

**BERESFORD CITY COUNCIL  
REGULAR MEETING AGENDA  
Monday, June 3, 2024, 7:00 P.M.  
Beresford City Council Chambers – 103 N. 3<sup>rd</sup> St.**

[1] – Pledge of Allegiance

[2] – Call to Order & Roll Call

[3] – Adopt Agenda

[4] – Approve Minutes – May 20, 2024

[5] – Visitors to be heard.

[6] – Committee/Mayor Report

[7] – Department Head and City Administrator Reports

- Elaine Johnson – Finance Officer
  - April 2024 Financial Report
  - SD Public Assurance Alliance Loss Control Survey

[8] – Old Business

- New ballfield walkthrough update
- Clubhouse/Event Center covered patio update.

[9] – New Business

- Resolution 2024-11 – Community Access Grant Application
- Pay Request #3 to Site Works for Beresford Wastewater Treatment Facility Improvements
- Remove Sargent Tyson Bullis from 6-month probationary period.
- Step pay increase for Rachel Johnson to \$20.96/hr. effective 6/6/2024.
- Probation review and step pay increase for Conner Buum to \$22.71/hr. effective 6/11/2024.

[10] – Discussion & Information Items

- Next Council meeting is Tuesday, June 18

[11] – Approval of Travel Requests

[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: June 3, 2024, 07:00 PM Central Time (US and Canada)

Join Zoom Meeting

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

Meeting ID: 84 101 57004

Passcode: Beresford

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## **BERESFORD CITY COUNCIL**

**Monday, May 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 Eli Seeley presiding, Pat Bickett, Will Roelke, Larry Rohrer, Art Schott, Mike Tiedeman

**Also Present:** Jerry Zeimetz, City Administrator; Tom Frieberg, City Attorney; Mike Antonson, Electric Dept. Supt.; Jane Norling, Librarian; Sarah Antonson; Joanne Paulsen; Andrew Boden; Angie Tiedeman & family

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

**Appointment of Ward III Councilperson/Oath of Office:** City Attorney Frieberg administered the Oath of Office to Sarah Antonson, who was appointed at the May 6, 2024 meeting to fill the vacant Ward III Council position, term to expire May, 2025.

**Approve Minutes:** A motion to approve minutes from the May 6, 2024 meeting was made by Tiedeman and seconded by Roelke. All present Council members voted aye; motion carried.

### **Visitors to be Heard**

**MRES Scholarship:** Mayor Seeley presented Beresford HS Senior Gavel Valder a certificate in recognition of the scholarship he received from Missouri River Energy Services.

**Fire Chief:** Andrew Boden introduced himself to Council as the new Fire Chief for the Beresford Volunteer Fire Department. He informed Council that the Fire Department will host an event on August 16, 2024 to celebrate the Fire Department's 125<sup>th</sup> anniversary. Council thanked him for his willingness to serve our community.

**Old-Fashioned Weekend:** Joanne Paulsen of the Beresford Chamber of Commerce distributed a handout listing the tentative events for Old-Fashioned Weekend, scheduled for July 25-28, 2024. Other potential events were briefly discussed. She requested Council's support of the Chamber and highlighted the need for volunteers to make the weekend successful.

### **Department Head and City Administrator Report**

**Elaine Johnson, Finance Officer:** As Finance Officer Johnson was absent, April 2024 financials will be discussed at the next meeting.

### **Old Business**

**Childcare Task Force:** Mayor Seeley discussed the mission statement for a Childcare Task Force. This group will be dedicated to addressing childcare needs in Beresford. As plans for a new housing development move forward, childcare will likely be an important consideration for new families moving to Beresford. He will be recruiting members for this task force in the near future.

### **New Business**

#### **Seasonal Hires:**

- **Library:** Upon recommendation from Librarian Norling, Schott made a motion, second by Rohrer, to hire Kristina Hansen at \$12.40/hour as seasonal part-time help at the library, beginning May 22, 2024. All present Council members voted aye; motion carried.
- **Bridges Clubhouse:** A motion was made by Tiedeman, second by Bickett, to hire Cullen Pollard at \$11.20/hour as a seasonal Clubhouse attendant, beginning May 21, 2024. All present Council members voted aye; motion carried.
- **Swimming Pool:** Schott made a motion to hire the following seasonal employees for the swimming pool: Camryn Muhlenkort, pool attendant, \$12.43/hour; Jade Rhody, lifeguard, \$15.17/hour; Hailey Hamm, lifeguard, \$15.58/hour; and Andrew Atwood, lifeguard, \$15.58/hour. The motion was seconded by Rohrer and all present Council members voted aye; motion carried.

### **Discussion and Information Items**

City Administrator Zeimetz explained that he and Finance Officer Johnson will be in Spearfish for a conference the week prior to the June 17 meeting so requested that the meeting be moved to Tuesday, June 18. Tiedeman made a motion, second by Schott, to move the June 17 regular meeting to Tuesday, June 18, 2024 at 7:00 p.m. All present Council members voted aye; motion carried.

### **Approval of Travel Requests**

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

- Budget Training Workshop, Sioux Falls, June 26, Johnson & Zeimetz

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

Aaron Ward Drywall, repair, \$5415.98; AMC Concrete, repair, \$12,648.00; Amer Sports, golf merch, \$181.14; Azar Computer Software Ser., digital service, \$250.00; Badger Comm., equipment, \$652.50; Baker & Taylor, books, \$283.77; Bally Sports North, affiliate fees, \$2368.20; Banner Associates, engineering, \$20,000.00; Beal Distributing, beer, \$395.75; Beresford Mun. Util., correction, \$313.20; Big 10, affiliate fees, \$84.66; Blooston & Mordkofsky, prof. services, \$735.25; Border States Electric, resale, \$1292.77; Chesterman Co., resale, \$857.35; City of SF Public Works, tipping fees, \$5375.76;

Core & Main LP, hydrant repair, \$5264.47; Dakota Beverage, beer, \$706.80; Dakota Fluid Power, repair, \$1045.02; Easy Picker Golf Prod., golf equip., \$589.61; Eide Bailly, Office 365, \$210.69; ELO Prof., annual report, \$3750.00; Express Comm., settlement, \$1228.47; FARR Tech., email shutdown, \$1007.50; Fireworks Unlimited, fireworks, \$3529.50; First Bank & Trust, GO Bond/L&C, \$1890.00; Glove It, golf merch., \$395.00; Hawkins, pool chemicals, \$1638.61; Heartland Payment Systems, CC fees, \$1372.77; Heggies Pizza, food, \$64.40; Heiman, annual inspection, \$1639.25; Interstate TRS, TRS fund, \$342.75;

Jack's Uniforms, clothing, \$316.83; JD's House of Trophies, nameplates, \$20.70; KCL Group Benefits, insurance, \$142.50; Brynn Manning, refund, \$215.27; Mid America Computer Corp, billing fees, \$3908.35; MidAmerican Energy, natural gas, \$1757.28; Midwest Turf & Irr., supplies, \$406.06; Mr. Golf Car, lease golf cars, \$13,050.00; NENA, CID 07/24-06/25, \$255.00; New Century Press, publications, \$248.32; Nexstar Broadcasting, affiliate fees, \$3241.64; Natalie Van Houten, books, \$274.05; Performance Foodservice, food, \$2456.52; Quill Corp., supplies, \$171.44;

Republic Nat'l Dist., liquor, \$479.70; Roo's Sanitation, disposal service, \$10,387.52; Rovi Guides, guide, \$744.32; RSA, Clubhouse addition, \$835.00; Scholastic, books, \$403.50; SD Golf Assn., fees, \$308.00; SD Mun. League, training, \$60.00; SD State Treasurer, Telecomm. Relay Service, \$36.80; SDN Comm., internet access, \$2280.81; Sew Storm Quilt Shop, clothing, \$32.00; Showtime Network, affiliate fees, \$16.32; Siteone Landscape Supply, herbicide, \$400.00; Southern Glazers, liquor, \$200.58; Sturdevant's Auto Parts, oil, \$29.14; Tifoci Optics, golf merch., \$149.50; Todd's Electric Serv., repair, \$260.15;

Twite Construction, storage shed, \$1301.72; Vantage Point, CALEA, \$160.00; Verizon Wireless, cell phone service, \$951.09; Washington National, insurance, \$84.30; Webstaurant Store, equipment, \$1869.00; Wellmark BC/BS, health insurance, \$42,778.54; Wells Fargo, credit card charges, \$3835.74; Wholesale Supply, supplies, \$258.80; Xigent Solutions, license, \$228.00; Zimco Supply, chemicals, \$3145.00.

**New City Hall Walkthrough:** Council was invited to do a walkthrough of the new City Hall building at 101 South 3<sup>rd</sup> Street. Zeimetz updated them on the progress of the renovation and a tentative timeline.

**Adjournment:** As there was no further business, Mayor Seeley adjourned the meeting at 7:25 p.m.

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Elaine Johnson, Finance Officer  
Recorded by Kathy Stuessi



Budget to Actual - Income Statement Comparison (without Transfers)

Department/Fund	2024 - Actual		2024 - Budget		2024 - Budget		Over(Under) Budget		
	YTD Revenue	YTD Expense	Profit/Loss	Revenue	Expense	Profit/Loss	Revenue	Expense	Profit/Loss
General Fund	\$ 949,704.22	\$ 1,139,407.25	\$ (189,703.03)	\$ 3,095,775.00	\$ 3,280,821.00	\$ (185,046.00)	\$ (2,146,070.78)	\$ (2,141,413.75)	\$ (4,657.03)
Council		20,757.37			72,911.00		-	(52,153.63)	
Mayor		4,520.49			12,306.00		-	(7,785.51)	
City Administrator		49,281.55			168,356.00		-	(119,074.45)	
Finance Office		60,208.63			169,009.00		-	(108,800.37)	
City Attny		4,692.50			26,800.00		-	(22,107.50)	
Gov't Bldg		187,720.87			29,271.00		-	158,449.87	
Police		201,497.73			662,151.00		-	(460,653.27)	
Fire		11,987.44			91,176.00		-	(79,188.56)	
Street		331,334.37			985,743.00		-	(654,408.63)	
Mosquito		-			3,000.00		-	(3,000.00)	
Park		68,545.32			481,546.00		-	(413,000.68)	
Pool	2,300.00	12,562.55	(10,262.55)	38,000.00	174,703.00	(136,703.00)	(35,700.00)	(162,140.45)	126,440.45
Subsidies		51,000.00			69,500.00		-	(18,500.00)	
Library		133,341.15			323,404.00		-	(190,062.85)	
Planning & Zoning		1,957.28			10,945.00		-	(8,987.72)	
Debt Serv/201&301	\$ 271,410.49	\$ 483,044.28	\$ (211,633.79)	\$ 690,000.00	\$ 618,354.00	\$ 71,646.00	\$ (418,589.51)	\$ (135,309.72)	\$ (283,279.79)
Liquor - 601	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Water - 602	\$ 230,637.91	\$ 285,766.67	\$ (55,128.76)	\$ 829,900.00	\$ 905,298.00	\$ (75,398.00)	\$ (599,262.09)	\$ (619,531.33)	\$ 20,269.24
Electric - 603	\$ 1,602,788.99	\$ 1,263,309.36	\$ 339,479.63	\$ 4,265,730.00	\$ 4,278,977.00	\$ (13,247.00)	\$ (2,662,941.01)	\$ (3,015,667.64)	\$ 352,726.63
Sewer - 604	\$ 320,923.80	\$ 304,538.61	\$ 16,385.19	\$ 364,020.00	\$ 315,203.00	\$ 48,817.00	\$ (43,096.20)	\$ (10,664.39)	\$ (32,431.81)
Telephone - 611	\$ 663,775.16	\$ 378,891.76	\$ 284,883.40	\$ 1,820,025.00	\$ 1,757,672.00	\$ 62,353.00	\$ (1,156,249.84)	\$ (1,378,780.24)	\$ 222,530.40
Solid Waste - 612	\$ 86,480.27	\$ 72,865.01	\$ 13,615.26	\$ 217,000.00	\$ 216,975.00	\$ 25.00	\$ (130,519.73)	\$ (144,109.99)	\$ 13,590.26
Cablevision - 615	\$ 130,653.12	\$ 128,298.88	\$ 2,354.24	\$ 406,275.00	\$ 403,200.00	\$ 3,075.00	\$ (275,621.88)	\$ (274,901.12)	\$ (720.76)
Bridges at Beresford									
Golf Course 640-4510	\$ 146,712.58	\$ 79,339.46		\$ 626,895.00	\$ 453,518.00		\$ (480,182.42)	\$ (374,178.54)	
Club House 640-4511/384	\$ 92,326.19	\$ 92,326.19		\$ 673,985.00	\$ 673,985.00		\$ (581,658.81)	\$ (581,658.81)	
Event Center 640-4512/385	\$ 18,137.43	\$ 26,837.92		\$ 80,000.00	\$ 79,642.00		\$ (61,862.57)	\$ (52,804.08)	
	\$ 164,850.01	\$ 198,503.57	\$ (33,653.56)	\$ 706,895.00	\$ 1,207,145.00	\$ (500,250.00)	\$ (542,044.99)	\$ (1,008,641.43)	\$ 466,596.44
Enterprise Totals	\$ 3,200,109.26	\$ 2,632,173.86	\$ 567,935.40	\$ 8,609,845.00	\$ 9,084,470.00	\$ (474,625.00)	\$ (5,409,735.74)	\$ (6,452,296.14)	\$ 1,042,560.40
General Fund Total	\$ 1,221,114.71	\$ 1,622,451.53	\$ (401,336.82)	\$ 3,785,775.00	\$ 3,899,175.00	\$ (113,400.00)	\$ (2,564,660.29)	\$ (2,276,723.47)	\$ (287,936.82)
Overall Totals	\$ 4,421,223.97	\$ 4,254,625.39	\$ 166,598.58	\$ 12,395,620.00	\$ 12,983,645.00	\$ (588,025.00)	\$ (7,974,396.03)	\$ (8,729,019.61)	\$ 754,623.58
	35.67%	32.77%							

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

	General/ Gov't Fund	Enterprise Funds								Total
		Liquor Fund	Water Fund	Electric Fund	Sewer Fund	Telephone Fund	Garbage Fund	Golf Course	Cablevision	
Revenues										
310 Taxes	\$ 637,133.38									\$ 637,133.38
320 Licenses and Permits	30,044.50									\$ 30,044.50
330 Intergovernmental Revenue	46,593.46									\$ 46,593.46
340/370/380 Charges for Good and Services	4,185.00	-	229,888.72	1,550,360.28	319,775.06	625,923.76	85,630.27	164,141.12	125,239.71	\$ 3,105,143.92
350 Fines and Forfeits	64.50									\$ 64.50
360 Miscellaneous Revenue	481,059.96									\$ 486,169.84
Total Revenues	1,199,080.80	-	229,888.72	1,550,360.28	319,775.06	625,923.76	85,630.27	164,141.12	130,349.59	\$ 4,305,149.60
Expenditures										
410 Mayor/ Council/ Atty/ City Admin/ FO	327,181.41									\$ 327,181.41
420 Police and Fire	213,485.17									\$ 213,485.17
430 Street	331,334.37									\$ 331,334.37
440 Mosquito	-									\$ -
452/453 Parks/Pool	81,107.87									\$ 81,107.87
454 Subsidies	51,000.00									\$ 51,000.00
455 Library	133,341.15									\$ 133,341.15
460 Planning & Zoning	1,957.28									\$ 1,957.28
470 Debt Service	2,500.00									\$ 2,500.00
410 Employee Expense		-	53,013.84	149,550.42	51,527.48	192,950.35	5,845.12	62,683.03	121,669.62	\$ 637,239.86
420 Other Current Expenses	480,544.28	-	224,746.12	73,782.05	242,833.42	171,624.28	65,862.30	87,246.03	1,806.25	\$ 1,348,444.73
4262 Materials (COS)		-	3,161.93	1,039,976.89	1,298.66	14,317.13	1,157.59	48,574.51	4,823.01	\$ 1,113,309.72
Total Expenditures	1,622,451.53	-	280,921.89	1,263,309.36	295,659.56	378,891.76	72,865.01	198,503.57	128,298.88	\$ 4,240,901.56
Excess of Revenue Over Expenditures	(423,370.73)	-	(51,033.17)	287,050.92	24,115.50	247,032.00	12,765.26	(34,362.45)	2,050.71	\$ 64,248.04
Other Financing Sources (Uses):										
Investment Earnings	22,033.91	-	749.19	52,428.71	1,148.74	37,851.40	850.00	708.89	303.53	\$ 116,074.37
Interest Expense	-		(4,844.78)	-	(8,879.05)					\$ (13,723.83)
Debt Paydown	-		-	-	-	-	-	-	-	\$ -
Transfers In (Out)	-		-	-	-	-	-	-	-	\$ -
Long-term Debt Issued	-		-	-	-	-	-	-	-	\$ -
Sale of Fixed Assets	-		-	-	-	-	-	-	-	\$ -
Total Other Financing Sources (Uses)	22,033.91	-	(4,095.59)	52,428.71	(7,730.31)	37,851.40	850.00	708.89	303.53	\$ 102,350.54
Net Position/Change in Fund Balance	(401,336.82)	-	(55,128.76)	339,479.63	16,385.19	284,883.40	13,615.26	(33,653.56)	2,354.24	\$ 166,598.58
***Net Cash Inflow(Outflow) BEFORE Transfers***	(401,336.82)	-	(55,128.76)	339,479.63	16,385.19	284,883.40	13,615.26	(33,653.56)	2,354.24	166,598.58

CITY OF BERESFORD  
STATEMENT OF NET POSITION  
AS OF APRIL 2024

	General/ Gov't Fund	Enterprise Funds								Total
		Liquor Fund	Water Fund	Electric Fund	Sewer Fund	Telephone Fund	Garbage Fund	Golf Course	Cablevision	
<b>ASSETS:</b>										
Current Assets:										
100 Cash and Cash Equivalents	\$ 1,010,945.31	\$ -	\$ 84,611.24	\$ 319,961.71	\$ 179,107.78	\$ 818,629.43	\$ 228,682.36	\$ (21,327.19)	\$ 172,791.66	\$ 2,793,402.30
110 Taxes Receivable - Delinquent	10,602.23									\$ 10,602.23
115 Accounts Receivable, Net	7,175.00	-	47,846.27	428,880.58	36,544.49	223,681.39	24,081.36	-	(4,596.32)	\$ 763,612.77
128 Notes Receivable	183,070.19									\$ 183,070.19
131 Due from Golf Course/Community Center	-									\$ -
132 Due from Other Governments	409,405.69									\$ 409,405.69
141 Inventory of Supplies	88,408.55	-	58,103.34	1,180,890.15	20,044.58	43,279.92		14,142.66	55,838.25	\$ 1,460,707.45
142 Inventory of Resale Items										\$ -
151 Investments-SDFIT	1,055,699.19		35,738.45	3,165,283.41	57,020.64	2,223,944.24	27,803.34	43,118.36	-	\$ 6,608,607.63
151 Investments-CDs										\$ -
155 Prepaid Expenses		-	6,325.72	19,716.38	2,959.72	11,517.81	713.75	6,503.28		\$ 82,859.34
Total Current Assets	2,800,428.84	-	232,625.02	5,114,732.23	295,677.21	3,321,052.79	281,280.81	42,437.11	224,033.59	12,312,267.60
Noncurrent Assets:										
107.1 Restricted Cash and Cash Equivalents	397,982.24			512,964.08	89,490.00					\$ 1,000,436.32
154 Deposits				13,985.30	10,009.72					\$ 23,995.02
157 Unamortized Discounts on Bonds Sold				-						\$ -
Capital Assets: (not including govt'l funds)										
160 Land	577,044.92	-	30,738.42	22,249.94	19,000.00	15,300.00	62,930.82	301,267.92		\$ 1,028,532.02
162 Buildings	3,344,126.50	-	1,069,484.25	218,654.18		322,853.54	65,344.70	1,522,624.34		\$ 6,543,087.51
164 Improvements Other Than Buildings	7,321,476.45		4,778,609.86	13,627,815.15	4,871,411.38		51,194.78	1,757,972.50	585,265.85	\$ 32,993,745.97
166 Machinery and Equipment	2,631,141.93	-	81,069.33	1,453,396.34	171,674.75	10,350,740.85	46,623.15	303,228.97	328,486.34	\$ 15,366,361.66
168 Construction in Progress	104,875.00			0.45		(0.11)				\$ 104,875.34
Less: Accumulated Depreciation	(6,675,888.33)	-	(2,616,765.28)	(5,807,689.87)	(1,805,560.40)	(5,148,265.99)	(117,420.74)	(1,364,635.85)	(900,397.85)	\$ (24,436,624.31)
190 Intangible Assets			1,803,174.00					35,864.53		\$ 1,839,038.53
Less: Accumulated Amortization			(468,824.76)					(35,865.27)		\$ (504,690.03)
Total Noncurrent Assets	7,700,758.71	-	4,677,485.82	10,041,375.57	3,256,525.73	5,640,128.01	108,672.71	2,520,457.14	13,354.34	33,958,758.03
<b>TOTAL ASSETS</b>	10,501,187.55	-	4,910,110.84	15,156,107.80	3,552,202.94	8,961,180.80	389,953.52	2,562,894.25	237,387.93	46,271,025.63

	General/ Gov't Fund	Enterprise Funds								Total
		Liquor Fund	Water Fund	Electric Fund	Sewer Fund	Telephone Fund	Garbage Fund	Golf Course	Cablevision	
LIABILITIES AND FUND BALANCES:										
Current Liabilities:										
206 Accounts Payable	7,175.00	-	-	22,992.49	-	(690.50)	8,122.49	828.28	30,607.25	\$ 69,035.01
208 Due to General Fund	-									\$ -
217 Payroll Related Liabilities	(3,200.57)	-	(2.18)	(191.30)	2,122.73	1,588.59	-	2,775.41	-	\$ 3,092.68
220 Customer Deposits				13,360.00		10,760.00		-		\$ 24,120.00
224 Deferred Revenue	10,602.23									\$ 10,602.23
226 Current Portion of LT Debt				275,000.00	33,369.98		-	(0.42)		\$ 453,475.36
Total Current Liabilities	14,576.66	-	145,103.62	311,161.19	35,492.71	11,658.09	8,122.49	3,603.27	30,607.25	560,325.28
Noncurrent Liabilities: (not including govt'l funds)										
231/237 Bonds Payable & Other LT Debt				6,140,000.00	1,050,642.66			-		\$ 8,196,229.59
233 Accrued Leave Payable		-	16,846.85	34,735.01	23,352.62	42,030.82	-	10,837.41		\$ 127,802.71
Total Noncurrent Liabilities	-	-	1,022,433.78	6,174,735.01	1,073,995.28	42,030.82	-	10,837.41	-	8,324,032.30
Fund Balances:										
253.10 Net Investment in Capital Assets	7,302,776.47	-	3,488,638.30	1,367,715.46	2,299,962.45	3,935,663.86	116,011.44	2,654,167.69	39,972.75	\$ 21,204,908.42
263 Nonspendable-General Fund Only	726,691.40									\$ 726,691.40
264 Restricted	1,348,309.56			511,653.08						\$ 1,859,962.64
267 Unassigned/Unrestricted	1,510,170.28	-	309,063.90	6,451,363.43	126,367.31	4,686,944.63	252,204.33	(72,060.56)	164,453.69	\$ 13,428,507.01
Current Year Net Income (Loss)	(401,336.82)	-	(55,128.76)	339,479.63	16,385.19	284,883.40	13,615.26	(33,653.56)	2,354.24	\$ 166,598.58
Total Fund Balances/Net Position	10,486,610.89	-	3,742,573.44	8,670,211.60	2,442,714.95	8,907,491.89	381,831.03	2,548,453.57	206,780.68	37,386,668.05
TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCES	\$ 10,501,187.55	\$ -	\$ 4,910,110.84	\$ 15,156,107.80	\$ 3,552,202.94	\$ 8,961,180.80	\$ 389,953.52	\$ 2,562,894.25	\$ 237,387.93	\$ 46,271,025.63

# BANK CASH REPORT

## 2024

BANK NAME	MARCH	APRIL	APRIL	APRIL	OUTSTANDING	APR BANK
FUND GL NAME	CASH BALANCE	RECEIPTS	DISBURSMENTS	CASH BALANCE	TRANSACTIONS	BALANCE
FIRST DAKOTA BANK						
BANK FIRST DAKOTA BANK						757,170.98
SWEET FIRST DAKOTA -SWEET BANK						1,953,245.53
101 General Checking Account	174,502.04	358,149.84	395,613.82	137,038.06		
101 Bad Check Account	554.34	0.00	0.00	554.34	4,397.44	
201 Second Penny	468,691.17	49,087.78	0.00	517,778.95		
211 Gross Receipts Tax	355,101.68	3,620.73	0.00	358,722.41		
301 Debt Svc-Clubhouse/Event Cntr	2,500.00-	0.00	0.00	2,500.00-		
302 Debt Svc - TIF District	0.00	0.00	0.00	0.00		
303 Debt Service - Public Safety	0.00	0.00	0.00	0.00		
304 Drinking WA 1 SRF	0.00	0.00	0.00	0.00		
305 Clean WA 2 SRF	0.00	0.00	0.00	0.00		
306 Drinking WA 2 DOT	0.00	0.00	0.00	0.00		
307 Clean WA 1 DOT	0.00	0.00	0.00	0.00		
308 HYBRID TURKEY TIF - CASH	0.00	0.00	0.00	0.00		
509 GRACE V NELSON EXPANSION 2022	0.00	44,741.03	45,789.48	1,048.45-		
601 Municipal Liquor Store	0.00	0.00	0.00	0.00	385.72	
602 Water	86,315.95	59,973.14	61,677.85	84,611.24	393.75	
603 Electric	231,041.04	406,170.70	317,250.03	319,961.71	1,662.00	
604 Sewer	107,881.07	195,888.66	124,661.95	179,107.78	234.66	
611 Telephone	739,925.56	172,307.40	93,603.53	818,629.43	2,622.80	
612 Solid Waste	221,768.74	27,293.97	20,380.35	228,682.36	10,462.15	
615 Cablevision	170,472.00	35,271.56	32,951.90	172,791.66		
640 Bridges Golf Course	44,775.08-	83,808.80	61,760.91	22,727.19-	1,034.62	
750 Trust & Agency	0.00	0.00	0.00	0.00		
900 General Fixed Assets	0.00	0.00	0.00	0.00		
999 General Long Term Debt	0.00	0.00	0.00	0.00		
DEPOSITS					4,337.50	
WITHDRAWALS					50.00	
SWEET TRANSFER-IN					98,091.43	
FIRST DAKOTA BANK TOTALS	2,508,978.51	1,436,313.61	1,153,689.82	2,791,602.30	81,185.79-	2,710,416.51
FSB- CABLEVISION CHECKING						
BANK FSB- CABLEVISION CHECKING						
615 CATV CHECKING ACCOUNT	0.00	0.00	0.00	0.00		
640 CATV CHECKING ACCOUNT	0.00	0.00	0.00	0.00		
FSB- CABLEVISION CHECKING TOTA	0.00	0.00	0.00	0.00	0.00	0.00
FSB- CSDP CHECKING						
BANK FSB- CSDP CHECKING						24,095.02
603 ELECTRIC-CUSTOMER DEPOSITS	13,725.52	1,084.78	825.00	13,985.30		
611 TELEPHONE-CUSTOMER DEPOSITS	10,002.71	407.01	400.00	10,009.72	100.00	
FSB- CSDP CHECKING TOTALS	23,728.23	1,491.79	1,225.00	23,995.02	100.00	24,095.02

# BANK CASH REPORT

## 2024

BANK FUND GL	BANK NAME	MARCH CASH BALANCE	APRIL RECEIPTS	APRIL DISBURSMENTS	APRIL CASH BALANCE	OUTSTANDING TRANSACTIONS	APR BANK BALANCE
1ST DAKOTA NATL BANK-CHECKING							
BANK 601	1ST DAKOTA NATL BANK-CHECKING VIDEO LOTTERY CHECKING	0.00	0.00	0.00	0.00		
	1ST DAKOTA NATL BANK-CHECKING	0.00	0.00	0.00	0.00	0.00	0.00
1ST DAKOTA NATL BANK- SAVINGS							
BANK 601	1ST DAKOTA NATL BANK- SAVINGS VIDEO LOTTERY SAVINGS	0.00	0.00	0.00	0.00		
	1ST DAKOTA NATL BANK- SAVINGS	0.00	0.00	0.00	0.00	0.00	0.00
SD PUBLIC FUNDS IN TRUST							
BANK 101	SD PUBLIC FUNDS IN TRUST GENERAL FUND SD FIT	250,302.23	157.08	214,753.00	35,706.31		6,608,607.63
201	SECOND PENNY FUND SD FIT	379,355.41	1,569.48	0.00	380,924.89		
211	GROSS RECEIPTS TAX SD FIT	634,038.90	2,623.18	0.00	636,662.08		
302	DEBT SERVICE - TIF DIST.	2,405.91	0.00	0.00	2,405.91		
506	SWIMMING POOL - CAP PROJECT	0.00	0.00	0.00	0.00		
602	WATER SD FIT	35,591.21	147.24	0.00	35,738.45		
603	ELECTRIC SD FIT	3,152,241.79	13,041.62	0.00	3,165,283.41		
604	SEWER SD FIT	56,785.71	234.93	0.00	57,020.64		
611	TELEPHONE SD FIT	2,214,781.13	9,163.11	0.00	2,223,944.24		
612	SOLID WASTE SD FIT	27,688.79	114.55	0.00	27,803.34		
615	CABLEVISION SD FIT	0.00	0.00	0.00	0.00		
640	BRIDGES GOLF COURSE SD FIT	42,940.71	177.65	0.00	43,118.36		
	SD PUBLIC FUNDS IN TRUST TOTAL	6,796,131.79	27,228.84	214,753.00	6,608,607.63	0.00	6,608,607.63
=====							
	TOTAL OF ALL BANKS	9,328,838.53	1,465,034.24	1,369,667.82	9,424,204.95	81,085.79-	9,343,119.16
=====							

**BANK CASH REPORT**  
**SWEEP BANK 99 TRANSFERS**

DATE	TRANS #	TRANSFER	BANK #	BANK NAME	TRANSFER AMOUNT
04/30/2024	160	FROM	1	FIRST DAKOTA BANK	98,091.43
				TOTAL	98,091.43



May 20, 2024

Elaine Johnson, Finance Officer  
City of Beresford  
101 N. 3rd St.  
Beresford, SD 57004-1796

Dear Elaine,

It was a pleasure meeting with you to review the loss control program. I certainly appreciate your cooperation in providing important and necessary information to complete my survey.

No recommendations were made at the time of this survey. However, please note, this Loss Control Survey is not intended, and Safety Benefits, Inc. is not expected, to identify every possible hazardous situation, risk deficiency, code violation, potential area of liability, or violation of safe practices. The purpose of this survey is to identify general areas where improvements can be made. For this reason, no party should rely on this survey as being a comprehensive identifier of each and every potential liability situation.

Loss control surveys affect neither the member's responsibilities nor the scope of the coverage provided by the pool, which is determined solely by the provisions of the coverage documents and the I.G.C.

This survey does not guarantee, assure, or warrant in any way that your entity is in compliance with any federal, state or local laws, statutes or regulations, or that compliance with the recommendations of this report will eliminate any or all hazards or prevent or eliminate accidents.

Thank you and your fellow employees on your commitment to create a safe and efficient work place.

If you have any questions or need more information regarding the loss control program, please call me at (888) 313-0839. I look forward to working with you and other employees on your loss control efforts. Thank you again for your time and for allowing me to be of assistance.

Sincerely,

Matt Petersen, Loss Control Representative  
South Dakota Public Assurance Alliance  
SDML Workers' Compensation Fund  
mpetersen@safety-benefits.com  
Cell Phone: 605-660-1231

Enclosure



## SUBSTANTIAL COMPLETION INSPECTION LANDCAPE, IRRIGATION AND FIELD CONSTRUCTION

PROJECT:	Beresford Ballfield	PROJECT #:	21431
DATE / TIME:	May 27, 2024 Walk Thru	CONTRACTOR:	Parkway Construction
COPY:			

Per the specifications, the contractor shall promptly correct incomplete or rejected as identified on the following list. All work shall be completed promptly, except for factors beyond the contractor's control. If a delay is requested for an item, please notify the Architect in writing.

In the Status column, mark all completed items with an 'X' and delayed items with a 'D'. Return one signed copy of this report to Confluence.

**See photos corresponding to Item ID numbers.**

ITEM ID	DESCRIPTION	STATUS / DATE
1	Review home plate installation; square up plate where necessary.	
2	Correct turf lip at infield/outfield transition; Review all fields.	
3	Correct any settlement on outfield turf; dips along line fencing at irrigation heads.	
4	Correct any ag lime settlement on fields. Maintain 0.5% slope to field edge.	
5	Field 2 – 1B and 3B lines are low point. Ag lime slopes from backstop to home plate.	
6	Fill ag lime to match top of concrete pad at dugouts.	
7	Field 5 – add ag lime at entry gate.	
8	Field 2 – correct grade at pitching mound – rubber is low.	
9	Overseed and mulch bare turf areas.	
10	Straighten and stake oak tree west of concession building.	
11	Add water bags to all trees.	
12	Complete installation of irrigation system.	
13	Pick up and dispose of misc concrete chunks and construction debris.	
14	Repair outfield fence on Field 2.	

15	Correct the shade cable install on all shade canopies. Cable to be adjusted to utilize the built-in cable tensioning system.	
16	Clean soil and grass growth from batting cage mat.	
17	Discuss turf installation with vendor. Is minor bubbling typical? Turf is not a tensioned installation. Action TBD.	
18	Correct erosion rills in seeded areas. (Various areas on site). Area SW of parking lot may require erosion control blanket for establishment – <b>provide blanket cost for Owner consideration.</b>	
19	Correct silt fence at basin inlet adjacent to batting cage. Adjust to allow basin to dry, Seed and establish turf once corrected.	
20	Adjust rip rap at outlet pipe so that water doesn't bypass on the edged.	
21	Add vertical 'uni-strut' supports to irrigation piping in garage. Tie back uni-struts to stud wall with 2x4 kickers, as discussed.	
22	Review grading along edge of walks. Adjust grade where drop exceeds 1".	
23	Apply second fertilizer application to turf areas as specified. (Owner has fertilized ballfields)	
24	Finish grading along new walks added at Field 2. Seed and establish turfgrass.	
25	Replace cracked concrete panels on concrete installed at Field 2.	
26	See additional Civil comments.	

## WARRANTY AND MAINTENANCE NOTES

REFERENCE	GENERAL DESCRIPTION
Spec Section 32 8423.1.07.B	Irrigation System Warranty – one year from date of Project Substantial Completion.
Spec Section 32 8423.3.9.A	Provide one complete spring start-up and a fall shutdown by installer, at no extra cost to Owner.
Spec Section 32 9219.3.7	Seed area establishment – for 60 days from date of Project Substantial Completion.
Spec Section 32 9300.1.7	Plant Warranty – one year from date of Project Substantial Completion.
Spec Section 32 9300.3.5	Plant Maintenance – 60 days from date of Project Substantial Completion.

### CONTRACTOR SIGNATURE

The above items have been completed or delayed as noted

SENT BY:  
NAME:

  
Lyle Pudwill, ASLA  
Associate Principal

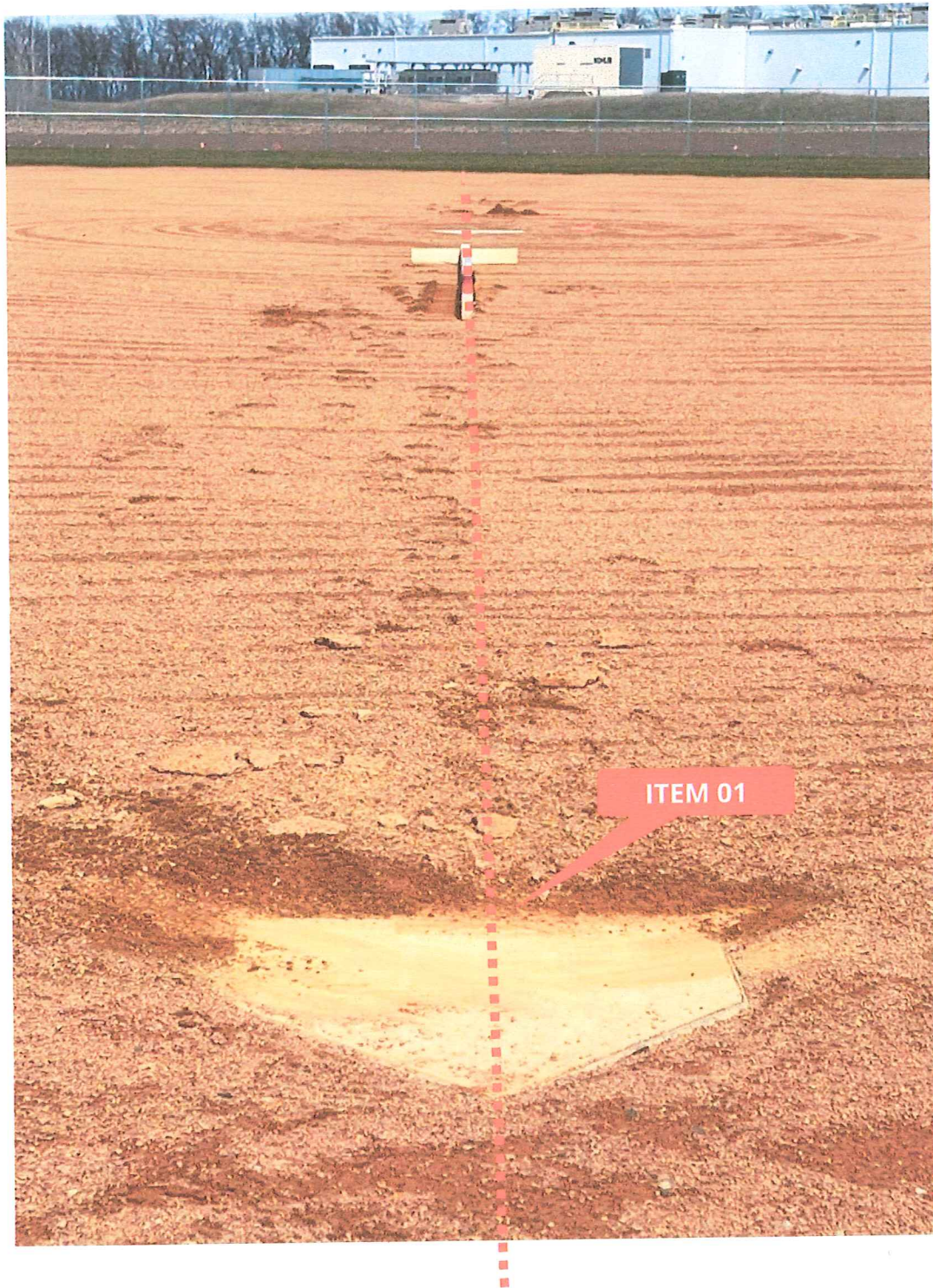
NAME: \_\_\_\_\_

TITLE: \_\_\_\_\_

DATE: \_\_\_\_\_



## PHOTOS



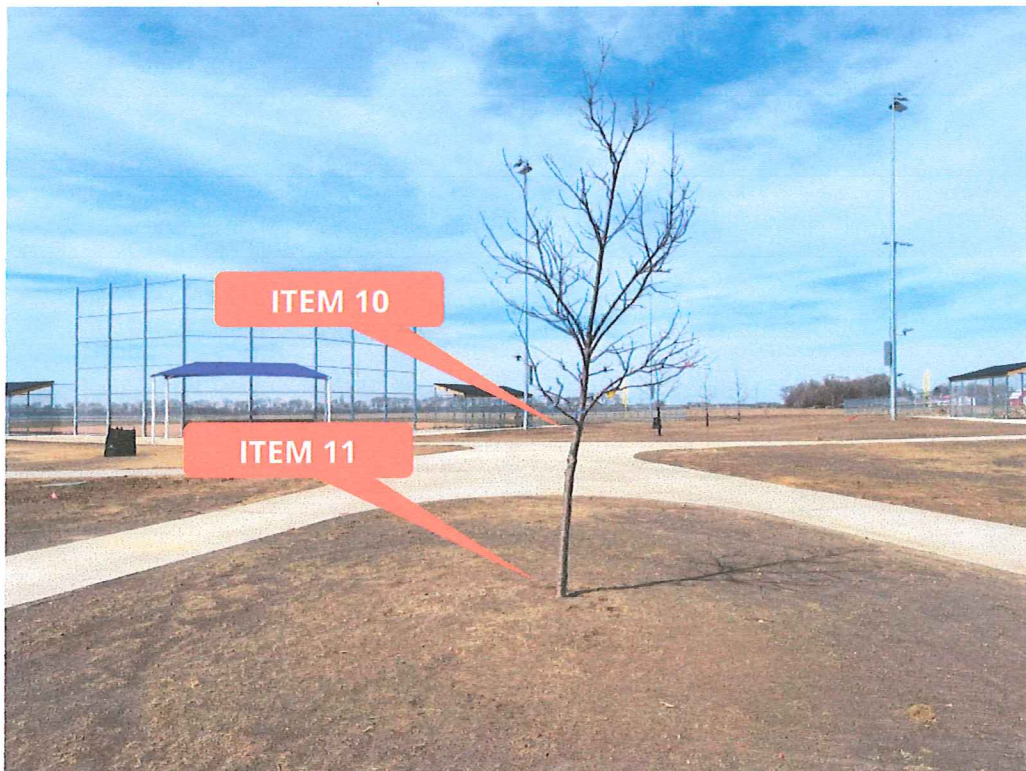








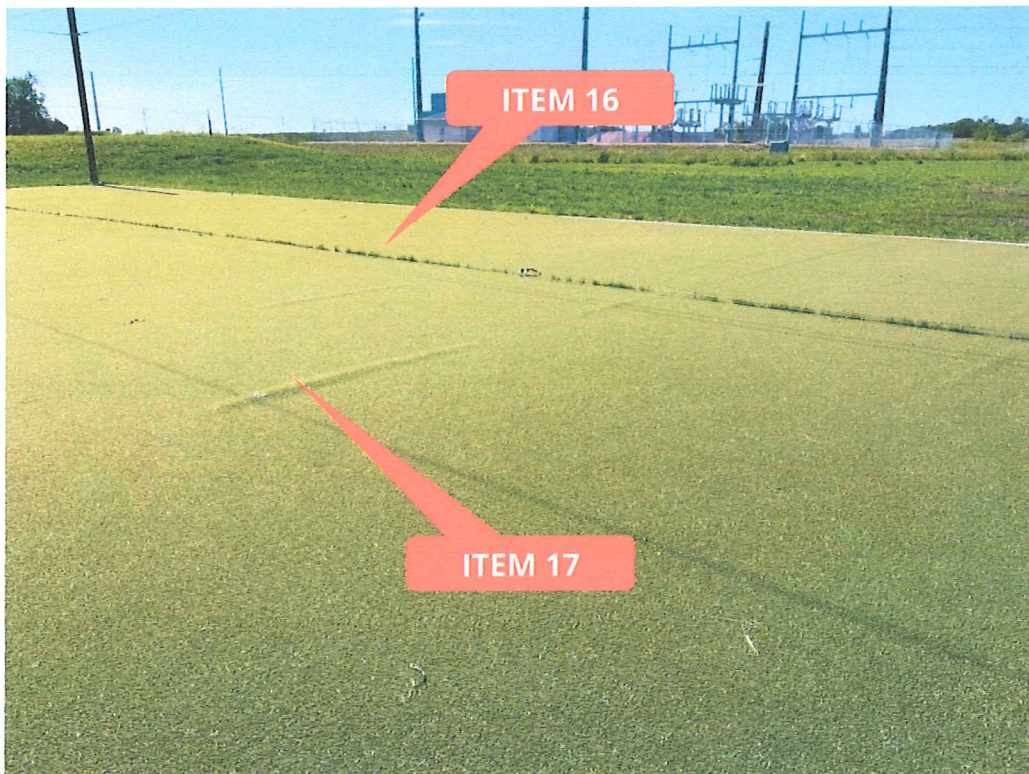
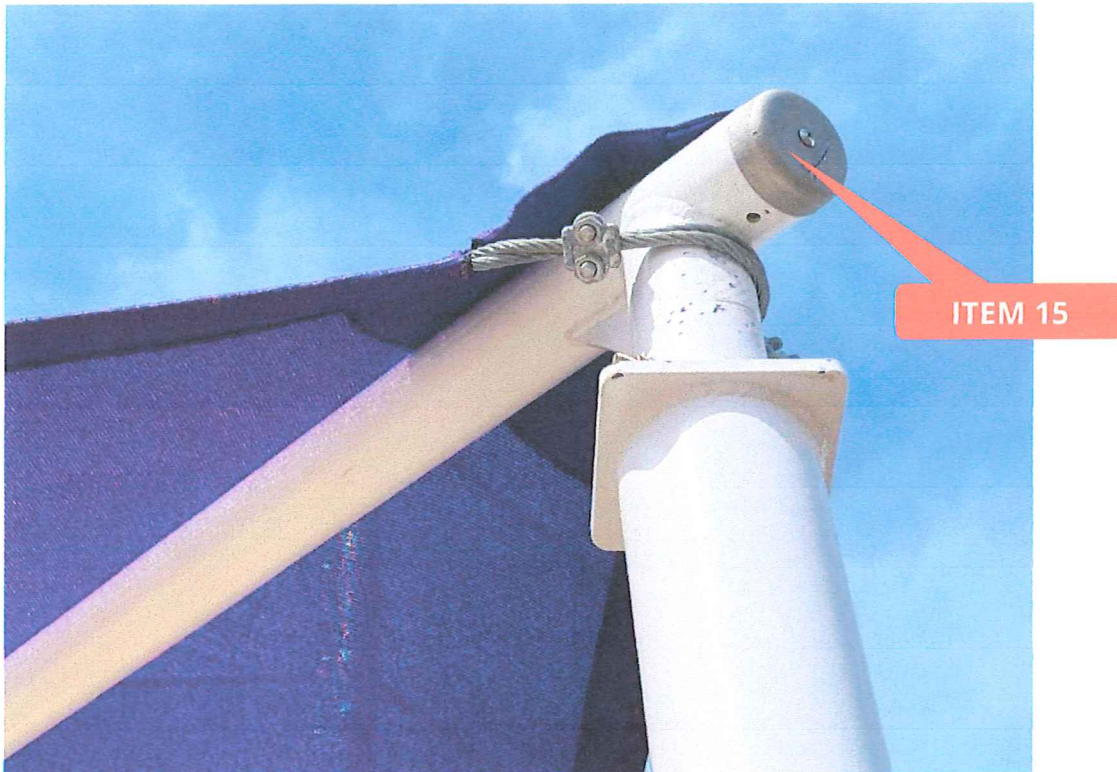




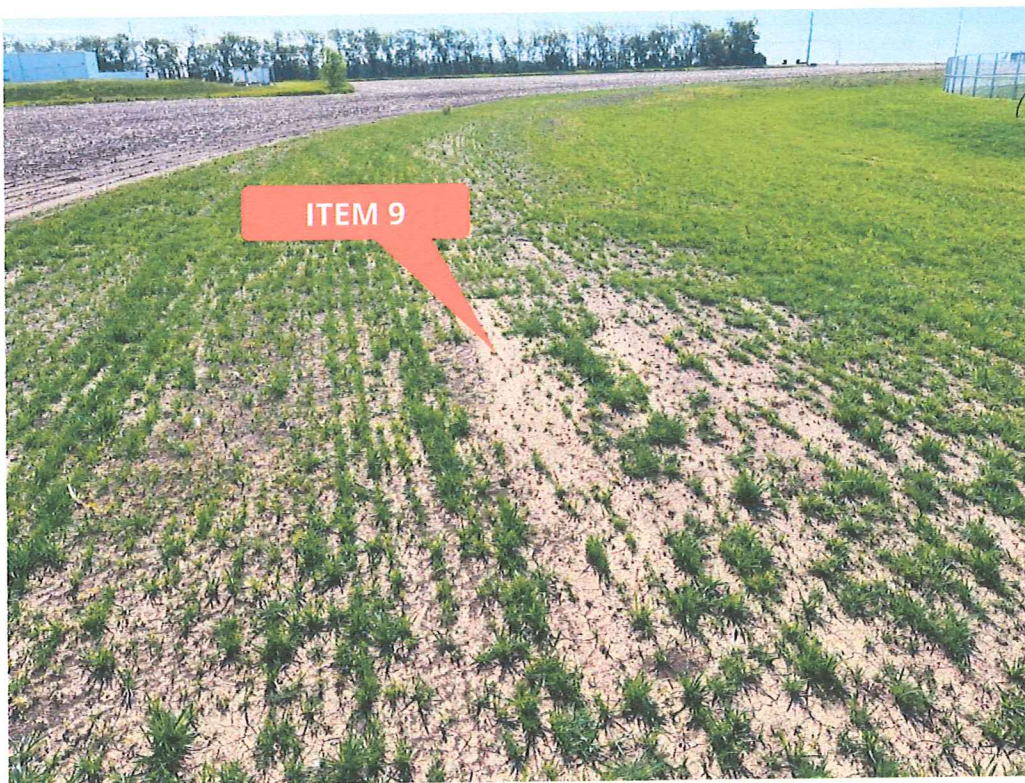






































**RESOLUTION 2024-11**

CITY OF BERESFORD, SOUTH DAKOTA

**RESOLUTION OF COMMITMENT  
FOR THE SDDOT COMMUNITY ACCESS GRANT APPLICATION**

WHEREAS, the City of Beresford is desirous of requesting assistance from the South Dakota Department of Transportation Community Access Grant Program for the purpose of completing 7<sup>th</sup> Street project; and

WHEREAS, the City of Beresford does hereby commit to the continued maintenance of the project; and

WHEREAS, the City of Beresford makes a firm financial commitment to cover the costs of the engineering and the local match for the project; and

WHEREAS, the City of Beresford acknowledges its responsibility to secure any needed right-of-way or easements for construction.

NOW, THEREFORE, BE IT RESOLVED that the City of Beresford does hereby adopt this resolution authorizing the filing of the grant application, including all understandings and assurances contained therein, for the South Dakota Department of Transportation Community Access Grant Program, and does hereby authorize the Mayor to act in connection with the application and to provide such additional information as may be required.

Dated this 3<sup>rd</sup> day of June, 2024.

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Eli Seeley, Mayor

ATTEST:

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Elaine Johnson, Finance Officer



**Contractor's Application for Payment**

<b>Owner:</b>	City of Beresford	<b>Owner's Project No.:</b>	
<b>Engineer:</b>	Banner	<b>Engineer's Project No.:</b>	
<b>Contractor:</b>	SiteWorks Inc	<b>Contractor's Project No.:</b>	
<b>Project:</b>	Beresford Wastewater Treatment Facility (WWTF)		
<b>Contract:</b>	Beresford Wastewater Treatment Facility SAGR Units		

<b>Application No.:</b>	3	<b>Application Date:</b>	5/28/2024
<b>Application Period:</b>	From 4/26/2024	to	5/28/2024

1. Original Contract Price	\$	6,850,000.00
2. Net change by Change Orders	\$	10,163.95
3. Current Contract Price (Line 1 + Line 2)	\$	6,860,163.95
4. Total Work completed and materials stored to date (Sum of Column G Lump Sum Total and Column J Unit Price Total)	\$	264,918.77
5. Retainage		
a. 10% X \$ 237,834.55 Work Completed =	\$	23,783.46
b. 10% X \$ 27,084.22 Stored Materials =	\$	2,708.42
c. Total Retainage (Line 5.a + Line 5.b)	\$	26,491.88
6. Amount eligible to date (Line 4 - Line 5.c)	\$	238,426.89
7. Less previous payments (Line 6 from prior application)	\$	125,851.09
8. Amount due this application	\$	112,575.80
9. Balance to finish, including retainage (Line 3 - Line 4 + Line 5.c)	\$	6,621,737.06

**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:** SiteWorks Inc**Signature:** Jon Kraft **Date:** 5/30/2024**Recommended by Engineer**

**By:** Tanya L Miller  
**Title:** Project Manager  
**Date:** 05/30/24

**Approved by Owner**

**By:** \_\_\_\_\_  
**Title:** \_\_\_\_\_  
**Date:** \_\_\_\_\_

**Approved by Funding Agency**

**By:** \_\_\_\_\_  
**Title:** \_\_\_\_\_  
**Date:** \_\_\_\_\_

**By:** \_\_\_\_\_  
**Title:** \_\_\_\_\_  
**Date:** \_\_\_\_\_

# Progress Estimate - Lump Sum Work

# Contractor's Application for Payment

Owner:	City of Beresford	Owner's Project No.:	
Engineer:	Banner	Engineer's Project No.:	
Contractor:	SiteWorks Inc	Contractor's Project No.:	
Project:	Beresford Wastewater Treatment Facility (WWTF)		
Contract:	Beresford Wastewater Treatment Facility SAGR Units		

Application No.: 3		Application Period:			From		04/26/24		to		05/28/24		Application Date:		05/28/24	
A	B	C	D	E	F	G	H	I								
Item No.	Description	Scheduled Value (\$)	Work Completed (D + E) From Previous Application (\$)		Materials Currently Stored (not in D or E) (\$)	Work Completed and Materials Stored to Date (D + E + F) (\$)	% of Scheduled Value (G / C) (%)	Balance to Finish (C - G) (\$)								
			This Period (\$)													
Original Contract																
1	Mobilization	650,000.00		52,000.00		52,000.00	8%	598,000.00								
2	Erosion Control	12,000.00		8,000.00		8,000.00	67%	4,000.00								
3	Site Grading/Restoration	76,860.00		38,000.00		38,000.00	49%	38,860.00								
4	Site Excavation/Backfill	20,000.00				-	0%	20,000.00								
5	Concrete footings/foundation	120,000.00				-	0%	120,000.00								
6	Wood SAGR Walls Build/Installation	90,000.00	55,000.52			55,000.52	61%	34,999.48								
7	SAGR Liner	325,000.00				-	0%	325,000.00								
8	Rock/Sand for SAGR Pits	1,306,720.00				-	0%	1,306,720.00								
9	Aggregate Base Courses	78,976.00				-	0%	78,976.00								
10	Trenching and Excavation	370,444.00				-	0%	370,444.00								
11	Piping and Valves	500,000.00				-	0%	500,000.00								
12	Sampling Equipment	100,000.00			27,084.22	27,084.22	27%	72,915.78								
13	Process Piping	100,000.00				-	0%	100,000.00								
14	SAGR Piping/Blower Equipment	2,200,000.00				-	0%	2,200,000.00								
15	Precast Building	200,000.00	16,800.00			16,800.00	8%	183,200.00								
16	Roofing	80,000.00				-	0%	80,000.00								
17	Doors and Windows	50,000.00				-	0%	50,000.00								
18	Concrete Paving	100,000.00				-	0%	100,000.00								
19	Turf and Grasses	70,000.00				-	0%	70,000.00								
20	Electrical	300,000.00	68,034.03			68,034.03	23%	231,965.97								
21	Process Intergration	100,000.00				-	0%	100,000.00								
22						-	-	-								
23						-	-	-								
24						-	-	-								
Original Contract Totals		\$ 6,850,000.00	\$ 139,834.55	\$ 98,000.00	\$ 27,084.22	\$ 264,918.77	4%	\$ 6,585,081.23								





## Jerry Zeimetz

---

**From:** Elaine Johnson  
**Sent:** Friday, May 31, 2024 2:38 PM  
**To:** Jerry Zeimetz  
**Subject:** T. Bullis - Probationary Period

Tyson has been doing a spectacular job. I would move to take Tyson off of his 6-month probation status as Sergeant.

Thanks

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



---

**From:** Elaine Johnson <[elaine@beresfordsd.com](mailto:elaine@beresfordsd.com)>  
**Sent:** Wednesday, May 29, 2024 9:44 AM  
**To:** Rachel Johnson <[rachel@beresfordsd.com](mailto:rachel@beresfordsd.com)>; Michael Schurch <[mschurch@beresfordsd.com](mailto:mschurch@beresfordsd.com)>  
**Subject:** RE: T. Bullis - Probationary Period

I believe with Chief Schurch's recommendation, the council has to take action to approve the end of his probation.

*Elaine Johnson*

City of Beresford / Finance Officer  
101 N 3<sup>rd</sup> St. Beresford, SD 57004 605.763.2008

My email address has changed to: [elaine@beresfordsd.com](mailto:elaine@beresfordsd.com)

**From:** Rachel Johnson <[rachel@beresfordsd.com](mailto:rachel@beresfordsd.com)>  
**Sent:** Wednesday, May 29, 2024 9:25 AM  
**To:** Michael Schurch <[mschurch@beresfordsd.com](mailto:mschurch@beresfordsd.com)>  
**Cc:** Elaine Johnson <[elaine@beresfordsd.com](mailto:elaine@beresfordsd.com)>  
**Subject:** T. Bullis - Probationary Period

Good Morning,

This is a friendly reminder that Tyson's probationary period as Sargeant ends 6/11/2024. No action is necessary unless there is an issue with his performance.

Have a great day!

*Rachel Johnson*

City of Beresford/Finance Assistant  
Email: [rachel@beresfordsd.com](mailto:rachel@beresfordsd.com)  
Phone: (605)763-2008  
101 N 3<sup>rd</sup> St Beresford, SD 57004

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## Jerry Zeimetz

---

**From:** Elaine Johnson  
**Sent:** Friday, May 31, 2024 1:49 PM  
**To:** Jerry Zeimetz  
**Subject:** FW: Step Up - Rachel Johnson

I recommend Rachel's step pay increase from \$20.36/hr. to \$20.96/hr. effective June 6, 2024.

*Elaine Johnson*

City of Beresford / Finance Officer

101 N 3<sup>rd</sup> St. Beresford, SD 57004 605.763.2008

**My email address has changed to: [elaine@beresfordsd.com](mailto:elaine@beresfordsd.com)**

**From:** Rachel Johnson <[rachel@beresfordsd.com](mailto:rachel@beresfordsd.com)>  
**Sent:** Wednesday, May 29, 2024 9:14 AM  
**To:** Elaine Johnson <[elaine@beresfordsd.com](mailto:elaine@beresfordsd.com)>  
**Cc:** Jerry Zeimetz <[jerry@beresfordsd.com](mailto:jerry@beresfordsd.com)>  
**Subject:** Step Up - Rachel Johnson

Good Morning!

Rachel is up for a step pay increase on 6/6/2024 from \$20.36/hr. to \$20.96/hr. This would be at 87.5% of the scale. Please advise your recommendation.

This would get put on the 6/3/2024 Council agenda and would become effective on the 6/14/2024 payroll. Please let me know if you have any questions!

Thank you,

*Rachel Johnson*

City of Beresford/Finance Assistant

Email: [rachel@beresfordsd.com](mailto:rachel@beresfordsd.com)

Phone: (605)763-2008

101 N 3<sup>rd</sup> St Beresford, SD 57004

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## Jerry Zeimetz

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**From:** Austin Hansen  
**Sent:** Thursday, May 30, 2024 8:11 AM  
**To:** Rachel Johnson  
**Cc:** Elaine Johnson; Jerry Zeimetz  
**Subject:** RE: Step Up - C. Buum

Rachel,

I recommend Conner's step pay increase from \$22.02/hr to \$22.71/hr or 82.5% of the scale and his removal from probation.

Thank you,



**Austin Hansen**  
General Manager  
Beresford Municipal Telephone Co.

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**From:** Rachel Johnson <[rachel@beresfordsd.com](mailto:rachel@beresfordsd.com)>  
**Sent:** Wednesday, May 29, 2024 9:19 AM  
**To:** Austin Hansen <[austinh@beresfordtel.com](mailto:austinh@beresfordtel.com)>  
**Cc:** Elaine Johnson <[elaine@beresfordsd.com](mailto:elaine@beresfordsd.com)>; Jerry Zeimetz <[jerry@beresfordsd.com](mailto:jerry@beresfordsd.com)>  
**Subject:** Step Up - C. Buum

Good Morning!

Conner's probationary period ends 6/11/2024. Conner is eligible for a step pay increase on 6/11/2024 from \$22.02/hr. to \$22.71/hr if removed from probation. This would be at 82.5% of the scale. Please advise your recommendation.

This would get put on the 6/3/2024 Council agenda and would become effective on the 6/28/2024 payroll. Please let me know if you have any questions!

Thank you!

*Rachel Johnson*

City of Beresford/Finance Assistant

Email: [rachel@beresfordsd.com](mailto:rachel@beresfordsd.com)

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