

**BERESFORD CITY COUNCIL
REGULAR MEETING AGENDA
Monday, March 4, 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 – February 20, 2024

[5] – Visitors to be heard.

[6] – Committee/Mayor Report

[7] – Department Head and City Administrator Reports

- South Dakota Housing Development Housing Authority Infrastructure Financing Program
 - Resolution 2024-05 Adopting Internal Control Policies and Procedures
 - Resolution 2024-06 Adopting Conflict of Interest Policy

[8] – Old Business

[9] – New Business

- “Letter of Contract” with Banner Associates for 2024 Multi-Community Asphalt Surface Treatment Project
- Pay Request #5 from Parkway Construction for Beresford Ballfield Addition Project
- Request to participate in the development of a Safety Action Plan with SECOG
- Part-time hire for Bridges Clubhouse
- Step pay increase for BeresfordTel Internet/Tele. & Cable TV Tech. Tony Laurvick from \$35.61/hr. to \$36.54/hr.
-

[10] – Discussion & Information Items

- 2023 Annual Beresford Public Library Survey
- Local Review Board to meet week of March 18-22 if necessary.
- Notice of Deadline for Voter Registration

[11] – Approval of Travel Requests

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

[12] – Payment of Bills

[13] – 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 4, 2024, 7:00 PM Central Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/5460780834?pwd=bittbHg1QjJ5SDYxaUFOb0VGZ3crQT09>

Meeting ID: 8410157004

Passcode: Beresford

Dial by your location

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BERESFORD CITY COUNCIL
Tuesday, February 20, 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 presiding, Troy Boone, Larry Rohrer, Art Schott, Eli Seeley, Mike Tiedeman

Members Absent: Will Roelke

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

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

Approve Minutes: A motion to approve the minutes from the February 5, 2024 regular meeting was made by Tiedeman and seconded by Rohrer. All present Council members voted aye; motion carried.

Public Hearing: Mayor Anderson opened the public hearing. As no one was present for the hearing, Schott made a motion, second by Boone, to approve the Retail (On-Off Sale) Malt Beverage and SD Farm Wine License for Bertz Sports Bar & Grill. All present Council members voted aye; motion passed.

Visitors to be Heard: Kevin Nelson, President of the SD Association for Education of Young Children, shared a presentation about the purpose and goals of South Dakota Early Learning Communities. Beresford Schools' Business Manager Jared Olson and Elementary School Principal Troy James also provided input. Following discussion there was consensus among Council members to participate in this opportunity to work with other stakeholders to become an Early Learner Community.

Department Head and City Administrator Reports

Elaine Johnson, Finance Officer:

January 2024 Financials: Johnson highlighted some of the expenditures from the January 2024 financial reports. Seeley made a motion, second by Boone, to approve the January 2024 financial reports. All present Council members voted aye; motion carried.

gWorks Software Program Update: Johnson informed Council about upcoming changes in the City's current software program (gWorks) and the benefits and cost of these changes. Implementation of the updates will potentially begin in April.

Engagement Letter: Schott made a motion, second by Rohrer, to approve the engagement letter with ELO CPAs & Advisors for the 2023 audit. All present Council members voted aye; motion carried.

New Business

Drawdown Requests: A motion was made by Schott to approve the 2024 budgeted subsidy drawdown request from Beresford Baseball Softball Association in the amount of \$10,000. The motion was seconded by Seeley and all present Council members voted aye; motion carried. Boone made a motion, second by Tiedeman, to approve the budgeted 2024 subsidy drawdown request for \$27,500 from Beresford Parks, Recreation and Community Education. All present Council members voted aye; motion carried.

Surplus Property: Discussion was held on furniture/items remaining in the First Dakota Bank building. It was decided these items will be offered to local churches and/or non-profit organizations. Any remaining items will be disposed of.

Seasonal Help: A motion was made by Schott to authorize advertising for seasonal help for the Bridges Golf Course, Parks, Swimming Pool, and Public Works Depts. The motion was seconded by Boone and all present Council members voted aye; motion carried.

2024 City Administrator and Department Head Salaries: Schott made the motion, second by Rohrer, to approve the following 2024 salaries. All present Council members voted aye; motion carried. City Administrator Jerry Zeimetz, \$119,823.81; Electric Supt. Michael Antonson, \$118,268.80; Telephone General Manager Austin Hansen, \$103,197.95; Street Supt. Jeff Heidebrecht, \$40.94/hr.; Finance Officer Elaine Johnson, \$81,185.73; Police Chief Michael Schurch, \$37.99/hr.; Bridges Clubhouse/Event Center Manager Ben Reiter, \$74,622.60; Head Librarian Jane Norling, \$61,799.92; Golf Course Supt. Jason Strand, \$51,604.80; Parks Supt. Kelly Haish \$58,843.20.

Discussion & Information Items

2023 Building Permits: Zeimetz gave an overview of the 2023 Building Permits Report. He noted that the total value of the permits was the highest since at least 1999.

Article for Republic: Council received a copy of the article that will be in the Beresford Republic in regard to the Sanitary Sewer Surcharge that will be applied to customer accounts on the March 1, 2024 bill.

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

- SDML District 3 Annual Meeting, Harrisburg, April 2, Johnson, Zeimetz, City Council/Mayor
- Police Chiefs and Sheriffs Conference, Deadwood, April 15-18, Schurch
- SD Golf Course Superintendents' Conference, Sioux Falls, March 5-6, Strand, Haisch

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.

A&B Business, service, \$140.00; Alphagraphics, decals, \$172.93; Appeara, service, \$644.78; Azar Comp. Software Serv., digital service center, \$250.00; Bally Sports North, affiliate fees, \$2482.86; Banner Assoc., CIPP Lining, \$49,570.25; Barnes & Noble, books, \$171.13; Beal Dist., beer, \$291.25; Benstar Packaging & Dist., pallet wrap, \$73.62; Beresford Baseball Assn., subsidy, \$10,000.00; Beresford Com. Ed., subsidy, \$27,500.00; Big 10 Network, affiliate fees, \$87.00; Border States Elec., hardware, \$1542.27; Carlson's Body Shop, service, \$108.60; Center Point Large Print, books, \$55.94;

City of Sioux Falls, tipping fees, \$6778.98; Core & Main, supplies, \$664.39; D&D Door, repairs, \$599.20; DAD's Automotive, repair, \$317.92; Dakota Beverage, beer, \$450.85; EFTPS, Federal Excise Tax, \$464.77; Eide Bailly, Office 365, \$204.50; Elan City, solar speed signs, \$8750.00; Express Comm., CBOL settlement, \$1254.81; FARR Tech., service, \$1355.00; Frieberg, Nelson & Ask, city attorney, \$4788.75; Goldfield Telecom, supplies, \$2822.75; Grossenburg Implement, parts, \$12.54; GT Golf Supplies, merchandise, \$49.57; Heartland Payment Systems, CC fees, \$389.83; Interstate TRS, TRS fund, \$342.75;

Jack's Uniforms, clothing, \$606.73; KCL Group Benefits, life ins., \$142.50; Tanner Knutson, clothing, \$246.89; Keith Kropuenske, class, \$42.00; Lawson Prod., supplies, \$78.36; MidAmerican Energy, natural gas, \$4340.24; Midwest Tape, DVD, \$22.49; Chet Moser, clothing, \$74.85; Nat'l Cable Television, ACA Connects Correction, \$49.24; Netceed – NC, cable, \$754.78; New Century Press, publishing, \$9.52; NY Life, insurance, \$42.75; Nexstar Broadcasting, affiliate fees, \$3454.48; Northern Plains Lumber, supplies, \$106.30; Olson's Pest Tech., service, \$170.00; Overdrive, books, \$620.44;

Performance Foodservice, food, \$921.78; Precision Irr. & Lawn, equipment repairs, \$967.80; Quill Corp, supplies, \$258.94; Ben Reiter, mileage, \$42.88; Roo's Sanitation, disposal service, \$10,183.34; Rovi Guides, guides, \$744.32; SD Police Chiefs Assoc., registration, \$115.00; SDN Comm., internet access, \$2361.55; Showtime Networks, affiliate fees, \$31.24; SF Two-Way Radio, programming, \$514.95; Southeastern Elec., electricity, \$475.04; Stuart C Irby Co., safety equipment, \$316.00; Sturdevants, repairs, \$70.74; Transource, parts, \$1175.97; United Tel Supply, supplies, \$530.30;

USAC, schools & libraries, \$1893.09; Rob VanBallegooyen, clothing, \$53.00; Vantage Point, CALEA, \$160.00; Verizon, cell phone service, \$867.62; Cameron Voegeli, class, \$42.00; Washington Nat'l Ins. Co., insurance, \$84.30; Wellmark BC/BS of SD, health insurance, \$42,778.54; Wells Fargo, CC charges, \$3367.90; WESCO, hardware, \$1719.00; Worldpay, CC fees, \$70.35.

Adjournment: As there was no further business, Mayor Anderson adjourned the meeting at 8:20 p.m.

Elaine Johnson, Finance Officer
Recorded by Kathy Stuessi

Jerry Zeimetz

From: Beverly Katz <beverly@sdhda.org>
Sent: Wednesday, January 24, 2024 8:28 AM
To: jerry@bmtc.net
Subject: [*EXT*]HIFP Update: Instructions on how to upload your next set of required documents.

You don't often get email from beverly@sdhda.org. [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.

[View in browser](#)



Greetings from South Dakota Housing,

If you are receiving this email, you were listed as the contact person on a Housing Infrastructure Financing Program application. As we work to finalize the Grant & Loan Agreements, we wanted to send instructions on how to upload your next set of required documents that were listed as #5 on the Conditional Loan Commitment you received.

Please note, the last item required in #5 is: Any additional information that may be requested by SD Housing. **As we learn and move through this process, there are a couple of additional items that will need to be submitted if you were awarded ARPA Grant Funds.**

1. ARPA Excel Spreadsheet (sent to you with the Conditional Loan Commitment)
2. Internal Controls Policies and Procedures**
3. Conflict of Interest Policy**

****If your organization doesn't have one or both of these policies, you may elect to adopt the two State of SD's policies by way of passing a Corporate Resolution. The**

Corporate Resolution must be provided in lieu of the entity's own above mentioned policies. The State of SD policies can be found at the following links:

[Internal Controls Policies and Procedures](#)

[Conflict of Interest Policy](#)

At this time, we ask that all applicants submit their completed IRS form W-9 on the portal linked below, to allow SD Housing to set up your account. To upload your W-9 select the 2nd dropdown, "Conditional Commitment Requirements".

Once you have all of the required information, proceed to the SD Housing [website](#) to access the portal to upload the required remaining supporting documents.

[Upload Supporting Documents Here](#)

If you have not received your conditional commitment packet, please wait until the SD Housing Board of Commissioner's approval has been processed by SD Housing and it will be forthcoming.

Once the grant and loan agreements have been finalized, you will receive another email advising of further instructions.

For questions regarding this email, please contact Beverly Katz, Housing Infrastructure Officer, at 605.773.4522 or email beverly@sdhda.org.



**SOUTH DAKOTA
HOUSING**

South Dakota Housing | PO Box 1237 | 3060 E. Elizabeth Street | Pierre, SD 57501 | 605.773.3181

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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

- Meals at State Rates.
- Lodging at actual cost.
- Reimbursables:

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

Rates are subject to change annually.

GENERAL CONDITIONS

Agreement. The entire Agreement between the Client and Banner shall consist of the Letter of Contract, the Schedule of Labor Rates and Expenses and these General Conditions ("Agreement"). The Agreement represents the entire, integrated Agreement and supersedes all other negotiations, representations or agreements, either written or oral. The Agreement may be amended only by written agreement of the Parties. Banner's services are limited to those specifically identified in the Agreement.

Authorization to Proceed. Execution of this Agreement by the Client will be authorization for Banner to proceed with the Services, unless otherwise provided in the Agreement.

Cost Opinions. Any opinion of cost provided by Banner will be on a basis of experience and judgment, but, since construction costs are dependent upon many market and other conditions over which Banner has no control, Banner shall not be responsible for variations between actual costs and any opinion of cost.

Standard of Care. In the performance of its professional services, Banner will use that degree of care and skill ordinarily exercised by similarly situated professionals under like and similar circumstances. No express or implied warranties are applicable to, or provided with, any of Banner's services

Payment. Monthly invoices will include charges incurred during the preceding month. Payment of the invoice is due within thirty (30) days following the date of the invoice. A charge of one and one-half percent (1 1/2%) per month, or the maximum legal rate for commercial accounts, whichever is less, will be charged for late payment. Client shall be responsible for reimbursing Banner for all costs incurred in collecting delinquent amounts owed by Client.

Termination. This Agreement may be terminated for convenience upon 30 days' written notice, or for cause, if either party fails to substantially perform as required under the Agreement through no fault of the other party and does not commence to diligently correct such nonperformance within 5 days of receipt of written notice. Upon termination, Banner will be paid for all services authorized and performed up to the termination date plus reasonable termination expenses incurred by Banner as a result of the termination.. This Agreement will otherwise terminate upon completion of all applicable requirements of the Agreement. The Indemnity and Limitation of Liability Provision shall survive any termination of this Agreement.

Indemnity and Limitation of Liability. The Client agrees to defend, indemnify and hold Banner and its professionals, officers, employees representatives and agents harmless from and against all claims, costs, expenses (including attorney's fees and expenses) asserted against Banner in connection with the Project, including, but not limited to claims involving hazardous substances, except to the extent caused by the sole negligence of Banner. Banner's liability to the Client for losses, damages or injuries arising out of the performance of Banner's services or the Project will be limited to a sum not to exceed the greater of \$50,000 or Banner's fee (to a maximum of \$1,000,000 or the amount of any insurance available to cover such liability if less than \$1,000,000).

Severability. If any provision of this Agreement is held to be invalid or unenforceable, the remainder of the Agreement shall not be affected and shall continue to be valid and enforceable to the fullest extent permitted by law.

Hazardous Substances. Unless specifically stated in this Agreement, Banner shall have no responsibility for the discovery, presence, handling, removal or disposal of, or exposure of persons to, hazardous materials or toxic substances in any form at the Project site

Interpretation. This Agreement and any claims or disputes arising out of, or relating to, the Agreement shall be governed by the laws of the State of South Dakota, other than any choice of law provisions under South Dakota law.

No Third Party Beneficiaries. This Agreement is for the sole benefit of Client and Banner and nothing contained in this Agreement shall create a contractual relationship with, or a cause of action in favor of, any third party against either Client or Banner.

Responsibility for Construction. The Client agrees that in accordance with generally accepted construction industry standards, Banner shall not have control over, charge of, or responsibility for the construction means, methods, techniques, sequences or procedures, or for safety precautions and programs in connection with the Project, since they are solely the responsibility of the contractor, and Banner shall not have control over or charge of, and shall not be responsible for, acts or omissions of the contractor, including, but not limited to the contractor's failure to perform its work in accordance with industry standards and the requirements of any plans and specifications.

Contractor's Application for Payment

Owner: <u>City of Beresford, SD</u>	Owner's Project No.: _____
Engineer: <u>Banner Associates, Inc.</u>	Engineer's Project No.: <u>23651.00</u>
Contractor: <u>Parkway Construction</u>	Contractor's Project No.: _____
Project: <u>Beresford Ballfield Addition</u>	
Contract: <u>Unit Price Bid Schedule</u>	
Application No.: <u>5</u>	Application Date: <u>2/23/2024</u>
Application Period: From <u>10/31/2023</u> to <u>2/20/2024</u>	

1. Original Contract Price	\$ 1,745,700.00
2. Net change by Change Orders	\$ 111,741.04
3. Current Contract Price (Line 1 + Line 2)	\$ 1,857,441.04
4. Total Work completed and materials stored to date (Sum of Column G Lump Sum Total and Column J Unit Price Total)	\$ 1,814,473.79
5. Retainage	
a. <u>5%</u> X \$ <u>1,814,473.79</u> Work Completed	\$ 90,723.69
b. <u>10%</u> X \$ <u>-</u> Stored Materials	\$ -
c. Total Retainage (Line 5.a + Line 5.b)	\$ 90,723.69
6. Amount eligible to date (Line 4 - Line 5.c)	\$ 1,723,750.10
7. Less previous payments (Line 6 from prior application)	\$ 1,363,564.75
8. Amount due this application	\$ 360,185.35
9. Balance to finish, including retainage (Line 3 - Line 4)	\$ 133,690.94

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 to 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 a 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: LT Companies

Signature: [Signature] **Date:** 2-26-24

Recommended by Engineer	Approved by Owner
By: <u>[Signature]</u>	By: _____
Title: <u>Project Manager</u>	Title: _____
Date: <u>2/23/2024</u>	Date: _____
Approved by Funding Agency	
By: _____	By: _____
Title: _____	Title: _____
Date: _____	Date: _____

Progress Estimate - Unit Price Work

Owner: City of Beresford, SD
 Engineer: Banner Associates, Inc.
 Contractor: Parkway Construction
 Project: Beresford Ballfield Addition
 Contract: Unit Price Bid Schedule

Contractor's Application for Payment

Owner's Project No.:
 Engineer's Project No.: 23651.00
 Contractor's Project No.:

Application No.: 5		Application Period: From 10/31/23 to 02/20/24		Application Date: 02/23/24						
A Bid Item No.	B Description	C Contract Information			G Work Completed	H Value of Work Completed to Date (E X G) (\$)	I Materials Currently Stored (not in G) (\$)	J Work Completed and Materials Stored to Date (H + I) (\$)	K % of Value of Item (J / F) (%)	L Balance to Finish (F - J) (\$)
		D Item Quantity	E Unit Price (\$)	F Value of Bid Item (C X E) (\$)						
1	Traffic Control	1	Lump Sum	\$2,000.00	Original Contract	1	\$2,000.00	\$2,000.00	100%	\$0.00
2	Mobilization	1	Lump Sum	\$112,159.50		1	\$112,159.50	\$112,159.50	100%	\$0.00
3	Compaction - Moisture / Density Tests	25	Each	\$120.00			\$0.00	\$0.00	0%	\$3,000.00
4	Granular Embodiment	201.1	Ton	\$30.00		150.0	\$4,500.00	\$4,500.00	75%	\$1,533.00
5	Pipe Foundation Material	11.9	Ton	\$238.00		11.9	\$2,832.20	\$2,832.20	100%	\$0.00
6	Adjustment of Valve Boxes	4	Each	\$200.00			\$0.00	\$0.00	0%	\$800.00
7	Adjustment of Manhole and Covers	4	Each	\$200.00			\$0.00	\$0.00	0%	\$800.00
8	Unclassified Excavation	18,398	CY	\$3.50		19,185	\$67,145.75	\$67,145.75	104%	-\$2,752.75
9	6" Scarify and Recompact	2,381	SY	\$10.00		2,381	\$23,810.00	\$23,810.00	100%	\$0.00
10	Topsoil Placement	10,214	CY	\$10.00		10,214	\$102,140.00	\$102,140.00	100%	\$0.00
11	Subbase Material (Pit Run)	896.8	Ton	\$20.00		896.8	\$17,936.00	\$17,936.00	100%	\$0.00
12	Strip and Stockpile Topsoil	10,214	CY	\$7.00		10,214	\$71,498.00	\$71,498.00	100%	\$0.00
13	Imported Embankment Material	5,056	CY	\$5.00		5,056	\$25,280.00	\$25,280.00	100%	\$0.00
14	Erosion Control Blanket	3,160	SY	\$5.00		3,160	\$15,800.00	\$15,800.00	100%	\$0.00
15	Silt Fence	1,417	LF	\$7,793.50		1,023	\$5,626.50	\$5,626.50	72%	\$2,167.00
16	Inlet Sediment Control Device	6	Each	\$150.00			\$0.00	\$0.00	0%	\$900.00
17	Erosion Control Wattles	288	LF	\$5.00			\$0.00	\$0.00	0%	\$1,440.00
18	Temporary Vehicle Construction Entrance	1	Each	\$500.00			\$0.00	\$0.00	0%	\$500.00
19	Concrete Washout Area	1	Each	\$500.00			\$0.00	\$0.00	0%	\$500.00
20	Gravel Surfacing	4,255.6	Ton	\$25.00		4,225.6	\$106,390.00	\$106,390.00	99%	\$750.00
21	Base Course (12")	25.6	Ton	\$30.00		25.6	\$768.00	\$768.00	100%	\$0.00
22	Geosynthetic Geogrid	2,738	SY	\$4.00		2,738	\$10,952.00	\$10,952.00	100%	\$0.00
23	Detectable Warning Panel	1	Each	\$300.00		1	\$300.00	\$300.00	100%	\$0.00
24	Concrete Sidewalk	20,913	SF	\$8.00		20,913	\$167,304.00	\$167,304.00	100%	\$0.00
25	Thickened Edge Sidewalk	664	SF	\$10.00		664	\$6,640.00	\$6,640.00	100%	\$0.00
26	Concrete Handicap Ramp	1	Each	\$1,500.00		1	\$1,500.00	\$1,500.00	100%	\$0.00
27	Concrete Sampling and Testing	4	Each	\$120.00			\$0.00	\$0.00	0%	\$480.00
28	Seeding - Remainder of Site	6.9	Acres	\$4,500.00		6.9	\$31,050.00	\$31,050.00	100%	\$0.00
29	4" Watermain	42	LF	\$65.00		42	\$2,730.00	\$2,730.00	100%	\$0.00
30	6" Watermain	438	LF	\$65.00		438	\$28,470.00	\$28,470.00	100%	\$0.00
31	6" x 4" Tee w/ Joint Restraints	1	Each	\$250.00		1	\$250.00	\$250.00	100%	\$0.00
32	4" Gate Valve & Box w/ Joint Restraints	1	Each	\$500.00		1	\$500.00	\$500.00	100%	\$0.00
33	6" Gate Valve & Box w/ Joint Restraints	1	Each	\$550.00		1	\$550.00	\$550.00	100%	\$0.00
34	Fire Hydrant w/ Joint Restraints	1	Each	\$10,000.00		1	\$10,000.00	\$10,000.00	100%	\$0.00
35	6" x 6" Tapping Sleeve and Tapping Valve w/ Box and Joint	1	Each	\$1,500.00		1	\$1,500.00	\$1,500.00	100%	\$0.00
36	2" Water Service Line	36	LF	\$45.00		36	\$1,620.00	\$1,620.00	100%	\$0.00
37	2" x 6" Corporation Stop and Service Saddle	1	Each	\$500.00		1	\$500.00	\$500.00	100%	\$0.00
38	2" Curb Stop and Box	1	Each	\$1,000.00		1	\$1,000.00	\$1,000.00	100%	\$0.00
39	Tracer Wire	516	LF	\$1.00		516	\$516.00	\$516.00	100%	\$0.00
40	8" Gravity Sewer Pipe	472	LF	\$65.00		472	\$30,680.00	\$30,680.00	100%	\$0.00

Progress Estimate - Unit Price Work

Owner: City of Beresford, SD
 Engineer: Banner Associates, Inc.
 Contractor: Parkway Construction
 Project: Beresford Ballfield Addition
 Contract: Unit Price Bid Schedule

Contractor's Application for Payment

Owner's Project No.:
 Engineer's Project No.: 23651.00
 Contractor's Project No.:

Application No.: 5		Application Period: From 10/31/23 to 02/20/24		Application Date: 02/23/24						
A Bid Item No.	B Description	C Contract Information			G Work Completed	H Value of Work Completed to Date (E X G) (\$)	I Materials Currently Stored (not in G) (\$)	J Work Completed and Materials Stored to Date (H + I) (\$)	K % of Value of Item (J / F) (%)	L Balance to Finish (F - J) (\$)
		D Item Quantity	E Unit Price (\$)	F Value of Bid Item (C X E) (\$)						
41	4" Gravity Sewer Pipe	116	LF	\$60.00	\$6,960.00		\$6,960.00	\$6,960.00	100%	\$0.00
42	4" Sanitary Sewer Service Connection	1	Each	\$500.00	\$500.00	1	\$500.00	\$500.00	100%	\$0.00
43	4" Dia Sanitary Sewer Manhole	2	Each	\$2,000.00	\$4,000.00	2	\$4,000.00	\$4,000.00	100%	\$0.00
44	Core Drill Manhole	1	Each	\$500.00	\$500.00	1	\$500.00	\$500.00	100%	\$0.00
45	4" Collection Line Cleanout	1	Each	\$500.00	\$500.00	1	\$500.00	\$500.00	100%	\$0.00
46	12" Storm Sewer Pipe	124	LF	\$40.00	\$4,960.00	124	\$4,960.00	\$4,960.00	100%	\$0.00
47	15" Storm Sewer Pipe	606	LF	\$50.00	\$30,300.00	606	\$30,300.00	\$30,300.00	100%	\$0.00
48	18" Storm Sewer Pipe	428	LF	\$60.00	\$25,680.00	428	\$25,680.00	\$25,680.00	100%	\$0.00
49	12" Area Inlet	1	Each	\$200.00	\$200.00	1	\$200.00	\$200.00	100%	\$0.00
50	15" Area Inlet	3	Each	\$300.00	\$900.00	3	\$900.00	\$900.00	100%	\$0.00
51	18" Area Inlet	3	Each	\$500.00	\$1,500.00	3	\$1,500.00	\$1,500.00	100%	\$0.00
52	18" RCP Flared End (w/ Transition to PE)	2	Each	\$250.00	\$500.00	2	\$500.00	\$500.00	100%	\$0.00
53	18" RCP Culvert Pipe	88	LF	\$70.00	\$6,160.00	88	\$6,160.00	\$6,160.00	100%	\$0.00
54	24" RCP Culvert Pipe	38	LF	\$60.00	\$2,280.00	38	\$2,280.00	\$4,080.00	179%	-\$1,800.00
55	36" RCP Culvert Pipe	70	LF	\$65.00	\$4,550.00	70	\$4,550.00	\$4,550.00	100%	\$0.00
56	18" RCP Flared End	2	Each	\$300.00	\$600.00	2	\$600.00	\$600.00	100%	\$0.00
57	24" RCP Flared End	2	Each	\$400.00	\$800.00	2	\$800.00	\$800.00	100%	\$0.00
58	36" RCP Flared End	4	Each	\$500.00	\$2,000.00	4	\$2,000.00	\$2,000.00	100%	\$0.00
59	Class C Riprap	32	Ton	\$100.00	\$3,200.00		\$0.00	\$0.00	0%	\$3,200.00
60	Remove Existing Asphalt Pavement	38	SY	\$30.00	\$1,140.00	38	\$1,140.00	\$1,140.00	100%	\$0.00
61	12' x 8' Scour Stop Mat	4	Each	\$500.00	\$2,000.00		\$0.00	\$0.00	0%	\$2,000.00
62	Removals - Existing Fencing	830	LF	\$2.00	\$1,660.00	830	\$1,660.00	\$1,660.00	100%	\$0.00
63	Removals - Existing Backstop	1	Lump Sum	\$5,000.00	\$5,000.00	1	\$5,000.00	\$5,000.00	100%	\$0.00
64	Ag Lime Salvage	160	Ton	\$25.00	\$4,000.00	160	\$4,000.00	\$4,000.00	100%	\$0.00
65	72" Chain Link Fence, F&I	2,860	LF	\$40.26	\$115,143.60	2,860	\$115,143.60	\$115,143.60	100%	\$0.00
66	96" Chain Link Fence, F&I	320	LF	\$78.49	\$25,116.80	320	\$25,116.80	\$25,116.80	100%	\$0.00
67	120" Chain Link Fence, F&I	320	LF	\$80.28	\$25,689.60	320	\$25,689.60	\$25,689.60	100%	\$0.00
68	Double Swing Gate (8' Width) F&I	4	Each	\$1,200.00	\$4,800.00	4	\$4,800.00	\$4,800.00	100%	\$0.00
69	Chain Link Backstop, F&I	4	Each	\$30,000.00	\$120,000.00	4	\$120,000.00	\$120,000.00	100%	\$0.00
70	Ag-Lime Supply & Install	980	Ton	\$100.00	\$98,000.00	973.0	\$97,300.00	\$97,300.00	99%	\$700.00
71	Reinstall Salvaged Ag Lime	160	Ton	\$50.00	\$8,000.00	160	\$8,000.00	\$8,000.00	100%	\$0.00
72	Infield Perforated HDPE Underdrain	1,878	LF	\$13.00	\$24,414.00	1,878	\$24,414.00	\$24,414.00	100%	\$0.00
73	6" Storm Drain Piping	605	LF	\$9.075.00	\$9,075.00	605	\$9,075.00	\$9,075.00	100%	\$0.00
74	Infield Underdrain Cleanout	19	Each	\$1,900.00	\$1,900.00	19	\$1,900.00	\$1,900.00	100%	\$0.00
75	Dugout - Wood Frame	8	Each	\$6,000.00	\$48,000.00	8	\$48,000.00	\$48,000.00	100%	\$0.00
76	Bases, Pitching Rubber, Misc.	1	Lump Sum	\$5,000.00	\$5,000.00	1	\$5,000.00	\$5,000.00	100%	\$0.00
77	Foul Poles	8	Each	\$1,400.00	\$11,200.00	8	\$11,200.00	\$11,200.00	100%	\$0.00
78	2.5" Caliber Deciduous Tree, F&I	15	Each	\$650.00	\$9,750.00	15	\$9,750.00	\$9,750.00	100%	\$0.00
79	Turf Irrigation	1	Lump Sum	\$235,000.00	\$235,000.00	0.95	\$223,250.00	\$223,250.00	95%	\$11,750.00
80	Battling Cage - Double	1	Each	\$34,000.00	\$34,000.00	0.5	\$17,000.00	\$17,000.00	50%	\$17,000.00

Progress Estimate - Unit Price Work

Contractor's Application for Payment

Owner: City of Beresford, SD
 Engineer: Banner Associates, Inc.
 Contractor: Parkway Construction
 Project: Beresford Ballfield Addition
 Contract: Unit Price Bid Schedule

Owner's Project No.:
 Engineer's Project No.: 23651.00
 Contractor's Project No.:

Application No.: 5		Application Period: From 10/31/23 to 02/20/24		Application Date: 02/23/24										
A Bid Item No.	B Description	C Contract Information		D Contract Information		E Unit Price (\$)	F Value of Bid Item (C X E) (\$)	G Work Completed		H Value of Work Completed to Date (E X G) (\$)	I Materials Currently Stored (not in G) (\$)	J Work Completed and Materials Stored to Date (H + I) (\$)	K % of Value of Item (J / F) (%)	L Balance to Finish (F - J) (\$)
		D Units	E Item Quantity	G Estimated Quantity Incorporated in the Work	H Value of Work Completed to Date (E X G) (\$)									
Original Contract Totals														
							\$1,745,700.00			\$1,702,732.75	\$0.00	\$1,702,732.75	98%	-\$42,967.25

Progress Estimate - Unit Price Work

Contractor's Application for Payment

Owner: City of Beresford, SD
 Engineer: Banner Associates, Inc.
 Contractor: Parkway Construction
 Project: Beresford Ballfield Addition
 Contract: Unit Price Bid Schedule
 Owner's Project No.: 23651.00
 Contractor's Project No.:

Application No.: 5		Application Period: From 10/31/23 to 02/20/24		Application Date: 02/23/24								
A	B	C	D Contract Information		E	F	G	H	I	J	K	L
			Item Quantity	Units								
Change Orders												
1	Seeding and Hydro-Mulching All Fields	1	Lump Sum	\$9,326.24	\$9,326.24	1	\$9,326.24		\$9,326.24	100%	\$0.00	\$0.00
2	Extra Bracing and Lumber for 4 Backstops	1	Lump Sum	\$1,783.57	\$1,783.57	1	\$1,783.57		\$1,783.57	100%	\$0.00	\$0.00
3	Dugout Roof Upgrade to Steel Shingles and Flashing (8)	1	Lump Sum	\$23,472.80	\$23,472.80	1	\$23,472.80		\$23,472.80	100%	\$0.00	\$0.00
4	Extend Irrigation Mainline 750'	1	Lump Sum	\$11,158.43	\$11,158.43	1	\$11,158.43		\$11,158.43	100%	\$0.00	\$0.00
5	Shade Structures	4	Each	\$16,500.00	\$66,000.00	4	\$66,000.00		\$66,000.00	100%	\$0.00	\$0.00
		Change Order Totals		\$111,741.04	\$111,741.04		\$111,741.04	\$0.00	\$111,741.04	100%	\$0.00	\$0.00
Original Contract and Change Orders												
Project Totals				\$1,857,441.04	\$1,814,473.79		\$1,814,473.79	\$0.00	\$1,814,473.79	98%	\$42,967.25	\$42,967.25



February 26, 2024

Jerry Zeimetz, City Administrator
City of Beresford
101 N. 3rd St.
Beresford, SD 57004-1741

Dear Mr. Zeimetz:

The South Eastern Council of Governments (SECOG) is applying for a Planning and Demonstration Grant from the U.S. Department of Transportation through the Safe Streets and Roads for All (SS4A) grant program to assist in the cost of developing a regional Safety Action Plan. The purpose of a Safety Action Plan is to develop a holistic and well-defined strategy to prevent roadway fatalities and serious injuries in a locality or region. Under the SS4A program, jurisdictions must have an approved Safety Action Plan to qualify for Implementation Grants. Implementation Grants provide Federal funds to implement the projects and strategies that are identified in the Safety Action Plan.

SECOG is taking the initiative to create a region-wide approach to this planning requirement. SECOG will oversee the development of a regional Safety Action Plan with the cooperation and participation of our local communities. SECOG intends to hire a consultant with expertise in transportation planning to draft the report.

Each community that wishes to participate in the Safety Action Plan, and thus be eligible for Implementation Grant funding at a later date, must agree to provide a match contribution and adopt the regional Safety Action Plan. The federal share of a SS4A grant may not exceed 80 percent of total eligible activity costs. Recipients are required to contribute a local matching share of no less than 20 percent of eligible activity costs. Communities that do not wish to participate will not be included in this region-wide plan.

Safety Action Plans include, but are not limited to, adopting innovative technologies and strategies to:

- Promote safety;
- Employ low-cost, high-impact strategies that can improve safety over a wider geographic area;
- Ensure equitable investment in the safety needs of underserved communities, which includes both underserved urban and rural communities;
- Incorporate evidence-based projects and strategies; and
- Align with the U.S. Department of Transportation's mission and with priorities such as equity, climate and sustainability, quality job creation, economic strength, and global competitiveness.

A representative from the City of Beresford will need to complete the enclosed commitment letter (or provide a document similar in nature and intent) and return it to Harley Ferguson, SECOG Planner, to participate in the development of the Safety Action Plan for fiscal year 2024-2025 grant. Please return this letter of commitment no later than **Friday, March 15, 2024.**

Sincerely,

Harley Ferguson
Planner

Please provide the following text, returned on official letterhead representing your jurisdiction. Note—this is a recommended template and does not have to be used verbatim. If your jurisdiction opts to use their own format, the intent and commitment to participate in the planning update process must be clearly articulated.

DATE : _____

Harley Ferguson, Planner
South Eastern Council of Governments
500 N. Western Ave., Suite #100
Sioux Falls, SD 57104

Dear Ms. Ferguson:

The City of Beresford understands that the South Eastern Council of Governments (SECOG) is applying for a Planning and Demonstration Grant from the U.S. Department of Transportation through the Safe Streets and Roads for All (SS4A) grant program to assist in the cost of developing a regional Safety Action Plan. Once funding has been secured, **the City of Beresford, will commit to contributing a local match of \$2,500 (Class II)** to meet the 20% match cost-share. The City of Beresford understands that the goal of the Action Plan is to develop a holistic, well-defined strategy to prevent roadway fatalities and serious injuries in a locality, tribe, or region. Action Plans include, but are not limited to, adopting innovative technologies and strategies to:

- Promote safety;
- Employ low-cost, high-impact strategies that can improve safety over a wider geographic area;
- Ensure equitable investment in the safety needs of underserved communities, which includes both underserved urban and rural communities;
- Incorporate evidence-based projects and strategies; and
- Align with the U.S. Department of Transportation’s mission and with priorities such as equity, climate and sustainability, quality job creation, and economic strength and global competitiveness.

With a full understanding of the obligations incurred by participating in the U.S. Department of Transportation – SS4A program as a participant, I, _____ (INSERT YOUR NAME, TITLE), commit the City of Beresford, to the SECOG Regional Safety Action Plan development process.

Sincerely,

YOUR NAME, YOUR TITLE

City of Beresford

500 N. Western Ave. • Suite 100 • Sioux Falls, SD 57104
Phone: 605.367.5390 • Fax: 605.367.5394
Website: www.secog.org • E-mail: lynne@secog.org
Lynne Keller Forbes, Executive Director

Jerry Zeimetz

From: Ben Reiter <ben.reiter@beresfordbridges.com>
Sent: Thursday, February 29, 2024 12:14 PM
To: Jerry Zeimetz
Subject: [*EXT*]New Hire at The Bridges

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.

Hi Jerry,

Please add Maggie Curry to the agenda for hire as a Clubhouse Attendant at \$11.20.

Thank you,

--

Ben Reiter

GM / Head Golf Professional

The Bridges at Beresford

605-763-2202



Jerry Zeimetz

From: Austin Hansen
Sent: Tuesday, February 27, 2024 8:49 AM
To: Rachel Johnson
Cc: Elaine Johnson; Jerry Zeimetz
Subject: RE: Tony Laurvick - Step Up

Rachel,

I recommend Tony Laurvick's step pay increase from \$35.61/hr to \$36.54/hr or 97.5% of the scale with \$0.16 longevity pay.

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, February 27, 2024 8:20 AM
To: Austin Hansen <austinh@beresfordtel.com>
Cc: Elaine Johnson <elaine@beresfordsd.com>; Jerry Zeimetz <jerry@beresfordsd.com>
Subject: Tony Laurvick - Step Up

Good Morning!

Tony is up for a step pay increase on 3/8/2024 from \$35.61/hr. to \$36.54/hr. This would be at 97.5% of the scale and includes his \$0.16 longevity. Please advise your recommendation. This would get put on the 3/4/24 Council agenda and would become effective on the 3/22/24 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, disclosure, copying or distribution

FY2023 Annual Survey of South Dakota Public Libraries

Shaded fields are prefilled in the online survey. Contact the SDSL Data Coordinator to make changes to these fields.

SECTION A. – GENERAL INFORMATION

Library Name	County
BERESFORD PUBLIC LIBRARY	UNION

Mailing Address	Street Address
115 SOUTH THIRD STREET	115 SOUTH THIRD STREET
Mailing City	Zip Code
BERESFORD	57004

Contact

Library Director	Email address of director
Jane Norling	librarydirector@beresfordlibrary.com
Library Phone	
6057632782	

Admin

Fiscal year reporting	Legal Service Area Boundary Change	Government unit under which library is legally established	Year legally established
Jan - Dec	No	City	1923

Population

Population of the Legal Service Area <i>Based on Census population estimates for your legal service area.</i>	2,129
Estimated population of total service area <i>Estimate the population you actually serve.</i>	4,500
What does the library charge for a nonresident library card?	\$50

Outlets

Number of Central Libraries	Number of Branch Libraries	Number of Bookmobiles
1	0	0

Building/ remodeling of library	Building/remodeling explanation
No	

Codes

Legal Basis Code	Geographic Code
Municipal Government (city, town or village)	Place (e.g., incorporated city or village, census design...

Library Hours - Public service hours of the main branch.

	Open	Close	Total hours
Sunday			N/A
Monday	1:00	6:00	5.00
Tuesday	10:00	8:00	10.00
Wednesday	1:00	6:00	5.00
Thursday	10:00	8:00	10.00
Friday	1:00	6:00	5.00
Saturday	9:00	5:00	8.00

Total hours open per week	43.00
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SECTION C. -- PERSONNEL

Head Librarian

Current Annual Salary	Hours worked per week by head librarian	Highest education level achieved by head librarian	Total number of years head librarian has worked in the field
58,800.00	40	Some College	24

Other Librarians

Total number of OTHER paid librarians	Total number of OTHER librarians worked per week
3	71

All Other Paid Staff

Total number of all other paid staff	Total number of all other paid staff hours worked per week
2	11

Total Paid Employees

Total paid employees FTE
3.06

ALA-MLS Librarians

Total number of ALA-MLS librarians	Hours worked per week - ALA-MLS librarians
0	0

Staff paid by non-library sources

Number of staff paid from other sources	Non-library pay sources	Average hours/week by staff paid by non-library source
0	N/A	0

Volunteers

Total number of volunteers	Average number of hours worked by volunteers per week
6	0.7

SECTION D -- INCOME

Operating Income received during fiscal year

Operating income – City/Town	\$255,535
Operating income – County	\$10,000
Operating income – School District	\$0
Operating income – Tribal Appropriation	\$0
Operating income – College Appropriation	\$0
Operating income – Other Contracts (other libraries or towns)	\$0
Local Government Revenue	\$265,535
State Appropriations	\$0
Federal Income	\$0
Other Operating Income	\$8,538
Total Operating Revenue	\$274,073

Capital Income

Local government capital income	\$1,769
State government capital income	\$0
Federal government capital income	\$0
Other capital income	\$0
Total capital income	\$1,769

SECTION E -- EXPENDITURES

Staff Expenditures

Salaries and Wages for Library Staff	\$130,797
Total employee benefits	\$48,036
Total all salaries and benefits	\$178,833

Collection Expenditures

Print materials expenditures	\$23,466
Electronic materials expenditures	\$6,976
Other materials expenditures	\$1,748
Total expenditures for library materials	\$32,190

Other Operating Expenditures

All other operating expenditures	\$48,967
----------------------------------	----------

Total operating expenditures	\$259,990
-------------------------------------	------------------

Capital Expenditures

Capital expenditures on facility	\$1,769
Capital expenditures on technology	\$0
Other capital expenditures	\$0
Total Capital Expenditures	\$1,769

SECTION F – LIBRARY HOLDINGS

Books

Books (print)	23,485
Ebooks accessed through SDTG	40,722
Other ebooks units* owned, leased, licensed	711
Total Ebooks	41,433

Subscriptions

Current print serial subscriptions	51
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Audio, Video, Other

Audio – physical units*	164
Audio – downloadable units* accessed through SDTG	16,470
Other downloadable audio units* owned, leased, or licensed	212
Total downloadable audio	16,682
Video – physical units*	2,845
Video – downloadable units*	0
Other (films, multimedia kits, maps)	149

Electronic Collections (Databases)

Local/other licensed electronic collections (databases)	1
State licensed electronic collections (databases)	58
Total licensed electronic collections (databases)	59

Total Holdings	84,868
Total Physical Items in Collection	26,694

SECTION G – SERVICE ACTIVITIES

Library Service Indicators

Registered users	3,166
Annual total attendance in the library	28,492
Attendance reporting method	Annual Count
Annual total reference transactions completed	2,080
Reference transactions reporting method	Annual Estimate Based on Typical Week(s)

Collection Use

Circulation of Physical Materials

Books	25,600
Magazines and other print items not included above	1,205
Non print physical items	4,306
Non print physical items, minus audio and video materials	363
Total Physical Item Circulation	31,111

Circulation of Electronic Materials

Ebooks	4,185
Audiobooks (and music)	4,211
Video	0
Use (circulation) of Electronic Materials	8,396

Electronic Collection (database) Use

SDSL-provided electronic collections use	0
Other electronic collection use	1,600
Successful Retrieval of Electronic Information	1,600

Total Circulation of Materials	39,507
How many of Total Circulation are children's materials?	21,558
Total Electronic Content Use	9,996
Total Collection Use	41,107

Library Programs

In-person Program Sessions Offered

Children ages 0-5	Programs	Attendance
Onsite	27	288
Offsite	0	0
Virtual	0	0
Total	27	288

Children ages 6-11	Programs	Attendance
Onsite	62	2,568
Offsite	0	0
Virtual	0	0
Total	62	2,568

Young Adults ages 12-18	Programs	Attendance
Onsite	1	8
Offsite	0	0
Virtual	0	0
Total	1	8

Adults ages 19+	Programs	Attendance
Onsite	1	7
Offsite	0	0
Virtual	0	0
Total	1	7

General Interest	Programs	Attendance
Onsite	3	345
Offsite	0	0
Virtual	0	0
Total	3	345

Total Live Programs

Total number of synchronous program sessions	94
Total attendance at synchronous programs	3,216

Recorded Programs (Asynchronous)

Total Number of Recorded (Asynchronous) Program Presentations	0
Total Views of Recorded (Asynchronous) Program Presentations (within 7 days)	0

One-to-One Programs / Summer Reading

How many one-to-one program sessions did the library conduct?	0
---	---

Self-directed Activities

How many passive activities were offered?	21
Approximately how many patrons took part in these activities?	770

Internet

Total number of Internet computers for use by general public	12
Annual number of public access/ internet use sessions	3,335
Computer uses reporting method	Annual Count
Does the library offer public Wi-Fi service?	Yes
Annual wireless sessions	14,092
Wireless sessions reporting method	Annual Count
URL of the library's webpage	www.beresfordlibrary.com
Annual Website Visits	3,000

Library Policies and Practices

Does the library charge overdue fines for any physical materials?	No
What automation system do you use?	Atrium - Book Systems
If you have an automated system, is it connected to the internet?	Yes, available online

Resource Sharing / Interlibrary Loan

	Received from/ borrowed from other libraries	Provided/sent/loaned to other libraries
Out-of-state total	1	0
In-state total	14	41
Total ILLs	15	41

SECTION H. – TRUSTEES

Library Board Members

Name	Office Held	Term Expires
Stephanie Peterson	President	2026
Laura Hoelsing	Trustee	2026
Renee James	Trustee	2025
Ashley Halvorson	Trustee	2024
Natosha Schurch	Trustee	2025
Troy Boone	City Council Rep.	2024

Library Board Appointees

Trustees appointed by what governing body?	City Council
Trustees reside, own property, or own a business within the boundaries of the library's local governing unit.	Yes
Trustee terms are staggered so that all terms do not expire in the same year.	Yes
The library's governing body replaces or reappoints library trustees every three years upon expiration of their terms.	Yes
In addition to the appointees, the governing body appoints one of its own members to serve as a full voting member of the library board. (Optional: The governing body determines whether to appoint a representative to the library board.)	Yes

Library Board Meetings

Number of trustee meetings held per year	9xYR
Trustee meeting schedule	ay, October and December
Date of last public library board meeting	2023-11-28
Are you aware of and do you comply with the SD Open Meetings law?	Yes

Friends of the Library / Library Foundation

Does your library have a Friends of the Library group?	No
President's name	
Does your library have a Library Foundation?	Yes
President's name	Stephanie Peterson

SECTION I-J. – STANDARDS / POLICIES / EVENTS / SURVEY CONTACTS

Narrative listing any special events

<p>We have substantially added to our Spanish collection for children. We started a monthly homeschool program called Homeschool Hangout. We have continued to use ReadSquared for Summer Reading and it is working well for us. We did some heavy weeding in 2023. We started using the Toy Lending Library in Sioux Falls and we have had pretty good response from that. We added high speed internet options in the community room recently due to a request from the school for the gaming team to use once a week after school. The library board is beginning the process of updating our strategic plan. The 3rd, 4th and 5th grade students walk to the public library once a week to check out books. We did celebrate the libraries 100th birthday before and after the homecoming parade with coffee, donuts and cake! We also began a bathroom remodel project in December that will be completed this calendar year.</p>
--

Supplemental Questions for FY2023

Has the library had any challenges to materials in the reporting year?	No
If yes, what material and how was it resolved?	
Would the library like to schedule a visit from SDSL staff in 2024?	No
List any topics you'd like covered during a visit from SDSL staff.	

Certify the Annual Report

Certification by Library Director	
Library Director (name):	Jane Norling
Librarian or staff member completing the survey (if not the director):	Jane Norling
Certification by Library Board	
Library board president (name):	Stephanie Peterson
Date the annual report was reviewed by the library board:	2024-02-27
Certification by Governing Body	
Name of City or County official who reviewed the annual report:	Jerry Zeimetz
Position held:	City Administrator
Date the annual report was reviewed by the governing body:	2024-03-04

SELECTED KEY RATIOS – FY 2023

These are key ratios and percentages generated by the survey tool. Per capita ratios are based on the population of the library's legal service area (LSA)--the population of the geographic area the library serves. *	Your library FY 2023	Your library FY 2022	Statewide average FY 2022
Population used for per capita ratios* <i>Per capita ratios: Divides the total monetary or service statistics by the population served. This ratio helps you compare values among libraries of different sizes.</i>		2,145	813,743
Financial Measures			
Local government operating revenue per capita <i>All income from local government sources divided by LSA.</i>	\$124.72	\$116.60	\$37.88
Total operating revenue per capita <i>Includes income from state, federal, and miscellaneous sources.</i>	\$128.73	\$124.24	\$39.90
Total operating expenditures per capita	\$122.12	\$112.21	\$37.02
Collection expenditures per capita <i>This is the dollar amount spent per resident on new library materials.</i>	\$15.12	\$11.81	\$4.55
Portion of the library's operating budget used for new materials	12.4%	10.5%	12.3%
Service Measures			
Registered borrowers per capita <i>The ratio of people registered to use library services. This can show what ratio of the community are active library users if the library regularly purges its files of inactive users. The library's registered borrower records should be purged of inactive users at least every three years.</i>	1.49	1.43	0.41
Library visits per capita <i>The average number of library visits per resident. It is an indicator of public awareness of library services.</i>	13.38	16.60	3.06
Computers and Internet <i>Public libraries address the digital divide by providing access to computers, internet and WiFi services.</i>			
Public internet uses per capita <i>The average number of uses per resident of the library's public computers.</i>	1.57	2.09	0.38
Public Wi-Fi network use per capita <i>The number of times per resident that a device connects to the library's public wireless network.</i>	6.62	7.01	1.45
Collection and Circulation Ratios			
Total circulation per capita <i>The average number of loans made to residents. Low circulation ratios may be a result of low collection expenditures or indicate that the library should evaluate the relevancy of its new materials purchases to community needs.</i>	18.56	18.32	6.47
Portion of the library's total circulation that is children's materials <i>Compares ratio of children's materials circulated to total circulation. It is useful to know when considering other services to children.</i>	54.6%	60.3%	41.3%
Portion of the library's total circulation that is digital materials <i>Includes ebooks, downloadable audiobooks and video.</i>	21.3%	18.8%	25.6%
Library Program Ratios and Totals <i>Programs require increased allocation of library resources such as staff, time, materials.</i>			
Total program attendance per capita <i>Number of people who attended library programs per resident.</i>	1.51	1.25	0.32
Total attendance per program <i>Ratio of program attendance (all ages) to the total number of live programs held.</i>	34.21	31.42	18.61

*For Lawrence, Meade & Pennington county libraries: We calculated your per capita population based on a formula that combines the library's local population and your library's ratio of total circulation for the county.

STATE NOTES (attached to individual questions on the annual report form)

C07., Total number of all other paid staff

Maria and Allie--2024-02-02

C15., Total number of volunteers

board members--2024-02-08

C16., Average hours worked per week by ALL volunteers

Library board members. We had less meetings and less attendance at the meetings.--2024-02-02

D10., Other Operating Revenue (#303)

Donations, Copy and fee monies. 81.00 in interest income included.--2024-02-08

E09., Total Operating Expenditures (#358)

We did have over \$6,000 that was underspent in our city budget that was returned to the city.--2024-02-13

E10., Capital expenditures on facility: Land acquisition, new building, remodeling & improvements materials & labor, etc.

Structural engineer fees for remodeled bathrooms--2024-02-16

F01., Books (#450)

All books, hardcover and Paperback.--2024-02-08

F02(b)., Other Ebooks units owned, leased, or licensed

Overdrive Advantage--2024-02-14

F04., Audio - Physical Units (#452)

We discarded all of our adult audiobooks on CD. We have mostly playaway audiobooks for kids in a physical format and a few kids Books and CD audiobook.--2024-02-08

We did discard all of our adult audiobooks on CD--2024-02-08

F05(b)., Other Downloadable Audio units, owned, leased, or licensed

Advantage Overdrive acct.--2024-02-14

F08., Other (films, multimedia kits, maps, etc.)

E-reader, Games, puzzles, laptop and projectors. Kits and toy lending library toy kits. Park passes.

Leapfrog items--2024-02-08

F09., Local/Other cooperative agreement Electronic Collections (#456)

Historic newspaper database--2024-02-08

G18., Other electronic collection use (of services purchased or licensed by the library)

Advantage historical newspaper sessions.--2024-02-14

G43., How many one-to-one program sessions did the library conduct?

We did not proctor any students in 2024--2024-02-13

652.a, Reporting Method for Wireless Sessions

whofi--2024-02-13

G54., Annual Website Visits (#653)

We use Google Analytics and they switched from UA to the GA4 platform. I did add both sets of data when we switched in June and was surprised it was much less than last year but it should be the correct number of sessions from what I can tell.--2024-02-14

H10., The library's governing body replaces or reappoints library trustees every three years upon expiration of their terms.

Our bylaws state they may serve up to two terms if willing and if the council reappoints them.--2024-02-08

H14., Date of most recent public library board meeting

I could not get a quorum in January of 2024--2024-02-08

I04., When a new library director is hired, who is responsible for filling that position?

The library board would do the interview and process of hiring but the city council would have the final approval. Perhaps the city manager would sit in on the interviews. It has been 24 years so the time is

SECTION B. – OUTLET / BRANCH INFORMATION 2023 (setup)

Location	BERESFORD PUBLIC LIBRARY
----------	--------------------------

Address	City	Zip Code
115 SOUTH THIRD STREET	BERESFORD	57004

County	Phone Number	Outlet Code
UNION	6057632782	Central Library

Square footage of branch / outlet	Number of bookmobiles in outlet record
9,750	0

Total public service hours OPEN per year	Total number of weeks per year branch is open
2,236	52

Branch Librarian	Total Branch Staff paid
Jane Norling	6

Total hours open during typical week	Total days open during typical week
43	6

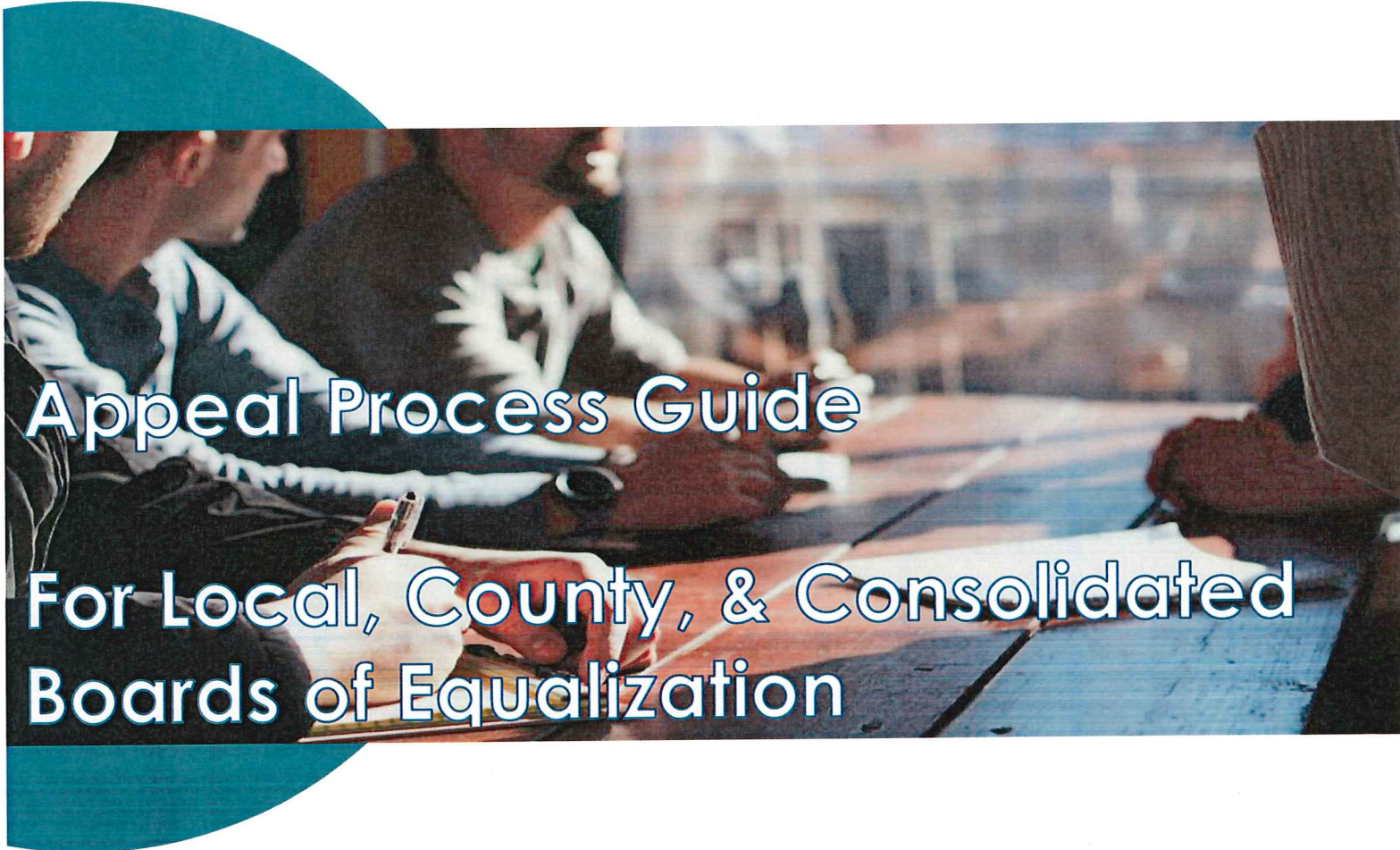
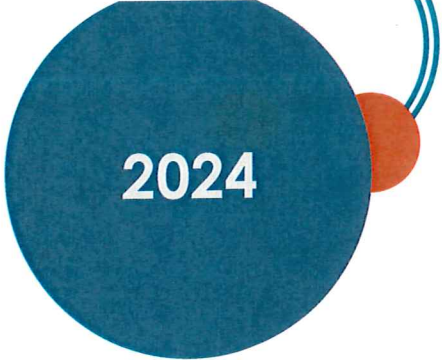
**NOTICE OF MEETING OF
LOCAL REVIEW BOARD
CITY OF BERESFORD**

SDCL 10-11-13

NOTICE IS HEREBY GIVEN that the governing body, sitting as a Review Board of the Municipality of Beresford, Lincoln and Union Counties, South Dakota, will meet at the Beresford City Council Chambers, 103 N. 3rd St. at 7:00 p.m. in said taxing jurisdiction on Monday, the 18th day of March 2024 (being the 3rd Monday in March) for the purpose of reviewing and correcting the assessment of said taxing district for the year, 2024.

All persons considering themselves aggrieved by said assessment, are required to notify the clerk of the local board no later than March 14, 2024.

**Elaine Johnson, Finance Officer
City of Beresford
Publish February 29th & March 7th, 2024**



Appeal Process Guide

For Local, County, & Consolidated Boards of Equalization

March 1 - assessment notices must be mailed

March 15 - last day to file for owner-occupied status with Director of Equalization

Local Board of Equalization

March 14 - last day for taxpayer to file¹ written appeal with clerk of local board [10-11-16](#)

March 18 - local board begins [10-11-13](#)

March 22 - local board ends [10-11-14](#)

March 25 - board must return assessment book to Director of Equalization [10-11-21](#)

March 29 - last day to send written notice of board's decision to each appellant [10-11-16.1](#)

County Board of Equalization

April 2 - last day for taxpayer to file written appeal with county auditor [10-11-23](#)

April 9 - county board begins [10-11-25](#)

April 16 - last day for the Director of Equalization to file appeal with county auditor [10-3-35](#)

April 30 - county board ends [10-11-25](#)

May 3 - last day to send written notice of board's decision to each appellant [10-11-26.1](#)

Consolidated Board of Equalization

April 2 - last day for taxpayer to file written appeal with county auditor [10-11-67](#)

April 9 - consolidated board begins [10-11-71](#)

April 30 - consolidated board ends [10-11-71](#)

May 3 - last day to send written notice of board's decision to each appellant [10-11-73](#)

Office of Hearing Examiners

May 17 - last day for taxpayer to file written appeal with OHE [10-11-42](#).

Circuit Court

Appealing from County Board - you must appeal within 30 days after notice has been served of the decision.

Appealing from Office of Hearing Examiners - you must appeal within 30 days after notice of the decision.

¹ Use of the term "file" means in the hands of the official with whom it is to be filed. Postmarked by deadline is considered timely mailing.

PLEASE NOTE: Any lessee responsible for payment of taxes pursuant to the provisions of a lease shall be considered the taxpayer and may also appeal the valuation, classification, and taxable status of the property.

All agricultural land is to be assessed using the productivity valuation method. Information concerning this valuation process and the data used to establish the values is available from your Director of Equalization and at the Department of Revenue and website at:

<https://dor.sd.gov/media/uxxjv0wm/ag-land-productivity.pdf>

It is important to remember that a property is to be valued fairly and uniformly. A non-ag property cannot be assessed higher than actual market value and cannot be assessed higher than other comparable properties.

PRIOR TO ADDING OMITTED PROPERTY OR INCREASING AN ASSESSMENT ON PROPERTY, all boards must notify the property owner of the proposed addition or increase and the time and place of the board meeting at which the addition or increase will be considered. The board must give a property owner an opportunity to appear before the board or submit written documentation concerning the addition or increase.

LOCAL BOARD OF EQUALIZATION

Appeal to the local board must be perfected by mailing or by filing a written notice of appeal with the clerk of the local board by March 18, 2024. Postmarked by the deadline is considered timely.

COMPOSITION

The local board of equalization consists of the board of supervisors of each township or the governing body of each incorporated municipality, together with a member of the school board(s) whose district comprises all or a part of the township or municipality. School board members may vote only on the appeals involving property located within their respective district.

TIME AND PLACE OF MEETING

The local board shall begin meeting on the third Monday of March and adjourn no later than the following Friday. The meeting shall be at the office of the clerk or finance officer of the township or municipality. Notice of the time and place of the meeting shall be published – for three consecutive days in a daily newspaper or for two consecutive weeks in a weekly newspaper – not less than 12 calendar days prior to the meeting.

DUTIES

The township clerk or municipal finance officer acts as the clerk of the local board of equalization. It is his/her responsibility to keep an accurate record of all changes made in assessments, as well as a record of the proceedings. It is the clerk's responsibility to help property owners complete the form PT 17 as well as making note of all appeals in the board minutes. If a quorum is not present, the clerk has the authority to adjourn the meeting and announce the time of the next meeting.

The local board of equalization has the duty to hear and decide appeals within five days. Each board action must be included in the minutes. The board has the authority to equalize assessments between individual parcels of property but does not have the authority to change the level of assessment between classes of property. **Any appeals not resolved by the local board are considered as no change**, and the property owner has the ability to appeal on to the next board.

The local board of equalization does not have the authority to hear appeals on owner-occupied status. They may inform the Director of Equalization of errors in owner-occupied status.

The local board does not have the authority to correct or change the level of assessment of property types.

It is the duty of the board to certify the accuracy of the assessment roll and deliver it to the director of equalization on or before the fourth Monday in March (March 25, 2024), along with a copy of the minutes and all completed PT 17 forms.

A written notice must be sent within seven days of adjournment to each appellant on the board's decision of his/her appeal (March 29, 2024).

The director of equalization has the right to appeal any decision of the local board to the county board. If the director does appeal a decision, it is his/her responsibility to notify the property owner, local board and county auditor by submitting the appropriate form by April 16, 2024.

COUNTY BOARD OF EQUALIZATION

Appeal to the county board must be perfected by mailing or by filing a written notice of appeal with the clerk of the county board by April 2, 2024. Postmarked by the deadline is considered timely.

COMPOSITION

The county board of equalization consists of the county commissioners. The county auditor acts as the clerk of the county board. The county auditor's responsibilities are the same as those described for the clerk of the local boards.

TIME AND PLACE OF MEETING

The county board of equalization begins meeting on the second Tuesday in April and must complete its work no later than three weeks after that date. The county board meets at the county courthouse or administration building. Notice of meeting should be published once a week for at least 2 successive weeks before the meeting.

DUTIES

The county board of equalization has all the power, authority and duties of a local board of equalization in all unorganized territories. A county board of equalization may:

- (1) Correct clerical errors of the assessment roll;
- (2) Hear appeals from individuals regarding aggregate assessments, classification and equalization;
- (3) Equalize between taxing districts and between classes of property. The board shall raise or lower, if necessary, each class of property on a percentage basis covering the class as a whole within the assessment district;
- (4) Hear appeals of owner-occupied status.

The county board DOES HAVE THE DUTY to ensure all property is listed on the assessment roll.

The county board of equalization shall give written notice of its decision to be postmarked on or before the Friday following its adjournment to each person owning property on which action was taken and to the clerk of the affected local board of equalization. (May 3, 2024)

CONSOLIDATED BOARD OF EQUALIZATION

Any county, municipality, school, and township may agree by resolution to consolidate the local board of equalization with the county board of equalization no later than the second Tuesday of November. The resolution shall state the number of members from each governing board that will sit as a consolidated board of equalization.

Appeal to the consolidated board must be perfected by mailing or by filing a written notice of appeal with the clerk of the local board by April 2, 2024. Postmarked by the deadline is considered timely mailing.

COMPOSITION

The consolidated board consists of the county commissioners and members from the local board of equalization, which may include township supervisors or city commissioners, and school board members. Municipal, school and township board members may participate and vote **only regarding property within the boundaries of each member's respective taxing district.** The county commissioners shall be the majority of the members eligible to vote on the property valuation in question.

TIME AND PLACE OF MEETING

The consolidated board of equalization begins meeting on the second Tuesday in April and must complete its work no later than three weeks after the second Tuesday in April. The consolidated board meets at the location agreed upon by the governing bodies.

DUTIES

The consolidated board of equalization may:

- (1) Correct clerical errors of the assessment roll;
- (2) Hear appeals from individuals regarding aggregate assessments, classification and equalization; and
- (3) Equalize between taxing districts and between classes of property. The board shall raise or lower, if necessary, each class of property on a percentage basis covering the class as a whole within the assessment district.

A consolidated board of equalization SHALL NOT act on matters that are within the jurisdiction of the county board of equalization, such as exempt property and owner-occupied status.

The consolidated board HAS THE DUTY to ensure all property is listed on the assessment roll.

The consolidated board of equalization shall give written notice of its decision to be postmarked on or before the Friday following its adjournment to each person owning property on which action was taken. (May 3, 2024)

OFFICE OF HEARING EXAMINERS (OHE)

OHE is a central panel of administrative law judges who hear appeals within state government. A property owner may also appeal directly from the county board to the circuit court. However, there cannot be an appeal to the OHE and the circuit court simultaneously.

To appeal to OHE, a letter must be written to the chief administrative law judge. This letter must be mailed or received by May 17, 2024. Once an appeal is filed, the property owner will receive additional information from that office on how and when the hearing of your appeal will be conducted.

Please note that the Department of Revenue is not involved in any OHE hearings or decisions. For more information on preparing and presenting a case, please visit the OHE website at: <https://boa.sd.gov/ohe/default.aspx>

NOTICE OF DEADLINE FOR VOTER REGISTRATION

Voter registration for the Municipal Election to be held on April 9, 2024, will close on March 25, 2024, at 5:00 p.m. Failure to register by this date will cause forfeiture of voting rights for this election. If you are in doubt about whether you are registered, check the Voter Information Portal at www.sdsos.gov or call the county auditor for Union County at (605) 356-2101, for Lincoln County, (605) 764-2581.

Registration may be completed during regular business hours at the county auditor’s office, municipal finance office, secretary of state’s office and those locations which provide driver’s licenses, SNAP, TANF, WIC, military recruitment, and assistance to the disabled as provided by the Department of Human Services. You may contact the county auditor to request a mail-in registration form or access a mail-in form at www.sdsos.gov.

Any voter who needs assistance, pursuant to the Americans with Disabilities Act, may contact the county auditor for information and special assistance in voter registration.

Elaine Johnson
City of Beresford
Finance Officer

Publish March 7, 2024, and March 14, 2024
Published twice at an approximate cost of \$_____

City of Beresford Travel Voucher

Name: Mike Antanson

1. Destination & Location of Event: New Ulm, MN - 3M Plant

2. Reason for travel: 3M Utility Seminar + Factory Tour
(Meeting Agenda, Training Schedule or other supporting documentation must be attached.)

3. Place of departure: Beresford

4. Departure time & date: March 25, 2024 1:00 PM

5. Arrival time & date: March 25, 2024 5:00 PM

6. Cost of Lodging: \$104. -/nt

Departure from destination:

7. Departure time & date: March 28, 2024 9:00 AM

8. Arrival time & date: March 28, 2024 2:00 PM

Transportation:

Personal Vehicle:

Mileage claimed: _____

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

City Owned Vehicle:

Commercial Transportation:

Cost of commercial transportation: _____

Meals claimed: _____

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

Signature: Mike Antanson Date: 2/28/2024

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: Claine Johnson

3M UTILITY SEMINAR & FACTORY TOUR



WHEN

March 26 & 27

WHERE

3M Manufacturing Plant - New Ulm, MN



3M & Border States would like to invite you to New Ulm, MN to learn about the Electrical Utility Industry & Visit the 3M Manufacturing Facility where the Quality 3M Products are made. See the Molding, Manufacturing, Testing & Quality Control that goes into every 3M Product. 3M Technical Specialist who engineer, design & test 3M Splices & Terminations will be presenting on a variety of topics. In addition, each participant will have an opportunity to install the latest technologies in 3M Splices & Terminations during Hands On demonstrations.

Register with your Border States Sales Reps Today. Limited to 30 Customers.



SEMINAR TOPICS

- TOUR OF 3M ELECTRICAL MANUFACTURING FACILITY
- EMD MATERIALS – WHY ARE CERTAIN MATERIALS USED IN ELECTRICAL PRODUCTS
- 3M QUALITY & TESTING
- SPLICE & TERMINATION THEORY
- CABLE PREPARATION
- FAILURE ANALYSIS
- LOW VOLTAGE SECONDARY
- HIGH VOLTAGE
- HANDS ON SPLICE & TERMINATION INSTALLATION DEMO
- MEALS WILL BE PROVIDED T WEDNESDAY LUNCH & DINNER, AND THURSDAY LUNCH. BREAKFAST AT HOTEL

HOTEL:
BEST WESTERN PLUS – NEW ULM - 507 359-2941

GROUP BLOCK:
3M UTILITY SEMINAR

RATE: \$104.00 + TAX

3M New Ulm Seminar FAQ

- **Cost: FREE – Customer only covers Hotel Nights (Typically around \$104 a night)**
- **What is Manufactured at New Ulm**
 - **Splices, Terminations, Cold Shrink Tubing, Some Tape/Mastics, Locator Equipment, Hard Hat & Safety Items, Spring Connectors, Other Non EMD Items**
- **What will the Customer See?**
 - **Everything from Molding, Inspecting, Testing, Packaging of 3M Splice & Termination Products**
- **What will we learn?**
 - **A better understanding about the process/engineering, testing, design of 3M Products and why certain products are used in 3M Technologies. Hands on installation Demo**
- **Who will be presenting?**
 - **3M Lab Technical Specialist Sandy Cox – Austin Lab**
 - **Jim Stephens – 3M Utility Specialist**
 - **Other Specialist from 3M & 3M New Ulm**
- **Meals?**
 - **3M will provide Lunch everyday at the Factory, and BSE & 3M will Partner for Dinner**
 - **Breakfast at the Hotel is Continental.**

City of Beresford Travel Voucher

Name: Mike Antonson + Alex Thompson

1. Destination & Location of Event: Watertown - Ramkota

2. Reason for travel: SDMEA Electric Conference + Tech Expo
(Meeting Agenda, Training Schedule or other supporting documentation must be attached.)

3. Place of departure: Beresford

4. Departure time & date: 1:00 pm April 1, 2024

5. Arrival time & date: 4:00 pm April 1, 2024

6. Cost of Lodging: \$97.00/nt

Departure from destination:

7. Departure time & date: 2:00 pm April 3, 2024

8. Arrival time & date: 5:00 pm April 3, 2024

Transportation:

Personal Vehicle:

Mileage claimed: _____

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

City Owned Vehicle:

Commercial Transportation:

Cost of commercial transportation: _____

Meals claimed: _____

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

Signature: [Signature] Date: 2/28/2024

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...



MENU

Electric Conference and Technology Expo



[REGISTER](#)



[TELL A FRIEND \(/MEMBERS/SEND.ASP?EVENT=1808136\)](/MEMBERS/SEND.ASP?EVENT=1808136)

The annual SDMEA Conference & Technology Expo. Register here as attendee, guest or exhibitor/sponsor.



4/1/2024 to 4/3/2024

When: Mon-Wed, April 1-3, 2024

Where: Ramkota Hotel & Watertown Event Center
1901 9th Avenue SW
Watertown, SD 57201

Contact: Rob Peterson
robert@sdmunicipalleague.org (<mailto:robert@sdmunicipalleague.org>),
605.759.8456

[REGISTER](#)

Online registration is available until: 3/18/2024

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

Join us for the South Dakota Municipal Electric Association's Conference and Technology Expo, featuring several presenters and topics to discuss regarding municipal electric utilities.

AGENDA

ATTENDEE REGISTRATION

- SDMEA Member Municipality | \$150
- Non-Member | \$175

EXHIBITOR/SPONSOR INFORMATION

- Exhibitor Booth | \$200
- Exhibitor Booth - Associate Member Discount | \$150 (*discount code provided by SDMEA staff*)
- Conference Sponsor | \$500
- Conference Sponsor - Associate Member Discount | \$375 (*discount code provided by SDMEA staff*)
- Prime Rib Dinner | \$40

ROOM BLOCs

Watertown Ramkota & Convention Center
1901 9th Avenue SW | Watertown, SD
Standard Room Rate is \$96.99+

Reservations must be made by calling the hotel at 605-886-8011 and request the **SD Municipal Electric Association 2024 room block.**

Cutoff Date: Thursday, March 14, 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/>)

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