

SPECIAL MEETING DE SMET COMMON COUNCIL
December 28, 2017

The De Smet Common Council met in special session on December 28, 2017, at 5:00 p.m., with the following present: Don Bohn, Jay Slater (via speaker phone), Larry Jensen, Lowell Hansen, George Cavanaugh, Norman Whitaker, Mayor Gary Wolkow, and Finance Officer Tracey Larson. Absent: none.

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

CLAIMS: Motion by Cavanaugh, seconded by Whitaker, to approve payment of the claims as presented, voting aye was Slater, Bohn, Jensen, Hansen, Whitaker, and Cavanaugh, voting nay - none, motion carried. The claims are as follows: American Bank & Trust, Capital Project Loan Principal 60,000.00; Avid Hawk LLC, website 35.00; Barrett's Flooring, library carpet 1,952.96; Black Tie Floral, supplies 90.00; Building Sprinkler Inc., maintenance 725.00; Butler, maintenance 207.95; Center Point Large Print, books 29.21; Connecting Point, library software 1,340.00; Connecting Point, maintenance 267.00; Courtney Somsen, refund 120.00; Dakota Pump and Control, repairs & maintenance 61.22; De Smet Flower & Gifts, supplies 170.00; Dept. of Revenue, water testing, 208.00; The De Smet News, publishing 22.78; Hawkins, chemicals 1,552.56; Heartland Paper Co., equipment 750.00; Interstate All Battery Center, supplies 916.95; Kingsbury Electric Cooperative, sewer supplies 388.00; Maynard's De Smet, supplies 11.78; Micro Marketing LLC, library supplies 174.60; NAPA, supplies 223.46; O'Keefe Implement Inc., supplies 48.90; Office Peeps, Inc., library supplies 47.80; Office Peeps, Inc., supplies 395.59; Patterson Portable Toilets, museum supplies 180.00; Reader Service, library supplies 17.22; Rich's Gas & Service, supplies 1,206.16; Schubloom Construction, Inc., repairs 1,527.96; The Pioneer Woman, library 15.00; Wilkinson & Schumacher Law, fees 4,608.50.

GENERAL FUND RESERVE ACCOUNT: Cavanaugh motioned to transfer \$10,000.00 from the General Fund money market account into the current General Fund CD with the interest deposited into the General Fund money market, seconded by Whitaker, voting aye was Slater, Bohn, Jensen, Hansen, Whitaker, and Cavanaugh, voting nay - none, motion carried.

2017 CONTINGENCY TRANSFER: Motion was made by Hansen, seconded by Cavanaugh to approve transferring a total of \$5,000.00 from the Contingency Fund to the Mayor Fund for supplies - \$2,000.00, and Attorney Fund for professional services - \$3,000.00, voting aye was Slater, Bohn, Jensen, Hansen, Whitaker, and Cavanaugh, voting nay - none, motion carried.

SECOND READING OF THE 2017 BUDGET SUPPLEMENT: The City has received Event Center building project pledge revenue and TID revenue over the anticipated revenue during the 2017 fiscal year. Revenue received in the Capital Project Fund and the TID Wilder Pass Fund are directly applied to the applicable loans. Therefore, it is necessary to supplement the 2017 Appropriations Ordinance for the additional principal payments made on the Event Center Project Loan and the Wilder Pass TID Loan. Motion was made by Jensen, seconded by Cavanaugh to approve the second reading of Ordinance IV-211 to supplement the 2017 Appropriations Ordinance, voting aye was Slater, Bohn, Jensen, Hansen, Whitaker, and Cavanaugh, voting nay - none, motion carried.

ORDINANCE IV-211

AN ORDINANCE AMENDING APPROPRIATION ORDINANCE IV-208 AND PROVIDING FOR A SUPPLEMENTAL BUDGET AND ADJUSTING APPROPRIATIONS OF THE CITY OF DE SMET, FOR THE YEAR 2017.

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:

TID #1 DEBT SERVICE FUND

OTHER FINANCING USES:

470 TID Debt Service \$14,000.00

TOTAL APPROPRIATIONS \$14,000.00

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SOURCE OF FUNDING:

311 General Property Tax \$14,000.00

TOTAL FUNDING \$14,000.00

CAPITAL PROJECTS

OTHER FINANCING USES:

485 Capital Projects \$152,000.00

TOTAL APPROPRIATIONS \$152,000.00

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SOURCE OF FUNDING:

367 Contributions & Donations \$152,000.00

TOTAL FUNDING \$152,000.00

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Dated this 28th day of December, 2017.

ATTEST:

Gary Wolkow, Mayor

Tracey Larson Finance Officer

Passed First Reading: December 13, 2017
Passed Second Reading & Adopted: December 28, 2017
Published: January 10, 2018

FIRST READING WATER/SEWER RATES: Water and Sewer information from 42 other communities was presented to the council by Water & Sewer Supt. Randy Asleson and FO Tracey Larson. The average water charge for 5,000 gallons of water per month from the 42 communities that replied is \$36.31. The SD State average for 5,000 gallons of water usage per month is \$45.00. De Smet's current rate with 5,000 gallons of water usage per month is \$30.00. Sewer averages from the responding communities was \$29.97 per month based upon 5,000 gallons of water usage and the State average per month is between \$35.00 and \$45.00. De Smet's current sewer rate per month based on 5,000 gallons of water usage is \$30.00. The council was also presented different rate scenarios and how each rate would affect the customer depending upon usages. Bulk water rates and irrigation rates were also discussed. Motion was made by Hansen, seconded by Jensen to approve the first reading to amend Ordinance No. II-2Q, to amend 1) the water base charge to \$17.00/billing cycle with no consumption included with the base charge; 2) the water usage

rate shall be \$3.10/1000 gallons; (3) irrigation rates will be \$3.10/1,000 gallons; and 4) bulk water will be \$4.00/1,000 gallons. Voting aye was Bohn, Jensen, Hansen, Whitaker, and Cavanaugh, voting nay - Slater, motion carried. Motion was made by Bohn, to approve the first reading to amend Ordinance No. II-4N, to amend the sewer usage rate from \$2.80/1,000 gallons of metered water usage to \$3.10/1,000 gallons of metered water usage. Motion died due to lack of second. Motion was made by Cavanaugh, seconded by Hansen, to approve the first reading to amend Ordinance No. II-4N, to amend 1) the sewer base charge to \$17.00/billing and 2) amend the sewer usage rate from \$2.80/1,000 gallons of metered usage to 3.10/1,000 gallons of metered usage. Voting aye was Jensen, Hansen, Whitaker, and Cavanaugh, voting nay - Slater and Bohn, motion carried.

EXECUTIVE SESSION: Motion was made by Bohn, seconded by Whitaker to go into executive session at 6:03 pm for the purpose of personnel, voting aye was Slater, Bohn, Jensen, Hansen, Whitaker, and Cavanaugh, voting nay - none, motion carried. Mayor Wolkow declared the council out of executive session at 6:54 pm.

EMPLOYEE SALARIES: Information regarding current employee salaries, employee benefits, and costs associated with a salary increase were distributed and discussed. Motion was made by Cavanaugh, seconded by Slater, to authorize a \$.25/hr. increase for all hourly and salaried employees in Grades 1-12, to be effective December 28, 2017, voting aye was Slater, Bohn, Jensen, Hansen, Whitaker, and Cavanaugh, voting nay - none, 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 \$4,904.25/month effective January 1, 2018.

Gary Wolkow, Mayor

ATTEST:

Tracey Larson, Finance Officer

Published once at the approximate cost of \$_____