

**BERESFORD CITY COUNCIL
REGULAR MEETING AGENDA
Monday, August 15, 2022 7:00 P.M.
Beresford City Council Chambers – 103 N. 3rd St.**

[1] – Pledge of Allegiance

[2] – Call to Order & Roll Call

[3] – Adopt Agenda

[4] – Approve Minutes – August 1, 2022

[5] – Public Hearings

[6] – Visitors to be heard

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[7] – Committee/Mayor Report

- Finance Officer Elaine Johnson
 - July 2022 financial report
- City Administrator Jerry Zeimetz
 - Grace V. Nelson Ballfield Improvements update

[8]– Department Head and City Administrator Reports

[9] – Old Business

- Request to consume alcohol at Grace V. Nelson ballfields on Sept. 17 & 18 for co-ed softball tournament

[10] – New Business

- Promotion to COE Tech Foreman for BMTC
- Full-time General Manager Assistant hire for BMTC
- Proposed Tech 2 wage scale for BMTC
- Surplus Lawrenson Baseball Field (next to Bridges driving range) lights to Lincoln County Fair Grounds
- Review Plat of Paityn’s Corner Tract an Addition in the Northeast ¼ of Section 31, T96N, R50W, 5th P.M. Lincoln County, South Dakota
- Seasonal hire for Bridges Golf Course Maintenance
- Set special meeting date for 2023 budget review

[11] – Discussion & Information Items

[12] – Approval of Travel Requests

[13] – Payment of Bills

[14] – Executive Session – personnel

[15] – 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: City Council Meeting Monday, August 15, 2022

Time: August 15, 2022 07:00 PM Central Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/5460780834?pwd=bittbHg1QjJ5SDYxaUF0b0VGZ3crQT09>

Meeting ID: 546 078 0834

Passcode: Beresford

One tap mobile

+12532158782,,5460780834#,,,,,0#,,140120663# US (Tacoma)

+13462487799,,5460780834#,,,,,0#,,140120663# US (Houston)

Dial by your location

+1 312 626 6799 US (Chicago)

Meeting ID: 546 078 0834

BERESFORD CITY COUNCIL
Monday, August 1, 2022

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: Council President Troy Doeden presiding, Troy Boone, Will Roelke, Art Schott, Teresa Sveeggen, Mike Tiedeman

Members Absent: Mayor Nathan Anderson

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

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

Approve Minutes: Sveeggen made a motion to approve the July 18, 2022 meeting minutes. The motion was seconded by Tiedeman and all present Council members voted aye; motion carried.

Visitors to be Heard

Alcohol at Ballfield: Kelsey Voegeli, representing a group hosting a co-ed softball tournament, was present to request permission to consume alcohol at the Grace V. Nelson ballfields during the tournament. After discussion, Council requested Kelsey notify Council of the date for the tournament before giving their approval.

Street Closure: Beresford Schools' Instrumental Music Instructor Brian LeMaster informed Council of upcoming events which include the Homecoming parade (Sept. 16) and the Watchdog Marching Band Festival (Sept. 30). They requested street closures for the parade route on both dates for the safety of band participants and spectators. Notices will be given to all residents and business owners on the route and a map of the parade routes will be posted on social media. A motion was made by Sveeggen, second by Schott, to authorize street closures on Sept. 16, 2022 along the parade route as requested for the Homecoming parade. All present Council members voted aye; motion carried. A motion was made by Sveeggen, second by Boone, to authorize street closures along the parade route on Sept. 30, 2022 for the Watchdog Marching Band Festival. All present Council members voted aye; motion carried.

New Business

Resolution 2022-14: Following brief explanation, a motion was made by Schott, second by Roelke, to adopt Resolution 2022-14: Contingency Fund Transfer. All present Council members voted aye; motion carried.

RESOLUTION #2022-14
CONTINGENCY FUND TRANSFER

WHEREAS, insufficient appropriation was made in the 2022 adopted budget for the following departments to discharge just obligations of said appropriations, and

WHEREAS SDCL 9-21-6.1 provides that transfers be made by resolution of the board from the contingency appropriations established pursuant to SDCL 9-21-6.1 to other appropriations;

THEREFORE, BE IT RESOLVED that the appropriation be transferred from the contingency budget to the following department budget:

101-4540-42961	Beresford Senior Citizen Center (Stove)	\$2,000.00
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Adopted this 1st day of August, 2022.

Troy Doeden, City Council President

ATTEST:

Elaine Johnson, Finance Officer

Resolution 2022-15: Following explanation by City Administrator Zeimetz, a motion was made by Schott, second by Tiedeman, to adopt Resolution 2022-15: Housing Infrastructure Finance Program Grant Application. All present Council members voted aye; motion carried.

RESOLUTION #2022-15

HOUSING INFRASTRUCTURE FINANCE PROGRAM GRANT APPLICATION
TO THE
SOUTH DAKOTA HOUSING DEVELOPMENT AUTHORITY

WHEREAS, the City of Beresford desires assistance from the South Dakota Housing Development Authority for the purpose of promoting housing development in South Dakota by providing grants for housing infrastructure; and

WHEREAS, SDCL 11-4 and SDCL 11-6 grant municipalities the authority to plan, zone, and create a comprehensive plan; and

WHEREAS, Title 9 of the Revised Municipal Ordinances of the City of Beresford establishes the planning, zoning, and building regulations; and

WHEREAS, the 2017 Revised Beresford Zoning Regulations establish the building, zoning, lot, and yard requirements for residential districts; and

WHEREAS, the ownership and ongoing maintenance of the development will be the responsibility of the City of Beresford; and

NOW THEREFORE BE IT RESOLVED by the City of Beresford, South Dakota, that the infrastructure plan for the housing Infrastructure Finance Program grant application meets the municipality's infrastructure requirements, will be approved, and added to the ownership and ongoing maintenance responsibility of the municipality.

The Beresford City Council hereby authorizes the filing of the Housing Infrastructure Financing Program grant application, including all understanding and assurances contained therein, and hereby authorizes the Mayor to, in connection with the application, provide such information as may be required.

Adopted this 1st day of August, 2022.

Troy Doeden, City Council President

ATTEST:

Elaine Johnson, Finance Officer

Step-Pay Increase: A motion was made by Boone, second by Tiedeman, to approve a step-pay increase for Jason Strand (golf course and public works employee) from \$18.77/hr. to \$19.25/hr. effective on July 27, 2022. All present Council members voted aye; motion carried.

Seasonal Hire: A motion was made by Schott, second by Boone, to hire Derek Maas at \$9.95/hr. as a seasonal employee at the golf course. All present Council members voted aye; motion carried.

Discussion: Zeimetz informed Council they are invited to the Lewis & Clark water tower ribbon-cutting ceremony on August 10, 2022 at 11:00 a.m.

Approval of Travel Requests: A motion to approve the following travel request was made by Boone and seconded by Sveeggen. All present Council members voted aye; motion carried.

- SDTA Annual Conference, Sioux Falls, August 14-16, A. Hansen

Payment of Bills: A motion to pay the following bills was made by Boone, second by Tiedeman. All present Council members voted aye; motion carried.

A-1 Portable Toilets, rental, \$140.00; Adtran, wifi contract, \$375.00; AFLAC, insurance, \$1979.82; Azar Comp. Software, digital service center, \$750.00; Baker & Taylor, books, \$414.87; Beal Dist., beer, \$2306.75; Beresford Cablevision, CATV bill, \$404.50; Beresford Fire Dept., fire school, \$4500.00; BMTC, monthly billing, \$2226.95; Beresford Util., monthly billing, \$22,008.59; Beresford School Dist., advertising, \$115.00; Beresford Senior Citizens, stove, \$2000.00; Big 10 Network, affiliate fees, \$134.84; Book Systems, hosting fee, \$1905.00; Border States Elec., new construction, \$5430.68;

Boyer Ford Trucks, Ford F350, \$44,710.00; C&R Supply, repair, \$54.88; Cengage Learning, books, \$197.53; Center Point Large Print, books, \$53.84; City of Beresford, BMTC building rent, \$16,500.00; Colonial Life, insurance, \$46.56; Consortia, consulting fee, \$3500.00; Core & Main, meters, \$4639.00; Matt Coy, refund, \$50.65; Dakota Beverage, beer, \$1572.40; Demco, supplies, \$110.15; Alex DeVries, refund, \$50.27; Kristi Erickson, refund, \$79.11; FedEx, shipping, \$16.51; Fiesta Foods, food, \$128.25; First Choice Recycling, electronics recycling, \$595.00; Hawkins, chemicals, \$1407.92;

KCL Group Benefits, insurance, \$134.90; Knife River Midwest, asphalt, \$32,500.30; Lewis & Clark RWS, water, \$27,374.96; Locators & Supplies, cable repair, \$145.96; Lois Lounsbury, refund, \$40.90; Lumen, toll settlement, \$89.66; Menards, fan, \$62.99; Midwest Tape, DVDs, \$23.24; Mr. Golf Car, lease, \$3037.50; Muller Auto Parts, supplies/repair, \$346.85; Nat'l Cable Tel., affiliate fees, \$25,806.91; New Century Press, publishing, \$556.02; Jay Nygaard, paint clubhouse, \$9078.00; ODP Bus. Sol., supplies, \$255.54; Olson's Ace Hardware, supplies, \$1256.13; Performance Foodservice, food, \$1253.97;

Prairie Comm., fuel additive, \$1175.00; Productivity Plus Acct., repair, \$620.00; Quill Corp., supplies, \$163.74; Ben Reiter, mileage, \$102.50; Republic Nat'l Dist., liquor, \$169.34; SD Dept. of Revenue, sales tax, \$40,371.53; SD Public Health Lab, lab fees, \$30.00; SD Telecommunications Assn., \$350.00; Siteone Landscape Supply, valve box, \$133.90; Southeastern Elec. Coop, electricity, \$390.94; Srixon, golf merch., \$328.50; T Time Golf Co., golf merch., \$1563.99; The Tessman Co., chemicals, \$1417.00; The Country Club, range balls, \$2025.00; Larissa Tiedeman, advertisement, \$63.00;

Tifoci Optics, golf merch., \$137.00; Total Stop Conv., fuel, \$3892.76; UPS, shipping, \$144.00; Utilismart Corp., service contract, \$1532.50; Vander Haag's, dump body for truck, \$18,547.00; Walt's Homestyle Foods, resale, \$97.00; WESCO Dist., poles, \$88,365.00; Wholesale Sup., resale, \$595.15; Wilson Sporting Goods, golf merc., \$153.50.

July 2022 Payroll Totals: Finance \$8471.07; Gov't Bldg. \$235.38; Police \$35,667.10; Street \$23,344.53; Parks \$14,192.91; Water \$12,060.67; Electric \$37,479.00; Sewer \$11,785.38; Telephone \$40,661.44; Rubble/Recycling \$3041.98; City Council, \$7150.00; Library \$16,775.13; Swimming Pool \$37,567.96; City Admin \$12,519.12; Golf Course \$9467.88; Clubhouse \$21,256.20; Event Center \$574.05.

Executive Session: At 7:17 p.m. Tiedeman made a motion to enter into Executive Session to discuss a personnel matter. The motion was seconded by Schott and all present Council members voted aye; motion carried.

City Council President Doeden declared Council out of Executive Session at 8:01 p.m. No action was taken.

Adjournment: There being no further business, Council President Doeden adjourned the meeting at 8:01 p.m.

Elaine Johnson, Finance Officer
Recorded by Kathy Stuessi

City of Beresford

Budget to Actual - Income Statement Comparison (without Transfers)

JULY 2022

Department/Fund	2022 - Actual		2022 - Budget		2022 - Budget		Over(Under) Budget		Profit/Loss
	YTD Revenue	YTD Expense	Revenue	Expense	Revenue	Expense	Revenue	Expense	
General Fund	\$ 1,089,622.06	\$ 1,201,852.20	\$ 2,384,107.00	\$ 2,384,107.00	\$ -	\$ -	\$ (1,294,484.94)	\$ (1,182,254.80)	\$ (112,230.14)
Council		30,931.75		70,990.00				(40,058.25)	
Mayor		4,016.11		10,875.00				(6,858.89)	
City Administrator		84,770.41		146,240.00				(61,469.59)	
Finance Office		81,599.04		145,616.00				(64,016.96)	
City Attny		11,753.66		26,800.00				(15,046.34)	
Gov't Bldg		10,595.49		20,765.00				(10,169.51)	
Police		354,389.11		498,075.00				(143,685.89)	
Fire		21,678.73		129,100.00				(107,421.27)	
Street		214,890.19		626,845.00				(411,954.81)	
Mosquito		-		4,000.00				(4,000.00)	
Park		102,722.27		259,436.00				(156,713.73)	
Pool	37,994.05	81,115.40	36,500.00	109,030.00	(43,121.35)	(72,530.00)	1,494.05	(27,914.60)	29,408.65
Subsidies		62,500.00		72,200.00				(9,700.00)	
Library		136,631.24		252,110.00				(115,478.76)	
Planning & Zoning		4,258.80		12,025.00				(7,766.20)	
Debt Serv/201&501	\$ 367,829.53	\$ 84,356.60	\$ 653,656.00	\$ 313,553.00	\$ 340,103.00	\$ 340,103.00	\$ (285,826.47)	\$ (229,196.40)	\$ (56,630.07)
Liquor - 601	\$ 90,020.27	\$ 49,845.82	\$ 312,731.00	\$ 306,220.00	\$ 6,511.00	\$ 6,511.00	\$ (222,710.73)	\$ (256,374.18)	\$ 33,663.45
Water - 602	\$ 452,392.83	\$ 341,295.21	\$ 744,660.00	\$ 764,002.00	\$ (19,342.00)	\$ (19,342.00)	\$ (292,267.17)	\$ (422,706.79)	\$ 130,439.62
Electric - 603	\$ 3,010,545.91	\$ 2,150,076.11	\$ 3,982,515.00	\$ 3,841,340.00	\$ 141,175.00	\$ 141,175.00	\$ (971,969.09)	\$ (1,691,263.89)	\$ 719,294.80
Sewer - 604	\$ 206,375.49	\$ 206,385.87	\$ 376,525.00	\$ 369,637.00	\$ 6,888.00	\$ 6,888.00	\$ (170,149.51)	\$ (163,251.13)	\$ (6,898.38)
Telephone - 611	\$ 1,289,773.03	\$ 559,912.80	\$ 1,662,000.00	\$ 1,497,227.00	\$ 164,773.00	\$ 164,773.00	\$ (372,226.97)	\$ (937,314.20)	\$ 565,087.23
Solid Waste - 612	\$ 128,368.61	\$ 96,188.76	\$ 200,350.00	\$ 199,245.00	\$ 1,105.00	\$ 1,105.00	\$ (71,981.39)	\$ (103,056.24)	\$ 31,074.85
Cablevision - 615	\$ 281,704.15	\$ 275,592.53	\$ 463,000.00	\$ 462,850.00	\$ 150.00	\$ 150.00	\$ (181,295.85)	\$ (187,257.47)	\$ 5,961.62
Bridges at Beresford									
Golf Course 640-4510	\$ 331,346.69	\$ 95,263.11	\$ 472,600.00	\$ 160,423.00	\$ 160,423.00	\$ 160,423.00	\$ (141,253.31)	\$ (65,159.89)	\$ 1,524,978.20
Club House 640-4511	\$ 20,207.20	\$ 212,883.12	\$ 54,700.00	\$ 330,845.00	\$ 330,845.00	\$ 330,845.00	\$ (34,492.80)	\$ (117,961.88)	\$ (168,860.21)
Event Center 640-4512	\$ 351,553.89	\$ 329,421.88	\$ 527,300.00	\$ 551,523.00	\$ (24,223.00)	\$ (24,223.00)	\$ (175,746.11)	\$ (222,101.12)	\$ 46,355.01
Enterprise Totals	\$ 5,810,734.18	\$ 4,008,718.98	\$ 8,269,081.00	\$ 7,992,044.00	\$ 277,037.00	\$ 277,037.00	\$ (2,458,346.82)	\$ (3,983,325.02)	\$ 1,524,978.20
General Fund Total	\$ 1,457,451.59	\$ 1,286,208.80	\$ 3,037,763.00	\$ 2,697,660.00	\$ 340,103.00	\$ 340,103.00	\$ (1,580,311.41)	\$ (1,411,451.20)	\$ (168,860.21)
Overall Totals	\$ 7,268,185.77	\$ 5,294,927.78	\$ 11,306,844.00	\$ 10,689,704.00	\$ 617,140.00	\$ 617,140.00	\$ (4,038,658.23)	\$ (5,394,776.22)	\$ 1,356,117.99
	64.28%	49.53%							

CITY OF BERESFORD
STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCES
FOR PERIOD ENDING JULY 2022

	General/ Gov't Fund	Enterprise Funds							Total			
		Liquor Fund	Water Fund	Electric Fund	Sewer Fund	Telephone Fund	Garbage Fund	Golf Course		Cablevision		
Revenues												
310 Taxes	\$ 1,228,000.90											\$ 1,228,000.90
320 Licenses and Permits	15,839.75											\$ 15,839.75
330 Intergovernmental Revenue	83,052.94											\$ 83,052.94
340/370/380 Charges for Good and Services	40,900.81	23,386.73	452,267.73	3,008,033.60	206,302.01	1,287,788.26	128,081.06	351,553.89	270,161.51			\$ 5,788,475.60
350 Fines and Forfeits	237.15											\$ 237.15
360 Miscellaneous Revenue	86,636.94											\$ 86,636.94
Total Revenues	1,454,668.49	23,386.73	452,267.73	3,008,033.60	206,302.01	1,287,788.26	128,081.06	351,553.89	270,161.51	11,401.04		\$ 7,193,644.32
Expenditures												
410 Mayor/ Council/ Atty/ City Admin/ FO	223,666.46											\$ 223,666.46
420 Police and Fire	376,067.84											\$ 376,067.84
430 Street	214,890.19											\$ 214,890.19
440 Mosquito	-											\$ -
452/453 Parks/Pool	183,837.67											\$ 183,837.67
454 Subsidies	62,500.00											\$ 62,500.00
455 Library	136,631.24											\$ 136,631.24
460 Planning & Zoning	4,258.80											\$ 4,258.80
470 Debt Service	11,410.73											\$ 11,410.73
410 Employee Expense		10,067.86	76,849.47	268,986.84	78,426.94	314,306.61	12,471.70	120,524.15	242,718.82			\$ 1,124,352.39
420 Other Current Expenses	24,177.26	8,408.68	215,544.72	147,015.34	101,511.67	213,853.04	81,184.79	94,228.21	2,968.69			\$ 888,892.40
4262 Materials (COS)		31,369.28	36,315.18	1,657,990.50	7,653.76	31,753.15	2,532.27	114,919.52	29,905.02			\$ 1,912,438.68
Total Expenditures	1,237,440.19	49,845.82	328,709.37	2,073,992.68	187,592.37	559,912.80	96,188.76	329,671.88	275,592.53	21,882.01	5,970.02	\$ 5,138,946.40
Excess of Revenue Over Expenditures	217,228.30	(26,459.09)	123,558.36	934,040.92	18,709.64	727,875.46	31,892.30	21,882.01	5,970.02			\$ 2,054,697.92
Other Financing Sources (Uses):												
Investment Earnings	2,783.10	59.64	125.10	2,512.31	73.48	1,984.77	287.55	67.92	141.60			\$ 8,035.47
Interest Expense	(48,768.61)		(12,585.84)	(76,083.43)	(18,793.50)							\$ (156,231.38)
Debt Paydown	-	-	-	-	-	-	-	-	-	-	-	\$ -
Transfers In (Out)	-	-	-	-	-	-	-	-	-	-	-	\$ -
Long-term Debt Issued	-	-	-	-	-	-	-	-	-	-	-	\$ -
Sale of Fixed Assets	-	66,573.90										\$ 66,573.90
Total Other Financing Sources (Uses)	(45,985.51)	66,633.54	(12,460.74)	(73,571.12)	(18,720.02)	1,984.77	287.55	67.92	141.60			\$ (81,622.01)
Net Position/Change in Fund Balance	171,242.79	40,174.45	111,097.62	860,469.80	(10.38)	729,860.23	32,179.85	21,949.93	6,111.62			\$ 1,973,075.91
Net Cash Inflow(Outflow) BEFORE Transfers	171,242.79	40,174.45	111,097.62	860,469.80	(10.38)	729,860.23	32,179.85	21,949.93	6,111.62			1,906,502.01

CITY OF BERESFORD
STATEMENT OF NET POSITION
AS OF JULY 2022

	Enterprise Funds								Total	
	General/ Gov't Fund	Liquor Fund	Water Fund	Electric Fund	Sewer Fund	Telephone Fund	Garbage Fund	Golf Course		Cablevision
ASSETS:										
Current Assets:										
100 Cash and Cash Equivalents	\$ 1,944,680.85	\$ 50,308.68	\$ 184,805.44	\$ 2,037,941.06	\$ 12,678.14	\$ 1,787,068.12	\$ 234,716.89	\$ 9,645.30	\$ 129,208.43	\$ 6,391,052.91
110 Taxes Receivable - Delinquent	10,602.23	-	-	-	-	-	-	-	-	10,602.23
115 Accounts Receivable, Net	33,070.19	-	46,105.14	395,624.25	30,664.98	202,499.03	21,800.38	-	2,575.69	699,269.47
128 Notes Receivable	-	-	-	-	-	-	-	-	-	33,070.19
131 Due from Golf Course/Community Center	-	-	-	-	-	-	-	-	-	-
132 Due from Other Governments	26,845.69	-	-	-	-	-	-	-	-	26,845.69
141 Inventory of Supplies	80,308.55	-	53,606.34	951,220.15	20,026.58	39,223.92	-	19,009.66	10,902.25	1,174,297.45
142 Inventory of Resale Items	-	-	-	446,969.24	38,148.95	200,764.04	25,896.30	40,067.76	-	-
151 Investments-SDFIT	428,069.27	-	-	-	-	-	-	-	-	1,179,855.56
151 Investments-CDS	-	-	-	-	-	-	-	-	-	-
155 Prepaid Expenses	70,702.68	-	13,323.72	29,312.38	7,368.72	39,423.81	1,905.75	20,897.28	-	-
Total Current Assets	2,594,279.46	50,308.68	297,840.64	3,861,067.08	108,887.37	2,268,978.92	284,259.32	89,620.00	142,686.37	9,697,927.84
Noncurrent Assets:										
107.1 Restricted Cash and Cash Equivalents	396,509.24	-	-	511,653.08	-	89,490.00	-	-	-	997,652.32
154 Deposits	-	-	-	16,576.99	-	9,883.58	-	-	-	26,460.57
157 Unamortized Discounts on Bonds Sold	-	-	-	-	-	-	-	-	-	-
Capital Assets: (not including gov't funds)										
160 Land	570,544.92	-	30,738.42	22,249.94	19,000.00	15,300.00	62,930.82	301,267.92	-	1,022,032.02
162 Buildings	3,063,109.31	-	1,069,484.25	218,654.18	322,853.54	322,853.54	65,344.70	1,522,624.34	-	6,262,070.32
164 Improvements Other Than Buildings	7,349,869.40	-	4,778,609.86	6,375,592.05	4,871,411.38	5,127,917.85	51,194.78	1,757,972.50	585,265.85	25,769,915.82
166 Machinery and Equipment	2,582,921.69	-	81,069.33	1,390,139.34	171,674.75	5,177,795.89	46,623.15	292,085.97	328,486.34	10,020,918.42
168 Construction in Progress	349,946.35	-	-	7,189,284.55	-	-	-	-	-	12,717,026.79
Less: Accumulated Depreciation	(4,902,116.39)	-	(2,512,089.28)	(5,445,372.87)	(1,699,310.40)	(4,902,536.99)	(112,335.74)	(1,287,297.85)	(887,360.85)	(21,748,420.37)
190 Intangible Assets	-	-	1,370,412.24	-	-	-	-	35,864.53	-	1,406,276.77
Less: Accumulated Amortization	-	-	-	-	-	-	-	(17,932.27)	-	(17,932.27)
Total Noncurrent Assets	9,410,784.52	-	4,818,224.82	10,278,777.26	3,362,775.73	5,840,703.87	113,757.71	2,604,585.14	26,391.34	36,456,000.39
TOTAL ASSETS	12,005,063.98	50,308.68	5,116,065.46	14,139,844.34	3,471,663.10	8,109,682.79	398,017.03	2,694,205.14	169,077.71	46,153,928.23

	General/ Gov't Fund	Enterprise Funds							Total
		Liquor Fund	Water Fund	Electric Fund	Sewer Fund	Telephone Fund	Garbage Fund	Golf Course	
LIABILITIES AND FUND BALANCES:									
Current Liabilities:									
206 Accounts Payable	-	-	24,021.57	-	880.89	3,420.75	828.28	2,583.83	\$ 31,735.32
208 Due to General Fund	-	-	(332.49)	11.20	397.77	-	20.21	-	\$ (354.34)
217 Payroll Related Liabilities	340.97	(792.00)	16,235.00	10,310.00	-	-	-	-	\$ 26,545.00
220 Customer Deposits	-	-	-	-	-	-	-	-	\$ 10,602.23
224 Deferred Revenue	10,602.23	145,105.80	275,000.00	33,369.98	-	-	18,066.58	-	\$ 471,542.36
226 Current Portion of LT Debt	-	144,313.80	314,924.08	33,381.18	11,588.66	3,420.75	18,915.07	2,583.83	\$ 540,070.57
Total Current Liabilities	10,943.20	1,166,707.15	6,415,000.00	1,110,723.14	-	-	-	-	\$ 8,692,430.29
Noncurrent Liabilities: (not including gov't funds)									
231/237 Bonds Payable & Other LT Debt	-	13,655.85	31,550.01	21,644.62	53,471.82	-	10,404.41	-	\$ 130,726.71
233 Accrued Leave Payable	-	1,180,363.00	6,446,550.01	1,132,367.76	53,471.82	-	10,404.41	-	\$ 8,823,157.00
Total Noncurrent Liabilities	-	3,488,638.30	1,367,715.46	2,299,962.45	3,935,663.86	116,011.44	2,654,167.69	39,972.75	\$ 22,916,407.23
Fund Balances:									
253.10 Net Investment in Capital Assets	9,014,275.28	-	-	-	-	-	-	-	\$ 9,014,275.28
263 Nonspendable-General Fund Only	726,691.40	-	-	-	-	-	-	-	\$ 726,691.40
264 Restricted	939,205.20	-	511,653.08	-	-	-	-	-	\$ 1,450,858.28
267 Unassigned/Unrestricted	1,142,706.11	191,652.74	4,638,531.91	5,962.09	3,379,098.22	246,404.99	(11,231.96)	120,409.51	\$ 9,723,667.84
Current Year Net Income (Loss)	171,242.79	40,174.45	111,097.62	(10.38)	729,860.23	32,179.85	21,949.93	6,111.62	\$ 1,973,075.91
Total Fund Balances/Net Position	11,994,120.78	50,308.68	3,791,388.66	7,378,370.25	8,044,622.31	394,596.28	2,664,885.66	166,493.88	\$ 36,790,700.66
TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCES									
	\$ 12,005,063.98	\$ 50,308.68	\$ 5,116,065.46	\$ 14,139,844.34	\$ 3,471,663.10	\$ 8,109,682.79	\$ 2,694,205.14	\$ 169,077.71	\$ 46,153,928.23

BANK CASH REPORT
2022

FUND GL	BANK NAME	JUNE CASH BALANCE	JULY RECEIPTS	JULY DISBURSMENTS	JULY CASH BALANCE	OUTSTANDING TRANSACTIONS	JUL BANK BALANCE
FIRST SAVINGS BANK							
BANK	FIRST SAVINGS BANK						6,289,242.19
101	General Checking Account	717,282.98	112,785.66	277,442.33	552,626.31		
101	Bad Check Account	554.34	0.00	0.00	554.34	14,050.33	
201	Second Penny	532,444.62	63,509.51	0.00	595,954.13		
211	Gross Receipts Tax	819,412.55	7,173.59	0.00	826,586.14		
301	Debt Svc-Clubhouse/Event Cntr	7,262.81-	0.00	0.00	7,262.81-		
302	Debt Svc - TIF District	0.00	0.00	0.00	0.00		
303	Debt Service - Public Safety	0.00	0.00	0.00	0.00		
304	Drinking WA 1 SRF	0.00	0.00	0.00	0.00		
305	Clean WA 2 SRF	0.00	0.00	0.00	0.00		
306	Drinking WA 2 DOT	0.00	0.00	0.00	0.00		
307	Clean WA 1 DOT	0.00	0.00	0.00	0.00		
308	HYBRID TURKEY TIF - CASH	24,177.26-	0.00	0.00	24,177.26-		
500	CDBG-Senior Citizens Bldg	0.00	0.00	0.00	0.00		
501	GF&P Grant - Rec Trail	0.00	0.00	0.00	0.00		
502	Bridges Clubhouse/Event Center	0.00	0.00	0.00	0.00		
503	North Industrial Park Improve	0.00	0.00	0.00	0.00		
504	East Street Water Improve	0.00	0.00	0.00	0.00		
505	Bridges Golf Course Project	0.00	0.00	0.00	0.00		
506	Swimming Pool - Cap Project	0.00	0.00	0.00	0.00		
507	Bridges Housing Project	0.00	0.00	0.00	0.00		
508	Watermain/San Sewer Improve	0.00	0.00	0.00	0.00		
510	FEMA Safe Room/Bathhouse	0.00	0.00	0.00	0.00		
511	Hybrid Turkey WA/SW Ext Proj	0.00	0.00	0.00	0.00		
512	East Substation	0.00	0.00	0.00	0.00		
601	Municipal Liquor Store	56,457.69-	0.00	692.71	57,150.40-	385.72	
602	Water	169,908.79	71,863.40	56,966.75	184,805.44	1,357.75	
603	Electric	1,974,885.81	490,869.15	427,813.90	2,037,941.06	4,182.00	
604	Sewer	25,709.98	32,634.37	45,666.21	12,678.14	336.16	
611	Telephone	1,715,429.91	168,792.54	97,154.33	1,787,068.12	3,926.42	
612	Solid Waste	232,872.06	20,027.38	18,182.55	234,716.89	74.63	
615	Cablevision	127,474.40	40,222.63	38,488.60	129,208.43		
640	Bridges Golf Course	3,473.48-	94,262.63	82,543.85	8,245.30	1,400.69	
750	Trust & Agency	0.00	0.00	0.00	0.00		
900	General Fixed Assets	0.00	0.00	0.00	0.00		
999	General Long Term Debt	0.00	0.00	0.00	0.00		
	DEPOSITS					18,315.34	
	WITHDRAWALS					50.00	
	FIRST SAVINGS BANK TOTALS	6,224,604.20	1,102,140.86	1,044,951.23	6,281,793.83	7,448.36	6,289,242.19
FSB- CABLEVISION CHECKING							
BANK	FSB- CABLEVISION CHECKING						
615	CATV CHECKING ACCOUNT	0.00	0.00	0.00	0.00		
640	CATV CHECKING ACCOUNT	0.00	0.00	0.00	0.00		
	FSB- CABLEVISION CHECKING TOTA	0.00	0.00	0.00	0.00	0.00	0.00

BANK CASH REPORT

2022

BANK FUND GL	BANK NAME	JUNE CASH BALANCE	JULY RECEIPTS	JULY DISBURSMENTS	JULY CASH BALANCE	OUTSTANDING TRANSACTIONS	JUL BANK BALANCE
FSB- CSDP CHECKING							
BANK	FSB- CSDP CHECKING						26,760.57
603	ELECTRIC-CUSTOMER DEPOSITS	16,951.34	900.65	1,275.00	16,576.99	200.00	
611	TELEPHONE-CUSTOMER DEPOSITS	10,083.20	500.38	700.00	9,883.58	100.00	
	FSB- CSDP CHECKING TOTALS	27,034.54	1,401.03	1,975.00	26,460.57	300.00	26,760.57
1ST DAKOTA NATL BANK-CHECKING							
BANK	1ST DAKOTA NATL BANK-CHECKING						101,011.86
601	VIDEO LOTTERY CHECKING	101,002.42	381.21	371.77	101,011.86		
	1ST DAKOTA NATL BANK-CHECKING	101,002.42	381.21	371.77	101,011.86	0.00	101,011.86
1ST DAKOTA NATL BANK- SAVINGS							
BANK	1ST DAKOTA NATL BANK- SAVINGS						247.22
601	VIDEO LOTTERY SAVINGS	247.22	0.00	0.00	247.22		
	1ST DAKOTA NATL BANK- SAVINGS	247.22	0.00	0.00	247.22	0.00	247.22
SD PUBLIC FUNDS IN TRUST							
BANK	SD PUBLIC FUNDS IN TRUST						1,179,855.56
101	GENERAL FUND SD FIT	104,570.72	94.78	0.00	104,665.50		
201	SECOND PENNY FUND SD FIT	320,713.80	284.06	0.00	320,997.86		
302	DEBT SERVICE - TIF DIST.	2,405.91	0.00	0.00	2,405.91		
506	SWIMMING POOL - CAP PROJECT	0.00	0.00	0.00	0.00		
602	WATER SD FIT	0.00	0.00	0.00	0.00		
603	ELECTRIC SD FIT	446,573.70	395.54	0.00	446,969.24		
604	SEWER SD FIT	38,115.20	33.75	0.00	38,148.95		
611	TELEPHONE SD FIT	200,586.38	177.66	0.00	200,764.04		
612	SOLID WASTE SD FIT	25,813.44	22.86	0.00	25,836.30		
615	CABLEVISION SD FIT	0.00	0.00	0.00	0.00		
640	BRIDGES GOLF COURSE SD FIT	40,032.31	35.45	0.00	40,067.76		
	SD PUBLIC FUNDS IN TRUST TOTAL	1,178,811.46	1,044.10	0.00	1,179,855.56	0.00	1,179,855.56
=====							
	TOTAL OF ALL BANKS	7,531,699.84	1,104,967.20	1,047,298.00	7,589,369.04	7,748.36	7,597,117.40
=====							

From: Lyle Pudwill <lpudwill@thinkconfluence.com>
Sent: Thursday, August 11, 2022 7:53 PM
To: jerry@bmtc.net
Cc: Pat Carey
Subject: Beresford Ballfield Improvements
Attachments: 21431 Beresford Ballfield Update_2022.08.11.pdf; 2023 NFHS Softball Field Diagram.pdf

Hi Jerry; Attached is an update on the ballfield layout. This reflects the comments from our review on Tuesday. I've also assembled some info on field sizes for the group to consider. The attached plan shows fields 2-5 all at the 200'/220' size. Below is a summary of recommended field dimensions, with a supporting NFHA softball diagram attached. We'll want some feedback on a couple of items –

1. High School softball coaches preferred outfield distance.
2. Field #2 is to be constructed to the NFHS softball guidelines.
3. Should fields #3-5 be built to NFHS outfield distances as well? Or should one or more of these be larger fields with intent that softball would utilize temporary outfield fencing, if necessary?

Feel free to call with any questions. Thank you!

NFHS Girls Fast Pitch Softball	
Base Paths	60'
Pitching Distance	43'
Outfield Fence Distance (Recommended)	185'-235'
Little League Baseball – Minors (Age 9-10)	
Base Paths	60'
Pitching Distance	46'
Outfield Fence Distance (Recommended)	200' or more
Little League Baseball – Majors (Age 11-12)	
Base Paths	60'
Pitching Distance	46'
Outfield Fence Distance (Recommended)	200' or more
Little League Baseball – Intermediate 50/70 (Age 12-13)	
Base Paths	70'
Pitching Distance	50'
Outfield Fence Distance (Recommended)	200' or more (250')
Intermediate 54/80	
Base Paths	80'
Pitching Distance	54'
Outfield Fence Distance (Recommended)	300' or more
Little League Baseball – Senior Division (Age 13-16)	
Base Paths	90'
Pitching Distance	60'
Outfield Fence Distance (Recommended)	300' or more

Also for reference, below are the softball field sizes of some of the local universities –

USD

205' down the lines

215' to centerfield

Northern State University

200' down the lines

220' to centerfield

SDSU

210' down the lines

220' to centerfield

Lyle Pudwill, PLA, ASLA

Associate

Shareholder

CONFLUENCE

M 605-212-1757

T 605-339-1205 X 303

E lpudwill@thinkconfluence.com

440 E. 8th Street, Suite #121

Sioux Falls, SD 57103

thinkconfluence.com

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GENERAL NOTES

THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL PUBLIC AND PRIVATE UTILITIES WHICH LIE WITHIN THE CONSTRUCTION AREA PRIOR TO ANY CONSTRUCTION. NOTIFY THE ARCHITECT OF ANY DISCREPANCIES, SOUTH DAKOTA ONE CALL NOTIFICATION CENTER: 685.979.7424.

THE CONTRACTOR SHALL CONSTRUCT ALL ITEMS WITHIN THIS CONTRACT IN ACCORDANCE WITH THE SPECIFICATIONS AND SHALL OBTAIN ANY NECESSARY PERMITS FOR THE WORK AND SHALL OBTAIN ALL NECESSARY PERMITS FOR THE WORK.

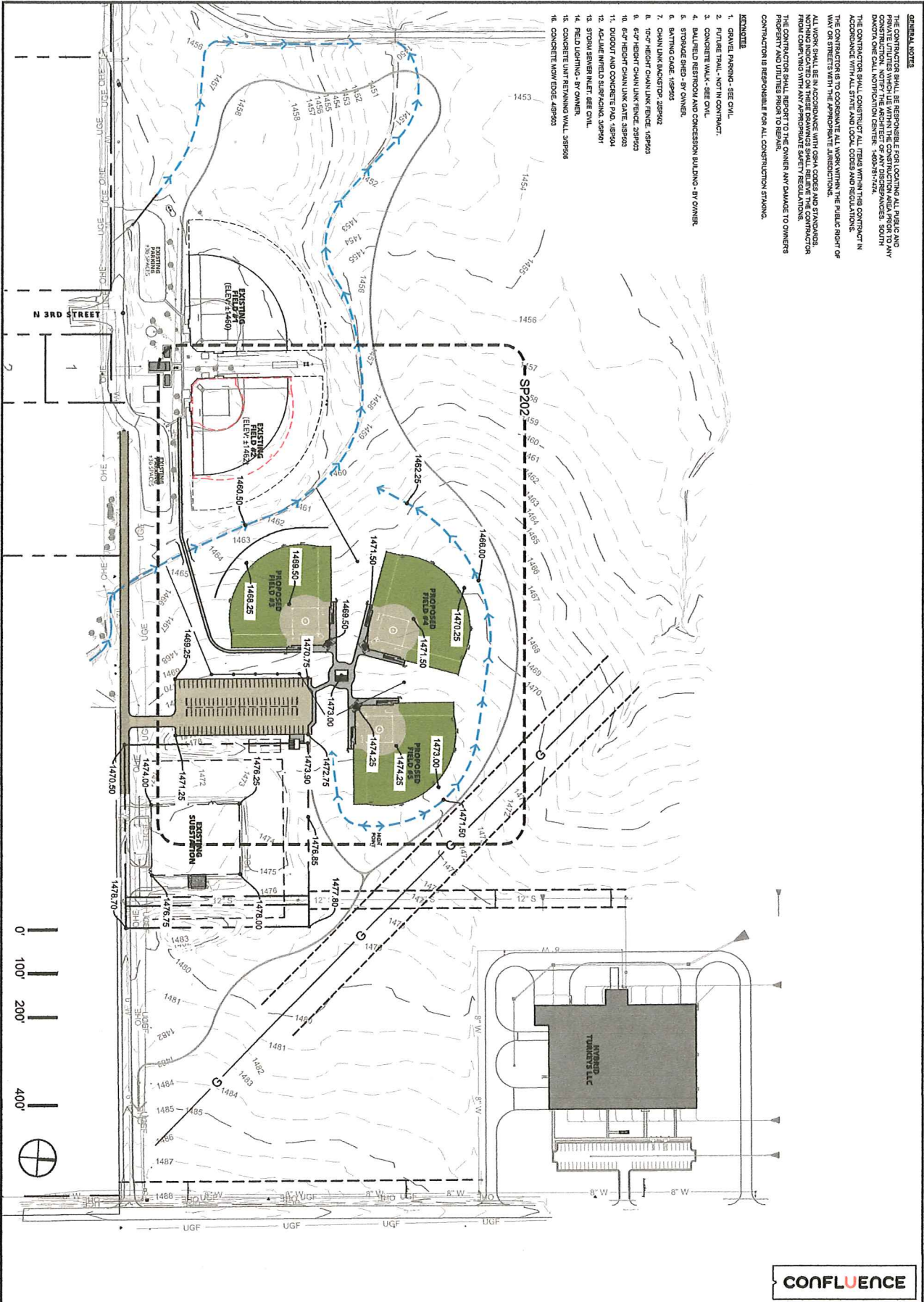
ALL WORK SHALL BE IN ACCORDANCE WITH SOUTH DAKOTA AND FEDERAL REGULATIONS. NOTHING INDICATED ON THESE DRAWINGS SHALL RELIEVE THE CONTRACTOR FROM COMPLYING WITH ANY APPLICABLE SAFETY REGULATIONS.

THE CONTRACTOR SHALL REPORT TO THE OWNER ANY DAMAGE TO OWNERS PROPERTY AND UTILITIES PRIOR TO REPAIR.

CONTRACTOR IS RESPONSIBLE FOR ALL CONSTRUCTION STAKING.

EXHIBITS

1. GRAVEL PARKING - SEE CIVIL.
2. FUTURE TRAIL - NOT IN CONTRACT.
3. CONCRETE WALK - SEE CIVIL.
4. BALLFIELD RESTROOM AND CONCESSION BUILDING - BY OWNER.
5. STORAGE SHED - BY OWNER.
6. BATTING CAGE - 162902.
7. CHAIN LINK BACKSTOP - 282902.
8. 17'-0" HEIGHT CHAIN LINK FENCE - 162902.
9. 6'-0" HEIGHT CHAIN LINK FENCE - 282902.
10. 6'-0" HEIGHT CHAIN LINK GATE - 282902.
11. DUGOUT AND CONCRETE PAD - 162904.
12. ACQUAKE INFIELD SURFACING - 382901.
13. STORM SEWER INLET - SEE CIVIL.
14. FIELD LIGHTING - BY OWNER.
15. CONCRETE WIRT REMAINING WALL - 282904.
16. CONCRETE WIRT EDGE - 462903.



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STAMP CERTIFICATION
DONE IN BUREAU

JOB No.: 2447
DATE: 06.11.2022
DRAWN/ARCH: CONFLUENCE
DESIGNER: UPR
TECHNICIAN: T

SHEET No.:
SP201

PROJECT / SHEET TITLE: **BERESFORD BALLFIELD ADDITION**

SITE LAYOUT PLAN

BERESFORD, SOUTH DAKOTA

REV.	DATE	DESCRIPTION

BANNER

engineering a better community

www.bannerassociates.com - Toll Free: 1.855.323.6342

GENERAL NOTES

THE CONTRACTOR SHALL BE RESPONSIBLE FOR LOCATING ALL PUBLIC AND PRIVATE UTILITIES WHICH LIE WITHIN THE CONSTRUCTION AREA PRIOR TO ANY CONSTRUCTION. NOTIFY THE ARCHITECT OF ANY DISCREPANCIES. SOUTH DAKOTA ONE CALL NOTIFICATION CENTER: 1-800-871-7474.

THE CONTRACTOR SHALL CONSTRUCT ALL ITEMS WITHIN THIS CONTRACT IN ACCORDANCE WITH ALL STATE AND LOCAL CODES AND REGULATIONS.

THE CONTRACTOR IS TO COORDINATE ALL WORK WITHIN THE PUBLIC RIGHT OF WAY OR STREETS WITH THE APPROPRIATE JURISDICTIONS.

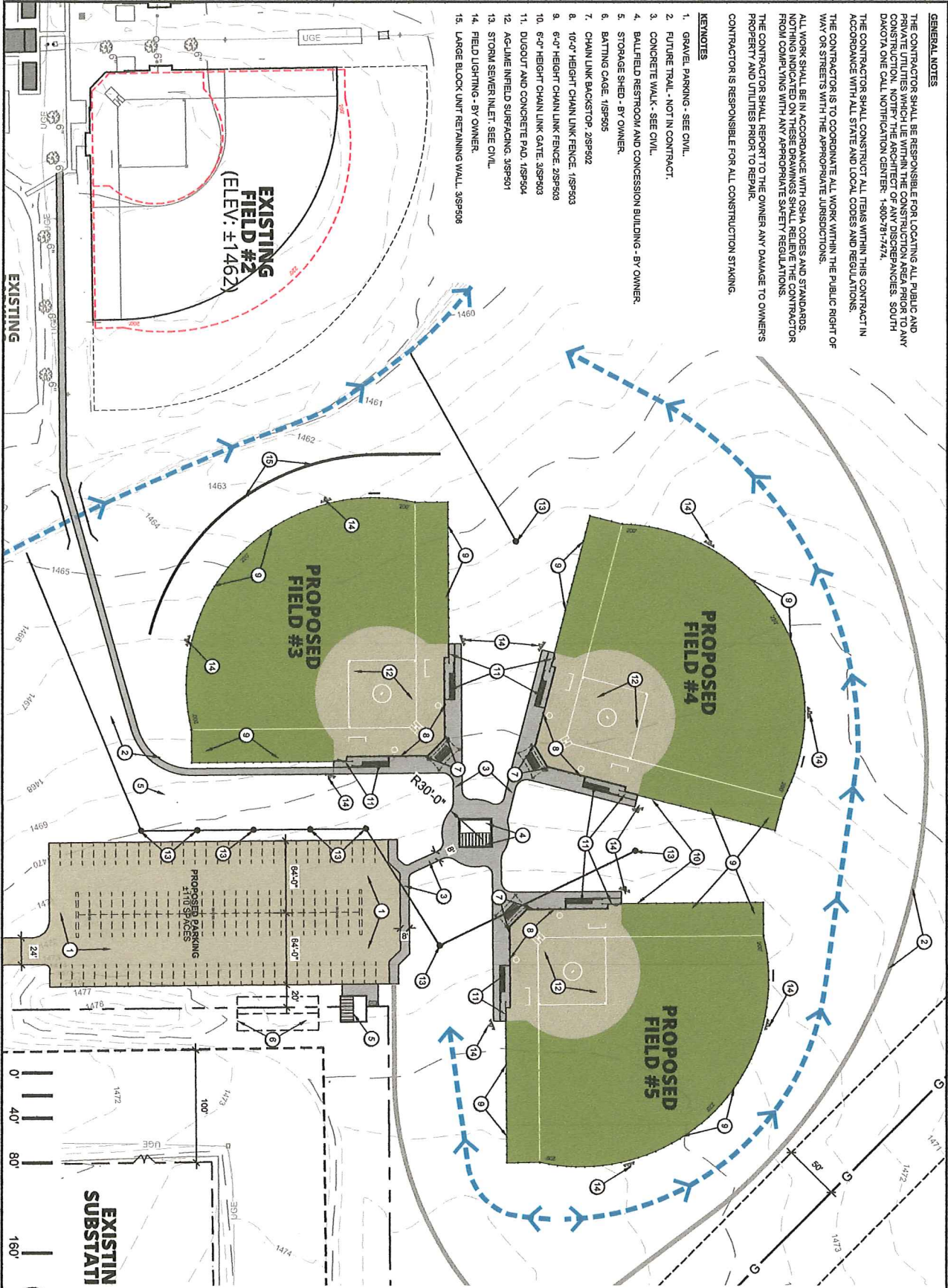
ALL WORK SHALL BE IN ACCORDANCE WITH OSHA, CODES AND STANDARDS. NOTING INDICATED ON THESE DRAWINGS SHALL RELIEVE THE CONTRACTOR FROM COMPLYING WITH ANY APPROPRIATE SAFETY REGULATIONS.

THE CONTRACTOR SHALL REPORT TO THE OWNER ANY DAMAGE TO OWNERS PROPERTY AND UTILITIES PRIOR TO REPAIR.

CONTRACTOR IS RESPONSIBLE FOR ALL CONSTRUCTION STAKING.

KEYNOTES

1. GRAVEL PARKING - SEE CIVIL.
2. FUTURE TRAIL - NOT IN CONTRACT.
3. CONCRETE WALK - SEE CIVIL.
4. BALLFIELD RESTROOM AND CONCESSION BUILDING - BY OWNER.
5. STORAGE SHED - BY OWNER.
6. BATTING CAGE, 11SP505
7. CHAIN LINK BACKSTOP, 2SP502
8. 10'-0" HEIGHT CHAIN LINK FENCE, 11SP503
9. 6'-0" HEIGHT CHAIN LINK FENCE, 2SP503
10. 6'-0" HEIGHT CHAIN LINK GATE, 3SP503
11. DUGOUT AND CONCRETE PAD, 11SP504
12. AG-LIME INFILL SURFACING, 3SP501
13. STORM SEWER INLET. SEE CIVIL.
14. FIELD LIGHTING - BY OWNER.
15. LARGE BLOCK UNIT RETAINING WALL, 3SP506



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STAMP CERTIFICATION
DONE IN BLUE/BLACK

JOB No.: 14471
DATE: 06.11.2022
ENG/ARCH: CONFLUENCE
DESIGNER: LPP
TECHNOLOGIST: [blank]

SHEET No.: **SP202**

PROJECT / SHEET TITLE:
**BERESFORD BALLFIELD ADDITION
ENLARGED SITE LAYOUT PLAN**

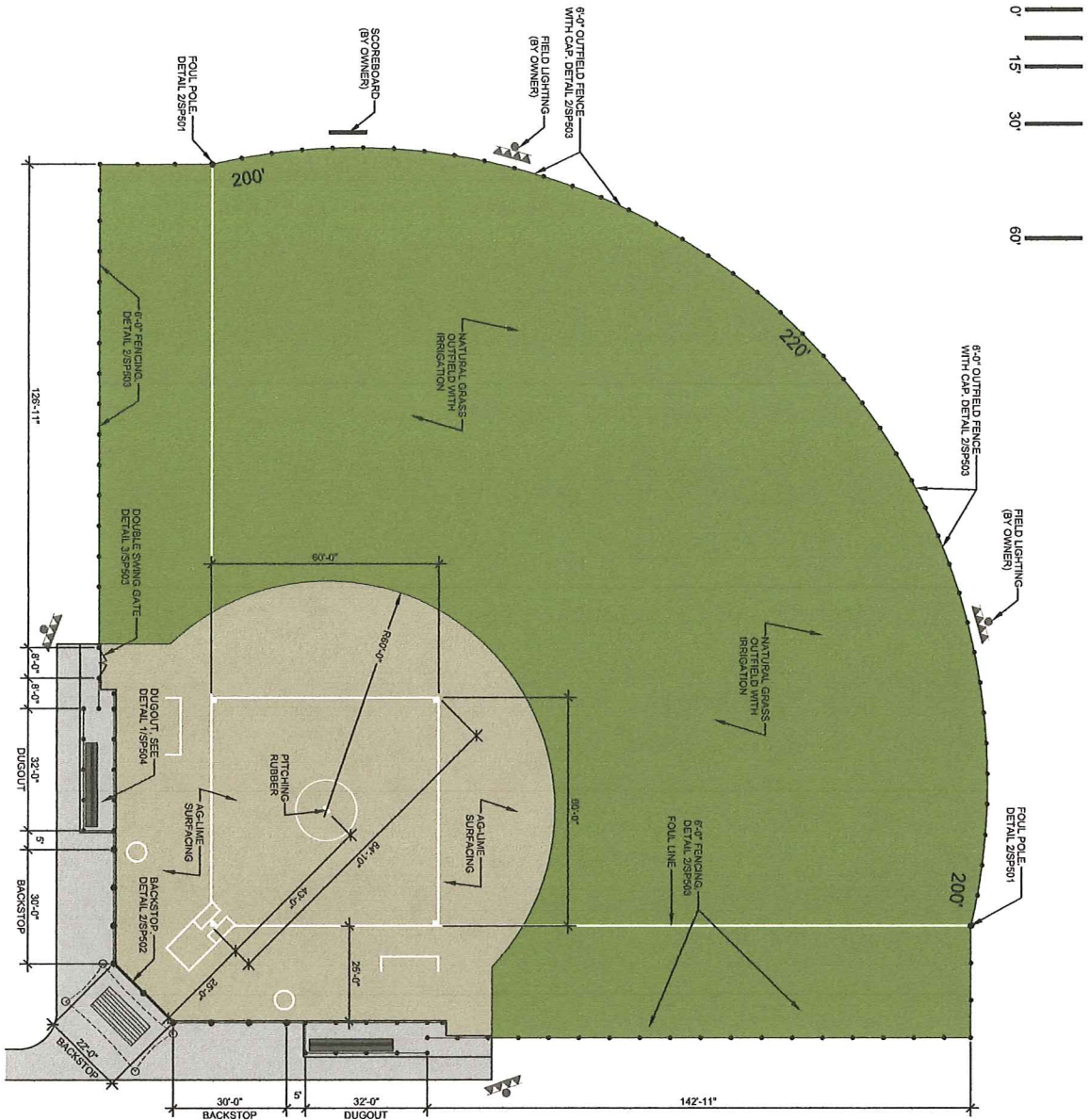
BERESFORD, SOUTH DAKOTA
DESCRIPTION

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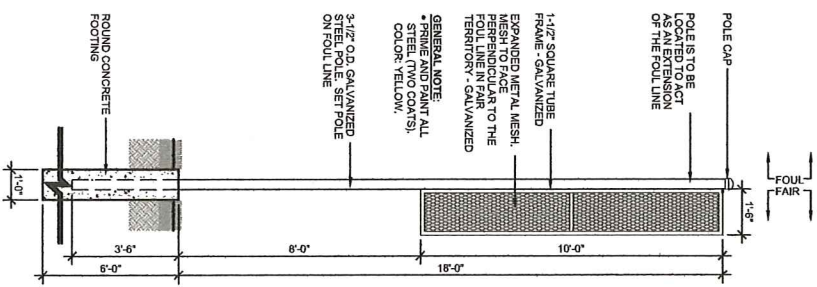
1 DETAIL: TYPICAL FIELD LAYOUT (NFHS SOFTBALL)

SCALE: 1" = 30'-0"



2 FOUL POLE

SCALE: 1/4" = 1'-0"



POLE CAP -
POLE IS TO BE
LOCKED TO ACT
AS AN EXTENSION
OF THE FOUL LINE

FOUL FAIR

1-1/2" SQUARE TUBE
FRAME - GALVANIZED
EXPANDED METAL MESH,
MESH TO FACE
PERPENDICULAR TO THE
FOUL LINE IN FAIR
TERMINATION - GALVANIZED

GENERAL NOTE:
* PRIME AND PAINT ALL
STEEL (TWO COATS),
COLOR: YELLOW.

3-1/2" O.D. GALVANIZED
STEEL POLE SET POLE
ON FOUL LINE

ROUND CONCRETE
FOOTING



REVIEW ONLY
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STAFF CERTIFICATION
DONE IN BLUEBERRY

JOB NO.	2401
DATE	06.04.2022
DESIGNER	CONFLUENCE
DRAWN	UP
TECHNICAL	UP
SCALE	AS SHOWN

SHEET NO. SP501

PROJECT / SHEET TITLE:
BERESFORD BALLFIELD ADDITION
SITE DETAILS (PRELIMINARY)

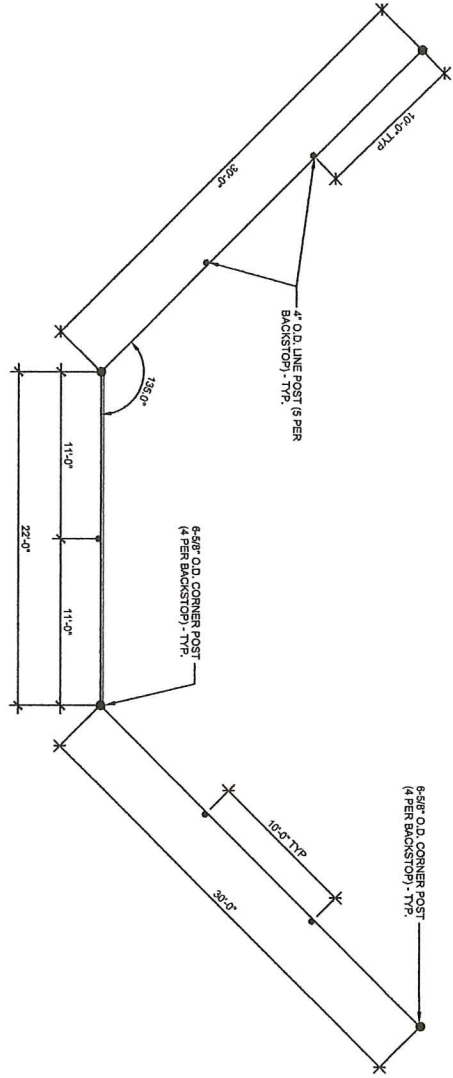
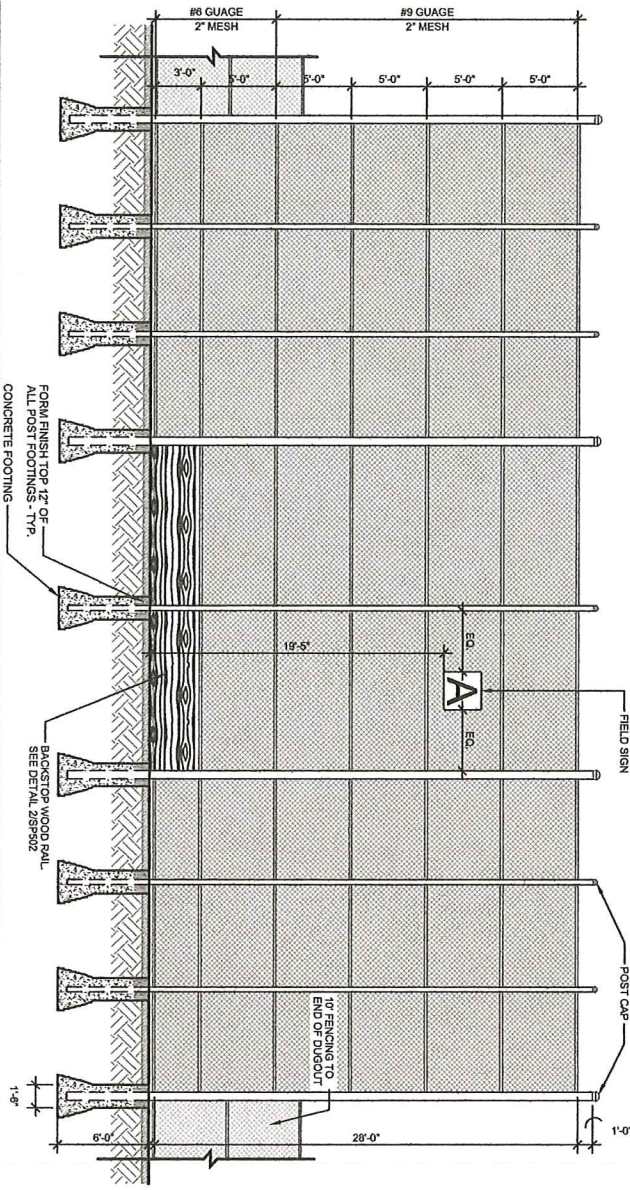
BERESFORD, SOUTH DAKOTA
DESCRIPTION

REV.	DATE	DESCRIPTION

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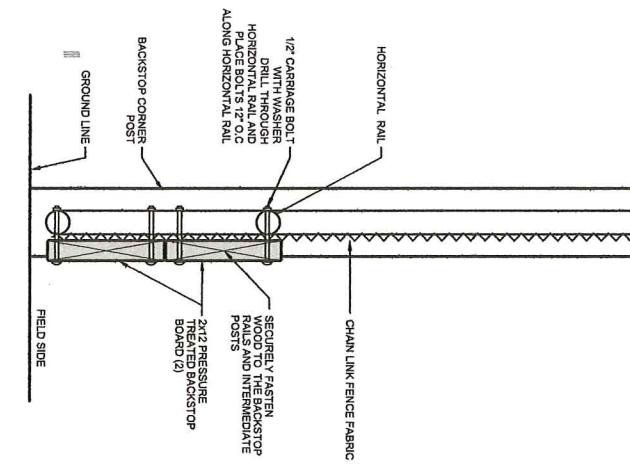
1 CHAIN-LINK BACKSTOP

SP502



2 WOOD BACKSTOP ATTACHMENT

SP502



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STAMP CERTIFICATION
DATE: 06/20/22
END / MARCH: 06/20/22
DESIGNER: LJP
TECHNICAL: LJP
SCALE: 1/8" = 1'-0"

SHEET No. SP502

PROJECT / SHEET TITLE: BERESFORD BALLFIELD ADDITION
SITE DETAILS (PRELIMINARY)

BERESFORD, SOUTH DAKOTA
DESCRIPTION

REV.	DATE

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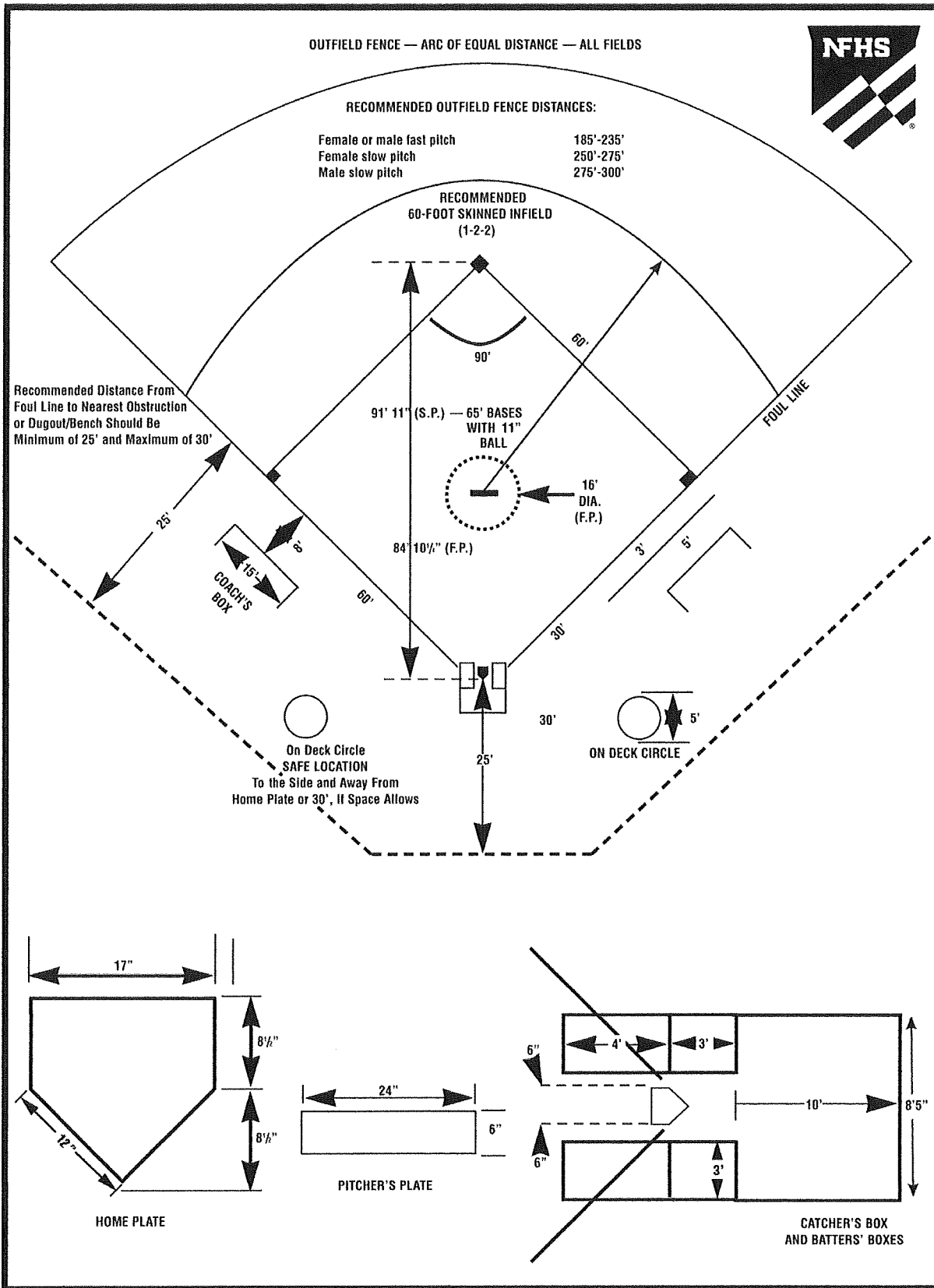


Figure 1-1

BASE AND PITCHING MEASUREMENT - 60° BASES
 • FAST PITCH •
 SLOW PITCH 12" BALL

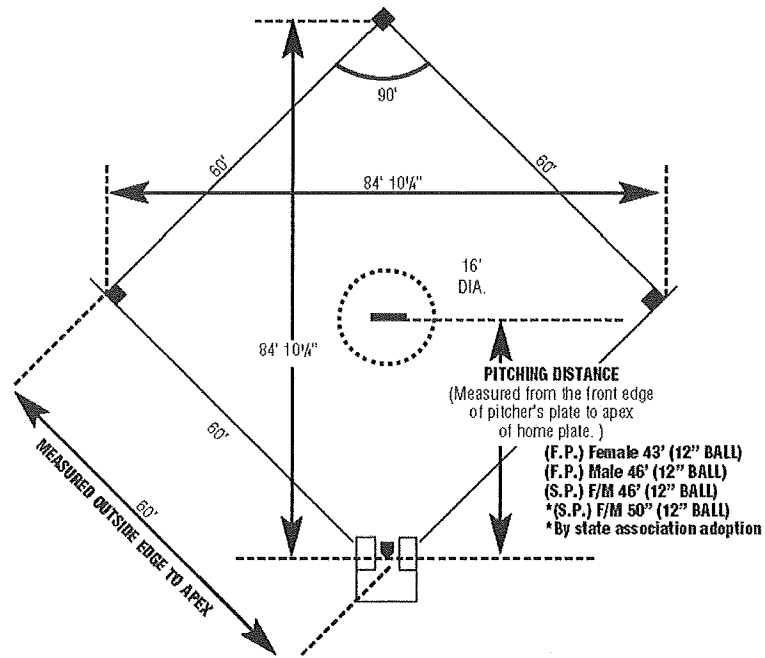


Figure 1-2

BASE AND PITCHING MEASUREMENT - 65° BASES
 • SLOW PITCH •
 11" BALL

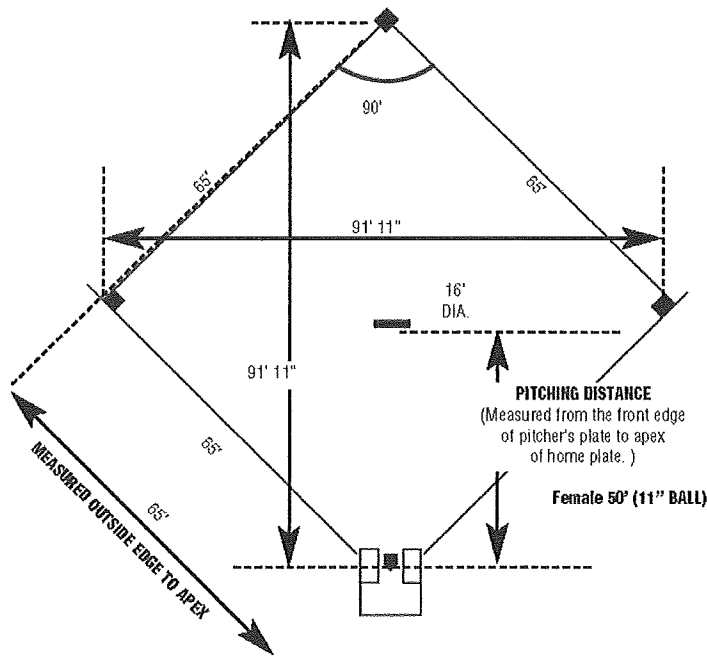


Figure 1-3

jerry@bmtc.net

From: Austin Hansen <austinh@beresfordtel.com>
Sent: Thursday, August 11, 2022 8:34 AM
To: Jerry Zeimetz
Subject: COE Foreman Position

Jerry,

The Telephone Dept. has not had a lead technician or foreman since I left the position and became General Manager. After reviewing, I feel it's necessary to have someone in the foreman position to lead the other technicians when working on projects including burial projects, equipment upgrades, phone system installations, camera system installations, home and business wiring, etc. The foreman will also be the go-to person in my absence. I would like to recommend moving Rob VanBallegooyen into the COE Tech Foreman position with an hourly salary of \$36.83.

Thank you,



Austin Hansen
General Manager
Beresford Municipal Telephone Co.

O: (605)763-2500 C: (605)214-5813 Email: austinh@beresfordtel.com

Web: www.beresfordtel.com Address: 101 N 3rd St, Beresford, SD 57004

Notice of Job Opening
Beresford Municipal Telephone Company
General Manager Assistant

Beresford Municipal Telephone Company (BeresfordTel) is accepting applications for a General Manager Assistant. The successful candidate will be responsible for assisting the General Manager in designated areas of the telephone, cable TV and Internet management and service including but not limited to preparing federal, state, and local regulatory reports and filings for certification, overseeing, and performing all aspects of end-user billing and providing customer support for all services.

A full description of the position may be obtained at www.beresfordtel.com under the "Employment" link, at BeresfordTel office, or Beresford City Hall.

Preference given to candidates with three years of customer service and administrative support experience. This candidate must be a self-starter, detail oriented, possess strong communication & customer service skills, and have a desire to work in a team environment.

Wage is dependent upon education/experience. Excellent benefits package. Application may be picked up at BeresfordTel, 120 E Main St., or Beresford City Hall, 101 N 3rd St. Please send application and resume to BeresfordTel General Manager, 101 N 3rd St., Beresford, SD 57004. **Position is open until filled.** EOE

2022

Telephone Department	Increase	Effective 01-01-2022
COE Tech Foreman Thereafter	\$1.00	\$36.83
8th ~ 6 months	97.5%	\$35.91
7th ~ 6 months	95.0%	\$34.99
6th ~ 6 months	92.5%	\$34.07
5th ~ 6 months	90.0%	\$33.15
4th ~ 6 months	87.5%	\$32.23
3rd ~ 6 months	85.0%	\$31.31
2nd ~ 6 months	82.5%	\$30.38
1st ~ 6 months	80.0%	\$29.46
Internet-Telephone Tech/CATV Tech Thereafter	\$1.00	\$33.79
8th ~ 6 months	97.5%	\$32.95
7th ~ 6 months	95.0%	\$32.10
6th ~ 6 months	92.5%	\$31.26
5th ~ 6 months	90.0%	\$30.41
4th ~ 6 months	87.5%	\$29.57
3rd ~ 6 months	85.0%	\$28.72
2nd ~ 6 months	82.5%	\$27.88
1st ~ 6 months	80.0%	\$27.03
Telephone Tech I/Custodian Thereafter	\$1.00	\$24.93
8th ~ 6 months	97.5%	\$24.31
7th ~ 6 months	95.0%	\$23.68
6th ~ 6 months	92.5%	\$23.06
5th ~ 6 months	90.0%	\$22.44
4th ~ 6 months	87.5%	\$21.81
3rd ~ 6 months	85.0%	\$21.19
2nd ~ 6 months	82.5%	\$20.57
1st ~ 6 months	80.0%	\$19.94
Telephone G.M. Assistant Thereafter	\$1.00	\$26.57
8th ~ 6 months	97.5%	\$25.91
7th ~ 6 months	95.0%	\$25.24
6th ~ 6 months	92.5%	\$24.58
5th ~ 6 months	90.0%	\$23.91
4th ~ 6 months	87.5%	\$23.25
3rd ~ 6 months	85.0%	\$22.58
2nd ~ 6 months	82.5%	\$21.92
1st ~ 6 months	80.0%	\$21.26

City of Beresford
Position Description
General Manager Assistant

<u>Department</u>	<u>Supervisor</u>	<u>Classification</u>
Telephone/CATV	General Manager	Full-time

Purpose of the Position: To assist the General Manager in designated areas of the telephone, cable and internet management and service.

Job Location: This position is located in the Management Function of the Beresford Municipal Telephone Company (BMTC).

Supervisory Controls: Incumbent works under the direction of the BMTC General Manager.

ESSENTIAL FUNCTIONS OF THE JOB:

- Keep abreast of State and Federal regulatory and tariff changes.
- Update rates in billing software.
- Prepare federal, state and local regulatory reports and filings for certification.
- Ensure that settlements, pooling and access revenues are maintained & related information is accurately reported to appropriate agencies.
- Review Consolidated Access Billing (CABS) and CABS related functions to ensure accuracy as to Interexchange Carrier providing services.
- Oversee and perform all aspects of end-user billing: generate and complete service orders, post other charges and credits, transmit monthly billing, review billing for accuracy, work with end-users on billing issues and overdue accounts.
- Work with Lifeline customers (low income customers): enter customer information into National Lifeline Accountability Database (NLAD) and submit annual certification to determine continued eligibility.
- Participate in long and short-range planning with General Manager.
- Knowledge of billing reports necessary for report filings, pricing of services, budget development.
- Responsible for changes and updates to Operations area of billing software.
- Develop marketing plans, to include designing marketing items and newsletters and sales and promotion of services.
- Work with billing software vendor to improve billing processes and develop solutions to billing issues.
- Work with consultants and government agency contacts on regulatory reporting.
- Act as designated Customer Proprietary Network Information (CPNI) Officer to ensure security of customer accounts. Submit annual certification.
- Develop policies and procedures as necessary.
- Evaluate pricing of products and services, and make recommendations to Manager.

- Provide Customer Service to include: selling of services, assistance with billing and/or service questions, technical support within capabilities or routing technical issues to appropriate technician.
- Design of Telephone Directory: compile information pages, cover page, residential & business directory listings, and work with publisher for annual printing of directory.

ADDITIONAL FUNCTIONS OF THE JOB:

- Channel 8 updates.
- Web page maintenance.
- Assist technicians with administrative issues when requested.
- Occasional customer assistance at customer premises.
- Perform other duties as assigned.

REQUIRED KNOWLEDGE & SKILLS:

- Must be proficient in use of Microsoft Word, Excel & Publisher.
- Possess effective customer service communication skills, written and verbal.
- Comprehensive knowledge of services offered, along with pricing structure.
- Must be able to work independently with little supervision.

DETAILED RESPONSIBILITIES:

Daily:

- Telephone, Internet & cable issues & customer service
 - . Walk-in & phone-in customers – new customers, questions on bills, requests for new services and/or changes in service, limited tech support
- All service orders:
 - . Create service orders from customer applications & calls from customers, techs & City Hall
 - . Process upon completion
- Trouble tickets
 - . Create trouble tickets for phone & cable customers & contact tech
 - . Process upon completion
- SDN (South Dakota Network) –
 - . Put new customers, address & changes, carrier changes in SDN data base for long distance billing
- IMA (Interconnect Mediated Access) (directory assistance)
 - . Put new customers, moves, name changes, disconnects into IMA data base
- E911 data submission
 - . Put new installs, moves, disconnects into E911 data base, submit on weekly basis, at minimum
- Channel 8 messages
 - . Update, delete & add new messages as needed
- NLAD (National Lifeline Accountability Database)
 - . Lifeline customer data base – put new Lifeline customers and delete outgoing customers into national database to ensure there are no customers receiving duplicate Lifeline benefits

Monthly:

- NECA AS-1000 (National Exchange Carriers Association)
 - . Compile & send information to MACC (MidAmerica Computer Corporation – telephone billing software vendor)
 - . Report includes access line count & revenue, ARC (Access Recovery Charge) revenue, DSL (Digital Subscriber Line – high speed Internet) revenue, special access revenue
- Communications Hearing Impaired Fund
 - . Complete the Telecommunications Relay Services Remittance Coupon with number of lines that are billed the Hearing Impaired fee and give to Finance Officer for payment
- Lifeline-Linkup Form 497 – Low income program
 - . Report number of Lifeline customers to USAC (Universal Service Administrative Company) for reimbursement, complete form online for Finance Officer to certify
- DSL Internet Monthly Billing
 - . Generate invoice from BMTC to Beresford Internet for monthly service, includes number of residential & business customers per DSL speed, FUSC (Federal Universal Service Charge), access service connection charges from NECA rate band info. Invoice goes to Finance Officer.
- Schools & Libraries E-Rate Credit – Form 474: Invoice filed to request reimbursement for discounts already provided to area schools.
 - . Calculate credit to be given to schools based on information received from USAC in July (schools apply for E-Rate credit). Add credit to each school's monthly bills (HS, Middle School, Elementary, and SE Area Coop) and then submit invoice to USAC. USAC then issues BMTC payment based on receipt of this report.
- Billing Toll Cut
 - . Send toll information online to billing software company - 4th of each month
- Bill Transmission & Retrieval
 - . Approximately 25th of each month, go through all service orders to ensure accuracy, run multiple billing reports, transmit billing information to billing software vendor for phone, Internet & cable accounts.

- . Approximately 2 days after transmittal, upon notification from billing software vendor, review new bills to ensure accuracy, and then retrieve billing; including inputting bank collect information for ACH (Automated Clearinghouse) customers.
- . Submit ACH information to First Savings Bank 1-2 days prior to 15th of each month.

- Bill Messages, Ads, Inserts –
 - . Generate any on-bill messages, on-bill ads, and bill inserts to include in monthly billing. Examples of on-bill message would be quarterly FUSC (Federal Universal Service Charge) rate changes; example of on-bill ad would be some type of promotion; and insert example would be annual Lifeline Program letter to all customers.
- Review “pull bills” – bills that are sent to our office to review before being sent to customers. Includes customers receiving credits, accounts sent to collections, and any other accounts needing individual attention.
- Vacation Report
 - . Give number of cable customers on vacation rate to Finance Officer to submit to programmers
- Digital Cable Sports/Variety Report
 - . Figure number of digital cable sports & variety customers for Finance Officer to submit to programmers
- E911 County Report
 - . Generate report for Finance Officer showing number of customers billed E911 fee in each county

Quarterly:

- National Payphone Clearinghouse
 - . Send report to NPC to receive compensation for interstate access from pay phones
- Interstate Common Line Support – FCC Form 507
 - . Line count data collection – collect & send information to Consortia Consulting for filing
- FCC Form 499Q (same information is used for 499A)
 - . Collect & submit information to Consortia for submission to USAC. Consists of AS1000, revenue/expenditure reports, CABS reports. Revenue information is used to calculate individual contributions for each universal service program. The information is also shared with TRS (Telecommunications Relay Service), NANPA (North American Numbering Plan Administration) & the FCC (Federal Communications Commission) for assessment of other fees.
- NECA Form 508 – forecasted line counts for NECA’s annual tariff filing
 - . Information is used to calculate the projected annual common line revenue requirement for the next year.

Annual:

- “Do Not Call” notification to customers
 - . Generate bill insert and advertisement in Republic giving customers information on how to register
- PUC required advertisement of BMTC rates in newspaper
- Advanced Services Data Request to NECA
 - . Information on DSL & Special Circuits
- NECA Company Services Data Request
- Annual Lifeline Recertification
 - . Send letters & recertification form to all Lifeline customers. Sometimes requires going to customer premise to assist customer with completion of form.
- Submit Lifeline Form 555 for Recertification of Customers
 - . Verifying that current Lifeline customers still qualify for the program and are not getting more than 1 benefit.
- Lifeline Program – advertise availability to customers
 - . Ad in paper & letter to customers.
- FCC Form 477 (twice yearly)
 - . Includes information on BMTC broadband service/customers and local telephone service, including long distance service. Information goes to Consortia, NECA & FCC.
- Dark Fiber Billing to Alliance Communications
 - . Send invoice for lease of dark fiber
- CPNI rules & guidelines.
 - . Monitor that rules are being followed and we are getting correct CPNI info from customers.

- . Review with Telephone Department & City Hall Employees on annual basis.
- CPNI Certification
 - . Send certification to FCC that all employees have reviewed & understand CPNI rules
- Accessibility & Recordkeeping Compliance Certification with FCC
 - . Certification that I am the designated person to handle customers' accessibility concerns. Advertise Relay South Dakota in phone book; also have information for customers who inquire about hearing impaired telephone equipment.
- Rural Health Care
 - . Submit invoice to USAC, send credit to Sanford Clinic. Sanford applies for this credit through USAC – we reimburse Sanford for their DS1 circuit every 12 months, then invoice USAC to credit BMTC.
- BMTC Telephone Book
 - . Includes finding cover picture, reviewing Yellow Page advertisements, verifying accuracy of all white page directory listings, reviewing “WOW” listings, determining number of books to order
- DEX Directory Listings
 - . Work with Dex contact to submit our BMTC listings each year
- NRUF (Number Resource Utilization Forecast) Form 502 Numbering Resource – numbering utilization/forecast report
 - . Report the number of access lines we have assigned to customers & the number of lines we have disconnected within the past year.
- Form 507
 - . Filed with USAC by July 31st of each year. The data collected on this form is used by USAC to calculate the amount of support that BMTC is eligible to receive. The report contains line count data as of December 31 of the preceding calendar year.

Miscellaneous:

- Retail sales – phones, modems, routers, cables
- Advertising/Marketing
- MACC Plant updates
- Webpage updates
- Delinquent customers –
 - . Monitor delinquent customers, call customers to make payment arrangements when necessary, follow-up on payment arrangements, disconnect when needed
- Monitor office supplies & order when needed
- Miscellaneous requests of assistance from GM and technicians
- CATV demonstrations for customers
- SDN Special Circuit Orders as they come in

Industry Contacts

Consortia

Judy Christiansen
 Marlene Bennett
 Tim Eklund
 Lori Nettinga
 Ann Kuyper

MACC

Kathy Coufal
 Rick Paulsen
 Sarah Rosterman
 Claire Ford
 Woody Welke

Badger Communications

Lindy Plumer
 Cliff Albertson

Pinnacle Publishing

Lori Otis
 Barry Thompson
 Amy Neisen

NECA

Cindy Grosvenor
 Jason Krenzer
 Iris Carrasquillo

SDN

Joe Neubauer
 Kristine Rogotkze
 Abby Vostad

Dex Listings

Cindy Leonard

USAC

Bonnie Overweg

SDTA

Rich Coit

Yellow Book Listings

Michael Longwell

Ginni Grannes

NCTC

Charlotte Meyer

Owest (Directory Assistance)

Marcie Demaio

NECA: National Exchange Carriers Association – NECA helps member companies deliver vital communications services to rural consumers at reasonable prices. They manage a significant part of the rural telephone industry's revenue streams so that people in areas served by small rural telephone companies can stay connected to the rest of America.

USAC: Universal Service Administrative Company - Administers the universal service support mechanisms (programs) which help provide communities across the country with access to affordable telecommunications services.

NCTC: National Cable Television Cooperative – Made up of approximately 850 small cable operators and 6 million subscribers. NCTC provides member cable companies access to programming networks and industry leading technology companies and products, and is a not-for-profit corporation.

SDN: South Dakota Network – SDN is made up of 17 member companies including Beresford. SDN is our major hub to the network world that supports various types of services.

SDTA: South Dakota Telephone Association - The South Dakota Telecommunications Association is an essential resource for its members in regulatory and legislative advocacy. Their priority is to help craft public policy that allows members to effectively deliver state-of-the-art communications services to every community they serve. They also provide educational and training opportunities on the newest and best technologies available.

MACC: MidAmerica Computer Corporation – MACC is the billing software vendor for BMTC.

LECA: Local Exchange Carriers Association – South Dakota Organization made up of member phone companies to collect and distribute long distance revenue at a unified rate.

CPNI: Customer Proprietary Network Information - is the data collected by telecommunications companies about a consumer's telephone calls. It protects the consumers' information to include: the time, date, duration and destination number of each call, and any other information that appears on the consumers' telephone bill from being released to the public.

NRUF: Number Resource Utilization Forecast – a semiannual report compiled by the North American Numbering Plan Administration, based on information provided by the telecom industry in accordance with United States Federal Communications Commission rules.

CABS: Carrier Access Billing – Billing of services that are provided by long distance carriers to include Switched and Special Access.

NPC: National Payphone Clearinghouse – Provides the service of dial-around compensation (DAC) to Inter-exchange Carriers (IXCs) from a courtesy or payphone.

LNP: Local Number Portability - number porting enables end users to keep their telephone numbers when switching from one communications service provider to another.

NANPA: North American Numbering Plan Administration - NANPA is required to collect, store and maintain number resource utilization and forecast data. NANP is an integrated telephone numbering plan serving 20 North American countries that share its resources.

FUSC: Federal Universal Service Charge – This fund was established to ensure that all consumers have access to the same telecommunications services at affordable prices. It also provides schools, libraries, low-income consumers & rural health care providers with assistance in obtaining telecom services.

ARC: Access Recovery Charge - This fee is a monthly charge to customers by a local telephone company for the use of its local network. It allows incumbent local exchange carriers to recover part of the revenues lost through FCC required reductions to access rates.

ACH: Automated Clearinghouse – is an electronic network of financial transactions in the United States. ACH processes large volumes of credit & debit transactions in batches, including consumer payments on many kinds of bills.

E-Rate: The common term used in place of the Schools and Libraries Program. E-rate provides discounts to schools and libraries for eligible products and services.

IMA: Interconnect Mediated Access - Directory Assistance

NLAD: National Lifeline Accountability Database - The National Lifeline Accountability Database (NLAD) is designed to help carriers identify and resolve duplicate claims for Lifeline Program-supported service and prevent future duplicates. This is done by providing a means for carriers to check on a real-time and nationwide basis if the consumer is already receiving a Lifeline Program-supported service.

Telephone Dept - Wage Scale
 Proposed Tech 2 Scale

Tech 1	Current		Tech 2	New		Current			Current				
		\$					Internet/Telephone /CATV Tech		COE Foreman				
	97.5%	\$ 24.93		97.5%	\$ 26.19			97.5%		33.79		97.5%	\$ 36.83
	95.0%	\$ 24.31		95.0%	\$ 25.54			95.0%		32.95		95.0%	\$ 35.91
	92.5%	\$ 23.68		92.5%	\$ 24.88			92.5%		32.10		92.5%	\$ 34.99
	90.0%	\$ 23.06		90.0%	\$ 24.23			90.0%		31.26		90.0%	\$ 34.07
	87.5%	\$ 22.44		87.5%	\$ 23.57			87.5%		30.41		87.5%	\$ 33.15
	85.0%	\$ 21.81		85.0%	\$ 22.92			85.0%		29.57		85.0%	\$ 32.23
	82.5%	\$ 21.19		82.5%	\$ 22.26			82.5%		28.72		82.5%	\$ 31.31
	80.0%	\$ 20.57		80.0%	\$ 21.61			80.0%		27.88		80.0%	\$ 30.38
		\$ 19.94			\$ 20.95					27.03			\$ 29.46

NORTH 1/4 CORNER
SECTION 31-96-50

296th STREET

S90°00'00"W - 1157.54'

S90°00'00"W
50.00'

S90°00'00"W
1432.00'

NE CORNER OF
SECTION 31-96-50
FOUND CAPPED ROD

**PLAT OF
PAITYN'S CORNER TRACT**
AN ADDITION IN THE NORTHWEST 1/4 OF
THE NORTHEAST 1/4 OF SECTION 31, T96N, R50W,
5th P.M. LINCOLN COUNTY, SOUTH DAKOTA

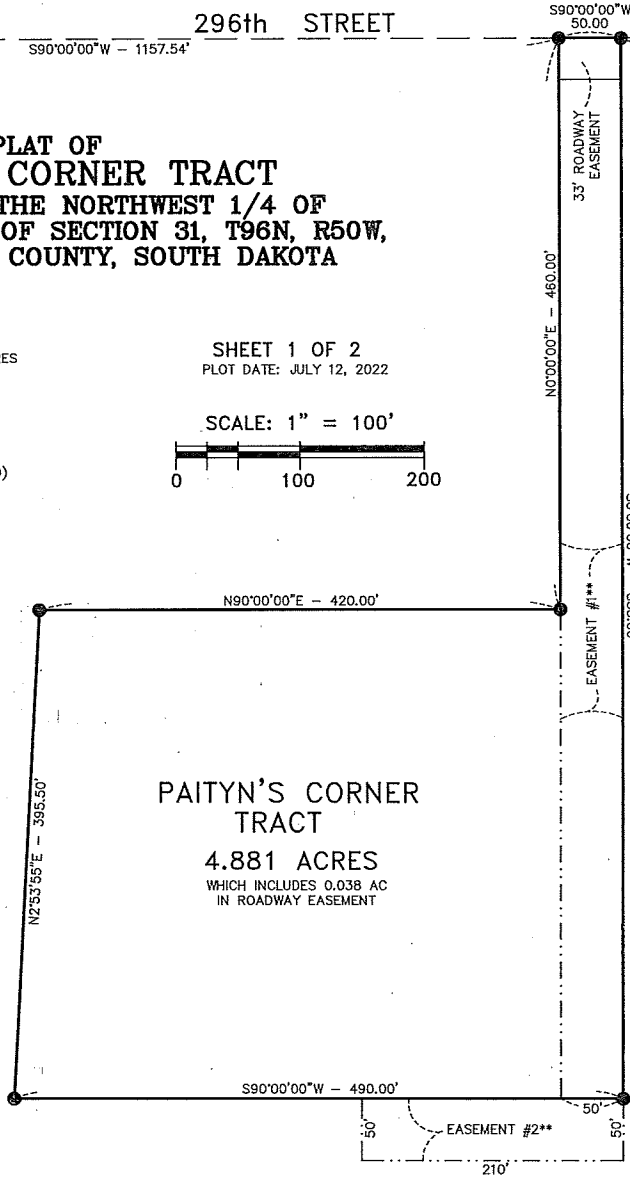
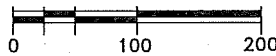
TOTAL AREA IN ADDITION: 4.881 ACRES

SHEET 1 OF 2
PLOT DATE: JULY 12, 2022

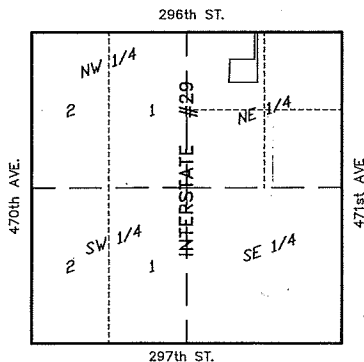
○ INDICATES FOUND IRON PIN
UNLESS OTHERWISE INDICATED

● INDICATES SET IRON PIN
W/ CAP #5351
(UNLESS OTHERWISE INDICATED)

SCALE: 1" = 100'



PAITYN'S CORNER TRACT
4.881 ACRES
WHICH INCLUDES 0.038 AC
IN ROADWAY EASEMENT



LOCATION MAP
(SECTION 31-96-50)

NO SEARCH MADE FOR RECORDED OR UNRECORDED EASEMENTS OR COVENANTS WHICH MAY AFFECT THE SUBJECT PROPERTY AND WOULD BE DISCOVERED WITH A COMPLETE SEARCH OF TITLE.

EASEMENT #1**: INGRESS-EGRESS EASEMENT CREATED ON THIS PLAT
GRANTOR: OWNER OF PAITYN'S CORNER TRACT
GRANTEE: OWNER OF PARCEL ADJACENT TO PAITYN'S CORNER TRACT
INTENT: PROVIDE AGRICULTURAL INGRESS-EGRESS FROM PUBLIC RIGHT OF WAY TO PROPERTY ADJACENT TO PAITYN'S CORNER TRACT USING EXISTING GRAVEL DRIVE.

EASEMENT #2**: INGRESS-EGRESS EASEMENT CREATED ON THIS PLAT
GRANTOR: OWNER OF UNPLATTED PORTION OF NW1/4 NE1/4
GRANTEE: OWNER OF PAITYN'S CORNER TRACT
INTENT: PROVIDE INGRESS-EGRESS OVER DEPICTED AREA USING EXISTING GRAVEL DRIVE.

PREPARED BY
LAWRENSON SURVEYING
29359 474th AVE.
BERESFORD, SD
(605)957-4393

**PLAT OF
PAITYN'S CORNER TRACT
AN ADDITION IN THE NORTHWEST 1/4 OF
THE NORTHEAST 1/4 OF SECTION 31, T96N, R50W,
5th P.M. LINCOLN COUNTY, SOUTH DAKOTA**

SHEET 2 OF 2
PLOT DATE: JULY 12, 2022

SURVEYOR'S CERTIFICATE

I, CHRIS W. LAWRENSON, A REGISTERED LAND SURVEYOR UNDER THE LAWS OF THE STATE OF SOUTH DAKOTA, DO HEREBY CERTIFY THAT ON OR BEFORE JULY 12, 2022 I HAVE SURVEYED AND PLATTED PAITYN'S CORNER TRACT, AN ADDITION IN THE NORTHWEST 1/4 OF THE NORTHEAST 1/4 OF SECTION 31, TOWNSHIP 96 NORTH, RANGE 50 WEST, 5th P.M., LINCOLN COUNTY, SOUTH DAKOTA WITH ACRES AND DIMENSIONS OF SAID PLATTED TRACT AS SHOWN ON THIS PLAT.

DATED THIS 12th DAY OF July, 2022.
2 SHEETS COVERED BY THIS SEAL



Chris Lawrenson
CHRIS W. LAWRENSON REG. NO. 5351

OWNER'S CERTIFICATE

I, THE UNDERSIGNED, DO HEREBY CERTIFY THAT WE ARE THE OWNERS OF ALL LAND IN THIS PLAT AND THAT SAID PLAT HAS BEEN MADE AT OUR REQUEST AND IN ACCORDANCE WITH OUR INSTRUCTIONS FOR THE PURPOSES OF TRANSFER. DEVELOPMENT OF THIS LAND SHALL CONFORM TO ALL EXISTING APPLICABLE ZONING, SUBDIVISION AND EROSION AND SEDIMENT CONTROL LAWS, ORDINANCES, AND REGULATIONS.

Lauren Olson

LAUREN N. OLSON, f/k/a LAUREN N. FAHLBERG
TRUSTEE OF FAHLBERG LAND TRUST

Nicholas Fahlborg

NICHOLAS N. FAHLBERG, TRUSTEE OF
FAHLBERG LAND TRUST

STATE OF South Dakota

COUNTY OF Minnehaha ss:

THIS INSTRUMENT WAS ACKNOWLEDGED BEFORE ME ON
THE 3 DAY OF August, 2022, BY LAUREN N.
OLSON

Amber Rockwell

NOTARY PUBLIC IN AND FOR SAID STATE AND COUNTY

MY COMMISSION EXPIRES 2/14/23

STATE OF South Dakota

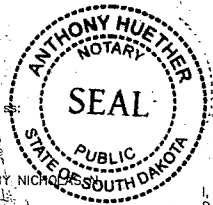
COUNTY OF Pennington ss:

THIS INSTRUMENT WAS ACKNOWLEDGED BEFORE ME ON
THE 29 DAY OF July, 2022, BY NICHOLAS N. FAHLBERG

Anthony Huefner

NOTARY PUBLIC IN AND FOR SAID STATE AND COUNTY

MY COMMISSION EXPIRES Sept. 25, 2025



BERESFORD PLANNING COMMISSION

BE IT RESOLVED BY THE BERESFORD PLANNING COMMISSION THAT THE ATTACHED PLAT OF PAITYN'S CORNER TRACT, AN ADDITION IN THE NW1/4 OF THE NE1/4 OF SECTION 31, T96N, R50W, 5th P.M., LINCOLN COUNTY, SOUTH DAKOTA BE AND THE SAME IS HEREBY APPROVED.

DATED THIS 24th DAY OF August, 2022

[Signature]
CHAIRMAN, PLANNING COMMISSION

BERESFORD COUNCIL RESOLUTION

BE IT RESOLVED BY THE BERESFORD COUNCIL THAT THE ATTACHED PLAT OF PAITYN'S CORNER TRACT, AN ADDITION IN THE NW1/4 OF THE NE1/4 OF SECTION 31, T96N, R50W, 5th P.M., LINCOLN COUNTY, SOUTH DAKOTA BE AND THE SAME IS HEREBY APPROVED.

I, _____, CITY FINANCE OFFICER OF THE CITY OF BERESFORD, SOUTH DAKOTA, DO HEREBY CERTIFY THAT THE WITHIN AND FOREGOING IS A TRUE AND CORRECT COPY OF THE RESOLUTION PASSED BY THE CITY COUNCIL AT ITS REGULAR MEETING ON

THE _____ DAY OF _____, 20_____

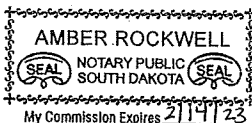
BERESFORD CITY FINANCE OFFICER

MAYOR, CITY OF BERESFORD

COUNTY TREASURER'S CERTIFICATE

I, THE UNDERSIGNED, COUNTY TREASURER FOR LINCOLN COUNTY, SOUTH DAKOTA, DO HEREBY CERTIFY THAT ALL TAXES WHICH ARE LIENS UPON ANY LAND INCLUDED IN THIS PLAT, AS SHOWN BY THE RECORDS OF MY OFFICE HAVE BEEN PAID IN FULL.

DATED THIS _____ DAY OF _____, 20_____



COUNTY TREASURER
LINCOLN COUNTY, SD

DIRECTOR OF EQUALIZATION

I, THE UNDERSIGNED, COUNTY DIRECTOR OF EQUALIZATION FOR LINCOLN COUNTY, SOUTH DAKOTA, DO HEREBY CERTIFY THAT A COPY OF THE ABOVE PLAT HAS BEEN FILED AT MY OFFICE.

DATED THIS _____ DAY OF _____, 20_____

DIRECTOR OF EQUALIZATION
LINCOLN COUNTY, SD

REGISTER OF DEEDS

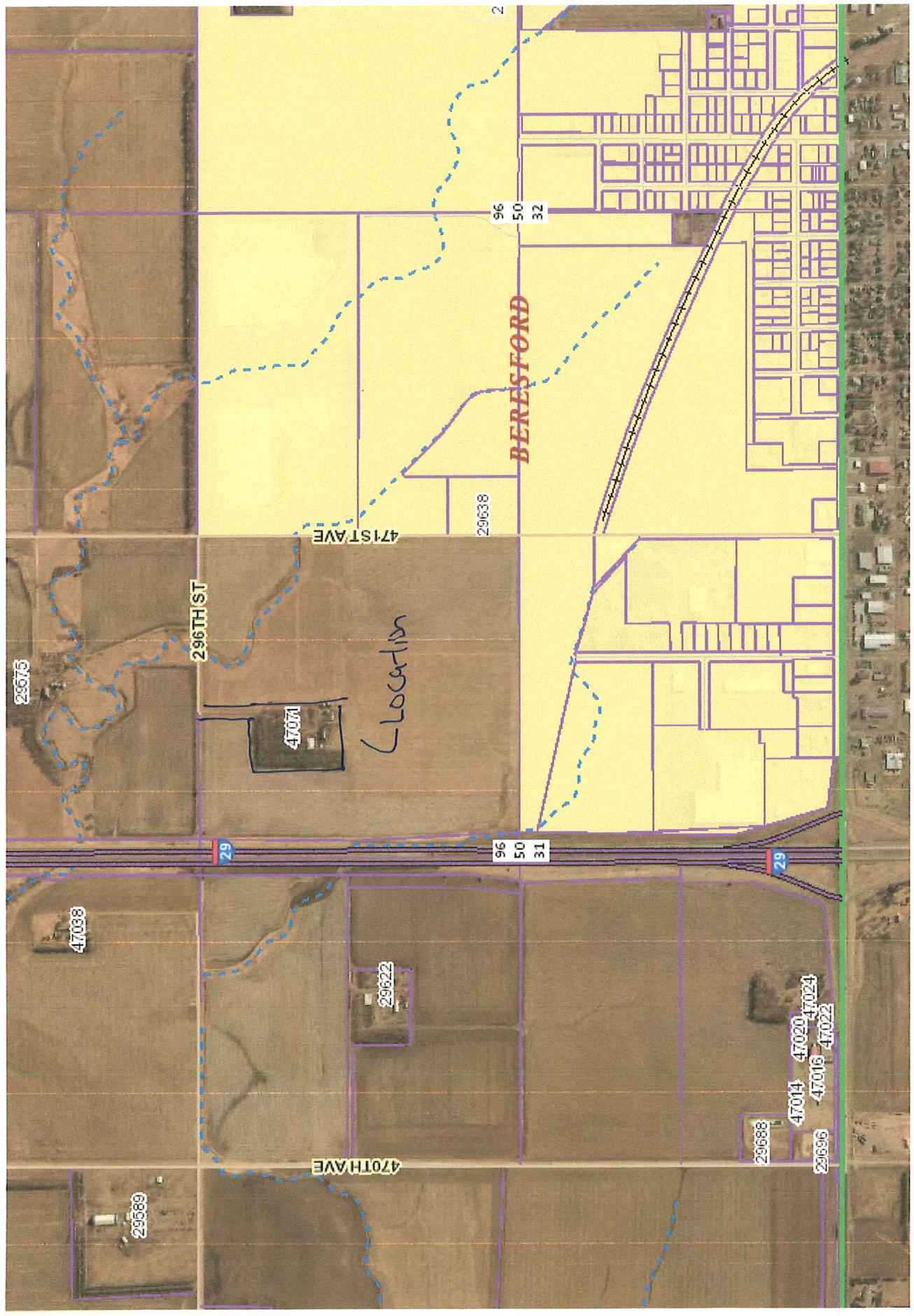
I, THE UNDERSIGNED, REGISTER OF DEEDS FOR LINCOLN COUNTY, SOUTH DAKOTA, DO HEREBY CERTIFY THAT THIS PLAT HAS BEEN FILED

FOR RECORD THIS _____ DAY OF _____, 20_____ AT

_____ O' CLOCK _____ M., AND HAS BEEN FILED IN BOOK _____

OF PLATS ON PAGE _____ THEREIN.

REGISTER OF DEEDS
LINCOLN COUNTY, SD



BERESFORD

471ST AVE

296TH ST

47071

Location

29638

96 50 31

96 50 32

29

29

29676

47038

29689

29622

29638

47014 47020 47021
47016 47022

29636