

The City Council for the City of Sisseton met in special session on Thursday, December 27, 2018 at 5:30 p.m.

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

Others Present: Amber Kemnitz

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

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

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

Fire Department New Member: Wegleitner moved and Solberg seconded to approve Austin Sheehan as a new member of the Fire Department. All voted aye.

Authorize Automatic Budget Supplement: Stapleton moved and Brooks seconded to supplement the General Fund Airport budget in the amount of \$82,000.00. The source of revenue for the automatic supplement is a Federal Grant in the amount of \$77,700.00 and a State Grant in the amount of \$4,300.00. All voted aye.

Resolution 2018-12: Just moved and Solberg seconded to approve Resolution 2018-12 as follows:

BE IT RESOLVED BY THE CITY COUNCIL for the City of Sisseton that: \$25,000.00 shall be transferred to Police Department (101-42100) and \$1,000.00 shall be transferred to General Financial Administration (101-41470) from the Contingency (101-41150) Fund.

Dated at Sisseton, South Dakota this 27th day of December 2018.

All voted aye.

Ordinance 656: Wegleitner moved and Brooks seconded to approve the second reading and adoption of Ordinance 656 – An Ordinance establishing annual salary and wage levels for the principal employees and officials of the City of Sisseton for the 2019 budget year. Upon roll call vote, voting aye were Brooks, Just, Solberg, Stapleton and Wegleitner. German was absent. Motion carried.

Information & Discussion: Mayor Jaspers reported on attending Public Utilities Commission Public Meeting in Summit regarding the Dakota Range Winds wind turbine project in Roberts County.

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

Amber Kemnitz, Finance Officer

December 27, 2018 Bills Payable

AmeriPride	supplies	154.93
Erin Cameron	prof services	1,667.15
Center Point Large Print	books	42.54
City of Sisseton	supplies	13.95
Colonial Enterproses	repair	770.00
Core & Main	supplies	146.10
Demco	supplies	238.03
Gale/Cengage Learning	books	51.73
Hawkins	supplies	1,505.76
Knapp's Repair	repair	887.15
Metering & Technology	supplies	4,829.93
Minn-Dak Fire & Safety	repair	42.00
Oien Electric	repair	1,025.10
Postmaster	supplies	170.80
Quill	supplies	696.44
Redlinger Bros.	repair	787.25
SD Dept of Revenue	lab fees	198.00
Sisseton Arts Council	promotion	50.00
Venture	utilities	1,318.27
Verizon	utilities	170.44
		14,765.57

ORDINANCE 656

AN ORDINANCE ESTABLISHING ANNUAL SALARY AND WAGE LEVELS FOR THE PRINCIPAL EMPLOYEES AND OFFICIALS OF THE CITY OF SISSETON FOR THE 2019 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 \$7155 yearly
Mike Brooks Council \$2886 yearly
DelRay German Council \$2886 yearly
Joseph Just Council \$2886 yearly
Lee Solberg Council \$2886 yearly
Paul Stapleton Council \$2886 yearly
Herman Wegleitner Council \$2886 yearly
(Mayor and Council will be paid a \$25.00 stipend for each special City Council meeting)
Amber Kemnitz Finance Officer \$50,367 yearly salary
Marie Deutsch Deputy Finance Officer \$17.25/hr
Ashley Wolf Chamber/SEDC Exec Director \$13.65/hr
Jim Croymans Police Chief \$60,100 yearly salary
Jereme Stauss Sergeant \$20.61/hr
Tyler Appel Patrol Officer/SRO \$19.61/hr
Brandon Johnston Patrol Officer \$19.61/hr
Cody Seaboy Patrol Officer \$19.61/hr
Jesse Croymans Patrol Officer \$18.61/hr (\$19.61/hr when certified)
Trevor Mishler Patrol Officer \$18.61/hr (\$19.61/hr when certified)
Gary Spencer Water/Sewer Supt \$19.88/hr
Michael Sutton Water/Sewer Laborer \$17.37/hr
Myron Doud Street Supt/Safety Officer \$18.32/hr (\$18.57/hr effective 6/1/19)
Michael Schneider Equipment Operator \$15.75/hr
Marvin Weyand Equipment Operator/Maintenance/Rubble Site \$15.75/hr
Tim German Sanitation Labor \$15.69/hr
Daniel Nickolauson Sanitation Labor \$15.59/hr
Ellen Lekness Liquor Store Manager \$16.33/hr
Katherine Oien Liquor Store Clerk \$15.48/hr (\$15.73/hr effective 7/1/19)
Jackie Agnew part-time Liquor Store Clerk \$13.77/hr
Darold Richards part-time Liquor Store Clerk \$13.77/hr
Billi Rogalski part-time Liquor Store Clerk \$13.27/hr (\$13.52/hr eff. 3/22/19, \$13.77/hr eff. 9/22/19)
Lundee Stadler part-time Liquor Store Clerk \$13.77/hr
Jayne Nieland Librarian \$17.81/hr
Janet Schmidt Library Assistant \$11.59/hr (\$11.84/hr eff. 1/23/19, \$12.09/hr eff. 7/23/19)
Betty Veflin Library Assistant \$12.88/hr
Matthew Moen part-time Library Assistant \$9.10/hr

Section Two: Set by boards under City Council for the 2019 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 and \$0.25/hour below the hourly salary level for the second 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, \$11.00 for lunch, \$15.00 for dinner, for a maximum of \$32.00 per day, in-state and \$10.00 for breakfast, \$14.00 for lunch, \$21.00 for dinner, for a maximum of \$45.00 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 10th day of December 2018.

Passed this second reading and adoption this 27th day of December 2018.

Terry Jaspers, Mayor

ATTEST:

Amber Kemnitz, Finance Officer