

**Agenda**  
**Elk Point City Council**  
**Regular Meeting**  
**Monday, August 3, 2015 @ 7:00pm**  
**Elk Point City Hall**

- (1) Call to Order and Roll Call
- (2) Approve Agenda
- (3) Approve Minutes
- (4) Approve Payment of Bills
- (5) Public Forum
  - Elk Point Park and Rec Assoc. update
- (6) Unfinished Business
  - Second Reading to Ordinance No. 376, an Ordinance Establishing the Ethical Obligations of Municipal Elected Officials.
  - First Reading to Ordinance No. 377, an Ordinance of the City of Elk Point, SD, Amending the Revised Municipal Ordinances of the City of Elk Point by Amending Chapter 3.01, Nuisances. (Fire Pits)
- (7) New Business
  - Appoint a delegate and alternate delegate from the council to a Chairman for the East River annual meeting.
  - Appoint an alternate authorized representative to the Basin Electric Cooperative Annual Meetings.
  - Flower garden at the pond
  - Motion to accept sick leave donation from Michelle Fejfar (267 hours)
  - Motion to send unclaimed property to State of South Dakota Treasurers Office.
  - Reschedule the regular meeting for September.
  - Motion to hire Andrea Geary as the cemetery sexton (\$1,650.00/year) to replace Michelle Fejfar.
  - Council member VonHaden agenda requests
    - Follow up on town cleanup and alley cleanup
    - City Council Committees
    - Emergency Snow Policy
    - City Employees in town residency
- (8) Department Head Reports
  - City Administrator
  - Finance Officer
  - Public Works Director
  - Police Chief
- (9) Information Items
  - August 2015 Calendar
  - Overtime Reports
  - SDML Municipal Officials Handbook updates

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**Elk Point City Council**  
**Regular Meeting**  
**Monday, August 3, 2015 @ 7:00pm**  
**Elk Point City Hall**

(1) Call to Order and Roll Call

(2) Approve Agenda

*Requires a motion*

(3) Approve Minutes

*Requires a motion.*

(4) Approve Payment of Bills

*Requires a motion.*

(5) Public Forum

- Elk Point Park and Rec Assoc. update

(6) Unfinished Business

- Second Reading to Ordinance No. 376, an Ordinance Establishing the Ethical Obligations of Municipal Elected Officials.

*Requires a motion to approve.*

- First Reading to Ordinance No. 377, an Ordinance of the City of Elk Point, SD, Amending the Revised Municipal Ordinances of the City of Elk Point by Amending Chapter 3.01, Nuisances.

*Proposed revisions deal with fire pits. The attachments are the first draft City Attorney Thompson sent last week. The second City Attorney draft is revisions made after Council email discussion. A motion is needed to approve any revisions to existing ordinance.*

(7) New Business

- Appoint a delegate and alternate delegate from the council to a Chairman for the East River annual meeting.

*Requires a motion.*

- Appoint an alternate authorized representative to the Basin Electric Cooperative Annual Meetings.

*Requires a motion.*

- Flower garden at the pond

*Consider taking out flower beds in Heritage Park, see Jerry Buum, Dept. Head report.*

- Motion to accept sick leave donation from Michelle Fejfar (267 hours)

*Requires a motion.*

- Motion to send unclaimed property to State of South Dakota Treasurers Office.

*Requires a motion to approve.*

- Reschedule the regular meeting for September.

*Labor Day falls on the first Monday of the month, September 7<sup>th</sup>.*

- Motion to hire Andrea Geary as the cemetery sexton (\$1,650.00/year) to replace Michelle Fejfar.

*Requires a motion to approve.*

- Council member VonHaden agenda requests
  - . Follow up on town cleanup and alley cleanup
  - i. City Council Committees

*(8) See attached current list of committees in your packet.*

- . Emergency Snow Policy – *See attached existing policy approved by City Council*

- i. City Employees in town residency

*See current personnel policy regarding residency requirements.*

(9) Department Head Reports

- City Administrator
- Finance Officer
- Public Works Director
- Police Chief

(10) Information Items

- August 2015 Calendar
- Overtime Reports
- SDML Municipal Officials Handbook updates

## UNAPPROVED MINUTES OF THE REGULAR MEETING OF THE ELK POINT CITY COUNCIL

The Elk Point City Council met in regular session on Monday, July 6, 2015 at 7:00pm in the council chambers of City Hall located at 106 W. Pleasant Street with Mayor Trobaugh presiding and these members present: VonHaden, Zevenbergen, McCreary, Penfield and Boom. Absent was: Verros. Also present were: City Attorney Thompson, McLaury Engineering Representative Nebelsick, City Administrator Nelsen, Police Chief Fleek, Public Works Director Boom and Finance Officer Hammitt.

Motion made by Zevenbergen, seconded by McCreary to approve the agenda. All in favor.

McCreary moved and VonHaden seconded a motion to approve the minutes from the June 1 and 8, 2015 council meetings. Unanimous.

Motion and second, Penfield/VonHaden to approve the following salaries and bills and to instruct the Finance Officer for payment of the same. All in favor. Salaries: General Fund: \$53,344.04; Enterprise Fund: \$26,867.56; Fringe Benefits: General Fund: \$11,075.00 Enterprise Fund: \$6,171.93; Bills: 3D Specialties, Inc.-uniforms: \$107.30; Aflac-insurance: \$1,016.21; Analytical & Consulting-sewer testing: \$1,082.00; Argus Leader-library subscriptions: \$55.24; Avera Queen of Peace Health-professional services: \$69.90; B&D Diamond Pro, Inc.-supplies: \$75.80; Bierschbach Equipment-street repairs: \$540.00; Bomgaars-uniforms: \$339.97; Border States Electric Supply-supplies: \$3,683.70; Brock White Company-street repairs: \$5,491.36; Boom, Jerry-uniforms: \$74.97; Campbell Supply-supplies: \$249.99; Cardmember Services-supplies: \$1,732.24; Chesterman Co.-pool inventory: \$458.00; City of Vermillion-tipping fees: \$4,316.85; Clarke Mosquito Control-repairs: \$78.83; Class C Solutions Group-supplies: \$199.82; Coast to Coast Solutions-supplies: \$110.49; Combined Pool and Spa-supplies: \$61.47; Craig K. Thompson, atty.-professional services: \$2,982.50; Crop Production Services, Inc.-supplies: \$159.17; D-P Tools, Inc.-supplies: \$600.84; Electrical Engineering & Equipment-supplies: \$401.28; Elk Point Chamber-dues: \$50.00; Elk Point Parks & Rec-disc golf donation: \$783.00; EPJ Baseball/Softball Assoc.-donation: \$500.00; Fanta-C Auto-auto expenses: \$275.00; First National Bank-loans: \$52,155.06; Fonia, Eric-reimbursement for swimsuit: \$38.95; Graham Tire Company-repairs: \$791.36; Hammitt, Erika-travel & conference: \$26.00; Hawkins, Inc.-supplies: \$7,637.66; Heeren, Josie-reimbursement for swimsuit: \$38.95; Herrity, John-reimbursement for swimsuit: \$38.95; Ingram Library Services-library books: \$242.99; Jan's Printing & Specialties-supplies: \$154.51; Jones' Food Center-supplies: \$1,991.32; K&K Mobile Storage-lagoon building: \$10,500.00; Koupal, Julie-reimbursement for supplies: \$68.36; Larson, Micah-travel and conference: \$9.00; Lawson Products, Inc.-supplies: \$389.39; Leader-Courier-publishing: \$303.50; Lowe's-repairs: \$78.59; McKinneyOlson Insurance-insurance: \$786.29; McLaury Engineering, Inc.-professional services: \$2,125.00; Michael Todd & Company, Inc.-repairs: \$911.92; MidAmerican Energy-utilities: \$655.61; Mid-American Research Chemical-repairs: \$177.97; Midwest Mini Melts-pool inventory: \$612.50; Midwest Ready Mix-street repairs: \$400.00; Midwest Striping-repairs: \$2,713.20; Midwest Turf & Irrigation-repairs: \$240.49; Midwest Wheel Companies-supplies: \$134.23; MSC Industrial Supply Co.-supplies: \$336.70; Nelsen, Dennis-travel & conference: \$63.00; Nygren's True Value-repairs: \$1,051.71; Office Systems, Co.-machinery and

equipment: \$442.00; Pedersen Machine, Inc.-repairs: \$1,649.41; Per Mar Security Systems-repairs and maintenance: \$733.36; Perkins Office Solutions-supplies: \$109.93; Pioneer Drug-office expense: \$4.98; Queen City Wholesale, Inc.-pool inventory: \$273.72; Roan, Gary-professional services: \$820.00; Robinson Pro Cleaning-maintenance: \$491.05; Sanford Health Plan-insurance: \$11,784.76; Sioux Sales, Co.-uniforms: \$133.90; Siouxland Humane Society, Inc.-holding fees: \$35.00; Sooland Bobcat-repairs: \$691.98; South Dakota One Call-locate tickets: \$32.55; Southeast Farmer Elevator Coop.-auto expense: \$3,136.76; Southeast SD Tourism Assoc.-dues: \$236.50; Standard Battery, Inc.-repairs: \$169.90; Staples Credit Plan-supplies: \$187.31; Sturdevant's Auto Parts-repairs: \$388.73; Summer Rec-City of Elk Point-donation: \$500.00; Team Laboratory Chemical Corp.-street repairs: \$14,717.00; Trudeau, Corey-travel and conference: \$9.00; Tudogs Computing-professional services: \$149.98; Union County Electric Coop.-utilities: \$2,101.05; US Bank Equipment Finance-copier lease: \$162.47; USA Blue Book-supplies: \$20.99; Utility Equipment Co.-supplies: \$302.40; Vast Broadband-utilities: \$38.43; Verizon Wireless-utilities: \$252.03; Vermillion Ace Hardware-supplies: \$223.42; Wigman Company-repairs: \$57.33; Zimco Supply Company-fertilizer and pest control: \$373.30

A public hearing was held at 7:00pm for a one day malt beverage license for the Elk Point Chamber for the Summer Jam Event to be held on July 25, 2015. Motion made by VonHaden, seconded by McCreary to approve the license. Unanimous.

Primus Marketing Representative, Bill Amelse attended the meeting to discuss the advantages and disadvantages of the light shields discussed at the last regular meeting. Mr. Amelse stated that installing the shields on the Main Street light would still meet SD Department of Transportation guidelines, but it would be a safety concern at the intersection. The cost per light would be around \$120.00/light. Council agreed to leave the street lights the way they currently are due to safety concerns.

Melanie Norris gave the council an update on the progress of the 18-hole disc golf course and the funding raised currently. Norris also requested using city sand and gravel, if it is available. Alex McLaury and Cody Reed also spoke about the current layout of the disc golf course. They requested approval of the plans by the city council. Motion and second, VonHaden/Penfield to approve the plans with the recommended changes subject to approval by the city's insurance company. Unanimous.

Doug Maurstad attended the meeting to discuss possible housing incentives to build multi-family housing. Suggestions such as water and sewer line installed by the city at no cost or tax abatement on the property to make it more affordable. Mr. Maurstad requested the council keep this under advisement and see if it's a possible option. City Administrator Nelsen stated that the Elk Point Housing Authority is currently working on a plan similar to what was stated and the council will be involved once plans are decided.

Trish Smith addressed the council regarding the police department. She stated her concerns regarding the coverage and response time Elk Point would receive, if we didn't have a local police department. Smith would hate to see the police department removed from Elk Point and she thinks they do deserve respect.

Discussion was held on Ordinance No. 376. Mayor Trobaugh stated the council should give recommended changes to the ordinance to City Administrator Nelsen prior to the next regular city council meeting. First Reading was given to Ordinance No. 376, an Ordinance Establishing the Ethical Obligations of Municipal Elected Officials.

Information regarding fire pits requested at the last regular meeting was given to the council. Council member Penfield felt that most sections in the new ordinance were too ambiguous. Council agreed to table first reading until other city templates can be obtained and reviewed.

Motion made by Buum, seconded by Zevenbergen to hire Zachery Kieffer as an on-call police officer as recommend by Police Chief Fleek starting at \$14.00/hour. All in favor.

Resolution No. 2015-14, a Capital Accumulation Resolution was tabled until the city meets to work on the 2016 Budget.

VonHaden moved and Penfield seconded a motion to approve Amendment 4 to Wholesale Power Contract Between East River Electric Power Cooperative, Inc and City of Elk Point. This agreement extends the contract from December 31, 2058 to December 31, 2075. Unanimous.

Council member VonHaden requested the council think about reinstating different city council committees and add it to next meeting's agenda if interested.

VonHaden also discussed possible annual inspections of properties in town. He believes there are some properties needing repairs. City Administrator Nelsen stated a volunteer committee is currently being formed to help people who need financial assistance to keep properties updated.

Council agreed to table approval of the South Dakota Department of Transportation's revised Agreement for Use and Restoration of Rose Street until recommended changes are made to the agreement.

Motion made by VonHaden, seconded by Penfield to approve pay request #2 to Smith & Smith Construction for \$25,974.00 for the Pearl to Sioux to Walnut Watermain Project. All in favor.

Motion to adjourn, Buum/McCreary. Unanimous.

Attest: Erika Hammitt  
Finance Officer

Isabel Trobaugh  
Mayor

**UNAPPROVED MINUTES OF THE SPECIAL MEETING OF THE ELK POINT CITY  
COUNCIL**

The Elk Point City Council met in special session on Tuesday, July 21, 2015 at 6:30 pm in the council chambers of City Hall located at 106 W. Pleasant Street with Mayor Trobaugh presiding and these members present: Verros, VonHaden, Zevenbergen, McCreary, Penfield. Absent was: Boom. Also present were: City Administrator Nelsen, and Finance Officer Hammitt.

Motion made by Zevenbergen, seconded by Verros to approve the agenda. All in favor.

VonHaden arrived at 6:31pm.

Motion made by McCreary, seconded by Penfield to accept the resignation of Michelle Fejfar as Assistant Finance Officer and advertise to fill the position. All in favor. Administration directed to conduct a salary study for this position.

Motion to adjourn, Verros/Zevenbergen. Unanimous.

Attest: Erika Hammitt  
Finance Officer

Isabel Trobaugh  
Mayor

**City of Elk Point**  
**PAYMENTS BY FUND**

OBJ Descr	Check Name	Amount	Proj Nbr	Comments
<b>FUND 101 GENERAL FUND</b>				
DEPT	AFLAC	\$1,016.21		AFLAC PAYMENT
DEPT		\$1,016.21		
<b>DEPT 41100 LEGISLATIVE</b>				
UTILITIES	VERIZON WIRELESS	\$50.08		Dennis - CELL PHONE
UTILITIES	VERIZON WIRELESS	\$29.59		Mayor
TRAVEL AND CONFERENCE	CARDMEMBER SERVICE	\$92.06		room for Katie Buum conference
SUPPLIES AND MATERIALS	CARDMEMBER SERVICE	\$49.45		deposit tickets
REPAIRS AND MAINTENANCE	CARDMEMBER SERVICE	\$7.49		monthly back up charge
SUPPLIES AND MATERIALS	STAPLES CREDIT PLAN	\$29.99		wireless mouse - Michelle
SUPPLIES AND MATERIALS	CARDMEMBER SERVICE	\$5.68		admin postage
TRAVEL AND CONFERENCE	SOUTHEAST FARMER EL	\$30.92		City Car # 100
PROFESSIONAL SERVICES AN	TUDGOGS COMPUTING,	\$65.00		Update email setting with Vast c
SUPPLIES AND MATERIALS	CARDMEMBER SERVICE	\$238.42		envelopes
SUPPLIES AND MATERIALS	Perkins Office Solutions	\$47.80		paper for letter head
TRAVEL AND CONFERENCE	SOUTHEAST FARMER EL	\$0.00		City Car # 100
SUPPLIES AND MATERIALS	OFFICE SYSTEMS CO.	\$66.28		quarterly service contract
SUPPLIES AND MATERIALS	STAPLES CREDIT PLAN	\$69.21		toner for Dennis's printer
OTHER OTHER CURRENT EXP	MCKINNEYOLSON INSU	\$30.00		state filing fee for Erika's notary
TRAVEL AND CONFERENCE	ERIKA HAMMITT	\$66.00		travel to Sioux Falls for Health I
PROFESSIONAL SERVICES AN	CRAIG K. THOMPSON, A	\$459.03		ATTORNEY FEES
PUBLISHING	LEADER-COURIER	\$0.00		PUBLISHING
MACHINERY AND EQUIPMENT	US BANK EQUIPMENT FI	\$23.21		lanier copier lease
SUPPLIES AND MATERIALS	Perkins Office Solutions	\$12.99		air can
INS-LIAB/PROP/WCOMP	MCKINNEYOLSON INSU	\$50.00		Notary bond - Erika
DEPT 41100 LEGISLATIVE		\$1,423.20		
<b>DEPT 41120 CITY HALL</b>				
SUPPLIES AND MATERIALS	STAPLES CREDIT PLAN	\$24.99		quilted northern
SUPPLIES AND MATERIALS	JONES FOOD CENTER	\$15.14		coffee
SUPPLIES AND MATERIALS	CARDMEMBER SERVICE	\$13.98		vacuum bags city hall
UTILITIES	MIDAMERICAN ENERGY	\$10.61		106 W Pleasant St
SUPPLIES AND MATERIALS	NYGREN'S TRUE VALUE	\$32.47		city hall
DEPT 41120 CITY HALL		\$97.19		
<b>DEPT 42100 POLICE</b>				
AUTO EXPENSES	CARDMEMBER SERVICE	\$13.50		Kum & Go gallons 5.296 #103
AUTO EXPENSES	CARDMEMBER SERVICE	\$11.50		Coffee Cup gallons 4.293 #100
AUTO EXPENSES	CARDMEMBER SERVICE	\$20.00		Kum & Go gallons 8.004 #103
AUTO EXPENSES	CARDMEMBER SERVICE	\$29.00		Kum & Go gallons 11.377 #103
AUTO EXPENSES	CARDMEMBER SERVICE	\$32.00		Coffee Cup gallons 11.945 #100
SUPPLIES AND MATERIALS	RDJ SPECIALTIES, INC.	\$270.41		halloween bags
AUTO EXPENSES	CARDMEMBER SERVICE	\$21.10		Kum & Go gallons 8.442 #102
AUTO EXPENSES	CARDMEMBER SERVICE	\$26.25		Kum & Go gallons 10.505 #102
AUTO EXPENSES	CARDMEMBER SERVICE	\$28.00		Kum & Go gallons 10.651 #102
OFFICE EXPENSE	CARDMEMBER SERVICE	\$8.49		postage for grant and blood
AUTO EXPENSES	CARDMEMBER SERVICE	\$56.75		Kum & Go gallons 21.585 #101
AUTO EXPENSES	CARDMEMBER SERVICE	\$54.29		Kum & Go gallons 21.726 #101
AUTO EXPENSES	CARDMEMBER SERVICE	\$15.00		Caseys gallons 6.004 #100
AUTO EXPENSES	CARDMEMBER SERVICE	\$34.00		Kum & Go gallons 12.932 #102
AUTO EXPENSES	CARDMEMBER SERVICE	\$35.00		Kum & Go gallons 13.312 #103
AUTO EXPENSES	CARDMEMBER SERVICE	\$29.00		Kum & Go gallons 11.032 #102

**City of Elk Point**  
**PAYMENTS BY FUND**

OBJ Descr	Check Name	Amount	Proj Nbr	Comments
AUTO EXPENSES	CARDMEMBER SERVICE	\$34.00		Kum & Go gallons 12.932 #102
AUTO EXPENSES	CARDMEMBER SERVICE	\$36.00		Kum & Go gallons 14.125 #103
SUPPLIES AND MATERIALS	RDJ SPECIALTIES, INC.	\$65.39		wallet cards
AUTO EXPENSES	GCR Tire Center	\$99.65		police tires
AUTO EXPENSES	CARDMEMBER SERVICE	\$33.50		Kum & Go gallons 13.406 #103
OFFICE EXPENSE	Perkins Office Solutions	\$18.49		police DVD-RW
OFFICE EXPENSE	OFFICE SYSTEMS CO.	\$66.33		quarterly service contract
AUTO EXPENSES	FANTA-C AUTO	\$75.00		blower motor 2004 Ford Crown
UTILITIES	VERIZON WIRELESS	\$29.55		POLICE - CELL PHONE
PROFESSIONAL SERVICES AN	CRAIG K. THOMPSON, A	\$397.04		ATTORNEY FEES
SUPPLIES AND MATERIALS	MODERN MARKETING	\$118.42		barricade tape
MACHINERY AND EQUIPMENT	US BANK EQUIPMENT FI	\$23.21		lanier copier lease
UTILITIES	VERIZON WIRELESS	\$35.00		RYAN - CELL PHONE
AUTO EXPENSES	CARDMEMBER SERVICE	\$30.00		Kum & Go gallons 11.410 #102
DEPT 42100 POLICE		\$1,745.87		
DEPT 43100 HIGHWAYS AND STREETS				
STREET REPAIRS	BARKLEY ASPHALT INC.	\$987.84		HOT MIX ASPHALT
AUTO EXPENSES	SOUTHEAST FARMER EL	\$0.00		Dump Truck #125
OFFICE EXPENSE	STAPLES CREDIT PLAN	\$49.59		toner for Jerry's printer
AUTO EXPENSES	SOUTHEAST FARMER EL	\$0.00		01' International #122
AUTO EXPENSES	SOUTHEAST FARMER EL	\$0.00		Black Truck #107
AUTO EXPENSES	SOUTHEAST FARMER EL	\$0.00		Backhoe #131
AUTO EXPENSES	SOUTHEAST FARMER EL	\$0.00		Jerry's Truck #104
AUTO EXPENSES	SOUTHEAST FARMER EL	\$75.51		Jerry's Truck #107
AUTO EXPENSES	SOUTHEAST FARMER EL	\$0.00		skid Loader #139
AUTO EXPENSES	SOUTHEAST FARMER EL	\$81.06		Red truck #110
AUTO EXPENSES	SOUTHEAST FARMER EL	\$151.27		Jerry's Truck #104
AUTO EXPENSES	SOUTHEAST FARMER EL	\$0.00		Dump Truck #124
PROFESSIONAL SERVICES AN	CRAIG K. THOMPSON, A	\$61.29		ATTORNEY FEES
AUTO EXPENSES	SOUTHEAST FARMER EL	\$0.00		Jason's Truck #109
PUBLISHING	LEADER-COURIER	\$0.00		PUBLISHING
OFFICE EXPENSE	OFFICE SYSTEMS CO.	\$66.28		quarterly service contract
REPAIRS AND MAINTENANCE	NYGREN'S TRUE VALUE	\$110.59		street
AUTO EXPENSES	SOUTHEAST FARMER EL	\$0.00		Loader #137
UTILITIES	MIDAMERICAN ENERGY	\$8.54		301 E Rose St
AUTO EXPENSES	SOUTHEAST FARMER EL	\$0.00		Dump Truck #123
MACHINERY AND EQUIPMENT	US BANK EQUIPMENT FI	\$23.21		lanier copier lease
AUTO EXPENSES	SOUTHEAST FARMER EL	\$0.00		Blade #132
SUPPLIES AND MATERIALS	Class C Solutions Group	\$46.02		supplies
AUTO EXPENSES	SOUTHEAST FARMER EL	\$93.19		Loader #137
REPAIRS AND MAINTENANCE	Vermillion Ace Hardware	\$4.99		tank vent
UTILITIES	VERIZON WIRELESS	\$50.08		JERRY - CELL PHONE
SUPPLIES AND MATERIALS	BOMGAARS	\$33.96		5 gallon bucket & oil
PROFESSIONAL SERVICES AN	MCLAURY ENGINEERIN	\$775.00		water drainage for Rose St
SUPPLIES AND MATERIALS	BOMGAARS	\$79.98		2 chairs
AUTO EXPENSES	SOUTHEAST FARMER EL	\$0.00		01' International #122
SUPPLIES AND MATERIALS	CALIFORNIA CONTRACT	\$130.62		task gloves & yellow rainsuits
REPAIRS AND MAINTENANCE	Class C Solutions Group	\$246.08		wire & supplies
AUTO EXPENSES	SOUTHEAST FARMER EL	\$100.02		Street Sweeper #141
SNOW REMOVAL	SOUTHEAST FARMER EL	\$0.00		Snowblower #140
MACHINERY AND EQUIPMENT	STAPLES CREDIT PLAN	\$123.57		printer for Jerry's office
SNOW REMOVAL	SOUTHEAST FARMER EL	\$0.00		Snowblower #140
REPAIRS AND MAINTENANCE	Class C Solutions Group	\$120.42		repairs

**City of Elk Point**  
**PAYMENTS BY FUND**

OBJ Descr	Check Name	Amount	Proj Nbr	Comments
AUTO EXPENSES	SOUTHEAST FARMER EL	\$0.00		Dump Truck #123
AUTO EXPENSES	SOUTHEAST FARMER EL	\$0.00		Dump Truck #120
AUTO EXPENSES	SOUTHEAST FARMER EL	\$132.89		Jason's Truck #109
AUTO EXPENSES	SOUTHEAST FARMER EL	\$0.00		Red truck #110
TRAINING	LIMOGES, JACOB	\$26.00		travel to Pierre for training
AUTO EXPENSES	SOUTHEAST FARMER EL	\$0.00		Dump Truck #125
AUTO EXPENSES	SOUTHEAST FARMER EL	\$0.00		Street Sweeper #141
AUTO EXPENSES	SOUTHEAST FARMER EL	\$0.00		Dump Truck #120
AUTO EXPENSES	SOUTHEAST FARMER EL	\$0.00		Dump Truck #124
AUTO EXPENSES	SOUTHEAST FARMER EL	\$58.20		skid Loader #139
AUTO EXPENSES	SOUTHEAST FARMER EL	\$0.00		Backhoe #131
AUTO EXPENSES	SOUTHEAST FARMER EL	\$0.00		Blade #132
DEPT 43100 HIGHWAYS AND STREETS		<u>\$3,636.20</u>		
DEPT 43700 CEMETERIES				
SUPPLIES AND MATERIALS	CARDMEMBER SERVICE	\$16.00		gas for weed eater
DEPT 43700 CEMETERIES		<u>\$16.00</u>		
DEPT 44130 WEST NILE				
OTHER OTHER CURRENT EXP	CARDMEMBER SERVICE	\$1.42		mosquito grant postage
DEPT 44130 WEST NILE		<u>\$1.42</u>		
DEPT 45100 RECREATION				
SUPPLIES AND MATERIALS	HEEREN, JOSIE	\$38.95		other half of suit reimbursement
SUPPLIES AND MATERIALS	John Herrity	\$38.95		other half of suit reimbursement
TRAINING	John Herrity	\$169.60		lifeguard training reimbursement
UTILITIES	Vast Broadband	\$39.36		Phone -pool #004108101
TRAINING	HEEREN, JOSIE	\$169.60		lifeguard training reimbursement
REPAIRS AND MAINTENANCE	NYGREN'S TRUE VALUE	\$28.12		pool
OTHER MATERIALS FOR RESA	JONES FOOD CENTER	\$164.98		concessions
OTHER MATERIALS FOR RESA	JONES FOOD CENTER	\$178.25		concessions
SUPPLIES AND MATERIALS	JONES FOOD CENTER	\$13.84		towels
OTHER MATERIALS FOR RESA	JONES FOOD CENTER	\$150.48		concessions
OTHER MATERIALS FOR RESA	JONES FOOD CENTER	\$8.94		concessions
SUPPLIES AND MATERIALS	HAWKINS, INC.	\$990.85		pool
SUPPLIES AND MATERIALS	JONES FOOD CENTER	\$18.92		bleach, bowl cleaner, charmin &
OTHER MATERIALS FOR RESA	JONES FOOD CENTER	\$5.94		spoons for concessions
SUPPLIES AND MATERIALS	KOUPAL, JULIE	\$25.10		reimbursement for pool supplies
OTHER MATERIALS FOR RESA	QUEEN CITY WHOLESAL	\$31.02		supplies for concession stand
OTHER MATERIALS FOR RESA	QUEEN CITY WHOLESAL	\$62.04		supplies for concession stand
SUPPLIES AND MATERIALS	Fornia, Paige	\$38.95		other half of suit reimbursement
TRAINING	GREGG, ALYSSA	\$68.90		re-certification for lifeguard
TRAINING	GREGG, ALYSSA	\$185.50		WSI training
TRAINING	GREGG, ALICIA	\$185.50		WSI Course
TRAINING	Elysia Buehner	\$68.90		re-certify for lifeguard training
TRAINING	FLYNN, KATHY	\$185.50		WSI training for Morgan Flynn
SUPPLIES AND MATERIALS	FLYNN, KATHY	\$38.95		other half of suit reimbursement
SUPPLIES AND MATERIALS	Victoria Johnson	\$38.95		other half of suit reimbursement
TRAINING	Fornia, Paige	\$285.00		WSI training
TRAINING	Fornia, Paige	\$35.00		books for WSI training
TRAINING	Fornia, Paige	\$169.60		lifeguard training
OTHER MATERIALS FOR RESA	JONES FOOD CENTER	\$155.00		concessions
SUPPLIES AND MATERIALS	HAWKINS, INC.	\$1,174.90		pool
SUPPLIES AND MATERIALS	Perkins Office Solutions	\$19.96		pool cash register tape
SUPPLIES AND MATERIALS	HAWKINS, INC.	\$1,173.96		pool

**City of Elk Point**  
**PAYMENTS BY FUND**

OBJ Descr	Check Name	Amount	Proj Nbr	Comments
PROFESSIONAL SERVICES AN	CRAIG K. THOMPSON, A	\$61.29		ATTORNEY FEES
UTILITIES	MIDAMERICAN ENERGY	\$639.94		pool gas
SUPPLIES AND MATERIALS	CARDMEMBER SERVICE	\$36.96		test strips pool
REPAIRS AND MAINTENANCE	DRAIN MASTERS	\$205.00		pool toilet backed up
DEPT 45100 RECREATION		<u>\$6,902.70</u>		
DEPT 45200 PARKS				
SUPPLIES AND MATERIALS	CARDMEMBER SERVICE	\$4.13		park postage
REPAIRS AND MAINTENANCE	CARDMEMBER SERVICE	\$1,250.00		new motor for easy go cart
REPAIRS AND MAINTENANCE	NYGREN'S TRUE VALUE	\$48.85		park
DEPT 45200 PARKS		<u>\$1,302.98</u>		
DEPT 45500 LIBRARIES				
SUBSCRIPTIONS	EBS CO SUBSCRIPTION	\$451.77		subscription
BOOKS	INGRAM LIBRARY SERV	\$61.87		BOOKS
BOOKS	INGRAM LIBRARY SERV	\$24.82		BOOKS
BOOKS	INGRAM LIBRARY SERV	\$16.02		BOOKS
BOOKS	INGRAM LIBRARY SERV	\$305.58		BOOKS
DEPT 45500 LIBRARIES		<u>\$860.06</u>		
FUND 101 GENERAL FUND		<u>\$17,001.83</u>		
FUND 211 LIQ, LODG, DINE SALES TAX FUND				
DEPT 46500 ECONOMIC DEVELOP AND ASSISTANC				
PRINCIPAL	Recreation Development	\$1,082.75		RDA lease payment principal -
INTEREST	Recreation Development	\$1,184.80		RDA lease payment interest-
DEPT 46500 ECONOMIC DEVELOP AND ASSISTANC		<u>\$2,267.55</u>		
FUND 211 LIQ, LODG, DINE SALES TAX FUND		<u>\$2,267.55</u>		
FUND 602 WATER FUND				
DEPT 43300 WATER				
DUES	SD ASSOCIATION OF R	\$525.00		ANNUAL DUES: CLASS B MEMB
AUTO EXPENSES	SOUTHEAST FARMER EL	\$0.00		Troy's Truck #108
SUPPLIES AND MATERIALS	UTILITY EQUIPMENT C	\$372.75		curb stop repair lid for 1 1/4" pi
PROFESSIONAL SERVICES AN	CRAIG K. THOMPSON, A	\$61.28		ATTORNEY FEES
AUTO EXPENSES	SOUTHEAST FARMER EL	\$50.37		Troy's Truck #108
SUPPLIES AND MATERIALS	CALIFORNIA CONTRACT	\$130.62		task gloves & yellow rainsuits
REPAIRS AND MAINTENANCE	NYGREN'S TRUE VALUE	\$7.44		water
MACHINERY AND EQUIPMENT	US BANK EQUIPMENT FI	\$23.21		lanier copier lease
PUBLISHING	LEADER-COURIER	\$0.00		PUBLISHING
OFFICE EXPENSE	CARDMEMBER SERVICE	\$17.95		postage water
SUPPLIES AND MATERIALS	USA BLUE BOOK	\$83.17		Klein CL 100 600A AC clamp
REPAIRS AND MAINTENANCE	CITY OF SIOUX FALLS	\$87.00		WATER TESTING April - June
UTILITIES	VERIZON WIRELESS	\$30.91		MARK R - CELL PHONE
OFFICE EXPENSE	CARDMEMBER SERVICE	\$238.42		envelopes
UTILITIES	MIDAMERICAN ENERGY	\$17.45		210 W. Main - Water treatment
SUPPLIES AND MATERIALS	HAWKINS, INC.	\$1,180.65		Azone-bulk chemicals for water
UTILITIES	MIDAMERICAN ENERGY	\$5.43		108 S. JACKSON
OFFICE EXPENSE	OFFICE SYSTEMS CO.	\$66.28		quarterly service contract
PROFESSIONAL SERVICES AN	MCLAURY ENGINEERIN	\$255.00	46	project 46
OTHER OTHER CURRENT EXP	SOUTH DAKOTA ONE C	\$7.35		LOCATE TICKETS
DEPT 43300 WATER		<u>\$3,160.28</u>		
FUND 602 WATER FUND		<u>\$3,160.28</u>		
FUND 604 SEWER FUND				

**City of Elk Point**  
**PAYMENTS BY FUND**

OBJ Descr	Check Name	Amount	Proj Nbr	Comments
DEPT 43200 SANITATION				
REPAIRS AND MAINTENANCE	OLSON WELDING	\$18.50		repairs
UTILITIES	MIDAMERICAN ENERGY	\$5.43		108 S. JACKSON
OFFICE EXPENSE	OFFICE SYSTEMS CO.	\$66.28		quarterly service contract
REPAIRS AND MAINTENANCE	NYGREN'S TRUE VALUE	\$149.84		sewer
OTHER OTHER CURRENT EXP	SOUTH DAKOTA ONE C	\$7.35		LOCATE TICKETS
SUPPLIES AND MATERIALS	BOMGAARS	\$159.97		2 chairs & table for lagoon
MACHINERY AND EQUIPMENT	NYGREN'S TRUE VALUE	\$126.99		a/c unit for lagoon
MACHINERY AND EQUIPMENT	US BANK EQUIPMENT FI	\$23.21		lanier copier lease
PROFESSIONAL SERVICES AN	CRAIG K. THOMPSON, A	\$61.28		ATTORNEY FEES
REPAIRS AND MAINTENANCE	DAKOTA PUMP INC.	\$1,193.88		pump repair @ Dunham liftstatio
OFFICE EXPENSE	CARDMEMBER SERVICE	\$238.42		envelopes
MACHINERY AND EQUIPMENT	BOMGAARS	\$415.97		sprayer for lagoon
SUPPLIES AND MATERIALS	STATE INDUSTRIAL PR	\$1,066.49		orange buoy
SUPPLIES AND MATERIALS	CALIFORNIA CONTRACT	\$130.62		task gloves & yellow rainsuits
AUTO EXPENSES	SOUTHEAST FARMER EL	\$0.00		Ditchwitch - sewer vac #144
PUBLISHING	LEADER-COURIER	\$0.00		PUBLISHING
AUTO EXPENSES	SOUTHEAST FARMER EL	\$0.00		Ditchwitch - sewer vac #144
AUTO EXPENSES	SOUTHEAST FARMER EL	\$140.21		Rubida's Truck #106
AUTO EXPENSES	SOUTHEAST FARMER EL	\$0.00		Rubida's Truck #106
UTILITIES	UNION COUNTY ELECTR	\$1,825.40		LAGOON
DEPT 43200 SANITATION		<u>\$5,629.84</u>		
FUND 604 SEWER FUND		<u>\$5,629.84</u>		
FUND 610 ELECTRIC FUND				
DEPT				
	UTILITY DEPARTMENT	\$150.00		Rachel Verschoor meter deposit
DEPT		<u>\$150.00</u>		
DEPT 43400 ELECTRICITY				
AUTO EXPENSES	SOUTHEAST FARMER EL	\$0.00		Bucket Truck #143
MACHINERY AND EQUIPMENT	US BANK EQUIPMENT FI	\$23.21		lanier copier lease
UTILITIES	UNION COUNTY ELECTR	\$75.90		EXIT 18 STREET LIGHT
AUTO EXPENSES	SOUTHEAST FARMER EL	\$0.00		Electric Truck #105
AUTO EXPENSES	SOUTHEAST FARMER EL	\$339.68		Electric Truck #105
OFFICE EXPENSE	CARDMEMBER SERVICE	\$238.42		envelopes
OFFICE EXPENSE	OFFICE SYSTEMS CO.	\$66.28		quarterly service contract
SUPPLIES AND MATERIALS	BORDER STATES ELECT	\$2,000.00		50 KVA Transformer for Thermo
UTILITIES	MIDAMERICAN ENERGY	\$5.43		108 S. JACKSON
OFFICE EXPENSE	CARDMEMBER SERVICE	\$1.42		postage
PUBLISHING	LEADER-COURIER	\$0.00		PUBLISHING
REPAIRS AND MAINTENANCE	MENARDS	\$9.96		stealthflow kit
AUTO EXPENSES	SOUTHEAST FARMER EL	\$0.00		Bucket Truck #143
OTHER OTHER CURRENT EXP	SOUTH DAKOTA ONE C	\$7.35		LOCATE TICKETS
PROFESSIONAL SERVICES AN	CRAIG K. THOMPSON, A	\$61.28		ATTORNEY FEES
OTHER OTHER CURRENT EXP	HAILEY JESSE	\$50.00		City Match for refrigerator
OTHER OTHER CURRENT EXP	HAILEY JESSE	\$50.00		East River Repate for refrigerato
SUPPLIES AND MATERIALS	BORDER STATES ELECT	\$94.42		12 Inch ADJ Wrench
OTHER OTHER CURRENT EXP	JANSEN, JUSTIN	\$50.00		City Match for refrigerator rebat
OTHER OTHER CURRENT EXP	JANSEN, JUSTIN	\$50.00		East River Rebate for refrigerator
SUPPLIES AND MATERIALS	NYGREN'S TRUE VALUE	\$99.98		Electric
SUPPLIES AND MATERIALS	BORDER STATES ELECT	-\$30.87		return
OTHER OTHER CURRENT EXP	STOKELY, TONY	\$50.00		city match on frig rebate
SUPPLIES AND MATERIALS	BORDER STATES ELECT	\$516.35		supplies

**City of Elk Point**  
**PAYMENTS BY FUND**

OBJ Descr	Check Name	Amount	Proj Nbr	Comments
OTHER OTHER CURRENT EXP	STOKELY, TONY	\$50.00		East River match on frig
OTHER OTHER CURRENT EXP	STOKELY, TONY	\$25.00		city match on dishwasher rebate
REPAIRS AND MAINTENANCE	ELECTRICAL ENGINEERI	\$8.18		repairs
OTHER OTHER CURRENT EXP	STOKELY, TONY	\$25.00		East River match on dishwasher
SUPPLIES AND MATERIALS	BORDER STATES ELECT	\$525.00		supplies
SUPPLIES AND MATERIALS	BORDER STATES ELECT	\$48.57		supplies
SUPPLIES AND MATERIALS	BORDER STATES ELECT	\$366.63		supplies
SUPPLIES AND MATERIALS	BORDER STATES ELECT	\$60.00		lineman hammer smooth face
SUPPLIES AND MATERIALS	BORDER STATES ELECT	\$500.00		supplies
UNIFORMS	BOMGAARS	\$79.99		rain coat
SUPPLIES AND MATERIALS	Vermillion Ace Hardware	\$6.48		closure plugs & accessory pack
SUPPLIES AND MATERIALS	ELECTRICAL ENGINEERI	\$191.71		supplies
REPAIRS AND MAINTENANCE	NYGREN'S TRUE VALUE	\$65.74		elec
DEPT 43400 ELECTRICITY		<u>\$5,711.11</u>		
FUND 610 ELECTRIC FUND		<u>\$5,861.11</u>		
FUND 612 SOLID WASTE FUND				
DEPT 43250 SEWAGE COLLECTION AND DISPOSAL				
TIPPING FEES	CITY OF VERMILLION	\$321.75		TIPPING FEES
TIPPING FEES	CITY OF VERMILLION	\$263.25		TIPPING FEES
TIPPING FEES	CITY OF VERMILLION	\$163.80		TIPPING FEES
TIPPING FEES	CITY OF VERMILLION	\$444.15		TIPPING FEES
TIPPING FEES	CITY OF VERMILLION	\$392.85		TIPPING FEES
TIPPING FEES	CITY OF VERMILLION	\$189.00		TIPPING FEES
TIPPING FEES	CITY OF VERMILLION	\$279.00		TIPPING FEES
TIPPING FEES	CITY OF VERMILLION	\$225.45		TIPPING FEES
TIPPING FEES	CITY OF VERMILLION	\$266.85		TIPPING FEES
MACHINERY AND EQUIPMENT	US BANK EQUIPMENT FI	\$23.21		lanier copier lease
UTILITIES	UNION COUNTY ELECTR	\$112.95		DUMP ROAD
UTILITIES	VERIZON WIRELESS	\$29.55		DAN - CELL PHONE
AUTO EXPENSES	SOUTHEAST FARMER EL	\$373.11		Garbage Truck #135
SUPPLIES AND MATERIALS	CALIFORNIA CONTRACT	\$130.62		task gloves & yellow rainsuits
SUPPLIES AND MATERIALS	COLONIAL RESEARCH C	\$311.66		citra burst & soothe for garbage
AUTO EXPENSES	SOUTHEAST FARMER EL	\$0.00		Garbage Truck #135
OFFICE EXPENSE	OFFICE SYSTEMS CO.	\$66.28		quarterly service contract
TIPPING FEES	CITY OF VERMILLION	\$461.25		TIPPING FEES
PUBLISHING	LEADER-COURIER	\$0.00		PUBLISHING
OFFICE EXPENSE	CARDMEMBER SERVICE	\$238.42		envelopes
DEPT 43250 SEWAGE COLLECTION AND DISPOSAL		<u>\$4,293.15</u>		
FUND 612 SOLID WASTE FUND		<u>\$4,293.15</u>		
		<u>\$38,213.76</u>		

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City of Elk Point  
Expenditure Guideline LS-EP

Account Descr	JUNE 2014 Amt	2014 YTD Amt	2015 YTD Budget	JUNE 2015 Amt	MAY 2015 Amt	2015 YTD Amt	Balance	% of Budget
E 101-42100-41100 SALARIES AND	\$15,423.55	\$87,658.90	\$185,000.00	\$14,959.31	\$13,754.31	\$87,229.27	\$83,841.17	54.68%
E 101-42100-41103 OVERTIME WAG	\$648.64	\$2,532.23	\$7,000.00	\$389.46	\$547.64	\$1,757.66	\$4,845.99	30.77%
E 101-42100-41106 LONGEVITY PAY	\$0.00	\$600.00	\$700.00	\$0.00	\$0.00	\$700.00	\$0.00	100.00%
E 101-42100-41200 OASI	\$1,107.78	\$6,535.16	\$14,975.00	\$1,028.86	\$948.75	\$6,454.43	\$7,569.97	49.45%
E 101-42100-41300 RETIREMENT	\$1,112.36	\$6,949.84	\$14,000.00	\$1,166.30	\$1,102.34	\$7,149.40	\$5,758.72	58.87%
E 101-42100-42100 INSURANCE	\$2,076.92	\$13,684.61	\$27,000.00	\$2,076.92	\$2,076.92	\$13,499.98	\$11,423.10	57.69%
E 101-42100-42150 INS-LIAB/PROP/	\$0.00	\$5,397.72	\$8,650.00	\$0.00	\$0.00	\$4,930.44	\$3,657.46	57.72%
E 101-42100-42200 PROFESSIONAL	\$697.02	\$4,319.97	\$11,000.00	\$540.46	\$103.48	\$3,256.09	\$6,039.12	45.10%
E 101-42100-42300 PUBLISHING	\$65.93	\$195.79	\$1,000.00	\$148.12	\$216.59	\$513.99	\$329.76	67.02%
E 101-42100-42320 DUES	\$0.00	\$237.75	\$500.00	\$0.00	\$0.00	\$412.75	\$87.25	82.55%
E 101-42100-42500 REPAIRS AND M	\$151.00	\$1,789.42	\$3,000.00	\$10.00	\$919.73	\$1,840.73	\$1,159.27	61.36%
E 101-42100-42550 OFFICE EXPENS	\$83.44	\$977.23	\$2,500.00	\$51.78	\$175.09	\$636.49	\$1,811.25	27.55%
E 101-42100-42600 SUPPLIES AND	\$2.45	\$294.21	\$2,500.00	\$65.00	\$0.00	\$542.90	\$1,846.61	26.14%
E 101-42100-42610 UNIFORMS	\$158.45	\$398.30	\$2,500.00	\$102.90	\$117.90	\$220.80	\$2,145.30	14.19%
E 101-42100-42620 AUTO EXPENSES	\$1,713.73	\$5,600.24	\$15,000.00	\$640.28	\$455.03	\$3,324.42	\$10,516.06	29.89%
E 101-42100-42630 POLICE RADIO	\$139.55	\$139.55	\$2,000.00	\$0.00	\$0.00	\$0.00	\$2,000.00	0.00%
E 101-42100-42700 TRAVEL AND CO	\$0.00	\$22.00	\$1,000.00	\$0.00	\$362.51	\$447.51	\$552.49	44.75%
E 101-42100-42750 TRAINING	\$0.00	\$243.53	\$1,000.00	\$18.00	\$0.00	\$344.80	\$613.38	38.66%
E 101-42100-42800 UTILITIES	\$210.19	\$1,222.23	\$3,300.00	\$651.20	\$101.04	\$1,546.48	\$1,523.07	53.85%
E 101-42100-42900 OTHER OTHER C	\$130.00	\$247.00	\$2,000.00	\$0.00	\$0.00	\$61.00	\$1,939.00	3.05%
E 101-42100-43400 MACHINERY AN	\$23.21	\$418.27	\$1,300.00	\$23.21	\$23.21	\$139.26	\$1,137.53	12.50%
E 101-42100-43410 COMPUTER SOF	\$0.00	\$122.97	\$1,200.00	\$0.00	\$0.00	\$900.00	\$300.00	75.00%
E 101-42100-43440 SUBSCRIPTIONS	\$0.00	\$183.50	\$200.00	\$0.00	\$0.00	\$90.00	\$110.00	45.00%
DEPT 42100 POLICE	\$23,744.22	\$139,770.42	\$307,325.00	\$21,871.80	\$20,904.54	\$135,998.40	\$149,206.50	
DEPT 42900 OTHER PROTECTION-SELF DEFENSE								
E 101-42900-42600 SUPPLIES AND	\$0.00	\$0.00	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	0.00%
E 101-42900-42800 UTILITIES	\$268.36	\$2,355.39	\$4,900.00	\$286.63	\$315.94	\$2,362.60	\$2,241.40	54.26%
DEPT 42900 OTHER PROTECTIO	\$268.36	\$2,355.39	\$5,400.00	\$286.63	\$315.94	\$2,362.60	\$2,741.40	
DEPT 43100 HIGHWAYS AND STREETS								
E 101-43100-41100 SALARIES AND	\$9,706.62	\$52,805.34	\$114,700.00	\$10,586.31	\$8,929.29	\$54,543.55	\$50,506.07	55.97%
E 101-43100-41102 SNOW REMOVAL	\$0.00	\$300.22	\$10,000.00	\$0.00	\$0.00	\$1,041.85	\$8,958.15	10.42%
E 101-43100-41103 OVERTIME WAG	\$0.00	\$0.00	\$1,000.00	\$6.38	\$0.00	\$163.24	\$824.02	17.60%
E 101-43100-41106 LONGEVITY PAY	\$0.00	\$660.00	\$1,170.00	\$0.00	\$0.00	\$745.00	\$425.00	63.68%
E 101-43100-41200 OASI	\$713.81	\$4,158.05	\$9,100.00	\$770.98	\$643.73	\$4,354.19	\$4,045.91	55.54%
E 101-43100-41300 RETIREMENT	\$546.84	\$3,352.96	\$7,000.00	\$559.30	\$511.96	\$3,518.54	\$2,976.57	57.48%
E 101-43100-42100 INSURANCE	\$1,200.02	\$7,806.33	\$15,350.00	\$1,200.02	\$1,200.02	\$7,879.40	\$6,289.65	59.03%
E 101-43100-42150 INS-LIAB/PROP/	\$0.00	\$10,469.63	\$16,600.00	\$0.00	\$0.00	\$9,721.43	\$6,790.47	59.09%
E 101-43100-42200 PROFESSIONAL	\$46.72	\$851.55	\$72,200.00	\$96.57	\$110.92	\$615.19	\$71,393.52	1.12%
E 101-43100-42300 PUBLISHING	\$15.75	\$111.17	\$500.00	\$13.12	\$136.19	\$354.57	\$124.22	75.16%
E 101-43100-42320 DUES	\$1,200.00	\$1,235.00	\$1,300.00	\$0.00	\$0.00	\$35.00	\$1,265.00	2.69%

City of Elk Point  
Expenditure Guideline LS-EP

Account Descr	JUNE 2014 Amt	2014 YTD Amt	2015 YTD Budget	JUNE 2015 Amt	MAY 2015 Amt	2015 YTD Amt	Balance	% of Budget
E 101-43100-42400 RENTALS	\$0.00	\$0.00	\$2,000.00	\$0.00	\$0.00	\$0.00	-\$600.00	130.00%
E 101-43100-42500 REPAIRS AND M	\$1,385.05	\$10,054.30	\$25,000.00	\$1,112.03	\$1,351.50	\$14,800.34	\$4,309.09	82.76%
E 101-43100-42550 OFFICE EXPENS	\$125.08	\$656.24	\$1,000.00	\$15.83	\$74.99	\$423.01	\$572.01	42.80%
E 101-43100-42600 SUPPLIES AND	\$687.85	\$2,931.21	\$15,000.00	\$747.73	\$231.16	\$4,625.20	\$8,366.59	44.22%
E 101-43100-42610 UNIFORMS	\$0.00	\$506.91	\$1,350.00	-\$75.94	\$145.97	\$292.00	\$508.85	62.31%
E 101-43100-42620 AUTO EXPENSES	\$790.77	\$2,716.73	\$10,000.00	\$633.84	\$604.68	\$2,003.42	\$7,129.15	28.71%
E 101-43100-42700 TRAVEL AND CO	\$0.00	\$505.54	\$1,000.00	\$0.00	\$826.02	\$939.02	\$60.98	93.90%
E 101-43100-42715 STREET REPAIR	\$4,933.66	\$13,522.25	\$55,000.00	\$14,898.50	\$400.71	\$16,636.91	\$19,695.03	64.19%
E 101-43100-42720 SNOW REMOVAL	\$0.00	\$5,443.55	\$10,000.00	\$0.00	\$0.00	\$1,986.72	\$8,013.28	19.87%
E 101-43100-42750 TRAINING	\$0.00	\$0.00	\$500.00	\$0.00	\$0.00	\$79.00	\$421.00	15.80%
E 101-43100-42800 UTILITIES	\$740.75	\$7,248.34	\$13,250.00	\$901.73	\$601.88	\$5,843.66	\$6,896.10	47.95%
E 101-43100-42900 OTHER OTHER C	\$145.50	\$145.50	\$500.00	\$0.00	\$201.00	\$280.90	\$219.10	56.18%
E 101-43100-43400 MACHINERY AN	\$23.21	\$225.50	\$1,000.00	\$23.21	\$128.50	\$555.79	\$193.00	80.70%
E 101-43100-43410 COMPUTER SOF	\$0.00	\$123.00	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	0.00%
E 101-43100-43440 SUBSCRIPTIONS	\$0.00	\$0.00	\$100.00	\$0.00	\$0.00	\$0.00	\$100.00	0.00%
DEPT 43100 HIGHWAYS AND STR	\$22,261.63	\$125,829.32	\$385,120.00	\$31,489.61	\$16,098.52	\$131,437.93	\$209,982.76	
DEPT 43700 CEMETERIES								
E 101-43700-41100 SALARIES AND	\$1,866.40	\$6,006.76	\$15,500.00	\$1,942.99	\$2,207.99	\$6,951.82	\$6,962.94	55.08%
E 101-43700-41103 OVERTIME WAG	\$0.00	\$599.55	\$1,000.00	\$0.00	\$268.32	\$397.51	\$602.49	39.75%
E 101-43700-41200 OASI	\$142.38	\$502.85	\$1,200.00	\$147.98	\$188.78	\$557.96	\$521.43	56.55%
E 101-43700-41300 RETIREMENT	\$7.44	\$51.55	\$100.00	\$7.66	\$7.66	\$49.79	\$42.55	57.45%
E 101-43700-42100 INSURANCE	\$16.74	\$117.15	\$275.00	\$16.75	\$16.80	\$108.94	\$149.29	45.71%
E 101-43700-42150 INS-LIAB/PROP/	\$0.00	\$899.62	\$1,450.00	\$0.00	\$0.00	\$821.73	\$551.16	61.99%
E 101-43700-42200 PROFESSIONAL	\$0.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	0.00%
E 101-43700-42300 PUBLISHING	\$0.00	\$0.00	\$100.00	\$0.00	\$0.00	\$0.00	\$100.00	0.00%
E 101-43700-42500 REPAIRS AND M	\$427.58	\$556.80	\$1,500.00	\$33.98	\$527.28	\$561.26	\$740.90	50.61%
E 101-43700-42600 SUPPLIES AND	\$152.65	\$585.23	\$2,000.00	\$240.51	\$269.52	\$691.21	\$1,117.88	44.11%
E 101-43700-42800 UTILITIES	\$0.00	\$0.00	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	0.00%
E 101-43700-42900 OTHER OTHER C	\$140.75	\$530.27	\$500.00	\$0.00	\$311.50	\$80.50	\$173.28	65.34%
E 101-43700-43400 MACHINERY AN	\$0.00	\$535.71	\$750.00	\$0.00	\$0.00	\$0.00	\$382.01	49.07%
E 101-43700-43410 COMPUTER SOF	\$0.00	\$0.00	\$100.00	\$0.00	\$0.00	\$0.00	\$100.00	0.00%
DEPT 43700 CEMETERIES	\$2,753.94	\$10,385.49	\$25,975.00	\$2,389.87	\$3,797.85	\$10,220.72	\$12,943.93	
DEPT 44130 WEST NILE								
E 101-44130-41100 SALARIES AND	\$0.00	\$0.00	\$500.00	\$0.00	\$0.00	\$0.00	\$413.60	17.28%
E 101-44130-41103 OVERTIME WAG	\$0.00	\$0.00	\$200.00	\$0.00	\$0.00	\$0.00	\$200.00	0.00%
E 101-44130-41200 OASI	\$0.00	\$0.00	\$50.00	\$0.00	\$0.00	\$0.00	\$34.35	31.30%
E 101-44130-41300 RETIREMENT	\$0.00	\$0.00	\$50.00	\$0.00	\$0.00	\$0.00	\$37.73	24.54%
E 101-44130-42100 INSURANCE	\$0.00	\$0.00	\$100.00	\$0.00	\$0.00	\$0.00	\$71.50	28.50%
E 101-44130-42500 REPAIRS AND M	\$0.00	\$0.00	\$250.00	\$0.00	\$0.00	\$0.00	\$171.17	31.53%
E 101-44130-42600 SUPPLIES AND	\$0.00	\$0.00	\$500.00	\$2,753.20	\$0.00	\$2,753.20	-\$1,579.20	415.84%

### City of Elk Point Expenditure Guideline LS-EP

Account Descr	JUNE 2014 Amt	2014 YTD Amt	JUNE 2015 Amt	MAY 2015 Amt	YTD Amt 2015	Balance	% of Budget
E 101-44130-42900 OTHER C	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$100.00	0.00%
DEPT 44130 WEST NILE	\$0.00	\$0.00	\$2,753.20	\$0.00	\$2,753.20	-\$550.85	
DEPT 44400 HUMANE SOCIETY	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$250.00	0.00%
E 101-44400-42900 OTHER C	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$365.00	8.75%
E 101-44400-43430 ANIMALS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$615.00	
DEPT 45100 RECREATION	\$8,201.02	\$9,987.99	\$8,919.16	\$1,215.58	\$10,134.74	\$9,152.40	69.99%
E 101-45100-41100 SALARIES AND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$2.01	102.01%
E 101-45100-41103 OVERTIME WAG	\$627.39	\$764.08	\$682.31	\$93.00	\$775.31	\$734.09	69.09%
E 101-45100-41200 OASI	\$0.00	\$1,349.43	\$0.00	\$0.00	\$1,769.46	\$368.43	83.25%
E 101-45100-42150 INS-LIAB/PROP/	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$500.00	0.00%
E 101-45100-42200 PROFESSIONAL	\$0.00	\$38.50	\$0.00	\$0.00	\$154.00	-\$4.00	102.67%
E 101-45100-42300 PUBLISHING	\$791.36	\$1,033.36	\$367.98	\$9.87	\$377.85	\$3,507.56	12.31%
E 101-45100-42500 REPAIRS AND M	\$1,677.60	\$2,070.50	\$2,185.85	\$1,738.87	\$2,359.72	\$4,738.11	66.16%
E 101-45100-42600 SUPPLIES AND	\$1,949.23	\$1,949.23	\$1,185.07	\$0.00	\$1,185.07	\$1,737.30	71.05%
E 101-45100-42629 OTHER MATERIA	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$100.00	0.00%
E 101-45100-42700 TRAVEL AND CO	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$900.00	0.00%
E 101-45100-42750 TRAINING	\$4,245.89	\$4,423.75	\$2,159.84	\$5.94	\$2,183.60	\$5,124.80	62.46%
E 101-45100-42800 UTILITIES	\$0.00	\$75.00	\$0.00	\$75.00	\$75.00	\$355.00	29.00%
E 101-45100-42900 OTHER C	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,707.35	52.93%
E 101-45100-43300 IMPROVE OTHE	\$0.00	\$2,889.99	\$0.00	\$0.00	\$0.00	\$1,831.01	8.45%
E 101-45100-43400 MACHINERY AN	\$17,492.49	\$24,581.83	\$15,500.21	\$1,573.26	\$24,307.40	\$33,750.04	
DEPT 45140 SENIOR CITIZENS ACTIVITIES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00	0.00%
E 101-45140-43500 DONATIONS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00	
DEPT 45140 SENIOR CITIZENS A	\$1,412.28	\$3,590.96	\$1,778.57	\$1,192.60	\$4,605.10	\$3,385.45	65.28%
DEPT 45200 PARKS	\$0.00	\$0.00	\$3.17	\$0.00	\$3.17	\$195.24	2.38%
E 101-45200-41100 SALARIES AND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$30.00	0.00%
E 101-45200-41103 OVERTIME WAG	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$315.73	60.53%
E 101-45200-41106 LONGEVITY PAY	\$107.76	\$288.31	\$135.89	\$90.84	\$349.94	\$88.55	55.73%
E 101-45200-41200 OASI	\$14.42	\$93.73	\$14.86	\$14.86	\$96.59	\$119.30	56.62%
E 101-45200-41300 RETIREMENT	\$20.76	\$134.94	\$20.76	\$20.76	\$134.94	\$1,483.53	58.79%
E 101-45200-42100 INSURANCE	\$0.00	\$2,294.05	\$0.00	\$0.00	\$2,054.36	-\$318.76	418.76%
E 101-45200-42150 INS-LIAB/PROP/	\$0.00	\$0.00	\$0.00	\$418.76	\$418.76	\$11.50	88.50%
E 101-45200-42200 PROFESSIONAL	\$0.00	\$0.00	\$0.00	\$50.00	\$50.00	\$500.00	0.00%
E 101-45200-42300 PUBLISHING	\$0.00	\$12.46	\$0.00	\$0.00	\$0.00	\$1,545.04	44.09%
E 101-45200-42400 RENTALS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,354.68	
E 101-45200-42400 RENTALS	\$1,331.07	\$2,569.26	\$78.32	\$518.77	\$1,545.04	\$3,623.37	39.61%
E 101-45200-42500 REPAIRS AND M	\$224.97	\$2,338.16	\$343.79	\$1,260.69	\$2,158.33		
E 101-45200-42600 SUPPLIES AND							

City of Elk Point  
Expenditure Guideline LS-EP

Account Descr	JUNE 2014 Amt	2014 YTD Amt	2015 YTD Budget	JUNE 2015 Amt	MAY 2015 Amt	2015 YTD Amt	Balance	% of Budget
E 101-45200-42605 FERTILIZER & P	\$0.00	\$0.00	\$1,000.00	\$36.10	\$0.00	\$36.10	\$590.60	40.94%
E 101-45200-42620 AUTO EXPENSES	\$217.39	\$242.82	\$1,600.00	\$148.52	\$11.27	\$159.79	\$976.35	38.98%
E 101-45200-42800 UTILITIES	\$1,483.13	\$2,249.38	\$8,700.00	\$650.47	\$514.23	\$1,677.44	\$5,271.26	39.41%
E 101-45200-42900 OTHER OTHER C	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$236.50	0.00%
E 101-45200-43400 MACHINERY AN	\$0.00	\$1,126.97	\$50,000.00	\$0.00	\$105.30	\$15,166.58	\$34,833.42	30.33%
E 101-45200-43500 DONATIONS	\$1,000.00	\$1,000.00	\$1,000.00	\$0.00	\$0.00	\$0.00	-\$783.00	178.30%
DEPT 45200 PARKS	\$5,811.78	\$15,941.04	\$89,855.00	\$3,210.45	\$4,198.08	\$28,494.64	\$53,440.72	
DEPT 45500 LIBRARIES								
E 101-45500-41100 SALARIES AND	\$1,267.41	\$9,421.95	\$22,000.00	\$1,139.76	\$1,673.10	\$9,180.52	\$11,639.76	47.09%
E 101-45500-41200 OASI	\$96.96	\$733.98	\$1,700.00	\$87.18	\$127.99	\$719.63	\$890.14	47.64%
E 101-45500-42150 INS-LIAB/PROP/	\$0.00	\$449.81	\$750.00	\$0.00	\$0.00	\$768.78	-\$80.89	110.79%
E 101-45500-42300 PUBLISHING	\$35.00	\$35.00	\$100.00	\$0.00	\$100.00	\$100.00	\$0.00	100.00%
E 101-45500-42500 REPAIRS AND M	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$192.00	0.00%
E 101-45500-42600 SUPPLIES AND	\$74.04	\$99.33	\$750.00	\$166.17	\$227.84	\$492.51	\$254.42	66.08%
E 101-45500-42700 TRAVEL AND CO	\$0.00	\$17.00	\$100.00	\$0.00	\$0.00	\$0.00	\$100.00	0.00%
E 101-45500-42900 OTHER OTHER C	\$16.14	\$16.14	\$400.00	\$0.00	\$0.00	\$0.00	\$400.00	0.00%
E 101-45500-43400 MACHINERY AN	\$0.00	\$0.00	\$100.00	\$0.00	\$0.00	\$0.00	-\$150.00	250.00%
E 101-45500-43420 BOOKS	\$485.96	\$2,793.35	\$7,000.00	\$289.84	\$390.58	\$2,139.41	\$4,606.92	34.19%
E 101-45500-43440 SUBSCRIPTIONS	\$0.00	\$232.18	\$1,000.00	\$0.00	\$0.00	\$242.64	\$702.12	29.79%
DEPT 45500 LIBRARIES	\$1,975.51	\$13,798.74	\$33,900.00	\$1,682.95	\$2,519.51	\$13,643.49	\$18,170.47	
DEPT 45800 MUSEUM								
E 101-45800-42320 DUES	\$0.00	\$0.00	\$250.00	\$0.00	\$0.00	\$220.00	\$30.00	88.00%
E 101-45800-42800 UTILITIES	\$0.00	\$799.73	\$1,750.00	\$0.00	\$0.00	\$0.00	\$1,750.00	0.00%
DEPT 45800 MUSEUM	\$0.00	\$799.73	\$2,000.00	\$0.00	\$0.00	\$220.00	\$1,780.00	
DEPT 46500 ECONOMIC DEVELOP AND ASSISTANC								
E 101-46500-42900 OTHER OTHER C	\$987.98	\$1,099.41	\$50,000.00	\$1,821.56	\$0.00	\$1,896.56	\$48,103.44	3.79%
E 101-46500-43500 DONATIONS	\$0.00	\$10,000.00	\$10,000.00	\$0.00	\$0.00	\$10,000.00	\$0.00	100.00%
DEPT 46500 ECONOMIC DEVELO	\$987.98	\$11,099.41	\$60,000.00	\$1,821.56	\$0.00	\$11,896.56	\$48,103.44	
DEPT 46520 PLANNING AND ZONING								
E 101-46520-41100 SALARIES AND	\$0.00	\$620.00	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	0.00%
E 101-46520-41200 OASI	\$0.00	\$47.43	\$75.00	\$0.00	\$0.00	\$0.00	\$75.00	0.00%
E 101-46520-42100 INSURANCE	\$0.00	\$420.00	\$1,700.00	\$0.00	\$0.00	\$420.00	\$860.00	49.41%
E 101-46520-42200 PROFESSIONAL	\$46.72	\$686.38	\$3,000.00	\$0.00	\$0.00	\$120.00	\$2,480.00	17.33%
E 101-46520-42300 PUBLISHING	\$0.00	\$99.43	\$500.00	\$8.13	\$0.00	\$8.13	\$471.83	5.63%
E 101-46520-42320 DUES	\$0.00	\$50.00	\$50.00	\$0.00	\$0.00	\$50.00	\$0.00	100.00%
E 101-46520-42600 SUPPLIES AND	\$0.00	\$0.00	\$400.00	\$0.00	\$0.00	\$0.00	\$400.00	0.00%
E 101-46520-42700 TRAVEL AND CO	\$0.00	\$0.00	\$100.00	\$0.00	\$0.00	\$0.00	\$100.00	0.00%
E 101-46520-42900 OTHER OTHER C	\$692.45	\$692.45	\$200.00	\$0.00	\$0.00	\$0.00	\$200.00	0.00%
DEPT 46520 PLANNING AND ZON	\$739.17	\$2,615.69	\$7,025.00	\$8.13	\$0.00	\$598.13	\$5,586.83	

## City of Elk Point Expenditure Guideline LS-EP

Account Descr	JUNE 2014 Amt	2014 YTD Amt	2015 YTD Budget	JUNE 2015 Amt	MAY 2015 Amt	2015 YTD Amt	Balance	% of Budget
DEPT 51300 EQUIPMENT REPLACEMENT DEPT.								
E 101-51300-43400 MACHINERY AN	\$0.00	\$82,075.00	\$42,000.00	\$0.00	\$0.00	\$44,257.12	-\$2,257.12	105.37%
DEPT 51300 EQUIPMENT REPLAC	\$0.00	\$82,075.00	\$42,000.00	\$0.00	\$0.00	\$44,257.12	-\$2,257.12	
FUND 101 GENERAL FUND	\$94,216.92	\$563,103.90	\$1,381,405.00	\$100,552.52	\$68,688.59	\$540,551.17	\$713,447.69	
FUND 200 SPECIAL REVENUE								
DEPT 46500 ECONOMIC DEVELOP AND ASSISTANC								
E 200-46500-44300 UDAG EXPENSE	\$0.00	\$0.00	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	0.00%
DEPT 46500 ECONOMIC DEVELO	\$0.00	\$0.00	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	
FUND 200 SPECIAL REVENUE	\$0.00	\$0.00	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	
FUND 211 LIQ, LODG, DINE SALES TAX FUND								
DEPT 46500 ECONOMIC DEVELOP AND ASSISTANC								
E 211-46500-42150 INS-LIAB/PROP/	\$0.00	\$0.00	\$2,000.00	\$0.00	\$0.00	\$0.00	\$2,000.00	0.00%
E 211-46500-44100 PRINCIPAL	\$1,072.24	\$6,910.29	\$13,150.00	\$1,113.88	\$1,071.85	\$6,591.81	\$5,479.05	58.33%
E 211-46500-44200 INTEREST	\$1,195.31	\$8,962.56	\$14,100.00	\$1,153.67	\$1,195.70	\$7,013.49	\$5,898.10	58.17%
DEPT 46500 ECONOMIC DEVELO	\$2,267.55	\$15,872.85	\$29,250.00	\$2,267.55	\$2,267.55	\$13,605.30	\$13,377.15	
FUND 211 LIQ, LODG, DINE SALES T	\$2,267.55	\$15,872.85	\$29,250.00	\$2,267.55	\$2,267.55	\$13,605.30	\$13,377.15	
FUND 602 WATER FUND								
DEPT 43300 WATER								
E 602-43300-41100 SALARIES AND	\$6,108.26	\$33,217.34	\$78,100.00	\$6,281.47	\$5,945.82	\$36,618.65	\$35,535.53	54.50%
E 602-43300-41103 OVERTIME WAG	\$305.76	\$922.97	\$4,400.00	\$207.89	\$284.51	\$1,108.34	\$3,131.83	28.82%
E 602-43300-41106 LONGEVITY PAY	\$0.00	\$690.00	\$875.00	\$0.00	\$0.00	\$750.00	\$125.00	85.71%
E 602-43300-41200 OASI	\$480.77	\$2,956.86	\$6,200.00	\$480.16	\$460.35	\$3,027.45	\$2,721.73	56.10%
E 602-43300-41300 RETIREMENT	\$386.29	\$2,378.95	\$4,900.00	\$389.36	\$373.82	\$2,456.89	\$2,076.78	57.62%
E 602-43300-42100 INSURANCE	\$713.11	\$4,635.19	\$9,300.00	\$713.07	\$713.07	\$4,603.97	\$3,982.97	57.17%
E 602-43300-42150 INS-LIAB/PROP/	\$0.00	\$4,947.91	\$7,950.00	\$0.00	\$0.00	\$4,751.49	\$3,136.40	60.55%
E 602-43300-42200 PROFESSIONAL	\$196.72	\$950.30	\$25,400.00	\$12,305.57	\$9,888.67	\$25,409.71	-\$2,326.00	109.16%
E 602-43300-42300 PUBLISHING	\$163.84	\$294.67	\$750.00	\$163.02	\$157.83	\$384.01	\$344.79	54.03%
E 602-43300-42320 DUES	\$0.00	\$30.00	\$1,200.00	\$600.00	\$0.00	\$630.00	\$570.00	52.50%
E 602-43300-42400 RENTALS	\$0.00	\$0.00	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	0.00%
E 602-43300-42500 REPAIRS AND M	\$294.40	\$25,071.56	\$15,000.00	\$634.29	\$730.49	\$17,116.08	-\$2,673.65	117.82%
E 602-43300-42550 OFFICE EXPENS	\$90.31	\$1,240.48	\$2,500.00	\$25.82	\$95.43	\$782.14	\$1,642.11	34.32%
E 602-43300-42600 SUPPLIES AND	\$4,745.94	\$12,220.80	\$22,000.00	\$165.13	\$2,632.25	\$5,467.29	\$15,331.44	30.31%
E 602-43300-42610 UNIFORMS	\$224.97	\$224.97	\$450.00	\$0.00	\$0.00	\$76.98	\$373.02	17.11%
E 602-43300-42620 AUTO EXPENSES	\$319.44	\$1,268.17	\$3,600.00	\$105.84	\$132.08	\$696.01	\$2,675.03	25.69%
E 602-43300-42700 TRAVEL AND CO	\$0.00	\$492.11	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	0.00%
E 602-43300-42750 TRAINING	\$0.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	0.00%
E 602-43300-42800 UTILITIES	\$3,080.67	\$19,360.72	\$49,850.00	\$3,059.05	\$3,673.55	\$20,279.62	\$25,200.94	49.45%

**City of Elk Point  
Expenditure Guideline LS-EP**

Account Descr	JUNE 2014 Amt	2014 YTD Amt	2015 YTD Budget	JUNE 2015 Amt	MAY 2015 Amt	YTD Amt 2015	Balance	% of Budget
E 602-43300-42830 TRANSFERS OUT	\$0.00	\$0.00	\$30,000.00	\$0.00	\$0.00	\$0.00	\$30,000.00	0.00%
E 602-43300-42900 OTHER OTHER C	\$76.75	\$148.60	\$500.00	\$91.65	\$8.04	\$168.94	\$320.21	35.96%
E 602-43300-43300 IMPROVE OTHE	\$0.00	\$0.00	\$45,000.00	\$64,006.65	\$0.00	\$64,006.65	-\$44,980.65	199.96%
E 602-43300-43400 MACHINERY AN	\$23.21	\$611.22	\$5,500.00	\$23.21	\$128.50	\$4,992.22	\$484.57	91.19%
E 602-43300-43410 COMPUTER SOF	\$0.00	\$87.98	\$100.00	\$0.00	\$0.00	\$0.00	\$100.00	0.00%
E 602-43300-44100 PRINCIPAL	\$0.00	\$0.00	\$80,475.00	\$0.00	\$0.00	\$0.00	\$80,475.00	0.00%
E 602-43300-44200 INTEREST	\$0.00	\$22,536.21	\$41,900.00	\$0.00	\$0.00	\$21,268.47	\$10,240.19	75.56%
DEPT 43300 WATER	\$17,210.44	\$134,287.01	\$438,450.00	\$89,252.18	\$25,224.41	\$214,594.91	\$170,987.24	
FUND 602 WATER FUND	\$17,210.44	\$134,287.01	\$438,450.00	\$89,252.18	\$25,224.41	\$214,594.91	\$170,987.24	
FUND 604 SEWER FUND								
DEPT 43200 SANITATION								
E 604-43200-41100 SALARIES AND	\$4,613.08	\$25,370.04	\$59,150.00	\$4,744.27	\$4,500.70	\$27,705.56	\$26,943.74	54.45%
E 604-43200-41103 OVERTIME WAG	\$204.31	\$615.79	\$3,800.00	\$144.40	\$189.68	\$737.29	\$2,956.15	22.21%
E 604-43200-41106 LONGEVITY PAY	\$0.00	\$460.00	\$620.00	\$0.00	\$0.00	\$500.00	\$120.00	80.65%
E 604-43200-41200 OASI	\$361.83	\$2,231.25	\$4,675.00	\$362.35	\$347.18	\$2,281.32	\$2,052.86	56.09%
E 604-43200-41300 RETIREMENT	\$290.20	\$1,791.76	\$3,700.00	\$293.30	\$281.41	\$1,848.26	\$1,575.31	57.42%
E 604-43200-42100 INSURANCE	\$537.71	\$3,495.14	\$4,600.00	\$537.69	\$537.69	\$3,473.35	\$588.95	87.20%
E 604-43200-42150 INS-LIAB/PROP/	\$0.00	\$2,698.86	\$4,350.00	\$0.00	\$0.00	\$2,465.22	\$1,822.67	58.10%
E 604-43200-42200 PROFESSIONAL	\$334.72	\$3,626.27	\$37,400.00	\$470.71	\$110.92	\$2,580.24	\$34,452.48	7.88%
E 604-43200-42300 PUBLISHING	\$15.75	\$90.58	\$400.00	\$13.12	\$80.16	\$156.44	\$222.36	44.41%
E 604-43200-42320 DUES	\$0.00	\$30.00	\$100.00	\$0.00	\$0.00	\$30.00	\$70.00	30.00%
E 604-43200-42400 RENTALS	\$0.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	0.00%
E 604-43200-42500 REPAIRS AND M	\$4,162.51	\$18,659.33	\$32,000.00	\$13,069.25	\$1,165.40	\$22,089.97	\$7,455.75	76.70%
E 604-43200-42550 OFFICE EXPENS	\$26.39	\$544.26	\$2,000.00	\$15.84	\$74.99	\$810.19	\$1,189.81	40.51%
E 604-43200-42600 SUPPLIES AND	\$730.27	\$8,749.18	\$16,000.00	\$3,677.28	\$231.16	\$6,992.37	\$8,826.47	44.83%
E 604-43200-42610 UNIFORMS	\$0.00	\$0.00	\$450.00	\$0.00	\$0.00	\$76.98	\$373.02	17.11%
E 604-43200-42620 AUTO EXPENSES	\$485.06	\$1,016.94	\$3,300.00	\$267.26	\$212.60	\$894.40	\$2,102.39	36.29%
E 604-43200-42700 TRAVEL AND CO	\$0.00	\$0.00	\$500.00	\$0.00	\$0.00	\$51.00	\$449.00	10.20%
E 604-43200-42750 TRAINING	\$0.00	\$0.00	\$250.00	\$0.00	\$0.00	\$0.00	\$250.00	0.00%
E 604-43200-42800 UTILITIES	\$2,864.55	\$11,270.09	\$30,100.00	\$2,941.76	\$2,731.56	\$10,717.04	\$16,442.21	45.37%
E 604-43200-42830 TRANSFERS OUT	\$0.00	\$0.00	\$10,000.00	\$0.00	\$0.00	\$0.00	\$10,000.00	0.00%
E 604-43200-42900 OTHER OTHER C	\$12.25	\$19.60	\$300.00	\$24.15	\$8.07	\$33.97	\$185.28	38.24%
E 604-43200-43200 BUILDINGS	\$0.00	\$0.00	\$12,000.00	\$0.00	\$0.00	\$0.00	\$1,500.00	87.50%
E 604-43200-43400 MACHINERY AN	\$23.21	\$611.22	\$5,500.00	\$1,077.31	\$128.50	\$11,000.46	-\$5,523.67	200.43%
E 604-43200-43410 COMPUTER SOF	\$0.00	\$87.98	\$100.00	\$0.00	\$0.00	\$0.00	\$100.00	0.00%
E 604-43200-44100 PRINCIPAL	\$0.00	\$0.00	\$59,275.00	\$0.00	\$0.00	\$0.00	\$59,275.00	0.00%
E 604-43200-44200 INTEREST	\$0.00	\$14,673.66	\$26,995.00	\$0.00	\$0.00	\$13,736.75	\$6,569.39	75.66%
DEPT 43200 SANITATION	\$14,661.84	\$96,041.95	\$318,565.00	\$27,638.69	\$10,600.02	\$108,180.81	\$180,999.17	
FUND 604 SEWER FUND	\$14,661.84	\$96,041.95	\$318,565.00	\$27,638.69	\$10,600.02	\$108,180.81	\$180,999.17	

**City of Elk Point  
Expenditure Guideline LS-EP**

Account Descr	JUNE 2014 Amt	2014 YTD Amt	2015 YTD Budget	JUNE 2015 Amt	MAY 2015 Amt	2015 YTD Amt	Balance	% of Budget
<b>FUND 610 ELECTRIC FUND</b>								
DEPT 43400 ELECTRICITY								
E 610-43400-41100 SALARIES AND	\$9,746.47	\$57,227.59	\$124,650.00	\$10,016.25	\$9,496.86	\$58,355.83	\$56,797.31	54.43%
E 610-43400-41103 OVERTIME WAG	\$538.67	\$2,696.94	\$5,900.00	\$423.01	\$553.43	\$2,227.36	\$3,152.91	46.56%
E 610-43400-41106 LONGEVITY PAY	\$0.00	\$0.00	\$1,420.00	\$0.00	\$0.00	\$0.00	\$1,420.00	0.00%
E 610-43400-41200 OASI	\$767.62	\$4,715.27	\$9,900.00	\$770.11	\$740.36	\$4,750.67	\$4,411.55	55.44%
E 610-43400-41300 RETIREMENT	\$617.75	\$3,799.89	\$7,800.00	\$626.34	\$603.02	\$3,871.25	\$3,327.76	57.34%
E 610-43400-42100 INSURANCE	\$1,063.88	\$6,903.44	\$13,850.00	\$1,063.84	\$1,063.84	\$6,914.96	\$5,871.20	57.61%
E 610-43400-42150 INS-LIAB/PROP/	\$0.00	\$6,747.15	\$10,800.00	\$0.00	\$0.00	\$6,394.97	\$4,342.92	59.79%
E 610-43400-42200 PROFESSIONAL	\$46.72	\$748.28	\$5,000.00	\$96.57	\$7,699.92	\$8,005.98	-\$3,197.26	163.95%
E 610-43400-42300 PUBLISHING	\$15.75	\$90.58	\$500.00	\$13.12	\$80.16	\$156.44	\$322.36	35.53%
E 610-43400-42320 DUES	\$0.00	\$1,220.00	\$1,300.00	\$0.00	\$0.00	\$1,215.00	\$85.00	93.46%
E 610-43400-42500 REPAIRS AND M	\$459.57	\$3,601.19	\$10,000.00	\$212.18	\$644.07	\$5,298.12	\$4,646.09	53.54%
E 610-43400-42550 OFFICE EXPENS	\$94.39	\$3,034.53	\$5,500.00	\$89.57	\$74.99	\$1,084.53	\$4,415.47	19.72%
E 610-43400-42600 SUPPLIES AND	\$18,408.23	\$43,209.23	\$50,000.00	\$253.82	\$30,071.65	\$53,608.37	-\$7,233.35	114.47%
E 610-43400-42610 UNIFORMS	\$0.00	\$478.19	\$900.00	\$0.00	\$0.00	\$523.67	\$261.34	70.96%
E 610-43400-42620 AUTO EXPENSES	\$326.12	\$1,813.32	\$4,800.00	\$239.71	\$376.05	\$1,209.99	\$3,308.27	31.08%
E 610-43400-42629 OTHER MATERIA	\$86,240.88	\$615,077.50	\$1,252,500.00	\$73,758.61	\$72,903.26	\$569,930.00	\$577,719.63	53.87%
E 610-43400-42700 TRAVEL AND CO	\$0.00	\$879.73	\$1,000.00	\$0.00	\$0.00	\$447.96	\$552.04	44.80%
E 610-43400-42750 TRAINING	\$0.00	\$966.62	\$1,500.00	\$0.00	\$0.00	\$609.00	\$891.00	40.60%
E 610-43400-42800 UTILITIES	\$915.38	\$4,295.20	\$11,150.00	\$792.42	\$599.63	\$3,709.78	\$6,927.80	37.87%
E 610-43400-42810 CONVERSION	\$0.00	\$19,875.00	\$32,000.00	\$0.00	\$0.00	\$0.00	\$32,000.00	0.00%
E 610-43400-42830 TRANSFERS OUT	\$0.00	\$0.00	\$41,155.00	\$0.00	\$0.00	\$0.00	\$41,155.00	0.00%
E 610-43400-42900 OTHER OTHER C	\$150.25	\$360.50	\$1,000.00	\$1,376.95	\$463.04	\$2,516.74	-\$1,527.59	252.76%
E 610-43400-43400 MACHINERY AN	\$23.21	\$39,611.22	\$5,500.00	\$23.21	\$128.50	\$4,992.22	\$484.57	91.19%
E 610-43400-43410 COMPUTER SOF	\$0.00	\$122.97	\$100.00	\$0.00	\$0.00	\$0.00	\$100.00	0.00%
E 610-43400-43700 REFUNDS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$113.68	\$113.68	0.00%
E 610-43400-44100 PRINCIPAL	\$0.00	\$0.00	\$83,704.00	\$0.00	\$0.00	\$0.00	\$83,704.00	0.00%
E 610-43400-44200 INTEREST	\$3,854.36	\$3,854.36	\$8,704.00	\$8,703.75	\$0.00	\$8,703.75	\$0.25	100.00%
DEPT 43400 ELECTRICITY	\$123,269.25	\$821,328.70	\$1,690,633.00	\$98,459.46	\$125,498.78	\$744,412.91	\$824,051.95	
FUND 610 ELECTRIC FUND	\$123,269.25	\$821,328.70	\$1,690,633.00	\$98,459.46	\$125,498.78	\$744,412.91	\$824,051.95	
<b>FUND 612 SOLID WASTE FUND</b>								
DEPT 43250 SEWAGE COLLECTION AND DISPOSAL								
E 612-43250-41100 SALARIES AND	\$4,560.82	\$20,181.08	\$47,800.00	\$4,895.75	\$3,778.27	\$20,630.39	\$22,587.14	52.75%
E 612-43250-41103 OVERTIME WAG	\$142.04	\$142.04	\$1,150.00	\$154.52	\$114.75	\$337.48	\$794.08	30.95%
E 612-43250-41106 LONGEVITY PAY	\$0.00	\$90.00	\$240.00	\$0.00	\$0.00	\$105.00	\$135.00	43.75%
E 612-43250-41200 OASI	\$355.51	\$1,626.18	\$3,800.00	\$378.30	\$289.73	\$1,680.93	\$1,775.19	53.28%
E 612-43250-41300 RETIREMENT	\$165.72	\$1,016.65	\$2,150.00	\$169.71	\$157.00	\$1,037.17	\$959.39	55.38%
E 612-43250-42100 INSURANCE	\$387.67	\$2,517.04	\$5,050.00	\$387.70	\$387.70	\$2,493.40	\$2,178.33	56.86%

City of Elk Point  
Expenditure Guideline LS-EP

Account Descr	JUNE 2014 Amt	2014 YTD Amt	2015 YTD Budget	JUNE 2015 Amt	MAY 2015 Amt	2015 YTD Amt	Balance	% of Budget
E 612-43250-42150 INS-LIAB/PROP/	\$0.00	\$3,826.29	\$6,500.00	\$0.00	\$0.00	\$3,916.29	\$2,521.60	61.21%
E 612-43250-42200 PROFESSIONAL	\$46.71	\$725.26	\$1,000.00	\$96.58	\$33.48	\$331.99	\$476.73	52.33%
E 612-43250-42300 PUBLISHING	\$218.25	\$359.57	\$800.00	\$13.12	\$256.16	\$391.94	\$386.86	51.64%
E 612-43250-42500 REPAIRS AND M	\$87.00	\$1,365.31	\$5,000.00	\$0.00	\$218.23	\$3,039.33	\$1,960.67	60.79%
E 612-43250-42550 OFFICE EXPENS	\$26.39	\$514.47	\$1,500.00	\$15.83	\$48.72	\$738.55	\$761.45	49.24%
E 612-43250-42600 SUPPLIES AND	\$603.41	\$736.21	\$3,000.00	\$335.87	\$944.15	\$2,713.01	\$132.48	95.58%
E 612-43250-42610 UNIFORMS	\$184.96	\$354.67	\$450.00	\$0.00	\$0.00	\$0.00	\$450.00	0.00%
E 612-43250-42620 AUTO EXPENSES	\$844.35	\$3,941.28	\$9,900.00	\$471.69	\$506.26	\$2,477.64	\$6,793.69	31.38%
E 612-43250-42700 TRAVEL AND CO	\$0.00	\$0.00	\$100.00	\$0.00	\$0.00	\$0.00	\$100.00	0.00%
E 612-43250-42710 TIPPING FEES	\$3,374.40	\$15,786.80	\$45,000.00	\$5,580.17	\$3,537.90	\$20,103.92	\$20,579.23	54.27%
E 612-43250-42750 TRAINING	\$0.00	\$0.00	\$250.00	\$0.00	\$0.00	\$0.00	\$250.00	0.00%
E 612-43250-42800 UTILITIES	\$131.47	\$612.80	\$1,700.00	\$227.00	\$105.79	\$587.30	\$1,000.00	41.18%
E 612-43250-42900 OTHER OTHER C	\$0.00	\$0.00	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	0.00%
E 612-43250-43400 MACHINERY AN	\$23.21	\$611.25	\$10,500.00	\$23.21	\$378.50	\$11,269.86	-\$793.07	107.55%
E 612-43250-43410 COMPUTER SOF	\$0.00	\$87.98	\$100.00	\$0.00	\$0.00	\$0.00	\$100.00	0.00%
E 612-43250-44100 PRINCIPAL	\$0.00	\$0.00	\$23,125.00	\$0.00	\$0.00	\$0.00	\$23,125.00	0.00%
E 612-43250-44200 INTEREST	\$0.00	\$1,545.21	\$2,400.00	\$0.00	\$0.00	\$2,355.84	\$44.16	98.16%
DEPT 43250 SEWAGE COLLECTIO	\$11,151.91	\$56,040.09	\$172,015.00	\$12,749.45	\$10,756.64	\$74,210.04	\$86,817.93	
FUND 612 SOLID WASTE FUND	\$11,151.91	\$56,040.09	\$172,015.00	\$12,749.45	\$10,756.64	\$74,210.04	\$86,817.93	
FUND 700 TRUST & AGENCY								
DEPT 42900 OTHER PROTECTION-SELF DEFENSE								
E 700-42900-42900 OTHER OTHER C	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$900.00	-\$900.00	0.00%
DEPT 42900 OTHER PROTECTIO	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$900.00	-\$900.00	
DEPT 45200 PARKS								
E 700-45200-41100 SALARIES AND	\$1,440.00	\$1,440.00	\$2,000.00	\$0.00	\$0.00	\$0.00	\$587.00	70.65%
E 700-45200-41200 OASI	\$110.16	\$110.16	\$175.00	\$0.00	\$0.00	\$0.00	\$66.91	61.77%
E 700-45200-42600 SUPPLIES AND	\$0.00	\$0.00	\$200.00	\$0.00	\$0.00	\$0.00	\$200.00	0.00%
DEPT 45200 PARKS	\$1,550.16	\$1,550.16	\$2,375.00	\$0.00	\$0.00	\$0.00	\$853.91	
FUND 700 TRUST & AGENCY	\$1,550.16	\$1,550.16	\$2,375.00	\$0.00	\$0.00	\$900.00	-\$46.09	
	\$264,328.07	\$1,688,224.66	\$4,033,193.00	\$330,919.85	\$243,035.99	\$1,696,455.14	\$1,990,135.04	

((((Not Balance=0))) or ((YTD Budget]>0))

## City of Elk Point Revenue Guideline LS-EP

Account Descr	JUNE 2014 Amt	2014 YTD Amt	2015 YTD Budget	JUNE 2015 Amt	MAY 2015 Amt	2015 YTD Amt	Balance	% of Budget
<b>FUND 101 GENERAL FUND</b>								
R 101-00000-10200 AMT PROV FOR	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
R 101-00000-31100 GENERAL PROPE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
R 101-00000-31110 GEN PROP TAXE	\$21,105.10	\$369,145.11	\$745,750.00	\$13,838.84	\$323,602.34	\$390,359.87	\$354,493.77	52.46%
R 101-00000-31120 GEN PROP TAXE	\$1,057.14	\$2,051.12	\$5,000.00	\$0.00	\$473.78	\$3,098.23	\$1,901.77	61.96%
R 101-00000-31130 GEN PROP TAXE	\$1,031.12	\$1,031.12	\$1,500.00	\$0.00	\$232.79	\$642.03	\$857.97	42.80%
R 101-00000-31160 GEN PROP TAXE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
R 101-00000-31170 GEN PROP TAXE	\$0.00	\$1,859.13	\$3,500.00	\$74.65	\$868.58	\$2,465.99	\$1,034.01	70.46%
R 101-00000-31190 GEN PROP TAXE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
R 101-00000-31300 GEN SALES AND	\$30,035.80	\$198,546.02	\$420,000.00	\$27,922.20	\$33,996.18	\$197,890.48	\$175,551.13	58.20%
R 101-00000-31400 GROSS RECEIPT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
R 101-00000-31500 AMUSEMENT TA	\$0.00	\$0.00	\$200.00	\$0.00	\$0.00	\$0.00	\$8.00	96.00%
R 101-00000-31900 PENALTY, INTER	\$364.15	\$408.87	\$1,000.00	\$11.75	\$70.45	\$325.69	\$665.21	33.48%
R 101-00000-32000 LICENSES AND P	-\$350.00	\$1,625.00	\$7,500.00	-\$1,095.00	\$2,100.00	\$1,455.00	\$6,045.00	19.40%
R 101-00000-32200 RIGHT OF WAY	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
R 101-00000-32400 VIDEO AND LOT	\$0.00	\$100.00	\$2,000.00	\$250.00	\$100.00	\$350.00	\$1,650.00	17.50%
R 101-00000-33100 FEDERAL GRANT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
R 101-00000-33140 LAND AND WAT	\$0.00	\$0.00	\$25,000.00	\$0.00	\$0.00	\$0.00	\$25,000.00	0.00%
R 101-00000-33200 FEDERAL SHARE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
R 101-00000-33499 OTHER STATE G	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$1,000.00	0.00%
R 101-00000-33500 STATE SHARE R	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
R 101-00000-33510 BANK FRANCHIS	\$0.00	\$2,881.34	\$3,000.00	\$0.00	\$0.00	\$3,408.46	-\$408.46	113.62%
R 101-00000-33530 LIQUOR TAX RE	\$0.00	\$6,126.92	\$11,000.00	\$0.00	\$0.00	\$5,973.58	\$2,415.14	78.04%
R 101-00000-33540 MOTOR VEHICL	\$1,782.55	\$8,749.70	\$18,000.00	\$1,887.01	\$904.50	\$9,153.09	\$6,327.18	64.85%
R 101-00000-33570 LICENSE REVER	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
R 101-00000-33580 LOCAL GOV HW	\$0.00	\$5,600.60	\$14,000.00	\$0.00	\$6,322.59	\$6,322.59	\$7,677.41	45.16%
R 101-00000-33590 OTHER STATE S	\$684.30	\$1,718.78	\$5,200.00	\$684.30	\$0.00	\$1,802.43	\$3,397.57	34.66%
R 101-00000-33800 COUNTY SHARE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
R 101-00000-33830 COUNTY WHEEL	\$612.34	\$2,843.37	\$7,000.00	\$550.76	\$271.52	\$2,853.70	\$3,417.47	51.18%
R 101-00000-33900 COUNTY PAY IN	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
R 101-00000-34000 CHARGES FOR G	\$0.00	\$62.94	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	0.00%
R 101-00000-34100 GENERAL GOVE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
R 101-00000-34110 ZONING AND SU	\$140.00	\$1,834.00	\$2,000.00	\$430.00	\$91.00	\$803.00	\$904.00	54.80%
R 101-00000-34120 SALE OF MAPS A	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
R 101-00000-34190 OTHER GENERA	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
R 101-00000-34200 PUBLIC SAFETY	\$0.00	\$556.67	\$2,000.00	\$23.58	\$0.00	\$23.58	\$1,976.42	1.18%

## City of Elk Point Revenue Guideline LS-EP

Account Descr	JUNE 2014 Amt	2014 YTD Amt	2015 YTD Budget	JUNE 2015 Amt	MAY 2015 Amt	2015 YTD Amt	Balance	% of Budget
R 101-00000-34290 OTHER PUBLIC	\$23.58	\$75.77	\$200.00	\$0.00	\$0.00	\$0.00	\$200.00	0.00%
R 101-00000-34520 ANIMAL CONTR	\$15.00	\$495.00	\$750.00	\$30.00	\$15.00	\$445.00	\$290.00	61.33%
R 101-00000-34620 SWIMMING POO	\$93.46	\$93.46	\$500.00	\$280.38	\$0.00	\$280.38	-\$154.22	130.84%
R 101-00000-34621 DAILY FEES	\$1,855.14	\$2,652.10	\$5,500.00	\$2,112.13	\$0.00	\$2,112.13	\$1,961.14	64.34%
R 101-00000-34622 SINGLE MEMBER	\$317.75	\$822.41	\$1,000.00	\$953.24	\$0.00	\$953.24	\$46.76	95.32%
R 101-00000-34623 FAMILY MEMBE	\$1,065.44	\$5,149.56	\$5,200.00	\$4,616.87	\$0.00	\$4,705.66	\$405.55	92.20%
R 101-00000-34624 SWIMMING LES	\$1,641.48	\$2,433.95	\$3,800.00	\$3,226.40	\$0.00	\$3,226.40	\$35.88	99.06%
R 101-00000-34640 CONCESSIONS	\$2,851.48	\$4,063.77	\$7,500.00	\$4,027.72	\$0.00	\$4,027.72	\$1,697.46	77.37%
R 101-00000-34670 SIGN ADVERTIS	\$6.00	\$300.07	\$550.00	\$137.08	\$9.15	\$465.73	\$21.27	96.13%
R 101-00000-34690 OTHER CULTUR	\$211.97	\$414.73	\$2,000.00	\$433.17	\$258.07	\$976.96	\$414.75	79.26%
R 101-00000-35000 FINES AND FOR	\$0.00	\$575.00	\$1,500.00	\$0.00	\$3.25	\$798.25	\$701.75	53.22%
R 101-00000-35100 COURT FINES A	\$0.00	\$39.00	\$500.00	\$0.00	\$0.00	\$39.00	\$461.00	7.80%
R 101-00000-35900 OTHER FINES A	\$431.86	\$431.86	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
R 101-00000-36000 MISCELLANEOU	\$9.61	\$13.01	\$500.00	\$0.84	\$5.32	\$8.99	\$473.64	5.27%
R 101-00000-36100 INTEREST EARN	\$89.55	\$401.05	\$1,000.00	\$198.59	\$172.04	\$996.71	\$3.29	99.67%
R 101-00000-36200 RENTALS	\$0.00	\$0.00	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	0.00%
R 101-00000-36300 SPECIAL ASSESS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
R 101-00000-36310 PRINCIPAL COLL	\$0.00	\$3,675.85	\$3,950.00	\$0.00	\$2,392.47	\$2,586.80	\$1,363.20	65.49%
R 101-00000-36320 INT AND PENAL	\$0.00	\$2,423.13	\$2,150.00	\$0.00	\$1,362.59	\$1,495.57	\$654.43	69.56%
R 101-00000-36330 PRINCIPAL COLL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
R 101-00000-36340 INT AND PENAL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
R 101-00000-36600 GAIN ON SALE O	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$519.81	-\$519.81	0.00%
R 101-00000-36700 CONTRIB AND D	\$0.00	\$0.00	\$10,000.00	\$0.00	\$0.00	\$0.00	\$10,000.00	0.00%
R 101-00000-36900 OTHER MISCEL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
R 101-00000-38610 SALE OF LOTS	\$0.00	\$0.00	\$2,500.00	\$1,000.00	\$0.00	\$0.00	\$0.00	0.00%
R 101-00000-38620 GRAVE-DIGGING	\$0.00	\$471.68	\$2,500.00	\$201.88	\$400.00	\$1,639.57	-\$760.43	69.58%
R 101-00000-38690 OTHER CEMETE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
R 101-00000-38750 CABLE TV FRAN	\$0.00	\$0.00	\$14,000.00	\$0.00	\$0.00	\$0.00	\$14,000.00	0.00%
R 101-00000-39000 OTHER SOURCE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
R 101-00000-39100 OTHER FINANCI	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
R 101-00000-39110 OPERATING TRA	\$0.00	\$0.00	\$41,155.00	\$0.00	\$0.00	\$0.00	\$41,155.00	0.00%
R 101-00000-39130 SALE OF GENER	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
R 101-00000-39140 COMP FOR LOSS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
R 101-43100-33100 FEDERAL GRANT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 101 GENERAL FUND	\$65,074.82	\$629,672.09	\$1,381,405.00	\$61,796.39	\$373,651.62	\$658,705.64	\$662,885.11	

## City of Elk Point Revenue Guideline LS-EP

Account Descr	JUNE 2014 Amt	2014 YTD Amt	2015 YTD Budget	JUNE 2015 Amt	MAY 2015 Amt	2015 YTD Amt	Balance	% of Budget
<b>FUND 200 SPECIAL REVENUE</b>								
R 200-00000-31400 GROSS RECEIPT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
R 200-00000-36000 MISCELLANEOU	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
R 200-00000-36100 INTEREST EARN	\$32.22	\$191.33	\$300.00	\$34.28	\$35.28	\$204.86	\$95.14	68.29%
R 200-00000-36330 PRINCIPAL COLL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
R 200-00000-36340 INT AND PENAL	\$82.49	\$561.36	\$425.00	\$37.46	\$40.46	\$269.30	\$121.25	71.47%
R 200-00000-39100 OTHER FINANCI	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>FUND 200 SPECIAL REVENUE</b>	<b>\$114.71</b>	<b>\$752.69</b>	<b>\$725.00</b>	<b>\$71.74</b>	<b>\$75.74</b>	<b>\$474.16</b>	<b>\$216.39</b>	
<b>FUND 211 LIQ, LODG, DINE SALES TAX FUND</b>								
R 211-00000-31400 GROSS RECEIPT	\$2,411.64	\$12,403.86	\$30,000.00	\$2,350.04	\$1,878.70	\$11,526.21	\$15,775.97	47.41%
R 211-00000-36700 CONTRIB AND D	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
R 211-00000-39110 OPERATING TRA	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>FUND 211 LIQ, LODG, DINE SALES T</b>	<b>\$2,411.64</b>	<b>\$12,403.86</b>	<b>\$30,000.00</b>	<b>\$2,350.04</b>	<b>\$1,878.70</b>	<b>\$11,526.21</b>	<b>\$15,775.97</b>	
<b>FUND 500 CAPITAL PROJECTS FUND</b>								
R 500-00000-33100 FEDERAL GRANT	\$0.00	\$70.43	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
R 500-00000-33130 COMMUNITY DE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
R 500-00000-33175 COMMUNITY AC	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
R 500-00000-33499 OTHER STATE G	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
R 500-00000-36000 MISCELLANEOU	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
R 500-00000-36100 INTEREST EARN	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
R 500-00000-39000 OTHER SOURCE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
R 500-00000-39110 OPERATING TRA	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>FUND 500 CAPITAL PROJECTS FUND</b>	<b>\$0.00</b>	<b>\$70.43</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	
<b>FUND 602 WATER FUND</b>								
R 602-00000-33100 FEDERAL GRANT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
R 602-00000-33499 OTHER STATE G	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
R 602-00000-36100 INTEREST EARN	\$0.00	\$0.00	\$150.00	\$1.85	\$0.00	\$1.85	\$148.15	1.23%
R 602-00000-36900 OTHER MISCEL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
R 602-00000-38100 WATER REVENU	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
R 602-00000-38110 METERED AND F	\$36,059.37	\$188,000.34	\$421,000.00	\$49,981.65	\$33,795.87	\$196,902.01	\$224,097.99	46.77%
R 602-00000-38120 BULK WATER SA	\$0.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	0.00%
R 602-00000-38130 SURCHARGE	\$2,107.19	\$12,634.69	\$25,000.00	\$2,236.84	\$2,098.11	\$12,712.80	\$12,287.20	50.85%
R 602-00000-38180 SALE OF SUPPLI	\$0.00	\$65.00	\$0.00	\$0.00	\$65.00	\$65.00	-\$65.00	0.00%





City of Elk Point  
Revenue Guideline LS-EP

Account Descr	JUNE 2014 Amt		2014 YTD Amt		2015 YTD Budget		JUNE 2015 Amt		MAY 2015 Amt		2015 YTD Amt		Balance		% of Budget	
R 700-45200-34630 RECREATION PR	\$957.53		\$957.53		\$1,500.00		\$1,221.69		\$23.58		\$1,245.27		\$254.73		83.02%	
R 700-45200-36700 CONTRIB AND D	\$500.00		\$500.00		\$1,000.00		\$0.00		\$200.00		\$200.00		\$300.00		70.00%	
FUND 700 TRUST & AGENCY	\$1,457.53		\$1,844.68		\$2,500.00		\$1,221.69		\$223.58		\$1,445.27		\$554.73			
	\$305,012.88		\$1,959,762.33		\$4,112,230.00		\$328,459.59		\$570,365.70		\$2,013,581.67		\$2,029,354.02			

## ORDINANCE NO. 376

### AN ORDINANCE ESTABLISHING THE ETHICAL OBLIGATIONS OF MUNICIPAL ELECTED OFFICIALS

The City Council of the City of Elk Point, desiring to ensure that its elected officials conduct themselves in an ethical and conscientious manner, adopts and enacts the following code of ethics to be followed by each elected of its elected municipal officials. Upon the passage and approval of this Ordinance, and thereafter at the first organizational meeting of each operational year, each elected official of the municipality shall execute the Pledge shown herein below. In the event of a Mayor or Council member entering into office during the operational year, whether by appointment or by special election, upon taking the oath of office, said official shall execute the Pledge shown herein below. In all cases, said Pledge shall become part of the City Council's official record for that meeting.

The Code of Ethics applies to all elected municipal officials, including the Mayor and each member of the City Council.

#### Code of Ethics

1. Duty of Honesty and Good Faith

Every elected municipal official shall exercise ordinary and reasonable care in the performance of his or her duties, exhibiting honesty and good faith, and using the care, skill, common-sense, and informed judgment that a reasonably prudent person would use in a similar situation. Every elected official has the responsibility to conduct himself/herself in a manner befitting the position at all times.

2. Conflicts of Interest

Every Elected municipal official is elected to a position of public trust toward the City, its taxpayers, residents, and employees. Thus, when conducting the business of the City, every elected municipal official must avoid and disclose all conflicts of interest and potential conflicts of interest, especially the following:

- a. An elected municipal official shall not perform any labor, or furnish equipment or supplies to the City for compensation. He/She shall not be interested directly in any contract with the City which may have remunerative awards to the elected official as prescribed in SDCL § 6-1-1; unless otherwise permitted by SDCL §§ 6-1-2 or 6-1-2.1.
- b. Because "biased decision maker is constitutionally unacceptable," and "our system of law has always endeavored to prevent even the probability of unfairness," as set forth in *Hanig v. City of Winner*, 692 N.W.2d 202, 205-206 (S.D. 2005), no elected municipal official may participate in discussing or vote on any issue in which the elected official has a conflict of interest. Each elected official shall decide if any potential conflict of interest requires such member to be disqualified from participating in discussion or voting. However, no elected

official may participate in discussing or voting if that elected municipal official has an identifiable conflict of interest that would impinge upon the “very appearance of complete fairness,” as set forth in *Hanig v. City of Winner*, 692 N.W.2d 202, 206 (S.D. 2005).

If the City Council, by a two-thirds vote, decides that an elected municipal official has a conflict of interest, that elected municipal official shall not participate in the discussion or vote on that issue as promulgated in *Hanig v. City of Winner*, 692 N.W.2d 202 (S.D. 2005).

If the City Council, by a two-thirds vote, decides that an elected municipal official had a conflict of interest and did not recuse himself/herself, but participated in discussion or voted on a matter before the City Council, that official’s vote will be invalidated.

In deciding whether an elected municipal official has a conflict of interest, the City Council should consider the following:

- i. Whether the elected municipal official has any pecuniary interest in the matter before the City Council, unless allowed by SDCL §§ 6-1-2 or 6-1-2.1;
- ii. Whether the elected municipal official has actual bias or an unacceptable risk of bias, as to give the discussion or vote the appearance of not being completely fair; or
- iii. Whether the circumstances could reasonably be interpreted to show that the circumstances had the capacity to tempt the elected municipal official to depart from his/her sworn public duty.

3. Confidentiality – Improper Use of Information

Every elected municipal official shall maintain the confidentiality of all matters pertaining to the City in accordance with the South Dakota open meetings laws, executive session laws, and other related laws and regulations. Every elected municipal official shall use information obtained in office only for matters pertaining to the City, even after his/her term of office.

4. Confidentiality – Executive Session

Every elected municipal official shall maintain the confidentiality of all matters discussed during executive session, except, as required by SDCL § 1-25-2, any official action concerning such matters, which shall be announced at an open official meeting.

5. Vote – Fairness and Impartiality

Every elected municipal official shall become fully informed of every issue, vote, or discussion to which he/she is involved. Every elected municipal official shall be independent, impartial, and fair in his/her judgment and actions.

6. Personal Gain

Every elected municipal official shall not take advantage of services or opportunities for personal gain by virtue of his/her elected office which would not be available to the public in general. Every elected official shall refrain from accepting gifts, favors, or promises of future benefits that might compromise his/her independent judgment or action, or which would give the appearance of being compromised.

7. Spirit of Harmony

Recognizing that honest differences of opinion are natural and healthy, every elected municipal official shall work with other elected officials in a spirit of harmony and cooperation and in the best interest of the City, in spite of differences that may arise during the resolution of issues before the Council. Every elected official shall respect and abide by the decisions of the Council and shall not undermine or diminish decisions reached by a majority of the Council.

8. Submission of Agenda Items

Every elected municipal official shall submit every proposed agenda item at least thirty-six (36) hours prior to the meeting at which the agenda will be discussed. Every elected municipal official shall strictly adhere to the agenda for each meeting without adding extraneous items to the agenda beyond the thirty-six (36) hour deadline.

9. Meetings

Every elected municipal official shall make every effort to expedite all meetings and shall not purposefully cause delay.

10. Work Together – Assist City Finance Officer and City Administrator

Every elected municipal official shall confine his or her official efforts to those that apply to his or her office. Specifically, Council members shall confine their actions in the form of policy making, ordinance enacting, authorizing action by City officers and employees, and evaluation; the Mayor is the executive elected official who is to confine his or her actions to those of conducting meetings, executing decisions and agreements of the Council, and overseeing the general administration of the City's affairs through cooperation with and assistance to the City Administrator and City Finance Officer. Every elected municipal official shall recognize that it is his/her responsibility not to run the day-to-day affairs of the City, but to work collectively with all other elected officials in cooperation with the City Administrator and City Finance Officer to ensure that the City is well run by the implementation of proper policies, procedures, and decision-making.

11. Power Held by Council, Not Individuals

Every elected municipal official shall recognize and adhere to the tenet that authority rests only with the City Council assembled in a meeting, and not with any individual elected official. Each elected official shall make no personal promise nor take any individual action which may compromise the Council or the City. Each decision rendered by the City Council shall be reached after discussing all relevant aspects of the issue with

the other elected officials in a meeting in compliance with the South Dakota open meetings laws in effect at the time of the meeting. Individual members of the City Council, outside of regularly constituted meetings of the City Council shall have no authority to make decisions, to commit the Council to actions, to inquire into issues beyond those of which any member of the public may properly inquire, or to supervise or direct day-to-day City activities.

12. Spirit of Cooperation

Every elected municipal official shall strive to work collectively with the other elected officials to operate the City in the best interests of the City, its residents, its taxpayers, and its employees.

13. Abide by Laws

Every elected municipal official shall uphold and enforce all applicable laws, rules, regulations, and court orders affecting the City, including the ordinances and polices of the City.

14. Follow Chain of Command

Every elected municipal official shall refer all complaints through the proper “chain of command” within the City to determine if an informal and/or administrative solution can be obtained. The “chain of command” shall begin with the department head directly responsible for the subject matter of the complaint, but if a resolution is not obtained by the department head, the elected municipal official shall refer the complaint to the City Administrator. If a resolution is still not obtained, the elected municipal official shall refer the complaint to the Mayor. In the event an informal and/or administrative solution is not obtained, then the issue may be brought before the City Council for resolution after consideration by the appropriate committee, but no individual elected official should otherwise become involved in the resolution of any matter that may thereafter come before the entire City Council for official action.

15. Respect for Others

Every elected municipal official shall respect and treat professionally all officers and employees of the City. No individual elected official shall pressure, threaten, or intimidate, directly or indirectly, any officer or employee, or any other elected official to do a certain thing or act a certain way.

16. Compliance with this Ordinance

Every elected municipal official shall comply with both the letter and the spirit of this Code of Ethics, as well as all other applicable law. Failure to abide by this Code of Ethics is a breach of the public trust.

**Sanctions**

If an elected municipal official is accused of violating this Code of Ethics, the City Council may investigate said allegation. If the investigation reveals a possible violation, the Council may

conduct a hearing in executive session after giving notice to the elected official accused of violating said Code of Ethics. If, after such hearing, the Council determines that a violation has occurred, the City Council shall have authority to impose one of the following sanctions:

1. With the concurrence of a majority of the City Council, to privately reprimand, in executive session, the elected official who violates the Code of Ethics, in which case no official record of the matter will be kept;
2. With the concurrence of the majority of the City Council, to privately reprimand, in executive session, the elected official who violates the Code of Ethics, but to maintain an official written record of the matter;
3. With the concurrence of a majority of the City Council, to issue a public censure, in open session following the hearing, to the elected official who violated the Code of Ethics, which shall be made part of the minutes of the City Council; or
4. With regard only to a member of the City Council, pursuant to SDCL § 9-8-5, with the concurrence of two-thirds of the City Council, the Council may expel the Council member from office and declare a vacancy in that office. The City Council does not, however, have the statutory to expel the elected Mayor from office.

In any case, if the City Council determines it to be appropriate, in addition to and apart from any one of the foregoing sanctions, the City Council shall have the authority to disavow by official resolution the improper acts or statements by an individual elected municipal official, said action to be taken in open session and placed upon the minutes of the City Council.

This ordinance is not inclusive of every potential type of conduct that would justify an elected municipal official being expelled. Even if the alleged conduct is not covered by this ordinance, an elected municipal official may still be expelled pursuant to SDCL § 9-8-5, with the concurrence of two-thirds of the City Council.

The City Council recognizes that outside the scope of this ordinance, removal of an elected municipal official may be done for a reason provided by law, and only through such process as the law defines, including particularly cases of misfeasance, malfeasance, or other applicable violations of South Dakota law.

### **Pledge**

As an elected municipal official of the City of Elk Point, South Dakota, I hereby acknowledge and agree to abide by the ordinances and official policies of the City, including, in particular, the Ordinance entitled "An Ordinance Establishing the Ethical Obligations of Elected Municipal Officials."

I recognize that this is my responsibility under the ordinances and official policies of the City of Elk Point, and that my failure to comply with the Ordinance may amount to a violation of the public trust.

CITY OF ELK POINT, SOUTH DAKOTA

By: \_\_\_\_\_

Mayor

ATTEST:

\_\_\_\_\_

Finance Officer

(SEAL)

First Reading:

Second Reading:

Passed and Approved:

Published:

**Pledge**

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I recognize that this is my responsibility under the ordinances and official policies of the City of Elk Point, and that my failure to comply with the Ordinance may amount to a violation of the public trust.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Ward 1 Council Person

\_\_\_\_\_  
Ward 1 Council Person

\_\_\_\_\_  
Ward 2 Council Person

\_\_\_\_\_  
Ward 2 Council Person

\_\_\_\_\_  
Ward 3 Council Person

\_\_\_\_\_  
Ward 3 Council Person

Attest:

\_\_\_\_\_  
Erika Hammitt  
City of Elk Point Finance Officer  
Date:

City Attorney's first draft following council meeting 07/21/2015

ORDINANCE NO. 377

AN ORDINANCE OF THE CITY OF ELK POINT, SD, AMENDING THE REVISED MUNICIPAL ORDINANCES OF THE CITY OF ELK POINT BY AMENDING CHAPTER 3.01, NUISANCES.

BE IT ORDAINED BY THE CITY OF ELK POINT, SD:

*Section 1. That Section 3.0102(G)(4), of the Revised Municipal Ordinances of Elk Point, SD, is hereby amended to read as follows:*

1. Campfires and other fires used solely for recreational purposes, for ceremonial occasions, and for outdoor preparation of foods provided the following requirements are met:
  - a. The fire is contained within a structure, fire pit, or other apparatus designed to contain the fire to such area using only Acceptable Burning Materials;
  - b. Such fire is constantly supervised by a responsible adult knowledgeable in extinguishing fires and a fire extinguisher or garden hose shall be available for immediate utilization, if needed;
  - c. Such fire does not generate smoke which results in a complaint by one or more neighbors;
  - d. Such fire must be a minimum of fifteen feet from a structure and/or combustibles;
  - e. Such fire shall be limited to a total fuel area of three feet or less in diameter and two feet or less in height.
    - i. SOURCE: City of Vermillion (modified)
  - f. Such fire is not created or maintained during periods of dry conditions when the chance of accidental fire to the surrounding area is increased, as reflected by a "burn ban"; and
  - g. Such fire is immediately extinguished upon notification by law enforcement personnel that in his/her opinion such fire constitutes a hazardous condition.

Fires which do not adhere to this ordinance may be created and maintained only with prior approval from the city in advance. Violation of this ordinance shall result in a fine . . . : (This will either be the default as found in Elk Point Ordinance 11.01 or the council may set a fine.)

Definitions:

1. Hazardous Condition: when any condition of the fire, fuel source used, or surrounding environment, in the reasonable opinion of the law enforcement personnel, poses an unacceptable risk of harm to person, property, or the surrounding environment.
  - a. SOURCE: CKT
2. Acceptable Burning Material: the fire shall be fueled only by clean, dry, seasoned firewood, commercially-available firewood substitutes, or other commercially-available

fuels, e.g., charcoal, coke, natural gas, propane, and butane, designed to be used for a recreation outdoor fire.

a. SOURCE: City of Aberdeen

3. Unacceptable Burning Material: the fire shall not be fueled by the following: tires, rubber, oil, gasoline, alcoholic-beverages, plastic, chemicals, landscape waste, green wood, leaves, grass, hazardous substances, trash and refuse, or any other substance not listed under "Acceptable Burning Material."

a. SOURCE: City of Aberdeen (modified)

4. Supervised: An adult must be present within fifteen feet of both the fire and either a fire extinguisher or garden hose, which shall be available for immediate utilization.

a. SOURCE: Combination of other cities: City of Aberdeen, City of Britton, City of Vermillion, City of Edgemont

5. Dry Conditions; Burn Ban: When the National Weather Service issues a fire watch for the county; or the city, by resolution, issues a temporary ban on any or all types of outdoor fires.

a. SOURCE: City of Britton (heavily modified)

City Attorney's draft following council members comments 07/28/2015

ORDINANCE NO. 377

AN ORDINANCE OF THE CITY OF ELK POINT, SD, AMENDING THE REVISED MUNICIPAL ORDINANCES OF THE CITY OF ELK POINT BY AMENDING CHAPTER 3.01, NUISANCES.

BE IT ORDAINED BY THE CITY OF ELK POINT, SD:

*Section 1. That Section 3.0102(G)(4), of the Revised Municipal Ordinances of Elk Point, SD, is hereby amended to read as follows:*

1. Campfires and other fires used solely for recreational purposes, for ceremonial occasions, and for outdoor preparation of foods provided the following requirements are met:
  - a. The fire is contained within a structure, fire pit, or other apparatus designed to contain the fire to such area using only Acceptable Burning Materials, i.e., clean, dry, seasoned firewood, commercially-available firewood substitutes, or other commercially-available fuels, e.g., charcoal, coke, natural gas, propane, and butane, designed to be used for a recreation outdoor fire. The fire shall not be fueled by the following: tires, rubber, oil, gasoline, alcoholic-beverages, plastic, chemicals, landscape waste, green wood, leaves, grass, hazardous substances, trash and refuse, or any other substance not listed under "Acceptable Burning Material";
  - b. Such fire is supervised by a responsible adult and a fire extinguisher or garden hose shall be available for immediate utilization, if needed;
  - c. Such fire must be a minimum of fifteen feet from a neighboring structure and/or combustibles;
  - d. Such fire shall be limited to a total fuel area of three feet or less in diameter and two feet or less in height; and
  - e. Such fire is not created or maintained during periods of dry conditions when the chance of accidental fire to the surrounding area is increased, as reflected by a "burn ban," i.e., when the National Weather Service issues a fire watch for the county; or the city, by resolution, issues a temporary ban on any or all types of outdoor fires.

Fires which do not adhere to this ordinance may be created and maintained only with prior approval from the city in advance.

2. Violation of this ordinance shall result in a fine, not to exceed the fine established by SDCL § 22-6-2(2), by imprisonment not exceeding thirty days, or by both fine and imprisonment, as specified by Section 3.0115.

## 2015/2016 Council Committees

Labor and Benefits: Brad Zevenbergen, Deb McCreary and Lance Penfield

Codes and Policies: Katie Boom, Ken VonHaden and Jim Verros

Rates and Fees: Ken VonHaden, Jim Verros and Katie Boom

Budget: Brad Zevenbergen, Lance Penfield and Deb McCreary

# Elk Point Snow and Ice Removal Policy

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## **I. General**

The City of Elk Point annually budgets funds for the removal of snow and ice from the City's street system. Reasonable snow and ice control is necessary for routine travel and emergency services. The City will provide such control in a safe and cost effective manner, keeping in mind safety, budget, personnel and environmental concerns. The City will utilize city employees, equipment and/or private contractors when necessary to provide this service. Snow and ice control may be terminated at any time that the Public Works Director or his designee determines that rising or falling temperature, visibility and or the rate of accumulation makes the control unsafe, ineffective or unnecessary. Should a subsequent storm occur within the time that the current snow removal operation is being conducted, then such subsequent storms will become the storm referred to in this policy.

## **II. Street Department's Overall Snow and Ice Control Goals**

1. Monitor, in conjunction with the Police department, weather and road conditions twenty-four hours a day.
2. Maintain streets in a safe driving condition.
3. Perform snow removal and ice control tasks in a timely manner.
4. Perform all maintenance tasks equally and in the best interests of Elk Point's citizens.
5. To inform the local media regarding the progress of snow operations, as conditions permit

## **III. Operations**

The start of snow and/ or ice operations for any storm is dependent upon immediate and anticipated conditions. The most critical times are weekday and evening rush hours. When feasible, the City will attempt to remove snow and ice from major arterial streets prior to rush-hour periods. Once the priority areas are plowed and opened, the remaining streets and alleys in the residential, commercial and industrial areas will be plowed and sanded.

Snow and ice removal operations will be conducted only when weather conditions do not endanger the safety of employees and when operations will be effective. Under severe conditions, limited visibility or where weather patterns suggest additional ice and snow, streets may not be plowed "full width" and plowing in some areas may be delayed at the discretion of the Public Works Director or his designee. Factors that may delay snow and ice control operations may include: severe cold, significant winds, limited

visibility, and rapid accumulation of snow. Normally, after a street has been opened, the maintenance crew will proceed with the final plowing to “full width”, or curb to curb.

#### **IV. Equipment**

The City will acquire, maintain, repair, and replace equipment in a timely manner, as the City’s established budget will allow. To provide for the utilization of equipment in a cost-effective manner, the City may use City truck(s), motor grader(s), frontend loader(s), and other equipment as may be useful for control of ice and snow. Equipment that can be used only for snow and ice control, will be acquired and utilized only if deemed absolutely essential.

The City will solicit quotes from contractors prior to the beginning of each snow season for the purpose of providing truck(s), motor grader(s), front-end loader(s) and other equipment as may be deemed necessary for the control of ice and snow on City streets.

#### **V. Procedures**

The Public Works Director and/or with the assistance of the Elk Point Police Department, with City employee input, and concerns expressed by residents, will identify particular street problem areas, which may vary from storm to storm and season to season. City street maintenance personnel are then notified and the removal of ice and snow will commence.

#### **VI. Dispatching of Equipment**

The Public Works Director, or his designee, will determine dispatching of equipment. Plowing and/or sanding operations may occur during a regular work shift 7:30 A.M. to 4:00 P.M., or on a specific situation call out. If the situation requires operators to respond other than their regular work shift, the Public Works Director, or his designee, will contact the affected operators. The response time will be as soon as possible depending upon weather conditions to allow safe travel for the operator to report to work. The Public Works Director, or his designee, has discretion to dispatch City equipment to the operator’s residence to provide transportation or to clear a route for the operator to follow so the operator can report to work immediately in a safe manner when weather conditions warrant such actions. Once the regular or specific call out work shift has ended, the Public Works Director, or his designee, has the discretion of responding immediately to other specific situations or waiting until a new work shift begins.

#### **VII. Work Hours**

Operators will be expected to work in excess of eight hours. The preferred shift is a maximum of 12 hours in a twenty-four hour period. There may be instances when this will not be possible depending upon storm conditions or other circumstances. Operators will take approximately 20-minute breaks, approximately every two hours with a half

hour meal break after approximately six hours for the safety of the plow operators and the public.

For emergency vehicles responding to emergency situations (fire, medical, and police) within the City, necessary workers and equipment will be dispatched as soon as possible. The request for assistance must be received directly from the Police Department, Fire Chief or the Ambulance Director.

### **VIII. Snow Plowing: Snow Routes and Residential Streets**

Snow will be plowed in a manner so as to minimize traffic obstructions. The center of the street will be plowed first. The snow will then be pushed from left to right with discharge going on the edge of the street or boulevard area of the right-of-way.

Snow will be deposited into driveways since snow accumulated on the plow has no place to go but onto the driveways. The City will not be responsible for plowing snow from any driveway due to financial restraints and limited availability of personnel. Residents are not to deposit snow from the driveway onto City right-of-way.

The City will not be responsible for removing snow from sidewalks or boulevards. If a significant amount of snow is discharged from the plowing operation onto the sidewalk or boulevard after the walk has been cleaned by the resident, the City may at the discretion of the Public Works Director, or his designee, clean the walk or boulevard as personnel and equipment are available. For narrow streets, the Public Works Director, or his designee, may choose to plow snow from one side to the other. It is the Departmental goal to have the streets passable within 12 hours after the snow has ceased from falling, assuming a general plowing operation beginning at 4:00 A.M. and snowfall ending 7:00 A.M. Depending on snowfall conditions and duration of the storm, cleanup operations can vary widely.

### **IX. Snow Plowing and Removal: Central Business District**

Snow will be removed in the business district in such a manner that will minimize the disruption of the business operation within the central business district.

Due to the lack of snow storage within the central business district, snow will normally be plowed from the left and right side to the center of the street and be placed into a windrow. Snow from adjacent sidewalks and boulevards will be permitted to be deposited into the street right of way due to the lack of storage. This deposit must be made prior to the snow being plowed by the City. Snow from private parking lots will not be permitted to be placed into the street or alley. The Public Works Director, or his designee, may have the snow plowed outward to the left and right side of the street depending upon temperature and amount of snowfall, if it is determined that the snow left along the curb will not hinder motorists from using the parking area. The windrow may, dependent upon the amount of snowfall per storm, require motorists and pedestrians to adjust to unusual conditions and to adjust their driving and walking. Adequate sight

distance at the intersections will be provided to the extent reasonably possible. The intersections within the district will be cleared of the windrow within three hours after the final windrow has been placed in the intersections. The snow pile at the end of each windrow at the intersecting streets may cause motorists and pedestrians to adjust their driving and walking to the condition created.

The Public Works Director, or his designee, may, at his discretion, push the windrow into a pile at each intersection of the street. The determination will be based upon the cost effectiveness to pile the snow versus placing in a windrow, which would not contain enough snow to load onto trucks with a snow blower unit. This will usually occur when clean up operations are being done after the initial accumulation of snow has been removed or a minimal accumulation of snow has been deposited (Approximately 1 to 2 inches). The piles of snow should be removed within eight hours after the piles have been placed in the intersection. Limited sight distance at the intersection will be provided to the extent reasonably possible. The pile may require motorists and pedestrians to adjust their driving and walking to the condition created. The snow windrowing /piling operation within the central business district will normally be accomplished during early morning hours to avoid traffic and parked vehicle congestion dependent upon the amount of snowfall and the time the snowfall ceases.

City owned parking lots and alleys within the central business district are generally plowed at the same time as the central business district. The snow from the parking lots may be deposited into the street windrow or piled within the parking lot at the discretion of the Public Works Director, or his designee, dependent upon the amount of snow received and the amount of storage available. Snow removed from the alleys will be deposited into the street windrow due to the lack of storage area.

The goal of the Street Department is to remove the snow from the central business district as soon as possible to alleviate traffic and pedestrian disruption. To accomplish this goal, it may be necessary to remove snow during normal business hours.

For emergency vehicles responding to emergency situations (fire, medical, and police) outside the City, necessary workers and equipment will be dispatched as soon as possible by the jurisdiction requesting assistance.

## **X. Snow Plowing: Alleys**

Snow will usually be plowed in the alleys with the use of a "V" plow or wheel loader. The plow will move snow from the center of the alley and deposit the snow to all abutting property. The snow in alleys abutting streets where the snow is windrowed within the central business district may be pushed into the windrow. The alleys are the lowest priority within the snow removal operation. Access to the residents abutting alleys can be accomplished from the plowed public street.

## **XI. Exceptions**

In the event of equipment failure, extreme snowfall, or other unanticipated events including the necessity of resting snowplow crews, deviation from these standards may be appropriate at the discretion of the Public Works Director, or his designee.

## **XII. Snow Storage**

Ongoing snow and ice control efforts require the use of City owned right-of-ways and easements for storage of plowed snow. Depending upon volume of snow, storage within right-of-way could create sight obstructions at intersections, because it is financially unfeasible and impractical to remove all snow from intersection corners.

Where space does not allow for snow to be piled outside the driving lanes, the City will remove the snow by hauling. Timing of such hauling will be at the discretion of the Public Works Director, or his designee.

## **XIII. Sanding, Salting and Abrasive Spreading**

The City will provide an abrasive surface at intersections of collector /arterial streets, residential streets and curves. The abrasive material will normally be a mixture of washed sand and salt in the ratio of approximately five parts sand and one part salt. This provides for traction, but is not intended to provide bare pavement during winter conditions.

The City cannot be responsible for damage to grass or driveways, including the approach, caused by the sand/salt mixture and therefore will not make repairs or compensate residents for salt damage to turf areas or driveways including the approach.

## **XIV. Plowing/Sanding: Private Property**

Unless there is direct benefit to the City operations or unless emergency vehicles need access, there will be no plowing or sanding of private property with the City's equipment.

## **XV. Mailboxes**

In those instances in which the U.S. Postal Service does not provide door-to-door delivery, it is necessary for property owners to install mailboxes in the City's right of way immediately adjacent to the street curb. While the installation of mailboxes on the City owned right of way is permitted, the mailbox owner assumes all risk of damage except where a mailbox is damaged through direct contact by snow removal equipment. If the mailbox is damaged due to direct contact by snow equipment, and it is installed as per City installation guidelines, the City at its option, will repair or replace the mailbox with a standard metal mailbox, acceptable for delivery of mail by the United States Post

Office, a wood post type support not to exceed 16 square inches or 4.5 inches in diameter or a metal support at a cost not to exceed \$40.00.

A property owner may desire to replace or repair the mailbox him/herself. The City may reimburse the property owner for materials only, not exceed \$40.00, provided the owner has contacted the Public Works Director for authorization. The property owner will be required to submit an itemized statement.

A property owner assumes all risks and responsibility for replacement of mailboxes and supports that are constructed of materials such as, but not limited to, brick and mortar, stone aggregate ornamental railings or antique type support.

If a mailbox is damaged due to indirect contact, including force of snow generated by the snow removal equipment, the City assumes no responsibility.

## **XVI. Mail Delivery**

The snowplow operators make every effort to remove snow as close to the curb line as practical to provide access to mailboxes for the Postal Carrier. However, it is impossible to provide perfect conditions and minimize damage to mailboxes with the size of equipment the City operates. Therefore, the final cleaning adjacent to the mailboxes is the responsibility of each resident.

## **XVII. Utility Structures**

Except as otherwise provided in any license or franchise agreement, the City will only be responsible for damage to utility pedestal or transformers within the right-of-way resulting from direct contact by City snow and ice removal equipment provided the pedestal or transformer was marked with a minimum 5 foot identification marker attached to the transformer or pedestal. City liability will be limited to actual costs to repair the damage as documented by invoice to the City by the utility.

## **XVIII. Landscaping**

Landscaping, including nursery and inanimate material installed by a property owner that encroach on the City right-of-way and are allowed by City ordinance, will be the responsibility of the owner who assumes all risk. Damage to trees, shrubbery, and other landscaping will not be considered for compensation. The City cannot reasonably control drift or discharge of snow from a snowplow or snow blower.

The City will assume no responsibility for damages incurred as the result of snow removal and ice control activities. The City, at its option, may replace, trim or remove landscaping, including nursery and trees and inanimate materials.

## **XIV. Lawn Sprinkling, Lighting Systems and Personal Property**

The City will assume no responsibility for damage to above ground or underground lawn sprinkling systems, exterior lighting systems, and similar landscaping installed in City owned right-of-way either by direct or indirect contact including flying snow or ice in the course of snow and ice control. The City will assume no responsibility for personal property that is being stored on the City right-of-way.

## **XX. Bike Trail**

Bike trails will be maintained under the same standards established for residential streets. The bike trail is the lowest priority behind alleys in regard to snow and ice control.

## **XXI. Responsibility**

The Public Works Director, or his designee, has the responsibility of determining plow routes and sequencing of operations in accordance with the priorities. The Public Works Director, or his designee, will retain the latitude to adjust sequencing or route assignments based on storm conditions, equipment availability and/or conditions warranting changes.

## **XXII. Complaints and Requests for Further Services**

Complaints and requests for further services regarding snow and ice control or damage will be taken during normal working hours and handled within City procedures. Complaints and requests for further services should be directed to the Public Works Director and will be handled on a priority basis. Response time should not exceed 24 hours after snow has ceased unless conditions or operations prevent the Public Works Director from responding. It should be understood that the responses are to ensure that the provisions of this policy have been fulfilled and that all residents have been treated uniformly.

## **XXIII. Policy Review**

The City will keep on file, comments and complaints received regarding this policy. This policy will be reviewed periodically. Any review will consider comments received since the last review.

**Adopted by the City Council on November 1, 2010.**



## **2.2 Physical Examination**

All potential full-time employees are required to take a physical examination to include a drug test, x-rays, eye examination, and hearing test, as a prerequisite to employment. The City shall pay for the examination.

## **2.3 Selection**

Selection to fill a job vacancy is made on the best-qualified candidate on the basis knowledge, skills, ability to perform the duties, and meeting the qualifications listed on the job description of the position. The City maintains job descriptions on each position. This description establishes the minimum required levels of education and experience necessary to qualify for appointment. Each description may also detail desired skills or qualifications, which are preferred by the City and will be given foremost consideration. The City disqualifies an applicant from employment if he/she does not meet the minimum qualifications, knowingly has made a false statement on the application form or resume, has committed fraud during the selection process, refused to sign the application or release of information, or has failed to register for the selective service.

1. Upon recommendation of the City Administrator and approval of the City Council the position will be advertised in the Leader Courier. Additional advertising will be discussed with the Council.
2. Applications will be given out and accepted at Elk Point City Hall, Finance Office.
3. Applications will be kept confidential. Only department supervisors responsible for hiring will be advised of those who applied. If the department head would like to review the applications with other within his/her department, this must first be approved through the City Administrator and those reviewing those applications must maintain complete confidentiality or risk disciplinary action.
4. After the applications close, a review will be completed to determine the most qualified applications and schedule those for interviews.
5. The City Administrator and the Department Head will conduct interviews. Upon the recommendation of the department head, additional employees may be added to the interviewing panel with approval of the City Administrator. Council members will also be given the opportunity to be a part of the interviewing process.
6. No applications for employment will be shared with anyone who is not specifically involved in the interview process.
7. The City Administrator will bring a recommendation to the Council for final hire and establishment of wage.

## **2.4 Employment References**

Job candidates should be made aware that the City's evaluation of his/her qualifications and suitability for employment normally includes contacting these employment references to verify information provided in application forms, interviews, or resumes.

## **2.5 Residency Requirement**

Residency within the City shall not be a condition of employment, provided, however, that such residency does not interfere or hamper the employee from fulfilling the duties of his/her position or cause the employee to be absent from work. Employees must live within

a fifteen-mile radius of the City for purposes of adequate response time. Employees of the Police Department, which are “on call”, must stay within the city limits until they are off duty if they reside outside the city limits.

### **ARTICLE 3: PERSONNEL RECORDS AND EQUAL OPPORTUNITY**

#### **3.0 Personnel Records**

The City treats personal information about employees as confidential and respects the need for protecting each employee’s privacy by enforcing secure information handling procedures on the part of all personnel whose job duties involve gathering, retaining, using or releasing personal information about the organization’s employees. The City collects and retains only such personal information, as it needs, to effectively conduct business and administer its employment and benefit programs. The City takes all possible steps to make sure that all personal and job-related information about employees is accurate, complete, and relevant for its intended purpose. Wherever possible, the City notifies affected employees if it needs additional personal information and gives these employees an opportunity to supply the requested data.

All paper-cased documents relating to the City’s personnel record system is kept in secure locked files in the Finance Officer Office. These files are accessible only to authorized personnel with a demonstrable, valid need to obtain specific information from an employee’s personnel record. Employees also are granted access to his/her personnel files and records in accordance with the access procedures outlined below. All personnel files and records must remain in the Finance Officer Office at all times.

#### **3.1 Equal Employment Opportunity**

The City of Elk Point is committed to providing equal employment opportunity for all persons regardless of race, color, religion, sex, age, marital status, national origin, citizenship status, disability, or veteran status.

Equal opportunity extends to all aspects of the employment relationship, including hiring, transfers, promotions, training, terminations, working conditions, compensation, benefits, and other terms and conditions of employment.

The City of Elk Point complies with federal and state equal employment opportunity laws and strives to keep the workplace free from all forms of harassment, including sexual harassment. The City of Elk Point considers harassment and discrimination in all forms to be a serious offense. Employees who have been subject to prohibited discrimination or harassment should immediately report the incident to his/her Supervisor/Department Head.

## City Administrator's Report

### August 2015

Kim McLaury, Jerry Buum and myself attended a SD DOT Statewide Transportation Improvement Plan (STIP) meeting in Sioux Falls. We learned what the upcoming state transportation projects will be for the near future. DOT officials advised us of a state loan program that could be used for the future Rose Street construction project. The loan terms are negotiable with zero percent financing. We have a meeting set up with SECOG personnel to look at sources funding (grants, loans, etc) and dollar amounts the city would have to pay for the Rose Street project.

A quarterly city newsletter was compiled and distributed in the month of July to all Elk Point residents.

The city information channel (channel 98) on the Vast cable network was implemented in July. We had numerous events posted through out the month like Summer Jam and Heritage Days.

We received notice from the SD Department of Health that we were awarded \$1,000 towards the recently applied Mosquito/West Niles Prevention Grant. We plan to purchase chemicals and larvicide with the grant appropriation.

I have been asked to sit on the All Points Health Services Board of Directors. They meet once a month at 4:00pm.

Cover letters and copies of the signed train speed petitions were sent to the South Dakota congressional delegation and to the BNSF train officials in Sioux City. The City of Jefferson officials picked up a draft copy of our cover letter. Jefferson submitted resident petitions. They plan to submit their signed petitions to our Congressman regarding high train speeds going through their community.

I drafted and submitted with SECOG's assistance the quarterly SRTS evaluation reports.

Kim McLaury, Jerry Buum, and myself met with Kevin Heiman and Rod Gaul from the SD DOT office in Yankton. We discussed the 2017 Rose Street detour agreement. A revised agreement will be forthcoming to the City Council for consideration.

We had a department heading meeting this month. We reviewed the 2016 capital improvement projects and equipment needs. We will consider incorporating these expenditures into the 2016 budget for the budget committee and council review.

We advertised the assistant finance officer position in the Leader-Courier, the cable information channel and the SD Department of Labor data base. I completed a wage and salary survey for the Council's review comparing other municipalities assistant finance officer position.

Jerry Buum and myself recently drove the various streets and alleys. We recorded 35 residences with over grown tree limbs protruding or public streets, block street signs, and hanging over the alleys.

# Department Head Report

July 2015

Business dumpsters are picked up twice a week and residential garbage is picked up once a week. The recycling seems to have picked up and we are hauling that once a week as well. I have been looking into pricing on containers that we could load on the trailer instead of the cardboard combos. I met with Chad Babcock from the SD DENR. He is the State asbestos coordinator as well as an inspector for landfills and rubble sites for this area. I informed him of an ongoing problem we have had regarding a tree pile. We notified the State that we were going to burn the tree pile in January of 2015. After the fire was out we would have fires that would break out after new trees were piled up. I had to call the Elk Point Fire Dept. out on several occasions to try and extinguish the fire. I informed Mr. Babcock that we had trees burning or smoldering under the soil and that was our problem. I informed him that my plan was to dig out the trench and stack the trees in a different area and abandon the area we were using and fill the trench with dirt and eliminate the problem. He said after I made them aware, I would have to submit my plan in writing to show that we took care of the problem.

We finished filling cracks on the streets. We also sealed portions of the bike trail; we are waiting on parts so we can finish that project. We have swept streets and have bladed alleys. We are working on doing some patching. With recent rains and the truck traffic on the landfill road we are trying to get that bladed once a week so it will keep its shape.

Even though we have had recent rains, the sprinkler systems are still working overtime because Troy is having to backwash the filter twice week. We had a few shutoffs that need to be fixed.

We have had pretty smooth sailing at the pool maintenance wise but recently we have a few issues that Troy has had to take care of.

We removed a portion of fence along West Main St. I thought that it would look better if we removed it so we could mow up to fields to take care the thistle problem as well.

The electric guys worked on moving the Fire Department's service. They made the necessary preparations for the Summer Jam in the park. They also had to replace a large transformer by City Hall which would have affected the north side of downtown. They came in early so it didn't affect the business of the day.

We have done some sewer jetting and will continue to do so. I also purchased some product to try and eliminate the grease problem in the Dunham lift station.

We fogged for mosquitoes twice this month.

I have taken pictures of some of the flower beds in Heritage Park. I will agree with Melanie Norris from the "Park Committee" that the flower beds do not look good down there. I will say that

several people and an organization have placed their names on plaques and one would assume that they are taking care of that particular flower bed. They are not. From visiting with Julie Curry, this all that began with a garden club that no longer exists and everybody has lost interest in it but she can't do it all. I proposed to Julie and the Mayor that if no one wanted to care of the raised flower bed I would remove it and plant it to grass. At first they both agreed that it should come out; but within minutes of each other they gave it a reprieve from the loader and dump truck. Julie went down there and cleaned up the Secret Garden and the raised flower bed and installed a sign that says "under construction." She is hoping someone adopts it and then takes care of it. I feel it's not fair to criticize the park or the flower beds if the person doing the complaining isn't willing to step up and do some of the work down there. To me; that is pure ignorance, Julie Curry has been working her tail off down there for as long as I have been working here. She felt bad about the Secret Garden because that is her little project down there but she took it personal. That portion of the park was installed by volunteers that quickly faded by the wayside when the maintenance started; the kids that I have mowing and trimming, don't have the time to sit down there and plant perennials, water and weed a flower bed every week.

## **JULY 2015 FINANCE OFFICE DEPARTMENT HEAD REPORT**

The application deadline for the Assistant Finance Officer position is August 10<sup>th</sup> at 4:00pm. I would like to hold interviews immediately following the deadline and possibly schedule a special meeting for a recommendation to hire the week of August 17<sup>th</sup>.

Michelle's last day of work is August 5<sup>th</sup>. Andrea has been training with her on the cemetery software and I would like to recommend hiring Andrea as the new Cemetery Sexton.

I attended budget training in Sioux Falls along with Deb and Lance. I think we all got a lot out of it and would recommend to the council next year.

I have met with Dennis, Jerry and Ryan to begin preliminary work on the projected projects and equipment purchases for the 2016 Budget. I would like to meet with the Budget Committee in the next couple of weeks to begin the process. The council will be presented the budget spreadsheets prior to the September meeting and we will have to schedule a special meeting in September to give final reading.

We renewed our insurance policy with McKinneyOlson Insurance on July 28<sup>th</sup>. There was a 2% increase in premium.

I am still working with Quam and Berlin on the 2014 Annual Audit to get it completed and filed with the Department of Legislative Audit. I will complete the MDA Report to be submitted along with the audit report.

They plan on closing the swimming pool on Saturday, August 15<sup>th</sup> for the season.

I attended the City's health insurance renewal meeting on July 16<sup>th</sup> in Sioux Falls. The city employee's insurance increase will be 7.49% effective January 1, 2016.

Payroll and accounts payable were done on July 6<sup>th</sup>, 7<sup>th</sup> & 20<sup>th</sup>

Figured sales tax for general, electric and garbage funds.

Weekly deposits were made to both Liberty National Bank and First Dakota National Bank.

Prepared and sent notices to the Leader-Courier.

Prepared Council Meeting agendas, minutes and packets.

Monthly bank statements were done for the accounts First Dakota National, South Dakota FIT and Liberty National.

Total June 2015 Expenditures: \$330,919.85

Total June 2015 Revenue: \$328,459.59

First Dakota National Bank Checking Account Beginning Balance for June 2015: \$1,129,613.48

First Dakota National Bank Checking Account Ending Balance for June 2015: \$1,078,056.60

UDAG/Trust & Agency Account Ending Balance as of June 2015: \$139,449.13

SD FIT Account Ending Balance as of June 2015 - \$562,114.41

Liberty National Bank Water Fund Reserve as of June 2015 - \$45,061.30

Liberty National Bank CD - \$544,763.78

## Cash Balance Worksheet

June-15

Fund	Fund Balances Jun-15
<b>General Fund</b> Restricted for Equipment Purchase Reserved for Rose Street Construction Nonspendable Inventory Unassigned Fund Balance	\$14,000.00 \$20,000.00 \$25,756.32 \$629,511.31
<b>Liquor, Lodging, Dining Sales Tax Fund</b> Restricted Fund Balance	\$19,750.46
<b>Water Fund</b> Reserved for Rose Street Construction Restricted for Revenue Bond Restricted for Loan Requirement Unassigned Fund Balance	\$50,000.00 \$6,000.73 \$25,000.00 \$355,908.56
<b>Sewer Fund</b> Reserved for Rose Street Construction Restricted for Revenue Bond Restricted for Loan Requirement Unassigned Fund Balance	\$30,000.00 \$10,438.71 \$25,000.00 \$106,362.88
<b>Electric Fund</b> Restricted for Revenue Bond Restricted for others Unassigned Fund Balance	\$187,977.32 \$2,827.74 \$1,362,982.17
<b>Garbage Fund</b> Unassigned Fund Balance	\$109,585.22
<b>T&amp;A Fund</b> Unassigned Fund Balance	\$441.81

July 30th, 2015

August dept. head report /July stats  
July 1st – July 30<sup>th</sup>, 2015

Sgt. Limoges has successfully completed Supervisors school held in Pierre. Sgt. Limoges had the opportunity to net work with other supervisors from all across the state and as well as learn valuable information that he can use as a leader in any dept. he chooses to work in. Having him complete this class is good for him but very good for us as a dept and city.

Zach Kieffer has accepted our offer of part time, however he is unable to train and work for us until his job is completed with the SD parks and school starts at the end of the month. He should be able to start training in Sept.

Officer TJ Moore is unable to work for us as he is currently working for the Union County Sheriffs office, while he is on leave from the railroad.

We are currently still short one part time officer and once Officer Christenson completes his one year (Sept. 8<sup>th</sup>, 2015) with us we will be forced to accept his resignation at which time we will be short two part time officers.

I have been unable to authorize any vacations for any length of time as we are unable to give officers time off because we don't have the staff to fill their shifts.

Officer Trudeau will be attending FTO (Field Officer Training) school this fall. We will then have a trainer for our part and full time officers that will be hired. Our last certified trainer was Officer Michael Christenson.

I have currently applied for funding through the State to fund the purchase of individual worn body cameras. Sadly we have seen the current trend in the news media for constant video evidence to support our officers. The Attorney General's office is helping fund police departments in South Dakota to purchase these tools.

City Hall flooded in the South east corner of the building for the second time in as many months. Our evidence room walls have mold on them. We have dried out the carpet and pulled the wet and molded sheet rock off the walls. We have had this problem for over 15 years. We have replaced the sidewalk, Jerrys guys have changed the drainage and ensured the gutters are cleared and we are still having the problem. We need to have someone come in find and fix the problem.

Agency assists – 19  
Accidents – 1  
Alcohol offenses – 1  
Animal calls – 8  
City business – 31  
Civil matters – 3  
Complaints – 6  
Code enforcement – 5  
Drug offenses – 0  
Driver's license vio. – 1  
Security checks -184  
EPJ (Walkthrough) - 1  
Open doors - 3  
Park checks – 20  
Equipment violations – 4  
Suspicious activity – 3  
Other – 13  
Motorist assist – 3  
Traffic vio. – 26  
Vandalism – 0  
Welfare checks – 0  
Warrants served – 3  
Equipment violations – 3  
Juv. And family matters – 4  
Theft Investigation -1  
Protection Order-1

July 1st—July 30<sup>th</sup> 2015 343 calls for service

# AUGUST 2015

## CITY OF ELK POINT

Farmers Market is held in the City Hall parking lot on Tuesdays from 5:30 to 7:30 pm

The Elk Point Swimming Pool will close for the season on Saturday, August 15!

Recycling is available Monday & Thursday 5 to 7pm @ recycle shed east of water treatment plant. Rubble site open on Wednesday 5-8pm and Saturday 9am-5pm.

SUN	MON	TUE	WED	THU	FRI	SAT
						1 Landfill Open 9am -5pm
2	3 City Council @ 7pm RECYCLING 5-7PM	4 Farmers Market 5:30-7:00pm	5 HRC Meeting @ 9:00am Landfill Open 5-8pm	6 RECYCLING 5-7pm	7 EDC Meeting @ 7:30am	8 Landfill Open 9 am-5pm
9	10 RECYCLING 5-7pm	11 Farmers Market 5:30- 7:00 pm	12 SDML Policy Committees @ Ft. Pierre, Landfill Open 5-8pm	13 RECYCLING 5-7pm	14	15 Landfill Open 9am-5pm Swimming Pool Closes @ 5pm
16	17 RECYCLING 5-7pm	18 Farmers Market 5:30-7:00pm	19 SECOG mtg @ Sioux Falls Landfill Open 5-8pm	20 RECYCLING 5-7pm	21	22 Landfill Open 9 am-5pm
23	24 RECYCLING 5-7pm	25 Farmers Market 5:30-7:00 pm	26 Landfill Open 5-8pm	27 Chamber Mtg. @ noon RECYCLING 5-7pm	28	29 Landfill Open 9am-5pm
30	31 RECYCLING 5-7PM					

Overtime Sheet - Police Department

Officer C. Trudeau 7/05/15---7/18/15		
Date	Duties Performed	Hours
7/08/15	Grad Jury	2.00
	Total	2.00

Officer Signature *C. Trudeau*

Date 7-18-15

Approval of overtime---- Police Chief Signature

Date

## Overtime Sheet - Police Department

Officer J.Limoges 07/05/2015- 07/18/2015		
Date	Duties Performed	Hours
7/12/2015	cover for 2G personal, also drive time to Pierre, SD training	8
7/17/2015	Drive time home from Pierre, SD training	1
	TOTAL:	1

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Approval of Overtime - Police Chief Signature \_\_\_\_\_ Date \_\_\_\_\_

## Overtime Sheet - Police Department

Officer: Frye 07/05/2015-07/18/2015

Date	Duties Performed	Hours
7/12/2015	Sgt at Training / called out for alarm call.	3
7/17/2015	call for kids out past curfew	0.5
<b>Total Hrs</b>		<b>3.5</b>

Kylr Frye
7/19/15

Approval of Overtime - Police Chief Signature

Date



