

## BERESFORD CITY COUNCIL

Tuesday, January 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:** Council President Eli Seeley presiding, Will Roelke, Larry Rohrer, Art Schott, Mike Tiedeman

**Members Absent:** Mayor Nathan Anderson, Troy Boone

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

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

**Approve Minutes:** A motion was made by Tiedeman, second by Schott, to approve the January 2, 2024 regular meeting minutes. All present Council members voted aye; motion carried.

**Public Hearing – One-Day Malt Beverage License:** As no one was present for public comment, a motion was made by Schott to approve a one-day malt beverage license for the Beresford Volunteer Fire Department on February 3, 2024 at the Beresford Fire Station (301 N. 10<sup>th</sup> St.). The motion was seconded by Rohrer and all present Council Members voted aye; motion carried.

### **Visitors to be Heard:**

- Sharon Hustrulid presented Council with additional information regarding the petition to vacate a right of way that includes a portion of East Grant Street lying east of North 3<sup>rd</sup> Street. The petition was previously discussed and denied at the October 2, 2023 meeting. Following discussion, Mrs. Hustrulid was assured her request/concerns would be taken into consideration as planning for the housing development progresses.
- Ruby Zuraff, owner of Roo's Sanitation, was present to share concerns about the solid waste agreement with the City. She shared examples of garbage pickups she deemed outside of the contract and requested clarification. Due to the recent snow fall, garbage pickup this week was difficult, and some cans were inaccessible. Residents are reminded to clear snow around their garbage can.
- Council noted that City employees doing snow removal have been doing a great job, despite the extremely difficult conditions. The Police Department was also thanked for assisting with the process. The commitment of both departments is much appreciated.

### **Department Head and City Administrator Reports**

- **Austin Hansen, BeresfordTel GM:** A motion was made by Tiedeman, second by Schott, to recess at 7:49 p.m. to enter into a Beresford Cablevision meeting. All present Council members voted aye; motion carried. Council reconvened at 8:07 p.m.
- **Michael Schurch, Police Chief:**
  - Annual Report:** Chief Schurch was present to answer questions following a brief summary of the Beresford Police Department's 2023 Annual Report. Tiedeman made a motion, second by Schott, to approve the Beresford Police Department's 2023 Annual Report. All present Council members voted aye; motion carried.
  - BPD Vehicle:** Chief Schurch notified Council that the 2024 Ford Interceptor Hybrid that was ordered is currently unavailable; discussion was held on options for vehicle purchase.
  - Speed Signs:** New solar speed signs have been purchased with some financial assistance from the Federal Government.
  - Vandalism at New Ball Park:** Chief Schurch informed Council the damage done at the new ballpark complex has been resolved and restitution has been received.

**Executive Session:** At 8:20 p.m. a motion was made by Tiedeman, second by Schott, to enter into Executive Session to discuss a legal matter. All present Council members voted aye; motion passed. Council President Seeley declared Council out of Executive Session at 8:35 p.m. No action was taken.

- **Elaine Johnson, Finance Officer:** Johnson highlighted some expenditures from the December 2023 financials. She noted that, for the first time, the Bridges Golf Course ended the year with a positive balance of \$10,778.71. Following explanation by Johnson, a motion was made by Schott to transfer \$75,627.43 from the Second Penny Fund to the Bridges Debt Service Fund. Rohrer seconded the motion and all present Council members voted aye; motion carried. Schott made a motion, second by Rohrer, to approve the December 2023 financial reports. All present Council members voted aye; motion carried.
- **Jerry Zeimetz, City Administrator:** Zeimetz informed Council that the grant application to the SD Transportation Commission requesting funds to continue building the street and infrastructure along 7<sup>th</sup> Street was denied. Reapplication may be done in the future.

**Old Business**

- **Ordinance 2024-01 - Supplemental Appropriations:** A motion was made by Schott, second by Rohrer, to approve the second reading and adoption of Ordinance 2024-01, Supplemental Appropriations. All present Council members voted aye; motion carried.

**Ordinance 2024-01  
Supplemental Appropriations**

**SUBJECT: An Ordinance to Supplement FY 2023 Appropriations and Declare an Emergency. BE IT ORDAINED,** by the City of Beresford, SD that the following sums be supplementally appropriated to meet the obligations of the municipality for year-end 2023.

**Appropriations:**

Police Dept. Part-Time Salaries	101-4210-41103	\$ 16,740
FICA	101-4210-41200	\$ 2,600
Group Health Insurance	101-4210-41500	\$ 22,725
Machinery & Auto	101-4210-43600	<u>\$ 45,100</u>

**Total Appropriations      \$ 87,165**

**Source of Funding:**

Unassigned Fund Balance	<u>\$ 87,165</u>
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**Total Means of Finance      \$ 87,165**

**Emergency Clause: The effective date to this Ordinance shall be the date of passage.**

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Eli Seeley, Council President

Attest:

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Elaine Johnson, Finance Officer

**New Business**

- **Engagement Letter for 2023 Audit:** Schott made the motion, second by Roelke, to approve the ELO CPAs & Advisors engagement letter to prepare the 2023 year-end report. All present Council members voted aye; motion carried.
- **Bak Property Housing Development:** City Administrator Zeimetz reviewed an agreement with Banner Associates for design/bidding services and construction services for the Bak Housing Development project. A motion was made by Schott, second by Roelke, to approve the Agreement for Professional Services with Banner Associates in the amount of \$100,000 for design and bidding services and \$110,000 for construction phase services. All present Council members voted aye; motion carried.
- **Probation Review and Step-Pay Increase:** Upon recommendation from BMTC General Mgr. Austin Hansen, a motion was made by Schott, second by Roelke, to approve a step-pay increase

to \$22.71/hour for Telephone Technician Marcus Cooper and remove him from probationary status, effective January 24, 2024. All present Council members voted aye; motion carried.

- **2023 Fire Department Report:** A motion was made by Schott to accept the Beresford Volunteer Fire Dept. 2023 Year-End Report as submitted by Fire Chief Tarz Mullinix. The motion was seconded by Rohrer and all present Council members voted aye; motion carried.
- **Fire Chief:** After 45 years as Fire Chief of the Beresford Volunteer Fire Department, Fire Chief Tarz Mullinix is stepping down. Andrew Boden was nominated by members of the Fire Department and accepted the role of Fire Chief. Council expressed their thanks to Chief Mullinix for his many years of service and dedication to the community of Beresford.
- **Subsidy Drawdown Request:** A motion was made by Schott to approve the 2024 budgeted subsidy drawdown request from Bright Beginnings Childcare Center in the amount of \$4000. The motion was seconded by Roelke and all present Council members voted aye; motion carried.

#### **Discussion & Information Items**

- **Department Head and City Administrator Yearly Reviews:** The annual review of department heads and the City Administrator will be held on Monday, February 5 at 5:00 p.m.
- **2024 Municipal Election and Notice of Vacancies:** Finance Officer Johnson provided a copy of the 2024 Municipal Election Calendar and Council was notified that because of the expiration of the present term of office, the following offices will become vacant and notice will be published in the Beresford Republic: Mayor Nathan Anderson, Council Member Troy Boone (Ward 1), Council Member Michael Tiedeman (Ward 2), and Council Member Larry Rohrer (Ward 3).

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

Appeara, service, \$293.89; Azar Comp Software Serv, digital service center, \$250.00; Baker & Taylor, books, \$288.45; Bally Sports North, affiliate fees, \$2696.80; Banner Assoc, engineering, \$98,838.00; Big 10 Network, affiliate fees, \$131.72; Border States Elec, resale, \$224.62; Bright Beginnings Daycare, 2024 subsidy, \$4000.00; Capital One Trade Credit, equipment, \$1396.99; CenturyLink, 911 circuit, \$115.05; CHS, fuel, \$752.26; City of Sioux Falls, tipping fees, \$5429.18; CHN Ind Accts, vehicle repair, \$69.12; Contract Tech, DVR, \$998.05; Cummins Sales, inspection, \$1117.43;

Dakota Data Shred, rent, \$16.96; Dakota Fluid Power, repair, \$810.80; ECHO Group, resale, \$373.83; Express Comm, settlement, \$1104.81; FARR Tech, repair, \$145.00; Fiesta Foods, supplies, \$169.78; First Dakota Nat'l Bank, HSA acct. fee, \$500.00; Grossenburg, utility tractor, \$56,635.00; Heartland Payment Systems, CC fees, \$666.42; High Plains Tech, Office 365, \$204.50; Interstate TRS, TRS fund, \$342.75; KCL Group Benefits, life ins, \$142.50; KVHT, ad, \$2210.00; MidAmerican Energy, natural gas, \$2465.48; MN Mun Util Assn, safety program, \$4519.90; New Century Press, publishing, \$146.34;

NY Life, insurance, \$42.75; Overdrive, annual fee, \$2178.38; Performance Foodservice, food, \$946.21; Quill Corp, supplies, \$77.97; Roo's Sanitation, disposal service, \$10,400.00; Rovi Guides, guides, \$744.32; SD State Treasurer, telecom relay service, \$38.90; SDN Comm, internet, \$4048.80; SD One Call, locates, \$92.40; Unemployment Ins Div of SD, unemployment ins, \$284.95; USAC, schools & libraries, \$1965.50; Verizon Wireless, cell phones, \$867.46; Washington Nat'l Ins, insurance, \$84.30; Webit.com, website fee, \$490.00; Wells Fargo, CC charges, \$4366.77; Wesco Dist, transformer, \$74,635.00.

**Adjournment:** As there was no further business, Council President Seeley adjourned the meeting at 9:02 p.m.

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Elaine Johnson, Finance Officer  
Recorded by Kathy Stuessi