

The City Council for the City of Sisseton met in special session on Monday, December 29, 2020 at 5:30 p.m.

Members present were Mayor Terry Jaspers, Alderwoman Appel, Aldermen German, Just, Stapleton and Wegleitner. Alderman Solberg was absent.

Others Present: Amber Kemnitz, Jim Croymans, Jason Deutsch, Kevin Deutsch, David Staub

Others Present via Zoom: Leif Redinger

Call to Order: Mayor Jaspers called the meeting to order at 5:30 p.m.

Agenda: German moved and Just seconded to approve agenda as presented. All voted aye.

Bills Payable: German moved and Appel seconded to approve the bills payable as presented. All voted aye.

Helms & Associates: Leif Redinger with Helms & Associates provided an estimate of the drainage channel project south of Hwy 10. Solberg arrived at 5:35 p.m.

Public Comment: None

Approval to Hire Patrol Officer: German moved and Appel seconded to approve hiring Samantha LaCoe as a patrol officer effective January 18, 2021 at a beginning wage of \$19.65 per hour. All voted aye.

Modified SRO Agreement: Appel moved and Solberg seconded to approve the modified agreement with the Sisseton School District for the School Resource Officer. All voted aye.

Capital Improvement Plan: Council discussed updated Capital Improvement Plan.

Resolution 2020-17: Stapleton moved and Wegleitner seconded to approve Resolution 2019-14 as follows:

BE IT RESOLVED BY THE CITY COUNCIL for the City of Sisseton that: \$2,500.00 shall be transferred to General Financial Administration (101-41470); \$10,000.00 shall be transferred to Street Lighting (101-43160); \$10,000.00 shall be transferred to Recreation (101-45110) and \$2,500.00 shall be transferred to Library (101-45510) from the Contingency (101-41150) Fund. Dated at Sisseton, South Dakota this 29th day of December 2020. All voted aye.

Ordinance 668: Solberg moved and Just seconded to approve the second reading and adoption of Ordinance 668 the 2021 Salary Ordinance. Upon roll call vote, voting aye were Appel, Just, Stapleton, Solberg, Wegleitner and German. Motion carried.

Ordinance 669: Just moved and Solberg seconded to approve the second reading and adoption of Ordinance 669 - Supplemental Appropriation Ordinance. Upon roll call vote, voting aye were Appel, Just, Stapleton, Solberg, Wegleitner and German. Motion carried.

Ordinance 670: Solberg moved and Appel seconded to approve the first reading of Ordinance 670 Regular Meetings. Upon roll call vote, voting nay were Appel, Just, Stapleton, Wegleitner and German. Voting aye was Solberg. Motion failed.

Information & Discussion: Council received the 2019 audit report from Wohlenberg Ritzman & Co. A copy of the audit is available at City Hall and can also be viewed on the City website. Kevin Deutsch questioned why City Hall is closed over the lunch hour. Change of hours will be discussed at a future meeting.

Adjourn: Stapleton moved and Wegleitner seconded to adjourn. All voted aye. Meeting adjourned at 6:10 p.m.

Amber Kemnitz, Finance Officer

December 29, 2020 Bills Payable

Cengage Learning	books	53.23
Center Point Large Print	books	144.92
Corporate Technologies	equipment	2,752.00
Demco	supplies	715.63
Quill	supplies	175.44
Aramark	supplies	167.85
Auto Value	supplies	132.94
Erin Cameron	prof services	638.50
CDP Clinic	prof services	162.00
Creative Product Sourcing	supplies	43.50
Dakota Pump & Control	repair	5,043.93
Graybar	supplies	3,747.49
Holley Graphics	supplies	992.04
Locators & Supplies	supplies	852.70
MES	equipment	2,656.80
Milbank Communications	supplies	129.00
Mooreton Heating & AC	repair	7,571.95
Oien Electric	repair	1,074.85
Postmaster	supplies	162.16
Quill	supplies	541.86
Ray O'Herron	supplies	170.31
SD Department of Ag	supplies	75.00
SD Public Health Lab	lab fees	43.00
Lee Solberg	repair	520.90
Tech One	equipment	5,865.00
Thelin Auto Body	equipment	512.00
Twin Valley Tire	supplies	1,353.65
Venture	utilities	1,354.89
Verizon	utilities	160.04
		37,813.58

ORDINANCE 668

AN ORDINANCE ESTABLISHING ANNUAL SALARY AND WAGE LEVELS FOR THE PRINCIPAL EMPLOYEES AND OFFICIALS OF THE CITY OF SISSETON FOR THE 2021 BUDGET YEAR.

Be it ordained by the City Council for the City of Sisseton, South Dakota that:

Section One: The following levels of salary or wage, for the respective classifications of municipal employees are hereby established:

Officer/Employee wage

Terry Jaspers Mayor \$7368 yearly
Brittany Appel Council \$2973 yearly
DelRay German Council \$2973 yearly
Joseph Just Council \$2973 yearly
Lee Solberg Council \$2973 yearly
Paul Stapleton Council \$2973 yearly
Herman Wegleitner Council \$2973 yearly
(Mayor and Council will be paid a \$25.00 stipend for each special City Council meeting)
Amber Kemnitz Finance Officer \$52,910 yearly salary
Marie Deutsch Deputy Finance Officer \$18.13/hr
Ashley Wolf Chamber/SEDC Exec Director \$14.61/hr
Michelle Moen City Hall Custodian \$15.45/hr
Jim Croymans Police Chief \$63,141 yearly salary
Jereme Stauss Sergeant \$21.65/hr
Malcolm Edgar Patrol Officer \$19.65/hr (\$20.65/hr when certified)
Justin Isaacson Patrol Officer \$20.65/hr
Trevor Mishler Patrol Officer \$20.65/hr
Jonathan Sheehan Patrol Officer \$20.65/hr
Gary Spencer Water/Sewer Supt \$20.89/hr
Michael Sutton Water/Sewer Laborer \$18.25/hr
Myron Doud Street Supt/Safety Officer \$19.51/hr
Richard Oien Equipment Operator \$15.90/hr (\$16.40/hr eff. 6/21/21)
Colbey Lehrke Equipment Operator \$16.55/hr
Michael Schneider Equipment Operator \$16.55/hr
Marvin Weyand Equipment Operator/Maintenance/Rubble Site \$16.55/hr
Tim German Sanitation Labor \$16.48/hr
Daniel Nickolauson Sanitation Labor \$16.38/hr
Ellen Lekness Liquor Store Manager \$17.16/hr
Katherine Oien Liquor Store Clerk \$16.56/hr
Jackie Agnew part-time Liquor Store Clerk \$14.47/hr
Jerome Arbach part-time Liquor Store Clerk \$14.47/hr
Derrick Redday part-time Liquor Store Clerk \$13.97/hr (\$14.47/hr eff. 5/18/21)
Billi Rogalski part-time Liquor Store Clerk \$14.47/hr
Lundee Stadtler part-time Liquor Store Clerk \$14.47/hr
Jayne Nieland Librarian \$18.72/hr
Janet Schmidt Library Assistant \$12.70/hr
Betty Veflin Library Assistant \$13.53/hr
Mitchell Moen part-time Library Assistant \$9.45/hr

Section Two: Set by boards under City Council for the 2021 budget year.

1. Recreation

Section Three: The following level of retainer fees for the respective classes of appointed municipal officials are hereby established.

A. City Engineer	Per job basis
B. City Attorney	5,355.00

Section Four: All part-time and casual employees will be paid on an hourly basis.

Section Five: All new full-time employees will be remunerated at \$0.50/hour below the hourly salary level for the first six months of employment unless City Council makes an exception.

Section Six: Travel rates for mileage shall be at state rates, per actual mile driven. The City of Sisseton will reimburse actual and necessary costs for lodging, registration fees, and incidental expenses to travel, upon presentation of receipts. Reimbursement for meals will be based on state rates, currently as follows: \$6.00 for breakfast, \$14.00 for lunch, \$20.00 for dinner, for a maximum of \$40.00 per day, in-state and \$10.00 for breakfast, \$18.00 for lunch, \$28.00 for dinner, for a maximum of \$56.00 per day, out-of-state. The breakfast meal may be claimed when leaving before 5:31 a.m. and returning after 7:59 a.m.; lunch may be claimed when leaving before 11:31 a.m. and returning after 12:59 p.m.; and dinner may be claimed when leaving before 5:31 p.m. and returning after 7:59 p.m.

Section Seven: Salaries and wages provided herein shall be effective from and after twenty days after the date of publication, after final passage and adoption of this ordinance.

Section Eight: Sections, subsections, clauses, provisions, and portions of this ordinance are deemed severable and should any such item be declared by a court of competent jurisdiction to be unconstitutional or invalid, said determination shall not affect the validity of this ordinance as a whole or any part thereof other than the part so declared to be unconstitutional or invalid.

This ordinance shall take effect and be in force from and after twenty days after the date of publication, after final passage and adoption.

Passed this first reading this 14th day of December 2020.

Passed this second reading and adoption this 29th day of December 2020.

Terry Jaspers, Mayor

ATTEST:

Amber Kemnitz, Finance Officer

ORDINANCE 669
Supplemental Appropriation Ordinance

Be it ordained by the City of Sisseton that the following sums are appropriated to meet the obligations of the municipality.

Part I

General Fund:

101-42100	Police	
	Salaries/Benefits	295,000.00
101-43500	Airport	
	Professional Services	230,000.00
	Improvements (Runway Reconstruction)	2,300,000.00
101-44100	Health	
	Supplies	3,300.00
101-45110	Recreation	
	Improvements	75,000.00
101-45510	Library	
	Supplies	2,350.00
	Equipment	2,000.00

Part II

The following designates the fund or funds that money from the following sources is applied to:

General Fund	
Unassigned Fund Balance	102,000.00
Federal Grants	2,599,350.00
State Grants	206,300.00

This ordinance shall take effect and be in force from and after twenty days after the date of publication, after final passage and adoption.

Terry Jaspers, Mayor

ATTEST:

Amber Kemnitz, Finance Officer

Passed this first reading this 14th day of December 2020.

Passed this second reading and adoption this 29th day of December 2020.