

OFFICIAL PROCEEDINGS KINGSBURY COUNTY BOARD OF COUNTY COMMISSIONERS

De Smet, South Dakota

May 7, 2019

The Kingsbury County Board of County Commissioners met Tuesday, May 7, 2019, at 8:30 AM in the County Commissioners meeting room in the Courthouse with Commissioners Shelley Nelson, Joe Jensen, Roger Walls, Steve Spilde, and Delmer Wolkow were present. Chairman Nelson presided.

APPROVE AGENDA

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

PLEDGE OF ALLEGIANCE

HIGHWAY

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

Sorenson informed the Board the crew has been blading as conditions allow. Currently blading and culvert work is being done on southern CR 13 and will be moving to CR 15. They will be going north on 425th Avenue this summer.

Sorenson stated the paperwork has been started for Federal Aid on ER assisted roads. Each location will be evaluated to determine if assistance is warranted.

Sorenson and the Board discussed the use of pea rock vs. quartzite. Quartz is more expensive but sets up harder. Pea rock is less expensive but doesn't last as long.

Crack sealing was discussed to include various processes and longevity of them.

Culvert mapping was discussed. The previous mapping data is outdated and the personnel in Pierre is no longer available. Technology is improving with new mapping systems becoming available.

It was the consensus of the Board to drop the current mapping system and see the future technology that becomes available.

Sorenson stated he had been informed the new signage program is underway with new signs in Kingsbury County being placed in 2020-2021.

Sorenson informed the Board he is looking to hire a new driver for the crew. Sorenson had spoken to a couple retired county employees about helping in the meantime, and both are willing to work this summer.

The Board discussed scheduling a road tour once the roads dry out.

Sorenson requested to move into Executive session for personnel.

Spilde moved and Wolkow seconded to adjourn from regular session and move into Executive Session for personnel at 8:58 A.M. All present voting aye, motion carried.

Wolkow moved and Walls seconded to adjourn from Executive Session. Chairman Nelson declared the Board out at 9:07 A.M.

Sorenson stated he has walked the flooded area of Whitewood Road and it is holding up very well.

The Board took a recess while Sorenson and Jensen left to look at the Geyer Addition Plat location.

PLANNING & ZONING

Spilde moved and Wolkow seconded to adjourn from regular session and move into Planning and Zoning for Geyer's Addition Plat at 9:44 A.M. All present voting aye, motion carried.

Chairman Nelson declared the Board out at 9:47 A.M.

Walls moved and Spilde seconded to accept the Plat for Geyer's Addition as recommended by the Planning and Zoning Board. All present voting aye, motion carried.

END OF MONTH

COURTHOUSE SALARIES	\$50,142.50
HIGHWAY SALARIES	29,372.87

PAYROLL DEDUCTIONS

Sanford Health Plan	25,114.97
AFLAC	1,083.39
AFLAC	724.62
Office of Child Support Enforcement	403.00
H&B Federal Credit Union	400.00
Kingsbury County Treasurer	8,800.00
The Principal Financial Group	295.71
Garnishment	150.00
Garnishment	300.00

Delta Dental	800.00
Avesis Third Party Administrators	176.70
SD Retirement Supplement Pretax	50.00
Garnishment	660.12
SD Retirement System	14,487.32
SD Retirement Supplement	3,850.00
AFSCME	236.00
Kingsbury County	27,686.25

OFFICE REPORTS

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

Cash on Hand	\$ 3,986.08
Checks in Treas. Possession less than 3 days	689,992.17
Cash Items - Postage	46.44
Credit Card	6,653.68
Cash Short	674.56
Cash Long	0.00
Demand Deposits	11,258.37
Savings Account	5,968,958.81
Revolving Loan Fund	293,292.71
Big Ditch MM	370,457.73
Time Deposits	1,657,523.80
TOTAL	9,002,844.35

BREAKDOWN OF MONEY BY FUNDS

County General Fund	3,091,800.53
Special Revenue Funds (Road & Bridge, E911 Fund CH Bldg, Revolving Loan, Emergency Management, Domestic Abuse Funds 24/7 & M&P Fund)	1,064,340.12
Drainage Ditch #4	188,367.52
Drainage Ditch Debt Service Cash	20,540.10
Amount held for School Dist.	3,627,197.46
Amount held for Townships	280,471.85
Amount held for Cities	517,417.90
Amount held for East Dakota Water Dist.	12,923.38
State Remittance	109,515.59
Amount held for others	90,269.90
TOTAL	9,002,844.35

PUBLIC COMMENT

Chairman Nelson asked for public comment. There was none.

MINUTES

Jensen moved and Walls seconded to approve the minutes of April 16, 2019, as corrected. All present voting aye, motion carried.

MAINTENANCE

Lonny Palmlund, Maintenance, met with the Board to open bids for tuckpointing of the brick on the courthouse and sheriff's building.

Two bids were received from Mid Continental and Karr Tuckpointing.

Mid Continental Bid (all phases on the courthouse and addition)

Phase #1	- \$45,073.00
Phase #2	- 48,129.00
Phase #3	- 35,858.00
Sheriff's building	- <u>9,854.00</u>
Totaling	- 138,914.00

Karr Tuckpointing Bid (all work areas on the courthouse and addition)

Work Area #1	- \$28,564.00
Option	- 4,498.00
Work Area #2	- 28,821.00
Work Area #3	- 14,398.00
Option	- 2,400.00
Work Area #4	- 7,371.00
Sheriff's building	- 8,359.00
Work Area #6	- <u>2,543.00</u>
Totaling	- 97,054.00

The Board reviewed both proposals to verify the scope of work were the same. Several calls were made to verify reference information which had been provided.

Jensen moved and Wolkow seconded to accept the bid from Karr Tuckpointing. All present voting aye, motion carried.

Palmlund discussed rekeying the internal door locks with the Board. The project had been previously quoted at \$1,747.00 and will make the security of the building better. There are an unknown number of master keys and this will correct the issue.

Spilde moved and Jensen seconded to move forward with rekeying the internal doors of the court house. All present voting aye, motion carried.

Palmlund and the Board discussed the status of the window replacement project. The status of the HVAC system was also discussed.

STATE'S ATTORNEY

Gregg Gass, State's Attorney, met with the Board and requested to move into Executive Session to discuss possible litigation and personnel.

Spilde moved and Wolkow seconded to adjourn from regular session and move into Executive Session for possible litigation and personnel at 10:52 A.M. All present voting aye, motion carried.

Spilde moved and Walls seconded to adjourn from Executive Session. Chairman Nelson declared the Board out at 11:33 A.M.

DIRECTOR OF EQUALIZATION

Tammy Anderson, Director of Equalization, met with the Board to request the approval of a refund of \$2,205.70 for taxes overpaid in 2018 for record number 4047.

Jensen moved and Wolkow seconded to approve the refund of \$2,205.70 for record number 4047. All present voting aye, motion carried.

APPROVE CLAIMS

Wolkow moved and Walls 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

1ST DIST ASSC OF LOCAL GOVT. 3089.61 3RD QTR DUES & PREDISASTER, APPEARA 45.00 SUPPLIES, AT&T 87.51 UTILITIES, AXON ENTEPRISE, INC 432.00 SUPPLIES, BADGER OIL COMPANY 4879.55 SUPPLIES & FUEL, AARON BATEMAN 77.10 REFUND OVERPAID CAA FEES, CINDY BAU 119.84 REIMBURSEMENT, MARY CLAIRE BAUER 82.24 REIMBURSEMENT, BEADLE COUNTY SHERIFF 3700.00 PRISONER CARE, BEST WESTERN KELLY INN YANKTON 228.00 DOE TRAVEL & CONF, MATT BJORKMAN 11.37 REFUND VISION INS DEC 2018, BLUE TARP FINANCIAL, INC. 163.98 SUPPLIES, BOB BODE CONSTRUCTION 7826.55 REPAIRS/MAINTENANCE/SUPPLIES, BOYER FORD TRUCKS 180.29 SUPPLIES, BUTLER MACHINERY COMPANY 2425.85 REPAIRS/MAINTENANCE/SUPPLIES, CIVIL DESIGN INC 480.00 PROFESSIONAL SERVICES, CENTURY BUSINESS PRODUCTS 21.75 COPIER CONTRACT, CENTURYLINK 253.54 UTILITIES, CENTURYLINK 274.36 UTILITIES, CLUBHOUSE HOTEL & SUITES- PIERR 136.00 TRAVEL, DENISE CODY 22.50 BMI, COLE PETROLEUM 9718.80 FUEL, COOK'S WASTEPAPER & RECYCLING 334.48 UTILITIES, COWBOY COUNTRY STORE- DESMET 78.42 SUPPLIES, SMITH'S LUMBER 57.38 SUPPLIES, SMITH'S LUMBER

1299.89 REPAIRS/MAINTENANCE, DE SMET CITY 99.00 UTILITIES, AVERA DESMET HOSPITAL 333.00 BLOOD DRAWS, DE SMET NEWS 1561.20 PUBLICATIONS, DE SMET NEWS 42.00 PREDISASTER MITIGATION AD, DE SMET WELDING 90.00 REPAIRS/MAINTENANCE, JOHN R. DELZER 2182.00 CAA FEES, DEREK ANDERSON 11.00 TRAVEL REIMBURSEMENT, FARM & HOME PUBLISHERS 930.00 PLAT BOOKS, GALLS, LLC- DBA NEVE'S UNIFORM 129.49 UNIFORMS, KATHERINE HALER 2205.70 TAX ABATEMENT, TIM HARTY 11.00 TRAVEL REIMBURSEMENT, HILLYARD/SIOUX FALLS 445.80 SUPPLIES, CITY OF HURON 3570.35 911 SURCHARGE 2/2019, INFOTECH SOLUTIONS 2749.48 PROFESSIONAL SERVICES/EQUIPMENT, INTERLAKES COMMUNITY ACTION 363.50 COMM SERVICE WORKER 4/19, INTERSTATE BATTERY 97.95 SUPPLIES, MICHAEL JENKINS 194.00 REIMBURSEMENT, JOE JENSEN 84.00 TRAVEL REIMBURSEMENT, CHARLES JOHNSON 125.00 CORONER CALL, KEVIN CURD 11.00 TRAVEL REIMBURSEMENT, KINGBROOK RURAL WATER 37.10 UTILITIES, KINGSBURY COUNT TREASURER 207.60 ADVANCE TAX, KINGSBURY COUNTY TREASURER 1616.65 ADVANCE TAX, KINGSBURY COUNTY TREASURER 46.99 POSTAGE, LEWIS DRUG STORES 77.66 PRISONER CARE, LEWIS & CLARK BEHAVIORAL 165.00 BMI, LEWNO LAW OFFICE 273.00 BMI, MATTHEW BENDER & CO 55.44 LAW BOOKS, DARCY LOCKWOOD 22.50 BMI, LAKE PRESTON TIMES 881.16 PUBLICATIONS, LYLE SIGNS, INC. 624.10 SIGNS, MAYNARD'S FOOD CENTER 9.06 SUPPLIES, NATIONAL SHERIFFS' ASSOCIATION 60.00 DUES, MATT NUTTER 15.00 REIMBURSEMENT, STACY NUZUM-JENKINS 86.29 MATRON DUTIES, NORTHWESTERN 437.92 UTILITIES, O'KEEFE IMPLEMENT 743.43 SUPPLIES, O'KEEFE IMPLEMENT 351.14 SUPPLIES, OFFICE PEEPS INC 921.90 SUPPLIES, RYAN OLSON 142.84 REIMBURSEMENT, OTTERTAIL POWER COMPANY 1390.91 UTILITIES, OUTLAW GRAPHICS 190.00 REPAIRS/MAINTENANCE, PRAIRIE AG PARTNERS 135.78 FUEL, PRAXAIR DISTRIBUTION INC. 119.74 SUPPLIES, PROSTROLLO AUTOMALL 1686.70 REPAIRS/MAINTENANCE, MAGGIE PURINTUN 235.60 REIMBURSEMENT, RAMKOTA HOTEL & CONF CENTER 107.00 TRAVEL, RFD NEWS GROUP 703.29 PUBLICATIONS, RICH'S GAS & SERVICE 937.24 SUPPLIES/REPAIRS/MAINT./FUEL, DEAN SCHAEFER COURT REPORTING 66.00 BMI, SD DEPT OF TRANSPORTATION 1844.63 BRIDGE INSPECTIONS, SDACES 15.00 MEMBERSHIP DUES, SDN COMMUNICATIONS 908.00 UTILITIES, STEVEN L. SPILDE 162.96 REIMBURSEMENT, STAN HOUSTON EQUIPMENT 93.30 SUPPLIES, ECHO STEFFENSEN 141.00 REIMBURSEMENT, STEVE STRANDE 379.00 REIMBURSEMENT, TRANSOURCE 500.83 SUPPLIES, TRUENORTH STEEL 4061.57 CULVERTS, TRUSTWORTHY HARDWARE 8.97 SUPPLIES, TRUSTWORTHY HARDWARE 222.73 SUPPLIES/REPAIRS/MAINTENANCE, SIOUX FALLS TWO WAY RADIO 45.00 SUPPLIES, VERIZON 271.55 UTILITIES, VERIZON 180.18 UTILITIES, VISA 131.28 SUPPLIES/REPAIRS/MAINT/WEB PAG, VISA 76.23 FUEL, WARD'S STORE & BAKERY 300.00 COOKIES FOR GOV'T MONTH, WARNE APPLIANCE & VIDEO 119.00 DVD PLAYER, DELMER WOLKOW 104.58 REIMBURSEMENT, WOODS HEATING & COOLING LLC 204.08 REPAIRS/MAINTENANCE, WW TIRE 41.40 REPAIRS/MAINTENANCE, YANKTON COUNTY SHERIFF OFFICE 100.00 BMI, YANKTON COUNTY TREASURER 129.50 BMI,

Board adjourned for lunch from 11:55 A.M. until 1:00 P.M.

Terry Zell, Department of Legislative Audit, stopped in to request the Chairman's signature on a letter of agreement for the 2017-2018 audit.

Wolkow moved and Spilde seconded for Chairman Nelson and Jennifer Barnard, Auditor, sign the letter of agreement. All present voting aye, motion carried.

EMERGENCY MANAGEMENT

Cindy Bau, Emergency Management Coordinator, met with the Board to discuss the flooding in Kingsbury County. The paperwork has been submitted with all of the flash drives submitted by the townships. Over 400 sites will be reviewed on site between May 13th and 17th.

Bau presented a letter from SD Dept. of Game Fish and Parks granting Baker Township to build a temporary road on GF&P property in the NW1/4 of Section 27, T110, R55W of Kingsbury County. "The purpose of the road is to provide temporary access for the residents of Vantage Point neighborhood until Gooseneck road can be repaired." This is granted until Gooseneck Road is repaired or until September 1, 2019.

Bau informed the Board the last Pre-disaster Mitigation meeting will be held on Wednesday, May 8, 2019.

REGISTER OF DEEDS

Caryn Hoyer, Register of Deeds, met with the Board to request authorization to travel to Tyler training in Chamberlain, SD, on August 15, 2019.

Jensen moved and Spilde seconded to approve expenses for Hoyer to attend Tyler training in Chamberlain. All present voting aye, motion carried.

TREASURER

Elaine Blachford, Treasurer, met with the Board to discuss an upcoming computer program change for the motor vehicle system for the office. Blachford stated there will be several training sessions, and would like to attend one in June, though no location or date has been provided. There will be more information provided during the Spring Workshop in Pierre, May 14-15, 2019.

Blachford indicated the preference for herself and both deputies to attend the training when it is held, which would necessitate the closing of the office for the day.

It was the consensus of the Board that everyone getting direct training would be the better option.

AUDITOR

Barnard presented information requested regarding the purchasing of name badges for county employees. After discussing the options, it was the consensus of the Board for any employee choosing to order a name badge, will need to purchase them with their own funds. Each badge costs 12.50 plus tax from Brookings Engraving.

Barnard informed the Board of an EM101 training course available for emergency managers, commissioners, elected officials, first responders, and organization volunteers. This is a one day course in Mitchell, SD, on May 20, 2019.

Barnard requested authorization for herself and Deputy Auditor, Echo Steffensen, to travel to election training in Pierre, SD, November 6-7, 2019 for the upcoming 2020 elections. Barnard informed the Board the office would need to be closed both days.

Spilde moved and Walls seconded to approve travel expenses for Barnard and Steffensen to attend election training in November. All present voting aye, motion carried.

Barnard presented a law enforcement contract between the city of Oldham and the Kingsbury County Sheriff's office. The contract had already been signed by Sheriff Strande and the Oldham City Officials.

Wolkow moved and Jensen seconded for Chairman Nelson to sign the law enforcement contract. All present voting aye, motion carried.

Barnard presented a permit from Wilde Air Service, requesting permission "to operate, take off and land aircraft on any county road in Kingsbury County for the purpose of servicing said aircraft in preparation for aerial application of chemical or fertilizer materials."

Jensen moved and Walls seconded for Chairman Nelson to sign the permit for Wilde Air Services. All present voting aye, motion carried.

Barnard provided the Board copies of utility bills from November through April for 2018 and 2019 for their review of the effectiveness of the new HVAC system.

The Board discussed a letter received by Barnard from the Department of Public Safety.

Barnard presented the Board with an application to renew the Uniform Alcoholic Beverage License for the Mathew's Store. Barnard stated the \$300.00 application fee had been received and taxes for the property had been paid.

Wolkow moved and Jensen seconded to approve the application and renew the license. All present voting aye, motion carried.

Barnard discussed the purchase of a projector with the Board.

It was the consensus of the Board for Barnard to research connectivity and cost for a projector vs. a smart TV.

OPEN DISCUSSION

The Board discussed the 4-H building kitchen remodeling project, funds available in the 4-H building budget for 2019 and setting up an assigned funds account for donations and contributions.

BOARD OF ADJUSTMENT

Wolkow moved and Spilde seconded to adjourn from regular session and move into Board of Adjustment to approve the minutes of April 16, 2019 at 2:33 P.M. All present voting aye, motion carried.

Chairman Nelson declared the Board out at 2:37 P.M.

The Board adjourned to Tuesday, May 21, 2019 at 8:30 AM.

SIGNED _____
Shelley Nelson, Chairman

ATTEST _____
Jennifer Barnard, County Auditor

Published 1 week at the total approximate cost of _____.