

**BERESFORD CITY COUNCIL
REGULAR MEETING AGENDA
Monday, March 18, 2024 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 – March 4, 2024

[5] – Local Board of Equalization meets

[6] – Visitors to be heard

[7] – Committee/Mayor Report

[8] – Department Head and City Administrator Reports

- Elaine Johnson – Finance Officer
 - February Financial Report
 - New City Hall update
- Jerry Zeimetz – City Administrator
 - New ballfield update
 - Wastewater Treatment SAGR Project update
 - Sanitary Sewer and Replacement Project update
 - Seventh Street Sanitary Sewer and Watermain Extension Project update
 - Bak Residential Housing Development Project Update

[9] – Old Business

- “Letter of Contract” with Banner Associates for 2024 Multi-Community Asphalt Surface Treatment Project

[10] – New Business

- Geotek Engineering and & Testing Services contract for soil borings at rubble site and Bak Housing Dev.
- 2024 Street Sweeping Contract with SD DOT
- Resolution 2024-07 Land and Water Conservation Fund (LWCF) application sponsorship
- Probation Review and Step Pay Increase for Police Officer Kyle Kleinschmit from \$23.60/hr. to \$24.34/hr. effective 3/19/2024
- Step pay increase for BeresfordTel employee Tony Haris from \$24.94/hr. to \$25.67/hr. effective 3/19/2024
- Part-time hires for Bridges Clubhouse

[11] – Discussion & Information Items

- Consider offering free dumping for Beresford residents at the rubble site in April
- Summer hours to start at rubble site April 1

[12] – Approval of Travel Requests

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

[13] – Payment of Bills

[14] – Adjournment

Welcome to your City Council Meeting

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

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

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

Topic: Beresford City Council Meeting

Time: March 18, 2024 07:00 PM Central Time (US and Canada)

Join Zoom Meeting

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

Meeting ID: 84 101 57004

Passcode: Beresford

Dial by your location

+1-253-205-0468 US

BERESFORD CITY COUNCIL

Monday, March 4, 2024

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

Members Present: Mayor Nathan Anderson, Troy Boone, Will Roelke, Larry Rohrer, Art Schott, Eli Seeley, Mike Tiedeman

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

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

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

Department Head/City Administrator Reports

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

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

RESOLUTION 2024-06

(Published Separate of Minutes)

New Business

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

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

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

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

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

Discussion & Information Items

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

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

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

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

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

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

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

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

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

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

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

February 2024 Payroll Totals:

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

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

Elaine Johnson, Finance Officer
Recorded by Kathy Stuessi

City of Beresford

Budget to Actual - Income Statement Comparison (without Transfers)

FEBRUARY 2024

Department/Fund	2024 - Actual		2024 - Budget		2024 - Budget		Over(Under) Budget	
	YTD Revenue	YTD Expense	Revenue	Expense	Revenue	Expense	Revenue	Expense
General Fund	\$ 236,846.99	\$ 571,918.24	\$ 3,095,775.00	\$ 3,280,821.00	\$ (2,858,928.01)	\$ (2,708,902.76)	\$ (150,025.25)	\$ (58,775.05)
Council		14,135.95		72,911.00				(58,775.05)
Mayor		3,226.16		12,306.00				(9,079.84)
City Administrator		24,047.94		168,356.00				(144,308.06)
Finance Office		19,518.84		169,009.00				(149,490.16)
City Attny		4,692.50		26,800.00				(22,107.50)
Gov't Bldg		173,238.06		29,271.00				143,967.06
Police		116,249.48		662,151.00				(545,901.52)
Fire		6,166.19		-91,176.00				(85,009.81)
Street		63,502.35		985,743.00				(922,240.65)
Mosquito				3,000.00				(3,000.00)
Park		47,822.29		481,546.00				(433,723.71)
Pool		9,358.23		174,703.00				(165,344.77)
Subsidies	1,375.00	51,000.00	38,000.00	69,500.00	(36,625.00)			(18,500.00)
Library		38,522.39		323,404.00				(284,881.61)
Planning & Zoning		437.86		10,945.00				(10,507.14)
Debt Serv/201&301	\$ 97,997.91	\$ 3,604.75	\$ 630,000.00	\$ 618,354.00	\$ (532,002.09)	\$ (614,749.25)	\$ 82,747.16	
Liquor - 601	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Water - 602	\$ 114,157.49	\$ 168,992.45	\$ 829,900.00	\$ 905,298.00	\$ (715,742.51)	\$ (736,305.55)	\$ 20,563.04	
Electric - 603	\$ 847,099.01	\$ 667,013.11	\$ 4,265,730.00	\$ 4,247,477.00	\$ (3,418,630.99)	\$ (3,580,463.89)	\$ 161,832.90	
Sewer - 604	\$ 58,118.77	\$ 137,954.17	\$ 364,020.00	\$ 315,203.00	\$ (305,901.23)	\$ (177,248.83)	\$ (128,652.40)	
Telephone - 611	\$ 343,543.32	\$ 205,004.15	\$ 1,820,025.00	\$ 1,757,672.00	\$ (1,476,481.68)	\$ (1,552,667.85)	\$ 76,186.17	
Solid Waste - 612	\$ 38,956.40	\$ 37,640.90	\$ 217,000.00	\$ 216,975.00	\$ (178,043.60)	\$ (179,334.10)	\$ 1,290.50	
Cablevision - 615	\$ 65,685.08	\$ 63,983.28	\$ 406,275.00	\$ 403,200.00	\$ (340,589.92)	\$ (339,216.72)	\$ (1,373.20)	
Bridges at Beresford								
Golf Course 640-4510	\$ 20,730.90	\$ 56,543.73	\$ 626,895.00	\$ 453,518.00	\$ (606,164.10)	\$ (396,974.27)	\$ 208,189.83	
Club House 640-4511/384	\$ 7,372.16	\$ 34,530.87	\$ 80,000.00	\$ 673,985.00	\$ (72,627.84)	\$ (639,454.13)	\$ 666,826.29	
Event Center 640-4512/385	\$ 28,103.06	\$ 97,734.76	\$ 706,895.00	\$ 79,642.00	\$ (678,791.94)	\$ (1,109,410.24)	\$ 430,618.30	
Enterprise Totals	\$ 1,495,663.13	\$ 1,378,322.82	\$ 8,609,845.00	\$ 9,052,970.00	\$ (7,114,181.87)	\$ (7,674,647.18)	\$ 560,465.31	
General Fund Total	\$ 334,844.90	\$ 575,522.99	\$ 3,725,775.00	\$ 3,899,175.00	\$ (3,390,930.10)	\$ (3,323,652.01)	\$ (67,278.09)	
Overall Totals	\$ 1,830,508.03	\$ 1,953,845.81	\$ 12,335,620.00	\$ 12,952,145.00	\$ (10,505,111.97)	\$ (10,998,299.19)	\$ 493,187.22	

14.84%
15.09%

CITY OF BERESFORD
STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCES
FOR PERIOD ENDING FEBRUARY 2024

	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	\$ 215,914.36										\$ 215,914.36
320 Licenses and Permits	26,128.00										\$ 26,128.00
330 Intergovernmental Revenue	31,806.26										\$ 31,806.26
340/370/380 Charges for Good and Services	2,652.00	-	113,781.76	821,241.09	57,566.26	324,883.78	38,538.59	27,752.64	62,522.66		\$ 1,448,938.78
350 Fines and Forfeits											\$ -
360 Miscellaneous Revenue	46,895.79										\$ 49,907.39
Total Revenues	323,396.41	-	113,781.76	821,241.09	57,566.26	324,883.78	38,538.59	27,752.64	3,011.60	65,534.26	\$ 1,772,694.79
Expenditures											
410 Mayor/ Council/ Atty/ City Admin/ FO	238,859.45										\$ 238,859.45
420 Police and Fire	122,415.67										\$ 122,415.67
430 Street	63,502.35										\$ 63,502.35
440 Mosquito	-										\$ -
452/453 Parks/Pool	57,180.52										\$ 57,180.52
454 Subsidies	51,000.00										\$ 51,000.00
455 Library	38,522.39										\$ 38,522.39
460 Planning & Zoning	437.86										\$ 437.86
470 Debt Service	2,500.00										\$ 2,500.00
410 Employee Expense			29,592.59	78,452.79	28,189.85	99,379.77	3,138.34	29,829.65	61,360.84		\$ 329,943.83
420 Other Current Expenses	1,104.75		133,248.23	62,130.26	100,461.27	99,242.28	33,973.96	54,554.12	-		\$ 484,714.87
4262 Materials (COS)			1,306.85	526,430.06	424.00	6,382.10	528.60	13,350.99	2,622.44		\$ 551,045.04
Total Expenditures	575,522.99	-	164,147.67	667,013.11	129,075.12	205,004.15	37,640.90	97,734.76	63,983.28	1,550.98	\$ 1,940,121.98
Excess of Revenue Over Expenditures	(252,126.58)	-	(50,365.91)	154,227.98	(71,508.86)	119,879.63	897.69	(69,982.12)	1,550.98	(167,427.19)	\$ (167,427.19)
Other Financing Sources (Uses):											
Investment Earnings	11,448.49										\$ 11,448.49
Interest Expense	-		375.73	25,857.92	552.51	18,659.54	417.81	350.42	150.82		\$ 57,813.24
Debt Paydown	-		(4,844.78)	-	(8,879.05)						\$ (13,723.83)
Transfers In (Out)	-		-	-	-	-	-	-	-		\$ -
Long-term Debt Issued	-		-	-	-	-	-	-	-		\$ -
Sale of Fixed Assets	-		-	-	-	-	-	-	-		\$ -
Total Other Financing Sources (Uses)	11,448.49	-	(4,469.05)	25,857.92	(8,326.54)	18,659.54	417.81	350.42	150.82	-	\$ 44,089.41
Net Position/Change in Fund Balance	(240,678.09)	-	(54,834.96)	180,085.90	(79,835.40)	138,539.17	1,315.50	(69,631.70)	1,701.80	(123,337.78)	\$ (123,337.78)
Net Cash Inflow/(Outflow) BEFORE Transfers	(240,678.09)	-	(54,834.96)	180,085.90	(79,835.40)	138,539.17	1,315.50	(69,631.70)	1,701.80	(123,337.78)	\$ (123,337.78)

CITY OF BERESFORD
STATEMENT OF NET POSITION
AS OF FEBRUARY 2024

	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	\$ 967,114.80	\$ -	\$ 86,239.58	\$ 199,709.86	\$ 87,436.98	\$ 689,796.31	\$ 217,185.12	\$ (56,880.56)	\$ 170,240.02	\$	\$ 2,360,842.11	
110 Taxes Receivable - Delinquent	10,602.23	-	-	-	-	-	-	-	-	-	\$ 10,602.23	
115 Accounts Receivable, Net	7,175.00	-	46,886.91	419,888.09	32,338.25	224,769.65	23,493.22	-	(2,657.44)	-	\$ 751,893.68	
128 Notes Receivable	183,070.19	-	-	-	-	-	-	-	-	-	\$ 183,070.19	
131 Due from Golf Course/Community Center	-	-	-	-	-	-	-	-	-	-	\$ -	
132 Due from Other Governments	409,405.69	-	-	-	-	-	-	-	-	-	\$ 409,405.69	
141 Inventory of Supplies	88,408.55	-	58,103.34	1,180,890.15	20,044.58	49,279.92	14,142.66	55,838.25	-	-	\$ 1,460,707.45	
142 Inventory of Resale Items	-	-	35,441.34	3,138,967.66	56,546.59	2,205,454.56	27,572.20	42,759.89	-	-	\$ 6,767,513.19	
151 Investments-SDFIT	1,260,770.85	-	-	-	-	-	-	-	-	-	\$ -	
151 Investments-CDs	-	-	-	-	-	-	-	-	-	-	\$ -	
155 Prepaid Expenses	35,122.68	-	6,325.72	19,716.38	2,959.72	11,517.81	713.75	6,503.28	-	-	\$ 82,859.34	
Total Current Assets	2,961,669.99	-	232,996.89	4,959,172.14	199,326.12	3,174,818.35	268,964.29	6,525.27	223,420.83	-	12,026,893.88	
Noncurrent Assets:												
107.1 Restricted Cash and Cash Equivalents	397,982.24	-	-	512,964.08	89,490.00	-	-	-	-	-	\$ 1,000,436.32	
154 Deposits	-	-	13,175.01	-	9,802.33	-	-	-	-	-	\$ 22,977.34	
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	7,321,476.45	-	4,778,609.86	13,627,815.15	4,871,411.38	4,871,411.38	51,194.78	1,757,972.50	585,265.85	-	\$ 32,993,745.97	
166 Machinery and Equipment	2,631,141.93	-	81,069.33	1,453,396.34	171,674.75	10,350,740.85	46,623.15	303,228.97	328,486.34	-	\$ 15,366,361.66	
168 Construction in Progress	104,875.00	-	-	0.45	(0.11)	-	-	-	-	-	\$ 104,875.34	
Less: Accumulated Depreciation	(6,675,888.33)	-	(2,616,765.28)	(5,807,689.87)	(1,805,560.40)	(5,148,265.99)	(117,420.74)	(1,364,635.85)	(900,397.85)	-	\$ (24,436,624.31)	
190 Intangible Assets	-	-	1,803,174.00	-	-	-	-	35,864.53	-	-	\$ 1,839,038.53	
Less: Accumulated Amortization	-	-	(468,824.76)	-	-	-	-	(35,865.27)	-	-	\$ (504,690.03)	
Total Noncurrent Assets	7,700,758.71	-	4,677,485.82	10,040,565.28	3,256,525.73	5,639,920.62	108,672.71	2,520,457.14	13,354.34	-	33,957,740.35	
TOTAL ASSETS	10,662,428.70	-	4,910,482.71	14,999,737.42	3,455,851.85	8,814,738.97	377,637.00	2,526,982.41	236,775.17	-	45,984,634.23	

Enterprise Funds

	General/ Gov't Fund	Liquor Fund	Water Fund	Electric Fund	Sewer Fund	Telephone Fund	Garbage Fund	Golf Course	Cablevision	Total
LIABILITIES AND FUND BALANCES:										
Current Liabilities:										
206 Accounts Payable	7,175.00	-	-	26,645.20	-	(815.65)	8,105.73	828.28	30,646.93	\$ 72,585.49
208 Due to General Fund	-	-	-	-	-	-	-	-	-	\$ -
217 Payroll Related Liabilities	(2,618.15)	-	75.89	(20.66)	1,992.23	1,816.14	-	2,841.71	-	\$ 4,087.16
220 Customer Deposits	-	-	-	12,560.00	-	10,560.00	-	-	-	\$ 23,120.00
224 Deferred Revenue	10,602.23	-	-	-	-	-	-	-	-	\$ 10,602.23
225 Current Portion of LT Debt	-	-	145,105.80	275,000.00	33,369.98	-	-	(0.42)	-	\$ 453,475.36
Total Current Liabilities	15,159.08	-	145,181.69	314,184.54	35,362.21	11,560.49	8,105.73	3,669.57	30,646.93	\$ 563,870.24
Noncurrent Liabilities: (not including gov't funds)										
231/237 Bonds Payable & Other LT Debt	-	-	1,005,586.93	6,140,000.00	1,050,642.66	-	-	-	-	\$ 8,196,229.59
233 Accrued Leave Payable	-	-	16,846.85	34,735.01	23,352.62	42,030.82	-	10,837.41	-	\$ 127,802.71
Total Noncurrent Liabilities	-	-	1,022,433.78	6,174,735.01	1,073,995.28	42,030.82	-	10,837.41	-	\$ 8,324,032.30
Fund Balances:										
253.10 Net Investment in Capital Assets	7,302,776.47	-	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	\$ 21,204,908.42
263 Nonspendable-General Fund Only	726,691.40	-	-	-	-	-	-	-	-	\$ 726,691.40
264 Restricted	1,348,309.56	-	-	511,653.08	-	-	-	-	-	\$ 1,859,962.64
267 Unassigned/Unrestricted	1,510,170.28	-	309,063.90	6,451,363.43	126,367.31	4,686,944.63	252,204.33	(72,060.56)	164,453.69	\$ 13,428,507.01
Current Year Net Income (Loss)	(240,678.09)	-	(54,834.96)	180,085.90	(79,835.40)	138,539.17	1,315.50	(69,631.70)	1,701.80	\$ (123,337.78)
Total Fund Balances/Net Position	10,647,269.62	-	3,742,867.24	8,510,817.87	2,346,494.36	8,761,147.66	369,531.27	2,512,475.43	206,128.24	\$ 37,096,731.69
TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCES	\$ 10,662,428.70	\$ -	\$ 4,910,482.71	\$ 14,999,737.42	\$ 3,455,851.85	\$ 8,814,738.97	\$ 377,637.00	\$ 2,526,982.41	\$ 236,775.17	\$ 45,984,634.23

BANK CASH REPORT
2024

BANK NAME FUND GL NAME	JANUARY CASH BALANCE	FEBRUARY RECEIPTS	FEBRUARY DISBURSMENTS	FEBRUARY CASH BALANCE	OUTSTANDING TRANSACTIONS	FEB BANK BALANCE
FIRST DAKOTA BANK						

BANK FIRST DAKOTA BANK						609,755.21
SWEEP FIRST DAKOTA -SWEEP BANK						1,826,316.60
101 General Checking Account	520,595.84	81,810.49	393,183.81	209,222.52		
101 Bad Check Account	554.34	0.00	0.00	554.34	55,507.77	
201 Second Penny	330,145.11	17,388.21	0.00	347,533.32		
211 Gross Receipts Tax	342,877.77	1,813.46	0.00	344,691.23		
301 Debt Svc-Clubhouse/Event Cntr	0.00	0.00	2,500.00	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	68,318.14	0.00	68,318.14		
509 GRACE V NELSON EXPANSION 2022	1,104.75-	0.00	0.00	1,104.75-		
601 Municipal Liquor Store	0.00	0.00	0.00	0.00	385.72	
602 Water	106,830.79	60,041.92	80,633.13	86,239.58	453.75	
603 Electric	96,346.75	473,997.62	370,634.51	199,709.86	3,499.25	
604 Sewer	114,443.79	30,507.63	57,514.44	87,436.98	303.66	
611 Telephone	635,245.64	166,958.66	112,407.99	689,796.31	6,138.19	
612 Solid Waste	215,853.59	23,296.09	21,964.56	217,185.12	148.25	
615 Cablevision	170,433.93	36,838.78	37,032.69	170,240.02	250.00	
640 Bridges Golf Course	36,782.67-	20,849.96	42,347.85	58,280.56-	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					2,167.28	
WITHDRAWALS					50.00	
SWEEP TRANSFER-OUT					8,857.26-	

FIRST DAKOTA BANK TOTALS	2,495,440.13	981,820.96	1,118,218.98	2,359,042.11	74,461.19	2,433,503.30

WARNING - BANK TOTALS DO NOT EQUAL THE GENERAL LEDGER ACCOUNT TOTALS DIFFERENCE --> 2,568.51-

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						23,077.34
603 ELECTRIC-CUSTOMER DEPOSITS	13,224.50	500.51	550.00	13,175.01		
611 TELEPHONE-CUSTOMER DEPOSITS	9,501.94	500.39	200.00	9,802.33	100.00	

FSB- CSDP CHECKING TOTALS	22,726.44	1,000.90	750.00	22,977.34	100.00	23,077.34

BANK CASH REPORT
2024

BANK FUND	BANK GL NAME	JANUARY CASH BALANCE	FEBRUARY RECEIPTS	FEBRUARY DISBURSMENTS	FEBRUARY CASH BALANCE	OUTSTANDING TRANSACTIONS	FEB 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	248,247.07	990.97	0.00	249,238.04		6,767,513.19
201	SECOND PENNY FUND SD FIT	376,270.40	1,487.54	0.00	377,757.94		
211	GROSS RECEIPTS TAX SD FIT	628,882.74	2,486.22	0.00	631,368.96		
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	35,301.78	139.56	0.00	35,441.34		
603	ELECTRIC SD FIT	3,126,606.92	12,360.74	0.00	3,138,967.66		
604	SEWER SD FIT	56,323.92	222.67	0.00	56,546.59		
611	TELEPHONE SD FIT	2,196,769.94	8,684.72	0.00	2,205,454.66		
612	SOLID WASTE SD FIT	27,463.63	108.57	0.00	27,572.20		
615	CABLEVISION SD FIT	0.00	0.00	0.00	0.00		
640	BRIDGES GOLF COURSE SD FIT	42,591.51	168.38	0.00	42,759.89		
	SD PUBLIC FUNDS IN TRUST TOTAL	6,740,863.82	26,649.37	0.00	6,767,513.19	0.00	6,767,513.19
=====							
	TOTAL OF ALL BANKS	9,259,030.39	1,009,471.23	1,118,968.98	9,149,532.64	74,561.19	9,224,093.83
=====							

BANK CASH REPORT
SWEEP BANK 99 TRANSFERS

DATE	TRANS #	TRANSFER	BANK #	BANK NAME	TRANSFER AMOUNT
02/29/2024	116	TO	1	FIRST DAKOTA BANK	8,857.26-
				TOTAL	----- 8,857.26-



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

February 28, 2024

Mr. Jerry Zeimetz, City Administrator
City of Beresford
101 N 3rd St
Beresford, SD 57004

Re: Letter of Contract – Multi-Community Asphalt Surface Treatment Project
Beresford, SD

Dear Mr. Zeimetz:

Banner Associates, Inc. ("Banner") is pleased to submit this letter of contract for Engineering Services for an asphalt surface treatment (AST) project in Beresford, SD.

Engineering Scope of Services

Task No. 1 – Site Visit to Identify Project Limits and Measure Field Quantities

Task No. 2 – Plan Preparation

- Plan sets to include:
 - Title Sheet
 - Estimate of Quantities
 - General Notes
 - Typical Sections
 - Traffic Control Plan, Notes, and Details
 - City map identifying AST improvements

Task No. 3 – Project Manual Preparation

- Project Manual to include:
 - Advertisement
 - Front End Documents
 - Bid Form
 - Specifications as needed that are not within the 2015 SDDOT Standard Specifications for Roads and Bridges

Task No. 4 - Bidding

- Advertisement of the project.
- Distribution of construction documents to potential bidders.
- Answer bidder questions.
- Organize the bid opening and opening bids.
- Evaluation of bids and recommendation of award.



Task No. 5 - Construction Contract Administration

- Administer pre-construction meeting
- Review shop drawings
- Process Contractor pay requests, and change orders.
- Contractor and Owner communication to answer construction related questions.
- Prepare punchlist
- Final inspection
- Project closeout

Task No. 6 - Construction Observation:

- Estimate 30 hours of observation (assuming 3 trips including travel time)
- Prepare field reports

Submittals:

These services include Banner providing:

- Construction Plans and Project Manual

Assumptions:

- For Task 1, Banner assumes 4 hours of field time to measure quantities and provide recommendations on treatments.
- For Task 4, Banner assumes staff will not need to attend the council meeting to award the bid.
- For Task 5, Banner assumes the pre-construction meeting will be held in either the Banner Brookings or Sioux Falls office with virtual attendance available.
- For Task 5, Banner assumes punchlist and final inspection can be completed on the same trip as construction activities.

Exclusions:

Based on our understanding of the project, the following items are excluded from our Scope of Services:

- Materials Testing
- Construction Plans of Record

Client Obligations:

- Owner supplied data or documents
- Timely review and approval plans

Engineering Services Compensation:

We are proposing to complete the above-described Engineering for an hourly not to exceed amount of \$9,200 plus applicable taxes. These fees do not include cost for any permits required by agencies for review. Any work that falls outside this scope will be billed separately based on our hourly rates in accordance with the attached fee schedule.

Time Schedule of Work:

1. Plan Preparation – Complete by April 10, 2024



Page 3

- 2. Bid Opening – April 24, 2024
- 3. Substantial Completion – September 13, 2024
- 4. Final Completion – September 20, 2024

This Letter of Contract incorporates and includes Banner’s Schedule of Labor Rates and Expenses and General Conditions.

If you have any questions regarding this contract, please do not hesitate to contact me at (855) 323-6342 or patc@bannerassociates.com.

Sincerely,

Pat Carey, PE
Sr. Vice President

Enclosures:

- 1) Schedule of Labor Rates/General Conditions

ACKNOWLEDGMENT OF ACCEPTANCE

Accepted this _____ day of _____

By: _____

Owner: _____



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

SCHEDULE OF LABOR RATES AND EXPENSES

January 2024

Administrative	\$65.00 to \$185.00/Hour
Surveying/Geomatics	\$75.00 to \$170.00/Hour
Technicians.....	\$75.00 to \$130.00/Hour
Environmental Scientist.....	\$75.00 to \$175.00/Hour
Staff Engineer	\$95.00 to \$120.00/Hour
Project Engineer	\$110.00 to \$175.00/Hour
Project Manager	\$140.00 to \$275.00/Hour

1. Meals at State Rates.
2. Lodging at actual cost.
3. Reimbursables:

Mileage.....	\$0.73/Mile
Photocopy	0.05/Copy
Black & White 11x17 Laser Prints.....	0.10/Sheet
4. All other direct project expenses at actual cost of materials.

Rates are subject to change annually.



**GEOTEK ENGINEERING
& TESTING SERVICES, INC.**
909 East 50th Street North
Sioux Falls, South Dakota 57104
Phone 605-335-5512 Fax 605-335-0773

March 11, 2024

City of Beresford
103 N. 3rd Street
Beresford, South Dakota 57004

Attn: Jerry Zeimetz, City Administrator

Subj: Cost Proposal
Test Borings & Geotechnical Exploration
Potential Borrow Material & Proposed Site Development
Beresford, South Dakota

Introduction

This correspondence is pursuant to the request of Pat Carey with Banner Associates on your behalf for a cost proposal to perform test borings (potential borrow material) and a geotechnical exploration (proposed site development). This proposal is intended to outline our understanding of the projects, proposed work scopes, cost information and schedule.

Project Information

Potential Borrow Material

The Beresford Rubble Site is located along the west side of 473rd Avenue (north of SD Highway 46) near Beresford, South Dakota. We understand that the City of Beresford may sell the on-site clay for borrow material.

Bak Property Housing Development

The site for the housing development is located along the east side of N. 3rd Street (north of E. Lincoln Street) in Beresford, South Dakota. We understand that the project will consist of developing the site for residential use. The proposed development will include several new streets and new utilities.

Work Scope

We understand that 19 test borings are planned for the projects. Of the 19 test borings, 9 test borings will be performed for the potential borrow material project and 10 test borings will be performed for the proposed site development project. We will extend the test borings down to a depth of 20 feet.

Standard penetration sampling (ASTM:D1586) will be conducted at 15 of the test borings. The sampling procedure for the SPT borings will be conducted at vertical intervals of 2 ½ feet in the

upper 15 feet and at vertical intervals of 5 feet below a depth of 15 feet. For the other 4 test borings, we will use flight auger. Where soft cohesive soils (silt and clay) are encountered, supplemental 3-inch Shelby tube samples (ASTM:D1587) will be taken. The subsurface conditions encountered at the test boring locations will be illustrated by means of individual logs for each test boring. Bulk samples will be obtained for Proctor testing. Measurements for groundwater levels will be made at the test boring locations both at the time they are completed and just before being backfilled.

The retrieved samples will be returned to the laboratory for review and analysis. The soils will be classified in accordance with the Unified Soils Classification System (ASTM:D2487). A laboratory-testing program will be conducted on select samples to characterize the index and strength properties of the soils. The index tests will consist of Atterberg limits, moisture content, dry density and standard Proctor. The strength tests will consist of unconfined compressive strength. We will perform the tests in accordance with the appropriate ASTM procedures. We will also perform laboratory tests to determine soil pH, sulfate content, chloride content, resistivity, redox potential and sulfide content. The soil pH, sulfate content, chloride content, resistivity, redox potential and sulfide content will be performed on 2 samples.

Two (2) written reports will be prepared by a licensed professional engineer. The report for the potential borrow material site will contain the results of the test borings and laboratory tests along with available groundwater data. The report will also provide our opinions on the depth of topsoil and the quality of the underlying soils for borrow material.

The report for the proposed site development will contain the results of the test borings and laboratory tests as well as our geotechnical engineering opinions and recommendations regarding the following:

- General discussion on the subsurface conditions;
- Underground utility excavation and backfilling;
- Earthwork and grading for the roadway subgrade;
- Subgrade strength and potential corrective measures;
- Pavement section thicknesses;
- Corrosive potential of the soils;
- Quality control observations and testing.
- Comments regarding factors that may impact the constructability and final performance of the project.

Fees

The fees for our services will be charged on a time and materials basis. For the scope of work discussed, we estimate the cost of our services to not exceed \$11,600. Our estimate is based on a total boring depth of 380 feet (SPT – 300 feet and flight auger – 80 feet). Should the total footage vary from our estimate, it will be charged or credited at unit rate of \$17/foot (SPT borings) and \$10/foot (flight auger borings). Sales tax will be added to our fees if applicable.

Conditions

We assume that access to the drill sites with a truck-mounted drill rig and auxiliary pickup will be possible. We assume that we will not be responsible for crop damage. If there are tall crops,

then the crops will need to be knocked down. A "General Conditions" section is attached and is considered part of our proposal. GeoTek will be responsible for contacting public underground utilities through the One Call system. The property owner is responsible for locating and marking private underground utilities.

Schedule

Weather permitting; we will be able to begin the fieldwork within 7 to 12 working days after receiving authorization to proceed. We anticipate that the field work will be conducted over a period of 2 or 3 days. The written reports will be submitted about 2 weeks after completion of the fieldwork.

Acceptance

GeoTek Engineering & Testing Services, Inc. appreciates the opportunity of being considered for this work and looks forward to providing our services on this project. If our proposal is accepted, please indicate your acceptance by signing and dating in the indicated area and returning 1 copy.

Remarks

We thank you for the opportunity of considering our firm for this work. If you have any questions or need additional information, please contact our office at (605) 335-5512.

GeoTek Engineering & Testing Services, Inc.

Jared Haskins

Jared Haskins, PE
Geotechnical Manager

Acceptance

Client: _____

Authorized Signature: _____

Title: _____

Printed Name: _____

Date: _____

GENERAL CONDITIONS

SECTION 1: PROJECT INFORMATION

1.1 The Client will make available to GeoTek all known information regarding existing and proposed conditions, requirements, and all other information that may affect the cost, progress, safety, and performance of the work. If new information becomes available during GeoTek's work, Client will provide such information to GeoTek in a timely manner.

SECTION 2: SITE ACCESS AND PERMITS

2.1 The Client will furnish GeoTek safe and legal site access. Any special permits are the responsibility of the Client.

2.2 It is understood by the Client that in the normal course of work, some damage to the site and materials may occur. GeoTek will take reasonable precautions to minimize such damage.

SECTION 3: SAFETY

3.1 The Client shall inform GeoTek of any known or suspected hazardous materials or unsafe conditions at the work site.

3.2 GeoTek shall only be responsible for the safety of GeoTek employees at the work site.

SECTION 4: SAMPLES

4.1 GeoTek will retain nonhazardous samples for a maximum period of 30 (thirty) days of the date of the report. Upon written request, samples can be shipped or stored at the Client's expense.

SECTION 5: RECORDS

5.1 Documents prepared by GeoTek are considered instruments of services that will remain the property of GeoTek. GeoTek will retain these records for a period of five years, during which time the documents will be available to the Client during normal business hours.

SECTION 6: RESPONSIBILITIES

6.1 The work performed by GeoTek will not relieve other parties of their responsibilities to perform work in accordance with the contract documents or specifications.

6.2 GeoTek is not responsible for the interpretations or modifications of GeoTek's recommendations by other parties.

SECTION 7: STANDARD OF CARE

7.1 GeoTek will perform services consistent with the level of care and skill normally performed by other firms in the same profession at the time of our service, geographic area and under similar budgetary constraints. No other warranty, expressed or implied is made.

SECTION 8: LIMITATION OF LIABILITY AND INDEMNITY

8.1 GeoTek will indemnify and hold harmless and defend the Client against any claim, loss, judgement, liability or expense for damage to any property or for the death or injury to any person caused by or arising from the negligent acts or omissions or willful misconduct of GeoTek, its agents and employees pursuant to the performance of this Agreement

8.2 The Client will indemnify and hold harmless and defend GeoTek against any claim, loss, judgment, liability or expense for damage to any property or for the death or injury to any person caused by or arising from the negligent acts or omissions or willful misconduct of the Client, its agents and employees pursuant to the performance of this Agreement.

SECTION 9: INSURANCE

9.1 GeoTek will carry Worker's Compensation and Property Damage insurance. GeoTek will furnish Certificates of Insurance to the Client upon request.

SECTION 10: DELAYS

10.1 If GeoTek is delayed in performance due to any cause beyond its reasonable control, such as strike, fire, act of God, government action, acts of a third party, or the Client, a reasonable time extension for performance of the work shall be granted and GeoTek shall receive an equitable fee adjustment.

SECTION 11: ASSIGNMENTS

11.1 Neither party may assign duties or interest in this agreement without the written consent of the other party. Amendments to this agreement may be amended only by written amendments signed by both the Client and GeoTek.

SECTION 12: PAYMENT

12.1 GeoTek will submit invoices on a monthly basis and a final invoice upon completion of services. Payment is due upon receipt of the invoice and is past due 30 days after invoice date.

12.2 The Client is responsible for informing GeoTek of any disagreements or corrections within 15 days of the invoice date. Unless so informed, the invoices are deemed correct.

12.3 The amount of any excise tax or local, state or federal sales tax that may be imposed is not included in the rates for the services provided. The applicable taxes will be added to the actual billings for services.

12.4 Past due invoices are subject to interest charges of up to 1.5% per month.

12.5 The Client will pay all reasonable litigation expenses or collection expense incurred, including attorney fees that GeoTek incurs in collecting any delinquent amount the Client owes under this agreement.

SECTION 13: TERMINATION

13.1 This agreement may be terminated by either party for justifiable reasons after seven days written notice.

13.2 The Client agrees to pay GeoTek for all work performed, including reporting costs to complete the file.

SECTION 14: JURISDICTION

14.1 This agreement shall be construed in accordance with laws of the State in which the project is located.

SECTION 15: SEVERABILITY

15.1 If a provision of this agreement is held to violate a law or regulation, that provision shall be deemed void, but all remaining provisions shall continue in force. The Client and GeoTek will, in good faith, attempt to replace the invalid or unenforceable provision with one that is valid and enforceable, and which comes as close as possible to expressing the original intent of the provision.

SECTION 16: ENTIRE AGREEMENT

16.1 This contract represents the entire agreement between the parties, and supersedes all prior representations or agreements.



Department of Transportation

Yankton Area Office

1306 West 31st Street
Yankton, South Dakota 57078-9662
605/668-2929 FAX: 605/668-2927

February 29, 2024

City of Beresford
101 North Third
Beresford, South Dakota 57004

RE: 2024 Street Sweeping Contract
SD 46, MRM 365.0 to 367.0 in the City of Beresford

Thank you for the City's efforts in sweeping the state highway through Beresford this last year.

Attached is a new contract for 2024, starting April 1, 2024 through October 31, 2024. If you are willing to provide this service again, please provide your quote for the hourly rate of compensation for 2024 as noted on the contract. Please sign, notarize and return to me for further processing. I will send a signed copy of the new contract back to you for your files.

If you have any questions, please do not hesitate to call me at (605) 668-2929.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Greg Rothschadl'.

Greg Rothschadl, P.E.
Area Engineer

trl

Enclosures

**SOUTH DAKOTA DEPARTMENT OF TRANSPORTATION
CONTRACT PROPOSAL**

DOT-123
July 2018
1 of 1

CODE	PROJECT			MAINT UNIT	CONTROL REFERENCE	AFE	FUNCTION	BEGIN MRM	END MRM
	PRE	ROUTE	AGR						
		000N		291			2414		

CITY AND/OR COUNTY: LINCOLN/UNION COUNTIES

BUDGET SOURCE: CONTRACT MAINTENANCE

REGION MATERIALS CERTIFICATION REQUIRED: YES NO
 CERTIFIED INSPECTORS/TESTERS REQUIRED: YES NO
 TO BE INSTALLED ON CM&P: YES NO

WIP #: _____

TYPE, PURPOSE AND LOCATION OF WORK: TO SWEEP CURB AND GUTTER ON SD 46, MILEPOST 365.0 TO 367.0 IN THE CITY OF BERESFORD SOUTH DAKOTA

ESTIMATE OF QUANTITIES AND COST

BID ITEM NUMBER	ITEM	QUANTITY	UNIT	UNIT PRICE	AMOUNT
910E1210	TRUCK W/ OPERATOR, STREET SWEEPING	50	HRS	\$100.00	\$5,000.00
TOTAL					\$5,000.00

CONTRACTOR'S PROPOSAL STATEMENT

The undersigned agrees to offer the labor and material in the quantities, at the unit price, for the purpose, in the place, and in accordance with attached provisions. The Contractor will provide services in compliance with the Americans with Disabilities Act of 1990 and any amendments.

SUBSTANTIAL COMPLETION DATE October 31, 2024

PROPOSED START DATE April 1, 2024

FIELD WORK COMPLETION DATE _____

SIGNATURE _____

SUBSCRIBED AND SWORN TO BEFORE ME THE _____

PRINTED NAME _____

DAY OF _____, 20__

COMPANY CITY OF BERESFORD

NOTARY _____

STR. ADDRESS 101 NORTH THIRD ST

My Commission Expires:

CITY, STATE, ZIP BERESFORD, SD 57004

DATE _____

(SEAL)

FEDERAL TAX ID NUMBER _____

TO BE FILLED OUT BY STATE PERSONNEL:

RECOMMENDED FOR APPROVAL:		CONSTRUCTION & MAINTENANCE ENGINEER	DATE
AREA / REGION / OPS ENGINEER	DATE	DIRECTOR OF OPERATIONS	DATE
		INTERNAL SERVICES / AUDITS	DATE

ACCEPTED BY SOUTH DAKOTA DEPARTMENT OF TRANSPORTATION
 NAME _____ TITLE _____ DATE _____

IF FEDERAL FUNDS WILL BE EXPENDED UNDER THIS AGREEMENT, ACCEPTANCE BY PROJECT DEVELOPMENT IS REQUIRED

PROJECT DEVELOPMENT ENGINEER _____ DATE _____

RESOLUTION No. 2024-07

CITY OF BERESFORD

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

NOW, THEREFORE BE IT RESOLVED:

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

Certification of Recording Officer:

The undersigned duly qualified and acting as Finance Officer of the City of Beresford does hereby certify: That the attached Resolution is a true and correct copy of the Resolution, authorizing the filing of an application with the National Park Services as regularly adopted at a legally convened meeting of the City of Beresford duly held on the 18th day of March, 2024, and further that such Resolution has been fully recorded in the journal of proceedings and records in my office.

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

ATTEST:

Seal

Nathan Anderson
Mayor
City of Beresford, SD

Elaine Johnson
Finance Officer
City of Beresford, SD

Jerry Zeimetz

From: Michael Schurch
Sent: Tuesday, March 12, 2024 12:38 PM
To: Rachel Johnson
Cc: Elaine Johnson; Jerry Zeimetz
Subject: Re: Kyle Kleinschmit Step Up

I would move to take Kyle off of probation and approve him for his step increase.

Thanks,
MS

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



From: Rachel Johnson <rachel@beresfordsd.com>
Sent: Tuesday, March 12, 2024 9:39 AM
To: Michael Schurch <mschurch@beresfordsd.com>
Cc: Elaine Johnson <elaine@beresfordsd.com>; Jerry Zeimetz <jerry@beresfordsd.com>
Subject: Kyle Kleinschmit Step Up

Good Morning!

Kyle is up for a step pay increase on 3/19/2024 from \$23.60/hr. to \$24.34/hr. This would be at 82.5% of the scale. This is the end of Kyle's 6 month probation period. Please advise your recommendation. This would get put on the 3/18/24 Council agenda and would become effective on the 4/5/24 payroll. Please let me know if you have any questions!

Have a great day!

Rachel Johnson

City of Beresford/Finance Assistant

Email: rachel@beresfordsd.com

Phone: (605)763-2008

101 N 3rd St Beresford, SD 57004

RESOLUTION No. 2024-07

CITY OF BERESFORD

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

NOW, THEREFORE BE IT RESOLVED:

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

Certification of Recording Officer:

The undersigned duly qualified and acting as Finance Officer of the City of Beresford does hereby certify: That the attached Resolution is a true and correct copy of the Resolution, authorizing the filing of an application with the National Park Services as regularly adopted at a legally convened meeting of the City of Beresford duly held on the 18th day of March, 2024, and further that such Resolution has been fully recorded in the journal of proceedings and records in my office.

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

ATTEST:

Seal

Nathan Anderson
Mayor
City of Beresford, SD

Elaine Johnson
Finance Officer
City of Beresford, SD

Jerry Zeimetz

From: Austin Hansen
Sent: Tuesday, March 12, 2024 9:41 AM
To: Rachel Johnson
Cc: Elaine Johnson; Jerry Zeimetz
Subject: RF: Tony Harris Step Up

Rachel,

I recommend Tony's step pay increase from \$24.94/hr to \$25.67/hr.

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

From: Rachel Johnson <rachel@beresfordsd.com>
Sent: Tuesday, March 12, 2024 9:28 AM
To: Austin Hansen <austinh@beresfordtel.com>
Cc: Elaine Johnson <elaine@beresfordsd.com>; Jerry Zeimetz <jerry@beresfordsd.com>
Subject: Tony Harris Step Up

Good Morning!

Tony H. is up for a step pay increase on 3/19/2024 from \$24.94/hr. to \$25.67/hr. This would be at 87.5% of the scale. Please advise your recommendation. This would get put on the 3/18/24 Council agenda and would become effective on the 4/5/24 payroll. Please let me know if you have any questions!

Have a great day!

Rachel Johnson

City of Beresford/Finance Assistant

Email: rachel@beresfordsd.com

Phone: (605)763-2008

101 N 3rd St Beresford, SD 57004

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***This email and any files transmitted with it may include information that is confidential and intended solely for the use of the individual(s) or entity to whom they are addressed. Any unauthorized use,

Jerry Zeimetz

From: Ben Reiter <ben.reiter@beresfordbridges.com>
Sent: Friday, March 15, 2024 2:36 PM
To: Jerry Zeimetz
Subject: [*EXT*]Bridges Staff

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

Jerry,

Please add to the agenda the following individuals for hire this season as Bartender/server @ \$11.20 per hr. Gabrielle Engbarth, Tracy St. Pierre and Abigail Wiebers. Also, add Derek Maas as a Clubhouse Attendant @ \$11.82 per hr.

Thank you,

--

Ben Reiter

GM / Head Golf Professional

The Bridges at Beresford

605-763-2202



City of Beresford – Travel Voucher

Name: Jeff Heidebrecht & Tanner Knutson

1. Destination: Arrowwood Resort & Conference @ Cedar Shore, Oacoma S.D.
2. Reason for travel: Street Maintenance Spring Mting

(Meeting Agenda, Training Schedule or other supporting documentation must be attached.)

3. Departure time and date: 4/24 @ 9:00 am
4. Arrival time and date: 4/24 @ 11:30 am
5. Cost of lodging: 109.96 + tax = \$129.96
6. Registration fee: \$0 S.Dak. Municipal League member

Departure from destination:

7. Departure time and date: 4/25 12:00 - 12:30 pm
8. Arrival time and date: 4/25 2:30 - 3:00 pm

Transportation:


Personal vehicle: _____

Mileage claimed: _____ (Mileage reimbursement per: IRS Federal rate)

City owned vehicle: License # _____

Commercial transportation: _____ Cost: _____

Meals claimed: _____ (Meal reimbursement at the State rate if not provided.)

Signature:  Date: 3/15/2024

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

Approving Signature for Travel: _____

Finance Officer Signature: Glaine Johnson

Enter search criteria...



SOUTH DAKOTA
MUNICIPAL LEAGUE

MENU

Street Maintenance Spring Meeting

 [REGISTER](#)  [TELL A FRIEND \(/MEMBERS/SEND.ASP?EVENT=1808177\)](/MEMBERS/SEND.ASP?EVENT=1808177)



4/24/2024 to 4/25/2024

When: Wed-Thurs, April 24-25, 2024
12:00 PM

Where: Arrowwood Resort and Conference Center at Cedar Shore
1500 Shoreline Drive
Oacoma, SD

Contact: Sara Rankin
sara@sdmunicipalleague.org (<mailto:sara@sdmunicipalleague.org>)
605.224.8654

You registered for this event on 3/11/2024

[REGISTER](#)

Online registration is available until: 4/9/2024

• [View Sessions > \(/events/Sessions.aspx?id=1808177\)](/events/Sessions.aspx?id=1808177)

[Go to Upcoming Event List \(/events/event_list.asp\)](/events/event_list.asp)

REGISTRATION

- No fee for SDMSMA members
- \$65 for non-member

EXHIBITOR INFORMATION

(/RESOURCE/RESMGR/AFFILIATES/STREETS_MAINTENANCE/2024/EXHIBITOR.INFO.PDF)

AGENDA

Wednesday, April 24

Noon to 1:00 p.m.	Registration
1:00 to 1:30	Welcome and Business Meeting <i>Approve minutes of October 2023 meeting</i> <i>Approval of Financial Report</i> <i>Next meeting - SDML Annual Conference, Ramkota – Sioux Falls</i>
1:30 to 2:30	Work Zone Safety and Signage
2:30 to 3:00	Break in Exhibit Area
3:00 to 4:00	Project Management
5:30 to 7:00	Exhibit Area Social

Thursday, April 25

7:00 to 8:00 a.m.	Breakfast Buffet
8:00 to 9:00	Selecting the Right Contractor & Working with the Wrong One
9:30 to 10:00	Break in Exhibit Area
10:00 to 11:00	Communicating with the Public: How to get the word out about city projects
11:00 to Noon	Communicating with the Public Roundtable Discussion
Noon	Conference End

ROOM BLOCK

Arrowwood Resort and Conference Center at Cedar Shore

\$109/night plus tax

605-234-6376



Mention the SD Street Maintenance Group

Reserve by March 24, 2024

CONNECT WITH US

South Dakota Municipal League
208 Island Drive
Fort Pierre, SD 57532
(605) 224-8654

(mailto:email@email.com) info@sdmunicipalleague.org (mailto:info@sdmunicipalleague.org)

 (<https://www.facebook.com/sdmunileague>)  (<https://twitter.com/sdmunileague>)

QUICK LINKS

(/general/?type=CONTACT) [Career Center \(https://sdmunicipalleague.site-ym.com/networking/\)](https://sdmunicipalleague.site-ym.com/networking/)

(/general/?type=CONTACT) (/login.aspx) [Directory Updates \(https://sdmunicipalleague.site-ym.com/page/Services-DirectoryUpdates\)](https://sdmunicipalleague.site-ym.com/page/Services-DirectoryUpdates)

(/login.aspx) [Online Store \(https://sdmunicipalleague.site-ym.com/store/\)](https://sdmunicipalleague.site-ym.com/store/)

[Database How-tos \(https://sdmunicipalleague.org/page/database-how-tos\)](https://sdmunicipalleague.org/page/database-how-tos)

[*EXT*]Your Reservation Confirmation

AW Cedar Shore Reservations <reservations@arrowwoodcedarshore.com>

Fri 3/15/2024 8:05 AM

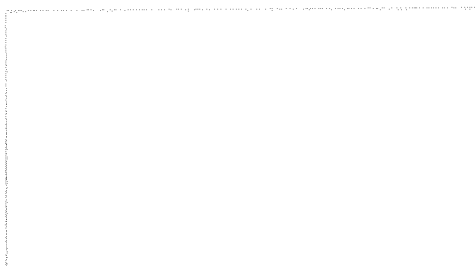
To:Jeff Heidebrecht <jeff@beresfordsd.com>

📎 2 attachments (49 KB)

image001.wmz; image002.png;

You don't often get email from reservations@arrowwoodcedarshore.com. [Learn why this is important](#)

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



Dear Jeff Heidebrecht,

Thank you for making your reservation with Arrowwood at Cedar Shore Resort.

RESERVATION DETAILS

Guest Name:	Heidebrecht, Jeff
Confirmation #:	10B0LR
Adults / Children:	1 / 0
Arrival:	04/24/2024
Departure:	04/25/2024
Accommodation:	2 Queens Hillside
Guarantee:	Credit Card XXXX4180
Total:	\$129.96

A few things you should know:

*The check in time is after 4pm

*Our check out time is at noon.

*Pets are welcome, but there is a \$10 fee per night/room.

***Cancellations must be made within 72 hours prior to arrival to avoid a penalty charge of a one night stay plus taxes.**

Please let us know if you have any questions before your stay or visit our website at www.arrowwoodcedarshore.com

City of Beresford – Travel Voucher

Name: Keith Kropwenske

1. Destination: Pierre
2. Reason for travel: Wastewater Seminar

(Meeting Agenda, Training Schedule or other supporting documentation must be attached.)

3. Departure time and date: 1:00 p.m. April 16, 2024
4. Arrival time and date: 6:00 p.m. April 16, 2024
5. Cost of lodging: _____
6. Registration fee: \$ 100.00

Departure from destination:

7. Departure time and date: April 18, 2024 1:00 pm
8. Arrival time and date: April 18, 2024 6:00 pm

Transportation:

Personal vehicle: X

Mileage claimed: 7 (Mileage reimbursement per: IRS Federal rate)

City owned vehicle: Already Reserved License # _____

Commercial transportation: _____ Cost: _____

Meals claimed: 7 (Meal reimbursement at the State rate if not provided.)

Signature: Keith Kropwenske Date: Mar 4, 2024

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

Approving Signature for Travel: _____

Finance Officer Signature: _____

SD WWA / SD WEA 2024 ANNUAL WASTEWATER SEMINAR PRE-REGISTRATION FORM

Pierre Red Rossa / Clubhouse Inn | April 17-18, 2024

One Registrant per Form

Name: _____

Business / System: _____

Address: _____

City/State/Zip: _____

Email: _____ OpCert # _____

When did you start working in the Water/Wastewater Field? _____

CHECK AS APPROPRIATE

- Full Seminar Registration-SDWWA or WEF Individual Member \$100 (Must be member by March 1, 2024)
- Full Seminar Registration-SDWWA/WEF Non-Member \$110 (Includes SDWWA membership until Sept 2024)

Send by April 1, 2024 with credit card info or check made out to "SDWWA" to: SDWWA, PO Box 353, Pierre SD 57501

CREDIT CARD INFORMATION

Name _____

Card Type: Visa Master Am Ex Discover

Card Number _____ Expiration Date _____

Security Code from Credit Card _____

Billing Address Zip Code _____

(A convenience fee will be added to registration fee)

SDWWA USE ONLY

Member # _____

Check # _____

Amount _____

City of Beresford – Travel Voucher

Name: Elaine Johnson

1. Destination: Salt Lake City, Utah
2. Reason for travel: NLC Trustee Conference / SDML WC Board of Trustees

(Meeting Agenda, Training Schedule or other supporting documentation must be attached.)

3. Departure time and date: Tuesday May 7, 2024
4. Arrival time and date: _____
5. Cost of lodging: 0
6. Registration fee: 0

Departure from destination:

7. Departure time and date: Saturday May 11, 2024
8. Arrival time and date: _____

Transportation:

Personal vehicle: _____

Mileage claimed: 0 (Mileage reimbursement per: IRS Federal rate)

City owned vehicle: _____ License # _____

Commercial transportation: _____ Cost: _____

Meals claimed: 0 (Meal reimbursement at the State rate if not provided.)

Signature: Elaine Johnson Date: 3/4/24

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

Approving Signature for Travel: _____

Finance Officer Signature: Elaine Johnson

2024 NLC-RISC Trustees Conference - Tentative Schedule
This is a draft schedule. Plans and times are subject to change.

Wednesday, May 8, 2024

4:00pm – 6:00pm **Registration Desk Open**
5:00pm – 6:00pm **Welcome Reception**

Thursday, May 9, 2024

7:30am – 3:00pm **Registration Desk Open**
8:00am – 9:00am **General Attendee & New(er) Attendee Breakfasts**
9:15am – 10:30am **Welcomes & Opening General Session**
10:45am - 11:45am **Concurrent Sessions**
11:45am – 12:45pm **Lunch**
1:00pm – 1:45pm **Concurrent Sessions**
2:00 pm – 3:00pm **General Session**
3:00pm **Conference sessions finished for the day. Attendees are encouraged to explore the city; local recommendations will be shared**

Friday, May 10, 2024

7:30am – 1:00pm **Registration Desk Open**
8:00am – 9:00am **General Attendee & Pool Administrator Breakfast**
9:15am – 10:15am **General Session**
10:30am – 11:30am **Concurrent Sessions**
11:45am – 12:45pm **General Lunch & Healthcare Lunch**
1:00pm – 2:00pm **Concurrent Sessions**
2:15pm – 3:15pm **Concurrent Sessions**
3:30 – 4 :15 pm **Closing General Session**
5:00 – 6 :30 pm **Closing Reception: Garden Party**

2024 NLC-RISC Trustees Conference - Tentative Schedule Showing Sessions

This is a draft schedule. Plans and times are subject to change.

Wednesday, May 8, 2024

4:00pm – 6:30pm **Registration Desk Open**

5:00pm – 6:30pm **Welcome Reception**

Thursday, May 9, 2024

7:30am – 3:00pm **Registration Desk Open**

8:00am – 9:00am **General Attendee & New(er) Attendee Breakfasts**

9:15am – 10:30am **Welcomes & Opening General Session**

Satisfaction and Success in Public Service and Local Government

10:45am - 11:45am **Concurrent Sessions**

New Trustees, Part 1

Leadership & Self-Deception – Arbinger

Benchmark Analytics & LMCIT Research Study

11:45am – 12:45pm **Lunch**

1:00pm – 1:45pm **Concurrent Sessions**

New Trustees, Part II

Predators Lying in Wait in the Domain of Public Good: Experience with Coverage, Tort Caps, and Predatory Lawyers Related to Sewer Coverage

Firefighter Cancer Presumption

2:00 pm – 3:00pm **General Session**

Preventing Nuclear Verdicts

Friday, May 10, 2024

7:30am – 1:00pm

Registration Desk Open

8:00am – 9:00am

General Attendee & Pool Administrator Breakfast

9:15am – 10:15am

General Session

Together We Decide. Transforming Conflict into Collaboration

10:30am – 11:30am

Concurrent Sessions

If you See Something, Say Something—the Empowering Effects of the ABLE Program

Gene & Specialty Drugs: What Healthcare Pool Trustees Should Know in 2024

A Pool Trustee's Guide to Investment in 2024

11:45am – 12:45pm

General Lunch & Healthcare Lunch

1:00pm – 2:00pm

Concurrent Sessions

Carving out a Pharmacy Benefit Program to Strengthen Your Healthcare Pool

NLC-Mutual/RISC Cyber Pilot Report

The Power of a Peer Support Partnership

2:15pm – 3:15 pm

Concurrent Sessions

Homelessness Law Session

Climate Change as a Driver of Risk

Serve | Strong Update

3:30 – 4:15 pm

Closing General Session

The Evolving Cyber Threat Landscape—How Secure Are Our Communities?

5:00 – 6:30 pm

Closing Reception Garden Party