

## BERESFORD CITY COUNCIL

Monday, March 4, 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 Nathan Anderson, Troy Boone, Will Roelke, Larry Rohrer, Art Schott, Eli Seeley, Mike Tiedeman

**Also Present:** Elaine Johnson, Finance Officer; Jerry Zeimetz, City Administrator; Tom Frieberg, City Attorney

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

**Approve Minutes:** A motion was made by Seeley, second by Roelke, to approve the February 20, 2024 regular meeting minutes. All present Council members voted aye; motion carried.

### **Department Head/City Administrator Reports**

**South Dakota Housing Development Housing Infrastructure Financing Program:** City Administrator Zeimetz briefly explained the paperwork required by SD Housing Development for consideration of funding for the Bak Development Project.

- **Adoption of Internal Control Policies and Procedures:** Schott made a motion, second by Rohrer, to adopt the Internal Control Policies and Procedures as presented by SD Housing. All present Council members voted aye; motion carried. A copy of the Internal Control Policies and Procedures is available at City Hall.
- **Resolution 2024-06:** A motion was made by Boone to adopt Resolution 2024-06, Conflict of Interest Policy, as presented by SD Housing Development. The motion was seconded by Roelke and all present Council members voted aye; motion passed.

### **RESOLUTION 2024-06**

*(Published Separate of Minutes)*

### **New Business**

**Asphalt Surface Treatment Project:** A "Letter of Contract" with Banner Associates for engineering of the 2024 Multi-Community Asphalt Surface Treatment Project was reviewed and discussed. No action was taken at this time.

**Pay Request:** Following discussion of the new ballfield, a motion was made by Boone, second by Tiedeman, to authorize Pay Request #5 from Parkway Construction in the amount of \$360,185.35 for the Beresford Ballfield Addition Project. All present Council members voted aye; motion carried.

**SECOG Safety Action Plan:** The South Eastern Council of Governments (SECOG) is applying for a grant from the US Dept. of Transportation through the Safe Streets and Roads for All (SS4A) grant program to assist in developing a regional Safety Action Plan. Communities wishing to participate in the Safety Action Plan, and be eligible for grant funding, must agree to provide a match contribution and adopt the regional Safety Action Plan. Schott made a motion, second by Boone, to approve participation in the development of a Safety Action Plan with SECOG. All present Council members voted aye; motion carried.

**Part-Time Hires:** Schott made a motion to hire Maggie Curry at \$11.20/hour and Dustin Maas at \$11.51/hour as part-time seasonal employees as Clubhouse Attendants for the Bridges Clubhouse. All present Council members voted aye; motion carried.

**Step-Pay Increase:** Upon recommendation from BeresfordTel Gen. Mgr. Austin Hansen, a motion was made by Seeley to approve a step-pay increase for BeresfordTel Internet/Tel & CATV Tech Tony Laurvick from \$35.61/hr. to \$36.54/hr., effective March 8, 2024. The motion as seconded by Roelke and all present Council members voted aye; motion carried.

### **Discussion & Information Items**

**2023 Annual Beresford Public Library Survey:** The 2023 Annual Beresford Public Library Survey prepared by Librarian Jane Norling was presented and briefly reviewed.

**Local Review Board Notice:** Council was informed that they will meet as the Local Review Board for reviewing and correcting tax assessments on Monday, March 18 at 7:00 p.m. Requests for appeals must be submitted by March 14, 2024.

**Voter Registration Deadline:** The deadline for voter registration is March 25, 2024 for the City Council Election on April 9, 2024.

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

- 3M Utility Training Seminar, New Ulm, MN, March 25-28, Antonson
- SDMEA Electric Conference and Tech Expo, Watertown, April 1-3, Antonson, Thompson

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

Aaron's Pro Window Cleaning, service, \$70.00; AFLAC, insurance, \$2082.52; Badger Comm, headset, \$510.90; Baker & Taylor, books, \$88.66; Beal Dist, beer, \$847.80; BEDCO, TIF #3, \$68,318.14; Beresford CATV, cable, \$330.50; BMTc, billing, \$1843.78; Beresford Util, billing, \$14,459.86; Border States Elec Supply, supplies, \$2970.46; Greg Brewers, refund, \$186.19; Cadd Eng Supply, supplies, \$98.90; Capital One Trade Cr, equipment, \$186.90; Chesterman, resale, \$227.55; Colonial Life, insurance, \$31.04; Consortia, consulting, \$3900.00; Dakota Beverage, beer, \$857.20; Dakota Data Shred, service, \$223.24;

Dakota Fluid Power, repair, \$617.46; Dakota Supply Group, equipment, \$2371.20; Mick Ellis, refund, \$49.67; Fiber Ring Revenue, pooling fees, \$4496.90; Fiesta Foods, supplies, \$195.63; Frantzen Reporting, transcription fee, \$139.50; GT Golf Supplies, merch, \$60.93; Heggies Pizza, food, \$202.35; Jack's Uniforms, clothing, \$258.25; Johnsen H&C, repair, \$2491.33; Lawson Products, supplies, \$250.38; Lewis & Clark RWS, water, \$26,207.34; Library of Congress, copyright fee, \$499.81; Loffler, contract, \$290.47; LT Companies, GVN ballfield addition, \$360,185.35; Lumen, toll settlement, \$97.14;

McLeod's Printing, tickets, \$198.95; Menards, materials, \$57.36; Mid America Computer Corp, billing fees, \$8174.91; Midwest Tape, DVD, \$26.24; Missouri River Energy Services, hydro/supplemental power, \$233,077.14; Muller Auto Parts, repair, \$1764.02; Muth Elec, I-29 lights, \$1129.43; Nat'l Cable Tele, affiliate fees, \$23,290.68; Netceed – NC, cable, \$699.17; NY Life, insurance, \$42.75; Olson's Ace, supplies, \$704.34; Olson's Pest Tech, service, \$235.00; Overdrive, books, \$957.06; Performance Foodservice, food, \$942.19; Playaway Products, tablets, \$1127.87; Quadient Finance, postage, \$3000.00;

Quill, supplies, \$29.88; Reel Sharp, repair, \$3168.97; SD Dept of Rev, sales tax, \$27,761.09 & Bertz malt beverage license, \$150.00; SD Epath, E911 surcharge, \$438.75; SD Mun League, registration fee, \$64.00; SD Public Health Lab, labs, \$244.00; SDN Comm, lease line, \$1244.25; Eli Seeley, mtg registration, \$32.00; Sew Storm Quilt Shop, clothing, \$190.50; Sioux Empire United Way, AEDs, \$1800.00; Sturdevant's Auto Parts, parts, \$96.94; Temple Ag and Auto Supply, supplies, \$81.22; Total Stop Conv Store, fuel, \$1611.78; Twite Cons, labor & materials, \$27,209.20; UPS, shipping, \$200.29;

United Tel Supply, ONTs, \$4791.80; US Kids Golf, supplies, \$345.99; US Bank Nat'l Assn, CW & DR SRF, \$27,792.93; Utilismart Corp, serv contract, \$1532.00; WESCO Dist, transformers, \$52,805.00.

**February 2024 Payroll Totals:**

Finance \$6046.40; Gov't Bldg. \$168.24; Police \$26,413.07; Street \$11,530.05; Parks \$4230.76; Water \$9084.73; Electric \$27,392.40; Sewer \$8460.55; Telephone \$32,405.36; Rubble/Recycling \$1106.09; Library \$10,191.60; City Admin \$8926.40; Golf Course \$3864.40; Clubhouse \$6541.07; Event Center \$415.10.

**Adjournment:** As there was no further business, Mayor Anderson adjourned the meeting at 7:47 p.m.

---

Elaine Johnson, Finance Officer  
Recorded by Kathy Stuessi