

**Unapproved Minutes of  
REDFIELD CITY COUNCIL**

April 3, 2023

7:00 p.m.

The City Council met in regular session via teleconference and at City Hall on Monday, April 3, 2023 at 7:00 p.m.

MEMBERS PRESENT: Mayor Frank Schwartz, Mike Siebrecht, Todd Schwartz, Joe Morrissette, Jessi Lewis, Matthew Weller, Brent Derscheid, and Keith Gall

MEMBERS ABSENT: Amy Akin

STAFF PRESENT: Adam L. Hansen and City Attorney Kristen Kochekian

VISITORS: Keaton Rohlf

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

ADOPT AGENDA: Motion by Siebrecht, seconded by Weller to adopt the agenda as presented. Motion carried.

MINUTES: Motion by Lewis, seconded by Derscheid to approve the March 14, 2023 special meeting minutes, the March 16, 2023 special meeting minutes, the March 20, 2023 Equalization meeting minutes and the March 20, 2023 meeting minutes. Motion carried.

CONSENT CALENDAR:

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

- A. Library Report – Minutes dated March 27, 2023
- B. Building Permits – Report dated March, 2023
- C. Monthly Fuel Quote

Receive and place on file. Motion carried.

REPORTS:

**Hospital Report** – Motion by Morrissette, seconded by Lewis to approve the CMH Hospital minutes dated March 27, 2023. Motion carried.

VISITORS/PUBLIC TIME:

None

OLD BUSINESS:

**Notice of Code Enforcement Activities** – Rindelaub's report was presented to the council for their review. Various properties were discussed. March Fine Report was presented.

NEW BUSINESS:

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**Remove Code Enforcement Officer Andrew Rindelaub from new hire probation period effective Pay Period 8** – Motion by Lewis, seconded by Weller to remove Rindelaub from new hire probation and increase his salary to \$26,000. Motion carried.

**Appoint Boards** – Mayor Schwartz presented the following Council Assignments: Todd Schwartz to the Hospital Board, Mike Siebrecht to the Airport Board, Brent Derscheid to the Cemetery Board and Keith Gall to the Library Board. Motion by T. Schwartz, seconded by Morrissette to approve the assignments. Motion carried.

**SDDC Farm Lease** – Motion by Morrissette, seconded by Lewis to approve the 2 year SDDC Farm Lease with Randy Kuehn. Motion carried.

**Surplus Items** – Motion by Lewis, seconded by T. Schwartz to surplus a 1999 Melroe Bobcat and 1984 Chevy Sewer Truck and sell at public auction. Motion carried.

**Hire 2023 Summer Help** – Motion by Lewis, seconded by Weller to hire Kari Lemmer, Class 1 Pool Manager @ \$14.00/hour, Jersey Morrison, Class 9 Lifeguard @ \$13.00/hour, Chloe Zens, WSI @ \$15.00/hour, Nels Baukol, WSI @ \$15.00/hour, Charley Nuhsbaumer, WSI @ \$15.00/hour, Annie Smith, WSI @ \$15.00/hour, Nyakier Paulsen, Class 7 Street Dept. @ \$15.00/hour, Taryn Jandel, Class 7 Street Dept. @ \$15.00/hour. Motion carried.

**Glacial Lakes & Prairies Tourism Association Spring Member Celebration April 14, 2023 at Joy Ranch (near Watertown)** – Motion by T. Schwartz, seconded by Siebrecht to send Jennesa Jandel to the meeting. Motion carried.

**2023 SD Municipal Street Maintenance Association April 26-27, 2023 in Yankton, SD** – Motion by Lewis, seconded by Morrissette to send Tracy Schroeder to the meeting. Motion carried.

**2023 Spring Mosquito Workshop on April 19, 2023 in Aberdeen, SD** – Motion by Lewis, seconded by Siebrecht to send all employees that have the certification to the meeting. Motion carried.

**2022 Annual Library Report** – Motion by Weller, seconded by Derscheid to approve the 2022 annual library report. Motion carried.

ORDINANCES AND RESOLUTIONS:

Resolution No. 2023-04 (Part Time Salaries Resolution) was read by Mayor Schwartz.

**RESOLUTION NO. 2023-04**

**SUBJECT: PART-TIME EMPLOYEE CLASSIFICATIONS AND SALARY RANGES**

**BE IT RESOLVED** by the City of Redfield, South Dakota, that the following part-time and seasonal employee job classifications and salary ranges are established:

Classifications

Class 1: Swimming Pool Manager, Depot Curator, Ball Diamond Caretaker Manager  
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- Class 2: Assistant Pool Manager, Ball Diamond Caretaker, Recreation Assistants
- Class 3: Temporary Heavy Equipment Operators-CDL, Non CDL
- Class 4: Emergency Snow Removal-CDL
- Class 5: Library Teacher (Story Hour/Summer Reading)
- Class 6: Landfill Operator
- Class 7: Public Works Seasonal Maintenance
- Class 8: Public Works Seasonal Maintenance Heavy Equipment Operator/Supervisor
- Class 9: All other part-time and seasonal employees
- Class 10: Park and Recreation Head Referee & Plate Umpire
- Class 11: Park and Recreation Secondary Referee & Umpire

	<u>Begin</u>	<u>Increase</u>
Class 1	\$14.00	Same % of Full Time Employees
Class 2	13.00	Same % of Full Time Employees
Class 3	20.00CDL	Same % of Full Time Employees
	15.00 NonCDL	Same % of Full Time Employees
Class 4	25.00	Same % of Full Time Employees
Class 5	20.00	Same % of Full Time Employees
Class 6	15.00	Same % of Full Time Employees
Class 7	15.00	Same % of Full Time Employees
Class 8	20.00	Same % of Full Time Employees
Class 9	13.00	Same % of Full Time Employees
Class 10	\$30.00/per game	N/A
Class 11	\$20.00/per game	N/A

Years of service only apply within a particular class.

- If a person changes from one class (i.e. Class 3) to another class (i.e. Class 1), the person starts over again at year one of the new class.
- No part time position will receive the yearly increase unless they have worked a minimum of 125 hours in the preceding year.
- The increase from beginning rate to 2nd year and all subsequent step increases will occur on January 1st of the year after one full year of employment is completed.
- Part-time employees will not receive annual raises other than the percentage increase per year; if for any reason full time employees do not receive a raise no part time raises will occur.
- All employees will start at the beginning wage effective 3/5/2023 with no credit for years of service to that date except those employees currently above the beginning wage will stay at the beginning wage until the increase catches up with their current hourly rate.

Adopted this 3<sup>rd</sup> day of April, 2023.

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Frank Schwartz, Mayor

ATTEST

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Adam Hansen, Finance Officer

Published: April 12, 2023

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Adopted: April 03, 2023

Motion by Siebrecht, seconded by Morrissette to approve Resolution No. 2023-04. Motion carried on a roll call vote with all members voting "Yes."

INFORMATION AND DISCUSSION ITEMS:

**Construction Update** – Hansen updated the Council on the preconstruction meeting for the upcoming construction season.

**9<sup>th</sup> Ave. Road** – Hansen updated the Council on the upcoming repairs.

Exit: Rohlfs @ 7:36 p.m.

COUNCIL MEMBER REPORTS:

Gall received a concern about the condition of the road on 5<sup>th</sup> Ave. and embankment near Turtle Creek.

T. Schwartz updated the Council on the Chamber Members Event that is upcoming and the spring rummage sale which is June 10.

Siebrecht relayed a concern about the road condition at the intersection of 1<sup>st</sup> St E. and 4<sup>th</sup> Ave.

Derscheid received a concern about the road condition of 4<sup>th</sup> Ave W.

Lewis updated the Council on the street and sewer department. He inquired about sandbags on hand. He also discussed the shooting range.

PAY CLAIMS:

City Prepaid	\$13,870.06
City Unpaid	\$88,917.97
Hospital & Clinic Prepaid	\$337,123.57
Hospital & Clinic Unpaid	\$81,393.47
Hospital & Clinic Refunds	\$1,137.60
Additional Claims:	

Motion by Siebrecht, seconded by Derscheid to pay the above claims in addition to Burdick Brothers Inc. \$196.00 for welding ball on grader, Hauff Mid-America Sports \$135.80 for whistles and lanyards, Johnson Oil \$409.94 for propane, NWPS \$571.45 for electricity, Jessen Heating & Refrigeration \$282.44 for street light repair, bulbs & eyes, Redfield Press \$1,512.26 for March legals & advertising, Redfield Ace Hardware \$502.39 for supplies & materials, Office Peeps, \$37.69 for folder files, and United States Treasury \$2,530.91 for 941 taxes. Motion carried on a roll call vote with all members voting "Yes."

There being no further business, meeting was adjourned at 7:40 p.m.

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Frank Schwartz  
Mayor

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Adam L. Hansen  
Finance Officer

Recorder: Adam L. Hansen