

OFFICIAL PROCEEDINGS KINGSBURY COUNTY BOARD OF COUNTY COMMISSIONERS

De Smet, South Dakota  
December 17, 2024

The Kingsbury County Board of County Commissioners met Tuesday, December 17, 2024, at 8:30 A.M. in the Courtroom of the County Courthouse with Commissioners Kyle Lee, Roger Walls, Corey Lundquist, Steve Spilde and Troy Nelson present. Chairman Lee presided.

Attending via Zoom were Amy Halverson- Kingsbury Journal, Michelle Longville - Treasurer, Tammy Anderson - Director of Equalization and Sheriff Strande.

Chairman Lee called the meeting to order.

PLEDGE OF ALLEGIANCE

Those present stood and recited the Pledge of Allegiance.

AGENDA

Chairman Lee asked if there were any additions or changes to the agenda. There was none.

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

MINUTES

Chairman Lee asked if there were any changes to the minutes from December 3, 2024.

One change was noted by Commissioner Walls under Open Discussion to add the words "registration fee".

COMMISSIONER OPEN DISCUSSION

Commissioner Lee requested travel for the CAFO training to be held in Huron, SD on December 4, 2024. Those attending will be Commissioner Lee, Commissioner Walls, and Joe Jensen. Motion by Lundquist seconded by Nelson to approve the travel and payment of \$50.00 registration fee each. All present voting aye. Motion carried.

Motion by Lundquist and seconded by Spilde to approve the minutes of December 3, 2024 with the one noted correction. All present voting aye. Motion carried.

**PUBLIC COMMENT**

Chairman Lee asked for public comment. There was none

**CONFLICT OF INTEREST**

Chairman Lee asked the Board if there was any conflict of interest. There was none.

**APPROVE CLAIMS**

Motion by Walls and seconded by Nelson 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.

ASPHALT PAVING & MATERIALS 36000.00 EQUIPMENT, BUTLER MACHINERY COMPANY 2670.17 REPAIRS, BADGER OIL COMPANY 4704.23 UTILITIES/EQUIPMENT, CENTURYLINK 240.39 UTILITIES, COOK'S WASTEPAPER & RECYCLING 64.75 UTILITIES, CR CORNER LLC 52.50 PATCHING, USPS 84.00 PRO SERVICES, DE SMET WELDING 140.45 REPAIRS, EQUIPMENT BLADES, INC 347.00 SUPPLIES, KINGSBURY ELECTRIC COOP 544.80 UTILITIES, KINGBROOK RURAL WATER 43.05 UTILITIES, LYCOX ENTERPRISES, INC 31380.00 EQUIPMENT, EASTLINE SUPPLY 79.73 SUPPLIES, NORTHWESTERN ENERGY 302.98 UTILITIES, O'KEEFE IMPLEMENT 352.34 SUPPLIES OTTERTAIL POWER COMPANY 68.43 UTILITIES, PRAIRIE AG PARTNERS 3055.24 REPAIRS FUEL UTILITES, ROLLING PRAIRIE GRAIN CO INC 2427.25 SNOW, RUNNING SUPPLY INC 202.98 SUPPLIES, TRUSTWORTHY HARDWARE 39.55 SUPPLIES, VANDER HAAG'S INC 362.34 REPAIRS & SUPPLIES, ALLEGRA 57.68 SUPPLIES, ANDERSON LUMBER, LLC 1399.30 REPAIRS & MAINTENANCE, AARON'S ELECTRIC LLC 3373.11 REPAIRS, CINDY BAU 100.00 UTILITIES TRAVEL, BEADLE COUNTY SHERIFF 725.00 JAIL FEES, BEST WESTERN RAMKOTA HOTEL 2370.20 TRAVEL, BROOKINGS COUNTY SHERIFF'S OFF 1852.50 JAIL FEES, JEFF BURNS 646.00 CAA FEES, CENTURYLINK 1010.87 UTILITIES, BRIAN CHRISTENSEN 94.84 TRAVEL, DE SMET CITY 188.86 UTILITIES, AVERA DESMET HOSPITAL 60.00 PRO SERVICES, BRANDON DUFFY 125.00 CORONER FEES, GREG DUFFY 92.16 TRAVEL, COURTNEY ESCHENBAUM 150.00 DARE RAFFLE, OFFICE OF FIRE MARSHALL 160.00 PRO SERVICES, MATTHEW FURNESS 60.00 TRAVEL, G & R CONTROLS 892.72 REPAIRS & MAINTENANCE, GALLS 253.31 UNIFORMS, JEN HOJER 100.00 DARE RAFFLE, CARYN HOJER 60.00 TRAVEL, HOLLAND BEHM RENTALS 960.00 RENT, SONJA HOLLENBECK 50.00 DARE RAFFLE, CITY OF HURON 6446.09 911 REMITTANCE, INFOTECH SOLUTIONS 4411.98 PRO SERVICES, INTERLAKES COMMUNITY ACTION 541.33 COMM SERVICE WORKER 12/24, JOE JENSEN 234.50 TRAVEL, JOSETTE LINDAHL, MD/PHD 1500.00 PRO SERVICES, MAYNARD'S FOOD CENTER 125.27 SUPPLIES, MAYNARD'S FOOD CENTER 23.34 SUPPLIES, MAYNARD FOOD CENTER 203.59 SUPPLIES, MICRO COMPUTER SYSTEMS 160.00 PRO SERVICES, EASTLINE SUPPLY 14.97 REPAIRS, NANCY NELSON 1150.20 CAA FEES, BYRON NOGELMEIER 220.00 12/24 CAM FEES, NORTHWESTERN ENERGY 660.86 UTILITIES, OFFICE PEEPS INC 1711.79 SUPPLIES/PRO SERVICES, OFFICE PEEPS INC 1291.96

SUPPLIES, OLDHAM CITY 100.00 OLDHAM SCHOOL RENTAL GEN ELEC, RYAN OLSON 82.78 TRAVEL, OTTERTAIL POWER COMPANY 944.31 UTILITIES, SD PUBLIC HEALTH LABORATORY 255.00 PROF SERVICES, RFD NEWS GROUP 348.69 PUBLICATIONS, SD EPT OF TRANSPORTATION 3.50 SUPPLIES, SDACC 2479.00 CLERP, SDN COMMUNICATIONS 917.00 PRO SERVICES, ANTHONY J. TEESDALE 633.25 CAA FEE, THOMSON REUTERS 924.00 PRO SERVICES, TRUSTWORTHY HARDWARE 415.43 REPAIRS & MAINTENANCE, USPS 84.00 PO BOX RENT, VERIZON 246.81 UTILITIES, VISA 2415.69 SUPPLIES TRAVEL EQUIPMENT, ROGER WALLS 76.08 TRAVEL, ERLAND WEERTS 89.48 TRAVEL, DAVID WHEELER 572.33 CAA FEES, WW TIRE 2109.44 REPAIRS, MINER CO HIGHWAY DEPT 18071.57 REPAIRS SEALING, DARIN FAST 2174.40 CULVERTS, TERE A NESVOLD 310.50 CAA FEES, MICHELLE LONGVILLE 947.90 TRAVEL, USPS POSTAGE BY PHONE 3000.00 SUPPLIES, WILKINSON & SCHUMACHER LAW 6105.08 REPAIRS SUPPLIES UTILITIES, WILKINSON & SCHUMACHER LAW 3100.00 PRO SERV SUPP REPAIR UTILIT, NIMBLE WASH LLC 84.76 CAR WASHES, SDACO 178.00 FEES, QUILL 192.95 SUPPLIES SD DEPARTMENT OF REVENUE 126403.07 11/24 STATE REMITTANCE

#### HIGHWAY

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

Chris Brozik, Civil Design Inc, met with the Board to provide an update on bridge inspections for the County. Brozik stated 15 bridges were inspected and there were no major changes or critical findings since the previous inspection.

#### AUDITOR

Echo Steffensen, Auditor, presented Rural Access Infrastructure Grant applications from Spirit Lake and Manchester Township for approval. The grant is an 80/20 split with the County approving payment of 80% from Rural Access Infrastructure Grant funds.

Spirit Lake applied for a total project cost of \$29,316.38. Manchester applied for a total project cost of \$128,088.80.

Sorenson, Highway Superintendent, advised the Board he had reviewed both applications and that both projects were eligible. Sorenson recommended the Board approve both applications.

Motion by Lundquist and seconded by Walls to approve the Rural Access Infrastructure Grant application for Spirit Lake Township of \$29,316.38 with the grant funds paying 80%. All present voting aye. Motion carried.

Motion by Spilde and seconded by Nelson to approve the Rural Access Infrastructure Grant application for Manchester Township of \$128,088.80 with the grant funds paying 80%

Sorenson requested to move into executive session for personnel.

Motion by Spilde and seconded by Nelson to adjourn from regular session and move into executive session for personnel at 9:28 A.M. All present voting aye. Motion carried.

Chairman Lee declared the Board back into regular session at 9:41 A.M.

#### AUDITOR

Steffensen discussed the vacation carryover policy with the Board. The Board tabled the matter until Natalie Remund, HR Consultant, was available.

#### PLANNING AND ZONING

Motion by Nelson and seconded by Walls to adjourn from regular session and move into Planning & Zoning at 10:11 A.M. All present voting aye. Motion carried.

Chairman Lee declared the Board out of Planning & Zoning and back into regular session at 10:25 A.M.

#### RESOLUTION 2024-27

Steffensen read the following resolution for the Plat of Karban 4<sup>th</sup> Addition forwarded to the Board by the Planning and Zoning Commission:

#### RESOLUTION # 2024-27

WHEREAS, The Kingsbury County Planning & Zoning Board met to review the Plat of Karban 4<sup>th</sup> Addition in the South Half of the Southeast Quarter (S1/2SE1/4) of Section 1, Township 110 North, Range 55 West of the 5<sup>th</sup> P.M., Kingsbury County, South Dakota December 17, 2024; 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 Karban 4<sup>th</sup> Addition in the South Half of the Southeast Quarter (S1/2SE1/4) of Section 1, Township 110 North, Range 55 West of the 5<sup>th</sup> P.M., Kingsbury County, South Dakota.

Motion by Spilde and seconded by Nelson to accept and adopt Resolution 2024-27 and for Chairman Lee to sign the same.

All present voting via roll call. Lee - aye, Nelson - aye, Spilde - aye, Walls - aye and Lundquist - aye. Motion carried.

**DIRECTOR OF EQUALIZATION**

Tammy Anderson, Director of Equalization, presented an abatement protocol outlining the required steps to request an abatement for the Board's approval.

Motion by Lundquist and seconded by Spilde to adopt the abatement protocol as presented. All present voting aye. Motion carried.

**STATES ATTORNEY**

Gary Schumacher, States Attorney, met with the Board to request approval and signature of the 2025 City of Arlington Law Enforcement Contract and the Community Health Contract from the State of South Dakota.

Schumacher explained the 2025 Community Health Contract was to formalize the agreement with the State of South Dakota to provide an office space for community health services.

Motion by Nelson and seconded by Lundquist to approve the 2025 Community Health Contract and for the Chairman to sign said contract.

Schumacher explained the City of Arlington Law Enforcement contract that was approved and signed at the December 3, 2024 meeting did not include the additional language concerning interaction with the cities as was agreed upon. The new contract includes this language.

Motion by Nelson and seconded by Lundquist to approve the 2025 City of Arlington Law Enforcement contract with the additional language. All present voting aye. Motion carried.

**ORDINANCE 72- Second Reading**

Steffensen read the following Ordinance 72 by title only:

Ordinance # 72

An Ordinance Authorizing the Kingsbury County Board of Commissioners to  
Declare a Fire Danger Emergency and to Prohibit Open Burning Within the  
County

TREASURER

Michelle Longville, Treasurer, provided an update on the status of delinquent tax properties within the County.

AUDITOR

Steffensen requested to move into executive session for personnel.

Motion by Nelson and seconded by Lundquist to adjourn from regular session and move into executive session for personnel at 11:01 A.M. All present voting aye. Motion carried.

Chairman Lee declared the Board back into regular session at 11:36 A.M.

Steffensen provided an estimate of unassigned cash available for year end.

EMPLOYEE BONUS

The Board discussed an end-of-year bonus for all employees.

Motion by Nelson to approve a \$500.00 end-of-year bonus to all employees.

Lundquist suggested increasing the amount to \$600.00 to ensure the net amount for most employees would be \$500.00.

Nelson amended his motion to increase the bonus to \$600.00. Motion was seconded by Lundquist. All present voting aye. Motion carried.

HUMAN RESOURCES

Natalie Remund, Human Resource Consultant, presented to the Board the 2025 Human Resource Consultant contract with Multi Business Solutions, INC for approval.

Motion by Spilde and seconded by Nelson to approve the 2025 Human Resource Consultant contract with Multi Business Solutions, INC and for the Chairman to sign said contract. All present voting aye. Motion carried.

Remund requested to move into executive session for personnel and Chairman Lee requested contract negotiations.

Motion by Nelson and seconded by Lundquist to adjourn from regular session and move into executive session for personnel and contract negotiations at 12:12 P.M. All present voting aye. Motion carried.

Chairman Lee declared the Board back into regular session at 12:55 P.M.

VACATION CARRYOVER

Motion by Nelson and seconded by Lundquist to approve the extension of vacation carry over for those employees who currently have an accrued balance over the allowed 120 hrs. to be extended to March 31, 2024 with the stipulation that this would be the last year an extension would be granted. All present voting aye. Motion carried.

The Board adjourned to Monday, December 30, 2024 at 8:30 A.M.

SIGNED

\_\_\_\_\_  
Kyle Lee, Chairman

ATTEST

\_\_\_\_\_  
Echo Steffensen, County Auditor

Published 1 week at the total approximate cost of \_\_\_\_\_.