

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

[1] – Pledge of Allegiance

[2] – Call to Order & Roll Call

[3] – Adopt Agenda

[4] – Approve Minutes –October 17, 2022

[5] – Visitors to be heard

[6] – Committee/Mayor Report

[7] – Department Head and City Administrator Reports

- Mike Schurch – Police Chief
 - School Resource Officer update

[8] – Old Business

- Update on ballfield additions at Grace V. Nelson park

[9] – New Business

- Review P/T Police Officer wages
- Hire P/T Police Officer
- 2022 Asphalt Surface Treatment final pay request from Astech, \$89,263.70
- Step pay increase for John Ganschow, BMTC
- 2023 Liquor License Renewals
- Municipal Subsidy Drawdown Request from Beresford Cemetery Association
- Wage increases for city council and mayor
- Resignation from Ward III Councilman Troy Doeden
- Resolution 2022-18 A resolution of Appreciation for Councilman Troy Doeden

[10] – Discussion & Information Items

[11] – Approval of Travel Requests

[12] – Payment of Bills

[13] – Executive Session – Legal & Personnel

[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: City Council Meeting Monday, November 7, 2022
Time: November 7, 2022 07:00 PM Central Time (US and Canada)

Join Zoom Meeting

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

Meeting ID: 546 078 0834

Passcode: Beresford

One tap mobile

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

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

Dial by your location

+1 312 626 6799 US (Chicago)

Meeting ID: 546 078 0834

BERESFORD CITY COUNCIL
Monday, October 17, 2022

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

Members Present: Mayor Nathan Anderson presiding, Will Roelke, Art Schott, Teresa Sveeggen, Mike Tiedeman

Members Absent: Troy Boone, Troy Doeden

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

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

Approve Minutes: Tiedeman made a motion to approve the October 3, 2022 meeting minutes. The motion was seconded by Roelke and all present Council members voted aye; motion carried.

Dept. Head/City Administrator Reports:

Elaine Johnson, Finance Officer: Johnson pointed out highlights from the September financial reports and answered questions. A motion to accept the September, 2022 financial reports was made by Schott, second by Tiedeman. All present Council members voted aye; motion carried.

New Business

Sole Source Procurement: City Administrator Zeimetz reiterated the purpose and requirements of sole source procurement and the need for another transformer for the Electric Department. Due to the unavailability of transformers within a reasonable time frame, a motion was made by Schott, second by Roelke, to approve the purchase of a 2500 KV Pad Mount Transformer for the Electric Dept. at a cost of \$83,149.00 through sole source procurement as documented. All present Council members voted aye; motion carried.

Documentation of Sole Source Procurement

Pursuant to SDCL 5-18A-8, the Beresford City Council hereby authorizes the purchase of a 2500 KV Pad Mount Transformer from Stuart C. Irby Company, for the purchase price of \$83,149.00.

This purchase is not being bid in that the availability of this transformer through the bidding process would take more than one year and possibly up to nearly two years to procure the transformer. Electric Superintendent Mike Antonson and City Electrical Engineers (DG&R) have made numerous attempts to find an available transformer to allow for an existing business to upgrade their electrical load. The lack of availability of a transformer of this size has made it likely that the business may need to expand elsewhere if a transformer cannot be installed within a reasonable time frame.

The City has negotiated the best price for the transformer being acquired and for delivery within the time frame as needed by the City. Based upon estimated prices for a transformer that will be available in 2024 at the earliest, the price being paid is reasonable and not available from other sources within the time frame needed by the City of Beresford.

Resolution 2022-17: Parks Supt. Bates made a request to purchase paint for the swimming pool with funds transferred from SD FIT. Schott made a motion, second by Tiedeman, to approve Resolution 2022-17: Fund Transfer from SD FIT in the amount of \$2651.84. All present Council members voted aye; motion carried.

RESOLUTION 2022-17
Subject: Fund Transfer

Be it resolved, that the following transfer is made for fiscal year 2022.

Transfer to:

Swimming Pool

101-4530-42505 Pool Maintenance	\$2,651.84
(Swimming Pool Paint)	

Transfer from Account:

101-010-1515 SD FIT – Swimming Pool	\$2,651.84
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Adopted this 17th day of October, 2022.

Attest:

Nathan Anderson, Mayor

Elaine Johnson, Finance Officer

Step-Pay Increase: Following recommendation from Police Chief Schurch, a motion was made by Schott to remove Police Officer Colton Laubach from probationary status and approve a step-pay increase to \$20.89/hour, effective October 6, 2022. The motion was seconded by Sveeggen and all present Council members voted aye; motion carried.

Updated Senior Center Lease Agreement: City Attorney Frieberg explained the current lease agreement between the City and the Senior Event Center states the City will be reimbursed by the Senior Event Center for insurance on the building. The new lease agreement will remove that statement and the City will maintain responsibility for insurance on the structure. A motion to approve the new lease agreement was made by Schott, second by Tiedeman. All present Council members voted aye; motion carried.

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

- TOC Planning Committee Meeting, Fargo, Nov. 3-4, Hansen

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

Michael Antonson, conference mileage, \$247.37; Appera, service, \$911.75; Azar Comp. Software, digital service center, \$250.00; Baker & Taylor, books, \$367.63; Banner Assoc., ballfield plan, \$22,375.00; Barnes & Noble, books, \$100.00; Beal Dist., beer, \$504.45; Border States Elec., wire/bulbs, \$13,645.96; Brosz Engineering, chipseal project, \$3096.00; Carlson's Body Shop, service, \$709.32; Cengage Learning, books, \$154.34; Center Point Large Print, books, \$55.24; CenturyLink, 911 Circuit, \$112.29; Chesterman, resale, \$25.20; CHS Inc., fuel, \$5817.39; City of Beresford, Bridges liquor license, \$700.00;

City of SF, tipping fees, \$5423.46; Contract Tech., DVR boxes, \$621.00; Core & Main, pipes & fittings, \$359.13; Dakota Beverage, beer, \$595.95; Dakota Data Shred, container rent, \$108.85; Dakota Fluid Power, repair, \$947.77; Dakota Supply Group, equipment, \$297.23; DEMCO, supplies, \$233.28; Diamond Vogel Paint Ctr., pool paint, \$2651.84; ECHO Group, resale, \$822.04; Express Comm., toll settlement, \$1914.49; FARR Tech., internet repair, \$2160.00; Fiesta Foods, food, \$167.77; Frieberg, Nelson & Ask, city attorney, \$1530.00; Heartland Payment Systems, CC fees, \$1192.42;

Jeff Heidebrecht, SDML conf., \$15.00; High Plains Tech., Office 365, \$75.00; Hillyard, supplies, \$405.24; JD's House of Trophies, engraving, \$11.50; Interstate TRS, TRS fund, \$286.30; Jensen Agency, insurance, \$1221.00; Elaine Johnson, SDML conf., \$26.00; KCL Group Benefits, insurance, \$145.60; Anthony Laurvick, clothing, \$70.23; MidAmerica Comp. Corp., billing fee, \$2864.39; MidAmerica Books, books, \$179.60; MidAmerican Energy, natural gas, \$295.28; Midwest Alarm, alarm testing, \$749.83; Midwest Tape, audiobooks, \$383.15; Midwest Turf & Irr., repair, \$796.13;

Mobile Mechanic, repair, \$1382.94; Nexstar Broadcasting, affiliate fees, \$3116.49; ODP Bus. Sol., supplies, \$91.77; Olson's Pest Tech., service, \$165.00; Pedersen Machine, repair, \$43.88; Performance Foodservice, food, \$744.73; Precision Irr. &

Lawn, repair, \$92.98; Quill Corp., supplies, \$348.13; Radiant Life Min., affiliate fees, \$115.90; Rechnagel Const., gravel, \$6948.49; RESCO, hardware, \$585.36; Roo's Sanitation, disposal service, \$5432.00; Rovi Guides, guides, \$669.67; S&S Willers, sand, \$2031.84; Safety Benefits, conference, \$225.00; Michael Schurch, conf., \$210.37;

SD Dept. of Environment, drinking water fee, \$600.00; SDN Communications, internet access, \$3192.28; Showtime Networks, affiliate fees, \$59.76; Steeneck Enterprises, clothing, \$399.86; Sturdevant's Auto Parts, supplies, \$6.98; Thermo King of SF, repair, \$5229.72; Unemployment Ins., payment, \$1105.05; USAC, schools & libraries, \$1726.14; Vantage Point, 10-digit routing, \$377.50; Verizon Wireless, cell phones, \$892.34; Washington Nat'l Ins., insurance, \$84.30; Wells Fargo, CC charges, \$4884.03; WESCO Dist., new const., \$7882.05; Wholesale Sup., resale/supplies, \$728.95.

September 2022 Payroll Totals: Finance \$5653.78; Gov't Bldg. \$168.13; Police \$22,899.62; Street \$14,378.14; Parks \$5019.06; Water \$8167.33; Electric \$26,851.81; Sewer \$7759.68; Telephone \$50,270.64; Rubble/Recycling \$1981.76; City Council \$7950.00; Library \$8627.21; City Admin. \$8346.08; Golf Course \$3450.18; Clubhouse \$9,385.71; Event Center \$775.30.

Executive Session: At 7:14 p.m. a motion was made by Tiedeman to enter into Executive Session to discuss personnel matters. The motion was seconded by Roelke and all present Council members voted aye; motion carried.

Mayor Anderson declared Council out of Executive Session at 8:04 p.m.

Adjournment: There being no further business, Mayor Anderson adjourned the meeting at 8:04 p.m.

Elaine Johnson, Finance Officer
Recorded by Kathy Stuessi

From: Blake Harms <blakeh@broszengineering.com>
Sent: Tuesday, October 25, 2022 9:02 AM
To: Jeff Heiderbrecht; jerry@bmtc.net
Cc: Heidi Austin
Subject: 2022 Beresford Asphalt Surface Treatment
Attachments: 2022 Asphalt Surface Treatment-Final Pay App BERESFORD.pdf

Jeff & Jerry,

I've reviewed all the Contractor's quantities from the recent street surface treatment project. I've also had Contractor review and didn't come back with any concerns or errors.

See attached Final Pay Application and corresponding Progress Estimate detailing the quantities completed per item.

As you can see on the Pay Application...

1. I've assessed the contractor 2 penalty days (per town) for work after the original completion date. Contractor understands. Timing wasn't ideal this year, but at least we still got decent weather conditions to complete the applications. I also hate to be hold them to the coals too much, if we don't work together with ASTECH recent bid history would show the price for the work will increase further (10-20%).
2. I'm not holding any retainage on work. I consider the work completed acceptable, therefore none warranted. If there's issues I'm not aware of please let me know.

Please add the payment to upcoming Council agenda if necessary. Payment of amount **\$89,263.70**; and shall go **directly to ASTECH at PO BOX 1025, St. Cloud, MN 56302.**

If you could also have authority sign the final signature line on the Pay Application and return scanned copy to me for records, that would be appreciated.

Let me know you received this and if any questions. Thanks Beresford, especially for you willingness to work alongside Contractor's late schedule!



BLAKE HARMS, EIT

2309 W. 50th Street Sioux Falls, SD 57105
O (605) 336-1676 W www.broszeng.com

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Application Period: Begin - 10/15/2022		Application Date: 10/15/2022
To (owner): City of Beresford	From (contractor): Asphalt Surface Technologies Corp.	Via (engineer): Blake Harms
Project: 2022(01)	Contract: 2022 Multi-Community Asphalt Surface Treatment	
Owner's Contract No.: X	Contractor's Project No.: X	Engineer's Project No.: 2204126

Change Order Summary

Approved Change Orders		
Number	Additions	Deductions
TOTALS		
NET CHANGE BY CO		

1. Original Contract Price.....	\$ 93,898.40
2. Net Change by Change Order.....	\$ -
3. Current Contract Price (line 1 +/- 2).....	\$ 93,898.40
4. Total Completed and Stored to Date (Column D total on Progress Estimates).....	\$ 90,163.70
5. Retainage:	
a. 0% x \$ - Work Completed.....	\$ -
b. x \$ - Stored Material.....	\$ -
c. Total Retainage (Line 5a + Line 5b)	\$ -
6. Amount Eligible To Date (Line 4 - Line 5c)	\$ 90,163.70
7. Less LD Penalty: 2 Days x \$450.....	\$ 900.00
8. Less Previous Payments (Line 6 from prior Application)	\$ -
9. Amount Due This Application.....	\$ 89,263.70

Contractor's Certification

The undersigned Contractor certifies, to the best of its knowledge, the following: (1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment; (2) Title of all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all Liens, security interests, and encumbrances (except such as are covered by bond acceptable to Owner indemnifying Owner against any such Liens, security interest, or encumbrances); and (3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

Contractor Signature: Dale R Strandberg Date: 10/17/2022

Dale R Strandberg
Vice-President

Payment of: \$ 89,263.70
(Line 8 or other - attach explanation of the other amount)

Recommended by: Blake Harms 10/25/22
(Engineer) (Date)

Payment of: \$ _____
(Line 8 or other - attach explanation of the other amount)

Approved by: _____
(Owner) (Date)

Payment Estimate - Unit Price Work

For (Contract): 2022 City of Beresford Asphalt Surface Treatment

Application Period: Begin - 10/15/2022

Contractor's Application

Application Number: 1

Application Date: 10/15/2022

A				B		C		D
Item	Description	Qty	Units	Original Contract		Work Completed		Total Complete, \$
				Unit Price	Total Value, \$	This Period	To Date	
009E0010	Mobilization - Beresford	1	LS	\$ 10,000.00	\$ 10,000.00	1	1	\$ 10,000.00
330E0300	SS-1h or CSS-1h Asphalt for Fog Seal	8.2	Ton	\$ 900.00	\$ 7,380.00	8.4	8.4	\$ 7,560.00
330E3000	Sand for Fog Seal or Prime Coat	5.0	Ton	\$ 50.00	\$ 250.00	0.0	0.0	\$ -
360E0042	CRS-2P Asphalt for Surface Treatment	45.2	Ton	\$ 988.00	\$ 44,657.60	44.2	44.2	\$ 43,669.60
360E1030	Cover Aggregate, Type 2A (modified)	374.8	Ton	\$ 71.00	\$ 26,610.80	337.1	337.1	\$ 23,934.10
634E0120	Traffic Control, Miscellaneous - Beresford	1	LS	\$ 5,000.00	\$ 5,000.00	1	1	\$ 5,000.00
				TOTALS	\$ 93,898.40			\$ 90,163.70

jerry@bmtc.net

From: elaine@bmtc.net
Sent: Monday, October 31, 2022 1:48 PM
To: Jerry Zeimetz
Subject: Agenda 11/7/22 FW: [*EXT*]John Ganschow Step Increase

Jerry-
For the 11/7/22 Council Agenda.
EJ

From: Austin Hansen <austinh@beresfordtel.com>
Sent: Monday, October 31, 2022 1:13 PM
To: rachel@bmtc.net; Austin Hansen <austinh@bmtc.net>
Cc: Elaine Johnson <elaine@bmtc.net>
Subject: RE: [*EXT*]John Ganschow Step Increase

Rachel,

I recommend moving forward with John's step pay increase from \$21.19/hr. to \$21.81/hr. or 87.5% of the pay scale.

Thanks,



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@bmtc.net <rachel@bmtc.net>
Sent: Monday, October 31, 2022 11:06 AM
To: Austin Hansen <austinh@bmtc.net>
Cc: Elaine Johnson <elaine@bmtc.net>
Subject: [*EXT*]John Ganschow Step Increase

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.

Good Morning!

John Ganschow is up for a step pay increase on 11/3/22 from \$21.19/hr to 21.81/hr. This would be at 87.50% of the scale. Please advise your recommendation. Please let me know if you have any questions.

Thank you,
Rachel

APPROVAL OF LOCAL BOARD

Notice is hereby given that the following license applications for the sale of Alcoholic Beverages and wine & cider for the year January 1, 2023 through December 31, 2023 have been filed in the City Finance Office, Beresford, South Dakota.

	<u>License #</u>
Retail (on-sale) Liquor	RL-5454
Package (off-sale) Liquor	PL-5038
Bertz Beer Garden 210 S 17 th St. Beresford, SD	
Retail (on-sale) Liquor-Restaurant	RR-27251
Bertz Sports Bar & Grill 1406 W Cedar St. Beresford, SD 57004	
Retail (on-sale) Liquor	RL-5452
Bridges at Beresford 601 S 7 th St. Beresford, SD 57004	
Retail (off-sale) Wine and Cider	RW-20312
Dollar General Store #10599 1400 W Cedar St. Beresford, SD 57004-1009	
Retail (off-sale) Wine and Cider	RW-27657
Family Dollar Store #32699 1108 W Cedar St Suite 6 Beresford, SD 57004	
Package (off-sale) Liquor	PL-4681
Fiesta Foods Hwy 46 & 13 th St. Beresford, SD 57004	
Retail (on-sale) Liquor	RL-5453
Klassix Inc. 206 N 3 rd St. Beresford, SD 57004	
Package (off-sale) Liquor	PL-28115
Casey's General Store #2830 910 W Cedar St. Beresford, SD 57004	

ORDINANCE 2022-05
Supplemental Appropriation Ordinance

SUBJECT: An Ordinance Supplementing FY2022 Appropriations.

BE IT ORDAINED by the City of Beresford, SD that the following sums be appropriated to supplement the FY 2022 Budget:

Section I: Appropriations: The following sums are appropriated for the project as described;

Acct. No. 101-4530-42505 Pool Maintenance	Parks	\$2,651.84
	<u>Total Appropriations</u>	<u>\$2,651.84</u>

Section II: Means of Finance:

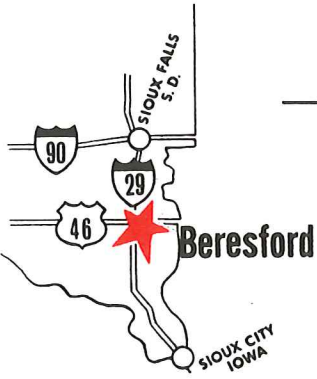
SD Funds Investment Trust – Swimming Pool	\$2,651.84	
	<u>Total Means of Finance</u>	<u>\$2,651.84</u>

Dated this _____ day of November, 2022.

Nathan Anderson, Mayor

Attest: Elaine Johnson, Finance Officer

First Reading: November 7, 2022
Second Reading: November 21, 2022
Published: December 1, 2022
Effective: December 20, 2022



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

MUNICIPAL SUBSIDY DRAWDOWN REQUEST
CITY OF BERESFORD

Beresford Cemetery Association hereby requests the drawdown of the monetary subsidy appropriated for the agency on the FY2022 Municipal Budget in the amount of \$1,700.00.

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

Authorized Signature: Don Jevlik

Date: 10-19-2022



FIRST SAVINGS BANK
 5800 S WESTERN AVE
 SIOUX FALLS, SD 57108

006 00001 01
 ACCOUNT:

PAGE: 1
 2046 09/30/2022

TELEPHONE: 605-763-2009

1215 1 AV 0.455

001315



BERESFORD CEMETERY ASSOC
 DON JERVIK
 307 N 5TH ST
 BERESFORD SD 57004-1749

=====
 www.firstsavingsbanks.com
 =====

REGULAR CHECKING ACCOUNT 2046
 =====

DESCRIPTION	DEBITS	CREDITS	DATE	BALANCE
BALANCE LAST STATEMENT			08/31/22	7,649.11
CHECK # 1108	525.00		09/12/22	7,124.11
CHECK # 1109	500.00		09/12/22	6,624.11
BALANCE THIS STATEMENT			09/30/22	6,624.11
TOTAL CREDITS (0)		.00	MINIMUM BALANCE	6,624.11
TOTAL DEBITS (2)	1,025.00		AVG AVAILABLE BALANCE	6,999.94

=====
 YOUR CHECKS SEQUENCED
 =====

DATE...	CHECK #.....	AMOUNT	DATE...	CHECK #.....	AMOUNT	DATE...	CHECK #.....	AMOUNT
09/12	1108	525.00	09/12	1109	500.00			

- END OF STATEMENT -

RESOLUTION 2022-18

A RESOLUTION OF APPRECIATION FOR COUNCILMAN TROY DOEDEN

WHEREAS, for 6 1/2 years, Troy Doeden faithfully served as a member of the Beresford City Council; and

WHEREAS, during his tenure on the Council, his fellow Council members selected him to serve as both Vice President and President of the City Council; and

WHEREAS, Councilman Doeden has given up a tremendous amount of his own time to serve on the many council committees; and

WHEREAS, Councilman Doeden has faithfully served as a director for Beresford Parks, Recreation and Community Education; and

WHEREAS, while Councilman Doeden's presence will be missed, he will forever be a friend to the City of Beresford.

NOW, THEREFORE, BE IT RESOLVED that the City of Beresford City Council extends heartfelt and sincere appreciation for Councilman Doeden's dedicated service representing the citizens of Beresford.

BE IT FURTHER RESOLVED that this Resolution be made a part of the permanent record of the City of Beresford.

Adopted this 7th day of November, 2022.

Teresa Sveeggen, Council Vice President

ATTEST:

Elaine Johnson, Finance Officer

CREATING A CLEANER ENERGY FUTURE

BERESFORD'S POWER SUPPLY MIX

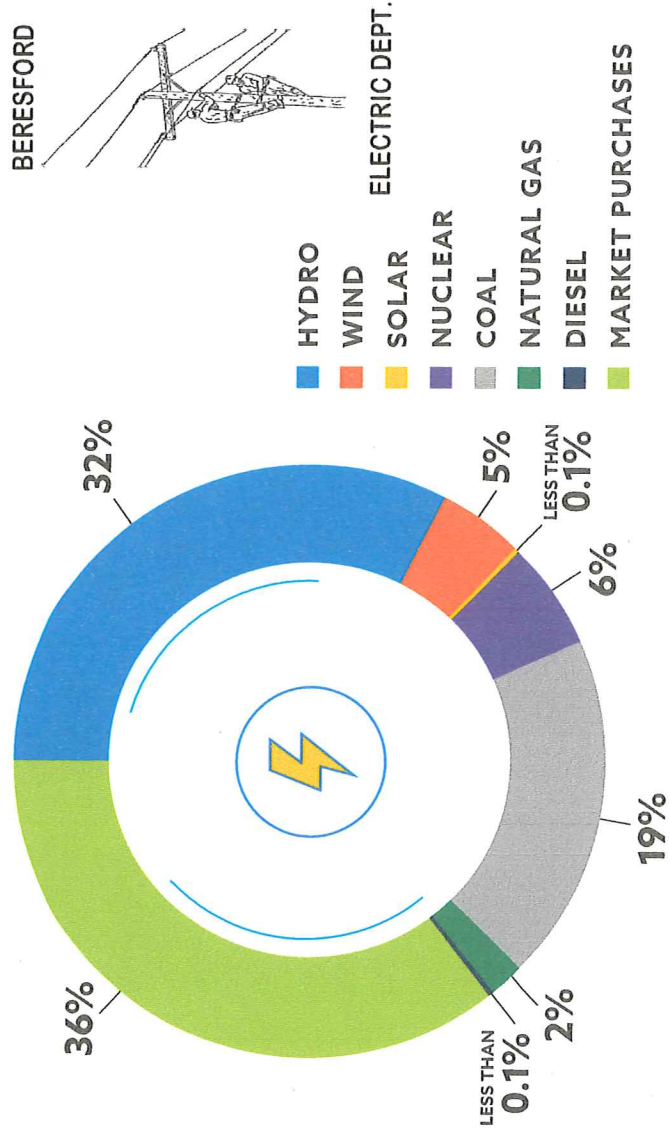
Our diverse mix of power supply resources results in reliable, affordable and environmentally friendly electric service for Beresford's citizens and businesses.

For more information about how our power supply percentages are calculated, go to mrenergy.com/energy-resources/generation.

79%
carbon-free
power supply

37%
renewable
power supply

WHERE DOES YOUR ELECTRICITY COME FROM?



Beresford Electric Department
101 N 3rd St
Beresford, SD 57004

*Three-year average of 2019, 2020 and 2021.