

REGULAR MEETING DE SMET COMMON COUNCIL  
May 12, 2021

The De Smet Common Council met in regular session on May 12, 2021, at 5:00 p.m., with the following present: Council members Jay Slater, Bret Jensen (via speaker phone), Pam Spader, Lowell Hansen, George Cavanaugh, Shon Asleson, Cole Munger, 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 expressed congratulations to De Smet High School Boys Basketball Coach Jeff Gruenhagen for being selected by the South Dakota High School Coaches Association as the Boy Basketball Coach of the year. Mayor Wolkow asked anyone attending the meeting by phone or video conference to please mute their devices.

**MINUTES:** Motion was made by Spader, seconded by Cavanaugh, to approve the minutes of the April 14, 2021 Regular Meeting, all voting aye, motion carried.

**CLAIMS:** Motion by Cavanaugh, seconded by Jensen, to approve payment of the claims as presented, all voting aye, motion carried. The claims are as follows: PAYROLL \$36,136.52; OASI Benefit 2,764.66; Aflac, ins. premium 280.95; Dearborn National, life insurance 158.40; Delta Dental of South Dakota 330.16; VSP 173.65; The Health Pool of SD, health insurance premium 10,336.84; SDRS, retirement benefit 4,018.76; AA Motorsport, LLC, supplies 85.98; Avera Occupation Medicine, supplies 426.00; Avid Hawk LLC, monthly web site fee 35.00; Butler Machinery, repairs & maintenance 5,600.43; Castlerock, repairs & maintenance 663.27; Center Point Large Print, supplies 29.21; Century Link, utilities 120.29; City of De Smet, utilities 395.68; City of De Smet, supplies 28.60; Connecting Point, repairs & maintenance 110.00; Cook's Wastepaper & Recycling, city garbage services 264.25; Cook's Wastepaper & Recycling, residential garbage collection 6,721.32; Cowboy Country Store, fuel 672.71; Creative Printing, marketing 699.00; De Smet Flowers & Gift, supplies 70.00; De Smet Trustworthy Hardware, supplies 193.23; SD Dept. of Environment & Natural Resources, supplies 250.00; Department of Health, water labs 28.00; Environmental Equipment & Services, repairs & maintenance 37.34; Grant & Williams, Inc., audit payment 14,290.88; Hawkins, Inc., chemicals 1,926.72; Innovative Office Solutions, supplies 36.92; Jessica Wilkinson, deposit refund 30.00; Kathy Kaufman, deposit refund 50.00; Keith & Katlin Johnson meter deposit refund 125.00; Kingsbury Journal, publishing 17.60; Kingsbury Electric Cooperative, maintenance contract 220.00; Kingsbury County Auditor, law enforcement contract 6,283.33;

Kingsbury Electric Cooperative utilities 174.79; Kingsbury Journal, publishing 662.08; Lindy Holland deposit refund 30.00; Mack Landscaping, repairs & maintenance 242.00; Mark & Jill Hoek, meter deposit refund 75.00; Maynards, supplies 21.97; Maynards, supplies 39.20; Micro Marketing LLC, supplies 520.50; NAPA, supplies & repairs 350.02; Northwestern Energy, utilities 805.76; O'Keefe Implement, Inc., supplies, repairs & maintenance 306.56; Office Peeps, Inc., supplies 269.72; Ottertail, utilities 5,995.81; People, supplies 118.26; Pheasantland Industries, supplies 78.67; Pool Petty Cash, supplies 150.00; Postmaster, supplies 55.00; Postmaster, supplies 180.00; Prairie Ag Partners, supplies 189.99; Reader Service, supplies 18.33; Reed, Inc., debt service payment 690.58; Reed, debt service payment 2,500.00; Rich's Gas & Service, fuel, repairs & maintenance 1,528.45; Richard Close, repairs & maintenance 150.00; Roy's Sport Shop, supplies 95.00; SD Dept. of Revenue, recreation sales tax 307.87; SD Department of Revenue, sanitation sales tax 458.22; SD Dept. of Ag, supplies 70.00; SD Assoc of Rural Water, conference fee 25.00; Share Corp, chemicals 2,534.10; Smith's Lumber, supplies 151.00; Spencer Quarries/Commercial Asphalt, repairs & maintenance 921.20; Tess Flak, water meter deposit refund 125.00; The Madison Daily Leader, publishing 380.00; The Saturday Evening Post, supplies 28.00; Tom & Patty Halverson, deposit refund 275.00; Truckside Custom Tarps, repairs & maintenance 30.00; Valley Fibercom, utilities 419.60; Helms & Associates, turnaround project 574.09; IMEG/Clark Engineering, water loop project 1803.63; J & J Earth Works, Inc., turnaround project 20,261.91.

**BUILDING PERMITS:** Motion was made by Jensen, seconded by Asleson, to approve the building permit applications submitted by Siver Rentals, LLC - residential structure; Daniel Piehl - privacy fence; Richard Janssen - concrete patio; Phyllis Poppen - deck; Jennifer Grover - privacy fence; and Brandon Vockrodt garden shed, all voting aye, motion carried.

**SEASONAL HELP:** Motion was made by Cavanaugh, seconded by Asleson, to approve hiring Angel Henry as a lifeguard at \$10.25/hour, Samuel Gunnon at \$10.25/hour as lifeguards pending he passes the lifesaving certification, Payton Botkin as basket room help at \$9.45/hour, and Brayden Roth as basket room help at \$9.45/hour, all voting aye, motion carried.

**PUBLIC COMMENTS:** Chad Kruse, representing the De Smet Chamber informed the council of the activities that will be taking place during the Old Settler Day Celebration. Activities include a parade, car show and shine, inflatables, and street dance.

**THANK YOU TO COUNCIL MEMBER:** Mayor Wolkow thanked council member Jay Slater for his four years of service as a council member, Slater was presented a certificate of appreciation.

**COUNCIL REORGANIZATION:** Motion was made by Slater, seconded by Spader, 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 Wilkinson to Cole Munger - Alderman Ward I, Bret Jensen - Alderman Ward II, Shon Asleson - Alderman Ward III and Gary Wolkow - Mayor at large.

The May meeting being the reorganization meeting for the Council, motion was made by Jensen, to nominate Lowell Hansen 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, motion was made by Jensen, seconded by Cavanaugh, to approve the election of Lowell Hansen for the position of Council President, all voting aye, motion carried.

Motion was made by Asleson to nominate George Cavanaugh for the position of Council Vice-President, seconded by Spader. 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, motion was made by Spader, seconded by Asleson, to approve the election of George Cavanaugh for the position of Council Vice-President, all voting aye, motion carried.

**APPOINTED OFFICIALS & OFFICIAL DEPOSITORIES/NEWSPAPER:** Nominations were made by Mayor Wolkow to appoint Tracey Larson as Finance Officer, and Todd Wilkinson as City Attorney, Motion by Cavanaugh, seconded by Asleson, that the appointive offices for the year 2021-2022 shall be filled as follows: Tracey Larson reappointed as Finance Officer, and Todd Wilkinson reappointed as City Attorney and to designate the American Bank & Trust and Dakotaland Federal Credit Union as the official depositories, and The De Smet News as the official newspaper, all voting aye, motion carried.

**COMMITTEES/APPOINTMENTS/VOLUNTEERS:** The Mayor presented the Alderman Committee appointments as follows: Streets & Alleys: Bret Jensen, George Cavanaugh, Cole Munger; Water & Sewer: Shon Asleson, Lowell Hansen; Parks/City Buildings/Museum/Library: George Cavanaugh, Cole Munger, Pam Spader; Law Enforcement Board: Gary Wolkow, Lowell Hansen; Fire Department: Lowell Hansen, Gary Wolkow, Shon Asleson; Hospital: George Cavanaugh, Pam Spader; Budget & Finance: Bret Jensen, George Cavanaugh, Pam Spader; Garbage & Restricted Use Site: Bret Jensen, Lowell Hansen, Cole Munger; Airport: Lowell Hansen, Cole Munger, Shon Asleson; Zoning Officers: Cole Munger, Gary Wolkow, Bret Jensen, Shon Asleson; Zoning Board: Bret Jensen, Shon Asleson, George Cavanaugh, Cole Munger, Lowell Hansen, Gary Wolkow, Pam Spader; Safety Committee: George Cavanaugh, Bret Jensen, Pam Spader; Tree Board: Lowell Hansen, Jason Springer. Motion was made by Cavanaugh, seconded by Hansen, to approve the council committees, all voting aye, motion carried. Motion was made by Hansen, seconded by Cavanaugh, to approve appointment of Roxene Helms, Evelyn Twite, and Cole Munger, Alderman to the Library Board; Elaine Gehm, President, Evelyn Twite, Vice-

president, Dee Dee Kruger, Secretary/Treasurer, Brenda Kruse, Helen Janish, and Cole Munger, Alderman to the Museum Board; Delver Williams, and Cole Munger, Alderman to the De Smet Housing & Redevelopment Board; Doug Ekeren to the Hospital Board; and Jason Springer to the Tree Board, all voting aye, motion carried. Motion was made by Cavanaugh, seconded by Spader, to approve the following individuals as Museum volunteers: Sharon Peterson, Gale Anderson, Nancy Anderson, Donna Askew, Billie Baird, Dee Baker, Elaine Behm, Jeanie Colwell, Amy Gruntmier, Connie Geyer, Cathy Gross, Barb Hansen, Jeff Hed, Roxene Helms, Helen Janish, Sharry Knock, Dee Kruger, Cheryl Noem, Suzanne Roeder, Mavis Stoel, LeAnn Stofferson, Marlene Somson, Evelyn Twite, Stuart Twite, Sharon Williams, Will Ward, and Sheila Smith; and the following individuals as Event Center volunteers: Dee Baker, Janice Doll, Merle Klinkel, Mike Frey, Lynn Beck, Judy Wolkow, and Melissa Churchill, all voting aye, motion carried.

**RENEWAL OF MALT BEVERAGE LICENSES:** This being the date and time advertised motion was made by Cavanaugh, seconded by Asleson, to re-issue on-off sale malt beverage with SD Farm Wine licenses as follows: Wendy Lu Lounge/Klinkel's III, Wheaties Sports Bar, General Store, Oxbow, Cowboy Country, The Main Stop, Kingsbury Club House, Maynard's, and Dollar General, all voting aye, motion carried.

**NEW APPLICATION FOR MALT BEVERAGE LICENSE:** This being the date and time advertised for the application of an on/off sale malt beverage with SD Farm Wine license submitted by David Fields. Pat Hansen appeared from the public to express his concern about the total number of malt beverage license allowed in De Smet. The council was informed by Attorney Wilkinson, that the State does not restrict the number of malt beverages that can be approved within the city limits and neither does the City Ordinance. Motion was made by Cavanaugh, seconded by Jensen, to issue an on-off sale malt beverage with SD Farm Wine license to Fields Fish & Game, all voting aye, motion carried.

**SPECIAL LIQUOR LICENSES:** The De Smet Volunteer Fire Department has requested two special liquor licenses for two separate events. One event will be held at the De Smet Event Center on June 5, 2021 from 4:00 PM to 12:00 AM and the other event will be held on Calumet Ave. between 2<sup>nd</sup> Street and 3<sup>rd</sup> Street or the Event Center in the event of rain on June 12, 2021 from 5:00 PM to 12:00 AM. Lu Ann Klinkel, owner of the Wendy Lu Lounge, LLC/Klinkel's III has requested a special liquor license for an event to be held on June 12, 2021 on Calumet Ave. between 2<sup>nd</sup> Street and 3<sup>rd</sup> Street or the Event Center in the event of rain from 5:00 PM to 12:00 AM. Motion was made by Asleson, seconded by Cavanaugh, to approve the two special liquor licenses for the De Smet Volunteer Fire Department, for events to be held at the De Smet Event Center and Calumet Ave. on June 5, 2021 from 4:00 PM to 12:00 AM and on June 12, 2021 from 5:00 PM to 12:00 AM, and approve the special liquor license form the Wendy Lu Lounge/Klinkel's III for an event to be held at Calumet Ave. or the Event Center in the event

of rain on June 12, 2021 from 5:00 PM to 12:00 AM, all voting aye, motion carried.

**BLOCKING STREETS:** Motion was made by Asleson, seconded by Cavanaugh, to approve blocking the necessary intersections along Calumet Ave. for the Old Settler Day parade, activities, and street dance on June 12, 2021, all voting aye, motion carried.

**WATER PROJECT & MAIN STREET:** Shane Waterman, Engineer for IMEG/Clark Engineering, met with the council to discuss the status of the current water looping project and future main street project. Waterman stated that he was still waiting for a current schedule from the contractor for the water looping project and would provide the schedule when he received it. The cost estimate for a Main Street project has been updated with four different options depending on funding availability. Options varied in estimated cost ranging from Option 1 - \$1,605,100.00 to Option 4 - \$5,051,000.00. The project committee that met to discuss the priority areas in the project agreed that Options 3 or 4 would best meet the community needs. Sources of project funding were also discussed. A proposal to do the design and survey costs will be presented to the City Council at the June council meeting.

**EXECUTIVE SESSION:** Motion was made by Cavanaugh, seconded by Asleson, to approve going into executive session at 6:10 pm to discuss contracts, all voting aye, motion carried. Mayor Wolkow declared the council out of executive session at 6:53 pm.

**MEDICAL CANNABIS DISPENSERY & FIRST READING FOR MEDICAL CANNABIS**

**ESTABLISHMENT PERMIT:** The use of medical cannabis will become legal in South Dakota starting on July 1, 2021. Until the State of South Dakota finalizes the rules and regulation, it is necessary to establish a temporary ordinance regarding the issuance of local medical cannabis establishment permits and/or licenses. Motion was made by Cavanaugh, seconded by Spader, to approve the first reading to approve Ordinance No. VII-22, a temporary ordinance regarding the issuance of local medical cannabis establishment permits and/or licenses, all voting aye, motion carried.

**AIRPORT PROJECT PROPOSAL FOR ASPHALT TESTING:** A request for proposals for asphalt testing were called for from three companies. Proposals were received and reviewed from two companies as follows: Braun Intertec in the amount of \$4,780.00, and American Engineering Testing in the amount of \$6,350.00. Motion was made by Asleson, seconded by Hansen, to approve accepting the proposal from Braun Intertec in the amount of \$4,780.00 for asphalt testing during the asphalt paving of the airport turn-arounds project, all voted aye, motion carried.

**MOSQUITO GRANT:** Motion was made by Hansen, seconded by Asleson, to approve applying for the South Dakota Department of Health grant for mosquito control, all voting aye, motion carried.

**FIRE DEPT EQUIPMENT GRANT:** Motion was made by Asleson, seconded by Munger, to approve the De Smet Volunteer Fire Department applying for a SD Wildland Grant for a skid unit in the amount of \$7,533.00 for grass fires, all voting aye, motion carried.

**LIBRARY GRANT:** Motion was made by Spader, seconded by Munger, to approve the Hazel L. Meyer Memorial Library applying for a grant for a children's learning program, all voting aye, motion carried.

**SURPLUS PROPERTY:** Motion was made by Cavanaugh, seconded by Spader, to approve declaring the library Toshiba e-Studio 207 copier for recycling with Office Peeps and the 1978 Ford Truck with a 1975 Falls #311 plow, all voting aye, motion carried. Motion was made by Cavanaugh, seconded by Asleson, to approve appointing Jason Springer, Shawn Wolkow, and Dave Van Regenmorter to appraise the 1978 Ford Truck with plow, all voting aye, motion carried.

**JUNE COUNCIL MEETING DATE:** Motion was made by Asleson, seconded by Spader, to move the June regular council meeting to June 14, 2021 due to scheduling, all voting aye, motion carried.

**BUILDINGS/PARKS:** Buildings/Parks Superintendent Jason Springer, met with the council to give a department update. Supt. Springer reported that he has been spraying city properties for weeds, the flowers at the park have been planted by the local FFA students, a tree was planted at the Rose Vincent Park for Arbor Day with the De Smet 3<sup>rd</sup> Grade, and has been preparing the pool for the summer season. The pool had a leak outside of the pool that has been repaired and the baby pool leak that was already existing still needs to be repaired. The council discussed getting a quote to fix the leak at the baby pool and a quote for an alternative improvement such as a water feature or splash pad for the baby pool.

**EVENT CENTER RECEPTION DESK DONATION:** An anonymous donation was made to the De Smet Foundation to purchase a custom reception desk for the Event Center in the amount of approximately \$8,000.00. Motion was made by Cavanaugh, seconded by Asleson, to accept the donation of the custom reception area desk for the Event Center, all voting aye, motion carried.

Council person Jensen was disconnected from the council meeting at this time.

**POOL LOUNGE CHAIRS:** Pool Manager Kristy Hubbard, presented the council with three prices in the amount of \$138.99 to \$219.99 each chair to purchase lounge chairs for the pool to rent by the day to pool patrons. Motion was made by Cavanaugh, seconded by Spader, to approve purchasing six pool lounge chairs in the amount of \$138.99 to be rented by pool patrons, all voting aye, motion carried. Motion was made by Asleson, seconded by Munger, to approve setting the fee to rent a pool lounge chair at \$10.00/day, and not to be rented during swimming lessons, all voting aye, motion carried.

**PROJECT PAYMENTS:** Motion was made by Cavanaugh, seconded by Hansen, to approve pay request #8 in the amount of \$574.09 to Helms & Associates for the turnaround's project, pay request #1 in the amount of \$20,261.91 to J & J Earth Works, Inc., and pay request #6 in the

amount of \$1,803.63 to IMEG/Clark Engineering for the water looping project, all voted aye, motion carried. The airport project expenses will be reimbursed by 100% from grant funding.

**DE SMET DEVELOPMENT CORPORATION:** Rita Anderson, De Smet Development Coordinator, reported to the council that the new daycare is preparing to open; responses to the new duplexes in Wilder Pass have been good; the new community guides are done; reminded the council members to stay progressive with the future projects; and they are willing to assist with funding of special feature ideas that were discussed in the master plan.

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

**FINANCIAL REPORTS:** Motion was made by Hansen, seconded Spader, to approve the April 2021 Cash Balances Report as presented by the Finance Officer, all voted aye, motion carried.

**OTHER:** Other non-action items of discussion were as follows: 1) the April law enforcement report; and 2) a water service out-side of city limits.

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

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Gary Wolkow, Mayor

ATTEST:

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Tracey Larson, Finance Officer

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