

AGENDA
Mobridge City Council - Regular Meeting
Wednesday February 8, 2023 5:30 P.M.
Mobridge City Hall

- 1) **Call to Order & Roll Call**
- 2) **Pledge of Allegiance**
- 3) **Adopt Agenda**
- 4) **Approve Minutes**
 - January 11, 2023 Regular Meeting [1]
- 5) **Public Forum and Visitors*****
 - Haden Merkel, Mobridge CDC – approve applying for RAISE grant [2]
 - MYO - approve accepting grant for agri lime on 2 fields at Legion Complex in the amount of \$17,640 [3]
 - Discuss and/or approve match funds up to \$15,000 for agri lime project
 - Approve acceptance and placement of walk grant signs \$1,500 [4]
- 6) **Department Heads**
 - Police Department – Chief Shawn Madison**
 - 2022 Report [5]
 - Water/Wastewater Department – Superintendent Kurt Schmaltz**
 - Approve pay request no. 6 to Northern Plains Contracting for the screw pump project [6]
 - Approve estimate from Dakota Pump & Control for refurbishing turbine pump at water treatment plant [7]
 - Approve hiring Aaron Vogel in the position of Wastewater Treatment Maintenance at \$17.58 per hour eff. 2/27/23
 - Fire Dept – Chief Doug Delaroi**
 - Approve declaring as surplus property and transfer of 95 Chevy and 92 Topkick to the Mobridge Fire Dept
 - Zoning – Jacque Rawstern, Zoning Officer**
 - January report [8]
- 7) **Unfinished Business**
 - Approve 2nd readings of garage height ordinances (3) [9]
- 8) **New Business**
 - Approve donation of shot clocks for Scherr Howe [10]
 - Approve agreement with Kohlman Biersbach and Anderson for 2022 audit (scheduled for May 22-26) [11]
 - Approve tax abatement for three properties obtained by the County [12]
 - Approve salary corrections [13]
 - Approve personnel policy changes [14]
 - Approve declaring property surplus [15]
- 9) **Discussion and Information Item**
 - Financial Statement [16]
 - Discussion on position of Parks/Rec Director
- 10) **Payment of Bills** [17]
- 11) **Adjournment**

*** The Public Forum and Visitors section offers the opportunity for anyone not listed on the Agenda to speak to the Councilpersons concerning important topics. The time will be limited to 5 minutes in length.

***No action will be taken on items not on the Agenda due to the 24 hour public notice requirement.

***IF YOU WOULD LIKE TO ADDRESS THE COUNCIL YOU MUST COME TO THE PODIUM.

1.

**MOBRIDGE CITY COUNCIL
REGULAR MEETING
January 11, 2023**

Pursuant to due call and notice thereof, a Regular Meeting of the Common Council of the City of Mobridge, South Dakota was held in City Hall in said City on Wednesday, January 11, 2023 at 5:30 PM. Mayor Gene Cox, City Administrator/Finance Officer Heather Beck and the following councilpersons were present: Mound, Cerney, Reichert, Kemnitz and Carlson. Jensen was absent.

AGENDA:

The agenda was approved on a motion by Carlson, second by Kemnitz and carried.

MINUTES:

Moved by Mound, second by Cerney and carried, to approve the minutes from the December 21, 2022 re-scheduled regular meeting with the following correction: PSAP transfer should read moved by Carlson, instead of Laundreaux. Moved by Reichert, second by Carlson and carried, to approve the minutes from the December 28, 2022 special meeting. Cerney abstained.

PUBLIC FORUM & VISITORS:

No one present wished to address the Council.

DEPT HEAD REPORTS:

Police Department – Captain Justin Jungwirth

STEP INCREASE – Moved by Kemnitz, second by Reichert and carried, to approve a step increase for Officer Nick Bratland, increasing his hourly wage from \$24.04 to \$24.29 effective December 5, 2022.

STEP INCREASE – Moved by Carlson, second by Mound and carried, to approve a step increase for Dispatcher Cindy Rische, increasing her hourly wage from \$21.07 to \$21.35 effective January 3, 2023.

Water/Wastewater Department – Superintendent Kurt Schmaltz

PAY REQUEST FOR WW PROJECT – Moved by Mound, second by Reichert and carried, to approve Pay Request No. 5 to Northern Plains Contracting, Inc. for the wastewater treatment plant headworks improvement project in the amount of \$420,754.76. Schmaltz also gave an update on the project status.

Fire Dept – Chief Doug Delaroi

FIRE DEPT MEMBERS – Moved by Carlson, second by Mound and carried, to approve the following fire department roster for 2023: Doug Delaroi, James Bieber, Kelly Silbernagel, Ryan Ries, Mitch Voller, Justin Wiest, Brent Wiederholt, Kris Mosset, Steve Schneider, Kody Conlon, Justin Sadler, Brady Fuhrer, Kasey Roesler, Kurt Schmaltz, Chris Zeller, Dave Guggolz, Adam Fiedler, Jed Gosch, Kyle Beier, Hunter Delaroi, Chase Delaroi, Colton Hunger and Scott Mertz.

Zoning – Zoning Officer Jacque Rawstern

BUILDING PERMITS - The following building permit was approved by the Zoning Officer for the month of December 2022: Anthony & Amber Zornes, 904 4th Ave West, Adding 12x8 wall & egress window in basement; Randy & Mel Hanson, 1122 10th Ave West, finish basement, bedroom & bathroom.

2022 BUILDING PERMIT SUMMARY – Rawstern presented the Council with a 2022 summary. 92 permits were issued for a total dollar value of \$1,481,386.00.

GARAGE HEIGHT ORDINANCES – Due to numerous requests from residents to build higher garages, the zoning board approved increasing the garage height from 18' to 24'. The following ordinances are to make that change.

1ST READING ORD. 23-01 – Moved by Mound, second by Carlson and carried, to approve the 1st reading of Ordinance No. 23-01, an ordinance entitled: an ordinance in revision of Title 9 – low density residential

district (R-1), section 9.05, subsection 1 of the zoning ordinances of the City of Mobridge, South Dakota pertaining to increase the permitted height of accessory structures to 24 feet.

1ST READING ORD. 23-02 – Moved by Mound, second by Cerney and carried, to approve the 1st reading of Ordinance No. 23-02, an ordinance entitled: an ordinance in revision of Title 10 – medium density residential district (R-2), section 10.05, subsection 1 of the zoning ordinances of the City of Mobridge, South Dakota pertaining to increase the permitted height of accessory structures to 24 feet.

1ST READING ORD. 23-03 – Moved by Carlson, second by Kemnitz and carried, to approve the 1st reading of Ordinance No. 23-03, an ordinance entitled: an ordinance in revision of Title 11 – medium density residential district (R-3), section 11.05, subsection 1 of the zoning ordinances of the City of Mobridge, South Dakota pertaining to increasing the permitted height of accessory structures to 24 feet.

NEW BUSINESS:

PAY REQUEST FOR AIRPORT FUEL TANK PROJECT – Moved by Reichert, second by Carlson and carried, to approve pay request no. 2 to O’Day Equipment, LLC in the amount of \$189,991.37 for the airport jet A fuel tank.

RESOLUTION 23-01, WAGE RESOLUTION – Moved by Cerney, second by Mound and carried, to approve Resolution 23-01, wage resolution.

RESOLUTION 23-01

WHEREAS, the following offices or positions of the City are created by statute or ordinance (Mobridge Ordinance 1-1-2); and
 WHEREAS, the compensation must be set for each employee (Mobridge Ordinance 1-1-1[25]);
 NOW THEREFORE, BE IT RESOLVED that the following compensation shall be set for 2023;

Name	Position	Hourly	Annually
Cox, Gene	Mayor		\$9,548.00
Carlson, Randy	Councilperson		\$6,753.00
Cerney, Amy	Councilperson		\$6,753.00
Jensen, Kyle	Councilperson		\$6,753.00
Kemnitz, Brent	Councilperson		\$6,753.00
Mound, Jade	Councilperson		\$6,753.00
Reichert, Curtis	Councilperson		\$6,753.00
DeLaroi, Doug	Fire Chief		\$5,400.00
Ries, Ryan	Assistant Fire Chief		\$1,200.00
Hunter, Colton	Fire Dept Sec-Treas		\$1,800.00
Sadler, Justin	Fire Safety Officer		\$1,200.00
Beck, Heather	Finance Officer/City Administrator		\$82,486.00
Naasz, Alicia	Deputy Finance Officer	\$21.20	
Rawstern, Jacquelyn	City Clerk/Zoning Officer	\$18.49	
Fuhrer, Brady	Airport Manager		\$9,000.00
Blankartz, Donald	Waste Water Plant Manager	\$26.76	
Brown, Daron	Water Plant Manager	\$22.45	
Fuhrer, Brady	Water Dept	\$18.73	
Kaiser, Charles Bo	Water Dept	\$22.77	
Keller, Chris	Water Dept	\$21.94	
Schmaitz, Kurt	Water & Waste Water Superintendent		\$72,170.00
Shillingstad, Nathan	Water Plant Operator	\$19.67	
Open	Wastewater Maintenance	\$17.00	
Bratland, Nick	Police Officer	\$26.35	
Conrad, Matthew	Dispatcher	\$19.53	
DeLaroi, Doug	Fill In Police Officer	\$24.90	

Farmen, Lesley	Fill In Police Officer	\$24.90	
Fischer, Tammie Rae	Dispatcher	\$26.32	
Graves, Tristen	Dispatcher	\$19.53	
Jungwirth, Justin	Captain		\$63,888.00
Kaiser, Mark	Dispatcher	\$22.85	
Killsback, Emily	Dispatcher	\$22.97	
Knecht, Don	Fill In Police Officer	\$24.90	
Lutz, Candice	Dispatcher	\$25.35	
Madison, Shawn	Police Chief		\$86,035.00
Maier, Laura	Dispatcher	\$26.32	
Norder, Ashton	Police Officer	\$27.05	
Pepin, Nate	Police Officer	\$25.49	
Perman, Layne	Fill In Police Officer	\$24.90	
Ries, Jamison	Police Officer	\$21.41	
Rische, Cindy	Dispatcher	\$23.16	
Romans, Teresa	24/7 Administrator	\$17.56	
Wientjes, Kenneth	Fill In Police Officer	\$24.90	
Wren, Barrett	Police Officer	\$23.22	
Zweber, Josh	Fill In Police Officer	\$24.90	
Bieber, Wyatt	Street/Park Maintenance	\$19.03	
Enderson, Ryan	Street/Park Superintendent	\$30.03	
Fischer, Joshua	Street/Park Maintenance	\$21.21	
Bieber, Karla	Library Director	\$23.06	
Wilson, Staci	Assistant Librarian	\$15.15	

CODE ENFORCEMENT – Moved by Mound, second by Reichert and carried, to approve the contract for 2023 with Joel Johnson of Code Enforcement Specialists, LLC.

DESIGNATE OFFICIAL DEPOSITORIES - Moved by Cerney, second by Kemnitz and carried, to designate Dacotah Bank, First Interstate Bank, Wells Fargo Bank and SD Public Funds Investment Trust as the official depositories for 2023.

DESIGNATE OFFICIAL NEWSPAPER - Moved by Reichert, second by Carlson, and carried, to designate the Mobridge Tribune as the official newspaper for 2023.

ELECTRONIC/EARLY PAYMENTS - Moved by Carlson, second by Mound, and carried, to authorize the Finance Officer to pay the following vendors electronically and/or prior to the next council meeting in order to meet vendor requirements and deadlines: Cardmember Services, Century Link, Credit Collections Bureau, Deposit Refunds for Scherr Howe, Dish TV, First National Bank, Fleet Services, First Interstate Bank, Kansas City Life, Marco, Midco, SD Retirement System, SD Office of Child Support, SDRS Supplemental Retirement, SD State Treasurer, SD Unemployment Insurance Division, USDA Rural Development, Venture Communications, Verizon Wireless, United Accounts, US Bank and Wellmark Blue Cross Blue Shield.

ELECTION DATE AND COMBINE ELECTION - Moved by Carlson, second by Mound and carried, to set the annual municipal election date as April 11, 2023 and to combine the April 11, 2023 municipal election with Mobridge-Pollock School District school election.

DISCUSSION AND INFORMATION:

FINANCIAL STATEMENT – Beck presented a financial statement to the Council.

PAYMENT OF BILLS:

Moved by Reichert, second by Carlson and carried, to approve the following bills for payment: Accounts Management Inc., garnishment 113.70; Aflac, insurance 790.38; Badger Meter, prof. services 106.80; Beadle's Sales, equipment maintenance 55.83; Border States, repair & maintenance 713.20; Bridge City Small Engine, equipment maintenance 148.93; Bridgemark Insurance Solutions, insurance 96,400.00; Butler Machinery Co., equipment maintenance 103.25; Cam Wal Electric, street lights/utilities 666.01; Central Diesel, equipment maintenance 211.95; CentralSquare Technologies, prof. services 45,055.45; Chamber of Commerce, other 10,309.84; Code Enforcement Specialist, prof. services 1,500.00; Credit Collections Bureau, garnishment 260.02; Dady Drug, supplies 57.89; Dakota Glass & Alignment, repair & maintenance 25.00; Deputy Finance, postage 7.85; Environmental Resource Associates, water samples 648.12; Evoqua Water Technologies, repair & maintenance 659.00; First Interstate Bank, HSA contributions/payroll taxes 19,469.60; Fleet Services, gasoline 2,017.01; Grafix Shoppe, vehicle replacement 772.00; Grand Central, vehicle maintenance 99.00; GTC Auto Parts, repair & maintenance/equipment maintenance/vehicle maintenance 178.11; Hach Company, supplies 3,384.73; Hammer's Honda, repair & maintenance 71.17; Heartland Waste, prof services 20,961.20; High Point Networks, computer software & hardware 371.00; Homestead Building Supplies, repair & maintenance 263.44; Jason Dallman, refund 100.00; Jensen Rentals, other services 60.00; Johnson Controls, prof. services 5,958.84; KCL, insurance 508.12; Language Services, prof. services 90.00; M & M Electric, repair & maintenance 643.25; Mastercard, prof. services/refund/supplies/machinery & equipment/travel & conference/other services 3,047.21; Matheson Tri-Gas Inc., prof. services 47.00; MDU, utilities/street lights 27,883.66; Merkel's Foods, supplies 14.35; Midcontinent Communications, utilities 185.39; Milliken Electric, machinery & equipment 5,778.96; Mobridge Hardware, supplies/ sup. for in-house repairs 200.67; Mobridge Regional Hospital, prof. services 173.00; Mobridge Tribune, publishing 454.40; Moore Engineering, prof. services 287,537.03; NECOG, prof. services 1,720.07; Nicholas Bratland, travel & conference 99.73; North Central Steel Systems, repair & maintenance 425.81; Northern Plains Contraction, prof. services 420,754.76; Oahe Vet, prof. services 250.00; O'Day Equipment, prof. services 189,991.37; Paylessfoods, supplies 54.97; Payment Service Networks, credit card fees 54.95; Pheasant Country Express, snow removal 2,580.00; Pollock Implement & Lumber, repair & maintenance 495.06; Runnings Supply, supplies/building maintenance 504.18; SD DANR, prof. services 3,650.00; SD State Treasurer, sales tax 1,517.13; SD Unemployment, unemployment compensation 41.45; SDRS Supplemental Retirement, retirement 125.00; Slater Oil & LP Gas, diesel/LP gas/gasoline 25,765.91; Sweeney Controls, prof. services 308.00; Tammie Fischer, travel & conference 118.32; Tri-State Water, supplies 18.20; US Bank, loan payment 43,224.48; US Postal Service, postage 707.54; USA BlueBook, supplies 1,593.94; USDA-Rural Development, loan payment 5,298.00; West River Telecommunications, telephone 3,770.78.

Salaries: Administration – 6458.66; City Administrator – 1462.00; Police Dept – 37360.59; Fire Dept – 550.00; Street Dept- 5721.85; Zoning – 463.49; Library -2816.80; 24/7 -728.10; Water Department – 9171.25; Sewer Department -4459.46; and Airport – 750.00.

There being no further business to come before the council, the meeting adjourned at 5:47 PM on a motion by Reichert, second by Carlson and carried.

Heather Beck, Finance Officer

Gene Cox, Mayor

Published once at the total approximate cost of \$

Mobridge Parks and Recreation Connectivity Plan Proposal

Mobridge is a rural and fairly walkable community. The City of Mobridge is home to 3,261 South Dakotans. One fourth of our community members are under the age of 18, 32% are black, indigenous and people of color, and our community's mean income is almost \$20,000 lower than the national average (ACS 2020). Thirty-three percent of our residents are 60 years old or older.

The City of Mobridge's Comprehensive Plan from 2019 lists parks and recreation goals that are responsive to the needs and values of its residents. These included providing parks and recreation areas convenient to users, encouraging development of parks and recreational facilities, and coordinating and integrating pedestrian and bicycle ways with parks and recreation areas.

In 2016, the City of Mobridge commissioned the development of a Mobridge Community Walking Path (Figure 1). The resulting plan had a lot of great attributes:

1. Along the path are two of the community's parks; the west municipal play park, known locally as tornado slide park, and the Legion Park.
2. The path is directly adjacent to the high school/middle school complex, Freeman Davis Elementary, and Tiger Stadium, all part of Mobridge-Pollock Public School District.
3. The path connects users to the main commercial districts in Mobridge, running along Grand Crossing (Hwy 12) and intersecting Main Street.



Figure 1. Mobridge Community Walking Path, 2016

We would like to propose a feasibility study of the following additions and updates to the original Mobridge Walking Path.

1. Move a portion of the path from 8th St to 7th St between 10th Ave and 5th Ave. then continue on 7th until City Park. This would utilize a road with less vehicular traffic, minimize the section of the walking path on Highway 12, and connect the play park, Sitting Bull College and City Park along the path.
2. Move the path to go around Legion Park the other way—continuing on 12th until SD Hwy 1804. This would remove two unnecessary turns in the original plan and would make more sense once the asphalt and drainage along that section of Hwy 1804 is updated.
3. Add wayfinding signage along the path so that residents and visitors know where the path is and where it goes.
4. Extend the walking path to include access for R-3 zoning areas of the city. These zoning areas are more friendly to multi-family and mobile home housing and home to many of our fixed and low to moderate income residents. For single-vehicle or no-vehicle households, having a designated walking path could translate to improved community access, real and perceived, for these neighborhoods.
5. Include several additional parks and recreation points in the extension, including the east municipal play park on 2nd Ave E and the Riverfront Walking Trail. The Riverfront Walking Trail connects residents to the dog park, several softball/baseball fields, and a frisbee golf course that currently are not connected to the walking path.

Numerous studies in recent years have linked community parks to higher property values (and higher tax revenues), improved health for residents living near a park, and reduced crime rates. Green space in the city is far more than a line item battling against road repair and other funding initiatives on a yearly budget. It's an agent for community pride and placemaking and its programming and activities can greatly enhance the lives of its citizens.

The Mobridge Community Development Corporation hopes to partner with the City of Mobridge to expand the Mobridge Community Walking Path south along Main Street and 4th Ave E to connect with a new path along 2nd St S, east to Revheim Road and South to Revheim State Recreational Area (Figure 2). This would create new access points along the path, including the east municipal play park, Revheim Recreation Area, and the Main Street access point to the Riverfront Walking Trail. It would lead to greater connectivity to Main Street businesses and better walkability for residents on the south side of Mobridge.

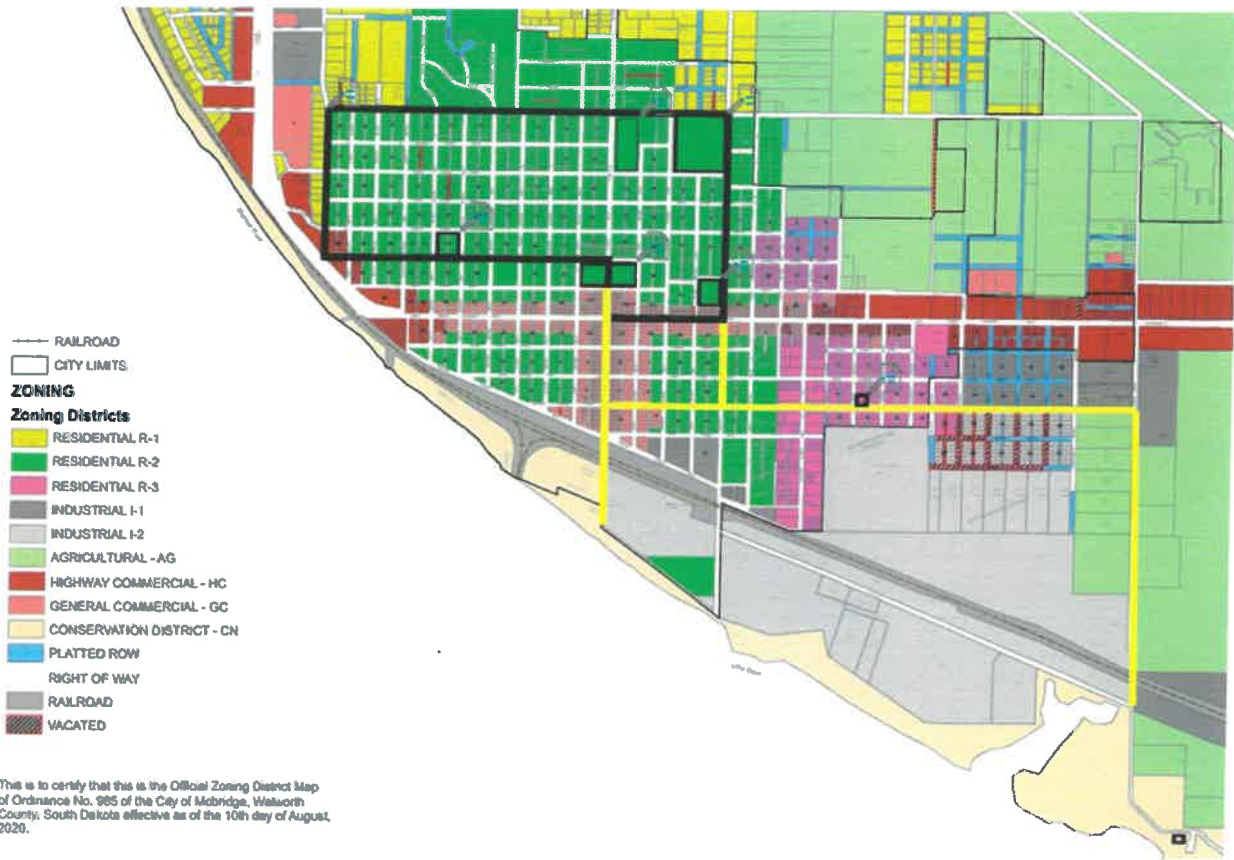


Figure 2. Proposed Walking Path, 2023

If this plan is approved, the Mobridge Community Development Corporation would like to begin work on the following fundraising projects immediately:

1. A planning project that includes environmental analysis, equity analysis, a community engagement plan, feasibility study, cost/benefit analysis, and any other pre-construction activities needed to get us shovel-ready
2. Wayfinding signage along the existing and expanded walking path route
3. Planned Legion Complex Upgrades, including backnetting, dugouts, spectator seating and upgrades the Hwy 1804 alongside the ballfields
4. A sidewalk, curb and gutter fund for landowners along the walking path who either do not have sidewalk currently or have a sidewalk in need of replacement
5. A new inclusive playground system and independent elements at the east municipal play park with a placemaking design inspired by Mobridge's unique history and culture
6. A new outdoor gym located at the west municipal play park adjacent to the Mobridge Senior Center
7. A dual-purpose multi-season splash pad and skating rink at the west municipal play park
8. Shade and structure improvements at the dog park
9. A community arts project along the walking path to help create placemaking and visual interest to encourage residents to enjoy healthy lifestyles

(http://www.ecustomers.co/request.aspx?pid=52f8110c-c39a-4b37-ae63-0d4a10b08c4b)



Royalty Fields Contract Agreement

Donation Information

* Denotes required fields

Request Details

Request Fields

[More Info](#)

Impact Information

Questions/Answers	Current
Field Name:*	<input type="text"/>
Brief Project Description:*	<input type="text"/>
Project Commencement Date: *	<input type="text"/>
Estimated Project Completion Date: *	<input type="text"/>
Do you agree to send a six month progress report (if your project is not completed)?*	<input type="radio"/> Yes <input type="radio"/> No

Do you understand that you have 12 months to complete your field renovation and that if your project is not finished within one year, Royals Charities may ask you to return your Royalty Fields grant money?

Questions/Answers	Current
Renovation Limit*	<input type="radio"/> Yes <input type="radio"/> No
Are dedication ceremonies planned for the field/renovated field?*	<input type="radio"/> Yes <input type="radio"/> No
If yes, approximate date of ceremony:	<input type="text"/>
Are you interested in having a Royals guest at your ceremony?*	<input type="radio"/> Yes <input type="radio"/> No <i>(The Royals might be able to send a representative from the front office, alumni association, or current team, depending on the date and driving distance of the ceremony.)</i>
<p>The above organization agrees to:</p> <ul style="list-style-type: none"> - Recognize Royals Charities in any public announcement of the grant - Assist Royals Charities in efforts to publicize the receipt of this grant in your area - Display signage provided by Royals Charities in the form of a field plaque after project completion - Send a Six Month Update Report detailing work on the field if the project is not yet complete at that time - Send a final report describing how the Royalty Fields grant was used, receipts and "after" photos following the completion of the field renovation 	
Signature *	<input type="text"/>
Date *	<input type="text"/>

Help

Submit Report



Haden Merkel <mobridgecdc@gmail.com>

ACTION: Congrats- America Walks/GM 2022 Community Change Grant (City of Mobridge, SD)

6 messages

Nicole Smith <nsmith@americawalks.org>
To: mobridgecdc@gmail.com

Mon, Nov 21, 2022 at 6:08 PM

Thank you for your interest in the 2022 Community Change Grants. You are a recipient of one of the 15 grants sponsored by General Motors. We were excited to see such an overwhelming response to the announcement and received over 200 applications with many inspiring projects. It was wonderful to see the response from our network of passionate walking champions and we are looking forward to working with you in 2023 to bring your project to fruition.

There are a few housekeeping items to share with you as a new grant recipient. **Please read next steps carefully:**

1. Please complete the Google form by clicking **HERE** by **Monday, December 5th**. Once we have received your invoice form we will begin processing your payment. We use Bill.com and you may receive an invite to accept epayments vs check. Follow the instructions in that email to set up your epayment account, but **DO NOT** choose the option to send an invoice. I will create one in the system for you.
2. Please email your **organization's logo** and any photos/visuals relevant to your proposed project to me by **Monday, December 5th**.
3. If you have any questions/concerns about the grant going forward, I will be your point of contact. Please save my email address and reach out as necessary.
4. We will be touching base with you in the next week or two in regard to our public announcement in January. Please allow us this time to coordinate messaging and details before making a public announcement of your own.

That is all for now. Again, CONGRATS and have a great week!

Thanks,
Nicole

Nicole Smith, MPH
Operations and Program Manager
508-319-9632 (Eastern Time)
www.americawalks.org



Haden Merkel <mobridgecdc@gmail.com>
To: Heather Beck <cityhall@westriv.com>

Mon, Nov 21, 2022 at 6:53 PM

Hi Heather!

MCDC was awarded an America Walks Community Change Grant for \$1,500 to produce and install wayfinding signage from the Walking Path to the East Play Park! ❤️

I love that they shared that we were one of 15 organizations selected from over 200 that applied! Definitely makes me feel like our concept and plan for the East Play Park is one other funders might be interested in as well!



CITY OF MOBRIDGE

BIKE & WALK PATH



NORTH LOOP

Softball Fields .2 mi

 3 min  1 min





East Play Park .5 mi

 8 min  2 min



Elem School .8 mi

 12 min  4 min





Pleasant Drive In

2nd Ave E and 20th
Main and 20th

To Airport

Higgin Stadium

Comerstone
Community Church

American Legion Field

Mabridge
Municipal
Airport

Mabridge Pool

Mabridge Pollock School

Airport

10th St and Grand

West Play Park

City Park

Edenbridge

East Play Park

Revelheim and 3rd Aves

Riverfront Walking Trail

Main St crossing

4th St and 3rd Aves

Revelheim

Softball fields

To Revelheim

Revelheim

Google 100%

700 m

Camera: 6,544 m 45°32'58"N 100°26'02"W 513 m



MOBRIDGE POLICE DEPARTMENT

Shawn Madison, Chief of Police
110 1st Avenue East, Moberidge, SD 57601

BUSINESS: (605) 845-5000

FAX: (605) 845-2034

EMAIL: police@moberidgepolice.org

2022 Overview

North Central Regional 911 Center had 17,402 calls for service in 2022, which is 1,450 calls per month (roughly).

The Moberidge Police Department had 2,943 calls for service in 2022, which is roughly 245.25 calls per month that the Police Department responded too.

Contractor's Application for Payment

Owner: <u>City of Mobridge</u>	Owner's Project No.: <u>21108</u>
Engineer: <u>Moore Engineering, Inc.</u>	Engineer's Project No.: <u>21108</u>
Contractor: <u>Northern Plains Contracting, Inc.</u>	Contractor's Project No.: <u>22-980</u>
Project: <u>Wastewater Treatment Plant Headworks Improvements</u>	
Contract: <u>Wastewater Treatment Plant Headworks Improvements</u>	
Application No.: <u>6</u>	Application Date: <u>1/30/2023</u>
Application Period: From <u>1/1/2023</u> to <u>1/31/2023</u>	

1. Original Contract Price	\$1,679,800.00
2. Net change by Change Orders	\$ 2,159.78
3. Current Contract Price (Line 1 + Line 2)	\$ 1,681,959.78
4. Total Work completed and materials stored to date (Sum of Column G Lump Sum Total)	\$ 884,436.74
5. Retainage	
a. 5% X \$ 253,256.78 Work Completed	\$ 12,662.84
b. 5% X \$ 631,179.96 Stored Materials	\$ 31,559.00
c. Total Retainage (Line 5.a + Line 5.b)	\$ 44,221.84
6. Amount eligible to date (Line 4 - Line 5.c)	\$ 840,214.90
7. Less previous payments (Line 6 from prior application)	\$ 572,282.14
8. Amount due this application	\$ 267,932.76
9. Balance to finish, including retainage (Line 3 - Line 6)	\$ 841,744.88

Payment Recommended By Engineer \$ 267,932.76
(Line 8 or other - attach explanation of the other amount)

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

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: Northern Plains Contracting INC.
Signature: Wade DeVlioger **Date:** 1/30/23

Recommended by Engineer	Approved by Owner
By: _____	By: _____
Title: _____	Title: _____
Date: _____	Date: _____
Approved by Funding Agency	
By: _____	By: _____
Title: _____	Title: _____
Date: _____	Date: _____

Progress Estimate - Lump Sum Work

Owner: City of Moberge
Engineer: Moore Engineering, Inc.
Contractor: Northern Plains Contracting, Inc.
Project: Wastewater Treatment Plant Headworks Improvements
Contract: Wastewater Treatment Plant Headworks Improvements

Contractor's Application for Payment

Owner's Project No.: 21108
Engineer's Project No.: 22-980
Contractor's Project No.:

Application No.:		6		Application Period:		From 01/01/23 to 01/31/23		Application Date:		01/30/23	
Item No.	Description	Scheduled Value (\$)	From C	to E	Work Completed (D + E) From Previous Application (\$)	This Period (\$)	Materials Currently Stored (not in D or E) (\$)	Work Completed and Materials Stored to Date (D + E + F) (\$)	% of Scheduled Value (G / C) (%)	H	Balance to Finish (C - G) (\$)
		Project Totals	\$ 1,681,959.78	\$ 197,616.78	\$ 55,640.00	\$ 631,179.96	\$ 884,436.74	53%			\$ 797,523.04

Stored Materials Summary

Owner: City of Moberg
 Engineer: Moore Engineering, Inc.
 Contractor: Northern Plains Contracting, Inc.
 Project: Wastewater Treatment Plant Headworks Improvements
 Contract: Wastewater Treatment Plant Headworks Improvements

Contractor's Application for Payment

Owner's Project No.: 21108
 Engineer's Project No.: 22-980
 Contractor's Project No.:

Application No.:		6		Application Period:		01/01/23		to		01/31/23		Application Date:		12/27/22	
A	B	C	D	E	F	G	H	I	J	K	L	M			
Item No. (Lump Sum Tab) or Bid Item No. (Unit Price Tab)	Supplier Invoice No.	Submittal No. (with Specification Section No.)	Description of Materials or Equipment Stored	Storage Location	Application No. When Materials Placed in Storage	Previous Amount Stored (\$)	Amount Stored this Period (\$)	Amount Stored to Date (G+H) (\$)	Amount Previously Incorporated in the Work (\$)	Amount Incorporated in the Work this Period (\$)	Total Amount Incorporated in the Work (J+K) (\$)	Materials Remaining in Storage (I-L) (\$)			
Electrical - Miliker	101891950.00	7.1	DSG	Job Site	2	23,934.08		23,934.08				23,934.08			
Electrical - Miliker	101891949.00	7.1	DSG	Job Site	2	559.27		559.27				559.27			
Piping (Material an	296200	5	DSG	Job Site	2	308.87		308.87				308.87			
Piping (Material an	348283	3 & 4	CORE & MAIN	Job Site	3	2,447.84		2,447.84				2,447.84			
Pumps (Labor and I	3113	13	CORE & MAIN	Job Site	3	4,516.92		4,516.92				4,516.92			
Pumps (Labor and I	3113	13	EPIC INTERNATIONAL	Job Site	3	8,830.00		8,830.00				8,830.00			
G (Materials and In	RH7456.1	22	EPIC INTERNATIONAL	Job Site	4	26,000.00		26,000.00				26,000.00			
Pumps (Labor and I	3134	13	Rodney Hunt	Job Site	4	36,500.00		36,500.00				36,500.00			
VAC/Plumbing - Fa	129863	10 & 12	EPIC INTERNATIONAL	Job Site	5	128,000.00		128,000.00				128,000.00			
VAC/Plumbing - Fa	130446	11	O'CONNOR COMPANY	Job Site	5	5,356.95		5,356.95				5,356.95			
VAC/Plumbing - Fa	129585	10	O'CONNOR COMPANY	Job Site	5	8,583.90		8,583.90				8,583.90			
VAC/Plumbing - Fa	130917	9.1	O'CONNOR COMPANY	Job Site	5	1,815.83		1,815.83				1,815.83			
VAC/Plumbing - Fa	131167	11	O'CONNOR COMPANY	Job Site	5	3,810.57		3,810.57				3,810.57			
Misc Metals	20716	17	O'CONNOR COMPANY	Job Site	5	187,588.04		187,588.04				187,588.04			
Misc Metals	20685	18&19	Mild America Steel, Inc	Job Site	6	12,853.50		12,853.50				12,853.50			
ssco (Vulcan) Mater	22121-17466	15	Mild America Steel, Inc	Job Site	6	11,077.00		11,077.00				11,077.00			
Piping (Material an	Q616008	1,3,4	Vulcan Industries, Inc	Job Site	6	129,643.75		129,643.75				129,643.75			
Piping (Material an	S096329	4	CORE & MAIN	Job Site	6	21,082.69		21,082.69				21,082.69			
Piping (Material an	S258834	4	CORE & MAIN	Job Site	6	17,550.29		17,550.29				17,550.29			
Piping (Material an	S258342	32	CORE & MAIN	Job Site	6	72.48		72.48				72.48			
				Job Site	6	647.98		647.98				647.98			
Totals						\$ 438,252.27	\$ 192,927.69	\$ 631,179.96	\$	\$	\$	\$ 612,908.21	\$	\$	\$



705 QUADDEE DRIVE SW | PO BOX 725 | WATERTOWN, SD 57201
 605.886.4672 TOLL FREE: 800.310.4672 FAX: 605.886.4674

www.dakotapumpandcontrol.com

Estimate

Quoted To:
Mobridge (City of) 114 1st Ave East Mobridge, SD 57601

Date	Estimate #
1/31/2023	8836

Customer Phone
605-845-2102

Customer Fax
605-845-3309

Attn:	Daron
-------	-------

Project	Rep
WTP High Service Pump	Dave

Description	Qty	U/M	Cost	Total
High Service Vertical Turbine Pump Refurbishment to Include: - New 4 Stage, 11CMC Bowl Assembly - Stainless Steel Shaft and Couplings w/sleeves - 8" threaded column and couplings w/Sst spiders - Packing Box Assembly - Tnemec 140 Epoxy Coating - Shop Labor, Sandblasting, Assembly	1	ea	18,575.00	18,575.00
60hp US Motor Refurbishment, Varnish, Bake and New Bearings	1	ea	1,650.00	1,650.00

*Prices exclude freight, tax, installation and travel expenses.
 *Prices valid for 1 week.
 *Delivery is approximately 8-12 weeks. Delays can be expected.
 *Items not specifically listed or any unforeseen circumstances would be an additional cost.

Please note: Shortages, costs, lead times and freight are increasing due to global challenges. As a result, products that are affected by this may need to have price and lead time confirmed at time of order placement. Unless otherwise noted, this quote does not include freight and/or applicable taxes. Credit card payments are subject to a 3.5% processing fee. If Accepted; Payment Terms: Net 30 days from time of shipment. 2% Interest per month will be charged after 30 days. To purchase the equipment and/or services on this quote please sign and date in the space provided and return to DPC.

Subtotal	\$20,225.00
Sales Tax	
Total	

Customer Signature _____

8.

January Building Permits

Beacon of Hope Mission	1300 North Main	Changing 2 bathroom door Sizes from 32" to 36"	\$1,000.00
Kyle Jensen	609 4th Ave West	House Renovations	\$25,000.00

\$26,000.00

2 Total Permits

ORDINANCE NO. 23-01

AN ORDINANCE ENTITLED: AN ORDINANCE IN REVISION OF TITLE 9 – LOW DENSITY RESIDENTIAL DISTRICT (R-1), SECTION 9.05, SUBSECTION 1 OF THE ZONING ORDINANCES OF THE CITY OF MOBRIDGE, SOUTH DAKOTA PERTAINING TO INCREASE THE PERMITTED HEIGHT OF ACCESSORY STRUCTURES TO 24 FEET.

BE IT ORDAINED by the City of Mobridge, South Dakota:

That TITLE 9, SECTION 9.05, SUBSECTION 1 OF THE ZONING ORDINANCES OF THE CITY OF MOBRIDGE, SOUTH DAKOTA shall be amended to read as follows:

9.05 Requirements for Accessory Structures. An accessory building may be erected detached from the principal building or may be erected as an integral part of the principal building, or it may be connected by a breezeway or similar structure. No accessory building shall be erected in any required yard other than a rear yard, except as hereinafter provided. Any accessory building not in a rear yard whether detached from or connected with the principal building shall be so placed as to meet all yard requirements for a principal building. If located in a rear yard, both detached and connected accessory structures shall be subject to the requirements set forth in the following paragraphs:

1. The height of such accessory buildings shall not exceed twenty four (24') feet and the distance of such buildings from other separate buildings on the same lot shall be at least six (6') feet except that a breezeway, at least six (6') feet in length, may connect an accessory building with a principal building.

APPROVED: _____
Mayor

Passed First Reading: _____

Passed Second Reading: _____

Adopted: _____

Published: _____

Effective: _____

ATTEST: _____

Finance Officer

(SEAL)

ORDINANCE NO. 23-02

AN ORDINANCE ENTITLED: AN ORDINANCE IN REVISION OF TITLE 10 – MEDIUM DENSITY RESIDENTIAL DISTRICT (R-2), SECTION 10.05, SUBSECTION 1 OF THE ZONING ORDINANCES OF THE CITY OF MOBRIDGE, SOUTH DAKOTA PERTAINING TO INCREASE THE PERMITTED HEIGHT OF ACCESSORY STRUCTURES TO 24 FEET.

BE IT ORDAINED by the City of Mobridge, South Dakota:

That TITLE 10, SECTION 10.05, SUBSECTION 1 OF THE ZONING ORDINANCES OF THE CITY OF MOBRIDGE, SOUTH DAKOTA shall be amended to read as follows:

10.05 Requirements for Accessory Structures. An accessory building may be erected detached from the principal building or may be erected as an integral part of the principal building, or it may be connected by a breezeway or similar structure. No accessory building shall be erected in any required yard other than a rear yard, except as hereinafter provided. Any accessory building not in a rear yard whether detached from or connected with the principal building shall be so placed as to meet all yard requirements for a principal building. If located in a rear yard, both detached and connected accessory structures shall be subject to the requirements set forth in the following paragraphs:

1. The height of such accessory buildings shall not exceed twenty four (24') feet and the distance of such buildings from other separate buildings on the same lot shall be at least six (6') feet except that a breezeway, at least six (6') feet in length, may connect an accessory building with a principal building.

APPROVED: _____
Mayor

Passed First Reading: _____

Passed Second Reading: _____

Adopted: _____

Published: _____

Effective: _____

ATTEST: _____

Finance Officer

(SEAL)

ORDINANCE NO. 23-03

AN ORDINANCE ENTITLED: AN ORDINANCE IN REVISION OF TITLE 11 – MEDIUM DENSITY RESIDENTIAL AND MOBILE HOME DISTRICT (R-3), SECTION 11.05, SUBSECTION 1 OF THE ZONING ORDINANCES OF THE CITY OF MOBRIDGE, SOUTH DAKOTA PERTAINING TO INCREASE THE PERMITTED HEIGHT OF ACCESSORY STRUCTURES TO 24 FEET.

BE IT ORDAINED by the City of Mobridge, South Dakota:

That TITLE 11, SECTION 11.05, SUBSECTION 1 OF THE ZONING ORDINANCES OF THE CITY OF MOBRIDGE, SOUTH DAKOTA shall be amended to read as follows:

11.05 Requirements for Accessory Structures. An accessory building may be erected detached from the principal building or may be erected as an integral part of the principal building, or it may be connected by a breezeway or similar structure. No accessory building shall be erected in any required yard other than a rear yard, except as hereinafter provided. Any accessory building not in a rear yard whether detached from or connected with the principal building shall be so placed as to meet all yard requirements for a principal building. If located in a rear yard, both detached and connected accessory structures shall be subject to the requirements set forth in the following paragraphs:

1. The height of such accessory buildings shall not exceed twenty four (24') feet and the distance of such buildings from other separate buildings on the same lot shall be at least six (6') feet except that a breezeway, at least six (6') feet in length, may connect an accessory building with a principal building.

APPROVED: _____
Mayor

Passed First Reading: _____

Passed Second Reading: _____

Adopted: _____

Published: _____

Effective: _____

ATTEST: _____

Finance Officer

(SEAL)

DAKTRONICS SHOT CLOCKS

Valid for 60 days

Daktronics, Inc. appreciates the opportunity to provide you this pricing to add shot clocks to your basketball scoring system. The below pricing reflects an equipment list based on the information you provided on Daktronics.com and should be reviewed with a Daktronics sales rep at the time of purchase.

EQUIPMENT AND SERVICES

Wireless Package #5: Stand Alone Shot Clocks

Includes:

- (2) BB-2114 PanaView® Shot Clocks
- (2) Wireless Receivers
- Wireless All Sport® 1600 Console
- Start/Stop Switch Handheld Unit



Freight **not included**
Installation **not included**
Taxes **not included**

TOTAL PRICE \$ 4,139.00 (amount in USD)

[SHOT CLOCK PRODUCT SPECIFICATIONS AND INSTALLATION GUIDE](#)
[LED LIGHT STRIPS PRODUCT SPECIFICATIONS AND INSTALLATION GUIDE](#)

For Purchasing Cooperative discounts, please reference the Coop when contacting Daktronics to place your order.

HOW TO PLACE AN ORDER

Before submitting a PO, contact your Daktronics shot clock sales rep to secure finalized order documentation.

www.daktronics.com

201 Daktronics Dr. Brookings, SD 57006
tel: 800-325-8766 email: sales@daktronics.com
24 May 2022



DAKTRONICS QUOTE # 816513-1-0

CITY OF MOBRIDGE
 Heather Beck
 114 1st Ave E
 Mobridge, SD USA 57601
 Phone: (605)845-3509
 Fax:
 Email: cityhall@westriv.com

24/Jan/2023
 Quote valid for: 60 days
 Terms: Net 30 days from shipment with
 Purchase Order
 Subject to Credit Review
 FCA: DESTINATION
 Delivery: Call for Production Time

Reference: Shot Clocks

Item No.	Model	Description	Qty	Price
1	BB-2114-R-PV	Tuff Sport® PanaView® Shot Timer; 2 Displays; Scoreboard Color: Semi-Gloss Black; Daktronics does not supply mounting brackets - contact backstop manufacturer. Cabinet Dimensions: 1' 7" H X 1' 10" W X 0' 6" D (Approx. Dimensions) Digit Type: PANAVIEW Digit Color: RED Max Power: 40 watts/display Weight: Unpackaged 15 lbs per display; Packaged 32 lbs per display	1	\$4,940.00
	AS-1600 Kit	All Sport® 1600 Control Console Kit	1	
	Indoor Scoreboard Radio Communication (Transmitter)	Frequency of 2.4 GHz	1	
	Radio Receiver	Frequency of 2.4 GHz	2	
2	FREIGHT	Shipping to site via LTL (enclosed trailer). Usually unloads at a dock. Forklift or pallet jack may be required.	1	\$290.00
Services				
3	G5C5-W	Five Year Warranty - Parts Coverage - G5G5	1	

Total Price Excluding Applicable Tax:	\$5,230.00
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Please reference listed sales literature: DD1628383 for G5C5-W, DD2481873 for BB-2114-R-PV, SL-04352 for AS-1600 Kit, SL-04370 for Indoor Scoreboard Radio Communication (Transmitter), SL-04370 for Radio Receiver



11

KOHLMAN, BIERSCHBACH & ANDERSON, LLP
CERTIFIED PUBLIC ACCOUNTANTS

PARTNERS

WILLIAM J BACHMEIER, CPA
CHRISTINE OLSEN, CPA
EMILY SCHAEFERS, CPA

210 EAST GRAND CROSSING • PO BOX 460
MOBRIDGE, SD 57601
605- 845-3658 • 605- 845-3754 (FAX)
KBACPAS.COM

WITH OFFICES IN
MILLER, SOUTH DAKOTA

January 19, 2023

To City Council and Finance Officer
City of Mobridge
Mobridge, SD 57601

We are pleased to confirm our understanding of the services we are to provide for City of Mobridge for the year ended December 31, 2022.

Audit Scope and Objectives

We will audit the financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information, including the disclosures, which collectively comprise the basic financial statements, of City of Mobridge as of and for the year ended December 31, 2022. Accounting standards generally accepted in the United States of America (GAAP) provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement City of Mobridge's basic financial statements. Such information, although not part of the basis financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of the financial reporting for placing the basic financial statement in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to City of Mobridge's RSI in accordance with auditing standards generally accepted in the United States of America (GAAS). These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by GAAP and will be subjected to certain limited procedures, but will not be audited:

1. Management's discussion and analysis
2. Pension schedules

We have also been engaged to report on supplementary information other than RSI that accompanies City of Mobridge's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with GAAS, and we will provide an opinion on it in relation to the financial statements as a whole, in a report combined with our auditors' report on the financial statements:

1. Budgetary comparison schedules

2. Schedule of changes in long-term debt .
3. Combining financial statements
4. Schedule of expenditures of federal awards

In connection with our audit of the basic financial statements, we will read the following other information and consider whether a material inconsistency exists between the other information and the basic financial statements, or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report:

1. Annual report

We expect that you will provide the final version of all documents comprising the annual report, including other information, prior to the date of the auditors' report so that required audit procedures can be completed prior to the issuance of the auditors' report. If obtaining the final version of these documents is not possible prior to the date of the auditors' report, that the documents will be provided as soon as practicable, and that the entity will not issue the annual report prior to providing them to the auditor. The potential implications of providing the documents after the date of the auditors' report, including any actions that may be necessary in the event the auditor concludes that there is a material misstatement.

The objectives of our audit are to obtain reasonable assurance about whether the financial statements as a whole are free from misstatement, whether due to fraud or error, and issue an auditors' report that includes our opinions about whether your financial statements are fairly presented, in all material respects, in conformity with modified cash basis of accounting, and report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and Government Auditing Standards will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgement of a reasonable user made based on the financial statements. The objectives also include reporting on:

- Internal control over financial reporting and compliance with provisions of laws, regulations, contracts, and award agreements, noncompliance with which could have a material effect on the financial statements in accordance with Government Auditing Standards.
- Internal control over compliance related to major programs and an opinion (or disclaimer of opinion) on compliance with federal statutes, regulations, and the terms and conditions of federal awards that could have a direct and material effect on each major program in accordance with the Single Audit Act Amendments of 1996 and Title 2 U.S. Code of Federal Regulations (CFR) Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance).

Auditors' Responsibilities for the Financial Statements and Single Audit

We will conduct our audit in accordance with GAAS; the standards for financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States; the Single Audit Act Amendments of 1996; and the provisions of the Uniform Guidance, and will include tests of accounting records, a determination of major program(s) in accordance with the Uniform Guidance, and other procedures we consider necessary to enable us to express such opinions. As part of an audit in accordance with GAAS and Government Auditing Standards, we exercise professional judgment and maintain professional skepticism throughout the audit.

We will evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management. We will also evaluate the overall presentation of the financial statements, including the disclosures, and determine whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatements, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government. Because the determination of waste and abuse is subjective, Government Auditing Standards do not expect auditors to perform specific procedures to detect waste or abuse in financial audits nor do they expect auditors to provide reasonable assurance of detecting waste or abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is an unavoidable risk that some material misstatements or noncompliance may not be detected by us, even though the audit is properly planned and performed in accordance with GAAS and Government Auditing Standards. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements or on major programs. However, we will inform the appropriate level of management of any material errors, any fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. We will include such matters in the reports required for a Single Audit. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

In connection with this engagement, we may communicate with you or others via email transmission. As emails can be intercepted and read, disclosed, or otherwise used or communicated by an unintended third party, or may not be delivered to each of the parties to whom they are directed and only to such parties, we cannot guarantee or warrant that emails from us will be properly delivered and read only by the addressee. Therefore, we specifically disclaim and waive any liability or responsibility whatsoever for interception or unintentional disclosure of emails transmitted by us in connection with the performance of this engagement. In that regard, you agree that we shall have no liability for any loss or damage to any person or entity resulting from the use of email transmissions, including any consequential, incidental, direct, indirect, or special damages, such as loss of revenues or anticipated profits, or disclosure or communication of confidential or proprietary information.

We will also conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the government's ability to continue as a going concern for a reasonable period of time.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, tests of the physical existence of inventories, and direct confirmation of receivables and certain assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will also request written representation from your attorneys as part of the engagement.

We have identified the following significant risks of material misstatement as part of our audit planning:

1. Risk of management override of controls.
2. The auditors prepare the financial statements.
3. Lack of segregation of duties due to small number of staff in the finance office.
4. Improper revenue recognition.

Our audit of financial statements does not relieve you of your responsibilities.

Audit Procedures - Internal Control

We will obtain an understanding of the government and its environment, including internal control relevant to the audit, sufficient to identify and assess the risks of material misstatement of the financial statements, whether due to error or fraud, and to design and perform audit procedures responsive to those and obtain evidence that is sufficient and appropriate to provide a basis for our opinions. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to Government Auditing Standards.

As required by the Uniform Guidance, we will perform tests of controls over compliance to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each major federal award program. However, our tests will be less in scope than would be necessary to render an opinion on those controls and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to the Uniform Guidance.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards, Government Auditing Standards, and the Uniform Guidance.

Audit Procedures—Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of City of Mobridge's compliance with provisions of applicable laws, regulations, contracts, and agreements, including grant agreements. However, the objective of those procedures will not be to provide an opinion on overall compliance, and we will not express such an opinion in our report on compliance issued pursuant to Government Auditing Standards.

The Uniform Guidance requires that we also plan and perform the audit to obtain reasonable assurance about whether the auditee has complied with federal statutes, regulations, and the terms and conditions of federal awards applicable to major programs. Our procedures will consist of tests of transactions and other applicable procedures described in the OMB Compliance Supplement for the types of compliance requirements that could have a direct and material effect on each of City of Mobridge's major programs. For federal programs that are included in the Compliance Supplement, our compliance and internal control procedures will relate to the compliance requirements that the Compliance Supplement identifies as being subject to audit. The purpose of these procedures will be to express an opinion on City of Mobridge's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to the Uniform Guidance.

Other Services

We will also assist upon request in preparing the financial statements, pension schedules, combining financial statements, schedule of expenditures of federal awards, schedule of long-term debt, budgetary comparison schedules, related notes, as well as consultation in connection with adjusting journal entries of City of Mobridge in conformity with the modified cash basis of accounting and the Uniform Guidance based on information

provided by you. These non-audit services do not constitute an audit under Government Auditing Standards and such services will not be conducted in accordance with Government Auditing Standards. We will perform the services in accordance with applicable professional standards. The other services are limited to the financial statements, pension schedules, combining financial statements, schedule of expenditures of federal awards, schedule of long-term debt, budgetary comparison schedules, related notes, as well as consultation in connection with adjusting journal entries services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

You agree to assume all management responsibilities for the financial statements, pension schedules, combining financial statements, schedule of expenditures of federal awards, schedule of long-term debt, budgetary comparison schedules, related notes, and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements, pension schedules, combining financial statements, schedule of expenditures of federal awards, schedule of long-term debt, budgetary comparison schedules, related notes prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the nonaudit services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

We will also prepare the trial balance for use during the audit. Our preparation of the trial balance will be limited to formatting information into a working trial balance based on management's chart of accounts.

Responsibilities of Management for the Financial Statements and Single Audit

Our audit will be conducted on the basis that you acknowledge and understand your responsibility for (1) designing, implementing, establishing, and maintaining effective internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including internal controls over federal awards, and for evaluating and monitoring ongoing activities to help ensure that appropriate goals and objectives are met; (2) following laws and regulations; (3) ensuring that there is reasonable assurance that government programs are administered in compliance with compliance requirements; and (4) ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles; for the preparation and fair presentation of the financial statements, schedule of expenditures of federal awards, and all accompanying information in conformity with the modified cash basis of accounting and for compliance with applicable laws and regulations (including federal statutes) and the provisions of contracts and grant agreements (including award agreements). Your responsibilities also include identifying significant contractor relationships in which the contractor has responsibility for program compliance and for the accuracy and completeness of that information.

You are responsible for including all informative disclosures that are appropriate for the modified cash basis of accounting. Those disclosures will include (1) a description of the modified cash basis of accounting, including a summary of significant accounting policies, and how the modified cash basis of accounting differs from GAAP, (2) informative disclosures similar to those required by GAAP, and (3) additional disclosures beyond those specifically required that may be necessary for the financial statements to achieve fair presentation.

You are responsible for making drafts of financial statements, pension schedules, combining financial statements, schedule of expenditures of federal awards, schedule of long-term debt, budgetary comparison schedules, and related notes available to us and for the accuracy and completeness of that information (including information from outside of the general and subsidiary ledgers). You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, identification of all related parties and

all related-party relationships and transactions; and other matters; (2) access to personnel, accounts, books, records, supporting documentation, and other information as needed to perform an audit under the Uniform Guidance; (3) additional information that we may request for the purpose of the audit; and (4) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence. At the conclusion of our audit, we will require certain written representations from you about the financial statements; schedule of expenditures of federal awards; federal award programs; compliance with laws, regulations, contracts, and grant agreements; and related matters.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements of each opinion unit taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations, contracts, agreements, and grants. You are also responsible for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts, and grant agreements that we report. Additionally, as required by the Uniform Guidance, it is management's responsibility to evaluate and monitor noncompliance with federal statutes, regulations, and the terms and conditions of federal awards; take prompt action when instances of noncompliance are identified including noncompliance identified in audit findings; promptly follow up and take corrective action on reported audit findings; and prepare a summary schedule of prior audit findings and a separate corrective action plan. The summary schedule of prior audit findings should be available for our review during fieldwork.

You are responsible for identifying all federal awards received and understanding and complying with the compliance requirements and for the preparation of the schedule of expenditures of federal awards (including notes and noncash assistance received, and COVID-19-related concepts, such as lost revenues, if applicable) in conformity with the Uniform Guidance. You agree to include our report on the schedule of expenditures of federal awards in any document that contains, and indicates that we have reported on, the schedule of expenditures of federal awards. You also agree to include the audited financial statements with any presentation of the schedule of expenditures of federal awards that includes our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the schedule of expenditures of federal awards in accordance with the Uniform Guidance; (2) you believe the schedule of expenditures of federal awards, including its form and content, is stated fairly in accordance with the Uniform Guidance; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the schedule of expenditures of federal awards.

You are also responsible for the preparation of the other supplementary information, which we have been engaged to report on, in conformity with the modified cash basis of accounting. You agree to include our report on the supplementary information in any document that contains, and indicates that we have reported on, the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with the modified cash basis of accounting; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with the modified cash basis of accounting; (3) the methods of measurement or presentation have not changed from those used in the prior

period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits, or other studies related to the objectives discussed in the Audit Scope and Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions for the report, and for the timing and format for providing that information.

With regard to including the auditors' report in an exempt offering document, you agree that the aforementioned auditors' report, or reference to Kohlman, Bierschbach, & Anderson, LLP, will not be included in any such offering document without our prior permission or consent. Any agreement to perform work in connection with an exempt offering document, including an agreement to provide permission or consent, will be a separate engagement. With regard to an exempt offering document with which Kohlman, Bierschbach, & Anderson, LLP is not involved, you agree to clearly indicate in the exempt offering document that Kohlman, Bierschbach, & Anderson, LLP is not involved with the contents of such offering document. With regard to publishing the financial statements on your website, you understand that websites are a means of distributing information and, therefore, we are not required to read the information contained in those sites or to consider the consistency of other information on the website with the original document.

Engagement Administration, Fees, and Other

We understand that your employees will prepare all cash, accounts receivable, or other confirmations we request and will locate any documents selected by us for testing.

At the conclusion of the engagement, we will complete the appropriate sections of the Data Collection Form that summarizes our audit findings. It is management's responsibility to electronically submit the reporting package (including financial statements, schedule of expenditures of federal awards, summary schedule of prior audit findings, auditors' reports, and corrective action plan) along with the Data Collection Form to the federal audit clearinghouse. We will coordinate with you the electronic submission and certification. The Data Collection Form and the reporting package must be submitted within the earlier of 30 calendar days after receipt of the auditors' reports or nine months after the end of the audit period.

We will provide copies of our reports to the City of Mobridge and SD Department of Legislative Audit; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the property of Kohlman, Bierschbach, & Anderson LLP and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and, in a timely manner to Department of Legislative Audit or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Kohlman, Bierschbach, & Anderson LLP personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date or for any additional period requested by the Department of Legislative Audit. If we are aware that a federal awarding agency, pass-through entity, or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

Christine Olsen is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to them. We expect to begin our audit on approximately May 16, 2023 and issue our report no later than September 30, 2023.

To ensure that Kohlman, Bierschbach, & Anderson, LLP's independence is not impaired under the AICPA Code of Professional Conduct, you agree to inform the engagement partner before entering into any substantive employment discussions with any of our personnel.

Our fee for these services will be at our standard hourly rates plus out-of-pocket costs (such as report reproduction, word processing, postage, travel, copies, telephone, etc.) except that we agree that our gross fee, including expenses, will not exceed:

Financial Statement Audit	\$ 18,800
Single Audit (This fee assumes the audit of up to one federal programs.	
Any additional federal programs will be billed at \$2,400 per additional program)	<u>3,500</u>
	<u>\$ 22,300</u>

Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

Reporting

We will issue written reports upon completion of our Single Audit. Our reports will be addressed to City Council and Finance Officer of City of Mobridge. We will make reference to Independent Audit Services, PC's audit of Mobridge Housing and Redevelopment Commission in our report on your financial statements. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinions, add a separate section, or add an emphasis-of-matter or other-matter paragraph to our auditors' report, or if necessary, withdraw from this engagement. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If circumstances occur related to the condition of your records, the availability of sufficient, appropriate audit evidence, or the existence of a significant risk of material misstatement of the financial statements caused by error, fraudulent financial reporting, or misappropriation of assets, which in our professional judgment prevent us from completing the audit or forming an opinion on the financial statements, we retain the right to take any course of action permitted by professional standards, including declining to express an opinion or issue reports, or withdrawing from the engagement.

The Government Auditing Standards report on internal control over financial reporting and on compliance and other matters will state that (1) the purpose of the report is solely to describe the scope of testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance, and (2) the report is an integral part of an audit performed in accordance with Government Auditing Standards in considering the entity's internal control and compliance. The Uniform Guidance report on internal control over compliance will state that the purpose of the report on

internal control over compliance is solely to describe the scope of testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Both reports will state that the report is not suitable for any other purpose.

Government Auditing Standards require that we provide you with a copy of our most recent external peer review report and any letter of comment, and any subsequent peer review reports and letters of comment received during the period of the contract. Our most current peer review report accompanies this letter.

You may request that we perform additional services not addressed in this engagement letter. If this occurs, we will communicate with you regarding the scope of the additional services and the estimated fees. We also may issue a separate engagement letter covering the additional services. In the absence of any other written communication from us documenting such additional services, our services will continue to be governed by the terms of this engagement letter.

We appreciate the opportunity to be of service to City of Mobridge and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the attached copy, and return it to us.

Very truly yours,

*Kohlman Bierschbach
& Anderson LLP*

Kohlman, Bierschbach, and Anderson LLP

RESPONSE:

This letter correctly sets forth the understanding of City of Mobridge.

Management signature: _____

Title: _____

Date: _____

Governance signature: _____

Title: _____

Date: _____



4334 18th Avenue S.
Ste 101
Fargo, ND 58103-7414

Phone: 701.237.6022
Toll Free: 888.237.6022
Fax: 701.280.1495

Report on the Firm's System of Quality Control

July 15, 2020

To the Partners of Kohlman, Bierschbach & Anderson, LLP
and the Peer Review Committee of the Oklahoma Society of CPA's

We have reviewed the system of quality control for the accounting and auditing practice of Kohlman, Bierschbach & Anderson, LLP (the firm) in effect for the year ended December 31, 2019. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a System Review as described in the Standards may be found at www.aicpa.org/prsummary. The summary also includes an explanation of how engagements identified as not performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

Firm's Responsibility

The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported in conformity with professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review.

Required Selections and Considerations

Engagements selected for review included engagements performed under Government Auditing Standards, including compliance audits under the Single Audit Act.

As a part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

Opinion

In our opinion, the system of quality control for the accounting and auditing practice of Kohlman, Bierschbach & Anderson, LLP in effect for the year ended December 31, 2019, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of pass, pass with deficiency(ies) or fail. Kohlman, Bierschbach & Anderson, LLP has received a peer review rating of pass.

Widmer Roel PC

Widmer Roel PC

12.

WALWORTH COUNTY
BOX 199
SELBY SD 57472
dkahl@walworthco.org
605-649-6498

01-13-2023

Dear Sirs

It has come to our attention that when the County is looking to abate taxes on a property within municipal city limits we need to have the Town Board approve the abatement.

I am sending you this paperwork for the Swanson property that is now in the county's name, to ask you to approve abatement of taxes owed for 2022 payable in 2023. If this abatement is approved, please sign the attached paperwork and return to this office. If you do not approve the abatement please sign is as rejected, not approved and send it back.

Thank You for your consideration



Debbie Kahl

Auditor

APPLICATION FOR ABATEMENT AND/OR REFUND OF PROPERTY TAXES

Tax Year (s) Payable 2023

Board of County Commissioners of Walworth County, South Dakota

NAME: WALWORTH COUNTY (BERNIE SWANSON)

MAILING ADDRESS: PO BOX 199

CITY, STATE, ZIP: SELBY SD 57472

Legal Description of Property: MOBRIDGE MAIN PARK ADDN LOT 19 BLK 19

Application for an abatement/refund of taxes is being presented due to the following reason (check applicable provision)

An error has been made in any identifying entry or description of the real property, in entering the valuation of the real property or in the extension of the tax, to the injury of the complainant;

Improvements on any real property were considered or included in the valuation of the real property, which did not exist on the real property at the time fixed by law for making the assessment;

The property is exempt from the tax;

The complainant had no taxable interest in the property assessed against the complainant at the time fixed by law for making the assessment;

Taxes have been erroneously paid or error made in noting payment or issuing receipt for the taxes paid;

The same property has been assessed against the complainant more than once in the same year, and the complainant produces satisfactory evidence that the tax for the year has been paid;

A loss occurred because of flood, fire, storm, or other unavoidable casualty;

Structures have been removed after the assessment date (upons verification by the director of equalization) Date structures removed _____;

missed the deadline as prescribed in §10-6A-4;

Applicant, having otherwise qualified for classification of owner-occupied single family dwelling, but missed the deadline as prescribed by law due to temporary duty assignment for the military;

Other _____

City/Town of MOBRIDGE

Approved

Chairman

Date

APPLICANT SHOULD USE THIS SPACE FOR FULL DESCRIPTION OF THE PROPERTY

DESCRIPTION OF PROPERTY	YEAR	VALUATION	TAX	Amount of Abatement or Refund	
				Asked	Allowed
5164	23	\$16,870.00	\$376.32	\$376.32	
Total Abatement					

I hereby apply for an refund of property taxes for the reasons stated.

Received and filed in my office this _____ day of _____.

Applicant's Signature

Walworth County Auditor/Deputy

APPROVED:

Walworth County Commission Chairman

Date

REJECTED:

Reason

Walworth County Commission Chairman

Date

Applicant Advised of action by notice:

Finance Officer / Deputy Finance Officer

Date

APPLICATION FOR ABATEMENT AND/OR REFUND OF PROPERTY TAXES

Tax Year (s) Payable 2023

Board of County Commissioners of Walworth County, South Dakota

NAME: GARY WALKING ELK (TAX DEED WALWORTH CO)
MAILING ADDRESS: PO BOX 199
CITY, STATE, ZIP: SELBY SD 57472
Legal Description of Property: LOWRY ORIGINAL LOT 10 BLK 5

Application for an abatement/refund of taxes is being presented due to the following reason (check applicable provision)

An error has been made in any identifying entry or description of the real property, in entering the valuation of the real property or in the extension of the tax, to the injury of the complainant;

Improvements on any real property were considered or included in the valuation of the real property, which did not exist on the real property at the time fixed by law for making the assessment;

The property is exempt from the tax;

The complainant had no taxable interest in the property assessed against the complainant at the time fixed by law for making the assessment;

Taxes have been erroneously paid or error made in noting payment or issuing receipt for the taxes paid;

The same property has been assessed against the complainant more than once in the same year, and the complainant produces satisfactory evidence that the tax for the year has been paid;

A loss occurred because of flood, fire, storm, or other unavoidable casualty;

Structures have been removed after the assessment date (upons verification by the director of equalization) Date structures removed _____;

missed the deadline as prescribed in §10-6A-4;

Applicant, having otherwise qualified for classification of owner-occupied single family dwelling, but missed the deadline as prescribed by law due to temporary duty assignment for the military;

Other _____

City/Town of MOBRIDGE

Approved

Chairman

Date

APPLICANT SHOULD USE THIS SPACE FOR FULL DESCRIPTION OF THE PROPERTY

DESCRIPTION OF PROPERTY	YEAR	VALUATION	TAX	Amount of Abatement or Refund	
				Asked	Allowed
5681	23	\$41,035.00	\$945.40	\$945.40	
Total Abatement					

I hereby apply for an refund of property taxes for the reasons stated.

Received and filed in my office this _____ day of _____.

Applicant's Signature

Walworth County Auditor/Deputy

APPROVED:

Walworth County Commission Chairman

Date

REJECTED:

Reason

Walworth County Commission Chairman

Date

Applicant Advised of action by notice:

Finance Officer / Deputy Finance Officer

Date

APPLICATION FOR ABATEMENT AND/OR REFUND OF PROPERTY TAXES

Tax Year (s) Payable 2023

Board of County Commissioners of Walworth County, South Dakota

NAME: LAVETTA FOX (TAX DEED WALWORTH CO)

MAILING ADDRESS: PO BOX 199

CITY, STATE, ZIP: SELBY SD 57472

Legal Description of Property: MOBRIDGE JAY-KRAFT 1ST ADDN LOT 6 BLK 3

Application for an abatement/refund of taxes is being presented due to the following reason (check applicable provision)

An error has been made in any identifying entry or description of the real property, in entering the valuation of the real property or in the extension of the tax, to the injury of the complainant;

Improvements on any real property were considered or included in the valuation of the real property, which did not exist on the real property at the time fixed by law for making the assessment;

The property is exempt from the tax;

The complainant had no taxable interest in the property assessed against the complainant at the time fixed by law for making the assessment;

Taxes have been erroneously paid or error made in noting payment or issuing receipt for the taxes paid;

The same property has been assessed against the complainant more than once in the same year, and the complainant produces satisfactory evidence that the tax for the year has been paid;

A loss occurred because of flood, fire, storm, or other unavoidable casualty;

Structures have been removed after the assessment date (upons verification by the director of equalization) Date structures removed _____;

missed the deadline as prescribed in §10-6A-4;

Applicant, having otherwise qualified for classification of owner-occupied single family dwelling, but missed the deadline as prescribed by law due to temporary duty assignment for the military;

Other _____

City/Town of MOBRIDGE

Approved

Chairman

Date

APPLICANT SHOULD USE THIS SPACE FOR FULL DESCRIPTION OF THE PROPERTY

DESCRIPTION OF PROPERTY	YEAR	VALUATION	TAX	Amount of Abatement or Refund	
				Asked	Allowed
5536	23	\$120,409.00	\$2,266.90	\$2,266.90	
Total Abatement					

I hereby apply for an refund of property taxes for the reasons stated.

Received and filed in my office this _____ day of _____.

Applicant's Signature

Walworth County Auditor/Deputy

APPROVED:

Walworth County Commission Chairman

Date

REJECTED:

Reason

Walworth County Commission Chairman

Date

Applicant Advised of action by notice:

Finance Officer / Deputy Finance Officer

Date

Memo

To: Council Members
From: Heather Beck
Date: February 8, 2023
Re: Salary Corrections

The first one is an error I made on the wage resolution. Daron Brown, Water Treatment Plant Manager was listed at \$22.45 and should be \$24.63 for 2023. Please make a motion to correct his hourly wage.

These corrections are for two of the dispatchers. Their wages do not match the wage scale per years of service. Per the wage scale, Cindy Rische should be \$23.75 per hour, she is currently at \$23.16. Mark Kaiser per the wage scale should be \$23.46 and is currently at \$22.85.

All effective January 2, 2023.

Please let me know if you have any questions.

Thanks,

Heather

1.4 Disclaimer

The City recognizes that South Dakota is an employment at-will state and the intent of the City is to maintain that employment at-will status of all employees. **This manual does not confer a contract of employment, and the employment relationship between the City and its employees may be terminated by either party at any time, with or without notice.** These policies are provided as a reference of present policies and not a guarantee of employment or specific employment benefits. The policies, procedures, rules, and benefits contained herein are subject to change upon a majority vote of the City Council.

4.8 Employment Offers:

After the proper authorities have selected an individual to fill a job vacancy, the individual will be notified of their selection by the immediate supervisor. A post offer of employment shall be extended, and a starting date established at this time. Employment offers are for at-will employment, under which the employment relationship may be terminated at any time with or without cause, with or without prior notice, by either the City or the employee.

POLICY 8: SEPARATION FROM MUNICIPAL SERVICE

8.1 General Policies:

Definitions

Voluntary Separation: Resignation, extended absence without proper notification, or retirement. Voluntary separation is initiated by the employee.

Involuntary Separation: Layoff or discharge. Involuntary separation is not initiated by the employee.

Return of City Property

City employees are expected to return all City property at the time of their departure from City service. The City reserves the right to withhold from the employee's final paycheck the amount for any property that is not returned or for which there is no explanation for the absence of the property. The City may take further action if necessary, to recover City property.

8.2 Voluntary Separation:

Resignation

A City employee may resign from City service by giving their direct supervisor written notice of their resignation. Said resignation is requested at least two weeks in advance of their leaving City service. The City Council may accept the employee's resignation as taking effect immediately.

Un-notified Absence

If an employee is absent for more than 3 consecutive days without proper notification in accordance with City policy, they shall be considered to have voluntarily resigned their position in City service. Re-instatement upon presentation of extenuating circumstances or reason for such absence shall be at the discretion of the City Council. Any un-notified absence of less than 3 days may result in disciplinary action.

Retirement Age

There is no mandatory retirement age for City employees.

8.3 Unemployment Compensation:

The City follows the state of South Dakota Unemployment laws as found in SDCL Title 61.

POLICY 9: DISCIPLINARY ACTION

Disciplinary actions shall be applied when the proper authority determines such actions are necessary. A disciplinary action may be in the form of oral reprimand, written reprimand, suspension, demotion or reassignment, or dismissal as defined below. The City may, but is not required to, apply these actions progressively, and for example, suspension or termination of employment may be applied as a first step of discipline. Employment is at-will and this disciplinary policy does not otherwise create any other employment relationship. The City reserves the right to suspend an employee with pay, however, such action is not deemed to be a disciplinary action.

9.1 Oral Reprimand:

An oral reprimand is a verbal statement, which may or may not be documented.

9.2 Written Reprimand:

A written reprimand is a written statement.

9.3 Suspension without Pay:

Removal from duties with the City for specified period, without pay, for up to 10 working days.

9.4 Demotion or Reassignment:

Demotion or reassignment includes reduction in pay (possibly including benefits), placement into a lower position, change of employee's duties within their current position, or any combination of such actions.

9.5 Dismissal:

Dismissal is termination of employment.

9.6 Grievance Procedure:

The following is the City's grievance policy. Employment with the City is at-will and adoption of this grievance policy does not otherwise create any other employment relationship. The following procedure is not available to an elected or appointed employee.

1. Grievance Claims:

An employee who is not in the employee-in-training period may file a written grievance with their immediate supervisor regarding a term or condition of employment. Such grievance must be filed within 5 working days (working days does not mean calendar days) from the date on which the employee became aware of the action or should have reasonably been aware of the action.

2. Appeal:

If not satisfied with the immediate supervisor's response, the employee may appeal the decision to the City Council. The appeal must be filed within 5 working days of notice of the decision upon which the appeal is based. If not satisfied with the City Council's decision, then the requirements of SDCL 3-18-15.2 shall be followed.

3. Voluntary separations and grievances:

Except where protected activity is involved, employees who voluntarily terminate their employment will have any outstanding or unresolved grievances immediately dismissed.

City of Mobridge

Memo

To: City Council
From: Heather
Date: February 8, 2023
Re: Surplus Property

-
- - 1 – 22" Toro Push Lawnmower with no bagger
 - 1 – 21" Craftsman Push Lawnmower with no bagger
 - 1 – 21" YARD Machine Push Lawnmower with no bagger
 - 1 – 21" Troy Built Push Lawnmower with bagger
 - 1 – 21" Husqvarna Push Lawnmower with bagger
 - 1 – 21" Cub Cadet Push Lawnmower with no bagger
 - 2 – 6'x16' Chair Carts
 - 1 – 1987 OshKosh SnowPlow Truck
 - 1 – Polaris Side by Side
 - 1 – 1996 GMC Top Kick Fuel Truck
 - 1 – 1998 Chevy C2500 Pickup

**City of Moberidge
Bank Statement Reconciliation
1/31/2023**

<u>Account #</u>	<u>Account Description</u>		<u>Account Description</u>	<u>Amount</u>
000-10100	CASH - Payroll	(13,464.79)		
101-10100	CASH	4,184,806.13		
101-10520	Investments	-		
101-10710	Pool - Restricted Donations	2,024.00		
101-10740	Armory	35,100.00		
101-10750	K-9	-		
101-10300	PETTY CASH	430.00		
211-10100	CASH - 3B	9,606.76		
221-10100	CASH - Special Park Gift	2,625.47		
221-10520	Investments	-		
224-10100	CASH	27,302.67		
224-10520	Investments	-		
260-10100	CASH - E-911	259,549.92		
281-10100	CASH - 24/7	62,342.17		
302-10100	CASH - Storm Sewer Debt Service	53,742.86		
303-10100	CASH - Pool Debt Service	(59,465.35)		
502-10100	CASH - Storm Sewer Project Fund	-		
504-10100	CASH - Airport Project Fund	-		
505-10100	CASH - Pool Project Fund	-		
512-10100	CASH - Mural Restoration	-		
515-10100	CASH - Bike Path Trail	34,152.74		
518-10100	CASH - Library Expansion Project	-		
519-10100	CASH - Riverfront Devel. Restricted	2,000.00		
602-10100	CASH - Water Fund	1,517,169.90		
602-10520	Investments	-		
602-10700	Restricted Cash	29,489.20		
604-10100	CASH - Sewer Fund	772,030.55		
604-10520	Investments	-		
606-10100	CASH - Airport Fund	(263,014.42)		
607-10100	CASH - Cemetery Fund	41,777.77		
607-10720	Restricted Cash - Sprinklers	2,571.42		
607-10520	Investments	-		
680-10520	Investments	-		
680-10100	CASH - Water & Sewer Main	98,420.43		
	Cash per Books	6,799,197.43		

<u>Reconciling Items</u>		
	Coding for Key Ins payment	96,400.00
	Unsure	(0.00)
	Total Reconciling Items	96,400.00

<u>Petty Cash</u>		
	Assistant Finance Officer	150.00
	Finance Officer	75.00
	City Administrator	75.00
	Police Department	75.00
	Pool	55.00
	Auditorium	-
	Total Petty Cash	430.00

<u>Account Description</u>	<u>Amount</u>
Wells Fargo Checking	-
First Interstate Bank Checking	1,321,936.99
Dacotah Bank CDs (April)	1,037,378.73
First Interstate Bank CD's	753,265.58
First Interstate Bank MM	3,573,750.25
SD FIT MM	3.80
SD FIT CD	-
Library Checking Account	44,191.30
Petty Cash	430.00
Northern Oahe CISD Team	-
Police Positive	4,077.85
K9 Unit	2,050.19
DARE	6,051.15
Total Cash in Banks	6,743,135.84
Plus Outstanding Deposits	(40,338.41)
Less Outstanding Checks	96,400.00
Reconciling Items	-
Cash per Bank	6,799,197.43

ADMINISTRATION	<u>2/8/2023</u>	AUDITORIUM	
Salaries	8,902.29	Mobridge Hardware, supplies	302.03
Accounts Management Inc., garnishment	227.40	Johnson Controls, prof. services	2,358.30
Aflac, insurance	1,036.89	MDU, utilities	4,362.10
Bantz, Gosch & Cremer, LLC, attorney services	676.00		<u>7,022.43</u>
Credit Collections Bureau, garnishment	520.04	MUSEUM	
First Interstate Bank, HSA contributions	5,040.50	Klein Museum, other services	7,500.00
First Interstate Bank, payroll taxes	29,634.60		<u>7,500.00</u>
KCL, insurance	439.14	NATIONAL GUARD ARMORY	
Marco, copier lease	73.05	USDA-Rural Development, loan payment	2,925.00
Mobridge Hardware, computer software & hardware	23.99		<u>2,925.00</u>
ODP Business Solutions, computer software & hardware	312.95	ZONING	
Payment Service Networks, credit card fees	54.95	Salaries	1,005.86
Riteway, supplies	201.00	Bantz, Gosch & Cremer, LLC, attorney services	416.00
SD Retirement System, retirement	25,189.66	Cain Law Office, prof. services	264.00
SD State Treasurer, sales tax	1,835.13	US Postal Service, postage	62.80
SDRS Supplemental Retirement, retirement	250.00		<u>1,748.66</u>
Us Postal Services, supplies	607.85	3B	
Wellmark, insurance	14,471.64	Chamber of Commerce, other	9,605.76
	<u>89,497.08</u>		<u>9,605.76</u>
CITY ADMINISTRATOR		PSAP	
Salaries	2,093.88	CDW Government, computer software & hardware	2,975.00
Marco, copier lease	73.06	Venture Communications, utilities	424.09
ODP Business Solutions, computer software & hardware	312.94	Verizon, utilities	40.01
	<u>2,479.88</u>		<u>3,439.10</u>
GOVERNMENT BUILDINGS		24/7	
High Point Networks, computer software & hardware	112.50	Salaries	1,369.68
MDU, utilities	445.04		<u>1,369.68</u>
Mobridge Hardware, repair & maintenance	145.98	WATER DEPARTMENT	
ODP Business Solutions, computer software & hardware	211.63	Salaries	20,202.74
	<u>915.15</u>	Badger Meter, prof. services	106.86
OLD CITY HALL		Beadle's Sales, vehicle maintenance	178.76
MDU, utilities	870.30	Dady Drug, office supplies	239.68
	<u>870.30</u>	Dakota Pump & Controls, prof. services/repair & maintenance	2,219.97
POLICE DEPARTMENT		Graymont, chemicals	4,431.80
Salaries	72,838.80	Hach Company, supplies	99.10
Cardmember Services, prof. services/vehicle maintenance	503.75	Hawkins, chemicals	16,227.82
Dakota Glass & Alignment, vehicle maintenance	506.74	Marco, copier lease	73.06
Fleet Services, gasoline	2,432.98	MDU, utilities	5,236.12
Gienger Sales & Services, supplies	110.00	Mobridge Hardware, supplies/ sup. for in-house repairs/repair & mai	1,928.67
GTC Auto Parts, vehicle maintenance	53.18	NAPA Central, supplies/equipment maintenance	540.92
High Point Networks, computer software & hardware	112.50	ODP Business Solutions, supplies	17.07
Jensen Rentals, other services	60.00	Paylessfoods, supplies	2.49
L-Ton Corpation, supplies	215.00	Postmaster, postage	145.00
Marco, copier lease	73.06	Runnings Supply, supplies/building maintenance/ repair & maintenai	563.84
MDU, utilities	890.08	SD Dept. of Health, water samples	90.00
Mobridge Hardware, supplies	84.12	SD One Call, prof. services	2.10
N&W Auto, vehicle maintenance	683.58	SDWWA, travel and conference	135.00
North Central Steel Systems, building maintenance	275.00	Slater Oil & LP Gas, LP gas	1,385.80
Oahe Vet, prof. services	310.00	US Postal Service, postage	374.70
Open Canvas, uniforms	310.25	USA BlueBook, supplies	2,694.72
Paylessfoods, supplies	85.36	USDA-Rural Development, loan payment	2,373.00
Plunkett's, prof. services	66.39	Verizon, telephone	54.18
Runnings Supply, supplies	16.87	Aqua-Pure Inc., chemicals	2,779.74
Uniform Center, prof. services/uniforms & equipment	433.45		<u>62,103.14</u>
Verizon, utilities	80.02	SEWER DEPARTMENT	
Walworth County Treasurer, prof. services	15.00	Salaries	10,001.72
	<u>80,156.13</u>	A-1 Heating & Air, repair & maintenance	9,367.00
FIRE DEPARTMENT		GTC, equipment maintenance	47.52
Salaries	550.00	Hawkins, chemicals	50.00
Alex Air Apparatus, prof. services	825.00	Homestead Building Supplies, repair & maintenance	233.45
Grand Central, prof. services	25.00	Marco, copier lease	73.06
MDU, utilities	870.30	MDU, utilities	5,341.75
Runnings Supply, repair & maintenance	15.36	Minnesota Valley Testing Lab, water samples	147.69
	<u>2,285.66</u>	Mobridge Climate Control, prof. services/building maintenance	749.70
OTHER PROTECTION		Mobridge Hardware, supplies	449.59
MDU, utilities	30.27	Mobridge Tribune, publishing	
	<u>30.27</u>	Northern Plains Contracting, prof. services	267,932.76
SOLID WASTE COLLECTION		ODB Business Solutions, office supplies	56.98
Heartland Waste, prof services	20,947.30	Open Canvas, uniforms	373.36
	<u>20,947.30</u>	Postmaster, postage	145.00
STREET DEPARTMENT		Runnings Supply, supplies/repair & maintenance	1,176.15
Salaries	11,509.35	SD Dept. of Health, water samples	298.00
MDU, utilities/street lights	5,833.39		
Merkel's Foods, supplies	95.28		

17.

SD Local Transportation Assistant Program, travel & conference
Slater Oil & LP Gas, gasoline & diesel/LP gas
Verizon, utilities

150.00
3,888.85
24.69
21,501.56

POOL

Salaries
Eggers Electric Motor, repair & maintenance
MDU, utilities
KR Building Products, repair & maintenance

1,829.03
39.64
91.57
364.30
495.51

PARK DEPARTMENT

MDU, utilities
Runnings Supply, supplies

532.31
14.99
547.30

LIBRARY

Salaries
Center Point Large Print, books
Corson/Sioux News Messenger, other services
Dady Drug, supplies
Ingram, books
MDU, utilities
Mobridge Hardware, supplies
OverDrive, books
Servall, supplies

6,637.39
49.14
40.00
48.32
230.10
1,080.26
60.15
1,100.00
50.66
9,296.02

SD One Call, prof. services
Slater Oil & LP Gas, LP gas/oil, grease
US Postal Service, postage
Verizon, telephone

2.10
3,126.50
374.69
12.34
299,959.36

AIRPORT

Salaries
Airsides Solutions, repair & maintenance
Dish TV, utilities
KLJ, prof. services
MDU, utilities
Mobridge Hardware, supplies
Runnings Supply, supplies
Slater Oil & LP Gas, lp gas/gasoline

813.75
656.93
53.34
4,596.63
551.72
2.59
23.25
17,057.80
23,756.01

CEMETERY

MDU, utilities

39.40
39.40

648,490.70