

**Unapproved Minutes of  
REDFIELD CITY COUNCIL**

September 19, 2022

7:00 p.m.

The City Council met in regular session via teleconference and at City Hall on Monday, September 19, 2022 at 7:00 p.m.

MEMBERS PRESENT: Mayor Randy Maddox, Mike Siebrecht, Todd Schwartz, Joe Morrissette, Jessi Lewis, Amy Akin via Zoom, Frank Schwartz, Matthew Weller via Zoom and Brent Derscheid

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

VISITORS: Ted Kimball, Rhonda Schultz, James Shaman

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

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

Enter: Weller @ 7:02 p.m.

MINUTES: Motion by F. Schwartz, seconded by Morrissette to approve the September 6, 2022 minutes. Motion carried.

CONSENT CALENDAR:

Motion by Lewis, seconded by T. Schwartz to approve the following items on the consent calendar:  
Departments' Reports:

A. Library Report – Minutes dated Aug. 29, 2022

Receive and place on file. Motion carried.

VISITORS/PUBLIC TIME:

**James Shaman – Redfield Area Chamber of Commerce** – Shaman discussed the Chamber partnering with the City on an executive director position.

Exit: Shaman @ 7:10 p.m.

OLD BUSINESS:

**Notice of Code Enforcement Activities** – Various properties were discussed.

NEW BUSINESS:

**Approve Annual Notice (Cemetery)** – Motion by Siebrecht, seconded by F. Schwartz to approve the annual cemetery notice. Motion carried.

**Surplus Street Dept. Building** – The feasibility of the City property located at 801 1<sup>st</sup> St W and hiring of an appraisal company for the property was discussed. Motion by Siebrecht, seconded by Morrissette to surplus the property located at 801 1<sup>st</sup> St W. Motion carried.

**Pay Request #2 – H & W Contracting, LLC – Water & Wastewater System Improvements Project, Phase II** – Motion by F. Schwartz, seconded by Lewis to approve pay request #2 Water and Wastewater System Improvements Project, Phase II in the amount of \$325,267.74 to H&W Contracting, LLC. Motion carried on a roll call vote with all members voting “Yes.”

**Approve Park & Rec Volunteers for Workers Compensation Purposes** – Motion by Siebrecht, seconded by Weller to approve the following volunteers for workers compensation purposes: Dana Lewis, Bridgette Lambert, Jeana Huizenga, Keri Schade, and Jenna Dawson. Motion carried.

ORDINANCES AND RESOLUTIONS:

Mayor Maddox gave the Second Reading of Ordinance No. 02-2022 (2023 Appropriation Ordinance).

**ORDINANCE NO. 02-2022  
2023 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 2023.

	2023 General Fund	Water/Sewer Project	Ind.Shar Debt Svc. DEV Winn MainStreet
410 General Governments			
411 Legislature	\$ 99,550		
411.5 Contingency	\$ 30,000		
412 Executive	\$ 11,325		
413 Elections	\$		
414.1 City Attorney	\$30,000		
414.7 Financial Admin	\$145,350	175,350	
419.2 General Gov. Bldgs	<u>\$ 16,450</u>		
Total General Gov.	\$ 332,675		
420 Public Safety			
421 Police	\$ 432,000		
422 Fire	<u>\$ 120,350</u>		
Total Public Safety	\$ 552,950		
430 Public Works			
431 Street Department	\$ 642,100		
432 Sewer	\$		
435 Airport	\$ 54,475		
437 Cemetery	<u>\$ 46,100</u>		
Total Public Works	\$ 742,675		
440 Health & Welfare			
441.1 Code Enforcement Officer	38,975		
441.2 Rabies & Animal Control	\$ 275		
441.3 West Nile Control	<u>\$36,575</u>		
Total Health & Welfare	\$75,825		
450 Culture and Recreation			
451 Recreation	\$221,800		
45140 Senior Citizens	\$ 88,550		
452 Parks	\$ 71,465		

453 Swimming Pool	\$112,250	
455 Library	\$189,275	
457 Historic Preservation	<u>\$ 0</u>	
Total Culture and Recreation	\$683,340	
460 Conservation and Development		
465 Economic Development	\$105,000	
465.3 Promoting the City		
Total Conservation & Develop.	<u>\$105,000</u>	
470 Debt Service		
471 Principal	\$	\$49,248
472 Interest	<u>\$</u>	
Total Debt Service	\$	<u>\$49,248</u>
510 Other Financing Uses		
511 Transfers Out		
TOTAL 2023 APPROPRIATIONS	<u>\$2,492,465</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.	\$2,520,065		
Inc. in Unreserved Fund Bal.	408,050	\$ 500	4,752
<b>Total</b>	<u>\$2,928,115</u>	<u>\$ 500</u>	<u>\$54,000</u>

REVENUES

CASH APPLIED	\$ 399,060		
310 TAXES:			
311 General Property Taxes	\$1,250,000		
313 Gen. Sales & Use Taxes	\$ 950,000		\$54,000
319 Pen & Int., Del. Taxes	<u>\$ 4,500</u>		<u>\$54,000</u>
Sub-Total Taxes	\$2,204,500		
320-Licenses and Permits:			
Video Lottery License	\$ 2,500		
Alcoholic Beverage Licenses	\$ 10,000		
Animal Licenses	\$ 4,500		
Building Permits	\$ 3,000		
Other Licenses	<u>\$ 1,500</u>		
Subtotal Lic. and Permits	\$ 21,500		
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	\$ 7,000		
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	<u>\$</u>		
Sub-Total Intergov. Rev.	\$165,830		
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	\$	20,350		
346.03 Recreation Programs	\$	11,700		
348 Cemetery	\$	8,500		
349 Other (Airport)	\$	1,500		
Subtotal Chgs for Goods & Svc	\$	65,400		
350-Fine and Forfeitures:				
351 Court Fines & Costs	\$	4,000		
354 Library	\$	2,500		
359 Other Fines	\$	0		
Subtotal Fines & Forfeitures:	\$	6,500		
360-Miscellaneous Revenue:				
361 Investment Earnings	\$	5,025		
362 Rentals	\$	25,750	\$500	
363 Special Assessments	\$	8,050		
367 Cont. & Donations	\$	-		
369 Other	\$	1,500		
36901 Cable TV Franchise	\$	15,000		
381 Sale of Supp.(Apt Fuel)	\$	5,000		
Subtotal Misc. Revenue	\$	60,325	\$	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	\$	2,928,115	\$	500
			\$54,000	

	3 <sup>rd</sup> Penny Sales Tax	Permanent Funds Cemetery	Library	Governmental Park	Rec
450 Cul. & Rec.					
451 Recreation					\$500
452 Parks				\$500	
455 Library					
457 Historic Pres.	\$76,650				
Total Cul. & Rec.	\$76,650			\$500	\$500
460 Consv. & Dev.					
465.3 Pmt City	\$54,750				
Total Consv. & Dev	\$54,750				
510 Other Fin. Uses					
511 Trasnfers Out (Int)	\$ 0				\$375
Total 2023 App.	\$131,400			\$500	\$875
Total App & Acc					
Inc. Unres. Fd Bal.		\$3,000	\$1,500		\$1725
TOTAL	\$131,400	\$3,000	\$1,500	\$500	\$2600

**REVENUES**

CASH APPLIED	\$56,650	\$500
310 Taxes		
313 General Sales & Use Txs	\$65,000	
Subtotal Taxes	\$65,000	
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	\$1,250				
348 Cemetery		\$3000			
Subtotal Chgs for Gds & Svcs.	\$4,750	\$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	\$131,400	\$3,000	\$1,500	\$500	\$2,600

PROPRIETARY FUNDS

	2023	2023	2023
Water	Sewer	Landfill	Fund
	Fund	Fund	Fund
Est. Beg. Ret. Earnings	\$715,000	\$ 845,000	\$104,000
Estimated Revenue	\$5,178,250	\$9,583,000	\$240,750
TOTAL ESTIMATED RETAINED EARN	\$5,893,250	\$10,428,000	\$344,750
Less Appropriations	\$5,473,000	\$8,706,475	\$266,000
ESTIMATED SURPLUS	\$420,250	\$1,721,525	\$ 78,750
Less Est. Surplus Retained	\$405,600	\$1,707,525	\$ 72,050
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	\$1,229,000
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	\$57,880.00
Municipal Finance Officer	\$94,060.00
Senior Citizens Director	\$25.67
Working Superintendent	\$28.20
Code Enforcement Officer	\$
Librarian	\$54,650.00
Assistant Librarian	\$20.01
Assistant Finance Officer	\$24.96
Administrative Assistant	\$24.49

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

Class 5	\$24.49
Class 6	\$28.20

SECTION V: COMMUNITY MEMORIAL HOSPITAL

Patient Revenues

Revenue	\$25,412,343	
Contractual Adjustments	\$(7,433,110)	
Charity	\$ (63,531)	
Total Patient Revenues		\$17,915,702
Less Bad Debt	\$(1,016,494)	
Clinic Discounts/(Premium)	\$ 0	
Net Patient Service Revenues		\$16,899,208
Other Operating Revenues	\$711,350	
Non-Operating Revenues	\$ 49,979	
Total Other Operating Revenues		\$ 761,329
TOTAL OPERATING REVENUES		<u>\$17,660,537</u>

OPERATING EXPENSES:

Salaries & Wages	\$8,470,363	
Employee Benefits	\$2,720,888	
Other	\$5,887,037	
Prov.Bad Debt (Net)	\$	
Total Operating Expense		<u>\$17,078,288</u>
EXCESS REVENUE OVER EXPENSES-Hospital		\$582,249
Non Operating Gains		\$
Estimated Medicare Settlement		\$
EXCESS REVENUE OVER EXPENSES		<u>\$582,249</u>

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Randy Maddox, Mayor

ATTEST:

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Adam L. Hansen, Finance Officer

Motion by Siebrecht, seconded by F. Schwartz to adopt Ordinance No. 02-2022. Motion carried on a roll call vote with all members voting "Yes" with Lewis abstaining.

Mayor Maddox gave the Second Reading of Ordinance No. 03-2022 (Discretionary Tax Formula).

**ORDINANCE NO: 03-2022**  
**An Ordinance of the City of Redfield, SD,**  
**Amending TITLE 3 – REVENUE AND FINANCE**  
**Chapter 3.40 – Discretionary Tax Formula**

**BE IT ORDAINED BY THE CITY OF REDFIELD, SD:**

**That Section 3.40, Discretionary Tax Formula, of the Redfield Municipal Code is hereby amended to read as follows:**

Chapter 3.40  
Discretionary Tax Formula

3.40.030 Commercial Residential Structures. Any new commercial residential structure, or addition to an existing structure, containing four or more units, which new structure or addition has a true and  
22CITYCO.September19

full value of thirty thousand dollars or more, added to real property located within the city limits of Redfield, South Dakota shall qualify to be assessed pursuant to the discretionary formula described in Section 3.40.060.

3.40.040 Residential Structures. Any new residential structure, or any addition to or renovation of an existing structure, located within a redevelopment neighborhood, which new structure, addition, or renovation has a true and full value of five thousand dollars or more, added to real property shall qualify to be assessed pursuant to the discretionary formula described in Section 3.40.060. In order to improve the quality of housing, all real property located within the city limits of Redfield, South Dakota shall qualify as property located in a redevelopment neighborhood. The redevelopment neighborhood is being established because the area includes buildings or improvements which by reason of age, deterioration, obsolescence, and dilapidation injuriously affect the area to the detriment of public health, safety, morals or welfare and because the development of housing is being prevented by the predominance of defective or inadequate street layout, faulty lot layout in relation to size, adequacy, accessibility, or usefulness, the deterioration of site improvements, and obsolete platting.

3.40.060 Discretionary Formula. Any commercial residential, residential or affordable housing real property qualifying for the discretionary formula as provided within this chapter shall be assessed as follows:

First Year	25%
Second Year	25%
Third Year	50%
Fourth Year	50%
Fifth Year	75%
Sixth Year	75%
Seventh Year	100%

3.40.070 Affordable Housing. Any new affordable housing structure containing four or more units with a monthly rental rate of the units at or below the annually calculated rent for the state's sixty percent area median income being used by the South Dakota Housing Development Authority, for a minimum of ten years following the date of first occupancy, if the structure has a full and true value of thirty thousand dollars or more shall qualify to be assessed pursuant to the discretionary formula described in Section 3.40.060.

**BE IT FURTHER ORDAINED** that the remainder of Chapter 3.40, **Discretionary Tax Formula**, as well as the remainder of Title 3, Revenue and Finance, of the Redfield Municipal Code shall remain unchanged and in full force and effect.

Dated this 19<sup>th</sup> day of September, 2022.

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RANDY MADDOX, MAYOR

ATTEST:

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ADAM L. HANSEN  
CITY FINANCE OFFICER

First Reading: 9-6-22  
Second Reading: 9-19-22  
Adoption: 9-19-22  
Publication: 9-28-22

Motion by Lewis, seconded by T. Schwartz to adopt Ordinance No. 03-2022. Motion carried on a roll call vote with all members voting "Yes."

INFORMATION AND DISCUSSION ITEMS:

**Dept. Heads** – Consensus of the Council to have department heads attend once a quarter.

COUNCIL MEMBER REPORTS:

Siebrecht inquired about the water/sewer project placement and resurfacing the streets.

Lewis updated the Council on the commercial building demolition. A fence concern was raised and update on chip and fog sealing the streets was discussed.

Morrisette inquired about the planting of trees that were removed because of emerald ash borer and the vacant code enforcement position.

Mayor discussed advertising with Focus Outdoor Promotions.

PAY CLAIMS:

City Prepaid	\$7,304.23
City Unpaid	\$88,739.35
Hospital & Clinic Prepaid	\$80,635.12
Hospital & Clinic Unpaid	\$404,191.25
Additional Claims:	

Motion by Siebrecht, seconded by F. Schwartz to pay the above claims in addition to Century Link \$305.04 for monthly phone service, Eager Beaver \$280.00 for stump removal, Sarah Jones-Lutter \$801.11 for reimbursement for gas, parking, dinner, lunch & flight for Assoc. of Rural & Small Libraries, Odland Gravel \$9,250.43 for hauling pea rock, Pests B Dead \$150.00 for pest control, SD Public Health Laboratory \$211.00 for water samples, H & W Contracting, LLC \$325,267.74 for pay request #2 Water & Wastewater System Improvements Project, Phase II and amend claim for Matthew K. Weller in the amount of -\$64.47. Motion carried on a roll call vote with all members voting "Yes."

Exit: Schultz & Kimball @ 7:45 p.m.

22CITYCO.September19



Motion by F. Schwartz, seconded by Weller to enter executive session per SDCL 1-25-2 (3) at 7:46 p.m. Motion carried.

Mayor Maddox declared out of executive session at 8:12 p.m. No action taken.

There being no further business, meeting was adjourned at 8:14 p.m.

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Randy Maddox  
Mayor

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Adam L. Hansen  
Finance Officer

Recorder: Adam L. Hansen