

OFFICIAL PROCEEDINGS KINGSBURY COUNTY BOARD OF COUNTY COMMISSIONERS

De Smet, South Dakota  
October 22, 2019

The Kingsbury County Board of County Commissioners met Tuesday, October 22, 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.

APPROVE AGENDA

Jennifer Barnard, Auditor, requested to add an Alcoholic Beverage License renewal and a 4-H Donation Fund to the agenda.

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

PLEDGE OF ALLEGIANCE

All present recited the Pledge of Allegiance.

MINUTES

Wolkow moved and Spilde seconded to approve the minutes of October 8, 2019. All present voting aye, motion carried.

Spilde moved and Walls seconded the minutes of October 16, 2019. All present voting aye, motion carried.

PUBLIC COMMENT

Chairman Nelson asked for public comment. There was none.

HIGHWAY MATTERS

David Sorenson, Highway Superintendent, was not able to attend the meeting. Sorenson had informed Chairman Nelson the Oldham Grade was closed on Monday night due to the high winds and wave action over the road.

Also discussed was the work needed on 211<sup>th</sup> St. The repair is on the list of needs with emergency issues continuing to arise.

TREASURER

Elaine Blachford, Treasurer, met with the Board to recommend all payroll be processed through direct deposit.

Spilde moved and Jensen seconded to approve payroll be made mandatory direct deposit to become effective January 1, 2020. All present voting aye, motion carried.

Blachford and Barnard discussed other procedural changes including postage reimbursement, the status of the postage meter, and the software change from Quicken to Quick Books for Blachford.

#### APPROVE CLAIMS

Wolkow 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

CENTURYLINK 1165.13 UTILITIES, CENTURYLINK 233.56 UTILITIES, KINGSBURY ELECTRIC COOP 319.60 UTILITIES, KINGSBURY COUNTY TREASURER 848.91 ADVANCE TAX, BYRON NOGELMEIER 353.00 9/2019 CAM FEES, BYRON NOGELMEIER 398.00 9/2019 CAM FEES, BYRON NOGELMEIER 8.00 9/2019 PBT FEES, NORTHWESTERN 55.61 UTILITIES, OTTERTAIL POWER COMPANY 126.21 UTILITIES, OTTERTAIL POWER COMPANY 1248.71 UTILITIES, RAMKOTA 308.00 TRAVEL, SD DEPT OF REVENUE 105467.27 9/2019 STATE REMITTANCE, SD UNEMPLOYMENT INSURANCE 261.00 3RD QTR 2019 UNEMPLOYMENT INS, SD ASSOC OF COUNTY OFFICIALS 168.00 SEP-19 MP & R, SDN COMMUNICATIONS 912.00 UTILITIES, SDPA 100.00 Planners Association Conf,

#### AUDITOR

Barnard presented a 2020 Uniform Alcoholic Beverage License Renewal Application for The Mathews Store, owned by Henry Albrecht. Barnard stated the application fee had been received and property taxes had been paid.

Wolkow moved and Spilde seconded to renew the Uniform Alcoholic Beverage License. All present voting aye, motion carried.

#### BOARD OF ADJUSTMENT

Walls moved and Wolkow seconded to adjourn from regular session and move into Board of Adjustment to discuss the Conditional Use Application for Collins Hutterian Brethren at 9:11 A.M. All present voting aye, motion carried.

Chairman Nelson declared the Board out of Board of Adjustment at 9:43 A.M.

Richard and Rosemary Franzen and Earl Rusche remained after the Board of Adjustment meeting to discuss road conditions with the Board.

#### AUDITOR

Barnard presented the Board with the renewal contract for Sanford Health Insurance for the county.

Walls moved and Jensen seconded to renew the county employee health insurance with Sanford Health. All present voting aye, motion carried.

#### OPEN DISCUSSION

The Board discussed the option to request a copy of information on file in Clark County pertaining to the Collins Hutterian CAFO.

#### SURPLUS AUCTION

The Board members reconvened in the Courthouse lobby for a surplus auction. Others present at the auction were Michelle Longville, Echo Steffensen, Lyle Palmlund and Lonny Palmlund, Maintenance.

Two computer towers with wiped hard drives, keyboards, and mice were sold to lone bidder, Longville, for \$5.00 each.

One AT&T phone set with three handsets had no bids and went to surplus for disposal.

Two land line corded phones along with extra cords had no bids and went to surplus for disposal.

A box with four old cameras and two computer keyboards was sold to lone bidder, Jensen, for \$5.00.

Three metal desks were sold for \$10.00 each. One desk sold to Barnard, and two were sold to Lyle Palmlund.

Five, 16' telescopic flag poles were sold for \$5.00 each. One sold to Steffensen, Spilde, Longville and Lyle Palmlund. With no fifth bidder, Lyle Palmlund received the last flagpole at no additional cost.

Two, 20' flag poles sold for \$10.00 each to Barnard and Steffensen.

The Board reconvened in the Commissioners meeting room.

#### AUDITOR

Barnard presented the SDML Workers Compensation Fund 2020 Renewal information. After various credits the total contribution for 2020 is \$47,282.00.

Jensen moved and Wolkow seconded to renew the SDML Workers Compensation Fund for 2020. All present voting aye, motion carried.

Barnard reviewed changes for the mid-month payroll period and suggested a slight increase in the partial pay amount. Due to the information in the highway union contract a meeting would be necessary with the union representative for the highway crew.

#### MAINTENANCE - WINDOW PROJECT BID OPENING

Chairman Nelson opened the bid envelopes and Palmlund reviewed the specification in the bid information.

Bid #1: House of Glass from Aberdeen, South Dakota. Bid Bond enclosed.  
Window brand: Jeld Wen  
Base bid: \$286,888.00 including labor.  
Add on #1: \$8,000.00  
Add on #2: \$4,200.00  
Total: \$299,888.00.

Bid #2: Northern Plains Construction from Tea, South Dakota. Bid Bond enclosed. NPC bid for three different window brands with labor bid separately.

#### Labor:

Base: \$97,400.00  
Install of new jams: \$3,685.00  
Install of new brickmold: \$4,200.00  
Install of additional windows: \$4,250.00  
Labor Total: \$109,535

Window Brand: Sierra Pacific  
Bid: \$146,930.18  
Custom finish 5%: \$7,346.51  
Total with labor: \$263,811.69

Window Brand: Marvin  
Bid: \$217,161.58  
Custom finish 10%: \$21,716.16  
Total with labor: \$348,412.74

Window Brand: Pella  
Bid: \$162,825.38  
Custom finish 6.5%: \$10,583.65

Total with labor: \$282,944.03

The Board discussed window function and options with representatives present from both companies. The Pella brand window did not meet the specification in the bid requirements.

Jensen moved and Walls seconded to accept the bid from House of Glass for \$299,888.00. All present voting aye, motion carried.

Palmlund needed to discuss information regarding needed maintenance of the HVAC system.

Chairman Nelson suggested the Board move into Executive Session for possible litigation.

Wolkow moved and Jensen seconded to adjourn from regular session and move into Executive Session for possible litigation at 11:17 A.M. All present voting aye, motion carried.

Spilde moved and Jensen seconded to move back into regular session. Chairman Nelson declared the Board out of Executive Session at 11:31 A.M.

#### AUDITOR

Barnard discussed possible changes to the policy manual with the Board.

Barnard presented a motioned request from the Kingsbury County 4-H Fair Board to establish an assigned fund account for donations received. The Board needed some clarification on the motion and requested to have a meeting with a representative from the 4-H Leaders and the Fair Board.

The Board adjourned for lunch from 12:00 P.M. to 1:00 P.M.

#### LAKE THOMPSON MAINTENANCE

State's Attorney Gregg Gass requested to move into Executive Session for possible litigation.

Spilde moved and Jensen seconded to adjourn from regular session and move into Executive Session for possible litigation at 1:02 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 1:22 P.M.

Jensen moved and Spilde seconded to approve the letter drafted by Jim Knight and Gass, with minor changes, be mailed to DENR and the Corp of Engineers

#### VERMILLION BASIN WATER DEVELOPMENT DISTRICT

Brad Preheim, Jay Gilbertson, Roger Chase, Bob Glanzer, Jim White met with the Board to discuss upcoming legislation being proposed to establish the Vermillion Basin Water Development District. Also present were Jim Knight, Donna Palmlund, with the De Smet News, and States Attorney Gregg Gass.

Preheim discussed the history of the project with all counties and municipalities giving a resolution in support of the project. Though the project had been vetoed for 2019 due to a small increase in the taxes assessed Preheim stated he had been given the go ahead to pursue the legislature again.

With the timing of the election process, Preheim would like to establish an Advisory Board to work with the current Vermillion Water District Board prior to a new board being able to be elected in 2022. The suggested Advisory Board members would include the Auditor and a minimum of one Commissioner from each of Kingsbury, Miner, Lake, McCook, Turner and Clay Counties.

Gilbertson went over the proposed Bill to be presented to legislature in the upcoming session.

Gilbertson discussed a flow meter that will be placed in Lake Thompson on the Oldham Bridge. A grant from Lakes and Streams with matching funds from East Dakota Water District will pay for the meter. This will be maintained by the State and Gilbertson hopes to have the meter in place by the end of 2019.

Jensen moved and Walls seconded to keep to the original resolution submitted to support the Vermillion Basin Water Development District of Resolution 2018-16. All present voting aye, motion carried.

#### EMERGENCY MANAGEMENT

Cindy Bau, Emergency Management/911 Coordinator, met with the Board to request Chairman Nelson sign a quarterly report.

Spilde moved and Wolkow seconded for Chairman Nelson to sign the quarterly report. All present voting aye, motion carried.

Bau informed the Board she was invited to Huron to receive \$20,000.00 from East Dakota Pipeline at 5:00 P.M. and that a Board member was also invited.

Bau stated a request had come in from the Four Lakes Association for sand to be made available by North Shore. A pile site will need to be determined and a call placed to Sorenson.

Bau discussed a section of 438<sup>th</sup> Ave leading to the State Park and who has jurisdiction for the maintenance between Game, Fish and Parks or the Townships.

**AUDITOR**

Barnard discussed an email received by Governor Noem's office providing administrative leave to state offices under her jurisdiction on December 23-25, 2019 for the Christmas Holiday.

It was the consensus of the Board to follow the state closure as stated in the current County Policy Manual.

**MAINTENANCE**

Palmlund informed the Board calls had been received regarding the earlier bid opening.

It was the consensus of the Board to discuss the information with States Attorney Gass and confirm the information received.

The Board adjourned to Tuesday, November 5, 2019 at 8:30 A.M.

SIGNED

\_\_\_\_\_  
Shelley Nelson, Chairman

ATTEST

\_\_\_\_\_  
Jennifer Barnard, County Auditor

Published 1 week at the total approximate cost of \_\_\_\_\_.