

OFFICIAL PROCEEDINGS KINGSBURY COUNTY BOARD OF COUNTY COMMISSIONERS

De Smet, South Dakota
October 5, 2021

The Kingsbury County Board of County Commissioners met Tuesday, October 5, 2021, at 8:30 AM in the Courtroom in the County Courthouse with Commissioners Roger Walls, Kyle Lee, Steve Spilde, and Doug Kazmerzak. Chairman Walls presided.

Attending via Zoom were Tammy Anderson - Director of Equalization, Cindy Bau - Emergency Management/911 Coordinator, Sheriff Strande, and Mike Siefker - Kingsbury Journal.

PLEDGE OF ALLEGIANCE

Those present stood and recited the Pledge of Allegiance.

APPROVE AGENDA

Jennifer Barnard, Auditor, stated the two items listed for her office could be removed and she would need to add ARPF Consultant. Barnard also stated that Bau would need to be added to the agenda for Mutual Aid Agreement and LEPC Grant.

Spilde moved and Lee seconded to approve the agenda as edited. All present voting aye - 4, nay - 0, abstain - 0. Motion carried.

PUBLIC COMMENT

Chairman Walls asked for public comment. There was none.

CONFLICT OF INTEREST

Chairman Walls asked the Board if there was any conflict of interest. There was none.

MINUTES

Spilde moved and Kazmerzak seconded to approve the minutes of September 21, 2021. All present voting aye - 4, nay - 0, abstain - 0. Motion carried.

Kazmerzak moved and Lee seconded to approve the minutes of September 28, 2021. All present voting aye - 4, nay - 0, abstain - 0. Motion carried.

The Board reviewed the statement for the paper as edited from the reading on September 28, 2021.

Kazmerzak moved and Lee seconded to approve the statement for publication. All present voting aye - 4, nay - 0, abstain - 0. Motion carried.

HIGHWAY MATTERS

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

Sorenson requested the Board approve and sign Amendment Number 1 to Agreement Number 716843 with the State of South Dakota through the Department of Transportation that was signed on July 19, 2019.

Kazmerzak moved and Spilde seconded to approve and authorize Chairman Walls to sign Agreement Number 1 to Agreement Number 716843. All present voting aye - 4, nay - 0, abstain - 0. Motion carried.

Sorenson requested the Board sign the Resolution for the Five-Year Plan that was approved on September 21, 2021.

Barnard read the following Resolution:

RESOLUTION 2021-30

A RESOLUTION ADOPTING THE KINGSBURY COUNTY FIVE-YEAR HIGHWAY AND BRIDGE IMPROVEMENT PLAN

WHEREAS, the South Dakota Department of Transportation Local Bridge and Improvement Grant Fund requires that in order to be eligible to apply for Bridge Improvement Grant funds, Counties are required to develop a five-year Highway and Bridge Improvement Plan, hereinafter referred to as Plan; and

WHEREAS, Kingsbury County has utilized the South Dakota Department of Transportation, County Staff, the First District Association of Local Governments, Townships, and the general public in developing the various components of the Plan; and

WHEREAS, the Plan includes maps and lists identifying an inventory of highways and bridges, project needs, and revenue sources; and

WHEREAS, Kingsbury County held a public meeting on September 21, 2021, to solicit input into the Plan, and the citizens who attended expressed an interest in the Plan; and

WHEREAS, the County will be able to use the Plan as a tool to budget for transportation enhancements and better coordinate transportation issues with other entities;

NOW, THEREFORE, BE IT RESOLVED BY THE KINGSBURY COUNTY BOARD OF COUNTY COMMISSIONERS THAT THE KINGSBURY COUNTY FIVE-YEAR HIGHWAY AND BRIDGE IMPROVEMENT PLAN IS HEREBY ADOPTED AND IS RECOGNIZED AS THE HIGHWAY AND BRIDGE IMPROVEMENT PLAN FOR KINGSBURYCOUNTY.

Kazmerzak moved and Spilde seconded Resolution 2021-30. All present voting aye - 4, nay - 0, abstain - 0. Motion carried.

Sorenson presented an estimate from Civil Design to inventory the small structures and culverts within the Townships for HB1259 of \$58,340.00. The County contracts with Civil Design through the highway department for the bridges.

Kazmerzak moved and Spilde seconded to accept the estimate from Civil Design for \$58,340.00. All present voting aye - 4, nay - 0, abstain - 0. Motion carried.

Sorenson discussed a call from David Meyer regarding the approaches to the new CAFO north of Carthage.

Walls requested to move into Executive Session for Personnel.

Kazmerzak moved and Lee seconded to adjourn from regular session and move into Executive Session for personnel at 9:02 A.M. All present voting aye - 4, nay - 0, abstain - 0. Motion carried.

Spilde moved and Kazmerzak seconded to adjourn from Executive Session. Chairman Walls declared the Board out at 9:34 A.M.

Spilde moved and Kazmerzak seconded to approve the promotion of Jeremy Jensen to shop foreman with a \$1.00 per hour salary increase effective October 4, 2021. All present voting aye - 4, nay - 0, abstain - 0. Motion carried.

Kazmerzak moved and Lee seconded to raise the pay for the part time Deputy Treasurer to the \$15.00 base pay retroactive to October 1, 2021. All present voting aye - 4, nay - 0, abstain - 0. Motion carried.

PLANNING AND ZONING

Spilde moved and Kazmerzak seconded to adjourn from regular session and move into Planning and Zoning at 9:39 A.M. to review a Plat. All present voting aye - 4, nay - 0, abstain - 0. Motion carried.

Chairman Walls declared the Board out of Planning and Zoning at 9:48 A.M.

Barnard read the following Resolution:

RESOLUTION # 2021-31

WHEREAS, The Kingsbury County Planning & Zoning Board met to review the Plat of Durango Addition A Part of the Southeast 1/4 of Section 30, TWP. 109 North, RGE 57 West of the 5th P.M., Kingsbury County, South Dakota on October 5, 2021; and

WHEREAS, the Kingsbury County Planning & Zoning Commission recommended approval of the same to the Kingsbury County Board of County Commissioners, and

Now, Therefore, be it resolved, that the Kingsbury County Board of County Commissioners accepts and approves the Plat of Durango Addition A Part of the Southeast 1/4 of Section 30, TWP. 109 North, RGE 57 West of the 5th PM, Kingsbury County, South Dakota as recommended by the Planning & Zoning Commission.

Spilde moved and Lee seconded to accept and approve Resolution 2021-29. All present voting via roll call: Lee - aye, Spilde - aye, Kazmerzak - abstain, Walls - aye. Motion carried.

HIGHWAY

Sorenson returned to the meeting and requested to move into Executive Session for personnel.

Kazmerzak moved and Lee seconded to adjourn from regular session and move into Executive Session for personnel at 10:00 A.M. All present voting aye - 4, nay - 0, abstain - 0. Motion carried.

Spilde moved and Kazmerzak seconded to adjourn from Executive Session. Chairman Walls declared the Board out at 10:19 A.M.

APPROVE CLAIMS

Spilde moved and Kazmerzak 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 - 4, nay - 0, abstain - 0. Motion carried.

MISCELLANEOUS

APPEARA 55.97 INV#0681537, AT&T 119.54 INV#101121, AVERA OCCUPATIONAL MEDICINE-MI 71.00 INV#00080769, BADGER OIL COMPANY 5585.97 INV#48377,48311,30610,48412, JENNIFER BARNARD 424.68 TRAVEL, CINDY BAU

185.34 REIMBURSEMENT, MARY CLAIRE BAUER 200.42 TRAVEL, BEADLE COUNTY SHERIFF 1400.00 INVOICE#202101784, BLUE 360 MEDIA 92.82 SUPPLIES, BOB BODE CONSTRUCTION 3494.90 INV#1048, BOWES CONSTRUCTION, INC 29245.65 INV#34134, JEFF BURNS 801.36 CRT APT ATTORNEY, BUTLER MACHINERY COMPANY 3186.13 INV#13PS0062424, CENTURY BUSINESS PRODUCTS 547.04 SUPPLIES, CODINGTON COUNTY SHERIFF 85.00 INM2021-01704, COLES PETROLEUM 16471.35 INV#667154, AVERA DESMET HOSPITAL 153.00 PROF SERVICES, DE SMET WELDING 682.14 INV#061724,061756, KATHY DEDEYNE 179.44 MEAL, BRANDON DUFFY 510.90 CORONER, TANYA FLEGEL 131.12 TRAVEL/MEALS, FORESTER TESTING LIMITED 525.00 INV#3734, GLAWE PLUMBING 98.56 INV#970379, RICHARD HALVERSON ESTATE 70000.00 INV#093021A, HAMLIN BUILDING CENTER 9.12 INV#08312021, HILLYARD/SIOUX FALLS 549.93 SUPPLIES, INFOTECH SOLUTIONS 2322.49 PROF SERVICES, INTERSTATE BATTERY 15.68 inv#700765, JAYS AUTO BODY 60.00 REPAIRS, JOE JENSEN 127.26 TRAVEL, KENNEDY, PIER LOFTUS & REYNOLD 128.70 INVOICE #1569, KINGSBURY CONSERVATION DIST 84.42 MILEAGE, KINGSBURY JOURNAL 159.50 INV#1851 09282021, KINGSBURY JOURNAL 1053.36 PUBLISHING, LAKE COUNTY SHERIFF'S OFFICE 375.00 INV#IN21-00519, LEWIS & CLARK BEHAVIORAL 184.00 MENTAL HEALTH, MARSHALL & SWIFT 2238.10 PRO SERVICES, MAYNARD'S FOOD CENTER 91.92 INV#6850, MAYNARD'S FOOD CENTER 83.21 ACT#3832, MIDWEST RADAR 280.00 SUPPLIES, MINNEHAHA COUNTY AUDITOR 114.00 INVOICE 121, EASTLINE SUPPLY 146.80 INV#193618, MATT NUTTER 21.00 SUPPLIES, O'KEEFE IMPLEMENT 952.77 INV#264990, O'KEEFE IMPLEMENT 174.68 REPAIRS, OFFICE PEEPS INC 410.77 SUPPLIES, OXBOW RESTAURANT 31.16 LEPC, PRAIRIE AG PARTNERS 1119.62 REPAIRS, PRARIE AG PARTNERS 349.72 SUPPLIES, PRAXAIR DISTRIBUTION INC. 164.75 SUPPLIES, QUILL 538.33 INV#19219275, Ramkota Hotel 77.00 Travel, Ramkota Hotel Watertown 308.00 Travel, RDO EQUIPMENT COMPANY 293.54 SUPPLIES, RECHNAGEL CONSTRUCTION CO 140000.00 SUPPLIES, RFD NEWS GROUP 1402.99 INV#16725, RICH'S GAS & SERVICE 59.92 SUPPLIES, RICH'S GAS & SERVICE 27.18 INV#388957, RUNNINGS 476.09 SUPPLIES, SD DEPARTMENT OF PUBLIC SAFETY 3907.09 911 SURCHARGE, SD FEDERAL PROPERTY AGENCY 18829.75 inv#553763912, SCHSC 276.22 DM, SDN COMMUNICATIONS 916.00 INV#48052-10-2021, SMITH'S LUMBER LLC 71.22 SUPPLIES, SMITH'S LUMBER 43.99 SUPPLIES, DAVID SORENSON 21.17 INV#090521, DAVID SORENSON 54.00 MEALS, STEVEN L. SPILDE 210.00 MILEAGE, STEVE STRANDE 197.00 TRAVEL, TRUSTWORTHY HARDWARE 8.49 SUPPLIES, TRUSTWORTHY HARDWARE 12.97 SUPPLIES, VERIZON 209.89 SUPPLIES, DE SMET VETERINARY SERVICE 48.56 SUPPLIES, VISA 1.05 ACT#5341, WHEELCO TRUCK & TRAILER 156.72 SUPPLIES, DAVID WHEELER 491.10 CAA, ZELL MANUFACTURING 2485.62 REPAIR AND MAINT,

DIRECTOR OF EQUALIZATION

Anderson met with the Board to discuss office needs.

Anderson requested authorization to trave to the District Meeting in Lake County.

Kazmerzak moved and Spilde seconded to authorize travel to the District Meeting in Lake County. All present voting aye - 4, nay - 0, abstain - 0. Motion carried.

Anderson requested to make the part time position in the DOE office permanent. The position would be a clerk in the office and not a deputy with mainly clerical duties.

Spilde moved and Lee seconded to approve the part time clerk in the DOE office become permanent. All present voting aye - 4, nay - 0, abstain - 0. Motion carried.

Anderson requested approval for EagleView. It was the consensus of the Board to wait for a full Board to be present.

Anderson requested to move into Executive Session for personnel.

Kazmerzak moved and Lee seconded to adjourn from regular session and move into Executive Session for personnel at 10:49 P.M. All present voting aye - 4, nay - 0, abstain - 0. Motion carried.

Spilde moved and seconded to adjourn from Executive Session. Chairman Walls declared the Board out at 11:07 P.M.

END OF MONTH

| | |
|---------------------|-------------|
| COURTHOUSE SALARIES | \$53,967.76 |
| HIGHWAY SALARIES | 26,627.24 |

PAYROLL DEDUCTIONS

| | |
|-----------------------------------|-----------|
| Sanford Health Plan | 24,035.00 |
| AFLAC | 1,094.61 |
| AFLAC | 447.56 |
| The Principal Financial Group | 258.92 |
| Delta Dental | 610.40 |
| Avesis Third Party Administrators | 205.95 |
| SD Retirement Supplement Pretax | 300.00 |
| SD Retirement System | 12,270.22 |
| SD Retirement Supplement | 850.00 |
| AFSCME | 239.50 |
| Kingsbury County | 24,079.75 |

OFFICE REPORTS

The Register of Deeds, Sheriff's and Director of Equalization's Reports of Fees Collected during the month of August 2021 were reviewed by the Board, along with the Treasurer and Auditor Reports.

| | |
|--|--------------|
| Cash on Hand | \$ 1,989.06 |
| Checks in Treas. Possession less than 3 days | 51,177.28 |
| Credit Card | 812.66 |
| Cash Short | 4,166.63 |
| Cash Long-ISF Check | 0.00 |
| Demand Deposits | 63,036.84 |
| Savings Account | 2,942,291.88 |
| Revolving Loan Fund | 295,512.39 |
| Big Ditch MM | 340,750.34 |
| American Rescue Plan MM | 479,702.21 |
| Time Deposits | 1,657,523.80 |
| TOTAL | 5,836,963.09 |

BREAKDOWN OF MONEY BY FUNDS

| | |
|--|--------------|
| County General Fund | 2,853,412.84 |
| Special Revenue Funds (Road & Bridge, E911 Fund CH Bldg, Revolving Loan, Emergency Management, Domestic Abuse Funds 24/7 & M&P Fund) | 2,280,376.16 |
| Drainage Ditch #4 | 165,746.79 |
| Drainage Ditch Debt Service Cash | -560.79 |
| Amount held for School Dist. | 163,753.77 |
| Amount held for Townships | 107,020.20 |
| Amount held for Cities | 65,054.20 |
| Amount held for East Dakota Water Dist. | 543.69 |
| State Remittance | 142,208.76 |
| Amount held for others | 59,407.47 |
| TOTAL | 5,836,963.09 |

Kazmerzak stepped out of the meeting.

TREASURER

Longville met with the Board and stated she had the intent to offer the open position in the office.

Lee moved and Spilde seconded to approve Longville hire the potential applicant if the offer is accepted at a starting wage of \$15.00 per hour. All present voting aye - 3, nay - 0, abstain - 0. Motion carried.

Longville requested the current part time position be made permanent on an as needed basis.

Lee moved and Spilde seconded to keep the part time position through the end of the year on an as needed basis. All present voting aye - 3, nay - 0, abstain - 0. Motion carried.

EMERGENCY MANAGEMENT/911 COORDINATOR

Bau presented a Mutual Aid Agreement to the Board and explained the agreement had already been approved but there had been another county added. The updated agreement needs to be signed again by all the included counties.

Lee moved and Spilde seconded to authorize Chairman Walls to sign the updated Mutual Aid Agreement. All present voting aye - 3, nay - 0, abstain - 0. Motion carried.

Bau informed the Board she would be applying for the Local Emergency Planning Committee (LEPC) Grant that funds the Full-Scale Exercises in the county.

Bau discussed the Annual Conference in Watertown that she had attended. She was the second longest employed Emergency Manager at 33 years.

MAINTENANCE

Lonny Palmlund, Maintenance, met with the Board to discuss various items.

Palmlund updated the Board on the repair of the flagpole on the courthouse dome and other projects throughout the courthouse.

Palmlund presented information on an electric update. Ottertail Power Company will be removing the power pole in the north parking lot and provide a replacement transformer. The County would need to place a cement pad for the new transformer and update wiring to the building.

Lee moved and Spilde seconded to accept an estimate from Efraimson estimate of \$14,610.00. All present voting aye - 3, nay - 0, abstain - 0. Motion carried.

Palmlund informed the Board he will be attending a family event in November and will need take vacation for two weeks. Palmlund requested authorization to hire a part time person to fulfill a portion of his duties while he is away at \$15.00 per hour and up to 20 hours per week.

It was the consensus of the Board for Palmlund to find a fill in custodian for while he is on vacation.

Palmlund and the Board discussed the landscaping of the courthouse lawn and trees.

AUDITOR

Barnard presented information to the Board regarding the option to join other counties in having Eide Bailly Consulting Services on the spending of the American Rescue Plan Funds. This would be through the SD County Commissioners Association and each county that joins would be charged \$2000.00.

Lee moved and Spilde seconded to join the group of counties and authorizes the \$2000.00 through the ARP Funds. All present voting aye - 3, nay - 0, abstain - 0. Motion carried.

The Board adjourned to Tuesday, October 19, 2021, at 8:30 A.M.

SIGNED _____
Roger Walls, Chairman

ATTEST _____
Jennifer Barnard, County Auditor

Published 1 week at the total approximate cost of _____.