

REGULAR MEETING DE SMET COMMON COUNCIL
June 6, 2016

The De Smet Common Council met in regular session on June 6, 2016, at 5:00 p.m., with the following present: Alex Botkin, Lowell Hansen, George Cavanaugh, Wendy Currier, Norman Whitaker, Mayor Gary Wolkow, FO Tracey Larson, and newly appointed Larry Jensen. Also present: City Attorney Todd Wilkinson, DFO Pam Fox, and Event Center Dir. Kristy Hubbard. Absent: none.

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

MINUTES: Motion was made by Currier, seconded by Whitaker to approve the minutes of the May 11, 2016 Regular meeting, all voting aye, motion carried.

CLAIMS: Motion by Whitaker, seconded by Currier, to approve payment of the claims as presented, all voting aye, motion carried. The claims are as follows: PAYROLL \$33,679.68; OASI Benefit 2,576.50; Aflac, ins. premium 278.81; Dearborn National, life insurance 140.80; Farm Bureau Bank, health savings 875.00; Delta Dental of South Dakota 394.06; VSP 173.63; Wellmark Blue Cross Blue Shield, health insurance premium 4,824.94; SDRS, retirement benefit 1,941.40; American Bank & Trust, TIF debt service 35,962.29; Avera Occupational Medicine-Mitchell, drug testing 194.70; Baker & Taylor, books 482.37; Betty Kannegieter, Event Center dep. Refund 325.00; Brooke Leibel, Event Center dep. Refund 30.00; Center Point Large Print, books 28.46; Century Link, utilities 561.78; Cindy Albrecht, Event Center dep. Refund 30.00; City of De Smet, meter dep. refund 75.00; City of De Smet, petty cash supplies 36.91; City of De Smet, meter dep. refund 125.00; Connecting Point, repairs & maint. 90.00; Connecting Point, off-site back-up 35.00; Cook's Wastepaper & Recycling, residential garbage collection 11,261.35; Country, magazine renewal 19.98; De Smet FFA Chapter, park flowers 350.00; De smet Trustworthy Hardware, supplies 340.77; Demco, supplies 70.18; DENR, 2016 drinking water fee 600.00; Dept. of Revenue, labs 58.00; The De Smet News, publishing 992.56; The De Smet News, library publishing 77.00; Everyday With Rachel Ray, magazine renewal 20.00; Ferguson Waterworks, meter reading support contract 1,300.00; Hawkins, Inc., water & pool chemicals 5,966.34; Hydro Klean, repairs & maint., 5,256.10; Jared Tolzin, reimburse for supplies 59.63; Heartland Paper Company, supplies 198.22; Josten Concrete Products, meter pit 1,140.00; Kingsbury Electric Cooperative, utilities 220.00; Kingsbury County Auditor, law enforcement contract 6,283.33; Kingsbury Electric Cooperative, utilities 238.15; Kristy Hubbard, Event Center dep. refund 30.00; Marcia Richards, museum cleaning 590.00; Maynard's De Smet, supplies 362.84; Mediacom, utilities 54.95; Micro Marketing LLC, books 53.18; Midstate Agronomy, supplies 51.48; Northwest Pipe Fittings, Inc., repairs 8.44; Northwestern, utilities 237.24; Office Peeps, Inc., supplies & copier contract 102.97; Office peeps, Inc., 480.33 & copier contract; Ottertail, utilities 4,526.91; Pheasantland Industries, supplies 451.86; Reader Service, books 17.22; Reed, Inc., debt service 1,448.41; Reed, Inc., debt service 2,357.25; Reed, Inc., debt service 2,500.00; Rich's Gas & Service, fuel 860.91; SD Dept. of Revenue, sanitation sales tax 711.35; SD Dept. of Tourism, marketing 550.00; SD One Call, locates 13.44; Secure Enterprise Asset Management, electronic recycling pick-up 3,707.75; Share Corp, supplies & chemical 3,085.00; State of South Dakota, long distance 11.29; The Main Stop, gas 662.62; Vera Raether, meter dep. refund 25.00; Wes Clubb, reimburse for supplies 25.42; Wilkinson Insurance Company, bond insurance 1,083.00; Zell Manufacturing, Inc., repairs & maint. 61.05.

COUNCIL APPOINTMENT: Mayor Wolkow reported that three De Smet residents have volunteered to serve as the Ward II Alderman until the next election. The three volunteers are Don Bohn, Don Flickenger, and Larry Jensen. Mayor Wolkow thanked the three volunteers that offered to serve on the city council. Based upon previous experience on the city council, Mayor Wolkow appointed Larry Jensen as the Ward II Alderman. Motion was made by Currier, seconded by Botkin, to accept the appointment of Larry Jensen as the Ward II Alderman, all voting aye, motion carried. The Oath of Office was administered by Attorney Wilkinson to Larry Jensen - Alderman Ward II. Council President, all voting aye, motion carried. Motion carried.

CITIZEN COMMENTS: De Smet resident Don Bohn requested to give a concession speech. Bohn congratulated Larry Jensen for his appointment to the city council. Bohn proceeded until he deviated from his concession speech and was ruled out of order and asked to leave by Sheriff Deputy Hoefert.

LIBRARY STAFF: Motion was made by Whitaker, seconded by Hansen, to hire Evelyn Twite at \$9.75 per hour to help on a temporary part-time basis at the library, all voting aye, motion carried.

LIQUOR LICENSE/OPERATING AGREEMENT TRANSFER: This being the date and time set for the hearing on the transfer of the 3rd Street Bar & Grill on-sale liquor and off-sale liquor licenses and Operating Agreement from BA Enterprises, LLC (Kim Dokken-Nelson) to Alicia Springer Enterprises, LLC (Alicia Springer) dba 3rd Street Bar & Grille appearing in favor of said transfer and no one appearing in opposition, motion was made by Botkin, seconded by Currier, to approve the transfer of the 3rd Street Bar & Grille on-sale liquor and off-sale liquor licenses and Operating Agreement from BA Enterprises, LLC (Kim Dokken-Nelson) to Alicia Springer Enterprises, LLC (Alicia Springer), all voting aye, motion carried.

FIRE DEPARTMENT SPECIAL LIQUOR LICENSE: The De Smet Fire Department requested special liquor license for an event to be located at the area of Calumet Avenue located between 2nd Street and 3rd Street with an alternate address of 705 Wilder Lane if needed due to the weather on June 11, 2016 from 7 PM to 2 AM. Motion was made by Hansen, seconded by Cavanaugh, to approve a special liquor license for the De Smet Fire Department, a street dance to be located at the area of Calumet Avenue located between 2nd Street and 3rd Street with an alternate address of 705 Wilder Lane if needed due to the weather on June 11, 2016 from 7 PM to 2 AM, all voting aye, motion carried.

STREETS: Motion was made by Cavanaugh, seconded by Currier, to approve the De Smet Fire Department blocking Calumet Ave. between 2nd and 3rd Street for a street dance on June 11, 2016, the De Smet Chamber blocking the 2nd Street between Calumet Ave. and Joliet Ave. for the car show and shine on June 11, 2016, and the Kingsbury Cancer blocking Wilder Lane from the Event Center North entrance to Harvey Dunn street for the Kingsbury Cancer Walk on July 10, 2016, all voting aye, motion carried.

CITY WEBSITE: FO Larson presented a quote from local business Avid Hawk LLC in the amount of \$35.00 per month, an initial set-up fee of \$1,350.00 and \$16.00/ year per additional domain for a new city web site. The quote presented did not include the De Smet Community Web site. If the City were to pay the monthly fees for both web sites, the estimated savings would be \$3,360.00 per year not including the initial set fees or fees for additional domains. The council was shown different websites created by Avid Hawk. Motion was made by Cavanaugh, seconded by Whitaker, to hire Avid Hawk LLC in the quoted amount for the initial set-up fee of \$1,350.00, additional domain

fees, and the monthly fees of \$35.00 per month each for the city web site and community web site, all voting aye, motion carried.

BASEBALL FIELD PROJECT: Several baseball committee representatives had previously met with the engineer to discuss the plans for the baseball field and adjustments that could be made to create a longer left and right field. A quote of \$4,000.00 was presented from Clark Engineering to provide plan drawings that would identify option for the layout and dimensions of the baseball field. Any survey work or staking for fencing or lights would be an additional fee. Motion was made by Cavanaugh, seconded by Jensen, to approve hiring Clark Engineering in the amount of \$4,000.00 to provide plan drawings, all voting aye, motion carried.

FUND RAISER: Tina Kees, representing Heidi Peterson and Codi Schmidt, met with the council to discuss having a car wash fund raiser on Wilder Lane. Peterson and Schmidt would like to have car washes on Tuesday evenings during youth baseball games to raise money to attend the National FCCLA competition in San Diego, California. Motion was made by Botkin, seconded by Currier, to approve blocking off a portion of Wilder Lane for the fundraiser car wash event to be held every Tuesday during the month of June, 2016, all voted aye, motion carried.

EXECUTIVE SESSION: Motion by Hansen, seconded by Botkin, to go into executive session for the purpose of contract negotiations at 5:50 pm, all voting, motion carried. Mayor Wolkow declared the council out of executive session at 6:10 pm.

MEDIACOM FRANCHISE AGREEMENT: Motion by Currier, seconded by Hansen, to table renewal of the Mediacom Franchise Agreement, all voting aye, motion carried. Attorney Wilkinson will be in contact with Mediacom in regard to some amendments to the agreement.

HEALTH INSURANCE RENEWAL: A contract from Wellmark Blue Cross of SD for employee health insurance with a renewal premium of \$5,307.37/month was reviewed. Motion was made by Jensen, seconded by Cavanaugh, to renew the 2000 myBlue Gold (HSA) health insurance policy for the full-time city employees with a monthly premium cost of \$5,307.37/mo, to be effective July 1, 2016, five voting aye, one voted nay, motion carried.

SWIMMING POOL: Bldg./Park/Pool Supt. Stoddard informed the council that there is a leak under the baby pool in the return line. Stoddard presented a quote from MC&R Pools, Inc. to fix the leak in the amount of \$2,562.00. Motion was made by Hansen, seconded by Whitaker, to hire MC&R Pools, Inc. to fix the leak at the baby pool in the amount of \$2,562, all voting aye, motion carried.

FENCE AT THE OLD CITY SHOP: The owner of the property adjacent to the old city shop has inquired as to if the city would consider removing the woven wire fence that is located between the two properties. The adjacent property owner would like to install a different fence that would be more aesthetically pleasing. Motion was made by Cavanaugh, seconded by Jensen, to approve the removal of the woven wire fence located on the west side of the old city shop contingent upon the installation of a new fence by the adjacent property owner, all voting aye, motion carried.

EVENT CENTER DIRECTOR: Dir. Kristy Hubbard updated the council that the key fob lock system has been installed and is operating; volunteers are still needed to help at the Event Center; a couple events that will be held in August at the Center, and the pool, softball, and baseball seasons are off to good start.

BUILDING PERMITS: Motion was made by Botkin, seconded by Cavanaugh, to approve the building permits submitted by Laurel Wulf - garden shed; Bill Halverson - deck; Delano Gross - deck; Kim Nelson - fence (contingent upon finding the lot pins); and Josh and Kim Nelson -

fence and deck (contingent upon finding the lot pins), all voting aye, motion carried.

DEVELOPMENT COORDINATOR: Development Coordinator Rita Anderson reported on the following activities: the quarterly meeting of the De Smet Development meeting will be held on Tuesday, June 14, 2016 at 7:00 AM at the Oxbow; several site visits with perspective businesses have taken place in the last month; the Old Settler Day celebration will be the weekend of June 10, 2016; a baby grand piano has been donated by Sanford to the De Smet Event Center, and she has continued to work on housing development and the landscaping at the Event Center.

OVERTIME: Motion by Hansen, seconded by Currier, to approve the overtime hours for the month of May as presented, all voting aye, motion carried.

FINANCIAL REPORTS & COMMUNITY CENTER FINANCIAL REPORT: The Council reviewed a financial report on the Community Center project that showed expenses incurred through May 31, 2016 as follows: Architect fees \$174,628.31; Site preparation \$248,364.82; Management fees \$389,419.22; Building Construction \$2,634,082.51; and Administration fees \$15,000.00 for a total project cost paid to date of \$3,461,494.86. The remaining total to be paid for all contracts is \$26,726.46. Funding sources received to date for the project have been the \$432,551.05 pledged by the city, \$2,072,000.00 from donations made to the De Smet Community Foundation, and \$512,500.00 from the CDBG grant. Motion was made by Currier, seconded Cavanaugh to approve the May 2016 Cash Balances, the Community Center financial statement as presented by the Finance Officer all voting aye, motion carried.

OTHER: Other non-action items of discussion were as follows: 1) May law enforcement report; 2) update on the annual inspection for property nuisances; 3) when the hospital roof would be replaced; 4) tree branches that need be trimmed that are hanging over sidewalks; and unlicensed vehicles.

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

To comply with SDCL 6-1-10. Publication of Payroll information, the payroll changes were effective as follows: Event Center Custodian \$14.05/hour effective June 1, 2016.

Gary Wolkow, Mayor

ATTEST:

Tracey Larson, Finance Officer

Published once at the approximate cost of \$_____