

City of Crooks
City Council
Regular monthly meeting
Posted agenda
Date: April 13, 2020
Time: 7:00 pm
Location: Crooks Community Center, 701 S West Ave, Crooks, SD

- 1) Call to order / Roll call
- 2) Pledge of allegiance
- 3) Invocation
- 4) Approve posted agenda
- 5) Consent calendar items:
 - a. Approve meeting minutes
 - b. Approve financials
 - c. Approve claims
 - d. Approve EAP program contract
 - e. Task order DGR Sunset Tr. Ph. 3
- 6) Public Hearings:
 - a. Special Event Liquor License for 10.10.2020 / Applicant: Crooks Community Child Care Center
 - b. Special Event Liquor License for 05.28.20 – 05.31.20 / Applicant: Crooks Volunteer Fire Department
 - c. Special Event Liquor License for 11.25.20 / Applicant: Crooks Volunteer Fire Department
 - d. Petition for a Variance / Applicant: Evan & Kelsey Murphy / Property: Lot 8 in block 7 of Sunset Addition to the City of Crooks
 - e. Amendment to the Crooks Zoning Regulations – Pertaining to the regulation of Storage Units in the City of Crooks
- 7) Open comments
 - a. Rob Reuter – Discussion on keeping poultry in town
- 8) Reports / Other business
 - a. Park report
 - b. Street report
 - i. BNSF application for West Ave Tr. Ph 2
 - c. Planning and zoning report
 - d. Government buildings report
 - e. Finance report
 - f. Utility report
 - i. CenterPoint Energy letter
 - ii. True-Up for CIAC for capacity purchase
 - g. Code enforcement / animal control
- 9) Ordinances, resolutions, policy, motions
 - a. First reading of ordinance #259: A supplemental appropriations ordinance
 - b. First reading of ordinance #260: An amendment to the Crooks Zoning Ordinance – Storage Units
 - c. Resolution 2020-04-04: A resolution relinquishing ownership of old mosquito sprayer
 - d. Resolution 2020-04-05: A resolution to establish a therm price for natural gas
 - e. Resolution 2020-04-06: A resolution to assign addresses
- 10) Adjourn

City of Crooks
Crooks City Council
Regular monthly meeting minutes
March 9, 2020

At 7:01 pm, Mayor Oseby called the meeting to order at the Crooks Community Center. Finance Officer Schantz took roll call vote:

Present: Alderman Henning, Alderman Kringen, Alderman Maras, Alderman J. Richardson, Mayor Oseby
Staff present: Utility superintendent Beck, Planning and Zoning Director S. Richardson, Finance Officer Schantz

Pledge of Allegiance was recited by those present. Invocation was led by Oseby.

Approve posted agenda. Motion by Kringen to approve posted agenda, seconded by J. Richardson. No discussion. All aye, motion carries.

Consent calendar. Motion by Maras to approve consent calendar items, seconded by Kringen. Kringen asked if March was last month for which City will be charged reservation fee for gas capacity. No further discussion. All aye, motion carries.

Approved March claims.

Vendor	Date incur.	Description	Amount
A&B Business Solutions	3/4/2020	copier lease	\$ 252.37
A&B Business Solutions	3/2/2020	03-2020 IT service charge	\$ 620.94
Aflac	2/24/2020	Aflac payable	\$ 138.34
Alliance Communications	3/1/2020	utilities	\$ 51.66
Alliance Communications	3/1/2020	utilities	\$ 145.66
CenterPoint Energy Services	3/6/2020	02-2020 natural gas purchase	\$ 48,603.88
Chad Struss	2/26/2020	ut dep rtn	\$ 24.30
Cintas	1/29/2020	mop, towel & mat service	\$ 64.28
Cintas	2/26/2020	mop, towel & mat service	\$ 65.45
Clayton energy Corporation	3/2/2020	reservation deliverability	\$ 20,219.49
Crooks Municipal Utilities	2/10/2020	N lift station utilities	\$ 26.92
Crooks Municipal Utilities	2/10/2020	W lift station utilities	\$ 26.92
Crooks Municipal Utilities	2/10/2020	Palmira park bathroom utilities	\$ 122.59
Crooks Municipal Utilities	2/10/2020	City shop utilities	\$ 275.72
Crooks Municipal Utilities	2/10/2020	Comm Cen utilities	\$ 482.69
Ecolab	2/19/2020	pest control services at Comm. Cen.	\$ 77.63
Great Western Bank	2/18/2020	safe deposit box rental fee	\$ 26.00
Great Western Bank	2/10/2020	account analysis charge - 0916	\$ 34.75
Great Western Bank	2/10/2020	account analysis charge -0206	\$ 50.00
Great Western Bank	3/6/2020	purchase card payment	\$ 952.19
Health Pool of SD	3/1/2020	health + life insurance payable	\$ 2,077.83
Helpline Center	2/29/2020	02-2020 service fee	\$ 108.13
Infra-Track	2/14/2020	cleaning lift stations	\$ 1,500.00

Internal Revenue Service/EFTPS	2/28/2020	FICA for 02.27.20 special mtg	\$ 15.28
Internal Revenue Service/EFTPS	2/25/2020	FICA PZ mtg pay	\$ 45.96
Internal Revenue Service/EFTPS	3/4/2020	FICA PZ pay for 02-2020	\$ 59.68
Internal Revenue Service/EFTPS	3/4/2020	FICA + Fed with mayor pay for 02-2020	\$ 161.18
Internal Revenue Service/EFTPS	2/11/2020	FICA + fed with council 02-2020 PR	\$ 178.04
Internal Revenue Service/EFTPS	3/4/2020	FICA + Fed with 1st employee PR 03-2020	\$ 2,244.85
Internal Revenue Service/EFTPS	2/20/2020	FICA + Fed with. payroll employees	\$ 2,382.20
Jeanne Wagner	2/17/2020	ccc dmg dep rtn	\$ 400.00
Matheson Tri-Gas	2/29/2020	supplies	\$ 31.99
MedTox Laboratories	1/31/2020	program administration fee	\$ 50.00
Menards	2/26/2020	supplies	\$ 33.82
Menards	2/28/2020	Sealbest pothole patch	\$ 79.90
Minnehaha Comm. Wtr. Corp.	3/3/2020	02-2020 water purchase	\$ 6,085.94
New Century Press	2/28/2020	Equalization Board notice	\$ 13.24
New Century Press	2/28/2020	Variance hearing notice for 04.13.2020	\$ 14.90
New Century Press	2/19/2020	02.03.2020 mtg mins publication	\$ 21.51
New Century Press	2/7/2020	01.31.2020 mtg mins publication	\$ 22.34
New Century Press	3/2/2020	Hearing notice - variance CHRC	\$ 23.17
New Century Press	2/21/2020	02.10.2020 mtg min publication	\$ 186.19
Nexben	2/4/2020	Voluntary child life insurance prem.	\$ 1.70
Nexben	2/4/2020	Vision insurance premium	\$ 17.66
Nexben	2/4/2020	Voluntary spousal life insurance prem.	\$ 33.60
Nexben	2/4/2020	extra Dental insurance premium	\$ 40.20
Nexben	2/4/2020	Voluntary life insurance premium	\$ 44.00
Nexben	1/12/2020	supplemental insurance	\$ 217.26
Northern Truck Equipment	2/8/2020	sander repair	\$ 916.19
Payment Service Network	3/2/2020	gateway fee 02-2020	\$ 39.95
Pipeline Conference - SD PUC	2/10/2020	registration fee conference	\$ 100.00
Pump'N'Stuff	2/10/2020	fuel	\$ 30.46
SD Association of Rural Water Systems	3/5/2020	2020 dues	\$ 575.00
SD DENR	2/19/2020	basic wastewater treatment exam fee	\$ 10.00
SD Dept. of Revenue	2/13/2020	sales tax return 01-2020	\$ 5,720.02
SD One Call	1/31/2020	01-2020 service fees	\$ 9.45
SD Retirement System	2/20/2020	02-2020 retirement contribution	\$ 2,008.98
SDRS Supplemental Retirement Plan	2/6/2020	ROTH contribution	\$ 75.00
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Sioux Valley Energy	2/14/2020	utilities	\$ 231.64
Sioux Valley Energy	2/14/2020	streetlight utilities	\$ 238.00
Southeast Area Finance Officers' Group	3/3/2020	2020 dues	\$ 30.00
U Drive Technology	3/1/2020	monthly text messaging service	\$ 86.08
US Postal Service	2/11/2020	mailing fee billing postcards	\$ 243.39
USDA - Rural Development	3/20/2020	pay loader	\$ 1,663.00
Verizon	2/10/2020	utilities	\$ 27.80
Verizon Wireless	2/23/2020	utilities	\$ 94.68
Xcel Energy	2/24/2020	utilities	\$ 12.64
Xcel Energy	2/23/2020	utilities	\$ 12.69
Xcel Energy	3/2/2020	utilities	\$ 3,001.24
		Total claims	\$ 103,553.56

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Xcel Energy	3/2/2020	utilities	\$ 3,001.24
		Total claims	\$ 103,553.56
Purchase card payments			
Vendor	Date incur.	Description	Amount
Office Depot	2/11/2020	envelopes for checks	\$ 49.49
Pump'N'Stuff	2/11/2020	diesel + supplies	\$ 90.07
Pump'N'Stuff	2/20/2020	fuel	\$ 16.00
Pump'N'Stuff	2/11/2020	fuel	\$ 38.84
Gillespie Outdoor Power Equipment	2/6/2020	chain loop	\$ 14.95
Sccoby's Car Wash	1/7/2020	car wash	\$ 7.00
USPS	2/7/2020	postage	\$ 2.60
Renner Corner	2/7/2020	fuel	\$ 42.00
Pump'N'Stuff	3/5/2020	fuel	\$ 30.38
Pump'N'Stuff	3/5/2020	fuel	\$ 126.87
Get'N'Go	3/2/2020	car wash	\$ 13.85
Maximum Promotions	3/4/2020	flag purchase	\$ 79.00
Sccoby's Car Wash	1/23/2020	car wash	\$ 14.50
Sam's Club	2/13/2020	supplies Comm Cen, PC screen	\$ 172.28
Pump'N'Stuff	1/17/2020	fuel	\$ 67.36
Pump'N'Stuff	2/10/2020	fuel	\$ 30.46
USPS	2/14/2020	postage	\$ 2.40

Crooks Country Corner	2/20/2020	fuel	\$ 49.61
Office Depot	2/19/2020	batteries	\$ 17.29
Office Depot	2/19/2020	supplies	\$ 16.50
		Total due	\$ 881.45
Purchase Card claims already paid			
Pump'N'Stuff	1/23/2020	fuel	\$ 42.36
Pump'N'Stuff	1/24/2020	fuel	\$ 28.38
		Total paid	\$ 70.74

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Pump'N'Stuff	1/24/2020	fuel	\$ 28.38
		Total paid	\$ 70.74

Salaries & wages for February 2020.

Council	\$ 775.00
Mayor	\$ 1,680.00
Planning and Zoning Commission	\$ 985.00
Finance Office	\$ 1,604.34
Government Buildings	\$ 378.36
Building Inspector	\$ 1,269.75
Highway & Streets	\$ 257.48
Highway & Streets - Snow Removal	\$ 4,205.25
Code Enforcement	\$ 90.31
Animal Control	\$ 45.16
Parks	\$ 189.18
Gas	\$ 5,518.80
Water	\$ 2,232.40
Sewer	\$ 2,283.06
Total wage claims	\$ 21,514.09

Public hearing on variance application. Oseby opened floor for hearing on variance for lots 9, 10, 11, 12 in block 9 of Sunset Addition. S. Richardson explained the variance is to permit deviations from the minimum lot size requirements for single-family residential for the construction villa-style residences by builder on lots. Oseby then opened floor for public to speak in favor or against variance. No comment from public. Motion by Kringen to approve variance petition, seconded by Henning. No discussion. All aye, motion carries.

Open comments. Oseby opened floor for open comments. Representatives of the Tri-Valley Baseball Association asked about state of ballfields and if fields can be used for upcoming practices/activity. The condition of the fields at Palmira Park and New Hope Park were discussed by those present and solutions to get fields ready for upcoming practice.

Reports/Other business.

Parks report was given by Henning. The Parks board meeting scheduled for March 11 was cancelled. The status of the ballfields was discussed under open comments. Oseby talked about grant opportunities for park projects. J. Richardson informed public of CAWT Easter Egg hunt scheduled for April 4 at 10:00 am at Sunset Park.

Street report was given by Maras. Maras stated a letter will have to be sent to Palmira contractor to ensure that roadways in neighborhood are cleared, and that equipment and other materials are removed from Palmira ballfield to allow for use in spring. Dumke, resident, asked if her driveway will be returned to acceptable slope during project.

Minnehaha County Sheriff's deputy joined the meeting, and Oseby introduced him to those present. Deputy encouraged residents to report non-emergencies to 605-367-7000.

Planning and Zoning report was given by S. Richardson. Upcoming variance application for the recently moved in, off-site built home in the CHRC development was discussed. The rezoning petition for the CHRC-held property along West Ave was discussed and the future use of land by the Crooks Community Child Care Center. Richardson also reported on amendment he is working on for Zoning Regulations relating to storage units. Council, mayor and those present then discussed the future use of the land (located at 105 S West Ave, Crooks) the Crooks Community Child Care made deposit on. Discussion then centered on the recently moved-in house, covenants versus zoning ordinances, and future steps to prevent misunderstandings.

Government Buildings report was given by Kringen. Quotes for updating HVAC units at the Crooks Community Center are obtained. Sign discussion. Oseby stated it is important to ensure that City officially acknowledges and accepts when signs and other structures are placed in right-of-way and advocated for an official process to do so. Council, Mayor and those present then discussed various signs around town, certain parcels of land and their history, and ways to ensure the responsibility for these. Discussion then ensued on proper steps to ensure correct recording and providing opportunities to easily access documents to verify process of their placement.

Building Inspector's report was given by Maras. According to Maras building Inspector is working on document that will assist residents to easily determine if a building permit is needed for a project.

Finance report was given by Richardson. Schantz is currently working on Annual Report for 2019.

Utility report was given by Beck. The pipe lining project has been completed. Maras asked if lined pipe will be televised. Maras suggested Beck recently installed storm sewer in Palmira addition televised. Beck informed council she tested water flowing in storm sewer in Palmira for chlorine to see if drinking water is leaking into storm sewer. Maras asked that test to be conducted again at a later stage of project to confirm no drinking water infiltration. BTU-factor. Schantz requested Council consider applying the BTU factor used by City's natural gas supplier to City's billing for natural gas. Discussion on BTU factor by those present then ensued. Motion by J. Richardson to apply the same BTU factor that is applied to City by supplier, seconded by Maras. No further discussion. All aye, motion carries.

Other business/reports.

City clean-up. The proposed Spring clean-up dates were discussed with a tentatively scheduled Spring Clean-up for April 25 and April 26 with rain dates of May 2 and May 3.

Ordinances, resolutions, policy, motions.

Second reading of Ordinance #256 was given by Oseby. Motion by Maras to approve ordinance, seconded by Henning. Oseby explained that the ordinance was passed to ensure Palmira utility project were allocated for project-related expenditures. No further discussion. Oseby instructed Schantz to take roll call vote: Henning – aye, Kringen – aye, Maras – aye, J. Richardson – aye. All aye, motion carries.

Adjournment. Motion by Henning to adjourn meeting at 7:51 pm, seconded by Maras. No discussion. All aye, motion carries.

Respectfully submitted,
Tobias Schantz
Municipal Finance Officer
City of Crooks, South Dakota

Published:
Published once at the approximate cost of: \$ _____

City of Crooks
Crooks City Council / Local Board of Equalization
Special meeting / Local board of equalization meeting
March 16, 2020

At 7:00 pm, Mayor Oseby called the meeting to order at the Crooks Community Center. Schantz took roll call.

Present: Alderman Henning, Alderman Kringen, Alderman J.Richardson, School Board Member Schlueter, Mayor Oseby

Absent: Alderman Maras (without notice)

Staff present: Finance Officer Schantz

Approve agenda. Motion by Richardson to approve agenda, seconded by Schlueter. Motion by Schlueter to amend agenda and include approval of assessor recommendation for old elevator grounds after item 7) "Close Equalization Process", seconded by Kringen. No further discussion. All aye, motion carries, agenda amended. Board of Equalization then proceeded to vote on the amended agenda. No further discussion. All aye, motion carries, agenda approved.

Review of assessment book. Board of Equalization reviewed the assessment books. Oseby informed Board that a property missing on Winterberry Circle is currently being added to the assessment rolls by County.

Property Assessment Objections. Board then heard appeals from property owners.

Appeal 001. S. Richardson, property owner of 501 Wildtree Cir., appealed to the Board. J. Richardson recused herself from discussion. S. Richardson explained County Equalization has been overvaluing his residence since it was built. Richardson stated his assessment increased by 21.8% from 2019 to 2020. Richardson said he called SD Real Estate Commission, which informed him that the average home increase ranged between 3.3% to 5.5% in South Dakota for the past year. Richardson said no improvements have been made to the residence since 2015 (no building permit is on record for the building for past five years). Schlueter asked S. Richardson if percentage increase was for region or entire state. Richardson explained they were for the entire state. Schauer, attendee/appellant, informed Board he talked to realtor in Sioux Falls, who stated the average increase ranged from 3.5% to 5.5%. Schlueter stated a base line of 7% increase for 2020 for properties should be used. Henning stated that those homes with above average increases are contributing to overall total increase. Motion by Henning to set assessment for 501 Wildtree Cir, at \$341,745.00, seconded by Kringen. No further discussion. All aye, motion carries.

Appeal 002. Dennis and Trudy Lawson, property owner of 605 Kelsey Cir, appealed to the Board. Lawsons appealed their assessment citing that residence is average and does not have luxurious interior, and residence needs painting. Lawson cited comparable residences in the area priced at \$350,000 mark or less. Lawson stated the residence was built in 2004 and is 16 years old. Lawson stated no improvements have been made since 2011 (no building permit record on file for past years). Richardson

stated that Lawson's house is average and a 7% increase for building would be appropriate. Motion by Henning to asset assessment for 605 Kelsey Cir. at \$397,793, seconded by Kringen. No further discussion. All aye, motion carries.

Appeal 003. The resident notified the clerk of the desire to forfeit the appeal prior to the meeting.

Appeal 004. Darin Blow, owner of 401 Wildtree Cir, appealed to the Board. Blow stated the residence was built in 2010 and the last improvement made to the residence was a pergola in 2014. The last permit for the residence was pulled in 2014. Blow stated the house needs painting as well. Motion by Henning to set assessment for 401 Wildtree Cir. at \$359,908, seconded by Schlueter. No discussion. All aye, motion carries.

Appeal 005. Ron Schauer, owner of 508 Ashgrove Ln, appealed to the Board. Schauer explained his assessment increased by \$62,611 since 2019. Schauer stated the residence was built in 2012. Schauer talked about past increases of property. Schauer asked about 8% average City increase. J. Richardson explained some properties increased more in value, while others did not increase at same rate. Schauer cited comparable property sold in his area, pointing out recent sale of \$350,000 (504 Wildtree Cir) of property, which abuts Schauer's property. Schauer stated his residence was comparable to those in his neighborhood. Motion by Henning to set assessment for 508 Ashgrove Ln at \$384,972, seconded by Kringen. No discussion. All aye, motion carries.

Appeal 006. Ruben and Joan Phillips (on behalf of Phillips Trust) owners of 506 Hanna Tr, appealed to the Board. Ruben Phillips stated the home was purchased in October of 2019 for \$450,000 (price includes \$5,000 for appliances and window coverings). Phillips stated he had talked to County assessors and was informed homes were assessed at 94% of full and true value. J. Richardson stated that market determined value of residence, which was \$450,000 (including aforementioned appliances and window coverings). Motion by Richardson to set assessment at 445,000 for 506 Hanna Tr., seconded by Schlueter. Board then discussed indicators for home value. No further discussion. All aye, motion carries.

Appeal 007. Rob Reuter, owner of 600 Hanna Cir, appealed to the Board. Reuter explained that increase of residence was over \$30,000 since 2019. Reuter stated the residence was built in 2006 and no improvements have been made to the property since 2012 (2012 was basement finish, no permit on file since 2015). Motion by Henning to set assessment at \$406,292 for 600 Hann Cir., seconded by Schlueter. No further discussion. All aye, motion carries.

Appeal 008. Shane Christensen, owner of 424 W 6th St., appealed to the Board. Christensen stated that residence increased by over \$70,000 since construction was completed in 2017. Christensen stated he has comparable house in Sioux Falls assessed at \$55,000 less than his Crooks property. Christensen stated since he moved into residence, increases have been substantial. Local Board then reviewed past valuations for residence and discussed them. Richardson then stated Board should increase building by 7% based on Board lowered value of 2019 and leave land at current valuation. Board then looked at comparable residences in area. Motion by Henning to set assessment at \$475,059 for 424 W 6th St., seconded by J. Richardson. No further discussion. All aye, motion carries.

Appeal 009. Solomon Kleinsasser, owner of 1012 Andrew Dr., appealed to the Board. Kleinsasser stated he built home in 2015 and quoted original appraisal property at \$319,000.00 Kleinsasser explained no improvements have been made since he built residence (no permit on file since 2015). Kleinsasser requested assessment be set to original appraisal value. Motion by Henning to deny appeal, seconded by Kringen. No discussion. All aye, motion carries.

Appeal 010. Soren Leiseth, owner of 121 Winterberry Cir, appealed to the Board. Leiseth presented a uniform appraisal report that values property at \$472,518 for the building and \$52,600 for land, dated August of 2019. Motion by Richardson to set assessment at \$525,118 for 121 Winterberry Cir., seconded by Henning. Schlueter asked if the value included 7% increase, J. Richardson explained value for assessment is based on appraisal values. No further discussion. All aye, motion carries.

Appeal 011. Heather Focken, owner of 505 Hanna Cir., appealed to the Board. Focken explained that house was built in 2006 and assessed value increased over \$30,000 since 2019. Schantz asked if any improvements had been made to property. Focken stated no improvements have been made to residence (no permits on file since 2015). Motion by Henning to set assessment \$361,193 for 505 Hanna Cir., seconded by Kringen. No further discussion. All aye, motion carries.

Appeal 12. Jeremy Gacke, owner of 201 S Eric Ave, appealed to the Board. Gacke stated his assessment increased by over 30% since 2019. Gacke stated the residence was built in 2004 with the only improvements made since being a small deck extension and painting of the exterior two years ago (no permit on file since 2015). Motion by Henning to set assessment at \$296,337 for 201 S Eric Ave, seconded by Schlueter. No further discussion. All aye, motion carries.

Omissions or corrections of assessments. Board made did not add omissions or make corrections to assessments.

Close assessment book. Motion by Kringen to close assessment book, seconded by Henning. No further discussion. All aye, motion carries.

Equalization process closed. Equalization process was closed upon close of assessment book

Assessor recommendation. Schantz explained County equalization communicated recommendation for correction to assessment for old elevator grounds (located at end of Main St. in Crooks). Motion by Schlueter to approve assessor recommendation for old elevator grounds, seconded by Richardson. No discussion. All aye, motion carries.

Approve execution of GFP agreement for 3rd phase Sunset Trails. Motion by Henning to approve agreement, seconded by Kringen. No discussion. All aye, motion carries.

Adjourn. Motion by Henning to adjourn meeting at 8:23 pm, seconded by Kringen. No discussion. All aye, motion carries, meeting adjourned.

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

Published:

Published once at the approximate cost of:

City of Crooks
Crooks City Council
Special meeting
April 2, 2020

At 5:30 pm, Mayor Oseby called the meeting to order at the Crooks Community Center. Finance Officer Schantz took roll call:

Present: Alderman Henning, Alderman Kringen, Alderman Maras (on phone), Alderman Richardson, Mayor Oseby

Staff present: Finance Officer Schantz

Approve agenda. Motion by Henning to approve agenda, seconded by Kringen. No discussion. All aye, motion carries. Oseby asked Schantz to take roll call vote: Henning – aye, Kringen – aye, Maras – aye, Richardson – aye. All aye, motion carries.

First reading of ordinance #258 (COVID-19 Emergency ordinance). Oseby explained the nature of the ordinance and its intent. Oseby then gave first reading of ordinance. Maras asked about end date of ordinance, and if a second reading will be done of ordinance. Oseby stated a second reading of ordinance can wait to give council some time to think about ordinance. Henning asked about park closures.

Resolution 2020-04-01 (Resolution supporting Governor Noem’s Executive Order). Motion by Kringen to approve resolution, seconded by Maras. Council and mayor briefly discussed situation at locale in town. No further discussion. Oseby asked Schantz to take roll call vote: Henning – aye, Kringen – aye, Maras – aye, Richardson – aye. All aye, motion carries.

Resolution 2020-04-02 (Resolution suspending utility late fee). Schantz stated if Council wished the resolution to take immediate effect (pursuant to SDCL 9-19-13), council will have to amend resolution for passing it. Motion by Henning to amend resolution and have it take immediate effect, retroactively dating the effect for April 2, seconded by Maras. Oseby asked Schantz to take roll call vote: Henning – aye, Kringen – aye, Richardson – aye, Maras – aye. All aye, motion carries, resolution amended. Motion by Henning to approve amended resolution, seconded by Richardson. No discussion. Oseby asked Schantz to take roll call vote: Henning – aye, Kringen – aye, Maras – aye, Richardson – aye. All aye, motion carries.

Resolution 2020-04-03 (Resolution establishing payment arrangements for Crooks Municipal Utilities’ customers). Motion by Kringen to approve resolution, seconded Henning. Discussion ensued about payment arrangements by Council, mayor and those present. Oseby asked Schantz to take roll call vote: Henning – aye, Kringen – aye, Maras – aye, Richardson – aye. All aye, motion carries.

Spring Clean-Up. Council and mayor then discussed Spring Clean-Up and if event should be held in April. Alternative options such as landfill passes were discussed.

Website update. Oseby and Schantz spoke on need for website updated and discussions with vendors. Schantz stated Revize had been identified as suitable company for upgrade. Discussion on motion to approve agreement for website update was then discussed. Motion by Henning to approve website

update and execute agreement with vendor, seconded by Richardson. Council, mayor and those present then discussed the transitioning phase from old to new website. No further discussion. Oseby asked Schantz to take roll call vote: Henning – aye, Kringen – aye, Maras – aye, Richardson – aye. All aye, motion carries.

Adjournment. Motion by Henning to adjourn meeting at 6:03 pm, seconded by Kringen. No discussion. All aye, motion carries, meeting adjourned.

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

Published: 04/10/2020
Published once at the approximate cost of:

CITY OF CROOKS BUDGET V. ACTUALS
As of March 31, 2020

Appropriation and Accumulations:	2020 Budget	2020 YTD Actuals	Remaining Balance	% Budget spent
410 GENERAL GOVERNMENT				
411 Council	\$ 13,084.00	\$ 3,811.59	\$ 9,272.41	29.13%
411.3 Publications	\$ 5,535.00	\$ 1,265.65	\$ 4,269.35	22.87%
411.5 Contingency	\$ 20,000.00	\$ -	\$ 20,000.00	0.00%
412 Mayor	\$ 12,670.00	\$ 3,833.80	\$ 8,836.20	30.26%
412.3 Planning & Zoning	\$ 12,624.00	\$ 2,331.01	\$ 10,292.99	18.46%
413 Elections	\$ 1,730.00	\$ 23.46	\$ 1,706.54	1.36%
414 Attorney	\$ 15,000.00	\$ 942.00	\$ 14,058.00	6.28%
414.2 Finance Office	\$ 34,935.00	\$ 7,453.93	\$ 27,481.07	21.34%
419.2 Government Buildings	\$ 45,429.00	\$ 13,762.48	\$ 31,666.52	30.29%
419.6 Engineer	\$ 4,000.00	\$ 1,216.50	\$ 2,783.50	30.41%
TOTAL GENERAL GOVERNMENT	\$ 165,007.00	\$ 34,640.42	\$ 130,366.58	20.99%
420 PUBLIC SAFETY				
421 Police	\$ 46,500.00	\$ 11,537.50	\$ 34,962.50	24.81%
422 Fire	\$ 22,000.00	\$ 22,000.00	\$ -	100.00%
423.2 Protective Inspection	\$ 13,850.00	\$ 4,104.32	\$ 9,745.68	29.63%
TOTAL PUBLIC SAFETY	\$ 82,350.00	\$ 37,641.82	\$ 44,708.18	45.71%
430 PUBLIC WORKS				
431.1 Highway and Streets	\$ 60,170.00	\$ 9,448.40	\$ 50,721.60	15.70%
431.2 Front Footage	\$ 62,000.00	\$ -	\$ 62,000.00	0.00%
431.6 Street Lighting	\$ 25,330.00	\$ 4,905.41	\$ 20,424.59	19.37%
431.7 Snow Removal	\$ 31,209.00	\$ 18,267.22	\$ 12,941.78	58.53%
TOTAL PUBLIC WORKS	\$ 178,709.00	\$ 32,621.03	\$ 133,146.19	18.25%
440 HEALTH AND WELFARE				
441 Code Enforcement	\$ 5,492.00	\$ 1,037.33	\$ 4,454.67	18.89%
441.1 City Cleanup	\$ 4,953.00	\$ -	\$ 4,953.00	0.00%
441.2 Animal Control	\$ 1,308.00	\$ 239.80	\$ 1,068.20	18.33%
441.3 West Nile	\$ 7,487.00	\$ 471.30	\$ 7,015.70	6.29%
TOTAL HEALTH & WELFARE	\$ 19,240.00	\$ 1,748.43	\$ 17,491.57	9.09%
450 CULTURE AND RECREATION				
452 Parks	\$ 71,181.00	\$ 5,516.48	\$ 65,664.52	7.75%
TOTAL CULTURE & RECREATION	\$ 71,181.00	\$ 5,516.48	\$ 65,664.52	7.75%
465 ECONOMIC DEVELOPMENT & ASSIST.				
465.3 Promoting the City	\$ 15,189.00	\$ 3,480.00	\$ 11,709.00	22.91%
TOTAL ECONOMIC DEVELOPMENT & ASSIST.	\$ 15,189.00	\$ 3,480.00	\$ 11,709.00	22.91%
470 DEBT SERVICE				
470 Debt Service	\$ 21,426.00	\$ 4,989.00	\$ 16,437.00	23.28%
TOTAL DEBT SERVICE	\$ 21,426.00	\$ 4,989.00	\$ 16,437.00	23.28%
TOTAL GENERAL FUNDS	\$ 553,102.00	\$ 120,637.18	\$ 419,523.04	21.81%
211 - Gross Receipts	\$ 8,500.00	\$ 5,630.00	\$ 2,870.00	66.24%
617 - Natural Gas	\$ 722,230.00	\$ 231,334.65	\$ 490,895.35	32.03%
602 - Water	\$ 330,962.00	\$ 34,349.85	\$ 296,612.15	10.38%
604 - Sewer	\$ 389,863.00	\$ 54,196.85	\$ 335,666.15	13.90%

CITY OF CROOKS

Profit and Loss

General Fund

March 2020

General

Fund

Receipts (Source):

311.01 Property Taxes	<u>5,914.37</u>
313.1 Property Taxes PR YR	<u>440.53</u>
313 Sales Tax	<u>14,747.23</u>
319 Penalties and Interest on Tax	<u>12.40</u>
320 Licenses and Permits:	
332.04 City Building Permits	<u>342.50</u>
332.06 City Pet Licenses	<u>2.00</u>
332.08 City Contractor Licenses	<u>50.00</u>
335 State Shared Revenue:	
335.1 Bank Franchise Tax	<u>10,254.19</u>
350 Fines and Forfeits:	
351 Court Fines and Costs	<u>96.17</u>
360 Miscellaneous Revenue:	
361 Investment Earnings	<u>12.42</u>
362 Rentals	<u>245.00</u>
364.01 Street Maintenance Assessment	<u>2,278.80</u>
369.01 Cable Television Franchise Fee	<u>594.01</u>
369 Other Revenues	<u>98.76</u>
Total Revenue	35,088.38

Expenditures:

410 General Government	
411.1 Council	726.65
411.3 Publishing	471.32
412.1 Mayor	1,182.47
412.3 Planning & Zoning	415.43
414.1 Legal	624.00
414.2 Finance Officer	2,448.87
419.2 Government Buildings	9,353.43
Total General Government	15,222.17
420 Public Safety	
421 Police	3,845.84
422 Fire	
423.2 Protective Inspection	1,204.84
Total Public Safety	5,050.68
430 Public Works:	
431 Highways and Streets	2,574.99
431.6 Street Utilities	1,335.05
431.7 Snow Removal	2,155.67
Total Public Works	6,065.71
440 Health and Welfare	
441.0 Code Inspection	120.14
441.1 City Clean-Up	0.00
441.2 Animal Control	56.75
441.3 West Nile	103.01
Total Health and Welfare	279.90
450 Culture and Recreation:	
452 Parks	990.55
	990.55
470 Debt Service	1,663.00
Total Disbursements	29,272.01
Excess of Revenues Over (Under)	
Expenditures	5,816.37
Net Change in Fund Balances	5,816.37
Fund Balance - Beginning	128,681.51
FUND BALANCE - ENDING	134,497.88

CITY OF CROOKS
Profit and Loss
Gross Receipts Fund
March 2020

	<u>Gross Receipts</u> <u>Fund</u>	<u>Total</u> <u>Gross Receipts</u> <u>Funds</u>
Receipts (Source):		
313 Sales Tax	776.22	776.22
Total Revenue	776.22	776.22
Expenditures:		0.00
Total Disbursements	(630.00)	(630.00)
Excess of Revenues Over (Under) Expenditures	(630.00)	(630.00)
Net Change in Fund Balances	146.22	146.22
Change in Nonspendable	0.00	0.00
Fund Balance - Beginning	6,902.48	6,902.48
Prior Adjustments		
Adjusted Fund Balance - Beginning	6,902.48	6,902.48
FUND BALANCE - ENDING	7,048.70	7,048.70

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

March 2020

	Enterprise Funds			Totals
	Water Fund	Sewer Fund	Gas Fund	
Operating Revenue:				
370/380 Charges for Goods and Services	17,865.10	22,722.03	77,986.92	118,574.05
Revenue Dedicated to Servicing Debt				0.00
381 Penalties	0.00	0.00	0.00	0.00
367 Contributions and Donations				0.00
369 Miscellaneous	190.11	0.00	80.70	270.81
Total Operating Revenue	18,055.21	22,722.03	78,067.62	118,844.86
Operating Expenses:				
410 Personal Services	4,038.20	4,038.07	5,360.96	13,437.23
420 Other Current Expense	6,199.67	2,127.03	55,636.25	63,962.95
430 Capital Assets	0.00	0.00	0.00	0.00
457 Depreciation				0.00
Total Operating Expenses	10,237.87	6,165.10	60,997.21	77,400.18
Operating Income (Loss)	7,817.34	16,556.93	17,070.41	41,444.68
Nonoperating Revenue (Expense):				
330 Operating Grants				0.00
361 Investment Earnings				0.00
362 Rental Revenue				0.00
442 Interest Expense	0.00	0.00	0.00	0.00
442 Interest Revenue	5.03	3.86	88.27	97.16
(492)366 Gain (Loss) on Disposition of Assets				0.00
(429)369.01 Other				0.00
Total Nonoperating Revenue (Expense)	5.03	3.86	88.27	97.16
Income (Loss) Before Contributions, Special Items, Extraordinary Items and Transfers	7,822.37	16,560.79	17,158.68	41,541.84
391.07 Capital Contributions				0.00
391.1 Transfers In				0.00
511 Transfers Out			0.00	0.00
391.06/(514) Special Items				
391.05/(515) Extraordinary Items				
Change in Net Position	7,822.37	16,560.79	17,158.68	41,541.84
Unrestricted Net Position - Beginning	172,200.04	286,771.34	842,565.83	1,301,537.21
Adjustments:				
GASB 68 Implementation				0.00
Adjustment penalty fee			(17.84)	(17.84)
Adjusted Net Position - Beginning	172,200.04	286,771.34	842,547.99	1,301,555.05
UNRESTRICTED NET POSITION - ENDING	180,022.41	303,332.13	859,706.67	1,343,096.89

**City of Crooks
April 2020 claims**

Gross wages by department for month of March 2020

Council	\$ 675.00
Mayor	\$ 425.00
Planning and Zoning Commission	\$ 250.00
Finance Office	\$ 1,627.12
Government Buildings	\$ 715.74
Building Inspector	\$ 938.82
Highway & Streets	\$ 1,564.86
Highway & Streets - Snow Removal	\$ 1,653.58
Code Enforcement	\$ 87.76
Animal Control	\$ 43.88
West Nile	\$ 83.44
Parks	\$ 500.66
Gas	\$ 4,216.27
Water	\$ 3,013.08
Sewer	\$ 3,013.05
Total wage claims	\$ 18,808.26

City of Crooks claims listing

Vendor	Date incur.	Description	Amount
3-D Specialties, Inc.	3/16/2020	poles for signs	\$ 289.92
A&B Business Solutions	4/1/2020	04-2020 IT charge	\$ 620.94
Aflac	3/26/2020	AFLAC payable	\$ 138.34
Alliance Communications	4/1/2020	utilities sewer	\$ 144.86
Alliance Communications	4/1/2020	utilities office	\$ 101.83
Alliant Insurance Services	3/19/2020	bond mayor	\$ 657.00
American Engineering Testing	3/31/2020	wastewater analysis	\$ 189.00
Beacon Athletics	4/3/2020	supplies	\$ 544.00
Bierschbach Equipment & Supply	4/6/2020	equipment rental	\$ 164.00
CAWT	3/23/2020	check for food drive made out to City	\$ 200.00
CenterPoint Energy Services	4/9/2020	03-2020 natural gas purchase	\$ 32,780.60
Cintas	3/11/2020	mop, towel, mat services @ comm cen	\$ 61.28
City of Sioux Falls	4/6/2020	bacteria water test	\$ 87.00
Clayton Energy Corporation	4/1/2020	03-2020 reservation charge	\$ 20,219.49
Crooks Municipal Utilities	3/6/2020	02-2020 Palmira bathroom utilities	\$ 119.50
Crooks Municipal Utilities	3/6/2020	02-2020 city shop utilities	\$ 189.72
Crooks Municipal Utilities	3/6/2020	02-2020 Comm. Cen. Utilities	\$ 424.51
Crooks Municipal Utilities	3/6/2020	02-2020 N lift station	\$ 26.25
Crooks Municipal Utilities	3/6/2020	02-2020 W lift station	\$ 26.88
Dauby's Sports Center	3/25/2020	base set ballfields	\$ 150.00
Dawn Bender	3/24/2020	ccc dmg dep rtn / cancellation	\$ 75.00
Denise Zimmerman	4/6/2020	refund overpaid utilities	\$ 707.09
Department of Social Services	4/10/2020	UT refund	\$ 89.09
DGR Engineering	3/16/2020	Palmira utility project construct. Admin	\$ 5,019.00
DGR Engineering	3/16/2020	Map updates, Tract 1A West Ave, Cert. side	\$ 1,703.50
Flor Belen	3/23/2020	ccc dmg dep rtn / cancellation	\$ 175.00
Garbage'N'More	4/1/2020	utilities	\$ 210.00
Gas Training Specialties	3/30/2020	OQ testing	\$ 244.03
Gerson Rosario-Villados	3/18/2020	ccc dmg dep rtn / cancellation	\$ 175.00
Ginny Beck	2/23/2020	refund of postage paid	\$ 0.30
Goebel Printing	3/15/2020	stakes for notice signs	\$ 40.00
GovOffice	3/9/2020	website hosting fees	\$ 630.00

Great Western Bank	3/9/2020	account analysis fee -0206	\$	70.00
Great Western Bank	3/9/2020	account analysis fee -0916	\$	30.25
Great Western Bank	4/8/2020	account analysis charge -916	\$	40.59
Great Western Bank	4/8/2020	account analysis charge -206	\$	60.00
Great Western Bank	4/10/2020	purchase card payment	\$	2,690.67
Groebern & Associates	3/24/2020	key lock	\$	344.12
Health Pool of SD	4/1/2020	health + life insurance payable	\$	2,077.83
Hydro Klean	2/29/2020	pipe lining	\$	31,643.55
Internal Revenue Service / EFTPS	3/19/2020	Payroll taxes employee payroll	\$	2,047.35
Internal Revenue Service / EFTPS	3/12/2020	payroll taxes council + mayor PR	\$	178.04
Internal Revenue Service / EFTPS	3/20/2020	payroll taxes council + mayor special mtg	\$	15.28
Internal Revenue Service / EFTPS	4/2/2020	payroll taxes for PZ director payroll	\$	49.72
Internal Revenue Service / EFTPS	4/2/2020	payroll taxes mayor payroll	\$	207.76
Internal Revenue Service / EFTPS	3/31/2020	payroll taxes PZ Board	\$	38.30
Internal Revenue Service/EFTPS	4/2/2020	payroll taxes employee payroll	\$	2,363.43
Internal Revenue Service/EFTPS	4/3/2020	payroll taxes special mtg	\$	19.10
International Code Council	3/16/2020	2020 dues	\$	135.00
Jacob Dibbert	3/23/2020	ccc dmg dep rtn / cancellation	\$	425.00
Kristin Swanson	3/12/2020	ccc dmg dep rtn / cancellation	\$	75.00
Kristin Swanson	3/27/2020	ccc prepaid rent rtn	\$	75.00
Little Falls Machine, Inc.	2/27/2020	curb shoe purchase	\$	128.93
Lori Wegehaupt	3/24/2020	ccc dmg dep rtn / cancellation	\$	175.00
Lynn Bruns	3/16/2020	ccc dmg dep rtn	\$	175.00
Mac's / Blue Tarp Financial, Inc.	4/2/2020	supplies	\$	94.75
Mac's / Blue Tarp Financial, Inc.	3/18/2020	supplies	\$	19.58
Matheson Tri-Gas, Inc.	3/31/2020	supplies	\$	35.06
MedTox Laboratories	2/29/2020	program administration fee	\$	50.00
Meierhenry Sargent	4/6/2020	legal expense 03-2020 + end of 02-2020	\$	684.00
Menards	3/17/2020	supplies	\$	118.39
Minnehaha Comm. Wtr. Corp	4/2/2020	03-2020 water purchase	\$	4,983.65
Minnehaha Funeral Home	3/23/2020	ccc dmg dep rtn / cancellation	\$	400.00
Mitchell Construction Inc.	4/1/2020	truck + asphalt	\$	322.63
Mitchell Contruction Inc.	2/11/2020	haul snow	\$	170.00
New Century Press	3/6/2020	equalization notice publication #1	\$	14.07
New Century Press	3/13/2020	accidental equalization notice publications	\$	11.22
New Century Press	3/13/2020	02.27.2020 mtg mins publication	\$	19.86
New Century Press	3/27/2020	Board of Equalization mtg min publication	\$	124.95
New Century Press	3/27/2020	special event liqor license hearing notice	\$	14.90
New Century Press	3/27/2020	special event liqor license hearing notice	\$	14.90
New Century Press	3/27/2020	special event liqor license hearing notice	\$	14.90
New Century Press	3/6/2020	special event liqor license hearing notice	\$	13.24
New Century Press	3/6/2020	Ord #257 publication	\$	16.55
New Century Press	3/6/2020	special event liqor license hearing notice	\$	14.07
New Century Press	3/20/2020	PZ hearing notice - rezoning	\$	20.69
New Century Press	3/20/2020	PZ hearing notice - amendment regulations	\$	18.21
New Century Press	3/20/2020	Ord #256 publication	\$	21.51
New Century Press	3/20/2020	03/09/2020 mtg mins publication	\$	191.51
New Century Press	3/20/2020	PZ hearing notice - storage unit amendment	\$	17.38
New Century Press	3/4/2020	ball field practice sign-up notice	\$	36.00
New Century Press	3/6/2020	state wrestling ad support	\$	20.00
New Century Press	4/3/2020	hearing notice council- variance	\$	18.21
New Century Press	4/3/2020	hearing notice council - amendment zoning	\$	18.21
New Century Press	4/3/2020	hearing notice council - special event liq.	\$	14.90
New Century Press	4/3/2020	hearing notice council - special event liq.	\$	14.90
New Century Press	4/3/2020	hearing notice council - special event liq.	\$	14.90

Nyberg's Ace Hardware	3/31/2020	keys for bldgs	\$	7.47
Payment Service Network	4/6/2020	03-2020 gateway fee	\$	39.95
Revize LLC	4/6/2020	new website	\$	8,829.00
Robyn Brothers	3/23/2020	ccc dmg dep rtn / cancellation	\$	150.00
SD Department of Revenue	3/12/2020	02-2020 sales tax payment	\$	5,008.59
SD One Call	2/29/2020	02-2020 service fees	\$	11.55
SD One Call	3/31/2020	03-2020 charges	\$	72.45
SD Retirement System	3/19/2020	03-2020 retirement system	\$	1,842.38
SDML Worker's Compensation Fund	3/18/2020	2019 payroll audit	\$	1,434.00
SDRS Supplemental Retirement	4/6/2020	ROTH contribution	\$	75.00
SDRS Supplemental Retirement	3/6/2020	ROTH contribution	\$	75.00
SDRS Supplemental Retirement	3/20/2020	ROTH contribution	\$	75.00
SF Area Humane Society	3/15/2020	02-2020 animal control services	\$	93.84
Sign Design & Labeling, Inc.	3/31/2020	vehicle decals	\$	185.00
Sioux Valley Energy	3/13/2020	street light utilities	\$	238.00
Sioux Valley Energy	3/13/2020	sewer utilities	\$	209.58
Summit Supply Corporation of Colorado	4/3/2020	moveable pitching rubber	\$	450.92
U Drive Technology	4/1/2020	03-2020 text messaging service	\$	66.64
USDA - Rural Development	4/20/2020	pay loader note payment	\$	1,663.00
Verizon Wireless	3/10/2020	utilities	\$	27.76
Verizon Wireless	3/23/2020	utilities	\$	94.68
Waterbury Plumbing & Heating	3/25/2020	replacement HVAC unit @ Comm. Cen.	\$	7,836.75
Xcel Energy	3/10/2020	utilities	\$	4.80
Xcel Energy	3/30/2020	utilities	\$	2,773.39
			Total claims	\$ 148,075.94

Purchase card payments				
Vendor	Date incur.	Description		Amount
Campbell Supply	3/10/2020	supplies	\$	55.95
Crooks Country Corner	3/9/2020	fuel	\$	42.43
Crooks Country Corner	3/31/2020	fuel	\$	34.58
Ecolab	10/16/2020	pest control services @ Comm. Cen.	\$	75.00
JCL Solutions	3/11/2020	Comm. Cen. Supplies	\$	102.07
Lewis	4/6/2020	supplies + stamps	\$	339.98
Lewis	4/6/2020	supplies + stamps	\$	247.97
Nyberg's Ace Hardware	3/25/2020	air filters	\$	11.98
Nyberg's Ace Hardware	3/19/2020	supplies	\$	55.97
Office Depot	3/9/2020	office supplies	\$	59.89
Office Depot	4/7/2020	supplies	\$	27.38
OfficeMax	4/6/2020	supplies	\$	123.72
Pump'N'Stuff	3/12/2020	fuel	\$	14.20
Pump'N'Stuff	3/12/2020	fuel	\$	62.73
Pump'N'Stuff	3/13/2020	fuel	\$	11.83
Pump'N'Stuff	3/25/2020	fuel	\$	25.50
Pump'N'Stuff	4/2/2020	fuel	\$	19.01
Pump'N'Stuff	4/1/2020	fuel	\$	55.17
Renner Corner	2/26/2020	fuel	\$	38.32
Scooby's	2/5/2020	equipment maintenance	\$	5.00
Scooby's	3/12/2020	equipment maintenance	\$	11.75
Sturdevant's	3/10/2020	supplies	\$	7.84
The Tessman Company	4/8/2020	grass seed	\$	1,035.44
The Wooden Nickel	3/6/2020	gas class lunch	\$	82.91

US Specialty Coatings	3/24/2020 supplies	\$	107.90
USPS	2/18/2020 postage	\$	22.80
USPS	3/25/2020 postage certified letters	\$	13.35
<hr/>			
Total due			\$ 2,690.67

City of Crooks Authorization to Consume\Blend Alcoholic Beverages Application

A. Melissa Boehrns

Applicant's Name

N/A

Applicant's Address

N/A

City, State, Zip

B. Crooks Community Child Care Center

Organization Name

204 E Main St

Organization Address

Crooks, SD, 57020

City, State, Zip

C. Date of Event 10/10/2020

Explain Nature or Reason for Requesting Special Permit:

Hosting fund raiser

Beverage(s) to be sold or served:

malt beverages & liquor

D. CERTIFICATE: The undersigned applicant certifies under the penalties of perjury, by law provided that all statements herein are true and correct; that the said applicant complies with all of the statutory requirements for the license being applied for and agrees this application shall constitute a contract between applicant and the City of Crooks entitling the same or any peace officer to inspect t

E. The premises, books and records at any time for the purpose of enforcing the provisions of Title 35, SDCL, as amended.

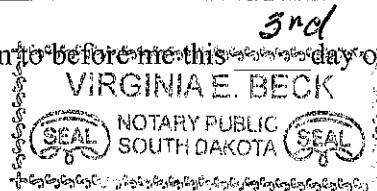
Signed this 3 day of March, 2020.

Melissa Boehrns

Signature of Applicant

F. This application was subscribed and sworn to before me this 3rd day of MARCH, 2020.

Virginia Beck 8/10/2022
City Finance Officer / Notary Public



G. Approval of Local Governing Body

The governing body by majority vote recommends the approval and granting of this license and certifies that requirements as to location and suitability of premises and applicant have been reviewed and conform to the requirements of local and South Dakota Law.

SEAL

Mayor-City of Crooks

Date Received 03/03/2020

Date Issued _____

City of Crooks Authorization to Consume\Blend Alcoholic Beverages Application

A. Mike Harstad

Applicant's Name

N/A

Applicant's Address

N/A

City, State, Zip

B. Crooks Volunteer Fire Department

Organization Name

200 W 4th St

Organization Address

Crooks, SD, 57020

City, State, Zip

C. Date of Event 05/28/2020, 05/29/2020, 05/30/2020, 05/31/2020

Explain Nature or Reason for Requesting Special Permit:

Beer garden during Community Days at
Sunset Park.

Beverage(s) to be sold or served:

malt beverages & liquor

D. CERTIFICATE: The undersigned applicant certifies under the penalties of perjury, by law provided that all statements herein are true and correct; that the said applicant complies with all of the statutory requirements for the license being applied for and agrees this application shall constitute a contract between applicant and the City of Crooks entitling the same or any peace officer to inspect t

E. The premises, books and records at any time for the purpose of enforcing the provisions of Title 35, SDCL, as amended.

Signed this 20th day of February, 2020.


Signature of Applicant

F. This application was subscribed and sworn to before me this 20th day of February, 2020.


City Finance Officer / Notary Public

G. Approval of Local Governing Body

The governing body by majority vote recommends the approval and granting of this license and certifies that requirements as to location and suitability of premises and applicant have been reviewed and conform to the requirements of local and South Dakota Law.

SEAL

Mayor-City of Crooks

Date Received 02/20/2020

Date Issued _____

emailed papers 02/28/2020

City of Crooks Authorization to Consume\Blend Alcoholic Beverages Application

A. Mike Harstad

Applicant's Name

N/A

Applicant's Address

N/A

City, State, Zip

B. Crooks Volunteer Fire Department

Organization Name

200 W 4th St

Organization Address

Crooks, SD, 57020

City, State, Zip

C. Date of Event 11/25/2020

Explain Nature or Reason for Requesting Special Permit:

Hosting dueling pianos event

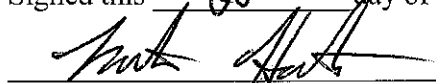
Beverage(s) to be sold or served:

malt beverages & liquor

D. CERTIFICATE: The undersigned applicant certifies under the penalties of perjury, by law provided that all statements herein are true and correct; that the said applicant complies with all of the statutory requirements for the license being applied for and agrees this application shall constitute a contract between applicant and the City of Crooks entitling the same or any peace officer to inspect t

E. The premises, books and records at any time for the purpose of enforcing the provisions of Title 35, SDCL, as amended.

Signed this 20th day of February, 2020.



Signature of Applicant

F. This application was subscribed and sworn to before me this 20th day of February, 2020.


City Finance Officer / Notary Public

G. Approval of Local Governing Body

The governing body by majority vote recommends the approval and granting of this license and certifies that requirements as to location and suitability of premises and applicant have been reviewed and conform to the requirements of local and South Dakota Law.

SEAL

Mayor-City of Crooks

Date Received 02/20/2020

Date Issued _____

enclosed pp 02/28/2020

Please complete the form and return it to our office with a \$50 for the hearing fee for the application.

CITY OF CROOKS

Please check appropriate box

(Print or Type

APPLICATION #: 02-2020

NAME: Evan and Kelsey Murphy

ADDRESS: 5508 S Culbert Ave

DAYTIME PHONE#: _____

PROPERTY ADDRESS: 401 W. 6th St

CONDITIONAL US	<input type="checkbox"/>
REZONING	<input type="checkbox"/>
VARIANCE	<input checked="" type="checkbox"/>

LEGAL: Lot 8 Clock 7 Sunset Addition of Crooks

DATE OF BUILDING PERMIT REQUEST: N/A

DATE OF DENIAL: N/A

REASON FOR BUILDING PERMIT DENIAL: N/A

EXISTING USE OF PROPERTY: Lot w/ structure

PRESENT ZONING CLASSIFICATION: R-1

PROPOSED ZONING CLASSIFICATION: N/A

SECTION OF CODE: 16.00 for variance

REASON FOR REQUEST: Allow for non site built house to be located on property

LIST SPECIFIC HARDSHIPS: House is already on the property. City staff and CHRC were aware of plans and did not understand zoning regulations.

Applications for Conditional Use Permits and/or Rezoning Requests will not be accepted until the following information has been provided by the applicant:

- A) Detailed Site Plan (Refer to handout) attached
- B) Location and Use of Adjacent Structures
- C) Application Fee

SCHEDULED FOR PLANNING COMMISSION ACTION (Date): N/A

SCHEDULED FOR BOARD OF ADJUSTMENT ACTION (Date): 04/13/2020

*TENTATIVE DATE (IF APPEALED): Final date announced at Planning Commission Meeting: _____

APPLICATION FEE: \$50 = CHECK #: _____ RECEIPT #: _____

The undersigned acknowledges/declares that all the facts and representations stated in this application are true and by signing, acknowledges the cost and the procedure for the processing of the application and certifies that the property described by the provided legal description, is not tax delinquent.

Kelsey Murphy	2/20/20	<i>Kelsey Murphy</i>	20 Feb 2020
Name of Applicant/Owner	Date	Signature of Applicant/Owner	Date

emailed paper 02/24/2020 received 02/20/2020

ORIGINAL

CITY OF CROOKS
 ORDINANCE NO. 259
 SUPPLEMENTAL APPROPRIATIONS ORDINANCE

Be it ordained by the Governing Body of Crooks, South Dakota that the following sums are appropriated to supplement the 2020 appropriations, Ordinance No. 251, to meet the obligations of the municipality for the fiscal year of 2020.

Section 1.		<u>Total Funds</u>
General Fund (101)		
452.0 Parks		
	433 Improvements other than buildings	\$ 15,000.00
	TOTAL APPROPRIATIONS	<u>\$ 15,000.00</u>
Section 2.		
SOURCE OF FUNDING		
Fund	Description	
General Fund (101)	262.20 Unreserved fund balance	\$ 15,000.00
	TOTAL MEANS OF FINANCE	<u>\$ 15,000.00</u>

The Finance Officer is hereby directed to transfer the said amount and to show such action on the proper records of the City.

 F. Butch Oseby, Mayor

(SEAL)

Attest:

 Tobias Schantz, Municipal Finance Officer

First Reading:
 Second Reading & Adoption:
 Publication:
 Effective Date:
 Published once at the approximate cost of: \$

ORDINANCE NO. 260

AN ORDINANCE OF THE CITY OF CROOKS, SD, AMENDING THE 2009 REVISED CROOKS ZONING REGULATIONS BY AMENDING CHAPTER 9.01, LI: LIGHT INDUSTRIAL DISTRICT, PERMITTED USES; CHAPTER 9.02, LI: LIGHT INDUSTRIAL DISTRICT, CONDITIONAL USES; CHAPTER 10.01, HI: HEAVY INDUSTRIAL DISTRICT, PERMITTED USES; CHAPTER 10.02 HI: HEAVY INDUSTRIAL DISTRICT, CONDITIONAL USES; AND CHAPTER 20.02, DEFINITIONS, DEFINITIONS.

BE IT ORDAINED BY THE CITY OF CROOKS, SD:

Section 1. That Chapter 9.01 of the 2009 Revised Crooks Zoning Regulations is hereby amended to remove the following:

Warehouse, mini-warehouse	The materials stored on the premises shall have a level 1 or below in the Fire Protection Guide on Hazardous Materials 12.02, 12.04, 12.05, 12.06, 12.12
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Section 2. That Chapter 9.02 of the 2009 Revised Crooks Zoning Regulations is hereby amended to include the following:

Warehouse, mini-warehouse	<p>All Warehouse, mini-warehouse shall be located at least one hundred (100) feet from any residential district.</p> <p>All Warehouse, mini-warehouses will have exterior doors that conceal all items inside from external view. No items will be stored outside of units.</p> <p>When abutting a residential district, a landscape buffer and screening shall be provided within each side and rear yard setbacks. They shall consist of a combination of berming, fencing, and/or vegetation sufficient to provide a visual buffer at least six (6) feet high.</p> <p>The materials stored on the premises shall have a level 1 or below in the Fire Protection Guide on Hazardous Materials</p> <p>Perimeter walls shall be designed with physical breaks, facade material changes, or other architectural details and features (not just paint) intended to mimic the style of a retail structure as opposed to a continuous, visually monotonous warehouse wall.</p> <p>Shall be paved with a hard surfaced concrete or asphalt driveway connecting to an adjacent public street.</p> <p>12.02, 12.04, 12.05, 12.06, 12.12</p>
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<p>Consumer storage units</p>	<p>All consumer storage units shall be located at least one hundred (100) feet from any residential district.</p> <p>All Consumer Storage Units will have exterior doors that conceal all items inside from external view. No items will be stored outside of units.</p> <p>When abutting a residential district, a landscape buffer and screening shall be provided within each side and rear yard setbacks. They shall consist of and combination of berming, fencing, and/or vegetation sufficient to provide a visual buffer at least six (6) feet high.</p> <p>The materials stored on the premises shall have a level 1 or below in the Fire Protection Guide on Hazardous Materials</p> <p>Any exterior door which immediately assesses an individual storage unit shall not face a public street.</p> <p>Perimeter walls shall be designed with physical breaks, facade material changes, or other architectural details and features (not just paint) intended to mimic the style of a retail structure as opposed to a continuous, visually monotonous warehouse wall.</p> <p>Shall be paved with a hard surfaced concrete or asphalt driveway connecting to an adjacent public street.</p> <p>12.02, 12.04, 12.05, 12.06, 12.12</p>
--------------------------------------	--

Section 3. That Chapter 10.01 of the 2009 Revised Crooks Zoning Regulations is hereby amended to remove the following:

<p>A warehouse or mini-warehouse</p>	<p>Subject to the materials stored on the premises shall have a level 1 or below in the Fire Protection Guide on Hazardous Materials</p> <p>12.02, 12.04, 12.05, 12.06, 12.12</p>
---	---

Section 4. That Chapter 10.02 of the Zoning Ordinance of the City of Crooks is hereby amended to include the following:

Warehouse, mini-warehouse	<p>All Warehouse, mini-warehouse shall be located at least one hundred (100) feet from any residential district</p> <p>All Warehouse, mini-warehouses will have exterior doors that conceal all items inside from external view. No items will be stored outside of units.</p> <p>When abutting a residential district, a landscape buffer and screening shall be provided within each side and rear yard setbacks. They shall consist of a combination of berming, fencing, and/or vegetation sufficient to provide a visual buffer at least six (6) feet high.</p> <p>The materials stored on the premises shall have a level 1 or below in the Fire Protection Guide on Hazardous Materials</p> <p>Perimeter walls shall be designed with physical breaks, facade material changes, or other architectural details and features (not just paint) intended to mimic the style of a retail structure as opposed to a continuous, visually monotonous warehouse wall.</p> <p>Shall be paved with a hard surfaced concrete or asphalt driveway connecting to an adjacent public street.</p> <p>12.02, 12.04, 12.05, 12.06, 12.12</p>
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Consumer storage units	<p>All consumer storage units shall be located at least one hundred (100) feet from any residential district.</p> <p>All Consumer Storage Units will have exterior doors that conceal all items inside from external view. No items will be stored outside of units.</p> <p>When abutting a residential district, a landscape buffer and screening shall be provided within each side and rear yard setbacks. They shall consist of a combination of berming, fencing, and/or vegetation sufficient to provide a visual buffer at least six (6) feet high.</p> <p>The materials stored on the premises shall have a level 1 or below in the Fire Protection Guide on Hazardous Materials</p> <p>Any exterior door which immediately assesses an individual storage unit shall not face a public street.</p> <p>Perimeter walls shall be designed with physical breaks, facade material changes, or other architectural details and features (not just paint) intended to mimic the style of a retail structure as opposed to a continuous, visually monotonous warehouse wall.</p> <p>Shall be paved with a hard surfaced concrete or asphalt driveway connecting to an adjacent public street.</p> <p>12.02, 12.04, 12.05, 12.06, 12.12</p>
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Section 5. That Section 20.02 of the Zoning Ordinance of the City of Crooks is hereby amended to include the following:

CONSUMER STORAGE UNITS - A warehouse structure containing separate storage spaces for household items, which may be of various sizes, leased or rented on an individual basis. This definition includes warehouse structures containing individual storage spaces for consumer automobiles, campers, recreational vehicles, trailers, etc.

WAREHOUSE - A warehouse structure where non-standard household consumer items or commercial and industrial goods are stored either collectively or in separate storage spaces, leased or rented as determined by the owner. These goods are typically received from heavy trucks and then stored for subsequent delivery to off-site wholesalers, retailers, or consumers. This definition includes warehouse structures containing storage spaces for consumer automobiles, campers, recreational vehicles, trailers, etc.

Adopted this _____ day of _____, 2020.

Mayor

ATTEST:

Finance Officer

Seal

First Reading: _____

Second Reading & Adoption: _____

Published: _____

Effective Date: _____

Published once at the approximate cost of _____.

**City of Crooks
Resolution 2020-04-04**

WHEREAS, the City of Crooks has acquired a new mosquito fogger in 2019;
and,

WHEREAS, the City of Crooks holds joint ownership with other municipalities
in a mosquito fogger used prior to the acquisition of the one acquired 2019; and,

WHEREAS, the City Council has determined the City should relinquish its
ownership stake in the jointly owned mosquito fogger; and,

WHEREAS, **SDCL 6-5-1** allows the City to declare the property surplus and
transfer it to another political subdivision without offering the property for sale;

NOW, THEREFORE BE IT RESOLVED by the Crooks City Council, that City's
ownership stake in the jointly owned mosquito fogger is now declared surplus and is
transferred to City of Valley Springs to be used in the continued operation of the
municipality of Valley Springs.

Yays:

Nays:

Abstain:

F. Butch Oseby
Mayor

ATTEST:

Tobias Schantz
Finance Officer

(SEAL)

Published: _____
Published once at the approximate cost of: _____
Effective: _____

**City of Crooks
Resolution 2020-04-05**

WHEREAS, the City of Crooks operates a Municipal Utility Company; and,

WHEREAS, the Crooks Municipal Utilities provides natural gas; and,

WHEREAS, Crooks Municipal Utilities serves Crooks, the Renner area and rural Sioux Falls; and,

WHEREAS, the City of Crooks wishes to establish a firm therm price for natural gas;

NOW, THEREFORE BE IT RESOLVED by the Crooks City Council that a firm therm price of \$0.75 is established.

Yays:

Nays:

Abstain:

F. Butch Oseby
Mayor

ATTEST:

Tobias Schantz
Finance Officer

(SEAL)

Published:

Published once at the approximate cost of:

Effective:

RESOLUTION 2020-04-06

A Resolution assigning addresses to real property within the City of Crooks

WHEREAS, plats have been previously filed with the Minnehaha County register of Deeds describing the following real property located within the municipal boundaries of the City of Crooks, to wit:

Lots 1, 2, 3, 4, 5, 6, 7, 8, 9a, 10a, 11a, 12a, 13a, 14a in block 6 of Sunset Addn. to the City of Crooks; and, Tract A, in block 6 of Sunset Addn. to the City of Crooks; and, Tract C of Sunset Addn. to the City of Crooks; and, Johnson Tract 2 NW ¼ 11 102 50 Crooks City Unplatted to the City of Crooks; and, Lot 8, block 4 Gloe Addn. to the City of Crooks; and, according to the recorded plat thereof;

NOW THEREFORE IT IS HEREBY RESOLVED that the following numbering system will be established:

Lot 1, Block 9, Sunset Addn. to 453 W 6th St
Lot 2, Block 9, Sunset Addn. to 449 W 6th St
Lot 3, Block 9, Sunset Addn. to 445 W 6th St
Lot 4, Block 9, Sunset Addn. to 441 W 6th St
Lot 5, Block 9, Sunset Addn. to 437 W 6th St
Lot 6, Block 9, Sunset Addn. to 433 W 5th St
Lot 7, Block 9, Sunset Addn. to 429 W 5th St
Lot 8, Block 9, Sunset Addn. to 425 W 5th St
Lot 9a, Block 9, Sunset Addn. to 421 W 5th St
Lot 10a, Block 9, Sunset Addn. to 417 W 5th St
Lot 11a, Block 9, Sunset Addn. to 413 W 5th St
Lot 12a, Block 9, Sunset Addn. to 409 W 5th ST
Lot 13a, Block 9, Sunset Addn. to 405 W 6th St
Lot 14a, Block 9, Sunset Addn. to 401 W 6th St

Tract A, in block 6 of Sunset Addn. to 806 W Andrew Dr.
Tract C of Sunset Addn. to 307 W 7th St.
Johnson Tract 2 NW ¼ 11 102 50 Crooks City Unplatted to the City of Crook to 500 E 5th St.
Lot 8, block 4 Gloe Addn. to the City of Crooks to 420 E 5th St.

IT IS FURTHER RESOLVED that notice of this change shall be provided to the affected property owners, US Postmaster, the Crooks Volunteer Fire Department, Metro Communications, the Minnehaha County Equalization and Planning & Zoning offices, Alliance Communications, Xcel Energy and Crooks Municipal Utilities.

Aye: Nay: --- Abstain: ---

Dated this _____th day of _____, 2020.

Ayes: Nays: Abstains:

F. Butch Oseby, Mayor

ATTEST:

Tobias Schantz, Finance Officer

Published: _____
Published once at the approximate cost of: _____
Effective: _____