

REGULAR MEETING DE SMET COMMON COUNCIL
July 8, 2020

The De Smet Common Council met in regular session on July 8, 2020, at 5:00 p.m., with the following present: Council members Lowell Hansen, Bret Jensen (via speaker phone), Alex Botkin, Jay Slater (via video conference), Norman Whitaker, George Cavanaugh, Mayor Gary Wolkow, Finance Officer Tracey Larson, and City Attorney Todd Wilkinson. Also present were: Council persons elect Pam Spader and Shon Asleson. 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: Mayor Wolkow asked anyone attending the meeting by phone or video conference to please mute their devices.

MINUTES: Motion was made by Whitaker, seconded by Cavanaugh, to approve the minutes of the June 10, 2020 Regular Meeting and June 18, 2020 Special Meeting, upon roll call vote, voting aye: Jensen, Hansen, Botkin, Slater, Whitaker, and Cavanaugh, voting nay: none, motion carried.

CLAIMS: Motion by Botkin, seconded by Whitaker, to approve payment of the claims as presented, upon roll call vote, voting aye: Jensen, Hansen, Botkin, Slater, Whitaker, and Cavanaugh, voting nay: none, motion carried. The claims are as follows: PAYROLL \$44,042.43; OASI Benefit 3,369.24; Aflac, ins. premium 280.95; Dearborn National, life insurance 140.80; Farm Bureau Bank, health savings 5,496.96; Delta Dental of South Dakota 360.44; VSP 190.96; The Health Pool of SD, health insurance premium 5,496.96; SDRS, retirement benefit 4,058.78; Kingsbury County Sheriff Dept., supplies 130.00; Mediacom, utilities 457.76; Mediacom, utilities 75.17; State of South Dakota, supplies 374.50; Visa, supplies and utilities 476.72; American Bank & Trust, TIF debt payment 5,714.31; Avera Occupational Medicine, supplies 205.65; Avid Hawk LLC, monthly website fee & annual domain fee 55.00; Chad Gilbertson, meter deposit refund 125.00; City of De Smet, utility payment 60.76; City of De Smet, utilities 495.74; City of De Smet, supplies 124.84; Clark Engineering, property survey 2,200.00; Colonial Research, supplies 657.48; Connecting Point, off-site back-up and repair 90.00; Cook's Wastepaper & Recycling, city sanitation service 255.25; Cook's Wastepaper & Recycling, residential garbage service 6,592.51; Core & Main, repair & maintenance 187.25; De Smet Development Corp., contribution for website 1,500.00; De Smet American Legion Post 1, supplies 210.00; De Smet Trustworthy Hardware, supplies 751.53; DEMCO, library supplies 90.07; Department of Health, water & pool labs 101.00; Hawkins, Inc., supplies & chemicals 4,881.05; Hydro-Klean, repairs & maintenance 1,340.00; Jenny Todd, election worker

152.25; Judy Wolkow, election worker 152.25; Kiefer Aquatics, supplies 343.86; Kingsbury Electric Cooperative, maintenance contract 220.00; Kingsbury County Auditor, law enforcement contract 6,283.33; Kingsbury Electric Cooperative, utilities, 149.76; Kingsbury Journal, publishing 797.83; Kingsbury Journal, library supplies 63.00; Krier & Blain, Inc., repairs & maintenance 2,350.00; Laura Ingalls Wilder Pageant, marketing 500.00; Legend Seeds, Inc., supplies 213.00; Libby Absher, water deposit meter refund 64.24; Mack Landscaping Lawn Irrigation, repairs & maintenance 129.80; Maynard's, supplies 79.66; Maynard's Pool Acct., supplies 544.39; McCune Electric, repairs & maintenance 225.79; Mediacom, utilities 111.49; Melissa Churchill, election worker, 152.25; Micro Marketing LLC, library supplies 306.94; North Star Logistics, LLC, sewer improvements 1,500.00; Northwestern, utilities 87.09; O'Keefe Implement, Inc., supplies, repairs & maintenance 355.07; Office Peeps, Inc., library supplies 47.97; Office Peeps, Inc., supplies 395.55; Ottertail Power Company, utilities 4,637.17; People, library supplies 118.26; Poinsett Gardens, Inc., supplies 73.00; Postmaster, supplies 175.00; Publishers Weekly, library supplies 239.99; Reed, debt service 1,448.41; Reed, debt service 690.58; Reed, debt service 2,500.00; Richard Close, repairs & maintenance 850.00; Ryan & Marie Larson, event center deposit refunds 20.00; Department of Revenue, sales tax 429.56; SD Dept. of Revenue, sanitation sales tax 449.60; Share Corp, supplies & chemicals 2,626.54, Smith's Lumber, supplies, repairs & maintenance 655.71; US Bank, loan payment 2,666.22; Woman's Day, library supplies 19.97; Woods Heating & Cooling, LLC, repairs & maintenance 505.10; Helms & Associates, airport taxilane expansion, 1,705.58; Midland Contracting, Inc., airport taxilane project 26,764.20; Rich's Gas & Service, fuel & repair 1,759.93; Century Link, utilities 624.72; Mediacom, utilities 459.61; Mediacom, internet 75.17;

SUPLUS PROPERTY: This being the date and time advertised, one bid was opened by Attorney Wilkinson for the 2010 Woods FA28K zero turn mower with approximately 1,108.0 hours. Bid received was as follows: Kent Munger in the amount of \$1,505.00. Motion was made by Cavanaugh, seconded by Botkin, to approve accepting the bid submitted by Kent Munger in the amount of \$1,505.00 for the 2010 Woods FA28K zero turn mower with approximately 1,108.0 hours, upon roll call vote, voting aye: Jensen, Hansen, Botkin, Slater, Whitaker, and Cavanaugh, voting nay: none, motion carried.

MOSQUITO GRANT: The City of De Smet has been awarded \$1,846.00 from the SD Dept. of Health for mosquito control supplies. Motion was made by Jensen, seconded by Cavanaugh, to approve accepting and authorize Mayor Wolkow to sign the documents for the mosquito grant from the SD Dept. of Health in the amount of \$1,846.00, upon roll call vote, voting aye: Jensen, Hansen, Botkin, Slater, Whitaker, and Cavanaugh, voting nay: none, motion carried.

RESOLUTION 2020-1: At the June 10, 2020 Regular Council meeting, the council approved amending Resolution 2020-1 to allow establishments to open to 50% of building capacity at a time for on-premise consumption of food/beverage excluding employees, with six (6) feet social distancing between people, businesses being responsible to monitor their establishment, to be effective June 11, 2020 until July 8, 2020, with no additional special meetings to be held unless drastic changes happen with the number of COVID-19 cases prior to July 8, 2020. Motion was made by Cavanaugh, seconded by Botkin, to approve extending the current Resolution 2020-1 until August 12, 2020, upon roll call vote, voting aye: Jensen, Hansen, Botkin, Slater, Whitaker, and Cavanaugh, voting nay: none, motion carried.

THANK YOU TO COUNCIL MEMBERS: Motion was made by Cavanaugh, seconded by Hansen to approve Resolution 2020-7, thanking Norman Whitaker for his twenty-five years of service as a council member and Alex Botkin for his recent two years of service for a total combined nine years of service, upon roll call vote, voting aye: Jensen, Hansen, Slater, and Cavanaugh, voting nay: none, Botkin and Whitaker abstained, motion carried. Whitaker and Botkin were each presented a certificate of appreciation.

Resolution 2020-7

Thank you to Norman Whitaker, as the Ward III Alderman for his twenty-five years of service to the City of De Smet and thank you to Alex Botkin, as the Ward II Alderman for his recent two years of service for a total of nine combined years of service.

Mayor Gary Wolkow

Finance Officer Tracey Larson

Dated: July 8, 2020

COUNCIL REORGANIZATION: Motion was made by Slater, seconded by Cavanaugh, to adjourn as the old council. Mayor Wolkow declared the new council in session. The Oath of Office was administered by Attorney Todd Wilkinson to Lowell Hansen - Alderman Ward I, Pam Spader - Alderman Ward II, George Cavanaugh, Alderman Ward III, and Shon Asleson - Alderman Ward III.

The July meeting being the reorganization meeting for the Council due to the postponement of the city election, motion was made by Slater, to nominate Lowell Hansen for the position of Council President, motion was seconded by Cavanaugh. Mayor Wolkow called for any other nominations for the position of Council President. Being there were no further nominations for the position of Council President, motion was made by Cavanaugh, seconded by Slater, to cast a unanimous ballot nominating Lowell Hansen as Council President, upon roll call vote, voting aye: Jensen, Spader, Slater, Asleson, and Cavanaugh, voting nay: none, abstained: Hansen, motion carried. Motion was made by Jensen to nominate George Cavanaugh for the position of Council Vice-President, seconded by Asleson. Mayor Wolkow called for any other nominations for the position of Council Vice-President. Being there were no further nominations for the position of Council Vice-President, motion was made by Hansen, seconded by Slater to cast a unanimous ballot nominating George Cavanaugh for the position of Council Vice-President, upon roll call vote, voting aye: Jensen, Hansen, Spader, Slater, and Asleson, voting nay: none, abstained: Cavanaugh, motion carried.

APPOINTED OFFICIALS: Nominations were made by Mayor Wolkow to appoint Tracey Larson as Finance Officer, and Todd Wilkinson as City Attorney, Motion by Hansen, seconded by Cavanaugh, that the appointive offices for the year 2020-2021 shall be filled as follows: Tracey Larson reappointed as Finance Officer, and Todd Wilkinson reappointed as Attorney, upon roll call vote, voting aye was Jensen, Hansen, Spader, Slater, Asleson, and Cavanaugh, voting nay was - none, motion carried.

OFFICIAL DEPOSITORIES/NEWSPAPER: Motion was made by Slater, seconded by Asleson to designate the American Bank & Trust and Dakotaland Federal Credit Union as the official depositories, and The Kingsbury Journal as the official newspaper, upon roll call vote, voting aye: Jensen, Hansen, Spader, Slater, Asleson, and Cavanaugh, voting nay: none, motion carried.

COMMITTEES/APPOINTMENTS/VOLUNTEERS: The Mayor presented the Alderman Committee appointments as follows: Streets & Alleys: Bret Jensen, George Cavanaugh, Jay Slater; Water & Sewer: Shon Asleson, Lowell Hansen; Parks/City Buildings/Museum/Library: George Cavanaugh, Jay Slater, Pam Spader; Law Enforcement Board: Gary Wolkow, Lowell Hansen; Fire Department: Lowell Hansen, Gary Wolkow, Shon Asleson; Hospital: George Cavanaugh, Pam Spader; Budget & Finance: Bret Jensen, George Cavanaugh, Pam Spader; Garbage & Restricted Use Site: Bret Jensen, Lowell Hansen, Jay Slater; Airport: Lowell Hansen, Jay Slater, Shon Asleson; Zoning Officers: Jay Slater, Gary Wolkow, Bret Jensen, Shon Asleson; Zoning Board: Bret Jensen, Shon Asleson, George Cavanaugh, Jay Slater, Lowell Hansen, Gary Wolkow, Pam Spader; Safety Committee: George Cavanaugh, Bret Jensen, Pam Spader; Tree Board: Lowell Hansen; appointment of Sharon Peterson to the Library Board; appointment of James Millman to the De Smet Housing & Redevelopment Board, appointment of Mike Warne as Fire Department Asst. Chief, Gordie

Skyberg and Jim Pommer as Trustees of the Fire Department; appointment of Bill Poppen and Jeanne Penney to the De Smet Hospital Advisory Board; the 2020 Museum Volunteer Staff Sharon Peterson, Marilyn Gehm, Gale Anderson, Nancy Anderson, Donna Askew, Billie Baird, Dee Baker, Elaine Behm, Lavonne Bjordahl, Jeanie Colwell, Amy Gruntmier, Connie Geyer, Cathy Gross, Barb Hansen, Jeff Hed, Helen Gehm, Roxene Helms, Helen Janish, Roxy Jensen, Sharry Knock, Dee Kruger, Audrey Lembke, Cheryl Noem, Suzanne Roeder, Ellen Schubloom, Mavis Stoel, LeAnn Stofferson, Marlene Somson, Evelyn Twite, Sharon Williams, Will Ward, Ginny Neu, Sheila Smith; and the following individuals to the respective advisory boards: Library: Jay Slater, Alderman; Hospital Board: George Cavanaugh, Tracey Larson, and Museum Board: Jay Slater, Alderman. Motion was made by Hansen, seconded by Spader to approve of the council committees and boards as amended, upon roll call vote, voting aye: Jensen, Hansen, Spader, Slater, Aselson, and Cavanaugh, voting nay: none, motion carried.

MALT BEVERAGE, LIQUOR LICENSE AND OPERATING AGREEMENT TRANSFER: This being the date and time set for the hearing of the transfer of the Kingsbury Club House on/off-sale malt beverage and SD farm wine, on-sale liquor license and Operating Agreement from Chan Clarey to Kingsbury County Country Club appearing in favor of said transfer and no one appearing in opposition, motion was made by Cavanaugh, seconded by Aselson, to approve the transfer of the Kingsbury Club House malt beverage, liquor license and Operating Agreement from Chan Clarey to the Kingsbury County Country Club, upon roll call vote, voting aye: Jensen, Hansen, Spader, Slater, Aselson, and Cavanaugh, voting nay: none, motion carried.

SPECIAL LIQUOR LICENSE: Michael Hunt, owner of Dakota Grills Catering, dba Grumpy's has requested a special liquor license for an event to be held at the De Smet Event Center on August 8, 2020 from 5:00 PM to 2:00 AM. Motion was made by Cavanaugh, seconded by Slater, to approve the special liquor license for Michael Hunt, owner of Dakota Grills Catering, dba Grumpy's for an event to be held at the De Smet Event Center on August 8, 2020 from 5:00 PM to 2:00 AM, upon roll call vote, voting aye: Jensen, Hansen, Spader, Slater, Aselson, and Cavanaugh, voting nay: none, motion carried.

COVID GRANT RESOLUTION: the City of De Smet has been awarded up to \$237,832.00 of funding to reimburse the City for expenses related to the corona virus. Motion was made by Cavanaugh, seconded by Slater, to approve Resolution 2020-8 and designate the Mayor as the person authorized to sign documents for the grant, upon roll call vote, voting aye: Jensen, Hansen, Spader, Slater, Aselson, and Cavanaugh, voting nay: none, motion carried.

Resolution #2020-8

A RESOLUTION AUTHORIZING THE EXECUTION OF CONTRACTUAL DOCUMENTS WITH THE STATE OF SOUTH DAKOTA FOR THE RECEIPT OF CARES ACT

FUNDS TO ADDRESS THE COVID-19 PUBLIC HEALTH CRISIS

WHEREAS, pursuant to section 5001 of the Coronavirus Aid, Relief, and Economic Security Act, Pub. L. No. 116-136, div. A, Title V (Mar. 27, 2020) (the "CARES Act"), the State of South Dakota has received federal funds that may only be used to cover costs that: (a) are necessary expenditures incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19); (b) were not accounted for in the budget most recently approved as of March 27, 2020, for the State of South Dakota; and (c) were incurred during the period that begins on March 1, 2020, and ends on December 30, 2020: and

WHEREAS, the City of De Smet acknowledges that the State of South Dakota, in its sole discretion, may retain full use of these funds for the purposes delineated in the CARES Act; and

WHEREAS, the City of De Smet acknowledges that in order to provide financial assistance to counties and municipalities in South Dakota, the State of South Dakota, in its sole discretion, may allocate CARES Act funds Act on a statewide basis to reimburse counties and municipalities as delineated herein; and

WHEREAS, the City of De Smet seeks funding to reimburse eligible expenditures incurred due to the public health emergency with respect to COVID-19; and

WHEREAS, the City of De Smet acknowledges that any request for reimbursement of expenditures will only be for expenditures that were not accounted for in the budget for the City of De Smet most recently approved as of March 27, 2020; and

WHEREAS, the City of De Smet acknowledges that it will only seek reimbursement for costs incurred during the period that begins on March 1, 2020, and ends on December 30, 2020;

NOW, THEREFORE BE IT RESOLVED by the City Council of the City of De Smet that the mayor of De Smet may execute any and all documents as required by the State in order to receive CARES Act funds.

It is further

RESOLVED that any request for reimbursement will be only for those costs authorized by the State that: (1) Are necessary expenditures incurred due to the public health emergency with respect to COVID-19; (2) Were not accounted for in the City budget most recently approved as of March 27, 2020; and (3) Were incurred during the period that begins on March 1, 2020, and ends on December 30, 2020.

It is further

RESOLVED that the City will not request reimbursement from the State under the CARES Act for costs for which the City previously received reimbursement, or for which the City has a reimbursement request pending before another source.

Approved and adopted this 8th day of July, 2020.

Gary Wolkow, Mayor
City of De Smet, South Dakota

ATTEST:

Tracey Larson, Finance Officer
City of De Smet, South Dakota

BUILDING PERMITS: Building permit applications were reviewed and present to the council by the zoning officers. Motion was made by Cavanaugh, seconded by Spader, to approve the building permit application submitted by Holland/Behm Rentals for a 72'x40' addition to an existing building, upon roll call vote, voting aye: Jensen, Hansen, Spader, Slater, Aselson, and Cavanaugh, voting nay: none, motion carried. Motion was made by Jensen, seconded by Cavanaugh, to approve the building permit application submitted by Jim Laursen for and concrete patio addition and to move an existing deck from the East side of the residence to the North side. upon roll call vote, voting aye: Jensen, Hansen, Spader, Slater, Aselson, and Cavanaugh, voting nay: none, motion carried. Motion was made by Jensen, seconded by Asleson, to approve the building permit application submitted by Mark Hinkley for a 5'x5' garden shed accessory building to be placed on an existing concrete slab, upon roll call vote, voting aye: Jensen, Hansen, Spader, Slater, Aselson, and Cavanaugh, voting nay: none, motion carried. Motion was made by Slater, seconded by Cavanaugh, to approve the building permit application submitted by Anthony & Alisha Halverson for a four foot high chain link fence and steps to be added to an existing deck, upon roll call vote, voting aye: Jensen, Hansen, Spader, Slater, Aselson, and Cavanaugh, voting nay: none, motion carried. Motion was made by Slater, seconded by Asleson, to approve the building permit application submitted by Brandon & Kayla Vockrodt for a temporary landing with stairs to an entrance of the residence, upon roll call vote, voting aye: Jensen, Hansen, Spader, Slater, Aselson, and Cavanaugh, voting nay: none, motion carried. Motion was

made by Slater, seconded by Cavanaugh, to approve the building & moving permit applications submitted by Steve Siver for 15'x 24' storage shed to replace a shed that was removed less than one year ago, upon roll call vote, voting aye: Jensen, Hansen, Spader, Slater, Aselson, and Cavanaugh, voting nay: none, motion carried. Motion was made by Slater, seconded by Spader, to approve the building permit application submitted by S&H Holding, LLC, for a concrete pad and addition to an existing structure, upon roll call vote, voting aye: Jensen, Hansen, Spader, Slater, Aselson, and Cavanaugh, voting nay: none, motion carried. Motion was made by Slater, seconded by Aselson to approve the building permit submitted by Fred Johnson for a new residential structure with garage, upon roll call vote, voting aye: Jensen, Hansen, Spader, Slater, Aselson, and Cavanaugh, voting nay: none, motion carried.

BLOCKING CALUMET AVE.: A request has been made to block Calumet Avenue for a prom parade on July 31, 2020 from 6:30 pm - 7:00 pm. Motion was made by Cavanaugh, seconded by Jensen to approve the Junior Class Parents blocking Calumet Avenue on July 31, 2020 from 6:30 pm - 7:00 pm for a prom parade, upon roll call vote, voting aye: Jensen, Hansen, Spader, Slater, Aselson, and Cavanaugh, voting nay: none, motion carried.

PUBLIC COMMENTS: None.

EXECUTIVE SESSION: At 6:30 PM, motion was made by Cavanaugh, seconded by Aselson, to approve going into executive session to discuss personnel, upon roll call vote, voting aye: Jensen, Hansen, Spader, Slater, Aselson, and Cavanaugh, voting nay: none, motion carried. Mayor Wolkow declared the council out of executive session at 7:05 PM.

WATER & WASTEWATER DEPARTMENT: Richard Stoddard, Water/Wastewater Supt. met with the council and reported that the water tower cleaning had been completed, a kick-off meeting with the engineer and surveyor had been held for the water looping project, repairs done at the main sewer lift due to storm damage, and sewer relining.

SURPLUS PROPERTY: Motion was made by Cavanaugh, seconded by Slater, to declare two (2) 24x12.00-12 mower tires as surplus property to be disposed of at the De Smet Restricted Use Site, upon roll call vote, voting aye: Jensen, Hansen, Spader, Slater, Aselson, and Cavanaugh, voting nay: none, motion carried.

AIRPORT PAYMENTS: Motion was made by Hansen, seconded by Slater, to approve pay request #25 in the amount of \$1,705.58 to Helms & Associates for the taxilane & hardstand project, and Pay request #6 in the amount of \$37,567.71 to Midland Contracting for the taxilane & hardstand project, upon roll call vote, voting aye: Jensen, Hansen, Spader, Slater, Aselson, and Cavanaugh, voting nay: none, motion carried. These airport project expenses will be reimbursed by 95% from grant funding.

OVERTIME: Motion by Cavanaugh, seconded by Spader, to approve the overtime hours for the month of June as presented, upon roll call

vote, voting aye: Jensen, Hansen, Spader, Slater, Aselson, and Cavanaugh, voting nay: none, motion carried.

FINANCIAL REPORTS: Motion was made by Hansen, seconded Jensen, to approve the June 2020 Cash Balances Report as presented by the Finance Officer, upon roll call vote, voting aye: Jensen, Hansen, Spader, Slater, Aselson, and Cavanaugh, voting nay: none, motion carried.

OTHER: Other non-action items of discussion were as follows: 1) the June law enforcement report; 2) a tax incentive rebate plan for new residential structures; 3) removing the fence at the old city shop; 4) an elected officials' workshop; 5) and property reviews.

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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