

OFFICIAL PROCEEDINGS KINGSBURY COUNTY BOARD OF COUNTY COMMISSIONERS

De Smet, South Dakota
February 8, 2022

The Kingsbury County Board of County Commissioners met Tuesday, February 8, 2022, at 8:30 AM in the Courtroom of the County Courthouse with Commissioner Steve Spilde present. Commissioners Doug Kazmerzak and Kyle Lee attended via Zoom.

Attending via Zoom were Tammy Anderson - Director of Equalization, Sheriff Strande, Michelle Longville - Treasurer and Mike Siefker - Kingsbury Journal

PLEDGE OF ALLEGIANCE

Those present stood and recited the Pledge of Allegiance

APPROVE AGENDA

Motion by Lee and seconded by Spilde to approve the agenda. Motion carried.

MINUTES

Motion by Lee and seconded by Spilde to approve the minutes of January 24, 2022. Motion carried.

Motion by Lee and seconded by Spilde to approve the minutes of January 27, 2022. 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.

DIRECTOR OF EQUALIZATION

Anderson requested travel approval for February 16, 2022, to attend the Education Committee Meeting in Pierre.

Motion by Lee and seconded by Spilde to approve Anderson's request to travel to Pierre for an Education Committee Meeting on February 16, 2022. Motion carried.

Anderson updated the board of office matters and the Arlington City meeting.

Anderson requested 3 Tax Abatements for 2021 taxes due 2022. Record #8302 in the amount of \$12.34. The taxpayer had been taxed twice.

Motion by Spilde and seconded by Lee to approve the tax abatement request for Rec # 8302 in the amount of \$12.34. Motion Carried

Record #5283 for \$142.06 and Rec #5186 for \$706.93. Both are Veterans who qualify, and both were approved by the city of Arlington.

Motion by Lee and seconded by Spilde to approve the tax abatement request for Rec # 5283 in the amount of \$142.06 and for Rec # 5168 in the amount of \$706.93. Motion carried.

HIGHWAY

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

Sorenson requested to go into executive session for personnel.

Spilde moved and Walls seconded to adjourn from regular session and move into Executive Session for personnel at 8:45 A.M. All present voting aye - 5, nay - 0, abstain - 0. Motion carried.

Walls moved and Spilde seconded to adjourn from Executive Session. Chairman Kazmerzak declared the Board out at 9:29 A.M.

NEW YEAR REORGANIZATION

Newspapers

The county currently has The Kingsbury Journal and The Arlington Sun listed as the official county newspapers.

Lundquist moved and Spilde seconded to keep the official newspapers the same. All present voting aye - 5, nay - 0, abstain - 0. Motion carried.

Depository

The current banks used by the Treasurer's office are American Bank & Trust in De Smet, Citizens State Bank and CorTrust Bank in Arlington, American

Bank & Trust in Iroquois, First National Bank in Oldham, and First National in Lake Preston. Though no money may be currently held at any one of the banks listed, all these banks are contacted for CD rates on a random basis.

Walls moved and Lundquist seconded to keep the depositories the same. All present voting aye - 5, nay - 0, abstain - 0. Motion carried.

COMMISSION BOARD APPOINTMENTS

The Board reviewed and discussed the duties of the previous Board Appointments. The Railroad Authority was added to the current assignments.

Spilde moved and Lee seconded for appointments to remain the same and add the Railroad Authority to Kazmerzak. All present voting aye - 5, nay - 0, abstain - 0. Motion carried.

The assignments for 2022 are as follows:

Kazmerzak - Contract Law, Health Insurance, Courthouse Assistant, Emergency Management, Railroad Authority

Lundquist - First Planning District and Labor Negotiations

Walls - Weed Board, Glacial Lakes, SD Public Assurance Alliance, 4-H & Fair Board

Lee - Courthouse Assistant, Child Protection, ICAP Liaison, Health Insurance Alternate

Spilde - Courthouse, Human Services, Labor Negotiation, SD Public Assurance Alliance

HIGHWAY

Sorenson, Highway Superintendent, returned to the meeting with an estimate from John Hurley for the surplus metal. The estimate was for current scrap metal prices with a 60/40 split. It was the consensus of the Board to postpone acceptance.

AUDITOR

Steffensen presented contracts for renewal with First District of Watertown. The GIS Website Hosting renewal is \$5,000.00 and the County Parcel Database renewal is \$2,000.00 for a total of \$7,000.00.

Spilde moved and Walls seconded to accept the contract renewals with First District and for Chairman Kazmerzak to sign. All present voting aye - 5, nay - 0, abstain - 0. Motion carried.

Steffensen requested to move into Executive Session for possible litigation.

Lee moved and Spilde seconded to adjourn from regular session and move into Executive Session for possible litigation at 10:17 A.M. All present voting aye - 5, nay - 0, abstain - 0. Motion carried.

Lee moved and Spilde seconded to adjourn from Executive Session. Chairman Kazmerzak declared the Board out at 10:30 A.M.

Steffensen provided the new Memorandum of Understanding for the Extension Office Director.

Lee moved and Spilde seconded to accept the Memorandum of Understanding and for Chairman Kazmerzak to sign. All present voting aye - 5, nay - 0, abstain - 0. Motion carried.

Steffensen reminded the Board that Evaluations and Inventory were upcoming. It was the consensus of the Board to meet at 10:00 AM January 12th to discuss Evaluations. Inventory was divided by department.

Steffensen presented and read Resolution 2021-40 for a Contingency Transfer for Veteran Services of \$740.00.

Steffensen read the following resolution for Contingency Transfer

RESOLUTION 2021-40

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 \$740.00 be transferred from the Contingency Fund to the following funds:

\$740.00 to Vet Services Officer 101-165-414

Lundquist moved and Walls seconded to pass and approve Resolution 2021-40 and for the contingency transfer to be made. All present voting via roll call: Kazmerzak - aye, Spilde - aye, Walls - aye, Lee - aye, Lundquist - aye. Motion carried.

Steffensen presented the schedule of wages for county employees, elected officials and Board members as follows:

2022 Pay Scale including varying longevity based on years of service:
Commissioners-\$12,631.84 Chairman-\$15,957.50; Zoning Officer-\$26,500.00;
Auditor-\$46,248.00; Treasurer-\$46,248.00; Register of Deeds-\$55,312.56;
Director of Equalization-\$54,480.56; Sheriff-\$60,170.94; Highway
Superintendent-\$70,426.94; State's Attorney-\$52,326.21; Deputy Auditor-
\$32,240.00; Deputy Treasurer (1)-\$32,240.00; Deputy Treasurer (2)-

\$31,200.00; Deputy Register of Deeds-\$37,378.85; Deputy Director of Equalization-\$37,401.47; Director of Equalization Clerk - \$19,344.00; Sheriff Secretary/Dispatcher-\$40,729.38; Highway Secretary-\$34,216.00; 4-H Assistant (1)-\$28,471.04; 4-H Assistant (2)-\$4,800; Emergency Management-\$37,046.23; 911 Coordinator-\$4,763.95; Veteran's Service Officer-\$18,463.58; Custodian-\$59,050.02; 4-H Groundskeeper-\$4,639.68; Deputy Sheriff-\$53,408.32; Deputy Sheriff-\$46,697.68; Deputy Sheriff-\$43,917.68; Deputy Sheriff-\$41,544.46; Deputy State's Attorney-\$14,858.41; Weed Supervisor-\$6,500.88; Labor Grade 1 - \$11.00/hr. (1), Labor Grade 2 - \$15.50/hr. (1); Labor Grade 3 - \$20.50/hr. (1); Labor Grade 4 - \$21.11/hr. (6); Labor Grade 5 - \$22.04/hr. (1).

Walls moved and Lee seconded to approve the 2022 Kingsbury County employee's salaries as presented. All present voting aye - 4, nay - 1, abstain - 0. Motion carried.

END OF MONTH

COURTHOUSE SALARIES	\$86,417.21
HIGHWAY SALARIES	36,607.58

PAYROLL DEDUCTIONS

Sanford Health Plan	26,264.53
AFLAC	903.32
AFLAC	394.91
The Principal Financial Group	178.15
Garnishment	647.52
Delta Dental	540.30
Avesis Third Party Administrators	204.57
SD Retirement Supplement Pretax	175.00
SD Retirement System	18,209.64
SD Retirement Supplement	500.00
AFSCME	191.60
Kingsbury County	37,513.53

APPROVE CLAIMS

Lundquist 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 - 5, nay - 0, abstain - 0. Motion carried.

MISCELLANEOUS

1ST DIST ASSC OF LOCAL GOVT. 3376.10 1ST QTR DUES, APPEARA 55.97 SUPPLIES, AVERA OCCUPATIONAL MEDICINE-MI 71.00 PROFESSIONAL SERV, BADGER OIL COMPANY 4009.30 FUEL & SUPPLIES, BEADLE COUNTY SHERIFF 2540.00 PRISONER CARE, BROOKINGS HEALTHCARE SYSTEM 790.49 PROFESSIONAL SERVICES, BUTLER MACHINERY COMPANY 2403.12 REP/MAINT & SUPPLIES, CENTURY BUSINESS PRODUCTS 264.42

SUPPLIES, SMITH'S LUMBER 16.25 REPAIRS/MAINT, DE SMET CITY 121.42 UTILITIES, DEPT OF AGRICULTURE & NATURAL 200.00 PROFESSIONAL SERVICES, EFRAIMSON ELECTRIC INC 4472.41 ELECTRICAL UPGRADE, G & R CONTROLS, INC 184.50 REPAIRS & MAINT, PATRICIA J. HARTSEL, RPR 106.40 PROFESSIONAL SERVICES, I STATE TRUCK CENTER 174.71 SUPPLIES, KINGBROOK RURAL WATER 44.90 UTILITIES, LINDE GAS & EQUIPMENT INC 167.67 SUPPLIES, MENARDS 497.85 , PRAIRIE AG PARTNERS 1099.34 SUPPLIES, PURINTUN ABSTRACT & TITLE LLC 65.00 PRO SERVICES, RFD NEWS GROUP 25.00 PUBLISHINGS, LEROY ROTH 500.00 REPAIRS/MAINT, SDN COMMUNICATIONS 1832.00 PROFESSIONAL SERV, TK ELEVATOR CORP 179.28 PRO SERVICES, TRANSOURCE 76.97 SUPPLIES, TRUCK & TRAILER SPECIALISTS 1086.74 REPAIRS/MAINT, TRUSTWORTHY HARDWARE 50.48 SUPPLIES, TYLER TECHNOLOGIES, INC. 449.00 PROF SERVICES, US IMAGING INC 3335.66 PRO SERV, US PS POSTAGE BY PHONE 2030.00 SUPPLIES, VERIZON 440.36 UTILITIES, VISA 1.05 SUPPLIES, DAVID WHEELER 2120.32 PRO SERVICES, WIPF RADIATOR REPAIR 766.00 , WILKINSON & SCHUMACHER LAW 3348.00 PRO SERV, ZELL MANUFACTURING 25.06 REPAIRS/MAINT,

OFFICE REPORTS

The Register of Deeds, Sheriff's and Director of Equalization's Reports of Fees Collected during the month of December 2021 were reviewed by the Board. Lundquist moved and Lee seconded that the Auditor's report with the Treasurer as of the close of business December 2021 be accepted as follows. All present voting aye - 5, nay - 0, abstain - 0. Motion carried.

Cash on Hand	\$ 1,455.13
Checks in Treas. Possession less than 3 days	30,127.82
Credit Card	220.20
Cash Short	0.00
Cash Long-ISF Check	0.00
Demand Deposits	52,304.93
Savings Account	2,635,997.83
Revolving Loan Fund	295,586.07
Big Ditch MM	343,347.50
American Rescue Plan MM	479,737.58
Time Deposits	1,657,523.80
TOTAL	5,496,300.86

BREAKDOWN OF MONEY BY FUNDS

County General Fund	1,908,002.12
Special Revenue Funds (Road & Bridge, E911 Fund Revolving Loan, Emergency Management, Domestic Abuse Funds 24/7 & M&P Fund American Rescue, HS1259)	3,025,887.16
Drainage Ditch #4	165,746.79
Drainage Ditch Debt Service Cash	2,088.31

Amount held for School Dist.	53,173.32
Amount held for Townships	70,374.41
Amount held for Cities	22,046.42
Amount held for East Dakota Water Dist.	192.84
State Remittance	109,546.41
Amount held for others	131,767.95
TOTAL	\$5,488,825.73

DIRECTOR OF EQUALIZATION

Tammy Anderson, Director of Equalization met with the Board to request travel for herself and the Deputy to travel for the upcoming district meeting and provide an overview of upcoming County Boards, city meetings and other matters.

Walls moved and Lee seconded to approve travel for the Director of Equalization and the Deputy. All present voting aye - 5, nay - 0, abstain - 0. Motion carried.

EXECUTIVE SESSION

Walls moved and Lee seconded to adjourn from regular session and move into Executive Session for personnel at 12:04 P.M. All present voting aye - 5, nay - 0, abstain - 0. Motion carried.

Walls moved and Lee seconded to move into executive session for personnel. All present voting aye - 5, nay - 0, abstain - 0. Motion carried.

Lee moved and Spilde seconded to adjourn from Executive Session. Chairman Kazmerzak declared the Board out at 12:50 P.M.

The Board adjourned to Wednesday, January 12, 2022 at 10:00 A.M.

SIGNED _____
Doug Kazmerzak, Chairman

ATTEST _____
Echo Steffensen, County Auditor

Published 1 week at the total approximate cost of _____.