

REGULAR MEETING DE SMET COMMON COUNCIL
JUNE 14, 2017

The De Smet Common Council met in regular session on June 14, 2017, at 5:00 p.m., with the following present: Don Bohn, Lowell Hansen, Larry Jensen, George Cavanaugh, Norman Whitaker, Jay Slater, Mayor Gary Wolkow, FO Tracey Larson. Absent: none. Also present: Attorney Todd Wilkinson.

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

ANNOUNCEMENTS: Mayor Wolkow thanked everyone who helped with the Old Settlers Day Celebration and congratulated Sharry Knock on being selected for the De Smet Volunteer of the Year award.

MINUTES: Motion was made by Whitaker, seconded by Hansen, to approve the minutes of the May 10, 2017 Regular Meeting, all voting aye, motion carried.

CLAIMS: Motion by Cavanaugh, seconded by Whitaker, to approve payment of the claims as presented, all voting aye, motion carried. The claims are as follows: PAYROLL \$32,871.70; OASI Benefit 2,514.71; Aflac, ins. premium 278.81; Dearborn National, life insurance 140.80; Farm Bureau Bank, health savings 875.00; Delta Dental of South Dakota 447.46; VSP 183.62; Wellmark Blue Cross Blue Shield, health insurance premium 5,646.24; SDRS, retirement benefit 3,863.86; American Bank & Trust, TIF debt service, 26,271.11 Amy Halverson, event center deposit refund, 250.00; Austie Albrecht, event center deposit refund, 26.00; Avera De Smet Hospital, hospital garage, 46,585.00; Avera Occupational Medical, drug testing, 649.00; Avid Hawk LLC, website, 35.00; Becky Albrecht, event center deposit refund, 30.00; Brooke Leibel, Madison Ave. Dance Studio, event center deposit refund, 280.00; Brookings Engraving, supplies, 55.00; Caryn Hojer, event center deposit refund, 280.00; Center Point Large Print, supplies, 28.46; Century Link, utilities, 499.59; City of De Smet, petty cash, 86.03; Colonial Research, supplies, 169.14; Commercial Asphalt, street repairs & main, 662.85; Connecting Point, off site back up, 35.00; Cook's Wastepaper & Recycling, sanitation, 11,469.71; Darci Lee, event center deposit refund, 50.00; De Smet Community Foundation, donation, 1596.26; De Smet FFA Chapter, supplies, 350.00; De Smet School District, event center deposit refund, 250.00; Trustworthy, supplies, 321.43; Demco, supplies, 92.08; Dept. of Revenue, water labs, 356.00; Department of Tourism, marketing, 550.00; The De Smet News, publishing, 705.49; The De Smet News, library publishing, 98.60; Ferguson Waterworks, repairs & maintenance, 2716.02; Gloria Kruger, reimburse for museum publishing and supplies, 217.70; Hawkins, Inc., chemicals, 2446.42; HD Supply Waterworks, repairs & maintenance, 291.36; Heartland Paper Company,

supplies, 83.11; Janice Schardin, event center deposit refund, 50.00; Kingsbury Electric Cooperative, repairs and maintenance 1,074.76, event center repairs and maintenance, 1074.76; Kingsbury Electric Cooperative, maintenance contract, 220.00; Kingsbury County Auditor, law enforcement, 6283.33; Kingsbury Electric Cooperative, utilities, 241.98; L & S Electric, Inc., repairs, & maintenance, 208.35; Laird Beck, event center deposit refund, 30.00; Lonny Kruger, event center deposit refund, 50.00; Marcia Richards, museum cleaning, 580.00; Maynards, supplies, 32.141; Maynards, pool supplies, 14.66; MC & R Pool, Inc., supplies, 245.14; Mediacom, utilities, 256.08; Mediacom, utilities, 64.54; Micro Marketing LLC, supplies, 697.07; Napa, streets and swimming pool supplies, 56.99; Nathan Hornig, event center deposit refund, 30.00; Northwest Pipe Fittings, Inc., repairs, 45.40; Northwestern, utilities, 266.85; O'Keefe Implement, supplies, 2.15; Office Peeps, supplies, 247.93; Office Peeps, supplies, 699.08; Ottertail, utilities, 3773.86; Postmaster, postage, 204.00; Postmaster, postage, 49.00; Randy Koeller, event center deposit refund, 10.00; Reader Service, supplies, 17.22; Reed, debt service, 1448.41; Reed, debt service, 690.58; Reed, debt service, 2500.00; Reminisce, supplies, 19.98; Rhonda Wallum, water meter deposit refund, 75.00; Rich's Gas & Service, supplies, 319.48; SD Department of Revenue, sanitation sales tax, 784.03; Secure Enterprise Assess Management, repairs, 3203.75; Share Corp, chemicals, 2054.52; State of South Dakota, long distance, 8.71; The Main Stop, supplies, 641.58; Tracey Larson, reimburse for mileage, 179.75; Wes Clubb, reimburse for supplies, 140.41; Woods Heating & Cooling, maintenance, 2841.84.

COMMITTEES: At the May 10, 2017 meeting, a motion was made to table approval of the De Smet Housing & Redevelopment board appointment until the June regular meeting and it was determined if a council member can be added to that board. It has been determined that a council member can be added to the De Smet Housing & Redevelopment board. Cavanaugh nominated Jay Slater to be the council person to the De Smet Housing & Redevelopment board, seconded by Jensen. Bohn motion to cease nominations for the De Smet Housing & Redevelopment board, seconded by Cavanaugh, all voting aye, motion carried. Motion was made by Jensen to approve Myrna Knadle and Jay Slater on the De Smet Housing & Redevelopment board, new Event Center Advisory board members Dane Slater replacing Terry Schmidt, Jason Davis replacing Glen Davis, and Jackie Griffith replacing Amy Weerts, all voting aye, motion carried.

BUILDING PERMITS: Several building permits and one demolition permit were reviewed by the council. Motion by Slater, seconded by Whitaker, to approve the building permits submitted by Bruce Wolkow - driveway; Rick Warne - garden shed; and Mark Wilkinson

- two patio areas & valley gutter, all voting aye, motion carried. Motion was made by Cavanaugh, seconded by Bohn, to approve the building permit submitted by Shon Asleson for a fence contingent upon inspection, and the building permit and demolition permit submitted by Gerald Skyberg for the demolition of a garage and moving in another storage garage structure contingent upon the purchase of the garage, all voting aye, motion carried. A building permit submitted by Jordan Hargens for a fence was presented and reviewed by the council. The building permit will not meet the zoning ordinance requirements and could not be recommended for approval. No action was taken.

BLOCKING OLIVET AVENUE: The Laura Ingalls Wilder Society has requested permission to block Olivet Avenue from 1st Street to 2nd Street on July 14th & 15th during the 150th birthday celebration of Laura Ingalls Wilder due to additional activities planned during the celebration and the large amount of people expected to attend. Motion was made by Bohn, seconded by Slater, to approve blocking Olivet Avenue from 1st Street to 2nd Street on July 14 & 15, 2017, all voting aye, motion carried.

EXECUTIVE SESSION: Motion was made by Cavanaugh, seconded by Slater, to go into executive session to discuss personnel, contracts, and to consult with the city attorney, all voting aye, motion carried. The council went into executive session at 5:40 PM. Mayor Wolkow declared the council out of executive session at 6:30 PM.

EVENT CENTER DIRECTOR: Kristy Hubbard, Event Center Director, met with the council to discuss a request from a renter to use the Event Center patio area for their wedding dance. The council discussed noise, keeping people on the patio area, and cleaning up the he outdoor area that night when the wedding dance was over. Hubbard also informed the council that there has been interest by organizations to use the Event Center concession stand to serve concessions. It has been recommended by the Event Center Advisory Board to implement a refundable damage/clean-up deposit of \$50.00 from anyone using the concession stand that is not a city or school organization. Motion was made by Jensen, seconded by Cavanaugh, to approve adding a \$50.00 damage/clean-up deposit for the usage of the concession stand to the Event Center contract rates, all voting aye, motion carried. Hubbard also informed the council that there are four dates in July and August that the pool will not have enough lifeguards to staff the pool. Hubbard was instructed to contact lifeguards from area towns to help with lifeguarding on the dates she is short staffed. Motion was made

by Cavanaugh, seconded by Slater, to hire area lifeguards on the dates we need additional help at their current rate and mileage, all voting aye, motion carried.

STREET REPAIRS: Ryan Petersen, Street Superintendent, met with the council to review streets and the prices for streets that he has planned to chip seal and crack seal this summer. Petersen also presented prices he obtained on the dust control product used on gravel streets. The council asked Petersen about dumpsters, pallets, and batteries that are stored at the old city shop, cement in an area by Rose Vincent Park, and repairs to the street where a company has dug for their utilities.

EMPLOYEE RESIGNATION & HIRING: A resignation letter from Custodian Eric Eastin was read by Mayor Wolkow. Motion was made by Cavanaugh, seconded by Slater, to accept the resignation from Eastin, all voting aye, motion carried. Motion was made by Cavanaugh, seconded by Whitaker, to approve hiring Karen Hansen as the Deputy Finance Officer at \$13.65/hour; Kent Munger as the Event Center Custodian at \$13.00/hour; Barb Hansen as an office fill-in at \$10.00/hour; and Cieria Sazue as a lifeguard at \$10.00/hour, all voting aye, motion carried.

BASEBALL FIELD PROJECT UPDATE: Council members Cavanaugh and Jensen updated the council on the new baseball field project with the following information: the fence will be installed in couple weeks; some agri-lime has been put on the field and additional agri-lime will need to be purchased; and the seeding will be completed soon. Motion was made by Cavanaugh, seconded by Whitaker, to approve donating \$1,596.26 to the De Smet Community Foundation for the baseball field project, all voting aye, motion carried.

DE SMET DEVELOPMENT DIRECTOR: Rita Anderson, Director, gave a monthly review that included the following: Governor Daugaard will be visiting and touring the Event Center on June 30th at 1:30 PM; the Dollar General is on schedule for the construction progress and planning to open in July; Anderson thanked the people who attended the bi-annual Development Corporation meeting; and the De Smet Development Corporation and De Smet Community Foundation are launching a campaign to ask for donations and doing fund raising to build the Housing Incentives fund to use toward purchasing property and developing housing.

FINANCIAL REPORTS: Motion was made by Jensen, seconded Hansen, to approve the May 2017 Cash Balances Report as presented by the Finance Officer, all voting aye, motion carried.

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

OTHER: Other non-action items of discussion were as follows: 1) the May law enforcement report; 2) the drain work to be completed; and 3) council members attending the elected officials workshop.

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

Gary Wolkow, Mayor

ATTEST:

Tracey Larson, Finance Officer

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