

OFFICIAL PROCEEDINGS KINGSBURY COUNTY BOARD OF COUNTY COMMISSIONERS

De Smet, South Dakota
May 16, 2023

The Kingsbury County Board of County Commissioners met Tuesday, May 16, 2023, at 8:30 A.M. in the Courtroom of the County Courthouse with Commissioners Roger Walls, Steve Spilde, Corey Lundquist, Kyle Lee, Doug Kazmerzak and Natalie Remund - Human Resource Consultant, present. Chairman Kazmerzak presided.

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

PLEDGE OF ALLEGIANCE

Those present stood and recited the Pledge of Allegiance.

APPROVE AGENDA

Chairman Kazmerzak asked for any changes or additions to the agenda. There were none.

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

MINUTES

Motion by LEE and seconded by Lundquist to approve the minutes from May 2, 2023. All present voting aye. Motion carried.

Motion by Walls and seconded by Lundquist to approve the minutes from May 12, 2023. 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.

HIGHWAY

Chairman Kazmerzak gave an update on the highway department matters.

HUMAN RESOURCES

Natalie Remund, HR Consultant, met with the Board to review the 1st draft of the revised personnel manual.

DIRECTOR OF EQUALIZATION

Tammy Anderson, Director of Equalization, met with the Board to present a request from Lake Preston Development Corporation to abate taxes on Record #6456 in the amount of \$237.52. The property is exempt from tax.

Motion by Spilde and seconded by Lee to approve the request to abate the 2022 taxes due 2023 on record #6456 in the amount of \$237.52. All present voting aye. Motion carried.

AUDITOR

Steffensen presented information on purchasing car washes from Nimble Car Wash in De Smet and the Local Zip in Arlington. The County can purchase car washes and set up codes for the County employees to use to wash County vehicles.

Motion by Lee and seconded by Spilde for the County to purchase 20 washes from each establishment. All present voting aye. Motion carried.

HUMAN RESOURCES

Natalie Remund, HR Consultant, Kevin Curd, Local AFSCME Representative and Jo Musel Parr, AFSCME met with the Board to discuss the final draft of the union contract.

Gary Schumacher, States Attorney, joined the meeting.

Motion by Lundquist and seconded by Spilde to approve the union contract and for the Chairman to sign said contract. All present voting aye. Motion carried.

APPROVE CLAIMS

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.

CINDY BAU 74.00 TRAVEL CENTURY BUSINESS PRODUCTS 157.23 SUPPLIES CENTURYLINK 1201.69 UTILITIES CITY OF DESMET 144.48 UTILITIES CLUBHOUSE HOTEL & SUITES 2105.32 TRAVEL COOK'S WASTEPAPER & RECYCLING 422.08 UTILITIES INFOTECH SOLUTIONS 6258.44 PROFESSIONAL SERV INTERNAL REVENUE SERVICE 641.60 FEES KINGBROOK RURAL WATER 40.80 UTILITIES KINGSBURY COUNTY TREASURER 4859.93 ADVANCE TAX KINGSBURY ELECTRIC COOP

855.67 UTILITIES/REPAIRS MIDSTATE AGRONOMY 250.00 SUPPLIES NORTHWESTERN ENERGY
1241.15 UTILITIES OTTERTAIL POWER COMPANY 1746.83 UTILITIES SD SDACC 100.00 TRAVEL
SDN COMMUNICATIONS 917.00 PROFESSIONAL SERV SOUTH DAKOTA PUBLIC ASSURANCE 74396.23
PROPERTY/LIABILITY INSURANCE TK ELEVATOR CORP 185.16 PROFESSIONAL SERV TRUSTWORTHY
HARDWARE 36.96 SUPPLIES VERIZON 242.36 UTILITIES

BOARD OF ADJUSTMENT

Motion by Spilde and seconded by Lee to adjourn from regular session and move into Board of Adjustment at 11:03 A.M. All present voting aye. Motion carried.

Chairman Kazmerzak declared the Board out of Board of Adjustment at 2:09 P.M.

AUDITOR

Steffensen presented the 2023-24 Malt Beverage Liquor License renewal for Mathews Store for approval and Chairman Kazmerzak to sign.

Motion by Lee and seconded by Spilde to approve the 2023-24 Malt Beverage Liquor License renewal for Mathews Store and for the Chairman to sign said renewal. All present voting aye. Motion carried.

Steffensen presented the 2023-24 Malt Beverage Liquor License renewal for Jerry's Country Estates for approval and Chairman Kazmerzak to sign.

Motion by Lee and seconded by Spilde to approve the 2023-24 Malt Beverage Liquor License renewal for Jerry's Country Estates and for the Chairman to sign said renewal. All present voting aye. Motion carried.

Steffensen presented a request to purchase Quick Books Online for \$55.00 per month to track County Liens and send invoices out to collect on said liens.

Motion by Lundquist and seconded by Lee to allow the Auditor to purchase Quick Books Online for the purpose of tracking County Liens. All present voting aye. Motion carried.

4-H

Oakley Perry, Program Manager for 4-H County Operations with SDSU Extension introduced Abbi Steeke as the new 4-H Program Advisor for Kingsbury and Hamlin County.

Perry announced that Kingsbury County has received a reward for the most 4H participants per capita in 2022 while Kathy DeDyne, 4-H/Extension Support, managed the 4-H program during the search for a new program advisor.

RECESS

The Commissioners recessed to have a photo taken for the South Dakota County Directory.

AUDITOR

Steffensen presented the surplus cash report through April 30, 2023 showing a percentage of 27%.

Steffensen discussed with the Board a proposal to have County employees work four 10-hour days. The Courthouse hours would change to 7:00 A.M to 5:30 P.M Monday through Thursday with the Courthouse being closed on Fridays. The proposal should allow customers to have access to the Courthouse an extra hour in the mornings for business transactions. The Commission discussed alternative hours that would allow customers the ability to access the Courthouse without closing on Fridays. The Board tabled the discussion for a later date.

EXECUTIVE SESSION

Motion by Spilde and seconded by Lundquist to adjourn from regular session and move into executive session for personnel at 2:29 P.M. All present voting aye. Motion carried.

Chairman Kazmerzak informed all Zoom attendees that no action would be taken after the executive session and the meeting would adjourn immediately following.

Motion by Lundquist and seconded by Walls to adjourn from executive session. Chairman Kazmerzak declared the Board out at 3:32 P.M.

The Board adjourned to Tuesday, June 6, 2023, at 8:30 A.M.

SIGNED

Doug Kazmerzak, Chairman

ATTEST

Echo Steffensen, County Auditor

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