

OFFICIAL PROCEEDINGS KINGSBURY COUNTY BOARD OF COUNTY COMMISSIONERS

De Smet, South Dakota
December 8, 2020

The Kingsbury County Board of County Commissioners met Tuesday, December 8, 2020 at 8:30 A.M. in the Courtroom in the County Courthouse with Commissioners Steve Spilde attending via Zoom. Commissioners Delmer Wolkow, Roger Walls, Shelley Nelson, and Joe Jensen present. Chairman Walls presided. Also attending via Zoom were Tammy Anderson, Director of Equalization, and Donna Palmlund with the Kingsbury Journal.

This meeting was recorded and available in the Auditor's office for listening.

PLEDGE OF ALLEGIANCE

Those present stood and recited the Pledge of Allegiance.

APPROVE AGENDA

Jennifer Barnard, Auditor, requested to add a signature request for the Department of Legislative Audit and a Beadle County Sheriff Jail Fee Contract on behalf of the Sheriff's Office. Barnard also informed the Board the item for Emergency Management would not be addressed today.

Wolkow moved and Jensen seconded to approve the agenda as edited. All present voting aye - 5, nay - 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. Nelson stated she would be abstaining from the Hauck's Bay Addition Plat. Jensen stated he would be abstaining from the Jensen's Addition Plat.

HIGHWAY

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

Sorenson and the Board discussed the bi-annual contract renewal for Sorenson. The only changes to the contract were the time period of January 2021 thru December on 2022 and the annual salary.

Nelson moved and Jensen seconded to renew the contract for the highway superintendent. Spilde stated the contract renewal should wait until after an evaluation was completed. All present voting aye - 3, nay - 1, motion carried.

Sorenson informed the Board the work on CR 4 and 11a had been completed.

Sorenson stated he would like to advertise for the purchase of three new pup trailers for purchase in January 2021, which was budgeted for.

Sorenson also informed the Board a payment will be received from Miner County for the workshare during 2020.

Sorenson requested to move into Executive Session for personnel.

Jensen moved and Wolkow seconded to adjourn from regular session and move into Executive Session for personnel at 9:00 A.M. All present voting aye - 5, nay - 0. Motion carried.

Nelson moved and Jensen seconded to adjourn from Executive Session. Chairman Walls declared the Board out at 9:15 A.M.

APPROVE CLAIMS

Spilde moved and Wolkow 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. Motion carried.

MISCELLANEOUS

ALCOHOL MONITORING SYSTEMS INC 22.59 SUPPLIES, APPEARA 177.84 SUPPLIES, ASPHALT PAVING & MATERIALS 941.60 PATCHING, AT&T 96.88 UTILITIES, AVERA OCCUPATIONAL MEDICINE-MI 104.95 PROFESSIONAL SERVICES, BADGER OIL COMPANY 1238.75 FUEL, BARRETT'S FLOORING 2489.90 FURNITURE, CINDY BAU 83.69 UTILITIES/SUPPLIES, BAZLER HEALTH SERVICES 80.00 PROFESSIONAL SERVICES, BEADLE COUNTY SHERIFF 1250.00 PRISONER CARE, PMB 0112 6.25 SPROFESSIONAL SERVICES, BOYER FORD TRUCKS 350.44 SUPPLIES, BROOKINGS ENGRAVING 110.00 SUPPLIES, COLES PETROLEUM 14055.00 FUEL, COOK'S WASTEPAPER & RECYCLING 103.26 UTILITIES, DAKOTA FLUID POWER INC. 4166.17 SUPPLIES, DATASPEC INC 449.00 PROFESSIONAL SERVICES, DE SMET CITY 99.44 UTILITIES, AVERA DESMET HOSPITAL 130.00 PROFESSIONAL SERVICES, STATE OF SOUTH DAKOTA 7078.50 AUDIT PERIOD ENDING 2018, DAVID DOESCHER 76.88 GRAND JURY FEES, DRUG TESTSINBULK 395.00 SUPPLIES, BRANDON DUFFY 14.00 PRISONER TRANSPORT, ELECTION SYSTEMS & SOFTWARE IN 1916.98 ELECTION 2020, FIRST RATE EXCAVATE INC. 6989.81 LAKE THOMPSON OUTLET MAINT, G & R CONTROLS, INC 53.70 EXCISE TAX ON INV S8291, GREGG GASS 5002.66 OFFICE OVERHEAD & UTILITIES, ANGELA GUM 71.00 GRAND JURY FEES, PATRICIA J. HARTSEL, RPR 88.40 PROFESSIONAL SERVICES, HILLYARD/SIOUX FALLS 173.91 SUPPLIES, CITY OF HURON 3806.00 PROFESSIONAL

SERVICES, INFOTECH SOLUTIONS 2922.49 PROFESSIONAL SERVICES, INTERLAKES COMMUNITY ACTION 382.67 COMMUNITY SERVICE WORKER, INTERSTATE BATTERY 66.60 SUPPLIES, CHARLES JOHNSON 132.56 CORONER CALL, MARK KATTERHAGEN 24.00 BMI, KINGBROOK RURAL WATER 41.40 UTILITIES, KINGSBURY COUNTY TREASURER 220.22 ADV TAX, KINGSBURY JOURNAL 2528.29 PUBLICATIONS, LEWIS DRUG STORES 188.49 PRISONER CARE, LUCY LEWNO 288.75 BMI, LINCOLN COUNTY 622.86 BMI, DARCY LOCKWOOD 24.00 BMI, MAYNARD'S FOOD CENTER 18.92 SUPPLIES/GRAND JURY, MCLEODS PRINTING & OFFICE SUPP 149.83 SUPPLIES, TOM MILLER 73.52 GRAND JURY FEES, MITCHELL PLUMBING & HEATING CO 500.00 REPAIRS/MAINTENANCE, EASTLINE SUPPLY 419.27 SUPPLIES, RONALD NESSEIM 56.72 GRAND JURY FEES, NORTHWESTERN 596.48 UTILITIES, O'KEEFE IMPLEMENT 1080.96 SUPPLIES, O'KEEFE IMPLEMENT 198.14 REPAIRS/MAINTENANCE, OFFICE PEEPS INC 243.34 SUPPLIES/PRO SERVICES, OFFICE PEEPS INC 4665.00 FURNITURE, STEVE PALMER 50.00 GRAND JURY FEES, PRAIRIE AG PARTNERS 3519.60 FUEL, PRAIRIE AG PARTNERS 51.02 REPAIRS/MAINTENANCE, WAYNE PEDERSON 50.00 GRAND JURY FEES, PHEASANTLAND INDUSTRIES 1586.54 CLOTHING, PRAXAIR DISTRIBUTION INC. 288.22 SUPPLIES, PURINTUN ABSTRACT 65.00 ANNUAL SUB., QUILL 29.16 SUPPLIES, QUILL 27.98 SUPPLIES, RFD NEWS GROUP 2102.69 PUBLICATIONS, RICH'S GAS & SERVICE 64.00 UTILITIES, KINGSBURY COUNTY 75.00 SUPPLIES, ROLLIE WALTER 400.00 REPAIRS/MAINTENANCE, ROLLING PRARIE GRAIN CO. 4317.30 SNOW, LEROY ROTH 400.00 PROFESSIONAL SERVICES, RUNNING SUPPLY INC. 249.99 SUPPLIES, SD DEPT OF TRANSPORTATION 313.67 BRIDGE INSPECTIONS, SD SHERIFFS ASSOCIATION 654.44 2021 DUES, SD ASSOC OF COUNTY WEED & PEST 50.00 DUES, SD ASSOC OF ASSESSING OFFICERS 150.00 DUES, SDACC 1722.00 SDACC & NACO DUES, SDACO 885.36 2021 DUES, SPENCER QUARRIES/ 2150.11 SEALING, DAVID STEFFENSEN 64.28 GRAND JURY FEES, STEVE STRANDE 511.00 CORONER/TRAVEL, TRANSOURCE 14361.90 REPAIRS/MAINTENANCE/SUPPLIES, TRAV'S OUTFITTER 603.00 CLOTHING, TRUCK & TRAILER SPECIALISTS LL 1565.17 REPAIRS/MAINTENANCE, TRUENORTH STEEL 4559.69 SUPPLIES/SNOW, TRUSTWORTHY HARDWARE 101.92 SUPPLIES, TWO WAY SOLUTIONS, INC. 1467.90 REPAIRS/MAINTENANCE, ULTRA-CHEM INC 541.23 SUPPLIES, USPS 64.00 BOX RENT, USPS 491.50 POSTAGE, VERIZON 355.98 UTILITIES, VERIZON 210.00 UTILITIES, VISA 2.12 SUPPLIES, VISA 4076.93 SUPPLIES/WEB PAGE/TABLETS, PHILIP J & CYNTHIA 1. WARNE 1208.47 OVERPAYMENT, GLEN WENDEL 50.84 GRAND JURY FEES,

END OF MONTH

COURTHOUSE SALARIES	\$54,222.92
HIGHWAY SALARIES	33,287.78

PAYROLL DEDUCTIONS

Sanford Health Plan	27,845.36
AFLAC	1,425.58
AFLAC	456.40
Office of Child Support Enforcement	403.00
The Principal Financial Group	255.95
Delta Dental	844.00
Avesis Third Party Administrators	217.22

SD Retirement Supplement Pretax	3,250.00
SD Retirement System	13,534.36
SD Retirement Supplement	525.00
AFSCME	259.60
Kingsbury County	26,826.76

OFFICE REPORTS

The Register of Deeds, Sheriff's and Director of Equalization's Reports of Fees Collected during the month of November 2020 were reviewed by the Board. Nelson moved and Jensen seconded that the Auditor's report with the Treasurer as of the close of business November 2020 be accepted as follows. All present voting aye - 5, nay - 0. Motion carried.

Cash on Hand	\$ 2,110.49
Checks in Treas. Possession less than 3 days	64,946.79
Credit Card	1,411.19
Cash Short	-185.39
Cash Long-ISF Check	100.00
Demand Deposits	43,212.05
Savings Account	3,301,399.49
Revolving Loan Fund	295,203.56
Big Ditch MM	361,969.43
Time Deposits	1,657,523.80
TOTAL	5,727,691.41

BREAKDOWN OF MONEY BY FUNDS

County General Fund	2,569,199.21
Special Revenue Funds (Road & Bridge, E911 Fund CH Bldg, Revolving Loan, Emergency Management, Domestic Abuse Funds 24/7 & M&P Fund)	2,040,243.96
Drainage Ditch #4	188,053.70
Drainage Ditch Debt Service Cash	-1,857.14
Amount held for School Dist.	532,031.65
Amount held for Townships	50,703.71
Amount held for Cities	63,614.11
Amount held for East Dakota Water Dist.	1,924.60
State Remittance	172,469.65
Amount held for others	111,307.96
TOTAL	5,727,691.41

BOARD OF ADJUSTMENT

Jensen moved and Spilde seconded to adjourn from regular session and move into Board of Adjustment to hold the Travis Steffensen Conditional Use

Application Hearing at 9:41 A.M. All present voting aye - 5, nay - 0.
Motion carried.

Chairman Walls declared the Board out at 11:15 A.M.

SPIRIT LAKE TOWNSHIP - BRIC GRANT APPLICATION

Todd Kays and Greg Maag, with First District Association, and Greg Noem, with Spirit Lake Township, joined the meeting via Zoom.

Barnard reminded the Board of the application the County is submitting on behalf of Spirit Lake Township. Barnard also informed the Board the various forms and documents that needed to be signed and submitted before the application can be processed. Maag provided information on the program and the need for the Hydrologic and Hydraulic (H&H) Study.

Barnard requested authorization to electronically sign the application on behalf of the County.

Jensen moved and Spilde seconded for Barnard to be authorization to electronically sign the application on behalf of the County. All present voting aye - 5, nay - 0. Motion carried.

Barnard read the following resolution:

RESOLUTION 2020-28

**APPOINTMENT OF APPLICANT AGENT FOR THE BUILDING RESILIENT INFRASTRUCTURE
and COMMUNITIES (BRIC) PROGRAM**

WHEREAS the County of Kingsbury is submitting a BRIC Grant application on behalf of Spirit Lake Township for the completion of a H&H study to the South Dakota Office of Emergency Management and the Federal Emergency Management Agency; and

WHEREAS the County is required to appoint an Applicant Agent for the purpose of signing documents and assuring the completion of all application documents.

NOW THEREFORE BE IT RESOLVED that the Kingsbury County Commission appoints the Kingsbury County Auditor as the authorized Applicant Agent.

Wolkow moved and Nelson seconded to approve Resolution 2020-28 and for Chairman Walls to sign the same. All present voting aye - 5, nay - 0.
Motion carried.

Barnard stated she had read the following contract to Spirit Lake Township Chairmand, Richard Baier. Barnard read the following contract between the County and Spirit Lake Township:

CONTRACT FOR APPLICATION ON BEHALF OF SPIRIT LAKE TOWNSHIP
FOR BUILDING RESILIENT INFRASTRUCTURE AND COMMUNITIES GRANT

COMES NOW, Kingsbury County, by and through the Chairman of its County Commission, and subject to the approval of the Kingsbury County Commission, and Spirit Lake Township, by and through Richard Baier, its chairman, and subject to the approval of the Township Board, and enter into the following Contract with Spirit Lake Township to include the following:

1. That Kingsbury County is filing a "Building Resilient Infrastructure and Communities" Grant Application on behalf of Spirit Lake Township.
2. That the Spirit Lake Township will be responsible for the minimum of the 15% match in addition to any and all overages to the cost of the project.
3. That Spirit Lake Township will be responsible for providing "local match" funds for the mitigation being applied for.
4. That Kingsbury County will not be providing any of the match dollars for the project if it is approved.

Barnard verified with Spirit Lake Township Board member, Greg Noem, this is what the Board had previously indicated. Barnard stated Chairman Baier was planning on coming to the office later in the day to sign the contract.

Nelson moved and Jensen seconded to approve the contract with Spirit Lake Township and for Chairman Walls to sign the same. All present voting aye - 5, nay - 0. Motion carried.

The Board took a moment to recognize State's Attorney Gregg Gass and Commissioner Shelley Nelson. Both Gass and Nelson have provided 12 years of service to Kingsbury County. Plaques were presented to Gass and Nelson.

DIRECTOR OF EQUALIZATION

Anderson met with the Board to discuss the abatement of property taxes that were charged on excess square footage. The abatement request was for \$1,208.47 for four years of overage on record number 1426.

Jensen moved and Spilde seconded to approve the abatement of \$1,208.47 on record number 1426. All present voting aye - 5, nay - 0. Motion carried.

PLANNING AND ZONING

Jensen moved and Spilde seconded to adjourn from regular session and move into Planning and Zoning to review two proposed plats at 11:51 A.M. All present voting aye - 5, nay - 0. Motion carried.

Chairman Walls declared the Board out at 12:02 P.M.

Wolkow moved and Jensen seconded to accept the Plat of Lots 6 & 12 of Hauck's Bay Addition of Hauck's Landing Development as recommended by the Planning and Zoning Board. All present voting aye - 4, nay - 0, abstain - 1. Motion carried.

Spilde moved and Nelson seconded to accept the Plat of Lot 2 of Tract 1 Jensen's Addition as recommended by the Planning and Zoning Board. All present voting aye - 4, nay - 0, abstain - 1. Motion carried.

MINUTES

Wolkow moved and Jensen seconded to approve the minutes of November 17, 2020. All present voting aye - 5, nay - 0. Motion carried.

AUDITOR

Barnard discussed employee vacation balances and new timesheets for 2021.

It was the consensus of the Board to exempt the Sheriff's Deputies from the vacation time carry-over limit of 80 hours due to the inability to take vacation time while one deputy was unable to work due to illness.

Barnard informed the Board a signature was needed on the final billing from Legislative Audit for the 2017-2018 Audit that was completed earlier in the year.

Nelson moved and Jensen seconded for Chairman Walls to sign the form for the Legislative Audit billing. All present voting aye - 5, nay - 0. Motion carried.

Barnard informed the Board the SDPAA 2021 Rating Supplement was being completed and requested authorization to sign the forms as needed on behalf of the County.

Jensen moved and Wolkow seconded for Barnard to sign the SDPAA 2021 Rating Supplement as needed. All present voting aye - 5, nay - 0. Motion carried.

Barnard provided information to the Board regarding an alternate auction opportunity for surplus property. Walls had additional information from a local entity. The local entity will be looked into further.

Barnard informed the Board the County had received a Letter Notifying Adjacent Property Owners of Special Exception Hearing and a Letter Notifying Adjacent Property Owners of Variance Hearing from The City of De Smet. Both letters were regarding the request for a licensed commercial day care facility to be built across the street from the courthouse. Included in the information was a Property Owner Consent Form for signature.

Wolkow moved and Jensen seconded to support the project and for Chairman Walls to sign the consent form indicating the same. All present voting aye - 5, nay - 0. Motion carried.

Barnard presented a Beadle County Jail Contract on behalf of the Sheriff's office. The fee for daily confinement is \$70.00.

Nelson moved and Spilde seconded to approve the contract and for Chairman Walls to sign the same. All present voting aye - 5, nay - 0. Motion carried.

EXTENSION

Marie Claire Bauer, Extension/4-H Director, met with the Board to review the 4-H activities from March through December of 2020. Attendance was done in person, virtually or a hybrid of the two.

Activities have been limited due to the Coronavirus. Plans for various options are being made for the upcoming year.

EXECUTIVE SESSION

Jensen moved and Wolkow seconded to adjourn from regular session and move into Executive Session for personnel at 1:27 P.M. All present voting aye - 5, nay - 0. Motion carried.

Spilde moved and Wolkow seconded to adjourn from Executive Session. Chairman Walls declared the Board out at 2:00 P.M.

The Board adjourned to Tuesday, December 22, 2020 at 8:30 A.M.

SIGNED _____
Roger Walls, Chairman

ATTEST _____
Jennifer Barnard, County Auditor

Published 1 week at the total approximate cost of _____.