

REGULAR MEETING DE SMET COMMON COUNCIL  
July 12, 2023

The De Smet Common Council met in regular session on July 12, 2023, at 5:00 p.m., with the following present: Council members Dustin McCune, Bret Jensen, Pam Spader, George Cavanaugh arriving later, Shon Asleson, President Lowell Hansen, Finance Officer Tracey Larson, and City Attorney Todd Wilkinson. Absent: Mayor Gary Wolkow.

President Hansen called the meeting to order at 5:00 PM.

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

**ANNOUNCEMENTS:** None.

**MINUTES:** Motion was made by Spader, seconded by McCune, to approve the minutes of the June 14, 2023 Regular Meeting minutes, all voting aye, motion carried.

**CLAIMS:** Motion by Spader, seconded by Asleson, to approve payment of the claims as presented, all voting aye, motion carried. The claims are as follows: PAYROLL \$54,376.63; OASI Benefit 4,159.83; Aflac, ins. premium 187.98; Dearborn National, life insurance 123.20; Delta Dental of South Dakota 383.20; VSP 169.80; The Health Pool of SD, health insurance premium 7,234.22; SDRS, retirement benefit 4,260.28; Visa, supplies, utilities 405.24; Kingsbury County Sheriff, supplies 130.00; Division of Criminal Investigation, background checks 294.25; Allegra, supplies 670.34; Avera Occupational Medicine, supplies 910.00; Avid Hawk LLC, supplies 60.00; Butler Machinery Co., repairs & maintenance 7.28; Center Point Large Print, supplies 30.71; Century Link, utilities 68.80; Chesterman Company, supplies 134.10; City of De Smet, supplies 46.15; City of De Smet, utilities 806.04; Commercial Asphalt, repairs & maintenance 1,174.40; Connecting Point, supplies, repairs & maintenance 59.50; Cook's Wastepaper & Recycling, utilities 274.82; Cook's Wastepaper & Recycling, repairs & maintenance 6,967.04; Core & Main, repair & maintenance 1,737.40; DANR, fees 60.00; Darlene Deknikker, event center deposit refund 375.00; De Smet Development Corp., contributions 1,000.00; De Smet Trustworthy, supplies 256.66; De Smet Welding & Machine, supplies 11.02; Department of Health, supplies 796.00; Diane Kallaman, event center deposit refund 30.00; Environmental Equipment & Services, repairs & maintenance 2,291.11; Ferguson Waterworks, supplies, repairs & maintenance 716.42; Hali-Brite Inc., repairs & maintenance 56.19; Hawkins, supplies & chemicals 10,501.82; Josiah Wright, meter deposit refund 150.00; Katrina Yockey, meter deposit refund 125.00; Kelli Peterson, event center deposit refund 50.00; Kingsbury Electric Cooperative, repairs & maintenance 738.01; Kingsbury Electric Cooperative, repairs & maintenance 220.00; Kingsbury County Auditor, law enforcement contract 6,283.33; Kingsbury Electric Cooperative, utilities 139.49; Kingsbury Journal, publishing 872.05; Kingsbury Journal, library publishing 168.00; Lynell Tande, event center deposit refund 405.00; Maynard's, supplies and marketing

60.11; Maynard's (Pool), supplies 803.90; MC&R Pool, Inc., supplies 231.84; Micro Marketing LLC, supplies 381.82; Midstate Agronomy, supplies 171.90; NAPA, supplies, 184.95; Northwest Pipe Fitting, Inc., improvements, repairs & maintenance 1,699.35; Northwestern, utilities 100.05; O'Keefe Implement, Inc., supplies, repairs & maintenance 1,627.66; Office Peeps, Inc., library supplies 59.97; Office Peeps, Inc., supplies 110.02; Ottertail, utilities 6,222.96; Palmlund Automotive, repairs & maintenance 1,040.99; Pioneer Research Corp., chemicals 674.25; Poinsett Gardens, Inc., supplies 258.59; Reader Service, supplies 19.92; Rich's Gas & Service, diesel, fuel, maintenance & repairs 2,408.27; Richard & Wilena Weisel, meter deposit refund 125.00; SD Dept of Revenue, sales tax 1,056.14; SD Dept of Revenue, sanitation sales tax 499.21; Share Corp, chemicals and supplies 3,664.98; Smith's Lumber, supplies, repairs & maintenance 450.64; South Dakota 811, locates 92.40; The Main Stop, fuel 36.79; The Road Guy, repairs & maintenance 45,626.29; Thein Well, repairs & maintenance 315.00; US Bank, interest & principal 2,666.22; US Bank, principal & interest 4,043.31; Valley Fibercom, utilities 498.16; Wesley Toews, event center deposit refund 275.00; Wilkinson & Schumacher Law, services & fees 2,179.00; Efraimson Electric, Inc., airport project 7,186.35; Helms & Associates, airport project - engineering 9,719.10; IMEG, sewer project 2,400.00; IMEG, sewer project 2,400.00; IMEG, sewer project 4,600.00; IMEG, water project 8,250.00; Mediacom, utilities 101.20.

**BUILDING PERMITS:** Motion was made by Jensen, seconded by Asleson, to approve the building permit application submitted Ava, Inc. - fence; Vickie McCune - garden shed; Preston Collier - concrete driveway & parking pad; Ed Sprouse - concrete patio; Terry Holland - Concrete patio, and Kim Moosios - fence pending the lot lines are located and a zoning officer reviews prior to starting, all voting aye, motion carried.

**SPECIAL LIQUOR LICENSE:** Two applications for special liquor licenses were presented to the council. Applications include: Klinkel's III owned by LuAnn Klinkel for an event to be held at the De Smet Event Center on August 7, 2023, from 12pm to 12:00 am, and the De Smet Volunteer Fire Department for an event to be held at the De Smet Event Center on July 15, 2023, from 4:30 pm to 12:00 am. Motion was made by Asleson, seconded by Jensen, to approve the special liquor licenses to Klinkel's III owned by LuAnn Klinkel for an event to be held at the De Smet Event Center on August 7, 2023, from 12:00 pm to 12:00 am, and the De Smet Volunteer Fire Department for an event to be held at the De Smet Event Center on July 15, 2023, from 4:30 pm to 12:00 am, all voting aye, motion carried.

**TAMMY ANDERSON, DIRECTOR OF EQUALIZATION:** Kingsbury County Director of Equalization, Tammy Anderson, met with the council to discuss Ordinance No. VIII-11, an ordinance in regard to residential discretionary property tax formula and requirements. The City will need to clarify parameters for areas that will qualify.

Cavanaugh joined the meeting at this time.

**DALE THOMSEN:** Dale Thomsen met with the council to inquire about the dirt pile located where a duplex construction was started. The dirt blows into their home when there is a south wind and mowing of the boulevard that is for a future walking path.

**PUBLIC COMMENTS:** Council person, Pam Spader, was asked about the sidewalk on the east side of the Event Center that has settled.

**WATER & WASTEWATER DEPARTMENT:** Jason Springer, Supt. of Water & Wastewater, informed the council that the leak at well #8 has been fixed. Springer also informed the council that water customers will be asked to look at their water line to identify what type of pipe it is. The State would like this completed by October 16, 2024. Letters will be mailed to residents with information about how to identify what material their water line is made of.

**PROJECT UPDATES:** The Street Committee gave an update after their meeting with the engineers regarding the projects on Chase Street and 2<sup>nd</sup> Ave. It was agreed that it would be beneficial to include replacing two block of water main on 2<sup>nd</sup> Ave. that were not in the original plan because the size of the water line is already 6", and to replace the remaining asphalt street at an expense to the city, that is not covered by the project funding, so the whole street has a new surface and will not have any uneven areas. There was also discussing about the curb & gutter and sidewalks. The drainage design will be left the way it currently is. A meeting with property owners will be scheduled to inform them of the plans.

**CLAUS SMITH:** Claus Smith attended the meeting to discuss the letter he received in regard to his property. Smith informed the council that all vehicles were licensed and operable except one he is currently putting a new fuel line in. Council members asked Smith about the growth of various plant or weeds and how they would be managed. Smith agreed to allow a city representative onto his property in one week to see the what progress has been made. Smith was also asked about when he will be fixing his roof.

**EXECUTIVE SESSION:** At 6:22 pm, motion was made by Asleson, seconded by Jensen, to approve going into executive session to discuss personnel and contract negotiations, all voting aye, motion carried. President Hansen declared the council out of executive session at 6:54 pm.

**OTTER TAIL ELECTRIC EASEMENT:** Motion was made by Cavanaugh, seconded by McCune, to approve granting of a ten (10) foot wide easement to Otter Tail Power to install an underground electric line across city property Outlot 26, all voting aye, motion carried.

**SURPLUS PROPERTY:** Motion was made by Cavanaugh, seconded by Asleson, to declare one (1) HP Officejet Pro 8025 Printer, serial #TH0B15R2Y4, nine (9) black folding chairs, One (1) Shark Navigator Lift away Pro vacuum, one (1) Bissel Lift away carpet scrubber, and one(1) caterpillar spring toy, all for disposal at the De Smet Restricted Use Site, all voting aye, motion carried.

**COMMITTEE APPOINTMENT:** Motion was made by Jensen, seconded by Asleson, to approve the appointment of Mike Warne to the Housing & Redevelopment Board to replace Rick Warne, all voting aye, motion carried.

**PROJECT PAYMENTS:** Motion was made by Cavanaugh, seconded by McCune, to approve pay requests: IMEG Sewer project Inv. 22006268.00-7, \$4,600.00; IMEG Sewer project Inv. 22006268.01-6 \$2,400.00; IMEG Sewer project inv. 21005454.02-4 \$2,400.00; Water Project Inv. 21005454.01-4 \$8,250.00; Helms & Associates, airport project engineering \$9,719.10; Efraimson Electric, airport project construction \$7,186.35, all voting aye, motion carried. Airport projects are funded 95% by federal and state grant funds.

**FINANCIAL REPORTS:** Motion was made by Jensen, seconded Spader, to approve the June 2023 Cash Balances Report as presented by the Finance Officer, all voted aye, 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) the mosquito control grant; and 3) an update for the 2021 audit schedule.

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

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Lowell Hansen, President

ATTEST:

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Tracey Larson, Finance Officer

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