

# OFFICIAL PROCEEDINGS KINGSBURY COUNTY BOARD OF COUNTY COMMISSIONERS

De Smet, South Dakota  
February 18, 2025, 2025

The Kingsbury County Board of County Commissioners met Tuesday, February 18, 2025, 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, Erin Rusher - Deputy Treasurer, Tammy Anderson - Director of Equalization, Cindy Bau, Emergency Manger.

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.

## AUDITOR

Echo Steffensen introduced the new Deputy Auditor, Heather Murfield.

## MINUTES

Chairman Lee asked if there were any changes to the minutes from February 4, 2025. None were noted.

Motion by Spilde and seconded by Nelson to approve the minutes of February 4, 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 Lundquist 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.

ALLY DAKOTA DEVELOPEMENT 2850.96 REVOLVING LOAN PMT, E. BROOKMYER, INC. 2708.87 PROFESSIONAL SERVICES, CENTURY BUSINESS PRODUCTS 8.36 COPIER LEASE, CENTURYLINK 1012.18 UTILITIES, CENTURYLINK 240.65 UTILITIES- PHONE, CITY OF DESMET 188.86 UTILITIES, COOK'S WASTEPAPER & RECYCLING 64.75 UTILITIES-WASTE, GLACIAL LAKES AND PRAIRIES 581.00 MEMBERSHIP DUES, CITY OF HURON 6268.24 911 SERV CONTRACT, INFOTECH SOLUTIONS 4338.48 EQUIP/PRO SERVICES, INTERLAKES COMMUNITY ACTION 543.50 COMMUNITY SERVICES, KINGSBURY ELECTRIC COOP 1111.50 UTILITY-ELECTRIC, MCLEODS PRINTING & OFFICE SUPP 1007.16 SUPPLIES, MICRO COMPUTER SYSTEMS 80.00 PRO SERVICES, NORTHWESTERN ENERGY 14.24 UTILITIES, NORTHWESTERN ENERGY 1679.63 UTILITIES, NORTHWESTERN ENERGY 1085.63 UTILITIES- GAS, OFFICE PEEPS INC 31.46 COPIER LEASE, OTTERTAIL POWER COMPANY 1528.98 UTILITIES, OTTERTAIL POWER COMPANY 220.10 UTILITIES-ELEC, QUILL 217.74 SUPPLIES, RAMKOTA HOTEL & CONFERENCE 109.00 TRAVEL, SDACC 4873.00 PRO SERVICES, SDN COMMUNICATIONS 917.00 PRO SERVICES, SDSTATE'S ATTORNEY ASSOCIATION 820.61 2025 MEMBERSHIP DUES, THOMSON REUTERS 323.40 PRO FEES, TRUSTWORTHY HARDWARE 4.77 SUPPLIES, WW TIRE 1095.60 HWY SUPPLIES-TIRES, KINGSBURY COUNTY TREASURER 9.62 ADVANCE TAX, BYRON NOGELMEIER 170.00 CAM FEES, SACO 164.00 FEES, SD DEPT OF REVENUE 210235.44 STATE REMITTANCE, CITIZENS STATE BANK 5.00 MONEY ORDER FEE

#### AUDITOR

Steffensen requested Board approval for the hiring of Heather Murfield as Deputy Auditor at \$19.34/hour.

Motion by Lundquist and seconded by Nelson to approve hiring Heather Murfield as Deputy Auditor at \$19.34/hour.

#### TREASURER

Erin Rusher, Deputy Treasurer, requested approval to void and replace lost check number 92033 in the amount of \$4.50 and number 92034 in the amount of \$9.00.

Motion by Nelson and seconded by Lundquist to allow the treasurer to void and replace lost check number 92033 in the amount of \$4.50 and number 92034 in the amount of \$9.00. All present voting aye. Motion carried.

#### HIGHWAY

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

Sorenson informed the Board the highway employees would be participating in MSHA training March 26 - 27, 2025

Sorenson stated the bid letting would be scheduled for March 18, 2025.

Sorenson requested travel approval to Deadwood, March 18 - 20, 2025 for the Highway Superintendent short course.

Motion by Lundquist and seconded by Nelson to approve travel for Sorenson to Deadwood, March 18 - 20, 2025 for the Highway Superintendent short course. All present voting aye. Motion carried.

#### DIRECTOR OF EQUALIZATION

Tammy Anderson, Director of Equalization met with the Board to request travel approval for herself and the Deputy Director of Equalization to Mitchell June 10 - 13, 2025 for the Director of Equalization Conference.

Motion by Lundquist and seconded by Walls to approve the travel request for Anderson and the Deputy Director of Equalization to Mitchell June 10 - 13, 2025 for the Director of Equalization Conference. All present voting aye. Motion carried.

Anderson informed the Board she would be checking on a hotspot for use while they are out for valuations, training and conferences. It was the consensus of the Board for Anderson to look into a hotspot and the payment for said hotspot to come from the IT budget.

Anderson requested the Board abate taxes on Record #8421 and Record #8452. Both should have been owner-occupied.

Motion by Walls and seconded by Spilde to abate taxes on Record #8421 and Record #8452. All present voting aye. Motion carried.

Anderson requested the Board abate taxes on Application #1-25 due to qualifying for Veteran's exemption.

Motion by Lundquist and seconded by Nelson to abate taxes on Application #1-25 due to qualifying for Veteran's exemption.

#### BILLS

Steffensen informed the Board that a check in the amount of \$14.24 to Northwestern Energy needed to be added to the bills.

Motion by Spilde and seconded by Lundquist that the amended claim presented to the Board for consideration be approved and the County Auditor be directed to issue a warrant check for payment of same. All present voting aye. Motion carried.

#### NORTHWESTERN ENERGY 14.24 UTILITIES

#### TOBY MORRIS- BIG DITCH

Toby Morris, Colliers Securities LLC, joined the meeting via Zoom.

Morris informed the Board an equation error was found in the spreadsheet that is provided to the Auditor with the amounts due on the Big Ditch #4 Special Assessment. This error causes the current year's payment to be lower than it should be, which will make final payment in 2026 higher. It was the consensus of the Board that a letter explaining the error be drafted by Morris and Steffensen and sent to those taxpayers that are subject to the Big Ditch special assessment.

#### AUDITOR

Steffensen provided information on administration fees that could be collected by the County for Tax Increment Financing Districts. A resolution would need to be passed for the County to be able to do so. No action was taken.

#### EMERGENCY MANAGEMENT

Cindy Bau, Emergency Management, requested travel approval to attend the Annual Pipeline Association meeting on February 26, 2025, in Brookings.

Motion by Spilde and seconded by Lundquist to approve the travel request for Bau to attend the Annual Pipeline Association meeting on February 26, 2025, in Brookings. All present voting aye. Motion carried.

Bau informed the Board about the quarterly LEPC meeting scheduled for February 19, 2025.

Bau updated the Board on HLS grant request that had been received.

Bau requested approval to purchase a new refrigerator from Warnes Appliance for \$799.00 for the kitchen in the storm shelter.

Motion by Lundquist and seconded by Spilde to approve the purchase of a new refrigerator from Warnes Appliance for \$799.00 for the kitchen in the storm shelter. All present voting aye. Motion carried.

AUDITOR

Steffensen gave an overview of the County's 2024 annual report.

STATES ATTORNEY

Gary Schumacher, States Attorney, requested to move into executive session for possible litigation.

Motion by Nelson and seconded by Lundquist to adjourn from regular session and move into executive session for possible litigation at 10:05 A.M. All present voting aye. Motion carried.

Chairman Lee declared the Board back into regular session at 11:17 A.M.

INFORMATION TECHNOLOGY

Caryn Hojer, IT, informed the Board that the warranty extension for the server was due in the amount of \$480.

Motion by Lundquist and seconded by Nelson for Hojer to renew the warranty on the server. All present voting aye. Motion carried.

EXECUTIVE SESSION

Motion by Lundquist and seconded by Nelson to adjourn from regular session and move into executive session for personnel at 10:05 A.M. All present voting aye. Motion carried.

Chairman Lee declared the Board back into regular session at 11:17 A.M.

The Board adjourned to Tuesday, March 4, 2025, at 8:30 A.M.

SIGNED

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

ATTEST

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

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