

REGULAR MEETING DE SMET COMMON COUNCIL
May 8, 2019

The De Smet Common Council met in regular session on May 8, 2019, at 5:00 p.m., with the following present: Don Bohn, Alex Botkin, Lowell Hansen, George Cavanaugh, Norman Whitaker, Jay Slater, Mayor Gary Wolkow, and FO Tracey Larson. Absent: Council person elect Bret Jensen.

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

ANNOUNCEMENTS: Mayor Wolkow announced the City of De Smet has been awarded the 2018 Drinking Water Certificate of Achievement Award and thanked Water Supt. Randy Asleson and Richard Stoddard for a job well done.

MINUTES: Motion was made by Slater, seconded by Cavanaugh, to approve the minutes of the April 15, 2019 Regular Meeting and May 1, 2019 Special Meeting, all voting aye, motion carried.

CLAIMS: Motion by Hansen, seconded by Whitaker, to approve payment of the claims as presented, all voting aye, motion carried. The claims are as follows: PAYROLL \$32,571.93; OASI Benefit 2,491.76; Aflac, ins. premium 226.72; Dearborn National, life insurance 105.60; Farm Bureau Bank, health savings 750.00; Delta Dental of South Dakota 299.88; VSP 145.96; Wellmark Blue Cross Blue Shield, health insurance premium 5,982.48; SDRS, retirement benefit 3,406.82; Mediacom, utilities 70.81; American Bank & Trust, Event Center loan principal & interest 57,775.32; American Red Cross Training Services, supplies 200.00; American Trust Insurance, fire dept. insurance 48.00; Avera Occupational Medicine, supplies 68.55; Avera Medical Group Mitchell, supplies 144.00; Avid Hawk LLC, web site fee 35.00; Center Point Large Print, supplies 29.21; Century Link, utilities 534.48; City of De Smet, supplies 8.78; City of De Smet, utilities 282.90; Connecting Point, repairs & maintenance, supplies 1,720.00; Cook's Wastepaper & Recycling, city garbage service 247.50; Cook's Country, supplies 29.95; Cook's Wastepaper & Recycling, residential garbage collection 6,119.43; Cowboy Country Store, fuel 463.90; Dan Hawkins, event center refund 10.00; De Smet Flowers, repairs & maintenance 53.25; De Smet Trustworthy Hardware, supplies 123.53; Demco, supplies 192.41; Dept. of Health, water labs 71.00; The De Smet News, publishing, 457.13; The De Smet News, library publishing 58.40; Family Resource Network, reissue check 30.00; Ferguson Waterworks, repairs & maintenance 350.00; Hawkins, Inc., chemicals 2,397.21; Heartland Paper Company, supplies 193.98; Heiman Fire Equipment, repairs & maintenance, supplies 671.50; Jeff Hein, meter deposit refund 75.00; Kingsbury Electric Cooperative, maintenance contract 220.00; Kingsbury County Auditor, law enforcement contract 6,283.33; Kingsbury Electric Cooperative, utilities 221.11; M & T Fire and Safety, fire dept. compressor 16,074.00; Mark's repair & maintenance, supplies 146.14; Maynard's De Smet, supplies 13.10; Michael Todd & Company, Inc., supplies 491.08; Micro Marketing LLC, supplies 617.93; Midwest Living, supplies 18.00; Napa De Smet, supplies 57.98; Northwestern, utilities

613.63; O'Keefe Implement, Inc., mower 4,600.00; O'Keefe Implement, Inc., repairs & maintenance, 4.27; Ottertail, utilities 6,353.33; Postmaster, supplies 55.00; Postmaster, supplies 175.00; Reader Service, supplies, 18.33; Reed Inc., debt service 1,448.41; Reed Inc., debt service 690.58; Reed Inc., debt service 2,500.00; Rich's Gas & Service, fuel 1,278.92; SD Dept. of Revenue, recreation sales tax 74.36; SD Dept. of Revenue, sanitation sales tax 419.20; SD Dept. of Transportation, supplies 62.41; SD One Call, locates 14.70; Shane Stofferahn, Event Center deposit refund 50.00; Share Corp., supplies & chemicals 13,139.00; Smith's Lumber, supplies 63.71; State of South Dakota, utilities 5.66; Tina Kees, Event Center deposit refund 30.00; Topkote, Inc. repairs & maintenance 15,360.00; Wilkinson & Schumacher Law, legal services 2,074.00.

2019 BUDGET SUPPLEMENT: Motion was made by Cavanaugh, seconded by Whitaker, to approve and adopt the second reading of Ordinance IV-215 to supplement the 2019 Appropriation Budget in the amount of \$30,000.00 for the installation of lights at the new ball field, all voting aye, motion carried.

ORDINANCE IV-215

AN ORDINANCE AMENDING APPROPRIATION ORDINANCE IV-213 AND PROVIDING FOR A SUPPLEMENTAL BUDGET AND ADJUSTING APPROPRIATIONS OF THE CITY OF DE SMET, FOR THE YEAR 2019.

BE IT ORDAINED BY THE CITY OF DE SMET, SOUTH DAKOTA that the following sums are supplementally appropriated to meet the obligations of the municipality:

GENERAL FUND

450 Culture-Recreation	
451 Recreation	\$30,000.00
TOTAL APPROPRIATIONS	\$30,000.00
SOURCE OF FUNDING:	
Undesignated Fund Balance	\$30,000.00
TOTAL FUNDING	\$30,000.00

Dated this 8th day of May, 2019.

Gary Wolkow, Mayor

ATTEST:

Tracey Larson Finance Officer

Passed First Reading: April 10, 2019
Passed Second Reading & Adopted: May 8, 2019
Published: May 22, 2019

SECOND READING TO AMEND GARBAGE RATES: Motion was made by Cavanaugh, seconded by Slater to approve the second reading to amend Ordinance No. VIII-2GA, Collection of Solid Waste, Section VII-2-3. Standards and Regulations, increasing the residential garbage rates as follows: Regular Garbage rate \$16.12 per month and Senior Garbage rate \$15.56 per month, five voting aye, one voted nay, motion carried.

ORDINANCE No. VIII-2GA AMENDMENT

AN ORDINANCE AMENDING ORDINANCE NO VIII-2GA AS AMENDED, ENTITLED AN ORDINANCE FOR THE COLLECTION OF SOLID WASTE WITHIN THE CITY OF DE SMET.

BE IT ORDAINED BY THE CITY OF DE SMET, SOUTH DAKOTA:

That the following Section shall be amended to read as follows:

Section VII-2-3. Standards and Regulations

a. All persons residing in a single family dwelling shall be billed for the garbage collection services provided for in this ordinance by the City of De Smet. The charges for collection services shall be as follows:

1) Single residential regular service with one (1) 65 or 95 gallon container supplied by contactor: Monthly charge - \$16.12 which shall include a \$1.00 monthly administrative fee to the City of De Smet.

2) Special Exception for persons over the age of 65, living alone, or for married person both over the age of 65, living by themselves in a single residential unit: Monthly charge shall be \$15.56 which shall include a \$1.00 monthly administrative fee to the City of De Smet.

This Ordinance shall be effective with the June 2019 billing cycle. All other provisions of this ordinance not specifically modified by the amendment shall remain in full force and effect.

Dated this 8th day of May, 2019.

CITY OF DE SMET

Mayor - Gary Wolkow

ATTEST:

Finance Officer - Tracey Larson

Passed First Reading: April 10, 2019

Passed Second Reading: May 8, 2019

Published: May 22, 2019

THANK YOU TO COUNCIL MEMBER: Motion was made by Slater, seconded by Whitaker to approve Resolution 2019-1, thanking Donald Bohn for his two years of service as a council member, all voting aye, motion carried. Bohn was presented a certificate of appreciation. Bohn thanked the city council and the city for the plaque and resolution, thanked the Ward II voters, council members, and stated he had learned a great deal while serving on the council.

Resolution 2019-1

Thank you to Donald Bohn, as the Ward II Alderman for his two years of service to the City of De Smet.

Mayor Gary Wolkow

Finance Officer Tracey Larson

Dated: May 8, 2019

COUNCIL REORGANIZATION: Motion was made by Hansen, seconded by Cavanaugh, to adjourn as the old council, all voting aye, motion carried. Mayor Wolkow declared the new council in session. The Oath of Office was administered by Attorney Marcene Smith to Jay Slater - Alderman Ward I, and Gary Wolkow - Mayor at large. Mayor Wolkow nominated Norman Whitaker for the Ward II Alderman position for a one-year term, motion was made by Slater, seconded by Cavanaugh, to approve nominating Norman Whitaker as the Ward II Alderman for a one-year term, all voting aye, motion carried. The Oath of Office was administered by Attorney Marcene Smith to Norman Whitaker - Alderman Ward II.

The May meeting being the reorganization meeting for the Council, motion was made by Hansen, to nominate Norman Whitaker for the position of Council President, motion was seconded by Cavanaugh. Mayor Wolkow called for any other nominations for the position of Council President. Being there were no further nominations for the position of Council President, Mayor Wolkow called for those voting in favor of the nomination of Norman Whitaker for the position of Council President, upon roll call vote, voting aye - Hansen, Botkin, Slater, Cavanaugh, and Whitaker, voting nay was - none, motion carried. Motion was made by Cavanaugh to nominate Jay Slater for the position of Council Vice-President, seconded by Whitaker. Mayor Wolkow called for any other nominations for the position of Council Vice-President. Being there were no further nominations for the position of Council Vice-President, Mayor Wolkow called for those voting in favor of the nomination of Jay Slater for the position of Council Vice-President, upon roll call vote, voting aye - Botkin, Hansen, Slater, Whitaker, and Cavanaugh, voting nay - none, motion carried.

APPOINTED OFFICIALS: Nominations were made by Mayor Wolkow to appoint Tracey Larson as Finance Officer, and Todd Wilkinson as City Attorney, Motion by Slater, seconded by Hansen, that the appointive offices for the year 2019-2020 shall be filled as follows: Tracey Larson reappointed as Finance Officer, and Todd Wilkinson reappointed as Attorney, upon roll call vote, voting aye was Hansen, Botkin, Slater, Cavanaugh, and Whitaker, voting nay was - none, motion carried.

OFFICIAL DEPOSITORIES/NEWSPAPER: Motion was made by Cavanaugh, seconded by Slater to designate the American Bank & Trust and Dakotaland Federal Credit Union as the official depositories, and The De Smet News as the official newspaper, upon roll call vote, voting aye - Hansen, Botkin, Slater, Whitaker, and Cavanaugh, voting nay - none, motion carried.

COMMITTEES/APPOINTMENTS/VOLUNTEERS: The Mayor presented the Alderman Committee appointments as follows: Streets & Alleys: Bret Jensen, Alex Botkin; Water & Sewer: Norman Whitaker, Lowell Hansen; Parks/City Buildings/Museum/Library: George Cavanaugh, Jay Slater, Alex Botkin; Law Enforcement Board: Gary Wolkow, Lowell Hansen; Fire Department: Lowell Hansen, Gary Wolkow, Alex Botkin; Hospital: George Cavanaugh, Gary Wolkow; Budget & Finance: Bret Jensen, George Cavanaugh; Garbage & Restricted Use Site: Bret Jensen, Lowell Hansen, Alex Botkin; Airport: Lowell Hansen, Jay Slater, Alex Botkin; Zoning Officers: Jay Slater, Gary Wolkow, Bret Jensen, Alex Botkin; Zoning Board: Bret

Jensen, Norman Whitaker, George Cavanaugh, Jay Slater, Lowell Hansen, Gary Wolkow, Alex Botkin; Safety Committee: George Cavanaugh, Bret Jensen, Norman Whitaker; Tree Board: Lowell Hansen; RC & D District: Rita Anderson. Motion was made by Cavanaugh, seconded by Slater to approve of the council committees as amended, all voting aye. Motion was made by Slater, seconded by Whitaker, to approve the appointments of Lynn Lee and Gale Anderson to the Library Board, Lynn Kruse to the De Smet Housing & Redevelopment Board, and Cole Munger to the De Smet Tree Board, all voting aye, motion carried. Motion was made by Slater, seconded by Botkin, to approve the 2019 Museum Volunteer Staff effective June 1, 2019, Sharon Peterson, Marilyn Gehm, Gale Anderson, Nancy Anderson, Donna Askew, Billie Baird, Dee Baker, Elaine Behm, Lavonne Bjordahl, Jeanie Colwell, Amy Gruntmier, Connie Geyer, Cathy Gross, Barb Hansen, Jeff Hed, Helen Gehm, Roxene Helms, Helen Janish, Roxy Jensen, Sharry Knock, Dee Kruger, Audrey Lembke, Cheryl Noem, Suzanne Roeder, Ellen Schubloom, Mavis Stoel, LeAnn Stofferson, Marlene Somson, Evelyn Twite, Sharon Williams, Will Ward, Ginny Neu, Sheila Smith, and the baseball team volunteers Dan Van Regenmorter, Mike Tordoff, and Dustin Olson, and the following individuals to the respective advisory boards: Library: Jay Slater, Alderman; HOSPITAL BOARD: George Cavanaugh, Tracey Larson, and MUSEUM BOARD: Jay Slater, Alderman, All voting aye, motion carried.

ZONING: An area of land south of De Smet and outside of city limits is being re-platted for the construction of a residential structure. Since the land area is within three miles of city limits, the city has been asked to pass a resolution supporting the replat. Motion was made by Cavanaugh, seconded by Slater to approve Resolution 2019-2 to approve and accept the replat of property described as Lot 1 of Geyer's Addition in North half of the Southeast Quarter (N1/2SE1/4) of Section Thirty-three (33), Township One Hundred Eleven (111) North, Range Fifty-six (56) West of the 5th P.M. in Kingsbury County, South Dakota, all voting aye, motion carried.

Resolution 2019-2

It was moved by Cavanaugh, seconded by Slater, motion carried that "Lot 1 of Geyer's Addition in North half of the Southeast Quarter (N1/2SE1/4) of Section Thirty-three (33), Township One Hundred Eleven (111) North, Range Fifty-six (56) West of the 5th P.M. in Kingsbury County, South Dakota" as described above and drawn hereon be approved and accepted in accordance with the provisions of Section 11-3-6 of the South Dakota Compiled Law of 1967 and acts amendatory thereof and the Finance Officer is hereby instructed to endorse on such plat a copy of this resolution and to certify the same.

Dated this 8th day of May, 2019

Attest:

Finance Officer - Tracey Larson

FIRE DEPARTMENT: Shawn Wolkow, Fire Chief for the De Smet Volunteer Fire Department met with the council to discuss purchasing a 1996 Pierce Type-1 pumper truck that is for sale near Rapid City. The advertised price of the truck is \$9,999.00 and the fire department will use donations to pay for the truck. Motion was made by Cavanaugh, seconded by Slater, to authorize fire department members Shawn Wolkow, Randy Holland, and Gordan Skyberg to negotiate up to \$10,000.00 on behalf of the City of De Smet for the purchase of the 1996 Pierce Type-1 Engine when they go to look at the truck, all voting aye, motion carried. Motion was made by Slater, seconded by Cavanaugh, to approve payment up to \$10,000.00 pending negotiation is completed for a 1996 Pierce Type-1 Engine to be reimbursed with donations, all voting aye, motion carried. Chief Wolkow presented a quote in the amount of \$22,656.00 from Feld Fire for three Self-Contained Breathing Apparatus Units and six air tanks. \$21,500.00 was budgeted in the 2019 Appropriations for three SCBA units and tanks. Motion was made by Slater, seconded by Botkin, to approve purchasing three Self-Contained Breathing Apparatus Units and six air tanks in the amount of \$22,656.00 from Feld Fire, all voting aye, motion carried. Chief Wolkow informed the council that the three new members of the fire department have completed their certification classes 1 & 2 and are now certified.

OLD SETTLER DAYS: The De Smet Chamber has requested permission to block several intersections for the Old Settler Day Celebration and car show and shine. Motion was made by Botkin, seconded by Whitaker, to approve the Chamber blocking the street for the Old Settler Day activities, all voting aye, motion carried.

PUBLIC COMMENTS: None.

BUILDING PERMITS: Slater reviewed the building permit application submitted by Maynard's of De Smet for a 16'x36' addition to the current structure. Motion was made by Slater, seconded by Whitaker to approve the building permit submitted by Maynard's of De Smet for a 16'x36' addition, all voting aye, motion carried. Botkin reviewed the building permit applications submitted by Randy Asleson for a 5' high privacy fence and concrete slab addition and application submitted by George Cavanaugh for a chain link fence. Motion was made by Botkin, seconded by Whitaker, to approve building permits submitted by Randy Asleson for a fence and concrete addition and George Cavanaugh for a chain link fence, upon roll call vote, voting aye was - Hansen,

Botkin, Slater, and Whitaker, voting nay was - none, Cavanaugh abstained, motion carried.

AIRPORT ELECTRIC: Airport Supt. Ryan Peterson presented information to run electricity to the private hangars. There will be no cost to the city to extend the current existing electric service. Private hangar owners will have to pay a one-time meter installation fee of \$200.00 and a refundable meter deposit of \$250.00. Motion was made by Hansen, seconded by Slater, to approve extending the electric service at the airport and requiring private hangar owners to be responsible for their own electric service, all voting aye, motion carried.

MALT BEVERAGE LICENSES: This being the date and time advertised motion was made by Cavanaugh, seconded by Slater, to reissue on-off sale malt beverage with SD Farm Wine licenses as follows: the Dugout, Wheaties Sports Bar, Kingsbury Club House, General Store, Maynard's, Oxbow, Cowboy Country, The Main Stop, and Dollar General, all voting aye, motion carried.

MOSQUITO GRANT: Motion was made by Slater, seconded by Whitaker, to approve applying for the SD Dept. of Health Grant for mosquito control, all voting aye, motion carried.

SURPLUS PROPERTY: Motion was made by Cavanaugh, seconded by Slater, to declare 40 light fixtures and ballasts as surplus property to be disposed of at the De Smet Restricted Use Site, all voting aye, motion carried.

GARAGE & BASEBALL SHED: Discussion was held where to best place the garage that is being purchased due to the garage size and water valves in the area where placement is being considered. Discussion was also held on a storage shed for the baseball field. The City has a 20x20 storage shed that could be moved from the City Shop to the baseball field. A larger door will need to be installed in the storage shed to allow access with equipment. Motion was made by Cavanaugh, seconded by Slater, to approve placing the garage being purchased from Schubloom's at the City Shop complex east of the City Shop building and moving the 20x20 storage shed to the southwest corner of the baseball field by the pump house, all voting aye, motion carried.

AIRPORT: Michael Schmit, engineer with Helms & Associates met with the council to inform them on the progress of the current taxilane & hardstand improvement project and the grant application for the 2019 runway turnaround project. A request has been made by Brady Fast to build a chemical storage building and loading pad at the airport in the new expanded hangar area. An airspace study has been sent to the FAA and must be approved before any construction could begin. A building permit has been approved by Kingsbury County for the new chemical storage building if the building request is approved by the City. Motion was made by Hansen, seconded by Whitaker, to authorize the Mayor to sign the FAA Grant Application for the Design of the Runway Turnarounds and also authorize the Mayor to sign the FAA Grant Offer upon receipt, all voted aye, motion carried. The council was informed that proposals had been requested for asphalt testing for the current taxilane & hardstand improvement project. Three quotes were received as follows: Aaron Swan & Associates - \$7,760.00; Braun Intertec - \$8,200.00; and American Engineering Testing - \$13,760.00.

Motion was made by Hansen, seconded by Slater, to approve hiring Aaron Swan & Associates in the amount of \$7,760.00 to perform asphalt testing for the airport taxiway & hardstand improvement project, all voting aye, motion carried. Motion was made by Hansen, seconded by Cavanaugh, to approve the request to building a chemical storage building and loading pad at Wilder Field pending receipt of the airspace study approval from the FAA, all voting aye, motion carried.

AERIAL SPRAYING PERMIT: Motion was made by Hansen, seconded by Whitaker, to approve the 2019 aerial spraying permit application submitted by Wilbur-Ellis Air, LLC, all voting aye, motion carried.

AIRPORT PAYMENTS: Motion was made by Hansen, seconded by Botkin, to approve pay request #3 in the amount of \$1,239.26 to Helms & Associates for the turnarounds, all voting aye, motion carried. These airport project expenses will be reimbursed by 95% from grant funding.

EXECUTIVE SESSION: At 6:45 PM, motion was made by Slater, seconded by Whitaker, to approve going into executive session to discuss contract negotiations and personnel, all voting aye, motion carried. Mayor Wolkow declared the council out of executive session at 7:37 PM.

EVENT CENTER/POOL/RECREATION: Kristy Hubbard, Director of the Event Center informed the council that MC&R Pool had made some suggestions for the pool regarding not painting the pool on a yearly basis and adding a chemical to eliminate the ring around the edge of the pool. Hubbard presented a price for an automatic pool vacuum in the amount of \$2,999.99 from Lincoln Aquatics, and a quote in the amount of \$4,125.00 from Heartland for a small floor scrubber for the Event Center. The small floor scrubber would be used in the wellness room, kitchen, bathrooms, and around tables set up in the Event Hall. Director Hubbard also updated the council on softball coaches and city sponsored volleyball will be held in August. Motion was made by Slater, seconded Whitaker, to approve purchasing the automatic pool vacuum in the amount of \$2,999.00 from Lincoln Aquatics pending the approval from the pool repair company that it would be ok to use on our pool, all voting aye, motion carried. Motion was made by Cavanaugh, seconded by Botkin, to approve the resignation from Hannah Buchheim as softball coach and approve Hannah Buchheim as a volunteer for softball, all voting aye, motion carried. Motion was made by Botkin, seconded by Whitaker, to approve purchasing the small floor scrubber in the amount of \$4,125.00 from Heartland, all voting aye, motion carried.

PERSONNEL: Motion was made by Botkin, seconded by Slater, to approve hiring Cole Munger as the Buildings/Park/Pool Supt. & Assist. to Water/Sewer at a rate of \$16.90 per hour effective May 6, 2019, all voting aye, motion carried. Motion was made by Botkin, seconded by Cavanaugh, to approve hiring Kyle Salter as a baseball coach in the amount of \$1,200.00 for the season, all voting aye, motion carried.

2015 AUDIT PROPOSAL: Motion was made by Slater, seconded by Whitaker, to approve the audit engagement with Grant and Williams, Inc. for the 2015 audit in the amount not to exceed \$12,000.00 plus \$130.00 per hour from the implementation of GASB 68 and the draft of the financial statements, plus up to \$500.00 for travel expenses, all voting aye, motion carried.

HEALTH INSURANCE RENEWAL: A contract from Wellmark Blue Cross of SD for employee health insurance with a renewal premium of \$5,888.58/month was reviewed. The new premium would be a decrease of \$73.90 per month but would increase the deductible by an additional \$900.00 for a deductible of \$4,500.00. Several policy options were reviewed and discussed for health insurance coverage through the Health Pool of SD and administered by Wellmark. Plan B through the Health Pool of SD would offer a \$500.00 deductible, and prescription plan. Employees would have a co-pay for office visits, co-pay for prescriptions, and would no longer have the health savings plan investment. The premium for Plan B through the Health Pool of SD would be \$5,991.49 per month. With the elimination of the health savings plan, the city would save \$647.09 per month based on the current employees. Motion was made by Slater, seconded by Cavanaugh, to approve enrolling with the Health Pool of SD, Plan B starting on July 1, 2019 and cancel the current health insurance policy with Wellmark Blue Cross of SD and the health savings plan with Farm Bureau as of July 1, 2019, all voting aye, motion carried.

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

FINANCIAL REPORTS & EVENT CENTER LOAN: Motion was made by Slater, seconded Hansen, to approve the April 2019 Cash Balances Report as presented by the Finance Officer, all voting aye, motion carried. Motion was made by Hansen, seconded by Cavanaugh, to approve extending the Event Center building loan for an additional 60 days, five voted aye, one voted nay, motion carried.

OTHER: Other non-action items of discussion were as follows: 1) the April law enforcement report; 2) additional clean-up and finish work that needs to be done on the corners that the State has been replacing; 3) council members doing property reviews for their wards; 4) the traffic signal on the Highway 14 keeps flashing; 5) the annual airport CIP meeting in June; 6) and the next regular meeting will be held on Tuesday, June 4, 2019 at 5:00 at City Hall.

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

Gary Wolkow, Mayor

ATTEST:

Tracey Larson, Finance Officer

Published once at the approximate cost of \$ _____