

**Unapproved Minutes of
REDFIELD CITY COUNCIL**

September 17, 2018

7:00 p.m.

The City Council met in regular session at City Hall on Monday, September 17, 2018 at 7:00 p.m.

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

MEMBERS ABSENT: Jessi Lewis

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

VISITORS: Kevin Schurch, Tom Lesselyoung, Kayla Understock, Mike McHugh, Heidi Appel @ 7:02 pm

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

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

MINUTES: Motion by Siebrecht, seconded by Kearney to approve the September 4, 2018 minutes. Motion carried.

CONSENT CALENDAR:

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

Departments' Reports:

A. Revenue and Expense Report – July Report and July Salaries

Receive and place on file. Motion carried.

REPORTS:

Hospital Report – Motion by Schwartz, seconded by Kearney to approve the CMH Hospital special minutes dated September 12, 2018. Motion carried.

VISITORS/PUBLIC TIME:

Mike McHugh – McHugh explained that he is running for District 2 House of Representatives.

Tom Lesselyoung – Water/Sewer Superintendent Lesselyoung gave an update on his department's activities.

EXIT: Lesselyoung @ 7:14 p.m.

Heidi Appel – Park and Rec director Appel gave an update on summer activities that occurred in the park and rec department.

EXIT: Appel @ 7:21 p.m.

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Kevin Schurch – Sheriff Schurch gave an update on his department’s activities.

EXIT: Schurch @ 7:28 p.m.

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 annual notice. Motion carried.

West Nile Conference in Aberdeen on October 10, 2018 – Motion by Maddox, seconded by Schwartz to send all street, water, and sewer employees to the conference. Motion carried.

Glacial Lakes & Prairies Tourism Association Annual Meeting Luncheon on Oct. 12, 2018 in Watertown – Motion by Morrissette, seconded by Schwartz to send Shelly Wipf and Mary Lou Schwartz to the luncheon. Motion carried.

Caring for Photographs Workshop Oct. 25, 2018 in Brookings, SD – Motion by Maddox, seconded by Schwartz to send two depot employees to the workshop. Motion carried.

2018 Eastern South Dakota Water Conference Oct. 17, 2018 in Brookings – No action taken.

Approve CMH Contract – Motion by Morrissette, seconded by Schwartz to approve the employment contract with Mike O’Keefe. Motion carried.

Airport Construction Amendment Agreement – Motion by Siebrecht, seconded by Morrissette to approve the amendment construction with Helms & Associates. Motion carried.

ORDINANCES AND RESOLUTIONS:

Mayor Akin gave the Second Reading of Ordinance No. 04-2018 (2019 Appropriation Ordinance).

**ORDINANCE NO. 04-2018
2019 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 2019.

	2019 General Fund	2nd Penny Sales Tax	Ind.Shar Debt Svc. DEV Winn MainStreet
410 General Governments			
411 Legislature	\$ 103,640		
411.5 Contingency	\$ 30,000		
412 Executive	\$ 11,825		
413 Elections	\$ 0		
414.1 City Attorney	\$25,000		
414.7 Financial Admin	\$122,225	147,225	
419.2 General Gov. Bldgs	\$ 17,000		

Total General Gov.	\$ 309,690	
420 Public Safety		
421 Police	\$ 325,000	
422 Fire	\$ 108,450	
Total Public Safety	\$ 433,450	
430 Public Works		
431 Street Department	\$ 613,275	
432 Sewer	\$	
435 Airport	\$ 54,600	
437 Cemetery	\$ 37,200	
Total Public Works	\$ 705,075	
440 Health & Welfare		
441.1 Code Enforcement Officer	37,980	
441.2 Rabies & Animal Control	\$ 550	
441.3 West Nile Control	\$49,675	
Total Health & Welfare	\$88,205	
450 Culture and Recreation		
451 Recreation	\$184,850	
45140 Senior Citizens	\$ 73,175	
452 Parks	\$ 81,625	
453 Swimming Pool	\$114,100	
455 Library	\$159,300	
457 Historic Preservation	\$ 0	
Total Culture and Recreation	\$613,050	
460 Conservation and Development		
465 Economic Development	\$85,000	
465.3 Promoting the City		
Total Conservation & Develop.	\$85,000	
470 Debt Service		
471 Principal	\$	\$49,248
472 Interest	\$	
Total Debt Service	\$	\$49,248
510 Other Financing Uses		
511 Transfers Out		
TOTAL 2019 APPROPRIATIONS	\$2,234,470	\$49,248

Capital Accumulations

Res#98-13 Fire Dept Eq Res.	\$ 2,600		
Res#2010-05 Fire Truck Res.	\$ 0		
Res#2009-01 Park Dept Res.	\$ 0		
Res#2010-06 Res for Hvy Eq.	\$25,000		
Total Appr. & Accum.	\$2,262,070		
Inc. in Unreserved Fund Bal.	323,000	\$ 500	4,752
Total	<u>\$2,585,070</u>	<u>\$ 500</u>	<u>\$54,000</u>

REVENUES

CASH APPLIED	\$207,820		
310 TAXES:			
311 General Property Taxes	\$1,186,000		
313 Gen. Sales & Use Taxes	\$ 900,000		\$54,000
319 Pen & Int., Del. Taxes	\$ 3,000		\$54,000
Sub-Total Taxes	\$2,089,000		
320-Licenses and Permits:			
Video Lottery License	\$ 2,500		
Alcoholic Beverage Licenses	\$ 11,000		
Animal Licenses	\$ 3,500		
Building Permits	\$ 2,500		
Other Licenses	\$ 1,500		
Subtotal Lic. and Permits	\$ 21,000		
330-Intergovernmental Revenue:			
331 Federal Grants	\$ 25,000		

334 State Grants	\$ 10,000		
335 State Share Revenue			
335.01 Bank Franchise Tax	\$10,000		
335.02 Mot. Veh. Comm Prorate	\$ 5,500		
335.03 Liquor Tax Reversion	\$15,000		
335.04 Mot. Veh. Licenses (5%)	\$30,000		
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.	\$154,600		
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)	\$ 250		
346 Culture & Recreation			
346.02 Pool Fees	\$19,750		
346.03 Recreation Programs	\$10,800		
348 Cemetery	\$ 8,500		
349 Other (Airport)	\$ 500		
Subtotal Chgs for Goods & Svc	\$57,650		
350-Fine and Forfeitures:			
351 Court Fines & Costs	\$ 3,000		
354 Library	\$ 2,000		
359 Other Fines	\$ 0		
Subtotal Fines & Forfeitures:	\$ 5,000		
360-Miscellaneous Revenue:			
361 Investment Earnings	\$ 7,750		
362 Rentals	\$ 10,250	\$500	
363 Special Assessments	\$ 3,000		
367 Cont. & Donations	\$ -		
369 Other	\$ 1,000		
36901 Cable TV Franchise	\$ 18,000		
381 Sale of Supp. (Apt Fuel)	\$ 5,000		
Subtotal Misc. Revenue	\$ 45,000	\$ 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	\$2,585,070	\$ 500	\$54,000

	3 rd Penny Sales Tax	Permanent Funds Cemetery	Funds Library	Governmental Park	Rec
450 Cul. & Rec.					
451 Recreation					\$500
452 Parks				\$500	
455 Library					
457 Historic Pres.	\$94,575				
Total Cul. & Rec.	\$94,575			\$500	\$500
460 Consv. & Dev.					
465.3 Pmt City	\$64,250				
Total Consv. & Dev	\$64,250				
510 Other Fin. Uses					
511 Trasnfers Out (Int)	\$ 0				\$375

Total 2019 App.	\$158,825			\$500	\$875
Total App & Acc					
Inc. Unres. Fd Bal.		\$3,000	\$1,500		\$1725
TOTAL	\$158,825	\$3,000	\$1,500	\$500	\$2600

REVENUES

CASH APPLIED	\$89,325			\$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	\$158,825	\$3,000	\$1,500	\$500	\$2,600

PROPRIETARY FUNDS

	2019	2019	2019
	Water	Sewer	Landfill
	Fund	Fund	Fund
Est. Beg. Ret. Earnings	\$585,000	\$675,000	\$ 65,000
Estimated Revenue	\$462,500	\$247,500	\$209,750
TOTAL ESTIMATED RETAINED EARN	\$1,042,500	\$922,500	\$274,750
Less Appropriations	\$492,850	\$172,475	\$206,175
ESTIMATED SURPLUS	\$549,650	\$750,025	\$ 68,575
Less Est. Surplus Retained	\$535,000	\$736,025	\$ 61,875
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	\$48,545.00
Municipal Finance Officer	\$79,120.00
Senior Citizens Director	\$21.53
Working Superintendent	\$24.83
Code Enforcement Officer	\$28,521.00
Librarian	\$43,775.00
Assistant Librarian	\$17.55
Assistant Finance Officer	\$21.54
Administrative Assistant	\$19.26

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

Class 5	\$20.53
Class 5A	\$19.53
Class 6	\$23.65

SECTION V: COMMUNITY MEMORIAL HOSPITAL

Patient Revenues	
Revenue	\$17,546,281
Contractual Adjustments	\$(4,419,480)
Charity	\$ (5,514)
Total Patient Revenues	\$13,121,287
Less Bad Debt	\$ (734,861)
Clinic Discounts/(Premium)	\$ 0
Net Patient Service Revenues	\$12,386,426
Other Operating Revenues	\$817,492
Non-Operating Revenues	\$ 0
Total Other Operating Revenues	\$ 817,492
TOTAL OPERATING REVENUES	<u>\$13,203,918</u>

OPERATING EXPENSES:

Salaries & Wages	\$5,805,985	
Employee Benefits	\$1,900,859	
Other	\$5,315,101	
Prov.Bad Debt (Net)	\$ _____	
Total Operating Expense		<u>\$13,021,945</u>
EXCESS REVENUE OVER EXPENSES-Hospital		\$181,973
Grant Funds		\$ 0
Estimated Medicare Settlement		\$ _____
EXCESS REVENUE OVER EXPENSES		<u>\$181,973</u>

Jayme Akin, Mayor

ATTEST: _____
Adam L. Hansen, Finance Officer

Motion by Maddox, seconded by Schwartz to adopt Ordinance No. 04-2018. Motion carried on a roll call vote with all members voting "Yes."

Mayor Akin gave the First Reading of Ordinance No. 05-2018 (Longevity Ordinance). Motion by Moeller, seconded by Maddox to pass the First Reading of Ordinance No. 05-2018. Motion carried on a roll call vote with Morrissette and Schwartz dissenting.

INFORMATION AND DISCUSSION ITEMS:

City/County Christmas Meal – The meal will be held December 4th at the Depot.

Empower Career Fair RHS on September 18 – Mayor Akin informed the Council about the event being held on September 18th.

Railroad Tracks on 7th Avenue – Mayor Akin discussed the intersection being closed for 1 calendar week in the near future.

Pheasant Fest 2019 – Mayor Akin discussed the City attending. It was the consensus of the Council to attend the event.

COUNCIL MEMBER REPORTS:

Siebrecht mentioned about having department heads come quarterly to Council meetings.

Maddox inquired about a property on the code enforcement list.

PAY CLAIMS:

City Prepaid	\$38,024.52
City Unpaid	\$40,744.19
Hospital & Clinic Prepaid	\$76,193.40
Hospital & Clinic Unpaid	\$198,004.19
Additional Claims:	

Motion by Maddox, seconded by Schwartz to pay the above claims in addition to South Dakota One Call \$34.65 for monthly locates, Pitney Bowes \$105.00 for postage meter rent, AM Family Life Assurance \$880.74 for Ins. Premiums, Dakota Fire Equipment \$179.50 for annual fire extinguisher inspections, Wells Fargo Equipment Finance \$191,822.46 for principal & interest on 2017 Rosenbauer fire truck, and Tom Lesselyoung \$696.76 for reimbursement for room, meals & mileage to SD Waster Water Conference. Motion carried on a roll call vote with all members voting "Yes."

There being no further business, meeting was adjourned at 8:08 p.m.

Jayne Akin
Mayor

Adam L. Hansen
Finance Officer

Recorder: Adam L. Hansen