

BERESFORD CITY COUNCIL

Monday, March 18, 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 presiding, Troy Boone, Will Roelke, Larry Rohrer, Art Schott, Eli Seeley, Mike Tiedeman

Absent: None

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

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

Approve Minutes: A motion to approve the March 4, 2024 meeting minutes was made by Seeley and seconded by Roelke. All present Council members voted aye; motion carried.

The City Council recessed at 7:01 p.m. to meet as the 2024 Local Board of Equalization.

Local Board of Equalization: The Local board of equalization convened at 7:01 p.m. and recessed at 8:27 p.m.

After a brief recess the Council reconvened in regular session at 8:36 p.m.

Department Head and City Administrator Report

Elaine Johnson, Finance Officer:

February 2024 Financials: Johnson highlighted some of the receipts and expenditures from the February 2024 financials. After a brief discussion, Schott made a motion to accept the February 2024 financial reports. The motion was seconded by Boone and all present Council members voted aye; motion carried.

New City Hall Update: Johnson updated Council on the progress of the new City Hall building. Almost all the office furniture has been removed, basement cleaned out, lights updated to LED bulbs, security cameras installed, and Twite Construction has started framing the walls for the ADA restroom. A quote from Painter Joe's to paint all the walls was reviewed. BeresfordTel staff will work on removing the wallpaper and outlet covers to prepare for the painter. All City Departments were thanked for their assistance with the new building.

Jerry Zeimetz, City Administrator:

New Ballfield Update: Zeimetz presented a handout showing a map of the new ballfields, where the storage building is being constructed, the three culverts installed along the walking path, suggested locations for a picnic shelter, flagpole, and playground equipment. A spreadsheet was shared showing the expenses to date, expenses still owed, and a list of additional items to be ordered.

Wastewater Treatment SAGR Project Update: Banner Associates is currently reviewing the contractor submittal in preparation to start construction April 15, 2024, with an estimated completion date of the SAGR system November 14, 2024.

Sanitary Sewer and Replacement Project Update: Banner Associates have submitted bid documents to SD DANR for review. They are unsure how long it will take DANR to review. When approved, the project will be ready to go out for bids and completion dates.

Seventh Street Sanitary Sewer and Water Main Extension Project Update: Bid documents have been sent to SD DANR for review. When approved, the project will be ready to go out for bids.

Bak Residential Housing Development Project Update: The topographic survey has been completed and a preliminary design layout is being worked out with an estimated completion date of May 1,

2024. City Ordinances on plating and new development need to be reviewed and applied to the project since it is undeveloped land. An extension to November 1, 2024 has been submitted to provide enough time to prepare documents.

Old Business:

“Letter of Contract” with Banner Associates for 2024 Multi-Community Asphalt Surface Treatment Project: Street Superintendent Jeff Heidebrecht gave a brief explanation of the history of the multi-community asphalt surface treatment project. This would be the first year that Banner Associates has offered to lead the project. Motion by Schott, second by Seeley, to approve the 2024 Multi-Community Asphalt Surface Treatment project with Banner Associates not to exceed \$9,200. All present Council members voted aye; motion carried.

New Business

Geotek Engineering and Testing Services Contract for soil borings at rubble site and Bak Housing Development: Nineteen test borings are planned for the proposed Bak Housing development for residential homes, new streets, and utilities. Motion by Tiedeman, seconded by Rohrer to approve Geotek Engineering & Testing Services to not exceed \$11,600. All present Council members voted aye; motion carried. The fee would be submitted for reimbursement from the grant proceeds.

2024 Street Sweeping Contract with SD DOT: Street Superintendent Jeff Heidebrecht negotiated a new hourly rate to street sweep Highway 46 for 2024. Schott made the motion, seconded by Boone, to approve the 2024 Street Sweeping Contract with SD DOT at an hourly rate of \$140. All present Council members voted aye; motion carried.

Resolution 2024-07 Land and Water Conservation Fund (LWCF) application sponsorship: Following a brief explanation by Zeimetz, a motion was made by Boone, seconded by Roelke to approve Resolution 2024-07 to aid in financing the purchase and construction of public playground equipment for the new ballfields. All present Council members voted aye; motion carried.

**RESOLUTION No. 2024-07
CITY OF BERESFORD**

WHEREAS, the United States of America and the State of South Dakota have authorized the making of grants from the Land and Water Conservation Fund (LWCF) to public bodies to aid in financing the acquisition and/or construction of specific public outdoor recreation projects;

NOW, THEREFORE BE IT RESOLVED:

1. That the Beresford City Administrator is hereby authorized to execute and file an application on behalf of the City of Beresford with the National Park Service, U.S. Department of the Interior, through the State of South Dakota, Department of Game, Fish and Parks, Division of Parks, and Recreation, for an LWCF grant to aid in financing park improvements to include playground equipment for a new city park consisting of 3 new ballfields, restrooms and future walking paths for the City of Beresford, South Dakota, and its Environs.
2. That the Beresford City Administrator is hereby authorized and directed to furnish such information as the above-mentioned federal and/or state agencies may reasonably request in connection with the application which is hereby authorized to be filed.
3. That the City of Beresford shall provide a minimum of 50% of the total cost of the project; and will assume all responsibility in the operation and maintenance of the project upon completion of construction, for the reasonable life expectancy of the facility.

Certification of Recording Officer:

The undersigned duly qualified and acting as Finance Officer of the City of Beresford does hereby certify: That the attached Resolution is a true and correct copy of the Resolution, authorizing the filing of an application with the National Park Services as regularly adopted at a legally convened meeting of the City of Beresford duly held on the 18th day of March,

2024, and further that such Resolution has been fully recorded in the journal of proceedings and records in my office.

IN WITNESS WHEREOF, I have hereunto set my hand this 18th day of March 2024.

ATTEST:

Nathan Anderson
Mayor, City of Beresford, SD

Elaine Johnson
Finance Officer, City of Beresford, SD

Probation Review and Step-Pay Increase for Police Officer Kyle Kleinschmit: A motion by Schott, seconded by Rohrer to approve the step-pay increase to \$24.34/hr. and to be removed from probation effective March 19, 2024, for Police Officer Kleinschmit. All present Council members voted aye; motion carried.

Step-Pay Increase for BeresfordTel employee Tony Harris: A motion by Seeley, seconded by Boone to approve the step-pay increase to \$25.67/hr. for Assistant Telephone General Manager, Harris effective March 19, 2024. All present Council members voted aye; motion carried.

Part-Time Hire for Bridges Clubhouse: A motion by Schott, seconded by Rohrer to approve hiring Gabrielle Engbarth, Tracy St. Pierre, and Abigail Wiebers as seasonal bartenders/servers at \$11.20/hr. and to hire Derek Maas as a seasonal Clubhouse Attendant at \$11.82/hr. All present Council members voted aye; motion carried.

Discussion and Information Items:

Consider offering free dumping for Beresford residents at the Rubble Site in April: All Council members agreed to offer free dumping to Beresford residents for the month of April. The fee for tires and white goods would still be required.

Summer Hours to start at Rubble Site April 1: Beginning April 1, 2024 the Rubble Site will switch to summer hours of Tuesday, Thursday, and Friday 1:30 p.m. – 4:30 p.m. Wednesday 1:30 p.m. – 7:00 p.m. and Saturday 9:00 a.m. – Noon and 1:00 p.m. – 3:00 p.m.

Approval of Travel Requests

A motion to approve the following travel requests was made by Seeley and seconded by Roelke. All present Council members voted aye; motion carried.

- Street Maintenance Spring Meeting, Oacoma, April 24-25, Heidebrecht, Knutson
- SD WWA/SD WEA Annual Wastewater Seminar, Pierre, April 17-18, Kropuenske
- National League of Cities Trustee Conference/SDML WC Board of Trustees, Salt Lake City, UT, May 7-11, Johnson

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

American Engineering Testing, labs, \$86.25; Amsterdam Printing, applications, \$379.02; Appeara, service, \$904.91; Azar Computer Software Service, digital service center, \$250.00; Badger Communications, resale, \$308.52; Baker & Taylor, books, \$715.14; Bally Sports North, affiliate fees, \$2,465.22; Ban-Koe Companies, alarm monitoring, \$434.00; Banner Associates, engineering, \$31,822.11; Beal Distributing, beer, \$231.10; Big 10, affiliate fees, \$123.78; Blooston & Mordofsky, services, \$406.25; Border States Electric, cable, \$37,100.52; Center Point, book, \$28.67;

Chesterman Company, resale, \$317.68; CHS, fuel, \$1,850.61; City of SF Public Works, tipping fees, \$4,834.44; DAD's Automotive Repair, repair, \$300.53; Dakota Beverage, beer, \$211.30; Dakota Fluid Power, cylinder, \$5,090.61; Dakota Riggers & Took, hammerlocks, \$289.78; Dakota Supply Group, tools, \$658.67; DEMCO, supplies, \$312.38; ECHO Group, circuit breakers, \$638.23; Eide Bailly, office 365, \$204.50; ELO Prof, 2023 YE Audit, \$15,402.19; Express Communications, settlements, \$1,150.01; Frieberg, Nelson & Ask Trust, 101 S 3rd St. \$175,452.04;

Goldfield Telecom, internet supplies, \$2,947.13; GreatLife Golf & Fitness, Rain Bird control boxes, \$500.00; gWorks, annual subscription, \$7,682.00; Heartland Payment Systems, credit card charges, \$366.76; Interstate TRS, TRS fund, \$342.75; Jerry's Chevrolet, service, \$180.81; Johnsen Heating & Cooling, service, \$387.04; Johnson Brothers, liquor, \$1,216.89; Kansas City Life, insurance, \$142.50; Tanner Knutson, meals, \$14.00; Keith Kropuenske, meals, \$14.00; Menards, supplies, \$29.86; Mid America Computer Corp, billing fees, \$3,614.43; Midwest Alarm Company, monitoring, \$228.58;

Midwest Tape, DVD's, \$75.72; New Century Press, publications, \$199.96; Nexstar Broadcasting, affiliate fees, \$3,289.00; Office Depot, supplies, \$383.33; Overdrive, audiobooks, \$361.94; Performance Foodservice, food, \$1,520.06; Pinnacle Publishing, directories, \$3,911.40; Prinsco, culverts, \$2,442.00; R&R Products, engine, \$1,681.95; Ben Reiter, mileage, \$50.92; Republci National, liquor, \$573.30; Roo's Sanitation, disposal service, \$10,400.00; Rovi Guides, guides, \$744.32; SD State Treasurer, telecommunications relay service, \$38.15; SDN Communications, Internet Access, \$2,249.61;

SDWWA, conference, \$100.00; Showtime Network, affiliate fees, \$15.62; Stuart Irby, transformers, \$8,621.25; Teresa Sveeggen CPA, financial review, \$65.00; The Penworthy Company, books, \$479.66; USAC, schools & libraries, \$1,893.09; Vantage Point, CALEA, \$160.00; Verizon Wireless, cell phone servie, \$985.22; Cameron Voegeli, meals, \$14.00; Washington National, insurance, \$84.30; Wellmark BC/BS, health insurance, \$43,028.54; Wells Fargo, credit card charges, \$5,514.70; Wholesale Supply, supplies, \$530.70; Worldpay, credit card charges, \$377.18;

With no more items to discuss, the City Council adjourned at 9:20 p.m.

Elaine Johnson, Finance Officer