

**Unapproved Minutes of
REDFIELD CITY COUNCIL**

December 4, 2023

7:00 p.m.

The City Council met in regular session via teleconference and at City Hall on Monday, December 4, 2023 at 7:00 p.m.

MEMBERS PRESENT: Mayor Frank Schwartz, Mike Siebrecht, Joe Morrisette, Jessi Lewis, Amy Akin, Matthew Weller via zoom, Brent Derscheid and Keith Gall

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

VISITORS: Jenna Appel, Jalen Bame, Chloe Zens, Carmen Herrera, Elijah Morrisette, Dalton Sattler, Kevin Weller, Seth Domke, Grady Fey

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

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

MINUTES: Motion by Siebrecht, seconded by Lewis to approve the November 20, 2023 minutes. Motion carried.

CONSENT CALENDAR:

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

Departments' Reports:

- A. Fire Report – Reports dated Nov 17, 2023, Nov. 22, 2023, Nov. 23, 2023, and Dec. 2, 2023
- B. Library Report – Minutes dated Nov. 27, 2023
- C. Building Permits – Report dated November, 2023
- D. Monthly Fuel Quote

Receive and place on file. Motion carried.

REPORTS:

Hospital Report – Motion by Siebrecht, seconded by Derscheid to approve the CMH Hospital minutes dated November 27, 2023. Motion carried.

VISITORS/PUBLIC TIME:

Jenna Appel – Spink County Sheriff – Sheriff Appel introduced Jalen Bame as a new deputy and gave her department's statistics for the month.

Exit: Appel & Bame @ 7:06 p.m.

OLD BUSINESS:

Notice of Code Enforcement Activities – Rindelaub's report was presented to the council. Various properties were discussed. November's Fine Report was presented.

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Change Order #5A – Dahme Construction, Inc. – Water & Wastewater System Improvements Project, Phase I – No action taken.

Pay Request #20A – Dahme Construction, Inc. – Water & Wastewater System Improvements Project, Phase I - No action taken.

Change Order #4 – J&J Earth Works, Inc. – Water & Wastewater System Improvements Project, Phase I - No action taken.

NEW BUSINESS:

2024 NECOG Agreement – Motion by Siebrecht, seconded by Lewis to approve the agreement. Motion carried.

Landfill Winter Hours – Motion by Siebrecht, seconded by Lewis to approve the winter landfill hours schedule. Motion carried.

Approve Annual Snow Notices and Animal License Notice – Motion by Morrissette, seconded by Derscheid to approve the notices. Motion carried.

Approve Park & Rec Volunteers for Workers Compensation Purposes – Motion by Lewis, seconded by Akin to approve the following individuals for workers compensation purposes for 2023/2024 Tot Gym: Jordann Hansen, Briana Wager, Allison Marlow, Kortney Schueth, Collette Taylor, Tonee Cramer, Shelby Mehlberg, Taylor Binger, Bree Evans, Josie DeSpiegler, Jess Curtis, Sam Krona, Will Krona, Eric Schueth, and Cassie Boomsma. Motion carried.

Pay Request #4 – JDH Construction, Inc. – Redfield Clinic Remodel – Motion by Weller, seconded by Siebrecht to approve Pay Request #4 Redfield Clinic Remodel to JDH Construction, Inc. in the amount of \$36,206.20. Motion carried on a roll call vote with all members voting “Yes.”

Pay Request #5 – JDH Construction, Inc. – Redfield Clinic Remodel – Motion by Morrissette, seconded by Lewis to approve Pay Request #5 Redfield Clinic Remodel to JDH Construction, Inc. in the amount of \$50,462.03. Motion carried on a roll call vote with all members voting “Yes.”

Pay Request #11 – H & W Contracting, LLC – Water & Wastewater System Improvements Project, Phase II – No action taken.

Pay Request #11 (Final) J&J Earth Works, Inc. – Water & Wastewater System Improvements Project, Phase I – No action taken.

ORDINANCES AND RESOLUTIONS:

Hansen gave the Second Reading of Ordinance No. 08-2023 (Annual Leave).

ORDINANCE NO. 08-2023

**AN ORDINANCE AMENDING SECTION 2.44.020 Vacation
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Section 2.44.020 Vacation of the Redfield Municipal Code is amended to read as follows:

2.44.020 - Vacation.

Appointive officers and employees shall be entitled to vacation on the following basis:

A. First Seven Years of Continuous Employment. An appointive officer or employee shall accumulate vacation at the rate of 4.6 hours for each two-week pay period; vacation may be accumulated from pay period to pay period to a total of two hundred forty hours only.

B. After seven years of continuous employment, an appointive officer or employee shall accumulate vacation at the rate of 6.1 hours for each two-week pay period; vacation may be accumulated from pay period to pay period to a total of three hundred twenty hours only.

C. Vacation will be allowed only by approval of supervisor or city finance officer in advance of vacation time. No appointive officer or employee shall be entitled to take vacation until ninety days after employment.

D. Vacation for those appointive officer or permanent part-time employees who average twenty to thirty-nine hours per week shall be entitled to vacation on the following basis:

1. First seven years of continuous employment: An appointive officer or permanent part-time employee shall accumulate vacation at the rate of 3.45 hours for each two week pay period; vacation may be accumulated from pay period to pay period to a total of one hundred and eighty hours only.

2. After seven years of continuous employment: An appointive officer or permanent part-time employee shall accumulate vacation at the rate of 4.575 hours for each two week pay period; vacation may be accumulated from pay period to pay period to a total of two hundred forty hours only. This rate will begin on the anniversary date of employment.

3. Vacation will be allowed only by approval of supervisor, council member assigned to that department, or city finance officer in advance of vacation time.

Permanent part-time employees who average less than twenty hours per week for twelve consecutive weeks, temporary employees and seasonal employees will not be eligible for vacation leave.

Dated this 20th day of November, 2023.

FRANK SCHWARTZ, MAYOR

ATTEST:

JENNESSA JANDEL, ASSISTANT FINANCE OFFICER

First Reading 11-20-23
Second Reading 12-04-23
Published 12-13-23

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Motion by Morrissette, seconded by Akin to adopt Ordinance No. 08-2023. Motion carried on a roll call vote with all members voting "Yes."

INFORMATION AND DISCUSSION ITEMS:

Library Hours – Hansen updated the Council on the process of the possibility of changing hours at the library.

COUNCIL MEMBER REPORTS:

Gall relayed a concern about the construction project.

Akin inquired about the 1 way streets near RHS and the parade of lights.

Lewis gave a water, sewer, street, and construction update. He relayed an advertising concern he received.

PAY CLAIMS:

City Prepaid	\$6,697.20
City Unpaid	\$76,625.87
Hospital & Clinic Prepaid	\$397,297.24
Hospital & Clinic Unpaid	\$178,396.68
Hospital & Clinic Refunds	\$751.10
Additional Claims:	

Motion by Lewis, seconded by Akin to pay the above claims in addition to Core & Main \$3,046.40 for meters, Best Western Ramkota \$273.00 for hotel stay, NWPS \$339.28 for electricity, Redfield Food Center \$453.83 for food & supplies, Johnson Oil \$518.75 for propane & supplies, Redfield Fire Dept. \$300.00 for fire call, Elan Financial Services \$1,023.33 for supplies, books & materials, Midcontinent Communications \$868.38 for internet & phone services. Motion carried on a roll call vote with all members voting "Yes."

There being no further business, meeting was adjourned at 7:27 p.m.

Frank Schwartz
Mayor

Adam L. Hansen
Finance Officer
Recorder: Adam L. Hansen

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