

**BERESFORD CITY COUNCIL
REGULAR MEETING AGENDA
Monday, September 16, 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 – September 3, 2024

[5] – Visitors to be heard

- Aaron Schmeling & Owen Reinalda – Beresford School’s Band Director – approval of marching band festival parade route and request to close several streets during the festival 9-27-24
- Fire Chief Andrew Boden – update on equipment needs

[6] – Committee and Mayor Reports

- Mayor Eli Seeley
 - Child Care Task Force Need Survey
 - Social Media Policy
 - Citizen Recognition Program Policy

[7] – Department Head and City Administrator Reports

- Elaine Johnson – Finance Officer
 - August 2024 financial report for review and approval

[8] – Old Business

- Community Events Calendar Policy review and adoption

[9] – New Business

- Review bids for Outdoor Patio Addition at the Bridges Clubhouse and Event Center
- Authorize Advertising for 7th Street Utility Improvements
- Authorize Advertising for Sanitary Sewer Lining with Approval from DANR
- Authorize 2025 Tax Levy Certification to Union County and Lincoln County Auditors
- Resolution 2024-15 Approving the Special Assessment Roll for Nuisance Abatements within the City of Beresford
- Step pay increase for Beresfordtel employee Tony Harris from \$25.67/hr. to \$26.41/hr.
- Step pay increase for Police Officer Kyle Kleinschmit from \$24.34/hr. to \$25.08/hr.

[10] – Discussion and Information Items

- South Dakota Open Meetings Law Review – City Attorney Tom Frieberg
- Special meeting to be held on Monday, Sept. 23 at 5:15 pm

[11] – Approval of Travel Requests

- South Dakota Network (SDN) Broadband Operations Forum, Rapid City, Sept 30 to Oct. 1, Laurvick

[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: September 16, 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

Dial by your location

+1-253-205-0468 US

BERESFORD CITY COUNCIL
Tuesday, September 3, 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, Sarah Antonson, Pat Bickett, Will Roelke, Larry Rohrer, Art Schott, Mike Tiedeman

Also Present: Elaine Johnson, Finance Officer; Jerry Zeimetz, City Administrator; Tom Frieberg, City Attorney; Michael Schurch, Police Chief; Jane Norling, Library Director; Jeff Heidebrecht, S/W/S Supt.; Anita Dixon, The Republic Reporter

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

Approve Minutes: A motion to approve the minutes of the August 19, 2024, meeting was made by Tiedeman, second by Bickett. All present Council members voted aye; motion carried.

Committee/Mayor Report:

- Mayor Seeley updated Council on plans for developing a community events calendar that will be linked to the City's webpage. The purpose for the calendar and types of events to be listed were briefly discussed. A policy for the calendar will be approved at the next meeting.

Department Head & City Administrator Reports

Police Chief Mike Schurch:

- Chief Schurch presented a quote from AMC for \$8500 for the sidewalk/approach for the shared police garage/BeresfordTel building. He noted that another quote has been requested but had not been received at the time of the meeting. Following discussion, Schott made a motion to approve additional costs, not to exceed \$8500, for sidewalk and approach for the new police garage/BeresfordTel building. The motion was seconded by Bickett, and all present Council members voted aye; motion carried.

Library Director Jane Norling:

- Library Director Norling requested Council to consider a wage increase for Summer Library Assistant, Children's Librarian, Librarian and Custodian. Due to a recent resignation and the need to hire, the Beresford Library Board is concerned wages for these positions are not competitive for attracting suitable employees. After much discussion, Schott made a motion, second by Rohrer, to increase library wages by \$1.50/hour across the board for the Children's Librarian and Librarian, effective immediately. All present Council members voted aye; motion passed. Additional Library wage increases will be considered during the upcoming budgeting process.
- A motion was made by Schott, second by Antonson, to authorize advertising for a part-time librarian. All present Council members voted aye; motion carried.

Finance Officer Elaine Johnson:

- Johnson shared an update on the status of the renovation of/move to new City Hall office.

Old Business:

City Administrator Zeimetz shared options for the current City Hall/City Council Chambers after the move to the new City Hall. A commercial real estate broker will be contacted, and more information will be available at the next meeting.

New Business:

- **Resolution 2024-14:** Following lengthy discussion about a proposed extension of the bike path along 3rd Street, a motion was made by Tiedeman, second by Schott, to approve Resolution 2024-14, Transportation Alternatives Program Grant Application to SD Dept. of Transportation. All present Council members voted aye; motion carried.

RESOLUTION 2024-14

TRANSPORTATION ALTERNATIVES PROGRAM GRANT APPLICATION

TO THE SOUTH DAKOTA DEPARTMENT OF TRANSPORTATION

WHEREAS the City of Beresford desires assistance from the South Dakota Department of Transportation – Transportation Alternatives Program for the purpose of constructing a bike path along 3rd Street; and

WHEREAS the City Council hereby commits to the continued maintenance and operation of the trail; and

WHEREAS the City Council hereby commits local match of not less than 18.05 percent of the project; and

WHEREAS the City Council acknowledges its responsibility to secure right-of-way or easements for construction.

NOW THEREFORE BE IT RESOLVED that the City Council hereby authorizes the filing of a grant application, including all understanding and assurances contained therein, for the Transportation Alternatives Grant Program, and hereby authorizes the Mayor to in connection with the application and to provide such additional information as may be required.

Adopted this 3rd day of September, 2024

Attest:

Elaine Johnson, Finance Officer

Eli Seeley, Mayor

- **Water System Facility Plant Amendment:** Zeimetz outlined the purpose of Banner Associates' proposal for Water System Facility Plant Amendment. Following discussion, Schott made a motion, second by Tiedeman, to approve Banner Associates' proposal for Water System Facility Plant Amendment. All present Council members voted aye; motion passed.
- **Pay Request #6:** S/W/S Supt Heidebrecht gave an update on the progress of the new wastewater treatment plant. A motion was made by Tiedeman, second by Schott, to approve Pay Request #6 to SiteWorks, Inc. in the amount of \$646,773.37 for the Wastewater Treatment Facility Improvements
- **Step-Pay Increase:** A motion was made by Schott, second by Tiedeman, to approve a step-pay increase for BeresfordTel employee Tony Laurvick from \$36.38/hour to \$37.48/hour, effective Sept. 8, 2024. All present Council members voted aye; motion carried.
- **Part-Time Hire:** Bickett made a motion, second by Antonson, to approve hiring Tom Diefendorf at \$12.97/hour as part-time help for Bridges Golf Course maintenance. All present Council members voted aye; motion passed.
- **IBEW Union Proposal for 2025:** Zeimetz informed Council that a letter has been received from the International Brotherhood of Electrical Workers (IBEW) Local 426 requesting to open 2025 Union negotiations.
- **Updated Fire Dept. Roster:** Zeimetz notified Council of the updated roster for the Beresford Volunteer Fire Department to include Jonathan Ferguson and Mike McCubbin.
- **Special Meeting:** Tiedeman made a motion, second by Schott, to set Monday, Sept. 23, 2024 at 5:15 p.m. as the date for a public hearing for plat review of the Bak Housing Development. All present Council members voted aye; motion carried.
- **Subsidy Drawdown Request:** A motion was made by Schott, second by Tiedeman, to approve the budgeted subsidy drawdown request of \$1500 for the Beresford Cemetery Association. All present Council members voted aye; motion passed.

Discussion & Information Items: Council was invited to attend the bid opening for the Bridges Patio Addition on Sept. 5 at 2:00 p.m.

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

States Elec, supplies, \$558.06; Carrie Buom, LG cert, \$125.00; Cengage Learning, book, \$44.78; Chesterman, resale, \$763.60; Hanah-Rae Colford, LG cert, \$125.00; Colonial Life, insurance, \$31.04; Consortia, consulting fees, \$3900.00; Core & Main, repair, \$2973.96; Dakota Bev, beer, \$1300.51; Dakota Construction, garage, \$36,916.98; EFTPS, Federal excise tax, \$457.60; Emme Sand & Gravel, sand, \$1802.34;

Ferguson Waterworks, upgrade, \$2995.00; Fiber Ring Revenue, pooling fees, \$4325.00; Fiesta Foods, food, \$226.91; Dan Gillespie, WSI cert, \$336.30; Goldfield Telecom, routers, \$2948.03; GT Golf Sup, golf merch, \$106.87; Austin Hansen, per diem, \$40.00; Heggies Pizza, food, \$27.80; Hillyard, supplies, \$1024.52; Renae Hoffman, LG cert, \$238.47; Innovative Office Solutions, furniture, \$31,118.58; Innovative Systems, Innovurance, \$5750.00; Jerry's Auto Body, repair, \$6072.52; Johnsen H&C, service, \$633.38; Johnson Bros Famous Brands, liquor, \$753.48; Robert Kennedy, refund, \$110.85; Kyle Kleinschmit, clothing, \$95.56; Library of Congress, copyright fee, \$234.02;

Loffler, contract, \$582.04; Lumen, toll settlement, \$97.13; Modular Protection, fire system, \$915.00; MRES, hydro/sup power, \$201,015.75; Muller Auto, repair/supplies, \$859.37; Natl Cable Tel, affiliate fees, \$21,964.10; Adam Nelson, refund, \$29.53; New Century Press, publishing, \$129.60; NY Life, insurance, \$42.75; Northern Plains Lumber, plywood, \$197.95; Salli Nothdurft, refund, \$62.09; Olson's Ace Hardware, supplies, \$2150.46; Olson's Pest Tech, service, \$285.00; Performance Foodservice, food, \$3814.04; Printing Plus, refund, \$37.29; Quadient Finance, postage, \$3000.00; Republic Natl Dist, liquor, \$375.47; SD Epath, E911 surcharge, \$677.00;

SD Dept. of Revenue, sales tax, \$36,112.68; SD Mun League, conf, \$625.00; SD State Treas, telecom relay service, \$34.70; SDN Com, internet, \$2240.18; Sew Storm Quilt Shop, clothing, \$547.42; Makiah Sharpe, LG cert, \$185.00; Siteworks, WWTF SAGR system, \$646,773.37; Southeastern Elec, electricity, \$267.71; SS Graphics, sign, \$50.00; Sturdevant's Auto, parts, \$33.99; Tessman Co., chemicals, \$150.00; Total Stop Conv, fuel, \$2291.21; Twite Const, shop, \$33,357.78; UPS, shipping, \$131.60; USAC, schools & libraries, \$805.25; US Postal Serv, refund, \$14.36; Utilismart, contract, \$1533.75; Vantage Point, CALEA, \$160.00; Travis Watkins, refund, \$19.87; WESCO, transformer pad, \$3435.00; Dan Williams, refund, \$2.20.

August 2024 Payroll Totals:

Finance \$6244.80; Gov't Bldg. \$316.92; Police \$28,656.47; Street \$15,021.13; Parks \$12,001.77; Water \$9002.60; Electric \$29,984.96; Sewer \$8605.55; Telephone \$33,976.43; Rubble/Recycling \$2256.10; Library \$10,238.08; Swimming Pool \$21,428.74; City Admin \$9217.60; Golf Course \$12,732.78; Clubhouse \$17,680.71; Event Center \$141.54.

Executive Session: At 8:29 p.m. a motion was made by Schott, second by Rohrer, to enter into Executive Session to discuss legal matters. All present Council members voted aye; motion carried. Mayor Seeley declared Council out of Executive Session at 8:55 p.m. No action taken.

Adjournment: Having no further business, Mayor Seeley adjourned the meeting at 8:56 p.m.

Elaine Johnson, Finance Officer
Recorded by Kathy Stuessi

BERESFORD FIRE AND RESCUE

Volunteer Efforts / Professional Results

Dear City Council Members,

Background: I come before you today to discuss the urgent need for replacing our city-owned ladder truck. The current truck, a 1989 Grumman, has served us well but is now inoperable and requires a replacement engine. Based on the estimates we've received; this would cost more than \$60,000. Given the age of the truck, finding parts has become increasingly difficult, which further complicates maintenance and repair. As the Fire Chief, I believe replacing the engine is not a fiscally responsible option.

Proposal Overview: Upon reviewing potential solutions, I have researched both new and used ladder trucks. After gathering relevant information, I recommend purchasing a used truck, which offers a more affordable and timely solution for our town's budget constraints.

New Ladder Truck Option (Rosenbauer): One of my first steps was to contact Rosenbauer to explore the cost of a new aerial ladder truck. However, the reality is that a new 75-foot aerial truck, even at its most basic configuration, would cost at least \$1.2 million and take up to two years to build. Furthermore, any increases in production costs during that time would be added to the final price, making this option prohibitively expensive and time-consuming.

Recommendation: Purchase of a Used Ladder Truck In my opinion, the best and most practical solution is to purchase a used ladder truck. I have consulted with Brindlee Mountain, a trusted broker of used fire apparatus, and they have provided several viable options for our consideration. These trucks are significantly less expensive than a new model, and most importantly, they are available immediately. This ensures we can restore full firefighting capabilities without delay.

Cost and Time Considerations:

- **New Engine for Current Truck:** \$60,000+ (Not fiscally responsible, with ongoing challenges in sourcing parts due to the truck's age).
- **New Ladder Truck:** \$1.2 million (minimum, with a 2-year wait).
- **Used Ladder Truck:** Pricing varies, but options range between \$300,000 to \$800,000, providing substantial savings while meeting our operational needs.

Safety and Operational Impact: A functioning aerial ladder truck is essential for protecting our community and ensuring the safety of both our residents and firefighters. Without this critical apparatus, we face significant limitations in responding to fires in multi-story buildings, commercial properties, and certain emergency rescue situations. The longer we go without replacing the truck, the greater the risk to public safety.

BERESFORD FIRE AND RESCUE

Volunteer Efforts / Professional Results

Conclusion: Given the current circumstances, I urge the City Council to approve the purchase of a used ladder truck. This option balances the fiscal responsibility we owe to our taxpayers with the need to maintain the safety and operational readiness of our fire department.

I am happy to provide more detailed information, answer any questions, and review the options available from Brindlee Mountain with you.

Thank you for your time and consideration.

BERESFORD FIRE AND RESCUE

Volunteer Efforts / Professional Results

Stockton Towing- Estimates for hauling.

Ohio- \$6,000- Sold

Illinois- \$9,500

Washington- \$17,000

Satellite Specialized Transport- Brindlee Mtn Utilizes them.

2011- 77' Ferrara Quint in Lakewood Ohio. About 890 miles. – Sold Monday 9/9

\$5,400.00

2006- 75 E-one Aerial in Glendale Heights, Illinois, about 520 miles

\$4,100.00

2010- 61' Pierce Quint in Puget Sound Washington about 1,500 miles.

\$9,600.00

2018 Sutphen 70' Mid Mount Platform (union Grove, AL)

\$6,800.00

2008 Spartan Rosenbauer 75' (Union Grove, AL.)

\$5,800.00

2014 Pierce Arrow XT 75' (Union Grove, AL.)

\$5,800.00

BERESFORD FIRE AND RESCUE

Volunteer Efforts / Professional Results

#1- Located in Lakewood Ohio- Approximately 14 hours away and 890 miles. - new engine 2021

2011 Ferrara Ember 77' Quint - Listed at \$400,000- 47,420 miles- 1500 gpm pump.

Sold 9/9



Beresford Fire & Rescue

PO Box 1, Beresford, SD 57004

Fax 605-763-2401

fire@beresfordsd.com

BERESFORD FIRE AND RESCUE

Volunteer Efforts / Professional Results

#2- Located in Glendale Heights Illinois approximately 8 hours and 520 miles. Near Chicago

2006 E-One Cyclone II 75' Aerial - Listed at \$350,000-44,172 miles, 1750 gpm pump.



Beresford Fire & Rescue

PO Box 1, Beresford, SD 57004

Fax 605-763-2401

fire@beresfordsd.com

BERESFORD FIRE AND RESCUE

Volunteer Efforts / Professional Results

#3- Located in Washington. 24 ours away and 1,500 miles

2010 Quantum 61' Sky boom - Listed at \$250,000- 83,341 miles, 1500 gpm pump.



Beresford Fire & Rescue

PO Box 1, Beresford, SD 57004

Fax 605-763-2401

fire@beresfordsd.com

BERESFORD FIRE AND RESCUE

Volunteer Efforts / Professional Results

#4- Located in Alabama. Not available until June/July of 2025
2018 Sutphen 70' Mid Mount Platform - Listed at \$849,000- 66,605 miles- 2000 gpm pump.



Beresford Fire & Rescue

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Fax 605-763-2401

fire@beresfordsd.com

BERESFORD FIRE AND RESCUE

Volunteer Efforts / Professional Results

#5- Located in Alabama- Available now

2008 Spartan Rosenbauer 75' – Listed at \$349,000- 100,908 miles- 1500 gpm.



Beresford Fire & Rescue

PO Box 1, Beresford, SD 57004

Fax 605-763-2401

fire@beresfordsd.com

BERESFORD FIRE AND RESCUE

Volunteer Efforts / Professional Results

#6- Alabama- Available Nov/Dec 24-

2014 Pierce Arrow XT 75'- listed at \$695,000- 73,924 miles- 1500 gpm.



Beresford Fire & Rescue

PO Box 1, Beresford, SD 57004

Fax 605-763-2401

fire@beresfordsd.com

Beresford Community Childcare Needs Survey

Introduction: The Childcare Task Force of Beresford is conducting a survey to understand the childcare needs and challenges faced by families in our community. Your input will help us develop strategies to improve childcare services. The survey should take about 10-15 minutes to complete. Your responses are confidential and will be used for research purposes only.

Your responses are confidential, anonymous, and will be used for research purposes only. By submitting this survey, you consent to have your data recorded and analyzed.

Section 1: Demographic Information

1. Age Group:
 1. 18 and under
 2. 18-24
 3. 25-34
 4. 35-44
 5. 45-54
 6. 55-64
 7. 65 and over

2. Role in the Community: (allow for multiple responses)
 1. Parent/Guardian who needs care for their children
 2. Parent/Guardian aware of someone needing care.
 3. Parent/Guardian without current childcare needs.
 4. Childcare Provider / Educator
 1. Who would like to work
 2. Who is currently working
 3. Not currently looking for work
 5. Employer/Business Owner who has employees looking for childcare
 6. Employer/Business Owner who does not have employees needing childcare
 7. Community Organization Member
 - a) Please specify the organization (free text)
 8. Local Government Official/ Policymaker
 9. Other (please specify): (free text)

3. Number of Children:
 1. 1
 2. 2
 3. 3
 4. 4 or more
 5. None
 6. Prefer not to say

4. Age of Children (Check all that apply, Multiple responses allowed):
1. Infant (0-12 months)
 2. Toddler (1-3 years)
 3. Preschool (3-5 years)
 4. School Age (5-12 years)
 5. Teen (13-18 years)

Section 2: Current Childcare Situation

5. Do you currently use childcare services?
1. No
 2. Yes (if yes, where)
6. Please specify the location of the childcare service you use?
1. Free text
7. Type of Childcare Used:
1. Family/Friends
 2. In-home daycare
 3. Childcare center
 4. Preschool program
 5. After-school program
 6. Other (please specify): _____
8. Satisfaction with Current Childcare:
1. Very Satisfied
 2. Satisfied
 3. Neutral
 4. Dissatisfied
 5. Very Dissatisfied
9. Challenges Faced in Finding Childcare (check all that apply):
1. Availability
 2. Cost
 3. Quality
 4. Location
 5. Hours of Operation
 6. Transportation
 7. Other (please specify): _____
10. If there were services in town, would you use them?
1. Yes (if yes, where)
 2. No
11. Would you prefer a formal daycare setting or would in home care meet your needs?

1. Formal (not in home)
2. In-home
3. Does not matter

Section 3: Childcare Needs and Preferences

12. What are the most critical childcare needs for your family? (Rank in order of importance, 1 being most important)

1. Availability
2. Affordability
3. Quality
4. Flexible Hours
5. Proximity to Home/Work
6. Specialized Programs (e.g., for special needs children)
7. Other (please specify): _____

13. Preferred Hours of Operation for Childcare Services: (allow for multiple responses)

1. Early Morning (6 AM - 9 AM)
2. Standard Business Hours (8 AM - 5 PM)
3. Evening (5 PM - 9 PM)
4. Overnight
5. Weekends

14. What is your current weekly childcare cost per child?

1. Less than \$50
2. \$50 - \$100
3. \$100 - \$150
4. \$150 - \$200
5. More than \$200

15. What is your household's budget for weekly childcare per child?

1. Less than \$50
2. \$50 - \$100
3. \$100 - \$150
4. \$150 - \$200
5. More than \$200

16. What do you expect the average weekly cost of childcare to be per child?

1. Less than \$50
2. \$50 - \$100
3. \$100 - \$150
4. \$150 - \$200
5. More than \$200

Section 4: Stakeholder Perspectives (for providers, employers, and community members)

*Answer questions 16-18 only if they apply to you.

17. As a current childcare provider/educator, what are the biggest challenges you face? (check all that apply)

1. Funding
2. Staffing
3. Training and Professional Development
4. Facilities and Resources
5. Regulatory Compliance
6. Marketing & Outreach
7. Other (please specify): _____

18. As an employer, how does childcare availability affect your employees? (check all that apply)

1. Employee Attendance
2. Employee Retention
3. Employee Productivity
4. Recruitment
5. Other (please specify): _____

19. As a community member, what initiatives do you think would best support childcare in Beresford? (check all that apply)

1. Increased Funding for Childcare Services
2. Support for Childcare Providers
3. Development of New Childcare Facilities
4. Community Education on Childcare Importance
5. Advocacy for Childcare Policies
6. Other (please specify): _____

Section 5: Additional Comments

20. Have you considered opening a daycare in your own home?

1. No
2. Yes
 - a) If yes, what steps have you taken to open a daycare

21. If you have considered opening a daycare in your own home and you have not, what stopped you?

1. Regulations and the process (licensing, zoning, health standards)
2. Financial resources (start-up cost, ongoing cost, source of regular income)
3. Space (adequate space, home modifications)
4. Personal reasons (work – life balance, stress)

5. Other: please specify (free text)

22. Do you have any additional comments or suggestions regarding childcare in Beresford?

1. [free text box]

City of Beresford Social Media Policy

Purpose

The City of Beresford aims to use social media platforms to increase transparency, enhance communication with our citizens, and promote community engagement. This policy outlines the rules and guidelines for City employees and officials in their use of social media, both for personal and professional purposes, to ensure our identity, integrity, and reputation are maintained in a manner consistent with our values.

Social Media Usage for Official City Purposes

- **Official Accounts:** The City will establish and maintain official social media accounts to disseminate news, emergency information, public service announcements, and promote local events. Only designated employees or officials may post on behalf of the City using these accounts.
- **Content Guidelines:** All content shared on official City accounts must be factual, objective, and non-political in nature. Posts should focus on municipal services, community engagement, public safety, and local events. Personal opinions, political endorsements, or statements reflecting a personal view should not be posted on official City accounts.
- **Content Approval:** All posts on official City accounts must be approved by the City Administrator or their designee to ensure accuracy and adherence to this policy.

Personal Social Media Use

- **During Working Hours:** Employees are prohibited from using personal social media during working hours unless on an approved break or outside their scheduled work hours. Social media activity on personal accounts should not interfere with job responsibilities.
- **Use of City Equipment:** Personal social media activity should not take place using City-owned computers, smartphones, or other electronic devices unless prior approval is obtained.

Disclaimer for Personal Posts

If a City employee's personal social media post references the City of Beresford, its policies, or actions:

- A disclaimer should be added clearly stating that the views expressed are personal opinions and do not represent the position of the City of Beresford.
- The disclaimer should be included whether the post is political, informative, or related to City matters.

Confidentiality and Sensitive Information

Employees are prohibited from sharing confidential or proprietary information about City operations, employees, or residents. This includes:

- Non-public safety plans
- Information discussed in closed Council sessions
- Personal details of employees or citizens
- Information protected under federal, state, or local privacy laws

Interaction with Citizens and the Public

- **Customer Interaction:** Employees interacting with citizens, vendors, or partners on social media platforms should remain professional, courteous, and respectful at all times. Inappropriate or unprofessional interactions could result in disciplinary action.
- **Reporting Negative Activity:** Any personal attacks, threats, or inappropriate content directed at City employees, officials, or the public should be reported to the City Administrator immediately.

Monitoring and Right to Review

- **Official Accounts:** The City reserves the right to monitor official social media accounts to ensure adherence to policy guidelines.
- **Personal Accounts:** While personal social media is not actively monitored by the City, employees should be aware that their social media activity is public, and inappropriate comments or actions that damage the City's reputation may result in disciplinary action.

Reporting Violations

If an employee believes that a social media post or online activity violates this policy or other City policies, they are required to report it to their supervisor or the City Administrator. The City will investigate the issue and take appropriate corrective action as necessary.

City of Beresford Citizen Recognition Program Policy

Purpose

The City of Beresford values the contributions and achievements of its citizens. The Citizen Recognition Program aims to publicly acknowledge individuals or groups who have made notable contributions to the community, achieved personal or professional milestones, or demonstrated exceptional citizenship.

Eligibility

- Any resident or group of residents within the City of Beresford is eligible for recognition.
- Eligible achievements may include, but are not limited to:
 - Community service or volunteer work
 - Professional accomplishments
 - Academic or athletic achievements
 - Acts of kindness or heroism
 - Milestone anniversaries (e.g., 50th wedding anniversary, significant birthdays)

Nominations

- Nominations for the Citizen Recognition Program can be submitted by residents, City Council members, or City employees.
- Nomination forms will be made available on the City's website and at City Hall.
- Each nomination must include a brief description of the individual's achievement and why they should be recognized.

Recognition Process

- Recognized citizens will be invited to attend a City Council meeting, where their achievement will be publicly acknowledged.
- During the meeting, the Mayor or a City Council member will present a brief summary of the individual's achievement and its impact on the community.
- A Certificate of Achievement will be awarded to the individual or group in recognition of their contributions.

Frequency

- Recognitions will be scheduled for City Council meetings as deemed appropriate based on the number of nominations and significance of achievements.
- There will be a maximum of one recognition per City Council meeting, unless otherwise approved by the City Council.

Presentation

- The presentation of the Certificate of Achievement will be conducted by the Mayor or a designated City Council member.
- A photograph will be taken with the recognized citizen or group, and the achievement may be highlighted on the City's website, social media platforms and in the Alcester-Beresford-Hudson Republic.

Publicity

- The City will publicize the recognition on its official website, social media platforms and in the Alcester-Beresford-Hudson Republic to ensure the community is aware of the accomplishments of its citizens.
- Recognized individuals will have the opportunity to share additional information about their achievements, if they choose.

Review and Approval

- The City Administrator, City Finance Officer, Mayor and City Council will review and approve nominations to ensure they meet the criteria of the program.
- The City Council reserves the right to adjust or limit the number of recognitions presented at any given meeting.

City of Beresford

Budget to Actual - Income Statement Comparison (without Transfers)

August 2024

Department/Fund	2024 - Actual			2024 - Budget			Over(Under) Budget		
	YTD Revenue	YTD Expense	Profit/Loss	Revenue	Expense	Profit/Loss	Revenue	Expense	Profit/Loss
General Fund	\$ 2,130,470.12	\$ 2,106,542.15	\$ 23,927.97	\$ 3,095,775.00	\$ 3,280,821.00	\$ (185,046.00)	\$ (965,304.88)	\$ (1,174,278.85)	\$ 208,973.97
Council		82,493.28			72,911.00			9,582.28	
Mayor		5,803.77			12,306.00			(6,502.23)	
City Administrator		103,613.97			168,356.00			(64,742.03)	
Finance Office		105,491.68			169,009.00			(63,517.32)	
City Attny		15,392.50			26,800.00			(11,407.50)	
Gov't Bldg		257,204.10			29,271.00			227,933.10	
Police		404,505.35			662,151.00			(257,645.65)	
Fire		24,169.63			91,176.00			(67,006.37)	
Street		477,946.75			985,743.00			(507,796.25)	
Mosquito		152.24			3,000.00			(2,847.76)	
Park		220,729.44			481,546.00			(260,816.56)	
Pool	30,141.00	125,324.40	(95,183.40)	38,000.00	174,703.00	(136,703.00)	(7,859.00)	(260,816.56)	41,519.60
Subsidies		56,529.50			69,500.00			(12,970.50)	
Library		222,211.56			323,404.00			(101,192.44)	
Planning & Zoning		4,973.98			10,945.00			(5,971.02)	
Debt Serv/201&301	\$ 543,390.82	\$ 805,814.42	\$ (262,423.60)	\$ 690,000.00	\$ 618,354.00	\$ 71,646.00	\$ (146,609.18)	\$ 187,460.42	\$ (334,069.60)
Liquor - 601	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Water - 602	\$ 488,924.80	\$ 614,924.82	\$ (126,000.02)	\$ 829,900.00	\$ 905,298.00	\$ (75,398.00)	\$ (340,975.20)	\$ (290,373.18)	\$ (50,602.02)
Electric - 603	\$ 3,254,062.23	\$ 2,497,717.18	\$ 756,345.05	\$ 4,265,730.00	\$ 4,278,977.00	\$ (13,247.00)	\$ (1,011,667.77)	\$ (1,781,259.82)	\$ 769,592.05
Sewer - 604	\$ 2,370,133.82	\$ 2,174,365.44	\$ 195,768.38	\$ 364,020.00	\$ 315,203.00	\$ 48,817.00	\$ 2,006,113.82	\$ 1,859,162.44	\$ 146,951.38
Telephone - 611	\$ 1,312,708.05	\$ 902,924.88	\$ 409,783.17	\$ 1,820,025.00	\$ 1,757,672.00	\$ 62,353.00	\$ (507,316.95)	\$ (854,747.12)	\$ 347,430.17
Solid Waste - 612	\$ 183,709.70	\$ 154,184.32	\$ 29,525.38	\$ 217,000.00	\$ 216,975.00	\$ 25.00	\$ (33,290.30)	\$ (62,790.68)	\$ 29,500.38
Cablevision - 615	\$ 259,477.22	\$ 254,451.29	\$ 5,025.93	\$ 406,275.00	\$ 403,200.00	\$ 3,075.00	\$ (146,797.78)	\$ (148,748.71)	\$ 1,950.93
Bridges at Beresford									
Golf Course 640-4510	\$ 551,700.09	\$ 194,195.28	\$ 357,504.81	\$ 626,895.00	\$ 453,518.00	\$ 173,377.00	\$ (75,194.91)	\$ (259,322.72)	\$ 428,501.91
Club House 640-4511/384	\$ -	\$ 350,541.86	\$ (350,541.86)	\$ -	\$ 673,985.00	\$ (673,985.00)	\$ -	\$ (323,443.14)	\$ 323,443.14
Event Center 640-4512/385	\$ 32,737.93	\$ 42,224.27	\$ (9,486.34)	\$ 80,000.00	\$ 79,642.00	\$ 358.00	\$ (47,262.07)	\$ (37,417.73)	\$ 11,844.27
	\$ 584,438.02	\$ 586,961.41	\$ (2,523.39)	\$ 706,895.00	\$ 1,207,145.00	\$ (500,250.00)	\$ (122,456.98)	\$ (620,183.59)	\$ 497,726.61
Enterprise Totals	\$ 8,453,453.84	\$ 7,185,529.34	\$ 1,267,924.50	\$ 8,609,845.00	\$ 9,084,470.00	\$ (474,625.00)	\$ (156,391.16)	\$ (1,898,940.66)	\$ 1,742,549.50
General Fund Total	\$ 2,673,860.94	\$ 2,912,356.57	\$ (238,495.63)	\$ 3,785,775.00	\$ 3,899,175.00	\$ (113,400.00)	\$ (1,111,914.06)	\$ (986,818.43)	\$ (125,095.63)
Overall Totals	\$ 11,127,314.78	\$ 10,097,885.91	\$ 1,029,428.87	\$ 12,395,620.00	\$ 12,983,645.00	\$ (588,025.00)	\$ (1,268,305.22)	\$ (2,885,759.09)	\$ 1,617,453.87
	89.77%	77.77%							

CITY OF BERESFORD
STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCES
FOR PERIOD ENDING August 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	\$ 1,640,588.68										\$ 1,640,588.68
320 Licenses and Permits	38,589.50										\$ 38,589.50
330 Intergovernmental Revenue	86,349.71										\$ 86,349.71
340/370/380 Charges for Good and Services	41,546.55	-	487,493.57	3,147,086.42	2,367,711.82	1,235,591.48	181,976.23	585,492.19	249,409.77		\$ 8,296,308.03
350 Fines and Forfeits	364.50										\$ 364.50
360 Miscellaneous Revenue	824,542.69										\$ 824,000.06
Total Revenues	2,631,981.63	-	487,493.57	3,147,086.42	2,367,711.82	1,235,591.48	181,976.23	585,492.19	9,457.37	258,867.14	\$ 10,896,200.48
Expenditures											
410 Mayor/ Council/ Atty/ City Admin/ FO	569,999.30										\$ 569,999.30
420 Police and Fire	428,674.98										\$ 428,674.98
430 Street	477,946.75										\$ 477,946.75
440 Mosquito	152.24										\$ 152.24
452/453 Parks/Pool	346,053.84										\$ 346,053.84
454 Subsidies	56,529.50										\$ 56,529.50
455 Library	222,211.56										\$ 222,211.56
460 Planning & Zoning	4,973.98										\$ 4,973.98
470 Debt Service	72,883.78										\$ 72,883.78
410 Employee Expense			106,438.26	315,761.79	103,438.99	398,247.49	16,704.84	199,677.84	242,148.95		\$ 1,382,418.16
420 Other Current Expenses	684,562.94		377,029.70	119,730.53	2,041,512.80	479,416.52	135,545.17	220,149.55	3,206.25		\$ 4,061,153.46
4262 Materials (COS)			115,501.55	2,001,584.24	2,991.40	25,260.87	1,934.31	172,399.18	9,096.09		\$ 2,328,767.64
Total Expenditures	2,863,988.87	-	598,969.51	2,437,076.56	2,147,943.19	902,924.88	154,184.32	592,226.57	254,451.29	4,415.85	\$ 9,951,765.19
Excess of Revenue Over Expenditures	(232,007.24)	-	(111,475.94)	710,009.86	219,768.63	332,666.60	27,791.91	(6,734.38)	4,415.85	610.08	\$ 944,435.29
Other Financing Sources (Uses):											
Investment Earnings	41,879.31										\$ 41,879.31
Interest Expense	(48,367.70)		1,431.23	106,975.81	2,422.00	77,116.57	1,733.47	1,445.83	610.08		\$ 233,614.30
Debt Paydown	-		(15,955.31)	(60,640.62)	(26,422.25)						\$ (151,385.88)
Transfers In (Out)	-		-	-	-	-	-	-	-		\$ -
Long-term Debt Issued	-		-	-	-	-	-	-	-		\$ -
Sale of Fixed Assets	-		-	-	-	-	-	-	-		\$ -
Total Other Financing Sources (Uses)	(6,488.39)	-	(14,524.08)	46,335.19	(24,000.25)	77,116.57	1,733.47	1,445.83	610.08	610.08	\$ 82,228.42
Net Position/Change in Fund Balance	(238,495.63)	-	(126,000.02)	756,345.05	195,768.38	409,783.17	29,525.38	(5,288.55)	5,025.93	5,025.93	\$ 1,026,663.71
Net Cash Inflow(Outflow) BEFORE Transfers	(238,495.63)	-	(126,000.02)	756,345.05	195,768.38	409,783.17	29,525.38	(5,288.55)	5,025.93	5,025.93	\$ 1,026,663.71

Enterprise Funds

	General/ Gov't Fund	Liquor Fund	Water Fund	Electric Fund	Sewer Fund	Telephone Fund	Garbage Fund	Golf Course	Cablevision	Total
LIABILITIES AND FUND BALANCES:										
Current Liabilities:										
206 Accounts Payable	-	-	-	24,287.43	-	(854.84)	13,640.55	828.28	54,033.56	\$ 91,934.98
208 Due to General Fund	-	-	-	(191.26)	2,383.73	1,678.88	-	2,793.71	-	\$ -
217 Payroll Related Liabilities	(3,239.15)	-	40.19	14,510.00	-	10,835.00	-	-	-	\$ 3,466.10
220 Customer Deposits	-	-	-	-	-	-	-	-	-	\$ 25,345.00
224 Deferred Revenue	10,602.23	-	-	-	-	-	-	-	-	\$ 10,602.23
226 Current Portion of LT Debt	-	-	158,063.80	330,000.00	35,601.98	-	-	(0.42)	-	\$ 523,665.36
Total Current Liabilities	7,363.08	-	158,103.99	368,606.17	37,985.71	11,659.04	13,640.55	3,621.57	54,033.56	\$ 655,013.67
Noncurrent Liabilities: (not including gov't funds)										
231/237 Bonds Payable & Other LT Debt	-	-	863,677.08	5,810,000.00	1,468,387.38	-	-	-	-	\$ 8,142,064.46
233 Accrued Leave Payable	-	-	16,917.85	37,879.01	22,113.62	51,224.82	-	13,793.41	-	\$ 141,928.71
Total Noncurrent Liabilities	-	-	880,594.93	5,847,879.01	1,490,501.00	51,224.82	-	13,793.41	-	\$ 8,283,993.17
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	1,348,610.56	-	-	477,077.08	-	-	-	-	-	\$ 1,825,687.64
267 Unassigned/Unrestricted	1,449,664.28	-	295,350.90	6,829,880.43	(84,714.69)	4,610,927.63	245,467.33	(139,811.56)	120,997.69	\$ 13,327,762.01
Current Year Net Income (Loss)	(238,495.63)	-	(126,000.02)	756,345.05	195,768.38	409,783.17	29,525.38	(5,288.55)	5,025.93	\$ 1,026,663.71
Total Fund Balances/Net Position	10,589,247.08	-	3,657,989.18	9,431,018.02	2,411,016.14	8,956,374.66	391,004.15	2,509,067.58	165,996.37	\$ 38,111,713.18
TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCES	\$ 10,596,610.16	\$ -	\$ 4,696,688.10	\$ 15,647,503.20	\$ 3,939,502.85	\$ 9,019,258.52	\$ 404,644.70	\$ 2,526,482.56	\$ 220,029.93	\$ 47,050,720.02

BANK CASH REPORT
2024

BANK NAME	JULY	AUGUST	AUGUST	AUGUST	OUTSTANDING	AUG BANK
FUND GL NAME	CASH BALANCE	RECEIPTS	DISBURSMENTS	CASH BALANCE	TRANSACTIONS	BALANCE
FIRST DAKOTA BANK						

BANK FIRST DAKOTA BANK						745,915.50
SWEEP FIRST DAKOTA -SWEEP BANK						2,605,533.25
101 General Checking Account	90,822.57	267,898.89	256,813.08	101,908.38		
101 Bad Check Account	554.34	0.00	0.00	554.34	5,431.26	
201 Second Penny	590,527.56	76,933.29	0.00	667,460.85		
211 Gross Receipts Tax	379,084.95	11,773.01	0.00	390,857.96		
301 Debt Svc-Clubhouse/Event Cntr	5,391.50-	0.00	0.00	5,391.50-		
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	19,134.90-	20,834.30	1,585.26	114.14		
601 Municipal Liquor Store	0.00	0.00	0.00	0.00	385.72	
602 Water	61,184.53	71,910.13	130,173.51	2,921.15	717.56	
603 Electric	590,391.57	416,047.35	313,394.46	693,044.46	6,848.72	
604 Sewer	33,906.58-	1,686,890.53	1,314,680.32	338,303.63	413.88	
611 Telephone	993,744.92	161,272.22	251,238.32	903,778.82	7,897.69	
612 Solid Waste	242,207.74	27,008.42	24,725.02	244,491.14	74.63	
615 Cablevision	180,090.51	34,234.04	38,772.36	175,552.19	250.00	
640 Bridges Golf Course	8,398.07	98,920.27	102,390.99	4,927.35	1,088.56	
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					9,798.15	
WITHDRAWALS					50.00	
SWEEP TRANSFER-IN					180,434.03	

FIRST DAKOTA BANK TOTALS	3,078,573.78	2,873,722.45	2,433,773.32	3,518,522.91	167,074.16-	3,351,448.75
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						25,478.16
603 ELECTRIC-CUSTOMER DEPOSITS	14,580.02	1,273.58	625.00	15,228.60		
611 TELEPHONE-CUSTOMER DEPOSITS	10,133.84	715.72	700.00	10,149.56	100.00	

FSB- CSDP CHECKING TOTALS	24,713.86	1,989.30	1,325.00	25,378.16	100.00	25,478.16

BANK CASH REPORT
2024

BANK FUND GL	BANK NAME NAME	JULY CASH BALANCE	AUGUST RECEIPTS	AUGUST DISBURSMENTS	AUGUST CASH BALANCE	OUTSTANDING TRANSACTIONS	AUG BANK BALANCE
<u>1ST DAKOTA NATL BANK-CHECKING</u>							
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
<u>1ST DAKOTA NATL BANK- SAVINGS</u>							
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
<u>SD PUBLIC FUNDS IN TRUST</u>							
BANK 101	SD PUBLIC FUNDS IN TRUST GENERAL FUND SD FIT	36,186.93	163.72	0.00	36,350.65		6,720,307.54
201	SECOND PENNY FUND SD FIT	385,727.27	1,636.07	0.00	387,363.34		
211	GROSS RECEIPTS TAX SD FIT	644,688.58	2,734.46	0.00	647,423.04		
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	36,188.99	153.49	0.00	36,342.48		
603	ELECTRIC SD FIT	3,205,188.71	13,594.89	0.00	3,218,783.60		
604	SEWER SD FIT	57,739.49	244.90	0.00	57,984.39		
611	TELEPHONE SD FIT	2,251,981.90	9,551.84	0.00	2,261,533.74		
612	SOLID WASTE SD FIT	28,153.85	119.41	0.00	28,273.26		
615	CABLEVISION SD FIT	0.00	0.00	0.00	0.00		
640	BRIDGES GOLF COURSE SD FIT	43,661.94	185.19	0.00	43,847.13		
	SD PUBLIC FUNDS IN TRUST TOTAL	6,691,923.57	28,383.97	0.00	6,720,307.54	0.00	6,720,307.54
<hr/> <hr/>							
	TOTAL OF ALL BANKS	9,795,211.21	2,904,095.72	2,435,098.32	10,264,208.61	166,974.16-	10,097,234.45
<hr/> <hr/>							

BANK CASH REPORT
SWEEP BANK 99 TRANSFERS

DATE	TRANS #	TRANSFER	BANK #	BANK NAME	TRANSFER AMOUNT
08/30/2024	245	FROM	1	FIRST DAKOTA BANK	180,434.03
				TOTAL	----- 180,434.03

City of Beresford Community Events Calendar Policy

1. Purpose

The purpose of this policy is to provide guidelines for the inclusion of events on the City of Beresford Community Events Calendar, ensuring that all listed events promote community engagement, foster civic pride, and contribute to the overall well-being of the town's residents.

2. Scope

This policy applies to all events submitted for inclusion on the Community Events Calendar, which is accessible via the City's official website.

3. Eligible Events

Events eligible for inclusion on the Community Events Calendar must meet the following criteria:

Community Engagement: Events must promote a sense of community engagement and be open to the general public.

Local Focus: Events must be located within the city limits of Beresford or have a direct connection to the community.

Categories of Events:

Sports: Local sporting events, tournaments, youth sports leagues, and recreational activities.

Festivals & Celebrations: Annual town festivals (Old Fashioned Days), fall festivals, holiday celebrations, parades (Homecoming, Christmas), and other cultural or seasonal events.

Fundraisers: Fundraising events that benefit local organizations, charities, or community causes.

Economic Development: Events promoting local businesses, economic development activities, job fairs, and business expos.

City Business: Public meetings, city council sessions, town hall meetings, and other official city business.

Chamber of Commerce Activities: Events organized or endorsed by the Chamber of Commerce, including business networking events, workshops, and ribbon-cutting ceremonies.

Seniors Events: Activities and events specifically designed for the senior citizen community, including social gatherings, health fairs, and educational programs.

Public Safety Events: Events related to public safety, including community safety fairs, emergency preparedness workshops, and police or fire department open houses.

4. Exclusions

The following events are not eligible for inclusion on the Community Events Calendar:

Private Events: Personal celebrations such as weddings, birthdays, and private parties.

Commercial Advertising: Events that primarily serve as a promotion for a business or product without a broader community engagement focus.

Political Campaigning: Events specifically related to political campaigning for individual candidates or parties.

Non-Local Events: Events occurring outside the city limits that do not have a direct connection to Beresford.

5. Submission Guidelines

Who Can Submit: Event submissions can be made by city officials, local organizations, non-profits, and community members.

Submission Process: Events must be submitted through the official event submission form available on the City's website.

Required Information: Submissions must include the event name, date, time, location, a brief description, and contact information for the event organizer.

Submission Deadline: Events should be submitted at least two weeks in advance to ensure timely inclusion on the calendar.

6. Review & Approval

Review Process: All event submissions will be reviewed by the City's Community Events Coordinator or a designated staff member to ensure compliance with this policy.

Approval Criteria: Events will be approved based on their alignment with the eligible event categories and the overall goals of community engagement.

Notification: Event organizers will be notified of the approval or rejection of their submission within five business days.

7. Calendar Maintenance

Updates: The Community Events Calendar will be regularly updated to ensure accuracy and relevance.

Event Cancellations: In the event of a cancellation, organizers must notify the City immediately so the calendar can be updated accordingly.

8. Disclaimer

The City of Beresford reserves the right to reject any event submission that does not align with the values, goals, or criteria outlined in this policy. The City also reserves the right to remove events from the calendar if necessary.

9. Policy Review

This policy will be reviewed annually by the City Council or a designated committee to ensure it remains relevant and effective.

2307 W 57th St, Ste 101
 Sioux Falls, SD 57108
 605.336.6891 (phone)
 605.335.5858 (fax)
 rsa@rsa-create.com



Bid Tab

September 5, 2024

Bridges at Beresford
 Beresford, SD
 Architect: RSA
 RS 223-55

	Addendum #	Bid		Base Bid	Alt. No. 1	Alt. No. 2	Notes
		1	Sec				
General Contractor							
Sunkota Construction	X	X		\$381,000.00	\$109,000.00	\$250,000.00	
*Gil Haugan Construction	X	X		\$333,600.00	\$92,000.00	\$373,000.00	Taken w/ Alt. #1
Beck and Hofer Construction	X	X		\$398,000.00	\$109,000.00	\$258,000.00	
* Apparent Low Bidder							

September 13, 2024

Mr. Zeimetz,

Upon reviewing bids for the Bridges at Beresford Patio Addition received on September 5, 2024, and discussing the preferred price moving forward of the base bid price with alternate #1 with the apparent low bidder, it is my recommendation to award the project to Gil Haugan Construction for the fee of \$425,600.

Regards,



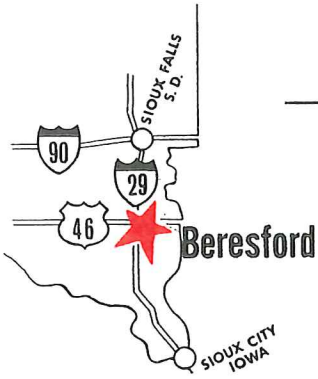
Justin Oleson, AIA

RSA



2307 W 57th St, Ste 101
Sioux Falls, SD 57108
605-336-6891
www.rsa-create.com

City Of Beresford



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

September 13, 2024

Union County Auditor
209 East Main, Suite 200
Elk Point, SD 57025

And

Lincoln County Auditor
104 N. Main St. Suite 110
Canton, SD 57013-1703

RE: 2025 Tax Levy Certification:

I, Elaine Johnson, Municipal Finance Officer for the City of Beresford, SD, hereby certify the following tax levy for fiscal year 2025 pursuant to SDCL 9-21-20 and other pertinent statutes.

For General Fund Purposes: \$895,285

Eight Hundred Ninety-Five Thousand Two Hundred Eighty-Five Dollars.

Respectfully submitted,

Elaine Johnson

Elaine Johnson
Finance Officer

RESOLUTION NO. 2024-15

A RESOLUTION APPROVING THE SPECIAL ASSESSMENT ROLL FOR NUISANCE ABATEMENTS IN VARIOUS AREAS WITHIN THE CITY OF BERESFORD, SD.

BE IT RESOLVED by the City Council of the City of Beresford South Dakota:

SECTION 1: That the special assessment roll for nuisance abatements in various areas within Beresford, SD, is hereby approved and the assessments in the assessment roll are levied against the property described in it. The assessments become a lien against the property when the assessment roll is filed in the office of the Finance Officer.

SECTION 2: The assessment may be paid in one annual installment and shall be collected under Plan One—Collection by the Union County Treasurer as provided in SDCL 9-43.

Dated this 16th day of September 2024

Eli Seeley, Mayor

ATTEST:

Elaine Johnson, Finance Officer

Publish: September 26, 2024

Published once at the approximate cost of _____.

**City of Beresford
Nuisance Abatements (2024)
Union County, SD**

Legal Description	Supposed Property Owner	Total Assessment
Lot 14, Blk 6 Orig City of Beresford Parcel 02.01.06.1065 (202 N 4 th St.)	Nielsen, Karen	\$1,022.50
E95' Lot 1-2-3 & N10' VAC Alley Blk 12 Orig City of Beresford Parcel 02.01.12.1000 (203 W Hemlock St.)	Nielsen, Karen	\$605.00
Lot 16, Blk 6 Orig City of Beresford Parcel 02.01.06.1075 (206 N 4 th St.)	Nielsen, Karen	\$1,605.00
Lot 30 Outlots NW ¼ City of Beresford Parcel 02.16.02.1140 (307 W Oak St.)	JIREH Construction LLC	\$475.00
E92' of Lot 3, Blk 5 Orig City of Beresford Parcel 02.01.05.1010 (207 N 4 th St.)	Josue David & Eloa Cielo	\$455.00

Jerry Zeimetz

From: Austin Hansen
Sent: Friday, September 13, 2024 5:44 AM
To: Rachel Johnson
Cc: Jerry Zeimetz; Elaine Johnson
Subject: RE: T. Harris - Step Up

Rachel,

I recommend the step pay increase for Tony Harris from \$25.67/hr to \$26.41/hr or 90% of the scale.

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: Thursday, September 12, 2024 9:41 AM
To: Austin Hansen <austinh@beresfordtel.com>
Cc: Jerry Zeimetz <jerry@beresfordsd.com>; Elaine Johnson <elaine@beresfordsd.com>
Subject: T. Harris - Step Up

Good Afternoon!

Tony is up for a step pay increase on 9/19/2024 from \$25.67/hr. to \$26.41/hr. This would be at 90% of the scale. Please advise your recommendation. This would get put on the 9/16/24 Council agenda and would become effective on the 10/4/24 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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Jerry Zeimetz

From: Michael Schurch
Sent: Thursday, September 12, 2024 11:24 AM
To: Rachel Johnson
Cc: Elaine Johnson; Jerry Zeimetz
Subject: RE: K. Kleinschmit - Step Up

I am in fu support to move forward with Kyle's step increase.

Sent from my Verizon, Samsung Galaxy smartphone

----- Original message -----

From: Rachel Johnson <rachel@beresfordsd.com>
Date: 9/12/24 10:43 AM (GMT-06:00)
To: Michael Schurch <mschurch@beresfordsd.com>
Cc: Elaine Johnson <elaine@beresfordsd.com>, Jerry Zeimetz <jerry@beresfordsd.com>
Subject: FW: K. Kleinschmit - Step Up



I forgot to CC Elaine and Jerry on the first email. Please respond to this email not the first one.

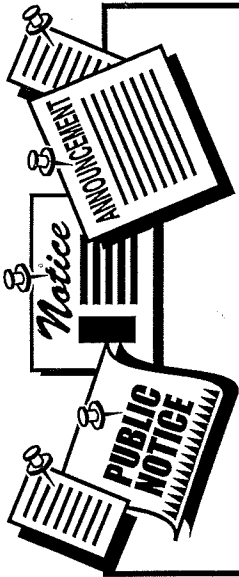
Thank you!

Rachel Johnson

From: Rachel Johnson
Sent: Thursday, September 12, 2024 10:30 AM
To: Michael Schurch <mschurch@beresfordsd.com>
Subject: K. Kleinschmit - Step Up

Good Afternoon!

Kyle is up for a step pay increase on 9/19/2024 from \$24.34/hr. to \$25.08/hr. This would be at 85% of the scale. Please advise your recommendation. This would get put on the 9/16/24 Council agenda and would become effective on the 10/4/24 payroll. Please let me know if you have any questions!



CONDUCTING THE PUBLIC'S BUSINESS IN PUBLIC

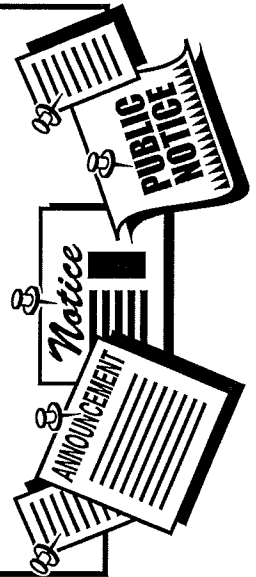
A guide to South Dakota's Open Meetings Law *(Revised Fall 2017)*

Prepared by representatives of the:

- S.D. Attorney General's Office
- S.D. Municipal League
- Associated School Boards of S.D.
- S.D. Association of County Commissioners
- S.D. Association of County Officials
- S.D. Newspaper Association
- S.D. Broadcasters Association
- S.D. Association of Towns and Townships

Published by:

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Q: WHAT IS SOUTH DAKOTA'S OPEN MEETINGS LAW?

A: South Dakota's open meetings law embodies the principle that the public is entitled to the greatest possible information about public affairs and is intended to encourage public participation in government. SDCL 1-25-1 requires that official meetings of public bodies must be public and notice is to be given of such meetings 24 hours in advance of the meetings. The statute defines an "official meeting" as one where a quorum of the public body is present and at which official business of the body is discussed or decided, or where public policy is formulated. Openness in government is encouraged.

Q: WHO DOES THE OPEN MEETINGS LAW APPLY TO?

A: The open meetings law applies to all public bodies "of the state or its political subdivisions" that exercise "sovereign power derived from state law." SDCL 1-25-1. This includes cities, counties, school boards and other public bodies created by ordinance or resolution, such as appointed boards, task forces, and committees, so long as they have authority to actually exercise sovereign power. Although no court decisions have been issued on the subject, this probably does not include bodies that are not created by statute, ordinance, or resolution, or that serve only in an advisory capacity. The state Constitution allows the Legislature and the Unified Judicial System to create rules regarding their own separate functions.

Q: ARE TELECONFERENCES CONSIDERED PUBLIC MEETINGS?

A: Yes. The open meetings law allows meetings, including executive or closed meetings, to be conducted by teleconference – defined as an exchange of information by audio, video, or electronic means (including the internet) – if a place is provided for the public to participate. In addition, for teleconferences where less than a quorum is present at the location open to the public, arrangements must also be made for the public to listen by telephone or internet (except for portions of meetings properly closed for executive sessions). The media and public must be notified of teleconference meetings under the same notice requirements as any other meeting. All votes shall be taken by roll call.

Q: HOW ARE THE PUBLIC AND MEDIA NOTIFIED WHEN PUBLIC BUSINESS IS BEING DISCUSSED?

A: SDCL 1-25-1.1 requires that all public bodies except the state and each state board, commission, or department as provided in § 1-25-1.3, prominently post a notice and copy of the proposed agenda at the public body's principal office. At a minimum, the proposed agenda must include the

date, time, and location of the meeting and must be visible, readable, and accessible to the public for 24 continuous hours immediately preceding the meeting. Also, if the public body has its own website, the notice must be posted on the public body's website upon dissemination of the notice. For special or rescheduled meetings, public bodies must comply with the regular meeting notice requirements as much as circumstances permit. The notice must be delivered in person, by mail, by email, or by telephone to all local news media who have asked to be notified. It is good practice for local media to renew requests for notification of special or rescheduled meetings at least annually. SDCL 1-25-1.3 varies slightly from SDCL 1-25-1.1 and requires the State, and each state board, commission, or department to give notice by posting a proposed agenda at least 72 continuous hours before a meeting is scheduled to start (this does not include the day the agenda is posted, or any weekend or legal holiday). Each state board, commission, or department is also required to give notice of a public meeting by posting its proposed agenda on <http://boardsandcommissions.sd.gov>.

Q: WHO ARE LOCAL NEWS MEDIA?

A: There is no definition of "local news media" in SDCL ch. 1-25. "News media" is defined in SDCL 13-1-57 generally as those personnel of a newspaper, periodical, news service, radio station, or television station regardless of the medium through which their content is delivered. The Attorney General is of the opinion that "local news media" is all news media – broadcast and print – that regularly carry news to the community.

Q: CAN PUBLIC MEETINGS BE RECORDED?

A: Yes, SDCL 1-25-11 requires public bodies to allow recording (audio or video) of their meetings as long as the recording is reasonable, obvious, and not disruptive.

Q: WHEN CAN A MEETING BE CLOSED TO THE PUBLIC AND MEDIA?

A: SDCL 1-25-2 allows a public body to close a meeting for the following purposes: 1) to discuss personnel issues pertaining to officers or employees; 2) consideration of the performance or discipline of a student, or the student's participation in interscholastic activities; 3) consulting with or reviewing communications from legal counsel about proposed or pending litigation or contractual matters; 4) employee contract negotiations; or 5) to discuss marketing or pricing strategies of a publicly-owned competitive business. The statute also recognizes that executive session may be appropriate to comport with other laws that require confidentiality or permit executive or closed meetings. Federal law pertaining to students and medical records will also cause school districts and other entities to

conduct executive sessions or conduct meetings so as to refrain from releasing confidential information. Meetings may also be closed by cities and counties for certain economic development matters. SDCL 9-34-19.

Note that SDCL 1-25-2 and SDCL 9-34-19 do not require meetings be closed in any of these circumstances.

Any official action based on discussions in executive session must, however, be made at an open meeting.

Q: WHAT IS THE PROPER PROCEDURE FOR EXECUTIVE SESSIONS?

A: Motions for executive sessions must refer to the specific state or federal law allowing for the executive session i.e. "pursuant to SDCL 1-25-2(3)." Also, best practice to avoid public confusion would be that public bodies explain the reason for going into executive session. For example, the motion might state "motion to go into executive session pursuant to SDCL 1-25-2(1) for the purposes of discussing a personnel matter," or "motion to go into executive session pursuant to SDCL 1-25-2(3) for the purposes of consulting with legal counsel."

Discussion in the executive session must be strictly limited to the announced subject. No official votes may be taken on any matter during an executive session. The public body must return to open session before any official action can be taken.

Board members could be held personally liable for the results of an official vote taken illegally during an executive session. For example, a contract approved only during an executive session could be found void and the board members could be required to repay any public funds spent under the contract.

Q: WHAT HAPPENS IF THE MEDIA OR PUBLIC IS IMPROPERLY EXCLUDED FROM A MEETING OR OTHER VIOLATIONS OF THE OPEN MEETING LAW OCCUR?

A: Excluding the media or public from a meeting that has not been properly closed subjects the public body or the members involved to (a) prosecution as a Class 2 misdemeanor punishable by a maximum sentence of 30 days in jail, a \$500 fine or both or (b) a reprimand by the Open Meeting Commission ("OMC"). The same penalties apply if the agenda for the meeting is not properly posted or other open meeting violations occur.

Also, action taken during any meeting that is not open or has not been properly noticed could, if challenged, be declared null and void. It could even result in personal liability for members of the governing body involved, depending upon the action taken.

Q: HOW ARE ISSUES REFERRED TO THE OPEN MEETINGS COMMISSION ("OMC")?

A: Persons alleging violations of the open meetings laws must make their complaints with law enforcement officials in the county where the offense occurred. After a signed notarized complaint is made under oath, and any necessary investigation is conducted, the State's Attorney may (a) prosecute the case as a misdemeanor, (b) find that the matter has no merits and file a report with the Attorney General for statistical purposes or (c) forward the complaint to the OMC for a determination. The OMC is comprised of five State's Attorneys appointed by the Attorney General. The OMC examines whether a violation has occurred and makes written public findings explaining its reasons. If you have questions on the procedures or status of a pending case, you may contact the Attorney General's Office at 605-773-3215 to talk to an assistant for the OMC. Procedures for the OMC are posted on the website for the Office of Attorney General. <http://atg.sd.gov/>.

Q: WHAT DOES THE TERM "SOVEREIGN POWER" MEAN?

A: The open meetings law does not define this term, but it generally means the power to levy taxes, impose penalties, make special assessments, create ordinances, abate nuisances, regulate the conduct of others, or perform other traditional government functions. The term may include the exercise of many other governmental functions. If an entity is unclear whether it is exercising "sovereign power" it should consult with legal counsel.

Q: MAY AGENDA ITEMS BE CONSIDERED IF THEY ARE ADDED LESS THAN 24 HOURS BEFORE A MEETING?

A: Proposed agendas for public meetings must be posted at least 24 hours in advance of the meeting. The purpose of providing advance notice of the topics to be discussed at a meeting is to provide information to interested members of the public concerning the governing body's anticipated business. Typically the public body adopts the final agenda upon convening the meeting. At this time, the governing body may add or delete agenda items and may also change the order of business. In 2012, the South Dakota Supreme Court affirmed a South Dakota Circuit Court decision which held that a preliminary agenda may be amended when the board takes action to formally adopt the meeting agenda. See *Molden v. Grant-Deuel School Dist.* 25-3, *Order Directing Issuance of Judgment of Affirmance, So. Dak. Sup. Ct. # 26325*, October 9, 2012. New items cannot be added after the agenda has been adopted by the governing body. Public bodies are strongly encouraged to provide 24 hours notice of all agenda items so as to be fair to the public and to avoid dispute.

For special or rescheduled meetings, public bodies are to comply to the extent circumstances permit. In other words, posting less than 24 hours in advance may be permissible in emergencies.

Q: ARE EMAIL DISCUSSIONS "MEETINGS" FOR PURPOSES OF THIS LAW?

A: The definition of an "official meeting" in SDCL 1-25-1.1 references teleconferences. The definition of a "teleconference" in SDCL 1-25-1.2 includes the exchange of information via the internet or any other electronic medium. The analysis of these two definitions leads to the conclusion that email discussions that include a quorum of a public body and which discuss the official business of that body could be considered "meetings" for purposes of the open meetings laws. Email participation in scheduling or similar activity would not, under this analysis, constitute a public meeting.

Q: WHAT RECORDS MUST BE AVAILABLE TO THE PUBLIC IN CONJUNCTION WITH PUBLIC MEETINGS?

A: SDCL 1-25-1.4 requires state boards, commissions, or departments to make public meeting materials available on <http://boardsandcommissions.sd.gov>. SDCL 1-27-1.16 requires that any other public body must post meeting materials on the public body's website (where one exists), or make those materials available to the public at least twenty-four hours prior to the meeting or when made available to the members of the public body, whichever is later. Finally, SDCL 1-27-1.17 requires that draft minutes of public meetings must be made available to the public at the principal place of business for the public body within 10 business days after the meeting (or made available on the website for the public body within five business days).

These laws are in addition to any specific requirements for public bodies (i.e., publication requirements in state laws pertaining to cities, counties, or school districts). Enforcement of public records laws contained in SDCL ch. 1-27 are handled by separate procedures in SDCL 1-27-35, et seq. rather than the open meeting procedures described above. Violations of SDCL 1-27-1.16 and 1-27-1.17 are also Class 2 misdemeanors.

Q: WHAT REQUIREMENTS APPLY TO TASK FORCES, COMMITTEES AND WORKING GROUPS?

A: Task forces and committees that exercise "sovereign power" and are created by statute, ordinance, or proclamation are required to comply with the open meetings law. SDCL 1-25-1. Task forces, committees, and working groups that are not created by statute, ordinance, or proclamation, or are advisory only may not be subject to the open meetings law, but are encouraged to comply to the extent possible when public matters are discussed. Ultimately, if such advisory task forces, committees and working groups present any reports or recommendations to public bodies, the public bodies must wait until the next meeting (or later) before taking final action on the recommendations. SDCL 1-27-1.18.

PERTINENT S.D. OPEN MEETINGS STATUTES *(other specific provisions may apply depending on the public body involved)*

any special or rescheduled meeting, the information in the notice shall be delivered in person, by mail, by email, or by telephone, to members of the local news media who have requested notice. For any special or rescheduled meeting, each state board, commission, or department shall also comply with the public notice provisions of this section for a regular meeting to the extent that circumstances permit. A violation of this section is a Class 2 misdemeanor.

1-25-2. EXECUTIVE OR CLOSED MEETINGS. Executive or closed meetings may be held for the sole purpose of:

1) Discussing the qualifications, competence, performance, character or fitness of any public officer or employee or prospective public officer or employee. The term "employee" does not include any independent contractors.

2) Discussing the expulsion, suspension, discipline, assignment of or the educational program of a student or the eligibility of a student to participate in interscholastic activities provided by the South Dakota High School Activities Association;

3) Consulting with legal counsel or reviewing communications from legal counsel about proposed or pending litigation or contractual matters;

4) Preparing for contract negotiations or negotiating with employees or employee representatives;

5) Discussing marketing or pricing strategies by a board or commission of a business owned by the state or any of its political subdivisions, where public discussions would be harmful to the competitive position of the business.

However, any official action concerning such matters shall be made at an open official meeting. An executive or closed meeting shall be held only upon a majority vote of the members of such body present, and voting, and discussion during the closed meeting is restricted to the purpose specified in the closure motion. Nothing in 1-25-1 or this section may be construed to prevent an executive or closed meeting if the federal or state Constitution or the federal or state statutes require or permit it. A violation of this section is a Class 2 misdemeanor.

9-34-19. EXECUTIVE SESSIONS (MUNICIPAL AND COUNTIES). Any documentary material or data compiled or received by a municipal corporation, county, or an economic development corporation receiving municipal or county funds, for the purpose of furnishing assistance to a business, to the extent that such material or data consists of trade secrets or commercial or financial information regarding the operation of such business, is not a public record. Any discussion or consideration of such trade secrets or commercial or financial information by a municipal corporation or county may be done in executive session closed to the public.

1-25-6. DUTY OF STATE'S ATTORNEY. If a complaint alleging a violation of chapter 1-25 is made pursuant to § 23A-2-1, the state's attorney shall take one of the following actions:

(1) Prosecute the case pursuant to Title 23A;

(2) Determine that there is no merit to prosecuting the case. Upon doing so, the state's attorney shall send a copy of the complaint and any investigation file to the attorney general. The attorney general shall use the information for statistical purposes and may publish abstracts of such information, including the name of the government body involved for purposes of public education; or

(3) Send the complaint and any investigation file to the South Dakota Open Meetings Commission for further action.

1-25-6.1. DUTY OF STATE'S ATTORNEY (COUNTY COMMISSION ISSUES). If a complaint alleges a violation of this chapter by a board of county commissioners, the state's attorney shall take one of the following actions:

(1) Prosecute the case pursuant to Title 23A;

(2) Determine that there is no merit to prosecuting the case. The attorney general shall use the information for statistical purposes and may publish abstracts of the information as provided by § 1-25-6;

(3) Send the complaint and any investigation file to the South Dakota Open Meetings Commission for further action; or

(4) Refer the complaint to another state's attorney or to the attorney general for action pursuant to § 1-25-6.

1-25-7. REFERRAL TO OMC. Upon receiving a referral from a state's attorney or the attorney general, the South Dakota Open Meetings Commission shall examine the complaint and investigatory file submitted by the state's attorney or the attorney general and shall also consider signed written submissions by the persons or entities that are directly

involved. Based on the investigatory file submitted by the state's attorney or the attorney general and any written responses, the commission shall issue a written determination on whether the conduct violates this chapter, including a statement of the reasons therefor and findings of fact on each issue and conclusions of law necessary for the proposed decision. The final decision shall be made by a majority of the commission members, with each member's vote set forth in the written decision. The final decision shall be filed with the attorney general and shall be provided to the public entity and public officer involved, the state's attorney, and any person that has made a written request for such determinations. If the commission finds a violation of this chapter, the commission shall issue a public reprimand to the offending official or governmental entity. However, no violation found by the commission may be subsequently prosecuted by the state's attorney or the attorney general. All findings and public censures of the commission shall be public records pursuant to § 1-27-1. Sections 1-25-6 to 1-25-9, inclusive, are not subject to the provisions of chapter 1-26.

1-25-8. OMC MEMBERS. The South Dakota Open Meetings Commission shall be comprised of five state's attorneys appointed by the attorney general. Each commissioner shall serve at the pleasure of the attorney general. A chair of the commission shall be chosen annually from the membership of the commission by a majority of its members.

1-25-9. OMC CONFLICTS. No member of the commission may participate as part of the commission or vote on any action regarding a violation of this chapter if that member reported or was involved in the initial investigation, is an attorney for anyone who reported or was involved in the initial investigation, or represents or serves as a member of the governmental entity about whom the referral is made. The provisions of this section do not preclude a commission member from otherwise serving on the commission for other matters referred to the commission.

1-27-1.16. MEETING PACKETS AND MATERIALS. If a meeting is required to be open to the public pursuant to § 1-25-1 and if any printed material relating to an agenda item of the meeting is prepared or distributed by or at the direction of the governing body or any of its employees and the printed material is distributed before the meeting to all members of the governing body, the material shall either be posted on the governing body's website or made available at the official business office of the governing body at least twenty-four hours prior to the meeting or at the time the material is distributed to the governing body, whichever is later. If the material is not posted to the governing body's website, at least one copy of the printed material shall be available in the meeting room for inspection by any person while the governing body is considering the printed material. However, the provisions of this section do not apply to any printed material or record that is specifically exempt from disclosure under the provisions of this chapter or to any printed material or record regarding the agenda item of an executive or closed meeting held in accordance with § 1-25-2.

1-27-1.17. DRAFT MINUTES. The unapproved, draft minutes of any public meeting held pursuant to § 1-25-1 that are required to be kept by law shall be available for inspection by any person within ten business days after the meeting. However, this section does not apply if an audio or video recording of the meeting is available to the public on the governing body's website within five business days after the meeting. A violation of this section is a Class 2 misdemeanor.

However, the provisions of this section do not apply to draft minutes of contested case proceedings held in accordance with the provisions of chapter 1-26.

1-27-1.18. WORKING GROUP REPORTS. Any final recommendations, findings, or reports that result from a meeting of a committee, subcommittee, task force, or other working group which does not meet the definition of a political subdivision or public body pursuant to § 1-25-1, but was appointed by the governing body, shall be reported in the governing body's website within five business days after the meeting. The governing body shall delay taking any official action on the recommendations, findings, or reports until the next meeting of the governing body.

City of Beresford Travel Voucher

Name: Tony Laurvick

1. Destination & Location of Event: Rapid City SD

2. Reason for travel: SDN NMC mtg - Broadband operations forum
(Meeting Agenda, Training Schedule or other supporting documentation must be attached.)

3. Place of departure: Beresford SD

4. Departure time & date: Sept 30 2024

5. Arrival time & date: Sept 30 2024

6. Cost of Lodging: 259.00

Departure from destination:

7. Departure time & date: Oct 1st 2024

8. Arrival time & date: Oct 1st 2024

Transportation:

Personal Vehicle:

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

City Owned Vehicle: X

Commercial Transportation:

Cost of commercial transportation:

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

Signature: Date:

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: Tony Harris

Finance Officer Signature: Claine Johnson