

REGULAR MEETING DE SMET COMMON COUNCIL  
March 8, 2023

The De Smet Common Council met in regular session on March 8, 2023, 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, and Finance Officer Tracey Larson. 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 congratulated the De Smet High School Boys Basketball advancement to the State B's, and good job to all the students on their activity achievements.

**MINUTES:** Motion was made by Cavanaugh, seconded by Jensen, to approve the minutes of the February 8, 2023 Regular Meeting minutes as corrected to include two claims that were omitted in the minutes - SD Dept. of Revenue, garbage sales tax \$468.98; and US Bank, water debt service \$2,666.22, all voting aye, motion carried.

**CLAIMS:** Motion by Cavanaugh, seconded by Munger, to approve payment of the claims as presented, all voting aye, motion carried. The claims are as follows: PAYROLL \$31,069.65; OASI Benefit 2,376.82; Aflac, ins. of South Dakota 187.98; VSP 169.80; The Health Pool of SD, health insurance premium 7,512.47; SDRS, retirement benefit 3,693.80; South Dakota 811, locates 47.25; Visa, supplies, utilities, conferences 1,228.75; SD Municipal League, meeting 300.00; Kingsbury County Register of Deeds, supplies 30.00; Arbor Day Foundation, membership 35.00; Audio & Video Connections, supplies 745.00; Avid Hawk LLC, supplies 35.00; Becky Albrecht, event center deposit refund 30.00; Brad Doyle, event center deposit refund 50.00; Butler Machinery Co., repairs & maintenance 25.80; Center Point Large Print, supplies 30.71; Century Link, utilities 69.54; Chesterman Company, supplies 215.60; Child & Family Resource Network, event center deposit refund 30.00; City of De Smet, supplies 16.65; City of De Smet, utilities 354.18; CMI, repairs & maintenance 115.20; Connecting Point, supplies, repairs & maintenance 59.50; Cook's Wastepaper & Recycling, utilities 274.82; Cook's Country, supplies 36.95; Cook's Wastepaper & Recycling, repairs & maintenance 6,851.19; Core & Main LP, repairs & maintenance 6,913.81; Country Living, supplies 15.97; Cowboy Country Store, fuel & diesel 791.36; Dakota Pump, repairs & maintenance 4,095.76; De Smet Development Corp., contributions 19,000.00; De Smet Trustworthy, supplies 129.34; De Smet Welding & Machine repairs & maintenance 45.00; Department of Health, supplies 43.00; Eternal Security Products, LLC, supplies 296.76; Girl Scouts, event center deposit refund 30.00; Gunner Gilbertson, event center deposit refund 30.00; Hawkins, Inc., chemicals 2,087.86; Hydro Klean, LLC, repairs & maintenance 24,070.00; Jamie Patton, water meter deposit refund

125.00; Johnson Controls, repairs & maintenance 1,830.20; Kari Donovan, event center deposit refund 50.00; Kingsbury Electric Cooperative, repairs & maintenance 195.00; Kingsbury Electric Cooperative, repairs & maintenance 220.00; Kingsbury County Auditor, law enforcement contract 6,283.33; Kingsbury Electric Cooperative, utilities 1,174.03; Kingsbury Journal, library publishing 110.20; Laurie Hornig, event center deposit refund 30.00; Maguire Iron, Inc., repairs & maintenance 1,800.00; Matt & Billi Aughenbaugh, event center deposit refund 50.00; Maynard's, supplies 33.12; MC&R Pools, Inc., supplies 11.99; Micro Marketing LLC, supplies 16.14; NAPA, supplies 20.49; Natasha Springer, event center deposit refund 30.00; Northwest Pipe Fittings, Inc., repairs & maintenance 24.81; O'Keefe Implement, Inc., repairs & maintenance 347.53; Office Peeps, Inc., library publishing 49.68; Office Peeps, Inc., supplies 369.37; Ottertail, utilities 7,081.91; Publishers Weekly, supplies 259.99; Randi Albrecht, event center deposit refund 30.00; Readers Service, supplies 20.72; Rich's Gas & Service, diesel, fuel, repairs & maintenance 1,725.87; SD Dept of Revenue, sales & event center tax 549.24; SD Dept of Revenue, sanitation sales tax 466.62; SD Dept of Tourism, marketing 487.50; Share Corp, supplies & chemicals 6,841.76; Smith's Lumber, supplies 24.78; Soil First, event center deposit refund 50.00; South Dakota Magazine, supplies 45.00; The Main Stop, fuel 260.20; Valley Fibercom, utilities 447.46; Wilkinson Insurance Agency 866.40; Helms & Associates, airport Super AWOS III project 1,099.84; IMEG, sewer project 1,200.00; IMEG, sewer project 960.00; IMEG, water project 4,600.00; IMEG, Main Street project 7,700.00.

**CHIP SEAL COATING/CRACK SEALING BIDS:** This being the date and time public noticed for the opening of bids for chip sealing, crack sealing. Mayor Wolkow opened three bids for chip sealing, three bids for crack sealing. Bids received for chip seal coating 20,000 square yards are as follows:

<b>Company</b>	<b>Bid Amount</b>
The Road Guy Construction Co., Inc.	\$1.88/sq. yard = \$37,600.00
Topkote, Inc.	\$2.2093/sq. yard = \$44,186.00
Bituminous Paving, Inc.	\$3.75/sq. yd. = \$75,000.00

Bids received for crack sealing approximately 25,000 lineal feet are as follows:

<b>Company</b>	<b>Bid Amount</b>
Kissner Paving	\$0.68 per lineal foot
Topkote, Inc.	\$0.97 per lineal foot
The Road Guy	\$0.90 per lineal foot

Motion was made by Jensen, seconded by Cavanaugh, to approve and accept the bid for the chip seal coating from Road Guy Construction Co., Inc. for chip seal coating 20,000 square yards at \$1.88/sq. yd. totaling \$37,600.00, and approve the bid from Kissner Paving for the crack sealing 25,000 lineal feet at \$0.68/lin. ft. for a total of \$17,000.00 pending both bids are reviewed by the city attorney, all voting aye, motion carried.

**LIQUOR LICENSE TRANSFER:** This being the date and time advertised, an application to transfer the on-sale liquor license from the City of De Smet to Half Pint, LLC (Adam Sorenson) was reviewed by the council. Sorenson stated that he would like to be open by the end of March.

Motion was made by Cavanaugh, seconded by Asleson, to approve the transfer of the on-sale liquor license application from the City of De Smet to Half Pint (Adam Sorenson), all voting aye, motion carried.

**SPECIAL LIQUOR LICENSE:** Klinkel's III owned by LuAnn Klinkel has requested a two special liquor licenses. One event is to be held at the De Smet Legion Hall on March 19, 2023, from 11:30 am to 4:00 pm. The second application is for an event to be held at the De Smet Event Center on March 24, 2023, from 6:00 pm to 12:00 am. Motion was made by Asleson, seconded by Munger, to approve the two special liquor licenses to Klinkel's III owned by LuAnn Klinkel on March 19, 2023 from 11:30 am to 4:00 pm at the De Smet Legion Hall, and on March 24, 2023 from 6:00 pm to 12:00 am at the De Smet Event Center, all voting aye, motion carried.

**AIRPORT SUPER AWOS III PROJECT:** Motion was made by Hansen, seconded by Munger, to approve calling for bids for the Super AWOS III project, all voting aye, motion carried. Federal and State grants are anticipated to cover 95% of the project expenses.

**FLOWER BARRELS:** Motion was made by Cavanaugh, seconded by Jensen, 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 12, 2023 council meeting, all voting aye, motion carried.

**BUILDING PERMIT:** Chad Malone has submitted a building permit application for a new 66' x 80' shop building and concrete. Motion was made by Asleson, seconded by Hansen, to approve the building permit application submitted by Chad Malone for a new 66' x 80' shop building and concrete, all voting aye, motion carried.

**PUBLIC COMMENTS:** Rich Weisel commented about the noise ordinance not being followed; showed the council three water filters from his house; and inquired about the leash laws. Mark Siefkes informed the council that he has a water leak at his property that has not surfaced yet and he cannot locate it yet. Randy Holland inquired about moving a structure to a residential lot that would need a four foot variance.

**GARBAGE RATES:** A letter from Cook's Wastepaper & Recycling was received requesting a 4% increase due to increases for landfill fees, supplies, garbage containers, insurance, labor, and truck costs. Motion was made by Cavanaugh, seconded by Asleson, to approve the 4% increase in the Cook's Wastepaper & Recycling fees, all voting aye, motion carried. Motion was made by Asleson, seconded by Cavanaugh, to increase the city administrative garbage fee from \$1.00 to \$2.00, all voting aye, motion carried.

**UTILITY LEAK ADJUSTMENT:** An application to adjust water & sewer charges due to a water leak was presented to the council. After the average water usage was deducted from the total gallons, and the remaining gallons split between the city and customer, the total leak adjustment would amount to \$81.32. Motion was made by Cavanaugh, seconded by Munger, to approve the leak adjustment in the amount of \$40.66 for water and \$40.66 for sewer to account 1655.00, all voting aye, motion carried.

**HOSPITAL:** A quote in the amount of \$24,675.00 from Brian's Glass and Door for a 90 minute fire rated glass door was presented to the council. Motion was made by Cavanaugh, seconded by Munger, to approve the City funding the replacement of the metal door with a 90 minute fire rated glass door at the hospital entrance in the amount of \$24,675.00 with Brian's Glass and Door pending approval from the SD Dept. of Health and Avera Architect, all voting aye, motion carried.

**WATER & SEWER:** Jason Springer, Water & Sewer Supt., met with the council and informed them that the 1 block of relining of the sewer main has been completed; discussed new rules and documenting lead service lines. The council discussed flushing the water lines when the weather permits.

**STREETS:** Ryan Petersen, Supt. of Streets & Airport, met with the council to discuss repairs on Prairie Ave. Supt. Petersen has discussed the needed maintenance due to the heavier trucks with the elevator manager. Supt. Petersen was advised to work with the engineer on how to best repair and maintain Prairie Avenue so it can handle the heavier weighted traffic. Supt. Petersen reported that the S curve has been closed due to the amount of snow and thanked the other men who have been helping with snow removal.

The council thanked Springer and Petersen for their hard work and job well done.

**EVENT CENTER VOLUNTEERS:** Motion was made by Cavanaugh, seconded by Asleson, to approve Event Center Volunteers: Gordy Skyberg, Bernie & Mavis Stoel, Greg & Arlys Skyberg, Glenda Haines, Joleen Schultz Judy Wolkow, Bonnie Menzel, and Connie Kruse, all voting aye, motion carried.

**SEASONAL HELP:** Motion was made by Cavanaugh, seconded by Spader, to hire Rick Sachen, call in help, at a rate of \$15.00, and to hire

Douglas Geyer to do the annual museum spring start-up cleaning, all voting aye, motion carried.

**DE SMET DEVELOPMENT:** Jamie Lancaster, Director of the De Smet Development Corporation met with the council to give a monthly update. Items included the second duplex that was started in Wilder Pass is hoping to be completed in 2023; CIP selection will be announced at the end of March; update on several legislative issues; there will be a work force training meeting held in De Smet on March 14<sup>th</sup>; and they continue to work on new housing in De Smet.

**PROJECT PAYMENTS:** Motion was made by Hansen, seconded by Asleson, to approve pay requests: IMEG Sewer project Inv. 21005454.02-3, \$1,200.00; Inv. 22006268.01-3, \$960.00; IMEG Water project Inv.22006268.00-4 \$4,600.00;IMEG Main Street Project Inv. 21005454.03-2 \$7,700.00; & Helms, airport Super Awos III project, pay request #13 \$1,099.84, all voting aye, motion carried.

**FINANCIAL REPORTS:** Motion was made by Jensen, seconded Spader, to approve the February 2023 Cash Balances Report as presented by the Finance Officer, all voted aye, motion carried.

**CONFERENCE:** Motion was made by Jensen, seconded by Cavanaugh, to approve Jason Springer attending the Annual Wastewater conference in Pierre, April 19 & 20, 2023, all voting aye, motion carried.

**OVERTIME:** Motion was made by Asleson, seconded by Munger, to approve the February 2023 overtime, all voting aye, motion carried.

**OTHER:** Other non-action items of discussion were as follows: 1) the February law enforcement report; 2) the District 2 meeting that will be held on March 15, 2023 in Huron, and 3) the Equalization Meeting scheduled for March 20, 2023 at 5:30 pm at City Hall.

**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: Mary Purinton \$24.59/hour effective February 1, 2023, Kristy Hubbard \$4,175.60/month, Patty Garry \$17.43/hour effective March 1, 2023.

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Gary Wolkow, Mayor

ATTEST:

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Tracey Larson, Finance Officer

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