

REGULAR MEETING DE SMET COMMON COUNCIL
April 13, 2022

The De Smet Common Council met in regular session on April 13, 2022, at 5:00 p.m., with the following present: Council members Cole Munger, Bret Jensen, Pam Spader, Lowell Hansen, George Cavanaugh, Shon Asleson, Mayor Gary Wolkow, Finance Officer Tracey Larson, and City Attorney Todd Wilkinson. Absent: none.

Mayor Wolkow 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: Congratulations to the De Smet Girls and Boys Basketball players who have won individual awards this season. Mayor Wolkow informed the council that Arbor Day activities have been planned. A tree will be planted in Washington Park, and other activities in the classroom will be done with the De Smet third graders. Mayor Wolkow announced that the Arbor Day is on April 29, 2022 and issued the following proclamation:

ARBOR DAY PROCLAMATION 2022

WHEREAS, In 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees, and

WHEREAS, this holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska, and

WHEREAS, Arbor Day is now observed throughout the nation and the world, and

WHEREAS, trees can reduce the erosion of our precious topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air, produce life-giving oxygen, and provide habitat for wildlife, and

WHEREAS, trees are a renewable resource giving us paper, wood for our homes, fuel for our fires and countless other wood products, and

WHEREAS, trees in our city increase property values, enhance the economic vitality of business areas, and beautify our community, and

WHEREAS, trees, wherever they are planted, are a source of joy and spiritual renewal.

NOW, THEREFORE, I, Gary Wolkow, Mayor of the City of De Smet, SD, do hereby proclaim April 29, 2022 as ARBOR DAY, in the City of De Smet, and I urge all citizens to celebrate Arbor Day and to support efforts to protect our trees and woodlands, and

FURTHER, I urge all citizens to plant trees to gladden the heart and promote the well-being of this and future generations.

Dated this 13th day of April, 2022.

Mayor Gary Wolkow

MINUTES: Motion was made by Spader, seconded by Cavanaugh, to approve the minutes of the March 9, 2022 Regular Meeting, March 21, 2022 Equalization Meeting, and March 30, 2022 Special Meeting minutes, all voting aye, motion carried.

CLAIMS: Motion by Hansen, seconded by Jensen, to approve payment of the claims as presented, all voting aye, motion carried. The claims are as follows: PAYROLL \$37,932.21; OASI Benefit 2,901.80; Aflac, ins. premium 275.00; Dearborn National, life insurance 140.80; Delta Dental of South Dakota 379.30; VSP 180.58; The Health Pool of SD, health insurance premium 7,949.68; SDRS, retirement benefit 4,010.94; SDML, registration 27.00; Mediacom, utilities 89.20; Visa, utilities and supplies 82.90; Avid Hawk, LLC, marketing 791.29; Avid Hawk LLC, monthly web site fee 35.00; Brittani Wilkinson, deposit refund 30.00; Building Sprinkler, Inc., repairs and maintenance 500.00; Center Point Large Print, supplies 29.96; Century Link, utilities 67.86; Cheryl Lewis, deposit refund 405.00; City of De Smet, utilities 364.50; City of De Smet, supplies 88.87; Collaborative Summer Library, supplies 157.25; Connecting Point, supplies, software, repairs & maintenance 1,137.00; Cook's Wastepaper & Recycling, residential garbage collection 7,074.91; Dakota Pump, Inc., repairs & maintenance 2,219.33; De Smet Farm Mutual, deposit refund 100.00; De Smet Trustworthy Hardware, supplies 1,135.80; Department of Health, water labs 43.00; Eternal Security Products, Inc., supplies 296.76; Ferguson Waterworks, repairs & maintenance 3,042.04; Joann Dirkson Estate, reissue check 25.00; Grant and Williams, audit fees 8,950.61; Hawkins, Inc., chemicals 2360.00; Innovative Office Solutions, LLC, supplies 352.72; Janet Nelson, key fob refund 10.00; Karen Hansen, reimbursement for marketing 23.43; Kingsbury Electric Cooperative, repairs & maintenance 100.00; Kingsbury Electric Cooperative, repairs & maintenance 220.00; Kingsbury Conservation District, supplies 35.00; Kingsbury County Auditor, law enforcement contract 6,283.33; Kingsbury Electric Cooperative, utilities 195.31; Kingsbury Journal, publishing 816.39; Kristy Hubbard, reimburse for supplies 31.96; Lyle Signs, supplies 53.26; Markel Specialty Commercial, insurance 350.00; Maynard's, supplies and marketing 34.83; Micro Marketing LLC, supplies 617.80; Nicholas Ruskin, reissue check 64.50; Northwest Pipe Fittings, Inc., repairs & maintenance 802.66; Northwestern, utilities 1,804.21; O'Keefe Implement, Inc., repairs & maintenance 1,608.52; Office Peeps, Inc., supplies 126.81; Office Peeps, Inc., supplies 555.24; Ottertail, utilities 5,508.83; People, supplies 159.20; Pheasantland Industries, supplies 339.81; Postmaster, supplies 200.00; Ramkota Hotel, conference 196.00; Randi Albrecht, deposit refund

30.00; Reader Service, supplies 37.46; Rich's Gas & Service, fuel, supplies, repairs & maintenance 1,181.91; Sandy Steen, meter deposit refund 125.00; SD Dept, of Revenue, sanitation sales tax 481.85; SD Public Utilities Commission, deposit refund 250.00; Share Corp., chemicals 12,495.64; Stacie Gruenhagen, reissue check 30.00; The Lodge at Deadwood, travel and conference 188.00; The Pioneer Woman, supplies 24.00; Tracey Larson, reimburse for marking 90.70; US Bank, debt service 2,666.22; Valley Fibercom, utilities 440.32; Helms & Associates, airport project 6,873.98; IMEG, update wastewater facility plan 1,137.50; IMEG, update water facility plan 1,302.50; IMEG, main street project 3,600.00; and IMEG, Brewster Street Wastewater Main Project 5,867.50.

BUILDING PERMITS: Motion was made by Munger, seconded by Asleson, to approve building permit applications: Richard Weisel, concrete driveway; Kathy Hawkins, lending library; Ryan Griffith, concrete patio/sidewalk; and Mike Martens, garden shed, all voting aye, motion carried.

SPECIAL LIQUOR LICENSE: LuAnn Klinkel dba Klinkel's III has requested a special liquor license for an event to be held at the De Smet Legion Hall on April 30, 2022 from 5:30 PM to 12:00 AM. Motion was made by Cavanaugh, seconded by Asleson, to approve the special liquor license to LuAnn Klinkel dba Klinkel's III, for an event to be held at the De Smet Legion Hall on April 30, 2022 from 5:30 PM to 12:00 AM, all voting aye, motion carried.

PUBLIC COMMENTS: None.

BREWSTER WASTEWATER EXTENSION: Quotes to install a wastewater main extension had previously been reviewed by the Council. Some of the items for the project can be provided by the City. The contractor with the lowest quote agreed to revise the submitted quote to reduce the quote for the items to be provided by the city. A revised quote in the amount of \$86,281.00 from Bode Construction was presented to the council. Motion was made by Cavanaugh, seconded by Asleson, to approve the revised quote in the amount of \$86,281.00 and approve Bode Construction to install the wastewater main on Brewster Street, all voting aye, motion carried.

SDIC HALL OF FAME: Myron Moen, Executive Director of the South Dakota Intercollegiate Conference (SDIC) Hall of Fame, met with the council to discuss using the Event Center for the SDIC Hall of Fame. The outside wall of the walking track would be used to display memorabilia such as letter jackets, warm-ups, banners, plaques, and photos. There would also be a computer to watch on SDIC Hall of Fame Inductees. An agreement would need to be drafted and discussed.

AIRPORT: Motion was made by Cavanaugh, seconded by Hansen, to approve the city submitting a grant application in the amount of \$56,000.00 for design of the AWOS III-P system, approve the Mayor as the authorized official to sign documents, and authorize the Mayor to sign the FFA grant agreement, all voting aye, motion carried.

METER READING EQUIPMENT: The current meter reading equipment can no longer be repaired and needs to be replaced. A quote in the amount of \$11,500 total for the new equipment, set-up fee, and I Pad was presented to the council. \$11,000 was budgeted in 2022 for the new equipment. Motion was made by Hansen, seconded by Asleson, to approve purchasing the new meter reading equipment as quoted, all voting aye, Motion carried.

PERSONNEL: A letter of resignation from Water/Wastewater Supt. Richard Stoddard was presented to the council. Supt. Stoddard will be retiring effecting April 30, 2022. Motion was made by Spader, seconded by Cavanaugh, to approve the letter of resignation from Richard Stoddard, all voting aye, motion carried. Motion was made by Cavanaugh, seconded by Munger, to approve hiring Jason Springer as the new Water/Wastewater Superintendent at \$21.67/hour and to pay Springer \$0.27/hour retro-active to January, 2022 for covering the water and wastewater duties, all voting aye, motion carried.

STREETS: Street Supt. Ryan Petersen informed the council that the asphalt patch trailer has been ordered. Details for shipping of the patch trailer are still being worked on. Supt. Petersen was asked to start cleaning drainage at intersection with the spring start-up. Discussion was also held on street conditions after the winter and planned repairs.

WELLNESS EQUIPMENT INSPECTION: Motion was made by Cavanaugh, seconded by Munger, to approve having an annual inspection of all the wellness equipment by Nova Fitness Equipment in the amount of \$330.50, all voting aye, motion carried.

FLOWER BARRELS: One quote was received to provide and plant flowers in 25 barrels on main street and 2 containers at the library were as follows: Poinsett Gardens Inc.-\$0/barrel. Motion by Cavanaugh, seconded by Asleson, to accept the quote of Poinsett Gardens Inc. of \$0/barrel, to provide and plant the flowers, for a total cost of \$0.00, all voting aye, motion carried.

LARGE BASEBALL FIELD: The City was asked by the De Smet School District if a second cement pad for discus could be placed on the northwest area of the ball field. There would be no cost to the City for the concrete pad. The pad would need to be kept uniform with the area for ease of area maintenance and located outside of the ball field fenced area. Motion was made by Cavanaugh, seconded by Munger, to approve Jason Springer working with the school for placement of a second discus pad being placed by the large baseball field with stipulations, all voting aye, motion carried.

PROJECT PAYMENTS: Motion was made by Jensen, seconded by Spader, to approve pay request #3 in the amount of \$6,873.98 to Helms & Associates for the Airport AWOS III project; pay request in the amount of \$3,600.00 to IMEG for the Main Street Preliminary Services; pay request in the amount of \$1,302.50 to IMEG to update the Water Facility Plan; pay request in the amount of \$1,137.50.00 to IMEG to update the Wastewater Facility Plan, and pay request in the amount of

\$5,867.50 to IMEG for the Brewster Street Wastewater Main Project, all voting aye, motion carried. The airport project expenses will be reimbursed by 95% from grant funding.

CONFERENCES: Motion was made by Jensen, seconded by Asleson, to approve Finance Officer Larson and Deputy Finance Officer Hansen to Finance Officer & HR School, June 8-10, 2022 in Huron, all voting aye, motion carried.

FINANCIAL REPORTS Motion was made by Hansen, seconded Asleson, to approve the March, 2022 Cash Balances Report as presented by the Finance Officer, all voted aye, motion carried.

OVERTIME: Motion was made by Spader, seconded by Cavanaugh, to approve the March, 2022 overtime as presented, all voting aye, motion carried.

OTHER: Other non-action items of discussion were as follows: 1) the March law enforcement report; 2) property clean-up; and 3) Old Settler Day activities.

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: Josh Halverson \$18.10/hour and Richard Stoddard 22.75/hour effective April 1, 2022.

Gary Wolkow, Mayor

ATTEST:

Tracey Larson, Finance Officer

Published once at the approximate cost of \$ _____