

OFFICIAL PROCEEDINGS KINGSBURY COUNTY BOARD OF COUNTY COMMISSIONERS

De Smet, South Dakota
December 6, 2022

The Kingsbury County Board of County Commissioners met Tuesday, December 6, 2022, at 8:30 A.M. in the Courtroom of the County Courthouse with Commissioners Roger Walls, Kyle Lee, Steve Spilde, Doug Kazmerzak and Corey Lundquist present. 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

Motion by Lundquist and seconded by Walls to approve the agenda. All present voting aye. Motion carried.

MINUTES

Motion by Lundquist and seconded by Spilde to approve the minutes of November 22, 2022, with the following correction. All present voting aye. Motion carried.

"Sorenson presented 2 estimates for an oil furnace for the highway shop. One with ~~250~~ 205K BTU at \$11,395.00 and one with ~~350~~ 350K BTU at \$13,295.00.

Motion by Walls and seconded by Lee to purchase the ~~350~~ 350K BTU furnace for \$13,295.00. 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.

Kazmerzak stated there was a relationship between himself and a member of Riverview and that he considered there to be no conflict.

Lee stated he needed to leave the meeting before the hearing but would join via Zoom

OFFICE REPORTS

The Register of Deeds, Sheriff's and Director of Equalization's Reports of Fees Collected during the month of November 2022 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, 2022, be accepted as follows. All present voting aye. Motion carried.

Cash on Hand	\$ 1603.50
Checks in Treas. Possession less than 3 days	24,168.75
Credit Card	750.37
Uncollected Credit Card	2,478.21
Cash Long/short	0.45
Demand Deposits	90,599.00
Savings Account	3,008,970.74
Revolving Loan Fund	296,080.01
Big Ditch MM	345,355.43
Time Deposits	1,657,523.80
TOTAL	5,427,530.26

BREAKDOWN OF MONEY BY FUNDS

County General Fund	\$2,733,370.20
Special Revenue Funds (Road & Bridge, E911 Fund Dare, Revolving Loan, Emergency Management, Domestic Abuse Funds 24/7 & M&P Fund American Rescue, Rural Infrastructure)	1,777,604.52
Drainage Ditch #4	165,746.79
Drainage Ditch Debt Service Cash	4,152.17
Amount held for School Dist.	386,049.15
Amount held for Townships	45,512.09
Amount held for Cities	44,717.81
Amount held for East Dakota Water Dist.	1,491.74
State Remittance	123,441.31
Amount held for others	145,444.48
TOTAL	\$5,427,530.26

HIGHWAY

Dave Sorenson, Highway Superintendent, met with the Board to update them on highway matters.

Sorenson presented a Bridge Grant Application for the chairman's signature. If approved this grant is for a bridge on the Manchester road and construction would not take place until 2025.

Motion by Lee and seconded by Spilde for the Chairman to sign said application. All present voting aye. Motion carried.

Sorenson stated he had received the invoice for the new truck in the amount of \$205,279.00. The invoice would be paid from his 2022 budget. Sorenson will submit the invoice for reimbursement from the grant the County had received to purchase the truck. The County will receive \$100,114.00 in grant funds in 2023.

Sorenson requested the County pay out 153 hours of accrued vacation for an employee that had resigned.

Motion by Lee seconded by Walls to approve the paying out the 153 hours of accrued vacation time for an employee that had resigned. All present voting aye. Motion carried.

Sorenson discussed the upcoming Conditional Use Permit hearing for Riverview LLP and the need for haul road agreements if approved.

OPEN DISCUSSION

Commissioner Lee brought to the Board's attention that the bike/walking path is still moving forward.

MAINTENANCE

Lonny Palmlund, Maintenance, met with the Board to update them on Courthouse maintenance matters.

Chairman Kazmerzak addressed the problem of mold in the vaults in the basement and the need for clean up to provide more storage area for County offices. The Board requested Palmlund investigate options.

The Board discussed how nice the Courthouse looks after all the work that had been completed. Commissioner Lundquist suggested the County look into having a painting rendition done. Palmlund will look into the possibility.

AUDITOR

Steffensen presented the Human Resources Service Agreement with MultiBusiness Solutions for approval and the Chairman's signature. Motion by Lundquist and seconded by Spilde to approve the agreement and for Chairman Kazmerzak to sign the same. All present voting aye. Motion carried.

APPROVE CLAIMS

The Board reviewed the vouchers submitted by the Auditor.

Motion by Lundquist 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.

TAMMY ANDERSON 14.00 TRAVEL, APPEARA 73.93 REPAIRS, ASPHALT PAVING & MATERIALS 24852.85 SPECIAL PROJECT FINAL PMT, AT&T 119.40 UTILITIES, AVERA OCCUPATIONAL MEDICINE-MI 252.00 PRO SERV, BADGER OIL COMPANY 3630.10 REPAIRS/SUPPLIES/FUEL, CINDY BAU 5.44 SUPPLIES LEPC GRANT, BIOMETRIC SOLUTIONS LLC 4990.00 SUPPLIES, JEFF BURNS 1102.20 COURT APPT ATTY FEES, CENTURYLINK 141.20 UTILITIES, BRIAN CHRISTENSEN 86.52 WEED BOARD MEETING & TRAVEL, CITY OF DESMET 126.46 UTILITIE, CIVIL DESIGN INC. 150.00 PRO SERV, SMITH'S LUMBER 51.44 REPAIRS, KATHY DEDEYNE 58.14 TRAVEL, BRANDON DUFFY 350.00 PROFESSIONAL SER, GREG DUFFY 84.48 WEED BRD MTG & TRAV, ELECTION SYSTEMS & SOFTWARE IN 2475.32 ELECTION EXPENSE, ETERNAL SECURITY PRODUCTS, LLC 149.94 PRO SERVICES, BOB FELDHAUS 7819.62 SPRAYING SPRING & FALL 2022, TANYA FLEGEL 114.92 TRAV AREA MTG WEED INSPECTIONS, G & R CONTROLS, INC 3361.96 REPAIRS/MAINT, SCOTT GEISELHART 1500.00 PROFESSIONAL SERV, HOLLAND-BEHM RENTALS 840.00 RENTAL, INFOTECH SOLUTIONS 3013.48 PROFESSIONAL SERV, INFOTECH SOLUTIONS 3009.96 EQUIPMENT ROD, I STATE TRUCK CENTER 205279.00 EQUIPMENT, INTERLAKES COMMUNITY ACTION 397.42 COMM SERV WORKER - DEC, JOE JENSEN 142.80 TRAVEL, KINGSBURY CONSERVATION DIST 182.58 MILEAGE REIM, KINGBROOK RURAL WATER 15.55 UTILITIES, KINGSBURY JOURNAL 817.79 PUBLISHINGS, VAL LARSON 12.00 BMI, LUCY LEWNO 155.07 BMI, LINCOLN COUNTY 1250.69 BMI, LINDE GAS & EQUIPMENT INC 171.73 SUPPLIES, DARCY LOCKWOOD 12.00 BMI, LYLE SIGNS, INC. 143.70 HWY SUPPLIES-SIGNS, EASTLINE SUPPLY 48.22 SUPPLIES, O'CONNOR COMPANY 369.87 REPAIR/MAINT, O'KEEFE IMPLEMENT 53.62 REPAIRS, O'KEEFE IMPLEMENT 962.50 SUPPLIES, OFFICE PEEPS INC 663.61 SUPPLIES\PRO SERV, OFFICE PEEPS INC 1107.00 SUPPLIES, RYAN OLSON 77.34 WEED BOARD TRAVEL, OTTERTAIL POWER COMPANY 1559.33 UTILITIES, PRAIRIE AG PARTNERS 41.52 REPAIRS, PRAIRIE AG PARTNERS 4936.80 FUEL, SD PUBLIC HEALTH LABORATORY 245.00 PRO SERV, MAGGIE PURINTUN 14.00 TRAVEL, QUILL 516.89 SUPPLIES, QUILL 373.96 SUPPLIES, RDO EQUIPMENT COMPANY 628.51 SUPPLIES, RFD NEWS GROUP 336.72 PUBLISHINGS, RUNNING SUPPLY INC. 354.44 SUPPLIES, SCOTT'S AUTO BODY 3984.93 REPAIRS, SD ASSOCIATION OF WEED & PEST 75.00 DUES/MEMBERSHIP, SDSU EXTENSION 1418.68 4H ADVISOR CY 2022, STEVE STRANDE 7.53 PRISONER CARE, THOMSON REUTERS-WEST 132.90 SUPPLIES- LAW BK UPDATES, TRANSOURCE 2088.14 SUPPLIES, TRUENORTH STEEL 2127.85 SUPPLIES - SNOW REMOVAL, TWO WAY SOLUTIONS, INC. 10669.82 EQUIPMENT, UNITED METHODIST WOMEN 910.00 DISTRICT MTG MEAL, US POSTAL SERVICE 76.00 PO BOX RENEWAL, VERIZON 242.42 UTILITIES, VISA 164.92 SUPPLIES, VISA 108.59 FUEL, WALTER ROLLIE 400.00 REPAIRS/MAINT, ERLAND WEERTS 200.40 WEED BRD TRAV, WILKINSON & SCHUMACHER LAW 16220.50 VSO EXP REIM, YANKTON COUNTY 117.40 BMI,

MISCELLANEOUS

END OF MONTH

COURTHOUSE SALARIES	\$59,896.14
HIGHWAY SALARIES	25,313.97

PAYROLL DEDUCTIONS

Sanford Health Plan	23,625.02
AFLAC	973.02
AFLAC	528.37
The Principal Financial Group	269.71
Delta Dental	790.55
Avesis Third Party Administrators	282.31

SD Retirement Supplement Pretax	175.00
SD Retirement System	13,165.94
SD Retirement Supplement	740.00
AFSCME	149.40
Kingsbury County	25,670.26

AUDITOR

Steffensen informed the Board of the need to auto supplement the General Gov't Building budget with grant funds received from the State of South Dakota Historical Courthouse Grant Program for \$20,000.00.

Steffensen read the following resolution:

RESOLUTION 2022-26
GRANT SUPPLEMENTAL BUDGET

WHEREAS, UNANTICIPATED FUNDS WERE RECEIVED FROM THE STATE OF SOUTH DAKOTA FROM THE SOUTH DAKOTA HISTORICAL COURTHOUSE GRANT PROGRAM THE FOLLOWING ITEMS WILL BE REIMBURSED FOR MONIES EXPENDED IN THE 2022 BUDGET FOR:

101-161-429 GENERAL GOVT BUILDING OTHER	\$20,000.00
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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 6TH DAY OF DECEMBER, 2022.

Motion by Spilde and seconded by Walls to accept and adopt Resolution 2022-26 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.

SHERIFF

Shelley Strande, Office manager, met with the board to update them on sheriff office matters.

Strande presented the Lake Preston Contract Law contract for the Chairman's signature.

Motion by Walls and seconded by Lundquist to accept the Lake Preston Contract Law contract and for Chairman Kazmerzak to sign the same. All present voting aye. Motion carried.

Strande presented the 2023 Lake County Inmate Housing Contract for the Chairman's signature. The contract increases by \$2.50 per day.

Motion by Spilde and seconded by Walls to accept the 2023 Lake County Inmate Housing contract and for Chairman Kazmerzak to sign the same. All present voting aye. Motion carried.

Strande presented a check in the amount of \$1,417.76 of unclaimed funds from Gall's.

A discussion was held on the condition of the County jail and the likelihood of using it to house inmates.

Strande informed the Board they have been receiving applications for the Deputy Sheriff position.

PLANNING AND ZONING

Motion by Spilde and seconded by Lundquist to adjourn from regular session and move into Planning and Zoning at 10:23 A.M.

Chairman Kazmerzak declared the Board out of Planning and Zoning at 10:32 A.M.

Steffensen read the following resolution:

RESOLUTION # 2022-27

WHEREAS, The Kingsbury County Planning & Zoning Board met to review the Plat of Lots 1 and 2 of Lake Preston Development Park Addition, An Addition to the City of Lake Preston, Kingsbury County, South Dakota. December 6, 2022; 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 1 and 2 of Lake Preston Development Park Addition, An Addition to the City of Lake Preston, Kingsbury County, South Dakota.

Motion by Walls and seconded by Lundquist to accept and adopt Resolution 2022-27 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 Lee left the meeting and joined via Zoom.

REGISTER OF DEEDS/INFORMATION TECHNOLOGY

Caryn Hojer, Register of Deeds, met with the Board to provide an update on IT.

Hojer stated she has been working with Dakota State University, Infotech and SDN to move forward with the Boundary Fence Program. The program will test our IT security.

Hojer informed the Board that she had completed an electronics audit and found some battery backups and surge protectors needing to be replaced.

Hojer reminded the Board of the Tyler Software presentation scheduled for Thursday December 8, 2022, at 9:00 A.M.

The Board requested Hojer to work with Palmlund on the previously discussed vault clean up and a painting of the courthouse.

AUDITOR

Steffensen requested to move into executive session for personnel.

Motion by Lundquist and seconded by Spilde to adjourn from regular session and move into executive session for personnel at 10:46 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 11:56 A.M.

RETENTION BONUS

Motion by Walls and seconded by Spilde to approve the final retention fund bonus equal to amounts paid in previous 3 quarters. All present voting aye. Motion carried.

The Board recessed at 12:00 P.M.

The Board reconvened at 1:00 P.M.

RETENTION BONUS

Walls motioned and Spilde seconded to amend the previous motion on the retention bonus to include the bonus to be paid out on December 9, 2022. All present voting aye. Motion carried.

BOARD OF ADJUSTMENT

Motion by Lundquist and seconded by Walls to adjourn from regular session and move into Board of Adjustment at 1:02 P.M.

Chairman Kazmerzak declared the Board out of Board of Adjustment at 2:17 P.M.

The Board adjourned to Tuesday, December 20, 2022, at 8:30 A.M.

SIGNED _____
Doug Kazmerzak, Chairman

ATTEST _____
Echo Steffensen, County Auditor

Published 1 week at the total approximate cost of _____.