

**City of Crooks
Special Meeting Minutes
June 22, 2023**

1) Call to order/Roll Call. At 6:30pm the meeting was called to order by Mayor Oseby at the Crooks Community Center. Answering roll call were Alderman Beyer (on phone), Alderman J. Richardson (on phone), Alderman Schuette, and Mayor Oseby. A quorum was present. Absent: Alderman Harstad. City staff present was City Administrator/Finance Officer Schantz.

2) Approve agenda. Motion by Beyer to approve agenda, seconded by J. Richardson. No discussion. All aye, motion carried.

3) Special event license for Critters for event on 06/24/2023 at the Crooks Community Center. Motion by Beyer to approve special event license, seconded by J. Richardson. No discussion. All aye, motion carried.

4) Claims. Motion by Beyer to approve June 22 claims, seconded by Schuette. No discussion. All aye, motion carried.

Approved claims for June 22, 2023

Vendor/Payee	Date incur.	Description	Amount
BX Civil & Construction	5/15/2023	dust control at Sunset Park	\$ 3,587.15
CHS Inc.	6/15/2023	herbicide / weed control chemical	\$ 436.75
Clayton Energy Corporation	6/13/2023	05-2023 commodity purchase	\$ 4,625.68
DGR Engineering	5/15/2023	Sanitary sewer expansion construction administration	\$ 4,365.67
DGR Engineering	5/15/2023	East side lift station construction admin.	\$ 5,799.71
First Interstate Bank	6/21/2023	purchase card payment	\$ 1,687.72
Gerardo Betancourt	6/17/2023	CCC deposit return	\$ 550.00
H&W Contracting LLC	5/4/2023	East side lift station pay app. #3 - approved 05/08/23	\$ 196,670.70
Katy Vargas	6/12/2023	CCC deposit return	\$ 1,650.00
Matthew Haynes	6/15/2023	per diem & mileage conference	\$ 573.20
Melius Manufacturing	6/15/2023	flag holders & new poles for flags	\$ 460.00
Menards - West	6/13/2023	supplies	\$ 463.55
National Fire Protection	6/20/2023	annual dues	\$ 175.00
Pump'N'Stuff	6/20/2023	fuel	\$ 38.72
Q3 Contracting	6/15/2023	reconstruction gas services along 471st St	\$ 9,840.10
Ramkota Hotel - Pierre	6/9/2023	room cancellation fee	\$ 115.00
SD Assoc. of Rural Water Systems	6/20/2023	supplemental insurances employee pd	\$ 337.39
SD DANR	5/12/2023	SDR10J853 2023 permit fee	\$ 100.00
SD DANR	6/12/2023	SDR10K785 2023 permit fee	\$ 250.00
SD Dept. of Revenue	6/16/2023	sales tax payable	\$ 1,663.39

SD Retirement System	6/21/2023	06-2023 SDRS Monthly Contribution	\$ 3,362.62
Sioux Valley Energy	6/13/2023	street light utilities	\$ 254.00
Sioux Valley Energy	6/13/2023	n. lift station utilities	\$ 153.39
Sioux Valley Energy	6/13/2023	469th lift station utilities	\$ 253.90
US Dept. of Treasury	6/16/2023	payroll tax deposit	\$ 2,260.04
Total claims			\$ 239,673.68

Previously approved claims - reissued checks			
Vendor/Payee	Date incur.	Description	Amount
Jackie Benson	6/1/2023	CCC deposit return - reissuance	\$ 550.00
Simone Midden	10/11/2023	UT deposit check - reissuance	\$ 87.62
Total checks reissued			\$ 637.62

Purchase card payments & returns			
Vendor/Payee	Date incur.	Description	Amount
Clubhouse Hotel & Suites	6/9/2023	FO school conference lodging	\$ 553.56
Crooks Country Corner	5/22/2023	fuel	\$ 44.38
Dudley Laundry d/b/a Appeara	6/21/2023	mat, mop, towel service at office & Comm. Cen.	\$ 99.20
Home 2 Suites	5/26/2023	lodging bill for Clayton conference	\$ 159.51
Microsoft	6/20/2023	365 basic subscription - council	\$ 54.00
Microsoft	6/20/2023	365 business standard subscription	\$ 100.00
Pump'N'Stuff	5/11/2023	fuel	\$ 55.68
Pump'N'Stuff	6/13/2023	fuel	\$ 49.31
Pump'N'Stuff	6/15/2023	fuel	\$ 88.24
Pump'N'Stuff	6/20/2023	fuel	\$ 36.78
Pump'N'Stuff	6/21/2023	fuel	\$ 29.82
US Postal Service	6/13/2023	delinquency mailing fee	\$ 260.55
US Postal Service	6/13/2023	mailing Tri-Valley baseball agreement	\$ 1.50
US Specialty Coatings	6/8/2023	marking paint	\$ 155.19
Total purchase card			\$ 1,687.72

5) Adjourn. Motion by Beyer to adjourn meeting at 6:32pm, seconded by Schuette. No discussion. All aye, motion carried.

Respectfully submitted,
 Tobias Schantz
 City Administrator/Finance Officer
 City of Crooks, SD

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