

REGULAR MEETING DE SMET COMMON COUNCIL
September 13, 2023

The De Smet Common Council met in regular session on September 13, 2023, at 5:00 p.m., with the following present: Council members Dustin McCune, Bret Jensen, Pam Spader, George Cavanaugh Shon Asleson, Lowell Hansen, Mayor Gary Wolkow, Finance Officer Tracey Larson, and City Attorney Todd Wilkinson. Absent: none.

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

ANNOUNCEMENTS: Mayor Wolkow announced that the City of De Smet was awarded the Gold Level Safety & Loss Control award and thanked Safety Coordinator Karen Hansen for a job well done.

MINUTES: Motion was made by Cavanaugh, seconded by Asleson, to approve the minutes of the August 9, 2023 Regular Meeting minutes and August 30, 2023 Special Meeting minutes, all voting aye, motion carried.

CLAIMS: Motion by Cavanaugh, seconded by Jensen, to approve payment of the claims as presented and to hold the payment to Mack Landscaping until Water Supt. Springer approves sending, all voting aye, motion carried. The claims are as follows: PAYROLL \$42,251.59; OASI Benefit 3,232.28; Aflac, ins. premium 187.98; Dearborn National, life insurance 105.60; Delta Dental of South Dakota 383.20; VSP 169.80; The Health Pool of SD, health insurance premium 6,200.76; SDRS, retirement benefit 4,113.92; Mediacom, utilities 101.20; Visa, supplies, utilities & conference 799.60; Austin Janssen, repairs & maintenance 592.07; Avid Hawk LLC, monthly web site fees 35.00; Bode Construction, LLC, repairs & maintenance 1,556.13; Brad Doyle, check reissue 50.00; Brenda Gehm, deposit refund 50.00; Center Point Large Print, supplies 30.71; Century Link, utilities 66.61; City of De Smet, donation 10.00; City of De Smet, donation 206.25; City of De Smet, donation 30.00; City of De Smet, utilities 4,820.54; City of De Smet, supplies 74.09; Complete Automotive, LLC, repairs & maintenance 130.00; Connecting Point, supplies, repairs & annual support contract 1,124.50; Cooks's Wastepaper & Recycling, sanitation services 274.82; Cook's Wastepaper & Recycling, residential sanitation services 7,120.69; Core & Main, chemicals 44.06; Cowboy, supplies 30.00; De Smet Development Corp., contributions 21,000.00; De Smet Trustworthy, supplies, repairs & maintenance 394.87; De Smet Welding, repairs & maintenance 11.92; Deductible Recovery Group, water claim deductible 2,500.00; Demco, supplies 110.11; Department of Health, water & pool labs 58.00; Dustbusters Enterprises, Inc. repairs & maintenance 7,193.25; Ferguson Waterworks, repairs & maintenance 1,280.00; Good Old Days, supplies 20.00; Hawkins, supplies & chemicals 7,882.79; Highway Improvement, Inc., repairs & maintenance 15,000.03; Hydro Klean, repairs & maintenance 1,370.00; IKSFY, advertisement 1,150.00; Jennifer Tonak, deposit refund 50.00; KDLT, advertisement 210.00; Kelsey Blue, deposit refund 275.00; Kingsbury Electric Cooperative, repairs & maintenance 68.29; Kingsbury Electric Cooperative, repairs &

maintenance 220.00; Kingsbury County American Legion, deposit refund 275.00; Kingsbury County Auditor, law enforcement contract 6,283.33; Kingsbury Electric Cooperative, utilities 152.69; Kingsbury Journal, publishing 518.74; Kingsbury Journal, library publishing 12.80; KSFY, advertisement 250.00; Love Communications, marketing 2,850.03; M & M Distribution, LLC, equipment 4,019.50; M&T Fire and Safety, repairs & maintenance 651.00; Mack Landscaping, maintenance & repairs 1,425.17; Maynard's, supplies 27.76; Maynard's (Pool), supplies 3.59; Micro Marketing LLC, supplies 78.30; Napa, repairs & maintenance 26.55; Nicky Gross, deposit refund 30.00; Northwestern Energy, deposit refund 50.00; Northwest Pipe Fittings, Inc., repairs & maintenance 88.70; Northwestern, utilities 97.19; NSFY, advertisement 35.00; O'Keefe Implement, Inc., supplies, 47.30; ODLT, advertisement 40.00; Office Peeps, Inc., library supplies 154.65; Office Peeps, Inc., supplies 314.11; OSFY, advertisement 20.00; Ottertail, utilities 5,764.56; Palmlund Automotive, repairs & maintenance 32.98; Reader Service, supplies 20.67; Rich's Gas & Service, diesel, maintenance & repairs 117.20; Safety Benefits, Inc, conference 75.00; SD Dept of Revenue, sales tax 413.41; SD Dept of Revenue, sanitation sales tax 490.23; Share Corp, chemicals 3,512.58; Shari Blue, deposit refund 80.00; Smith's Lumber, supplies 78.67; Teens as Teachers, deposit refund 30.00; Terry Cunningham, deposit refund 355.00; The Main Stop, fuel & supplies 1,306.90; Valley Fibercom, utilities 499.23; Van Diest Supply Company, supplies 5,076.50; Vikki Hasche, deposit refund 275.00; Woman's Day, supplies 24.97; Woods Heating & Cooling LLC, repair & maintenance 142.86; W.W. Tire, repair & maintenance 1,581.00; Mediacom, utilities 101.20; Efraimson Electric, AWOS project 21,291.30; Helms & Associates, airport project 6,256.74 IMEG, water project 8,250.00; IMEG, sewer project 3,000.00; IMEG, sewer project 9,600.00; IMEG, storm sewer project 3,500.00; IMEG, water project 9,200.00.

BUILDING PERMITS & DEMO PERMIT: Motion was made by Jensen, seconded by Asleson, to approve the building permit applications submitted Chad Kruse - concrete patio & garage ramp; Curt Eichacker - extend concrete driveway; Kallie Hubbard - front patio/steps & steps, all voting aye, motion carried. The building permit application submitted by Connie Cheney will need a variance. Motion was made by Jensen, seconded by Cavanaugh, to approve the demolition permit application submitted by Tom Gehm for the removal of a residential structure, all voting aye, motion carried.

SPECIAL LIQUOR LICENSE: A special liquor license that had previously been approved for Klinke's III, at the De Smet Legion Hall for Sept. 9, 2023 has been re-scheduled for October 14, 2023. Twp applications for special liquor licenses were presented to the council. Applications include: Klinkel's III, owned by LuAnn Klinkel for an events to be held at the De Smet Event Center on October 7, 2023, from 4:00 pm to 12:00 am, and October 14, 2023, from 5:00 pm to 12:00 am, both event at the De Smet Event Center. Motion was made by Asleson, seconded by Spader, to approve the two special liquor licenses to Klinkel's III, owned by LuAnn Klinkel for events to be held at the De

Smet Event Center on October 7, 2023, from 4:00 pm to 12:00 am, and October 14, 2023, from 5:00 pm to 12:00 am, all voting aye, motion carried.

RICHARD STODDARD: Richard Stoddard met with the council to express his concern for a resident that does not have water turned on inside the residence due to a water leak. The City will reach out to another agency to assist with getting the water leak fixed since this is a health & safety issue.

PUBLIC COMMENTS: Dale Thomsen met with the council to discuss low water pressure at his residence, and a dirt pile on a vacant lot near his property is in the process of being removed. Dan Bettin, Middle & High School Principal, representing the De Smet School District, met with the council to discuss landscaping rocks that are being thrown onto school property during events.

WATER/WASTEWATER/MAIN STREET PROJECT UPDATES: IMEG Engineer, Shane Waterman met with the council to give a review of the current water, wastewater, and Main Street projects. A special meeting was held on August 30, 2023 with the property owners along 2nd Street from Prairie Ave. to Hwy 25, to discuss and answer question for replacement of the water main, curb and gutter, and sidewalks planned to take place in 2024. Final plans are almost complete and will be sent to DANR in late September. Two blocks of water main replacement were added to the project after the original plan was started. Waterman presented and explained an amendment for engineering services in the amount of \$49,000.00 for adding the additional two blocks to the 2nd Street water project. The report from the 2023 water tower inspection was sent to Waterman to review. Waterman stated that repairs to the inside and outside of the water tower were part of the application for funding, and that completion of the recommended repairs would extend the life of the water tower. Also discussed was having another meeting with the 2nd Street property owners, and holding a meeting with the Main Street property owners later this year.

ENGINEERING AGREEMENT AMENDMENT #1: Motion was made by McCune, seconded by Jensen, to approve amending the Engineering Agreement Amendment #1 in the amount of \$49,000.00 for engineering services for the 2nd Street Water project, all voting aye, motion carried.

STREETS: Street Supt., Ryan Petersen, informed the council that he has contacted a contractor about crushing the concrete that is at the Restricted Use Site, and he has received a quote received in the amount of \$135.00/hour for one truck and driver, to haul the tree branch pile from the City Shop to the Restricted Use Site. Petersen would like to have the tree branch pile cleared out before winter.

2024 ANNUAL APPROPRIATIONS: Finance Officer Larson presented the 2024 budget ordinance with the amendments made at the budget meeting. Larson explained that the annual airport planning meeting was held after the budget meeting, and an airport project to replace equipment has been planned for 2024 using airport allocation funding. Funding and expenses for the airport project have been added to the 2024 appropriation budget. Motion was made by Cavanaugh, seconded by Asleson, to approve the second reading of Ordinance No. IV-226 2024 Appropriation Ordinance, all voting aye, motion carried.

FIRE DEPT. GRANT: Motion was made by Spader, seconded by Cavanaugh, to approve submitting a grant for the fire department to replace helmets in an approximate amount of \$7,500.00, all voting aye, motion carried.

SURPLUS PROPERTY: Motion was made by Cavanaugh, seconded by Spader, to declare one (1) child high-chair, and one (1) black folding chair, both from the Event Center for disposal, all voting aye, motion carried.

PROJECT PAYMENTS: Motion was made by Asleson, seconded by McCune, to approve pay requests: IMEG, water project Inv. 21005454.01-6 \$8,250.00; IMEG, Sewer project Inv. 22006268.01-8 \$9,600.00; IMEG, sewer Project Inv. 21005454.02-6 \$3,000.00; IMEG, Main Street Storm Sewer project 21005454.03 \$3,500.00; IMEG, Chase waster project 22006268.00-8 \$9,200.00; Helms & Associates, airport AWOS project engineering \$6,256.74; Eframson Electric, Inc., airport AWOS project \$21,291.30, all voting aye, motion carried. Airport projects are funded 95% by federal and state grant funds.

CONFERENCES: Motion was made by Asleson, seconded by McCune, to approve Pam Spader attending the First District Picnic in Watertown on September 28, 2023; Karen Hansen attending the 2023 Annual Safety & Loss Control Conference in Pierre, November 1 & 2, 2023; and Pam Spader attending the SDML Annual Fall Conference, October 3 - 6, 2023 in Rapid City, all voting aye, motion carried.

FINANCIAL REPORTS: Motion was made by Cavanaugh, seconded Asleson, to approve the August 2023 Cash Balances Report as presented by the Finance Officer, all voted aye, motion carried. Larson also presented an Event Center finance report through the end of August, 2023 with previous years for information purposes only.

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

OTHER: Other non-action items of discussion were as follows: 1) the August law enforcement report; and 2) nuisance properties.

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

Gary Wolkow, Mayor

ATTEST:

Tracey Larson, Finance Officer

Published once at the approximate cost of \$ _____