

**Unapproved Minutes of  
REDFIELD CITY COUNCIL**

September 19, 2016

7:00 p.m.

The City Council met in regular session at City Hall on Monday, September 19, 2016 at 7:00 p.m.

MEMBERS PRESENT: Mayor Jayme Akin, Mike Siebrecht, Randy Maddox, Joe Morrissette, Larry Eldeen, David Moeller, and Frank Schwartz

MEMBERS ABSENT: Darrell Ronnfeldt and Eileen Kearney

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

VISITORS: Kevin Schurch, Rich Gruenwald, Craig Carr, Cindy Crook, Shiloh Appel @ 7:08 p.m.

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

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

MINUTES: Motion by Siebrecht, seconded by Eldeen to approve the September 6, 2016 minutes. Motion carried.

CONSENT CALENDAR:

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

Departments' Reports:

- A. Library Report – minutes dated August 29, 2016
- B. Parks & Recreation Report – minutes dated September 12, 2016
- C. Senior Citizens Report – minutes dated September, 2016
- D. Temporary Malt Beverage License #16-2016 for Appel Oil Company for October 8, 2016 on Main Street for Oktoberfest

Receive and place on file. Motion carried.

Exit: Appel @ 7:09 p.m.

VISITORS:

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

Exit: Schurch @ 7:15 p.m.

**Rich Gruenwald and Craig Carr** – Redfield Fire Department Chief Gruenwald inquired about the possibility of using the Willhite building at SDDC as a fire training center. A discussion ensued about possible uses for the building.

Exit: Gruenwald & Carr @ 7:24 p.m.

PUBLIC HEARINGS:

**Public Hearing to vacate the alley between Lots 1-7 and 8-14 in Block 7, Original Plat to the Town of Redfield** – Mayor Akin opened the public hearing at 7:25 p.m. to vacate the alley between Lots 1-7 and 8-14 in Block 7, Original Plat to the Town of Redfield. There being no one present and no written comments received, the hearing was declared closed at 7:26 p.m. Motion by Siebrecht, seconded by Maddox to vacate the alley. Motion carried.

**Public Hearing for Debt Assessments** – Mayor Akin opened public hearing at 7:27 p.m. for debt assessments for 2016. Cindy Crook was present to testify against her assessment. Crook requested her assessment be forgiven because of extenuating circumstances. Mayor Akin inquired about the notice that was served in May. Hansen read the ordinance that pertains to tall vegetation. Crook inquired about other properties in town. Siebrecht questioned about structures located on Crook's lot. Mayor Akin closed the public hearing at 7:40 pm. Motion by Maddox, seconded by Morrissette to assess the debt assessment list with the exception of Cindy Crook. Motion failed with Schwartz, Moeller, Siebrecht, and Eldeen dissenting. Motion by Siebrecht, seconded by Schwartz to assess the entire list with Maddox and Morrissette dissenting. Motion carried.

Exit: Crook @ 7:42 p.m.

OLD BUSINESS:

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

**Advertise for Museum Tourism Director** (Tabled) – Motion by Siebrecht, seconded by Schwartz to remove from table. Motion carried. Motion by Maddox, seconded by Morrissette to advertise for part time director, discussion ensued about the director's duties and possibility of having multiple directors. Motion carried.

NEW BUSINESS:

**Federal Overtime Rules** – Motion by Siebrecht, seconded by Schwartz to change the Senior Citizens Director position from salaried at \$40,600.00 to hourly at \$19.52/hour and increase the salary of the Park and Recreation Director to \$47,500 beginning December 1<sup>st</sup>. Motion carried.

**Approve Annual Notice (Cemetery)** - Motion by Siebrecht, seconded by Maddox to approve. Motion carried.

**Accept 2015 Audit** - Motion by Morrissette, seconded by Maddox to approve the 2015 audit. Motion carried. Motion carried.

**Hire Part Time Hav-A-Rest Help** - Motion by Schwartz, seconded by Maddox to hire Braden Terry at \$10.00/hour. Motion carried.

ORDINANCES AND RESOLUTIONS:

Mayor Akin gave the Second Reading of Ordinance No. 02-2016 (2017 Appropriation Ordinance).

## ORDINANCE NO. 02-2016 2017 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	2017 General Sales Tax	2nd Penny DEV Winn MainStreet	Ind.Shar Debt Svc.
410 General Governments			
411 Legislature	\$ 97,570		
411.5 Contingency	\$ 30,000		
412 Executive	\$ 12,275		
413 Elections			
414.1 City Attorney	\$25,000		
414.7 Financial Admin	\$113,600	138,600	
419.2 General Gov. Bldgs	\$ 16,400		
Total General Gov.	<u>\$ 294,845</u>		
420 Public Safety			
421 Police	\$ 325,000		
422 Fire	\$ 63,250		
Total Public Safety	<u>\$ 388,250</u>		
430 Public Works			
431 Street Department	\$ 862,925		
432 Sewer	\$		
435 Airport	\$7,077,175		
437 Cemetery	\$ 36,525		
Total Public Works	<u>\$7,976,625</u>		
440 Health & Welfare			
441.1 Code Enforcement Officer	36,500		
441.2 Rabies & Animal Control	\$ 1,675		
441.3 West Nile Control	\$44,875		
Total Health & Welfare	<u>\$80,050</u>		
450 Culture and Recreation			
451 Recreation	\$176,050		
45140 Senior Citizens	\$ 69,250		
452 Parks	\$134,475		
453 Swimming Pool	\$116,650		
455 Library	\$116,675		
457 Historic Preservation	\$ 0		
Total Culture and Recreation	<u>\$613,100</u>		
460 Conservation and Development			
465 Economic Development	\$80,250		
465.3 Promoting the City			
Total Conservation & Develop.	<u>\$80,250</u>		
470 Debt Service			
471 Principal	\$		\$49,248
472 Interest	\$		\$
Total Debt Service	\$		<u>\$49,248</u>
510 Other Financing Uses			
511 Transfers Out			
TOTAL 2017 APPROPRIATIONS	<u>\$9,4536,120</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#2013-01 Comfort St Res.	\$ 3,500	
Res#2009-01 Park Dept Res.	\$ 3,500	
Res#2010-06 Res for Hvy Eq.	<u>\$25,000</u>	
Total Appr. & Accum.	<u>\$9,520,720</u>	

Inc. in Unreserved Fund Bal.		\$	\$500	4,752
<b>Total</b>	<b>\$9,520,720</b>	<b>\$</b>	<b>\$500</b>	<b>\$54,000</b>

REVENUES

CASH APPLIED	\$517,370			
310 TAXES:				
311 General Property Taxes	\$1,186,000			
313 Gen. Sales & Use Taxes	\$ 900,000			\$54,000
319 Pen & Int., Del. Taxes	\$ 2,500			\$54,000
Sub-Total Taxes	\$2,088,500			
320-Licenses and Permits:				
Video Lottery License	\$ 2,500			
Alcoholic Beverage Licenses	\$ 9,000			
Animal Licenses	\$ 2,000			
Building Permits	\$ 2,500			
Other Licenses	\$ 1,000			
Subtotal Lic. and Permits	\$ 17,000			
330-Intergovernmental Revenue:				
331 Federal Grants	\$6,300,000			
334 State Grants	350,000			
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	\$60,000			
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	\$ 750			
338.99 Other	\$			
Sub-Total Intergov. Rev.	\$6,769,350			
340-Charges for Goods and Services:				
340 Chgs for Goods & Svcs	\$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	\$24,350			
346.03 Recreation Programs	\$18,200			
348 Cemetery	\$ 8,500			
349 Other (Airport)	\$ 3,000			
Subtotal Chgs for Goods & Svc	\$72,400			
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	\$ 5,500			
362 Rentals	\$ 10,000		\$500	
363 Special Assessments	\$ 8,500			
367 Cont. & Donations	\$ -			
369 Other	\$ 2,500			
36901 Cable TV Franchise	\$ 15,000			
381 Sale of Supp. (Apt Fuel)	\$ 5,000			
Subtotal Misc. Revenue	\$ 46,500	\$	\$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	\$9,520,720	\$	\$500	\$54,000

	3 <sup>rd</sup> 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.	\$67,600				
Total Cul. & Rec.	\$67,600			\$500	\$500
460 Consv. & Dev.					
465.3 Pmt City	\$46,950				
Total Consv. & Dev	\$46,950				
510 Other Fin. Uses					
511 Trasnfers Out (Int)	\$ 1,500				\$375
Total 2017 App.	\$116,050			\$500	\$875
Total App & Acc					
Inc. Unres. Fd Bal.		\$3,000	\$1,500		\$1725
TOTAL	\$116,050	\$3,000	\$1,500	\$500	\$2600

**REVENUES**

CASH APPLIED	\$50,500			\$500	
310 Taxes					
313 General Sales & Use Tx	\$55,000				
Subtotal Taxes	\$55,000				
330 Intergovernmental Revenue:					
331 Fed Grants					
334 State Grants					
Subtotal Int. Rev					
340 Charges for Goods and Services					
340 Chg for Gds & Svc	\$4,500		\$500		
346 Recreation Programs	\$1,000				
348 Cemetery		\$3000			
Subtotal Chgs for Gds & Svcs.	\$5,500	\$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	\$116,050	\$3,000	\$1,500	\$500	\$2,600

**PROPRIETARY FUNDS**

	2017 Water	2017 Sewer Fund	2017 Landfill	2017 Fund
Est. Beg. Ret. Earnings	\$560,000	\$545,000		\$ 95,000
Estimated Revenue	\$435,500	\$245,500		\$182,150
TOTAL ESTIMATED RETAINED EARN	\$996,500	\$790,500		\$277,150
Less Appropriations	\$412,250	\$167,700		\$204,025
ESTIMATED SURPLUS	\$584,250	\$622,800		\$ 73,125
Less Est. Surplus Retained	\$569,600	\$608,800		\$ 66,425
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	\$47,500.00
Municipal Finance Officer	\$73,865.00
Senior Citizens Director	\$20.10
Working Superintendent	\$23.19
Code Enforcement Officer	\$27,300.00
Librarian 1	\$16.52
Librarian 2	\$16.52
Assistant Finance Officer	\$20.11
Administrative Assistant	\$17.93

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

Class 5	\$19.16
Class 5P	\$17.16
Class 6	\$22.08

SECTION V: COMMUNITY MEMORIAL HOSPITAL

Patient Revenues

Inpatient-Hospital	\$2,428,552	
Outpatient-Hospital	\$8,760,861	
Ambulance	\$ 400,368	
Clinic	<u>\$1,428,000</u>	
Total Patient Revenues		\$13,076,148

Less Discounts-Patient Revenue \$(2,205,946)

Clinic Discounts/(Premium)	\$	
Net Patient Service Revenues		\$10,870,202
Other Operating Revenues	\$651,688	
Non-Operating Revenues	<u>\$ 0</u>	
Total Other Operating Revenues		\$ 651,688
TOTAL OPERATING REVENUES		<u>\$11,521,890</u>

OPERATING EXPENSES:

Salaries & Wages	\$5,328,403	
Employee Benefits	\$1,735,500	
Other	\$4,388,235	
Prov.Bad Debt (Net)	<u>\$</u>	
Total Operating Expense		<u>\$11,452,138</u>

EXCESS REVENUE OVER EXPENSES-Hospital \$ 69,752

Grant Funds \$ 0

Estimated Medicare Settlement \$(1,000)

EXCESS REVENUE OVER EXPENSES \$ 68,752

CAPITAL ASSET FUNDS BUDGET

Carpet	\$ 30,000
Pyxis for ER/CCU/OP	\$ 110,000
Washing Machines	\$ 10,000
Plate Warmer	\$ 4,000
High/Low Exam Tables	\$ 20,000
New Computers/Printers	\$ 17,500
Cart with Scale	\$ 23,000

Bladder Scanner	\$	14,000
Glide Scope	\$	18,000
340B Avera Partnership/Switch	\$	60,000
	\$	<u>\$306,500</u>

\_\_\_\_\_  
Jayme Akin, Mayor

ATTEST: \_\_\_\_\_  
Adam L. Hansen, Finance Officer

Motion by Siebrecht, seconded by Morrissette to adopt Ordinance No. 02-2016. Motion carried on a roll call vote with all members voting "Yes."

**INFORMATION AND DISCUSSION ITEMS:**

SDDC Fall Festival – Mayor Akin invited all council members to the festival at SDDC this Friday.-

SDDC Land – Discussion ensued about potential land purchase from the State of South Dakota.

Octoberfest Street Closure – Hansen reported Main Street will be closed from noon to midnight from 7<sup>th</sup> Ave. to 6<sup>th</sup> Ave. on October 8<sup>th</sup>.

Eagle Scout – Trey Casato’s project is complete and installed at the gun range.

Wi-Fi being installed at Hav-A-Rest was discussed.

Mayor Akin updated the Council on the website development meeting that occurred.

Akin read a thank you from the Messiah Lutheran Church in regards to street repairs that occurred this summer.

**COUNCIL MEMBER REPORTS:**

Schwartz asked about the vehicles in the impound lot. He also received a concern about an alley located on 6<sup>th</sup> Avenue West.

Moeller informed the Council that the sanitary sewer mains cleaning project has been completed.

Siebrecht inquired about irrigating the youth soccer field.

Maddox discussed that the new CDL test is very complex and the City might want to look into different testing options for future employees. He inquired about the state of two dilapidated properties on 1<sup>st</sup> Street East. Maddox inquired about the composition of park and rec teams.

Eldeen has had several concerns about the amount of bees everywhere in town. He also commented that the pie social went very well at the Senior Center.

Morrisette inquired about blocking off Main Street to parking for the RHS homecoming parade like is done for the 4<sup>th</sup> of July parade.

PAY CLAIMS:

City Prepaid	\$1,386.79
City Unpaid	\$74,521.06
Hospital & Clinic Prepaid	\$93,419.45
Hospital & Clinic Unpaid	\$174,740.37
Additional Claims:	

Motion by Siebrecht, seconded by Schwartz 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 9:06 p.m.

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Jayne Akin  
Mayor

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Adam L. Hansen  
Finance Officer

Recorder: Adam L. Hansen