

**BERESFORD CITY COUNCIL
REGULAR MEETING AGENDA
Monday, August 1, 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 – July 18, 2022

[5] – Public Hearings

[6] – Visitors to be heard

- Kelsey Voegeli – request to consume alcohol at Grace V. Nelson ballfields for co-ed softball tournament
- Brian Lemaster – Beresford School District Band Director – request to close several city streets Sept. 16 for homecoming and Sept. 30 for parade of bands
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[7] – Committee/Mayor Report

[8] – Department Head and City Administrator Reports

[9] – Old Business

[10] – New Business

- Resolution 2022-14 – Contingency Fund Transfer
- Resolution 2022-15 – Housing Infrastructure Finance Program Grant Application
- Step Pay Increase for Jason Strand – golf course and public works

[11] – Discussion & Information Items

[12] – Approval of Travel Requests

- SDTA Annual Conference, Sioux Falls, Aug. 14-16, Hansen

[13] – Payment of Bills

[14] – Executive Session – SDCL 1-25-2 (1) Personnel

[15] – 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, August 1, 2022

Time: August 1, 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, July 18, 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: Council President Troy Doeden presiding, Troy Boone, Will Roelke, Art Schott, Teresa Sveeggen, Mike Tiedeman

Absent: Mayor Nathan Anderson

Also Present: Elaine Johnson, Finance Officer; Jerry Zeimetz, City Administrator; Tom Frieberg, City Attorney; Mike Antonson, Elec. Dept. Supt.

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

Approve Minutes: A correction was made on the July 5, 2022 minutes; the date listed under "Visitors to be Heard" was changed from July 20, 2022 to July 18, 2022. A motion was made by Tiedeman, second by Boone, to approve the corrected meeting minutes from July 5, 2022. All present Council members voted aye; motion carried.

Visitors to be Heard:

Darla Jacob and Joanne Paulsen gave an update on the stove and hood at the Senior Event Center. Following discussion, a motion was made by Boone to authorize a payment of \$2000.00 from the Contingency Fund to the Senior Event Center. The motion was seconded by Sveeggen and all present Council members voted aye; motion carried.

Department Head and City Administrator Reports

Elaine Johnson, Finance Officer:

- Bids for On-Sale Liquor License: Johnson reported that no inquiries have been received about the on-sale liquor license. City Attorney Frieberg clarified options for the license. Sveeggen made a motion, second by Roelke, to extend the bid date for the On-Sale Liquor License to September 16, 2022 at 5 p.m. All present Council members voted aye; motion carried.
- June Financial Report: Johnson highlighted some of the June receipts, including monies received for mutual aid by the Electric Dept. for assistance in other communities following storm damage. Boone made a motion to accept the June financial report, Schott seconded the motion and all present Council members voted aye; motion carried.
- 2021 Audit Report: A letter of acceptance of the 2021 audit was received from the SD Dept. of Legislative Audit. The report will be published in the Beresford Republic and is also posted on the City of Beresford website.

New Business

Resolution 2022-13 - Contingency Fund Transfer: A motion was made by Sveeggen, second by Schott, to approve Resolution 2022-13 – Contingency Fund Transfer. All present Council members voted aye; motion carried.

RESOLUTION #2022-13
CONTINGENCY FUND TRANSFER

WHEREAS, insufficient appropriation was made in the 2022 adopted budget for the following departments to discharge just obligations of said appropriations, and

WHEREAS, SDCL 9-21-6.1 provides that transfers be made by resolution of the board from the contingency appropriations established pursuant to SDCL 9-21-6.1 to other appropriations;

THEREFORE, BE IT RESOLVED that the appropriation be transferred from the contingency budget to the following department budget:

101-4540-42960 Beresford Ambulance Service (Stryker Power Load System) \$5,000.00

Adopted this 18th day of July, 2022

Troy Doeden, Council President

ATTEST:

Elaine Johnson, Finance Officer

Updated Fire Dept. Roster: Zeimetz informed Council that Riley Johnson has been added to the roster for the Beresford Volunteer Fire Department.

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

Aaron's Pro Window Cleaning, service, \$70.00; Badger Comm., internet supplies, \$895.49; Baker & Taylor, books, \$551.73; Ban-Koe Co., fire alarm system; \$1167.00; Banner Assoc., waste water planning, \$16,723.89; Beal Dist., beer, \$1631.55; Beresford Community Ambulance, Stryker Power Load System, \$5000.00; BMTC, surveillance system, \$1340.00; Border States Elec., transmission equip., \$1844.60; C&R Supply, parts, \$47.37; Cengage Learning, books, \$61.58; Center Point Large Print, books, \$54.54; CenturyLink, 911 circuit, \$109.33; Chesterman Co., resale, \$1176.25;

CHS, fuel, \$4435.28; City of SF Public Works, tipping fees, \$5144.11; Coaches Choice, golf merch., \$492.00; Core & Main, water meters, \$3466.45; Dakota Beverage, beer, \$1150.60; DeRaad H&C, service, \$86.73; Ditch Witch, repair, \$118.20; Eastway Auto, repair, \$40.06; ECHO Group, resale, \$133.50; EFTPS, Federal excise tax, \$519.50 & 519.84; Express Comm., toll settlement, \$1753.72; Farr Tech., engineering, \$2277.50; Ferguson Waterworks, parts, \$1185.98; Fiesta Foods, supplies, \$274.83; Frantzen Reporting, transcription fee, \$135.70; Frieberg, Nelson & Ask, City attorney, \$3041.50;

Hawkins, chemicals, \$1526.35; Heartland Payment Sys., CC fees, \$1459.93; High Plains Tech., subscription, \$75.00; Interstate TRS Fund, TRS fund, \$387.94; Jerry's Chevrolet, service, \$84.20; Justice Fire, service, \$527.75; Knife River Midwest, asphalt, \$1693.30; Lewis & Clark RWS, lobby fees, \$914.00; Mid America Computer Corp., billing fee, \$2619.57; MidAmerican Energy, natural gas, \$3301.09; Midwest Tape, DVD, \$22.49; Midwest Turf & Irr., repair, \$241.01; MN Mun. Util. Assn., safety program, \$3612.50; National Cable TV, affiliate fees, \$73.38; New Century Press, publishing, \$741.44;

Nexstar Broadcasting, affiliate fees, \$3170.14; Northern Plains Lumber, supplies, \$27.50; Olson's Pest Tech., service, \$275.00; Overdrive, books, \$414.75; Performance Foodservice, food, \$3831.73; Quadiant, postage, \$1000.00; Ben Reiter, mileage, \$40.00; Republic Nat'l Dist., liquor, \$848.51; Roo's Sanitation, disposal serv., \$5674.50; SD State Treasurer, telecom relay service, \$54.65; SDN Comm., internet access, \$2482.95; Sensusource, plat shield program, \$232.00; Simplot Grower Solutions, chemicals, \$826.00; Siteone Landscape Sup., parts, \$46.53; Southern Living, book, \$40.37;

Srizon/Cleveland Golf, golf merchandise, \$168.68; T-Time Golf Co., golf merchandise, \$296.50; The Tessman Co., wood chips, \$212.00; The Penworthy Co., books, \$322.88; Unemployment Ins. Div. of SD, insurance, \$824.20; USAC, schools & libraries, \$1881.77; Utilismart Corp., service contract, \$1529.00; Vantage Custom Classics, CALEA, \$160.00; Verizon Wireless, cell phones, \$821.76; Washington N'tl Ins., insurance, \$84.30; Wellmark BC/BS, health ins., \$34,088.80; Wells Fargo, CC charges, \$2387.43; Wholesale Supply, resale, \$123.10

Executive Session: At 7:26 p.m., a motion was made by Tiedeman to enter into Executive Session to discuss proprietary matters. The motion was seconded by Sveeggen and all present Council members voted aye; motion carried. President Doeden declared Council out of Executive Session at 7:31 p.m. No action was taken.

Adjournment: Having no further business, Tiedeman made a motion, second by Sveeggen, to adjourn the meeting at 7:31 p.m. All present Council members voted aye; motion carried.

Elaine Johnson, Finance Officer
Recorded by Kathy Stuessi

RESOLUTION #2022-14
CONTINGENCY FUND TRANSFER

WHEREAS, insufficient appropriation was made in the 2022 adopted budget for the following departments to discharge just obligations of said appropriations, and

WHEREAS SDCL 9-21-6.1 provides that transfers be made by resolution of the board from the contingency appropriations established pursuant to SDCL 9-21-6.1 to other appropriations;

THEREFORE, BE IT RESOLVED that the appropriation be transferred from the contingency budget to the following department budget:

101-4540-42961	Beresford Senior Citizen Center (Stove)	\$2,000.00
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Adopted this 1st day of August, 2022

Troy Doeden, Council President

ATTEST:

Elaine Johnson, Finance Officer

Adopted: August 1, 2022

Published: August 11, 2022

Effective Date: August 31, 2022

CITY OF BERESFORD

RESOLUTION 2022-15

Housing Infrastructure Finance Program Grant Application

To the

South Dakota Housing Development Authority

WHEREAS, the City of Beresford desires assistance from the South Dakota Housing Development Authority for the purpose of promoting housing development in South Dakota by providing grants for housing infrastructure; and

WHEREAS, SDCL 11-4 and SDCL 11-6 grant municipalities the authority to plan, zone, and create a comprehensive plan; and

WHEREAS, Title 9 of the Revised Municipal Ordinances of the City of Beresford establishes the planning, zoning, and building regulations; and

WHEREAS, the 2017 Revised Beresford Zoning Regulations establish the building, zoning, lot, and yard requirements for residential districts; and

WHEREAS, the ownership and ongoing maintenance of the development will be the responsibility of the City of Beresford; and

WHEREAS, the City of Beresford has capacity for new wastewater lines as a result of the proposed project.

NOW THEREFORE BE IT RESOLVED by the City of Beresford, South Dakota, that the infrastructure plan for the Housing Infrastructure Finance Program grant application meets the municipality's infrastructure requirements, will be approved, and added to the ownership and ongoing maintenance responsibility of the municipality.

The Beresford City Council hereby authorizes the filing of the Housing Infrastructure Financing Program grant application, including all understanding and assurances contained therein, and hereby authorizes the Mayor to, in connection with the application, provide such additional information as may be required.

Adopted this 1st day of August 2022.

Troy Doeden, City Council President

Attest:

Elaine Johnson, Finance Officer

elaine@bmtc.net

From: Beresford Water <water@bmtc.net>
Sent: Thursday, July 28, 2022 9:06 AM
To: elaine@bmtc.net
Subject: RE: Jason Strand - Step Increase

Elaine

Jason has been performing up to standards for me when he comes to our department for the winter. I agree with the step pay increase.

Jeff

From: elaine@bmtc.net <elaine@bmtc.net>
Sent: Monday, July 25, 2022 9:52 AM
To: Greg Bates <gregorybates18@yahoo.com>; Jeff Heidebrecht <water@bmtc.net>
Cc: Jerry Zeimetz <jerry@bmtc.net>
Subject: Jason Strand - Step Increase

Good Morning!

Jason Strand is up for a step pay increase on 07/27/2022 from \$18.77/hr. to \$19.25/hr. This would be at 100% of the scale. Please advise your recommendation.

Please let me know if you have any questions.

Elaine Johnson

City of Beresford / Finance Officer
101 N 3rd St. Beresford, SD 57004
605-763-2008
elaine@bmtc.net

City of Beresford Travel Voucher

Name: Austin Hansen

1. Destination & Location of Event: Scoville Falls Holiday Inn City Centre

2. Reason for travel: SDTA Annual Mtg
(Meeting Agenda, Training Schedule or other supporting documentation must be attached.)

3. Place of departure: Beresford

4. Departure time & date: Sunday, Aug. 14, 2022

5. Arrival time & date: _____

6. Cost of Lodging: \$218⁰⁰

Departure from destination:

7. Departure time & date: Tuesday, Aug 16, 2022

8. Arrival time & date: _____

Transportation:

Personal Vehicle:

Mileage claimed: 74 miles
(Mileage reimbursement will be paid at the IRS Federal rate.)

City Owned Vehicle:

Commercial Transportation:

Cost of commercial transportation: _____

Meals claimed: 2 lunch 1 supper
(Meals will be reimbursed at the state rate if not provided by the event host.)

Signature: Austin Hansen / BR Date: 7/25/22

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