

**Unapproved Minutes of
REDFIELD CITY COUNCIL**

September 18, 2017

7:00 p.m.

The City Council met in regular session at City Hall on Monday, September 18, 2017 at 7:00 p.m.

MEMBERS PRESENT: Mayor Jayme Akin, Mike Siebrecht, Eileen Kearney, Randy Maddox, Darrell Ronfeldt, Joe Morrissette, Larry Eldeen, and David Moeller

MEMBERS ABSENT: Frank Schwartz

STAFF PRESENT: Adam L. Hansen and City Attorney Timothy Bormann

VISITORS: Kevin Schurch, Mickey Schurch, Shiloh Appel, Sheila Roeber @ 7:01 p.m.

CALL TO ORDER: Mayor Akin called the meeting to order at 7:00 p.m.

ADOPT AGENDA: Motion by Maddox, seconded by Morrissette to adopt the agenda as presented. Motion carried.

MINUTES: Motion by Morrissette, seconded by Siebrecht to approve the September 5, 2017 minutes. Motion carried.

CONSENT CALENDAR:

Motion by Morrissette, seconded by Maddox to approve the following items on the consent calendar:
Departments' Reports:

- A. Parks & Recreation Report – minutes dated August 28, 2017
- B. Revenue and Expense Report – July Report and July Salaries
- C. Senior Citizens Report – minutes dated August, 2017 and September, 2017
- D. Set Public Hearing for Debt Assessments for October 2, 2017
- E. Set a Public Hearing for October 16, 2017 for a Variance Request at 1014 6th Ave. East (M. Werner)

Receive and place on file. Motion carried.

BID OPENINGS AND AWARDS:

2012 Wheel Loader – Mayor Akin opened the only bid received for the 2012-wheel loader: RDO Equipment \$74,500. Motion by Maddox, seconded by Moeller to accept the bid of \$74,500 from RDO Equipment. Motion carried.

VISITORS:

Kevin Schurch – Spink County Sheriff – Sheriff Schurch updated the Council on his department's activities.

Exit: K. Schurch & M. Schurch @ 7:26 p.m.

Sheila Roeber – Roeber expressed her concerns about the gradient of the alley near her property.

Exit: Roeber @ 7:28 p.m.

PUBLIC HEARINGS:

Public Hearing for Temporary Malt Beverage License #19-2017 to Redfield Area Chamber of Commerce for September 30, 2017 for Oktoberfest on Main Street - Mayor Akin opened the public hearing for the Temporary Malt Beverage License #19-2017 to the Redfield Area Chamber of Commerce on Main Street for the Oktoberfest Celebration on September 30, 2017 in the City of Redfield at 7:29 p.m. There being no one present to testify and no written comments received, the hearing was declared closed at 7:30 p.m. Motion by Siebrecht, seconded by Maddox to approve the license. Motion carried.

OLD BUSINESS:

Notice of Code Enforcement Activities – Yost’s report was presented to the Council for their review. Various properties were discussed.

NEW BUSINESS:

Approve Annual Notice (Cemetery) – Motion by Kearney, seconded by Morrissette to approve the notice and advertising. Motion carried.

West Nile Conference in Aberdeen October 11, 2017 – Motion by Siebrecht, seconded by Maddox to send Tom Lesselyoung, Curt Dykstra, and Tony Whitley to the free training on October 11th. Motion carried.

Hire Part Time Help – Depot – Motion by Morrissette, seconded by Moeller to hire Pitchford Boyd Kinsey at a rate of \$10.00 per hour. Motion carried.

CMH CEO Contract – Motion by Siebrecht, seconded by Maddox to approve the contract. Motion carried.

Purchase Wheel Loader – Motion by Morrissette, seconded by Maddox to purchase a 624K wheel loader for \$168,646 off the State of Minnesota bid. Motion carried.

Workshop for Small Water Systems – Motion by Maddox, seconded by Siebrecht to send all employees that need contact hours to the free training. Motion carried.

ORDINANCES AND RESOLUTIONS:

Hansen gave the Second Reading of Ordinance No. 01-2017 (2018 Appropriation Ordinance).

**ORDINANCE NO. 01-2017
2018 APPROPRIATION ORDINANCE**

BE IT ORDAINED by the City of Redfield, South Dakota, that the following sums are appropriated to meet the obligations of the municipality for fiscal year 2017.

Fund	2018 General Sales Tax	2nd Penny DEV Winn	Ind.Shar MainStreet	Debt Svc.
410 General Governments				
411 Legislature	\$ 92,840			
411.5 Contingency	\$ 30,000			
412 Executive	\$ 12,075			
413 Elections	\$ 1,200			
414.1 City Attorney	\$25,000			
414.7 Financial Admin	\$118,050	143,050		
419.2 General Gov. Bldgs	\$ 16,500			
Total General Gov.	<u>\$ 295,665</u>			
420 Public Safety				
421 Police	\$ 325,000			
422 Fire	\$ 66,800			
Total Public Safety	<u>\$ 391,800</u>			
430 Public Works				
431 Street Department	\$ 677,975			
432 Sewer	\$			
435 Airport	\$3,998,750			
437 Cemetery	\$ 45,625			
Total Public Works	<u>\$4,722,350</u>			
440 Health & Welfare				
441.1 Code Enforcement Officer	37,380			
441.2 Rabies & Animal Control	\$ 1,625			
441.3 West Nile Control	<u>\$39,675</u>			
Total Health & Welfare	<u>\$78,680</u>			
450 Culture and Recreation				
451 Recreation	\$178,750			
45140 Senior Citizens	\$ 70,600			
452 Parks	\$ 77,050			
453 Swimming Pool	\$129,000			
455 Library	\$119,475			
457 Historic Preservation	<u>\$ 0</u>			
Total Culture and Recreation	<u>\$574,875</u>			
460 Conservation and Development				
465 Economic Development	\$80,000			
465.3 Promoting the City				
Total Conservation & Develop.	<u>\$80,000</u>			
470 Debt Service				
471 Principal	\$			\$49,248
472 Interest	<u>\$</u>			
Total Debt Service	<u>\$</u>			<u>\$49,248</u>
510 Other Financing Uses				
511 Transfers Out				
TOTAL 2018 APPROPRIATIONS	<u>\$6,143,370</u>			<u>\$49,248</u>

Capital Accumulations

Res#98-13 Fire Dept Eq Res.	\$ 2,600			
Res#2010-05 Fire Truck Res.	\$50,000			
Res#2009-01 Park Dept Res.	\$ 3,500			
Res#2010-06 Res for Hvy Eq.	<u>\$25,000</u>			
Total Appr.& Accum.	\$6,224,470			
Inc. in Unreserved Fund Bal.	345,500	\$ 500		4,752
Total	<u>\$6,569,970</u>	<u>\$ 500</u>		<u>\$54,000</u>

REVENUES

CASH APPLIED	\$485,620
310 TAXES:	
311 General Property Taxes	\$1,185,750

313 Gen. Sales & Use Taxes	\$ 900,000			\$54,000
319 Pen & Int., Del. Taxes	\$ 3,000			\$54,000
Sub-Total Taxes	\$2,088,750			
320-Licenses and Permits:				
Video Lottery License	\$ 2,500			
Alcoholic Beverage Licenses	\$ 10,000			
Animal Licenses	\$ 2,500			
Building Permits	\$ 2,500			
Other Licenses	\$ 1,500			
Subtotal Lic. and Permits	\$ 19,000			
330-Intergovernmental Revenue:				
331 Federal Grants	\$3,528,000			
334 State Grants	200,000			
335 State Share Revenue				
335.01 Bank Franchise Tax	\$ 5,000			
335.02 Mot. Veh. Comm Prorate	\$ 5,500			
335.03 Liquor Tax Reversion	\$15,000			
335.04 Mot. Veh. Licenses (5%)	\$25,000			
335.08 Local Govt Hiwy & Brdg	\$50,000			
335.20 Other	\$ 150			
338 County Share Revenue				
338.01 County Road Tax (25%)	\$ 5,180			
338.02 County HBR Tax (25%)	\$ 2,770			
338.03 County Wheel Tax	\$ 1,000			
338.99 Other	\$			
Sub-Total Intergov. Rev.	\$3,837,600			
340-Charges for Goods and Services:				
340 Chgs for Goods & Svics	\$15,000			
341 General Govt-Zoning Fees	\$ 250			
342.02 Spc Fire Prot. (SDDC Fire)	\$ 2,600			
343 Highways & Streets				
345.02 Health(Animal Control)	\$ 500			
346 Culture & Recreation				
346.02 Pool Fees	\$22,850			
346.03 Recreation Programs	\$11,200			
348 Cemetery	\$ 8,500			
349 Other (Airport)	\$ 3,000			
Subtotal Chgs for Goods & Svc	\$63,000			
350-Fine and Forfeitures:				
351 Court Fines & Costs	\$ 2,500			
354 Library	\$ 2,000			
359 Other Fines	\$ 100			
Subtotal Fines & Forfeitures:	\$ 4,600			
360-Miscellaneous Revenue:				
361 Investment Earnings	\$ 6,000			
362 Rentals	\$ 10,000		\$500	
363 Special Assessments	\$ 25,500			
367 Cont. & Donations	\$ -			
369 Other	\$ 1,500			
36901 Cable TV Franchise	\$ 17,500			
381 Sale of Supp. (Apt Fuel)	\$ 5,000			
Subtotal Misc. Revenue	\$ 65,500	\$	\$500	
390-Other Sources:				
391.01 Transfer In (Interest)	\$			
391.01 Transfer In				
391.24 Other Bonds Issued (Sewer)				
391.03 Sale of Mun. Property	\$ 5,000			
Sub-Total Other Sources	\$ 5,000	\$	\$500	
TOTAL MEANS OF FINANCE	\$6,569,970	\$	\$500	\$54,000

	3 rd Penny Sales Tax	Permanent Funds Cemetery	Library	Governmental Park	Rec
450 Cul. & Rec.					
451 Recreation					\$500
452 Parks				\$500	
455 Library					
457 Historic Pres.	\$76,500				
Total Cul. & Rec.	\$76,500			\$500	\$500
460 Consv. & Dev.					
465.3 Pmt City	\$54,450				
Total Consv. & Dev	\$54,450				
510 Other Fin. Uses					
511 Transfers Out (Int)	\$ 1,500				\$375
Total 2018 App.	\$132,450			\$500	\$875
Total App & Acc					
Inc. Unres. Fd Bal.		\$3,000	\$1,500		\$1725
TOTAL	\$132,450	\$3,000	\$1,500	\$500	\$2600

REVENUES

CASH APPLIED	\$62,950			\$500	
310 Taxes					
313 General Sales & Use Txs	\$60,000				
Subtotal Taxes	\$60,000				
330 Intergovernmental Revenue:					
331 Fed Grants					
334 State Grants					
Subtotal Int. Rev					
340 Charges for Goods and Services					
340 Chg for Gds & Svc	\$3,500		\$500		
346 Recreation Programs	\$1,000				
348 Cemetery		\$3000			
Subtotal Chgs for Gds & Svcs.	\$4,500	\$3000	\$500		
360 Miscellaneous Revenue					
361 Inv. Earnings	\$		\$500	\$	\$100
367 Contr & Donat.	\$ 5,000		\$ 500	\$	\$2,500
Subtotal Misc. Rev.	\$ 5,000		\$1,000	\$	2,600
390 Other Sources					
391.01 Tran In					
Total Means of Fin	\$132,450	\$3,000	\$1,500	\$500	\$2,600

PROPRIETARY FUNDS

	2018 Water	2018 Sewer	2018 Landfill	2018
		Fund		Fund
Est. Beg. Ret. Earnings		\$615,000	\$630,000	\$ 65,000
Estimated Revenue		\$462,000	\$246,500	\$208,150
TOTAL ESTIMATED RETAINED EARN		\$1,077,000	\$876,500	\$273,150
Less Appropriations		\$483,550	\$185,500	\$201,650
ESTIMATED SURPLUS		\$593,450	\$691,000	\$ 71,500
Less Est. Surplus Retained		\$578,800	\$677,000	\$ 64,800
EST SURPLUS TO BE TRANSFERRED TO GOVERNMENTAL FUNDS		\$ 14,650	\$14,000	\$ 6,700

SECTION III: TAX LEVY AUTHORIZATION:

The Finance Officer is hereby directed to certify the dollar amounts of the tax levies in this ordinance to the County Auditor in the following manner:

FOR GENERAL PURPOSES \$1,165,000

FOR INTEREST & DEBT SERVICE FUNDS \$ 0

SECTION IV: SALARY ORDINANCE AMENDMENTS:

The salaries provided for in Section 2.08.020 of the Redfield Municipal Code are as follows annually:

Parks & Recreation Director	\$47,130.00
Municipal Finance Officer	\$76,815.00
Senior Citizens Director	\$20.90
Working Superintendent	\$24.12
Code Enforcement Officer	\$28,100.00
Librarian 1	\$17.29
Librarian 2	\$17.29
Assistant Finance Officer	\$20.91
Administrative Assistant	\$18.70

The salary provided for in Section 2.08.060 of the Redfield Municipal Code and Resolution are fixed as follows:

Class 5	\$19.93
Class 6	\$22.96

SECTION V: COMMUNITY MEMORIAL HOSPITAL

Patient Revenues

Revenue	\$17,240,071	
Contractual Adjustments	\$ (4,921,037)	
Charity	\$ (8,410)	
Total Patient Revenues		\$12,310,624
Less Bad Debt	\$ (467,000)	
Clinic Discounts/(Premium)	\$	
Net Patient Service Revenues		\$11,843,158
Other Operating Revenues	\$608,428	
Non-Operating Revenues	\$ 0	
Total Other Operating Revenues		\$ 608,428
TOTAL OPERATING REVENUES		<u>\$12,451,586</u>

OPERATING EXPENSES:

Salaries & Wages	\$5,407,335	
Employee Benefits	\$1,786,470	
Other	\$5,084,688	
Prov.Bad Debt (Net)	\$	
Total Operating Expense		<u>\$12,278,493</u>
EXCESS REVENUE OVER EXPENSES-Hospital		\$173,093
Grant Funds		\$ 0
Estimated Medicare Settlement		\$
EXCESS REVENUE OVER EXPENSES		<u>\$173,093</u>

Jayme Akin, Mayor

ATTEST:

Adam L. Hansen, Finance Officer

Motion by Siebrecht, seconded by Maddox to adopt Ordinance No. 01-2017. Motion carried on a roll call vote with all members voting "Yes."

Resolution No. 2017-04 Form of Authorizing Resolution (Fire Truck) was read by City Attorney Bormann.

RESOLUTION NO. 2017-04
Form of Authorizing Resolution

A RESOLUTION OF THE GOVERNING BODY OF CITY OF REDFIELD, AUTHORIZING THE EXECUTION AND DELIVERY OF A MASTER GOVERNMENTAL LEASE-PURCHASE AGREEMENT, AN ESCROW AGREEMENT AND A SUPPLEMENT WITH RESPECT TO THE ACQUISITION, PURCHASE, FINANCING AND LEASING OF CERTAIN EQUIPMENT FOR THE PUBLIC BENEFIT; AUTHORIZING THE EXECUTION AND DELIVERY OF DOCUMENTS REQUIRED IN CONNECTION THEREWITH; AND AUTHORIZING THE TAKING OF ALL OTHER ACTIONS NECESSARY TO THE CONSUMMATION OF THE TRANSACTIONS CONTEMPLATED BY THIS RESOLUTION.

WHEREAS, City of Redfield (the "Lessee"), a body politic and corporate duly organized and existing as a political subdivision, municipal corporation or similar public entity of the State of SD is authorized by the laws of the State of South Dakota to purchase, acquire and lease personal property for the benefit of the Lessee and its inhabitants and to enter into contracts with respect thereto; and

WHEREAS, the lessee desires to purchase, acquire and lease certain equipment constituting personal property necessary for the Lessee to perform essential governmental functions; and

WHEREAS, in order to acquire such equipment, the Lessee proposes to enter into that certain Master Governmental Lease-Purchase Agreement Number 100636 dated as of September 8, 2017 (the "Agreement"), and Supplement No. 100636-400 dated as of September 8, 2017 thereto (the "Supplement" and together with the Agreement, the "Lease"), each with Wells Fargo Bank, National Association (the "Lessor"), and that certain Escrow Agreement with the Lessor as lessor and escrow agent, the forms of which have been presented to the governing body of the Lessee at this meeting; and

WHEREAS, the governing body of the Lessee deems it for the benefit of the Lessee and for the efficient and effective administration thereof to enter into the Supplement and Escrow Agreement as provided in the Agreement for the purchase, acquisition and leasing of the equipment to be therein described on the terms and conditions therein provided:

Now, THEREFORE, BE IT AND IT IS HEREBY RESOLVED by the governing body of Lessee as follows:

Section 1. Approval of Documents. The form, terms and provisions of the Agreement, the Escrow Agreement and the Supplement are hereby approved in substantially the forms presented at this meeting, with such insertions, omissions and changes as shall be approved by the City Council of the Lessee or other members of the governing body of the Lessee executing the same, the execution of such documents being conclusive evidence of such approval; and the Mayor of the Lessee is hereby authorized and directed to execute, and the Finance Officer of the Lessee is hereby authorized and directed to attest and countersign, the Agreement, the Escrow Agreement and the Supplement and any related Exhibits attached thereto and to deliver the Agreement, the Escrow Agreement and the Supplement (including such Exhibits) to the respective parties thereto and the Finance Officer of the Lessee is hereby authorized to affix the seal of the Lessee to such documents.

Section 2. Other Actions Authorized. The officers and employees of the Lessee shall take all action necessary or reasonably required by the parties to the Agreement, the Escrow Agreement and the Supplement to carry out, give effect to and consummate the transactions contemplated thereby (including the execution and delivery of an acceptance certificate and a tax certificate and agreement with respect to the Supplement, as contemplated in the Agreement) and to take all action necessary in conformity therewith, including, without limitation, the execution and delivery of any closing and other documents required to be delivered in connection with the Agreement, the Escrow Agreement as the Supplement.

Section 3. No General Liability. Nothing contained in this Resolution, the Agreement, the Escrow Agreement, the Supplement nor any other instrument shall be construed with respect to the Lessee as incurring a pecuniary liability or charge upon the general credit of the Lessee or against its taxing power, nor shall the breach of any agreement contained in this Resolution, the Agreement, the Escrow Agreement, the Supplement or any other instrument or document executed in connection therewith impose any pecuniary liability upon the Lessee or any charge upon its general credit or against its

taxing power, except to the extent that the rental payments payable under the Lease are special limited obligations of the Lessee as provided therein.

Section 4. Appointment of Authorized Lessee Representatives. The Mayor and Finance Officer and Assistant Finance Officer of the Lessee are each hereby designated to act as authorized representative of the Lessee for purposes of the Agreement, the Escrow Agreement and the Supplement until such time as the governing body of the Lessee shall designate any other or different authorized representative for purposes of the Agreement, the Escrow Agreement and the Supplement.

Section 5. Severability. If any section, paragraph, clause or provision of this Resolution shall for any reason be held to be invalid or unenforceable, the invalidity or unenforceability of such section, paragraph, clause or provision shall not affect any of the remaining provisions of this Resolution.

Section 6. Repealer. All bylaws, orders and resolutions or parts thereof, inconsistent herewith, are hereby repealed to the extent only of such inconsistency. This repealer shall not be construed as reviving any bylaw, order, resolution or ordinance or part thereof.

Section 7. Effective Date. This Resolution shall be effective immediately upon its approval and adoption.

ADOPTED AND APPROVED by the governing body of the Lessee this 18th day of September, 2017.

City of Redfield, as Lessee

Jayne Akin
Mayor

ATTEST:

Adam L. Hansen
Finance Officer

Adopted: September 18, 2017
Published: September 27, 2017

Motion by Moeller, seconded by Ronnfeldt to approve Resolution No. 2017-04. Motion carried on a roll call vote with all members voting "Yes."

INFORMATION AND DISCUSSION ITEMS:

Airport Pre-Construction Meeting – Mayor Akin informed the Council about the meeting to be held on September 20th at City Hall.

Oktoberfest Street Closure – Akin informed the Council about Main Street from 7th Ave to 6th Ave being closed from noon to 11 pm on September 30th.

North Central Regional Collegiate Soils Judging Contest – Akin informed the Council about the event being held in Redfield next week.

COUNCIL MEMBER REPORTS:

Maddox inquired about getting new signs at the cemetery to better distinguish different sections.

Eldeen commented that a stop sign needs replacement on the corner of 16th Ave and 1st St W.

Morrisette inquired about parking issues during the youth football jamboree at the soccer fields.

PAY CLAIMS:

City Prepaid	\$7,163.31
City Unpaid	\$32,823.11
Hospital & Clinic Prepaid	\$86,894.78
Hospital & Clinic Unpaid	\$322,565.88
Hospital & Clinic Refunds	\$749.46
Additional Claims:	

Motion by Siebrecht, seconded by Maddox to pay the above claims. Motion carried on a roll call vote with all members voting "Yes."

There being no further business, meeting was adjourned at 8:06 p.m.

Jayne Akin
Mayor

Adam L. Hansen
Finance Officer

Recorder: Adam L. Hansen