

**COUNCIL MINUTES
CITY OF PARKER REGULAR MEETING
Monday, April 11, 2022 7:00 p.m.**

The Parker City Council met in regular session on Monday, April 7, 2022 in the council room of City Hall. Members present: Council members: Mayor Nelson, Berens, Harms, Deelstra, Poncelet, Kuchta, and Janzen. Other persons attending: Finance Officer Jans, Mike Jorgensen, Tanner Plucker, Kathy Rand, Donna Rumbaugh, Derek Nolan, Earl Joffer, Kathy Rand, Tanya Wickstrom, Heather Broehm, Rob and Alexxis McKenney, Jessi Preheim, Robbi and Audrea Buller and Sheriff Luke. Mayor Nelson declared a quorum present and called the meeting to order at 7:00 p.m.

All action in following minutes carried by unanimous vote unless otherwise stated.

22.30 Motion by Harms, seconded by Poncelet to approve the March 7, 2022 regular meeting minutes and March 21, 2022 equalization meeting minutes as presented. Motion carried.

22.31 Motion by Poncelet, seconded by Kuchta to approve the April claims as presented. Motion carried.
March salaries: General Fund: \$32,860.22. Enterprise Funds: \$16,609.19. TOTAL: \$49,469.41.

Public Comments: Tanya Wickstrom was present to question the board if there is the possibility of adopting an ordinance requiring residents to bring their garbage containers back up to their home.

SEFP Facilitator Heather Broehm was present to give an introduction.

Earl Joffer was present to address the council about a potential flea market located on his vacant lot along the highway. No council opposition and will address if issues arise.

Discussion in length regarding the installation of stop signs at the intersection of Second Street and Walnut Avenue. General consensus was that the council would review the placement of current signs and try to come up with a strategic plan and location for additional signs if determined there was a need.

22.32 Motion by Poncelet, seconded by Kuchta for the sale and consumption of alcohol at the Community Building. Motion carried.

RESOLUTION # 22.0411.01
Amendment to the City of Parker
Employee Personnel Manual

WHEREAS, the City of Parker wishes to amend the Employee Personnel Manual approved November 8, 2021; now
THEREFORE, BE IT RESOLVED by the Parker City Council that the City of Parker Employee Personnel Manual shall be amended to read as followed:

Article V

5.3 RESIGNATION OR DEATH OF AN EMPLOYEE:

In the event of resignation in good standing any vacation time the officer or employee has accumulated before the date of separation or termination of his/her employment shall be compensated for payment on the following payroll. In the event of death, any vacation time the officer or employee has accumulated before the date of separation or termination shall be compensated for payment on the following payroll to the surviving spouse, or if no spouse survives, to his or her estate. Any sick leave the officer or employee has accumulated before the date of separation or termination of his/her employment shall be compensated for fifty percent (50%) payment of the accrued balance on the following payroll if employment has been longer than 5 years. In the event of death, fifty percent (50%) of accumulated sick leave shall be compensated for payment on the following payroll to the surviving spouse, or if no spouse survives, to his or her estate. This provision shall not apply to an employee who has not satisfactorily completed his or her probation period or who has been discharged from the City. Any employee who is

rejected on probation or discharged from the City shall only be entitled to vacation accrued in the calendar year prior to his/her termination, but not to any vacation accrued during the current year of rejection or discharge.

DATED this 11th day of April, 2022
Effective: May 1, 2022
Ron Nelson, Mayor
ATTEST: Adam Jans, Finance Officer

22.33 Motion by Harms, seconded by Berens to approve the preceding resolution. Motion carried.

RESOLUTION # 22.0411.02
Amendment to the City of Parker
Employee Personnel Manual

WHEREAS, the City of Parker wishes to amend the Employee Personnel Manual approved November 8, 2021; now
THEREFORE, BE IT RESOLVED by the Parker City Council that the City of Parker Employee Personnel Manual shall be amended to read as followed:

Article V

5.12 PAID HOLIDAYS:

A. The following calendar days and such other days as the City Council may fix are deemed holidays for all permanent, full-time employees working forty (40) or more hours per week.

- New Year's Day
- Martin Luther King Day
- President's Day
- Memorial Day
- Juneteenth
- Independence Day
- Labor Day
- Native American Day
- Veteran's Day
- Thanksgiving Day
- Friday after Thanksgiving Day and
- Christmas Day

The following calendar days are half-day holidays: Good Friday and Christmas Eve Day. Definition of half-day is afternoon equivalent to four (4) hours of an eight-hour workday. The City Finance Office will close at noon on Good Friday and Christmas Eve Day.

- B. When any of the above cited holidays fall on Saturday, the preceding Friday shall be observed as the holiday; and when any of the above holidays fall on Sunday, the following Monday is considered the holiday.
- C. When Christmas Eve falls on either a Saturday or Sunday, the half-day holiday will be observed on the preceding Friday.
- D. Any employee on unauthorized leave without pay the day prior to or the day after a holiday shall not be paid for the holiday.
- E. All other days proclaimed as legal non-working holidays by the President of the U.S. or the Governor of South Dakota.
- Any City entity closed during days proclaimed as legal non-working holidays by the President of the U.S. or the Governor of South Dakota will be staffed by part-time / seasonal employees if applicable.

DATED this 11th day of April, 2022
Effective: July 1, 2022
Ron Nelson, Mayor
ATTEST: Adam Jans, Finance Officer

22.34 Motion by Janzen, seconded by Berens to approve the preceding resolution. Motion carried.

22.35 Motion by Kuchta, seconded by Harms to hire Karian Petersen to install 3 phase power to Twisted Pines Venue. Motion carried.

Council Concerns: Sheriff Luke asked the council if there was anything law enforcement could do differently or better. Deelstra stated he would like to see more tickets and less warnings.

Department Reports: Sheriff Luke was present for any questions. Street Superintendent Jorgensen advised the council that the slurry seal bid has been awarded. Library Director Rand gave an update and advised the council the 2021 Library Survey has been completed and ready for approval.

22.36 Motion by Berens, seconded by Deelstra to approve the FY21 Annual Library Survey. Motion carried.

Finance Officer Jans explained to the council the software upgrades that are happening. Jans also advised the council of the current 2022 summer employee applicants.

22.37 Motion by Poncelet, seconded by Deelstra to approve the purchase of HR Hub, an accounting software upgrade. Motion carried.

22.38 Motion by Harms, seconded by Poncelet to approve the following summer applicants; Lifeguards: Brooke Berens, Halle Berens, Terryn Fuller, Madelynn Kribell, and Mya Beyer. Pool Managers: Jodi Friman and Lindsey Tuschen. Seasonal Mowers: Jacob Schoffelman and Levi Berens. Motion carried.

22.39 Motion by Harms, seconded by Berens to adjourn at 8:17 p.m. Motion carried.

Ron Nelson, Mayor

Adam Jans, Finance Officer