

REGULAR MEETING DE SMET COMMON COUNCIL

December 10, 2025

The De Smet Common Council met in regular session on December 10, 2025, at 5:00 p.m., with the following present: Council members, George Cavanaugh, Bret Jensen, Dane Coughlin (via speaker phone), Lowell Hansen, Pam Spader, Mayor Gary Wolkow, and Finance Officer Tracey Larson. Absent: Dustin McCune.

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

PLEDGE OF ALLEGIANCE: The meeting started with the council and those from the public reciting the Pledge of Allegiance.

ANNOUNCEMENTS: Mayor Wolkow presented Street Supt. Ryan Petersen a retirement gift and thanked Supt. Petersen for 24 years of working with the City. Mayor Wolkow thanked the City crew for the excellent job with the snow removal and announced that the City of De Smet was awarded the Platinum Level and Gold Level from SD Public Assurance Alliance for the 2025 Loss/Safety Achievement Award.

MINUTES: Motion was made by Hansen, seconded by Spader, to approve the minutes of November 12, 2025, Regular Meeting minutes, all voting aye, motion carried.

CLAIMS: Motion was made by Spader, seconded by Jensen, to approve paying the claims as presented, all voting aye, motion carried. The claims are as follows: PAYROLL \$36,816.56; OASI Benefit 2,816.47; Aflac, ins. premium 95.03; Dearborn National, life insurance 123.20; Delta Dental of South Dakota 395.30; VSP 169.80; The Health Pool of SD, health insurance premium 9,115.88; SDRS, retirement benefit 4,162.10; Northwestern Energy, new service connection fee 2,419.80; Amy Gruntmeir, meter deposit refund 75.00; Anco, repairs & maint 9,608.70; Anderson Lumber, supplies 29.28; AMG-Avera Occupational Medicine, drug testing 37.70; Avid Hawk, monthly website fee 35.00; Barco Products, umbrella & base for pool 908.46; Better Homes & Gardens, magazine renewal 29.00; Butler Machinery Co, repairs & maint 651.99; Central Specialties, hot mix 724.50; Chantell Winter, deposit refund 30.00; City of De Smet, meter deposit donated 75.00; City of De Smet, meter deposit donated back 40.00; City of De Smet, utilities 892.75; City of De Smet, supplies & postage 10.51; TwoTrees Technologies, off-site backups & software 319.37; Cook's Wastepaper & Recycling, city garbage collection 327.90; Cook's Wastepaper & Recycling, residential garbage 7,482.32; Core & Main LP, repairs & maint 158.14; Cowboy Country Store, supplies 106.71; CR Corner, fuel 832.13; CR Mechanical, water heater for shop 1,310.23; Dayton Lembke, meter deposit refund 125.00; De Smet Bucks, De Smet bucks for 2025 4,100.00; De Smet Trustworthy, supplies 84.25; De Smet Cemetery, interest 55.50; Department of Health Laboratory, water labs 74.00; Doland School District, deposit refund 330.00; Environmental Equipment & Serv, repairs & maint 231.70; Gary Wiggins, meter deposit refund 75.00; Gnel Ourdukhanian, deposit refund 30.00; Greg Gass, meter deposit refund 25.00; Hawkins, water chemicals 1,374.66; Innovative Office Solutions, supplies 587.22; Jamie Lancaster, meter deposit

refund 150.00; Jennifer Mannie, deposit refund 30.00; Juana Paulson, meter deposit refund 150.00; Kaylan Marvan, deposit refund 375.00; Kevin Broderson, meter deposit refund 75.00; Kingsbury Electric Cooperative, maintenance contract 220.00; Kingsbury County Auditor, law enforcement contract 6,933.33; Kingsbury Electric Cooperative, utilities 312.25; Kingsbury Journal, publishing 378.00; Kingsbury Journal, library publishing 95.00; Kramer Mechanical, hospital & ec annual inspection 1846.96; Leroy Roth, tree & stump removal 700.00; Lisa Petersen Slater, meter deposit refund 75.00; Marcus Penner, meter deposit refund 150.00; Maynard's DeSmet, supplies 90.97; Maynard's DeSmet, library supplies 16.37; Mediacom, utilities 112.00; Micro Marketing, books 796.59; Mid America Books, books 245.55; Napa De Smet, supplies 79.94; Natasha Springer, deposit refund 100.00; O'Keefe Implement, supplies 978.47; Office Peeps, library supplies & software 591.94; Office Peeps, supplies 405.80; Olson's Pest Technicians, museum pest control 75.00; Ottertail Power Company, utilities 4,785.23; Palmlund Auto, repairs & maint 24.95; Penworthy, books 205.82; Pheasantland Industries, safety clothing 126.39; Rachelle Elshere, meter deposit refund 75.00; SD Dept of Revenue, garbage sales tax 518.47; Socially Untapped, marketing 200.00; The Main Stop, fuel 298.04; Tracey Larson, reimbursement for supplies & vacuum 277.72; Two Way Solutions, repairs & maint 224.00; Valley Fibercom, utilities 388.42; Violet Wendel Estate, meter deposit refund 75.00; Visa, utilities, supplies & lodging 1000.98; Warren Widman Estate, meter deposit refund 5.00; Watertown Event Center, booth fee 150.00; Wilkinson Law, legal fees 6885.65; Flatland, 2nd Street & Chase Street project 109,915.48; Foerster Testing Limited, soil testing 9,100.00; Foerster Testing Limited, soil testing 1,600.00; Foerster Testing Limited, soil testing 11,475.00; Halme, Main Street project 202,775.73; Imeg, Main Street water project engineering 66,294.00; Imeg, Main Street water project engineering 7,366.00; Imeg, Main Street Sewer project engineering 3,685.50; Imeg, Main Street Sewer engineering 22,113.00; Imeg, water tower project engineering 7,130.00; Mead & Hunt, airport engineering evaluation 5,000.00; Northwestern, utilities 827.41.

SPECIAL LIQUOR LICENSES: Five applications 2026, a special liquor license was submitted by Lu Ann Klinkel, owner of Klinkel's III for events to be held on January 3, 2026, from 5:00 pm - 12:00 am, January 10, 2026 from 5:00 pm - 12:00 am, both at the Event Center; January 10, 2026 from 5:00 - 11:00 pm, January 24, 2026 from 5 pm - 11:00 pm, and January 31, 2026 from 3:00 pm - 9:00 pm, all three at the Legion Hall. Motion was made by Spader, seconded by Cavanaugh, to approve the special liquor license submitted by Lu Ann Klinkel, owner of Klinkel's III for events to be held on January 3, 2026, from 5:00 pm - 12:00 am, January 10, 2026 from 5:00 pm - 12:00 am, both at the Event Center; January 10, 2026 from 5:00 - 11:00 pm, January 24, 2026 from 5 pm - 11:00 pm, and January 31, 2026 from 3:00 pm - 9:00 pm, all three at the Legion Hall, all voting aye, motion carried.

KRISTA O'DEA: Krista O'Dea representing her and her husband Nathan, inquired into the status of the backup that occurred at their residence on August 17, 2025. O'Dea stated that their older kids are

back in their rooms but worry this could happen again when it rains. They did meet with the engineer the insurance company had to study this claim. Their expenses have totaled \$23,000.

AMANDA FIELDS: Amanda Fields met with the council regarding the status of the backup that occurred at their residence on August 17, 2025. Fields stated that the engineer who met with her said it could be a combination of events that caused the backup. Fields asked if the lift station needed to be updated. Water Supt. Springer stated that there are two pumps at the main lift station and during a normal eight-hour day, each pump pumps approximately one hour.

ASHLEY WARNER: Ashley Warner who was not present for the meeting, was represented by Pam Spader, stated that they continue to have rusty colored water. City staff informed the Council that a draft of the water study had been reviewed with them, and additional information needs to be sent to the engineering company before completing the water study. After the water study is completed, it will be presented to the council or water committee.

PUBLIC COMMENTS: Mark Siefkes welcomed back council person Cavanaugh, and shared that if culverts were added by the State, flooding by Legends Seeds could be resolved, and the new street light added along SD Hwy 14 is in a bad location and felt the public should have had the opportunity to vote on the additional light.

DE SMET DEVELOPMENT CORPORATION: Former Development Coordinator, Rita Anderson, introduced the new Development Coordinator, Grace Parry to the council. Parry gave a brief summary of her family and work experience prior to starting in De Smet. Parry has been working on the 2026 De Smet Community Guide with others on the project, organized the bi-annual Development Meeting with approximately 50 people attending, and has been making connections during her first month in De Smet.

INFRASTRUCTURE, MAIN STREET & WATER TOWER PROJECTS: April Bueller and Carter Klapperich, Engineers for IMEG met with the council to discuss the infrastructure projects, water tower, and Main Street project updates. Klapperich reported that the 2nd Street & Chase Street project contractor's punch list has been completed. There is an area where drainage is an issue that will continue to be worked on. Klapperich explained Change Order #7 for the 2nd Street & Chase Street project area in the amount of \$4,048.00 and pay app. This change order includes adjustments for seeding quantities, and the pay app will be the final pay app that includes the retainage and change order #7. On the Main Street project, the contractors are doing clean-up work around the project areas and working on punch list items. Traffic signage is a primary item to be completed. Project items that will be done in 2026 include sewer main relining, and paint markings on the street. Change order #9 in the amount of -\$24,217.44 was presented to the council and the reduction is for inventory items not used during the project. Also discussed were areas at several locations where the new sidewalk is heaving and will continue to monitor, and the drain covers for two sidewalk drains were ordered over two months ago and have not been delivered yet. The two sidewalk drains will be covered with a flush piece of wood until the covers are delivered.

EXECUTIVE SESSION: Motion was made by Hansen, seconded by Spader, to go into executive session to discuss contracts, and personnel at 5:56 pm, all voting aye, motion carried. Mayor Wolkow declared the council out of executive session at 6:42 pm.

MAIN STREET PROJECT CHANGE ORDER #9: Motion was made by Cavanaugh, seconded by Hansen, to approve the Main Street Project Change Order #9 in the amount of -\$24,217.44, all voting aye, motion carried.

2nd STREET & CHASE STREET PROJECT CHANGE ORDER #7: Motion was made by Cavanaugh, seconded by Jensen, to approve the 2nd Street & Chase Street Project Change Order #7 in the amount of \$4,048.00, all voting aye, motion carried.

LAW ENFORCEMENT CONTRACT: A one-year contract with Kingsbury County for law enforcement coverage that includes 50 hours per week of coverage and an hourly rate of \$32.00 per hour, was reviewed by the council. Motion was made by Spader, seconded by Hansen, to renew the contract with Kingsbury County for law enforcement coverage for 50 hours per week at a cost of \$32.00 per hour, for a period of one year, all voting aye, motion carried.

STREETS & AIRPORT: Ryan Petersen, Supt. of Street & Airport, informed the council that he is unable to get salt to mix with sand for the streets due to a shortage in this area. He is looking into purchasing salt from another location. Supt. Petersen also discussed de-icer that would be a safer option to use on the new main street sidewalks. The City will purchase the de-icer and distribute to the businesses to prevent damage to the new sidewalks. Supt. Petersen informed the council he is willing to continue helping at the City after his retirement when needed and he has enjoyed working for the City.

EVENT CENTER: Event Center Director, Kristy Hubbard met with the council to inform them that the Nicoya employees are back working at the Event Center and asked the council to change the open hours back to 7:00 am - 7:00 pm. Motion was made by Cavanaugh, seconded by Jensen, to approve going back to the regular Event Center hours open from 7:00 am to 7:00 pm, all voting aye, motion carried. Also discussed were the rental rates for non-profit organizations. Many of the non-profit organizations fund raise for projects at the Event Center or Community. Motion was made by Cavanaugh, seconded by Spader, not to charge non-profit organizations rent for usage of the Event Center for 2026, all voting aye, motion carried.

SUMMER STAFF: Motion was made by Cavanaugh, seconded by Spader, to approve advertising for 2026 pool staff, and recreation coaches, all voting aye, motion carried.

PROJECT PAYMENTS: Motion was made by Jensen, seconded by Spader, to approve the project pay requests - IMEG, pay request 21005454.04-8- Main Street water \$66,294.00; IMEG, pay request 21005454.04-9- Main Street water \$7,366.00; IMEG, pay request 21005454.05-6 Main Street sewer \$3,685.00; IMEG, pay request 21005454.05-7 Main Street sewer \$22,113.00; IMEG, pay request 23007847.01-4, water tower project \$7,130.00; Halme Inc., pay request #9 - Main Street \$202,775.73; Flatland, pay request #11 2nd Street & Chase Street \$109,915.48; Foerster Testing Limited Inv. #6148 \$11,475.00, Inv. #6249 \$9,100.00, Inv. 6308 \$1,600.00; and Mead & Hunt, airport project, engineering evaluation \$5,000.00, all voting aye, motion carried. Airport project payments are reimbursed 95% by Federal and State grant funds.

PERSONNEL: Motion was made by Cavanaugh, seconded by Coughlin, to approve giving the full-time employees a stipend in the amount of \$1,500.00 and part-time employees \$750.00, all voting aye, motion carried.

FIRST READING TO SUPPLEMENT THE 2025 EXPENDITURE BUDGET: Motion was made by Spader, seconded by Cavanaugh to approve the first reading to approve Ordinance No. IV-231 to supplement the 2025 budget, all voting aye, motion carried.

SPECIAL MEETINGS: Motion was made by Cavanaugh, seconded by Spader, to approve scheduling a special meeting on December 30, 2025, at 5:00 pm at City Hall for the year end meeting, all voting aye, motion carried.

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

FINANCIAL REPORT: Motion was made by Spader, seconded by Hansen, to table the November 2025 Cash Balances Report, all voting aye, motion carried.

OTHER: Other non-action items of discussion were as follows: 1) the November law enforcement report; 2) Event Center rental rate recommendations; and 3) nuisance property reviews

ADJOURN: There being no further business the meeting was adjourned on motion by Hansen, seconded by Spader, all voting aye, motion carried.

To comply with SDCL 6-1-10. Publication of Payroll information, the payroll changes were effective as follows: Jason Springer, Water & Sewer Supt. \$29.58/hour effective December 1, 2025.

Gary Wolkow, Mayor

ATTEST:

Tracey Larson, Finance Officer

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