

SPECIAL MEETING DE SMET COMMON COUNCIL
December 27, 2022

The De Smet Common Council met in special session on December 27, 2022, at 5:15 pm, with the following present: Pam Spader, Lowell Hansen, George Cavanaugh, Shon Asleson, Cole Munger, Bret Jensen, Mayor Gary Wolkow, and Finance Officer Tracey Larson. Absent: none.

Mayor Wolkow called the meeting to order at 5:15 PM.

CLAIMS: Motion by Hansen, seconded by Cavanaugh, to approve payment of the claims as presented, all voting, motion carried. The claims are as follows: American Fence Company, repair & maintenance 1,446.01; Avid Hawk, LLC, monthly web-site fee 35.00; Batteries Plus Bulbs, supplies 70.06; Bau Plumbing and Heating, replace furnace at City Hall 4,799.00; Center Point Large Print, books 30.71; City of De Smet (Petty Cash), supplies & postage 42.10; Coca-Cola of Mitchell, supplies 213.80; Codi Schmidt, deposit refund 275.00; Connecting Point, supplies 294.00; Cowboy Country Store, fuel 160.01; Dakota Pump, Inc., materials for repair 15,677.31; De Smet Flowers, supplies 65.00; De Smet Trustworthy Hardware, supplies 40.20; Department of Health, water labs 43.00; Hawkins, Inc., chemicals 2,551.62; Ingalls Homestead, marketing 1.250.00; Katlyn Steeneck, re-issue deposit check 206.25; Kingsbury Electric Cooperative, repair & maintenance 2,416.43; Kingsbury Journal, publishing 131.34; Mack landscaping lawn Irrigation, repair 200.95; Maynard's, supplies 30.91; Micro Marketing, LLC, books 438.77; Motorola Solutions, Inc., fire department radios 23,439.57; NAPA De Smet, repairs & maint. 129.54; O'Keefe Implement, Inc., repairs & supplies 402.98; Office Peeps, Inc., supplies 103.35; Rich's Gas & Service, fuel & supplies 3,663.69; Shawn Scotting, deposit refund 50.00; and The Oxbow Restaurant, supplies 129.77.

SECOND READING TO AMEND WATER/WASTEWATER RATES: Motion was made by Jensen, seconded by Hansen, to approve the second reading to amend Ordinance No. II-2Q, Section II-2-6. Water Services Hookups and Rates, to increase the water flat rate from \$19.12 to \$20.27 per month, the usage rate from \$5.16 to \$5.47 per 1,000 gallons water, and bulk water rates at \$30.00 for the first 1,000 gallons water and \$12.00 for every 1,000 gallons after, to approve the second reading to amend Ordinance No. II-4N, Section II-4 Entitled Wastewater Charges, to increase the wastewater flat rate from \$19.12 to \$20.27 per month, the usage rate from \$5.16 to \$5.47 per 1,000 gallons water, and wastewater users with other water sources from \$24.86 to \$31.21, all voting aye, motion carried.

all voting aye, motion carried.

ORDINANCE NO. II-2Q

**AN ORDINANCE AMENDING ORDINANCE NO. II-2 ENTITLED: SECTION II-2-6.
WATER SERVICE HOOKUPS & RATES:**

BE IT ORDAINED BY THE CITY OF DE SMET, SOUTH DAKOTA, THAT SAID
ORDINANCE SHALL BE AMENDED TO READ AS FOLLOWS:

Section II-2-6. Water Services Hookups and Rates.

RATE SCHEDULE FOR WATER USAGE

The rates for water consumption shall be computed on a monthly (1 month) basis. Any fractioned use of 1,000 gallons shall be rounded to the next 1,000 gallon increment and shall be considered as 1000 gallons for billing purposes. A minimum monthly rate of \$20.27 of which sum \$2.50 per hookup shall be designated for debt retirement, shall be charged to the service regardless of usage as long as the water shall be turned on to the service. The following rates shall be effective for residential and commercial usage for water supplied by the City of De Smet, to-wit:

For usage, per 1000 gallons \$5.47

Other Water charges, the City of De Smet hereby establishes a surcharge of \$4.35 payable by each customer of its system who receives or benefits from the services of the project financed by the DW-02 loan with the borrower bond Series 2020. The collection of the surcharge shall start on January 1, 2021. The surcharge shall remain in effect until such time as the borrower bond is paid in full, it shall be collected at the same time as other charges of the system, and establish a surcharge account to segregate the income from other system income for book keeping purposes to be pledged to the South Dakota Conservancy District. The surcharge shall be reviewed from year to year and modified in order to provide the required 110 percent debt coverage. Bulk water charges for bulk water dispensed at the hydrant are hereby established at a rate of \$30.00 for the first 1,000 gallons and \$12.00 per 1,000 gallons after the first 1,000 gallons.

Meters shall be read monthly and water bills shall be due and payable on the 1st day of every month of each year at a place designated by the City. After 5:00 P.M. on the 15th day of said month, water bills shall be deemed delinquent and a 15% penalty shall be added to the unpaid customer's account having a balance of over \$10.00.

No utility connection shall be made for municipal water or sewer services until the owner, occupier or user of the premises shall deposit with the City the sum of \$150.00 as a guarantee of municipal utilities payment. Said deposit shall be retained by the City without interest until the municipal utility service is disconnected or terminated. Upon vacating said building or location of the discontinuance of the use of the municipal utilities therein, the deposit shall be returned to the person who paid said amount, less any sums then due and owing to the City for utility services.

All other sections of said Ordinance and Ordinances amending Ordinance No. II-2, except those herein specifically modified, remain in full force and effect.

Dated this 27th day of December, 2022.

CITY OF DE SMET

ATTEST:

Gary Wolkow, Mayor

Tracey Larson, Finance Officer

Passed First Reading: December 19, 2022

Second Reading: December 27, 2022

Published: January 4, 2023

ORDINANCE NO. II - 4N

AN ORDINANCE AMENDING CHAPTER II-4 ENTITLED: WASTEWATER CHARGES.

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

That Section II-4-3 be amended as follows to-wit:

Section II-4-3. Sewer Service Rates/Metered Services.

The rates for sewer usage shall be computed on a monthly (1 month) basis. There shall be only one class of users for purposes of rate calculation with rates to be determined based upon the users metered water usage. Any fractional use of 1,000 gallons shall be rounded to the next 1,000-gallon increment and shall be considered as 1,000 gallons for billing purposes. A minimum monthly rate of \$20.27, as long as the water shall be turned on to the service. An additional monthly charge shall be imposed at a rate of \$5.47 for each 1,000 gallons or fraction thereof of metered water usage.

And Section II-4-5 be amended as follows to-wit:

Section II-4-5. Sewer rates for wastewater users who use water in the dwelling, office or other structure from a source other than metered City Water shall be required to pay a monthly rate of \$31.21.

All other provisions not changed herein to remain valid and effective.

Date this 27th day of December, 2022.

CITY OF DE SMET

ATTEST:

Gary Wolkow, Mayor

Tracey Larson, Finance Officer

Passed First Reading: December 19, 2022

Second Reading: December 27, 2022

Published: January 4, 2023

CONTINGENCY TRANSFER: Motion was made by Asleson, seconded by Jensen, to approve transferring \$35,428.00 from the contingency fund to Finance Office \$9,900.00, and Fire Department \$25,528.00, all voting aye, motion carried.

SECOND READING OF THE 2022 BUDGET SUPPLEMENT: The City has incurred unexpected expense for a Fire Department radio project funded with the majority of the project funded by a grant, street equipment, sanitation rate increase, Tif loan payments, additional contributions, water repairs, and sewer infrastructure improvement. Therefore, it is necessary to supplement the 2022 Appropriations Ordinance for the expenses. Motion was made by Cavanaugh, seconded by Spader to approve the second reading of Ordinance IV-225 to supplement the 2022 Appropriations Ordinance, all voting aye, motion carried.

ORDINANCE IV-225

AN ORDINANCE AMENDING APPROPRIATION ORDINANCE IV-222 AND PROVIDING FOR A SUPPLEMENTAL BUDGET AND ADJUSTING APPROPRIATIONS OF THE CITY OF DE SMET, FOR THE YEAR 2022.

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

OTHER FINANCING USES:

422.9 Fire Department	\$ 10,175.00
431 Streets	\$ 31,500.00
432 Sanitation	\$ 8,000.00
465 Economic Development	\$ 6,695.00

TOTAL APPROPRIATIONS **\$ 56,370.00**

=====

SOURCE OF FUNDING:

Undesignated Fund Balance	\$ 46,195.00
331/334 Federal/ State Revenue	\$ 10,175.00

TOTAL FUNDING **\$ 56,370.00**

DEBT SERVICE

OTHER FINANCING USES:

470.0 TIF Wilder Pass	\$ 24,600.00
-----------------------	--------------

	TOTAL APPROPRIATIONS	\$ 24,600.00 =====
SOURCE OF FUNDING:		
Restricted Cash		\$ 24,600.00
	TOTAL FUNDING	\$ 24,600.00

	<u>WATER FUND</u>	
OTHER FINANCING USES:		
433 Water		\$ 11,200.00
	TOTAL APPROPRIATIONS	\$11,200.00 =====
SOURCE OF FUNDING:		
Unrestricted Cash		\$ 11,200.00
	TOTAL FUNDING	\$ 11,200.00

	<u>SEWER FUND</u>	
OTHER FINANCING USES:		
432.5 Sewer		\$ 74,000.00
	TOTAL APPROPRIATIONS	\$ 74,000.00 =====
SOURCE OF FUNDING:		
Unrestricted Cash		\$ 74,000.00
	TOTAL FUNDING	\$ 74,000.00

Dated this 27th day of December, 2022.

ATTEST:

Gary Wolkow, Mayor

Tracey Larson Finance Officer

Passed First Reading: December 19, 2022

Passed Second Reading & Adopted: December 27, 2022
Published: January 4, 2023

SURPLUS PROPERTY: Motion was made by Munger, seconded by Asleson, to approve declaring two wooden library book shelves, and the City Hall General Electric Furnace, Model BLE106E936A0, Serial No. 51186 908 as surplus property for disposal at the De Smet Restricted Use Site, all voting aye, motion carried.

EXECUTIVE SESSION: Motion was made by Asleson, seconded by Hansen to go into executive session at 5:38 pm for the purpose of personnel, all voting aye, motion carried. Mayor Wolkow declared the council out of executive session at 6:14 pm.

EMPLOYEE SALARIES: Motion was made by Hansen, seconded by Cavanaugh, to authorize a 5% increase for all hourly and salaried employees in Grades 1-12 and part-time fill-in help, to be effective December 28, 2022, all voting aye, motion carried. Motion was made by Cavanaugh, seconded by Asleson, to approve increasing the water and wastewater certification completion wage increase from \$0.50 per hour to \$1.00 per hour, to be effective December 28, 2022, all voting aye, motion carried.

PERSONNEL: Motion was made by Cavanaugh, seconded by Munger to approve hiring Clifford Poppen at a rate of \$15.00 per hour to help with snow removal, all voting aye, motion carried.

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

To comply with SDCL 6-1-10. Publication of Payroll information, the payroll changes were effective as follows: Finance Officer Tracey Larson \$5,820.75/month effective January 1, 2023.

Gary Wolkow, Mayor

ATTEST:

Tracey Larson, Finance Officer

Published once at the approximate cost of \$_____