

OFFICIAL PROCEEDINGS KINGSBURY COUNTY BOARD OF COUNTY COMMISSIONER

De Smet, South Dakota  
February 4, 2025

The Kingsbury County Board of County Commissioners met Tuesday, February 4, 2025, at 8:30 AM in the Courtroom of the County Courthouse with Commissioners Kyle Lee, Corey Lundquist, Steve Spilde and Troy Nelson present. Chairman Lee presided.

Attending via Zoom were Michelle Longville - Treasurer, Steve Strande - Sheriff, Tammy Anderson - Director of Equalization, Natalie Remund - Human Resource Consultant, Amy Halverson - Kingsbury Journal and R. Combs.

PLEDGE OF ALLEGIANCE

Those present stood and recited the Pledge of Allegiance

APPROVE AGENDA

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

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

MINUTES

Motion by Spilde and seconded by Lundquist to approve the minutes of January 21, 2025. All present voting aye. Motion carried.

Motion by Spilde and seconded by Lundquist to approve the minutes of January 27, 2025. 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 Spilde 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.

APPEARA 72.51 HWY-SUPPLIES, ASSOC. OF SD CO WEED&PEST BRDS 725.00 WEED PEST BRD-CONF/DUES, AT&T 100.03 HWY-UTILITY, BADGER OIL COMPANY 1535.32 HWY-SUPPLIES/UTILITIES, CINDY BAU 60.00 CELL PHONE REIMB, BLUE WHEELER & BANKS LLP 230.00 BMI, BROOKINGS COUNTY SHERIFF'S OFF 380.00 PRISONER CARE, BUTLER MACHINERY COMPANY 1352.56 HWY REPAIRS/SUPPLIES, COMPLETE AUTOMOTIVE LLC 142.50 REPAIRS, COWBOY COUNTRY STORE-DESMET 20.00 FUEL, DAKOTA ALIGNMENT & FRAME SERVI 6125.10 HWY REPAIRS, DAKOTA RIGGERS & TOOL SUPPLY 1907.58 HWY SUPPLIES, AVERA DESMET HOSPITAL 60.00 PROFESSIONAL FEES, DEN HERDER LAW FIRM DBA 138.98 BMI- CAA FEES, FOX LAW FIRM PLLC 152.47 PROF SERV, G & R CONTROLS, INC 3965.00 REPAIRS, PATRICIA J. HARTSEL, RPR 245.00 COURT REPORTER, HELSPER, MCCARTHY, & RASMUSSEN 80.50 CAA FEES, HURON AMBULANCE SERVICE 505.10 PROF SERV, INDEPENDENT UPFITTERS 2231.00 SHERIFF-REPAIRS, INTERLAKES COMMUNITY ACTION 3768.50 COMM SERV WORKER, INTERSTATE ALL BATTERY CENTER 78.40 SUPPLIES, J. D. POWER 450.00 TREAS SUPPLIES, JOE JENSEN 201.00 MILEAGE, MARK KATTERHAGEN 36.00 BMI, KINGSBURY JOURNAL 1218.55 ADS, VAL LARSON 24.00 BMI, LUCY LEWNO 210.73 BMI, LINDE GAS & EQUIPMENT INC 241.28 HIGHWAY SUPPLIES, LYLE SIGNS, INC. 44.94 SIGN, MAYNARD'S FOOD CENTER 36.47 SUPPLIES, MICRO COMPUTER SYSTEMS 105.57 BATTERY BACKUP, MID-STATE ORGANIZED CRIME 100.00 MEMBERSHIP FEES, MULTI BUSINESS SOLUTIONS, INC 2915.00 HR PRO SERVICES, EASTLINE SUPPLY 217.03 HWY SUPPLIES, NIMBLE WASH, LLC 169.52 MAINT AND REPAIRS, O'KEEFE IMPLEMENT 911.39 HWY SUPPLIES, O'KEEFE IMPLEMENT 40.02 VEH SUPPLIES, OFFICE PEEPS INC 497.44 SUPPLIES, PALMLUND AUTOMOTIVE 1299.96 VEHICLE REPAIRS, PRAIRIE AG PARTNERS 3657.35 HWY - FUEL/UTILITIES, PRAIRIE AG PARTNERS 56.40 REPAIRS, CARLTON PENNER 350.00 SPRAY DITCHES, SD PUBLIC HEALTH LABORATORY 40.00 PROFESSIONAL FEES, QUALIFIED PRESORT SERVICE LLC 3171.70 PROF SERV, QUILL 45.99 HWY-SUPPLIES, REDWOOD TOXICOLOGY LABORATORY 449.79 TESTING SUPPLIES, RFD NEWS GROUP 625.66 ADS, RIBSTEIN & HOGAN, LLC 11592.29 CAA, ROBERTS CO SHERIFF'S OFFICE 4285.84 SHERIFF- PRISONER CARE, ROLLING PRAIRIE GRAIN CO INC 2443.88 HWY SNOW SUPPLIES, RUNNING SUPPLY INC. 555.93 HWY SUPPLIES, SANITATION PRODUCTS, INC 274.58 HWY- MAINTENANCE, DEAN SCHAEFER COURT REPORTING 48.00 BMI, BILL SCHAEFFER 12.00 BMI, SD DEPT OF TRANSPORTATION 2055.26 HWY BRIDGE INSPECTIONS, STERN OIL COMPANY, INC. 17759.65 FUEL-HWY, TANGO TANGO 6993.00 PROF SERV, ANTHONY J. TEESDALE 2129.95 CAA, DEYA THORIN 434.31 INTERPRETER, TK ELEVATOR CORP 210.80 MAINTENANCE SERV, TRANSOURCE 5217.19 HWY SUPPLIES/REPAIRS, TRUGREEN 1288.16 LAWN CARE, TRUSTWORTHY HARDWARE 4.59 HWY SUPPLIES, TRUSTWORTHY HARDWARE 292.94 REPAIRS / SUPPLIES, USPS POSTAGE BY PHONE 1500.00 POSTAGE, VANDER HAAG'S, INC. 460.70 HWY SUPPLIES, VERIZON 429.61 UTILITIES, VISA 292.79 SUPPLIES, YANKTON COUNTY SHERIFF OFFICE 300.00 SHERIFF FEES, SD DEPARTMENT OF REVENUE 1038.42 FEES, RAMSEY COUNTY SHERIFF'S OFFICE 90.00 PROFESSIONAL SERVICES, KINGSBURY COUNTY TREASURER 289.57 ADVANCE TAX, KINGSBURY COUNTY TREASURER 180.65

END OF MONTH	
COURTHOUSE SALARIES	\$72,890.74
HIGHWAY SALARIES	31,215.76

PAYROLL DEDUCTIONS	
Wellmark Health Plan	46,455.61
Three Fivers Benefits	6,925.42
AFLAC	1,299.12
AFLAC	337.18
Reliance Life Insurance	400.04
Reliance Matrix Dental	2,073.84
Reliance Matrix Vision	295.36
SD Retirement Supplement Pretax	612.00
SD Retirement System	16,297.08
SD Retirement Supplement	565.00
AFSCME	243.38
Kingsbury County	30,109.49

#### OFFICE REPORTS

The Register of Deeds, Sheriff's and Director of Equalization's Reports of Fees Collected during the month of January 2025 were reviewed by the Board. Motion by Lundquist and seconded by Nelson that the Auditor's report with the Treasurer as of the close of business January 31, 2025, be accepted as follows. All present voting aye. Motion carried.

Cash on Hand	\$ 2,412.23
Checks in Treas. Possession less than 3 days	75,602.84
Credit Card	1,647.65
Demand Deposits	317,404.77
Savings Account	3,714,213.13
Revolving Loan Fund	126,946.94
Big Ditch MM	360,451.12
Time Deposits	1,657,523.80
TOTAL	\$6,256,202.48

#### BREAKDOWN OF MONEY BY FUNDS

County General Fund	\$2,878,088.45
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)	2,358,333.66
Drainage Ditch #4	164,561.69
Drainage Ditch Debt Service Cash	12,914.29
Amount held for School Dist.	413,896.58

Amount held for Townships	49,292.52
Amount held for Cities	56,114.06
Amount held for East Dakota Water Dist.	1,837.26
State Remittance	209,334.44
Amount held for others	111,829.53
TOTAL	\$6,256,202.48

#### OPEN DISCUSSION

Chairman Lee shared an invite from the SD Pipeline Association for a meeting in Huron on February 18, 2025 at 5:30 P.M. in case any of the Commissioners were interested in attending. Lee stated he had attended the meeting in 2024 and it was very informational.

#### HIGHWAY

Chairman Lee provided an update on highway matters.

Lee presented a request from Dave Sorenson, Highway Superintendent, to participate in a multi-county bid for highway striping and permission to advertise for said bids.

Motion by Lundquist and seconded by Nelson to grant permission to Sorenson to participate in the multi-county bid for highway striping and to advertise for said bids. All present voting aye. Motion carried.

Commissioner Nelson provided a report on the Safety Committee Meeting for the highway department.

#### AUDITOR

Echo Steffensen advised the Board that the County Land leases were expiring and the auction for the 2025 leases would need to be held at the March 4, 2025, meeting. Steffensen asked if the Board wanted to continue to notice the auction with the current minimums. The consensus of the Board was to notice as is.

Steffensen presented a proposal for a timeclock software plan for the County. The proposal was from TimeClock Plus in the amount of \$5,108.40 which included an implementation fee of \$3,150.00 and an annual fee of \$1,958.40. The annual fee would be locked for a 5-year period.

Steffensen also requested permission to sign the agreement with TimeClock Plus.

Motion by Spilde and seconded by Nelson to accept the proposal from TimeClock Plus for \$5,108.40 and to allow Steffensen to sign said agreement. All present voting aye. Motion carried.

#### SHERIFF

John Pike, National Highway Safety, Sheriff Strande and Shelley Strande, Office Manager, presented information on the National Highway Safety Grant Program now available to the County with the change in policy to pay overtime to the Deputy Sheriff's.

Pike explained the program focuses on speed enforcement and impaired driving. The grant would reimburse overtime paid to the law enforcement officers who work more than their normal hours specifically for speed enforcement or impaired driving. Participation in the program also would qualify the County for grants that pay 80/20 for qualifying equipment.

Motion by Spilde and seconded by Lundquist to adopt the policy with the Highway Safety Program for Speed Enforcement & Impaired Driving. All present voting aye. Motion carried.

#### AUDITOR

Steffensen requested to move into an executive session for personnel.

Motion by Nelson and seconded by Lundquist to adjourn from regular session and move into executive session for personnel at 9:43 A.M. All present voting aye. Motion carried.

Chairman Lee declared the Board back into regular session at 10:09 A.M.

#### BOARD OF ADJUSTMENT

Motion by Spilde and seconded by Nelson to adjourn from regular session and move into Board of Adjustment at 10:10 A.M. All present voting aye. Motion carried.

Chairman Lee declared the Board out of Board of Adjustment and back into regular session at 10:45 A.M.

#### FIRST DISTRICT

Todd Kays, Executive Director of First District Association of Local Governments, met with the Board to provide an overview of the services that were provided in 2024 for local governments.

#### MAINTENANCE

Lonny Palmlund, Building and Grounds Superintendent, met with the Board to update them on current and upcoming building projects.

Palmlund presented a list of items to surplus and destroy. The list included old chairs, space heater, floor scrubber, paper shredder, weed trimmer and fax machine. It was the consensus of the Board that these items all had zero value.

Motion by Lundquist and seconded by Spilde to surplus and destroy said items if none of these items are on any other department's inventory list. All present voting aye. Motion carried.

#### DIRECTOR OF EQUALIZATION

Tammy Anderson, Director of Equalization requested to move into executive session for personnel at 11:21 A.M.

Natalie Remund, Human Resources Consultant joined the meeting via Zoom.

Chairman Lee declared the Board back into regular session at 11:38 A.M.

Anderson requested to hire a temporary employee to assist with valuations June through September.

Motion by Nelson and seconded by Lundquist to approve hiring a temporary employee for the Director of the Equalization Department for the period June through September. Said position would be paid \$18.08 per hour for 24-30 hrs. per week with a total accumulative cost of \$8,000.00. Motion included requiring an age restriction of 17 or older and approved advertising for said position. All present voting aye. Motion carried.

Anderson discussed office updates, and the value change intentions as reported to the Department of Revenue.

Anderson informed the Board that Equalization Boards needed to be scheduled. The Board set the Equalization Boards for Tuesday, April 8, 2025, at 10:30 A.M.

The Board adjourned to Tuesday, February 18, 2025, at 8:30 A.M.

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

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

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