

**Unapproved Minutes of
REDFIELD CITY COUNCIL**

September 21, 2020

7:00 p.m.

Via Teleconference

The City Council met in regular session via teleconference on Monday, September 21, 2020 at 7:00 p.m.

MEMBERS PRESENT: City Council President Randy Maddox, Mike Siebrecht, Eileen Kearney, Todd Schwartz, Joe Morrissette, Jessi Lewis, David Moeller, and Frank Schwartz

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

VISITORS: Theresa Hodges @ 7:01 p.m., Shiloh Appel @ 7:13 p.m.

CALL TO ORDER: City Council President Maddox called the meeting to order at 7:00 p.m.

ADOPT AGENDA: Motion by Lewis, seconded by F. Schwartz to adopt the agenda as presented. Motion carried on a roll call vote with all members voting "Yes."

MINUTES: Motion by Kearney, seconded by Morrissette to approve the September 8, 2020 minutes. Motion carried on a roll call vote with all members voting "Yes."

CONSENT CALENDAR:

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

Departments' Reports:

- A. Library Report – minutes dated August 31, 2020
- B. Senior Citizens Report – minutes dated September, 2020
- C. Temporary Malt Beverage License #14-2020 & Temporary On/Off Sale Liquor #14-2020 for Chrystals, LLC for Gruenwald wedding at Shanty Haven on 10-10-2020
- D. Temporary Malt Beverage License #15-2020 & Temporary On/Off Sale Liquor #15-2020 for Chrystals, LLC for Wager wedding at Shanty Haven on 10-24-2020
- E. Temporary Malt Beverage License #16-2020 & Temporary On/Off Sale Liquor #16-2020 for Chrystals, LLC for Whitley wedding at Shanty Haven on 11-14-2020

Receive and place on file. Motion carried on a roll call vote with all members voting "Yes."

REPORTS:

Hospital Report – Motion by Kearney, seconded by F. Schwartz to approve the CMH Hospital minutes dated August 31, 2020. Motion carried on a roll call vote with all members voting "Yes."

VISITORS/PUBLIC TIME:

None

OLD BUSINESS:

Notice of Code Enforcement Activities – Various properties were discussed.

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NEW BUSINESS:

Approve Annual notice (Cemetery) – Motion by Lewis, seconded by Kearney to approve the annual notice. Motion carried on a roll call vote with all members voting “Yes.”

Remove Water Superintendent Chad Moore from new hire probation period effective September 20, 2020 - Motion by Moeller, seconded by Morrissette to remove Water Superintendent Chad Moore from new hire probation and increase his wage to \$24.36 per hour effective Pay Period 20. Motion carried on a roll call vote with all members voting “Yes.”

Approve Park & Rec Volunteers for Workers Compensation Purposes – Motion by Lewis, seconded by T. Schwartz to approve the following list of volunteers for workers compensation purposes: Rob Lewis, Jay Hermann, Brad England, Wes Frankenstein, Jerad Kiehn, Spencer Buranen, Dustin Maher and Jake Dawson. Motion carried on a roll call vote with all members voting “Yes.”

SDLA Virtual Conference – Motion by F. Schwartz, seconded by Moeller to send Sarah Jones-Lutter and Linda Keller to the virtual conference and pay applicable fees. Motion carried on a roll call vote with all members voting “Yes.”

ORDINANCES AND RESOLUTIONS:

Hansen gave the Second Reading of Ordinance No. 08-2020 (2021 Appropriation Ordinance).

**ORDINANCE NO. 08-2020
2021 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 2021.

| | 2021 General Fund | Water/Sewer Project | Ind.Shar Debt Svc. DEV Winn MainStreet |
|--------------------------|----------------------|------------------------|---|
| 410 General Governments | | | |
| 411 Legislature | \$ 103,225 | | |
| 411.5 Contingency | \$ 30,000 | | |
| 412 Executive | \$ 11,325 | | |
| 413 Elections | \$ 700 | | |
| 414.1 City Attorney | \$30,000 | | |
| 414.7 Financial Admin | \$131,850 | 161,850 | |
| 419.2 General Gov. Bldgs | \$ 16,650 | | |
| Total General Gov. | \$ 323,650 | | |
| 420 Public Safety | | | |
| 421 Police | \$ 325,000 | | |
| 422 Fire | \$ 141,250 | | |
| Total Public Safety | \$ 466,250 | | |
| 430 Public Works | | | |
| 431 Street Department | \$ 600,225 | | |
| 432 Sewer | \$ | | |
| 435 Airport | \$ 82,525 | | |
| 437 Cemetery | \$ 38,800 | | |
| Total Public Works | \$ 721,550 | | |
| 440 Health & Welfare | | | |

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| | | |
|----------------------------------|--------------------|-----------------|
| 441.1 Code Enforcement Officer | 39,725 | |
| 441.2 Rabies & Animal Control | \$ 275 | |
| 441.3 West Nile Control | <u>\$36,775</u> | |
| Total Health & Welfare | \$76,775 | |
| 450 Culture and Recreation | | |
| 451 Recreation | \$196,550 | |
| 45140 Senior Citizens | \$ 78,550 | |
| 452 Parks | \$ 75,415 | |
| 453 Swimming Pool | \$110,450 | |
| 455 Library | \$173,700 | |
| 457 Historic Preservation | \$ 0 | |
| Total Culture and Recreation | <u>\$634,665</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 | \$ | |
| Total Debt Service | \$ | <u>\$49,248</u> |
| 510 Other Financing Uses | | |
| 511 Transfers Out | | |
| TOTAL 2021 APPROPRIATIONS | <u>\$2,302,890</u> | <u>\$49,248</u> |

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. | <u>\$25,000</u> | | |
| Total Appr. & Accum. | \$2,330,490 | | |
| Inc. in Unreserved Fund Bal. | 403,000 | \$ 500 | 4,752 |
| Total | <u>\$2,733,490</u> | <u>\$ 500</u> | <u>\$54,000</u> |

REVENUES

| | | | |
|--------------------------------|--------------------|--|-----------------|
| CASH APPLIED | \$331,960 | | |
| 310 TAXES: | | | |
| 311 General Property Taxes | \$1,180,500 | | |
| 313 Gen. Sales & Use Taxes | \$ 900,000 | | \$54,000 |
| 319 Pen & Int., Del. Taxes | <u>\$ 3,000</u> | | <u>\$54,000</u> |
| Sub-Total Taxes | <u>\$2,083,500</u> | | |
| 320-Licenses and Permits: | | | |
| Video Lottery License | \$ 2,500 | | |
| Alcoholic Beverage Licenses | \$ 11,000 | | |
| Animal Licenses | \$ 4,000 | | |
| Building Permits | \$ 2,500 | | |
| Other Licenses | \$ 1,500 | | |
| Subtotal Lic. and Permits | <u>\$ 21,500</u> | | |
| 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 | \$ 6,500 | | |
| 335.03 Liquor Tax Reversion | \$15,000 | | |
| 335.04 Mot. Veh. Licenses (5%) | \$32,500 | | |
| 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%) | \$ | | |
| 338.03 County Wheel Tax | \$ 1,000 | | |
| 338.99 Other | \$ | | |
| Sub-Total Intergov. Rev. | \$165,330 | | |
| 340-Charges for Goods and Services: | | | |
| 340 Chgs for Goods & Svics | \$20,000 | | |
| 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 | \$20,600 | | |
| 346.03 Recreation Programs | \$11,200 | | |
| 348 Cemetery | \$ 8,500 | | |
| 349 Other (Airport) | \$ 1,500 | | |
| Subtotal Chgs for Goods & Svc | \$64,900 | | |
| 350-Fine and Forfeitures: | | | |
| 351 Court Fines & Costs | \$ 3,500 | | |
| 354 Library | \$ 1,750 | | |
| 359 Other Fines | \$ 0 | | |
| Subtotal Fines & Forfeitures: | \$ 5,250 | | |
| 360-Miscellaneous Revenue: | | | |
| 361 Investment Earnings | \$ 7,525 | | |
| 362 Rentals | \$ 16,525 | \$500 | |
| 363 Special Assessments | \$ 8,000 | | |
| 367 Cont. & Donations | \$ - | | |
| 369 Other | \$ 1,500 | | |
| 36901 Cable TV Franchise | \$ 17,500 | | |
| 381 Sale of Supp.(Apt Fuel) | \$ 5,000 | | |
| Subtotal Misc. Revenue | \$ 56,050 | \$ | \$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 | \$2,733,490 | \$ | \$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. | \$97,350 | | | | |
| Total Cul. & Rec. | \$97,350 | | | \$500 | \$500 |
| 460 Consv. & Dev. | | | | | |
| 465.3 Pmt City | \$54,950 | | | | |
| Total Consv. & Dev | \$54,950 | | | | |
| 510 Other Fin. Uses | | | | | |
| 511 Trasnfers Out (Int) | \$ 0 | | | | \$375 |
| Total 2021 App. | \$152,300 | | | \$500 | \$875 |
| Total App & Acc | | | | | |
| Inc. Unres. Fd Bal. | | \$3,000 | \$1,500 | | \$1725 |
| TOTAL | \$152,300 | \$3,000 | \$1,500 | \$500 | \$2600 |

REVENUES

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| | | | | |
|------------------------------------|------------------|----------------|----------------|-----------------------------|
| CASH APPLIED | \$82,550 | | | \$500 |
| 310 Taxes | | | | |
| 313 General Sales & Use Txs | <u>\$60,000</u> | | | |
| Subtotal Taxes | <u>\$60,000</u> | | | |
| 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 | \$1,250 | | | |
| 348 Cemetery | | \$3000 | | |
| Subtotal Chgs for Gds & Svcs. | <u>\$4,750</u> | <u>\$3000</u> | <u>\$500</u> | |
| 360 Miscellaneous Revenue | | | | |
| 361 Inv. Earnings | \$ | | \$500 | \$ |
| | | | | \$100 |
| 367 Contr & Donat. | \$ 5,000 | | \$ 500 | \$ |
| Subtotal Misc. Rev. | <u>\$ 5,000</u> | | <u>\$1,000</u> | <u>\$ 2,600</u> |
| 390 Other Sources | | | | |
| 391.01 Tran In | | | | |
| Total Means of Fin | <u>\$152,300</u> | <u>\$3,000</u> | <u>\$1,500</u> | <u>\$500</u> <u>\$2,600</u> |

PROPRIETARY FUNDS

| | 2021 | 2021 | 2021 |
|-------------------------------|--------------------|---------------------|------------------|
| Water | Sewer | Landfill | Fund |
| | Fund | Fund | Fund |
| Est. Beg. Ret. Earnings | \$575,000 | \$1,073,000 | \$108,000 |
| Estimated Revenue | <u>\$5,113,000</u> | <u>\$9,233,000</u> | <u>\$235,750</u> |
| TOTAL ESTIMATED RETAINED EARN | <u>\$5,688,000</u> | <u>\$10,306,000</u> | <u>\$343,750</u> |
| Less Appropriations | <u>\$5,040,750</u> | <u>\$ 8,966,400</u> | <u>\$240,200</u> |
| ESTIMATED SURPLUS | <u>\$647,250</u> | <u>\$1,339,600</u> | <u>\$103,550</u> |
| Less Est. Surplus Retained | <u>\$632,600</u> | <u>\$1,325,600</u> | <u>\$ 96,850</u> |
| EST SURPLUS TO BE TRANSFERRED | | | |
| TO GOVERNMENTAL FUNDS | <u>\$ 14,650</u> | <u>\$14,000</u> | <u>\$ 6,700</u> |

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 | \$52,500.00 |
| Municipal Finance Officer | \$85,570.00 |
| Senior Citizens Director | \$23.29 |
| Working Superintendent | \$26.85 |
| Code Enforcement Officer | \$29,675.00 |
| Librarian | \$49,570.00 |
| Assistant Librarian | \$18.50 |
| Assistant Finance Officer | \$23.30 |
| Administrative Assistant | \$20.83 |

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

| | |
|---------|---------|
| Class 5 | \$22.21 |
| Class 6 | \$25.58 |

SECTION V: COMMUNITY MEMORIAL HOSPITAL

| | |
|--------------------------------|---------------|
| Patient Revenues | |
| Revenue | \$20,218,464 |
| Contractual Adjustments | \$(5,863,355) |
| Charity | \$ (80,874) |
| Total Patient Revenues | \$14,274,235 |
| Less Bad Debt | \$ (707,646) |
| Clinic Discounts/(Premium) | \$ 0 |
| Net Patient Service Revenues | \$13,566,589 |
| Other Operating Revenues | \$1,151,202 |
| Non-Operating Revenues | \$ 0 |
| Total Other Operating Revenues | \$ 1,151,202 |
| TOTAL OPERATING REVENUES | \$14,717,791 |

OPERATING EXPENSES:

| | | |
|---------------------------------------|--------------|-----------|
| Salaries & Wages | \$6,848,287 | |
| Employee Benefits | \$2,031,977 | |
| Other | \$5,253,123 | |
| Prov.Bad Debt (Net) | \$ | |
| Total Operating Expense | \$14,133,387 | |
| EXCESS REVENUE OVER EXPENSES-Hospital | | \$584,404 |
| Non Operating Gains | | \$ 20,301 |
| Estimated Medicare Settlement | | \$ |
| EXCESS REVENUE OVER EXPENSES | | \$604,705 |

Randy Maddox, Council President

ATTEST:

Adam L. Hansen, Finance Officer

Motion by Lewis, seconded by Moeller to adopt Ordinance No. 08-2020. Motion carried on a roll call vote with Kearney dissenting.

Hansen gave the First Reading of Ordinance No. 09-2020 (Covid Repeal). Motion by T. Schwartz, seconded by Morrissette to pass the First Reading of Ordinance No. 09-2020. Motion carried on a roll call vote with Kearney dissenting.

INFORMATION AND DISCUSSION ITEMS:

Christmas Parties/Depot – A discussion was held regarding events during the Covid-19 pandemic.

COUNCIL MEMBER REPORTS:

Morrissette inquired about mosquito spraying.

Lewis updated the Council on the fire department building updates and inquired about the digital signs.

Moeller provided updates from the street, water, and sewer departments.

T. Schwartz updated the Council on the Chamber of Commerce.

Maddox inquired about a memorial at the baseball field.

PAY CLAIMS:

| | |
|---------------------------|--------------|
| City Prepaid | \$897.14 |
| City Unpaid | \$233,587.67 |
| Hospital & Clinic Prepaid | \$80,159.85 |
| Hospital & Clinic Unpaid | \$276,814.36 |
| Hospital & Clinic Refunds | \$2,735.55 |
| Additional Claims: | |

Motion by Kearney, seconded by Morrissette to pay the above claims in addition to NorthWestern Energy \$2,288.26 for gas & electricity, Rich's Repair \$157.78 for payload hyd. Hose, Snap On Tool \$59.06 for soap dispenser & soap, Connecting Point \$1,260.00 for computer & monitor, Marco \$556.83 for copier agreement, Linda Keller \$19.15 for reimbursement for disinfectant, SD DENR \$300.00 Irrigation Permit Application, and Eager Beaver \$800.00 for stump removal. Motion carried on a roll call vote with all members voting "Yes."

Exit: Hodges & Appel @ 7:31 p.m.

Motion by Lewis, seconded by Siebrecht to enter executive session per SDCL 1-25-2 (3) at 7:31 p.m. Motion carried on a roll call vote with all members voting "Yes."

Council President Maddox declared out of executive session at 8:54 p.m. No action taken.

There being no further business, meeting was adjourned at 8:55 p.m.

Randy Maddox
City Council President

Adam L. Hansen
Finance Officer

Recorder: Adam L. Hansen

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