

REGULAR MEETING DE SMET COMMON COUNCIL
August 8, 2018

The De Smet Common Council met in regular session on August 8, 2018, at 5:00 p.m., with the following present: Don Bohn, Alex Botkin (via speaker phone), Lowell Hansen, George Cavanaugh, Norman Whitaker, Jay Slater, Mayor Gary Wolkow, FO Tracey Larson, and Attorney Todd Wilkinson. Absent: none.

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

ANNOUNCEMENTS: Mayor Wolkow thanked the City of Aberdeen for the generous donation of baseball lights for the De Smet baseball field, to George Cavanaugh, Curt Bau, and Larry Jensen for taking time to go Aberdeen to pick up the donated baseball field lights, and to Dennis Kruse for the use of his trailer used to pick up the baseball lights from Aberdeen.

MINUTES: Motion was made by Bohn, seconded by Whitaker, to approve the minutes of the July 11, 2018 Regular Meeting with the correction to amend the zoning official to review the McCune Variance application was Alex Botkin instead of Jay Slater, and approve the July 17, 2018 Special Meeting with the correction that Don Bohn was present for the meeting, upon roll call vote voting aye was Bohn, Botkin, Hansen, Cavanaugh, Whitaker, and Slater. Voting nay: none. Motion carried.

CLAIMS: Motion by Hansen, seconded by Cavanaugh, to approve payment of the claims as presented, upon roll call vote, voting aye was Bohn, Botkin, Hansen, Cavanaugh, Whitaker, and Slater. Voting nay: none. Motion carried. The claims are as follows: PAYROLL \$51,612.23; OASI Benefit 3,948.35; Aflac, ins. premium 371.76; Dearborn National, life insurance 140.80; Farm Bureau Bank, health savings 1,000.00; Delta Dental of South Dakota 457.52; VSP 200.81; Wellmark Blue Cross Blue Shield, health insurance premium 8,016.78; SDRS, retirement benefit 4,140.04; A-Ox Welding Supply Co., Inc., supplies 82.95; Avera Occupational Medicine, supplies 201.00; Avid Hawk LLC, web site fee 35.00; Bau Plumbing & Heating, repairs 580.00; Bierschbach, equipment 1,525.00; Brown & Saenger Promo, supplies 95.00; Center Point Large Print, library supplies 29.21; Century Link, utilities 474.45; City of De Smet, supplies 44.31; City of De Smet, utilities 354.20; Connecting Point, software & off-site backup 387.50; Cook's Wastepaper & Recycling, residential garbage collection 5,739.26; Core & Main, repairs & maintenance 2,282.24; Country Woman, library supplies 19.97; Cowboy Country Store, fuel & supplies 1,016.72; Cycle America; deposit & other refund 365.00; Dakota Resources, deposit refund 50.00; Dakota Supply Group; repairs & maintenance 209.66; De Smet Development Corp., economic development 1,500.00; De Smet Trustworthy, supplies 908.09; Delton Wiebe, deposit refund 275.00; Dept. of Revenue, repairs & maintenance 43.00; The De Smet News, publishing & supplies 515.98; The De Smet News, library supplies 6.20; Feld Fire, SCBA units 20,985.00; Hawkins, Inc., maintenance & chemicals 6,531.31; Heartland Paper Company, supplies 64.33; Jayne Pommer, deposit refund 150.00; Kathryn

Pommer, deposit refund 275.00; KDLT-TV, marketing 321.00; Kingsbury Electric Cooperative, maintenance 220.00; Kingsbury County Auditor, law enforcement hours 6,283.33; Kingsbury Electric Cooperative, utilities 207.00; Kristy Hubbard, reimburse for supplies 117.64; Lyric Gruenhagen, deposit refund 30.00; Mack Landscaping, supplies 1,636.04; Maguire Iron, Inc., water tower maintenance 1,287.50; Maynard's, supplies 31.30; Maynard's, pool supplies 578.83; Micro Marketing LLC, supplies 346.46; Napa De Smet, repairs & maintenance 147.73; Northwest Pipe Fittings, Inc., repairs & maintenance 114.04; Northwestern, utilities 91.53; O'Keefe Implement, Inc., repairs & maintenance 1,465.08; Office Peeps, Inc., library supplies 51.20; Office Peeps, Inc., supplies 542.30; Ottertail, utilities 5,413.09; Outdoor Life, magazine renewal, 24.97; Parents magazine, magazine renewal 7.99; Postmaster, library supplies 64.00; Postmaster, supplies 175.00; Reader Service, books 17.22; REED, debt service principal 1,448.41; REED, Inc., debt service 690.58; REED, Inc., debt service 2,500.00; Rich's Gas & Service, fuel & repairs 734.03; Schubloom Construction, museum repairs & maintenance 2,889.80; SD Department of Revenue, garbage sales tax 432.24; Finance Office SD Dept. of Transportation, supplies 61.88; SD One Call, locates 48.16; Share Corp, chemicals 2,252.75; Smith's Lumber, supplies 12.13; Spencer Quarries/Commercial, repairs & maintenance 990.90; State of SD, utilities 8.47; TADA, deposit refund 250.00; Titan Machinery, supplies 83.50; Waylor Enterprises, repairs & maintenance 18,791.27; Zell Manufacturing, Inc., repairs & maintenance 17.00; Helms & Associates, engineering fees for airport project 4,754.11; Helms & Associates, engineering for airport project 4,744.17; Mediacom, utilities 47.91; Mediacom, utilities 257.02; Mediacom, utilities 66.60.

EMERGENCY MANAGEMENT: Cindy Bau, Emergency management Director, met with the council for an annual update and review. Updates and reminders included: Continued credentialing of city council members and employees; credentialing of equipment will be done in the future; continuing completion of the ICS classes; classes in September and October that are available to attend; First District Association is working with Bau on updating the Kingsbury Hazmat Plan; the Kingsbury County Pre-disaster Mitigation Plan is being updated and the City of De Smet should review and update their portion of the plan; and a Homeland Security grant that is open for applications.

OLLI CLASSES: Nancy Wehrkamp, Director for the SD Osher Lifelong Learning Institute (OLLI), presented information about the OLLI program and the classes that are offered to participants. Classes offered are customized to the interest of the host community. Participants that enroll in the OLLI classes can take OLLI classes offered in other communities too. OLLI classes are similar to the IMPACT classes that were held in De Smet last winter. The enrollment fee for the OLLI classes if they were to be held in De Smet has not been determined yet. The City contribution to the program would be the use of the Event Center. Classes are usually about an hour long and would not interfere with any rentals. Motion was made by Slater, seconded by Cavanaugh, to accept and pursue the OLLI classes for this winter as a pilot program in De Smet, upon roll call vote, voting aye

was Bohn, Botkin, Hansen, Cavanaugh, Whitaker, and Slater. Voting nay: none. Motion carried.

ZONING: Motion was made by Cavanaugh, seconded by Slater, that the Council to be convened as the Board of Adjustment, upon roll call vote, voting aye was Bohn, Botkin, Hansen, Cavanaugh, Whitaker, and Slater. Voting nay: none. Motion carried. The Board of Adjustment was called to order by Mayor Wolkow.

This being the date and time public noticed for the hearing on Special Exception Application #66 submitted by Austie Albrecht, Albrecht met with the board to discuss the special exception application. Albrecht has requested a special exception to allow the operation of an assisted living center in an area zoned "R-2" General Residential District on the following legally described property: S75' of Lots 1 & 2, Block 18, Brown's Addition and N90' of Lots 1 & 2 and all of Lot 3, Brown Addition, and addressed as 401 Ingalls Ave. SW, De Smet, South Dakota. The proposed assisted living facility would house up to 16 residents.

Notice of the hearing was properly given by certified mail and by publication of the publication of the Notice of Hearing in conformity with Section 3.04.05 of the City Zoning Ordinance. Nobody from the public appeared in opposition of the proposed special exception application.

Upon conclusion of the hearing and the Board having considered the application and evidence presented, enters its findings as follows:

1. That property legally described as S75' of Lots 1 & 2, Block 18, Brown's Addition and N90' of Lots 1 & 2 and all of Lot 3, Brown Addition, De Smet, Kingsbury County, South Dakota, is located within the city limits of the City of De Smet and the Board of Adjustment has jurisdiction over the application.

2. That the property is currently zoned "R-2 General Residential".

3. That all adjacent properties are zoned "R-2 General Residential".

4. That an assisted living center is a use permitted by special exception within the General Residential District.

5. That the applicant has filed the required application for the special exception permit and the notice of hearing was properly given.

6. That none of the adjoining property owners presented any objections to the assisted living center.

7. That the assisted living center establishment is compatible with adjacent properties and other property in the district.

8. That granting the special exception is in keeping with the City of De Smet's comprehensive land use plan.

9. That all requirements of the City of De Smet Zoning Ordinance have been met.

Based upon these finding, a motion was made by Slater, seconded by Cavanaugh, to recommend approval of the special exception permit to Austie Albrecht, for an assisted living center facility, upon roll

call vote, voting aye was Bohn, Botkin, Hansen, Cavanaugh, Whitaker, and Slater. Voting nay: none. Motion carried.

This being the date and time public noticed for the hearing on Variance Application #67 submitted by Austie Albrecht, Albrecht met with the board to discuss the variance application. Albrecht has requested a variance that she be allowed to construct a 116'2" x 116'10" assisted living facility on the following legally described property: S75' of Lots 1 & 2, Block 18, Brown's Addition and N90' of Lots 1 & 2 and all of Lot 3, Brown Addition, and addressed as 401 Ingalls Ave. SW, De Smet, South Dakota
Notice of the hearing was properly given by certified mail and by publication of the publication of the Notice of Hearing in conformity with Section 3.04.05 of the City Zoning Ordinance. Nobody from the public appeared in opposition of the variance application.

The location of the proposed construction was reviewed by Alderman Slater and Alderman Botkin. Upon conclusion of the hearing and the Board having considered the application and evidence presented, enters its findings as follows:

1. That property legally described as S75' of Lots 1 & 2, Block 18, Brown's Addition and N90' of Lots 1 & 2 and all of Lot 3, Brown Addition, De Smet, Kingsbury County, South Dakota, is located within the city limits of the City of De Smet and the Board of Adjustment has jurisdiction over the application.

2. That the property is currently zoned "R-2 General Residential".

3. That all adjacent properties are zoned "R-2 General Residential".

4. That the lot is located at the intersection of two street right-of-ways (Ingalls Avenue and 4th Street).

5. That the Area Regulations of the "R-2" zoning require a front yard set-back of thirty (30) feet and the "Additional yard Requirement" in Chapter 4.07 Yards, states that a corner lot must have a front yard along both streets.

6. That the Area regulations of the "R-2" zoning require a rear yard to have a minimum distance of twenty-five (25) feet set-back from the property line.

7. That the Area Regulations of the "R-2" zoning require a maximum lot coverage for all buildings and structures not to exceed thirty (30%) percent of the total lot area.

8. That the proposed building addition would be constructed in the same front set-back from the north lot line (front yard) and east lot line (front yard) as the existing structure.

9. That the proposed building addition would be constructed fourteen (14) feet from the rear property line.

10. That the existing lot coverage of all buildings and structures would increase the existing lot coverage by an additional thirty-five (35) percent.

11. That none of the adjoining property owners objected to the proposed variance.

12. That granting the proposed variance would not increase any safety exposure to the adjacent property owners.

13. That the Board of Adjustment take into consideration each application on its own accord.

14. That ordinances have been approved and adopted to protect the De Smet residents and properties within the city limits.

15. That the current structure locations do not result from the applicant's action.

16. That the reasons set forth in the application justify approving a variance.

Based upon these findings, a motion was made by Slater, seconded by Cavanaugh, to recommend approval of the variance application #67 as submitted to Austie Albrecht, for an assisted living center facility, upon roll call vote, voting aye was Bohn, Botkin, Hansen, Cavanaugh, Whitaker, and Slater. Voting nay: none. Motion carried.

This being the date and time public noticed for the hearing on Variance Application #68 submitted by LIW Memorial Society, Tessa Flak met with the board to discuss the variance application. The LIW Memorial Society has requested a variance that they be allowed to construct a 20' x 14' open picnic shelter on the following legally described property: Lot 9, Block 10, Western Town Lot Co. Addn., and addressed as 103 Olivet Ave. SE, De Smet, South Dakota. Notice of the hearing was properly given by certified mail and by publication of the publication of the Notice of Hearing in conformity with Section 3.04.05 of the City Zoning Ordinance. Nobody from the public appeared in opposition of the variance application. The location of the proposed construction was reviewed by Alderman Slater. Upon conclusion of the hearing and the Board having considered the application and evidence presented, enters its findings as follows:

1. That property legally described as Lot 9, Block 10, Western Town Lot Co. Addn., De Smet, Kingsbury County, South Dakota, is located within the city limits of the City of De Smet and the Board of Adjustment has jurisdiction over the application.

2. That the property is currently zoned "R-2 General Residential".

3. That all adjacent properties are zoned "R-2 General Residential".

4. That the lot is located at the intersection of two street right-of-ways (Olivet Avenue and 1st Street).

5. That the Area Regulations of the "R-2" zoning require a front yard set-back of thirty (30) feet and the "Additional yard Requirement" in Chapter 4.07 Yards, states that a corner lot must have a front yard along both streets.

6. That the proposed open picnic shelter addition would be constructed eleven (11) feet from the north lot line (front yard) and will be five (5) feet further from the north lot line as the closest existing structure.

7. That none of the adjoining property owners objected to the proposed variance.

8. That granting the proposed variance would not increase any safety exposure to the adjacent property owners.

9. That the Board of Adjustment take into consideration each application on its own accord.

10. That ordinances have been approved and adopted to protect the De Smet residents and properties within the city limits.

11. That the current structure locations do not result from the applicants' action.

12. That the reasons set forth in the application justify approving a variance.

Based upon these findings, a motion was made by Slater, seconded by Whitaker, to recommend approval of the variance application #68 as submitted to the LIW Memorial Society, for an open picnic shelter, upon roll call vote, voting aye was Bohn, Botkin, Hansen, Cavanaugh, Whitaker, and Slater. Voting nay: none. Motion carried.

This being the date and time public noticed for the hearing on Variance Application #69 submitted by Mike Beyer, Beyer met with the board to discuss the variance application. Mike Beyer has requested a variance that he be allowed to construct an 18' x 10' patio with pergola addition to an existing residential structure ten (10) feet from the north property line (front yard) on the following legally described property: Lots 6 & 7, Wolkenhauer Subdivision, and addressed as 105 Pine Street NE, De Smet, South Dakota

The location of the proposed construction was previously reviewed by Alderman Slater. None of the adjacent landowners were present to speak in opposition to the variance as submitted.

Upon conclusion of the hearing and the Board having considered the application and evidence presented, enters its findings as follows:

1. That property legally described as Lots 6 & 7, Wolkenhauer Subdivision, De Smet, Kingsbury County, South Dakota, is located within the city limits of the City of De Smet and the Board of Adjustment has jurisdiction over the application.

2. That the property is currently zoned "R-2 General Residential".

3. That all adjacent properties are zoned "R-2 General Residential".

4. That the Area Regulations of the "R-2" zoning require a front yard set-back of thirty (30) feet.

5. That the proposed deck addition would be constructed in the same front set-back from the north lot line (front yard) as the porch of the residence.

6. That the proposed deck addition would be constructed ten (10') feet from the north lot line (front yard).

7. That none of the adjoining property owners objected to the proposed variance.

8. That the special conditions and circumstance do not result from the action of the applicant, however, the proposed variance

would not increase any safety exposure to the adjacent property owners.

9. That the Board of Adjustment take into consideration each application on its own accord.

10. That ordinances have been approved and adopted to protect the De Smet residents and properties within the city limits.

11. That the current structure locations do not result from the applicants' action, rather the front porch location were constructed prior to the adoption of the current zoning provisions.

12. That the reasons set forth in the application justify approving a variance.

Based upon these findings, a motion was made by Slater, seconded by Botkin, to recommend approval of the variance application #69 as submitted to Mike Beyer, for a patio with pergola addition, upon roll call vote, voting aye was Bohn, Botkin, Hansen, Cavanaugh, Whitaker, and Slater. Voting nay: none. Motion carried.

Mayor Wolkow declared the council back in session.

Motion was made by Cavanaugh, seconded by Botkin to approve the recommendations from the Zoning Board of Adjustment to approve the Special Exception Application #66 submitted by Austie Albrecht; Variance Application #67 submitted by Austie Albrecht; Variance Application #68 submitted by LIW Memorial Society; and Variance Application #69 submitted by Mike Beyer, upon roll call vote, voting aye was Bohn, Botkin, Hansen, Cavanaugh, Whitaker, and Slater. Voting nay: none. Motion carried.

BUILDING & MOVING PERMITS: Motion was made by Cavanaugh, seconded by Whitaker, to approve building permit applications submitted by Austie Albrecht - assisted living structure; LIW Memorial Society - 20' X 14' open picnic shelter; Mike Beyer - 6' x 10' patio with pergola; and moving permit submitted by Austie Albrecht - move an existing garage off a property in De Smet, upon roll call vote, voting aye was Bohn, Botkin, Hansen, Cavanaugh, Whitaker, and Slater. Voting nay: none. Motion carried.

Nick and John Bjorkman came before the council to discuss concerns in regard to the structure being built adjacent to Nick Bjorkman's residential property. Bjorkman's concerns will be placed on the September regular meeting agenda for further discussion.

Motion was made by Slater, seconded by Cavanaugh, to table the building permit application submitted by Bret Jensen until a variance application is submitted, upon roll call vote, voting aye was Bohn, Botkin, Hansen, Cavanaugh, Whitaker, and Slater. Voting nay: none. Motion carried.

DETENTION POND: Larry Jensen met with the council to discuss the depth and maintenance of the detention pond. The engineer from Clark Engineering has looked at the detention pond and a letter written to the City of De Smet from Clark Engineering was reviewed by the

council. A contractor has already been contacted about the additional shaping of the detention pond.

SPECIAL LIQUOR LICENSES: Karen Hansen, owner of Wheaties, requested a special liquor license for an event to be held at the De Smet Event Center on September 15, 2018 from 12:00 PM to 1:00 AM. Motion was made by Hansen, seconded by Cavanaugh, to approve the special liquor license for Wheaties, for an event to be held at the De Smet Event Center on September 15, 2018 from 12:00 PM to 1:00 AM, upon roll call vote, voting aye was Bohn, Botkin, Hansen, Cavanaugh, Whitaker, and Slater. Voting nay: none. Motion carried.

PUBLIC COMMENTS: Nobody from the public appeared.

EXECUTIVE SESSION: At 6:50 PM, motion was made by Cavanaugh, seconded by Whitaker, to approve going into executive session to discuss contract negotiations and litigation, upon roll call vote, voting aye was Bohn, Botkin, Hansen, Cavanaugh, Whitaker, and Slater. Voting nay: none. Motion carried. Mayor Wolkow declared the council out of executive session at 7:45 PM.

STREETS: Motion was made by Cavanaugh, seconded by Whitaker, to approve blocking Wilder Lane from the east edge of the north entrance of the Event Center to Harvey Dunn Avenue during home football games on August 17th, September 7th, September 14th, September 18th, and October 18th if the playoff game is hosted in De Smet, upon roll call vote, voting aye was Bohn, Botkin, Hansen, Cavanaugh, Whitaker, and Slater. Voting nay: none. Motion carried.

EVENT CENTER & RECREATION: Event Center Director, Kristy Hubbard, met with the council to discuss installing two cameras at the swimming pool. Cameras at the pool would have visibility of the pool and the bath house entrance. Motion was made by Slater, seconded by Whitaker, to approve purchasing security cameras for the pool in an amount under \$400.00, upon roll call vote, voting aye was Bohn, Botkin, Hansen, Cavanaugh, Whitaker, and Slater. Voting nay: none. Motion carried. Hubbard presented several quotes ranging in price from \$6,400.00 and higher to purchase a used scissor lift for the Event Center. The cheapest lift has the tallest range, but would restrict where it can be stored and used due to the width of the lift. Motion was made by Slater, seconded by Cavanaugh, to table discussion of purchasing a used scissor lift until the next regular meeting, upon roll call vote, voting aye was Bohn, Botkin, Hansen, Cavanaugh, Whitaker, and Slater. Voting nay: none. Motion carried. Hubbard also discussed offering a Wellness Center fall promotion again, reported that four irrigation heads have been driven over and need to be repaired, and another MMA event has been scheduled in the Event Center in September. Motion was made by Cavanaugh, seconded by Slater, to approve locking the baseball field gates all of the time, upon roll call vote, voting aye was Bohn, Botkin, Hansen, Cavanaugh, Whitaker, and Slater. Voting nay: none. Motion carried.

AIRPORT PAYMENTS: Motion was made by Cavanaugh, seconded by Whitaker, to approve pay request #3 & #4 in the amounts of \$4,744.17 & \$4,754.11 to Helms & Associates for planning, design, and engineering fees for the airport project, upon roll call vote, voting aye was Bohn, Botkin, Hansen, Cavanaugh, Whitaker, and Slater. Voting nay:

none. Motion carried. These airport project expenses will be reimbursed by 95% from grant funding.

BURNABLE WOOD AGREEMENT: Motion was made by Cavanaugh, seconded by Whitaker, to approve a one year agreement with Mueller Pallets, LLC to grind and remove the burnable wood at the Restricted Use Site at no cost to the City of De Smet, upon roll call vote, voting aye was Bohn, Botkin, Hansen, Cavanaugh, Whitaker, and Slater. Voting nay: none. Motion carried.

STREET QUOTE: A quote from Clark Engineering was presented to the council to do preliminary planning, evaluate drainage, and prepare cost estimates for Wilder Lane repairs in the amount of \$2,000.00. Motion was made by Slater, seconded by Hansen, to hire Clark Engineering in the amount of \$2,000.00 to plan necessary repair options, evaluate drainage, and prepare cost estimates of the repairs, upon roll call vote, voting aye was Bohn, Botkin, Hansen, Cavanaugh, Whitaker, and Slater. Voting nay: none. Motion carried.

RUS DISPOSAL FEES: The RUS committee has reviewed and compared the current disposal fees to other area restricted use sites and presented amended rate recommendations to the council. Motion was made by Hansen, seconded by Cavanaugh, to approve the following restricted use site disposal fees and electronic disposal fee to be effective on January 1, 2019:

Grass, leaves, or garden rubbish \$5.00 Minimum, \$5.00 pickup load, \$10.00 8' trailer/truck

Trees, untreated lumber, wood pallets, untreated wood \$10.00 pickup load, \$15.00 8' trailer/truck, \$20.00 over 8' trailer/truck

Fiber glass garage doors, cement, plaster, sheetrock, asphalt shingles, painted, stained or treated wood & furniture, plywood, press wood, chip wood \$20.00 sorted pickup, \$40.00 unsorted pickup, \$30.00 sorted 8' trailer/truck, \$60.00 unsorted 8' trailer/truck

Sofas, mattresses, box springs, upholstered furniture, storm doors, windows, bathroom fixtures \$10.00 minimum, \$15.00 pickup, \$30.00 truck

Appliances, water softeners, water heaters \$10.00 each

Auto body parts, sheet metal, lawnmowers, furnaces, ductwork \$10.00 pickup, \$20.00 truck

Car tires \$5.00 each, pickup tires \$5.00 each, truck tires \$10.00 each, and tractor tires \$25.00 each

Rates will be doubled for all non-city Kingsbury County residents, and triple for all non-Kingsbury County residents

Electronics \$5.00 each

upon roll call vote, voting aye was Bohn, Botkin, Hansen, Cavanaugh, Whitaker, and Slater. Voting nay: none. Motion carried.

EQUIPMENT: A quote in the amount of \$3,645.00 from O'Keefe Implement, Inc. for a CIH, RD845 HD, 3 pt. rotary mower was presented to the council. The current rotary mower is worn out and needs to be replaced. Motion was made by Cavanaugh, seconded by Whitaker, to approve purchasing a CIH, RD845 HD, 3 pt. rotary mower in the amount of \$3,645.00 from O'Keefe Implement, Inc., upon roll call vote, voting

aye was Bohn, Botkin, Hansen, Cavanaugh, Whitaker, and Slater. Voting nay: none. Motion carried.

TREE BOARD: Alderman Hansen reported that the Tree Board has met a couple times and have discussed the effect caused by Ash Bore Beetle. The ash bore beetle is in the Sioux Falls area now and expected to be in the De Smet area in approximately ten (10) years. Concerns expressed were the disposal location of the infected trees. An inventory of Ash trees in De Smet was completed by one of the tree board members. The board also discussed the tree branches that are hanging over sidewalks and need to be trimmed.

BASEBALL FIELD UPDATE: Council member, George Cavanaugh informed the council that there are four more ballast to be picked up in Aberdeen, and they are getting a quote to install the baseball lights.

CONFERENCE: Motion was made by Slater, seconded by Whitaker, to approve Finance Officer Larson attending the annual fall SDML conference in Pierre, October 2nd through the 5th, upon roll call vote, voting aye was Bohn, Botkin, Hansen, Cavanaugh, Whitaker, and Slater. Voting nay: none. Motion carried.

FINANCIAL REPORTS: Motion was made by Cavanaugh, seconded Whitaker, to approve the July 2018 Cash Balances Report as presented by the Finance Officer, upon roll call vote, voting aye was Bohn, Botkin, Hansen, Cavanaugh, Whitaker, and Slater. Voting nay: none. Motion carried.

SPECIAL MEETING: Motion was made by Slater, seconded by Bohn, to approve scheduling a special meeting on Tuesday, September 4, 2018 at 5:00 at City Hall to go through the 2019 appropriations budget, upon roll call vote, voting aye was Bohn, Botkin, Hansen, Cavanaugh, Whitaker, and Slater. Voting nay: none. Motion carried.

OVERTIME: Motion by Whitaker, seconded by Cavanaugh, to approve the overtime hours for the month of July as presented, upon roll call vote, voting aye was Bohn, Botkin, Hansen, Cavanaugh, Whitaker, and Slater. Voting nay: none. Motion carried.

OTHER: Other non-action items of discussion were as follows: 1) the July law enforcement report; 2) property clean-up reviews; 3) a request to install two utility poles for meter reading equipment; 4) sewer lift repairs; and 5) updating the water plan.

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

Gary Wolkow, Mayor

ATTEST:

Tracey Larson, Finance Officer

Published once at the approximate cost of \$ _____