

OFFICIAL PROCEEDINGS KINGSBURY COUNTY BOARD OF COUNTY COMMISSIONERS

De Smet, South Dakota
January 8, 2019

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

OATHS OF OFFICE

State's Attorney, Gregg Gass, administered Oaths of Office for newly elected Steve Spilde and incumbents Joe Jensen and Delmer Wolkow for the Board of County Commissioners; Jennifer Barnard as Auditor and Steven Strande as Sheriff.

NOMINATIONS

Barnard called for nominations for the Chairman and Vice Chairman seats of the Board.

Jensen motioned and Wolkow seconded for Shelley Nelson to remain as Chairman. All present voted aye, motion carried.

Jensen motioned and Spilde seconded for Roger Walls to remain as Vice Chairman. All present voted aye. Motion carried.

APPROVE AGENDA

Nelson requested to add New Year Reorganization, to include depositories and official newspapers, to the agenda.

Barnard stated the need to add a Plat for Karban 2nd Addition, a Jail Contract with Beadle County, an Amendment to Resolution 2018-17, and the 2019 Commissioner's meeting schedule.

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

HIGHWAY

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

Sorenson presented checks to Barnard for workman's comp payroll reimbursement and joint work with Minor County.

Sorenson informed the Board the crew will be trimming trees. When the weather permits the graveling of CR 12 will be complete going north to the county line.

A call had been received regarding an issue on a county road near Spirit Lake. Sorenson stated he would look into it.

Sorenson informed the Board that Pierce & Harris will be completing current projects, including signing for the county, and then going out of business. Sorenson is looking into companies for future project needs.

Sorenson and the Board discussed current fund balances.

Sorenson requested to move into Executive Session for personnel.

Jensen moved and Spilde seconded to adjourn from regular session and move into executive session for personnel at 9:30 AM. All present voting aye, motion carried.

Wolkow moved and Jensen seconded to adjourn from executive session and return to regular session. Chairman Nelson declared the Board out at 9:42 AM.

PUBLIC COMMENT

Chairman Nelson asked for public comment. There was none.

MINUTES

Jensen moved and Spilde seconded to approve the minutes of December 28, 2018. All present voting aye, motion carried.

NEW YEAR REORGINIZATION

Depository

The current banks used by the Treasurer's office are American Bank & Trust and Dakotaland FCU 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 of these banks are contacted for CD rates on a random basis.

Wolkow moved and Jensen seconded to keep the depositories the same. All present voting aye, motion carried.

News Papers

The county currently has The De Smet News, The Lake Preston Times, and The Arlington Sun listed as the official county newspapers.

Spilde moved and Walls seconded to keep the official newspapers the same. All present voting aye, motion carried.

SALARY

Jensen moved and Walls seconded to increase Kingsbury employee's salaries by 3% on 2018 salaries and .50 per hour on the base for 2019. All present voting aye, motion carried.

2019 Pay Scale including varying longevity based on years of service:
Commissioners-\$10,979.72, Chairman-\$14,129.77; Commissioner/Zoning Officer-\$27,294.92; Auditor-\$40,755.65; Treasurer-\$50,073.72; Register of Deeds-\$50,073.72; Director of Equalization-\$49,241.72; Sheriff-\$53,562.25; Highway Superintendent-\$65,810.76; State's Attorney-\$48,889.99; Deputy Auditor-\$33,258.58; Deputy Treasurer (1)-\$29,959.28, Deputy Treasurer (2)-\$27,520.06; Deputy Register of Deeds-\$32,976.94; Deputy Director of Equalization-\$32,894.37; Sheriff Secretary/Dispatcher-\$37,500.53; Highway Secretary-\$29,487.95; 4-H Assistant (1)-\$30,666.90; 4-H Assistant (2)-\$4,000; Emergency Management-\$34,404.40; 911 Coordinator-\$4,443.71; Veteran's Service Officer-\$17,004.29; Custodian-\$54,853.72; 4-H Groundskeeper-\$3856.32; Deputy Sheriff-\$46,888.67; Deputy Sheriff-\$41,292.62; Deputy Sheriff-\$38,654.30; Deputy Sheriff-\$36,296.90; Deputy State's Attorney-\$13,778.27; Secretary for State's Attorney-\$22,369.13; Weed Supervisor-\$4,635.00; Labor Grade 1 - \$19.16 per hour, Labor Grade 2 - \$19.47 per hour; Labor Grade 3 - \$19.52 per hour; Labor Grade 4 - \$19.99 per hour; Labor Grade 5 - \$20.64 per hour.

2019 CCOMMISSIONER MEETING SCHEDULE

The Board looked at how the dates fell on the calendar for regular commission meetings as various conferences throughout the year.

It was the consensus of the Board to hold the second meeting in February on Thursday the 21st. That is the only adjustment at this time.

COMMISSION BOARD APPOINTMENTS

Chairman Nelson reviewed the previous Board Appointments. It was the consensus of the Board for the Assignments to remain the same, while eliminating assignments no longer needed. The assignments for 2019 are as follows:

Nelson - Contract Law, Health Insurance, Courthouse Assistant, Emergency Management

Jensen - First Planning District, Planning & Zoning, Labor Negotiations

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

Wolkow - Courthouse Assistant, Child Protection, ICAP, Health Insurance
Alternate
Spilde - Courthouse, Human Services, Labor Negotiation, SD Public
Assurance Alliance

END OF MONTH

COURTHOUSE SALARIES	\$44,694.83
HIGHWAY SALARIES	25,605.22

PAYROLL DEDUCTIONS

Sanford Health Plan	25,931.69
AFLAC	1,083.39
AFLAC	755.30
Office of Child Support Enforcement	699.21
H&B Federal Credit Union	400.00
Kingsbury County Treasurer	8,800.00
The Principal Financial Group	274.41
Garnishment	150.00
Garnishment	300.00
Delta Dental	844.00
Avesis Third Party Administrators	176.70
SD Retirement Supplement Pretax	50.00
SD Retirement System	13,128.34
SD Retirement Supplement	3,950.00
AFSCME	236.00
Kingsbury County	24,308.47

OFFICE REPORTS

The Register of Deeds, Sheriff's and Director of Equalization's Reports of Fees Collected during the month of December 2018 were reviewed by the Board. Jensen moved and Wolkow seconded that the Auditor's report with the Treasurer as of the close of business December 28, 2018 be accepted as follows. All present voting aye, motion carried.

Cash on Hand	\$	952.57
Checks in Treas Possession less than 3 days		38,563.51
Cash Items - Postage		0.00
Credit Card		0.00
Cash Short		126.29
Cash Long		0.00
Demand Deposits		7,081.43
Savings Account		1,323,440.76
Revolving Loan Fund		292,807.07
Big Ditch MM		363,967.51
Time Deposits		1,657,523.80
TOTAL		3,684,462.94

BREAKDOWN OF MONEY BY FUNDS

County General Fund	2,095,802.68
Special Revenue Funds (Road & Bridge, E911 Fund CH Bldg, Revolving Loan, Emergency Management, Domestic Abuse Funds 24/7 & M&P Fund)	1,086,726.01
Drainage Ditch #4	213,717.61
Drainage Ditch Debt Service Cash	-23,649.27
Amount held for School Dists	52,135.33
Amount held for Townships	75,507.28
Amount held for Cities	24,477.32
Amount held for East Dakota Water Dist.	172.71
State Remittance	65,384.20
Amount held for others	94,189.07
TOTAL	3,684,462.94

APPROVE CLAIMS

Walls moved and Spilde 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. 10500.00 2019 CONTRACTS, AT&T 82.41
UTILITIES, CINDY BAU 60.00 JAN 2019 CELL PHONE, BROOKINGS DOMESTIC ABUSE
1260.80 APPORTION DBA MONEY, BEADLE COUNTY SHERIFF 140.00 PRISONER CARE,
BLUE 360 MEDIA 78.75 LAW LIBRARY, CENTURY BUSINESS PRODUCTS 207.03 COPIER
MAINTENANCE, COOK'S WASTEPAPER & RECYCLING 334.48 UTILITIES, DE SMET CITY
86.60 UTILITIES, DE SMET NEWS 585.64 PUBLICATIONS 2/5-12/26/18, DENR
250.00 2019 ENVIROMENTAL BILLING, PATRICIA J. HARTSEL, RPR 16.00
PROFESSIONAL SERVICES, KINGSBURY COUNTY TREASURER 2122.64 ADVANCE TAX,
KINGSBURY COUNTY TREASURER 28799.34 ADVANCE TAX, LAKE PRESTON TIMES 585.64
PUBLICATIONS, MAYNARD'S FOOD CENTER 36.59 OPEN HOUSE SUPPLIES, DON MCCARTY
8324.29 CAA FEES, NORTHWESTERN 1069.43 UTILITIES, O'KEEFE IMPLEMENT
2899.00 BALANCE ON LAWN MOWER, OFFICE PEEPS INC 99.39 SUPPLIES, DEAN
SCHAEFER COURT REPORTING 30.00 BMI, THYSSENKRUPP ELEVATOR CORP 162.73
MAINTENANCE CONTRACT, TRUSTWORTHY HARDWARE 95.94
SUPPLIES/REPAIRS/MAINTENANCE, VERIZON WIRELESS 180.46 UTILITIES, WILKINSON
& SCHUMACHER LAW 474.70 CAA FEES,

DIRECTOR OF EQUALIZATION

Maggie Purintun, Deputy Director of Equalization, met with the Board to request authorization for Tammy Anderson, Director of Equalization, and

herself to travel to Sioux Falls for their district meeting on January 16, 2019.

Jensen moved and Spilde seconded to approve the expenses for Anderson and Purinton to travel to Sioux Falls on January 19, 2019. All present voting aye, motion carried.

TREASURER

Elaine Blachford, Treasurer, met with the Board to discuss Senior Freeze Abatements.

Blachford informed the Board there were two additional applicants who qualified, and one who qualified but had not been approved by the city of residence. Blachford requested the Board abate the 2018 taxes due in 2019 back to the qualifying rate.

Jensen moved and Spilde seconded to abate the 2018 taxes due in 2019 back to the qualifying rate for DOE # 2583. All present voting aye, motion carried.

Wolkow moved and Walls seconded to abate the 2018 taxes due in 2019 back to the qualifying rate for DOE # 4991. All present voting aye, motion carried.

EVALUATION

Jensen moved and Spilde seconded to adjourn from regular session and move into executive session for personnel at 10:46 AM. All present voting aye, motion carried.

Wolkow moved and Jensen seconded to adjourn from executive session and return to regular session. Chairman Nelson declared the Board out at 11:20 PM.

EMERGENCY MANAGEMENT

Cindy Bau met with the Board to discuss several items.

Bau presented a Personnel Action Change Form for signature, informing the state of her salary for 2019.

Spilde moved and Jensen seconded for Chairman Nelson to sign the change form. All present voting aye, motion carried.

Bau discussed the donation request from Lake Preston to help create survival buckets for each classroom at the school. Bau indicated the possible need to follow suite will all schools in the county.

Bau informed the Board of a mandatory THYRA class through the State in Mitchell on January 14 and 15, 2019. A hotel stay would be weather pending.

Walls moved and Wolkow seconded to approve travel expenses for Bau to attend the THYRA class in Mitchell. All present voting aye, motion carried.

Bau informed the Board the will be a ICS 300 class in De Smet, at the Community Center, on March 30 and 31, 2019. There are four classes required to be passed prior to being able to attend the ICS 300 class, and Bau recommended Barnard and Spilde take them. The classes are free, and can be taken on the internet.

Bau also informed the Board of a \$300.00 bill coming from the Codington County Dive team.

PLANNING AND ZONING

Walls moved and Spilde seconded to adjourn from regular session, and move into Planning and Zoning at 11:41 AM. All present voting aye, motion carried.

Chairman Nelson declared the Board out at 11:44

Walls moved and Spilde seconded to accept the Plat of Karban 2nd Addition as recommended by the Planning & Zoning Board. All present voting aye, motion carried.

AUDITOR

Jennifer Barnard, Auditor, informed the Board there was the ability to adjust the estimated amounts transferred in the 2018-17 resolution. The total of the contingency transfer would remain the same. The amended numbers for the 2018-17 resolution are:

8,530.00	to Auditor	101-111-429
40,500.00	to Court App. Att.	101-153-422
47,920.00	to Gen. Govt. Bldg.	101-161-429
5,000.00	to Register. of Deeds	101-163-428
5,100.00	to Planning & Zoning	101-711-429
6,000.00	to Em. Management	226-222-411

Jensen moved and Spilde seconded to accept the amended Resolution 2018-17 numbers. All present voting aye, motion carried.

Barnard had received a corrected jail contract for Beadle County. The fee is \$70.00 per day per prisoner.

Wolkow moved and Walls seconded for Chairman Nelson to sign the jail contract with Beadle County. All present voting aye, motion carried.

Barnard requested authorization to purchase a new computer for the Auditor's office. A quote had been received from InfoTech in June of 2018, and the quoted amount had been included in the 2019 budget. Barnard had called InfoTech and the quote of \$1,319.99 will still be honored.

Walls moved and Jensen seconded to approve the purchase of the new computer for the Auditor's office for \$1,319.99. All present voting aye, motion carried.

Barnard had received the October 2018 through September 2019 dues for First District of Local Governments for \$3,089.61.

Wolkow moved and Walls seconded to pay the dues for First District for the stated fiscal year. All present voting aye, motion carried.

Barnard informed the Board of an email regarding a Site Seminar Workshop in Mitchell on February 5, 2019, intended for Commissioners, City Council person, Mayors and other officials. The registration is \$20.00.

Barnard requested authorization to travel to Mitchell on January 24, 2019 for the Annual Report Workshop. The only expense will be mileage to and from the workshop.

Jensen moved and Wolkow seconded to approve the expense for Barnard to attend the workshop. All present voting aye, motion carried.

The Board adjourned to Tuesday, January 22, 2019 at 8:30 AM.

SIGNED _____
Shelley Nelson, Chairman

ATTEST _____
Jennifer Barnard, County Auditor

Published 1 week at the total approximate cost of _____.