

REGULAR MEETING DE SMET COMMON COUNCIL
July 14, 2021

The De Smet Common Council met in regular session on July 14, 2021, at 5:00 p.m., with the following present: Council members Bret Jensen, Pam Spader, George Cavanaugh, Shon Asleson, Cole Munger, President Lowell Hansen, Finance Officer Tracey Larson, and City Attorney Todd Wilkinson. Absent: Mayor Gary Wolkow.

President Hansen 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: President Hansen asked anyone attending the meeting by phone or video conference to please mute their devices.

MINUTES: Motion was made by Cavanaugh, seconded by Jensen, to approve the minutes of the June 14, 2021 Regular Meeting, 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 \$49,740.77; OASI Benefit 3,805.19; Aflac, ins. premium 275.00; Dearborn National, life insurance 140.80; Delta Dental of South Dakota 368.40; VSP 190.96; The Health Pool of SD, health insurance premium 8,007.59; SDRS, retirement benefit 4,500.98; American Trust Insurance, fire dept. insurance 123.00; Avera Occupational Medicine, supplies 479.00; Avid Hawk LLC, monthly web site fee & annual domain fee 55.00; Bowes Construction, Inc., repairs & maintenance 895.80; Building Sprinkler, Inc., repairs & maintenance 475.00; Castlerock, Inc., concrete work 1,163.27; Center Point Large Print, books 29.21; Century Link, utilities 67.18; City of De Smet, utilities 581.60; City of De Smet, postage 70.32; Clint Powell, replacement check 50.00; Connecting Point, off-site back-up 55.00; Cook's Wastepaper & Recycling, city garbage collection 264.25; Cook's Wastepaper & Recycling, residential garbage collection 6,726.13; Cowboy Country Store, fuel 99.30; Damian Paul, deposit refund 10.00; Daniel Wiebe, deposit refund 275.00; DANR, annual fees 600.00; De Smet Chamber, reimbursement for Old Settler Day activities 4,000.00; De Smet Trustworthy Hardware, supplies 79.66; De Smet Welding & Machine, supplies 90.46; Department of Health, water & pool labs 29.00; Duininck, repairs & maintenance 978.00; Hawkins, Inc., water & pool chemicals 10,676.59; Highway Improvement, Inc., repairs & maintenance 14,795.95; Jack Hasche Dirtwork, repairs & maintenance 500.00; Jerry Schmidt, deposit refund 405.00; Kingsbury Electric Cooperative, repairs & maintenance 220.00; Kingsbury County Auditor, law enforcement contract 6,283.33; Kingsbury Electric Cooperative utilities 147.18; Kingsbury Journal, library publishing 148.00; Kingsbury Journal, publishing 705.60; M & T Fire & Safety, repairs & maintenance 5,192.53; Maguire Iron, Inc., repairs & maintenance 1,836.00; Maynard's, supplies 3.99; Maynard's, pool supplies 882.20; Micro Marketing LLC, supplies 321.36; NAPA, repairs & maintenance 5.96; Northwestern Energy, utilities 133.41; O'Keefe Implement, Inc.,

supplies, repairs & maintenance 538.01; Office Peeps, Inc., library supplies & copier contract 95.65; Office Peeps, Inc., supplies & copier contract 1,047.60; Ottertail, utilities 5,880.48; Poinsett Gardens, Inc. supplies 284.96; Postmaster, supplies 235.00; Reader Service, books 36.66; Reed, Inc., debt service payment 690.58; Reed, debt service payment 2,500.00; Rich's Gas & Service, fuel, supplies, repairs & maintenance 1,880.96; Robert Ninas, meter deposit refund 75.00; Ron's Saw Shop, supplies 780.52; SD Dept. of Revenue, recreation sales tax 675.78; SD Dept. of Revenue, sanitation sales tax 458.74; SD Library Association, supplies 58.00; Share Corp, chemicals & supplies 3,113.01; Smith's Lumber, supplies, repairs & maintenance 226.51; Spencer Quarries/Commercial Asphalt, repairs & maintenance 1,277.55; The Main Stop, fuel 23.12; Thein Well, repairs & maintenance 275.00; US Bank, water loan payment 2,666.22; Valley Fibercom, utilities 432.72; Warne's Appliance, supplies, repairs & maintenance 1,712.99; Zep Sales & Service, supplies 104.34; Mediacom, utilities 84.20; Braun Intertec Corporation, airport turnaround project 5,581.25; Helms & Associates, airport turnaround project 34,613.72; Winter Contracting, LLC, water looping project, 86,113.68.

BUILDING PERMITS: Motion was made by Jensen, seconded by Spader, to approve the building permit application submitted by Jack Mann for a garage addition and handicap ramp, all voting aye, motion carried.

SPECIAL LIQUOR LICENSE: Four requests for special liquor licenses have been requested as follows: De Smet Volunteer Fire Department has requested a special liquor licenses for two events to be held at the De Smet Event Center on August 14, 2021 from 5:00 PM to 12:00 AM and on August 28, 2021 from 4:00 PM to 12:00 AM; the De Smet American Legion has requested a special liquor license for an event to be held on July 24, 2021 from 12:00 PM to 6:00 PM at the Event Center; and the Oxbow has requested a special liquor licenses for an event to be held on August 14, 2021 from 12:00 PM to 8:00 PM at Washington Park.

Motion was made by Cavanaugh, seconded by Asleson, 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 August 14, 2021 from 5:00 PM to 12:00 AM and on August 28, 2021 from 4:00 PM to 12:00 AM; the De Smet American Legion for an event to be held on July 24, 2021 from 12:00 PM to 6:00 PM at the Event Center; and the Oxbow for an event to be held on August 14, 2021 from 12:00 PM to 8:00 PM at Washington Park, all voting aye, motion carried.

AERIAL SPRAYING PERMIT: Motion was made by Cavanaugh, seconded by Spader, to approve the 2021 Aerial Spraying Permit submitted by Ryan Wells, with Pioneer Ag Viation 2, LLC, all voting aye, motion carried.

PUBLIC COMMENTS: None.

MAIN STREET PRELIMINARY ENGINEERING SERVICES: A proposal from IMEG for preliminary engineering services for a Main Street Project was presented at the June 2021 regular council meeting for their review. The preliminary services presented would be completed by IMEG for a fee of \$38,000.00. Motion was made by Cavanaugh, seconded by Jensen, to approve signing the preliminary engineering services proposal for a Main Street project in the amount of \$38,000.00, all voting aye, motion carried.

FIRST READING TO ADOPT THE INTERNATIONAL PROPERTY MAINTENANCE CODE: At the June 2021 Regular Meeting, City Attorney Todd Wilkinson presented the council a draft of an ordinance to adopt the International Property Maintenance Code to review. This ordinance would enable the City to deal with more property maintenance issues and would be more aggressive than the current ordinance. Motion was made by Cavanaugh, seconded by Jensen, to approve the first reading to adopt Ordinance No. VII-28 International Property Maintenance Code of the City of De Smet, all voting aye, motion carried.

AIRPORT GRANT: Motion was made by Asleson, seconded by Cavanaugh, to approve accepting the ARGP grant in the amount of \$22,000.00 for the airport, and to approve the Mayor as the authorized official to sign grant documents, all voting aye, motion carried.

AIRPORT TURNAROUND PROJECT CHANGE ORDER: Change Order #1 was presented to the council decreasing the project amount by -\$21,847.50 for the reduction quantities of various bid items and request to extend the project completion date from June 15, 2021 to September 30, 2021 due to the weather. Motion was made by Munger, seconded by Asleson, to approve the Airport Turnaround Project Change Order #1 reducing the project expenses by -\$21,847.50 for quantity adjustments, and extend the project completion date until September 30, 2021, all voting aye, motion carried.

LOAD LIMITS ON PRARIE AVENUE: Motion was made by Cavanaugh, seconded by Asleson, to approve temporarily removing the load limits on Prairie Avenue until December 1, 2021, all voting aye, motion carried.

BUILDINGS/PARKS/POOL: Jason Springer, Supt. of the Buildings and Parks, informed the council that when the cracked pipe that goes into the baby pool was replaced, additional cracking was noted. MC&R Pool has been contacted about fixing the cracked valve and would cost approximately \$5,000.00 - \$6,000.00. Springer would like to have some other areas in the pool checked at the same time as the repair. It will be approximately two weeks before MC&R could be here to do the repair. Motion was made by Munger, seconded by Jensen, to approve hiring MC&R Pool to repair the leak in the baby pool this year, all voted aye, motion carried. There was also discussion about installing a gate between the two pools, and looking into a grant for playground equipment for the Rose Vincent Park. The Library Board would like to have a bush removed in front of the library that covers a portion of the mural that was placed under the front window. The council agreed that when the bush dies, a new bush will be planted further East to prevent the mural from getting covered.

SURPLUS PROERTY: Motion was made by Cavanaugh, seconded b Munger, to approve declaring seven (7) wood library chairs as surplus property and appoint Karen Hansen, Pam Spader, and George Cavanaugh to appraise the chairs, all voting aye, motion carried.

SEASONAL PERSONNEL: Motion was made by Asleson, seconded by Spader, to approve hiring Marlene Somsen for museum help at \$11.00/hour, all voting aye, motion carried.

SPECIAL MEETING: Motion was made by Spader, seconded by Cavanaugh, to approve scheduling a special meeting on Monday, July 26, 2021 at 5:00 PM at the City Hall to work on updating the zoning ordinance, all voting aye, motion carried.

VIDEO CONFERENCING: Motion was made by Asleson, seconded by Cavanaugh to approve discontinuing video conferencing the city council meetings, all voting aye, motion carried.

PROJECT PAYMENTS: Motion was made by Cavanaugh, seconded by Asleson, to approve pay request #10 in the amount of \$34,613.72 to Helms & Associates for the turnaround's project; pay request #3 in the amount of \$173,362.27 to J&J Earth Works, Inc. for the turnaround's project; Braun Intertec in the amount of \$5,581.25 for the turnaround's project; and pay request #3 in the amount of \$86,113.68 to Winter Contracting for the water looping project, all voted aye, motion carried. The airport project expenses will be reimbursed by 100% from grant funding.

FINANCIAL REPORTS: Motion was made by Asleson, seconded Munger, to approve the June 2021 Cash Balances Report as presented by the Finance Officer, all voted aye, motion carried.

OVERTIME: Motion by Spader, seconded by Jensen, to approve the overtime hours for the month of June as presented, all voted aye, motion carried.

OTHER: Other non-action items of discussion were as follows: 1) the June law enforcement report; 2) sewer charges for irrigation or watering; 3) the submitted water looping project update from the engineer; and 4) setting a time for the State Forester to meet with the council.

ADJOURN: There being no further business the meeting was adjourned on motion by Cavanaugh, seconded by Asleson.

Lowell Hansen, President

ATTEST:

Tracey Larson, Finance Officer

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