

REGULAR MEETING DE SMET COMMON COUNCIL
July 13, 2022

The De Smet Common Council met in regular session on July 13, 2022, at 5:00 p.m., with the following present: Council members Cole Munger (via speaker phone), Bret Jensen (via speaker phone), Pam Spader, Lowell Hansen, George Cavanaugh, Shon Asleson, Finance Officer Tracey Larson, and City Attorney Todd Wilkinson. Absent: Mayor Gary Wolkow.

President Hansen called the meeting to order at 5:08 PM.

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

ANNOUNCEMENTS: Congratulations to Council person Munger and his wife on the addition of their new baby.

MINUTES: Motion was made by Spader, seconded by Cavanaugh, to approve the minutes of the June 7, 2022 Regular Meeting, and June 15, 2022 Special Meeting minutes, all voting aye, motion carried.

CLAIMS: Motion by Cavanaugh, seconded by Jensen, to approve payment of the claims as presented, all voting aye, motion carried. The claims are as follows: PAYROLL \$53,656.29; OASI Benefit 3,699.45; Aflac, ins. premium 187.98; Dearborn National, life insurance 123.20; Delta Dental of South Dakota 335.20; VSP 163.27; The Health Pool of SD, health insurance premium 6,955.97; SDRS, retirement benefit 4,252.34; American Trust Insurance, insurance 160.00; ARS, repairs & maintenance 1,050.00; Avid Hawk LLC, monthly web site fee & domain registration 60.00; Berniece Koester, meter deposit refund 150.00; Building Sprinkler, Inc., repairs & maintenance 1,529.76; Butler Machinery Co., repairs & maintenance 320.49; Center Point Large Print, supplies 29.96; Century Link, utilities 67.61; City of De Smet, supplies 40.92; City of De Smet, utilities 710.22; Colin Toews, repairs and maintenance 3,645.42; Colonial Research, supplies 178.43; Connecting Point, software, repairs & maintenance 1,122.00; Cook's Wastepaper & Recycling, utilities 264.26; Cook's Wastepaper & Recycling, repairs & maintenance 7,021.45; Core & Mann, repairs & maintenance 1,493.82; Crossroads Motel, conference 385.00; Dakota Pump, repairs & maintenance 1,124.85; DANR-Fiscal Office, fees 600.00; De Smet Chamber, supplies 4,000.00; De Smet Trustworthy Hardware, supplies, repairs & maintenance 199.49; De Smet Trustworthy, library supplies 50.97; De Smet Welding, repairs & maintenance 518.39; Department of Health, repairs & maintenance 57.00; Doug Geyer, cleaning 660.00; Environmental Equipment & Service, repairs & maintenance 126.16; Ferguson Waterworks, repairs & maintenance 1,666.95; Ferguson Enterprises, LLC, repairs & maintenance 12.96; Freightquote, Inc., equipment 2,200.00; Grant & Williams, Inc, audit 2,210.83; Hawkins, Inc., chemicals & supplies 7,009.77; Highway Improvement, Inc., repairs & maintenance 17,449.01; Innovative Office Solutions, LLC, supplies 2,116.06; Karen Hansen, mileage 38.61; Kingsbury Electric

Cooperative, repairs & maintenance 1,941.06; Kingsbury Electric Cooperative, repairs & maintenance 220.00; Kingsbury County Auditor, law enforcement contract 6,283.33; Kingsbury Electric Cooperative, utilities 149.46; Kingsbury Journal, publishing 315.02; Kingsbury Journal, library publishing 143.80; Kristy Hubbard, supplies 68.33; Library Journal, supplies 157.99; Marlene Somsen, supplies 61.68; Maynard's, supplies 29.66; Maynard's, library supplies 55.75; Maynard's, pool supplies 339.94; Melissa Framstad, event center deposit refund 355.00; Micro Marketing LLC, supplies 233.71; Napa, repairs & maintenance 4.64; North Central Rental & leasing 1,360.00; Northwest Pipe Fittings, Inc., repairs & maintenance 168.08; Northwestern, utilities 178.70; O'Keefe Implement, Inc., supplies, repairs & maintenance 455.26; Office Peeps, Inc., library supplies 49.68; Office Peeps, Inc., supplies 406.19; Ottertail, utilities 5,075.77; Outdoor Life, supplies 12.00; Oxbow, supplies 131.55; Poinsett Gardens, Inc., supplies 172.79; Postmaster, supplies 220.00; Prairie Ag Partners, supplies 346.64; Reader Service, supplies 19.93; Renae Aughenbaugh, event center deposit refund 325.00; Rich's Gas & Service, fuel, repairs & maintenance 3,564.69; Rod's Repair, repair & maintenance 969.39; SD Dept. of Revenue, sales tax 739.37; SD Dept. of Revenue, sanitation sales tax 478.27; SD Library Association, travel & registration 138.00; SD Manufacturing & Technology, event center deposit refund 30.00; Share Corp., supplies 107.94; Shayna Klingenberg, event center deposit refund 455.00; SLM Holding, LLC, meter deposit refund 125.00; Smith's Lumber, supplies, repair & maintenance 93.37; South Dakota 811, locates 75.60; Tad Flood, event center deposit refund 375.00; Tesha Doyle, event center deposit refund 50.00; The Knot, publishing 1,024.20; The Main Stop, supplies & fuel 326.60; The Road Guy, repairs & maintenance 54,610.03; Thein Well, repairs & maintenance 275.00; Tracey Larson, mileage 77.22; US Bank, loan principal and loan interest 2,666.22; Valley Fibercom, utilities 583.68; Warne's Appliance, repairs & maintenance 1,183.99; Woods Heating & Cooling LLC, repair & maintenance 76.53; Zep Sales & Service, supplies 224.43; Helms & Associates, turnaround project 2,160.85; Helms & Associates, turnaround project 129.08; Helms & Associates, airport turn around project 838.41; Helms & Associates, AWOS 2,749.60; IMEG, Brewster Street wastewater project 262.50, IMEG, water facility plan 262.50; IMEG, wastewater facility plan 175.00; Kingsbury County Auditor, TIF, 32,341.86; Mediacom, utilities 90.20.

BUILDING PERMITS: Motion was made by Jensen, seconded by Cavanaugh, to approve the permit application submitted by Daniel Piehl, garden shed, all voting aye, motion carried.

SPECIAL LIQUOR LICENSE: LuAnn Klinkel dba Klinkel's III has requested a special liquor license for and event to be held at the De Smet Event Center on July 30, 2022 from 5:00 PM to 10:00 PM. Motion was made by Cavanaugh, seconded by Asleson, to approve the special liquor license to LuAnn Klinkel dba Klinkel's III, for an event to be held at the De

Smet Event Center on July 30, 2022 from 5:0 PM to 10:00 PM, all voting aye, motion carried.

LIQUOR LICENSE TRANSFER: This being the date and time advertised, the public hearing for the transfer of the on-sale liquor license from Grumpy's (Adam Sorensen & Mike Hunt) to Half Pint (Adam Sorensen) was held. Mike Hunt appeared in opposition of the transfer due to business negotiations not being finalized. Sorensen was not present at the meeting. Motion was made by Cavanaugh, seconded by Asleson, to table the application for the liquor license transfer from Grumpy's (Adam Sorensen & Mike Hunt) to the Half Pint (Adam Sorensen) until the August Regular Meeting, all voting aye, motion carried.

MALT BEVERAGE LICENSE: This being the date and time advertised, council reviewed the application submitted by Half Pint (Adam Sorensen) for an On/Off Sale Malt Beverage and SD Farm Wine license. Mike Hunt appeared to the council in opposition of the malt beverage application. Mike Hunt stated that the addition of the malt beverage license under a different name would make business complicated. Motion was made by Cavanaugh, seconded by Asleson, to approve the On/Off Sale Malt Beverage and SD Farm Wine License to Half Pint (Adam Sorensen), all voting aye, motion carried.

FARMERS MARKET: Karla Steffensen met with the council to ask about organizing a Farmers Market in Washington Park starting in July when produce is available and August. Motion was made by Cavanaugh, seconded by Spader, to approve the Farmers Market being held in Washington Park, all voting aye, motion carried.

PUBLIC COMMENTS: Mark Siefker commented to the council about drainage during heavy rainfall, and thanked Council person Cavanaugh for discussing the issue with him at a previous time.

Council person Jensen hung up at this time.

EXECUTIVE SESSION: Motion was made by Cavanaugh, seconded by Spader, to go into executive session at 5:27 PM for contract negotiations, all voting aye, motion carried. President Hansen declared the council out of executive session at 6:08 PM.

WATER/WASTEWATER/MAIN STREET PROJECT UPDATES: Shane Waterman, Engineer for IMEG, updated the council on the Brewster Street wastewater project. The manholes are being made and the project is expected to begin in a couple weeks. On June 23rd, the funding awarded for the water and wastewater projects were announced. De Smet was awarded \$2,777,500.00 grant and \$2,272,500.00 loan funding for the water project and \$703,100.00 grant and \$1,196,650.00 loan funding for the wastewater project. The loan portion of the project is to be paid with surcharges. Engineer Waterman reviewed areas of water and sewer mains that will be replaced or relined during the Main Street Project.

WATER PROJECT CONTRACT: Motion was made by Spader, seconded by Cavanaugh, to approve signing the proposed contract with IMEG for

additional engineering for the Water Project in the amount of \$202,000.00, all voting aye, motion carried.

WASTEWATER PROJECT CONTRACT: Motion was made by Cavanaugh seconded by Asleson, to approve signing the proposed contract with IMEG for additional engineering for the Wastewater Project in the amount of \$97,000.00, all voting aye, motion carried.

MAIN STREET PROJECT CONTRACT: Motion was made by Asleson, seconded by Cavanaugh, to approve signing the proposed contract with IMEG for additional engineering for the Main Street Project in the amount of \$377,000.00, all voting aye, motion carried.

PROJECT ADMINISTRATION CONTRACT: Motion was made by Cavanaugh, seconded by Spader, to approve signing the proposed contract with First District Association of Local Governments for administrative requirement in the amount of \$0.00, all voting aye, motion carried.

SECOND READING TO AMEND ORDINANCE SECOND READING TO AMEND ORDINANCE NO. VI-I STREET TRAFFIC, SECTION VI-1-18: Motion was made by Cavanaugh, seconded by Asleson, to approve the second reading to amend Ordinance No. VI-I Street Traffic, Section VI-I-18, all voting aye, motion carried.

ORDINANCE No. VI-I STREET TRAFFIC

Section VI-I-18 - Fine Schedule

Be It Hereby Ordained that the City Council shall be the authority to establish a schedule of fines for Traffic Regulations set forth under Ordinance No. VI-1 Street Traffic entitled which schedule of fines shall be passed by resolution referencing this Ordinance authority and may be amended from time to time subsequent resolution duly passed and adopted by the De Smet City Council.

Mayor - Gary Wolkow

Finance Officer - Tracey Larson

First Reading: June 7, 2022

Seconded: July 13, 2022

Published: July 27, 2022

MEDIACOM FRANCHISE RENEWAL: Motion was made by Cavanaugh, seconded by Asleson, to approve the Mediacom franchise renewal for 15 years, all voting aye, motion carried.

DISOLVE THE WILDER PASS TIF #1 & REIMBURSEMENT TO COUNTY: The Wilder Pass TIF #1 loan and developer loan have been paid in full and can now be finalized. Motion was made by Asleson, seconded by Cavanaugh, to approve Resolution 2022-9 to approve dissolving the Wilder Pass Tif #1, all voting aye, motion carried.

RESOLUTION 2022-9

RESOLUTION DISSOLVING TAX INCREMENT DISTRICT NO. 1 - CITY OF DE SMET

WHEREAS, the City of De Smet created Tax Increment District No. 1 on May 1, 2008; and

WHEREAS, there are no outstanding financial obligations which have resulted from either the creation or the existence of Tax Increment District No. 1; and

WHEREAS, the council for the City of De Smet is authorized to dissolve this Tax Increment District pursuant to SDCL 11-9-46,

NOW, THEREFORE, BE IT RESOLVED by the City of De Smet that Tax Increment District No. 1 be, and is hereby dissolved; and

BE IT FURTHER RESOLVED that any funds remaining in the Tax Increment District No. 1, pursuant to SDCL 11-9-31, be distributed in the manner provided by SDCL 11-9-45.

Dated this 13th day of July, 2022

Gary Wolkow, Mayor

Attest:

Tracey Larson, Finance Officer

Motion was made by Cavanaugh, seconded by Asleson, to approve issuing a check in the amount of \$32,341.86 for reimbursement to Kingsbury County, all voting aye, motion carried.

FIRST READING TO AMEND ORDINANCE No. VIII-11: Motion was made by Spader, seconded by Cavanaugh, to approve the first reading to amend Ordinance No. VIII-11, Economic Development Incentive for Housing, all voting aye, motion carried.

2020 AUDIT: Motion was made by Cavanaugh, seconded by Asleson, to approve the 2020 Audit Review, all voting aye, motion carried. The 2020 Audit Review has already been submitted and approved by the State and is available on the city website.

SURPLUS PROPERTY: Motion was made by Cavanaugh, seconded by Asleson, to approve declaring a HP Deskjet 712C printer Serial No. MY87F190K9 to be disposed of at the electronic recycling, three (3) four (4) drawer metal file cabinets to be disposed of at the De Smet Restricted Use Site, and a white shed by well #7 to be torn down and disposed of, all voting aye, motion carried.

WATER/WASTEWATER: Water & Wastewater Supt. Jason Springer informed the council that the rented backup generator for the south lift station was returned that day and parts were found to repair the old backup generator, everything is going well with the parks, and the outside of the water tower will need to be painted.

PERSONNEL: Motion was made by Asleson, seconded by Cavanaugh, to approve hiring Angel Henry as a fill-in lifeguard at \$11.00/hour, all voting aye, motion carried.

AED UNIT: Motion was made by Cavanaugh, seconded by Spader, to approve purchasing an AED unit in the amount of \$1,424.00 before the \$500.00 rebate, all voting aye, motion carried.

HOSPITAL AND EVENT CENTER ROOF REPAIRS: An annual inspection of the Hospital and Event Center roofs were completed. An inspection report and recommendation of repairs was made on both buildings. The estimates to do minor repairs on the hospital roof were \$1,486.00 and repairs on the Event Center roof were \$2,451.82. Motion was made by Cavanaugh, seconded by Asleson, to approve having the repairs as recommended to the hospital roof in the amount of \$1,486.00 and the Event Center roof in the amount of \$2,451.82, all voting aye, motion carried.

AIRPORT TURNAROUNDS PROJECT CHANGE ORDER: A change order in the amount of \$13,174.40 from Helms & Associates for the airport turnarounds project was presented to the council. The additional costs were due to additional time needed by the engineer at the project site due to contractor delays. Motion was made by Cavanaugh, seconded by Asleson, to approve Change order #2 to Helms and Associates in the amount of \$13,174.40, all voting aye, motion carried.

PROJECT PAYMENTS: Motion was made by Asleson, seconded by Cavanaugh, to approve pay request #18 in the amount of \$129.08 to Helms & Associates for the Airport turnarounds project; pay request #19 (final) in the amount of \$838.41 to Helms & Associates for the Airport

turnarounds project; pay request #6 in the amount of \$2,749.60 to Helms & Associates for the Airport AWOS III project; pay request in the amount of \$262.50 to IMEG for the Brewster Street wastewater project; pay request in the amount of \$262.50 to IMEG to update the Water Facility Plan; and pay request in the amount of \$2175.00 to IMEG to update the Wastewater Facility Plan, all voting aye, motion carried. The airport project expenses will be reimbursed by 95% from grant funding.

FINANCIAL REPORTS: Motion was made by Spader, seconded by Munger, to approve transferring \$600,000.00 of General Fund unassigned funds to General Fund assigned funds for a Main Street Project, all voting aye, motion carried. Motion was made by Cavanaugh, seconded Asleson, to approve the June, 2022 Cash Balances Report as presented by the Finance Officer, all voted aye, motion carried.

OVERTIME: Motion was made by Spader, seconded by Cavanaugh, to approve the June, 2022 overtime as presented, all voting aye, motion carried.

OTHER: Other non-action items of discussion were as follows: 1) June law enforcement; 2) property reviews; and 3) a sign for the Washington Park restrooms.

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

Lowell Hansen, President

ATTEST:

Tracey Larson, Finance Officer

Published once at the approximate cost of \$ _____