

**BERESFORD CITY COUNCIL
REGULAR MEETING AGENDA
Monday, May 1, 2023 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 – April 17, 2023

[5] – Visitors to be heard

[6] – Committee/Mayor Report

[7] – Department Head and City Administrator Reports

- Mike Schurch – Police Chief
 - Request to apply for Highway Safety Grant
- Mike Antonson – Electric Supt.
 - Community Resilience Advancement Grant Application
- Elaine Johnson – Finance Officer
 - March 2023 Financial Report
- Jerry Zeimetz – City Administrator
 - Beresford Community Foundation grant to make repairs to the Bandshell in Bulow Park
 - Baseball/Softball field updates – restroom remodel
 - Bridges Golf Course irrigation system – pump repairs
 - Process to purchase vehicles and equipment
 - Bridges and Parks Maintenance building
 - Wastewater System Improvements update
 - Pickleball courts in Bulow Park

[8] – Old Business

- Consider Second Reading and adoption of Ordinance 2023-05 A Rezoning Ordinance for the City of Beresford (Bak Brothers)
- Consider First Reading of Ordinance 2023-06 A Rezoning Ordinance for the City of Beresford (Houser Campground)
- Request to use city street for consumption of alcoholic beverages – Old Fashioned Weekend

[9] – Payment of Bills

[10] – Discussion & Information Items

[11] – Adjournment

SEATING OF NEW CITY COUNCIL

[1] – Oath of Office and Certificate of Election

- Present Certificates of Election and administer oaths of office to Ward 1 Councilman Art Schott, Ward II Councilman Will Roelke and Ward III Councilman Eli Seeley

[2] – Call to Order and Roll Call of the new City Council

[3] – Adopt Agenda

[4] – New Business

- Nominations for President of the Beresford City Council
- Nominations for Vice-President of the Beresford City Council
- Mayoral Appointments
- Resignation from Telephone Tech I Denny Allen
- Authorize advertising for full-time Telephone Technician I
- Subsidy drawdown request from Beresford Chamber of Commerce (Old Fashioned Weekend)
- Update on recent seasonal hires and request to review wage for pool manager
- Seasonal hires for Bridges Clubhouse and Parks
- Request to purchase range ball picker for Bridges Golf Course

[5] – Approval of Travel Requests

- Regional Library Training, Mitchell, May 2, Norling
- SD State Library Institute, Aberdeen, June 3 to 9, Crist

[6] - 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 Special Meeting

Time: May 1, 2023 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

Dial by your location

+1-253-205-0468 US

BERESFORD CITY COUNCIL
Monday, April 17, 2023

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, Art Schott, Mike Tiedeman (via phone)

Absent: Eli Seeley, Teresa Sveeggen

Also Present: Jerry Zeimetz, City Administrator; Tom Frieberg, City Attorney; Jeff Heidebrecht, Street/Water/Sewer Supt.

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

Approve Minutes: A motion to approve the April 3, 2023, meeting minutes was made by Boone, second by Roelke. All present Council members voted aye; motion carried.

Public Hearings:

Request to rezone from Natural Resource Conservation District (NRC) and Single-Family Residential District (R1) to Multi-Family Residential District (R-2) Bak Tract 1 (1) of Freeman's Tract One (1) and Lot One (1) in the Southeast Quarter (SE ¼) of Section Thirty-Two (32), Township Ninety-Six (96), Range Fifty (50), City of Beresford, Lincoln County, South Dakota (Bak Brothers)

Mayor Anderson opened the public hearing. City Administrator Zeimetz advised that signs were posted and property owners within 300 feet were sent letters to advise of the request. The Bak Brothers have applied to rezone the property to Multi-Family on behalf of the Beresford Housing Redevelopment Commission who have an agreement to purchase the property subject to financing and rezoning for a residential development that may include single-family detached dwellings, single-family attached dwellings (town homes and duplexes) and multiple-family dwellings. Those attending were presented information about the housing project which could provide up to 50 new housing lots. Questions regarding access to the property via current public rights of way were answered. Some residents of neighboring properties were present and asked questions regarding infrastructure costs that may be assessed to neighbors. Zeimetz advised that the Beresford HRC and City of Beresford applied for a grant through the SD Housing Development Authority in July of 2022 to assist with infrastructure improvements. As part of that grant request, the property will need to be zoned properly to accommodate the residential development.

The first reading of Ordinance 2023-05, A Zoning Amendment for the City of Beresford, SD, was read and placed on file at City Hall.

Request to rezone from Multi-Family Residential (R-2) to General Business (GB) Industrial Tract 7A in E. ½ of the SE ¼ of Sect. 6, Township 95 North, Range 50 West of the 5th P.M., City of Beresford, Union County, South Dakota (Windmill Campground)

Mayor Anderson opened the public hearing. City Administrator Zeimetz advised that signs were posted and property owners within 300 feet were sent letters to advise of the request. Woody Houser has applied to rezone the property from Multi-Family residential (R-2) to General Business (GB) to expand the Windmill Campground. Mr. Houser was present to advise of plans to expand the campground into the four acres he owns directly to the west of the existing campground. He is receiving requests to accommodate larger units which he is unable to handle in the existing campground. The Beresford Planning Commission recommends approval of this rezoning request. Concerns were raised regarding road surfaces and requirements for General Business zoning. Schott made a motion to table the first reading until more information is available. As there was no second, the motion failed. Following further discussion and a request for clarification of zoning requirements, Schott made a motion, second by Boone, to table the first reading of Ordinance 2023-06. All present Council members voted aye; motion passed.

Department Head and City Administrator Report

Elaine Johnson, Finance Officer

License Renewals: Boone made a motion, second by Schott, to approve the following retail on- and off-sale malt beverage and SD farm wine license renewals for July 1, 2023, through June 30, 2024: Bridges at Beresford, Total Stop, Jet Truck Plaza, Dollar General Store and Family Dollar Store. All present Council Members voted aye; motion carried.

Jerry Zeimetz, City Administrator: Due to time constraints, the following items were tabled until the next meeting:

- Beresford Community Foundation Grant to make repairs to the bandshell in Bulow Park
- Baseball/softball field updates – restroom remodel
- Bridges Golf Course irrigation system – pump repairs
- Process to purchase vehicles and equipment
- Bridges and Parks Maintenance building
- Wastewater System Improvements – 90% meeting with Banner April 25, 2:00 p.m.
- Pickleball courts in Bulow Park

Old Business:

Ordinance 2023-04: A motion was made by Schott, second by Roelke, to approve the second reading and adoption of Ordinance 2023-04, An Ordinance of the City of Beresford, SD Amending the Revised Municipal Ordinances of the City of Beresford by Amending Chapter 8.05 Sewer Provisions and Chapter 8.06 Determining Wastewater Charges. All present Council members voted aye; motion carried.

Ordinance 2023-04 (Published Separate of Minutes)

New Business

- **Agreement with Banner Associates for Beresford Ballfields project:** Zeimetz gave an overview of the agreement with Banner Associates for the construction phase of the Ballfield Project. Boone made a motion, second by Schott, to approve the Beresford Ballfield Construction Phase Engineering Agreement with Banner Associates with payment not to exceed \$134,500.00. All present Council members voted aye; motion carried.
- **Asphalt Surface Treatment Project:** Zeimetz informed Council the estimated cost for the asphalt project is \$125,571.00. Since the amount budgeted is \$100,000, Street Supt. Heidebrecht and Zeimetz will review the budget to discern if there are additional funds that can be used for this project. Schott made a motion, second by Boone, to approve the Notice of Award for the 2023 Multi-Community Asphalt Surface Treatment project at a cost of \$125,571. All present Council members voted aye; motion passed.
- **Welcome to Beresford Sign:** Schott made a motion, second by Roelke, to approve a property lease with JCT, LLC, for the “Welcome to Beresford” sign for \$1.00/year. All present Council members voted aye; motion carried.
- **Quit Claim Deed:** Following explanation of the property’s history, a motion was made by Schott, second by Roelke, to authorize Mayor Anderson to sign a quit claim deed for Lot 8, Block 1, Original Beresford City. All present Council members voted aye; motion carried.
- **Step-Pay Increase:** A motion was made by Boone, second by Schott, to approve a step-pay increase for Police Officer Colton Laubach from \$22.35/hr. to \$23.03/hr., effective April 6, 2023. All present Council members voted aye; motion carried.
- **2023 Seasonal Hires:** A motion was made by Schott, second by Boone, to hire the following as seasonal hires for the Bridges Golf Course, Swimming Pool, Parks, and Street Dept. All Council members voted aye; motion carried (all wages are hourly): Gage Lyle \$16.85; Anna Atwood \$15.00; McKayla Roelke \$14.25; Lowell Gillespie \$13.88; Gaval Valder \$14.25; Payden Hoffman \$13.50; Hailey Hamm \$13.88; Andrew Atwood \$13.88; Hannah-Rae Colford \$13.88; Hunter Penn \$13.88; Easton Buum \$13.88; Kindra Sveeggen \$13.88; Jayden Palm \$14.25; Lilly Hollingsworth \$13.88; Cassandra Twedt \$13.50; Cassandra Schoellerman \$10.80; Kendra Ellis \$11.10; Makiah Sharpe \$10.80; Benjamin Seeley \$10.80; Lucas Anderson \$10.80; Ian Henderson \$10.80; Tavyn Valder \$11.10; Olivia Davis \$11.10; Madeline Gillespie \$10.80; Alex Jensen \$12.59; Tyler Lewison \$16.00; Stanley Andersen \$12.26; Kent Anderson \$12.59; Derrick Livingston \$12.26 ; Tiegen Nyhaug \$11.93; Kasen Voss \$11.93; Nora Rasmussen \$12.26; Jestin Wurth \$11.93; Espyn

Klungseth \$11.93; Larry Boden \$13.25; Tate Van Otterloo \$12.59; Ryne Klungseth \$12.59; Seth James \$11.93; Jaden Hollingsworth \$16.19; Jack Antonson \$17.50.

Approval of Travel Requests

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

- Wastewater Seminar, April 18-20, Pierre, Kropuenske
- Telecom Operation Conference, May 9-11, Fargo, ND, Hansen, Van Ballegooyen, Harris

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

Altec Ind., repairs, \$417.62; Appeara, service, \$582.21; Azar Computer Software, digital service center, \$250.00; Baker & Taylor, books, \$566.31; Bally Sports North, affiliate fees, \$2945.40; Beal Dist., beer, \$453.10; Big 10 Network, affiliate fees, \$133.65; Border States Elec., substation, \$3330.36; Cengage Learning, book, \$26.59; Chesterman Co., resale, \$570.86; City of SF Public Works, tipping fee, \$4293.85; Cummins Sales, inspection, \$1603.23; DAD's Automotive, battery, \$209.60; Dakota Beverage, beer, \$169.30; Dakota Data Shred, container rent, \$16.00; Dakota Riggers, inspection, \$608.60;

El Riad Shrine Circus, tickets, \$60.00; Express Comm., toll settlement, \$1281.13; Farr Technologies, engineering fees, \$1705.00; Innovative Office Sol., checks, \$711.37; Jerry's Chevrolet, service, \$22.95; Johnsen H&C, repair, \$136.51; Koth Electric, outlet, \$382.65; KVHT FM, advertising, \$50.00; Lewis & Clark RWS, lobby fees, \$914.00; Maxwell Food Equip., freezer, \$6207.03; Mid America Computer Corp., billing fees, \$2776.85; MidAmerica Books, books, \$143.70; MN Mun. Util. Assoc., safety program, \$4304.75; Nat'l Cable Television, affiliate fees, \$13.00; New Century Press, publishing, \$277.35;

Nexstar Broadcasting, affiliate fees, \$3001.86; NTCA, membership, \$5088.65; Olson's Pest Tech., service, \$170.00; Performance Foodservice, food, \$2005.96; Pinnacle Publishing, directories, \$2328.05; Precision Irr. & Law, equipment, \$3020.00; Quadiant Finance, supplies, \$45.60; Rovi Guides, guides, \$721.23; SDN Comm., internet, \$4041.78; SDWWA, seminar, \$100.00; Sioux Valley News, subscription, \$40.00; Siouxland Recovery, recycling, \$25.47; The Tessman Co., chemicals, \$5669.02; Unemployment Ins. Div. of SD, unemployment ins., \$2878.50; Vantage Point, CALEA, \$160.00;

Verizon Wireless, cell phone service, \$894.65; Washington Nat'l Ins., insurance, \$84.30; WESCO Dist., transformer, \$36,680.84; Wholesale Supply Co., resale, \$539.25; Zimco, chemicals, \$5382.00.

There being no further business, Mayor Anderson adjourned the meeting at 7:55 p.m.

Elaine Johnson, Finance Officer
Recorded by Kathy Stuessi

Jerry Zeimetz

From: Chief Michael Schurch <pdchief@bmtc.net>
Sent: Wednesday, April 26, 2023 7:13 AM
To: Jerry Zeimetz
Subject: [*EXT*]Agenda item

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

Jerry,

I would like to address the council and get permission to apply for the Highway Safety grant (Federal overtime). This grant pays for 100% of the Officers wage, at overtime rate, to be a extra patrol officer on the roadways at certain times. The goals of this grant are to reduce the number of serious injuries and fatalities on the state's roadways through the efficient use of both public and private highway safety resources at the state and local level, and to develop and implement highway safety countermeasures in preventing motor vehicle crashes and/or reducing severity. If we are accepted for this grant, they do offer equipment off the state bid at a 80/20 split. Some of these items would be radars, lidars, radar trailers, speed signs, speed boards, digital video cameras, PBT's etc.. The federal government would pay for 80% of these items. I think this would be a great avenue to explore to get updated equipment and to keep the roadways as safe as possible.

With the current agreement in place, Police Officers do not get paid an overtime rate until they exceed 86 hours in a two week pay period. Their would have to be a MOU between IBEW and the City to modify the agreement as it pertains to federal overtime. In a nutshell, it would have to read, anytime an Officer is working federal overtime, that Officer will get paid at 1 1/2 times his normal hourly rate. Night differential and weekend differential can not be applied to the federal overtime funds. Let me know if you have any questions.

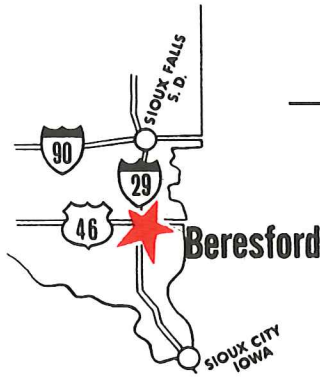
Thanks,

MS

Michael Schurch
Chief of Police
Beresford Police Department
310 N 4th St.
Beresford, SD 57004
Ph: 605-763-2103
Fax: 605-763-2060

City Of Beresford

101 N. Third
Beresford, S.D. 57004-1796
PHONE: (605) 763-2008
FAX: (605) 763-2329



April 28, 2023

U.S. Department of Energy, Grid Deployment Office
Office of Clean Energy Demonstrations
1000 Independence Ave SW
Washington, DC 20585

RE: Bipartisan Infrastructure Law (BIL) - Grid Resilience and Innovation Partnerships (GRIP) - DE-FOA-0002740 Letter of Commitment, Minnesota Department of Commerce Regional & Community Resilience Advancement Grant Application

To Whom It May Concern,

This Letter of Commitment confirms the support and involvement of the City of Beresford Electric Department providing services to our community in Beresford, SD in the development of the Minnesota Department of Commerce Regional & Community Resilience Advancement Grant Application. As part of this effort, we propose to convert 27 city blocks of old overhead mainline distribution to a new underground distribution system with an automated SCADA system.

We understand that DOE seeks to deploy and catalyze transmission and distribution solutions that improve grid reliability and resilience on a local and regional scale. The Project we are proposing will advance these objectives in our community by reducing the number of outages and voltage problems that are experienced with the aging overhead infrastructure currently in use.

We understand that as a participant of this grant, we are proposing projects totaling \$1,849,580, of which we will be responsible for a 50% cost share. Please contact me if you have any questions on the contents of this letter or with respect to our continuing support of this application.

Sincerely,

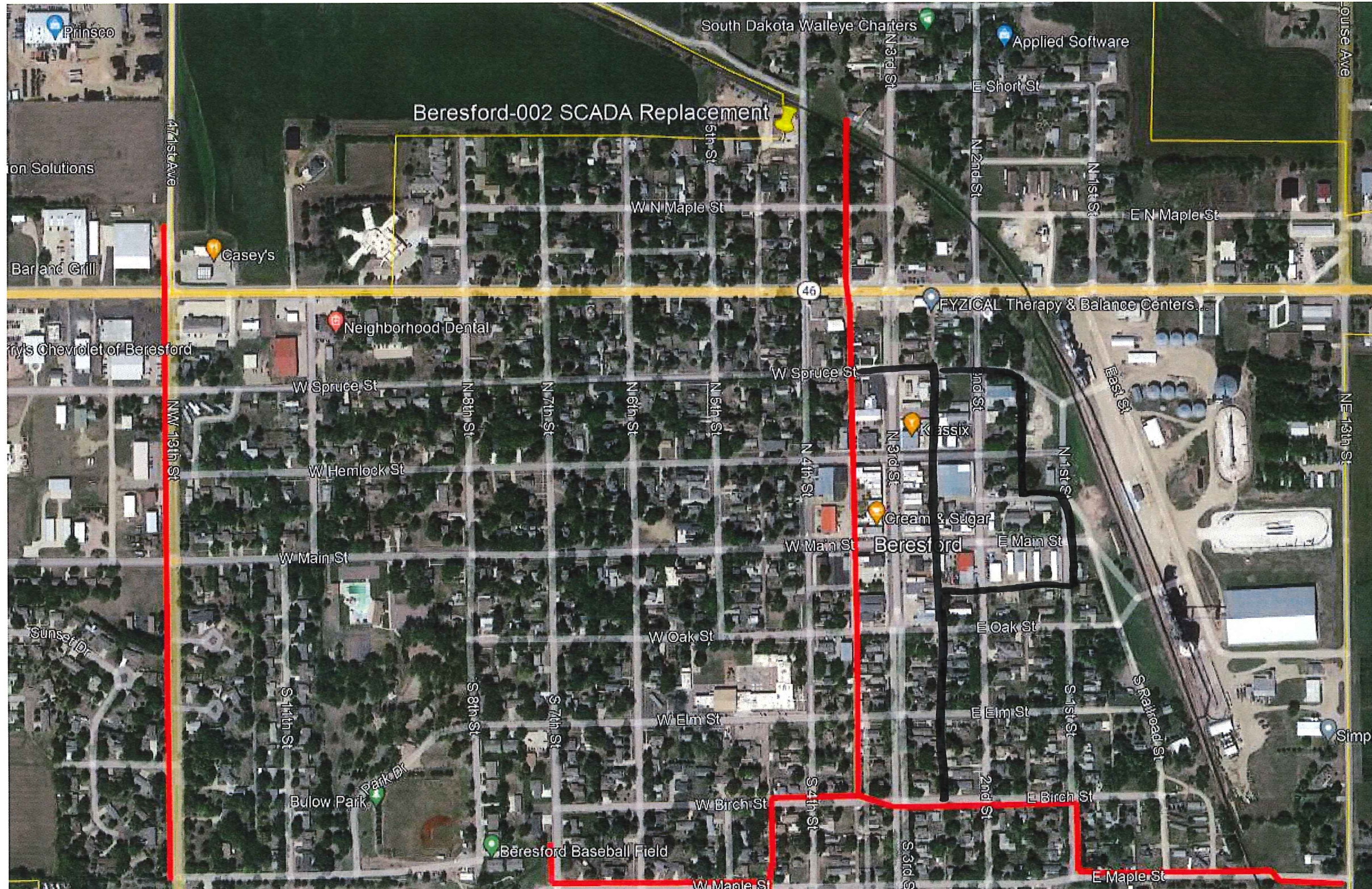
Nathan Anderson, Mayor

City of Beresford

Jerry Zeimetz

From: Dennis Haselhoff <dennis.haselhoff@dgr.com>
Sent: Tuesday, April 25, 2023 9:52 AM
To: Mike Antonson
Subject: Map

Underground update 2023



 Grant Eligible - 50/50
 City Cost - 100%

City of Beresford

Budget to Actual - Income Statement Comparison (without Transfers)

MARCH 2023

Department/Fund	2023 - Actual		2023 - Budget		2023 - Budget		Over(Under) Budget		Profit/Loss
	YTD Revenue	YTD Expense	Revenue	Expense	Revenue	Expense	Revenue	Expense	
General Fund	\$ 300,086.83	\$ 512,343.96	\$ 2,470,115.00	\$ 2,571,694.00	\$ (2,170,028.17)	\$ (2,059,350.04)	\$ (56,599.83)	\$ (110,678.13)	
Council		13,915.17		70,515.00					
Mayor		2,613.25		10,650.00				(8,036.75)	
City Administrator		35,933.88		163,740.00				(127,806.12)	
Finance Office		40,758.75		160,580.00				(119,821.25)	
City Attny		5,889.91		26,800.00				(20,910.09)	
Gov't Bldg		5,238.29		20,495.00				(15,256.71)	
Police		150,466.29		546,870.00				(396,403.71)	
Fire		8,593.81		77,950.00				(69,356.19)	
Street		106,256.77		677,629.00				(571,372.23)	
Mosquito		-		-				-	
Park		25,354.61		315,035.00				(289,680.39)	
Pool	1,860.00	8,187.13	38,000.00	127,605.00	(36,140.00)			(119,417.87)	
Subsidies		52,000.00		67,500.00				(15,500.00)	
Library		54,866.84		295,635.00				(240,668.16)	
Planning & Zoning		2,269.26		10,790.00				(8,520.74)	
Debt Serv/201&301	\$ 156,505.73	\$ 29,800.00	\$ 533,157.00	\$ 533,157.00	\$ (376,651.27)	\$ (503,357.00)	\$ (126,705.73)		
Liquor - 601	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Water - 602	\$ 170,862.49	\$ 135,083.80	\$ 759,445.00	\$ 765,402.26	\$ (588,582.51)	\$ (650,318.46)	\$ (41,735.95)		
Electric - 603	\$ 1,253,444.20	\$ 861,851.76	\$ 5,986,500.00	\$ 5,823,586.00	\$ (4,733,055.80)	\$ (4,961,734.24)	\$ (228,678.44)		
Sewer - 604	\$ 88,605.37	\$ 95,766.38	\$ 357,485.00	\$ 349,783.00	\$ (268,879.63)	\$ (254,016.62)	\$ (14,863.01)		
Telephone - 611	\$ 513,138.27	\$ 304,162.79	\$ 1,702,055.00	\$ 1,660,477.00	\$ (1,188,916.73)	\$ (1,356,314.21)	\$ (167,397.48)		
Solid Waste - 612	\$ 47,566.88	\$ 34,810.29	\$ 227,695.00	\$ 205,790.00	\$ (180,128.12)	\$ (170,979.71)	\$ (9,148.41)		
Cablevision - 615	\$ 102,303.14	\$ 101,486.31	\$ 444,740.00	\$ 440,450.00	\$ (342,436.86)	\$ (338,963.69)	\$ (3,473.17)		
Bridges at Beresford									
Golf Course 640-4510	\$ 30,979.08	\$ 29,051.07		\$ 272,859.00	\$ 30,979.08	\$ (243,807.93)			
Club House 640-4511/384	\$ 14,286.97	\$ 54,111.24	\$ 488,465.00	\$ 441,370.00	\$ (41,913.03)	\$ (387,258.76)			
Event Center 640-4512/385	\$ 45,266.05	\$ 93,472.21	\$ 544,665.00	\$ 58,980.00	\$ (10,933.95)	\$ (679,736.79)	\$ (668,802.84)		
Enterprise Totals	\$ 2,221,186.40	\$ 1,626,633.54	\$ 10,022,585.00	\$ 10,018,697.26	\$ (7,312,933.60)	\$ (8,392,063.72)	\$ (1,079,130.12)		
General Fund Total	\$ 456,592.56	\$ 542,143.96	\$ 3,003,272.00	\$ 3,104,851.00	\$ (2,546,679.44)	\$ (2,562,707.04)	\$ (16,027.60)		
Overall Totals	\$ 2,677,778.96	\$ 2,168,777.50	\$ 13,025,857.00	\$ 13,123,548.26	\$ (9,859,613.04)	\$ (10,954,770.76)	\$ (1,095,157.72)		
		20.56%		16.53%					

CITY OF BERESFORD
STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCES
FOR PERIOD ENDING MARCH 2023

	General/ Fund	Enterprise Funds							Total	
		Liquor Fund	Water Fund	Electric Fund	Sewer Fund	Telephone Fund	Garbage Fund	Golf Course		Cablevision
Revenues										
310 Taxes	\$ 360,892.56									\$ 360,892.56
320 Licenses and Permits	9,371.93									\$ 9,371.93
330 Intergovernmental Revenue	32,597.73									\$ 32,597.73
340/370/380 Charges for Good and Services	4,284.00		170,649.04	1,234,126.91	88,093.83	499,335.54	47,193.19	44,880.05	98,195.79	\$ 2,186,758.35
350 Fines and Forfeits	-									\$ -
360 Miscellaneous Revenue	43,822.25								4,013.85	\$ 47,836.10
Total Revenues	450,968.47	-	170,649.04	1,234,126.91	88,093.83	499,335.54	47,193.19	44,880.05	102,209.64	\$ 2,637,456.67
Expenditures										
410 Mayor/ Council/ Atty/ City Admin/ FO	104,349.25									\$ 104,349.25
420 Police and Fire	159,060.10									\$ 159,060.10
430 Street	106,256.77									\$ 106,256.77
440 Mosquito	-									\$ -
452/453 Parks/Pool	33,541.74									\$ 33,541.74
454 Subsidies	52,000.00									\$ 52,000.00
455 Library	54,866.84									\$ 54,866.84
460 Planning & Zoning	2,269.26									\$ 2,269.26
470 Debt Service	5,000.00									\$ 5,000.00
410 Employee Expense			40,058.70	112,100.34	37,851.43	139,065.36	4,004.98	44,895.67	98,122.79	\$ 476,099.27
420 Other Current Expenses	24,800.00		87,406.88	71,540.55	47,459.99	146,232.50	29,947.84	25,798.83	1,456.25	\$ 484,642.84
4262 Materials (COS)			2,618.08	678,210.87	1,295.86	18,864.93	857.47	22,777.71	1,907.27	\$ 726,532.19
Total Expenditures	542,143.96	-	130,083.66	861,851.76	86,607.28	304,162.79	34,810.29	93,472.21	101,486.31	\$ 2,154,618.26
Excess of Revenue Over Expenditures	(91,175.49)	-	40,565.38	372,275.15	1,486.55	195,172.75	12,382.90	(48,592.16)	723.33	\$ 482,838.41
Other Financing Sources (Uses):										
Investment Earnings	5,624.09			19,317.29	511.54	13,802.73	373.69	386.00	93.50	\$ 40,322.29
Interest Expense	-		213.45	(5,000.14)	(9,159.10)					\$ (14,159.24)
Debt Paydown	-									\$ -
Transfers In (Out)	-									\$ -
Long-term Debt Issued	-									\$ -
Sale of Fixed Assets	-									\$ -
Total Other Financing Sources (Uses)	5,624.09	-	(4,786.69)	19,317.29	(8,647.56)	13,802.73	373.69	386.00	93.50	\$ 26,163.05
Net Position/Change in Fund Balance	(85,551.40)	-	35,778.69	391,592.44	(7,161.01)	208,975.48	12,756.59	(48,206.16)	816.83	\$ 509,001.46
Net Cash Inflow/Outflow BEFORE Transfers	(85,551.40)	-	35,778.69	391,592.44	(7,161.01)	208,975.48	12,756.59	(48,206.16)	816.83	\$ 509,001.46

CITY OF BERESFORD
STATEMENT OF NET POSITION
AS OF MARCH 2023

	General/ Gov't Fund	Enterprise Funds								Total	
		Liquor Fund	Water Fund	Electric Fund	Sewer Fund	Telephone Fund	Garbage Fund	Golf Course	Cablevision		
ASSETS:											
Current Assets:											
100 Cash and Cash Equivalents	\$ 840,470.52	\$ -	\$ 194,540.69	\$ 536,080.56	\$ (19,765.74)	\$ 417,856.62	\$ 221,180.09	\$ (47,150.75)	\$ 162,091.12	\$	\$ 2,305,303.11
110 Taxes Receivable - Delinquent	10,602.23	-	-	-	-	-	-	-	-	-	10,602.23
115 Accounts Receivable, Net	33,070.19	-	44,908.01	443,420.45	30,844.67	201,299.90	22,127.31	-	199.82	-	742,800.16
128 Notes Receivable	-	-	-	-	-	-	-	-	-	-	33,070.19
131 Due from Golf Course/Community Center	-	-	-	-	-	-	-	-	-	-	-
132 Due from Other Governments	176,845.69	-	-	-	-	-	-	-	-	-	176,845.69
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	-	-	-	-	-	-	-	-	-	-	-
151 Investments-SDPHT	1,526,378.11	-	17,308.89	2,495,667.91	54,077.27	1,916,296.64	26,368.18	40,892.63	-	-	6,076,989.63
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	-	-	182,934.34
Total Current Assets	2,738,377.97	-	323,687.65	4,455,701.45	92,551.50	2,614,100.89	271,581.33	33,648.82	173,193.19	-	10,702,842.80
Noncurrent Assets:											
107.1 Restricted Cash and Cash Equivalents	396,509.24	-	-	511,653.08	89,490.00	-	-	-	-	-	997,652.32
154 Deposits	-	-	-	15,543.65	8,647.98	-	-	-	-	-	24,191.63
157 Unamortized Discounts on Bonds Sold	-	-	-	-	-	-	-	-	-	-	-
Capital Assets: (not including gov't funds)											
160 Land	577,044.92	-	30,738.42	22,249.94	19,000.00	15,300.00	62,930.82	301,267.92	-	-	1,028,532.02
162 Buildings	3,344,126.50	-	1,069,484.25	218,654.18	322,853.54	322,853.54	65,344.70	1,522,624.34	-	-	6,543,087.51
164 Improvements Other Than Buildings	7,276,283.45	-	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	-	25,696,329.87
166 Machinery and Equipment	2,250,405.69	-	81,069.33	1,390,139.34	171,674.75	5,177,795.89	46,623.15	292,085.97	328,486.34	-	9,688,402.42
168 Construction in Progress	322,052.24	-	-	7,189,284.55	-	5,177,795.89	-	-	-	-	12,689,132.68
Less: Accumulated Depreciation	(6,252,588.33)	-	(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)	-	(23,098,892.31)
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	7,913,833.71	-	4,818,224.82	10,277,743.92	3,362,775.73	5,839,468.27	113,757.71	2,604,585.14	26,391.34	-	34,956,780.64
TOTAL ASSETS	10,652,211.68	-	5,141,912.47	14,733,445.37	3,455,327.23	8,453,569.16	385,339.04	2,638,233.96	199,584.53	-	45,659,623.44

BANK CASH REPORT
2023

FUND GL	BANK NAME	FEBRUARY CASH BALANCE	MARCH RECEIPTS	MARCH DISBURSMENTS	MARCH CASH BALANCE	OUTSTANDING TRANSACTIONS	MAR BANK BALANCE
FIRST SAVINGS BANK							
BANK	FIRST SAVINGS BANK						2,323,764.56
101	General Checking Account	305,508.08	105,273.90	162,554.22	248,227.76		
101	Bad Check Account	554.34	0.00	0.00	554.34	10,364.26	
201	Second Penny	270,009.23	46,426.12	0.00	316,435.35		
211	Gross Receipts Tax	271,625.50	5,727.57	0.00	277,353.07		
301	Debt Svc-Clubhouse/Event Cntr	2,500.00-	0.00	0.00	2,500.00-		
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	0.00	0.00	0.00	0.00		
509	GRACE V NELSON EXPANSION 2022	0.00	5,875.00	5,875.00	0.00		
601	Municipal Liquor Store	0.00	0.00	0.00	0.00	385.72	
602	Water	178,093.48	60,710.10	44,262.89	194,540.69	498.87	
603	Electric	462,223.58	449,409.33	375,552.35	536,080.56	3,396.25	
604	Sewer	897.29-	31,881.92	50,750.37	19,765.74-	348.78	
611	Telephone	360,849.02	180,928.11	123,489.92	418,287.21	2,734.92	
612	Solid Waste	216,497.23	17,269.14	12,586.28	221,180.09	5,500.09	
615	Cablevision	161,957.65	36,556.60	36,423.13	162,091.12	721.23	
640	Bridges Golf Course	33,745.63-	19,960.93	34,768.05	48,552.75-	1,034.62	
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					5,201.88	
	WITHDRAWALS					50.00	
	FIRST SAVINGS BANK TOTALS	2,190,175.19	960,018.72	846,262.21	2,303,931.70	19,832.86	2,323,764.56
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
FSB- CSDP CHECKING							
BANK	FSB- CSDP CHECKING						24,291.63
503	ELECTRIC-CUSTOMER DEPOSITS	16,931.88	475.63	1,863.86	15,543.65		
511	TELEPHONE-CUSTOMER DEPOSITS	9,186.47	900.36	1,438.85	8,647.98	100.00	
	FSB- CSDP CHECKING TOTALS	26,118.35	1,375.99	3,302.71	24,191.63	100.00	24,291.63

BANK CASH REPORT
2023

BANK FUND GL	BANK NAME	FEBRUARY CASH BALANCE	MARCH RECEIPTS	MARCH DISBURSMENTS	MARCH CASH BALANCE	OUTSTANDING TRANSACTIONS	MAR BANK BALANCE
1ST DAKOTA NATL BANK-CHECKING							
BANK 601	1ST DAKOTA NATL BANK-CHECKING VIDEO LOTTERY CHECKING	0.00	0.00	0.00	0.00		
	1ST DAKOTA NATL BANK-CHECKING	0.00	0.00	0.00	0.00	0.00	0.00
1ST DAKOTA NATL BANK- SAVINGS							
BANK 601	1ST DAKOTA NATL BANK- SAVINGS VIDEO LOTTERY SAVINGS	0.00	0.00	0.00	0.00		
	1ST DAKOTA NATL BANK- SAVINGS	0.00	0.00	0.00	0.00	0.00	0.00
SD PUBLIC FUNDS IN TRUST							
BANK 101	SD PUBLIC FUNDS IN TRUST GENERAL FUND SD FIT	189,328.30	708.47	0.00	190,036.77		6,076,989.63
201	SECOND PENNY FUND SD FIT	727,450.29	2,687.83	0.00	730,138.12		
211	GROSS RECEIPTS TAX SD FIT	601,574.58	2,222.73	0.00	603,797.31		
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	17,245.18	63.71	0.00	17,308.89		
603	ELECTRIC SD FIT	2,486,480.70	9,187.21	0.00	2,495,667.91		
604	SEWER SD FIT	53,878.20	199.07	0.00	54,077.27		
611	TELEPHONE SD FIT	1,909,242.25	7,054.39	0.00	1,916,296.64		
612	SOLID WASTE SD FIT	26,271.12	97.06	0.00	26,368.18		
615	CABLEVISION SD FIT	0.00	0.00	0.00	0.00		
640	BRIDGES GOLF COURSE SD FIT	40,742.10	150.53	0.00	40,892.63		
	SD PUBLIC FUNDS IN TRUST TOTAL	6,054,618.63	22,371.00	0.00	6,076,989.63	0.00	6,076,989.63
=====							
	TOTAL OF ALL BANKS	8,270,912.17	983,765.71	849,564.92	8,405,112.96	19,932.86	8,425,045.82
=====							



90% MEETING AGENDA

DATE	April 25, 2023, 2:00 p.m.	
PROJECT	Beresford Wastewater Treatment Facility (WWTF) Improvements	BAI No. 23228.00
SUBJECT	90% Meeting Agenda	
LOCATION	Beresford City Hall	
ATTENDEES	<input checked="" type="checkbox"/> Jerry Zeimetz, City Administrator	
	<input checked="" type="checkbox"/> Elaine Johnson, Finance Officer	
	<input checked="" type="checkbox"/> Jeff Heidebrecht, Street/Water/Sewer Supt.	
	<input checked="" type="checkbox"/> Keith Kropuenske, Operator Foreman	
	Mike Antonson, Electric Department Superintendent	
	Art Schott, Public Works Committee Member	
	Troy Boone, Public Works Committee Member	
	William Roelke, Public Works Committee Member	
	Tanner Knutson, Operator	
	<input checked="" type="checkbox"/> Pat Carey, Banner Associates, Inc. – Client Services Manager	
	<input checked="" type="checkbox"/> Tanya Miller, Banner Associates, Inc. – Project Manager	
	<input checked="" type="checkbox"/> Christa DeVries, Banner Associates, Inc. – Project Engineer	

1) 90% DESIGN MEETING GOALS

- a) Review Design to Date
- b) Make Decisions ahead of City and DANR Review

2) DESIGN QUESTIONS/DECISIONS

- a) Site questions
 - i) Consider temporary access gate at north side of facility? Requires township approval?
 - ii) Laydown areas for the contractor's use?
 - iii) Effluent piping brought north of originally proposed discharge point to reduce flooding impact on discharge.
- b) Influent Flume Structure and Flow Monitoring



- c) Influent Sampling Building
 - i) We will plan for the city to purchase this. Will be placed on the east side of the influent structure.
 - ii) City will plan to bring electric from the site from gun club road and provide transformer. The contractor will install and connect all electrical connections.
 - iii) Concrete door pad size would be best set to match the width of the building so the building and door pad are in the same pour.
 - iv) Does the city want to install bollards in front of the building? Bollards are around \$1,000 each, city could also plan to install on their own in the future. *No Need*
- d) Effluent Control from Cells 1 and 2 (Manholes A-3 and A-5, respectively) and Intended Operating level of cells 1 and 2
 - i) Telescoping valve for Manhole A-3 – Potential control of around 20% of WWTF capacity
 - ii) Telescoping valve for Manhole A-5 – Potential control of around 9% of WWTF capacity
- e) Cell 3/Manhole A7
 - i) The water level in the manhole will submerge the shear gates. The weirs in the downstream splitter box control the water level of cell 3. Do you want to make changes to the shear gates?
 - ii) Banner will design the system so that the Pond 3 water level is at 7'.
- f) Blower Building [see handout]
 - i) Building size is currently 20'x32'
 - (1) Larger and smaller sizes had been discussed
 - ii) There will be a 5' sidewalk around the east, south and part of the west side of the building. Pads in front of the overhead door and walk door will have below grade supports as needed.
 - iii) A slide window will be installed on the south side of the building.
 - iv) We plan to use an aluminum door – steel is much less costly but would have a shorter life cycle. Steel could be used if the City is concerned about bullets from shooting range.
 - * v) City will bring electric from north to the blower building and will install transformer
 - vi) Different options for building banding [see 1A-300A]
 - vii) Parking area in front of building
 - (1) Per our site engineer – crushed concrete is acceptable as surfacing but it wont be an equal to poured concrete.
 - (2) City to confirm planned area for crushed concrete - *Do all Concrete*

viii) Does the city want to install bollards in front of the building? Bollards are around \$1,000 each, city could also plan to install on their own in the future. **NO**

g) SAGR

i) Ok with new manhole nomenclature of Manhole A-8, A-9, meter manhole, and A-10? **OK**

ii) Ok with Manholes A-8 and A-9 being approx. 2-2.5 feet above grade? Would approximately match the existing manholes onsite. **OK**

iii) We will plan for wood chips to act as insulation (on top of) the SAGR unless alternative materials of peat mulch or steel free rubber chips from recycled tires are preferred. **OK**

iv) Currently shown slope at north side of SAGR between pond 3 is 3:1, consider changing to 4:1 for ease of maintenance. **OK**

v) Use of HDPE for air pipe following 12-inch trunk main.

h) Generator – keep this as a bid alternate? Below is information from Nexom.

i) During an outage the nitrification in a SAGR mostly stops but resumes when restored. Nexom has tested the SAGR for 24 hours without aeration with no noticeable impact. They believe it would be able to go longer but do not have any testing to demonstrate how much longer.

ii) Regarding if the flow to the SAGRs were cut off and the flow was stored in the ponds:

- (1) The SAGRs will slow down without a “food source” but then recover quickly.
- (2) Often a power outage is associated with storm flows and adds very little in the way of loading.

iii) Electrical Engineer’s opinion of cost is \$125,000 to \$150,000. Could be 20’ long and 7.3’ wide. **NO**

i) Integration/Controls

i) If the city only wants to receive and acknowledge alarms, there is no benefit to a PC or tablet over a cell phone.

ii) A PC would be useful if the city wanted a computer to receive and track historical/trending info. Costs for this would include software and potentially another radio system for the location of the PC.

- (1) If no PC is used, the data could be downloaded as needed. It’s anticipated the data would need to be downloaded at least once every 5 years.

j) General questions/comments

i) We will be filing a 404 permit, based on the effects of the SAGR on the existing effluent area.

- (1) Basic 404 application is very simple, if we need to disturb over 0.1 acres of wetland, it could become more costly/complex.



ii) Sludge judge testing

(1) Volume testing by Rural Water. Additional coordination? How much effort would the city like to put into sludge volume testing.

(2) Lab testing by AET? Has this been approved by city council?

iii) City Ordinance Updates *Zed Beady - 4/17 - In Paper 4/27 - effective 5/17/23*

3) COSTS

4) SCHEDULE

- a) 90% Design Review Meeting..... April 25 2023
- b) Submit Final Bidding Documents for City Review..... May 5, 2023
- c) Submit Final Bidding Documents for SD DANR Review..... May 5, 2023
- d) Advertise for Bids..... June 2023
- e) Open Bids..... Late June/Early July 2023
- f) Award Bid..... Late July 2023
- g) Notice to Proceed with Construction..... August 2023
- h) Substantial Completion..... October 25, 2024
- i) Final Completion..... June 15, 2025

5) PICTURES TO OBTAIN WHILE ON SITE

- a) Height of existing manholes above grade
- b) Height of existing standpipes in Manhole A-3
- c) Height of existing standpipes in Manhole A-5

PREPARED BY Tanya Miller/Project Manager



Banner Associates, Inc.
 409 22nd Ave So, Box 298
 Brookings, SD 57006
 Tel 605.692.6342
 Toll Free 855.323.6342
www.bannerassociates.com

BAI NO 23228.00

PROJECT Beresford WWTF Facility Plan
 LOCATION Beresford, South Dakota
 DATE 4/25/2023

Opinion of Probable Cost

ITEM NO.	DESCRIPTION OF WORK AND MATERIALS	QTY	UNIT	UNIT PRICE	TOTAL
General Items					
1	Mobilization, Bond, & Insurance (10% of construction Costs)	1	L.S.	\$ 588,000	\$ 588,000
2	Contingencies (20% of Construction Costs) for Contractor work	1	L.S.	\$ 980,000	\$ 980,000
3	Concrete Washout Area	1	L.S.	\$ 1,600	\$ 1,600
4	Generator with Automatic Switch/other Mechanical	1	L.S.	\$ 60,000	\$ 60,000
4	Erosion Control	1	L.S.	\$ 16,000	\$ 16,000
5	Bypass around Influent Structure	1	L.S.	\$ 30,000	\$ 30,000
Construction for SAGR Equipment					
6	Nexom's Furnishings (2 blowers, design, in-tank piping, start up commission)	1	L.S.	\$ 2,100,000	\$ 2,100,000
7	Blower Building	640	S.F.	\$ 575	\$ 368,000
8	Mechanical Needs for Blower Building and System	1	L.S.	\$ 5,000	\$ 5,000
9	Electrical, Controls, Control Panel	1	L.S.	\$ 125,000	\$ 125,000
10	Blower VFDs	2	Each	\$ 50,000	\$ 100,000
11	Aggregate/Soil/Geotechnical Testing	1	Each	\$ 10,000	\$ 10,000
12	Aeration Piping - 12-inch	90	L.F.	\$ 580	\$ 52,200
13	Aeration Piping - 8-inch, 6-inch, 4-inch	800	L.F.	\$ 50	\$ 40,000
14	Aeration Piping - Fittings	1	L.S.	\$ 50,000	\$ 50,000
15	Process Pipe - 16 inches	350	L.F.	\$ 75	\$ 26,300
16	Process Pipe -8 inches	880	L.F.	\$ 50	\$ 44,000
17	Process Pipe - Fittings	1	L.S.	\$ 50,000	\$ 50,000
18	New Outfall Structure	1	LS	\$ 7,500	\$ 7,500
19	Uniform Graded Clean Rock	15,470	C.Y.	\$ 29	\$ 443,400
20	Insulating Wood Chips or Rubber Tire	1,620	C.Y.	\$ 12	\$ 19,500
21	Non-Woven Geotextile (8oz)	137,580	S.F.	\$ 0.18	\$ 24,800
22	HDPE Liner (60mil)	81,920	S.F.	\$ 3.50	\$ 286,800
23	Wall Framing and Sheathing	2,790	L.F.	\$ 48	\$ 134,000
24	SAGR Flow Splitting Structure	1	Each	\$ 50,000	\$ 50,000
25	Effluent Level Control MH	2	Each	\$ 10,000	\$ 20,000
26	Earth work and grading (includes topsoil)	1	Each	\$ 150,000	\$ 150,000
27	Dewatering	1	L.S.	\$ 50,000	\$ 50,000
28	Waste soil from SAGRs	4,800	C.Y	\$10.00	\$ 48,000



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BAI NO 23228.00

PROJECT Beresford WWTF Facility Plan
 LOCATION Beresford, South Dakota
 DATE 4/25/2023

Opinion of Probable Cost

ITEM NO.	DESCRIPTION OF WORK AND MATERIALS	QTY	UNIT	UNIT PRICE	TOTAL
29	Seeding	3	Acre	\$ 8,000	\$ 24,000
30	New Gravel Road to the North and West of SAGRs	284	Tons	\$ 25	\$ 7,100
31	Excavation of Existing Road from NE of SAGRs to gates	441	CY	\$ 22	\$ 9,700
32	Gravel for Existing Road from NE of SAGRs to gates	833	Tons	\$ 25	\$ 20,900
Other Site Upgrades					
33	Influent Structure - Demo and Replace Gates	1	L.S.	\$ 21,000	\$ 21,000
34	Influent Structure - Demo and Replace Aluminum Grating	1	L.S.	\$ 1,000	\$ 1,000
35	Influent Structure - Transducer for Parshall Flume	1	Each	\$ 9,000	\$ 9,000
36	Influent Structure - Pipe Demo to Ponds	1	L.S.	\$ 10,000	\$ 10,000
37	Influent Structure - New Pipe to Ponds	1	L.S.	\$ 15,000	\$ 15,000
38	Influent Structure - Construction of New Headwall	1	L.S.	\$ 10,000	\$ 10,000
39	Influent and Effluent Composite Sampling Equipment	1	L.S.	\$ 25,000	\$ 25,000
40	Effluent Flow Volume Monitoring Meter	1	L.S.	\$ 6,000	\$ 6,000
41	Effluent Flow Volume Monitoring Meter Vault	1	L.S.	\$ 10,000	\$ 10,000
42	Improvements to Manhole A-3	1	L.S.	\$ 15,000	\$ 15,000
43	Improvements to Manhole A-5	1	L.S.	\$ 15,000	\$ 15,000
44	Warning & Construction Signage	1	L.S.	\$ 800	\$ 800
45	Dredging of Pond 1	1	L.S.	\$ 384,000	\$ 384,000
Subtotal for Contractor - work					\$ 6,463,600
Items City is Paying for Outside of Contractor Work					
46	Contingencies (20% of Construction Costs) for City Work				\$ 25,000
47	Provide Electrical to Site	1	L.S.	\$ 100,000	\$ 100,000
48	Influent Sampler Hut for Composite Sampling	1	Lump Sum	\$ 10,000	\$ 25,000
Subtotal for Non-Contractor - work					\$ 150,000
Opinion of Probable Construction Costs =					\$ 6,613,600



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PRE-CONSTRUCTION MEETING AGENDA

DATE	April 21, 2023, 10:30 a.m.	
PROJECT	Beresford Ballfield Addition	BAI No. 23651.00
SUBJECT	Pre-Construction Meeting	
LOCATION	Beresford City Hall	
ATTENDEES	See attendance roster	

PURPOSE OF PRECONSTRUCTION CONFERENCE

General Conditions; to establish a working understanding among the parties as to the Work and to discuss schedules, shop drawings and other submittals, processing Applications for Payment, and maintaining required records.

INTRODUCTION AND ATTENDANCE

All present to sign attendance roster.

IDENTIFICATION OF OFFICIAL REPRESENTATIVES

OWNER			
NAME	City of Beresford	TEL	(605) 763-2008
ADDRESS	101 North Third Street		
	Beresford, SD 57004		
REPRESENTATIVE	Jerry Zeimetz	EMAIL	jerry@bmtc.net

DESIGN PROFESSIONAL(S)			
FIRM	Banner Associates	TEL	(605) 692-6342
ADDRESS	409 22 nd Avenue South		
	Brookings, SD 57006		
DESIGN PROFESSIONAL REPRESENTATIVE(S)			
NAME/TITLE		EMAIL	
NAME/TITLE	Joe Stonesifer, Project Engineer	EMAIL	joes@bannerassociates.com
NAME/TITLE	Pat Carey, Project Manager	EMAIL	patc@bannerassociates.com



CONTRACTOR			
FIRM	Parkway Construction – Tony Brown	TEL	605-368-2253 cell: 605-360-5033
ADDRESS	27070 Duke Avenue	EMAIL	parkwaysod@hotmail.com
	Tea, SD 57064		Tony.brown5033@icloud.com
CONTRACTOR REPRESENTATIVE(S) OR KEY SUBCONTRACTORS			
NAME/TITLE	John Walker	EMAIL	Walkercont87@gmail.com
	Walker Construction	PHONE	605-670-7966
NAME/TITLE		EMAIL	
		PHONE	
NAME/TITLE		EMAIL	
		PHONE	
NAME/TITLE		EMAIL	
		PHONE	
NAME/TITLE		EMAIL	
		PHONE	

1) PROJECT COMMUNICATIONS

- a) With the exception of on-site coordination, all communications from the Contractor shall be directed to Banner Associates, Inc.
 - i) Pat Carey, Project Manager
- b) With the exception of on-site coordination, all communications from the Subcontractors shall be directed to the General Contractor.
- c) Contractor Communications
 - i) Superintendent: Tony Brown
 - ii) Foreman for crews: Chris H

2) SCOPE OF PROJECT

- a) As described in the drawings and specifications
- b) Base Bid was accepted.
- c) Alternates may be considered- RFP for shade structures.
- d) RFP for dugouts – green treat lumber w/ steel roof (charcoal color).
- e) Prinsco may be willing to donate some drainage pipe materials.
- f) Award of Contract between Owner and Contractor, Date: Contract Date



3) COMMENCEMENT OF ON-SITE WORK

- a) Notice to Proceed, Date: April 10, 2023
- b) On-site work shall begin no earlier than the date specified on the Notice to Proceed.
- c) Insurance requirements and bonds have been submitted.

4) COMPLETION DATE / LIQUIDATED DAMAGES

- a) Renovation of existing field #2 cannot begin until after July 17, 2023. Substantial Completion date for the project is to be no later than October 27, 2023.
The project does include Liquidated Damages of \$500 per calendar day for the substantial completion deadline.
- b) Final Completion date for the project is no later than November 10, 2023.
The project does include Liquidated Damages of \$250 per calendar day for the final completion deadline.
- c) Refer to Article 4.03 of the Agreement for more information.

5) UTILITY COMPANY COORDINATION

- a) Contractor shall be responsible for coordinating utilities and contacting all utilities that may have their utilities affected in the construction area. Contractor is to maintain all markings until completion of Work.
 - i) Locations of known utility crossings are marked in plans. Depths of existing utilities must be field verified.
- b) Notify Owner of utility outages 72 hours in advance.
- c) Notify Owner at least 7 days in advance for connection to existing raw water line.

6) PERMITS

- a) Contractor is responsible for obtaining permits.
- b) Confirm what permits are required with the SDDANR.
 - i) Dewatering permit, NOI, SWPPP, etc..

7) EXTRA SETS OF CONSTRUCTION DOCUMENTS

- a) Does Owner or Contractor require additional sets of the plans and specifications?

~~**8) PLACEMENT OF PROJECT SIGN AND CONTRACTOR IDENTIFICATION SIGNS:**~~

- ~~a) Owner's preferred location: _____~~

9) PROCEDURE FOR PAYMENT APPLICATIONS

- a) Reference Section C-520 for payment procedures.
- b) Contractor to submit emailed copy of Application for Payment, Form EJCDC C-620
 - i) Show Change Orders that have been approved (signed) by Engineer and Owner.
 - ii) If payment for stored materials is requested, Contractor to submit invoices of the stored materials.
- c) Submit Application for Payment to Banner Associates, Inc. Attn: Pat. Can submit quantities for the month and Banner will prepare the pay application.
- d) Confirm: Progress payments are due to Banner Associates by the 3rd Friday of the month and to the City of Beresford by Wednesday prior to 1st Monday for Council meeting.



- e) Contractor to provide the following items with initial pay request:
 - i) Construction schedule and list of sub-contractors and suppliers

10) RETAINAGE OF PROGRESS PAYMENT

- a) Withholding of 10% of the payment claimed until substantial completion or at the discretion of the Engineer.
- b) At the time the Work is fifty (50) percent complete and thereafter, if the manner of completion of the Work and its progress are and remain satisfactory to the Engineer, in the absence of other good and sufficient reasons, and upon receipt of the Contractor's Consent of Surety; the Engineer will authorize partial payments on subsequently completed Work to be paid in full. Previously held retainage will continue to be held until substantial completion subject to the provisions of C-520, Article 6.02.1.
- c) Subject to consent of surety, upon Substantial Completion of the Work, the Contractor will receive a sum sufficient to increase the total payments to the full amount of the Contract sum less such amounts as Banner determines necessary to complete the work and settle claims.

11) ENVIRONMENTAL REQUIREMENTS

- a) Comply with applicable federal, state and local air and water quality standards during construction.

12) SCHEDULING AND COORDINATION ITEMS

- a) Contractor to prepare and submit construction schedule.
 - i) Address critical work sequencing and long lead items.
 - ii) Indicate full duration of the project.
 - iii) Coordinate with Owner, Subcontractors, Utilities, etc. to avoid conflicts.
- b) Submit updated construction schedule with each pay request and when requested.
- c) Work performed on holidays or weekends must be approved 2 days in advance.
- d) Coordinate surveying in advance to ensure timely staking. Banner will complete this work. Submit requests for surveying needs at least 2 weeks in advance when possible. A minimum of 1 week advance notice is required.
- e) Any other coordination items or contact information to facilitate coordination?

13) USE OF THE SITE

- a) The existing ball field will be in use during portions of the season. Contractor to coordinate activities with Owner to avoid conflicts.
- b) Work to be restricted to the areas as indicated on the drawings.
- c) Materials storage, employee parking shall occur within the site.
- d) Construction work week hours:
 - i) Monday - Friday, 7 am – 6 pm. Notify Owner/Engineer prior to working overtime or on a holiday.



14) SAFETY DURING CONSTRUCTION

- a) Contractor is responsible for all safety on the project.
- b) Contractor shall comply with all Federal, State and Local safety regulations. The Engineer will not interpret safety regulations but may advise if they witness an unsafe practice.
- c) Contractor shall not leave open manholes or excavations unattended.
- d) Contractor shall properly implement traffic control to prevent vehicles or pedestrian traffic from entering the construction site or other unsafe areas.
- e) Contractor safety requirements:
 - i) Safety requirements of Visitors: None

15) SECURITY REQUIREMENTS

- a) Contractor is responsible for the security of the construction area.
- b) Contractor shall not leave unattended vehicles/trucks unlocked.

16) CONSTRUCTION PROGRESS MEETINGS

- a) Monthly construction progress meetings - Time & Day; First Monday of the month at 5:30.
- b) Engineer to prepare meeting agenda and conduct construction progress meetings.

17) SUBMITTALS

- a) Shop Drawings and Product Data
 - i) General:
 - (1) Each submittal shall include a submittal number for identification purposes.
 - (2) A compiled set of electronic submittals or one (1) hardcopy retained by Engineer shall be turned over to the Owner at the time of substantial completion.
 - (3) Contractor is required to review each submittal prior to submitting to Engineer for review. Submittals that are not stamped or somehow acknowledged as "contractor reviewed" may be returned to Contractor for review.
 - ii) Electronic Submittals (preferred):
 - (1) Submit shop drawings and product data as electronic files (pdf format) directly to Engineer. Engineer will review and return submittal to Contractor.
- b) Owner will receive finalized submittals at the completion of the Project.

18) QUALITY CONTROL

- a) Contractor is responsible for providing a quality project.

19) TESTING/INSPECTION

- a) Contractor shall coordinate all testing and inspection with on-site engineer.

20) RECORD DRAWINGS



- a) Maintain a set of record drawings at the site. Indicate location of concealed construction and any changes in the work. The record drawings are to be turned over to the Engineer at completion of the project.

21) STORED MATERIALS

- a) Contractor shall at all times carefully and properly protect all materials both before and after being used on the job. The Contractor shall coordinate with the Engineer and the Owner for designating storage areas. All clean-up of staging areas shall be the Contractor's responsibility.

22) TEMPORARY FACILITIES

- a) Contractor to provide and maintain temporary facilities in clean and safe conditions.

23) PROGRESS CLEANING

- a) Keep Project site clean.
- b) Dispose of construction debris legally.
- c) **Take extra precaution with any debris that may blow into substation.**

24) REQUESTS FOR INTERPRETATION

- a) Subcontractors shall submit questions to General Contractor.
- b) General Contractor to submit questions to Banner Associates, Inc. in the form of a written Request for Interpretation (RFI).
- c) Requests may be submitted via FAX, e-mail or hard copy.
- d) Use of a standard form is requested.
- e) Contractor is to assign numbers and maintain a log of RFIs.

25) CHANGES IN THE WORK

- a) See General Conditions.
- b) Minor changes in the Work not involving changes in Contract time or amount may be authorized by Banner Associates, Inc.
- c) Proposed changes in the Work involving changes in Contract time and amount will be addressed by a Proposal Request (i.e. RFP).
 - i) RFP will be prepared by the Engineer and issued to Contractor. Contractor to return RFP with corresponding proposed cost to Engineer for review. Proposed cost shall itemize labor, material and subcontractor cost, including applicable taxes and overhead & profit.
 - ii) An RFP is not authorization for a change in work.
- d) Changes to contract via Change Order are not authorized unless documented and acknowledged/approved in writing by authorized personnel of Engineer and the Owner.

26) REQUESTS FOR EXTENSION OF CONTRACT TIME

- a) See General Conditions. Requests will be reviewed by the Engineer and require approval by Owner.

27) HANDLING DISPUTES

- a) Refer to General Conditions, Article 17.



28) SUBSTANTIAL COMPLETION

- a) Contractor to notify Engineer and Owner in writing that project is substantially complete and requests a substantial completion walk-through.
- b) Contractor to prepare and forward a list of items to be completed and corrected at time of substantial completion, include value to complete each remaining item.
- c) Contractor to submit all close out requirements (see below) prior to substantial completion walk-through.

29) CLOSE OUT REQUIREMENTS

- a) Warrantees on specified items.
- b) Recorded as-built set of drawings with all changes shown including addendums, modifications, supplementary instructions and change orders.

30) FINAL PAYMENT

- a) Submit Lien Waivers as indicated in the Contract Documents. Lien Waivers are required from Suppliers and Subcontractors prior to final payment.
- b) Submit Consent of Surety.
- c) Engineer and Owner will perform a final walk-through upon notification by Contractor that all items are completed.

31) OWNER COMMENTS

Existing watermain south of ballfield site is 6" PVC C900

Coordinate with City for future bridge crossing the ditch along the walking path.

Seeding – City will seed fields. Contractor to seed all other disturbed areas.

Prefab concession building to be delivered in 60 days. City to coord getting building set and location for required floor and wall penetrations.

Irrigation – ballfield 2 has booster pump to be installed in existing concession building.

City to coordinate final location for booster pump and irrigation control for new fields – either in storage building or concession building.

Electric Dept plans to set transformer east of new concession building.

Plan to move batting cages to south of Field 5.

Stake proposed concession building when staking water and sewer so service stubs can be installed in correct location.

Address of field – 1100 North Third Street

PREPARED BY Pat Carey, PE



Banner Associates, Inc.
 409 22nd Avenue South
 Brookings, SD 57006
 Tel 605.692.6342
 Toll Free 855.323.6342
www.bannerassociates.com

MEETING ATTENDANCE ROSTER

DATE	April 21, 2023, 10:30 a.m.	
PROJECT	Beresford Ballfield Addition	BAI No. 23651.00
SUBJECT	Pre-Construction Meeting	
LOCATION	Beresford City Hall	

Please provide name, firm name, phone number and email address.

- 1 NAME: Lyle Proum EMAIL: lproum@thinkconfidential.com
 FIRM: CONFIDENTIAL TEL: 605.339.1205
- 2 NAME: Joe Stonerfer EMAIL: joes@bannerassociates.com
 FIRM: Banner TEL: 712-540-3912
- 3 NAME: Jerry Zeimich EMAIL: jerry@bmtc.net
 FIRM: City of Beresford TEL: 605-751-9210
- 4 NAME: Pat Carey EMAIL: pat@bannerassociates.com
 FIRM: Banner Assoc TEL: 605-690-7022
- 5 NAME: Elaine Johnson EMAIL: elaine@beresfordsd.com
 FIRM: City of Beresford TEL: 605-763-2008
- 6 NAME: John Walker EMAIL: Walkercont87@gmail.com
 FIRM: Walker Const TEL: 605-670-7966
- 7 NAME: Tony Brown EMAIL: Tony.brown50330@icloud.com
 FIRM: LT Companies Inc TEL: 605-360-5033
- 8 NAME: Keith Kropiewski EMAIL: walker@beresfordsd.com
 FIRM: City of Beresford Street Dept. TEL: 605-751-9056
- 9 NAME: Jeff Heidebrecht EMAIL: jeff@beresfordsd.com
 FIRM: Beresford City Public Works TEL: 605-751-9151
- 10 NAME: Kelly Haisch EMAIL: Kelly@beresfordsd.com
 FIRM: Beresford City Parks + Pool TEL: 605-956-0314

- | | | |
|----|-------------------------------|------------------------------|
| 11 | NAME: Tony Lauruck | EMAIL: BeresfordTel |
| | FIRM: tony.l@beresfordtel.com | TEL: 605-763-2500 |
| 12 | NAME: Mike Antonson | EMAIL: electric@bnfc.net |
| | FIRM: Beresford Electric | TEL: 605-670-3168 |
| 13 | NAME: Teresa Sreeggen | EMAIL: sreeggencpa@gmail.com |
| | FIRM: Beresford City Council | TEL: 605-321-7294 |
| 14 | NAME: Michael Tiedeman | EMAIL: usdtator2@yahoo.com |
| | FIRM: City Council | TEL: 605-675-9414 |
| 15 | NAME: | EMAIL: |
| | FIRM: | TEL: |
| 16 | NAME: | EMAIL: |
| | FIRM: | TEL: |
| 17 | NAME: | EMAIL: |
| | FIRM: | TEL: |
| 18 | NAME: | EMAIL: |
| | FIRM: | TEL: |
| 19 | NAME: | EMAIL: |
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| 20 | NAME: | EMAIL: |
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| 21 | NAME: | EMAIL: |
| | FIRM: | TEL: |
| 22 | NAME: | EMAIL: |
| | FIRM: | TEL: |
| 23 | NAME: | EMAIL: |
| | FIRM: | TEL: |
| 24 | NAME: | EMAIL: |
| | FIRM: | TEL: |

BERESFORD BALLFIELD CONSTRUCTION TIMELINE

TASK	TIMEFRAME
TRAFFIC CONTROL	April 24 to 26
EROSION CONTROL	April 24 to 26
UNCLASSIFIED EXCAVATION	April 27 to May 24
UNDERGROUND PIPING	May 1 to May 12
TOPSOIL PLACEMENT	May 22 to June 2
INSTALL GRAVEL ROAD/PARKING LOT	June 5 to June 16
INSTALL DUGOUT & BACKSTOP POSTS	June 5 to June 23
CONCRETE SIDEWALKS	June 26 to July 14
INSTALL INFIELD STORM DRAIN	July 17 to July 28
INSTALL AG LIME	July 31 to August 25
INSTALL OUTFIELD FENCE	July 31 to Sept. 1
INSTALL SPRINKLER SYSTEM	July 24 to Sept. 8
BUILD DUGOUTS AND BATTING CAGE	August 14 to Sept. 1
SEEDING	August 28 to Sept. 1
PLANT TREES	Sept. 1 to Sept. 11
INSTALL BASES & PITCHERS MOUND	Sept. 11 to Oct. 5

LEGEND:

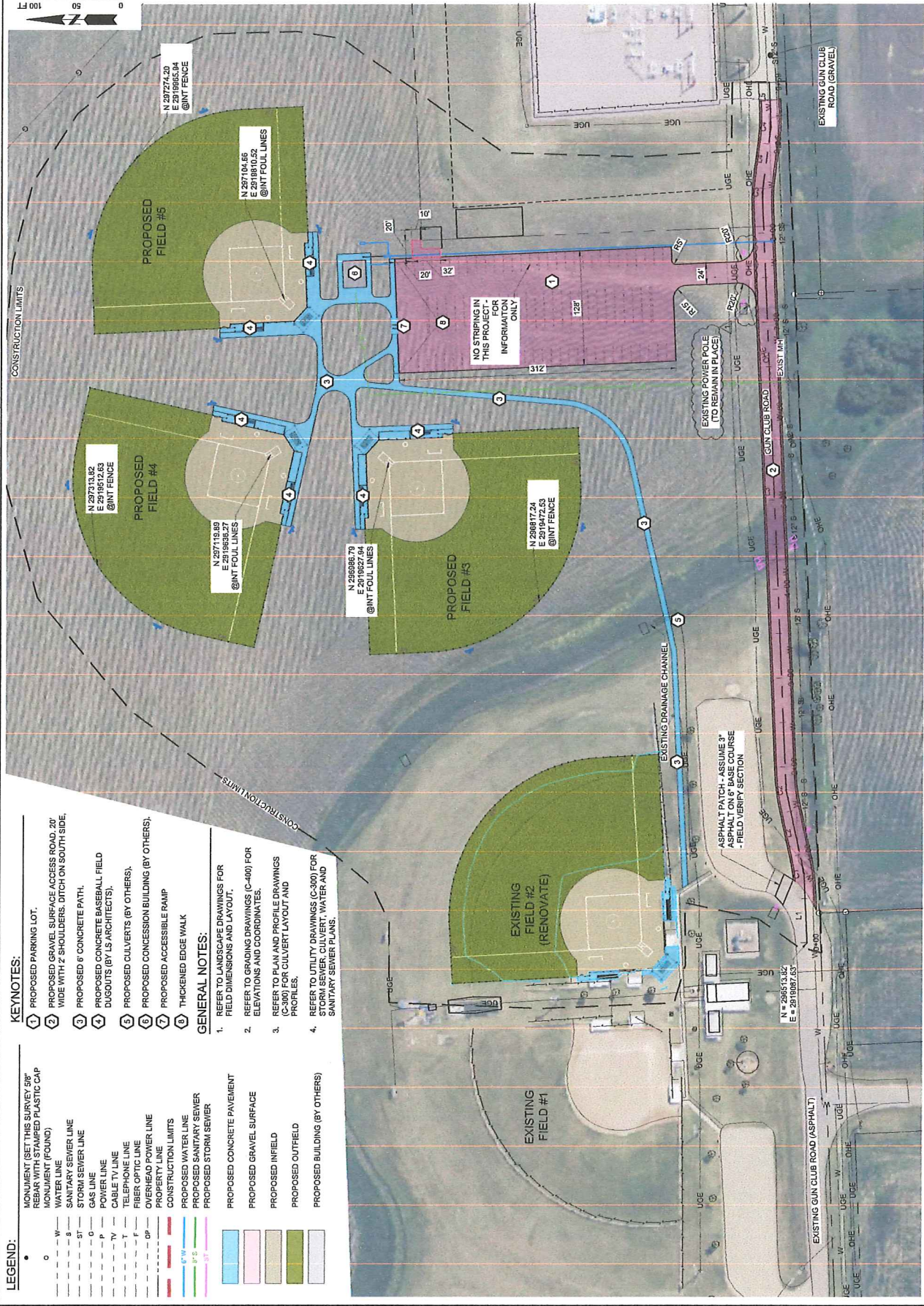
- MONUMENT (SET THE SURVEY 6" MONUMENT WITH STAMPED PLASTIC CAP)
- W — WATER LINE
- S — SANITARY SEWER LINE
- ST — STORM SEWER LINE
- G — GAS LINE
- P — POWER LINE
- C — CABLE TV LINE
- F — FIBER OPTIC LINE
- OP — OVERHEAD POWER LINE
- — — — — PROPERTY LINE
- — — — — CONSTRUCTION LIMITS
- — — — — PROPOSED WATER LINE
- — — — — PROPOSED SANITARY SEWER
- — — — — PROPOSED STORM SEWER
- — — — — PROPOSED CONCRETE PAVEMENT
- — — — — PROPOSED GRAVEL SURFACE
- — — — — PROPOSED INFIELD
- — — — — PROPOSED OUTFIELD
- — — — — PROPOSED BUILDING (BY OTHERS)

KEYNOTES:

1. PROPOSED PARKING LOT.
2. PROPOSED GRAVEL SURFACE ACCESS ROAD, 20' WIDE WITH 2' SHOULDERS, DITCH ON SOUTH SIDE.
3. PROPOSED 6" CONCRETE PATH.
4. PROPOSED CONCRETE BASEBALL FIELD DUGOUTS (BY LS ARCHITECTS).
5. PROPOSED CULVERTS (BY OTHERS).
6. PROPOSED CONCESSION BUILDING (BY OTHERS).
7. PROPOSED ACCESSIBLE RAMP
8. THICKENED EDGE WALK

GENERAL NOTES:

1. REFER TO LANDSCAPE DRAWINGS FOR FIELD DIMENSIONS AND LAYOUT.
2. REFER TO GRADING DRAWINGS (C-400) FOR ELEVATIONS AND COORDINATES.
3. REFER TO PLAN AND PROFILE DRAWINGS FOR CULVERT LAYOUT AND PROFILES.
4. REFER TO UTILITY DRAWINGS (C-300) FOR SANITARY SEWER, WATER AND SANITARY SEWER PLANS.



**BERESFORD BALLFIELD ADDITION
OVERALL SITE PLAN**

BERESFORD, SOUTH DAKOTA
DESCRIPTION

REV	DATE	DESCRIPTION
1	4-24-23	RFT 1 - REVISED CULVERT @ PARKING DRIVE



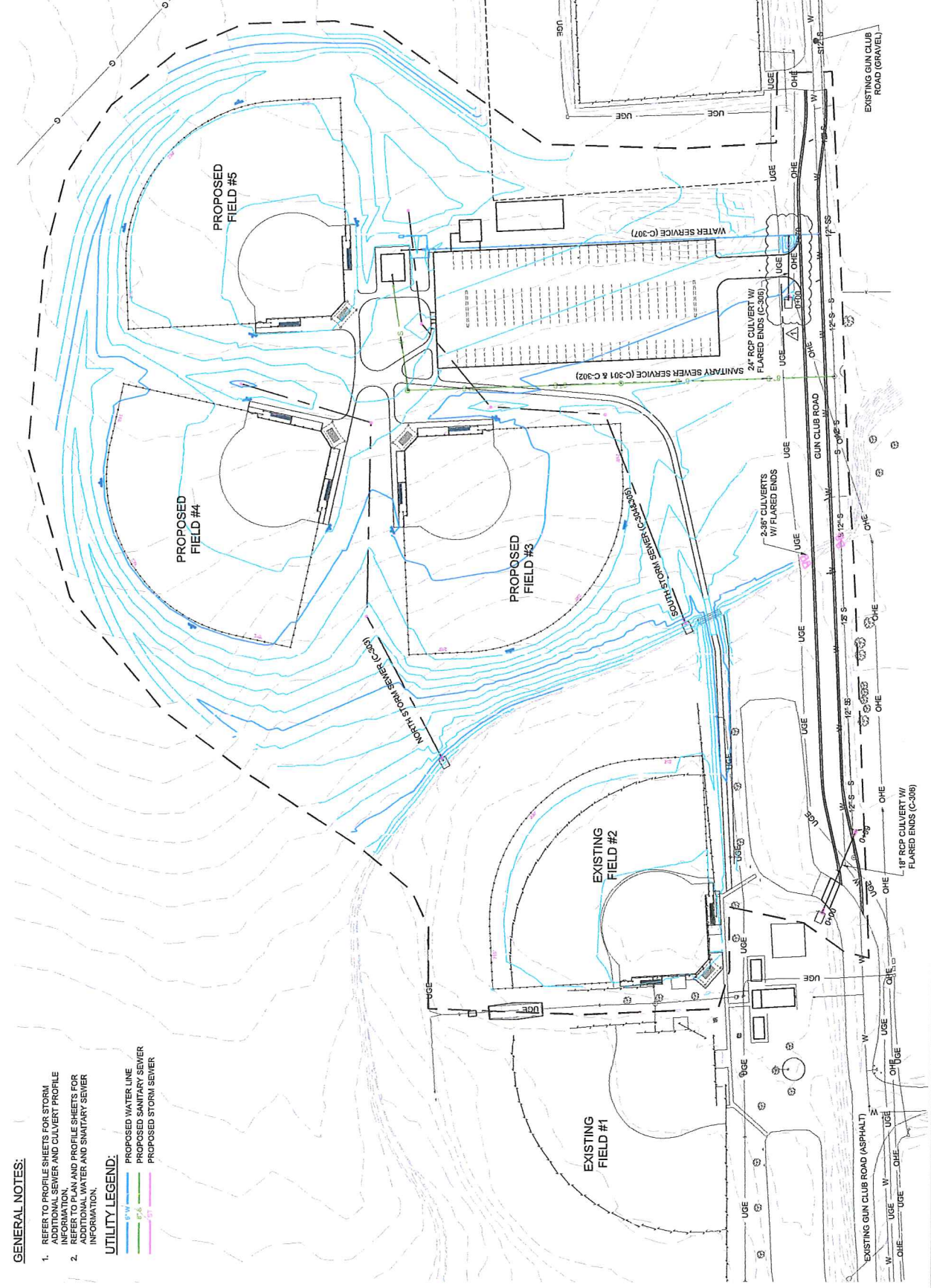
PROJECT / SHEET TITLE:
JOB NO.: 2301-09
DATE: JANUARY 2023
ENG / ARCH: TMB
TECHNICAL: VHT
SCALE: NOT TO SCALE

SHEET NO.: C-200



REV	DATE	DESCRIPTION
1	4-24-23	RFT 1 - REVEAL CULVERT & PARKING DRIVE

PROFESSIONAL ENGINEER
STATE OF SOUTH DAKOTA
REG. NO. 1258
DATE: 2015-10
JOB NO.: 2301-10
DRAWN BY: TMS
CHECKED BY: VSH
TECHNICAL: VSH
SCALE: AS SHOWN
SHEET NO.: **C-300**



- GENERAL NOTES:**
- REFER TO PROFILE SHEETS FOR STORM ADDITIONAL SEWER AND CULVERT PROFILE INFORMATION.
 - REFER TO PLAN AND PROFILE SHEETS FOR ADDITIONAL WATER AND SANITARY SEWER INFORMATION.

- UTILITY LEGEND:**
- PROPOSED WATER LINE
 - PROPOSED SANITARY SEWER
 - PROPOSED STORM SEWER

ORDINANCE NUMBER 2023-05

A ZONING AMENDMENT FOR THE CITY OF BERESFORD

AN ORDINANCE REZONING AND AMENDING THE ZONING REGULATIONS FOR THE CITY OF BERESFORD, SOUTH DAKOTA, BY REZONING FROM FROM NATURAL RESOURCE CONSERVATION DISTRICT (NRC) AND SINGLE FAMILY RESIDENTIAL DISTRICT (R-1) TO MULTI-FAMILY RESIDENTIAL DISTRICT (R-2) THE FOLLOWING PROPERTY:

Bak Tract One (1) of Freeman's Tract One (1) and Lot One (1) in the Southeast Quarter (SE ¼) of Section Thirty-Two (32), Township Ninety-Six (96), Range Fifty (50), City of Beresford, Lincoln County, South Dakota

That this Ordinance amends zoning regulations for the City of Beresford, South Dakota, with such regulation being set forth in the document titled Beresford Zoning Ordinance; provides restrictions, district boundaries and zoning map; provides for the administration, enforcement and amendment of this Ordinance; and repeals any other ordinance or parts thereof in conflict with this Ordinance.

Passed and adopted this 1st day of May, 2023

ATTEST:

Nathan Anderson, Mayor
City of Beresford

Elaine Johnson
Finance Officer

First Reading: April 17, 2023
Second Reading: May 1, 2023
Date Adopted: May 1, 2023
Publication Date: May 11, 2023
Effective Date: May 31, 2023

ORDINANCE NUMBER 2023-06

A ZONING AMENDMENT FOR THE CITY OF BERESFORD

AN ORDINANCE REZONING AND AMENDING THE ZONING REGULATIONS FOR THE CITY OF BERESFORD, SOUTH DAKOTA, BY REZONING FROM FROM MULTI-FAMILY RESIDENTIAL DISTRICT (R-2) TO GENERAL BUSINESS DISTRICT (GB) THE FOLLOWING PROPERTY:

Industrial Tract 7A in E. ½ of the SE ¼ of Sect. 6, Township 95 North, Range 50 West of the 5th P.M. City of Beresford, Union County, South Dakota

That this Ordinance amends zoning regulations for the City of Beresford, South Dakota, with such regulation being set forth in the document titled Beresford Zoning Ordinance; provides restrictions, district boundaries and zoning map; provides for the administration, enforcement and amendment of this Ordinance; and repeals any other ordinance or parts thereof in conflict with this Ordinance.

Passed and adopted this ____ day of May, 2023

ATTEST:

Nathan Anderson, Mayor
City of Beresford

Elaine Johnson
Finance Officer

First Reading:
Second Reading:
Date Adopted:
Publication Date:
Effective Date:

FRIEBERG, NELSON & ASK, L.L.P.

ATTORNEYS AT LAW

ROBERT B. FRIEBERG
THOMAS H. FRIEBERG
LARRY A. NELSON
BRENDA M. ASK
SAMUEL J. NELSON

Sender's Address:
115 N. 3rd St.
P.O. Box 511
Beresford, SD 57004-0511

AUGUST FRIEBERG (1863-1932)
ROSCOE A. FRIEBERG (1903-1982)
BLAINE O. RUDOLPH (1925-2016)

PHONE: (605) 763-2107
FAX: (605) 763-2106
EMAIL: afelts@frieberglaw.com

April 25, 2023

To: Beresford City Council

Subject: Proposed Rezone for Windmill Campground Expansion

I am writing to inform you of a proposed rezone for the Windmill Campground expansion. As you may know, the current campground is zoned as R-1, but it is able to hold a campground because it is grandfathered in. However, the proposed expansion to the real estate located to the west of the property. is currently zoned as R-2, which does not allow a campground of any kind.

The preferred method would include a rezone of the current property if the campground were to be constructed. The city would rezone and follow the procedure under a conditional use permit. However, upon revocation of a conditional use permit, the owner could use the land for essentially any general business purpose as permitted in Section 19.01 of the Beresford Zoning Regulations. This option would provide the Windmill Campground with greater flexibility to expand and operate if the conditional use permit was not renewed or revoked, but it may also have implications for the surrounding area.

In addition to the requirement for proper conditional use permit procedure, there are numerous other requirements for one to receive a conditional use permit for a campground in a general business district. Each lot on the campground must contain at least 2,000 square feet and be supplied with city water and sanitary sewer services. The campground must additionally have an access road on the site that is paved, approved by the city, and at least 20 feet wide for two-way traffic. Also, all parking areas on the property must be hard surfaced with asphalt or concrete. These are the minimum qualifications for one to qualify for a conditional use permit. The Board of Adjustment ultimately retains the authority to require additional, reasonable stipulations before granting a conditional use permit even after a rezone of the property and can revoke the conditional use permit if those stipulations are not followed.

ATTORNEY-CLIENT CONFIDENTIAL MEMORANDUM

TO: MAYOR ANDERSON AND CITY COUNCIL

FROM: TOM FRIEBERG, CITY ATTORNEY

DATE: APRIL 12, 2023

RE: STREET DANCE REQUEST

At the April 3, 2023 City Council Meeting, a request was presented by Lonnie Merriman of Klassix with regard to the ability to relocate the band for the Old-Fashioned Saturday Night Dance that is held at Klassix.

In general, liquor licenses are restricted to the premises to which the license is issued. Further, SDCL 35-1-5.3 provides that it is a misdemeanor to consume distilled spirits in any public place, unless a permit is granted by SDCL 35-1-5.5.

SDCL 35-1-5.5 allows the governing body of a municipality to permit the consumption, but not the sale of any alcoholic beverage on property owned by the public or by a non-profit corporation within its jurisdiction. The period may not exceed 24 hours and the hours of authorized consumption may not exceed those permitted for on-sale licensees.

For purposes of SDCL 35-1-5.3, public place includes any street or highway. Thus, with a permit issued by the City of Beresford, Klassix would be entitled to use the street for the Old-Fashioned Weekend dance on Saturday evening provided no sale of alcoholic beverages takes place off of Klassix premises. The consumption would only be permitted with authorization from the City Council by the issuance of a permit for that special event.

If the City Council is in favor of authorizing the dance to take place on 3rd street in front of Klassix, a permit can be issued on the condition that the sale of alcoholic beverages only take place on Klassix premises.

CURRENT

Annual Appointments by Mayor approved by City Council (1st Council meeting in May)

City Attorney – Frieberg, Nelson & Ask LLP

Finance Officer – Elaine Johnson

Building Inspector – Gary Roan

Code Enforcement Officer – open

Buildings & Insurance Committee – Boone, Schott, Seeley
(Includes: city buildings, city insurance)

Finance & Utilities Committee – Seeley, Sveeggen, Tiedeman (Includes
Telephone, CATV, Electric, Finance)

Mayoral Advisory Committee – Boone, Roelke, Sveeggen (advises mayor on
issues and appointments)

Parks, Pool, Recreation & Education Committee- Boone, Tiedeman, Sveeggen
(Includes: swimming pool, parks, golf course/event center, school)

Policy & Procedures Committee – Roelke, Seeley, Tiedeman
(Includes: union labor negotiations, ordinance review, employee manual, human
resources)

Public Safety Committee – Roelke, Sveeggen, Schott
(includes: Fire, Police, and Ambulance)

Public Works Committee– Boone, Roelke, Schott
(Includes: streets, water, sewer, solid waste, recycling)

Library Board – Council Representative Troy Boone

Bus Board – Council Representative Will Roelke

Community Education – Council Rep. Eli Seeley & Teresa Sveeggen

BEDCO – Council Representative Teresa Sveeggen

Emergency Manager – Tarz Mullinix

Health Officer – Sanford Clinic – OPEN

Lewis and Clark Regional Water Board – Tom Erickson

4/17/23

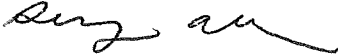
Dear Austin,

I am writing to provide my formal resignation notice for Beresford Municipal Telephone Company. My last day as Telephone Technician I will be April 28th, 2023.

In the next 2 weeks I will do my best to ensure a smooth transition, and will gladly accept guidance on where my focus will best prepare you and the entire team for ongoing success.

Thank You for giving me this opportunity.

Sincerely,

A handwritten signature in cursive script, appearing to read "Denny Allen".

Denny Allen

Notice of Job Opening
Beresford Municipal Telephone Company
Telephone Technician I

Beresford Municipal Telephone is accepting applications for a Telephone Technician I. The successful candidate will install, maintain & service customer's home or business telephone, Internet, and cable TV services. They will also be responsible for locating underground facilities, and for the maintenance of the BMTC offices. A working knowledge of Internet, video and telecommunication services being delivered over fiber, and coax is preferred.

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 a degree in Telecommunications or related field, and 1-2 years work experience. This candidate must also be a self-starter, detail-oriented, possess strong communication & customer service skills, and have a desire to work in a team environment. Residency within a distance from the Central Office adequate to meet a 15-minute response time required.

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

Telephone Technician I

Job Description

BeresfordTel is a thriving broadband and telecommunications service provider that connects the people and businesses of Beresford, SD through a robust fiber optic network. We deliver our customers the highest quality Internet, with speeds up to 1 Gig, Cable TV, and local and long-distance phone service. BeresfordTel also provides enterprise solutions including Hosted PBX and surveillance camera systems. BeresfordTel's dedicated staff are focused on providing our customers with the best technology and support.

Our telephone technician I will install, maintain and service customer's home or business location, installs fiber drops, network interface devices and ONT's and performs initial wiring and rewiring for new subscriber systems. Our technician may also install broadband communications equipment and cable TV service and will provide maintenance for the telephone buildings.

This position requires the ability to complete work on an individual basis and to participate as a member of a team to complete tasks and engage in problem solving activities. As experience and knowledge is gained, incumbents are expected to progress to more complex assignments and require less supervision.

Essential Job Functions

- Installs new service & equipment for subscribers by installing fiber drops, network interface devices, and ONT's.
- Maintains, troubleshoots and repairs existing outside plant by using test equipment to locate line trouble.
- Complete installation and trouble service orders.
- ~~Assist in installation of other diversified telco services, including broadband communications, video, surveillance systems, fiber optic facilities, etc.~~
- Maintain fiber optic and CATV facilities.
- Maintain material inventory on work vehicle.
- Locate underground cables per requests and respond to emergency locates on a 24/7-hour basis.
- Installation and repair of customer premises equipment.
- Perform line work & ground work as necessary.
- ~~Maintain buildings by dusting, sweeping, vacuuming, and mopping floors.~~
- Pick up incoming freight & deliver to appropriate person or put away.
- Maintain inventory of stock for telephone, internet, and cable TV department. Informs appropriate personnel when supplies need to be ordered.
- Assist with buried fiber & cable TV main line when requested.
- Check returned equipment. Cleans and stores for future use or discards when appropriate.
- Assist technicians to install and remove CATV traps.
- ~~Removal of snow from sidewalks & driveways of assigned areas.~~
- Perform other duties as assigned.

Knowledge, Skill, Abilities

- Some knowledge of telecommunications plant, equipment, operations, and maintenance preferred.
- Ability to read/interpret documents such as maps, staking sheets, etc.
- Working knowledge of Windows based personal computer equipment, including Microsoft Office Suite.
- ~~Ability to safely use ladders, trenching equipment and other associated construction equipment.~~
- Must be detail oriented with strong verbal and written communication skills.
- Ability to communicate with co-workers and various business contacts in a professional and courteous manner.

- The physical demands of this position require standing, sitting, stooping, kneeling, walking, the ability to lift at least 50lbs, and working from heights 15ft or above.
- Employee must be able to work in an outdoor environment year-round in all weather conditions.
- Must demonstrate a positive attitude in a rapidly changing industry.
- Knowledge of company products and services.
- Ability to set priority of tasks according to urgency.
- Ability to maintain accurate, up-to-date records.

Education and Experience

- High School diploma or equivalent.
- 1-2 years of experience in the Telecommunications field preferred.
- Degree in Telecommunications, Computer Networking, or similar degrees preferred.
- Possess and maintain a valid and insurable South Dakota driver's license.

What this Position Offers You

- Great work environment in a family-friendly community.
- An attractive compensation and benefits package. Pay depending on experience.

Other

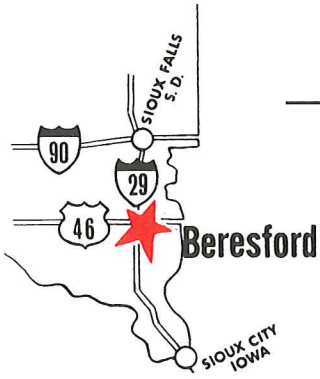
- Must reside within 15 minutes of Beresford, SD.
- Monthly on-call rotation.
- Attend outside training opportunities as necessary.

Location

- Beresford, South Dakota

This job description is intended to illustrate the general nature and level of work expected of employees assigned to this position. It is not intended to be construed as an exhaustive list of all responsibilities, duties, and skills required for this position. Furthermore, this is not a contract for employment and is subject to change at the discretion of management.

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



101 N. Third
Beresford, S.D. 57004-1796
PHONE: (605) 763-2008
FAX: (605) 763-2329

MUNICIPAL SUBSIDY DRAWDOWN REQUEST

CITY OF BERESFORD

Beresford Chamber of Commerce hereby requests the drawdown of the monetary subsidy appropriated for the agency on the FY2023 Municipal Budget in the amount of \$3,500.00.

Attached is the required financial statement to be filed in lieu of a formal audit, as per statute.

Authorized Signature: Joanne Paulsen

Date: 4-27-23

Jerry Zeimetz

From: Elaine Johnson
Sent: Friday, April 28, 2023 10:41 AM
To: Jerry Zeimetz
Cc: Rachel Johnson
Subject: May 1, 2023 Council Agenda / Payroll

Jerry-

A few payroll items for the May 1 council agenda:

Gage Lyle was hired as the Pool Manager at the 04/17/23 Council meeting at \$16.85/hr. He called and stated that with the workload and swimming lessons, he wants \$17.00/hr. Gage is starting his 5th year at the swimming pool. With the number of hours he worked last year as the assistant manager, and the requested \$0.15/hr. increase, this request would be an additional \$65-\$75.

Kasen Voss & Tiegen Nyhaug were hired at the 04/17/23 Council meeting for the Parks Dept. After reviewing Federal Child Labor Laws, these 2 are not old enough to work in the Parks Dept. Park/Pool Supt. Kelly Haisch visited with them and they both are willing to be Swimming Pool Attendants at \$10.80/hr.

Park/Pool Supt. Kelly Haisch is requesting to hire Carter Sveeggen for the Parks Dept at \$11.93/hr. This is the approved part-time scale, starting wage for ground maintenance.

Bridges Clubhouse Manager, Ben Reiter is requesting to hire 2 seasonal Clubhouse Attendants, Derek Maas at \$10.80/hr. and Kaden Anderson at \$11.70/hr. (starting 4th year). Kaden has already started working, Ben is requesting to compensate the wage difference for the hours already worked.

Ben Reiter is also requesting to hire Gabrielle Engbarth as a server/bartender at \$10.80/hr.

Thanks,

Elaine Johnson

City of Beresford / Finance Officer
101 N 3rd St. Beresford, SD 57004
(605) 763-2008

My email address has changed to elaine@beresfordsd.com

City of Beresford Travel Voucher

Name: Jane Norling

1. Destination & Location of Event: Mitchell, SD Tues. May 2

2. Reason for travel: Regional Library Training - Strategic Planning
(Meeting Agenda, Training Schedule or other supporting documentation must be attached.)

3. Place of departure: Beresford

4. Departure time & date: 8:00 am Tues. May 2

5. Arrival time & date: 9:45 am Tues. May 2

6. Cost of Lodging: Ø

Departure from destination:

7. Departure time & date: 3:15 pm, Tues May 2

8. Arrival time & date: 5:00 pm Tues May 2

Transportation:

Personal Vehicle:

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

City Owned Vehicle:

Commercial Transportation:

Cost of commercial transportation: _____

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

Signature: Jane Norling Date: 4-26-23

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: Glaine Johnson

Training Calendar

[Annual Events and More](#) / Training Calendar

The State Library posts calendar events including training webinars hosted by SDSL staff, database vendors and other library-related events.

The calendar below defaults in a monthly layout, however, you may adjust to weekly or agenda (list based) for your convenience.

SDSL Calendars: Trainings and More!

Today May 2023 Print Week Month Agenda

Sun	Mon	Tue	Wed	Thu	Fri	Sat
30 School Library Month	May 1 10am Regional Library Tr	2	3	4 10am CSLP Slogan Words WhoFi Community C	5 10am Hidden Gems in Wo	6
7	Regional Library Training, Mitchell When Tue, May 2, 10am – 3pm Where Mitchell Public Library, 221 N Duff St, Mitchell, SD 57301, USA (map) Description The South Dakota State Library is excited to facilitate regional library training sessions in four regions of the state. These trainings are an opportunity for library directors, staff, and trustees to learn and network. All sessions are 10am - 3pm local time. SDSL: Regional Library Trainings APRIL 6 MITCHELL EVENT WAS POSTPONED DUE TO WEATHER. more details copy to my calendar			11	12	13
14				18 10am Learning Express m Collect + Connect N	19	20
21 8:30am Summer Reading	22	23	24 Scan For Keeps: Britton	25 11am Summer Reading -	26	27
28	29	30	31	Jun 1	2	3

Events shown in time zone: Central Time - Chicago Calendar

SDSL Services

- Databases
- Accessible Library Services
- Public Libraries
 - Public Library Standards Manual

SD DOE

- Department of Education (SD)
- State Historical Society
- DOE Notice of Nondiscrimination
- DOE Media Releases

City of Beresford Travel Voucher

Name: Annie Crist
South Dakota State Library Institute, Aberdeen

1. Destination & Location of Event: _____

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

3. Place of departure: Beresford

4. Departure time & date: June 3rd

5. Arrival time & date: June 3rd

6. Cost of Lodging: staying on campus

Departure from destination:

7. Departure time & date: June 9th - 1pm

8. Arrival time & date: June 9th 5pm

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:

3 Meals for 6 days 18 meals

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

Signature: Annie Crist Date: 3/30/23

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

LIBM 492 - TP: LIBRARY INSTITUTE

Financial support provided by a third party enables us to charge a reduced tuition per credit hour for this course.

Tuition per credit: \$40.00

Credits: 2 credits

Location: Northern State University

Seminar Date: June 4, 2023 - June 9, 2023

Course Dates: June 4, 2023 - June 18, 2023

Payment: Tuition payments are made at the NSU Finance Office located in the Krikac 202A or online payment using e-check or credit card through SDePay.

If mailing a check, it may be sent to:

Northern State University

Finance Office

1200 S Jay St

Krikac 202A

Aberdeen, SD 57401

Application Term

Library Training Institute 2023

Children's Services and Programming

Public Library Services

Library Institute

Agenda

Library Institute 2023 is June 4 through 9 at Northern State University in Aberdeen, South Dakota.

Faculty

Registration

Northern University

library institute 2023 childrens programming

2023 Agenda

Times and listings are subject to change.

Sunday, June 4

Dorm set-up and pre-test

Monday, June 5

8:30-12:00 Noon & 1:00-5:00 PM

Pamela Diaz Martin: Early Childhood Literacy Consultant whose workshops are shaped by experience as a children's librarian and branch manager. In the morning, you will be learning how to incorporate STEAM content into your work with young children. In the afternoon, we will be exploring ways to support early literacy both in and out of the library through programs and creating a literacy-rich environment.

Tuesday, June 6

8:00-12 Noon

South Dakota Discovery Center: Representative will be sharing the resources to include STEM kits and how to check them out for your library

1:00-5:00 PMSD Author, Jean Patrick: She is currently a Children's Librarian at Mitchell Public Library and an author of many books to include Long Armed Ludy, The Girl Who Struck Out Babe Ruth plus the story telling process

Wednesday, June 7

8:00-12 Noon

SD Parent Connection: Presenting on the CDC's Learn the Sign Act Early (LTSAE), Ambassador to South Dakota, SD Parent Connection, Project Director for the statewide Family to Family Health Information Center at South Dakota Parent Connection since 2008. Presenting on Family Resource Guide

1:00-3:00 PM

SD Author, Tammy Knudtson: "A COVID Transformation Story: How a Corgi Lover Became a Children's Book Author"

Plus time for follow-up

Thursday, June 8

8:30-12 Noon

SDSL Kim Bonen: Electronic Resources Coordinator for the SDSL sharing database access, troubleshooting technical issues, plus learning about children's databases: Miss Humblebee's Academy, BookFlix, Explora Kids, SIRS Discoverer, CultureGrams and the World Book suite.

1:00-4:00 PM

Elizabeth Berg: from Siouxland Library is currently Collection Development Librarian / System Support
Sharing children's resources with hands on examples

Friday, June 9

8:30-11:00

Review, Post-test and Graduation Ceremony