

OFFICIAL PROCEEDINGS KINGSBURY COUNTY BOARD OF COUNTY COMMISSIONERS

De Smet, South Dakota
December 5, 2023

The Kingsbury County Board of County Commissioners met Tuesday, December 5, 2023, at 8:30 A.M. in the Courtroom of the County Courthouse with Commissioners Roger Walls, Kyle Lee, Doug Kazmerzak, and Steve Spilde. Chairman Kazmerzak presided.

Attending via Zoom were Michelle Longville - Treasurer, Tammy Anderson, Director of Equalization, and Amy Halverson - Kingsbury Journal.

PLEDGE OF ALLEGIANCE

Those present stood and recited the Pledge of Allegiance.

APPROVE AGENDA

Chairman Kazmerzak asked if there were any additions or changes to the agenda. There were none.

Motion by Spilde and seconded by Lee to approve the agenda. All present voting aye. Motion carried.

MINUTES

Motion by Walls and seconded by Spilde to approve the minutes of November 21, 2023. 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.

SHERIFF

Sheriff Strande met with the Board to discuss office matters. Strande presented to the Board for approval the purchase of a 2023 Ford F-150 from Lamb Motor Company for \$44,916.00.

The Board discussed the purchase and Chairman Kazmerzak called for a motion to approve the purchase.

Motion by Lee and seconded by Spilde to approve the purchase of the 2023 Ford F-150 for \$44,916.00 from Lamb Motor Company. Aye- 3, Nay-1. Motion carried.

HIGHWAY

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

Sorenson 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 8:50 A.M. All present voting aye. Motion carried.

Chairman Kazmerzak declared the Board out of executive session and back into regular session at 9:12 A.M.

Motion by Walls and seconded by Spilde to allow the Highway department employees to extend the vacation hour carry over of any vacation hours over the allotted 120 hrs. until March 31, 2024. All present voting aye. Motion carried.

APPROVE CLAIMS

Motion by Walls and seconded by Spilde 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.

ANDERSON LUMBER, LLC 12.43 REPAIRS/ MAINTENANCE, APPEARA 105.11 SUPPLIES, AURORA AUTO BODY & GLASS INC 335.00 TOWING, AVERA OCCUPATIONAL MEDICINE-MI 412.00 PROFESSIONAL SERVICES, BADGER OIL COMPANY 2884.50 FUEL, CINDY BAU 70.97 UTILITIES, BEADLE COUNTY SHERIFF 190.00 PRISONER CARE, BLUE WHEELER & BANKS LLP 107.00 BMI, BUNKER AUTO, INC. 228.00 TOWING, JEFF BURNS 1075.74 CAA FEES, BUTLER MACHINERY COMPANY 666.53 REPAIRS, BUTLER MACHINERY COMPANY 773.18 REPLACE LOST CHECK, COLES PETROLEUM 16164.20 FUEL, AVERA DESMET HOSPITAL 57.00 PROFESSIONAL SERV, MADELINE DE WIT 137.40 TRAVEL VSO TRAINING, DETECTA CHEM, INC. 460.02 SUPPLIES, BRANDON DUFFY 24.40 PRISONER CARE, FOX REPAIR LLC 3207.40 REPAIRS, GALLS, LLC 241.87 UNIFORMS, GREAT PLAINS ROOFING 6500.00 ROOFING - SHERIFF'S OFFICE, INFOTECH SOLUTIONS 1504.97 EQUIPMENT, INTERLAKES COMMUNITY ACTION 417.17 COMMUNITY SERV WORKER, INTERSTATE BATTERY 715.86 REPAIRS/MAINT, JACKRABBIT TIRE & SERVICE 76.22 REPAIRS, JOE JENSEN 173.40 TRAVEL REIM, DOUG KAZMERZAK 76.50 TRAVEL REIM, KINGSBURY JOURNAL 168.00 EMPLOYMENT AD, KINGSBURY COUNTY TRANSIT 3000.00 DONATION, KRAMER MECHANICAL 10035.20 MAINTENANCE, KYLE LEE 16.32 TRAVEL, LEWIS & CLARK BEHAVIORAL 213.00 BMI,

LINDE GAS & EQUIPMENT INC 181.53 SUPPLIES, COREY LUNDQUIST 117.30 TRAVEL,
 MCLEODS PRINTING & OFFICE SUPP 221.40 SUPPLIES, MULTI BUSINESS SOLUTIONS,
 INC 2150.00 PROFESSIONAL SERV, EASTLINE SUPPLY 391.25 SUPPLIES, KINGSBURY
 COUNTY TREASURER 2608.58 ADVANCE TAX, NORTHERN TRUCK EQUIPMENT CORP
 20273.00 RENT & SUPPLIES, O'KEEFE IMPLEMENT 598.28 SUPPLIES, O'KEEFE
 IMPLEMENT 22.28 SUPPLIES, OFFICE PEEPS INC 1193.29 SUPPLIES, PALMLUND
 AUTOMOTIVE 80.42 REPAIRS, PAUL JENNINGS CONSTRUCTION 591.60 REPAIRS,
 PHEASANTLAND INDUSTRIES 1322.78 UNIFORMS, SD PUBLIC HEALTH LABORATORY
 80.00 PROFESSIONAL SERVICES, QUILL 197.82 SUPPLIES, RICH'S GAS & SERVICE
 81.55 SUPPLIES, ROLLIN WALTER 400.00 REPAIRS/MAINT, LEROY ROTH 450.00
 PROFESSIONAL SERV, RUNNING SUPPLY INC. 74.99 SUPPLIES, DAWN RUSSELL 437.75
 SUPPLIES, GARY W. SCHUMACHER 508.18 TRAVEL VSO TRAINING, SD SHERIFF'S
 ASSOCIATION 655.61 ANNUAL DUES, SD ASSOC OF ASSESSING OFFICERS 150.00
 DUES, SD ASSOC COUNTY HIGHWAY 350.00 MEMBERSHIP, SD ASSOC OF COUNTY
 OFFICIALS 926.75 DUES, SDN COMMUNICATIONS 917.00 PROFESSIONAL SERVICES,
 STEVEN L. SPILDE 137.70 TRAVEL, SPIRIT LAKE TOWNSHIP 500.00 PROFESSIONAL
 SERV, STEVENS CONSTRUCTION, LLC 6948.52 REPAIRS, STEVE STRANDE 231.42
 PRISONER CARE, TRANSOURCE 13145.86 REPAIRS/SUPPLIES, TRUSTWORTHY HARDWARE
 79.99 SUPPLIES, TRUSTWORTHY HARDWARE 27.44 REPAIRS, VANDER HAAG'S, INC.
 373.22 SUPPLIES, VERIZON 209.60 UTILITIES, VISA 265.08 TRAVEL, VISA 188.98
 SUPPLIES, VISA 318.71 SUPPLIES, ROGER WALLS 73.44 TRAVEL, WW TIRE 507.72
 SUPPLIES, YANKTON COUNTY 135.00 BMI

END OF MONTH

COURTHOUSE SALARIES	\$63,843.89
HIGHWAY SALARIES	25,857.78

PAYROLL DEDUCTIONS

Wellmark Health Plan	34,620.51
Three Fivers Benefits	6,514.56
AFLAC	1,410.52
AFLAC	327.66
Reliance Life Insurance	184.84
Aflac Dental	1,527.96
Beam Vision	255.11
SD Retirement Supplement Pretax	200.00
SD Retirement System	13,713.40
SD Retirement Supplement	780.00
AFSCME	93.04
Kingsbury County	26,148.88

MAINTENANCE

Lonny Palmlund, Maintenance, met with the Board to discuss Courthouse maintenance matters.

OFFICE REPORTS

The Register of Deeds, Sheriff's and Director of Equalization's Reports of Fees Collected during the month of November 2023 were reviewed by the Board. Motion by Lee and seconded by Spilde that the Auditor's report with the Treasurer as of the close of business November 30, 2023, be accepted as follows. All present voting aye. Motion carried.

Cash on Hand	\$ 1,498.40
Checks in Treas. Possession less than 3 days	41,857.07
Credit Card	2,371.33
Uncollected Credit Cards	94.00
Cash Short	0.01
Demand Deposits	100,591.35
Savings Account	3,302,770.70
Revolving Loan Fund	188,589.24
Big Ditch MM	357,712.32
Time Deposits	1,657,523.80
TOTAL	\$8,446,521.41

BREAKDOWN OF MONEY BY FUNDS

County General Fund	2,795,959.31
Special Revenue Funds (Road & Bridge, E911 Fund CH Bldg, Revolving Loan, Emergency Management, Domestic Abuse Funds 24/7 & M&P Fund American Rescue, Rural Infrastructure)	1,667,244.59
Drainage Ditch #4	164,911.69
Drainage Ditch Debt Service Cash	9,658.57
Amount held for School Dist.	557,484.55
Amount held for Townships	113,191.42
Amount held for Cities	73,083.50
Amount held for East Dakota Water Dist.	2,294.95
State Remittance	167,769.49
Amount held for others	101,410.15
TOTAL	\$5,653,008.22

PLANNING AND ZONING

Motion by Spilde and seconded by Lee to adjourn from regular session and move into Planning and Zoning at 9:44 A.M. All present voting aye. Motion carried.

Chairman Kazmerzak declared the Board out of Board of Adjustment at 10:09 A.M.

The following resolution for the Plat of the Twin Grove Addition was forwarded to the Board by the Planning and Zoning Commission and read by Echo Steffensen, Auditor.

RESOLUTION # 2023-18

WHEREAS, The Kingsbury County Planning & Zoning Board met to review the Plat of Twin Grove Addition the SW1/4 of the SW1/4 of Section 8, Township 112 North, Range 56 West of the 5th P.M., Kingsbury County, South Dakota on December 5, 2023; 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 Twin Grove Addition the SW1/4 of the SW1/4 of Section 8, Township 112 North, Range 56 West of the 5th P.M., Kingsbury County, South Dakota

Dated this 5th day of December 2023 at Kingsbury County, SD.

Motion by Lee and seconded by Walls to accept and adopt Resolution 2023-18 and for Chairman Kazmerzak to sign the same.

Chairman Kazmerzak called for discussion. The Board discussed the naming procedure that had been put in place.

All present voting via roll call. Kazmerzak - aye, Lee - aye, Walls - aye, and Spilde - aye. Motion carried.

EXECUTIVE SESSION

Chairman Kazmerzak 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 10:21 A.M. All present voting aye. Motion carried.

Chairman Kazmerzak declared the Board out of executive session and back into regular session at 10:53 A.M.

Motion by Lee and seconded by Spilde to rescind the motion to approve the purchase of the 2023 Ford F-150 for \$44,916.00 from Lamb Motor Company. All present voting aye. Motion carried.

TREASURER

Michelle Longville, Treasurer, met with the board to provide office updates.

Longville introduced Amanda Starnes as the new deputy treasurer.

AUDITOR

Steffensen, Auditor, informed the Board a Grant budget supplement was necessary for Emergency Management in the amount of \$23,948.99 for salaries.

RESOLUTION 2023-17
GRANT SUPPLEMENTAL BUDGET

WHEREAS, GRANT FUNDS WERE RECEIVED FROM THE STATE OF SOUTH DAKOTA FROM THE EMERGENCY MANAGEMENT PERFORMANCE GRANT FOR QUARTERS 1-3 AND THE FOLLOWING ITEMS WILL BE REIMBURSED FOR MONIES EXPENDED IN THE 2023 BUDGET:

226-222-411	EM SALRIES	\$16,147.35
226-222-412	EM OASI	\$ 1,215.60
226-222-413	EM RETIREMENT	\$ 968.84
226-222-415	EM INSURANCE	\$ 5,617.20
TOTAL		\$23,948.99

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

DATED IN DE SMET THIS 5th DAY OF DECEMBER 2023.

Motion by Walls and seconded by Lee to accept and adopt Resolution 2023-17 and for Chairman Kazmerzak to sign the same.

Chairman Kazmerzak called for discussion. There was none

All present voting via roll call. Kazmerzak - aye, Lee - aye, Walls - aye, and Spilde - aye. Motion carried.

STATES ATTORNEY

Gary Schumacher, States Attorney, presented the 2024 Memorandum of Understanding with SDSU for the 4-H Youth Program Advisor and recommended the Board approve the Memorandum and for Chairman Kazmerzak to sign the same.

Motion by Walls and seconded by Spilde to accept the 2024 Memorandum of Understanding with SDSU for the 4-H Youth Program Advisor and for Chairman Kazmerzak to sign the same.

Chairman Kazmerzak called for discussion.

The Board discussed the reimbursement procedure for motel expenses during the State Fair. Kingsbury County policy is to not pay for motel expenses.

AUDITOR

Steffensen presented the 2024 HR Contract with Multi-Business Solutions for review.

Steffensen updated the Board on the County Surplus Cash report and the Whitewood RAIF Application.

Steffensen, 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 11:45 A.M. All present voting aye. Motion carried.

Chairman Kazmerzak declared the Board out of executive session and back into regular session at 12:50 P.M.

The Board adjourned to Tuesday, December 19, 2023 at 8:30 A.M.

SIGNED

Doug Kazmerzak, Chairman

ATTEST

Echo Steffensen, County Auditor

Published 1 week at the total approximate cost of _____.