

OFFICIAL PROCEEDINGS KINGSBURY COUNTY BOARD OF COUNTY COMMISSIONERS

De Smet, South Dakota
December 3, 2019

The Kingsbury County Board of County Commissioners met Tuesday, December 3, 2019, at 8:30 A.M. in the Commissioners meeting room in the Courthouse with Commissioners Shelley Nelson, Roger Walls, Joe Jensen, Steve Spilde, and Delmer Wolkow present. Chairman Nelson presided.

This meeting was recorded and available to listen to in the Auditor's office.

PLEDGE OF ALLEGIANCE

Those present recited the Pledge of Allegiance.

PUBLIC COMMENT

No persons from the public present.

CONFLICT OF INTEREST

Chairman Nelson asked the Board if there was any conflict of interest for items on the agenda. There was none.

APPROVE AGENDA

Chairman Nelson stated the Air Quality test results needed to be added to the agenda. Jennifer Barnard, Auditor, requested several items be added to include SDACC/SDACO/NACO dues, a reimbursement to the State of South Dakota, and an update for the employee appreciation dinner.

Jensen moved and Wolkow seconded to approve the agenda as amended. All present voting aye, motion carried.

HIGHWAY MATTERS

David Sorenson, Highway Superintendent, met with the Board to discuss highway matters.

Sorenson stated with the snow over the weekend the crew was plowing, sanding and graveling as needed.

Sorenson discussed the purchase of a 2004 Sander from the City of Vermillion for \$1,800.00. The Board reviewed pictures and discussed the current condition of the sander.

Jensen moved and Walls seconded to approve the purchase of the sander from the City of Vermillion for \$1,800.00 - \$2,000.00 upon visual approval from Sorenson. All present voting aye, motion carried.

Sorenson informed the Board a new union president had been voted in and the Board would now be meeting with Casey Harty for union matters.

Sorenson informed the Board the Five-Year Plan had been approved.

Sorenson stated he would be adding 218th Street to the 2020 agenda for striping. Arrangements have also been made for additional rock to be added to the curves. Sorenson will also be looking into adding signage for the curves.

Chairman Nelson discussed the option to partially open Whitewood Road from the east to the public boat ramp near 443rd Ave. Sorenson said he would look into the possibility based on the condition of the road. The plank bridge would remain closed.

Sorenson reminded the Board he would be on vacation from December 13-18, 2019.

Sorenson requested authorization to travel to the National Association of County Engineers in Alabama in April of 2020. Early bird reservation cost is \$675.00.

Walls moved and Jensen seconded to authorize the travel and take advantage of the early bird costs. All present voting aye, motion carried.

Jensen discussed the possibility of having the highway crew work of the removal of trees on the courthouse lawn once the ground is solid. Sorenson indicated that would be possible based on road needs.

AQUATIC ACCESS

Barnard stated she had received the updated Aquatic Access Agreement from States Attorney Gregg Gass. He and Kip Rounds, with Game, Fish and Parks, had agreed on the changes discussed in the last meeting.

Sorenson indicated the agreement had been signed in Gass's office.

Wolkow moved and Jensen moved to accept the Aquatic Access Agreement with Game, Fish and Parks. All present voting aye, motion carried.

MINUTES

Jensen moved and Spilde seconded to approve the minutes of November 19, 2019 with the correction of various typos. All present voting aye, motion carried.

The Board made the following corrections to the minutes of November 22, 2019: The meeting was held on Friday instead of Wednesday. Under Auditor, "offer the two plans with the majority requested" was changed to "offer the two plans with the majority of requests"

Jensen moved and Spilde seconded to approve the minutes of November 22, 2019 as amended. All present voting aye, motion carried.

BOARD OF ADJUSTMENT

Wolkow moved and Spilde seconded to adjourn from regular session and move into Board of Adjustment to approve the minutes of November 19, 2019 at 9:15 A.M. All present voting aye, motion carried.

Chairman Nelson declared the Board out of Board of Adjustment at 9:17 A.M.

APPROVE CLAIMS

Spilde moved and Wolkow seconded 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.

MISCELLANEOUS

AT&T 84.89 UTILITIES, AVERA OCCUPATIONAL MEDICINE-MI 104.95 PROFESSIONAL SERVICES, PAUL E. BACHAND, EXEC DIRECTOR 744.00 DUES, BADGER OIL COMPANY 2626.25 SUPPLIES, JEFFREY M. BANKS 4001.70 CAA FEES, JENNIFER BARNARD 33.60 TRAVEL REIMBURSEMENT, RONALD BLACHFORD 3.81 SUPPLIES, BLUE 360 MEDIA, LLC 82.75 SD CRIMINAL & TRAFFIC LAW BOOK, BOB BODE CONSTRUCTION 3367.35 REPAIRS/MAINTENANCE, RANDALL BOHN 50.84 JUROR FEES, BOYER FORD TRUCKS 368.76 REPAIRS/MAINTENANCE, JEFF BURNS 367.50 CAA FEES, BUTLER MACHINERY COMPANY 4212.24 REPAIRS/SUPPLIES, BUTLER MACHINERY COMPANY 49793.38 LEASE PAYMENT, CENTURY BUSINESS PRODUCTS 24.17 COPIER CONTRACT, CODINGTON COUNTY SHERIFF 1275.00 PRISONER CARE, COLE PETROLEUM 14491.80 FUEL, COWBOY COUNTRY STORE-DESMET 67.00 SUPPLIES/PRISONER CARE, SMITH'S LUMBER 2.69 SUPPLIES, DE SMET CITY 110.52 UTILITIES, AVERA DESMET HOSPITAL 117.00 PROFESSIONAL SERVICES, DE SMET NEWS 545.46 PUBLISHING, DE SMET WELDING 15.00 REPAIRS/MAINTENANCE, DELAURIERS AUTO GLASS 546.50 REPAIRS/MAINTENANCE, DIAMOND MOWERS LLC 384.20 SUPPLIES, JARED ERSTAD 72.68 JUROR FEES, GALLS, LLC- DBA NEVE'S UNIFORM 142.90 UNIFORMS, REX GEYER 58.40 JUROR FEES, ROBERT GREENE 56.72 JUROR FEES, ELAINE GROON 66.80 JUROR FEES, PATRICIA J. HARTSEL, RPR 163.20 PROFESSIONAL SERVICES, CITY OF HURON 3047.88 9/2019 911 EMERGENCY SURCHARGE, INTERSTATE POWER SYSTEMS 69.50 REPAIRS, INTERSTATE BATTERY 171.95 SUPPLIES, JACKRABBIT TIRE &

SERVICE 50.47 REPAIRS, MICHAEL JENKINS 29.82 CLOTHING, JENNINGS
 CONSTRUCTION 918.00 REPAIRS/SUPPLIES, JOE JENSEN 77.28 TRAVEL
 REIMBURSEMENT, BRETT JODOZI 68.48 JUROR FEES, KINETIC LEASING 42147.47
 LEASE PAYMENT, RENAE S. KRUSE 747.40 CAA FEES- BMI, LEWIS DRUG STORES
 44.37 PRISONER CARE, LYLE SIGNS, INC. 70.00 SIGNS, LISA MALONE 59.24 JUROR
 FEES, LAURIE MARCUS RW 80.00 BLOOD DRAW, COLE MUNGER 50.84 JUROR FEES,
 NAPA AUTO PARTS 153.75 SUPPLIES, O'KEEFE IMPLEMENT 901.39 SUPPLIES,
 O'KEEFE IMPLEMENT 93.03 SUPPLIES, OFFICE PEEPS INC 174.39
 SUPPLIES/CLOTHING, PALMLUND AUTOMOTIVE 25.00 SUPPLIES, PRAIRIE AG PARTNERS
 2881.55 SUPPLIES/FUEL, PRAXAIR DISTRIBUTION INC. 115.07 SUPPLIES, QUILL
 286.74 SUPPLIES, RECHNAGEL CONSTRUCTION CO 102000.00 GRAVEL, RFD NEWS
 GROUP 652.25 PUBLISHING, RICH'S GAS & SERVICE 254.50 SUPPLIES, RICHARD
 HALVERSON ESTATE 60360.59 GRAVEL, ROLLIN WALTER 400.00
 REPAIRS/MAINTENANCE, ROLLING PRARIE GRAIN CO. 2184.00 SUPPLIES, RUNNING
 SUPPLY INC. 199.98 SUPPLIES, SANFORD 2455.00 AUTOPSY ORDERED BY ST ATTNYS,
 KEVIN M SCOTTING 68.00 TRAVEL REIMBURSEMENT, SD ASSOCIATION OF COUNTY WEED
 50.00 MEMBERSHIP FEES, SD SOCIETY OF PROFESSIONAL 50.00 2020 MEMBERSHIP
 DUES, SDACC 1809.00 CLERP SPECIAL ASSESSMENT, SIRCHIE 57.55 SUPPLIES,
 DAVID SORENSON 11.00 TRAVEL REIMBURSEMENT, SPENCER QUARRIES/COMMERCIAL
 3313.80 PATCHING, STEVE STRANDE 238.07 PRISONER TRANS/COR CALL/SUPPLI,
 TRANSOURCE 2347.15 REPAIRS/SUPPLIES, TRUENORTH STEEL 2080.22 CULVERTS,
 TRUSTWORTHY HARDWARE 37.97 SUPPLIES, TSCHETTER AND HOHM CLINIC 99.00
 PRISONER CARE, USPS 64.00 PO BOX RENT #146, USPS 7.45 POSTAGE, VERIZON
 WIRELESS 223.05 UTILITIES, VISA 73.75 TRAVEL, VISA 993.79
 SUPPLIES/FURNITURE/WEB PAGE, MERLE WALTER 150.00 BOA MEETINGS, ERLAND
 WEERTS 165.20 WEED BOARD, DAVID WHEELER 986.83 CAA FEES, JON WIENK 58.40
 JUROR FEES, MARY WILKINSON 63.44 JUROR FEES, WILKINSON & SCHUMACHER LAW
 1010.50 CAA FEES, WW TIRE 83.70 SUPPLIES, WW TIRE 695.08 REPAIRS, YANKTON
 COUNTY 273.25 BMI,

AIR QUALITY TEST RESULTS

Barnard distributed a printed copy of the air quality test results to the Board members and the Board reviewed the same.

Jensen moved and Wolkow seconded to accept the report and for the same to be distributed to the courthouse employees. All present voting aye, motion carried.

END OF MONTH

COURTHOUSE SALARIES	\$49,921.51
HIGHWAY SALARIES	30,485.48
PAYROLL DEDUCTIONS	
Sanford Health Plan	28,304.17
AFLAC	1,164.25

AFLAC	911.36
Office of Child Support Enforcement	403.00
The Principal Financial Group	265.99
Delta Dental	800.00
Avesis Third Party Administrators	176.70
SD Retirement Supplement Pretax	50.00
SD Retirement System	12,754.80
SD Retirement Supplement	3,850.00
AFSCME	236.00
Kingsbury County	26,638.40

OFFICE REPORTS

The Register of Deeds, Sheriff's and Director of Equalization's Reports of Fees Collected during the month of November 2019 were reviewed by the Board. Spilde moved and Jensen seconded that the Auditor's report with the Treasurer as of the close of business Thursday, November 30, 2019 be accepted as follows. All present voting aye, motion carried.

Cash on Hand	\$ 1,980.89
Checks in Treas. Possession less than 3 days	32,712.86
Cash Items - Postage	0.00
Credit Card	600.07
Cash Short	721.58
Cash Long	
Demand Deposits	7,350.57
Savings Account	2,796,431.78
Revolving Loan Fund	294,153.57
Big Ditch MM	355,255.07
Time Deposits	1,657,523.80
TOTAL	5,146,730.19

BREAKDOWN OF MONEY BY FUNDS

County General Fund	2,525,121.17
Special Revenue Funds (Road & Bridge, E911 Fund CH Bldg., Revolving Loan, Emergency Management, Domestic Abuse Funds 24/7 & M&P Fund)	1,681,361.42
Drainage Ditch #4	187,712.72
Drainage Ditch Debt Service Cash	-6,267.93
Amount held for School Dist.	428,734.67
Amount held for Townships	35,034.21
Amount held for Cities	53,324.68
Amount held for East Dakota Water Dist.	1,531.85

State Remittance	115,637.44
Amount held for others	124,539.96
TOTAL	5,146,730.19

DIRECTOR OF EQUALIZATION

Tammy Anderson, Director of Equalization, presented information to the Board regarding new furniture for the Deputy Director's office. The quote for the furniture is \$4,682.00. Anderson also requested the office be painted and have new carpet installed as well though no quote was available.

Wolkow moved and Jensen seconded to approve the purchase of the new furniture, carpet and paint for the Deputy Director of Equalization office. All present voting aye, motion carried.

UNION CONTRACT DISCUSSION

Casey Harty, Union Representative, met with the Board to discuss union contract matters regarding changes in payroll. Harty informed the Board he was the new president for the highway members. Elaine Blachford, Treasurer, and Echo Steffensen, Deputy Auditor, joined the meeting.

EMERGENCY MANAGEMENT

Cindy Bau, Emergency Manager, met with the Board to discuss various items.

Bau informed the Board the State had sent notice that \$5,000.00 will be sent for the Fourth Quarter reimbursement.

Bau, Barnard and the Board discussed the status of the Emergency Management Fund Balance.

Bau purchased portable radios with a Homeland Security Grant, with no county expense. There is an additional \$1,226.00 available. Bau discussed options for emergency equipment that could be purchased with the Dakota Access Pipeline donations with the balance of the Homeland Security Grant for communities with Fire/Ambulance services to include updating the credentialing system.

Bau informed the Board of repairs needed for the generator for the 911 tower in Arlington. A service estimate for \$845.00 to repair the generator and change the oil that would a 911 Fund expense. The generator south of De Smet has been damaged by field mice and will cost \$3,000.00 to repair. Possible fixes were discussed.

Chairman Nelson updated Bau on the Lake Thompson Outlet maintenance project. The Board also discussed the FEMA buyout process.

Bau requested to move into Executive Session for personnel.

Wolkow moved and Jensen seconded to adjourn from regular session and move into Executive Session for personnel at 11:33 A.M. All present voting aye,

Spilde moved and Jensen seconded to move back into regular session. Chairman Nelson declared the Board out of Executive Session at 12:01 P.M.

Board adjourned for lunch from 12:05 A.M. until 1:10 P.M.

Jensen was not able to return to the meeting.

OPEN DISCUSSION

Barnard and the Board discussed various issues with vacation time accrual and annual carry-over amounts.

MAINTENANCE

Lonny Palmlund, Maintenance, met with the Board to discuss project updates.

Palmlund informed the Board of updated information received from House of Glass regarding the window replacement project and updates to the contract for the work to be completed.

Palmlund stated there was an issue with the Sheriff's building backup generator. There is a bad controller in the generator and Palmlund had received an estimate of \$2,380.00 to have it replaced.

Palmlund informed the Board the fans in the office HVAC units are in the process of being replaced at the manufacturer's expense.

Palmlund informed the Board of a \$500.00 rebate that has been received from Lowe's and requested guidance on how to use those funds for the benefit of everyone.

AUDITOR

Barnard informed the Board a levy percentage had been entered incorrectly on the Budget Resolution of 1.787 and should have been 1.575. The 1.787 should have been the total levy for the county and a corrected resolution needed to be signed and sent to the State for the Budget to be approved.

Barnard presented the Board with the 2020 Commissioner meeting schedule.

Barnard presented a letter to the Commissioners from the SDACC President.

Barnard informed the Board a letter had been received regarding a miscalculation in funds refunded to the county by the State. The State is requested the county return the overpayment in the amount of \$120.05.

Spilde moved and Wolkow seconded for the overpayment amount of \$120.05 be returned to the State. All present voting aye, motion carried.

Barnard informed the Board the information had been received for the SDACC, SDACO and NACo membership dues for 2020. The SDACC and NACo combine total \$1,722.00 and the SDACO total \$885.36.

Wolkow moved and Spilde seconded for the SCACC, SDACO and NACo dues for 2020 be paid. All present voting aye, motion carried.

Barnard provided updated information on the proposed Employee Appreciation Dinner and a offer from 14/81 Grille.

Spilde moved and Wolkow seconded to accept the offer from 14/81 Grille. All present voting aye, motion carried.

Chairman Nelson stated the Board would need to move into Executive Session for personnel. Barnard indicated she also had a need for the same.

Walls moved and Spilde seconded to adjourn from regular session and move into Executive Session for personnel at 2:43 P.M. All present voting aye, motion carried.

Spilde moved and Wolkow seconded to move back into regular session. Chairman Nelson declared the Board out of Executive Session at 4:31 P.M.

The Board adjourned to Tuesday, November 19, 2019 at 8:30 A.M.

SIGNED _____
Shelley Nelson, Chairman

ATTEST _____
Jennifer Barnard, County Auditor

Published 1 week at the total approximate cost of _____.