

City of Crooks
City Council
Regular monthly meeting
Posted agenda
Date: July 12, 2021
Time: 7:00 pm / CST

Location: Crooks Community Center (701 S West Ave, Crooks, SD, 57020)

- 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
- 6) Public Hearing
 - a. Conditional Use / Oversized accessory building / Address 612 E 4th St. / Applicant: Debra Starzl
- 7) Open comments
- 8) Reports / Other business
 - a. Crooks HRC report
 - b. Park report
 - c. Street report
 - i. Addendum West Ave Trails Ph. 2 project
 - d. Planning and zoning report
 - e. Building Inspector's Report
 - f. Government buildings report & IT infrastructure
 - g. Finance report
 - i. Request additional payoff for SRF Lagoon Bond from SD DANR
 - h. Utility report
 - i. Code enforcement / animal control
 - j. Other business:
 - i. Volunteer acknowledgement
 - ii. Voting wards
- 9) Ordinances, resolution, policy, motions
 - a. Second reading of Ordinance #277: A Temporary Ordinance regarding the issuance of local medical cannabis establishment permits and/or licenses
 - b. Second reading of Ordinance #278: An ordinance to rezone property in the City of Crooks
 - c. Second reading of Ordinance #279: A supplemental appropriations ordinance
 - d. Second reading of Ordinance #280: An ordinance amending ordinance #174
 - e. First Reading of Ordinance #281: A supplemental appropriations ordinance
 - f. Resolution 2021-22: A resolution establishing fees for violations of ordinance #174
- 10) Adjourn

City of Crooks
City Council
Regular monthly meeting minutes
June 14, 2021

At 7:00 pm the meeting was called to order by Mayor Oseby at the Crooks Community Center. Answering roll call were Alderman Maras, Alderman Richardson, Alderman Beyer, Alderman Harstad, Mayor Oseby. City staff present were Utility Superintendent Beck, Building Inspector Pearson, City Engineer Morris, Planning and Zoning Director S. Richardson, Finance Officer Schantz.

Pledge was recited by those present. Oseby led invocation.

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

Consent calendar. Motion by Richardson to approve consent calendar items, seconded by Harstad. Account analysis fee charged by Great Western Bank was discussed. No further discussion. All aye, motion carries.

Approved claims.

Vendor	Date incur.	Description	Amount
A&B Business Solutions	6/1/2021	06-21 managed IT	\$ 670.94
A&B Business Solutions	6/4/2021	copier lease	\$ 274.35
A&B Concrete	6/3/2021	repair damaged sidewalk at Sunset Park	\$ 1,795.92
Aflac	5/26/2021	AFLAC payable	\$ 138.34
Alliance Communications	6/1/2021	utilities - sewer	\$ 151.58
Alliance Communications	6/1/2021	utilities - City office & new phones	\$ 495.04
American Engineering Testing	6/7/2021	geographical exploration sewer project	\$ 7,750.00
Avera Heart Hospital of South Dakota	5/27/2021	AED cabinets	\$ 200.00
Banyon Data Systems	6/1/2021	software support	\$ 2,650.00
Bill Pearson	5/20/2021	hard hat	\$ 24.50
Bonnie Oleson	6/13/2021	ccc dmg dep return	\$ 175.00
Clayton Energy Corporation	5/13/2021	04-21 commodity purchase	\$ 11,069.95
Clayton Energy Corporation	6/1/2021	05-21 monthly reservation + service fee	\$ 2,018.00
Clayton Energy Corporation	6/11/2021	05-2021 natural gas purchase	\$ 6,805.04
Code Works	5/17/2021	Tri-Valley plan review	\$ 4,893.70
Crooks Country Corner	6/1/2021	brake fluid	\$ 17.85
Crooks Municipal Utilities	5/10/2021	Palmira bathroom utilities	\$ 215.27
Crooks Municipal Utilities	5/10/2021	w lift station utilities	\$ 27.91
Crooks Municipal Utilities	5/10/2021	Crooks Comm Cen utilities	\$ 455.71
Crooks Municipal Utilities	5/10/2021	city shop utilities	\$ 128.87
Crooks Municipal Utilities	5/10/2021	n lift station utilities	\$ 28.88
Crooks Municipal Utilities	5/10/2021	n lift station utilities	\$ 28.88
Crooks Municipal Utilities	6/8/2021	utilities at n lift station	\$ 26.81
Crooks Municipal Utilities	6/8/2021	utilities at city shop	\$ 35.89
Crooks Municipal Utilities	6/8/2021	utilities at Palmira bathroom	\$ 163.28
Crooks Municipal Utilities	6/8/2021	utilities @ community center	\$ 132.53
Crooks Municipal Utilities	6/9/2021	w lift station utilities	\$ 27.72

D3 Handyman Service, LLC	6/7/2021	repair valley gutter	\$ 11,230.00
Dakota Supply Group	6/3/2021	supplies	\$ 1,208.13
Daubys Sport Center	5/26/2021	supplies baseball diamonds	\$ 25.00
Department of Social Services	6/9/2021	refund Reconnect funds	\$ 421.94
Department of Social Services	6/8/2021	overpayment for LIEAP assistance	\$ 55.28
DGR Engineering	5/18/2021	Palmira construction administration	\$ 1,113.90
Dudley Laundry d/b/a Appeara	5/26/2021	mat, mop, towel service @ comm cen/office	\$ 75.62
Dudley Laundry d/b/a Appeara	5/12/2021	mat, mop, towel service	\$ 74.46
Dudley Laundry d/b/a Appeara	6/9/2021	mat, mop, towel service	\$ 76.84
Ecolab	5/18/2021	pest control services at office/Comm Cen.	\$ 79.96
Ferguson Waterworks	5/20/2021	supplies	\$ 2,451.73
Garbage'N'More	6/1/2021	trash service	\$ 310.00
Goebel Printing	5/10/2021	reflective garments City staff	\$ 543.04
Great Western Bank	6/8/2021	account analysis charge -0916	\$ 45.05
Great Western Bank	6/8/2021	account analysis charge -0206	\$ 40.00
Great Western Bank	6/10/2021	purchase card payment	\$ 1,987.77
Great Western Bank	5/13/2021	account analysis -916	\$ 26.34
Great Western Bank	5/13/2021	account analysis -206	\$ 40.00
Groebner & Associates	5/20/2021	meter purchase	\$ 724.47
Groebner & Associates	5/13/2021	Amr meters	\$ 1,914.12
Health Pool of SD	6/1/2021	life + health insurance payable	\$ 2,144.76
Heiman, Inc.	5/11/2021	fire extinguisher maintenance	\$ 232.50
Helpline Center, Inc.	4/30/2021	04-21 monthly charge	\$ 108.26
Helpline Center, Inc.	5/31/2021	05-2021 service fee	\$ 108.03
Internal Revenue Service/EFTPS	5/18/2021	payroll taxes	\$ 2,574.31
Internal Revenue Service/EFTPS	5/17/2021	balance due on return or notice Q3-2020	\$ 392.33
Internal Revenue Service/EFTPS	5/17/2021	balance due on return or notice Q4-2020	\$ 592.20
Internal Revenue Service/EFTPS	6/3/2021	payroll tax payment	\$ 3,037.70
John Reck	5/16/2021	ccc dmg deposit & key deposit	\$ 225.00
Judi Person	5/24/2021	reimbursement plants @ comm cen	\$ 95.00
Katherine Zimmerman	6/8/2021	ut dep return	\$ 28.98
Kendle's Auto	6/9/2021	maintenance doors new city truck	\$ 55.00
Lacey Rentals	5/18/2021	portable restroom rental	\$ 175.00
Lacey Rentals	6/2/2021	portable restroom rental Community Days	\$ 730.00
Lacey Rentals	6/1/2021	portable restroom at city shop	\$ 138.00
Matheson	5/31/2021	supplies	\$ 35.06
Meierhenry Sargent LLP	5/6/2021	04-2021 legal expense	\$ 576.00
Minnehaha Comm. Wtr. Corp.	5/11/2021	04-2021 water purchase	\$ 6,450.75
Minnehaha Comm. Wtr. Corp.	6/8/2021	05-2021 water purchase	\$ 9,222.75
Mitchell Construction	5/25/2021	haul asphalt out	\$ 105.00
Mitchell Construction	6/2/2021	dump truck and hot mix	\$ 3,048.51
New Century Press	5/14/2021	resolution 2021-14 publication fees	\$ 19.03
New Century Press	5/28/2021	hearing notice Pz preliminary plan CDC	\$ 19.86
New Century Press	5/28/2021	hearing notice City conditional use	\$ 17.38
New Century Press	5/28/2021	hearing notice PZ rezoning CDC	\$ 21.51
New Century Press	5/28/2021	2020 annual report	\$ 166.33
New Century Press	5/28/2021	hearing notice City preliminary plan CDC	\$ 19.03
New Century Press	5/28/2021	hearing notice temporary liquor license	\$ 13.24

New Century Press	5/28/2021	hearing notice temporary liquor license	\$ 17.38
New Century Press	5/28/2021	hearing notice rezone CDC	\$ 20.69
New Century Press	5/7/2021	TV graduation ad	\$ 50.00
New Century Press	5/26/2021	Crooks Community Day schedule	\$ 275.00
New Century Press	5/28/2021	Crooks Community Day schedule - Mesgr.	\$ 20.00
New Century Press	6/4/2021	hearing notice TIF	\$ 23.17
New Century Press	5/28/2021	notice of adoption ord 242 1st pub.	\$ 10.76
New Century Press	6/4/2021	notice of adoption ord 242 2nd pub.	\$ 8.58
New Century Press	5/28/2021	notice of adoption ord 244 1st pub.	\$ 11.58
New Century Press	6/4/2021	notice of adoption ord 244 2nd pub.	\$ 9.24
New Century Press	5/21/2021	05/10/2021 mtg mins publication	\$ 244.94
Nexben	6/9/2021	voluntary life child insurance	\$ 1.70
Nexben	6/9/2021	voluntary spouse life insurance	\$ 50.40
Nexben	6/9/2021	voluntary life insurance	\$ 45.00
Nexben	6/9/2021	vision insurance	\$ 18.66
Nexben	6/9/2021	dental insurance	\$ 161.10
Novak Sanitary	6/1/2021	dumpster at 100 Park Dr & disposal	\$ 464.34
Novak Sanitary	6/1/2021	dumpster at Sunset Park	\$ 104.40
Payment Service Network	5/3/2021	04-21 gateway fee	\$ 39.95
Payment Service Network	6/2/2021	05-21 gateway fee	\$ 39.95
Pfeifer Implement	6/11/2021	bolt for mower repair	\$ 3.63
Pfeifer Implement	6/3/2021	tire multitrac	\$ 179.20
Pump'N'Stuff	5/19/2021	fuel mower	\$ 25.87
Pump'N'Stuff	5/13/2021	fuel	\$ 28.53
Pump'N'Stuff	6/1/2021	fuel	\$ 18.08
Pump'N'Stuff	5/30/2021	fuel	\$ 28.53
Pump'N'Stuff	5/29/2021	fuel	\$ 17.39
Pump'N'Stuff	5/24/2021	fuel	\$ 27.54
Pump'N'Stuff	5/11/2021	fuel	\$ 71.67
Pump'N'Stuff	5/13/2021	fuel	\$ 28.53
Pump'N'Stuff	6/2/2021	fuel	\$ 4.99
Pump'N'Stuff	5/21/2021	fuel	\$ 24.53
Pump'N'Stuff	5/10/2021	fuel	\$ 44.23
Pump'N'Stuff	5/7/2021	fuel	\$ 21.15
Q3 Contracting	5/19/2021	Retirement gas service + new gas service	\$ 1,912.09
Riteway	5/21/2021	perforated billing statement paper	\$ 65.23
Samuel Duardo Blanco Morales	5/24/2021	ccc dmg & key dep return	\$ 225.00
Schoeneman's	5/10/2021	field marker grid lime	\$ 146.00
SD DENR	5/11/2021	stormwater fee for Palmira utility project	\$ 250.00
SD DENR	5/11/2021	stormwater fee for West Ave Trails Ph. 2	\$ 100.00
SD Dept. of Revenue	5/18/2021	04-21 sales tax payable	\$ 3,476.06
SD Dept. of Revenue	6/11/2021	05-2021 sales tax payment	\$ 1,879.75
SD Municipal League	6/9/2021	registration budget conference	\$ 50.00
SD One Call	5/31/2021	05-21 msg fees	\$ 118.65
SD Public Utilities Commission	5/21/2021	CY 2020 pipeline safety assessment	\$ 2,189.33
SD Retirement System	5/18/2021	05-21 retirement contribution	\$ 1,988.84
SDRS Supplemental Retirement	5/6/2021	ROTH contribution	\$ 100.00
SDRS Supplemental Retirement	6/4/2021	ROTH contribution	\$ 100.00

SDRS Supplemental Retirement	5/21/2021	ROTH contribution	\$ 100.00
SEAFOG	5/17/2021	annual dues	\$ 30.00
Sioux Falls Area Humane Society	5/17/2021	04-2021 animal control services	\$ 230.64
Sioux Valley Energy	5/14/2021	streetlight utilities	\$ 254.00
Sioux Valley Energy	5/14/2021	utilities	\$ 147.13
SoDak Striping	5/12/2021	signs & striping	\$ 420.75
SoDak Striping	6/4/2021	handicap sign + striping	\$ 207.55
Stan Houston	6/5/2021	plate packer rental	\$ 140.00
TranSource	5/11/2021	repair street sweeper	\$ 338.00
U Drive Technology	6/1/2021	05-21 txt msg service	\$ 105.24
US Postal Service	5/11/2021	mailing fee May billing	\$ 255.20
US Postal Service	6/9/2021	mailing fee UB postcards	\$ 232.94
USDA - Rural Development	5/20/2021	pay loader note payment	\$ 1,663.00
USDA - Rural Development	6/20/2021	pay loader note payment	\$ 1,663.00
Vandersnick Excavating	5/6/2021	water line park	\$ 782.65
Vantek Communications	6/1/2021	pager utilities	\$ 16.00
Verizon Wireless	5/10/2021	utilities	\$ 23.20
Verizon Wireless	5/23/2021	utilities - phone	\$ 91.54
Xcel Energy	6/1/2021	utilities	\$ 2,823.03
		Total claims	\$ 117,462.66

Approved purchase card payments.

Purchase card payments			
Vendor	Date incur.	Description	Amount
Amazon	5/21/2021	perforated paper	\$ 12.99
Amazon	5/21/2021	electric sausage roller	\$ 289.00
Amazon	5/24/2021	popcorn machine New Hope concession	\$ 239.99
Gillespie Outdoor Power Equipment	5/12/2021	trimmer head	\$ 41.99
Great Western Bank	5/5/2021	annual card fee	\$ 10.00
Nyberg's Ace Hardware	5/25/2021	supplies	\$ 37.95
Nyberg's Ace Hardware	6/1/2021	supplies	\$ 48.46
Nyberg's Ace Hardware	6/3/2021	supplies	\$ 23.96
Pfeifer Implement	5/27/2021	blade for Kubota	\$ 61.02
Pump'N'Stuff	5/14/2021	gas pickup	\$ 46.40
Pump'N'Stuff	5/14/2021	gas mini excavator	\$ 28.00
Pump'N'Stuff	5/24/2021	fuel	\$ 40.95
Pump'N'Stuff	5/26/2021	fuel	\$ 105.19
Pump'N'Stuff	5/10/2021	fuel	\$ 39.94
Pump'N'Stuff	5/28/2021	fuel	\$ 73.57
Pump'N'Stuff	4/15/2021	fuel	\$ 33.00
Pump'N'Stuff	5/2/2021	fuel	\$ 38.29
Pump'N'Stuff	6/8/2021	fuel	\$ 15.34
Pump'N'Stuff	6/4/2021	fuel	\$ 48.17
RDO Equipment	6/3/2021	parts	\$ 35.76
Renner Corner	5/4/2021	fuel	\$ 55.02
Scooby's	5/4/2021	vehicle maintenance	\$ 10.25
Stan Houston	5/19/2021	weed whacker	\$ 199.95

US Postal Service	5/17/2021	postage stamp purchase	\$ 330.00
US Postal Service	5/17/2021	certified postage	\$ 6.45
US Specialty Coatings	4/27/2021	marking paint	\$ 116.13
		Total purchase card claims	\$ 1,987.77

Approved wage claims for May 2021.

Council	\$ 875.00
Mayor	\$ 740.00
Planning and Zoning Commission	\$ 845.00
Finance Office	\$ 1,500.00
Government Buildings	\$ 777.39
Building Inspector	\$ 943.00
Highway & Streets	\$ 1,655.95
Code Enforcement	\$ 90.40
Clean-Up	\$ 978.80
Animal Control	\$ 45.20
West Nile	\$ 38.72
Parks	\$ 2,270.13
Economic Development	\$ 58.08
Gas	\$ 5,058.87
Water	\$ 3,136.70
Sewer	\$ 3,339.34
Total wage claims	\$ 22,352.58

Public hearings.

Conditional use for home-based business. Oseby opened hearing. S. Richardson spoke on application. No comments were received from the public. Motion by Beyer to approve conditional use for 309 W 6th St., Crooks, seconded by Richardson. No further discussion. All aye, motion carries. Oseby then closed hearing.

Temporary liquor license for special event. Oseby opened hearing. The application was reviewed, question about beverages to be served and insurance coverage for fundraiser were reviewed. Motion by Harstad to approve special event liquor license with the condition that proof of insurance is provided to the City, seconded by Maras. No comments were received from the public. No further discussion. All aye, motion carries. Oseby then closed hearing.

Preliminary subdivision plan hearing for industrial park. Oseby opened hearing. S. Richardson reported on the Crooks Planning and Zoning Commission's hearing at which it unanimously recommended approval. S. Richardson stated the plan complies with the Crooks' subdivision regulations. Motion by Beyer to approve preliminary subdivision plan, seconded by Richardson. Potential sidewalk requirements, concerns on storm sewer, access in the development were discussed. The buffer space located by the northwestern properties indicated on the plan will be a designated park area with a potential archery opportunity according Oseby. No comments were received from public. No further discussion. All aye, motion carries. Oseby then closed hearing.

Petition to rezone property in Crooks. Oseby opened the hearing. S. Richardson stated the Crooks Planning and Zoning Commission held a hearing on the petition to rezone the property (CDC Industrial park at the north end of town) from NRC/AG to Light Industrial. The Crooks Planning and Zoning Commission recommended approval of the petition. Motion by Richardson to approve petition to rezone, seconded by Beyer. The property was discussed, and the necessity of renaming street names. No comment from public on petition. No further discussion. All aye, motion carries. Oseby then closed hearing.

Open comments. Richardson spoke on Crooks Community Days and thanked everyone for their contribution to them. Ron Person, resident, spoke on Crooks Community Days. S. Richardson spoke on the need for park wayfinding signs. Oseby spoke on the need for a new sign at City entrance.

Reports/Other business.

Crooks HRC report given by Harstad. Another lot has been sold in the Sunset Development. Dirt is scheduled to be moved in Heritage Pond Development by the end of July. Inquiries about R-3 zoning in Heritage Pond development were discussed.

Park report was given by Harstad. Volunteers have been watering Sunset Park to grow grass, compliant with water restrictions established by the City's water supplier. A Parks Board meeting is in the process of being scheduled.

Street report was given by Maras. The valley gutter at the intersection of Main St. and West Ave has been fixed, as have manholes. The slurry seal maintenance project was discussed with Morris. Oseby spoke on recent patch work completed by City staff.

Planning and Zoning report was given by S. Richardson. The comprehensive plan is in the process of being updated. The requests for accessory buildings has been declining due to higher material prices. Three properties will receive letters regarding violations.

Building inspector's report was given by Pearson. Progress on construction of school was discussed. New residential construction is continuing. Building permits are obtained for minor remodeling projects. Council, mayor, and those present then discussed the adding of sidewalk from 7th St to Dianne Street to make the school accessible, the City intends to apply for TAP grant funds for this project. Administrative provisions of building codes were reviewed and discussed.

Government buildings and IT infrastructure report was given by Beyer. A USDA-required inspection of the Crooks Community Center's ADA compliance will have to be conducted this; the City has contacted a service provider to conduct the review. Changes to Community Center Agreement & Use Policy. The proposed changes were reviewed by those present and discussed. Motion by Harstad to accept proposed changes, seconded by Richardson. No further discussion. All aye, motion carries. Upgrade copier & approve new lease. The City's copier provider has proffered upgrade opportunity for the copier at the City office. The offers were reviewed. Motion by Beyer to approve new lease of copier for agreement including 4,5000 B&W and 1000 color pages per month at a monthly cost of \$279.97 as submitted by A&B Business, seconded by Harstad. No further discussion. All aye, motion carries.

Finance report was given by Richardson. Vouchers city bills. The City will implement a new voucher system with additional verification steps of claims against municipality as recommended by the auditors.

Reserves. The City will start the 2022 budgeting process within the month, in light of this, Richardson stated cash reserves should be included in the FY2022 budget. Check scanner. A quote was obtained to procure a check scanner for remote deposits at the City office; the costs and benefits of the equipment were reviewed. Motion by Richardson to proceed with procuring check scanner, seconded by Harstad. No further discussion. All aye, motion carries. Reserves cont'd. Oseby then revisited need for reserves with those present.

Utility report was given by Beck. A PUC of the natural gas system was conducted recently.

Water conservation. The City's water supplier, Minnehaha Community Water Corp, has instructed the City to conserve water and avoid large scale watering during the daytime to avoid shortages.

Final pay application Palmira Utility project. Morris presented council with final pay application for Palmira utility improvement project. Council reviewed the application and asked questions about it; some items of note were change order items and reflection of liquidated damages on documents. Motion by Maras to approve final pay application for Palmira Utility project in the amount of \$111,522.93 submitted by Duinick, seconded by Beyer. No further discussion. All aye, motion carries.

Sioux Valley Electric agreement – sanitary sewer expansion. Sioux Valley Electric has offered to provide electric services to lift station in sanitary sewer project and estimated the cost at \$45,000. Morris explained the expense is reimbursable as part of the sanitary sewer expansion project. Motion by Beyer to approve agreement, seconded by Maras. No further discussion. All aye, motion carries.

Hydrant meter rental policy. The increase in construction and need for water for improvements in Crooks have necessitated the purchase of a hydrant meter to provide an opportunity to measure water use outside of regular system and recoup cost for use by commercial users; in addition, the hydrant meter will enable the City to obtain a more accurate number of water usage. The hydrant meter rental policy and technical aspects of the meter were discussed. The meter is intended for commercial use only. Motion by Richardson to approve hydrant meter rental policy, set deposit at \$1,000 dollars, and bill \$5.75 for 1,000 gallons, seconded by Beyer. Discussion then ensued about water rates and appropriately billing for water usage. No further discussion. All nay, motion fails. Motion by Harstad to adopt hydrant meter policy including the deposit of \$1,000, a \$100 per meter hookup, and bill water usage at the current water rate plus a 25% markup per 1,000 gallons, seconded by Beyer. No further discussion. All aye, motion carries.

Code enforcement / animal control report was given by Beck. The recurring nuisance property was discussed. Beck informed council and mayor nuisances had not been abatement. Motion by Harstad to proceed with abatement of nuisances, seconded by Richardson. Beck stated a letter signed by the mayor will be needed for the removal of vehicles. No further discussion. All aye, motion carries. The fees for violations of ordinance #174 need to be increased, Beck conducted research to see other municipalities' fine amounts. An increase in dogs running loose in Crooks has been noticed.

Other business.

Volunteer acknowledgment. Oseby acknowledged the following volunteers: Ron Schauer, Tony Miller, Dave Rogness, Austin Reuter, Riley Carlson, Ben Myhre, Ryker Swab, Dalton Foster, Ronae Foster, Tori Foster, Ron Person, Judi Person, Linda Rise, Dennis and Judy Mahacheck, Ryan Winter, Brian Raml.

Voting wards. Harstad spoke on the need to reevaluate voting wards in Crooks due to the skewed populations within the wards and future growth. Harstad will work on reworking voting wards.

9) Ordinances, resolutions, policy, motions.

Second reading of ordinance #243 (Adopting property maintenance code) was given by Oseby. Motion by Harstad to approve ordinance, seconded by Maras. Roll call vote: Maras -aye, Richardson – aye, Beyer – aye, Harstad – aye. All aye, motion carries.

Second reading of ordinance #275 (Connection to the municipal water/sewer system) was given by Oseby. Ordinance was reviewed and changes discussed. Motion by Beyer to approve ordinance, seconded by Richardson. No further discussion. Roll call vote: Maras -aye, Richardson – aye, Beyer – aye, Harstad – aye. All aye, motion carries.

Second reading of ordinance #276 (Rezone property in Crooks – Heritage Pond Development) was given by Oseby. Motion by Richardson to approve ordinance, seconded by Beyer. No further discussion. Roll call vote: Maras -aye, Richardson – aye, Beyer – aye, Harstad – aye. All aye, motion carries.

First reading of ordinance #278 (Rezone property in Crooks – CDC Industrial Park) was given by Oseby.

First reading of ordinance #279 (Supplemental appropriations ordinance) was given by Oseby.

First reading of ordinance #280 (Ordinance amending #174) was given by Oseby.

Resolution 2021-15 (Compensation for appointed & elected officials). Motion by Richardson to approve resolution, seconded by Beyer. No further discussion. Majority aye, motion carries. Abstention: Harstad.

Resolution 2021-16 (Annex property into Crooks). Motion by Beyer to approve resolution, seconded by Richardson. The property to be annexed was discussed; the resolution had to be repassed due to issues with the legal description. No further discussion. Majority aye, motion carries. Abstention: Maras.

Resolution 2021-17 (Annex property into Crooks). Oseby described property, the property is the tract of land around Tri-Valley attendance center site. Motion by Richardson to approve resolution, seconded by Beyer. Maras asked if right of way was included. No further discussion. Majority aye, motion carries. Abstention: Maras.

Resolution 2021-18 (Annex property into Crooks). Motion by Richardson to approve resolution, seconded by Beyer. Property to be annexed was discussed, it is the right of way along Crooks Development Corp. land at north end of town. No further discussion. Majority aye, motion carries. Abstention: Maras.

Resolution 2021-19 (Connection fee to municipal water & sewer system). Item was discussed by those present. Motion by Harstad to approve resolution, seconded by Richardson. No further discussion. All aye, motion carries.

Crooks Development Corporation annual contribution. Oseby spoke on the item and suggested amount. Since no formal request had been received Council did not take action.

Updated PTO policy personnel policy. Council and mayor reviewed the draft PTO policy. Motion by Beyer to approve policy, seconded by Richardson. Council and mayor then discussed the item and

reviewed the accrual rates. No further discussion. Ayes – Beyer, Richardson, Nays- Maras, Harstad, Tie-breaker vote for nay – Oseby. Motion fails.

Hire employee & set wage. Gary Newman was recently hired to assist City with maintenance. Motion by Harstad to hire Newman with retroactive hire date of June 3 and set hourly wage at \$15.00, seconded by Richardson. No further discussion. All aye, motion carries.

Executive session. Motion by Maras to enter into executive session pursuant to SDCL 1-25-2(3) at 9:12 pm, seconded by Richardson. Roll call vote: Maras – aye, Richardson – aye, Beyer – aye, Harstad – aye. Oseby called meeting back to order at 9:32pm. No action taken.

Adjourn. Motion by Beyer to adjourn meeting at 9:33 pm, seconded by Maras. No further discussion. All aye, motion carries.

Respectfully submitted,

Tobias Schantz

Finance Officer

City of Crooks, SD

Published: _____

Published once at the approximate cost of: _____

City of Crooks
Crooks City Council
Special meeting minutes
June 28, 2021

At 7:00 pm, Council-President Richardson called the meeting to order at the Crooks Community Center. Answering roll call were Alderman Richardson, Alderman Beyer, Alderman Harstad. Alderman Maras was absent with notice. Mayor Oseby was absent with notice. Staff present were Utility Superintendent Beck, Finance Officer Schantz, Patrick Glover (City attorney, Meierhenry Sargent).

Approve agenda. Motion by Beyer to approve agenda, seconded by Harstad. No discussion. No discussion. All aye, motion carries.

Joint hearing w/ Planning and Zoning Commission. Richardson then opened joint hearing with Planning and Zoning Commission on temporary ordinance on the issuance of medical cannabis licenses. Glover, city attorney, explained the reason for ordinance. Brief discussion on validity of medical cards issued by tribal jurisdiction. Floor was then opened for comments from public on matter. No comments received. Richardson then closed the hearing at 7:36 pm.

First reading of ordinance #277. Oseby described property to be annexed (land south of new school site). Motion by Henning to approve resolution, seconded by Richardson. No further discussion. Roll call vote: Henning – aye, Maras – aye, Richardson – aye, Beyer – aye. All aye, motion carries.

Resolution 2021-20. Motion by Harstad to approve resolution, seconded by Beyer. No discussion. All aye, motion carries.

Resolution 2021-21. Document was reviewed. Motion by Harstad to approve resolution, seconded by Beyer. No further discussion. All aye, motion carries.

Memorandum of understanding TIF #2. Council discussed the memorandum and asked Morris questions on its contents. Motion by Harstad to approve memorandum, seconded by Beyer. No further discussion. All aye, motion carries.

Executive session to SDCL 1-25-2(1). Motion by Harstad to deny entering into executive session, seconded by Beyer. No discussion. All aye, motion carries.

Adjournment. Motion by Harstad to adjourn meeting at 7:49 pm, seconded by Beyer. No discussion. All aye, motion carries.

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 minutes
June 28, 2021

At 7:00 pm, Council-President Richardson called the meeting to order at the Crooks Community Center. Answering roll call were Alderman Richardson, Alderman Beyer, Alderman Harstad. Alderman Maras was absent with notice. Mayor Oseby was absent with notice. Staff present were Utility Superintendent Beck, Finance Officer Schantz, Patrick Glover (City attorney, Meierhenry Sargent).

Approve agenda. Motion by Beyer to approve agenda, seconded by Harstad. No discussion. No discussion. All aye, motion carries.

Joint hearing w/ Planning and Zoning Commission. Richardson then opened joint hearing with Planning and Zoning Commission on temporary ordinance on the issuance of medical cannabis licenses. Glover, city attorney, explained the reason for ordinance. Brief discussion on validity of medical cards issued by tribal jurisdiction. Floor was then opened for comments from public on matter. No comments received. Richardson then closed the hearing at 7:36 pm.

First reading of ordinance #277 was given by Richardson.

Resolution 2021-20. Motion by Harstad to approve resolution, seconded by Beyer. No discussion. All aye, motion carries.

Resolution 2021-21. Document was reviewed. Motion by Harstad to approve resolution, seconded by Beyer. No further discussion. All aye, motion carries.

Memorandum of understanding TIF #2. Council discussed the memorandum and asked Morris questions on its contents. Motion by Harstad to approve memorandum, seconded by Beyer. No further discussion. All aye, motion carries.

Executive session to SDCL 1-25-2(1). Motion by Harstad to deny entering into executive session, seconded by Beyer. No discussion. All aye, motion carries.

Adjournment. Motion by Harstad to adjourn meeting at 7:49 pm, seconded by Beyer. No discussion. All aye, motion carries.

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

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

CITY OF CROOKS BUDGET V. ACTUALS
As of June 30th, 2021

Appropriation and Accumulations:	2021 Budget	2021 YTD Actuals	Remaining Balance	% Budget spent
410 GENERAL GOVERNMENT				
411 Council	\$ 12,230.00	\$ 5,252.00	\$ 6,978.00	42.94%
411.3 Publications	\$ 5,535.00	\$ 2,816.54	\$ 2,718.46	50.89%
411.5 Contingency	\$ 20,000.00	\$ -	\$ 20,000.00	0.00%
412 Mayor	\$ 13,345.00	\$ 5,592.17	\$ 7,752.83	41.90%
412.3 Planning & Zoning	\$ 11,624.00	\$ 3,638.74	\$ 7,985.26	31.30%
413 Elections	\$ 1,770.00	\$ 32.21	\$ 1,737.79	1.82%
414 Attorney	\$ 15,000.00	\$ 3,567.00	\$ 11,433.00	23.78%
414.2 Finance Office	\$ 26,696.00	\$ 16,699.03	\$ 9,996.97	62.55%
419.2 Government Buildings	\$ 46,035.00	\$ 26,620.89	\$ 19,414.11	57.83%
419.6 Engineer	\$ 4,000.00	\$ 2,217.00	\$ 1,783.00	55.43%
TOTAL GENERAL GOVERNMENT	\$ 156,235.00	\$ 66,435.58	\$ 89,799.42	42.52%
420 PUBLIC SAFETY				
421 Police	\$ 47,385.00	\$ 23,692.50	\$ 23,692.50	50.00%
422 Fire	\$ 25,500.00	\$ 25,000.00	\$ 500.00	98.04%
423.2 Protective Inspection	\$ 23,157.00	\$ 14,101.46	\$ 9,055.54	60.90%
TOTAL PUBLIC SAFETY	\$ 96,042.00	\$ 62,793.96	\$ 33,248.04	65.38%
430 PUBLIC WORKS				
431.1 Highway and Streets	\$ 206,945.00	\$ 17,462.92	\$ 189,482.08	8.44%
431.2 Front Footage	\$ 62,000.00	\$ 16,750.01	\$ 45,249.99	27.02%
431.6 Street Lighting	\$ 29,000.00	\$ 12,583.52	\$ 16,416.48	43.39%
431.7 Snow Removal	\$ 31,307.00	\$ 15,156.85	\$ 16,150.15	48.41%
TOTAL PUBLIC WORKS	\$ 329,252.00	\$ 61,953.30	\$ 251,148.55	18.82%
440 HEALTH AND WELFARE				
441 Code Enforcement	\$ 5,391.00	\$ 1,395.97	\$ 3,995.03	25.89%
441.1 City Cleanup	\$ 7,433.00	\$ 5,020.14	\$ 2,412.86	67.54%
441.2 Animal Control	\$ 1,316.00	\$ 762.08	\$ 553.92	57.91%
441.3 West Nile	\$ 7,486.00	\$ 307.73	\$ 7,178.27	4.11%
446.0 Ambulance Services	\$ 10,000.00	\$ 10,000.00	\$ -	100.00%
TOTAL HEALTH & WELFARE	\$ 31,626.00	\$ 17,485.92	\$ 14,140.08	55.29%
450 CULTURE AND RECREATION				
452 Parks	\$ 182,645.00	\$ 24,891.96	\$ 157,753.04	13.63%
TOTAL CULTURE & RECREATION	\$ 182,645.00	\$ 24,891.96	\$ 157,753.04	13.63%
465 ECONOMIC DEVELOPMENT & ASSIST.				
465.3 Promoting the City	\$ 14,807.00	\$ 3,266.32	\$ 11,540.68	22.06%
TOTAL ECONOMIC DEVELOPMENT & ASSIST.	\$ 14,807.00	\$ 3,266.32	\$ 11,540.68	22.06%
470 DEBT SERVICE				
470 Debt Service	\$ 37,166.00	\$ 9,978.00	\$ 27,188.00	26.85%
TOTAL DEBT SERVICE	\$ 37,166.00	\$ 9,978.00	\$ 27,188.00	26.85%
TOTAL GENERAL FUNDS	\$ 847,773.00	\$ 246,805.04	\$ 584,817.81	29.11%
211 - Gross Receipts	\$ 9,000.00	\$ 9,000.00	\$ -	100.00%
617 - Natural Gas	\$ 992,123.00	\$ 836,363.59	\$ 155,759.41	84.30%
602 - Water	\$ 260,404.00	\$ 124,821.91	\$ 135,582.09	47.93%
604 - Sewer	\$ 298,158.00	\$ 244,616.01	\$ 53,541.99	82.04%

CITY OF CROOKS

Profit and Loss

General Fund

June 2021

General

Fund

Receipts (Source):

311.01 Property Taxes	10,676.31
313 Sales Tax	17,848.77
319 Penalties and Interest on Tax	9.54

320 Licenses and Permits:

332.04 City Building Permits	1,578.00
332.06 City Pet Licenses	5.00
332.08 City Contractor Licenses	150.00

340 Charges for Goods and Services:

341.03 Hearing Fees	100.00
---------------------	--------

360 Miscellaneous Revenue:

361 Investment Earnings	4.50
362 Rentals	850.00
364 Maintenance Assessments	
364.01 Street Maintenance Assessment	2,993.78
369.01 Cable Television Franchise Fee	473.62
369 Other Revenues	175.51

Total Revenue **34,865.03**

Expenditures:

410 General Government

411.1 Council	804.50
411.3 Publishing	635.44
412.1 Mayor	782.02
412.3 Planning & Zoning	1,240.98
414.2 Finance Officer	2,257.28
419.2 Government Buildings	2,755.15
419.6 Engineer	0.00

Total General Government **8,475.37**

420 Public Safety

423.2 Protective Inspection	1,200.50
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Total Public Safety	1,200.50
430 Public Works:	
431 Highways and Streets	3,009.28
431.2 Front Footage	14,418.51
Total Public Works	17,427.79
440 Health and Welfare	
441.0 Code Inspection	146.98
441.1 City Clean-Up	0.00
441.2 Animal Control	58.47
441.3 West Nile	63.52
Total Health and Welfare	268.97
446.0 Ambulance Service	0
450 Culture and Recreation:	
452 Parks	7,472.71
	7,472.71
466 Economic Opportunity	0.00
Total Conservation and Development	0.00
470 Debt Service	1,663.00
480 Intergovernmental Expenditures	0.00
Total Disbursements	36,508.34
Excess of Revenues Over (Under)	
Expenditures	(1,643.31)
Net Change in Fund Balances	(1,643.31)
Fund Balance - Beginning	469,968.95
Prior Adjustments	0.00
FUND BALANCE - ENDING	468,325.64

CITY OF CROOKS
Profit and Loss
Gross Receipts Fund
June 2021

	Gross Receipts
	Fund
Receipts (Source):	
313 Sales Tax	1,083.29
Total Revenue	1,083.29
 Expenditures:	
Total Disbursements	
422 Services & Fees	
423 Publishing	
426 Supplies/Materials	
429 Other Current Expense	
	0.00
Excess of Revenues Over (Under)	
Expenditures	1,083.29
Net Change in Fund Balances	1,083.29
Fund Balance - Beginning	8,926.75
Prior Adjustments	
Adjusted Fund Balance - Beginning	8,926.75
FUND BALANCE - ENDING	10,010.04

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

June 2021

	Enterprise Funds			Totals
	Water Fund	Sewer Fund	Gas Fund	
Operating Revenue:				
370/380 Charges for Goods and Services	41,651.78	33,250.80	23,864.67	98,767.25
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	0.00	0.00	644.65	644.65
Total Operating Revenue	41,651.78	33,250.80	24,509.32	99,411.90
Operating Expenses:				
410 Personal Services	4,107.24	4,743.79	6,709.70	15,560.73
420 Other Current Expense	19,346.82	16,918.85	9,277.45	45,543.12
430 Capital Assets	0.00	0.00	0.00	0.00
457 Depreciation				0.00
Total Operating Expenses	23,454.06	21,662.64	15,987.15	61,103.85
Operating Income (Loss)	18,197.72	11,588.16	8,522.17	38,308.05
Nonoperating Revenue (Expense):				
330 Operating Grants				0.00
331 Federal Grants				0.00
361 Investment Earnings	2.84	2.17	4.66	9.67
362 Rental Revenue	190.11	0.00	0.00	190.11
441 Principal	0.00	0.00	0.00	0.00
442 Interest Expense	0.00	0.00	0.00	0.00
(492)366 Gain (Loss) on Disposition of Assets				0.00
(433) Improvements oth. Bldgs.	(28,430.88)	(83,092.05)		(111,522.93)
Total Nonoperating Revenue (Expense)	(28,237.93)	(83,089.88)	4.66	(111,323.15)
Income (Loss) Before Contributions, Special Items, Extraordinary Items and Transfers	(10,040.21)	(71,501.72)	8,526.83	(73,015.10)
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	(10,040.21)	(71,501.72)	8,526.83	(73,015.10)
Unrestricted Net Position - Beginning	275,286.84	281,099.58	823,188.02	1,379,574.44
Adjustments:				
GASB 68 Implementation				0.00
Adjustment for EoY wages + benefits				0.00
Adjusted Net Position - Beginning	275,286.84	281,099.58	823,188.02	1,379,574.44
UNRESTRICTED NET POSITION - ENDING	265,246.63	209,597.86	831,714.85	1,306,559.34

CITY OF CROOKS
MONTHLY FUND CASH BALANCE REPORT
For the month of June 2021

Fund Accounting FUND DESCRIPTION	6/30/2021 Cash Balance
101 General	\$ 479,035.09
Water/Sewer HokUp	\$ 15,834.14
211 Gross Receipts	\$ 9,239.02
600 Gas	\$ 687,820.80
602 Water	\$ 287,170.68
Water HookUp	\$ 13,756.44
604 Sewer	\$ 240,731.66
Sewer HookUp	\$ 13,753.06
101 SD Fit	\$ 1,075.20
600 SD Fit	\$ 193.54
Totals	<u>\$ 1,748,609.63</u>

Bank Accounts	Cash Balance
38	\$ 65,007.00
206	\$ 214,314.93
916	\$ 1,417,012.18
724	\$ 43,343.64
SD Fit	\$ 1,268.74
Totals	<u>\$ 1,740,946.49</u>

	Deposits in transit	\$ 10,231.60
	Outstanding checks	\$ (2,568.46)
Book versus Bank	+/- difference	\$ 7,663.14

**City of Crooks
July 2021 claims**

Gross wages by department for month of June 2021

Council	\$ 700.00
Mayor	\$ 730.00
Planning and Zoning Commission	\$ 705.00
Finance Office	\$ 1,500.00
Government Buildings	\$ 1,251.31
Building Inspector	\$ 1,097.80
Highway & Streets	\$ 1,733.03
Code Enforcement	\$ 109.76
Animal Control	\$ 45.20
West Nile	\$ 38.50
Parks	\$ 3,002.31
Gas	\$ 5,189.07
Water	\$ 3,158.26
Sewer	\$ 3,572.73
Total wage claims	\$ 22,832.97

City of Crooks claims listing

Vendor	Date incur.	Description	Amount
A&B Business Solutions	7/2/2021	copier lease	\$ 274.35
A&B Business Solutions	7/1/2021	07-2021 managed IT	\$ 670.94
Aflac	6/26/2021	AFLAC payable	\$ 138.34
Alex Lundgren	7/8/2021	utility deposit return	\$ 53.87
Alliance Communications	7/1/2021	utilities at office	\$ 233.50
Alliance Communications	7/1/2021	utilities - sewer	\$ 150.82
Augustana - Archeology Laboratory	6/23/2021	cultural resources survey Sanitary Sewer	\$ 2,037.00
Automatic Door Group	6/14/2021	repair automatic door opener	\$ 245.32
Automotive Services, Inc.	7/6/2021	repair blue truck - AC service & spark plugs	\$ 183.35
Banyon Data Systems	7/1/2021	software support	\$ 1,380.00
Border States Electric	6/15/2021	supplies	\$ 333.23
Border States Electric	7/1/2021	risers	\$ 511.19
CHS	6/16/2021	weed killer	\$ 138.90
CHS	6/23/2021	weed killer	\$ 138.90
City of Crooks	7/8/2021	n lift station utilities	\$ 26.85
City of Crooks	7/8/2021	Palmira bathroom utilities	\$ 109.75
City of Crooks	7/8/2021	w lift station utilities	\$ 28.69
City of Crooks	7/8/2021	Crooks Comm Cen. Utilities	\$ 117.33
City of Crooks	7/8/2021	city shop utilities	\$ 25.00
Clayton Energy Corporation	7/1/2021	06-2021 service fee & reservation	\$ 2,018.00
Dakota Supply Group	6/18/2021	supplies	\$ 1,208.13
Deyvis Reyes	7/1/2021	key depot + CCC dmg dep	\$ 225.00
Dudley Laundry d/b/a Appeara	6/23/2021	mat, mop, towel service	\$ 80.64
Dudley Laundry d/b/a Appeara	7/7/2021	mat, mop, towel service	\$ 76.84
Ecolab	6/15/2021	pest control services @ Comm. Cen/office	\$ 79.96
First Dakota Horticulture	6/28/2021	installation of dogwoods	\$ 630.00
First Dakota Horticulture	6/9/2021	emerald ash border treatment	\$ 1,683.00
Garbage'N'More	7/1/2021	garbage service at Comm Cen	\$ 250.00
Gas Training Specialties	2/28/2021	OQ testing	\$ 235.66
Gas Training Specialties	3/31/2021	OQ testing	\$ 241.27
Goebel Printing	6/13/2021	envelopes	\$ 141.30
Goebel Printing	6/24/2021	coroplast zoning signs	\$ 317.50
Great Western Bank	7/9/2021	purchase card payment	\$ 1,860.79

The City of Crooks is an equal opportunity provider

Great Western Bank	6/29/2021	deposit tickets	\$	15.50
Health Pool of SD	7/1/2021	health + life insurance payable	\$	2,144.76
Heath Consultants Inc.	6/30/2021	calibrated equipment	\$	407.69
Hydro Tech Service	6/19/2021	repair fire hydrant	\$	2,262.40
Hydro Tech Service	6/19/2021	repair maintenance main lift	\$	3,210.00
Internal Revenue Service / EFTPS	6/18/2021	payroll taxes	\$	116.47
Internal Revenue Service / EFTPS	6/17/2021	payroll taxes	\$	2,583.01
Jose Barrera	7/6/2021	Crooks Comm Days dmg dep rtn	\$	475.00
Lacey Rentals	6/15/2021	portable restroom rental at Sunset Park	\$	175.00
Lacey Rentals	6/29/2021	portable restroom rental at city shop	\$	138.00
Matheson Tri-Gas, Inc.	6/30/2021	supplies	\$	34.25
Meierhenry Sargent	6/2/2021	05-21 legal expense	\$	495.00
Menards	6/28/2021	supplies	\$	72.44
Minnehaha Comm. Water Corp.	7/6/2021	06-2021 water purchase	\$	15,732.00
Minnehaha Sheriff	7/1/2021	Q3-2021 law enforcement service	\$	11,846.25
Mr. Appliance of Sioux Falls	6/9/2021	fridge repair concession stan New Hope	\$	98.00
New Century Press	6/18/2021	publication exp Res. 2021-15	\$	18.21
New Century Press	6/28/2021	Community Day ad publication expense	\$	625.00
New Century Press	6/18/2021	publication exp Res. 2021-16	\$	28.96
New Century Press	6/18/2021	publication exp Res. 2021-17	\$	30.62
New Century Press	6/18/2021	publication exp Ord. 275	\$	26.48
New Century Press	6/18/2021	publication exp Res. 2021-18	\$	28.13
New Century Press	6/18/2021	publication exp Res. 2021-19	\$	23.17
New Century Press	6/18/2021	publication exp Ord. 276	\$	16.55
New Century Press	6/11/2021	sports preview ad	\$	67.50
New Century Press	6/18/2021	notice of adoption	\$	10.76
New Century Press	6/25/2021	06.14.21 mtg mins pub exp	\$	364.10
New Century Press	6/25/2021	hearing notice conditional use	\$	17.38
New Century Press	6/25/2021	notice of adoption	\$	8.58
New Century Press	6/25/2021	Independence Day ad	\$	18.00
New Century Press	6/11/2021	hearing notice - temporary ordinance	\$	22.34
New Century Press	6/30/2021	Crooks Comm Days - Shopping News	\$	75.00
New Century Press	7/2/2021	notice of hearing conditional use	\$	18.21
New Century Press	7/2/2021	pub expense Res 21-20	\$	76.96
New Century Press	7/2/2021	notice of hearing conditional use	\$	17.38
New Century Press	7/2/2021	pub expense Res 21-21	\$	42.20
Nexben	7/1/2021	dental insurance	\$	161.10
Nexben	7/1/2021	vision insurance	\$	18.66
Nexben	7/1/2021	voluntary life insurance	\$	45.00
Nexben	7/1/2021	voluntary spouse life	\$	50.40
Nexben	7/1/2021	voluntary child life	\$	1.70
Novak Sanitation	7/1/2021	disposal temp & remove roll off	\$	257.52
Payment Service Network	7/2/2021	06-2021 gateway fee	\$	39.95
Pfeifer Implement	6/30/2021	repair Kubota mower	\$	1,877.78
Pipeline Association for Public Awareness	2/22/2021	annual dues	\$	690.00
Pump'N'Stuff / Shell	6/22/2021	fuel	\$	17.48
Pump'N'Stuff / Shell	6/17/2021	fuel	\$	29.65
Pump'N'Stuff / Shell	6/11/2021	fuel	\$	27.25
Pump'N'Stuff / Shell	6/24/2021	fuel	\$	24.46
Pump'N'Stuff / Shell	7/6/2021	fuel	\$	23.15
SD DANR	7/30/2021	drinking water & surface water fee	\$	390.00
SD Dept of Revenue	7/8/2021	excise tax return	\$	31.31
SD Dept of Revenue	7/8/2021	06-2021 sales tax return	\$	1,303.23
SD One Call	6/30/2021	06-2021 service fee	\$	74.55
SD Retirement System	6/17/2021	06-21 retirement contribution	\$	2,032.34

The City of Crooks is an equal opportunity provider

SDRS Supplemental Retirement Plan	6/21/2021	ROTH contribution	\$	100.00
Sioux Falls Area Humane Society	6/14/2021	May animal control services	\$	68.88
Sioux Valley Energy	6/15/2021	electric utilities	\$	119.43
Sioux Valley Energy	6/15/2021	street light utilities	\$	254.00
Tobias Schantz	6/16/2021	reimbursement ROD filing fee	\$	30.00
Tobias Schantz	7/1/2021	mileage reimbursement	\$	35.17
Tobias Schantz	6/29/2021	reimbursement scrivener's affidavits	\$	60.00
U Drive Technology	7/1/2021	06-2021 text msg services	\$	142.08
US Bank on behalf of SD DANR	7/15/2021	SRF lagoon bond payment	\$	7,194.04
US Postal Service	6/25/2021	mailing fee gas awareness letters	\$	408.48
USDA - Rural Development	7/20/2021	pay loader note payment	\$	1,663.00
Internal Revenue Service / EFTPS	7/2/2021	payroll tax payment	\$	3,118.65
Vantek Communications	7/1/2021	utilities - pager	\$	15.00
Verizon Wireless	6/10/2021	utilities	\$	23.16
Verizon Wireless	6/23/2021	utilities - building inspector	\$	91.52
Xcel Energy	6/30/2021	electric utilities	\$	3,373.40
Wheelco	7/9/2021	backup alarm for Tahoe	\$	26.60
Nyberg's Ace Hardware	6/30/2021	supplies	\$	35.55
			Total claims	\$ 81,041.21

Purchase card payments			
Vendor	Date incur.	Description	Amount
Bargain Barn	6/29/2021	repair tire	\$ 15.00
Crooks Country Corner	7/2/2021	fuel	\$ 76.49
Crooks Country Corner	7/9/2021	fuel	\$ 31.56
Crooks Country Corner	6/21/2021	fuel	\$ 53.76
JCL Solutions	6/23/2021	janitorial supplies	\$ 100.33
JCL Solutions	7/8/2021	supplies	\$ 63.56
Nyberg's Ace Hardware	6/17/2021	supplies	\$ 38.94
Nyberg's Ace Hardware	6/23/2021	supplies	\$ 8.51
Office Depot	6/24/2021	labels and copier paper	\$ 82.72
Office Depot	6/24/2021	labels gas awareness mailing	\$ 39.07
Office Depot	6/25/2021	office supplies	\$ 52.45
Pfeifer Implement	6/16/2021	parts for repair	\$ 83.18
Pfeifer Implement	6/30/2021	supplies	\$ 4.29
Pump'N'Stuff / Shell	6/14/2021	fuel	\$ 40.71
Pump'N'Stuff / Shell	6/15/2021	fuel	\$ 19.76
Pump'N'Stuff / Shell	6/15/2021	fuel	\$ 21.04
Pump'N'Stuff / Shell	6/17/2021	fuel	\$ 20.36
Pump'N'Stuff / Shell	6/18/2021	fuel	\$ 73.44
Pump'N'Stuff / Shell	6/28/2021	fuel	\$ 41.44
Pump'N'Stuff / Shell	7/8/2021	fuel	\$ 46.16
Pump'N'Stuff / Shell	6/30/2021	fuel	\$ 20.94
US Specialty Coatings	6/17/2021	marking paint	\$ 120.13
USPS	7/9/2021	stamp purchase for mailing utility bills	\$ 550.00
USPS	6/1/2021	certified postage	\$ 7.95
USPS	6/7/2021	postage	\$ 29.00
USPS	6/9/2021	stamp rolls	\$ 220.00
Total purchase card claims			\$ 1,860.79

City of Crooks – 701 S West Ave, Crooks, SD, 57020 – PO Box 785

Site plan for variance / conditional use / rezoning application

Dear applicant:

Every application for a variance, conditional use, or rezoning petition requires that a site plan be submitted. In addition, you, the applicant, is required to describe the use of the adjacent structures and their current zoning classification. Please make sure to provide all the information as thoroughly and detailed as necessary. If you have any questions, please contact the municipal office at 605-543-5238.

--
Crooks Planning and Zoning

Site plan

North

4ft from fence

Original Shed 10x12
f 7/91

Concrete pad
22x20
~440sqft



Cenc
~180sqft

House

garage

X X
X X

Concrete X Y
Drive X X

South

West

East

1st Reading: _____
2nd Reading: _____
Date Adopted: _____
Date Published: _____
Effective Date: _____

ORDINANCE #277

A TEMPORARY ORDINANCE REGARDING THE ISSUANCE OF LOCAL MEDICAL CANNABIS ESTABLISHMENT PERMITS AND/OR LICENSES.

WHEREAS, a local government may enact an ordinance not in conflict with SDCL Chapter 34-20G, governing the time, place, manner, and number of medical cannabis establishments in the locality. A local government may establish civil penalties for violation of an ordinance governing the time, place, and manner of a medical cannabis establishment that may operate in the locality. A local government may require a medical cannabis establishment to obtain a local license, zoning permit, or registration to operate, and may charge a reasonable fee for the local license, zoning permit, or registration.

WHEREAS, the Municipality of Crooks, SD (“Municipality”), makes a preliminary finding that the Municipality’s current regulations and controls may not adequately address the unique needs and impacts of medical cannabis establishments as defined in SDCL 34-20G-1;

WHEREAS, medical cannabis state laws under SDCL 34-20G are effective July 1, 2021. The South Dakota Department of Health shall promulgate rules pursuant to chapter 1-26 not later than October 29, 2021, as defined by SDCL 34-20G-72. During the time between July 1, 2021 and potentially as late as October 29, 2021, local units of government will not yet know standards for medical cannabis and will not be able to adequately assess the local zoning and licensing requirements necessary to approve local permits and to better ensure applicants have a more predictable permitting process and avoid stranded investments.

WHEREAS, the Municipality makes a preliminary finding that the Municipality needs further study of the relationship of medical cannabis establishments to the Crooks Comprehensive Plan and Zoning Ordinance. The public interest requires that the Municipality study, analyze, and evaluate the impacts of medical cannabis establishments and to fully explore the impacts of any proposed regulations regarding medical cannabis establishments;

WHEREAS, the Municipality makes a preliminary finding that it would be inappropriate for the Municipality to issue a local permit or license to a medical cannabis establishment prior to the South Dakota Department of Health’s promulgation of regulations governing the same;

WHEREAS, the Municipality hereby exercises its authority under SDCL 11-4-3.1 and SDCL 9-19-13, to establish a temporary ordinance regarding the issuance of any local permits/licenses for medical cannabis establishments within the Municipality;

WHEREAS, a temporary ordinance will ensure that more comprehensive zoning ordinance and building permit changes, licensing permits, and any proposed amendments to the Municipality’s Comprehensive Plan can be completely examined with adequate public input from citizens, business interests, and medical cannabis industry representatives;

WHEREAS, the Municipality finds that a temporary ordinance is reasonable to preserve the status quo and prevent significant investment pending the outcome of the above study and any proposed regulations emanating therefrom;

WHEREAS, the Municipality finds that the following ordinance is necessary to protect and immediately preserve the public health, safety, welfare, peace and support of the municipal government and its existing public institutions;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY OF CROOKS, SD:

Section 1. Temporary Ordinance – Application for Local Permit/License

A medical cannabis establishment desiring to operate in the Municipality shall be required to apply for a permit and/or license from the Municipality. Applications for a local permit and/or license to operate a medical cannabis establishment, as defined by SDCL 34-20G-1, shall not be accepted until the South Dakota Department of Health has promulgated regulations as required by SDCL 30-20G-72. Any application received prior to such regulations being promulgated shall be denied.

Section 2. Immediate Effect.

This ordinance is necessary to protect and immediately preserve the public health, safety, welfare, peace, and support of the municipal government and its existing public institutions pursuant to SDCL 11-4-3.1 and SDCL 9-19-13.

Date adopted: _____.

F. Butch Oseby, Mayor

ATTEST:

Tobias Schantz, Municipal Finance Officer

(SEAL)

Published once at the approximate cost of: \$ _____

**CITY OF CROOKS
ORDINANCE NO. 278**

AN ORDINANCE OF THE CITY OF CROOKS, SOUTH DAKOTA, PROVIDING THAT CERTAIN REAL PROPERTY WITHIN THE CITY OF CROOKS, SOUTH DAKOTA, BE REZONED.

BE IT ORDAINED BY THE CROOKS CITY COUNCIL OF THE CITY OF CROOKS, SOUTH DAKOTA, THAT:

Tract 2A of CDC North Addition in the NE1/4 OF Section 3, Township 102 North, Range 50 West of the 5th principal meridian, Minnehaha County, South Dakota, be rezoned from Natural Resource Conservation District (NRC) to Light Industrial (LI).

Ayes: Nays: Abstain:

Adopted this th day of , 2021

F. Butch Oseby, Mayor

ATTEST:

Tobias Schantz,
Municipal Finance Officer

(MUNICIPAL SEAL)

Legislative History

Hearing Planning and Zoning Commission:

Hearing City Council:

First Reading:

Second Reading:

Passage & Adoption:

Publication Date:

Effective Date:

Published once at the approximate cost of: \$

CITY OF CROOKS
 ORDINANCE NO. 279
 SUPPLEMENTAL APPROPRIATIONS ORDINANCE

Be it ordained by the Governing Body of Crooks, South Dakota that the following sums are appropriated to supplement the 2021 appropriations, Ordinance No. 268, to meet the obligations of the municipality for the fiscal year of 2021.

Section 1.		<u>Total Funds</u>
General Fund (101)		
431.2 Front Footage		
425.0 Repairs & Maintenance		\$ 29,879.30
	TOTAL APPROPRIATIONS	<u>\$ 29,879.30</u>
Section 2.		
SOURCE OF FUNDING		
Fund	Description	
General Fund (101)	266.00 Assigned fund balance	\$ 29,879.30
	TOTAL MEANS OF FINANCE	<u>\$ 29,879.30</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: \$

Staff comments:
 To provide for spending authority to defray the slurry seal expense and other street repairs.

City of Crooks
Ordinance #280
An ordinance amending Ordinance 174, Section 13, point “a”.

Be it ordained by the City of Crooks, South Dakota, that:

Section 13, point “a” of Ordinance 174 is struck as follows:

“Section 13. Complaint or Citation; Impoundment.

a. In addition to proceeding under any other remedy available at law or in equity for a violation of a provision of this ordinance the City Animal Control Officer, the Sioux Falls Humane Society representative or any law enforcement officer shall be authorized to issue a complaint or citation for a violation of the animal ordinances of the City of Crooks. Any person who violates any animal ordinance of the City of Crooks is subject to a monetary penalty. ~~The penalties for a first violation of this ordinance are as follows:~~

	<u>Fine</u>
1. Unlawful Keeping of Animals in violation of Section 1.	\$250.00
2. Failure to Obtain Permit in violation of Sections 1 and 12.	\$250.00
3. Failure to License in violation of Section 2.	\$50.00
4. Failure to immunize in violation of Section 3.	\$50.00
5. Failure to Report Rabies in violation of Section 4.	\$50.00
6. Failure to be Responsible in violation of Section 5.	\$50.00
7. Disturbing the Peace in violation of Section 6.	\$50.00
8. Running at Large in violation of Section 7.	\$50.00
9. Harboring of Strays in violation of Section 8.	\$50.00
10. Providing False Information in violation of Section 10.	\$50.00

And amended to read as follows:

“The penalties for a first violation of this ordinance shall be established by resolution, as periodically passed by the Crooks City Council.”

Ayes: Nays: ---

Abstain: ----

Adopted this ___th day of 2021

Attest:

F. Butch Oseby, Mayor

(Municipal Seal)

Tobias Schantz, Finance Officer

Legislative History:

First Reading: 06/10/2019

Second reading: 07/08/2019

Passage & Adoption: 07/08/2019

Published: _____

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

Ordinance No. 281
SUPPLEMENTAL APPROPRIATIONS ORDINANCE

Be it ordained by the City of Crooks that the following sum is supplementally appropriated to meet the obligations of the municipality.

	101 General Fund
	<hr/>
510 Other Financing Uses	
511 Transfers Out	\$ 15,834.14

Total Appropriations	<u>\$ 15,834.14</u>
Sources of Funding / Means of Finance	
101-265 Committed Fund Balance	<u>\$ 15,834.14</u>

F. Butch Oseby, Mayor Date

(SEAL)

Tobias Schantz, Finance Officer Date

First reading:
Second reading:
Adopted & Passed:
Published:
Published once at the approximate cost:
Effective:

RESOLUTION NO. 2021-22

A RESOLUTION OF THE CITY OF CROOKS, SOUTH DAKOTA, ESTABLISHING FEES FOR VIOLATIONS OF ORDINANCE #174.

WHEREAS, the Crooks City Council hereby sets the following fines for violations of ordinance #174.

Now, therefore, be it resolved by the City of Crooks, SD, that the following fees and charges are adopted:

Fines:

Unlawful keeping of animals in violation of Section 1	\$250.00
Failure to Obtain Permit in violation of Sections 1 and 12	\$250.00
Failure to License in violation of Section 2.	\$50.00
Failure to immunize in violation of Section 3.	\$50.00
Failure to Report Rabies in violation of Section 4.	\$50.00
Failure to be Responsible in violation of Section 5.	\$50.00
Disturbing the Peace in violation of Section 6.	\$50.00
Running at Large in violation of Section 7.	\$50.00
Harboring of Strays in violation of Section 8.	\$50.00
Providing False Information in violation of Section 10.	\$50.00

Yays:

Nays:

F. Butch Oseby, Mayor of Crooks, SD

ATTEST:

(SEAL)

Tobias Schantz, Finance Officer

Legislative History

Adopted: _____

Effective: _____

Published: _____

Published once at the approximate cost of: _____