to be Heard:**

- **Street Closure:** BHS Band Director Aaron Schmeling requested street closures along the parade route for the Watchdog Marching Band Festival scheduled for Friday, Sept. 27. Notice will be given to residents and business owners on the route and a map of the parade route will be posted on social media. Schmeling will contact the Electric Dept. about use of the stage. A motion was made by Schott, second by Roelke, to authorize street closures on Sept. 27, 2024 along the parade route as requested. All present Council members voted aye; motion carried.
- **Beresford Fire Dept:** Fire Chief Andrew Boden updated Council on equipment needs for the fire department. Due to costly repairs for the 1989 Grumman Ladder Fire Truck and lack of available parts, he requested Council consider the purchase of a used ladder truck. He shared information on several used fire trucks that are currently for sale. Following discussion, Council requested more information on one of the trucks for review at the next meeting.

**Committee and Mayor Reports:**

- **Childcare Task Force Needs Survey:** Mayor Seeley presented a survey that was developed to help discern childcare needs and resources in our community. This survey will be distributed via mail and social media in the near future. A motion was made by Rohrer, second by Bickett to approve the Childcare Task Force Needs Survey and authorize distribution. All present Council members voted aye; motion carried.
- **Social Media Policy:** Mayor Seeley shared a draft of a social media policy for the City of Beresford. Following review, discussion, and recommendations, the draft will be updated and considered at the next meeting.
- **Citizen Recognition Program:** Mayor Seeley proposed a policy for a citizen recognition program. The purpose of the program is to recognize contributions and/or achievements of community members, and the policy will provide structure and determine eligibility for nominations. Schott made a motion, second by Roelke, to approve the Citizen Recognition Program policy. All present Council members voted aye; motion passed.

**Department Head and City Administrator Report:**

**August 2024 Financial Report:** Johnson highlighted some of the expenditures in August. Following brief discussion, a motion was made by Schott, second by Rohrer, to accept the August 2024 financial report. All present Council members voted aye; motion carried.

**Old Business:**

**Community Events Calendar Policy:** Discussion was held regarding the community calendar that was proposed at the last meeting. A draft policy to provide guidelines for events to be included on the calendar was reviewed. Schott made a motion to approve the Community Events Calendar Policy as proposed. Bickett seconded the motion, and all present Council members voted aye; motion passed.

## New Business

- **Outdoor Patio Addition Bids:** Zeimetz reviewed bids received for an outdoor patio addition at the Bridges Clubhouse. Upon recommendation from RSA Architecture, a motion was made by Schott, second by Rohrer, to accept the low base bid of \$333,600 with alternate #1 for \$92,000 for a total of \$425,600 from Gil Haugen Construction for the outdoor patio addition at the Bridges Clubhouse and Event Center. All present Council members voted aye; motion carried.
- **7<sup>th</sup> Street Utility Improvements:** Zeimetz outlined the plans and funding for 7<sup>th</sup> Street Utility Improvements. Following discussion, Schott made a motion, second by Roelke, to authorize advertising for the 7<sup>th</sup> Street Utility Improvements, pending approval from the Dept. of Agriculture and Natural Resources (DANR). All present Council members voted aye; motion carried.
- **Sanitary Sewer Lining:** Zeimetz reviewed findings from the previous study of the sewer mains that identified several areas in need of repair. He outlined the plan to re-line several areas once approval is received from the DANR. Schott made a motion to Authorize Advertising for Sanitary Sewer Lining with approval from DANR. Bickett seconded the motion and all present Council members voted aye; motion carried.
- **2025 Tax Levy Certification:** Following explanation, Rohrer made a motion to authorize filing the 2025 Tax Levy Certification with Union and Lincoln County Auditors. The motion was seconded by Schott and all present Council members voted aye; motion carried.
- **Resolution 2024-15 – Approving the Special Assessment Roll for Nuisance Abatements within the City of Beresford:** Zeimetz explained the purpose of the resolution is to allow collection of costs incurred for cleaning up nuisance properties. A motion was made by Schott to approve Resolution 2024-15 – Approving the Special Assessment Roll for Nuisance Abatements within the City of Beresford. The motion was seconded by Rohrer, and all present Council members voted aye; motion carried.

### **RESOLUTION NO. 2024-15**

#### **A RESOLUTION APPROVING THE SPECIAL ASSESSMENT ROLL FOR NUISANCE ABATEMENTS IN VARIOUS AREAS WITHIN THE CITY OF BERESFORD, SD.**

BE IT RESOLVED by the City Council of the City of Beresford South Dakota:

SECTION 1: That the special assessment roll for nuisance abatements in various areas within Beresford, SD, is hereby approved and the assessments in the assessment roll are levied against the property described in it. The assessments become a lien against the property when the assessment roll is filed in the office of the Finance Officer.

SECTION 2: The assessment may be paid in one annual installment and shall be collected under Plan One—Collection by the Union County Treasurer as provided in SDCL 9-43.

Dated this 16<sup>th</sup> day of September 2024.

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Eli Seeley, Mayor

ATTEST:

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Elaine Johnson, Finance Officer

- **Step-Pay Increases:**
  - Schott made a motion, second by Rohrer, to approve a step-pay increase for BeresfordTel employee Tony Harris from \$25.67/hr. to \$26.41/hr., effective Sept. 19, 2024. All present Council members voted aye; motion carried.
  - Schott made a motion, second by Bickett, to approve a step-pay increase for Police Officer Kyle Kleinschmit from \$24.34/hr. to \$25.08/hr., effective Sept. 19, 2024. All present Council members voted aye; motion passed.

## Discussion and Information Items

- **South Dakota Open Meetings Law:** City Attorney Frieberg provided information and gave an overview of the SD Open Meetings Law for new Council members.

- **Special Meeting:** A special meeting will be held on Monday, Sept. 23 at 5:15 p.m. for a final plat review of the Bak Housing Development.
- **Town Hall Concept:** Mayor Seeley would like to hold town hall meetings to provide a forum to share information with the citizens of Beresford, hear any concerns, and to increase overall transparency of the City Council. These will be scheduled in the near future.

**Approval of Travel Requests:** A motion was made by Schott, second by Rohrer, to approve the following travel requests. All present Council members voted aye; motion carried.

- South Dakota Network (SDN) Broadband Operations Forum, Rapid City, Sept. 30-Oct. 1, Laurvick

**Payment of Bills:** A motion to approve payment of the following bills was made by Bickett and seconded by Roelke. All present Council members voted aye; motion carried.

A-1 Portable Toilets, rental, \$150.00; AFLAC, insurance, \$915.39; Amer Sports, golf merch, \$276.00; Appeara, service, \$571.92; Azar Comp Software, digital serv center, \$250.00; Badger Comm, supplies, \$1199.10; Baker & Taylor, books, \$285.77; Bally Sports North, affiliate fees, \$2280.00; Ban-Koe Co, fire alarm system, \$2095.67; Banner Assoc, engineering, \$30,145.11; Barco Mun Prod, traffic cones, \$300.15; Beal Dist, beer, \$1139.35; Big 10, affiliate fees, \$82.86; Border States Elec, Hwy 46 imp, \$22,499.64; Capital One Trade Credit, tools, \$217.51; Cedar Shore Resort, conf, \$119.72;

Cengage Learning, books, \$95.97; Center Point Large Print, book, \$27.97; Chesterman Co, resale, \$515.85; CHS, fuel, \$4462.86; City of Beresford, electric to BMTC garage, \$560.00; City of SF, tipping fees, \$7240.35; Contract Tech, DVR set top boxes, \$276.00; Core & Main LP, repair, \$680.98; Dakota Beverage, beer, \$949.65; DEMCO, supplies, \$351.96; DGR Eng, engineering, \$1418.26; Eide Bailly, Office 365, \$210.50; Recycling Serv, recycling exp, \$680.00; Express Comm, settlement, \$1225.85; FARR Tech, server work, \$1705.00; Ferguson Waterworks, supplies, \$74.60; Grossenburg, belt, \$153.60;

Adyson Hansen, LG cert, \$265.50; Jeff Heidebrecht, supplies, \$188.51; Interstate TRS, TRS fund, \$332.16; Jensen Agency, insurance, \$213.00; Johnsen H&C, service, \$369.90; Johnson Bros. Famous Brands, liquor, \$538.69; Rachel Johnson, clothing, \$30.00; KCL Group Benefits, insurance, \$142.50; Knife River, asphalt mix, \$1293.02; Legacy Carpet, service, \$300.00; L&C Rural Water, final true-up, \$137,404.41; Mid America Computer Corp, billing fees, \$4469.88; MidAmerican Energy, natural gas, \$379.88; Midwest Alarm Co, alarm monitoring, \$228.58; Midwest Tape, DVDs, \$62.22;

New Century Press, publishing, \$16.92; Nexstar Broadcasting, affiliate fees, \$3091.92; North Amer Numbering Plan, NANP 10/2024-09/2025, \$25.00; ODP Bus Sol, supplies, \$100.76; Overdrive, books, \$513.03; Performance Foodservice, food, \$3018.86; Quill, supplies, \$117.82; R&R Prod, supplies, \$357.75; Roo's Sanitation, disposal service, \$9966.67; Rovi Guides, guides, \$744.32; SD Public Health Lab, sewer labs, \$264.00; SD Telecomm Assoc, dues, \$350.00; SDN Comm, internet access, \$3535.04; Sensource, PSP coverage, \$244.00; Showtime Networks, affiliate fees, \$16.32;

Simplot Grower Sol, supplies, \$1100.00; Sioux Falls 2-Way Radio, license, \$353.00; Southern Glazers, liquor, \$110.82; Srixon/Cleveland, golf merch, \$188.00; The Fillin' Station, repair, \$106.75; The Penworthy Co, books, \$755.33; United Tel Supply, supplies, \$348.95; US Bank, COP2022A/admin fee, \$2500.00; Verizon Wireless, cell phone service, \$1331.50; Washington Nt'l, insurance, \$84.30; Wellmark BC/BS, health insurance, \$41,641.80; Wells Fargo, credit card charges, \$10,080.74; WESCO Dist, Hwy 46 Imp, \$22,449.80; Wholesale Supply, supplies, \$875.05

**Adjournment:** As there was no further business, Mayor Seeley adjourned the meeting at 8:18 p.m.

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Elaine Johnson, Finance Officer  
Recorded by Kathy Stuessi

**BERESFORD CITY COUNCIL  
SPECIAL MEETING  
Monday, September 23, 2024**

The Beresford City Council met in special session in City Council Chambers at 5:15 p.m. The pledge of allegiance was recited.

**Members Present:** Mayor Eli Seeley presiding, Sarah Antonson, Pat Bickett, Will Roelke, Larry Rohrer, Art Schott, Mike Tiedeman

**Also Present:** Finance Officer Elaine Johnson, City Administrator Jerry Zeimetz, City Attorney Tom Frieberg, Fire Chief Andrew Boden, S/W/S Supt. Jeff Heidebrecht, Banner Eng. Pat Carey, Police Chief Mike Schurch, Bonnie Hybertson, Michelle Carlson

**Adopt Agenda:** A motion to adopt the agenda as presented was made by Tiedeman and seconded by Schott. All present Council members voted aye; motion carried.

**Public Hearing:** Mayor Seeley opened the Public Hearing on the final plat review of the Bak Housing Development. City Administrator Zeimetz noted the Planning and Zoning Commission has previously held two public hearings on the proposed plat and recommended approval by the City Council. Pat Carey of Banner Engineering gave an overview of the proposed plat for additional housing. Following questions and discussion, a motion was made by Schott, second by Bickett, to approve Resolution 2024-16.

**RESOLUTION 2024-16  
CITY OF BERESFORD, SOUTH DAKOTA**

WHEREAS, the City of Beresford, owner of the parcel of land shown in the above plat, has submitted to the governing board, a proposed plat in the City of Beresford. It was moved by Schott and seconded by Bickett, and the motion carried that the plat as shown hereon and as described in the accompanying certificates of and designated as Lots 1-14 in Block 1; Lots 1-12 in Block 2; Lots 1-7 in Block 3; Lots 1-4 in Block 4; Lots 1-8 in Block 5; Lots 1-4 in Block 6; and Lots 1-7 in Block 7; all of Bak First Addition, an addition to the City of Beresford, Lincoln County, South Dakota be approved and accepted and it appearing that all municipal taxes and special assessments, if any, upon said plat and survey have been executed according to the law and the Finance Officer is hereby instructed to endorse on such plat a copy of this resolution and to certify the same.

Dated this 23<sup>rd</sup> day of September, 2024.

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Eli Seeley, Mayor, City of Beresford

I, the undersigned Finance Officer of the City of Beresford, do hereby certify that the within and foregoing is a true copy of the Resolution passed by the City Council of the City of Beresford, South Dakota.

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Elaine Johnson, Finance Officer

**Visitors to be Heard:**

**Roo's Sanitation:** Ruby and Justin Zuraff, owners of Roo's Sanitation, were present to address concerns about garbage service that have been received. Council requested that Roo's Sanitation revisit Council in 90 days to see if issues have been resolved.

**Old Business:**

**Beresford Fire Dept. Ladder Truck:** Fire Chief Boden provided detailed information on the used 2006 Cyclone II E-One 75' Ladder Truck that is for sale and was discussed at the Sept. 16 meeting. Following review of the information, a motion was made by Schott, second by Tiedeman, to authorize the Beresford Fire Department to negotiate the purchase of the 75' Ladder Truck from the Glenside Fire Dept. in Glendale Heights, IL. All present Council members voted aye; motion carried.

Mike Tiedeman exited the meeting at 6:17 p.m.

**Adjournment:** As there was no further business, Mayor Seeley adjourned the meeting at 6:19 p.m.

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Elaine Johnson, Finance Officer  
Recorded by Kathy Stuessi

# City of Beresford Social Media Policy

## Purpose

The City of Beresford aims to use social media platforms to increase transparency, enhance communication with our citizens, and promote community engagement. This policy outlines the rules and guidelines for City employees and officials in their use of social media, both for personal and professional purposes, to ensure our identity, integrity, and reputation are maintained in a manner consistent with our values.

## Social Media Usage for Official City Purposes

- **Official Accounts:** The City will establish and maintain official social media accounts to disseminate news, emergency information, public service announcements, and promote local events. Only designated employees or officials may post on behalf of the City using these accounts.
- **Content Guidelines:** All content shared on official City accounts must be factual, objective, and non-political in nature. Posts should focus on municipal services, community engagement, public safety, and local events. Personal opinions, political endorsements, or statements reflecting a personal view should not be posted on official City accounts.
- **Content Approval:** All posts on official City accounts must be approved by the City Administrator or their designee to ensure accuracy and adherence to this policy.

## Personal Social Media Use

- **During Working Hours:** Employees are prohibited from using personal social media during working hours unless on an approved break or outside their scheduled work hours. Social media activity on personal accounts should not interfere with job responsibilities.
- **Use of City Equipment:** Personal social media activity should not take place using City-owned computers, smartphones, or other electronic devices unless prior approval is obtained.

## Disclaimer for Personal Posts

If a City employee's personal social media post references the City of Beresford, its policies, or actions:

- A disclaimer should be added clearly stating that the views expressed are personal opinions and do not represent the position of the City of Beresford.
- The disclaimer should be included whether the post is political, informative, or related to City matters.

## **Confidentiality and Sensitive Information**

Employees are prohibited from sharing confidential or proprietary information about City operations, employees, or residents. This includes:

- Non-public safety plans
- Information discussed in closed Council sessions
- Personal details of employees or citizens
- Information protected under federal, state, or local privacy laws

## **Interaction with Citizens and the Public**

- **Customer Interaction:** Employees interacting with citizens, vendors, or partners on social media platforms should remain professional, courteous, and respectful at all times. Inappropriate or unprofessional interactions could result in disciplinary action.
- **Reporting Negative Activity:** Any personal attacks, threats, or inappropriate content directed at City employees, officials, or the public should be reported to the City Administrator immediately.

## **Monitoring and Right to Review**

- **Official Accounts:** The City reserves the right to monitor official social media accounts to ensure adherence to policy guidelines.
- **Personal Accounts:** While personal social media is not actively monitored by the City, employees should be aware that their social media activity is public, and inappropriate comments or actions that damage the City's reputation may result in disciplinary action.

## **Reporting Violations**

If an employee believes that a social media post or online activity violates this policy or other City policies, they are required to report it to their supervisor or the City Administrator. The City will investigate the issue and take appropriate corrective action as necessary.

**ORDINANCE 2024-02**  
**Supplemental Appropriation Ordinance**

SUBJECT: An Ordinance Supplementing FY2024 Appropriations.

BE IT ORDAINED by the City of Beresford, SD that the following sums be appropriated to supplement the FY2024 Budget:

Section I: Appropriations: The following sums are appropriated for the project as described;

Acct. No. 101-4220-42900 Other Current Expense - Fire Dept.	\$107,000.00
Acct. No. 603-4340-51100 Transfers Out - Electric Dept.	\$ 99,050.00
Acct. No. 611-4380-51100 Transfers Out - Telephone Dept.	\$ 99,050.00
<u>Total Appropriations</u>	<u>\$305,100.00</u>

Section II: Means of Finance:

Acct. No. 101-010-1515 SD Funds Investment Trust – Fire Dept.	\$107,000.00
Acct. No. 603-010-1515 SD Funds Investment Trust – Electric Dept.	\$ 99,050.00
Acct. No. 611-010-1515 SD Funds Investment Trust – Telephone Dept.	\$ 99,050.00
<u>Total Means of Finance</u>	<u>\$305,100.00</u>

Dated this 7th day of October, 2024.

\_\_\_\_\_  
Eli Seeley, Mayor

\_\_\_\_\_  
Attest: Elaine Johnson, Finance Officer

First Reading: October 7, 2024

Second Reading: October 21, 2024

Published: October 31, 2024

**ORDINANCE 2024-03**  
**Supplemental Appropriation Ordinance**

SUBJECT: An Ordinance Supplementing FY2024 Appropriations.

BE IT ORDAINED by the City of Beresford, SD that the following sums be appropriated to supplement the FY2024 Budget:

Section I: Appropriations: The following sums are appropriated for the project as described;

Acct. No. 101-4520-43600 Machinery & Auto – Parks Dept.	\$ 4,500.00
Acct. No. 640-4510-43600 Machinery & Auto – Golf Course	\$ 4,500.00
<u>Total Appropriations</u>	<u>\$ 9,000.00</u>

Section II: Means of Finance:

Sale of Toro Multi Pro 1200 Turf Sprayer	
Acct. No. 101-360-3690 General Fund – Misc. Revenue	\$ 4,500.00
Acct. No. 603-384-3690 Bridges Golf Course – Misc. Revenue	\$ 4,500.00
<u>Total Means of Finance</u>	<u>\$ 9,000.00</u>

Dated this 7th day of October, 2024.

\_\_\_\_\_  
Eli Seeley, Mayor

\_\_\_\_\_  
Attest: Elaine Johnson, Finance Officer

First Reading: October 7, 2024  
Second Reading: October 21, 2024  
Published: October 31, 2024

**ORDINANCE 2024-04**  
**Supplemental Appropriation Ordinance**

SUBJECT: An Ordinance Supplementing FY2024 Appropriations.

BE IT ORDAINED by the City of Beresford, SD that the following sums be appropriated to supplement the FY2024 Budget:

Due to hail damage sustained to the 2019 Chevrolet Equinox

Section I: Appropriations: The following sums are appropriated for the project as described;

Acct. No. 101-4190-42900 General Fund - Other Current Expense	\$ 5,072.52
<u>Total Appropriations</u>	<u>\$ 5,072.52</u>

Section II: Means of Finance:

Acct. No. 101-390-3914 General Fund – Compensation for losses	\$ 5,072.52
<u>Total Means of Finance</u>	<u>\$ 5,072.52</u>

Dated this 7th day of October, 2024.

\_\_\_\_\_  
Eli Seeley, Mayor

\_\_\_\_\_  
Attest: Elaine Johnson, Finance Officer

First Reading: October 7, 2024

Second Reading: October 21, 2024

Published: October 31, 2024

## Jerry Zeimetz

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**From:** Sophie Johnson <sophie@secog.org>  
**Sent:** Friday, September 20, 2024 10:19 AM  
**To:** Sophie Johnson  
**Cc:** Harley Ferguson; ucemasd@unioncountysd.org  
**Subject:** [\*EXT\*]Adoption of the 2024 Pre-Disaster Mitigation Plan (PDM) for Union County, South Dakota

**CAUTION:**This email originated from outside of the City of Beresford. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good morning, PDM Planning Team,

I am writing to you today to kindly request that your community pass a resolution at your next City Council/County Commission/Governing Board meeting adopting the *2024 Pre-Disaster Mitigation Plan for Union County, South Dakota*. As you recall, you participated in PDM planning meetings in the first and second quarters of 2024. Since then, we have submitted the draft to the Union County Office of Emergency Management, the South Dakota Office of Emergency Management, and then submitted the Plan to the Federal Emergency Management Agency (FEMA) Region VIII. The Plan has been approved by FEMA Region VIII pending adoption by Union County, and the jurisdictions in Union County. You can find the draft document, pending the jurisdictions' adoption, on our website [here](#).

We will send out a separate email to each of you with your community's resolution. In return, please respond to that email indicating what date the resolution will be heard by your governing body. SECOG staff is happy to attend your City Council/County Commission/Governing Board meeting to explain the draft, our process, and what it means for your community, upon request.

Please let me know if you have any questions and thank you for acting quickly on this request.

Thank you,

**Sophie Johnson**

Community Development Manager

South Eastern Council of Governments

Direct: (605) 681-8184 | Office: (605) 367-5390 | Fax: (605) 367-5394

500 N. Western Avenue, Suite 100 Sioux Falls SD 57104

[www.secog.org](http://www.secog.org)

RESOLUTION NO. 2024-17

**RESOLUTION DECLARING SUPPORT AND ADOPTION OF THE 2024 PRE-  
DISASTER MITIGATION PLAN FOR UNION COUNTY, SOUTH DAKOTA**

**WHEREAS**, the City of Beresford supports the contents of the *2024 Pre-Disaster Mitigation Plan for Union County, South Dakota*; and

**WHEREAS**, the *2024 Pre-Disaster Mitigation Plan for Union County, South Dakota*, will be utilized as a guide for planning related to the Federal Emergency Management Agency's (FEMA) Hazard Mitigation and other purposes as deemed appropriate by the City of Beresford.

**NOW THEREFORE BE IT RESOLVED**, by the Governing Body of the City of Beresford, South Dakota, that the City of Beresford hereby adopts, supports, and will facilitate the implementation of the *2024 Pre-Disaster Mitigation Plan for Union County, South Dakota*.

Dated this 7th day of October, 2024.

FOR THE GOVERNING BODY OF THE CITY  
OF BERESFORD, SOUTH DAKOTA

By \_\_\_\_\_  
Eli Seeley, Mayor

ATTEST:

By \_\_\_\_\_  
Elaine Johnson, Finance Officer

**Contractor's Application for Payment**

<b>Owner:</b> <u>City of Beresford</u>	<b>Owner's Project No.:</b> _____
<b>Engineer:</b> <u>Banner</u>	<b>Engineer's Project No.:</b> _____
<b>Contractor:</b> <u>SiteWorks Inc</u>	<b>Contractor's Project No.:</b> _____
<b>Project:</b> <u>Beresford Wastewater Treatment Facility (WWTF)</u>	
<b>Contract:</b> <u>Beresford Wastewater Treatment Facility SAGR Units</u>	
<b>Application No.:</b> <u>7</u>	<b>Application Date:</b> <u>9/25/2024</u>
<b>Application Period:</b> <b>From</b> <u>8/27/2024</u> <b>to</b> <u>9/25/2024</u>	

1. Original Contract Price		\$ 6,850,000.00
2. Net change by Change Orders		\$ 49,851.55
3. Current Contract Price (Line 1 + Line 2)		\$ 6,899,851.55
4. Total Work completed and materials stored to date (Sum of Column G Lump Sum Total and Column J Unit Price Total)		\$ 3,318,212.32
5. Retainage		
a. <u>10%</u> X <u>\$ 3,130,344.52</u> Work Completed =		\$ 313,034.45
b. <u>10%</u> X <u>\$ 187,867.80</u> Stored Materials =		\$ 18,786.78
c. Total Retainage (Line 5.a + Line 5.b)		\$ 331,821.23
6. Amount eligible to date (Line 4 - Line 5.c)		\$ 2,986,391.09
7. Less previous payments (Line 6 from prior application)		\$ 2,458,885.07
8. Amount due this application		\$ 527,506.02
9. Balance to finish, including retainage (Line 3 - Line 4 + Line 5.c)		\$ 3,913,460.46

**Contractor's Certification**

The undersigned Contractor certifies, to the best of its knowledge, the following:

- (1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;
- (2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such liens, security interest, or encumbrances); and
- (3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

**Contractor:** SiteWorks Inc

**Signature:** *Jon Kraft* **Date:** 10/1/24

<b>Recommended by Engineer</b>	<b>Approved by Owner</b>
<b>By:</b> <u><i>Christa Fenner</i></u>	<b>By:</b> _____
<b>Title:</b> <u>Project Manager</u>	<b>Title:</b> _____
<b>Date:</b> <u>10/1/24</u>	<b>Date:</b> _____
<b>Approved by Funding Agency</b>	
<b>By:</b> _____	<b>By:</b> _____
<b>Title:</b> _____	<b>Title:</b> _____
<b>Date:</b> _____	<b>Date:</b> _____

**Progress Estimate - Lump Sum Work**

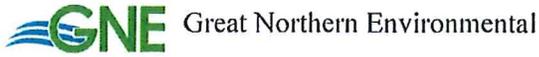
**Contractor's Application for Payment**

Owner: City of Beresford  
 Engineer: Banner  
 Contractor: SiteWorks Inc  
 Project: Beresford Wastewater Treatment Facility (WWTF)  
 Contract: Beresford Wastewater Treatment Facility SAGR Units

Owner's Project No.: \_\_\_\_\_  
 Engineer's Project No.: \_\_\_\_\_  
 Contractor's Project No.: \_\_\_\_\_

Application No.: 7		Application Period: From 08/27/24 to 09/25/24		Application Date: 09/25/24					
Item No.	Description	C Scheduled Value (\$)	D Work Completed (D + E) From Previous Application (\$)		E This Period (\$)	F Materials Currently Stored (not in D or E) (\$)	G Work Completed and Materials Stored to Date (D + E + F) (\$)	H % of Scheduled Value (G / C) (%)	I Balance to Finish (C - G) (\$)
			Original Contract						
1	Mobilization	650,000.00	208,000.00	52,000.00			260,000.00	40%	390,000.00
2	Erosion Control	12,000.00	12,000.00				12,000.00	100%	-
3	Site Grading/Restoration	76,860.00	48,000.00				48,000.00	62%	28,860.00
4	Site Excavation/Backfill	20,000.00	15,000.00				15,000.00	75%	5,000.00
5	Concrete footings/foundation	120,000.00	120,000.00				120,000.00	100%	-
6	Wood SAGR Walls Build/Installation	90,000.00	90,000.00				90,000.00	100%	-
7	SAGR Liner	325,000.00	243,750.00	81,250.00			325,000.00	100%	-
8	Rock/Sand for SAGR Pits	1,306,720.00	170,000.00	170,000.00			340,000.00	26%	966,720.00
9	Aggregate Base Courses	78,976.00					-	0%	78,976.00
10	Trenching and Excavation	370,444.00	330,000.00				330,000.00	89%	40,444.00
11	Piping and Valves	500,000.00	486,735.58				486,735.58	97%	13,264.42
12	Sampling Equipment	100,000.00	27,084.22				27,084.22	27%	72,915.78
13	Process Piping	100,000.00					-	0%	100,000.00
14	SAGR Piping/Blower Equipment	2,200,000.00	583,639.14	75,000.00			846,506.94	38%	1,353,493.06
15	Precast Building	200,000.00	200,000.00				200,000.00	100%	-
16	Roofing	80,000.00	80,000.00				80,000.00	100%	-
17	Doors and Windows	50,000.00					-	0%	50,000.00
18	Concrete Paving	100,000.00					-	0%	100,000.00
19	Turf and Grasses	70,000.00					-	0%	70,000.00
20	Electrical	300,000.00	68,034.03	20,000.00			88,034.03	29%	211,965.97
21	Process Intergration	100,000.00					-	0%	100,000.00
22							-		-
23							-		-
24							-		-
<b>Original Contract Totals</b>		<b>\$ 6,850,000.00</b>	<b>\$ 2,682,242.97</b>	<b>\$ 398,250.00</b>	<b>\$ 187,867.80</b>	<b>\$ 3,268,360.77</b>	<b>48%</b>	<b>\$ 3,581,639.23</b>	





1300 Helmo Avenue N  
Oakdale, MN 55128

# Invoice

Date	Invoice #
9/11/2024	5658

Bill To
Siteworks 6605 E33rd Street Sioux Falls, SD 57110

Ship To
Siteworks 4825 North Wilcox Drive Sioux Falls, SD 57104 United States

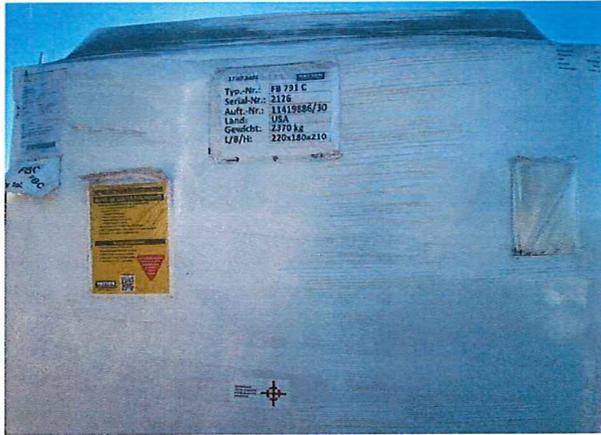
S.O. No.	P.O. No.	Terms	Rep	Project	Project	
1354591	003_10-24.23	Net 30	KF	BeresfordSD	Beresford, SD	
Item	Description	Orde...	Prev. Invoiced	Invoiced	Rate	Amount
43 1133 - Beresford, SD	43 1133 Rotary Lobe Blowers	1	0	1	176,900.00	176,900.00T

*Thank You! GNE*

*Materials - pay full amount*

*[Signature]*

<b>Subtotal</b>	\$176,900.00
<b>Sales Tax (6.2%)</b>	\$10,967.80
<b>Total</b>	\$187,867.80
<b>Payments/Credits</b>	\$0.00
<b>Balance Due</b>	\$187,867.80



Twite Construction Co., Inc.

808 W. Spruce Street  
 Beresford, SD 57004

**Invoice**

Date	Invoice #
9/24/2024	1939

Bill To
City of Beresford 101 N. 3rd Beresford, SD 57004

101-4520-43200 #79,566.01  
 640-4511-43200 #79,566.02  
 Golf / Park Shop

P.O. No.	Terms

Description	Item	Amount
Parks and Recreation Building  Install fill and compact. Rough in plumbing in floor. Pour concrete floor and exterior concrete. Monster block.  TWITE CONSTRUCTION IS INSURED.	Material and Labor Excise Tax	155,949.11 3,182.92

It's been a pleasure working with you!	<b>Total</b>	\$159,132.03
----------------------------------------	--------------	--------------

**Balance Due \$159,132.03**

Phone #	Fax #	E-mail
605-763-5541	605-763-2302	twitedavid83@gmail.com

## Jerry Zeimetz

---

**From:** Michael Schurch  
**Sent:** Wednesday, October 2, 2024 2:54 PM  
**To:** Rachel Johnson  
**Cc:** Elaine Johnson; Jerry Zeimetz  
**Subject:** Re: C. Laubach - Step Pay

I would like to move forward with Colton's step increase.

MS

Chief Michael Schurch  
Beresford Police Department  
310 N 4<sup>th</sup> St.  
Beresford, SD 57004  
Ph: (605)-763-2103  
Fax: (605)763-2060



---

**From:** Rachel Johnson <rachel@beresfordsd.com>  
**Sent:** Wednesday, October 2, 2024 1:27 PM  
**To:** Michael Schurch <mschurch@beresfordsd.com>  
**Cc:** Elaine Johnson <elaine@beresfordsd.com>; Jerry Zeimetz <jerry@beresfordsd.com>  
**Subject:** C. Laubach - Step Pay

Good Afternoon!

Colton is up for a step pay increase on 10/6/2024 from \$26.55/hr. to \$27.29/hr. This would be at 92.5% of the scale. Please advise your recommendation. This would get put

on the 10/7/24 Council agenda and would become effective on the 10/18/24 payroll.  
Please let me know if you have any questions!

Thank you,

*Rachel Johnson*

City of Beresford/Finance Assistant

Email: rachel@beresfordsd.com

Phone: (605)763-2008

101 N 3<sup>rd</sup> St Beresford, SD 57004

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## Jerry Zeimetz

---

**From:** Elaine Johnson  
**Sent:** Thursday, September 26, 2024 8:53 AM  
**To:** Jerry Zeimetz; ben.reiter@beresfordbridges.com  
**Cc:** Rachel Johnson  
**Subject:** RE: re: Part-time hire

Clair Bovill's wage will be \$11.20/hr. as a Clubhouse Server/Bartender.

Ben- please have Clair stop in at City Hall to complete her paperwork asap.

*Elaine Johnson*

City of Beresford / Finance Officer  
101 N 3<sup>rd</sup> St. Beresford, SD 57004 605.763.2008

**My email address has changed to: [elaine@beresfordsd.com](mailto:elaine@beresfordsd.com)**

---

**From:** Jerry Zeimetz <jerry@beresfordsd.com>  
**Sent:** Thursday, September 26, 2024 8:45 AM  
**To:** ben.reiter@beresfordbridges.com  
**Cc:** Thomas Frieberg <tfrieberg@frieberglaw.com>; Elaine Johnson <elaine@beresfordsd.com>  
**Subject:** re: Part-time hire

Ben, after review with Tom, Elaine and Mayor Seeley and our work comp ins. provider we are comfortable moving forward with the hire of Clair Bovill ASAP. She will be formally approved at the Oct. 7 meeting but she can start at any time.

Elaine, can you confirm her wage?

We will also move forward with a policy to address these type of hiring issues in the future.

City Administrator  
City of Beresford

My email has changed, my new email is [jerry@beresfordsd.com](mailto:jerry@beresfordsd.com). Thanks for updating your records to reflect this new email.

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## Land & Water Conservation Fund (LWCF)

These funds come from royalties paid on offshore oil leases in the Gulf of Mexico. The National Park Service (NPS) is the Federal agency that administers these funds. Grants up to 50/50 match requirement and come in the form of a reimbursement.

City of Aberdeen – Install splash pad at Storybook Land, next to inclusive playground.

\$75,000 grant                      \$150,000 total project cost

City of Beresford – Install playground at Ballfield Complex north side of town.

\$50,000 grant                      \$100,000 total project cost

City of Bryant – Construct picnic shelter in the city park.

\$100,000 grant                      \$200,000 total project cost

City of Corsica – Install pool liner in city swimming pool.

\$40,000 grant                      \$80,000 total project cost

City of Faulkton – Install playground and construct picnic shelter at the baseball field.

\$31,500 grant                      \$63,000 total project cost

City of Huron – Replace playground equipment at Winter Park.

\$18,000 grant                      \$36,000 total project cost

City of Lead – Replace playground equipment and make improvements at Par Course Park.

\$135,000 grant                      \$270,000 total project cost

City of Mitchell – Replace playground equipment at Gainer Park.

\$95,000 grant                      \$190,000 total project cost

City of Tea – Install playground equipment in newly created Pinnacle Park, the first city park on the east side of Heritage Parkway.

\$100,000 grant                      \$200,000 total project cost

City of Watertown – Construct inclusive playground at McKinley Park.

\$250,000 grant                      \$500,000 total project cost

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2024 LWCF Grant Awards:	City projects	\$898,000
	State projects	\$1,865,690
	<b>Total grants awarded</b>	<b>\$2,527,380</b>



City of Beresford Travel Voucher

Name: Michael Schunch / Tyson Bullis

1. Destination & Location of Event: Sioux Falls / Bamkota

2. Reason for travel: LECC Conference  
(Meeting Agenda, Training Schedule or other supporting documentation must be attached.)

3. Departure time & date: 10/29/24

4. Arrival time & date: 10/29/24

5. Cost of Lodging: 0

6. Registration fee: 0

Departure from destination:

7. Departure time & date: 10/30/24

8. Arrival time & date: 10/30/24

Transportation:

Personal Vehicle:     

Mileage claimed:       
(Mileage reimbursement will be paid at the IRS Federal rate.)

City Owned Vehicle: X

Commercial Transportation:     

Cost of commercial transportation:     

Meals claimed: 2  
(Meals will be reimbursed at the state rate if not provided by the event host.)

Signature:  Date: 09/24/2024

My signature certifies that expenses incurred for travel and the above statements are true and accurate to the best of my knowledge.

Approving Signature for Travel:     

Finance Officer Signature: Alaine Johnson



# LECC



## Law Enforcement Coordinating Committee

**\*\*SAVE THE DATE\*\***

**October 29 & 30, 2024**  
**Sioux Falls, SD**

**Law Enforcement Appreciation**  
**Dinner Keynote Speaker:**

**William Shatner**

To register for LECC:

Website: [atg.sd.gov](http://atg.sd.gov)  
Law Enforcement Resources, Law  
Enforcement Training Calendar,  
LECC, Click on Details, Click on  
Register Here,  
Fill out and hit Submit

To book your room by 10/4/24:

Please call Sheraton Hotel at  
605-331-0100 - Block Name:  
"LECC/Law Enforcement  
Appreciation Dinner"

### Training Topics:

- Memphis to Minnesota: Cultural Changes in Law Enforcement
- Use of Force--Media and Propaganda
- Fargo, ND Officers Ambushed (OIS)
- Law Enforcement Wellness-An Officer's Survival Story
- Child Sexual Exploitation in South Dakota-"The Wolf Hunt"
- AI and Cybercrime: Law Enforcement's New Frontier
- Swatting and Bomb Threats-How does Law Enforcement Respond?
- What is a Title III? How can this help my investigation?
- Is it Murder, Suicide, Natural, or an Accidental Death?
- Cryptocurrency Investigations:101
- Victim/Witness Sub Committee Meeting
- Healthcare Fraud Investigations

\*\*\*\*\*

**If you have any questions, please call Dave Stephan at 605-941-4293.**

**Sioux Falls Convention Center**  
**1211 North West Avenue Sioux Falls, SD**

**Room Booking Info: Sheraton (same address) - A block of rooms has been reserved under LECC/LE Appreciation Dinner (limited amount of rooms at state rate) 605-331-0100**

City of Beresford Travel Voucher

Name: Colton Laubach

1. Destination & Location of Event: Vermillion / USD

2. Reason for travel: AREDE Training  
(Meeting Agenda, Training Schedule or other supporting documentation must be attached.)

3. Departure time & date: 10/21/24

4. Arrival time & date: 10/21/24

5. Cost of Lodging: 0

6. Registration fee: 0

Departure from destination:

7. Departure time & date: 10/22/24

8. Arrival time & date: 10/22/24

Transportation:

Personal Vehicle:     

Mileage claimed:     

(Mileage reimbursement will be paid at the IRS Federal rate.)

City Owned Vehicle: X Patrol car

Commercial Transportation:     

Cost of commercial transportation:     

Meals claimed: 2

(Meals will be reimbursed at the state rate if not provided by the event host.)

Signature: [Signature] Date: 09/24/24

My signature certifies that expenses incurred for travel and the above statements are true and accurate to the best of my knowledge.

Approving Signature for Travel:     

Finance Officer Signature: Claine Johnson

[Back To Event List](#)

**Event Name:** ARIDE - Vermillion  
**Event Location:** University of South Dakota

**Event City:** Vermillion, SD

**Start Date:** 10/21/2024      **Start Time:**  
**End Date:** 10/22/2024      **End Time:**

**Description:** Applicants are required to have two years of law enforcement experience to attend this class.

### [Application](#)

A.R.I.D.E. (Advanced Roadside Impaired Driving Enforcement) is a training opportunity to learn how drugs impair driving abilities. Students are instructed on indicators along with the signs and symptoms of drug impairment. This class also will assist the officer in processing the drugged driving arrest. ARIDE will train law enforcement officers to observe, identify and articulate, and document the signs of impairment caused by drugs, alcohol, or combination of both. ARIDE is an attempt to offer training in order to reduce the number of impaired driving incidents as well as crashes which result in serious injuries and fatalities. This course is to build on the Standardized Field Sobriety Test practitioner course. In order for the participant to effectively utilize the information presented in this course, NHTSA has set a prerequisite of SFST proficiency. The participant will receive a short review and update for the SFST's. After completing that session, the participant will be required to pass a SFST proficiency evaluation. Failure to successfully complete the SFST proficiency evaluation will result in dismissal from the class. This 16 hour school covers several topics to include: an extensive SFST review to ensure proficiency, Medical Conditions that mimic drug impairment, current drug trends and methods of ingestion. The class will also provide information on the DRE process and how a DRE can complement investigations.