

REGULAR MEETING DE SMET COMMON COUNCIL
July 10, 2024

The De Smet Common Council met in regular session on July 10, 2024, at 5:00 p.m., with the following present: Council members Dustin McCune, George Cavanaugh, Bret Jensen, Dane Coughlin, Lowell Hansen arrived later, Pam Spader, Mayor Gary Wolkow, and Finance Officer Tracey Larson. Absent: None.

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

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

MINUTES: Motion was made by Spader, seconded by Cavanaugh, to approve the minutes of the June 5, 2024, Regular Meeting minutes, all voting aye, motion carried.

CLAIMS: Motion by Cavanaugh, seconded by Coughlin, to approve payment of the claims as presented, all voting aye, motion carried. The claims are as follows: PAYROLL \$54825.96; OASI Benefit 10,603.22; Aflac, ins. premium 187.98; Dearborn National, life insurance 123.20; Delta Dental of South Dakota 390.36; VSP 191.40; The Health Pool of SD, health insurance premium 7,849.10; SDRS, retirement benefit 4,680.92; Visa, supplies and marketing 465.83; Ally Johnson, meter deposit refund 150.00; Anderson Lumber, supplies 112.92; Avera Occupational Medicine, drug testing 935.00; Avid Hawk LLC, monthly website fee & domain fee 60.00; Bender Sewer and Drain, LLC, repair & maintenance 2,832.00; Beth Mazelin, meter deposit refund 150.00; Caryn Pastian, deposit refund 50.00; Center Point Large Print, books 30.71; Chesterman Company, supplies 118.50; City of De Smet, utilities 1,391.74; City of De Smet, supplies, repairs & maintenance 46.52; Complete Automotive, LLC, repairs & maintenance 185.00; Connecting Point, supplies, off-site backup service, software 85.42; Cook's Wastepaper & Recycling, city garbage service 286.06; Cook's Wastepaper & Recycling, residential garbage collection 7,356.62; CR Corner, LLC, diesel & fuel 2,237.27; Curt Bau, repairs & maintenance 350.00; Dakota Pump, repairs & maintenance 9,470.93; Dale's A-1 Transmission, repairs & maintenance 2,794.45; Dept. of Agriculture & Nature, project permit fee 100.00; De Smet Development Corp., contributions 1,000.00; De Smet Trustworthy, supplies, repair & maintenance 191.48; De Smet Trustworthy, library supplies 21.54; Department of Health, water labs 43.00; Edward Weninger, deposit refund 275.00; Eframson Electric, Inc. repairs & maintenance 142.80; ELO Prod., LLC, audit fees 14,546.11; Ferguson Waterworks, repairs & maintenance 482.49; Girl Scouts Dakota Horizons, deposit refund 555.00; Hawkins, Inc., chemicals & supplies 4,934.47; Horizon Health Care, deposit refund 250.00; Huron Parks & Recreation Dept, softball registration 210.00; Jill Vincent, deposit refund 50.00; John & Lexy Herman, deposit refund 355.00; Kingsbury Electric Cooperative, repairs & maintenance 334.41; Kingsbury Electric Cooperative, repairs & maintenance 220.00; Kingsbury County Auditor, law enforcement contract 6,933.33; Kingsbury Electric Cooperative, utilities 172.81; Kingsbury Journal, publishing 849.18; Kingsbury Journal, library publishing 231.00; Kristy Hubbard, reimburse for supplies 33.40; LATC, deposit refund 30.00; LIW Pageant,

marketing 500.00; Lexi Johnson, deposit refund 50.00; Mack Landscaping, repairs & maintenance 891.62; Maynards, supplies 34.96; Maynards, pool supplies 1,552.44; MC&R Pools, Inc, supplies, repairs & maintenance 895.16; Murray Toews, deposit refund 275.00; Napa, repairs & maintenance 269.87; Northwest Pipe Fittings, Inc., repairs & maintenance 146.39; Northwestern, utilities 80.41; O'Keefe Implement, Inc., repairs & maintenance 375.67; Office Peeps, Inc., library supplies 60.12; Office Peeps, supplies 2,388.45; Olson's Pest Technicians, repairs & maintenance 225.00; Ottertail Power Company, utilities 4,355.24; Palmlund Automotive, repairs & maintenance 676.98; Postmaster, supplies 68.00; Rick & Sheryl Downes, key fob refund 20.00; Savannah Efraimson, deposit refund 605.00; SD Dept. of Revenue, sales tax 495.78; SD Department of Revenue, sanitation sales tax 500.81; SD Municipal League, travel & conference 125.00; Share Corp., chemicals 3,339.47; Socially Untapped, bbb publishing 600.00; Sommer Riggins, water meter deposit refund 125.00, Sutton Auctioneers & Land Brokers, LLC, deposit refund 280.00; Thein Well, repairs & maintenance 219.30; Tracey Larson, travel reimbursement 523.94; Treetop Products, LLC, supplies 3,935.62; US Bank, water looping project principal & interest 4,043.21; US Bank, water project principal & interest 2,666.22; Valley Fibercom, utilities 549.60; Zell Manufacturing, repairs & maintenance 60.00; Helms & Associates, airport SRE equipment project 180.00; IMEG, water tower project 9,000.00; IMEG, sewer lining & manholes project 2,000.00; IMEG, East side sewer project, 1,400.00; IMEG, East side water project 9,600.00; Kingsbury County Sheriff, finger printing 10.00; SD Div. of Criminal Inc., background checks 291.25.

BUILDING PERMITS: Motion was made by McCune, seconded by Cavanaugh, to approve the building permit application submitted by Preston Collier for Ed Sprouse - pergola over existing concrete patio. Motion was made by McCune, seconded by Cavanaugh, to approve the building permit application submitted by Preston Collier for Ed Sprouse, all voting aye, motion carried.

PUBLIC COMMENTS: None.

Council member Hansen arrived at this time.

INFRASTRUCTURE, MAIN STREET & WATER TOWER PROJECTS: Shane Waterman, Engineer for IMEG, met with the council to discuss the infrastructure and Main Street project updates. Engineer Waterman is still waiting for the SD DANR to complete the review of the plans for the Main Street Project. He has reached out to SD DANR, and they expect the review and comments to be completed withing the next couple of weeks. A meeting with the Main Street Committee and Ottertail will need to be held before requesting bids for the Main Street Project. It is estimated to call for bids on the Main Street Project in October and award in November. The 2nd Street and Chase Street infrastructure project is starting. Mailboxes have been relocated, and temporary water services are set up and waiting for the water sample results before turning on the temporary water supply. Engineer Waterman answered questions pertaining to the 2nd Street & Chase Street infrastructure projects.

City council person Coughlin stepped away from the meeting at this time.

Engineer Waterman reviewed the Water tower painting and repair project. The project will be bid with two alternates for the De Smet name on the tower, or a bulldog logo and name.

Council member Coughlin returned at this time.

ADVERTISE FOR BIDS FOR THE WATER TOWER PROJECT: Motion was made by Spader, seconded by Jensen, to approve advertising for bids for the Water Tower Painting & Repairs Project, all voting aye, motion carried.

FIRE DEPARTMENT MEMBER: Motion was made by Coughlin, seconded by McCune, to approve Cameron Garry as a De Smet Volunteer Fire Department member to replace Jim Millman, all voting aye, motion carried.

DE SMET HOUSING & DEVELOPMENT BOARD MEMBER: Motion was made by Jensen, seconded by Hansen, to approve appointing Alex Wolkow to the De Smet Housing & Development Board to replace Jim Millman, all voting aye, motion carried.

EXECUTIVE SESSION: At 5:53 pm, motion was made by Hansen, seconded by Coughlin, to go into executive session to discuss personnel, all voting aye, motion carried. Mayor Wolkow declared the council out of executive session at 6:31 pm.

ADVERTISING FOR HELP: Motion was made by Cavanaugh, seconded by Hansen, to approve advertising for the Assistant Library Position, all voting aye, motion carried.

WATER & SEWER DEPARTMENTS: Jason Springer, Water & Sewer Superintendent met with the council to inform them the fire hydrant by the Event Center has been repaired, Thein Well has drilled the new well and placed the screen. There will be a waiting period and other items to install before this well will be in service.

PROJECT PAYMENTS: Motion was made by Jensen, seconded by Cavanaugh, to approve pay requests: Helm's & Associates, pay request 5, Airport SRE project \$180.00; IMEG, East side water project pay request 22006269.00-6 \$9,600.00; IMEG, East side sewer pay request 22006269.01-6 \$1,400.00; IMEG, sewer lining & manholes pay request 22006270.00-5 \$2,000.00; IMEG, water tower repair, pay request 23007847.00-2 \$9,000.00, all voting aye, motion carried. Airport projects are funded 95% by federal and state grant funds.

DE SMET DEVELOPMENT CORPORATION: Development Coordinator, Jamie Lancaster, informed the council that they have started planning for the 2025 De Smet Community Guide, the new meat locker business is moving forward and anticipate construction to begin in September, and presented the June SD Economic Indicators report.

FINANCIAL REPORT: Motion was made by Hansen, seconded by Jensen, to approve the May & June 2024 Cash Balances Report as presented by the Finance Officer, all voting aye, motion carried. Finance Officer Larson also reported that the City of De Smet was awarded \$2,957.00 from the SD Dept. of Health grant for mosquito control.

ACCOUNTS PAYABLE WRITE-OFF: Motion was made by Cavanaugh, seconded by Coughlin, to approve writing-off \$400.30 for liquor accounts payable from December 2016, five voting aye, one voting nay, motion carried.

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

OTHER: Other non-action items of discussion were as follows: 1) the June law enforcement report; 2) traffic in the construction areas; and 3) golf carts on the streets; and 4) property cleanup reviews.

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 July 21, 2024, Department Assistant., Casey Harty 23.00/hour.

Gary Wolkow, Mayor

ATTEST:

Tracey Larson, Finance Officer

Published once at the approximate cost of \$ _____