

OFFICIAL PROCEEDINGS KINGSBURY COUNTY BOARD OF COUNTY COMMISSIONERS

De Smet, South Dakota

May 4, 2021

The Kingsbury County Board of County Commissioners met Tuesday, May 4, 2021 at 8:30 AM in the Courtroom in the County Courthouse with Commissioner Steve Spilde attending via Zoom. Commissioners Delmer Wolkow, Roger Walls, and Doug Kazmerzak present. Chairman Walls presided.

Also attending were Joe Jensen, Planning and Zoning, and Corey Lundquist, Commissioner appointee.

Attending via Zoom were, Tammy Anderson, Director of Equalization, and Mike Siefker, Kingsbury Journal.

PLEDGE OF ALLEGIANCE

Those present stood and recited the Pledge of Allegiance.

APPROVE AGENDA

Echo Steffensen, Deputy Auditor, informed the Board that the Oath of Office for Corey Lundquist as appointed Commissioner for District 1, Cindy Bau, Emergency Management, and a discussion with the Dept. Heads on the possibility of changes to the Covid Protocol needed to be added to the Agenda. The Executive Session for Personnel for Director of Equalization needed to be removed.

Wolkow moved and Kazmerzak seconded to approve the agenda as edited. All present voting aye - 4, nay - 0, abstain - 0. Motion carried.

Commissioner Corey Lundquist recited his Oath of Office as Commissioner for District 1 and joined the meeting.

MINUTES

Spilde moved and Lundquist seconded to approve the minutes of April 20, 2021. All present voting aye - 5, nay - 0, abstain - 0. Motion carried.

PUBLIC COMMENT

Chairman Walls asked for public comment. There was none.

CONFLICT OF INTEREST

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

#### HIGHWAY SUPERINTENDANT

David Sorenson, Highway Superintendent, met with the Board to discuss highway matters and update the Board on work being done. A culvert has been replaced on CR 10 and they are preparing to start patching.

Sorenson requested to move into Executive Session for personnel.

Kazmerzak moved and Wolkow seconded to adjourn from regular session and move into Executive Session for personnel at 8:55 A.M. All present voting aye - 5, nay - 0, abstain - 0. Motion carried.

Kazmerzak moved and Lundquist seconded to adjourn from Executive Session. Chairman Walls declared the Board out at 9:16 A.M.

#### NATIONAL PARK SERVICE

Barett Steenrod, community planner with the National Park Service, Bob and Nancy Montross, Rita Anderson, De Smet City Development and Laird Beck met with the Board to update them on the Park Trail Project that was discussed with the Board previously.

Anderson provided a summary of where the project stood and introduced the idea that this should be a county wide project.

Steenrod discussed The Recreational Trail Project in Kingsbury County as shown in an internet link provided. He showed the vision for the County and explained possible funding available.

Anderson and the Montross's spoke of the importance of the project and their support of developing this trail system county wide.

#### BOARD OF ADJUSTMENT

Kazmerzak moved and Wolkow seconded to adjourn from regular session and move into Board of Adjustment at 10:04 A.M. for the Carlson variance hearing. All present voting aye - 5, nay - 0, abstain - 0. Motion carried.

Chairman Walls declared the Board out of Board of Adjustment at 10:15 A.M.

#### EMERGENCY MANAGEMENT

Cindy Bau met with the board to request the use of 911 funds to activate emergency sirens through the 911 call system. Bau stated this would allow her to make one phone call to activate all sirens in case of a county wide emergency. Each individual community would need to agree to allow their sirens to be activated.

Bau requested authorization to attend her Region Meeting in Mitchell

Wolkow moved and Lundquist seconded to approve travel expenses for Bau to attend the Region Meeting in Mitchell. All present voting aye - 5, nay - 0, abstain - 0. Motion carried.

#### AUDITOR

Echo Steffensen, Deputy Auditor, asked the board about scheduling a speaker to come address the county employees in June or July and if this should be mandatory for all employees. The Board decided to wait.

#### APPROVE CLAIMS

Wolkow moved and Spilde seconded 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 - 5, nay - 0, abstain - 0. Motion carried.

#### MISCELLANEOUS

1ST DIST ASSC OF LOCAL GOVT. 3277.77 DUES, APPEARA 57.61 SUPPLIES, AT&T 97.58 UTILITIES, JENNIFER BARNARD 99.54 TRAVEL REIMBURSEMENT, CINDY BAU 63.60 UTILITIES/SUPPLIES, PMB 0112 6.25 PROFESSIONAL SERVICES, BOYER FORD TRUCKS 254.36 SUPPLIES, BROOKINGS ENGRAVING 56.00 SUPPLIES, CENTURY BUSINESS PRODUCTS 33.75 SUPPLIES, BRIAN CHRISTENSEN 81.84 TRAVEL REIMBURSEMENT, COAST TO COAST COMPUTER PROD 172.98 SUPPLIES, COLES PETROLEUM 15464.63 FUEL, COMMERCIAL ASPHALT 3091.20 PATCHING, SMITH'S LUMBER 220.98 SUPPLIES, DE SMET CITY 114.78 UTILITIES, DE SMET WELDING 707.48 REPAIRS/MAINTENANCE, DOOLEY ENTERPRISES, INC. 477.64 SUPPLIES, GREG DUFFY 80.16 TRAVEL REIMBURSEMENT, G & R CONTROLS, INC 3939.70 REPAIRS/MAINTENANCE/PROF SERV, PATRICIA J. HARTSEL, RPR 34.00 PROFESSIONAL SERVICES, HILLYARD/SIOUX FALLS 630.87 SUPPLIES, WADE C HOEFERT 575.00 PROFESSIONAL SERVICES, CITY OF HURON 3825.50 PROFESSIONAL SERVICES, INFOTECH SOLUTIONS 2493.97 PROFESSIONAL SERVICES, JAMES VALLEY COMM HEALTH CTR 153.00 PRISONER CARE, JOHN DEERE FINANCIAL 101.33 SUPPLIES, KINGBROOK RURAL WATER 44.90 UTILITIES, KINGSBURY JOURNAL 807.46 PUBLICATIONS, KINGSBURY COUNTY TREASURER 8120.62 ADVANCE TAX, KINGSBURY COUNTY TREASURER 29591.63 ADVANCE TAX, LEWIS DRUG STORES 8.00 PRISONER CARE, LINCOLN COUNTY 132.00 BMI, LYLE SIGNS, INC. 542.64 SIGNS, EASTLINE SUPPLY 399.38 SUPPLIES, O'KEEFE IMPLEMENT 1376.66 SUPPLIES, O'KEEFE IMPLEMENT 7.30 REPAIRS/MAINTENANCE, OFFICE PEEPS INC 193.90 SUPPLIES, RYAN OLSON 74.28 TRAVEL REIMBURSEMENT, OUTLAW GRAPHICS 260.00 FURNITURE/EQUIPMENT, PITNEY

BOWES GLOBAL 207.12 PROFESSIONAL SERVICES, MAGGIE PURINTUN 51.80 TRAVEL REIMBURSEMENT, QUILL 212.96 SUPPLIES, QUILL 95.99 SUPPLIES, RFD NEWS GROUP 345.47 PUBLICATIONS, SD DEPT OF TRANSPORTATION 511.95 BRIDGE INSPECTIONS, SD ASSOC OF ASSESSING OFFICERS 750.00 TRAVEL, SDN COMMUNICATIONS 916.00 UTILITIES, SPENCER QUARRIES/ 20782.13 SUPPLIES, STEVE STRANDE 260.77 SUPPLIES/TRAVEL REIMBURSEMENT, THE LODGE AT DEADWOOD 324.00 TRAVEL, TRANSOURCE 96.85 SUPPLIES, TRUSTWORTHY HARDWARE 86.43 SUPPLIES, US POSTAL SERVICE 45.80 SUPPLIES, VANDER HAAG'S 63.91 SUPPLIES, VERIZON 444.83 UTILITIES, VISA 136.36 TRAVEL, ROGER WALLS 70.08 TRAVEL REIMBURSEMENT, ERLAND WEERTS 76.80 TRAVEL REIMBURSEMENT, WOODS HEATING & COOLING LLC 91.84 REPAIRS/MAINTENANCE,

END OF MONTH

COURTHOUSE SALARIES	\$59,037.22
HIGHWAY SALARIES	29,304.92

PAYROLL DEDUCTIONS

Sanford Health Plan	26,657.00
AFLAC	1,153.23
AFLAC	456.40
Office of Child Support Enforcement	403.00
The Principal Financial Group	255.95
Garnishment	309.69
Delta Dental	673.60
Avesis Third Party Administrators	244.70
SD Retirement Supplement Pretax	275.00
SD Retirement System	13,564.70
SD Retirement Supplement	650.00
AFSCME	335.30
Kingsbury County	26,621.96

OFFICE REPORTS

The Register of Deeds, Sheriff's and Director of Equalization's Reports of Fees Collected during the month of April 2021 were reviewed by the Board. Lundquist moved and Spilde seconded that the Auditor's report with the Treasurer as of the close of business April 2021 be accepted as follows. All present voting aye - 5, nay - 0, abstain - 0. Motion carried.

Cash on Hand	\$ 2,158.35
Checks in Treas. Possession less than 3 days	596,666.87
Credit Card	4,226.50
Cash Short	2,131.17
Cash Long-ISF Check	0.00
Demand Deposits	50,572.29
Savings Account	7,316,023.54
Revolving Loan Fund	295,388.55

Big Ditch MM	363,390.00
Time Deposits	1,657,523.80
TOTAL	10,288,081.07

BREAKDOWN OF MONEY BY FUNDS

County General Fund	3,195,550.93
Special Revenue Funds (Road & Bridge, E911 Fund CH Bldg, Revolving Loan, Emergency Management, Domestic Abuse Funds 24/7 & M&P Fund)	2,303,822.74
Drainage Ditch #4	165,996.79
Drainage Ditch Debt Service Cash	24,776.44
Amount held for School Dist.	3,431,882.74
Amount held for Townships	354,942.93
Amount held for Cities	499,428.71
Amount held for East Dakota Water Dist.	46,001.78
State Remittance	138,596.03
Amount held for others	127,081.98
TOTAL	10,288,081.07

TREASURER

Elaine Blachford, Treasurer, met with the Board and stated her opinion on removing some of the Covid restrictions in place. Discussion was tabled until the other department heads could be brought in.

Blachford requested to move into executive session for personnel.

Kazmerzak moved and Lundquist seconded to adjourn from regular session and move into Executive Session for personnel at 10:45 A.M. All present voting aye - 5, nay - 0, abstain - 0. Motion carried.

Kazmerzak moved and Wolkow seconded to adjourn from Executive Session. Chairman Walls declared the Board out at 11:02 A.M.

AUDITOR

Echo Steffensen, Deputy Auditor, read Resolution 2021-14.

RESOLUTION # 2021-14

WHEREAS, The Kingsbury County Planning & Zoning Ordinance 45, Section 6.01.05(1), adopted March 3, 2015, states "The Board of County Commissioners shall, by resolution, establish a schedule of fees, charges, and expenses and a collection procedure for building permits, certificates of zoning compliance, appeals, and other matters pertaining to this Ordinance. The schedule of fees shall be posted in the office of the

County Auditor and may be altered or amended only by the Board of County Commissioners;" and

WHEREAS, the fees structure for Building Permits has not been adjusted since 1987 and under Ordinance 7,

WHEREAS, the fee structure for Conditional Use, Variance, Rezoning, Special Hearing, and Concentrated Animal Feeding Operation (CAFO) applications has not been adjusted since 2007 under Resolution 2007-20

Now, Therefore, be it resolved, that the Kingsbury County Board of County Commissioners accepts and approves the fee structure for Building Permits, Conditional Use, Variance, Rezoning, Special Hearing, and Concentrated Animal Feeding Operation (CAFO) applications, as well as Excavation Only Permits:

Building Permits:

<u>For Valuations of</u>	<u>Fee</u>
\$0_ \$5000	\$20.00
\$5000 - \$15,000	\$30.00
\$15, 000 and Up	\$30.00 plus \$1.50 per each additional \$1000.00 of valuation

Valuations to be determined at the following rates:

- a) Dwelling units  
At a rate of \$120.00 per square foot of area.
  
- b) Farm Structures (excluding grain bins and including unattached garages)
  - (1) With floor at a rate of \$16.00 per square foot
  - (2) without floor at a rate of \$12.00 per square foot
  
- c) Grain Bins  
Up to 10,000-bushel capacity at rate of \$50. Over 10,000-bushel capacity at a rate of \$2.00 per 1000-bushel capacity.
  
- d) Commercial Building at a rate of \$1.00 per \$ 1000.00 construction cost based upon engineers or architects estimate.
  
- e) Excavation Only at a flat rate of \$25.00

Permit Applications:

Conditional Use Permits - \$250.00  
Variance: \$250.00  
Rezoning: \$300.00  
Special Meeting: \$250.00

Class A CAFO: \$500.00  
Class B CAFO: \$300.00  
Class C and D CAFO: \$200.00

Non-Ag Buildings:

\$0 to 30K - \$35.00  
\$30K to 50K - \$45.00  
\$50K to 100K - \$55.00  
\$100K to 200K - \$100.00  
\$200K to 300K - \$200.00  
\$300K to 500K - \$250.00  
\$500K to 700K - \$500.00  
\$700K to 900K - \$700.00  
\$900K to 1 Mil. - \$900.00

Over 1,000K = \$900.00 plus \$0.50/1,000 in value over 1 Mil. Max fee of \$30,000.00.

All ordinances, or parts of ordinances, and resolutions in conflict therewith are hereby repealed.

The resolution was tabled until May 18, 2021, the next commissioner meeting.

**MAINTENANCE**

Lonny Palmlund, Maintenance, met with the board to bring them up to date on bringing the Fluid Cooler online for the summer season.

**DIRECTOR OF EQUALIZATION**

Maggie Purintun, Deputy Director of Equalization, requested authorization for herself and Tammy Anderson, Director of Equalization, to attend the SDAAO Annual School in Pierre in September.

Kazmerzak moved and Spilde seconded to approve the travel expenses for Anderson and Purintun to attend the Annual School in Pierre. All present voting aye - 5, nay - 0, abstain - 0. Motion carried.

Purintun requested a tax abatement for Record number 6887 for 2020 taxes due 2021. The mobile home on the property is exempt from the tax. The home was sold and reported to the Department of Motor Vehicles and was acknowledged by the DMV as a "secondary lot" making the home part of dealer inventory.

Wolkow moved and Kazmerzak seconded to approve the abatement for Record number 6887 for 2020 taxes due 2021. All present voting aye - 5, nay - 0, abstain - 0. Motion carried.

OPEN DISCUSSION

A discussion was held with several of the courthouse employees present on the possibility of having the speaker that the Deputy Auditor had mentioned earlier in the meeting come and speak to all employees. No decision was made. Department heads are to discuss and give recommendations as to when would work best and if a mandatory attendance should be required.

A discussion was also held on what steps should be taken to begin the process of lightening up on the Covid protocols that are in place in the courthouse. It was decided the bathrooms would be opened for the public beginning immediately and further discussion would take place within the next 30 days.

Roger Walls, Board Chairman, asked about surplus vehicles and other property the county owns that would need to be sold. He mentioned contacting a company in Huron that does online auctions and have them attend the next commissioner meeting to explain their process. Walls will contact them to see if they are interested in attending.

The Board adjourned to Tuesday, May 18, 2021 at 8:30 A.M.

SIGNED

\_\_\_\_\_  
Roger Walls, Chairman

ATTEST

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

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