

OFFICIAL PROCEEDINGS KINGSBURY COUNTY BOARD OF COUNTY COMMISSIONERS

De Smet, South Dakota
February 5, 2019

The Kingsbury County Board of County Commissioners met Tuesday, February 5, 2019 at 8:30 AM in the County Commissioners meeting room in the Courthouse with Commissioners Joe Jensen, Steve Spilde, and Delmer Wolkow were present. Shelley Nelson joined the meeting via conference call. Chairman Nelson presided.

APPROVE AGENDA

Barnard stated that an update on the Berg culvert situation needed to be added to the agenda.

Wolkow moved and Jensen seconded to approve the agenda with all additions. All present voting aye, motion carried.

PUBLIC COMMENT

Chairman Nelson asked for public comment. There was none.

AUDITOR

Jennifer Barnard, Auditor, presented a request to land aircraft on a county road by Wilber Ellis, LLC.

Jensen moved and Spilde seconded for Chairman Nelson or Vice Chairman Walls to sign the request upon their return. All present voting aye, motion carried.

Barnard informed the Board of the upcoming County Commissioner and Welfare Official Workshop in Pierre on March 13-14, 2019, and requested authorization to travel to the workshop.

Wolkow moved and Spilde seconded to approve the travel expenses for Barnard and any Commissioner able to attend the workshop in March. All present voting aye, motion carried.

HIGHWAY

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

Sorenson presented three checks to the Auditor totaling \$1,799.09.

Sorenson also presented a copy of the Highway Annual Report for 2018 to each Board member and the Auditor.

Sorenson informed the Board the crew had been out moving snow and clearing drifts, including pushing back the snow by Lake Whitewood.

Sorenson stated he would like to schedule bid opening for the 2019 highway material on March 5, 2019. Barnard verified the agenda for that day was open. Bid opening will take place on March 5, 2019 at 8:45 A.M.

Sorenson indicated to the Board the results from the red rock were good, adhered better, and would last longer, however would be more expensive up front. A bid for both the red rock and the pea rock would be requested.

Sorenson requested authorization to travel to two conferences. The NACE, National Association of County Engineers is scheduled for April 14-18, 2019, in Wichita Kansas. Sorenson stated he would drive, and the registration for this conference is \$700.00. The second request was for the Annual Asphalt Conference, of which Sorenson is a Board member, and is scheduled for Feb, 27 and 28, 2019, in Pierre.

Jensen moved and Wolkow seconded for Sorenson to approve the travel expenses for both conferences. All present voting aye, motion carried

Sorenson briefly discussed the topic of load limits. Sorenson stated that most counties are reposting the same limits as last year. Load limits would be discussed further at a future meeting.

Sorenson requested to go into Executive Session for personnel.

Wolkow moved and Spilde seconded to adjourn from regular session, and move into Executive Session for personnel at 8:52 A.M. All present voting aye, motion carried.

Spilde moved and Jensen seconded to move back into regular session. Chairman Nelson declared the Board out at 9:10 A.M.

Jensen moved and Wolkow seconded for Sorenson to handle hours at his discretion in the form of comp time or early release to make up for the court house being shut down. All present voting aye, motion carried.

The Board discussed the highway department obtaining a separate credit card account for easier tracking of expenses. Barnard stated she would contact the bank to see what was needed.

MINUTES

Jensen moved and Spilde seconded to approve the minutes of January 22, 2019. All present voting aye, motion carried.

STATE'S ATTORNEY

Gergg Gass, State's Attorney, met with the Board and requested to move into Executive Session for possible litigation.

Wolkow moved and Spilde seconded to adjourn from regular session, and move into Executive Session for possible litigation at 9:18 A.M. All present voting aye, motion carried.

Jensen moved and Spilde seconded to move back into regular session. Chairman Nelson declared the Board out at 9:40 A.M.

END OF MONTH

COURTHOUSE SALARIES	\$48,658.40
HIGHWAY SALARIES	29,594.11

PAYROLL DEDUCTIONS

Sanford Health Plan	25,118.77
AFLAC	1,083.39
AFLAC	755.30
Office of Child Support Enforcement	699.21
H&B Federal Credit Union	400.00
Kingsbury County Treasurer	8,800.00
The Principal Financial Group	258.56
Garnishment	150.00
Garnishment	300.00
Delta Dental	800.00
Avesis Third Party Administrators	176.70
SD Retirement Supplement Pretax	50.00
Garnishment	660.12
SD Retirement System	14,134.72
SD Retirement Supplement	3,950.00
AFSCME	236.00
Kingsbury County	26,382.52

OFFICE REPORTS

The Register of Deeds, Sheriff's and Director of Equalization's Reports of Fees Collected during the month of December 2018 were reviewed by the Board. Jensen moved and Wolkow seconded that the Auditor's report with the Treasurer as of the close of business January 31, 2019 be accepted as follows. All present voting aye, motion carried.

Cash on Hand	\$ 1,195.67
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Checks in Treas. Possession less than 3 days	92,472.83
Cash Items - Postage	243.13
Credit Card	1,859.34
Cash Short	297.04
Cash Long	0.00
Demand Deposits	7,133.03
Savings Account	1,608,483.74
Revolving Loan Fund	292,931.41
Big Ditch MM	363,947.95
Time Deposits	1,657,523.80
TOTAL	4,026,087.94

BREAKDOWN OF MONEY BY FUNDS

County General Fund	2,058,118.33
Special Revenue Funds (Road & Bridge, E911 Fund CH Bldg, Revolving Loan, Emergency Management, Domestic Abuse Funds 24/7 & M&P Fund)	1,171,004.50
Drainage Ditch #4	213,543.34
Drainage Ditch Debt Service Cash	-23,494.56
Amount held for School Dists	298,169.11
Amount held for Townships	27,522.78
Amount held for Cities	29,555.22
Amount held for East Dakota Water Dist.	1,074.05
State Remittance	129,109.45
Amount held for others	121,485.72
TOTAL	4,026,087.94

TREASURER

Elaine Blachford, Treasurer, met with the Board to request a tax abatement.

Blachford informed the Board just over \$486,000.00 had been paid in property taxes due in 2019 during January, and that \$119,500.00 would be received in Bank Franchise Tax.

Blachford stated there are items in the Auditor's vault that were not related to county business, and have a family connection to her. There is no information as to why the items are in the vault that can be found.

It was the consensus of the Board to give the items to Blachford.

Blachford informed the Board that an additional application had been received and the applicant qualified for a Senior Freeze abatement. The City of Lake Preston has approved the adjustment. This would be for applicant 19-3, and the amount of the abatement would be \$633.93.

Spilde moved and Jensen seconded for the 2018 taxes due in 2019 to be abated back to the qualifying rate for applicant 19-3. All present voting aye, motion carried.

Blachford informed the Board the Deputy Treasurer, Brianna Goodwin, had turned in her resignation, and requested the Board accept it.

Jensen moved and Wolkow seconded to accept the resignation of Goodwin. All present voting aye, motion carried.

Blachford requested to move into Executive Session for personnel.

Spilde moved and Wolkow seconded to adjourn from regular session, and move into Executive Session for personnel at 9:57 A.M. All present voting aye, motion carried.

Wolkow moved and Spilde seconded to move back into regular session. Chairman Nelson declared the Board out at 10:24 A.M.

OPEN DISCUSSION

Jennifer Barnard, Auditor, informed the Board she had volunteered for the office to be a collection point for the upcoming Mathew's Township election.

It was requested for Barnard to speak to State's Attorney Gass regarding any legality.

DIRECTOR OF EQUALIZATION

Tammy Anderson, Director of Equalization, met with the Board to discuss land values and the upcoming Equalization Boards.

Anderson informed the Board that Ag land values will be going up. Values in Arlington, to include residential and commercial will be going up 10%. Lake lot values will be increasing by 19%. On small acreages, structure values will increase by 10%; land will adjust to \$17,000.00 for the first acre and \$2,000.00 for each additional acre.

Anderson asked the Board about scheduling the Equalization Boards.

It was the consensus of the Board to begin on April 9, 2019, at 9:00 A.M. and continue each day following until the completion of any and all appeals.

Anderson also clarified that if an owner does not live in a lake property all year, and does not claim an owner occupied status, any appeal can be made straight to the county.

It was the consensus of the Board for decisions on any and all appeals be made at the end of each morning and afternoon session, and not at the time of each appeal.

Anderson wanted to express her appreciation for her deputy, Maggie Purintun, while time was needed to be spent away from the office for a family emergency.

BOARD OF ADJUSTMENT

Jensen moved and Wolkow seconded to adjourn from regular session, and move into Board of Adjustment to review the minutes from Conditional Use application of Clint Martens from January 22, 2019, at 10:41 A.M. All present voting aye, motion carried.

Chairman Nelson declared the Board out at 10:42 A.M.

APPROVE CLAIMS

Wolkow moved and Jensen 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, motion carried.

MISCELLANEOUS

LCOHOL MONITORING SYSTEMS INC 77.00 SUPPLIES, APPEARA 45.00 SUPPLIES, AT&T 88.16 UTILITIES, BADGER OIL COMPANY 2443.10 SUPPLIES/FUEL, JEFFREY M. BANKS 2001.40 COURT APPOINTED ATTORNEY, MARY CLAIRE BAUER 86.37 TRAVEL REIMURSEMENT/SUPPLIES, BEADLE COUNTY SHERIFF 140.00 PRISONER CARE, MATTHEW BJORKMAN 44.00 REFUND OF DENTAL INS 11/30/18, CENTURY BUSINESS PRODUCTS 20.33 COPIER CONTRACT, CODINGTON COUNTY SEARCH & RESC 600.00 INV 2019-100, COWBOY COUNTRY STORE-DESMET 51.21 SUPPLIES- GAS, SMITH'S LUMBER 49.08 SUPPLIES, DE SMET CITY 99.00 UTILITIES, AVERA DESMET HOSPITAL 222.00 PROFESSIONAL SERVICES, BOB FELDHUS 12266.43 2018 SPRAYING & CHEMICAL, GLACIAL LAKES AND PRAIRIES 581.00 2019 CONTRIBUTION, HILLYARD/SIOUX FALLS 183.10 SUPPLIES, WADE HOEFERT 15.00 TRAVEL REIMBURSEMENT, CITY OF HURON 3638.00 NOV 2018 911 EMERGENCY SURCHAR, JOE JENSEN 67.20 TRAVEL REIMBURSEMENT, JIM HAWK TRUCK TRAILERS 372.60 SUPPLIES, MARK KATTERHAGEN 15.00 BMI, Kingsbury County Treasurer 243.13 Postage, LUCY LEWNO 165.00 BMI, LINCOLN COUNTY 211.50 BMI, MAYNARD'S FOOD CENTER 7.19 SUPPLIES, MCLEODS PRINTING & OFFICE SUPP 177.06 SUPPLIES, MICROFILM IMAGING SYSTEMS, INC 360.00 PROFESSIONAL SERVICES, MID DAKOTA VEGETATION MGMT 1585.80 2018 HEMLOCK GRANT, MIDWEST GLASS, LLC 10242.00 CLERK BULLET PROOF GLASS, MID-STATES ORGANIZED CRIME 100.00 2019 ANNUAL MEMBERSHIP FEES, NAPA AUTO PARTS 17.94 SUPPLIES, O'CONNOR COMPANY 913.06 SUPPLIES, O'KEEFE IMPLEMENT 214.18 SUPPLIES, OFFICE PEEPS INC 3419.80 SUPPLIES, PALMLUND AUTOMOTIVE 900.00

PROFESSIONAL SERVICES- SNOW, PRAIRIE AG PARTNERS 759.60 UTILITIES, PRAIRIE AG PARTNERS 766.83 SUPPLIES, PRAXAIR DISTRIBUTION INC. 203.79 SUPPLIES, MAGGIE PURINTUN 89.12 TRAVEL REIMBURSEMENT, QUILL 256.57 SUPPLIES, CATHY REHFUSS 15.00 BMI, RFD NEWS GROUP 510.85 PUBLICATIONS, RICH'S GAS & SERVICE 17.80 SUPPLIES, RUNNING SUPPLY INC. 55.37 SUPPLIES, KEVIN M. SCOTTING 18.42 COURT SECURITY, SD ASPHALT CONFERENCE 125.00 TRAVEL, SD DEPT OF REVENUE 242.95 SUPPLIES, SD DEPT OF REVENUE 69.15 LICENSE PLATES-SHERIFF, SD UNEMPLOYMENT DIVISION 100.59 UNEMPLOYMENT INSURANCE, SDML WORKERS' COMPENSATION 38632.00 WORKER'S COMP, SPINK COUNTY AUDITOR 550.75 REVIEW HEARING, STEVE STRANDE 312.77 TRAVEL REIMBURSEMENT, TRANSOURCE 140.13 SUPPLIES, TRUENORTH STEEL 3211.60 SNOW, TRUSTWORTHY HARDWARE 19.67 SUPPLIES, VERIZON 272.10 UTILITIES, DE SMET VETERINARY SERVICE 48.56 DOG FOOD, DAVID WHEELER 2102.00 CAA FEES, WW TIRE 3936.84 SUPPLIES, YANKTON COUNTY SHERIFF OFFICE 50.00 BMI, ZELL MANUFACTURING 1232.34 REPAIRS/MAINTENANCE,

MAINTENANCE

Lonny Palmlund, Maintenance, met with the Board to discuss several items.

Palmlund stated he would like to purchase an Ozone generator for the various vault spaces in the courthouse. The generator would cost \$300.00 and the funds are available in the budget. One had previously been borrowed from Caryn Hoyer.

It was the consensus of the Board for Palmlund to purchase the Ozone generator.

Palmlund updated the Board on the status of the Clerk of Court's office renovation. The bullet proof glass had been installed, and the estimated cost of the bullet proof panel for under the counter was \$6,000.00 without trim work. Palmlund stated he could order the same grade of material for \$1,300.00, install it himself, and save the county \$4,700.00.

With the installation of the glass there is now a reflection issue in the Clerk's office and the window blinds will need to be updated. Palmlund presented a sample of a 2.5" wood slat blind with a cost of \$125.50 per window size of 90" x 40".

Barnard stated there were no funds budgeted for the Clerk's office in 2019, could be adjusted with a Supplemental Budget Hearing.

Palmlund stated he would like to update the two water fountains for public use in the courthouse. The ones currently available are not filtered and old. Palmlund would like to purchase fountains similar to those in the high school with water bottle dispensers at a cost of \$1,396.00 each. The filters have a recommended replacement rate at once per year at a cost of

\$350.0 for both. Palmlund also stated the individuals who installed the fountains at the high school would install these for \$100.00 per fountain.

The Board discussed tuck pointing, window replacement and a rubberized coating on the base of the dome for the next courthouse projects.

Palmlund informed the Board there had been a complaint regarding the clearing of the front sidewalks during weather with wind chill advisories in effect. Palmlund had made a safety call to not work outside with the wind chill as low as it was. A Board member had come to the courthouse and looked at the sidewalks. It was visible the sidewalks had been cleared previously, and the wind had drifted the walkway closed.

Palmlund stated he prioritizes the entrance to Emergency Management, the Sheriff's office and the front walkway with the intention of always having things open and safe.

It was the consensus of the Board Palmlund had made the correct judgement call.

Spilde moved and Wolkow seconded for the purchase of the new water fountains. All present voting aye, motion carried.

OPEN DISCUSSION

The Board requested Barnard look into what needed to be done for the Highway Department to obtain its own County Credit Card account to simplify billing payments.

The Board discussed the status of the culvert issue by Lawrence Berg's property. Roger Lee had previously been in contact with Jason Petersen, with Civil Design. The line between moving from a maintenance project to an improvement project had also been previously discussed with Gary Leistico, with Rinke Noonan.

The Board requested Barnard schedule both Petersen and Leistico for a meeting in March.

EXECUTIVE SESSION

Nelson stated the Board had an item to discuss, and requested a motion to move into Executive Session.

Jensen moved and Wolkow seconded to adjourn from regular session, and move into Executive Session for personnel at 11:46 A.M. All present voting aye, motion carried.

Spilde moved and Wolkow seconded to move back into regular session.
Chairman Nelson declared the Board out at 11:50 A.M.

The Board adjourned to Thursday, February 21, 2019 at 8:30 AM.

SIGNED _____
Shelley Nelson, Chairman

ATTEST _____
Jennifer Barnard, County Auditor

Published 1 week at the total approximate cost of _____.