

OFFICIAL PROCEEDINGS KINGSBURY COUNTY BOARD OF COUNTY COMMISSIONERS

De Smet, South Dakota

December 20, 2022

The Kingsbury County Board of County Commissioners met Tuesday, December 20, 2022, at 8:30 A.M. in the Courtroom of the County Courthouse with Commissioners Doug Kazmerzak, Steve Spilde, Roger Walls, Kyle Lee and Corey Lundquist present. Chairman Kazmerzak presided.

Attending via Zoom were Tammy Anderson - Director of Equalization, Amy Halverson- Kingsbury Journal and Kaylee Langrell - Carbon Solutions.

PLEDGE OF ALLEGIANCE

Those present stood and recited the Pledge of Allegiance.

APPROVE AGENDA

Commissioner Lee informed the Board that Michelle Longville, Treasurer had requested to be added to the consent agenda executive session.

Motion by Spilde and seconded by Lee to approve the agenda with addition of the Treasurer for executive session. All present voting aye. Motion carried.

MINUTES

Motion by Lundquist and seconded by Lee to approve the minutes from December 6, 2022. All present voting aye. 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.

REGISTER OF DEEDS/INFORMATION TECHNOLOGY

Caryn Hojer, Register of Deeds, updated the Board on the presentation made by Tyler Technologies and the upcoming presentation by T-Tech for possible software upgrades. Hojer will also contact our current provider, Connecting Point, to schedule a presentation.

Hojer informed the Board that she is exploring options of employees having the capability of streaming music while protecting the County from any possible security breaches.

The Board held a discussion on the Tyler demo. Commissioner Walls and Commissioner Lee attended the demo. Tammy Anderson, Director of Equalization joined the meeting and discussion on the software. No decision will be made on any changes until after all presentations have been made and the Board and Department Heads have further discussion.

HIGHWAY

Dave Sorenson, Highway Superintendent was not able to attend the meeting and Chairman Kazmerzak updated the Board on highway matters.

The Board discussed the snow and ice accumulation on the county roads and the difficult travel conditions. The Board discussed whether a mixture of salt and gravel was the best action or if only gravel would be a better option.

AUDITOR

Echo Steffensen, Auditor, presented to the Board a request to Auto-Supplement some of the departments 2022 salary budgets due to overages caused by the bonuses that had not been budgeted for in 2022. Steffensen stated that the Board had approved using the American Rescue Plan funds to pay salaries and benefits in 2022. This action allowed General Fund funds to be freed up from which the Board approved to pay out quarterly retention bonuses to the employees. Steffensen explained that since these bonuses were not considered when the 2022 Budget was approved a budget supplement was needed for some departments. Steffensen visited with Rod Fortin and confirmed that an auto supplement could be done in this instance rather than the need for a supplemental budget hearing.

Steffnsen read the following resolution:

**RESOLUTION 2022-28
GRANT SUPPLEMENTAL BUDGET**

WHEREAS, FUNDS WERE RECEIVED FROM THE AMERICAN RESCUE PLAN AND THE BOARD OF COMMISSIONERS APPROVED PAYING 2022 SALARIES AND BENEFITS FROM THE AMERICAN RESCUE PLAN THE FOLLOWING EXPENDITURES WILL BE REIMBURSED FOR MONIES EXPENDED IN THE 2022 BUDGET:

101-111-411	Commissioner Salaries	9200.00
101-141-411	Auditor Salaries	3070.00
101-142-411	Treasurer Salaries	23610.0
101-161-411	General Building Salaries	3705.00

101-162-411	Director of Equalization Salaries	14685.00
101-163-411	Register of Deeds Salaries	6755.00
101-611-411	Extension Salaries	7655.00
101-615-411	Weed Salaries	600.00
101-711-411	Planning & Zoning Salaries	1730.00
226-222-411	Emergency Management Salaries	3405.00

TOTAL 74415.00

NOW, THEREFORE, BE IT RESOLVED, THAT THE BOARD OF KINGSBURY COUNTY COMMISSIONERS DO HEREBY PROPOSE, MAKE AND MOVE FOR ADOPTION OF THIS GRANT SUPPLEMENTAL BUDGET IN THE ITEM SET FORTH ABOVE.

DATED IN DE SMET THIS 20TH DAY OF DECEMBER, 2022.

Motion by Spilde and seconded by Lee to accept and adopt Resolution 2022-28 and for Chairman Kazmerzak to sign the same. All present voting via roll call. Kazmerzak - aye, Lee - aye, Walls - aye, Lundquist - aye and Spilde - aye. Motion carried.

Commissioner Lundquist left the meeting at 9:20 A.M.

CARBON SOLUTIONS

Kaylee Langrell, Carbon Solutions, joined the meeting via Zoom to update the Board on the status of the proposed carbon pipeline. Langrell stated they are working on property easements and in Kingsbury County they are at 88% completion level. The easements for the state are at a 54% completion level. Carbon Solutions is hoping to begin construction late summer 2023. The Public Utilities Commission will need to approve before any construction would begin.

Langrell also provided updates on safety precautions and the need for road crossings. Carbon Solutions is planning to provide an update to the Board on a quarterly basis.

ROAD SIGNAGE

Kevin Kruger, De Smet, joined the meeting to discuss an issue of road signage on an abandoned township road. Kruger stated that when the new signs were placed a minimum maintenance sign was put on an abandoned road located between S17-T110N-R56W and S20-110N-R56W Kingsbury County and S113 Rods of that road which lies between Sections 1 and 17, T110-R56 Kingsbury County. Kruger has contacted the townships wanting the sign changed to road closed. Since the sign has not been changed Kruger decided to bring the matter to the County Commissioners. Kruger informed the Board this was needed for safety reasons to keep people from using the road. The Board informed Kruger they would visit with Gary Schumacher, States Attorney, to inquire what could be done.

APPROVE CLAIMS

Motion by Spilde and seconded by Walls 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.

BADGE & WALLET.COM 282.00 UNIFORMS, BADGER OIL COMPANY 1033.46 SUPPLIES, BARRETT'S FLOORING 11625.00 FLOORING, BUTLER MACHINERY COMPANY 187.85 SUPPLIES, CENTURY BUSINESS PRODUCTS 37.61 SUPPLIES, CENTURYLINK 901.23 UTILITIES, CENTURYLINK 238.19 UTILITIES, COOK'S WASTEPAPER & RECYCLING 60.13 UTILITIES, DE SMET WELDING 2087.76 REPAIRS, FLEGELS FLOWERS 20.00 PRO SERV, FRANTZEN REPORTING 296.90 GRAND JURY COURT REP, G & R CONTROLS, INC 1487.10 PRO SERVICES, GALLS, LLC- DBA NEVE'S UNIFORM 59.81 UNIFORMS, CARYN HOJER 2400.00 PRO SERVICES, CITY OF HURON 3942.19 911 SURCHARGE -OCT 2022, INFOTECH SOLUTIONS 3223.47 PRO SERV & EQUIP, INTERSTATE BATTERY 196.50 SUPPLIES, DOUG KAZMERZAK 190.80 MTG TRAVEL, KENNEDY PIER LOFTUS & 80.80 BMI CRT APPT ATTY, KINGSBURY ELECTRIC COOP 528.00 UTILITIES, KINGSBURY JOURNAL 1930.07 PUBLISHINGS, RENAE S. KRUSE 1124.10 BMI COUT APPT ATTORNEY, LAKE COUNTY SHERIFF'S OFFICE 5360.00 PRISONER CARE, KYLE LEE 145.74 MEETING TRAVEL, LEWIS DRUG STORES 8.99 PRISONER CARE, COREY LUNDQUIST 220.44 MTG TRAVEL, MCLEODS PRINTING & OFFICE SUPP 223.70 SUPPLIES, EASTLINE SUPPLY 0.17 REPAIRS, EASTLINE SUPPLY 1110.31 SUPPLIES, NORTHWESTERN ENERGY 1094.67 UTILITIES, NORTHWESTERN ENERGY 713.17 UTILITIES, O'KEEFE IMPLEMENT 625.02 SUPPLIES, OFFICE PEEPS INC 104.10 SUPPLIES, OFFICE PEEPS INC 286.00 FURNITURE/EQUIPMENT, OTTERTAIL POWER COMPANY 118.37 UTILITIES, PALMLUND AUTOMOTIVE 150.00 PRO SERV, PRAIRIE AG PARTNERS 15.00 REPAIRS, PRAIRIE AG PARTNERS 1030.29 SUPPLIES, PHEASANTLAND INDUSTRIES 576.75 JAIL REPAIRS, RICH'S GAS & SERVICE 53.50 REPAIRS, SD DEPT OF TRANSPORTATION 190.53 BRIDGE INSPECTIONS, SD FEDERAL PROPERTY AGENCY 88.00 SUPPLIES, SD SHERIFF'S ASSOCIATION 655.61 DUES, PAUL E BACHLAND EXEC. DIRECTOR 821.00 DUES, STEVEN L. SPILDE 286.20 MTG TRAV, STEVE STRANDE 125.00 CORONER, TRUSTWORTHY HARDWARE 60.86 SUPPLIES/REPAIRS, TRUSTWORTHY HARDWARE 9.90 SUPPLIES, US POSTAL SERVICE 76.00 PO BOX RENT, VERIZON 418.70 UTILITIES, DE SMET VETERINARY SERVICE 98.79 SHERIFF'S DOG SUPPLIES, ROGER WALLS 152.64 MTG TRAVEL, DAVID WHEELER 1418.73 BMI, WW TIRE 623.20 REPAIRS, ZELL MANUFACTURING 160.00 REPAIRS,

STATE'S ATTORNEY

Gary Schumacher, State's Attorney joined the meeting. The Board discussed the signage issue brought up by Kruger. Further investigation by Schumacher would be required.

Schumacher requested to move into executive session for personnel

Motion by Spilde and seconded by Lee to adjourn from regular session and move into executive session for personnel at 10:34 A.M. All present voting aye. Motion carried.

Motion by Walls and seconded by Spilde to adjourn from executive session. Chairman Kazmerzak declared the Board out at 11:43 A.M.

Commissioner Lundquist returned to the meeting at 11:20 A.M.

Motion by Walls and seconded by Lundquist to disburse the unexpended 2022 salary budget allocated to the Steno State's Attorney for payroll periods from January 1, 2022 through November 6, 2022, at which time the position was filled, as a contract payment for services to Wilkinson & Schumacher Law Prof. L.L.C. in the amount of \$21,000.59. All present voting aye. Motion carried.

Motion by Lee and seconded by Spilde to disburse the unexpended 2022 salary budget allocated to the Deputy State's Attorney position in the State's Attorney budget for payroll periods February 23, 2022 through December 31, 2022 to Gary Schumacher, State's Attorney. The ending date of employment of the Deputy Sates Attorney was on February 28, 2022. The amount to be disbursed for this period is \$11,559.61.

TREASURER

Michelle Longville, Treasurer, requested to move into executive session for contract negotiations.

Motion by Lee and seconded by Spilde to adjourn from regular session and move into executive session for contract negotiations. at 11:56 A.M. All present voting aye. Motion carried.

Motion by Spilde and seconded by Lee to adjourn from executive session. Chairman Kazmerzak declared the Board out at 12:07 P.M.

Longville requested to move into executive session for personnel.

Motion by Lundquist and seconded by Walls to adjourn from regular session and move into executive session for personnel at 12:07 A.M. All present voting aye. Motion carried.

Motion by Spilde and seconded by Walls to adjourn from executive session. Chairman Kazmerzak declared the Board out at 12:24 P.M.

AUDITOR

Steffensen presented the Memorandum of Understanding with SDSU Extension for the 4-H program for approval and the chairman to sign.

The contract states the partial salary support for the 4-H Advisor position would increase to \$10,884.79.

Steffensen informed the Board that the 4-H Youth Program advisor position had not yet been filled and the payment for the partial salary support would not need to be made until the position is filled. At that time a payment would be made on a pro-rata basis.

Motion by Lundquist and seconded by Lee to accept the Memorandum of Understanding and to have the chairman sign the same. All present voting aye. Motion carried.

OPEN DISCUSSION

Chairman Kazmerzak provided information concerning the possibility of county property enrolling in the Game, Fish and Park wetlands program. It was the consensus of the Board to not enroll.

AUDITOR

Steffensen, Auditor, presented the 2023 Commission meeting calendar to the Board asking if there were any conflicts and if any changes were needed. No changes were made at this time.

Steffensen provided the Board with an overview of the postage meter usage. The current postage meter does not accommodate bulk mailings conveniently so some of the departments are not currently using the meter. The contract for the current meter goes through October 2024. The Board requested Steffensen to research the possibility of upgrading the meter under the current contract.

Steffensen requested to amend the 2023 Treasurer supply budget and increase it by \$3,000.00 due to postage increases and the need to mail more license plates due to new plates being issued this year.

Motion by Lundquist and seconded by Lee to amend and increase the Treasurer supply budget in the amount of \$3,000.00. All present voting aye. Motion carried.

Steffensen requested to move into executive session for personnel.

Motion by Walls and seconded by Spilde to adjourn from regular session and move into executive session for personnel at 12:52 A.M. All present voting aye. Motion carried.

Motion by Lee and seconded by Walls to adjourn from executive session. Chairman Kazmerzak declared the Board out at 1:40 P.M.

Steffensen requested to pay Caryn Hojer \$2400.00 for IT services.

Motion by Lundquist and seconded by Spilde to award contract pay in the amount of \$2400.00 to Caryn Hojer for IT services provided in 2022. All present voting aye. Motion carried.

OPEN DISCUSSION

Chairman Kazmerzak asked for the opinion of the other Commissioners on the protocol needed for courthouse closings due to weather. It was the consensus of the Board that the chairman could make the decision to close.

The Board adjourned to Thursday, December 29, 2022, at 8:30 A.M.

SIGNED

Doug Kazmerzak, Chairman

ATTEST

Echo Steffensen, County Auditor

Published 1 week at the total approximate cost of _____.