

**REGULAR MEETING DE SMET COMMON COUNCIL**  
**May 10, 2017**

The De Smet Common Council met in regular session on May 10, 2017, at 5:00 p.m., with the following present: Alex Botkin, Lowell Hansen, Larry Jensen, George Cavanaugh, Wendy Currier, Norman Whitaker, Mayor Gary Wolkow, FO Tracey Larson, and council persons elected Jay Slater and Don Bohn. Absent: none. Also present: Attorney Gary Schumacher.

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

**ANNOUCEMENTS:** Mayor Wolkow announced the City of De Smet has been awarded the 2016 Drinking Water Certificate of Achievement Award and thanked Water Supt. Randy Asleson for a job well done.

**MINUTES:** Motion was made by Hansen, seconded by Jensen, to approve the minutes of the April 12, 2017 Regular Meeting, all voting aye, motion carried.

**CLAIMS:** Motion by Cavanaugh, seconded by Botkin, to approve payment of the claims as presented, all voting aye, motion carried. The claims are as follows: PAYROLL \$32,955.13; OASI Benefit 2,521.04; Aflac, ins. premium 278.81; Dearborn National, life insurance 140.80; Farm Bureau Bank, health savings 875.00; Delta Dental of South Dakota 447.46; VSP 183.62; Wellmark Blue Cross Blue Shield, health insurance premium 5,646.24; SDRS, retirement benefit 3,639.62; De Smet Postmaster, postage 400.00; American Bank & Trust, event center interest 1,746.04; Avera Occupational Medicine, supplies 64.90; Avid Hawk, LLC website; 35.00; Barb Asleson, deposit refund 10.00; Bernie Stoel, deposit refund 10.00; Brookings Register, event center publishing 399.00; Cedar Shore, street conference 101.05; Center Point Large Print, library 28.46; Century Link, utilities 499.87; City of De Smet, postage 118.89; CMI Architectural, building repairs 11.36; Connecting Point, backup & software 451.50; Cook's Wastepaper & Recycling, city buildings garbage collection 224.75; Cooks Wastepaper & Recycling, sanitation 579.09; Cowboy Country Store, supplies 585.80; Creative Printing, supplies 699.00; Curt Bau, reimbursement mileage 80.25; De Smet Community Foundation, recreation equipment 6,210.00; De Smet Trustworthy Hardware, supplies 183.00; Dept. of Transportation, airport 915.37; Dept. of Revenue, water testing, 43.00; The De Smet News, publishing 796.07; Event Center petty cash, 50.00; Ferguson Waterworks, supplies 900.00; First National Bank, loan payment 2,666.22; Groove, Inc., supplies 400.00; Hawkins, chemicals 2,596.44; HD Supply Waterworks, supplies 2,024.46; Heartland Paper Company, supplies 317.43; Hub City Roofing, Inc., event center repairs 375.00; Kingsbury Electric Cooperative, maintenance contract 220.00; Kingsbury Electric Cooperative, utilities 281.22; Kingsbury County Auditor, law enforcement 6,283.33; Kingsbury Electric, utilities 281.22; Kingsbury Electric, event center refund 275.00; Maynard's De Smet, supplies 32.79; M C & R Pool, Inc., supplies 107.80; Meyer Insurance Agency, recreation insurance 325.00; Micro Marketing, LLC library 698.98; Nelly Entertainment, supplies 2,600.00; Northwestern, utilities 424.22; O'Keefe Implement, maintenance

199.46; Office Peeps, Inc., library supplies 47.80; Office Peeps, Inc., supplies 359.23; Ottertail Power Co., utilities 4,621.83; Penworthy, library 84.80; People, library 118.26; Reader Service, library 17.22; REED, INC, debt service principal 1,448.41; REED, Inc. debt service 690.58; REED, Inc. debt service 2,500.00; Rich's Gas & Service, supplies 475.41; Roxanne Aanenson, replace lost check; 30.00; SD Dept. of Revenue, rus, camping, pool, event wellness sales tax 103.08; SD Dept. of Revenue, sanitation sales tax 41.46; SD Library Association, library 50.00; Share Corp., supplies 3,696.00; State of SD, long distance 8.71; Swimming Pool, petty cash 150.00; The Oxbow, city wide cleanup 2016, 555.25; Oxbow Restaurant, lost check replacement 416.00; Zell Manufacturing, Inc., repairs 136.00; Mediacom, event center utilities 256.08; Mediacom, utilities; 64.54; Visa, utilities & supplies 967.60.

**BUILDING PERMITS:** Motion by Botkin, seconded by Whitaker, to approve the building permits submitted by Tessa Flak - fence; and Jack Mann - Concrete slab and sidewalk, all voting aye, motion carried.

**THANK YOU TO COUNCIL MEMBERS:** Motion was made by Cavanaugh, seconded by Jensen to approve Resolution 2017-2, thanking Alex Botkin and Wendy Currier and for their years of service as council members, all voting aye, motion carried.

### **Resolution 2017-2**

Thank you to Wendy Currier, as the Ward I Alderman for her four years of service, and Alex Botkin, as the Ward II Alderman for his seven years of service to the City of De Smet.

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Mayor Gary Wolkow

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Finance Officer Tracey Larson

Dated: May 10, 2017

**COUNCIL REORGANIZATION:** Motion was made by Whitaker, seconded by Botkin, 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 Schumacher to Jay Slater - Alderman Ward I and Donald Bohn - Alderman Ward II. Mayor Wolkow reported that Norman Whitaker has agreed to serve as the Ward III Alderman until the next election. Mayor Wolkow

appointed Norman Whitaker as the Ward III Alderman. Motion was made by Hansen, seconded by Cavanaugh to accept the appointment of Norman Whitaker as the Ward III Alderman, all voting aye, motion carried. The Oath of Office was administered by Attorney Schumacher to Norman Whitaker - Alderman Ward II.

The May meeting being the reorganization meeting for the Council, motion was made by Hansen, seconded by Cavanaugh, to nominate Norman for the position of Council President, all voting aye, motion carried. Motion was made by Jensen to nominate George Cavanaugh for the position of Council Vice President. Motion was made by Slater to nominate Larry Jensen for the position of Council Vice President. Motion was made by Whitaker, to second the motion made by Jensen to nominate Cavanaugh for the position of Council Vice President. Upon roll call vote, those voting aye were: Hansen, Jensen, Whitaker, and Cavanaugh. Voting nay were: Bohn and Slater. Motion carried. Motion was made by Bohn, to second the motion made by Slater to nominate Larry Jensen for the position of Council Vice President. Upon roll call vote, those voting aye were: Bohn, Hansen, and Slater. Voting nay were: Jensen, Cavanaugh, and Whitaker. Due to the tie roll call vote for the nomination, Mayor Wolkow voted nay. Motion failed. Motion was made by Cavanaugh, seconded by Hansen, to approve the nomination of George Cavanaugh for the position of Council Vice President, all voting aye. 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 Cavanaugh, seconded by Jensen, that the appointive offices for the year 201-2018 shall be filled as follows: Tracey Larson reappointed as Finance Officer, and Todd Wilkinson reappointed as Attorney, all voting aye, motion carried.

**OFFICIAL DEPOSITORIES/NEWSPAPER:** Motion was made by Hansen, seconded by Bohn 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:** The Mayor presented the Alderman Committee appointments as follows: Streets & Alleys: Don Bohn, Larry Jensen; Water & Sewer: Norman Whitaker, Lowell Hansen; Parks/City Buildings/Museum/Library: George Cavanaugh, Jay Slater, Larry Jensen; Law Enforcement Board: Gary Wolkow, Don Bohn; Fire Department: Lowell Hansen, Gary Wolkow, Larry Jensen; Hospital: George Cavanaugh, Gary Wolkow; Budget & Finance: Don Bohn, George Cavanaugh; Garbage & Restricted Use Site: Jay Slater, Lowell Hansen, Larry Jensen; Airport: Lowell Hansen, Don Bohn, Larry Jensen; Zoning Officers: Jay Slater, Gary Wolkow, George Cavanaugh, Larry Jensen; Zoning Board: Don Bohn, Norman Whitaker, George Cavanaugh, Jay Slater, Butch Hansen, Gary Wolkow, Larry Jensen; Safety Committee: George Cavanaugh, Jay Slater, Norman Whitaker; Armory Committee: Norman Whitaker; Tree Board: Lowell Hansen; RC & D District: Rita Anderson; and the following individuals to the respective advisory boards:

LIBRARY: Sharon Peterson(3 year term), Jay Slater, Alderman; DE SMET HOUSING BOARD: Myrna Knadle; HOSPITAL BOARD: George Cavanaugh, Tracey Larson, MUSEUM BOARD: Jay Slater, Alderman; and FIRE DEPARTMENT: Stan Anderson, Greg Hiles, Randy Holland. Motion by Slater, seconded by Whitaker, to table the De Smet Housing & Redevelopment board appointment until the June regular meeting and it is determined if a council member can be added to that board, all voting aye, motion carried. Motion by Cavanaugh, seconded by Slater, to approve the Alderman Committees as appointed by the Mayor, all voting aye, motion carried.

**MUSEUM VOLUNTEERS:** Motion was made by Cavanaugh, seconded by Bohn to approve the 2017 Museum Volunteer Staff effective June 1, 2017, Nancy Anderson, Donna Askew, Billie Baird, LaVonne Bjordahl, Jeanie Colwell, Amy Gruntmier, Cathy Gross, Joann Hanson, Jeff Hed, Roxene Helms, Connie Geyer, Helen Janish, Roxy Jensen, Marlene Somson, Sharry Knock, Audrey Lembke, Diddy Mundhenke, Cheryl Noem, Ardis Price, Suzanne Roeder, Mavis Stoel, LeAnn Stofforan, Evelyn Wolkow, Sharon Williams, Will Ward, all voting aye, motion carried.

**MOBILITIE, LLC UTILITY POLE STRUCTURE:** Ryan Streff, representative for Mobilitie, LLC met with the council to discuss various locations to install a utility pole structure, present information, and answer questions. The utility structure would provide additional data services for cell phones and tablets and improve connectivity for citizens and visitors. Engineers from Mobilitie, LLC will look at the various locations discussed and do preliminary site drawings. Streff will meet with the council again at a later date after the various sites have been reviewed.

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

**FIRE DEPARTMENT SPECIAL LIQUOR LICENSES:** The De Smet Volunteer Fire Department requested two special liquor licenses for events to be held at the De Smet Event on June 3, 2017 and June 10, 2017 from 5 PM to 1 AM. Motion was made by Whitaker, seconded by Cavanaugh, to approve two special liquor license for the De Smet Volunteer Fire Department, for an events to be held at the De Smet Event Center on June 3, 2017 and June 10, 2017 from 5 PM to 1 AM, all voting aye, motion carried.

**STREET REPAIRS:** A letter from Topkote, Inc., to do the 2017 crack sealing at the price bid to the City of Volga was presented to the council. The letter stated that crack sealing would be completed in late October, 2017 at a price of \$0.635 per linier foot. Motion was made by Slater, seconded by Whitaker to accept the price quoted to the City of Volga for \$0.635 per linier foot for crack sealing, all voting aye, motion carried. Street Supt. Petersen will be asked to present more information on dust control prices at the June regular meeting.

**HEALTH INSURANCE RENEWAL:** A contract from Wellmark Blue Cross of SD for employee health insurance with a renewal premium of \$7,061.02/month was reviewed. The new premium would be an increase of \$1,414.78 per month to keep the current policy. A policy with a higher deductible of \$3,600.00 would reduce the increase in the monthly premium to \$184.24 per month. Motion was made by Slater, seconded by Cavanaugh, to renew the 2000 myBlue Silver (HSA) health insurance policy for the full-time city employees with a monthly premium cost of \$5,830.58/mo, to be effective July 1, 2017, all voting aye, motion carried.

**SUMMER HELP:** Motion was made by Cavanaugh, seconded by Bohn, to hire Jamison Hauck at \$10.00 per hour as a summer helper, all voting aye, motion carried.

**GIRLS SOFTBALL COACH:** Motion was made by Hansen, seconded by Slater to hire Jason Gruenhagen as the girls softball coach at \$1,800.00 for the 2017 season, all voting aye, motion carried.

**BASEBALL FIELD PROJECT AND DROP INLET:** Council members Cavanaugh and Jensen updated the council on the new baseball field project with the following information: the De Smet High School Shop Class that is constructing the dugouts will complete the dugouts in the fall when school is back in session; the fence will be installed the middle of June; installing two foul line poles; installing a gate on the North side of the field for access; and the cost estimate to add additional irrigation due the reduced infield area and additional irrigation outside the East fence area; and purchasing additional seed for the added area east of the fence. Motion was made by Cavanaugh, seconded by Whitaker, to approve donating \$6,210.00 to the De Smet Community Foundation for the baseball field project contingent upon approval by the baseball committee for work completed and submission of final irrigation maps, all voting aye, motion carried. A quote in the amount of \$1,530.62 was presented to the council from Sjolie Construction to move and reset the drop inlet currently located in the swale and reshape the inlet area to improve the drainage from the swale. Motion was made by Jensen, seconded by Bohn, to approve hiring Sjolie Construction in the amount of \$1,530.62 to move and reset the drop inlet and reshape the inlet area, all voting aye, motion carried.

**RESTRICTED USE SITE HOURS:** Discussion was held by the council to amend the Restricted Use Site hours open on Saturdays from afternoon to morning. Motion was made by Slater, seconded by Jensen, to table discussion of amending the Restricted Use Site hours until the budget and planning meeting after more information can be compiled, all voting aye, motion carried.

**CITY CREDIT CARD LIMIT:** Due to pool class registration fees, library summer reading program purchases, and other seasonal purchases made on the city credit card, FO Larson asked the council to consider increasing the city credit card limit available by \$2,000.00. Motion was made by Cavanaugh, seconded by Slater, to approve increasing the city credit card limit to \$4,500.00, all voting aye, motion carried.

**EVENT CENTER DIRECTOR:** Kristy Hubbard, Event Center Director, met with the council to inform them that the last family game

night of the season will be on May 24, 2017 and will resume again in the fall.

**PROPERTY REVIEWS:** The council members from each ward presented their reviews of properties that need to have property maintenance, property clean-up, or unlicensed vehicles corrected. Letters will be sent to the property owners that need to address clean-up issues. Attorney Wilkinson will be contacted for an update on two other properties that he is continuing action on.

**EMPLOYEE RESIGNATION:** A resignation letter from DFO Fox was read by Mayor Wolkow. Motion was made by Jensen, seconded by Cavanaugh, to accept the resignation from DFO Fox, five voting aye, one voting nay, motion carried. Motion was made by Cavanaugh, seconded by Whitaker to approve advertising for the DFO position, all voting aye, motion carried. DFO Fox was thanked for the years of service and job well done.

**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:** Motion was made by Hansen, seconded Slater, to approve the April 2017 Cash Balances Report as presented by the Finance Officer, all voting aye, motion carried.

**APRIL LAW ENFORCEMENT:** Motion was made by Whitaker, seconded by Jensen, to approve the April law enforcement report, all voting aye, motion carried.

**OTHER:** Other non-action items of discussion were as follows: 1) installing an outfield fence on the current baseball field ; 2) a resident that inquired about purchasing city property for housing; 3) a grant form mosquito spraying has been submitted to the State; 4) the 2017 airport project to allow the helicopter and fixed wing to land at the airport in inclement weather has been submitted and the land survey has been approved by the FAA; and 5) cars parked on both sides of Prairie Avenue is causing traffic congestion.

**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: Park/Building Supt. Richard Stoddard \$16.55/hour effective April 1, 2017.

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Gary Wolkow, Mayor

ATTEST:

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Tracey Larson, Finance Officer

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