

REGULAR MEETING DE SMET COMMON COUNCIL
March 11, 2020

The De Smet Common Council met in regular session on March 11, 2020, at 5:00 p.m., with the following present: Bret Jensen, Lowell Hansen, George Cavanaugh, Jay Slater, President Norman Whitaker, and FO Tracey Larson. Absent: Mayor Gary Wolkow and Alex Botkin.

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

ANNOUNCEMENTS: President Whitaker congratulated the De Smet High School girls and boys varsity basketball teams on their advancement to the State B Tournament and wished them good luck.

MINUTES: Motion was made by Hansen, seconded by Cavanaugh, to approve the minutes of the February 13, 2020 Regular Meeting, all voting aye, motion carried.

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 \$29,709.36; OASI Benefit 2,272.76, Aflac, ins. premium 280.95; Dearborn National, life insurance 123.20; Delta Dental of South Dakota 274.76; VSP 163.27; Health Pool of SD, health insurance premium 5,496.96; SDRS, retirement benefit 3,484.24; Mediacom, utilities 111.49; SDML, travel and conference 130.00; American Waterworks Association, supplies 79.00; Arlington Fire Department, fire department conference 1280.00; Avera Occupational Medicine, supplies 68.55; Avera Medical Group Mitchell, supplies 125.00; Avid Hawk LLC, supplies 35.00; Bau Plumbing & Heating, repair & maintenance 3,635.00; Butler Machinery Co., repairs & maintenance 332.92; Century Link, utilities 499.78; City of De Smet, utilities 349.66; City of De Smet, supplies 37.60; Cole Munger, travel & conference 8.91; Connecting Point, monthly web site fee 35.00; Cook's Wastepaper & Recycling, city garbage services 255.25; Cook's Wastepaper & Recycling, residential garbage services 6,157.19; Dakota Pump, Inc., repairs & maintenance 306.12; De Smet Development Corp., contribution 18,000.00; De Smet Emergency Rescue, event center deposit refund, 50.00; De Smet Trustworthy Hardware, supplies 74.46; DENR, supplies 20.00; Department of Health, repairs & maintenance 43.00; The De Smet News, library publishing 49.00; Farmer Bros., event center supplies 297.76; Good Old Days, supplies 29.97; Hawkins, Inc., chemicals 2,008.33; Heiman Fire Equipment, supplies, repairs & maintenance 1,189.50; Hydro-Klean, Inc., sewer relining 12,108.50; Innovative Office Solutions, supplies 131.36; Jason Springer, travel & conference 10.70; Jayne Pommer, event center deposit refund 325.00; Kaiser

Well Drilling, Inc., repairs & maintenance 340.82; Kingsbury Electric Cooperative, repairs & maintenance 337.28; Kingsbury Electric Cooperative, repairs & maintenance 220.00; Kingsbury County Auditor, law enforcement contract 6,283.33; Kingsbury County, event center deposit refund 50.00; Kingsbury Electric Cooperative, utilities 507.69; Lyle Signs, supplies 31.68; Maynard's, supplies 66.22; Maynard's, library supplies 35.10; Michael Todd & Company, Inc., repairs & maintenance 536.36; Micro Marketing LLC, supplies 351.23; Napa, repairs & maintenance 53.75; Northwestern, utilities 1,355.04; O'Keefe Implement, Inc., supplies, repairs & maintenance 1,357.79; Office Peeps, Inc., supplies 2,006.41; Ottertail Power Company, utilities 6,554.54; Postmaster, supplies 175.00; Reader Service, supplies 18.33; Reed, debt service 1,448.41; Reed, debt service 690.58; Reed, debt service 2,500.00; Rich's Gas & Service, fuel & supplies 1,363.25; Richard Stoddard, reimbursement of fuel, travel & conference 121.38; Ron Kaufman, event center deposit refund 50.00; Ryan Petersen, travel & conference 11.37; SD Department of Revenue, rus & event center sales tax 221.45; SD Department of Revenue, sanitation sales tax 420.71; Share Corp, chemicals 2,186.89; Smith's Lumber, repairs & maintenance and supplies 122.59; State of South Dakota, utilities 15.58; The Lodge at Deadwood, travel & conference 166.00; The Main Stop, fuel 510.23; Ultimed, event center deposit refund 30.00; Wilkinson Insurance Agency, bond insurance 1,083.00; Woods Heating & Cooling LLC, repairs & maintenance 40.82; Helms & Associates, airport taxilane project 80.66; Helms & Associates, airport turnaround project 18,093.16.

MALT BEVERAGE & SD FARM WINE LICENSE TRANSFER: This being the date and time set for the hearing of the transfer of the Dugout on/off sale & SD farm wine license from Gary Wiggins to Rick Baacker, dba Baackers II appearing in favor of said transfer and no one appearing in opposition, motion was made by Cavanaugh, seconded by Slater, to approve the transfer of the Dugout on/off sale malt beverage and SD farm wine license from Gary Wiggins to Rick Baacker dba Baackers II, all voting aye, motion carried.

BUILDING PERMIT: Motion was made by Slater, seconded by Cavanaugh, to approve the building permit application submitted by Preston Collier for a 12' x 12' addition to an existing garden shed, and concrete driveway/sidewalk, all voting aye, motion carried.

SURPLUS PROPERTY: This being the date and time set for the bid opening for the 2000 Ford F150 Pickup, sealed bids were opened by President Whitaker and are as follows:

<u>Bidder</u>	<u>Amount</u>
Dave Van Regenmorter	\$601.00

Kingsbury County Highway Dept.

\$1,201.00

Motion was made by Cavanaugh, seconded by Slater, to accept the bid from the Kingsbury County Highway Dept. in the amount of \$1,201.00 for the 2000 Ford F150 Pickup with approximately 178,000 miles, all voting aye, motion carried.

VALLEY FIBERCOM: Juanita Brown, Sales Associate for Valley Fibercom, presented the council an updated price guide for phone, cable, internet, and long-distance services that Valley Fibercom is able to provide to the City of De Smet. There would be a substantial cost savings for the City if all of the services were switched to Valley Fibercom. Finance Officer Larson expressed her concern about switching the city hall internet for fear of losing federal grant registration and identification contact information but supported switching the other services and other city buildings. Motion was made by Cavanaugh, seconded by Jensen, to switch the city phone, cable television, and internet with the exception of the city hall internet to Valley Fibercom. Upon roll call vote, voting aye: Hansen, Jensen, and Cavanaugh, voting nay: Slater, motion carried. Motion was made by Slater, seconded by Cavanaugh, to switch the long-distance carrier to Valley Fibercom, all voting aye, motion carried.

PUBLIC COMMENTS: None.

AIRPORT HAYLAND: At the February 13, 2020 regular council meeting, sealed bids were opened for lease of approximately 159.3 acres at the airport. The final highest bid was made by Brandon Doyle @ \$130.00 per acre. Motion was made by Hansen, seconded by Slater, to enter into a lease agreement with Brandon for a period of three years, for 159.3 acres of crop and hay land at a cost of \$130.00 per acre, with payments due by March 1 annually during the term of the lease, all voting aye, motion carried.

AERIAL SPRAYING APPLICATION: An updated aerial spraying application was presented to the city council at the February 13, 2020 council meeting. Amendments were discussed made to the aerial application and have been sent to the city attorney for final review. Motion was made by Slater, seconded by Hansen, to approve the aerial spraying application pending final approval from the City Attorney, all voting aye, motion carried.

FLOWER BARRELS: Motion was made by Slater, seconded by Cavanaugh, to advertise for quotes to provide and plant flowers in 25 barrels on main street and 2 containers at the library, with the quotes to be reviewed at the April 8, 2020 council meeting, all voting aye, motion carried.

LIQUOR ORDINANCE: Motion was made by Slater, seconded by Cavanaugh, to approve the first reading to amend Ordinance No.

V-10 Alcoholic Beverages, Sec. 5-15 - Special alcoholic beverage licenses issued in conjunction with special events to include the fee for a special liquor license, all voting aye, motion carried.

STREETS: Street Supt. Ryan Petersen presented a verbal quote from Brosz Engineering, Inc. in the amount of \$7,000.00 and a written quote from Clark Engineering in the amount of \$6,400.00 to write the bid notice, specs, bid opening, and project monitoring for chip sealing city streets. Petersen has spoken to other city street employees and many of them bid the crack sealing and chip sealing together and have one company do both services. The Council felt that was money that could be applied for the actual chip sealing expenses. Discussion was also held regarding the need to implement load limits on Prairie Avenue to prevent damage to the road until the roads have firmed up. Petersen and the city council discussed the budgeted project to put a 2" mat on Wilder Lane and how to best handle the water drainage along that street. Motion was made by Hansen, seconded by Cavanaugh, to approve calling for bids to crack seal approximately 25,000 linear feet and to chip seal approximately 14 blocks of streets, with an alternate option to include a fog seal coating, and the city supplying the chips, all voting aye, motion carried. Motion was made by Cavanaugh, seconded by Slater, to approve posting restricted load limits using the same restrictions as Kingsbury County on Prairie Avenue from SD Hwy 14 to Front Street, all voting aye, motion carried. Motion was made by Slater, seconded by Cavanaugh, to approve calling for bids to apply a 2" mat on Wilder Lane from Prairie Ave. to Harvey Dunn Street with a crown as recommended by the street superintendent, all voting aye, motion carried.

DE SMET TRANSIT BUS: A request was made to the city to allow washing the De Smet Transit Bus in the City wash bay area occasionally. A fee would be established per wash and applied to the local matching funds amount. Motion was made by Cavanaugh, seconded by Slater, to allow De Smet Area Transit employees or volunteers wash the transit bus at the city shop, all voting aye, motion carried.

SURPLUS PROPERTY: A list of miscellaneous items that are stored in the old city shop was given to the council members. Motion was made by Slater, seconded by Cavanaugh, to declare the following items as surplus property: 14 - wooden chairs, 1 - book table, 1 - table with four study stations, 1 - Frigidaire refrigerator, 1 - pop cooler, 9 - round fluorescent bulbs, 13 - 48" x 23 ½" fluorescent bulbs, 15 - metal open and with drawers file cabinets, 4 - security lights, 4 wall lights, 1 safe with deposit boxes, 1 - table, and 2 - shelves, all voting aye, motion carried. Motion was made by Slater, seconded by Jensen, to appoint Rick Warne, Vona Leckey, and Jenny Todd, to appraise the miscellaneous items, all voting aye, motion carried.

ELECTRONICS COLLECTION AND RUS FREE DUMPING DATES: Motion was made by Cavanaugh, seconded by Slater, to approve the electronics collection date on Friday, May 8, 2020 from 7:30 AM - 6:00 PM, and the free dumping dates at the Restricted Use Site as follows: Tuesdays - May 5th & 12th - 6:00 PM - 8:00 PM and Saturdays - May 9th & May 16th - 10:00 AM - 3:00 PM weather permitting, all voting aye, motion carried.

NATIONAL GUARD COMPOUND: A termination agreement between the SD National Guard and the City of De Smet was presented to the City Council. The National Guard has removed their equipment, soil preservation, and completed their final walk-through. Motion was made by Slater, seconded by Hansen, to approve the Mayor Wolkow signing the Termination Agreement with the SD National Guard, all voting aye, motion carried.

FIRE DEPARTMENT GRANT: Motion was made by Cavanaugh, seconded by Slater, to approve the De Smet Volunteer Fire Department submitting an application to the Assistance to Fire Fighters Grant for bunker gear in the amount of \$84,450.00, all voting aye, motion carried.

PRE-EMPLOYMENT CHECKS: The current background checks have been at no cost to the City are no longer available. The Kingsbury County Sheriff Office can do fingerprinting which would include the background check for a fee of \$34.50 per person. Motion was made by Cavanaugh, seconded by Slater, to approve having the Kingsbury County Sheriff Office do the fingerprinting with background report, all voting aye, motion carried.

ELECTION WORKERS: Motion was made by Hansen, seconded by Cavanaugh, to approve Audrey Lembke, Judy Wolkow, and Melissa Churchill as election workers for the April 14th city election at a rate of \$10.50/hour, all voting aye, motion carried.

EVENT CENTER CUSODIAN, LIFEGUARDS, AND SOFTBALL COACHES: Motion was made by Cavanaugh, seconded by Slater, to approve hiring Patricia Garry as the Event Center Custodian/Maintenance without a CDL in the amount of \$14.40/hour, all voting aye, motion carried. FO Larson informed the council that seven applications were received for the swimming pool positions and two applications for the softball coach positions. Motion was made by Slater, seconded by Cavanaugh, to hire the following staff for the 2020 Swimming Pool: Hannah Bucheim, lifeguard \$11.25/hour and co-head lifeguard \$750.00/season; Reyna Beck, lifeguard \$11.25/hour and co-head lifeguard \$750.00/season; Kristen Poppen, lifeguard \$11.00/hour; Cierra Sazue, lifeguard \$11.00/hour; Noah Roth, lifeguard \$11.00/hour; Cori Birkel, lifeguard \$10.25/hour pending completion of the lifesaving certification; Kasen Janssen, lifeguard \$10.25/hour pending completion of the lifesaving certification; Jason Gruenhagen co-softball coach \$900.00/season; Hannah Bucheim co-softball coach

\$900.00/season; and Shelby Sattler co-softball coach \$900.00/season, all voted aye, motion carried.

AIRPORT PAYMENTS: Motion was made by Slater, seconded by Hansen, to approve pay request #22 in the amount of \$70.66 to Helms & Associates for the airport taxilane and concrete hardstand project, and pay request #11 in the amount of \$18,093.16 to Helms & Associates for the airport turnarounds project, all voting aye, motion carried. These airport project expenses will be reimbursed by 95% from grant funding.

CONFERENCES: Motion was made by Cavanaugh, seconded by Slater, to approve Street Supt. Ryan Petersen and Street Assistant Jason Springer to attend the 2020 Mosquito Workshop in Mitchell on April 23, 2020, all voting aye, motion carried.

FINANCIAL REPORTS: Motion was made by Cavanaugh, seconded Hansen, to approve the February, 2020 Cash Balances Report as presented by the Finance Officer, all voting aye, motion carried.

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

OTHER: Other non-action items of discussion were as follows: 1) February law enforcement report; 2) a bill for plumbing issues; 3) information on the water looping project meeting; 4) setting a special meeting date to canvas the ballots; and 5) a special liquor license bill sent.

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

To comply with SDCL 6-1-10. Publication of Payroll information, the payroll changes were effective February 1, 2020 as follows: Street Assistant, Jason Springer \$16.25/hour.

Norman Whitaker, President

ATTEST:

Tracey Larson, Finance Officer

Published once at the approximate cost of \$ _____