

REGULAR MEETING DE SMET COMMON COUNCIL
September 9, 2020

The De Smet Common Council met in regular session on September 9, 2020, at 5:00 p.m., with the following present: Council members Pam Spader, Bret Jensen, Lowell Hansen, George Cavanaugh, Shon Asleson, Jay Slater, Mayor Gary Wolkow, Finance Officer Tracey Larson, and City Attorney Todd Wilkinson. Absent: none.

Mayor Wolkow called the meeting to order at 5:00 PM.

PLEDGE OF ALLEGIANCE: The meeting was started with the council and those from the public reciting the Pledge of Allegiance.

ANNOUNCEMENTS: Mayor Wolkow asked anyone attending the meeting by phone or video conference to please mute their devices.

MINUTES: Motion was made by Cavanaugh, seconded by Jensen, to approve the minutes of the August 12, 2020 Regular Meeting and August 31, 2020 Special Meeting, all voting aye, motion carried.

CLAIMS: Motion by Slater, seconded by Cavanaugh, to approve payment of the claims as presented, all voting aye, motion carried, motion carried. The claims are as follows: PAYROLL \$39,299.65; OASI Benefit 3,006.45; Aflac, ins. premium 280.95; Dearborn National, life insurance 140.80; Delta Dental of South Dakota 360.44; VSP 190.96; The Health Pool of SD, health insurance premium 6,413.12; SDRS, retirement benefit 3,924.26; Visa, supplies 479.23; Mediacom, utilities 111.49; Austin Bruns, event center deposit refund 275.00; Avid Hawk LLC, supplies 35.00; Bau Plumbing & Heating, repairs & maintenance 10.50; Bowes Construction Inc., repairs & maintenance 1,281.60; Center Point Large Print, library supplies 29.21; Charmaine Crain, water meter deposit refund 125.00; City of De Smet, utilities 512.34; City of De Smet, supplies 21.40; Connecting Point, software, supplies, repairs & maintenance 2,640.00; Cook's Wastepaper & Recycling, repairs & maintenance 255.25; Cook's Wastepaper & Recycling, repairs & maintenance 6,596.85; Dakota Grills Catering, water meter deposit refund 125.00; Dane Coughlin, water meter deposit refund 125.00; De Smet Development Corp., b, b, and b contribution 20,000.00; De Smet Chamber, supplies 1,738.02; De Smet Trustworthy Hardware, supplies 398.53; DENR water & sewer supplies 20.00; Department of Health, repairs & maintenance 268.00; Environmental Equipment & Service, equipment 69,950.00; Hawkins, Inc., supplies & water chemicals 6,165.25; Heartland, supplies 220.86; Kaetlin Goergen, event center deposit refund 680.00; Kingsbury Electric Cooperative, repairs & maintenance 220.00; Kingsbury County Auditor, law enforcement contract 6,283.33; Kingsbury Electric Cooperative, utilities 139.83; Kingsbury Journal, supplies 65.00; Kristy Hubbard, travel & registration 63.83; Legend Seeds, supplies 213.00; Leslie Hiebert, event center deposit refund 275.00; Library Journal, library supplies 157.99; Maynard's,

supplies 73.67; Maynard's Pool Acct., supplies 115.45; Micro Marketing LLC, library supplies 279.20; Nancy Montross, reimbursement 308.00; Napa, repairs & maintenance 4.14; Northwestern, utilities 85.34; O'Keefe Implement, Inc., supplies, repairs & maintenance 132.53; Office Peeps, Inc., library supplies 95.25; Office Peeps, Inc., supplies, repairs & maintenance 982.76; Ottertail Power Company, utilities 5,121.24; Palmlund Automotive, repairs & maintenance 736.87; Pam Spader, conference mileage 171.35; Pioneer Research Corp., chemicals 596.90; Postmaster, supplies 175.00; Reader Service, library supplies 18.33; Reed, debt service principal 1,347.57; Reed, debt service principal 690.58; Reed, debt service principal 2,500.00; Rich's Gas & Service, fuel, repairs & maintenance 922.59; SD Dept. of Revenue, sales tax 452.72; SD Dept. of Revenue, sanitation sales tax 449.96; SD Federal Property Agency, supplies 10.00; Share Corp, supplies & chemicals 2,815.98; Smith's Lumber, supplies 11.05; State of SD, utilities 39.15; The Main Stop, fuel & supplies 844.91; The Road Guy Const. Co. Inc., repairs & maintenance 30,378.60; W & A Rentals, supplies 383.40; Ward's, supplies 30.00; Clark Engineering, water looping project 10,640.00; Helms & Associates, airport turnarounds 1,117.29.

BUILDING PERMITS: Building permit applications were reviewed and presented to the council by the zoning officers. Motion was made by Jensen, seconded by Slater, to approve the building permit application submitted by The Laura Ingalls Wilder Memorial Society for a 16' x 20' garage, all voting aye, motion carried. Motion was made Slater, seconded by Asleson, to approve the building permit application submitted by Jay Slater for a moved in 24' x 28' garage, all voting aye, motion carried.

RESOLUTION 2020-1: At the June 10, 2020 Regular Council meeting, the council approved amending Resolution 2020-1 to allow establishments to open to 50% of building capacity at a time for on-premise consumption of food/beverage excluding employees, with six (6) feet social distancing between people, businesses being responsible to monitor their establishment, to be effective June 11, 2020, with no additional special meetings to be held unless drastic changes happen with the number of COVID-19 cases. Motion was made by Cavanaugh, seconded by Slater, to approve extending the current Resolution 2020-1 until October 14, 2020, all voting aye, motion carried.

SPECIAL LIQUOR LICENSES: The De Smet Volunteer Fire Department has requested a special liquor licenses for an event to be held at the De Smet Event Center on September 19, 2020 from 5:00 PM to 12:00 AM. Karen Hansen, owner of Wheaties Bar & Grill has requested a special liquor license for an event to be held on the street in front of the business at 1PM to 1:00 AM. Motion was made by Cavanaugh, seconded by Slater, to approve the a special liquor licenses for the De Smet Volunteer Fire Department, for an event to be held at the De Smet Event Center on September 19, 2020 from 5:00 PM to 12:00 AM, and to

Karen Hansen (Wheaties) on September 12, 2020 from 6:00 PM to 1:00 AM, all voting aye, motion carried.

BLOCKING STREETS: A request was made by the Karen Hansen (Wheaties) to block a portion of Calumet Ave. in front of the business during their 25 Year Customer Appreciation Celebration from 6:00 PM to 1:00 AM on September 12, 2020. The De Smet School will be holding a homecoming parade on September 25, 2020 for approximately one hour starting from the High School proceeding North on Sherwood to 1st Street, heading South on Calumet and back West on 3rd Street. Motion was made by Asleson, seconded by Slater to approve Karen Hansen (Wheaties) block a portion of Calumet Ave in front of the business on September 12, 2020 from 6:00 PM to 1:00 AM, and the De Smet High School for streets along the parade route as needed on September 25, 2020, all voting aye, motion carried.

INSURANCE CLAIM: Ed Askew met with the council to discuss the insurance claim made to the City insurance company for sewer backup in his basement when the Main Sewer Lift control panel was struck by lightning. A copy of the letter from the insurance company to Ed Askew was presented to the council stating the claim was denied due to the lift station functioning properly prior to the lightning and the City could not have foreseen or prevented the malfunction. Additional measures have been taken by the City to prevent the control panel from possible future damage due to lightning. Attorney Wilkinson is going to see if more information is available regarding the claim.

PUBLIC COMMENTS: None.

RESIDENTIAL PROPERTY TAX INCENTIVE: Attorney Wilkinson explained an ordinance he was asked to draft that would establish a program for a property tax rebate program of the city tax portion for residential housing development. The rebate will apply to single-family or two-family dwellings structures that are newly constructed and have a full and true valuation of \$50,000.00 or more. The rebate program will only apply to the structure and not to the land. The council discussed amending the presented draft from a three-year city tax rebate program as previously discussed to a five-year tax rebate program. Motion was made by Slater, seconded by Cavanaugh, to approve the first reading of Ordinance No. VIII-11, an ordinance establishing a residential property tax incentive rebate program, all voting aye, motion carried.

WATER LOOPING PROJECT: Shane Waterman, Engineer with Clark Engineering/IMEG met with the council to give an update on the water looping project. SD DENR has received and approved the water project plans submitted to them. The permit application to go under the rail road tracks has been submitted to the railroad company but do not have a response back yet. Engineer Waterman also discussed the anticipated construction. Discussion was also held regarding future sewer projects and doing a sewer study.

SECOND READING OF 2021 APPROPRIATION ORDINANCE: Motion was made by Asleson, seconded by Cavanaugh, to approve the second reading of Ordinance No. IV-219, 2021 Appropriations, all voting aye, motion carried.

COPIER: The 2009 Toshiba e-Studio office copier that was purchased in 2012 has not been working very well. Quotes have been obtained to purchase or lease a new copier. A quote from Office Peeps to purchase or two lease options for a 2020 Toshiba e-Studio 3015AC copier was presented to the council as follows: Purchase - \$5,196.00; 39-month lease \$6,546.31 plus option to purchase at the end of lease; 63-month lease \$5,901.87 plus option to purchase at the end of lease. Motion was made by Cavanaugh, seconded by Spader, to purchase the 2020 Toshiba e-Studio 3015AC copier from Office Peeps in the amount of \$5,96.00 and to continue with the service contract on the new copier, all voting aye, motion carried.

SURPLUS PROPERTY: Motion was made by Slater, seconded by Spader to approve declaring the street signs that have been replaced, and one (1) Goodyear 7.5-15 tire as surplus property for disposal at the De Smet Restricted Use Site, all voting aye, motion carried.

VOLLEYBALL COACH: Motion was made by Slater, seconded by Jensen, to approve hiring Robin Gigov as a recreation volleyball coach in the amount of \$1,000.00 for the season, all voting aye, motion carried.

WATER/WASTEWATER: Richard Stoddard, Supt. of Water and Wastewater, reported to the council that he has contacted another company for a quote to do sewer relining for comparison in pricing and services; the lagoon ponds and lift station will be inspected by the State on Thursday; and the surge protector for the sewer lift is still on back order.

AIRPORT PAYMENTS: Motion was made by Cavanaugh, seconded by Hansen, to approve pay request #2 in the amount of \$1,117.29 to Helms & Associates for the turnaround's construction phase, all voted aye, motion carried. These airport project expenses will be reimbursed by 100% from grant funding.

WATER PROJECT PAYMENTS: Motion was made by Jensen, seconded by Slater, to approve pay request #2 in the amount of \$10,640.00 to Clark Engineering for the water looping project, all voted aye, motion carried.

DE SMET DEVELOPMENT COORDINATORS REPORT: Rita Anderson, De Smet Development Coordinator informed the council that there are four new businesses looking at locating in De Smet; there are several families looking at locating in De Smet; and there is a new Cares Act program to assist businesses that have lost revenue due to the pandemic that Anderson is getting more information on.

FINANCIAL REPORTS: Motion was made by Hansen, seconded Jensen, to approve the August 2020 Cash Balances Report as presented by the Finance Officer, all voted aye, motion carried.

OVERTIME: Motion by Spader, seconded by Cavanaugh, to approve the overtime hours for the month of August as presented, all voted aye, motion carried.

OTHER: Other non-action items of discussion were as follows: 1) the August law enforcement report; 2) contact with Avera in regard to extending the current lease agreement; 3) property clean-up updates and continuing with action on several properties with no progress; 4) water rate comparisons; 5) updates from the annual law enforcement

meeting; 6) completing employee evaluations; and 7) fixing the patch trailer.

ADJOURN: There being no further business the meeting was adjourned on motion by Slater.

To comply with SDCL 6-1-10. Publication of Payroll information, the payroll changes were effective September 1, 2020 as follows: Event Center Custodian, Patty Garry \$14.65/hour.

Gary Wolkow, Mayor

ATTEST:

Tracey Larson, Finance Officer

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