

OFFICIAL PROCEEDINGS KINGSBURY COUNTY BOARD OF COUNTY COMMISSIONERS

De Smet, South Dakota
March 5, 2019

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

APPROVE AGENDA

Barnard stated that there were to edits needed to be made to the agenda: Good Friday should be Easter Weekend, and the Treasurer will be introducing her new deputy.

Walls moved and Wolkow seconded to approve the agenda as edited. All present voting aye, motion carried.

MINUTES

One typo was noted under Maintenance: "het" was corrected to "met".

Jensen moved and Spilde seconded to approve the minutes of February 21, 2019, as corrected. All present voting aye, motion carried.

PUBLIC COMMENT

Chairman Nelson asked for public comment. The number of Executive Sessions was brought up and discussed.

HIGHWAY

David Sorenson, Highway Superintendent, met with the Board via conference all for the opening of the highway bid opening.

Bid Opening

Item #1 - Road Oil

- Jebro - MC 70 at \$802.11 per ton
- CRS 2P at \$565.85 per ton
- CSS 1-H at \$460.85 per ton
- MC 3000 at \$602.11 per ton

Flinthills - MC 3000 at 602.61 per ton

Sorenson recommended to accept the bid from Jebro.

Jenson moved and Wolkow seconded to accept the bid from Jebro. All present voting aye, motion carried.

Item #2 - Asphalt Hot Mix

Asphalt Paving - Class E-1 Virgin at \$67.25 per ton

- Class E-1 with 20% RAP at \$62.00 per ton

- Class E-2 Virgin at \$75.00 per ton

- Class E-2 with 20% RAP at \$68.50 per ton

Duininck Inc. - \$74.50 per ton picked up at Watertown

Jamir Reclamation Inc - Class E-1 Virgin at \$59.50 per ton

(Bowes) - Class E-1 with RAP at \$57.50 per ton

- Class E-2 Virgin at \$61.50 per ton

- Class E-2 with RAP at \$59.50 per ton

- Class G-1 Virgin at \$61.50 per ton

- Class G-1 with RAP at \$59.50 per ton

- Class G-2 Virgin at \$63.50 per ton

- Class G-2 with RAP at \$61.50 per ton

Sorenson recommended to accept all bids based on location of the need.

Walls moved and Jensen seconded to accept all bids. All present voting aye, motion carried.

Item #3 Gravel Crushing

Brown Lee Construction at \$2.95 per ton of 3/4 inch

Rechnagel Construction at \$1.70 per ton of 3/4 inch

Bowes Construction at \$3.65 per ton of 3/4 inch

Wm. D. Scepaniak, Inc. at \$3.18 per ton of 3/4 inch

Sorenson recommended to accept the bid from Rechnagel.

Wolkow moved and Spilde seconded to accept the bid from Rechnagel. All present voting aye, motion carried.

Item #4 - Fuel

Cole - #1 Diesel at \$2.7250, #2 Diesel at \$2.3140 and Unleaded with Ethanol at \$2.1720 (all per gallon)
Stern Oil - #1 Diesel at \$2.6466, #2 Diesel at \$2.3966 and Unleaded with Ethanol at \$2.2091 (all per gallon)

Sorenson recommended to accept the bid from Cole.

Jensen moved and Walls seconded to accept the bid from Cole. All present voting aye, motion carried.

Item #5 - Pea Rock and Quartzite chips
LG Everest - Pea Rock at \$7.25 per ton
- Quartzite chips at \$13.15 per ton

Northern Con. -Agg. LLP. - Pea Rock at 5.50 per ton
Spencer - Quartzite chip at 10.40 per ton for 6,800 ton

Sorenson recommended to accept the bid from Spencer Quarries pending the decision on use of pea rock or Quartzite.

Walls moved and Wolkow seconded to follow Sorenson's recommendation. All present voting aye, motion carried.

Item #6 - Pea Rock Hauling Bids
Prairie States Trucking -at 15 cents per ton per loaded mile

McMasters - at 16.5 cents per ton per loaded mile

Sorenson recommended to accept the bid from Prairie State Trucking.

Spilde moved and Walls seconded to accept Prairie State Trucking. All present voting aye, motion carried.

True North Steele sent in a bid for culverts with a variety of costs based on size of the culvert and the thickness of the steel.

Sorenson recommended to accept the bid from True North Steele.

Spilde moved and Wolkow seconded to accept True North Steele's bid amounts. All present voting aye, motion carried.

APPROVE CLAIMS

Wolkow moved and Walls 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

ALLEGRA 207.85 SUPPLIES, ALCOHOL MONITORING SYSTEMS INC 108.50 SUPPLIES, APPEARA 51.43 SUPPLIES, AT&T 82.41 UTILITIES, BADGER OIL COMPANY 3920.95 SUPPLIES/FUEL/UTILITIES, CINDY BAU 184.00 TRAVEL & CELL PHONE REIMBURSEM, MARY CLAIRE BAUER 49.41 SUPPLIES AND TRAVEL, BEADLE COUNTY SHERIFF 980.00 PRISONER CARE, BOYER FORD TRUCKS 249.11 SUPPLIES, BUTLER MACHINERY COMPANY 405.96 SUPPLIES, CENTURY BUSINESS PRODUCTS 673.57 PROFESSIONAL SERVICES, BRIAN CHRISTENSEN 81.84 WEED BOARD MEETING, CODINGTON COUNTY SHERIFF 1350.00 PRISONER CARE, COLE PETROLEUM 19649.72 FUEL, COOK'S WASTEPAPER & RECYCLING 334.48 UTILITIES, COWBOY COUNTRY STORE-DESMET 40.45 SUPPLIES, CROSSROADS HOTEL AND HURON 114.99 TRAVEL, SMITH'S LUMBER 40.14 REPAIRS/MAINTENANCE, AVERA DESMET HOSPITAL 111.00 PROFESSIONAL SERVICES, DE SMET NEWS 351.16 PUBLICATIONS, DE SMET NEWS 119.93 SUPPLIES, DE SMET WELDING 1727.08 SNOW, CITY OF HURON 3655.82 911 REMITTANCE, INTERNATIONAL ASSOC OF GOV OFF 200.00 DUES, INFOTECH SOLUTIONS 3199.48 PROF SERVICES/AUD COMPUTER, INTERLAKES COMMUNITY ACTION 363.50 COMM SERVICE WORKER 2/19, JOE JENSEN 33.60 COMM TRAVEL REIMBURSEMENT, CHARLES JOHNSON 250.00 CORONER CALLS, KATZ LAW OFFICE 256.50 CAA FEES, KINGSBURY CONSERVATION DIST 285.00 REGISTRATION FOR WEED CONF, KINGSBURY COUNTY TREASURER 35.95 POSTAGE, LEWIS & CLARK BEHAVIORAL 330.00 BMI, LINCOLN COUNTY 817.10 BMI, LAKE PRESTON TIMES 343.41 PUBLICATIONS, MAYNARD'S FOOD CENTER 57.91 SUPPLIES, MAYNARD'S FOOD CENTER 34.93 SUPPLIES, NAPA AUTO PARTS 245.99 SUPPLIES, NORTHERN TRUCK EQUIPMENT CORP 157.45 SUPPLIES, O'KEEFE IMPLEMENT 517.86 SUPPLIES, O'KEEFE IMPLEMENT 27.90 REPAIR MAINTENANCE/SUPPLIES, OFFICE PEEPS INC 274.20 SUPPLIES, RYAN OLSON 74.28 WEED BOARD MEETING, PRAIRIE AG PARTNERS 748.80 UTILITIES, PRAIRIE AG PARTNERS 20.00 REPAIRS/MAINTENANCE, PRAXAIR DISTRIBUTION INC. 119.74 SUPPLIES, QUILL 48.74 SUPPLIES, REDWOOD TOXICOLOGY LABORATORY 245.80 SUPPLIES, RFD NEWS GROUP 261.16 PUBLICATIONS, RINKE NOONAN 517.00 BIG DITCH NO 4, SANFORD 2325.00 AUTOPSY, SD DEPARTMENT OF PUBLIC SAFETY 2340.00 TELETYPE SERV 1/1-6/30/19, SD FEDERAL PROPERTY AGENCY 54.50 SUPPLIES, SD ASSOC OF ASSESSING OFFICERS 350.00 TRAVEL, SDACHS 100.00 TRAVEL, SOUTH DAKOTA PUBLIC ASSURANCE 61828.22 INSURANCE, DAVID SORENSON 37.00 TRAVEL REIMBURSEMENT, STATE OF SD 120.00 STATE EMAIL FOR ROD & TREAS, STEVE STRANDE 125.00 CORONER CALL, TRUENORTH STEEL 4755.60 SNOW, TRUSTWORTHY HARDWARE 37.94 SUPPLIES, TRUSTWORTHY HARDWARE

135.91 SUPPLIES, TYLER TECHNOLOGIES, INC. 3001.81 PROFESSIONAL SERVICES,
 VERIZON 284.22 UTILITIES, VISA 747.00 SUPPLIES;TRAVEL;WEB PAGE, VISA
 506.94 TRAVEL & SUPPLIES, ROGER WALLS 70.08 WEED BOARD MEETING, WASTE OIL
 FURNACE DISTRIBUTING 88.98 SUPPLIES, WILKINSON & SCHUMACHER LAW 2667.71
 CAA FEES, WW TIRE 177.81 SUPPLIES, WW TIRE 149.70 REPAIRS/MAINTENANCE,
 YANKTON COUNTY 118.75 BMI,

END OF MONTH

COURTHOUSE SALARIES \$48,018.63 HIGHWAY
 SALARIES 27,768.89

PAYROLL DEDUCTIONS

Sanford Health Plan	25,114.97
AFLAC	1,083.39
AFLAC	724.62
Office of Child Support Enforcement	699.21
H&B Federal Credit Union	400.00
Kingsbury County Treasurer	8,800.00
The Principal Financial Group	252.12
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	13,901.94
SD Retirement Supplement	3,850.00
AFSCME	236.00
Kingsbury County	26,412.08

OFFICE REPORTS

The Register of Deeds, Sheriff's and Director of Equalization's Reports of Fees Collected during the month of February 2019 were reviewed by the Board. Jensen moved and Wolkow seconded that the Auditor's report with the Treasurer as of the close of business February 28, 2019 be accepted as follows. All present voting aye, motion carried.

Cash on Hand	\$ 4,260.05
Checks in Treas. Possession less than 3 days	35,554.75
Cash Items - Postage	35.95
Credit Card	559.70
Cash Short	568.65

Cash Long	- 0.03
Demand Deposits	12,215.08
Savings Account	1,844,092.10
Revolving Loan Fund	293,055.81
Big Ditch MM	364,102.50
Time Deposits	1,657,523.80
TOTAL	4,211,968.36

BREAKDOWN OF MONEY BY FUNDS

County General Fund	2,260,730.13
Special Revenue Funds (Road & Bridge, E911 Fund CH Bldg, Revolving Loan, Emergency Management, Domestic Abuse Funds 24/7 & M&P Fund)	1,146,702.23
Drainage Ditch #4	213,697.89
Drainage Ditch Debt Service Cash	-23,167.36
Amount held for School Dist.	280,010.90
Amount held for Townships	25,732.25
Amount held for Cities	47,536.18
Amount held for East Dakota Water Dist.	1,025.08
State Remittance	110,432.60
Amount held for others	149,268.46
TOTAL	4,211,968.36

SUPPLEMENTAL BUDGET HEARING

Jennifer Barnard, Auditor, read Resolution 2019-2, regarding funds previously approved for office improvement expenses.

RESOLUTION 2019-2

SUPPLEMENTAL BUDGET FOR 2019

WHEREAS, Kingsbury County, South Dakota, has incurred obligations in finance of certain funds; and

WHEREAS, at the time of the adoption of the Annual Budget, no funds were appropriated to the following functions: Clerk of Courts Office Updates; and

WHEREAS, at the time of the adoption of the Annual Budget, an inadequate amount of funds was appropriated to the following functions: Extension Furniture; and

NOW, THEREFOR, BE IT RESOLVED that \$15,240.00 be supplemented to the following funds:

\$14,400.00 to Clerks Office Updates
840.00 to Extension Furniture

101-130-432
101-611-435

Passed, approved and adopted this 5th day of March 2019, on a motion by Jensen, seconded by Wolkow. All present voting aye.

In testimony whereon this instrument has been executed by the Chairman of the Board of County Commissioners and attested by its Auditor on this 5th day of March 2019.

EXTENSION

Mary Claire Bauer, Extension, met with the Board to go over the Quarterly Report of the Extension and 4-H program for October 2018 thru January 2019. Outreach and Growth numbers are up.

DIRECTOR OF EQUALIZATION

Tammy Anderson, Director of Equalization, met with the Board to request authorization to travel to two events.

Anderson and Maggie Purintun, Deputy Director of Equalization, have a Conference in Deadwood on May 21-24, 2019.

Anderson has a School in Pierre on August 18-23, 2019.

Walls moved and Jensen seconded to approve the expenses for both the Conference in May for Anderson and Purintun and the School in August for Anderson. All present voting aye, motion carried.

TREASURER

Elaine Blachford, Treasurer, met with the Board to introduce the new Deputy Treasurer, Jessica Virchow.

Blachford stated Virchow was learning quickly.

Blachford inquired about the vacation time availability during the Virchow's probationary period, as there was a possible need prior to the end of the first six months from the hire date. The Board reviewed the policy manual and discussed changes that had been made to vacation time access in 2017.

EMERGENCY MANAGEMENT

Cindy Bau, Emergency Management Coordinator, met with the Board to discuss preparation for possible flooding this spring. Bau had received a call regarding sand bags from a resident of a Lake Park District. Bau indicated the County had received burlap bags several years ago, and that the condition of those bags is unknown due to the biodegradability of them. Additional burlap bags can be obtained, and plastic bags have a higher cost.

Bau and the Board also discussed access to the northern area of Lake Thompson and Lake Henry. There is now a campground where an access road had been.

AUDITOR

Barnard presented a jail contract from Codington County to the Board. The contract stated the cost to house an inmate would be \$85.00 per day.

Wolkow moved and Spilde seconded to accept the contract. All present voting aye, motion carried.

Barnard read an email to the Board which had been forwarded to her from Governor Noem, closing the State offices on Friday, April 19 and Monday, 22 2019 for the Easter holiday weekend. Administrative leave has also been granted.

Jensen moved and Spilde seconded to follow the State office closure per the County Policy Manual. All present voting aye, motion carried.

Barnard informed the Board there is a need to update the phone equipment for the seven offices using Verizon. The county offices currently have 3G service and Verizon is doing away with that level by the end of 2019. There will be a \$30.00 cost per office for the updated equipment for a total of \$210.00. Three of the offices are used by State agencies in the east annex.

Wolkow moved and Walls seconded to move forward with the update. All present voting aye, motion carried.

Barnard informed the Board after verifying the levies with the State, an error had been made in the rounding in the Tax software. Manual corrections had been made earlier, and missed in the last recalculation and submission, and not caught by either office when the levies were approved. The levy for the Iroquois Fire District was applied at .074 and should have been .075, leaving the fire district short \$264.00 in tax income. Barnard stated she was advised to send a letter to the Fire District explaining what happened.

Barnard also stated should the Fire District request those funds it would be paid out of the office budget.

OPEN DISCUSSION

Walls informed the Board the Weed Board will be discussing the option of assisting the Townships with the cost of spraying for weeds again, as an incentive. Initially, this was a first-time only option to obtain the assistance. The Weed Board is looking the possibility of repeat assistance at a lower percentage.

Criterial needs to be met in order to obtain the funding from the Weed Board including. No decision has been made and further discussion will be taking place at the next meeting.

The Board returned to the discussion of the vacation/sick time accrual for Deputy Treasurer Virchow. With only 3 days worked in the month of February, it was the consensus of the Board for the accrual be a matching percentage of accrual totaling 1 hour of the 6.66 hours possible vacation time and 1.5 hours of the 8 hours possible sick time.

The Board adjourned to Tuesday, March 19, 2019 at 8:30 AM.

SIGNED _____
Shelley Nelson, Chairman

ATTEST _____
Jennifer Barnard, County Auditor

Published 1 week at the total approximate cost of _____.