

**Unapproved Minutes of  
REDFIELD CITY COUNCIL**

July 16, 2018

7:00 p.m.

The City Council met in regular session at City Hall on Monday, July 16, 2018 at 7:00 p.m.

MEMBERS PRESENT: Mayor Jayme Akin, Mike Siebrecht, Eileen Kearney, Randy Maddox, Darrell Ronnfeldt, Joe Morrissette, Jessi Lewis, David Moeller, and Frank Schwartz

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

VISITORS: Kevin Schurch

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

ADOPT AGENDA: Motion by Siebrecht, seconded by Maddox to amend the agenda to add a temporary liquor license/malt beverage license to the consent calendar for Chrystals Bar LLC. Motion carried.

MINUTES: Motion by Siebrecht, seconded by Lewis to approve the July 2, 2018 minutes with correction as to Midland Change in the amount of (-\$31,347.08). Motion carried.

CONSENT CALENDAR:

Motion by Morrissette, seconded by Schwartz to approve the following items on the consent calendar:

Departments' Reports:

- A. Fire Report – reports dated July 9, 2018
- B. Senior Citizens Report – minutes dated July, 2018
- C. Set a Public Hearing for August 6, 2018 for a Variance Request at 1077 Lake Shore Drive (Gehrke)
- D. Temporary Malt Beverage License #17-2018 and Temporary On/Off Sale Liquor License to Chrystals Bar LLC for Mason's 50<sup>th</sup> Anniversary on July 21, 2018

Receive and place on file. Motion carried.

VISITORS/PUBLIC TIME:

**Kevin Schurch** – Schurch gave an update on the sheriff department's activities.

EXIT: Schurch @ 7:22 p.m.

PUBLIC HEARINGS:

**Temporary Malt Beverage License #16-2018 and Temporary On-Sale Wine License #14-2018 to Redfield Area Chamber of Commerce for Pheasant Days on July 27-28, 2018** – Mayor Akin opened the public hearing for the Temporary Malt Beverage License #16-2018 and Temporary On-Sale Wine License #14-2018 to the Redfield Area Chamber of Commerce for Pheasant Days on July 27-28, 2018 in the City of Redfield at 7:22 p.m. No written comments were received and no one was present to testify, so the hearing was closed at 7:23 p.m. Motion by Maddox, seconded by Ronnfeldt to approve the licenses. Motion carried.

**OLD BUSINESS:**

**Notice of Code Enforcement Activities** – Yost’s report was presented to the Council for their review. City Attorney’s report was also presented.

**NEW BUSINESS:**

**Hire Summer Help** – Motion by Schwartz, seconded by Morrissette to hire the following 2018 summer employee as umpire paid according to the salary schedule: Elaina Schmitt. Motion carried.

**Advertise Street Department Positions** – Motion by Maddox, seconded by Schwartz to advertise for two positions. Motion carried.

**Snow Removal Pay** – Motion by Moeller, seconded by Schwartz to pay \$17.50 per hour for emergency snow removal to Greg Hagan and David Michaelis and \$15.00 per hour to Greg Hagan for Heavy Equipment Operator/CDL retroactive to Pay Period 1 of 2018. Motion carried.

**ORDINANCES AND RESOLUTIONS:**

Finance Officer Hansen gave the First Reading of Ordinance No. 03-2018 (Personnel). Motion by Schwartz, seconded by Moeller to pass the First Reading of Ordinance No. 03-2018. Motion carried on a roll call vote with all members voting "Yes."

Resolution No. 2018-04 (Part Time Salary Resolution) was read by Mayor Akin.

**RESOLUTION NO. 2018-04**

**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
- 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: All other part-time and seasonal employees

	<u>Begin</u>	<u>Increase</u>
Class 1	\$11.50	\$.25/year
Class 2	10.50	\$.25/year
Class 3	15.00CDL	\$.25/year
	10.00 NonCDL	\$0.25/year
Class 4	17.50	\$.25/year
Class 5	15.00	\$.25/year

Class 6	11.00	\$.25/year
Class 7	10.00	\$.25/year
Class 8	10.00	\$.25/year

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 \$.25 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 1/1/03 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 16<sup>th</sup> day of July, 2018.

---

Jayne Akin, Mayor

ATTEST

---

Adam Hansen, Finance Officer  
 Published: July 25, 2018  
 Adopted: July 16, 2018

Motion by Moeller, seconded by Schwartz to approve Resolution No. 2018-04. Motion carried on a roll call vote with all members voting "Yes."

INFORMATION AND DISCUSSION ITEMS:

Mayor Akin discussed that the STIP Meeting went well in Aberdeen.

Mayor Akin updated the Council that the new website is up and running.

COUNCIL MEMBER REPORTS:

Siebrecht inquired about how sales tax is restricted to certain activities.

Kearney discussed her meeting with states attorney from Walworth County and inquired about a cemetery matter.

PAY CLAIMS:

City Prepaid	\$34,546.40
City Unpaid	\$65,733.14
Hospital & Clinic Prepaid	\$70,689.64
Hospital & Clinic Unpaid	\$364,685.51
Additional Claims:	

Motion by Morrissette, seconded by Siebrecht to pay the above claims in addition to: Treetop Products Consolidated \$9,296.35 for picnic tables, etc. Motion carried on a roll call vote with all members voting "Yes."

Motion by Siebrecht, seconded by Maddox to enter executive session per SDCL 1-25-2 (1) at 7:57 p.m. Motion carried.

Mayor Akin declared out of executive session at 8:46 p.m. No action taken.

There being no further business, meeting was adjourned at 8:47 p.m.

---

Jayne Akin  
Mayor

---

Adam L. Hansen  
Finance Officer

Recorder: Adam L. Hansen