

OFFICIAL PROCEEDINGS KINGSBURY COUNTY BOARD OF COUNTY COMMISSIONERS

De Smet, South Dakota
April 5, 2022

The Kingsbury County Board of County Commissioners met Tuesday, April 5, 2022, 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, and Mike Siefker - Kingsbury Journal.

PLEDGE OF ALLEGIANCE

Those present stood and recited the Pledge of Allegiance.

APPROVE AGENDA

Chairman Kazmerzak requested to add a discussion of the Burn Ban to the agenda.

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

CONFLICT OF INTEREST

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

PUBLIC COMMENT

Chairman Kazmerzak asked for public comment. There was none.

HIGHWAY

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

Sorenson presented the 2022 contracts for the Chairman's signature.

Sorenson stated the Highway 81 project has started and presented road haul agreements for Chairman Kazmerzak to sign. Sorenson asked the Board to keep the load limit postings on 449th through the duration of the project.

The Board directed the Auditor to prepare the resolution for reading on April 21, 2022.

Brad Stangohr, Ulteig, attended the meeting to present the low bid on the CR 1 project. Asphalt Paving & Materials Co. was the low bidder at \$2,916,693.17.

Sorenson and Stangohr recommended the Board remove the flush seal amount of \$74,063.00 and lowering the contract to \$2,842,630.17.

Motion by Lee and seconded by Spilde to remove the cost of the flush seal and accept the bid at \$2,842,630.17. All present voting aye - 4, nay - 1, abstain - 0. Motion carried.

BOARD OF ADJUSTMENT

Motion by Spilde and seconded by Lundquist to adjourn from regular session and move into Board of Adjustment at 9:50 A.M. for a variance application. Motion carried.

Chairman Kazmerzak declared the Board out of Board of Adjustment at 10:08 A.M.

PLANNING AND ZONING

Motion by Spilde and seconded Walls to adjourn from regular session and move into Planning and Zoning at 10:08 A.M. To review a plat. All present voting. Motion Carried.

Chairman Kazmerzak declared the Board out of Planning and Zoning at 10:22 A.M.

Steffensen read the following resolution:

RESOLUTION # 2022-3

WHEREAS, The Kingsbury County Planning & Zoning Board met to review the Plat of Block 1, Gullickson Addition in the Northeast $\frac{1}{4}$ of Section 15 in T111N, R45 W of the 5th P.M., Kingsbury County, South Dakota on April 5, 2022; 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 Block 1, Gullickson

Addition in the Northeast $\frac{1}{4}$ of Section 15 in T111N, R45 W of the 5th P.M., Kingsbury County, South Dakota
Motion by Lee and seconded by Lundquist to accept and adopt Resolution 2022-3 and for Chairman Kazmerzak Walls to sign the same. All present voting via roll call. Kazmerzak - aye, Lee - aye, Walls - aye, Lundquist - aye and Spilde - aye. Motion carried.

LAKE THOMPSON

Jim Knight met with the Board to update them on the status of the proposed water district. They will be ready to take a petition around soon. The petition would be sent to the State Water Board. The State Water Board would decide whether to move to an election.

MAINTENANCE

Lonny Palmlund, Maintenance, met with the Board to update them on projects.

Palmlund requested Board approval to order flags. It was the consensus of the Board to order 3 sets of flags at the cost of \$1722.00.

Palmlund provided the Board with a proposal to plant trees and pollinators. Seven trees would be purchased at a cost of \$260.00. The pollinator packs would be purchased with a 50/50 grant at a cost of \$305.00 to the County.

Motion by Spilde and seconded by Lee to purchase the trees and the pollinators at a total cost of \$565.00. All present voting aye. Motion carried.

STATES ATTORNEY

Gary Schumacher, States Attorney, met with the Board to recommend applying for Party Status for the Carbon Solutions, Inc. pipeline application with the PUC.

Motion by Walls and seconded by Lee to apply for Party Status and for the Chairman to sign the application. All present voting aye. Motion carried.

ARPA

Chairman Kazmerzak read the proposed motion to elect the final rule on the use of the ARPA funds.

Motion by Spilde and seconded by Lee to allow Echo Steffensen, Kingsbury County Auditor, to elect the final rule allowing counties to use up to \$10 million of the ARPA Recovery Funds a "loss revenue" for the provision of

the general government services without needing to use the Treasury revenue loss formula. The County has elected to use salaries and County paid benefits from the General fund as an expense of the American Rescue Plan in the amount up to 10 million to be reimbursed quarterly. All present voting aye. Motion carried.

RETENTION PREMIUM

Motion by Walls and seconded by Spilde to pay a Retention Premium for the 2nd quarter of 2022 to permanent full-time and part-time employees that are employed for the entire quarter in the amount of \$1000.00 per quarter for full-time (40 hrs.) and part-time employees at a prorated amount based on the hours worked; to pay County Commissioners and the Zoning Officer a Retention Premium of \$500.00; all other elected officials to receive \$1,000.00. The premium is to be paid out on Friday the week after the first pay period in the month following the end of the quarter. All present voting aye. Motion carried.

Motion by Lundquist and seconded by Spilde to apply the same motion regarding the Retention Premium just passed to 1st quarter 2022. Motion carried.

COMMISSIONER OPEN DISCUSSION

Lundquist provided an overview on the 1st District meeting

Kazmerzak requested the Board to address a Burn Ban due to the dry conditions.

Motion by Walls and seconded by Lundquist to implement a burn ban in the county effective immediately. All present voting aye. Motion carried.

DIRECTOR OF EQUALIZATION

Tammy Anderson, Director of Equalization, met with the Board to request travel for herself and her Deputy to attend a district meeting in Miner County on April 20, 2022.

Motion by Lee and seconded by Spilde to approve travel for the DOE and her Deputy to travel to Miner County for a district meeting. All present voting aye. Motion carried.

Anderson reminded the Commissioners that Equalization Boards are scheduled for April 12th at 9:00 A.M.

Anderson requested to abate the 2020 due 2021 taxes and send the landowner a refund of \$516.71 on record 2779. and to abate the 2021 due 2022 taxes in the amount of \$502.69 on record 2779.

Motion by Walls and seconded by Lee to abate the 2020 due 2021 taxes and send the landowner a refund of \$516.71; to abate the 2021 due 2022 taxes in the amount of \$502.69 on record 2779. All present voting aye. Motion carried.

Anderson requested to meet with the Board in executive session for personnel.

Motion by Lee and seconded by Spilde to adjourn from regular session and move into Executive Session for personnel at 1:40 P.M. All present voting aye. Motion carried.

Motion by Lundquist and seconded by Lee to adjourn from Executive Session. Chairman Kazmerzak declared the Board out at 2:22 P.M.

Motion by Lee and seconded by Spilde for the DOE to offer the clerk position to Applicant #2. All present voting aye. Motion carried.

REGISTER OF DEEDS

Caryn Hojer presented the new SDN contract to the Board.

Motion by Lee and seconded by Spilde to accept the contract and for Hojer to sign said contract on behalf of the County. All present voting aye. Motion carried.

TREASURER

Michelle Longville, Treasurer, requested to meet with the Board in executive session for personnel.

Motion by Lundquist and seconded by Walls to adjourn from regular session and move into Executive Session for personnel at 2:38 P.M. All present voting aye. Motion carried.

Motion by Walls and seconded by Lundquist to adjourn from Executive Session. Chairman Kazmerzak declared the Board out at 3:19 P.M.

Motion by Lee and seconded by Spilde to increase one of the Deputy Treasurer's hourly wage by .50 to \$16.00/hour effective on the 6-month review date.

AUDITOR

Steffensen requested travel approval for the Treasurer, Director of Equalization, Deputy Director of Equalization, and herself to travel to

Huron on April 8, 2022, for on an update on the Connecting Point software used by the County.

Motion by Lee and seconded by Lundquist to approve travel for the Treasurer, Director of Equalization, Deputy Director of Equalization, and herself to travel to Huron on April 8, 2022, for an update on the Connecting Point software used by the County. All present voting aye. Motion carried.

Steffensen requested permission from the Board to void and replace check #56172 for \$14.00 and check #91760 for \$3.17.

Motion by Spilde and seconded by Lee to allow the Auditor to void and replace check #56172 for \$14.00 and check #91760 for \$3.17. All present voting aye. Motion carried.

Steffensen requested travel approval to attend the Welfare Official workshop in Huron April 13-14, 2022.

Motion by Lee and seconded by Spilde to approve travel for the Auditor to attend the Welfare Official workshop in Huron April 13-14, 2022. All present voting aye. Motion carried.

Steffensen requested travel approval for the Treasurer, Register of Deeds, and herself to attend the Spring Workshop in Pierre May 3-4, 2022.

Motion by Lee and seconded by Walls to approve travel for the Treasurer, Register of Deeds and Auditor to attend the Spring Workshop in Pierre May 3-4, 2022. All present voting aye. Motion carried.

Steffensen informed the Board of a request from the De Smet School to use an ExpressVote machine and a tabulator for a possible upcoming election. After discussion it was decided the tabulator could be used only if the Auditor counted their ballots at the Courthouse and the County was compensated for her time. The Board requested Steffensen to visit with the school about the amount of their election worker pay in order to determine an amount.

Steffensen requested permission to sign an agreement with WEX for administration of COBRA benefits.

Motion by Walls and seconded by Lundquist for the Auditor to sign an agreement with WEX for administration of COBRA benefits.

APPROVE CLAIMS

The Board reviewed the vouchers submitted by the Auditor

Motion by Spilde and seconded by Lee 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

APPEARA 70.59 SUPPLIES, AT&T 119.31 UTILITIES, BADGER OIL COMPANY 2939.55 FUEL/UTILITIES, CINDY BAU 88.00 TRAVEL EXPENSE/UTILITIES, BEADLE COUNTY SHERIFF 3600.00 PRISONER CARE, DONALD BRANDNER 116.80 JUROR FEES, KEVIN BRODERSEN 15.88 JUROR FEES, BUTLER MACHINERY COMPANY 326.07 SUPPLIES, CENTURY BUSINESS PRODUCTS 627.44 SUPPLIES, BRIAN CHRISTENSEN 372.24 WEED BOARD, JESSYN CHRISTENSEN 28.48 JUROR FEES, CLARK COUNTY 72.00 TRAVEL, LISA CLEVELAND 115.12 JUROR FEES, COLES PETROLEUM 33735.00 FUEL, COMMUNITY COUNSELING SERVICES 11250.00 BMI, JULIE COUGHLIN 10.00 JUROR FEES, KEVIN CURD 46.76 TRAVEL, STEPHANIE DAMM 147.04 JUROR FEES, SMITH'S LUMBER 61.28 REPAIRS/MAINTENANCE, DE SMET CITY 70.00 UTILITIES, DE SMET CITY 147.10 UTILITIES, AVERA DESMET HOSPITAL 137.00 PROFESSIONAL SERVICES, DARLENE DEKNIKKER 113.44 JUROR FEES, BRANDON DUFFY 10.00 ID CARD REIMBURSEMENT, FEDEX 34.85 PROFESSIONAL SERVICES, JAY FINKBEINER 101.68 JUROR FEES, FOUZER ENVIRONMENTAL SERVICES 120.00 PROFESSIONAL SERVICES, G & R CONTROLS, INC 734.05 REPAIRS/MAINTENANCE, GOOD GUYS GARAGE 365.00 REPAIRS/MAINTENANCE, ALAN GROON 26.80 JUROR FEES, JENNIFER GROVER 10.84 JUROR FEES, DAVID GUTZMER 16.72 JUROR FEES, CASEY HARTY 14.00 TRAVEL REIMBURSEMENT, TIM HARTY 14.00 TRAVEL REIMBURSEMENT, JEFFREY HEDD 101.68 JUROR FEES, GREG HESBY 14.00 TRAVEL REIMBURSEMENT, HILLYARD/SIOUX FALLS 684.77 SUPPLIES, I STATE TRUCK CENTER 519.03 REPAIR/MAINT/SUPPLIES, INTERLAKES COMMUNITY ACTION 794.84 COMM SERV WORKER MAR 2022, JUNE JARMAN 36.04 JUROR FEES, MICHAEL JENKINS 10.00 ID CARD REIMBURSEMENT, JERMY JENSEN 40.88 TRAVEL REIMBURSEMENT, DOUG KAZMERZAK 63.00 TRAVEL REIMBURSEMENT, KINGBROOK RURAL WATER 40.55 UTILITIES, KINGSBURY JOURNAL 46.09 PUBLICATIONS, KINGSBURY JOURNAL 1113.98 PURLICATIONS, KINGSBURY COUNTY TREASURER 2383.40 ADVANCE TAX, JACOB LANGLAND 14.00 TRAVEL REIMBURSEMENT, LARSEN OVERHEAD DOOR SERVICE 5114.11 REPAIR/MAIN/SUPPLIES, LESLIE LEE 32.68 JUROR FEES, MARC LENZ 14.00 TRAVEL REIMBURSEMENT, LEWIS & CLARK BEHAVIORAL 600.00 BMI, LINDE GAS & EQUIPMENT INC 159.55 SUPPLIES, COREY LUNDQUIST 77.28 TRAVEL REIMBURSEMENT, MASTER BLASTER 1541.29 SUPPLIES, COLIN MCDONALD 116.80 JUROR FEES, MCLEODS PRINTING & OFFICE SUPP 1231.50 ELECTION SUPPLIES, LAURIE MCMILLAN 142.00 JUROR FEES, JOSEPH MECCA 10.84 JUROR FEES, DIANNE MULDER 8.40 SUPPLIES REIMBURSEMENT, MICHELLE NELSON 26.80 JUROR FEES, MARY NEMITZ 31.00 JUROR FEES, MATT NUTTER 10.00 ID CARD REIMBURSEMENT, O'KEEFE IMPLEMENT 84.24 REPAIRS/MAINTENANCE, OFFICE PEEPS INC 713.70 SUPPLIES, RYAN OLSON 114.28 WEED BOARD TRAVEL, OXBOW RESTAURANT 101.88 LEPC MTG SUPPLIES, PHEASANTLAND INDUSTRIES 103.79 CLOTHING, SD PUBLIC HEALTH LABORATORY 160.00 PRISONER CARE, MAGGIE PURINTUN 101.68 JUROR FEES, QUILL 433.34 SUPPLIES, RICH'S GAS & SERVICE 13.65 FUEL, CRAIG ROWCLIFFE 101.68 JUROR FEES, RUNNING SUPPLY INC. 330.95 SUPPLIES, JACQUELINE SCHMIDT 29.32 JUROR FEES, MIKE SCOFIELD 14.00 TRAVEL REIMBURSEMENT, SD DEPT OF TRANSPORTATION 965.06 BRIDGE INSPECTIONS, SDEMA 30.00 DUES, SOUTH DAKOTA PUBLIC ASSURANCE 73947.86 LIABILITY INSURANCE, DAVID SORENSON 48.00 TRAVEL, STEVEN L. SPILDE 132.30 TRAVEL REIMBURSEMENT, TRAVIS STEFFENSEN 140.32 JUROR FEES, KENNETH STIRLING 138.64 JUROR FEES, STEVE STRANDE 10.00 ID CARD REIMBURSEMENT, KAYLA THOMPSON 15.88 JUROR FEES, TK ELEVATOR CORP 179.28 PROFESSIONAL SERVICES, DARCIE TOLZIN 103.36 JUROR FEES, TRANSOURCE 93.73 SUPPLIES, TRUENORTH STEEL 19.72 SUPPLIES, TWO WAY SOLUTIONS, INC. 1550.62 REPAIRS/MAINTENANCE, ULTEIG 8265.73 PROFESSIONAL SERVICES, USPS 16.83 ELECTION, VERIZON 439.16 UTILITIES, VISA 1038.14 SUPPLIES, ROGER WALLS 60.48 TRAVEL REIMBURSEMENT, ERLAND WEERTS 116.80 WEED BOARD TRAVEL, MARGARET WILDE 17.56 JUROR FEES,

END OF MONTH	
COURTHOUSE SALARIES	\$56,895.64
HIGHWAY SALARIES	29,062.26

PAYROLL DEDUCTIONS	
Sanford Health Plan	28,528.33
AFLAC	1,028.38
AFLAC	421.51
The Principal Financial Group	270.70
Delta Dental	651.20
Avesis Third Party Administrators	224.55
SD Retirement Supplement Pretax	100.00
SD Retirement System	13,495.72
SD Retirement Supplement	600.00
AFSCME	249.00
Kingsbury County	25,819.20

OFFICE REPORTS

The Register of Deeds, Sheriff's and Director of Equalization's Reports of Fees Collected during the month of March 2022 were reviewed by the Board. Motion by Lundquist and seconded by Lee that the Auditor's report with the Treasurer as of the close of business March 2022 be accepted as follows. All present voting aye. Motion carried.

Cash on Hand	\$ 2,408.13
Checks in Treas. Possession less than 3 days	52,936.17
Credit Card	2,611.11
Cash Short	0.25
Uncollected Credit Cards	2,048.45
Demand Deposits	315,552.44
Savings Account	3,101,398.83
Revolving Loan Fund	295,658.96
Big Ditch MM	349,488.99
American Rescue Plan MM	479,772.57
Time Deposits	1,657,523.80
TOTAL	6,259,399.70

BREAKDOWN OF MONEY BY FUNDS

County General Fund	1,980,334.15
Special Revenue Funds (Road & Bridge, E911 Fund Dare, Revolving Loan, Emergency Management, Domestic Abuse Funds 24/7 & M&P Fund American Rescue, Rural Infrastructure)	2,966,038.30
Drainage Ditch #4	165,746.79

Drainage Ditch Debt Service Cash	7,774.80
Amount held for School Dist.	623,135.37
Amount held for Townships	169,806.11
Amount held for Cities	94,781.14
Amount held for East Dakota Water Dist.	2,555.77
State Remittance	159,146.58
Amount held for others	90,080.69
TOTAL	6,259,399.70

The Board adjourned to Tuesday, April 12, 2022 at 8:30 A.M.

SIGNED _____
 Doug Kazmerzak, Chairman

ATTEST _____
 Echo Steffensen, County Auditor

Published 1 week at the total approximate cost of _____.