

OFFICIAL PROCEEDINGS KINGSBURY COUNTY BOARD OF COUNTY COMMISSIONERS
** unapproved draft minutes**

De Smet, South Dakota
September 5, 2023

The Kingsbury County Board of County Commissioners met Tuesday, September 5, 2023, at 8:30 A.M. in the Courtroom of the County Courthouse with Commissioners Roger Walls, Steve Spilde, Doug Kazmerzak and Corey Lundquist present. Chairman Kazmerzak presided.

Also in attendance were Dean and Charmaine Bjorklund, Lake Preston.

Commissioner Kyle Lee joined via Zoom.

Also attending via Zoom were Michelle Longville - Treasurer, Tammy Anderson - DOE, and Amy Halverson - Kingsbury Journal.

PLEDGE OF ALLEGIANCE

Those present stood and recited the Pledge of Allegiance.

APPROVE AGENDA

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

MINUTES

One correction noted. Under Highway "200th St. north of Hwy 14" should be "441st Ave north of Hwy 14"

Motion by Spilde and seconded by Lundquist to approve the minutes of August 15, 2023 as corrected. All present voting aye. Motion carried.

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.

APPROVE CLAIMS

Motion by Spilde and seconded by Lundquist 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.

AT & T MOBILITY 120.31 UTILITES, CINDY ALBRECHT 36.12 4H JUDGE ACHIEVEMENT DAYS, APPEARA 77.85 SUPPLIES, VICKY AUGHENBAUGH 47.34 4H JUDGE ACHIEVEMENT DAYS, BADGER OIL COMPANY 4079.90 SUPPLIES & FUEL, BEADLE COUNTY SHERIFF 95.00 PRISONER CARE, JAN BIRKELAND 30.00 4H JUDGE- ACHIEVEMENT DAYS, DONNA BITTIKER 74.91 4H JUDGING - ACHIEVEMENT DAYS, BOWES CONSTRUCTION, INC 2841.90 EQUIPMENT RENTAL, MICKEALA BOYD 117.84 4H JUDGE- ACHIEVEMENT DAYS, BROOKINGS COUNTY SHERIFF'S OFF 190.00 PRISONER CARE, BUTLER MACHINERY COMPANY 5554.03 REPAIRS/SUPPLIES, KENLI CARLSON 45.50 , CENTURY BUSINESS PRODUCTS 241.53 SUPPLIES, CIVIL DESIGN INC. 6560.00 PROFESSIONAL SERVICES, CONNECTING POINT 1390.00 PROFESSIONAL SERV, CONNECTING POINT 10525.00 PROFESSIONAL SERVICES, CREATIVE PRODUCT SOURCING INC 994.37 SUPPLIES, JANEY CRONIN 106.62 4H JUDGING - ACHIEVEMENT DAYS, AVERA DESMET HOSPITAL 144.00 PROFESSIONAL SERV, AVERA DESMET HOSPITAL 57.00 PROFESSIONAL SERV, SARA EBBERS 64.68 4H JUDGE- ACHIEVEMENT DAYS, JOHN EILERTSON 205.08 4H JUDGE - ACHIEVEMENT DAYS, WAYNE FISCHER 105.60 4H JUDGE - ACHIEVEMENT DAYS, G & R CONTROLS, INC 138.11 REPAIRS, MIKE GRANN 130.08 4H JUDGE - ACHIEVEMENT DAYS, BRENDA GUTHMILLER 70.80 4H JUDGE - ACHIEVEMENT DAYS, HIGHWAY IMPROVEMENT INC 71208.00 PATCHING SUPPLIES, CARYN HOJER 192.88 TYLER SOFTWARE TRNG, JEBRO, INCORPORATED 219587.95 SEALING SUPPLIES, JOE JENSEN 107.10 TRAVEL REIM, KYLER JOHNSON 232.62 4H JUDGE - ACHIEVEMENT DAYS, KINGSBURY CONSERVATION DIST 15000.00 CONTRIBUTION, LAKE COUNTY SHERIFF'S OFFICE 330.00 PRISONER CARE, KYLE LEE 8.16 TRAVEL, LEHTOLA BUILDERS, INC. 107286.15 SUPPLIES, LEHTOLA BUILDERS, INC 250077.67 SUPPLIES, LINCOLN COUNTY 117.70 BMI, LINDE GAS & EQUIPMENT INC 181.53 SUPPLIES, LYLE SIGNS, INC. 526.70 HWY SIGNS, LYLE SIGNS, INC. 615.00 SUPPLIES, MARILYN MATSON 65.70 4H JUDGE - ACHIEVEMENT DAYS, MAYNARD'S FOOD CENTER 119.57 SUPPLIES, MAYNARD'S FOOD CENTER 119.52 SUPPLIES, JEAN MORRISON 50.00 4H JUDGE - ACHIEVEMENT DAYS, DIANNE MULDER 154.53 TRAVEL, MULTI BUSINESS SOLUTIONS, INC 2150.00 PROFESSIONAL SERV, EASTLINE SUPPLY 29.94 REPAIRS, BYRON NOGELMEIER 65.00 SCRAM 24/7, NORTHERN TRUCK EQUIPMENT CORP 79.30 SUPPLIES, O'KEEFE IMPLEMENT 205.89 SUPPLIES, OFFICE PEEPS INC 1011.43 EQUIPMENT, OUTLAW GRAPHICS 20.25 SUPPLIES, PRAIRIE AG PARTNERS 6226.22 SUPPLIES/FUEL, QUILL 119.35 SUPPLIES, QUILL 201.39 SUPPLIES, PAM RAEDER 89.52 4H JUDGE - ACHIEVEMENT DAYS, RFD NEWS GROUP 168.00 PUBLISHING, RICH'S GAS & SERVICE 11.50 SUPPLIES, RICH'S GAS & SERVICE 54.50 REPAIRS, RICHARD CLOSE 250.00 MAINTENANCE, BRAD RUDEN 77.58 4H JUDGE - ACHIEVEMENT DAYS, ROCHELLE SCHMIDT 60.09 4H JUDGE - ACHIEVEMENT DAYS, SDACC 1400.00 TRAVEL, SD DEPT OF REVENUE 162691.55 STATE REMITTANCE, SD DEPT OF TRANSPORTATION 132.52 BRIDGE INSPECTIONS, SDACO 188.00 MP&R FEES - AUGUST 2023, SIGN SOLUTIONS USA 580.29 HIGHWAY SIGNS, KAY SOLBERG 37.80 4H JUDGE - ACHIEVEMENT DAYS, LYNETTE SPANBAUER 45.30 4H JUDGE - ACHIEVEMENT DAYS, SPRING LAKE TOWNSHIP TREASURER 500.00 PROFESSIONAL SERV, ECHO STEFFENSEN 154.53 TRAVEL, STEVENS CONSTRUCTION, LLC 2355.43 REPAIRS, LAURIE TANGEN 68.76 4H JUDGE - ACHIEVEMENT DAYS, TRANSOURCE 1180.56 SUPPLIES, TRAV'S OUTFITTER 804.00 UNIFORMS, TRUSTWORTHY HARDWARE 98.41

SUPPLIES, TRUSTWORTHY HARDWARE 12.99 SUPPLIES, TWO WAY SOLUTIONS, INC. 1045.72 REPAIRS, TWO WAY SOLUTIONS, INC. 124.98 SUPPLIES, USPS (POSTAGE BY PHONE) 1000.00 SUPPLIES, VERIZON 209.05 UTILITY, DE SMET VETERINARY SERVICE 48.56 SHERIFF'S DOG SUPPLIES, VISA 1455.31 SUPPLIES, W & A RENTALS 583.00 PROFESSIONAL SER, ZELL MANUFACTURING 662.20 SUPPLIES,

END OF MONTH

COURTHOUSE SALARIES	\$63,942.04
HIGHWAY SALARIES	29,836.14

PAYROLL DEDUCTIONS

Wellmark Health Plan	33,286.17
Three Fivers Benefits	6,263.44
AFLAC	1,427.82
AFLAC	389.42
Reliance Life Insurance	186.76
Aflac Dental	1,481.34
Beam Vision	272.39
SD Retirement Supplement Pretax	200.00
SD Retirement System	14,494.58
SD Retirement Supplement	830.00
AFSCME	139.56
Kingsbury County	27,630.09

HIGHWAY

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

The Board discussed flush sealing 441st Ave with Sorenson. Sorenson reported the cost would be \$4-5,000/mile. The matter was tabled due to the cost not being in the 2023 budget.

Chip sealing in Lake Preston on Main St. and the road by the swimming pool is complete.

Sorenson stated they have been hauling gravel to 10AN, CR5 and the Lone Tree Road.

Sorenson informed the Board that the Albert Bridge project is complete, and the bills needed to be paid. He is in the process of working on the paperwork needed for the County to receive the grant money for the project.

Sorenson presented a check for the truck that was salvaged in the amount of \$2,500.00. The County will be receiving approximately \$104,000.00 in rebate for the earlier purchase of the new truck.

Sorenson reported a culvert on 218th St would be replaced.

Charmaine Bjorklund, Lake Preston, questioned who maintains the mowing of ditches near the new boat ramp on Lake Whitewood. Sorenson will check into the matter.

AUDITOR

Echo Steffensen, Auditor, requested travel approval for herself, Michelle Longville, Treasurer and Caryn Hojer, Register of Deeds to Sioux Falls for the SDACO Fall Convention on September 11-13, 2023.

Motion by Lundquist and seconded by Spilde to approve the travel request to Sioux Falls for the SDACO Fall Convention on September 11-13, 2023 for the Auditor, Treasurer and Register of Deeds.

OFFICE REPORTS

The Register of Deeds, Sheriff's and Director of Equalization's Reports of Fees Collected during the month of August 2023 were reviewed by the Board. Motion by Walls and seconded by Lundquist that the Auditor's report with the Treasurer as of the close of business August 31, 2023, be accepted as follows. All present voting aye. Motion carried.

Cash on Hand	\$ 1,236.35
Checks in Treas. Possession less than 3 days	9,330.97
Credit Card	1,243.70
Uncollected Credit Cards	75.40
Cash Short	0.01
Demand Deposits	132,190.05
Savings Account	2,477,947.04
Revolving Loan Fund	187,352.08
Big Ditch MM	355,739.31
Time Deposits	1,657,523.80
TOTAL	4,822,638.71

BREAKDOWN OF MONEY BY FUNDS

County General Fund	2,640,955.97
Special Revenue Funds (Road & Bridge, E911 Fund CH Bldg, Revolving Loan, Emergency Management, Domestic Abuse Funds 24/7 & M&P Fund American Rescue, Rural Infrastructure)	1,568,862.66
Drainage Ditch #4	165,246.79
Drainage Ditch Debt Service Cash	7,295.20
Amount held for School Dist.	36,654.60

Amount held for Townships	6,486.85
Amount held for Cities	10,534.35
Amount held for East Dakota Water Dist.	112.89
State Remittance	157,219.76
Amount held for others	229,269.64
TOTAL	\$4,822,638.71

MAINTENANCE

Lonny Palmlund, Maintenance, met with the Board to update them on Courthouse matters.

Palmlund presented an estimate from Great Plains Roofing for replacing the roof on the Sheriff's building with two options. Option 1 to remove and replace entire roof to match existing roof- \$29,900.00 and Option 2 to remove entire roof system and replace with tapered insulation adhered to roof deck and EPDM membrane fully adhered in lieu of current ballasted system- \$49,798.

The Board discussed the cost of future replacement and the R factor for both options.

Motion by Lundquist and seconded by Lee to accept and approve Option 2 for the fully adhered roof. All present voting aye. Motion carried.

Palmlund discussed with the Board the changes made to the concrete project that was discussed at the August 15, 2023 meeting. The Board had asked Palmlund to work with IDI on a new estimate with the changes. The sidewalk from the Sheriff's driveway to the generator and the curbing on the new sidewalk along the south parking lot were eliminated. This brought the complete project to \$49,900.00. Motion to work with IDI was made on August 15, 2023 so no further action was taken.

BUDGET HEARING

The Board discussed the provisional budget as presented by Steffensen, Auditor. No one else was present.

Motion by Spilde and seconded by Walls to approve and accept the provisional budget as presented. All present voting aye. Motion carried.

BOARD OF ADJUSTMENT

Motion by Spilde and seconded by Walls to adjourn from regular session and move into Board of Adjustment at 10:00 A.M. All present voting aye. Motion carried.

Chairman Kazmerzak declared the Board out of Board of Adjustment at 11:32 A.M.

FARRELL JACOBSEN

Farrel Jacobsen, Sandy Schultz and Todd Schultz met with the Board to discuss their concerns over a culvert that was replaced near the intersection of 446th and 197th.

No action was taken.

VANDER DUSSEN DAIRY- TY ESCHENBAUM

Ty Eschenbaum met with the Board to discuss the proposed Vander Dussen Dairy.

Eschenbaum stated the dairy faced 2 main issues.

Water supply is one issue. Eschenbaum stated they would either be working with Kingbrook Rural Water of groundwater.

Eschenbaum explained the 2nd issue is the road to the dairy which is 449th Ave off Hwy 14. Eschenbaum stated a road haul agreement with the County would need to be worked out. The proposed cost to build the road is \$2.7 to \$4.4 million. Eschenbaum presented a proposal that the owner would pay for the road with no money coming out of the County budget. However, they ask in return that any grants or money the County might receive including the RPP money be forwarded to the owner to help with the cost. The Dairy has been approved for \$1.5 million in RPP funds.

The Board and Eschenbaum agreed the next step is to prepare a road haul agreement for design and money. No action was taken.

Chairman Kazmerzak asked Eschenbaum to share his thoughts on the GEVO project.

Eschenbaum stated he is fully confident they are moving forward to the best of their ability.

HUMAN RESOURCES

Natalie Remund, HR Consultant, requested to move into executive session for contract negotiations.

Motion by Spilde and seconded by Walls to adjourn from regular session and move into executive session for contract negotiations at 1:14 P.M.

Chairman Kazmerzak declared the Board out of executive session at 2:51 P.M.

TREASURER

Michelle Longville, Treasurer 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 2:54 P.M.

DIRECTOR OF EQUALIZATION

The Board remained in executive session for personnel.

Chairman Kazmerzak declared the Board out of executive session at 3:42 P.M.

Tammy Anderson, Director of Equalization requested travel approval to Brookings on November 9, 2023 for a workshop.

Motion by Walls and seconded by Lundquist to approve the travel request to Brookings on November 9, 2023 for the Director and Deputy Director to attend a workshop. All present voting aye. Motion carried.

TREASURER

Motion by Walls and seconded by Lundquist to approve a .50/hr. pay increase for the Deputy Treasurer who had completed her probationary period. All present voting aye. Motion carried.

OPEN DISCUSSION

Chairman Kazmerzak updated the Board members on a LEPC meeting he had attended where Summit Carbon Solutions spoke on safety.

AUDITOR

Steffensen requested authorization to void and replace lost check #59804 for \$80.58 and check number 59771 for \$14.00.

Motion by Spilde and seconded by Lee to authorize the Auditor to void and replace lost check #59804 for \$80.58. All present voting aye. Motion carried.

Motion by Walls and seconded by Lundquist to authorize the Auditor to void and replace lost check #59771 for \$14.00. All present voting aye. Motion carried.

Steffensen requested approval to pay two bills for Big Ditch maintenance. The first from Jesse Vincent Construction- \$255.10 and the second from Ron Hillestad= \$80.00.

Motion by Lundquist and seconded by Spilde to authorize payment of the bills. All present voting aye. Motion carried.

Steffensen presented 5-yr plans from Whitewood Township and Spirit Lake Township for the Rural Access Infrastructure Fund application. Motion by Lundquist and seconded by Walls to accept and approve the 5-year plans from Whitewood and Spirit Lake Townships for the RAIF project. All present voting aye. Motion carried.

Steffensen presented the application from Spirit Lake Township. Not action will be taken until the application deadline of October 31, 2023.

Chairman Kazmerzak declared the Board out of executive session and back into regular session at 9:57 A.M.

AUDITOR

Echo Steffensen requested Board approval to transfer \$500,000.00 from the general fund to the highway fund as per the 2023 budget.

Motion by Walls and seconded by Spilde for Steffensen to transfer \$500,000.00 from the general fund to the highway fund. All present voting aye. Motion carried.

The Board adjourned to Tuesday, September 19, 2023, at 8:30 A.M.

SIGNED _____
Doug Kazmerzak, Chairman

ATTEST _____
Echo Steffensen, County Auditor

Published 1 week at the total approximate cost of _____.