

OFFICIAL PROCEEDINGS KINGSBURY COUNTY BOARD OF COUNTY COMMISSIONERS

De Smet, South Dakota  
November 5, 2019

The Kingsbury County Board of County Commissioners met Tuesday, November 5, 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.

PLEDGE OF ALLEGIANCE

Those present recited the Pledge of Allegiance.

APPROVE AGENDA

Jennifer Barnard, Auditor, informed the Board City Contract Law contracts needed to be added to the agenda.

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

HIGHWAY MATTERS

Kevin Curd, Highway Union Employee Representative, met with the Board to discuss upcoming changes in payroll. Options to be discussed with union members include discontinuing the mid-month disbursement or moving to bi-monthly payroll.

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

Sorenson stated the crew was currently graveling County Road 14 and hope to have 211<sup>th</sup> repairs completed by the end of the week, weather permitting.

Sorenson will be attending a preconstruction meeting for the signing project and had just attended a meeting with FEMA on Monday, October 3<sup>rd</sup>.

Sorenson and the Board discussed protocol for posting of road closure and construction signs.

Sorenson requested to declare 218<sup>th</sup> Street and 441<sup>st</sup> Avenue in emergency status per 518A-9.

Jensen moved and Wolkow seconded to declare both roads in emergency status. All present voting aye, motion carried.

#### GAME, FISH & PARKS

Kip Rounds, with Game, Fish and Parks, met with the Board to review the drafted agreement between GF&P and the county for the aquatic access to N 81 Lake north of the 214 Street and 452 Avenue intersection. Edits were noted and the edited version is to be reviewed by States Attorney Gregg Gass.

#### HIGHWAY CONT.

Sorenson discussed the status of the Whitewood road. Though the water is down the bridge is still unable to be evaluated completely.

Sorenson requested to move into Executive Session for personnel.

Wolkow moved and Spilde seconded to adjourn from regular session and move into Executive Session for personnel at 9:19 A.M. All present voting aye, motion carried.

Chairman Nelson declared the Board out of Executive Session at 10:00 A.M.

Nelson stated sand had been delivered for the Lake area and is just south of Lester Wienk's property.

#### 4-H / FAIR BOARD

Mary Claire Bauer, Extension /4-H Coordinator, Angie Goebel, 4-H Leader, and Sterling Eschenbaum, Kingsbury County Fair Board, met with the Board to discuss the process of establishing and utilizing an assigned fund account for donations to the Fair Board for various needs.

Barnard read the following edited motion from the Fair Board:

"Kingsbury County Fair Board

Motion by Kingsbury County Fair Board

At a Meeting of the Kingsbury County Fair Board

A motion was made by Mary Wilkinson to set up an account for donations given to the Kingsbury County Fair Board. The Kingsbury County Fair Board would be able to use these donations to make improvements to the Kingsbury County Fairgrounds.

The motion was seconded by Jacky Leonhardt

Those voting yes: Sterling Eschenbaum, Adam Neilson, Jacky Leonhardt, Mary Wilkinson, Justin Odegaard, Luanne Osthus

Motion Passed

Secretary

Mary Wilkinson"

Wolkow moved and Spilde seconded to establish the requested assigned fund account. All present voting aye, motion carried.

#### PUBLIC COMMENT

Chairman Nelson asked if there was any public comment. There was none.

#### MINUTES

Jensen moved and Spilde seconded to approve the minutes of October 22, 2019 as amended. All present voting aye, motion carried.

#### BOARD OF ADJUSTMENT

Spilde moved and Jensen seconded to adjourn from regular session and move into Board of Adjustment to approve the minutes of October 22, 2019 at 10:24 A.M. All present voting aye, motion carried.

Chairman Nelson declared the Board out of Board of Adjustment at 10:27 A.M.

#### PLANNING AND ZONING

Wolkow moved and Spilde seconded to adjourn from regular session and move into Planning and Zoning to approve the minutes of October 8, 2019 10:27 A.M. All present voting aye, motion carried.

Chairman Nelson declared the Board out of Planning and Zoning at 10:28 A.M.

#### 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

A-1 SEPTIC TANK & EXCAVATING 600.00 REPAIRS/MAINTENANCE, APPEARA 51.45  
SUPPLIES, ASPHALT PAVING & MATERIALS 112534.49 PATCHING, AT&T 81.47  
UTILITIES, BADGER OIL COMPANY 2998.80 FUEL, CINDY BAU 120.00 OCT & NOV  
CELL REIMBURSEMENT, BEADLE COUNTY SHERIFF 5240.00 11/2019 PRISONER CARE,  
BOB BODE CONSTRUCTION 6096.95 REPAIRS/MAINTENANCE/SUPPLIES, BOWES  
CONSTRUCTION, INC 76975.85 PATCHING, BOYER FORD TRUCKS 270.41 SUPPLIES,  
CALUMET TOWN HOMES 1330.00 PROFESSIONAL SERVICES, CIVIL DESIGN INC 655.00  
PROFESSIONAL SERVICES, CENTURY BUSINESS PRODUCTS 81.09 COPIER CONTRACT,  
BRIAN CHRISTENSEN 81.84 WEED BOARD, COLE PETROLEUM 17694.20 FUEL,  
CONSOLIDATED READY MIX, INC. 1255.00 SUPPLIES, COOK'S WASTEPAPER &  
RECYCLING 343.48 UTILITIES, CREATIVE PRINTING 386.97 PUBLISHING, DE SMET  
CITY 117.04 UTILITIES, DE SMET NEWS 17.05 PUBLICATIONS, DE SMET NEWS  
316.47 PUBLICATIONS, DIAMOND MOWERS LLC 371.78 SUPPLIES, DRIVELINE SERVICE  
INC 552.30 SUPPLIES, DUININCK 886.55 PATCHING, DVL FIRE AND SAFETY 434.00  
PROFESSIONAL SERVICES, E. BROOKMYER, INC. 1241.62 SUPPLIES, ELECTION  
SYSTEMS & SOFTWARE IN 1657.50 ELECTION, TANYA FLEGEL 131.04 MILEAGE  
REIMBURSEMENT FOR 2019, GREGG GASS 5826.80 PROFESSIONAL SERVICES, AMY  
HOEFERT 37.38 MATRON SERVICES, WADE HOEFERT 40.00 PRISONER CARE, DJ HOLT  
200.00 REPAIR/MAINTENANCE, CITY OF HURON 4138.07 911 EMERGENCY SURCHARGE,  
INFOTECH SOLUTIONS 1919.49 PROFESSIONAL SERVICES, INTERSTATE BATTERY 47.95  
SUPPLIES, JEBRO, INCORPORATED 93607.29 SEALING, MICHAEL JENKINS 10.00 DOG  
FOOD REIMBURSEMENT, JOE JENSEN 67.20 TRAVEL REIMBURSEMENT, JIM HAWK TRUCK  
TRAILERS 372.60 SUPPLIES, CHARLES JOHNSON 144.32 CORONER CALL, KINGSBURY  
COUNTY TREASURER 40.15 POSTAGE, KINGSBURY COUNTY TREASURER 1673.20 ADVANCE  
TAX, LEWIS DRUG STORES 34.88 PRISONER CARE, LEWIS & CLARK BEHAVIORAL  
356.00 BMI, MATTHEW BENDER & CO 110.43 SUPPLIES, LG EVERIST, INC 308.90  
PATCHING, THE LODGE AT DEADWOOD 744.00 TRAVEL, LAKE PRESTON TIMES 17.04  
PUBLICATIONS, LAKE PRESTON TIMES 487.71 PUBLICATIONS, MAYNARD'S FOOD  
CENTER 13.86 SUPPLIES, MIDWEST GLASS, LLC 2424.71 REPAIRS/MAINTENANCE,  
MINNEHAHA COUNTY AUDITOR 227.00 BMI, MITCHELL PLUMBING & HTG. CO., 1950.00  
REPAIRS/MAINTENANCE, O'KEEFE IMPLEMENT 916.90 SUPPLIES, OFFICE PEEPS INC  
748.60 SUPPLIES, RYAN OLSON 74.28 WEED BOARD, PRAIRIE AG PARTNERS 178.50  
SUPPLIES, PRAIRIE AG PARTNERS 192.08 TIRES, PAUL JENNINGS CONSTRUCTION  
220.00 SUPPLIES, PRAXAIR DISTRIBUTION INC. 118.13 SUPPLIES, MAGGIE  
PURINTUN 42.00 TRAVEL REIMBURSEMENT, QUILL 48.99 SUPPLIES, RAMKOTA HOTEL  
288.00 TRAVEL, RFD NEWS GROUP 14.60 PUBLICATIONS, RICH'S GAS & SERVICE  
26.80 SUPPLIES, LEROY ROTH 400.00 PROFESSIONAL SERVICES, DEAN SCHAEFER  
COURT REPORTING 111.00 BMI, SCOTT'S AUTO BODY 350.00 REPAIRS/MAINTENANCE,  
SD ASSOC OF ASSESSING OFFICERS 150.00 DUES, SDN COMMUNICATIONS 912.00  
UTILITIES, SPRING LAKE TOWNSHIP TREASURER 500.00 WEED BOARD GRANT  
REIMBURSEMENT, STEVE STRANDE 297.00 CORONER CALL/TRAVEL, TRUSTWORTHY  
HARDWARE 61.92 SUPPLIES, TRUSTWORTHY HARDWARE 104.48  
SUPPLIES/REPAIRS/MAINTENANCE, TWO WAY SOLUTIONS, INC. 1350.00 TOWER RENT,  
VERIZON 406.45 UTILITIES, VISA 373.79 SUPPLIES/WEB PAGE/EQUIPMENT, VISA  
56.05 CORONER EXP, ROGER WALLS 70.08 WEED BOARD, ERLAND WEERTS 176.80 WEED  
BOARD, WOODS HEATING & COOLING LLC 66.33 REPAIR/MAINTENANCE, WILKINSON &

SCHUMACHER LAW 792.30 CAA FEES, WW TIRE 49.44 SUPPLIES, ZELL MANUFACTURING  
148.00 REPAIRS/MAINTENANCE,

END OF MONTH

COURTHOUSE SALARIES	\$49,070.80
HIGHWAY SALARIES	31,556.46

PAYROLL DEDUCTIONS

Sanford Health Plan	25,912.27
AFLAC	1,164.25
AFLAC	911.36
Office of Child Support Enforcement	403.00
Kingsbury County Treasurer	8,800.00
The Principal Financial Group	265.99
Garnishment	331.30
Delta Dental	800.00
Avesis Third Party Administrators	176.70
SD Retirement Supplement Pretax	50.00
SD Retirement System	14,173.06
SD Retirement Supplement	3,850.00
AFSCME	236.00
Kingsbury County	26,774.19

OFFICE REPORTS

The Register of Deeds, Sheriff's and Director of Equalization's Reports of Fees Collected during the month of September 2019 were reviewed by the Board. Jensen moved and Walls seconded that the Auditor's report with the Treasurer as of the close of business Thursday, October 31, 2019 be accepted as follows. All present voting aye, motion carried.

Cash on Hand	\$ 2,829.41
Checks in Treas. Possession less than 3 days	522,738.56
Cash Items - Postage	0.00
Credit Card	912.20
Cash Short	1,276.42
Cash Long	
Demand Deposits	15,157.57
Savings Account	6,080,268.17
Revolving Loan Fund	294,028.71
Big Ditch MM	355,041.85
Time Deposits	1,657,523.80
TOTAL	8,929,776.69

BREAKDOWN OF MONEY BY FUNDS

County General Fund	2,600,426.59
Special Revenue Funds (Road & Bridge, E911 Fund CH Bldg., Revolving Loan, Emergency Management, Domestic Abuse Funds 24/7 & M&P Fund)	1,895,477.44
Drainage Ditch #4	187,561.95
Drainage Ditch Debt Service Cash	-6,267.93
Amount held for School Dist.	3,351,094.04
Amount held for Townships	266,015.13
Amount held for Cities	432,302.81
Amount held for East Dakota Water Dist.	11,961.70
State Remittance	89,304.53
Amount held for others	101,900.43
TOTAL	8,929,776.69

AUDITOR

Barnard requested authorization to join the Welfare Association Bylaws Review Committee. Most meetings will be attended via conference call with a small possibility of travel.

Spilde moved and Jensen seconded Barnard to join the Welfare Association Bylaws Review Committee. All present voting aye, motion carried.

Barnard informed the Board Deputy Auditor, Echo Steffensen's computer is needing to be updated and funds are available in the 2020 budget for the purchase. A quote had been received from Infotech of \$1039.99 and would be ordered in December with payment due in January 2020.

It was the consensus of the Board for the computer to be updated.

Barnard discussed the need of the I-CAP office to use the Commissioners meeting room from December 12 thru 17 for the annual Christmas giveaway.

After verifying the availability, it was the consensus of the Board to move the meeting scheduled for December 17, 2019 to the meeting space below the Sheriff's office.

Barnard discussed the scheduling of the End of Year meeting. The meeting was scheduled on Monday, December 30, 2019.

Barnard informed the Board the SDPAA renewal paperwork had been received without the updated version previously received via email and discussed.

Spilde moved and Wolkow seconded for Barnard to make the corrections and sign the documents to renew the SDPAA coverage. All present voting aye, motion carried.

Barnard and the Board discussed the scheduling of the employee appreciation dinner.

Barnard updated the Board on the status of the postage meter. The information previously received had been for renting the unit. The agreement that was made on October 1, 2019 was for a five-year lease at a government rate. The cost of the lease will be covered by the amount budgeted for 2020 and has more services provisions than the rental agreement had.

Jensen moved and Spilde seconded to approve the agreement for the postage meter lease. All present voting aye, motion carried.

Barnard informed the Board Sheriff Strande brought in the City Contract Law contracts for signature. There had been no changes made to the previous year's contracts.

Jensen moved and Spilde seconded for Chairman Nelson to sign the Contract Law contracts for De Smet, Lake Preston, Arlington, and Oldham. All present voting aye, motion carried.

The Board discussed the status of FEMA working on the delineation of flood plain line in Kingsbury County. The current information states these will be finalized between 2021 and 2023.

#### MAINTENANCE

Lonny Palmlund, Maintenance, met with the Board to discuss the possible installation of handicap door access. An estimate had been received from Midwest Glass, the same company who installed the doors. The estimate was for \$7,645.00.

Spilde moved and Jensen seconded to move forward with the project. All present voting aye, motion carried.

Palmlund informed the Board there had been no response from House of Glass for information requested on the window bid.

#### EXECUTIVE SESSION

Chairman Nelson stated the Board would need to move into Executive Session for possible litigation and personnel.

Spilde moved and Wolkow seconded to adjourn from regular session and move into Executive Session for possible litigation at 11:38 A.M. All present voting aye, motion carried.

Chairman Nelson declared the Board out of Executive Session at 12:12 P.M.

Walls moved and Jensen seconded to adjourn from regular session and move into Executive Session for personnel at 12:12 P.M. All present voting aye, motion carried.

Chairman Nelson declared the Board out of Executive Session at 12:15 P.M.

The Board adjourned to Tuesday, November 19, 2019 at 8:30 A.M.

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

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

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