

OFFICIAL PROCEEDINGS KINGSBURY COUNTY BOARD OF COUNTY COMMISSIONERS

De Smet, South Dakota

March 7, 2023

The Kingsbury County Board of County Commissioners met Tuesday, March 7, 2023, 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, Steve Strande - Sheriff, Cindy Bau - Emergency Management, Amy Halverson - Kingsbury Journal, and Scott Erstad - Badger Oil.

PLEDGE OF ALLEGIANCE

Those present stood and recited the Pledge of Allegiance.

APPROVE AGENDA

Tammy Anderson, Director of Equalization, requested to add a discussion of a vehicle purchase to the agenda.

Motion by Lundquist and seconded by Spilde to approve the agenda as edited. All present voting aye. Motion carried.

MINUTES

One spelling error noted on the February 21, 2023, minutes.

Motion by Spilde and seconded by Lee to approve the minutes of February 21, 2023, with one spelling correction. 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.

AUDITOR

Echo Steffensen, Auditor, presented the 2023 First District contracts for the Chairman to sign.

Motion by Lee and seconded by Walls to accept the 2023 First District contracts and for Chairman Kazmerzak to sign same. All present voting aye. Motion carried.

Steffensen presented information on bidding for interest rates on equipment financing.

HIGHWAY

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

Matters discussed included snow removal, weight limits, purchase of a grader and delivery of the new truck.

Bid opening

Item #1 - Road Oil

Flint Hills - MC 3000 at \$901.00 per ton.

Jebro - MC 3000 at \$875.28 per ton.

Sorenson recommended to accept the Jebro bid.

Motion by Walls and seconded by Lundquist to accept the bid from Jebro for road oil at \$875.28 per ton. All present voting aye. Motion Carried.

Item #2 - Asphalt Mix

Asphalt Paving & Materials - Class E-1 \$79.00 per ton
Class E2 \$81.00 per ton

Bowes Construction, Inc. - Class E-1 \$76.00 per ton
Class E-2 \$81.00 per ton

Sorenson recommended to accept all bids to be used based on availability.

Motion by Lee and seconded by Spilde to accept all bids. All present voting aye. Motion carried.

Item #3 Gravel Crushing

Rechnagel Construction at \$2.45 per ton of 3/4-inch.

Bowes Construction, Inc. at \$2.89 per ton of 3/4-inch.

1st Rate Excavation at \$3.05 per ton of 3/4-inch.

Sorenson recommended to accept the bid from Rechnagel Construction.

Motion by Lee and seconded by Walls to accept the bid from Rechnagel Construction. All present voting aye. Motion carried.

Item #4 - Fuel

Coles Petroleum - #2 Diesel at \$3.0775 per gallon, Unleaded Ethanol at \$2.7850 per gallon and #1 Diesel based on price of suppliers daily price plus a margin of .08.

Badger Oil - #2 Diesel at \$3.149 per gallon.

Sorenson recommended to accept the bid from Coles Petroleum.

Motion by Lundquist and seconded by Walls to accept the bid from Coles Petroleum. All present voting aye. Motion carried.

Item #5 - Quartzite

L.G. Everest - Delivered \$20.60 per ton. Picked up \$12.70 per ton.

Spencer Quarries, Inc. - Picked up \$10.85 per ton.

Sorenson recommended to accept the bid from Spencer Quarries.

Motion by Walls and seconded by Lundquist to accept the bid from Spencer Quarries. All present voting aye. Motion carried.

Sorenson introduced a representative from RDO John Deere who provided information to the Board on an estimate for a new motor grader.

MAINTENANCE

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

Palmlund presented a service agreement for the generator at the Sheriff's office from Interstate Power Systems for Chairman Kazmerzak's signature.

Motion by Spilde and seconded by Lee to accept the service agreement from Interstate Power Systems and for the Chairman to sign the same. All present voting aye. Motion carried.

Tammy Anderson, Director of Equalization, joined the meeting for a discussion on the cleanup of a vault which currently holds old records from her office. There are 1500 11x18 books dated from 1920-1980. Most are covered with mold. Anderson stated she is only required to keep the most recent 3 years and currently has records from 1981 to present stored on third floor. The Board discussed the history of the books and suggested

before any are destroyed the public be notified and given the opportunity to examine them.

Palmlund informed the Board he had purchased a metal box to place outside by the statues for donations to be used for upkeep and flag purchases and is working on setting up a guestbook.

DIRECTOR OF EQUALIZATION

Anderson met with the Board to provide them with office updates. Assessment notices have been sent. They are preparing for Equalization Boards and any appeals that may be applied for.

Anderson requested to abate the taxes on Record # 5312 for the correction of the assessment.

Motion by Lundquist and seconded by Lee to abate the taxes on Record #5312. All present voting aye. Motion carried.

Anderson requested to abate taxes on Record #8375 due to a reduction in value.

Motion by Lundquist and seconded by Spilde to abate the taxes on Record # 8375. All present voting aye. Motion carried.

Anderson requested to allow Sheriff Strande to bid on a 2017 Chevy Silverado pickup.

Motion by Spilde and seconded by Lee to allow Strande to bid on a 2017 Chevy Silverado pickup up to the approved budgeted amount in the Director of Equalization's budget. All present voting aye. Motion carried.

EXECUTIVE SESSION

Motion by Lee and seconded by Lundquist to adjourn from regular session and move into executive session for personnel at 11:13 A.M. All present voting aye. Motion carried.

Motion by Spilde and seconded by Lee to adjourn from Executive Session. Chairman Kazmerzak declared the Board out at 11:55 A.M.

HUMAN RESOURCES

Natalie Remund, HR Consultant requested to move into executive session for contract negotiations.

Motion by Lee and seconded by Walls to adjourn from regular session and move into executive session for contract negotiations at 11:57 A.M. All present voting aye. Motion carried.

Motion by Spilde and seconded by Lee to adjourn from Executive Session. Chairman Kazmerzak declared the Board out at 12:57 A.M.

Remund presented a Sick Leave Bank policy draft for the Board's review.

APPROVE CLAIMS

The Board reviewed the vouchers submitted by the Auditor

Motion by Spilde 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.

MISCELLANEOUS

ALCOPRO, INC. 163.00 JAIL SUPPLIES, APPEARA 73.93 SUPPLIES, AT&T 113.45 UTILITIES, BADGER OIL COMPANY 437.34 UTILITIES, CINDY BAU 60.00 UTILITIES, BEADLE COUNTY SHERIFF 1235.00 PRISONER CARE, BOB BODE CONSTRUCTION 4387.76 REPAIRS/SUPPLIES, BUTLER MACHINERY COMPANY 3434.92 REPAIRS/SUPPLIES, CENTURYLINK 745.84 UTILITIES, BRIAN CHRISTENSEN 161.20 TRAVEL STATE MTG WEED BOARD, CITY OF DESMET 116.14 UTILITIES, COLES PETROLEUM 25410.79 FUEL, DANR - FISCAL OFFICE 250.00 PROFESSIONAL SERV, DCI 26.75 PROFESSIONAL FEES, BRANDON DUFFY 85.19 UNIFORMS, EQUIPMENT BLADES INC 18111.90 SNOW EXPENSE, TANYA FLEGEL 131.58 TRAVEL STATE MTG WEED BOARD, G & R CONTROLS, INC 1403.00 REPAIRS/MAINT, INTERSTATE BATTERY 54.00 SUPPLIES, INTERSTATE BATTERY 410.85 SUPPLIES, IROQUOIS IRONWORKER, INC 37.98 SUPPLIES, JAY'S AUTOBODY 8131.18 REPAIRS, JOE JENSEN 142.80 TRAVEL, KINGBROOK RURAL WATER 40.80 UTILITIES, KINGSBURY ELECTRIC COOP 964.80 REPAIRS, KINGSBURY COUNTY TREASURER 28.20 SUPPLIES, LINDE GAS & EQUIPMENT INC 460.90 SUPPLIES, LAURIE MARCUS, RN 80.00 PROFESSIONAL SERV, MAYNARD'S FOOD CENTER 28.24 SUPPLIES, MULTI BUSINESS SOLUTIONS, INC 2150.00 PRO SERV, EASTLINE SUPPLY 8.74 SUPPLIES, OFFICE PEEPS INC 535.09 SUPPLIES, PRAIRIE AG PARTNERS 107.34 REPAIRS, PRAIRIE AG PARTNERS 2589.67 FUEL/SUPPLIES, QUILL 79.75 SUPPLIES, QUILL 63.90 SUPPLIES, RFD NEWS GROUP 566.16 PUBLISHING, SD DEPARTMENT OF PUBLIC SAFETY 2340.00 TELETYPE SERVICE SHERIFF, SD SHERIFF'S ASSOCIATION 230.00 TRAVEL/CONFERENCE, SDACC 50.00 2023 SPRING WORKSHOP FEE, SDACO 136.00 MP&R REMITTANCE-FEB 2023, SDHSC 600.00 PROFESSIONAL SERV, SDN COMMUNICATIONS 917.00 PROFESSIONAL SERVICES, SIRCHIE ACQUISITION CO LLC 49.18 SUPPLIES, STEVE STRANDE 125.00 CORONER CALL, TRUENORTH STEEL 17199.88 SUPPLIES/SNOW, TRUSTWORTHY HARDWARE 264.57 SUPPLIES, VANDER HAAGS INC 496.00 SUPPLIES, VERIZON 244.38 UTILITIES, DE SMET VETERINARY SERVICE 97.12 SUPPLIES/BREE, VISA 1473.70 SUPPLIES, ROGER WALLS 123.46 TRAVEL WEED/PEST BOARD, ZELL MANUFACTURING 1176.20 REPAIRS

END OF MONTH	
COURTHOUSE SALARIES	\$61,289.28
HIGHWAY SALARIES	24,252.93

PAYROLL DEDUCTIONS	
Wellmark Health Plan	27,297.08
Three Fivers Benefits	5,136.64
AFLAC	1,487.84
AFLAC	286.74
Reliance Life Insurance	166.68
Aflac Dental	1,389.60
Beam Vision	255.16
SD Retirement Supplement Pretax	200.00
SD Retirement System	12,638.40
SD Retirement Supplement	740.00
AFSCME	93.04
Kingsbury County	24,931.32

OFFICE REPORTS

The Register of Deeds, Sheriff's and Director of Equalization's Reports of Fees Collected during the month of February 2023 were reviewed by the Board, along with the Treasurer and Auditor Reports.

Cash on Hand	\$ 2,300.82
Checks in Treas. Possession less than 3 days	20,189.63
Credit Card	2,762.77
Cash Short	0.00
Cash Long-ISF Check	0.00
Demand Deposits	110,832.72
Savings Account	2,456,186.50
Revolving Loan Fund	296,548.71
Big Ditch MM	345,658.75
Time Deposits	1,657,523.80
TOTAL	4,892,003.70

BREAKDOWN OF MONEY BY FUNDS

County General Fund	2,359,160.85
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)	1,537,428.26
Drainage Ditch #4	165,746.79
Drainage Ditch Debt Service Cash	7,438.52
Amount held for School Dist.	397,551.73

Amount held for Townships	45,929.23
Amount held for Cities	58,361.38
Amount held for East Dakota Water Dist.	1,456.36
State Remittance	139,001.80
Amount held for others	179,928.78
TOTAL	4,892,003.70

AUDITOR

Steffensen informed the Board the need to set a 1st reading date for Ordinance # 66 an ordinance for state and federal criminal background investigations for applicants for county employment on March 21, 2023.

EXECUTIVE SESSION

Motion by Lee and seconded by Spilde to adjourn from regular session and move into executive session for personnel at 1:50 P.M. All present voting aye. Motion carried.

Motion by Lee and seconded by Lundquist to adjourn from executive session. Chairman Kazmerzak declared the Board out at 3:06 P.M.

TREASURER

Michelle Longville, Treasurer, introduced Erin Rusher as the new Deputy Treasurer.

The Board adjourned to Tuesday, March 21, 2023, at 8:30 A.M.

SIGNED

Doug Kazmerzak, Chairman

ATTEST

Echo Steffensen, County Auditor

Published 1 week at the total approximate cost of _____.