

**REGULAR MEETING DE SMET COMMON COUNCIL**  
**April 11, 2018**

The De Smet Common Council met in regular session on April 11, 2018, at 5:00 p.m., with the following present: Don Bohn, Lowell Hansen, Larry Jensen, George Cavanaugh, Jay Slater, Mayor Gary Wolkow, and Finance Officer Tracey Larson. Absent: Norman Whitaker.

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

**ANNOUNCEMENTS:** Mayor Wolkow announced that the Arbor Day program will be held on April 27, 2017 weather permitting with the De Smet 3rd graders and trees will be planted by the school and park this year. Mayor Wolkow issued the following proclamation:

ARBOR DAY PROCLAMATION 2018

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 22, 2018 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 11th day of April, 2018.

**MINUTES:** Motion was made by Jensen, seconded by Slater, to approve the minutes of the March 14, 2018 Regular Meeting with the correction to the amount of payment approved to Core Engineering & Consulting, Inc. should have been listed as \$3,466.10 instead of \$3,455.10, all voting aye, motion carried.

**CLAIMS:** Motion by Hansen, seconded by Cavanaugh, to approve payment of the claims as presented, all voting aye, motion carried. The claims are as follows: PAYROLL \$32,588.03; OASI Benefit 2,492.97; Aflac, ins.

premium 371.76; Dearborn National, life insurance 140.80; Farm Bureau Bank, health savings 1,000.00; Delta Dental of South Dakota 457.52; VSP 200.81; Wellmark Blue Cross Blue Shield, health insurance premium 4,655.56; SDRS, retirement benefit 3,896.16; Alli Flood, deposit refund 50.00; American Trust Insurance, insurance 375.00; Avid Hawk LLC, web site fee 35.00; Bau Plumbing & Heating, LLC, repairs 4,218.00; Center Point Large Print, library supplies 29.21; Century Link, utilities 421.63; City of De Smet, petty cash 11.25; City of De Smet, utilities 335.60; Colonial Research, supplies 343.29; Connecting Point, repair and maintenance 35.00; Cook's Wastepaper & Recycling, residential garbage collection 6,106.10; Countryside Dental, deposit refund 50.00; Cowboy Country Store, fuel 12.30; De Smet Farm Mutual Insurance, deposit refund 355.00; Dept. of Revenue, maintenance 28.00; The De Smet News, publishing 632.55; Ferguson Waterworks, repairs & maintenance 150.00; Ferguson Technologies, Inc., supplies 56.00; Hawkins, Inc., chemicals 3,073.00; Heartland Paper Co., supplies 169.02; Kingsbury Electric Cooperative, library repairs & maintenance 500.04; Kingsbury Electric Cooperative, swimming pool repairs 705.84; Kingsbury Electric Cooperative, maintenance 220.00; Kingsbury County Auditor, maintenance 6,283.33; Kingsbury Electric Cooperative, utilities 699.67; Knockout Event, deposit refund 555.00; Marty Jackley, deposit refund 50.00; Maynard's, supplies 49.66; Micro Marketing LLC, library supplies 537.32; Northwestern, utilities 1,381.88; Office Peeps, Inc., library supplies 51.20; Office Peeps, Inc., supplies 733.34; Ottertail, utilities 5,573.18; Postmaster, supplies 140.00; Potomac Aviation Technology Co., repair and maintenance 250.00; Publishers Weekly, library supplies 249.99; Reader Service, library supplies 17.22; REED, debt service principal 1,448.41; REED, Inc., debt service principal 690.58; REED, Inc., debt service principal 2,500.00; Rhonda Fenner, deposit refund 50.00; Rich's Gas & Service, fuel & supplies 1,981.00; Roy's Sport Shop, supplies 1,332.30; Scott Mausbach, deposit refund 30.00; SD Department of Revenue, sanitation sales tax 418.02; SD One Call, locates 26.88; SDARA, 2018 membership dues 35.00; Share Corp, supplies 8,197.75; Smith's Lumber, supplies 154.33; State of SD, utilities 27.64; US Bank, loan payment 2,666.22; Mediacom, utilities 257.44; Mediacom, internet 66.60; Visa, registration, internet, & supplies 529.06.

**TAX ABATEMENT:** Tammy Anderson, Kingsbury County Director of Equalization met with the council regarding the taxes on a residential property that has a tax correction due to an error on the property. The correction would reduce the 2017 city portion of property taxes payable in 2018 by \$136.76. Hansen motioned to approve the abatement request to correct the 2017 taxes payable in 2018 by \$348.87 on property record #5567, seconded by Cavanaugh, aye voting aye, motion carried.

**MATT REPAIR BID:** Street Supt. Ryan Petersen joined the meeting via speaker phone at this time. At the March 14, 2018 Regular Meeting, bids were opened for a 2" matt street repair. One bid was received from Asphalt Paving & Materials Company \$86.34/ton of Class D paver laid in place. Supt. Petersen and the council discussed if installing the 2" matt would be better on another street due to possible drainage problems that could be created by installing the 2" matt on Wilder

Lane. Supt. Petersen has met with LTAP and the engineer from Clark Engineering and had them look at Wilder Lane and Front Street. A letter from Clark Engineering regarding the condition of Front Street and possible drainage problems on Wilder Lane was presented to the council. Motion was made by Slater, seconded by Cavanaugh, to approve accepting the bid from Asphalt Paving & Materials Company in the amount of \$86.34/ton of Class D paver laid in place. Upon roll call vote, voting aye-Slater, Cavanaugh, Jensen, Hansen, and Bohn, voting nay-none. Motion carried.

**SHOOTING RANGE:** Jay Slater showed the council a diagram of the Restricted Use Site and where the proposed shooting range would be located. Slater also identified where the approach for the shooting range, fence and gates would be located. Slater informed the council that the city would be listed as an additional insured on the league policy and restrictions to the type of guns that can be used are identified by the league. Motion was made by Slater, seconded by Cavanaugh, to approve use of a specified area at the De Smet Restricted Use Site for a shooting range by the De Smet Trap Club Range, LLC pending that there is no cost to the City of De Smet; the fence, gates, and approach are installed; a certificate of insurance with the city listed as an additional insured is provided; the city has access to the shooting range area; and to approve the city attorney drafting an agreement for the use of the property, four voted aye, Slater abstained, motion carried.

**AERIAL SPRAYING PERMIT:** Motion was made by Jensen, seconded by Slater, to approve the 2018 aerial spraying permit application submitted by Agtegra Cooperative, all voting aye, motion carried.

**BUILDING & DEMO PERMITS:** Two building permits and one demo permit applications were submitted: Jeff & Lindsay Nolte-new garage & driveway; Dave Van Regenmorter - driveway; and The Get Fit/Susanne Albrecht - demo permit. Motion was made by Slater, seconded by Cavanaugh, to approve the demo permit submitted by The Get Fit/Susanne Albrecht and building permits submitted by Jeff & Lindsay Nolte - new garage & driveway, and Dave Van Regenmorter - driveway, all voting aye, motion carried.

**MOVING PERMIT REQUEST FOR REFUND:** A letter requesting a refund for the moving permit #611 that was approved on November 8, 2017 was submitted by Susanne Albrecht DBA The Get Fit. Albrecht has had several offers for purchasing and moving the structure that the moving permit #611 was approved that have been unsuccessful. Due to time constraints for the new construction, Albrecht has applied for a demo permit. Motion was made by Slater, seconded by Cavanaugh, to table the request to refund the moving permit fee in the amount of \$2,861.70 until completion of the new structure, four voted aye, Hansen voted nay, motion carried. Albrecht will need to request the moving permit refund when the new construction is complete at which time the council will review the refund request again.

**BACK-UP GENERATOR PROJECT FOR SEWER LIFT:** The City of De Smet has been awarded a grant in the amount of \$12,995.00 in federal and state Hazard Mitigation Grant funding for a back-up generator for the main sewer lift. Motion was made by Slater, seconded by Jensen, to approve accepting the Hazard Mitigation Program Grant in the amount of

\$12,995.00, all voting aye, motion carried. Motion was made by Slater, seconded by Cavanaugh, to approve calling for bids for a back-up generator following the review of the specs by City Attorney Wilkinson and Alderman Larry Jensen, all voting aye, motion carried.

**MOSQUITO GRANT:** Motion was made by Slater, seconded by Jensen, to approve applying for the SD Dept. of Health Grant for mosquito control, all voting aye, motion carried.

**2018 BUDGET SUPPLEMENT:** Motion was made by Hansen, seconded by Cavanaugh, to approve the first reading of Ordinance IV-212 to supplement the 2018 Appropriation Budget due to replacing the roof at City Hall, all voting aye, motion carried.

**MUSEUM REPAIRS:** The Depot Museum has areas in the floor that are buckled in the walkway areas. Ventilating the crawlspace would also help control the humidity in the Museum. A quote in the amount of \$2,500.00-\$3,000.00 from Schubloom Construction, Inc. was presented to the council. It was also discussed the need to place a sign at the entrance, cautioning visitors of the uneven floor and replacing the lights as budgeted in the museum. Motion was made by Slater, seconded by Bohn, to accept the quote in the amount of \$2,500.00 - \$3,000.00 from Schubloom Construction, Inc. to fix the buckled areas of flooring in the Depot Museum with a completion date requirement of June 1, 2018, place signage at the entrance for the uneven flooring, and to obtain a quote for ventilating the crawl space of the museum building, all voting aye, motion carried. Motion was made by Slater, seconded by Cavanaugh, to approve Kingsbury Electric replacing the lights in the museum building with new LED lights and motion sensor with the condition that replacement cost is lower than the \$1,000.00 budgeted for the light replacement, all voting aye, motion carried.

**FLOWER BARRELS:** Motion was made by Cavanaugh, seconded by Slater, 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 May 9, 2018, council meeting, all voting aye, motion carried.

**SEASONAL HELP:** FO Larson informed the council that one additional application was received for the softball coach position. Motion was made by Cavanaugh, seconded by Slater, to hire the Melissa Weispfennig, co-softball coach \$1,800.00/season, all voting aye, motion carried.

**EVENT CENTER:** Kristy Hubbard, Event Center Director informed the council that one of the used treadmills donated when the Wellness Center was opened has broken down again and is unrepairable. Hubbard presented quotes for two new pieces of equipment as follows: Octane xRide R650- \$2,955.00; and NuStep T4r \$3,795.00. Quotes listed do not include delivery and assembly. Motion was made by Slater, seconded by Hansen, to approve purchasing the Octane xRide R650 in the amount of \$2,955.00 plus delivery and assembly, four voted aye, Bohn voted nay, motion carried. Hubbard reported to the council that the Kingsbury Cancer Walk organization has asked to do concessions for the summer ball games and use the Event Center concession stand. Hubbard stated that other organizations were not interested in running the concession stand for the summer ball games. Motion was made by Slater, seconded by Bohn, to approve the Kingsbury County Cancer Walk organization to

provide concession for the summer ball games and lease the concession stand for \$50.00 for the 2018 summer season with a rental agreement, all voting aye, motion carried. Hubbard also informed the council of events that will be held at the Event Center this summer.

**SUPRPLUS PROPERTY:** Motion was made by Cavanaugh, seconded by Slater, to approve declaring the following property as surplus to be disposed of at the Restricted Use Site: four-General 17"245 R70 tires; Carrier furnace Model #58MXA080-13120; and a Lifefitness 91Ti treadmill, all voting aye, motion carried.

**BASEBALL FIELD PROJECT UPDATE & EQUIPMENT:** Council members Jensen and Cavanaugh updated the council on the new baseball field project with the following information: the pitching mound has been delivered; the baseball parents will be installing the fence guard; a quote from Daktronics for a scoreboard has been obtained in the amount of \$3,250.00 without the battery pack; money that was raised for the scoreboard; Jensen has been working on getting quotes to install lights at the baseball field and possible fundraising for the lights; and placing the Purinton memorial rock back at the new baseball field. Motion was made by Slater, seconded by Cavanaugh, to approve ordering the scoreboard from Daktronics in the amount of \$3,250.00, all voting aye, motion carried.

**MOSQUITO WORKSHOP:** Motion was made by Cavanaugh, seconded by Slater, to approve Street Supt. Petersen and Bldg/Park Supt. Stoddard attending the mosquito workshop in Aberdeen on April 25<sup>th</sup>, all voting aye, motion carried.

**FINANCIAL REPORT:** Motion was made by Hansen, seconded Jensen, to approve the March 2018 Cash Balances Report as presented by the Finance Officer, all voting aye, motion carried. A hospital project lease agreement status was also discussed with the council.

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

**OTHER:** Other non-action items of discussion were as follows: 1) the March law enforcement report; 2) asking law enforcement to make a couple passes on the highway when the Restricted Use Site is open; 3) thanked Larry Jensen for his time served on the city council; 4) projects that need to continue moving forward; 5) Councilmember Jensen thanked the council, and city employees; and 6) commercial or ag equipment parked on residential property.

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

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Gary Wolkow, Mayor

ATTEST:

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Tracey Larson, Finance Officer

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