

OFFICIAL PROCEEDINGS KINGSBURY COUNTY BOARD OF COUNTY COMMISSIONERS

De Smet, South Dakota  
December 21, 2021

The Kingsbury County Board of County Commissioners met Tuesday, December 21, 2021, at 8:30 AM in the Courtroom of the County Courthouse with Commissioners Roger Walls, Kyle Lee, Steve Spilde, Doug Kazmerzak, and Corey Lundquist. Chairman Walls presided.

Attending via Zoom were Tammy Anderson - Director of Equalization, Michelle Longville - Treasurer, Sheriff Strande, Mike Siefker - Kingsbury Journal and Joe Jensen - Planning and Zoning Commission.

PLEDGE OF ALLEGIANCE

Those present stood and recited the Pledge of Allegiance.

APPROVE AGENDA

Echo Steffensen, Auditor, requested to change the DOE session to all department heads. Commissioner Kazmerzak requested to add a request to sign a Lease Certification Form.

Lundquist moved and Lee seconded to approve the agenda as edited. All present voting aye - 5, nay - 0, abstain - 0. Motion carried.

EMERGENCY MANAGEMENT/LEPC

Cindy Bau, Emergency Manager, presented the Board with a request to purchase a Smart TV and wall bracket with LEPC Grant funds. Bau stated she had gotten a quote on a TV for \$699.00.

Kazmerzak moved and Spilde seconded to allow Bau to use the LEPC funds to purchase a Smart TV. All present voting aye - 5, nay - 0, abstain - 0. Motion carried.

Bau also requested to purchase floor mats and a remote starter for her county vehicle from the Emergency Management Budget. Bau had a price of \$110.00 for WeatherTech floor mats. It was a consensus of the Board that she could purchase them.

Bau presented a cost of \$617 - \$650 for a remote starter from Prostrollo in Madison. The Board requested she check with businesses in Kingsbury for a quote.

Lee moved and Spilde seconded to approve the purchase of a remote starter up to \$650.00 once other quotes were received. All present voting aye - 5, 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.

#### HIGHWAY MATTERS

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

Sorenson stated that some sanding had been done when the weather had made it necessary. They are still hauling gravel since the weather has been good and have been working on the Willow Lake Road.

Sorenson informed the Board that the old Highway shop located on Front Street is in bad shape and the roof is falling in. He informed the Board he had contacted Bob Bode Construction about knocking it down.

Sorenson informed the Board they had been cleaning up and had some scrap metal that he would like to sell.

Kazmerzak moved and Lee seconded to authorize the sale of the scrap metal per the request of Dave Sorenson. All present voting aye - 5, nay - 0, abstain - 0. Motion carried.

Chris Brozik, Civil Design, Inc., joined the meeting to update the Board on county bridge inspections. Brozik provided a summary of the types of bridges included. He gave a PowerPoint overview of the Bridge Inspection Program which is any structure greater than 20'.

The County has a total of 30 structures of this type and 16 were inspected. Eight of these structures have load postings and he advised the Board these did not have to be changed. Load posting signs were down on 3 of the structures but have since been replaced by the Highway Dept.

The Lake Albert Bridge on 198<sup>th</sup> street was recommended to be the top project. Brozik recommended the County apply for a grant as a Bid Ready Project. Applying as a Bid Ready project will give the County more points towards being rewarded a grant. If a grant is awarded the estimated cost of construction would be \$378,000 with a county match of approximately \$77,000.00

Brozik requested a motion to move forward with the grant application and provided an estimated timeline if a grant is approved. He stated the grant could be awarded the end of February 2022 and recommend bids be asked for in July or August 2022 with a 2023 project date.

Kazmerzak moved and Spilde seconded to have Civil Design move forward with the grant application as a Bid Ready Project. All present voting aye - 5, nay -0, abstain - 0. Motion carried.

**RESOLUTION**

Echo Steffensen, Auditor read the following Bridge Grant Application resolution:

*Resolution 2021-38*

**BRIDGE IMPROVEMENT GRANT PROGRAM  
RESOLUTION AUTHORIZING SUBMISSION OF APPLICATIONS**

WHEREAS, Kingsbury County wishes to submit an application(s) for consideration of award for the Bridge Improvement Grant Program:

STRUCTURE NUMBER(S) AND LOCATION(S):

**Str. No. 39-354-020**  
Over Unnamed Creek  
Located 2.0 miles North & 3.4 miles East of Badger on 198<sup>th</sup> Street

and WHEREAS, Kingsbury County certifies that the project(s) are listed in the county's Five-Year County Highway and Bridge Improvement Plan\*;

and WHEREAS, Kingsbury County agrees to pay the **20%** match on the Bridge Improvement Grant funds;

and WHEREAS, Kingsbury County hereby authorizes the Bridge Improvement Grant application(s) and any required funding commitments.

NOW THEREFORE BE IT RESOLVED:

That the South Dakota Department of Transportation be and hereby is requested to accept the attached Bridge Improvement Grant application(s).

Vote of Commissioners/Council: Yes 5 No 0

Dated at Kingsbury, SD, this 21<sup>st</sup> day of December, 2021.



[Signature]  
County Auditor/City Finance Officer

Roger Walls  
Chairman/Mayor

\*NOTE – not applicable for cities applying for the grant – simply mark 'NA'  
Minimum required is 20%; must match percent shown on application.

Lee moved and Lundquist seconded to accept, approve, and have Chairman Walls sign Resolution 2021-38. All present voting via roll call: Lee - aye, Spilde - aye, Kazmerzak - aye, Walls - aye, Lundquist - aye. Motion carried.

Brozik presented a Right-Of-Way Certificate and Utilities Certificate for the Chairman to sign

Lundquist moved and Spilde seconded to have Chairman Walls sign the Right-of-Way Certificate and Utilities Certificate for the grant application. All present voting aye - 5, nay -0, abstain -0.

#### BOARD OF ADJUSTMENT

Spilde moved and Lee seconded to adjourn from regular session and move into Board of Adjustment at 9:58 A.M. for the Albrecht variance hearing. All present voting aye - 5, nay - 0, abstain - 0. Motion carried.

Chairman Walls declared the Board out of Board of Adjustment at 10:07 A.M.

#### PLANNING AND ZONING

Spilde moved and Lee seconded to adjourn from regular session and move into Planning and Zoning at 10:08 A.M. to review two Plats. All present voting aye - 5, nay - 0, abstain - 0. Motion carried.

Chairman Walls declared the Board out of Planning and Zoning at 10:12 A.M.

Steffensen read the following Resolutions:

#### RESOLUTION # 2021-36

WHEREAS, The Kingsbury County Planning & Zoning Board met to review the Plat of Lot 1 of Weber Pond Addition NW 1/4 of Section 14, Township 111 North, Range 53 West of the 5<sup>th</sup> PM, Kingsbury County, South Dakota on December 21, 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 Lot 1 of Weber Pond Addition NW 1/4 of Section 14, Township 111 North, Range 53 West of the 5<sup>th</sup> PM, Kingsbury County, South Dakota

Lundquist moved and Kazmerzak seconded to accept and approve Resolution 2021-36. All present voting via roll call: Lee - aye, Spilde - aye, Kazmerzak - aye, Walls - aye, Lundquist - aye. Motion carried.

#### RESOLUTION # 2021-37

WHEREAS, The Kingsbury County Planning & Zoning Board met to review the Plat of Lots 17 & 18 of Hauck's Bay Addition of Hauck's Landing Development A Part of Lot 1 & Lot 2, A Part of Government Lots 2 & 3 of Section 22, Township 110 North, Range 55 West of the 5<sup>th</sup> PM, Kingsbury County, South Dakota on December 21, 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 Lots 17 & 18 of Hauck's Bay Addition of Hauck's Landing Development A Part of Lot 1 & Lot 2, A Part of Government Lots 2 & 3 of Section 22, Township 110 North, Range 55 West of the 5<sup>th</sup> PM, Kingsbury County, South Dakota

Spilde moved and Lee seconded to accept and approve Resolution 2021-37. All present voting via roll call: Lee - aye, Spilde - aye, Kazmerzak - aye, Walls - aye, Lundquist - aye. Motion carried.

#### APPROVE CLAIMS

Spilde moved and Lee 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 - 5, nay - 0, abstain - 0. Motion carried.

#### MISCELLANEOUS

CINDY BAU 60.00 JAN CELL PHONE, BEADLE COUNTY SHERIFF 2170.00 PRISONER CARE, BOB BODE CONSTRUCTION 408.16 MAINT/REP, BUTLER MACHINERY COMPANY 109.63 SUPPLIES, CENTURY BUSINESS PRODUCTS 15.78 SUPPLIES, CENTURYLINK 231.92 UTILITY, CENTURYLINK 958.08 UTILITIES, COOK'S WASTEPAPER & RECYCLING 54.02 UTILITY, CUSTOM CAGE 1050.00 EQUIPMENT, AVERA DESMET HOSPITAL 28.00 PRISONER CARE, AVERA DESMET HOSPITAL 137.00 PROFESSIONAL SERVICES, DE SMET WELDING 225.47 MAINT/REP, DIGITAL-ALLY 3920.00 SUPPLIES, HILLYARD/SIOUX FALLS 438.69 SUPPLIES, CITY OF HURON 6593.16 911 SURCHARGE 10/021, INFOTECH SOLUTIONS 2249.97 EQUIPMENT, INTERLAKES COMMUNITY ACTION 391.58 COMMUNITY SERV WORKER 12/21, KINGSBURY ELECTRIC COOP 638.80 UTILITY, KINGSBURY ELECTRIC COOP 185.00 REPAIRS & MAINT, KINGSBURY JOURNAL 94.50 PUBLISHINGS, KINGSBURY JOURNAL 658.36 PUBLISHINGS, KYLE LEE 565.56 TRAVEL, LEWIS & CLARK BEHAVIORAL 184.00 BMI, LIGHT AND SIREN 3076.02 EQUIPMENT,

MAYNARD'S FOOD CENTER 7.47 SUPPLIES, MICRO COMPUTER SYSTEMS INC 95.85 PROFESSIONAL SERVICES, EASTLINE SUPPLY 41.66 SUPPLIES, EASTLINE SUPPLY 47.97 SUPPLIES, NORTHWESTERN 503.58 UTILITIES, O'CONNOR COMPANY 114.20 SUPPLIES, O'KEEFE IMPLEMENT 85.40 REPAIR/MAINT, OFFICE PEEPS INC 2537.22 SUPPLIES, OTTERTAIL POWER COMPANY 91.52 UTILITIES, OTTERTAIL POWER COMPANY 694.42 UTILITIES, PRAIRIE AG PARTNERS 75.00 REPAIRS/MAINT, PHEASANTLAND INDUSTRIES 108.65 UNIFORMS, QUILL 133.95 SUPPLIES, ROLLING PRAIRIE GRAIN CO 2449.70 SNOW EXP, GARY W. SCHUMACHER 517.92 TRAVEL, STEVEN L. SPILDE 168.84 TRAVEL, STEVE STRANDE 95.57 UNIFORMS, WEST PAYMENT CENTER 243.84 SUPPLIES, TRAV'S OUTFITTER 259.96 UNIFORMS, USPS POSTAGE BY PHONE 2500.00 POSTAGE, VAN DIEST SUPPLY CO 3870.15 SUPPLIES, VISA 463.70 SUPPLIES, WILKINSON & SCHUMACHER LAW 19622.44 VSO PRO SERV/REP/UTIL/SUP DEC, WW TIRE 609.24 SUPPLIES,

#### AUDITOR

Steffensen presented a Beadle County Inmate Housing Contract to the Board on behalf of the Sheriff's office. The rates listed are for \$80.00 per day of housing and \$60.00 per hour per prisoner for transporting prisoners to other local facilities.

Kazmerzak moved and Lundquist seconded to accept the contract with Beadle County and to have the Chairman sign said contract. All present voting aye - 5, nay - 0, abstain - 0. Motion carried.

#### TREASURER

Michelle Longville, Treasurer met with the Board to update them on office matters. She presented the Board with a quote from Infotech for a new computer in the amount of \$2,134.98. It was the consensus of the Board to put the purchase on hold until 2022. She also discussed the hiring of a new deputy. She requested to be able to offer the position to a qualified candidate before the next meeting of the Board as the Policy Manual states a department head is to notify the Board of a chosen candidate. It was the consensus of the Board that she could notify Roger Walls, Chairman.

#### AUDITOR

Steffensen presented the Board with a Lease Certification requiring signature by the County as the Lessee for county land leased by Chad Dylla.

Kazmerzak moved and Lee seconded to have Roger Walls, Chairman sign the Lease Certification. All present voting aye - 5, nay - 0, abstain - 0. Motion carried.

#### MINUTES

Spilde moved and Lee seconded to approve the minutes of December 9, 2021 with correction of date. All present voting aye - 5, nay - 0, abstain - 0. Motion carried.

#### DEPARTMENT HEADS

Tammy Anderson, Director of Equalization, Michelle Longville, Treasurer, Echo Steffensen, Auditor and Lonny Palmlund, Maintenance requested to move into Executive Session for personnel.

Lee moved and Lundquist seconded to adjourn from regular session and move into Executive Session for personnel at 11:08 P.M. All present voting aye - 5, nay - 0, abstain - 0. Motion carried.

Lee moved and Spilde seconded to adjourn from Executive Session. Chairman Walls declared the Board out at 12:18 P.M.

#### AUDITOR

Steffensen requested travel for herself and her deputy to attend an election school in January for new auditors.

Lee moved and Kazmerzak seconded to allow the Auditor and Deputy Auditor to travel to Pierre for the election school in January and to allow the Auditor's office to be closed during their absence. All present voting aye - 5, nay - 0, abstain - 0. Motion carried.

Steffensen presented the Board with preliminary numbers for year end. She requested authorization to transfer \$375,000.00 of the amount budgeted for the Highway cash availability. \$125,000.00 to Highway cash and \$250,000.00 to Capital Outlay for future Road & Bridge improvements.

Lee moved and Lundquist seconded to approve the \$375,000.00 transfer. All present voting aye - 5, nay - 0, abstain - 0. Motion carried.

#### GENERAL DISCUSSION

The Board discussed the possibility of putting security cameras in the Courthouse. It was the consensus of the Board to look into possible funding.

The Board adjourned to Tuesday, December 28, 2021, at 9:00 A.M.

SIGNED

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Roger Walls, Chairman

