

REGULAR MEETING DE SMET COMMON COUNCIL
November 13, 2019

The De Smet Common Council met in regular session on November 13, 2019, at 5:00 p.m., with the following present: Bret Jensen, Lowell Hansen, George Cavanaugh, Norman Whitaker, Jay Slater, Mayor Gary Wolkow, FO Tracey Larson, and City Attorney Todd Wilkinson. Council member Botkin arrived late. Absent: none.

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

ANNOUNCEMENTS: Mayor Wolkow announced that the City of De Smet was the recipient of the Gold Level Loss Control/Safety Achievement Award from the SD Public Assurance Alliance and the SDML Workers' Compensation. Mayor Wolkow also thanked Safety Coordinator Karen Hansen and all the city employees for the safety precaution measures taken when working.

Mayor Wolkow issued the two following proclamations in honor of Arts South Dakota Day and the South Dakota Day of Giving:

WHEREAS, the Arts South Dakota organization has honored the City of De Smet, South Dakota as a destination to bring arts enthusiasts together to celebrate arts with an Arts Happy Hour event to be held on Tuesday, November 12th at the De Smet Events Center and Midstate Theater showcasing the arts in our beautiful city.

WHEREAS, the citizens of De Smet are excited to have this opportunity to create awareness to all in the state of South Dakota through the Arts South Dakota organization for the many exciting arts activities that De Smet has to offer and to bring all those in the area together in an informal atmosphere to share stories, ideas, concerns and the spirit of collaboration about our arts here near the famous literary Laura Ingalls Wilder's Shores of Silver Lake.

WHEREAS, in De Smet, South Dakota, everyone is able to experience this vibrant arts community today through the excitement of such theatrical performances recently with *Mamma Mia* made possible by our local theater group, the 11th annual Plein Air event that brings artists from across the nation to paint on the prairies reliving the scenes created by Harvey Dunn, the community concert series and seeing Laura Ingalls Wilder's pioneer life come alive outdoors with the annual Pageant taking place for nearly fifty years as examples of the many arts events happening here that display this exceptional quality of life available in rural communities creating a wonderful area in which to raise a family or to retire.

WHEREAS, Arts South Dakota has been a tremendous supporter of our arts community and has appreciated the countless events in the many forms of artful activities that are often taking place in our community while providing advocacy, education and communication leadership

bringing the state of South Dakota together to be an active voice for our shared creative vision of the arts.

WHEREAS, the City of De Smet extends a huge Thank You to the Arts South Dakota organization, Jim Spiers, Andrew Reinartz and the South Dakota Arts Council for selecting De Smet for an Arts Happy Hour event and spending your time with us.

NOW, THEREFORE, I, Gary Wolkow, Mayor of the City of De Smet, SD, do hereby proclaim today, Tuesday, November 12, 2019 as:

**ARTS SOUTH DAKOTA DAY, A DAY OF CELEBRATION,
IN DE SMET, SOUTH DAKOTA**

IN WITNESS WHEREOF, I have here
unto set my hand and caused the Seal
of the City of De Smet to be affixed
this Twelfth day of November, 2019.

Gary Wolkow, Mayor

WHEREAS, the South Dakota Day of Giving has been established as a statewide celebration day of giving in conjunction with Giving Tuesday, a global movement dedicated to giving around the world, and this day occurs the Tuesday following Thanksgiving Day;

WHEREAS, the South Dakota Day of Giving is a day dedicated to giving where organizations, families, students and businesses come together to celebrate giving and recognize the tremendous impact of philanthropy, volunteerism, and community service in the City of De Smet, South Dakota.

WHEREAS, this South Dakota Day of Giving is a celebration and recognition of nonprofit organizations where people give whatever they are able to and support a cause they care about.

WHEREAS, the South Dakota Day of Giving is a day where citizens work together to share commitments, rally for their favorite causes, help in building a stronger community and think about making a difference in other's lives;

WHEREAS, The South Dakota Day of Giving extends to year-round activities where nonprofit organizations all across our state are making life better for all who call South Dakota home.

WHEREAS, South Dakota Day of Giving Tuesday is an opportunity to encourage our De Smet area citizens to serve others throughout this holiday season and during other times of the year.

NOW, THEREFORE, BE IT RESOLVED that I, Gary Wolkow, Mayor of the City of De Smet, South Dakota do hereby proclaim Tuesday, December 3, 2019 as South Dakota Giving Day, A Day of Celebration, in the City of De Smet and urge all citizens to join together to give back to the community in any way that is personally meaningful.

IN WITNESS WHEREOF, I have here
unto set my hand and caused the Seal
of the City of De Smet to be affixed
this Thirteenth day of November,
2019.

Gary Wolkow, Mayor

MINUTES: Motion was made by Whitaker, seconded by Cavanaugh, to approve the minutes of the October 8, 2019 Regular Meeting and October 23, 2019 Special Meeting, all voting aye, motion carried.

CLAIMS: Motion by Cavanaugh, seconded by Whitaker, to approve payment of the claims as presented, all voting aye, motion carried. The claims are as follows: PAYROLL \$49,025.79; OASI Benefit 2,803.78; Aflac, ins. premium 280.95; Dearborn National, life insurance 140.80; Delta Dental of South Dakota 368.40; VSP 180.58; Health Pool of SD, health insurance premium 7,729.93; SDRS, retirement benefit 4,025.38; Aberdeen Regional Airport, conference registration 75.00; Mediacom, utilities 261.06; Mediacom, office internet 73.10; Visa, utilities, publishing, & supplies 1,714.06; SD DENR, testing fees 20.00; Mediacom, utilities 70.81; Anitra Schardin, meter deposit refund 10.00; Avera Occupation Medicine, supplies 36.40; Avid Hawk LLC, web site fee 35.00; Bonnie Jensen, meter deposit refund 75.00; Butler Machinery, supplies 29.19; Castlerock, repairs & maintenance 673.47; Catherine Skolasky, event center deposit refund, 50.00; Center Point Large Print, library supplies 29.21; Century Link, utilities 578.40; City of De Smet, petty cash 5.84; City of De Smet, utilities 326.43; Cole Munger, supplies 33.00; Connecting Point, repairs & maintenance 35.00; Consumer Reports, library supplies 30.00; Cook's Wastepaper & Recycling, repairs & maintenance 247.50; Cook's Wastepaper & Recycling, repairs & maintenance 6,622.03; Country Woman, library supplies 19.98; Cowboy Country Store, fuel 715.76; Dakota Pump, repairs & maintenance 750.00; De Smet American Legion Post 1, supplies 150.00; De Smet Flower & Gifts, supplies 95.00; De Smet Trustworthy Hardware, supplies 236.10; Demco, library supplies 308.25; Dept of Health repairs & maintenance 43.00; The De Smet News, publishing 1,406.52; The De Smet News, library publishing 6.40; Devon Wolkow; event center deposit refund 10.00; Donald Spader, meter deposit

refund, 75.00; Express Embroidery & Screen Print, supplies 164.86; Girls Scout-Dakota Horizon, event center deposit refund 575.00; Hawkins, Inc., water chemicals 3,099.51; Heartland Paper Company, event center supplies 1,121.31; Irvin Construction, repairs & maintenance 60.00; Jackie Griffith, event center deposit refund 30.00; Joann Dierkson, meter deposit refund 25.00; Joey Klinkhammer, meter deposit refund 125.00; Karen Hansen, supplies 36.96; Kingsbury Electric Cooperative, repairs & maintenance 220.00; Kingsbury County Auditor, law enforcement contract 6,283.33; Kingsbury Electric Cooperative, utilities 162.32; Kristy Hubbard, supplies 51.04; LIW PTO, event center deposit refund, 50.00; Mack Landscaping Lawn Irrigation, repairs & maintenance 230.00; Maguire Iron, Inc., repairs & maintenance 1,250.00; Marie Larson, event center deposit refund 30.00; Marilyn Skyberg, event center deposit refund, 10.00; Martha Stewart Living, library supplies 18.00; Maynard's De Smet, supplies 47.70; Mc Cune Electric, LLC, museum repairs & maintenance 820.00; Micro Marketing LLC, library supplies 676.61; My Place Hotel, travel & conference 379.00; NAPA De Smet, supplies 50.74; Nick Bjorkman, meter deposit refund 75.00; Northwestern, utilities 360.23; O'Keefe Implement, Inc., supplies, repairs & maintenance, 332.65; Office Peeps, Inc., supplies 485.78; Ottertail, utilities 4,548.14; Palmlund Automotive, supplies 22.82; Postmaster, supplies 140.00; Prevention; library supplies 36.00; Raise Rite Inc., event center repairs & maintenance 1989.00; Ramie Coughlin, event center deposit refund 30.00; Rapid City, Pierre & Eastern C/O Genesee & Wyoming Railroad, streets rentals,71.64; Reader Service, library supplies, 18.33; Reed Inc., debt service principal 1,448.41; Reed Inc., debt service principal 690.58; Reed Inc., debt service principal, 2,500.00; Rich's Gas & Service, fuel, repairs & maintenance 1,160.70; Ryan Petersen, travel & registration 15.89; Sandra Swaney, meter deposit refund,75.00; SD Dept. of Revenue, sales tax & other 322.11; SD Dept. of Revenue, sanitation sales tax 452.53; SD One Call, repairs & maintenance 64.19; Share Corp, chemicals & supplies 10,622.32; Smith's Lumber, supplies, repairs & maintenance 619.59; Southeast South Dakota Tourism, BBB marketing 1,419.00; State of South Dakota, utilities 10.84; Steve's Auto Body, repairs & maintenance 60.00; Tracey Larson, travel & conference 132.24; Warne's Appliance, repairs & maintenance 65.00; Helms & Associates, taxilane & hardstand 17,555.93; Midland Contracting, Inc., taxilane & hardstand 212,832.39, Mediacom, utilities 261.06; Mediacom, utilities 73.10.

Botkin arrived at this time.

VALLEY FIBERCOM: Juanita Braun, Sales Associate for Valley FiberCom, met with the council to present a proposal for phone, internet, and television services for the City of De Smet. Fiber optic lines are planned to be installed in the Spring starting on the west side of Calumet Avenue. Braun also informed the council of features such as vacation rates during the off season for the pool and museum, and having the option to increase the internet speed during a specific

conference at the Event Center. Some changes will need to be discussed before a comparison of services are reviewed.

LENDING LIBRARY: Mary Lee met with the council to present the idea of a lending library. A small wood structure would display the books for people to borrow in exchange of a book to be left in the lending library. Lee would cover the expenses of the lending library. Motion was made by Slater, seconded by Botkin, to approve Mary Lee proceeding with the lending library, and to waive the building permit fee, all voting aye, motion carried.

ISAAC WILDE: Isaac Wilde met with the council to inquire about the status of leasing an additional area of land south of the area he currently rents. Information of the developed lots and future lots are still being looked into.

2020 LIQUOR & WINE LICENSE & OPERATING AGREEMENT RENEWALS: This being the date and time advertised motion was made by Cavanaugh, seconded by Slater, to reissue liquor licenses to the Main Stop (off-sale), Grumpy's (on-sale), Dugout (on-sale), Wheaties (on-sale), Kingsbury Club House (on-sale), Oxbow Restaurant (on-sale wine & cider), Dollar General (on/off-sale wine & cider), and Maynard's (off-sale liquor and on/off-sale wine & cider) for the year 2020, and renew the operating agreement with Dollar General that will be set to expire on November 30, 2021, all voting aye, motion carried.

PUBLIC COMMENTS: none.

SURPLUS PROPERTY: Motion was made by Jensen, seconded by Whitaker, to approve declaring the following property as surplus: Lot 3, Block 2 of the Subdivision Government Lot 1 in Section Thirty-Four (34), Township One Hundred Eleven (111) North, Range Fifty-Six (56) West of the 5 P.M., City of De Smet, Kingsbury County, South Dakota, all voting aye, motion carried.

PROPERTY DEED: Motion was made by Cavanaugh, seconded by Slater, to approve Resolution #2019-5, approving the transfer of property legally described as Lot 3, Block 2 of the Subdivision Government Lot 1 in Section Thirty-Four (34), Township One Hundred Eleven (111) North, Range Fifty-Six (56) West of the 5th P.M., City of De Smet, Kingsbury County, South Dakota to the De Smet Development Corporation for economic development use, all voted aye, motion carried.

RESOLUTION #2019-5

WHEREAS, the City of De Smet, South Dakota, has declared the following described real property surplus and De Smet Development Corporation, of De Smet, South Dakota has requested the real property be transferred by the City to the De Smet Development Corporation, to-wit:

Lot 3, Block 2 of the Subdivision Government Lot 1 in Section Thirty-Four (34), Township One Hundred Eleven (111) North, Range Fifty-Six (56) West of the 5th P.M., City of De Smet, Kingsbury County, South Dakota. Subject to easements and reservations of record.

WHEREAS, pursuant to SDCL 9-27-36, the City of De Smet has the authority to transfer to the De Smet Development Corporation for no money consideration.

NOW, THEREFORE, BE IT RESOLVED that the City of De Smet, does hereby agree to transfer to the De Smet Development Corporation of De Smet, South Dakota, the above described property for economic development use and purpose.

Dated this 13th day of November, 2019.

Upon motion duly made and seconded.

All voted aye, motion carried.

Mayor

ATTEST:

Finance Officer

EXECUTIVE SESSION: Motion was made by Botkin, seconded by Jensen, to approve going into executive session for contractual items at 5:48 PM, all voted aye, motion carried. Mayor Wolkow declared the council out of executive session at 6:17 PM.

CONCRETE REPAIR: Motion was made by Cavanaugh, seconded by Whitaker, to approve payment of \$1,989.00 to Raise Rite, Inc. for raising two sections of concrete that have shifted at the Event Center, all voting aye, motion carried. An amount of \$500.00 will be reimbursed to the City by the local contractor.

HEALTH INSURANCE RENEWAL: A contract from The Health Pool of South Dakota for employee health insurance with a renewal premium of \$8,147.36/month was reviewed. The new premium would be an increase of \$417.43 per month to keep the current policy. Motion was made by Hansen, seconded by Whitaker, to renew the Plan B health insurance policy for the full-time city employees, to be effective January 1, 2020, all voting aye, motion carried.

PERSONNEL: Finance Officer Larson reported that three individuals had been interviewed for the Assistant Streets/RUS/Airport position.

Motion was made by Slater, seconded by Whitaker, to approve hiring Jason Springer as the Assistant of the Street/RUS/Airport position at a rate of \$15.50 per hour, all voting aye, motion carried.

EVENT CENTER: Event Center Director Kristy Hubbard informed the council that the Buildings/Recreation Committee had met with representatives of the De Smet School District and Attorney Todd Wilkinson to discuss the contract between the City and School for usage of the Event Center. Many of the amendments discussed were minor variations due to changes in usage since the original contract was signed. Hubbard clarified to the council that the information printed in the De Smet News on October 16th and the De Smet School minutes printed on October 30th were incorrect and the Event Center restrooms/locker rooms were available for public and team usage during the home football game held on September 20th. School staff made the decision to close the men's restroom/locker room for the opposing team usage. Hubbard told the council that the Event Center building has the capability for other uses during a home game and could still accommodate the parties involved. Hubbard requested temporarily reducing the hours that the Event Center is open due to staffing shortage, closing the center on Saturdays if there isn't a scheduled event, and closing the center December 26th through December 28th while she is gone for a family event. The changes in hours will be temporary until additional staffing is hired.

ROCS TRANSPORTATION: Peter Smith, Executive Director of Rural Office of Community Services, Inc., and Katlin Johnson met with the council to present a transportation service that is being discussed and developed for De Smet. Smith reported that they currently have over 25 other transit locations. They can provide many different services including the delivery of meals on wheels, transportation for people to appointments, ball games, church, and providing rides to children after school to daycare. All of the employed drivers have a Class A Commercial Driver's License, and have had background checks and drug testing. ROCS will also utilize volunteer help from the community. A local board would determine the rate for rides, and would meet on a monthly basis. Medicaid will also pay for rides for qualifying recipients. ROCS is a non-profit organization that works with the SD DOT for funding. The program funding is based on an 80% funded and 20% local match. The 20% match can include volunteer help, a place to park the bus/van, scheduling, and donations. Smith has already consulted the SD DOT for approval, and is looking for a pre-owned bus/van that could be used for the De Smet transportation program.

AIRPORT PAYMENTS: Motion was made by Hansen, seconded by Botkin, to approve pay request #19 in the amount of \$17,555.93 to Helms & Associates for the Hardstand & taxi lane project, and pay request #4 to Midland Contracting, Inc. in the amount of \$212,832.39 for the Hardstand & taxi lane project all voting aye, motion carried. These airport project expenses will be reimbursed by 95% from grant funding.

FINANCIAL REPORTS: Motion was made by Cavanaugh, seconded Whitaker, to approve the October 2019 Cash Balances Report as presented by the Finance Officer, all voting aye, motion carried.

OVERTIME: Motion by Cavanaugh, seconded by Jensen, to approve the overtime hours for the month of October as presented, all voting aye, motion carried.

OTHER: Other non-action items of discussion were as follows: 1) October law enforcement report; and 2) the status of the contract with the school for usage of the Event Center.

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 as follows: Cole Munger, Buildings/Parks Supt. \$17.40/hour effective November 1, 2019.

Gary Wolkow, Mayor

ATTEST:

Tracey Larson, Finance Officer

Published once at the approximate cost of \$ _____