

OFFICIAL PROCEEDINGS KINGSBURY COUNTY BOARD OF COUNTY COMMISSIONER

De Smet, South Dakota
May 7, 2024

The Kingsbury County Board of County Commissioners met Tuesday, May 7, 2024, at 8:30 AM in the Courtroom of the County Courthouse with Commissioners Kyle Lee, Roger Walls, Steve Spilde, Corey Lundquist, and Doug Kazmerzak present. Chairman Lee presided.

Also attending were Troy Nelson, Erwin, Natalie Remund, Human Resource Consultant and Joe Jensen, planning and Zoning.

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

PLEDGE OF ALLEGIANCE

Those present stood and recited the Pledge of Allegiance

APPROVE AGENDA

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

MINUTES

Chairman Lee asked if there were any corrections to the April 16, 2024 minutes.

Echo Steffensen, Auditor, informed the Board the following corrections were made to the minutes after they were published:

For Motion to approve hiring of a gravel truck driver:

Motion by Walls and seconded by Spilde to authorize the Highway Superintendent to advertise for a gravel truck driver. Aye- 4, Nay-1. Motion carried.

Motion by Lundquist and seconded by Kazmerzak to approve the minutes of April 16, 2024 with correction. All present voting aye. Motion carried.

PUBLIC COMMENT

Chairman Lee asked for public comment.

Mike Anderson, ICAP, provided an overview of the services provided by ICAP.

CONFLICT OF INTEREST

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

BOARD OF EQUALIZATION

Motion by Lundquist and seconded by Walls to adjourn from regular session and move into Board of Equalization at 8:57 A.M. All present voting aye. Motion carried.

Chairman Lee declared the Board out of Board of Equalization and back into regular session at 9:00 A.M.

DIRECTOR OF EQUALIZATION

Tammy Anderson, Director of Equalization and Maggie Purintun, Deputy Director of Equalization met with the Board.

Anderson requested a tax abatement for Record #7899 for the 2024 taxes in the amount of \$256.12 due to the same property being assessed more than once.

Motion by Kazmerzak and seconded by Walls to approve the tax abatement for record #7899 for 2024 taxes in the amount of \$256.12. All present voting aye. Motion carried.

Anderson requested a tax abatement for Record #8446 for an overpayment of taxes due to a square footage error. The amount of \$452.63 for taxes payable in 2023 and \$434.28 for taxes payable in 2024 will be refunded.

Motion Lundquist and seconded by Spilde to approve the abatement for record #8446 and to issue a refund in the amount of \$886.91. All present voting aye. Motion carried.

Anderson requested to move into executive session for personnel.

Motion by Kazmerzak and seconded by Lundquist to adjourn from regular session and move into executive session for personnel at 9:03 A.M. All present voting aye. Motion carried.

Chairman Lee declared the Board back into regular session at 9:20 A.M.

Anderson informed the Board the request for travel approval was no longer necessary.

MAINTENANCE

Lonny Palmlund met with the Board to discuss courthouse matters.

EXECUTIVE SESSION

Motion by Kazmerzak and seconded by Walls to adjourn from regular session and move into executive session for personnel at 9:45 A.M. All present voting aye. Motion carried.

Chairman Lee declared the Board out of executive session and back into regular session at 10:33 A.M.

PLANNING AND ZONING

Joe Jensen, Planning and Zoning, met with the Board to request approval to purchase a computer for Planning and Zoning in the amount of \$1,099.99.

Motion by Spilde and seconded by Walls to approve the purchase of a computer for \$1,099.99 for Planning and Zoning. All present voting aye.

BOARD OF ADJUSTMENT

Motion by Kazmerzak and seconded by Lundquist to adjourn from regular session and move into Board of Adjustment at 10:36 A.M. All present voting aye. Motion carried.

Chairman Lee declared the Board out of Board of Adjustment and back into regular session at 10:47 A.M.

SHERIFF

Michele Strande, Sheriff Office Manager met with the Board to request approval for the following travel:

May 20-21, 2024 - Training- Vermillion
May 21-23, 2024 - Training- Rapid City
May 28, 2024 - HLS Grant Meeting
May 30, 2024 - Mental Health Training- Watertown
July 30- August 1, 2024- Training - Watertown

Motion by Lundquist and seconded by Spilde to approve the travel requests for the Sheriff's Department. All present voting aye. Motion carried.

EXECUTIVE SESSION

Motion by Lundquist and seconded by Walls to adjourn from regular session and move into executive session for personnel at 10:59 A.M. All present voting aye. Motion carried.

Chairman Lee declared the Board out of executive session and back into regular session at 11:32 A.M.

MCGRATH CONSULTING

Malayna Maes, Senior Consultant and Jillanne Smith, Consultant joined the meeting via Zoom.

Maes presented a PowerPoint and an overview of the status of the compensation study for the County.

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.

ALLEGRA 1072.96 SUPPLIES, ANDERSON LUMBER, LLC 391.14 REPAIRS, APPEARA 115.35 SUPPLIES, AT&T 106.20 UTILITIES, AVERA MCKENNAN HOSPITAL 790.00 BMI, BADGER OIL COMPANY 1282.25 SUPPLIES/FUEL, CINDY BAU 83.88 SUPPLIES/UTILITIES, BEADLE COUNTY SHERIFF 1045.00 PRISONER CARE, BOB BODE CONSTRUCTION 2040.82 REPAIRS, BRANDT CONTRACTING, INC 1500.00 REPAIRS/MAINT, BROOKINGS COUNTY SHERIFF'S OFF 556.14 PRISONER CARE, BROOKINGS ENGRAVING 95.00 SUPPLIES, BUTLER MACHINERY COMPANY 1460.04 REPAIRS/SUPPLIES, CITY OF DESMET 200.12 UTILITIES, COLES PETROLEUM 18427.50 FUEL, COOK'S WASTEPAPER & RECYCLING 492.36 UTILITIES, COWBOY COUNTRY STORE-DESMET 19.15 SUPPLIES, KATHY DEDEYNE 75.20 TRAVEL, EQUIPMENT BLADES INC 682.98 SUPPLIES, ELECTION SYSTEMS & SOFTWARE IN 2670.55 PRIMARY ELECTION EXP, GOOD GUYS GARAGE 318.00 REPAIRS, PATRICIA J. HARTSEL, RPR 26.00 PRO SERVICES, ELAINE HILTON 80.00 PRO SERV, CARYN HOJER 212.70 TRAVEL REIM, INTERLAKES COMMUNITY ACTION 541.33 COMMUNITY SERV WORKER, INTERSTATE BATTERY 44.10 SUPPLIES, JOE JENSEN 481.71 TRAVEL REIM, JIM HARVEY 9.45 SUPPLIES, TYLER R & MELISSA A JOHNSON 886.91 ABATEMENT, KINGBROOK RURAL WATER 43.05 UTILITIES, KINGSBURY JOURNAL 1187.12 PUBLISHINGS, KINGSBURY JOURNAL 84.00 PUBLISHINGS, KINGSBURY JOURNAL 54.49 PUBLISHINGS, LINCOLN COUNTY 75.00 PRO SERV, JOSETTE LINDAHL, MD/PHD 6000.00 PRO SERV, LINDE GAS & EQUIPMENT INC 189.19 SUPPLIES, MAYNARD'S FOOD CENTER 21.31 SUPPLIES, MICRO COMPUTER SYSTEMS 37.50 PRO SERV, MINER COUNTY HIGHWAY DEPT 500.00 EQUIPMENT, MR TIKKA CONSTRUCTION LLC 6984.03 REPAIRS, MULTI BUSINESS SOLUTIONS, INC 6750.00 PRO SERV, EASTLINE SUPPLY 1975.18 SUPPLIES, NORTHWESTERN ENERGY 426.83 UTILITIES, O'KEEFE IMPLEMENT 49956.00 EQUIPMENT, O'KEEFE IMPLEMENT 799.59 SUPPLIES, OFFICE PEEPS INC 189.17 SUPPLIES, OXBOW RESTAURANT 131.64 SUPPLIES, QUILL 404.54 SUPPLIES, REDWOOD TOXICOLOGY LABORATORY 399.00 PRO SERV, RFD NEWS GROUP 2293.54

PUBLISHINGS, RFD NEWS GROUP 434.62 PUBLISHINGS, RUNNING SUPPLY INC. 200.70
 SUPPLIES, SD DEPT OF REVENUE 300.00 FEES, SD FEDERAL PROPERTY AGENCY 70.00
 SUPPLIES, SDACC 656.00 CLERP 2ND QTR 2024, SDACO 626.70 TRAVEL, SDN
 COMMUNICATIONS 917.00 PRO FESS, SD UNEMPLOYMENT INSURANCE 3029.88 FEES,
 SMART HEAT ELECTRIC RADIANT 611.00 REPAIRS, STAN HOUSTON EQUIPMENT COMPANY
 305.76 SUPPLIES, STEVENS CONSTRUCTION, LLC 2658.56 REPAIRS, STEVE STRANDE
 358.00 CORONER, THE LODGE @ DEADWOOD 210.00 TRAVEL, TORGERSON MACHINERY
 LLC 87000.00 EQUIPMENT, TRANSOURCE 103.90 SUPPLIES, TRUENORTH STEEL
 5630.72 HWY CULVERTS, TRUSTWORTHY HARDWARE 1001.29 REPAIRS/MAINT, VANDER
 HAAG'S, INC. 381.38 SUPPLIES, VERIZON 449.32 PHONE UTILITIES, VISA 1902.07
 SUPPLIES/FEES/REPAIRS, VISA 87.71 TRAVEL, WARD'S STORE & BAKERY 256.00
 SUPPLIES, DAVID WHEELER 115.00 BMI, WIRELESS COMMUNICATIONS 280.26
 SUPPLIES, WW TIRE 2928.07 REPAIRS/SUPPLIES,

END OF MONTH

COURTHOUSE SALARIES	\$ 65,048.28
HIGHWAY SALARIES	31,261.45

PAYROLL DEDUCTIONS

Wellmark Health Plan	37,976.37
Three Fivers Benefits	6,567.09
AFLAC	1,302.24
AFLAC	465.88
Reliance Life Insurance	179.34
Reliance Matrix Dental	1,868.79
Reliance Matrix Vision	258.00
SD Retirement Supplement Pretax	525.00
SD Retirement System	15,050.54
SD Retirement Supplement	640.00
AFSCME	93.04
Kingsbury County	27,874.71

OFFICE REPORTS

The Register of Deeds, Sheriff's and Director of Equalization's Reports of Fees Collected during the month of April 2024 were reviewed by the Board. Motion by Lundquist and seconded by Walls that the Auditor's report with the Treasurer as of the close of business April 30, 2024 be accepted as follows. All present voting aye. Motion carried.

Cash on Hand	\$ 3,418.73
Checks in Treas. Possession less than 3 days	766,249.43
Credit Card	7,082.24
Uncollected Credit Cards	6,877.79
Demand Deposits	1,288,603.85
Savings Account	6,202,772.17
Revolving Loan Fund	198,038.93

Big Ditch MM	370,701.13
Time Deposits	1,657,523.80
NSF Check	-1,724.57
TOTAL	10,499,543.50

BREAKDOWN OF MONEY BY FUNDS

County General Fund	3,176,888.56
Special Revenue Funds (Road & Bridge, E911 Fund CH Bldg, Revolving Loan, Emergency Management, Domestic Abuse Funds 24/7 & M&P Fund American Rescue, Rural Infrastructure)	2,044,418.49
Drainage Ditch #4	164,713.64
Drainage Ditch Debt Service Cash	33,459.41
Amount held for School Dist.	3,926,370.16
Amount held for Townships	403,479.07
Amount held for Cities	524,331.26
Amount held for East Dakota Water Dist.	13,424.34
State Remittance	138,575.74
Amount held for others	73,882.83
TOTAL	\$10,499,543.50

HUMAN RESOURCES

Natalie Remund, Human Resources Consultant, requested a .50/hr. increase in pay for a highway worker who has completed their probationary period.

Motion by Walls and seconded by Lundquist to approve a .50/hr. increase in pay for the highway worker who has completed their probationary period. All present voting aye. Motion carried.

REGISTER OF DEEDS/IT

Caryn Hojer, Register of Deeds/IT Administrator, met with the Board to discuss IT matters.

Hojer requested to move into executive session for contract negotiations.

Motion by Kazmerzak and seconded by Lundquist to adjourn from regular session and move into executive session for contract negotiations at 1:19 P.M. All present voting aye. Motion carried.

Chairman Lee declared the Board out of executive session and back into regular session at 1:33 P.M.

BIG DITCH

Wayne Soren met with the Board to discuss Big Ditch matters. No action was taken.

BOARD OF ADJUSTMENT

Motion by Lundquist and seconded by Kazmerzak to adjourn from regular session and move into Board of Adjustment at 2:19 P.M. All present voting aye. Motion carried.

Chairman Lee declared the Board out of Board of Adjustment and back into regular session at 2:21 P.M.

AUDITOR

Echo Steffensen, Auditor, presented Jerry's Country Estates and Mathews Store malt beverage license renewal applications for approval.

Motion by Walls and seconded by Lundquist to approve Jerry's Country Estates malt beverage license renewal. All present voting aye. Motion carried.

Motion by Kazmerzak and seconded by Spilde to approve Mathews Store malt beverage license renewal. All present voting aye. Motion carried.

OPEN DISCUSSION

Commissioner Kazmerzak discussed proposing a motion requesting the Board seek a resolution to improve 438th Ave and assign \$250,000.00 per year for the project.

Commissioner Lundquist stated no action could be taken on such a motion as it was not on the agenda.

Kazmerzak did not make the motion but stated he highly encouraged the Board to consider the project.

TREASURER

Michelle Longville met with the Board to discuss office matters.

Longville requested to move into executive session for personnel.

Motion by Lundquist and seconded by Spilde to adjourn from regular session and move into executive session for personnel at 2:35 P.M. All present voting aye. Motion carried.

Chairman Lee declared the Board back into regular session at 2:46 P.M.

Longville requested a .50/hr. increase in pay for the Deputy Treasurer who has completed their probationary period.

Motion by Spilde and seconded by Lundquist to approve a .50/hr. increase in pay for the Deputy Treasurer who has completed their probationary period. All present voting aye. Motion carried.

RESIGNATION

Commissioner Kazmerzak resigned from the Board of Commissioners effective today, May 7, 2024.

Kazmerzak addressed the Board of Commissioners and employees stating he was grateful to be given the opportunity to serve Kingsbury County.

The Board adjourned to Tuesday, May 21, 2024, at 8:30 P.M.

SIGNED

Kyle Lee, Chairman

ATTEST

Echo Steffensen, County Auditor

Published 1 week at the total approximate cost of _____.