

OFFICIAL PROCEEDINGS KINGSBURY COUNTY BOARD OF COUNTY COMMISSIONERS

\*\* unapproved draft minutes\*\*

De Smet, South Dakota

December 29, 2022

The Kingsbury County Board of County Commissioners met Thursday, December 29, 2022, at 8:30 A.M. in the Courtroom of the County Courthouse with Commissioners Doug Kazmerzak, Steve Spilde, Roger Walls, and Corey Lundquist present. Chairman Kazmerzak presided.

Attending via Zoom were Tammy Anderson - Director of Equalization, Amy Halverson- Kingsbury Journal and Sheriff Strande.

PLEDGE OF ALLEGIANCE

Those present stood and recited the Pledge of Allegiance.

APPROVE AGENDA

Motion by Spilde and seconded by Walls to approve the agenda. All present voting aye. Motion carried.

MINUTES

None

PUBLIC COMMENT

Chairman Kazmerzak asked for public comment. There was none.

CONFLICT OF INTEREST

Chairman Kazmerzak asked the Board if there was any conflict of interest. There was none.

AUDITOR

Echo Steffensen, Auditor, informed the Board that Resolution 2022-28 that passed at the December 20, 2022, meeting needed to be amended. Emergency Management should not have been included in the auto supplement since no salaries for Emergency Management were paid from the ARPA funds due to other funding.

Steffensen read the following amended Resolution 2022-28:

AMENDED RESOLUTION 2022-28  
GRANT SUPPLEMENTAL BUDGET

WHEREAS, FUNDS WERE RECEIVED FROM THE AMERICAN RESCUE PLAN AND THE BOARD OF COMMISSIONERS APPROVED PAYING 2022 SALARIES AND BENEFITS FROM THE AMERICAN RESCUE PLAN THE FOLLOWING EXPENDITURES WILL BE REIMBURSED FOR MONIES EXPENDED IN THE 2022 BUDGET:

101-111-411	Commissioner Salaries	9200.00
101-141-411	Auditor Salaries	3070.00
101-142-411	Treasurer Salaries	23610.0
101-161-411	General Building Salaries	3705.00
101-162-411	Director of Equalization Salaries	14685.00
101-163-411	Register of Deeds Salaries	6755.00
101-611-411	Extension Salaries	7655.00
101-615-411	Weed Salaries	600.00
101-711-411	Planning & Zoning Salaries	1730.00
TOTAL		71,010.00

NOW, THEREFORE, BE IT RESOLVED, THAT THE BOARD OF KINGSBURY COUNTY COMMISSIONERS DO HEREBY PROPOSE, MAKE AND MOVE FOR ADOPTION OF THIS GRANT SUPPLEMENTAL BUDGET IN THE ITEM SET FORTH ABOVE.

DATED IN DE SMET THIS 29TH DAY OF DECEMBER, 2022.

Motion by Spilde and seconded by Lundquist to accept and adopt Amended Resolution 2022-28 and for Chairman Kazmerzak to sign the same. All present voting via roll call. Kazmerzak - aye, Walls - aye, Lundquist - aye and Spilde - aye. Motion carried.

Steffensen presented an auto budget supplement for the Sheriff and Emergency Management for insurance funds received on vehicle repairs.

Steffensen read the following Resolution:

RESOLUTION 2022-29  
GRANT SUPPLEMENTAL BUDGET

WHEREAS, UNANTICIPATED FUNDS WERE RECEIVED FROM CLAIMS ASSOCIATES INC. THE FOLLOWING ITEMS WILL BE REIMBURSED FOR MONIES EXPENDED IN THE 2022 BUDGET FOR:

101-211-425.....SHERIFF REPAIRS AND MAINTENANCE.....	\$7,836.84
226-222-425.....EM REPAIRS AND MAINTENANCE .....	..\$3,934.93

NOW, THEREFORE, BE IT RESOLVED, THAT THE BOARD OF KINGSBURY COUNTY COMMISSIONERS DO HEREBY PROPOSE, MAKE AND MOVE FOR ADOPTION OF THIS GRANT SUPPLEMENTAL BUDGET IN THE ITEM SET FORTH ABOVE.

DATED IN DE SMET THIS 29TH DAY OF DECEMBER, 2022.

Motion by Walls and seconded by Lundquist to accept and adopt Amended Resolution 2022-28 and for Chairman Kazmerzak to sign the same. All present voting via roll call. Kazmerzak - aye, Walls - aye, Lundquist - aye and Spilde - aye. Motion carried.

Steffensen presented an affidavit for a lost check number 59250 payable to Bob Feldhaus for \$7,819.62 and asked for approval to void and replace said check.

Motion by Splide and seconded by Walls to authorizes the auditor to void and replace check number 59250. All present voting aye. Motion carried.

Commissioner Lee joined the meeting at 8:45.

#### RISTY BENEFITS

Mike Emery and Sonja Nordbye from Risty Benefits met with the Board to explain a necessary change in the previously approved health insurance policy. The Board had approved a policy with Sanford Health using a medical expense reimbursement plan through a TPA (Third Party Associate) to help keep costs down for the County and it's employees. Emery and Nordbye explained Sanford would not work with Three Rivers, the TPA. To continue with the medical expense reimbursement plan it was proposed that the County switch insurance carriers to Wellmark Insurance in February 2023. The County will need to stay with Sanford for January 2023 due to timing. Emery and Nordbye assured the Commission that all buydowns with the medical expense reimbursement plan will still be completed, however, would be delayed until February 2023.

Motion by Lee and seconded by Lundquist to approve moving to Wellmark using the medical expense reimbursement program as of February 1, 2023. All present voting aye. Motion carried.

#### PLANNING AND ZONING

Motion by Spilde and seconded by Lee to adjourn from regular session and move into Planning and Zoning at 9:24 A.M.

Chairman Kazmerzak declared the Board out of Planning and Zoning at 9:46 A.M.

Steffensen read the following Resolutions:

RESOLUTION # 2022-30

WHEREAS, The Kingsbury County Planning & Zoning Board met to review the Plat of Weatherly Shore Addition Lots 1 thru 5 a Replat of North Shore Outlot 1 A part of Government Lot 1 in the Northeast  $\frac{1}{4}$  of Section 20, Township 110 North, Range 55 West of the 5<sup>th</sup> P.M., Kingsbury County, South Dakota. December 29, 2022; and

WHEREAS the Kingsbury County Planning & Zoning Commission recommended approval of the same to the Kingsbury County Board of County Commissioners, and

Now, Therefore, be it resolved, that the Kingsbury County Board of County Commissioners accepts and approves the Plat of Weatherly Shore Addition Lots 1 thru 5 a Replat of North Shore Outlot 1 A part of Government Lot 1 in the Northeast  $\frac{1}{4}$  of Section 20, Township 110 North, Range 55 West of the 5<sup>th</sup> P.M., Kingsbury County, South Dakota..

Motion by Spilde and seconded by Lee to accept and adopt Resolution 2022-30 and for Chairman Kazmerzak to sign the same. All present voting via roll call. Kazmerzak - aye, Lee - aye, Walls - aye, Lundquist - aye and Spilde - aye. Motion carried.

RESOLUTION # 2022-31

WHEREAS, The Kingsbury County Planning & Zoning Board met to review the Plat of Lot 1 of Kulseth's Addition, SW1/4 of Section 19, Township 112, North, Range 53 West of the 5<sup>th</sup> P.M. in Kingsbury County, South Dakota. December 29, 2022; and

WHEREAS the Kingsbury County Planning & Zoning Commission recommended approval of the same to the Kingsbury County Board of County Commissioners, and

Now, Therefore, be it resolved, that the Kingsbury County Board of County Commissioners accepts and approves the Plat of Lot 1 of Kulseth's Addition, SW1/4 of Section 19, Township 112, North, Range 53 West of the 5<sup>th</sup> P.M., Kingsbury County

Motion by Walls and seconded by Lundquist to accept and adopt Resolution 2022-31 and for Chairman Kazmerzak to sign the same. All present voting via roll call. Kazmerzak - aye, Lee - aye, Walls - aye, Lundquist - aye and Spilde - aye. Motion carried.

Joe Jensen, Planning and Zoning Commission, requested to move into Executive Session for possible litigation.

Motion by Lundquist and seconded by Walls to adjourn from regular session and move into executive session for possible litigation at 9:49 A.M. All present voting aye. Motion carried.

Motion by Spilde and seconded by Lundquist to adjourn from executive session. Chairman Kazmerzak declared the Board out at 11:13 A.M.

APPROVE CLAIMS

Motion by Spilde and seconded by Walls that the following claims presented to the Board for consideration be approved and the County Auditor be directed to issue warrant checks for payment of same. All present voting aye. Motion carried.

BROOKINGS DOMESTIC ABUSE 976.40 ANNUAL DISBURSEMENT, DE SMET WELDING 1292.46 PROFESSIONAL SERVICES, ROBERT FELDHUS 7819.62 REPLACEMENT FOR LOST CK59250, GALLS, LLC 156.30 UNIFORMS, MCLEODS PRINTING & OFFICE SUPP 152.87 SUPPLIES, MICRO COMPUTER SYSTEMS 279.56 PROFESSIONAL SERV, OFFICE PEEPS INC 26.00 SUPPLIES, PURINTUN ABSTRACT & TITLE, LLC 65.00 PROFESSIONAL SERV, STEVE STRANDE 43.14 SUPPLIES, TRAV'S OUTFITTER 441.93 UNIFORMS, VISA 479.15 SUPPLIES/REPAIRS/EQUIP, WASTE OIL FURNACE DISTRIBUTING 10972.00 FURNACE, WILKINSON & SCHUMACHER LAW 21000.59 CONTRACT LABOR,

AUDITOR

Steffensen provided the Board with the status of county finances and department budgets.

Steffensen read the following resolution for Contingency Transfers:

RESOLUTION 2022-32

WHEREAS, Kingsbury County, South Dakota, has established a contingency fund for which emergency appropriations may be made by Resolution; and

WHEREAS, Kingsbury County, South Dakota, has incurred obligations in finance of certain funds; and

WHEREAS, at the time of the adoption of the Annual Budget, insufficient funds were appropriated to the following functions: Vet Services Officer,

NOW, THEREFORE, BE IT RESOLVED that \$23,440.00 be transferred from the Contingency Fund to the following funds:

\$11,100.00 to Information Tech	101-171-422
\$5,700.00 to Jail	101-212-429
\$1,875.00 to Coroner	101-213-429
\$830.00 to Mentally Handicapped	101-441-429

\$2,825.00 to Mental Health Center 101-444-429  
\$1,110.00 to Mental Health Illness Board 101-445-429

Motion by Lee and seconded by Spilde to pass and approve Resolution 2022-32 and for the contingency transfers to be made. All present voting via roll call: Walls - aye, Spilde - aye, Lee - aye, Lundquist - aye, Kazmerzak - aye. Motion carried.

Steffensen requested approval to complete a \$30,000.00 budgeted cash transfer to Emergency Management.

Motion by Walls and seconded by Lundquist to approve the budgeted cash transfer of \$30,000.00 to Emergency Management. All present voting aye. Motion carried.

Steffensen requested approval to payout the accrued vacation hours of 118.88 to the deputy sheriff that had resigned.

Motion by Lee and seconded by Spilde to approve the payout of 118.88 hours of accrued vacation to the deputy sheriff that had resigned. All present voting aye. Motion carried.

Steffensen requested to amend the 2023 Human Resources budget and move the budgeted amount of \$30,000.00 from the salary line item to professional services.

Motion by Lundquist and seconded by Walls to amend the 2023 Human Resources budget and move the budgeted amount of \$30,000.00 from the salary line item to professional services. All present voting aye. Motion carried.

#### OPEN DISCUSSION

Chairman Kazmerzak addressed those attending via Zoom, asking if they had any questions and/or comments.

Amy Halverson, Kingsbury Journal, addressed the Board concerning an article that had been published in the Kingsbury Journal.

#### AUDITOR

Steffensen requested to move into executive session for personnel.

Motion by Spilde and seconded by Lee to adjourn from regular session and move into executive session for personnel at 11:38 A.M. All present voting aye. Motion carried.

Motion by Walls and seconded by Lee to adjourn from executive session.  
Chairman Kazmerzak declared the Board out at 12:38 P.M.

The Board adjourned to Tuesday, January 3, 2023, at 8:30 A.M.

SIGNED \_\_\_\_\_  
Doug Kazmerzak, Chairman

ATTEST \_\_\_\_\_  
Echo Steffensen, County Auditor

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