

OFFICIAL PROCEEDINGS KINGSBURY COUNTY BOARD OF COUNTY COMMISSIONERS

De Smet, South Dakota

May 5, 2020

The Kingsbury County Board of County Commissioners met Tuesday, May 5, 2020 at 8:30 A.M. in the County Commissioners meeting room in the Courthouse with Commissioners Steve Spilde and Shelley Nelson attending via conference call. Delmer Wolkow, Joe Jensen and Roger Walls present. Chairman Walls presided.

Due to technical difficulties only a portion of this meeting was recorded and is available in the Auditor's office for listening.

PLEDGE OF ALLEGIANCE

Those present recited the Pledge of Allegiance.

APPROVE AGENDA

Jennifer Barnard, Auditor, asked for Zoom Update to be added to the agenda.

Wolkow moved and Spilde seconded to approve the agenda as edited. All present voting aye - 5, nay - 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. Nelson stated she would abstain from the Planning and Zoning item.

MINUTES

Nelson moved and Jensen seconded to approve the Equalization Board Minutes from April 14, 2020. All present voting via aye - 5, nay - 0. Motion carried.

Jensen moved and Spilde seconded to approve the minutes of April 21, 2020. All present voting aye - 5, nay - 0. Motion carried.

UNION CONTRACT

Casey Harty, Highway, joined the meeting and Kooper Caraway, Union Rep., joined the meeting via conference call to discuss contract negotiations.

PLANNING AND ZONING

Wolkow moved and Spilde seconded to adjourn from regular session and move into Planning and Zoning at 10:08 A.M. to discuss the Plat of Lot 24, Vantage Point Development - Second Addition. All present voting aye - 5, nay - 0. Motion carried.

Chairman Walls declared the Board out of Planning and Zoning at 10:12 A.M.

Wolkow moved and Spilde seconded to accept the Plat of Lot 24, Vantage Point Development - Second Addition as recommended by the Planning and Zoning Board. All present voting aye - 4, nay - 0, Nelson abstained. Motion carried.

APPROVE CLAIMS

Wolkow moved and Nelson 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. Motion carried.

MISCELLANEOUS

1ST DIST ASSC OF LOCAL GOVT. 3182.30 3RD QTR DUES FOR FY20, ALLEGRA 835.70 SUPPLIES, TAMMY ANDERSON 49.56 TRAVEL REIMBURSEMENT, APPEARA 54.63 SUPPLIES, AT&T 98.03 UTILITIES, AVERA OCCUPATIONAL MEDICINE-MI 36.40 SUPPLIES, BADGER OIL COMPANY 1878.25 SUPPLIES/FUEL, MARIE H. BALES 355.00 PROFESSIONAL SERVICES, JENNIFER BARNARD 49.14 TRAVEL REIMBURSEMENT, CINDY BAU 69.52 CELL PHONE/SUPPLIES REIMBURSEM, BOB BODE CONSTRUCTION 5433.68 REPAIRS/MAINTENANCE/SUPPLIES, BUTLER MACHINERY COMPANY 1269.82 REPAIRS/MAINTENANCE/SUPPLIES, CENTURY BUSINESS PRODUCTS 30.44 UTILITIES, CENTURLINK 348.16 UTILITIES, BRIAN CHRISTENSEN 121.84 TRAVEL REIMBURSEMENT, COLES PETROLEUM 14186.23 FUEL, SMITH'S LUMBER 13.79 SIGNS, DE SMET CITY 126.00 UTILITIES, DIESEL MACHINERY, INC. 524.36 SUPPLIES, EQUIPMENT BLADES, INC 2429.26 SNOW, G & R CONTROLS, INC 1417.35 PROFESSIONAL SERVICES, GALLS, LLC- DBA NEVE'S UNIFORM 223.93 UNIFORMS, GREGG GASS 56.50 REIMBURSEMENT FOR CRIM RECORDS, JENNIFER GOLDHAMMER 3208.50 CAA FEES, RICHARD HALVERSON ESTATE 632.90 SUPPLIES, HILLYARD/SIOUX FALLS 577.64 SUPPLIES, CITY OF HURON 3560.03 FEB 2020 911 SURCHARGE, HYDRO-KLEAN LLC 1703.35 REPAIRS/MAINTENANCE, INFOTECH SOLUTIONS 1969.49 PROFESSIONAL SERVICES, KINGBROOK RURAL WATER 41.40 UTILITIES, LEWIS & CLARK BEHAVIORAL 178.00 BMI, MICHELLE LONGVILLE 18.37 SUPPLIES, KINGSBURY CO TREAS 6100.24 ADVANCE TAX, KINGSBURY CO TREAS 6580.25 ADVANCE TAX, KINGSBURY CO TREAS 1090.37 ADVANCE TAX, KINGSBURY CO TREAS 805.27 ADVANCE TAX, MAYNARD'S FOOD CENTER 62.94 SUPPLIES, MAYNARD'S FOOD CENTER 43.03 SUPPLIES, MCLEODS PRINTING & OFFICE SUPP 31.40 ELECTION SUPPLIES, EASTLINE

SUPPLY 243.06 SUPPLIES, EASTLINE SUPPLY 29.28 REPAIRS/MAINTENANCE, O'KEEFE IMPLEMENT 642.34 SUPPLIES, O'KEEFE IMPLEMENT 36.90 REPAIRS/MAINTENANCE, OFFICE PEEPS INC 394.86 SUPPLIES, RYAN OLSON 115.54 WEED BOARD TRAVEL, PRAIRIE AG PARTNERS 3698.85 FUEL, PITNEY BOWES 207.12 PROFESSIONAL SERVICES, PRAXAIR DISTRIBUTION INC. 232.31 SUPPLIES, QUILL 201.55 SUPPLIES, QUILL 31.56 SUPPLIES, RFD NEWS GROUP 727.43 PUBLICATIONS, RICH'S GAS & SERVICE 165.50 SUPPLIES, DEAN SCHAEFER COURT REPORTING 30.00 BMI, SDACO 210.00 APR-20 MB & R, STEVE STRANDE 146.28 CORONER CALL/REIMBURSEMENT, TRUENORTH STEEL 979.90 CULVERTS, TRUSTWORTHY HARDWARE 44.97 SUPPLIES, TRUSTWORTHY HARDWARE 143.95 SUPPLIES/REPAIRS/MAINTENANCE, TWO WAY SOLUTIONS, INC. 1150.94 SUPPLIES, UNCOMMON USA INC 831.23 SUPPLIES, USPS 51.60 ELECTION MAIL, USPS POSTAGE BY PHONE 500.00 POSTAGE METER, VERIZON 403.67 UTILITIES, VISA 842.90 SUPPLIES/TRAVEL/REPAIRS, VISA 266.66 SUPPLIES, ROGER WALLS 110.08 WEED BOARD TRAVE, ERLAND WEERTS 116.80 WEED BOARD TRAVEL, WHARTON COMPUTER REPAIR 257.07 SUPPLIES, DAVID WHEELER 4227.75 CAA FEES, DELMER WOLKOW 119.28 COMMISSIONER TRAVEL, WILKINSON & SCHUMACHER LAW 750.75 CAA FEES, WW TIRE 5044.15 REPAIRS/MAINTENANCE/SUPPLIES,

OPEN DISCUSSION

The Board conducted a discussion regarding future pandemic planning measures. Caryn Hojer, Register of Deeds, Elaine Blachford, Treasurer, Tammy Anderson, Director of Equalization and Lonny Palmlund, Maintenance, were present. Sheriff's Office Manager, Shelley Strande and Cindy Bau, Emergency Manager, joined the meeting via conference call.

Various options on how to move forward and possible changes that could be made were discussed. It was the consensus of the Board to stay locked with limited access and conducting business by phone, mail, email and appointments. It was also decided to temporarily end business transactions at 4:00 P.M. Monday through Friday beginning Monday, May 11, 2020.

DIRECTOR OF EQUALIZATION

Anderson met with the Board to discuss the status of a hearing set for the Office of Hearing Examiners in Pierre. The applicant has submitted the paperwork to withdraw, and no hearing will be scheduled.

Anderson informed the Board the reappraisal of commercial property scheduled for 2020 will be conducted by questionnaire and a desk reappraisal will take place due to the current status of Covid-19.

MAINTENANCE

Palmlund met with the Board to discuss maintenance needs for the fluid cooler.

Palmlund informed the Board the winterization of the fluid cooler and the adding of glycol had a cost of \$1,200.00. The options are to remove and store the glycol in the system and refill with deionized water for approximately \$500.00 with Mitchell Plumbing.

Palmlund had also received a quote to completely change over the system to glycol and not need to winterize in the future for \$9,200.00.

It was the consensus of the Board to have Mitchell Plumbing remove and store the current glycol in the system for approximately \$500.00.

Palmlund discussed the condition of the yard with the Board.

AUDIORITY

Barnard presented items to the Board for their review to include a letter from Rembrandt Foods and the completed Annual Report for 2019.

Barnard updated the Board on the status of Zoom meeting abilities.

Barnard presented photos of the currently utilized election polling locations throughout the county and discussed the items needed to meet Federal ADA Compliance Guidelines at the locations that were not in compliance. Barnard also provided the Board with information from the US Department of Justice, including: "ADA Checklist for Polling Places" and "Solutions for Five Common ADA Access Problems at Polling Places".

END OF MONTH

COURTHOUSE SALARIES	\$52,366.14
HIGHWAY SALARIES	29,487.67

PAYROLL DEDUCTIONS

Sanford Health Plan	27,845.37
AFLAC	1,538.35
AFLAC	537.26
Office of Child Support Enforcement	403.00
The Principal Financial Group	255.95
Delta Dental	951.20
Avesis Third Party Administrators	217.22
SD Retirement Supplement Pretax	3,250.00
SD Retirement System	13,327.46
SD Retirement Supplement	525.00
AFSCME	283.20
Kingsbury County	24,959.91

OFFICE REPORTS

The Register of Deeds, Sheriff's and Director of Equalization's Reports of Fees Collected during the month of April 2020 were reviewed by the Board. Jensen moved and Wolkow seconded that the Auditor's report with the Treasurer as of the close of business April 31, 2020 be accepted as follows. All present voting aye - 5, nay - 0. Motion carried.

Cash on Hand	\$ 1,983.25
Checks in Treas. Possession less than 3 days	690,518.36
Credit Card	0.00
Cash Short	2,965.01
Cash Long	
Demand Deposits	33,600.44
Savings Account	5,843,759.83
Revolving Loan Fund	294,747.45
Big Ditch MM	375,885.31
Time Deposits	1,657,523.80
TOTAL	8,900,983.45

BREAKDOWN OF MONEY BY FUNDS

County General Fund	2,256,305.57
Special Revenue Funds (Road & Bridge, E911 Fund CH Bldg, Revolving Loan, Emergency Management, Domestic Abuse Funds 24/7 & M&P Fund)	2,126,572.51
Drainage Ditch #4	188,053.70
Drainage Ditch Debt Service Cash	14,350.89
Amount held for School Dist.	3,326,768.91
Amount held for Townships	288,945.66
Amount held for Cities	497,949.59
Amount held for East Dakota Water Dist.	12,037.39
State Remittance	94,090.14
Amount held for others	95,909.09
TOTAL	8,900,983.45

BOARD OF ADJUSTMENT

Nelson moved and Spilde seconded to adjourn from regular session and move into Board of Adjustment at 12:57 P.M. to approve the minutes from the Vaughan Variance Hearing on April 21, 2020. All present voting aye - 5, nay - 0. Motion carried.

Chairman Walls declared the Board out of Board of Adjustment at 12:59 P.M.

Wolkow informed the Board there had been some changes made to the structure of the ICAP Board of Directors. The number of Directors was

reduced from 42 to 15 with 14 counties forming 5 regions. Clark, Hamlin and Kingsbury Counties will form one region with Wolkow continuing with ICAP as a liaison to the Board and Francis Hass, Commissioner with Clark County, remaining on the Board for the region.

The Board adjourned to Tuesday, May 19, 2020 at 8:30 A.M.

SIGNED _____
Roger Walls, Chairman

ATTEST _____
Jennifer Barnard, County Auditor

Published 1 week at the total approximate cost of _____.