

REGULAR MEETING DE SMET COMMON COUNCIL

June 4, 2019

The De Smet Common Council met in regular session on June 4, 2019, at 5:00 p.m., with the following present: Bret Jensen, Lowell Hansen, George Cavanaugh, Norman Whitaker, Jay Slater, Mayor Gary Wolkow, FO Tracey Larson, and City Attorney Todd Wilkinson. Absent: Council person Alex Botkin.

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

ANNOUNCEMENTS: Mayor Wolkow announced De Smet will be celebrating Old Settler Day on June 8th & 9th.

MINUTES: Motion was made by Hansen, seconded by Whitaker, to approve the minutes of the May 8, 2019 Regular Meeting, all voting aye, motion carried.

COUNCILMEMBER OATH: Due to his absence at the May meeting for council reorganization, the Oath of Office was administered by Attorney Todd Wilkinson to Bret Jensen - Alderman Ward II

CLAIMS: Motion by Cavanaugh, seconded by Jensen, to approve payment of the claims as presented, all voting aye, motion carried. The claims are as follows: PAYROLL \$42,988.17; OASI Benefit 2,461.67 Aflac, ins. premium 226.72; Dearborn National, life insurance 105.60; Farm Bureau Bank, health savings 875.00; Delta Dental of South Dakota 299.88; VSP 145.96; Wellmark Blue Cross Blue Shield, health insurance premium 5,982.48; SDRS, retirement benefit 3629.90; Johnson Siding VFD, fire truck 9,999.00; Mediacom, utilities 227.90; Mediacom, office internet 73.10; Visa, airport internet 66.94; Helms & Associates, airport turn arounds project 1,239.26; 21 Century Recycling, Inc., electronics pickup 1,075.65; American Bank & Trust, Tif loan pmt. 36,005.11; Avid Hawk, LLC, monthly web site fees 35.00; Barb Aseleson, dep. refund 30.00; Brianna Goodwin, dep. refund 30.00; Castlerock, cement pad for generator project 587.76; Center Point Large Print, books, CD's & DVD's 29.21; City of De Smet, supplies 50.93; City of De Smet, utilities 404.67; Colonial Research, supplies 255.78; Connecting Point, repair & off-site backup fees 389.00; Core & Main LP, repairs & maintenance 83.30; Creative Printing, marketing 748.29; Dane & Lisa Slater, meter dep. refund 75.00; De Smet FFA Chapter, supplies 300.00; De Smet Pool, petty cash 150.00; De Smet Trustworthy Hardware, supplies 654.52; De Smet Welding, repair 25.99; Demco, supplies 187.82; Dept. of Health, water labs 28.00; Ed & Donna Askew, dep. refund 50.00; Eframson Electric, Inc. generator for sewer lift 49,387.36; Express Embroidery & Screen Printing, supplies 661.00; Ferguson Technologies, supplies 3.99; Ferguson Waterworks, support contract 2,570.25; Glacial Lakes and Prairies, marketing 10.00; Great Plains Zoo, library zoo days 257.00; Groove, Inc., Old Settler Day activities 400.00; Hawkins, Inc., chemicals 4,176.56; Heartland Paper Company, floor scrubber 4,125.00; Huron & Recreation, league fees 205.00; Interstate All Battery Center, supplies 462.90; Julie Coughlin, dep. refund 50.00; Kiefer Aquatics, supplies 340.30;

Kingsbury Electric, maint. Contract 220.00; Kingsbury Electric, repairs 220.00; Kingsbury County Auditor, law enforcement contract 6,283.33; Kristy Hubbard, reimburse for supplies 109.90; Lincoln Aquatics, robotic pool vacuum 3,057.00; Lori Honig, dep. refund 30.00; Mable Forbes, meter dep. refund 75.00; Marcia Richards, museum season preparations 505.00; Maynards, supplies 21.91; Maynards, pool supplies 19.06; Mediacom, utilities 70.81; Micro Marketing, LLC, books 559.23; Nelly Entertainment, Old Settler Day activities 2,750.00; Officer Peeps, supplies 194.24; Office Peeps, supplies 1,063.50; People, magazine renewal 118.26; Postmaster, supplies 175.00; Prairie Ag, repair 18.80; Publishers Weekly, magazine renewal 239.49; Reader Service, books 18.33; Reed, Inc., debt service pmt. 1,448.41; Reed Inc., debt service pmt. 690.58; Reed Inc., debt service pmt. 2,500.00; Rich's Gas & Service, fuel 429.66; Richard Close, repair & maint. 300.00; SD One Call, locates 14.70; SDLA, annual dues 102.50; Share Corp, supplies & chemicals 2,738.95; Smith Lumber, supplies 109.76; Spencer Quarries/Commercial Asphalt, patch repairs 533.80; The Main Stop, fuel 877.96; Women's Day, magazine renewal 19.97; Woods heating & Cooling, LLC, repairs 382.65; Zell Manufacturing, Inc., repair 17.00; Century Link, phones 534.48; Cook's Wastepaper & Recycling, residential garbage collection 6,049.44; The De Smet News, publishing 912.04; Kingsbury Electric, utilities 164.21; Mediacom, utilities 259.33; Mediacom, office internet 73.10; Northern Plains land Services, property search 80.00; Northwestern, utilities 291.32; O'Keefe, supplies 113.99; Ottertail, utilities 4,957.48; SD Dept. of Revenue, garbage sales tax 434.68; and State of SD, long distance 12.14.

OFF-SALE LIQUOR LICENSE & OPERATING AGREEMENT: This being the date and time advertised motion was made by Slater, seconded by Whitaker, to approve the off-sale liquor license application submitted by Maynard's of De Smet and the off-sale operating agreement, all voting aye, motion carried.

SPECIAL LIQUOR LICENSES: Gary Wiggins, owner of the Dugout has requested a special liquor license for an event to be held outside in front of the business at 212 Calumet Ave. SE, De Smet on June 8, 2019 from 7:00 PM to 1:00 AM. Scott Myer, owner of the General Store has requested a special liquor license for an event to be held outside in front of the business at 212 Calumet Ave. SE, De Smet on June 8, 2019 from 7:00 PM to 1:00 AM. Motion was made by Cavanaugh, seconded by Slater, to approve the special liquor licenses for the Dugout and the General Store, for an event to be held at in front of the business located at 212 Calumet Ave. SE, De Smet on June 8, 2019 from 7:00 PM to 1:00 AM, all voting aye, motion carried. The De Smet Volunteer Fire Department has requested two special liquor licenses for events to be held at the De Smet Event Center on June 22, 2019 from 4:00 PM to 12:00 AM and on June 29, 2019 from 4:30 PM to 1:00 AM. Motion was made by Slater, seconded by Cavanaugh, to approve the two special liquor licenses for the De Smet Volunteer Fire Department, for events to be held at the De Smet Event Center on June 22, 2019 from 4:00 PM to 12:00 AM and on June 29, 2019 from 4:30 PM to 1:00 AM all voting aye, motion carried. Karen Hansen, owner of Wheaties Bar & Grill has requested a special liquor license for a benefit event to be held

outside in front of the business at 112 Calumet Ave. SE, De Smet on June 30, 2019 from 12:00 PM to 12:00 AM and permission to barricade the street in front of the business during the benefit. Motion was made by Slater, seconded by Cavanaugh, to approve the special liquor licenses for Wheaties Bar & Grill, for an event to be held at in front of the business located at 112 Calumet Ave. SE, De Smet on June 30, 2019 from 12:00 PM to 12:00 AM and to approve barricading the street in front of the business during the benefit event, all voting aye, motion carried.

PROPERTY: Tammy Anderson, Kingsbury County Director of Equalization, met with the council to discuss a property that owner, Fred Prawl and the City have been working to determine if or when it was annexed into the city limits. The City and County have contacted several companies to verify old records but cannot find any records that confirm the land was annexed into city limits. Director Anderson reported that the current legal description is not correct and will be corrected. Director Anderson informed the council that with agreement from Prawl, the property will be taken off the city assessment records, will be listed on the township assessment records, and no city tax reimbursement is expected.

BUILDING PERMITS: Slater reviewed the building permit application submitted by Valley Fibercom for a new 35' x 50' commercial structure and the application submitted by Thomas Gem for a new deck and front steps. Motion was made by Slater, seconded by Whitaker to approve the building permit submitted by Valley Fibercom for a new 35' x 50' commercial structure pending the verification of measurements by the surveyor, all voting aye, motion carried. Motion was made by Slater, seconded by Cavanaugh, to approve the building permit application submitted by Thomas Gehm for new deck and front steps, all voting aye, motion carried.

PUBLIC COMMENTS: None.

DE SMET COMMUNITY FOUNDATION REPORT: Todd Wilkinson, representing the De Smet Community Foundation, presented a financial report for the De Smet Community Foundation. The report presented is a confidential document due to it containing other organizations financial information. Wilkinson also presented reports showing additional project expenses for landscaping, marketing, furnishings, theater expenses, and wellness expenses in the amount of \$426,370.05 that were paid with donations in addition to the building pledge contributions of \$2,330,499.00. The council was informed of the change orders that were approved during the project that amounted to \$61,022.32. Both the City and Community Foundation contributed additional funding toward the project than originally planned. There is a principal balance of \$34,937.11 still owed on the Event Center loan that was extended until July 20, 2019.

ORDINANCES: City Attorney Wilkinson recommended that the City re-codify the city ordinances to make them more current. Attorney Wilkinson also told the council that when the ordinances are re-codified, the fines could be set by resolution, and could be reviewed annually.

WATER: The State has contacted the City of De Smet, that the future water use permit is to be reviewed by the Water Management Board. A letter in response has been prepared to request the City retain the permit with the current level of 625 acre-feet. Motion was made by

Hansen, seconded by Cavanaugh, to request that the Future Use Water Permit No. 524-3 be renewed at the current 625 acre-feet, all voting aye, motion carried.

EXECUTIVE SESSION: At 6:12 PM, motion was made by Slater, seconded by Jensen, to approve going into executive session to discuss contract negotiations and personnel, all voting aye, motion carried. Mayor Wolkow declared the council out of executive session at 6:29 PM.

PERSONNEL: Due to the resignation of the other hired softball coach, there will be the only one softball coach for the season. Recommendation was made to increase the wage for the only softball coach to the budgeted amount of \$1,800.00 for both coaches. Motion was made by Cavanaugh, seconded by Whitaker, to amend the 2019 seasonal wage for softball coach from \$900.00 to \$1,800.00 to Jason Gruenhagen, all voting aye, motion carried.

SURPLUS PROPERTY: Motion was made by Slater, seconded by Whitaker, to declare the 1990 Bauer Compressor, Model V-E1, Serial No. 16756 and the Wisconsin heavy duty air cooled motor, Model VH4DG, Serial No. 5539305 as surplus property to be sold, appoint Shawn Wolkow, Gordan Skyberg, and Randy Holland to appraise the compressor unit, and appoint Dave VanRigenmorter, Merle Neu, and Fred Johnson to appraise the Wisconsin motor, all voting aye, motion carried.

SEWER: A quote to reline three blocks of sewer main and a quote to rehabilitate four manholes was discussed and reviewed by the council. Randy Asleson has been looking into which area of sewer main would be the most beneficial to reline first. Due to the history with tree roots, Asleson recommended relining one block of sewer main between Sherwood Avenue and Loftus Avenue in 2019 in the approximate amount of \$15,000.00 from Hydro Klean. Motion was made by Cavanaugh, seconded by Slater, to approve hiring Hydro Klean to reline one block of sewer main between Sherwood Ave. and Loftus Avenue in the amount of \$15,000.00, all voting aye, motion carried.

EVENT CENTER: Event Center Director, Kristy Hubbard, met with the council to discuss the need to install a water softener unit at the Event Center. A quote to purchase and install a water softener in the amount of \$3,958.00 from Bau Plumbing was presented to the council. Funding for a water softener was budgeted in the contingency fund. Motion was made by Slater, seconded by Whitaker, to approve hiring Bau Plumbing for a water softener unit in the amount of \$3,958.00, all voting aye, motion carried.

AIRPORT PAYMENTS: Motion was made by Slater, seconded by Hansen, to approve pay request #14 in the amount of \$4,628.56 for the Hardstand & taxi lane project, and pay request in the amount of \$1,487.11 to Helms & Associates for the turnarounds, all voting aye, motion carried. These airport project expenses will be reimbursed by 95% from grant funding.

DE SMET DEVELOPMENT DIRECTOR: Rita Anderson, Director, gave a monthly review that included the following: A De Smet task force committee has been established to work with the ISG Group to discuss future planning for De Smet and a survey that is being distributed to get more input from the community; the bi-annual community meeting sponsored by the De Smet Development Corporation will be held on Tuesday, June 11th at 7:00 AM at the Oxbow; Old Settler Days will be held this coming weekend with many fun activities planned; Connect De Smet is working

on welcome packets; and the Village Assisted Living open house will be held on Friday, June 7 from 5:00 PM - 7:00 PM.

2019 CONTINGENCY TRANSFER: Motion was made by Cavanaugh, seconded by Jensen to approve transferring a total of \$11,782.00 from the Contingency to the Recreation Department for the mower - \$4,600.00, Event Center for the floor scrubber - \$4,125.00, and Pool for an automatic vacuum - \$3,057.00, all voting aye, motion carried.

EVENT CENTER LOAN: Motion was made by Slater, seconded by Cavanaugh, to approve final principal payment of the Event Center building loan in the amount of \$34,937.11, upon roll call vote, voting aye was - Slater, Whitaker, Cavanaugh, Hansen, and Jensen, voting nay was - none, motion carried.

FIRST READING TO SUPPLEMENT THE 2019 EXPENDITURE BUDGET: Motion was made by Slater, seconded by Whitaker to approve the first reading to approve Ordinance No. IV-216 to supplement the 2019 budget, all voting aye, motion carried.

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

OTHER: Other non-action items of discussion were as follows: 1) property reviews; and 2) street patching.

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

Gary Wolkow, Mayor

ATTEST:

Tracey Larson, Finance Officer

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