

The City Council for the City of Sisseton met in special session on Monday, December 30, 2019 at 5:30 p.m.

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

Others Present: Amber Kemnitz

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

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

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

BX Civil & Construction, Inc. Pay Request #6: Stapleton moved and German seconded to approve pay request #6 from BX Civil & Construction, Inc. in the amount of \$39,140.00 for the SD Hwy 10 Water & Sewer Project. All voted aye.

SEDC Board Member Appointment: Just moved and Wegleitner seconded to approve Mayor Jaspers appointment of Amber Kemnitz to the Sisseton Economic Development Corp. Board. All voted aye.

Resolution 2019-14: Just moved and German 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); \$15,000.00 shall be transferred to Snow Removal (101-43130) and \$15,000.00 shall be transferred to Library (101-45510) from the Contingency (101-41150) Fund.

Dated at Sisseton, South Dakota this 30th day of December 2019.

All voted aye.

Ordinance 661: Wegleitner moved and Stapleton seconded to approve the second reading and adoption of Ordinance 661 – An Ordinance establishing annual salary and wage levels for the principal employees and officials of the City of Sisseton for the 2020 budget year. Upon roll call vote, voting aye were German, Just, Stapleton and Wegleitner. Brooks and Solberg were absent. Motion carried.

Adjourn: German moved and Just seconded to adjourn. All voted aye. Meeting adjourned at 5:50 p.m.

Amber Kemnitz, Finance Officer

ORDINANCE 661

AN ORDINANCE ESTABLISHING ANNUAL SALARY AND WAGE LEVELS FOR THE PRINCIPAL EMPLOYEES AND OFFICIALS OF THE CITY OF SISSETON FOR THE 2020 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 \$51,374 yearly salary
Marie Deutsch Deputy Finance Officer \$17.60/hr
Ashley Wolf Chamber/SEDC Exec Director \$14.18/hr
Jim Croymans Police Chief \$61,302 yearly salary
Jereme Stauss Sergeant \$21.02/hr
Tyler Appel Patrol Officer/SRO \$20.02/hr
Justin Isaacson Patrol Officer \$19.02/hr (\$20.02/hr when certified)
Brandon Johnston Patrol Officer \$20.02/hr
Trevor Mishler Patrol Officer \$20.02/hr
Jonathan Sheehan Patrol Officer \$20.02/hr
Gary Spencer Water/Sewer Supt \$20.28/hr
Michael Sutton Water/Sewer Laborer \$17.72/hr
Myron Doud Street Supt/Safety Officer \$18.94/hr
Colbey Lehrke Equipment Operator \$15.67/hr (\$15.92 effective 1/15/20)
Michael Schneider Equipment Operator \$16.07/hr
Marvin Weyand Equipment Operator/Maintenance/Rubble Site \$16.07/hr
Tim German Sanitation Labor \$16.00/hr
Daniel Nickolauson Sanitation Labor \$15.90/hr
Ellen Lekness Liquor Store Manager \$16.66/hr
Katherine Oien Liquor Store Clerk \$16.06/hr
Jackie Agnew part-time Liquor Store Clerk \$14.05/hr
Jerome Arbach part-time Liquor Store Clerk \$13.80/hr (\$14.05 effective 1/25/20)
Kathy Holman part-time Liquor Store Clerk \$14.05/hr
Billi Rogalski part-time Liquor Store Clerk \$14.05/hr
Lundee Stadtler part-time Liquor Store Clerk \$14.05/hr
Jayne Nieland Librarian \$18.17/hr
Janet Schmidt Library Assistant \$12.33/hr
Betty Veflin Library Assistant \$13.14/hr
Matthew Moen part-time Library Assistant \$9.30/hr
Madisyn Pistorius part-time Library Assistant \$9.30/hr

Section Two: Set by boards under City Council for the 2020 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 9th day of December 2019.

Passed this second reading and adoption this 30th day of December 2019.

Terry Jaspers, Mayor

ATTEST:

Amber Kemnitz, Finance Officer

December 30, 2019 Bills Payable

FedEx	supplies	13.76
Galls	supplies	49.94
Hawkins	supplies	938.00
Helms & Associates	prof services	485.00
KBWS Radio	promotion	104.42
Milbank Ford	repair	498.54
Pallesen Construction	repair	2,800.00
Postmaster	supplies	160.72
Praxair	supplies	62.50
Venture	utilities	1,340.96
Verizon	utilities	170.44
Wohlenberg Ritzman & Co.	2018 audit	12,600.00
		19,224.28