

City of Crooks  
Unapproved regular monthly meeting minutes  
December 10, 2018

At 7:00 pm, mayor Rounds called the meeting to order at the Crooks community center. Finance Officer Schantz took roll call.

Present: Alderman Henning, Alderman Kringen, Alderman Maras, Alderman Jana Richardson, Mayor Rounds

Staff present: Utility superintendent Beck, building inspector Pearson, city attorney Ramstad, city engineer Morris (DGR), operations director Rezac

Absent: Planning and zoning director Scott Richardson (with notice)

PLEDGE OF ALLEGIANCE was led by Rounds.

INVOCATION was led by Rounds.

APPROVE AGENDA. Motion by Henning to approve posted agenda, seconded by Richardson. Rezac asked if item to hire Dan Larson and set wage could be added under Street Report. Motion by Henning to add item to hire Dan Larson and set wage under Street Report, seconded by Kringen. No further discussion. All aye, item added, agenda amended. Council then proceeded to vote on agenda. No further discussion. All aye, motion carries.

APPROVE MEETING MINUTES. Motion by Richardson to approve election canvass meeting minutes, seconded by Kringen. No further discussion. All aye, motion carries. Motion by Kringen to approve regular monthly meeting minutes, seconded by Maras. No further discussion. All aye, motion carries.

APPROVE FINANCIALS. Motion by Kringen to approve November financials, seconded by Henning. Financials were discussed by council, mayor and staff. No further discussion. All aye, motion carries.

APPROVE CLAIMS. Motion by Henning, seconded by Maras. Rounds explained CAWT claim , stating the money would go towards a new electronic sign and was budgeted for. No further discussion. All aye, motion carries.

Approved December 2018 claims (Format is as follows: Vendor, date incurred, description, amount of claim):

A&B Business Solutions, 12/4/2018, contract charge for printer, \$242.86

A&B Business Solutions, 10/4/2018, October contract charge for printer, \$242.86

Aflac, 11/30/2018, supplemental insurance payable, \$211.28

Alliance Communications, 12/1/2018, utilities, \$289.81

American Engineering Testing, Inc., 11/21/2018, wastewater analysis, \$642.00

Anderson Publications, 11/30/2018, November publication charge, \$530.09

Automotive Services, Inc., 12/5/2018, repair city truck, \$188.58

Border States Electric, 11/16/2018, supplies, \$449.13

Border States Electric, 11/9/2018, supplies, \$631.00

Border States Electric, 11/15/2018, supplies, \$270.85

Builders Electric, LLC., 11/27/2018, repair light bulbs at football field, \$211.84

Caitlin Stoltenburg, 12/3/2018, comm cen. deposit return, \$175.00

Cassie Garness, 11/15/2018 utility deposit return, \$100.00

CAWT, 12/5/2018, contribution towards new CAWT sign, \$15,700.00

CenterPoint Energy, 12/5/2018, November gas purchase, \$48,669.54

City of Crooks, 12/1/2018, 12-2018 rent bldgs., \$1,200.00

Concrete Materials, 11/13/2018, deicing sand, \$768.87

Concrete Materials, 11/29/2018, deicing sand, \$762.47

Counter Elements, 11/8/2018, ut deposit return, \$47.74

Crew & Crew, 11/21/2018, legal expense, \$2,560.00

Crooks HRC, 12/1/2018, monthly bond guarantee, \$13,655.17

Crooks Municipal Utilities, 12/6/2018, utilities, \$476.06

Cruz, Carlos, 11/13/2018, community center deposit return, \$165.00  
DGR Engineering, 11/14/2018, engineering services, \$6,992.50  
Direct Automation, 12/4/2018, IT services fee for December, \$399.90  
Frisbee, 11/28/2018, plumbing at city shop, \$295.00  
Great Western Bank, 12/7/2018, purchase card payment, \$2,014.91  
Health Pool of SD, 12/1/2018, life + health insurance payable, \$1,973.91  
Helpline Center, Inc., 11/30/2018, November service charge, \$108.20  
Matheson Tri-Gas, Inc., 11/30/2018 supplies, \$21.30  
McLeod's, 11/5/2018, election supplies, \$19.36  
Menards West, 11/14/2018, supplies, \$286.75  
Menards West, 11/21/2018, supplies, \$43.79  
Minnehaha Community Water Corp , 12/3/2018, 11-2018 water purchase, \$4,119.08  
Minnehaha County Clerk of Courts, 12/5/2018, small claims court filing fees, \$100.80  
Nyberg's Ace Hardware, 11/26/2018 supplies, \$39.99  
Payment Service Network, 12/3/2018, November gateway fee + annual fee, \$128.95  
SD Dept. of Revenue, 12/9/2018, 11-2018 sales tax payable, \$4,288.69  
SD Retirement System, 11/20/2018, 11-2018 retirement contribution, \$1,743.34  
SDRS Supplemental Retirement, 11/21/2018, Roth contribution, \$50.00  
Sign Design & Labeling, Inc., 11/13/2018, trails coming soon sign, \$300.00  
Sioux Valley Energy, 11/15/2018, utilities, \$462.31  
U Drive Technology, 12/1/2018, monthly text messaging service fee, \$74.24  
US Postal Service, 11/9/2018, postage UB post cards, \$236.04  
US Postal Service, 12/9/2018, postage UB post cards, \$236.04  
USDA - Rural Development, 12/20/2018, payloader note payment, \$1,663.00  
USDA - Rural Development, 12/26/2018, water main bond payment, \$706.15  
Vantek Communications, 12/1/2018 utilities, \$29.00  
Verizon Wireless, 11/10/2018, utilities, \$30.12  
Verizon Wireless, 11/23/2018, \$94.37  
Xcel Energy, 11/30/2018, utilities, \$2,813.35

Wages by department:

Council - \$700.00

Mayor - \$820.00

Planning & Zoning Commission - \$125.00

Elections - \$735.00

Finance Office - \$1,393.64

Government Buildings - \$497.30

Building Inspector - \$773.55

Highway & Streets - \$1,454.68

Clean-Up - \$165.76

West Nile - \$0.00

Parks - \$695.75

Economic Development - \$0.0

Gas - \$4,451.09

Water - \$3,245.33

Sewer - \$3,245.32

PUBLIC HEARING. Rounds opened floor for public hearing for lean-to shed at 500 Superior Ave, Crooks, SD. Homeowner Kent Kraft and Jennifer Nehmann were present and explained why the application was made for the variance. The variance application and the issue of lean-to shed were discussed by council, mayor, staff and those present. The confusion regarding the approval of the lean-to shed was discussed. The permit issued did not include a lean-to shed. It was determined that the variance for a lean-to shed could not be approved. Motion by Maras to deny variance application, seconded by Kringen. Council and mayor then recommended a mutually beneficial solution could be found. Maras withdraws the motion. Rounds then suggested to defer the variance sine die and hold hearing once homeowners had an opportunity to meet with planning and zoning director S. Richardson and building inspector Pearson to find solution.

Motion by Maras to defer variance sine die and close hearing until later date, seconded by Kringen. No further discussion. All aye, motion carries.

OPEN COMMENTS. Alexander Spade of MedStar ambulance services talked to council about potential contract for ambulance services for 2020. Spade stated recent changes in state law allowed ambulance service providers to approach cities and ask for contributions. Council, mayor, and staff discussed the scope of MedStar's services. No other open comments were received from public.

ORDINANCES & RESOLUTIONS & POLICY & MOTIONS.

SECOND READING ORDINANCE #235 ("tree maintenance ordinance") was given by Rounds. Maras stated he had amendments to offer for ordinance. Motion by Maras to amend ordinance by changing item 1c) by striking three feet and substituting it for ten feet; 1i) to strike at least thirty feet and change to forty feet back from the corner; and insert item k) All deciduous trees shall have a 1 ¾" caliper and all coniferous trees shall have a 5' minimum size, seconded by Richardson. Richardson pointed to clerical corrections that have to be made on ordinance as two H) items were listed. Council, mayor, staff and those present discussed the concerns involved with ordinance. No further discussion. Voice vote was called by Rounds. No clear majority for ayes or nays could be distinguished once the vote was called. Rounds then instructed Schantz to take roll call vote: Henning – nay, Kringen – nay, Maras – aye, Richardson – aye, Rounds, as tie-breaking vote, -- aye. Majority ayes, motion carries.

SECOND READING OF ORDINANCE #237 ("2018 supplemental appropriations" ordinance) was given by Rounds. Motion by Kringen to approve ordinance, seconded by Richardson. Rounds explained ordinance. No further discussion. All aye, motion carries.

RESOLUTION 2018-12-01 (“A resolution authorizing application for financial assistance for wastewater improvements”). Schantz explained this resolution needs to be passed for the adjusted costs for wastewater improvements for Palmira utility project. Motion by Maras to approve resolution 2018-12-01, seconded by Kringen. No further discussion. All aye, motion carries.

RESOLUTION 2018-12-02 (“A resolution to transfer funds from the contingency function level”). Schantz explained transfers. Motion by Henning to approve resolution 2018-12-02, seconded by Richardson. No further discussion. All aye, motion carries.

RESOLUTION 2018-12-03 (“A resolution moving amounts held as deposits in sewer fund to water fund”). Schantz explained this was cleanup item. Motion by Kringen to approve resolution, seconded by Maras. No further discussion. All aye, motion carries.

CONTRACTS. Rounds asked if all contracts could be approved in one motion. Schantz stated he believed this was possible. Motion by Henning to approve Humane Society contract, Minnehaha County sheriff contract, engagement letters for annual audit and annual report, Helpline Center contract, and American Engineering cost proposal, seconded by Kringen. Richardson asked about American Engineering item. Schantz explained this was part of the Palmira utility improvements and the contract involved subsurface testing for the project. No further discussion. All aye, motion carries.

OFFER DENTAL PLAN. Schantz explained city staff showed inclination for a dental plan through city. Rounds stated offering benefits is a draw in future hiring situations. Motion by Kringen to authorize enrollment and participation in dental plan for employees on after-tax basis, seconded by Henning. No further discussion. All aye, motion carries.

END-OF-YEAR MEETING DATE. Motion by Kringen to set end-of-year meeting date for Friday, December 28, 2018 at 5:30 pm at the Crooks community center, seconded by Maras. No discussion. All aye, motion carries.

REPORTS/OTHER BUSINESS:

PARK REPORT was given by Henning. Items discussed: city received a \$12,000 funding recommendation from state for LWCF grant for pickleball court in New Hope Park. Pearson presented plans and bid manual for Palmira Park bathroom project. Bids will be let once the final review of plans is completed.

STREET REPORT was given by Maras. Motion by Maras to hire Dan Larson as snow removal worker at \$19/hr., seconded by Henning. No further discussion. All aye, motion carries. Rounds then asked Morris about status of West Ave Trails phase 1, and if the project had been awarded. Morris stated the project may have been awarded; however, the contracts for it had yet to be finalized. The issue of ice accumulation in Palmira addition was discussed.

PLANNING AND ZONING REPORT. No report.

GOVERNMENT BUILDINGS REPORT was given by Kringen. Items discussed: replacement of AEDs; trading city's skid loader for newer model and continue up-cycling of equipment to ensure all machinery is under warranty; procuring a Blu-ray/DVD player for the community center.

BUILDING INSPECTOR REPORT was given by Pearson. Items discussed: permits are still issued; a plan for new residential construction is currently reviewed.

FINANCE REPORT was given by Richardson. Items discussed: gas services are still capitalized; sales tax revenues for this year were positive; inventory tracking system is currently developed.

UTILITY REPORT was given by Beck. Items discussed: recent problem at lift station was resolved by opening lagoon, which reduced water level; lines to lagoon were jetted; more gas services are scheduled for installation; the electrical equipment at the metering station will be repaired in the near future.

CODE ENFORCEMENT/ANIMAL CONTROL REPORT. No report.

EXECUTIVE SESSION. Motion by Henning to enter into executive session pursuant to SDCL 1-25-2[3] at 8:40 pm, seconded by Richardson. No further discussion. All aye, motion carries. Rounds called the meeting back to order at 9:16 pm. No action taken.

ADJOURNMENT. Motion by Kringen to adjourn meeting at 9:16 pm, seconded by Richardson. All aye, motion carries.

Respectfully submitted,  
Tobias Schantz  
Municipal Finance Officer  
City of Crooks



City of Crooks

Unapproved end-of-year meeting / special meeting minutes

December 28, 2018

At 5:30 pm, Mayor Rounds called the meeting to order at the Crooks community center. Finance Officer Schantz took roll.

Present: Alderman Henning, alderman Kringen, alderman Jana Richardson, mayor Rounds

Staff present: Finance officer Schantz, building inspector Pearson

Absent: Maras (with notice), Scott Richardson (with notice)

No invocation or pledge of allegiance was led.

APPROVE AGENDA. Motion by Richardson to approve agenda, seconded by Kringen. No discussion. All aye, motion carries.

APPROVE CLAIMS. Motion by Richardson to approve end-of-year claims, seconded by Kringen. Claims listing was discussed. All aye, motion carries.

Approved claims listing:

Vendor	Date Incur.	Description	Amount
City of Sioux Falls	12/13/2018	mosquito control/trapping	\$1,708.58
Concrete Materials	12/4/2018	deicing sand	\$797.56
Crew & Crew	12/20/2018	legal expense	\$860.00
DGR Engineering	12/14/2018	engineering services through November 30	\$5,499.26
Gas Training Specialties	12/20/2018	reissuance of check for gas training class	\$225.62
Great Western Bank	12/10/2018	account analysis charges	\$60.10
Great Western Bank	12/27/2018	purchase card payments	\$1,613.06
Health Pool of SD	12/26/2018	health+life insurance prepaid for 01-19	\$1,973.91
Infra-Track	12/6/2018	jetting services	\$1,575.00
Internal Revenue Service	11/29/2018	11-2018 Fica + fed with.	\$4,318.70
Kalia Swaney	12/26/2018	ccc dmg deposit return	\$75.00
Marissa Bucher	12/17/2018	ccc dmg deposit return	\$75.00
Menards	12/12/2018	Christmas lights	\$32.42
Menards	12/13/2018	Christmas lights	\$20.78
Nexben	12/11/2018	supplemental insurances	\$89.56
Q3 Contracting	11/30/2018	gas service installation + retirement	\$5,165.13
Q3 Contracting	12/13/2018	gas service installation	\$3,500.24
Q3 Contracting	12/19/2018	retirement gas service + prof. services	\$1,714.76
SD DENR	12/20/2018	discharge permit for 2019	\$1,500.00
SD One Call	11/30/2018	November fees	\$53.55
SD Retirement System	12/20/2018	12-2018 retirement contribution	\$1,715.60
SD State Treasurer	12/20/2018	unclaimed property submission	\$78.62

SDRS Supplemental Retirement Plan	12/20/2018	Roth payable	\$50.00
SECOG	12/6/2019	2019 dues planning district	\$2,059.00
Sioux Valley Energy	12/14/2018	utilities	\$319.05
US Postal Service	12/13/2018	postage gas awareness mailing	\$417.24
Vantek Communications	12/19/2018	utilities	\$14.50
Verizon Wireless	12/10/2018	utilities	\$30.10

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CONSENT ITEM. Rounds explained to council and those present that consent item/calendar is a motion for non-controversial items such as meeting minutes, claims, and so forth that can be approved in one motion; however, an alderman may lift any item off the consent calendar to have discussion. Motion by Henning to add consent calendar as agenda category to future agendas, seconded by Kringen. No further discussion. All aye, motion carries.

OPEN COMMENTS. No open comments.

ADJOURNMENT. Motion by Henning to adjourn meeting at 5:35 pm, seconded by Kringen. All aye, motion carries.

Respectfully submitted,  
Tobias Schantz  
Municipal Finance Officer  
City of Crooks, SD

**CITY OF CROOKS BUDGET V. ACTUALS**  
As of December 31, 2018

Appropriation and Accumulations:	2018 Budget	2018 YTD Actuals	Remaining Balance	% Budget spent
<b>410 GENERAL GOVERNMENT</b>				
411 Council	\$ 14,500.00	\$ 9,804.33	\$ 4,695.67	67.62%
411.3 Ordinance Resolutions/Proceedings	\$ 6,050.00	\$ 5,535.04	\$ 514.96	91.49%
411.5 Contingency	\$ 21,789.50	\$ -	\$ 21,789.50	0.00%
412 Mayor	\$ 11,310.00	\$ 7,428.07	\$ 3,881.93	65.68%
412.3 Planning & Zoning	\$ 11,950.00	\$ 11,225.84	\$ 724.16	93.94%
413 Elections	\$ 2,575.00	\$ 2,572.38	\$ 2.62	99.90%
414 Attorney	\$ 25,000.00	\$ 22,389.44	\$ 2,610.56	89.56%
414.2 Finance Office	\$ 33,367.00	\$ 28,320.84	\$ 5,046.16	84.88%
419.2 Government Buildings	\$ 42,130.00	\$ 41,328.31	\$ 801.69	98.10%
419.6 Engineer	\$ 12,500.00	\$ 11,518.21	\$ 981.79	92.15%
<b>TOTAL GENERAL GOVERNMENT</b>	<b>\$ 181,171.50</b>	<b>\$ 140,122.46</b>	<b>\$ 41,049.04</b>	<b>77.34%</b>
<b>420 PUBLIC SAFETY</b>				
421 Police	\$ 44,083.00	\$ 44,083.00	\$ -	100.00%
422 Fire	\$ 24,000.00	\$ 20,000.00	\$ 4,000.00	83.33%
423.2 Protective Inspection	\$ 27,090.00	\$ 26,394.51	\$ 695.49	97.43%
<b>TOTAL PUBLIC SAFETY</b>	<b>\$ 95,173.00</b>	<b>\$ 90,477.51</b>	<b>\$ 4,695.49</b>	<b>95.07%</b>
<b>430 PUBLIC WORKS</b>				
431.1 Highway and Streets	\$ 238,525.00	\$ 154,070.96	\$ 84,454.04	64.59%
431.2 Front Footage	\$ 62,000.00	\$ 62,000.00	\$ -	100.00%
431.6 Street Lighting	\$ 24,225.00	\$ 23,958.51	\$ 266.49	98.90%
<b>TOTAL PUBLIC WORKS</b>	<b>\$ 324,750.00</b>	<b>\$ 240,029.47</b>	<b>\$ 84,720.53</b>	<b>73.91%</b>
<b>440 HEALTH AND WELFARE</b>				
441 Code Enforcement	\$ 3,500.00	\$ 3,451.08	\$ 48.92	98.60%
441.1 City Cleanup	\$ 4,230.00	\$ 3,388.53	\$ 841.47	80.11%
441.2 Animal Control	\$ 1,000.00	\$ 464.81	\$ 535.19	46.48%
441.3 West Nile	\$ 6,403.00	\$ 6,045.13	\$ 357.87	94.41%
<b>TOTAL HEALTH AND WELFARE</b>	<b>\$ 15,133.00</b>	<b>\$ 13,349.55</b>	<b>\$ 1,783.45</b>	<b>88.21%</b>
<b>450 CULTURE AND RECREATION</b>				
452 Parks	\$ 329,445.00	\$ 79,500.00	\$ 249,945.00	24.13%
<b>TOTAL CULTURE AND RECREATION</b>	<b>\$ 329,445.00</b>	<b>\$ 79,500.00</b>	<b>\$ 249,945.00</b>	<b>24.13%</b>
<b>465 ECONOMIC DEVELOPMENT &amp; ASSIST.</b>				
465.3 Promoting the City	\$ 86,014.00	\$ 28,053.92	\$ 57,960.08	32.62%
<b>TOTAL ECONOMIC DEVELOPMENT &amp; ASSIST.</b>	<b>\$ 86,014.00</b>	<b>\$ 28,053.92</b>	<b>\$ 57,960.08</b>	<b>32.62%</b>
<b>470 DEBT SERVICE</b>				
470 Debt Service	\$ 19,956.00	\$ 19,956.00	\$ -	100.00%
<b>TOTAL DEBT SERVICE</b>	<b>\$ 19,956.00</b>	<b>\$ 19,956.00</b>	<b>\$ -</b>	<b>100.00%</b>
<b>485 CAPITAL OUTLAY</b>				
485 Capital Outlay	\$ -	\$ -	\$ -	N/A
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>N/A</b>
<b>TOTAL GENERAL FUNDS</b>	<b>\$ 1,051,642.50</b>	<b>\$ 611,488.91</b>	<b>\$ 440,153.59</b>	<b>58.15%</b>
<b>211 - Gross Receipts</b>	<b>\$ 10,000.00</b>	<b>\$ 8,044.51</b>	<b>\$ 1,955.49</b>	<b>80.45%</b>
<b>617 - Natural Gas</b>	<b>\$ 789,514.17</b>	<b>\$ 686,058.73</b>	<b>\$ 103,455.44</b>	<b>86.90%</b>
<b>602 - Water</b>	<b>\$ 357,950.00</b>	<b>\$ 152,271.44</b>	<b>\$ 205,678.56</b>	<b>42.54%</b>
<b>604 - Sewer</b>	<b>\$ 231,250.00</b>	<b>\$ 139,599.25</b>	<b>\$ 91,650.75</b>	<b>60.37%</b>

**CITY OF CROOKS**  
**Profit and Loss**  
**General Fund**  
**December-18**

	General Fund	Park Fund	Building Capital Projects Fund	Total Governmental Funds
Receipts (Source):				
311.01 Property Taxes	55,948.67			55,948.67
313.1 Property Taxes PR YR				0.00
313 Sales Tax	14,406.97			14,406.97
315 Amusement Tax				0.00
319 Penalties and Interest on Tax	27.79			27.79
320 Licenses and Permits:				
332.01 City Liquor License				0.00
332.02 City Malt Beverage License				0.00
332.03 City Video Lottery License				0.00
332.04 City Building Permits	1,589.10			1,589.10
332.05 City Garbage License				0.00
332.06 City Pet Licenses				0.00
332.07 City Peddlers Licenses				0.00
332.08 City Contractor Licenses	150.00			150.00
334 State Grants:				
334.01 TAP Grant Revenue				0.00
334.03 Public Health				0.00
335 State Shared Revenue:				
335.1 Bank Franchise Tax				0.00
335.2 Motor Vehicle Commercial Prorate				0.00
335.3 Liquor Tax Reversion				0.00
335.4 Motor Vehicle Licenses (5%)				0.00
335.5 Prorate License Fee				0.00
335.8 Local Government Highway and Bridge Fund				0.00
338.1 County Road Tax (25%)				0.00
338.2 County Highway and Bridge Reserve Tax (25%)				0.00
338.3 County Wheel Tax				0.00
339 Other Intergovernmental Revenue	82.76			82.76

340 Charges for Goods and Services:

341 General Government				0.00
341.03 Hearing Fees				0.00
341.10 Subdivision Fees				0.00
342 Public Safety				0.00
342.03 Protective Inspection				0.00
343 Highway and Streets				0.00
343.99 Highway and Streets - Other				0.00
346 Culture and Recreation				0.00
349 Other				0.00

350 Fines and Forfeits:

351 Court Fines and Costs				0.00
352 Animal Control Fines	65.00			65.00
359 Other				0.00

360 Miscellaneous Revenue:

360.0 Miscellaneous Revenue				0.00
361 Investment Earnings	37.14			37.14
362 Rentals	1,695.00			1,695.00
363 Special Assessments				0.00
364 Maintenance Assessments				0.00
364.01 Street Maintenance Assessment	15,415.82			15,415.82
365 Front Footage Revenue				0.00
367 Contributions and Donations				0.00
from Private Sources				0.00
369.01 Cable Television Franchise Fee	648.06			648.06
369 Other Revenues	1.00			1.00

<b>Total Revenue</b>	<b>90,067.31</b>	<b>0.00</b>	<b>0.00</b>	<b>90,067.31</b>
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Expenditures:

410 General Government

411.1 Council	785.53			785.53
411.3 Publishing	227.07			227.07
411.5 Contingency				0.00
412.1 Mayor	457.51			457.51
412.3 Planning & Zoning	1,236.47			1,236.47
413.0 Elections	0.00			0.00
414.1 Legal	860.00			860.00
414.2 Finance Officer	2,050.37			2,050.37
419.2 Government Buildings	3,071.32			3,071.32
419.6 Engineer	1,298.76			1,298.76

<b>Total General Government</b>	<b>9,987.03</b>	<b>0.00</b>	<b>0.00</b>	<b>9,987.03</b>
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420 Public Safety				
421 Police				0.00
422 Fire				0.00
423.2 Protective Inspection	1,063.99			1,063.99
<b>Total Public Safety</b>	<b>1,063.99</b>	<b>0.00</b>	<b>0.00</b>	<b>1,063.99</b>
430 Public Works:				
431 Highways and Streets	5,805.58			5,805.58
431.2 Front Footage				0.00
431.6 Street Utilities	1,669.56			1,669.56
<b>Total Public Works</b>	<b>7,475.14</b>	<b>0.00</b>	<b>0.00</b>	<b>7,475.14</b>
440 Health and Welfare				
441.0 Code Inspection				0.00
441.1 City Clean-Up	94.72			94.72
441.2 Animal Control				0.00
441.3 West Nile	1,708.58			1,708.58
<b>Total Health and Welfare</b>	<b>1,803.30</b>	<b>0.00</b>	<b>0.00</b>	<b>1,803.30</b>
450 Culture and Recreation:				
452 Parks	2,398.16			2,398.16
	<b>2,398.16</b>	<b>0.00</b>	<b>0.00</b>	<b>2,398.16</b>
466 Economic Opportunity	15,732.42			15,732.42
<b>Total Conservation and Development</b>	<b>15,732.42</b>	<b>0.00</b>	<b>0.00</b>	<b>15,732.42</b>
470 Debt Service	1,663.00			1,663.00
480 Intergovernmental Expenditures	0.00	0.00	0.00	0.00
485 Capital Outlay				0.00
<b>Total Disbursements</b>	<b>40,123.04</b>	<b>0.00</b>	<b>0.00</b>	<b>40,123.04</b>
Excess of Revenues Over (Under)				
<b>Expenditures</b>	<b>49,944.27</b>	<b>0.00</b>	<b>0.00</b>	<b>49,944.27</b>
<b>Other Financing Sources:</b>				
390.00 Other Sources			0.00	0.00
391.03 Sale of Municipal Property				0.00

391.04 Compensation for Loss or Damage to Capital Assets				0.00
391.20 Long-Term Debt Issued				0.00
511 Transfers Out				
Total Other Financing Sources	0.00	0.00	0.00	0.00
391.06/(514) Special Items				0.00
391.05/(515) Extraordinary Items				0.00
Net Change in Fund Balances	49,944.27	0.00	0.00	49,944.27
Change in Nonspendable	0.00	0.00	0.00	0.00
Fund Balance - Beginning	275,826.83			275,826.83
Prior Adjustments	0.00	0.00	0.00	0.00
<b>FUND BALANCE - ENDING</b>	<b>325,771.10</b>	<b>0.00</b>	<b>0.00</b>	<b>325,771.10</b>

**CITY OF CROOKS**  
**Profit and Loss**  
**Gross Receipts Fund**  
**December-18**

	<u>Gross Receipts</u> <u>Fund</u>	<u>Total</u> <u>Gross Receipts</u> <u>Funds</u>
<b>Receipts (Source):</b>		
313 Sales Tax	554.87	554.87
Total Revenue	554.87	554.87
<b>Expenditures:</b>		
Total Disbursements	0.00	0.00
Excess of Revenues Over (Under) Expenditures	0.00	0.00
Net Change in Fund Balances	554.87	554.87
Change in Nonspendable	0.00	0.00
Fund Balance - Beginning	10,551.47	10,551.47
Prior Adjustments		
Adjusted Fund Balance - Beginning	10,551.47	10,551.47
<b>FUND BALANCE - ENDING</b>	<b>11,106.34</b>	<b>11,106.34</b>



**MUNICIPALITY OF CROOKS**  
**STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN FUND NET POSITION**  
**PROPRIETARY FUNDS**

December-18

	Enterprise Funds			Totals
	Water Fund	Sewer Fund	Gas Fund	
<b>Operating Revenue:</b>				
370/380 Charges for Goods and Services Revenue Dedicated to Servicing Debt	14,455.92	16,178.14	117,037.41	147,671.47
381 Penalties	135.57	145.65	827.57	1,108.79
367 Contributions and Donations				0.00
369 Miscellaneous	5,229.29	4,749.99	2,186.14	12,165.42
Total Operating Revenue	<u>19,820.78</u>	<u>21,073.78</u>	<u>120,051.12</u>	<u>160,945.68</u>
<b>Operating Expenses:</b>				
410 Personal Services	4,149.40	4,149.32	5,715.09	14,013.81
420 Other Current Expense	9,705.21	10,639.80	79,538.47	99,883.48
430 Capital Assets	0.00	0.00	0.00	0.00
457 Depreciation				0.00
Total Operating Expenses	<u>13,854.61</u>	<u>14,789.12</u>	<u>85,253.56</u>	<u>113,897.29</u>
Operating Income (Loss)	<u>5,966.17</u>	<u>6,284.66</u>	<u>34,797.56</u>	<u>47,048.39</u>
<b>Nonoperating Revenue (Expense):</b>				
330 Operating Grants				0.00
361 Investment Earnings				0.00
362 Rental Revenue				0.00
442 Interest Expense	(85.77)	0.00	0.00	(85.77)
442 Interest Revenue	50.18	27.28	89.09	166.55
(492)366 Gain (Loss) on Disposition of Assets				0.00
(429)369.01 Other				0.00
Total Nonoperating Revenue (Expense)	<u>(35.59)</u>	<u>27.28</u>	<u>89.09</u>	<u>80.78</u>
Income (Loss) Before Contributions, Special Items, Extraordinary Items and Transfers	<u>5,930.58</u>	<u>6,311.94</u>	<u>34,886.65</u>	<u>47,129.17</u>
391.07 Capital Contributions				0.00
391.1 Transfers In				0.00
511 Transfers Out	0.00	0.00	0.00	0.00
391.06/(514) Special Items				
391.05/(515) Extraordinary Items				
Change in Net Position	<u>5,930.58</u>	<u>6,311.94</u>	<u>34,886.65</u>	<u>47,129.17</u>
Net Position - Beginning	<u>475,879.58</u>	<u>432,857.15</u>	<u>868,717.68</u>	<u>1,777,454.41</u>
Adjustments:				
GASB 68 Implementation				0.00
Adjustment payable recorded as receivable				0.00
Adjusted Net Position - Beginning	<u>475,879.58</u>	<u>432,857.15</u>	<u>868,717.68</u>	<u>1,777,454.41</u>
NET POSITION - ENDING	<u>481,810.16</u>	<u>439,169.09</u>	<u>903,604.33</u>	<u>1,824,583.58</u>

CITY OF CROOKS  
MONTHLY FUND CASH BALANCE REPORT  
For the month of December 2018

FUND DESCRIPTION	12/1/2018				12/31/2018
	Cash Balance	Receipts/ Transfers In	Disbursements/ Transfers Out	Increase/ Decrease	Cash Balance
101 General	\$231,902.46	\$99,030.81	\$55,095.66	\$43,935.15	\$275,837.61
400 Gross Receipts	\$9,666.37	\$887.50	\$0.00	\$887.50	\$10,553.87
600 Gas	\$428,936.62	\$79,960.78	\$85,956.69	\$5,995.91	\$422,940.71
602 Water	\$361,519.18	\$15,179.17	\$10,835.97	\$4,343.20	\$365,862.38
Water HookUp	\$85,071.72	\$13.81	\$0.00	\$13.81	\$85,085.53
604 Sewer	\$316,462.07	\$16,841.41	\$12,439.96	\$4,401.45	\$320,863.52
Sewer HookUp	\$40,048.36			\$0.00	\$40,048.36
Totals	<u>\$1,473,606.78</u>	\$211,913.48	\$164,328.28	\$47,585.20	<u>\$1,521,191.98</u>

Bank Accounts	12/1/2018				12/31/2018
	Cash Balance	Receipts/ Transfers In	Disbursements/ Transfers Out	Increase/ Decrease	Cash Balance
38	\$ 78,583.40	\$ 23,313.89	45,886.00	(22,572.11)	\$ 56,011.29
206	\$ 119,308.04	\$ 125,814.58	123,345.23	2,469.35	\$ 121,777.39
916	\$ 1,151,136.78	\$ 180,867.53	78,000.21	102,867.32	\$ 1,254,004.10
724	\$ 125,120.08	\$ 13.81	0.00	13.81	\$ 125,133.89
Totals	<u>\$ 1,474,148.30</u>	\$ 330,009.81	\$ 247,231.44		<u>\$ 1,556,926.67</u>
+/- outstanding	\$ (541.52)			+/- outstanding	\$ (35,734.69)
	\$ 1,473,606.78				\$ 1,521,191.98
Difference	\$ -			Difference	\$ -

**CITY OF CROOKS JANUARY 2019 CLAIMS**

GROSS WAGES BY DEPARTMENT	
Council	\$ 675.00
Mayor	\$ 425.00
Planning & Zoning Commission	\$ 150.00
Elections	\$ -
Finance Office	\$ 1,370.52
Government Buildings	\$ 687.49
Building Inspector	\$ 734.94
Highway & Streets	\$ 2,038.13
Clean-Up	\$ -
West Nile	\$ -
Parks	\$ 959.19
Economic Development	\$ -
Gas	\$ 4,435.50
Water	\$ 3,243.46
Sewer	\$ 3,243.48
<b>Total Wage Claims \$ <u>17,962.71</u></b>	

CITY OF CROOKS CLAIMS LISTING			
Vendor	Date Incur.	Description	Amount
AB Business Solutions	1/4/2019	contract charge + charge for prints	\$ 314.02
AFLAC	12/29/2018	employee pd insurances	\$ 211.28
Alliance Communications	1/1/2019	utilities	\$ 288.75
Anderson Publications	12/31/2018	12-2018 publication expense	\$ 335.07
Andrew Oberg	1/2/2019	ut deposit return	\$ 100.00
Bryon Farmer	12/28/2018	return of gas deposit	\$ 100.00
CenterPoint Energy Services	1/4/2019	12-2018 natural gas purchase	\$ 60,965.30
City of Crooks	1/1/2019	01-2019 rent buildings	\$ 1,200.00
City of Sioux Falls	12/31/2018	bacteria testing water	\$ 87.00
Commerce Ventures, LLC	1/11/2019	land purchase option	\$ 10,000.00
Concrete Materials	12/28/2018	deicing sand	\$ 716.84
Crooks Country Corner	12/18/2019	vehicle maintenance	\$ 73.90
Crooks HRC	1/1/2019	monthly bond guarantee contribution	\$ 13,655.17
Crooks Municipal Utilities	1/8/2019	12-2018 utilities	\$ 714.00
Dakota Riggers	1/3/2019	tire chains	\$ 442.95
Ecolab	1/10/2019	pest control	\$ 159.75
First Rate Excavate	12/27/2018	retirement water/sewer service old elevator	\$ 6,071.45
First Rate Excavate	12/27/2018	retirement water/sewer service 105 S West Av	\$ 2,040.82
Francisco Carranza	1/4/2019	comm cen deposit return	\$ 400.00
Garbage N More	1/1/2019	utilities	\$ 120.00
Ginny Beck	12/18/2018	reimbursement for gas purchase	\$ 30.76
Great Western Bank	1/9/2019	account analysis charges	\$ 142.41
Great Western Bank	1/11/2019	purchase card payment	\$ 1,792.24
Helpline Center, Inc.	12/31/2018	monthly service fees	\$ 108.00

The city of Crooks is an equal opportunity provider

Hubers, LLC.	12/31/2018	repair town border station	\$	75.72
Internal Revenue Service	1/3/2019	12-2018 FICA + fed. With.	\$	4,274.54
Matheson Tri-Gas, Inc.	12/31/2018	supplies	\$	22.01
Meylin Carranza	1/4/2019	comm cen deposit return	\$	400.00
Minnehaha Community Water Corp.	12/31/2018	12-2018 water purchase	\$	4,293.92
Minnehaha Community Water Corp.	1/15/2019	water tower loan payment	\$	1,043.97
Minnehaha County Sheriff	1/11/2019	quarterly payment law enforcement services	\$	11,284.00
NFPA	1/9/2019	annual membership fee	\$	175.00
Northen Natural Gas	1/11/2019	contribution-in-aid of construction	\$	200,000.00
Randy Kringen	1/9/2019	comm cen deposit return	\$	75.00
RDO Equipment	1/7/2019	parts for vehicle repair	\$	44.38
SD Dept of Revenue	1/9/2019	12-2018 s-tax payable	\$	5,606.62
SD One Call	12/31/2018	monthly service fees	\$	26.25
SDRS Supplemental retirement plan	1/4/2019	Roth retirement contribution	\$	50.00
SDRS Supplemental retirement plan	12/21/2018	Roth retirement contribution	\$	50.00
U Drive Technology	1/1/2019	12-2018 message fees	\$	58.88
US Bank	1/15/2019	SRF lagoon payment	\$	7,194.04
US Bank	1/15/2019	SRF drinking water bond payment	\$	2,351.58
US Postal Service	1/8/2019	postage for utility billing	\$	235.70
USDA - Rural Development	1/20/2019	pay loader note payment	\$	1,663.00
USDA - Rural Development	1/26/2019	water main bond payment	\$	706.15
Verizon Wireless	12/23/2018	utilities	\$	94.37
Xcel Energy	12/31/2018	utilities	\$	3,177.09
			<b>Total claims</b>	<b>\$ 342,971.93</b>

Great Western Bank Purchase Card Payments			
Vendor	Date incurred	Description	Amount
Office Depot	1/10/2019	bookshelf for public information + supplies	\$ 259.67
Internal Code Council	1/9/2019	registration for code conference	\$ 800.00
Nyberg's Ace Hardware	1/8/2019	supplies	\$ 161.89
Crooks Country Corner	1/7/2019	fuel	\$ 43.55
Pump'N'Stuff / Shell	1/7/2019	fuel	\$ 81.07
Office Depot	1/3/2019	banker's boxes for file storage	\$ 39.98
Pump'N'Stuff / Shell	1/3/2019	fuel	\$ 32.50
Pump'N'Stuff / Shell	1/3/2019	fuel	\$ 51.43
Renner Corner	12/29/2018	fuel	\$ 36.04
Pump'N'Stuff / Shell	12/28/2018	fuel	\$ 43.75
Crooks Country Corner	12/28/2018	fuel	\$ 110.48
Pump'N'Stuff / Shell	12/28/2018	fuel	\$ 131.88
			<b>Total purchase card</b>
			<b>\$ 1,792.24</b>

The following positions will be up for election:

Alderman Ward I – 2-year term presently held by Jana Richardson

Alderman Ward II – 2-year term presently held by Jacob Maras

Mayor – 2-year term presently held by Jamison Rounds