OFFICIAL PROCEEDINGS KINGSBURY COUNTY BOARD OF COUNTY COMMISSIONERS

De Smet, South Dakota
January 20, 2026

The Kingsbury County Board of County Commissioners met Tuesday, January 20, 2026, 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, and Kristen Longville – Emergency Manager.

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. Walls requested to add a discussion on purchasing new laptops or tablets for the Commissioners.

Motion by Lundquist, second by Spilde to approve the agenda as amended. All present voting aye. Motion carried.

MINUTES
Chairman Lee asked if there were any changes to the minutes from January 6, 2026. None were noted.

Motion by Lundquist, second by Spilde to approve the minutes of January 6, 2026. 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 Nelson, second by Spilde 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.

APPEARA 78.70 HWY SUPPLIES, ASPHALT PAVING & MATERIALS 960.26 HWY SUPPLIES, AVERA OCCUPATIONAL MEDICINE-MI 37.70 PRO SERV- HWY, BADGER OIL COMPANY 4432.95 FUEL-HWY, BROOKINGS COUNTY SHERIFF'S OFF 315.00 PRISONER CARE, JEFF BURNS 4450.17 FEES, BUTLER MACHINERY COMPANY 17690.38 HWY REPAIRS, CENTURY BUSINESS PRODUCTS 476.50 PRO SERV, COWBOY COUNTRY STORE-DESMET 85.01 SHERIFF- FUEL, AVERA DE SMET HOSPITAL 168.00 PRO SERV - HWY, DE SMET WELDING 1000.06 REPAIRS, BRANDON DUFFY 125.00 CORONER FEES, EFRAIMSON ELECTRIC INC 5426.00 GEN BLDG REPAIRS, GALLS, LLC 184.70 UNIFORMS-SHERIFF, HILLYARD/SIOUX FALLS 637.55 GEN BLDG SUPPLIES, CITY OF HURON 6501.69 FEES-911 SERV, INDEPENDENCE UPFITTERS LLC 12230.43 SHERIFF EQUIPMENT, KIBBLE EQUIPMENT LLC 74.61 REPAIRS, KINGBROOK RURAL WATER 44.25 UTILITIES, KINGSBURY COUNTY TREASURER 43016.76 ADVANCE TAX, LAKE COUNTY SHERIFF'S OFFICE 270.00 PRISONER CARE, LINDE GAS & EQUIPMENT INC 456.60 SUPPLIES, EASTLINE SUPPLY 132.35 HWY SUPPLIES, NANCY NELSON 3756.40 COURT APPT ATTORNEY FEE, NIMBLE WASH, LLC 60.28 CARWASHES, BYRON NOGELMEIER 206.00 FEES, NORTHEAST OVERHEAD DOOR 2023.08 HWY REPAIRS, NORTHWESTERN ENERGY 30.45 UTILITIES, O'KEEFE IMPLEMENT 478.95 HWY SUPPLIES, OFFICE PEEPS INC 534.21 SUPPLIES, PALMLUND AUTOMOTIVE 262.50 SNOW REMOVAL, PRAIRIE AG PARTNERS 132.00 REPAIRS, SD PUBLIC HEALTH LABORATORY 100.00 PRO SERVICES, QUILL 171.97 HWY SUPPLIES, ROLLING PRAIRIE GRAIN CO INC 5170.00 ROAD SALT, RUNNING SUPPLY INC. 171.56 HWY SUPPLIES, SD ASSOCIATION OF WEED & PEST 75.00 DUES, SD DEPT OF TRANSPORTATION 1540.46 PRO SERV/BRIDGES, SD ASSOC OF ASSESSING OFFICERS 150.00 DUES, SDACO 960.49 DUES, SDN COMMUNICATIONS 917.00 PROFESSIONAL SERVICES, STEVENS CONSTRUCTION, LLC 3084.59 REPAIRS - HWY, STEVE STRANDE 250.00 CORONER FEES, TIMECLOCK PLUS LLC 54.00 PRO SERVICES, TEXT MY GOV INC 7250.00 PRO SEVICES, THOMSON REUTERS 339.57 PRO SERV, TRUSTWORTHY HARDWARE 36.27 SUPPLIES, TWO WAY SOLUTIONS, INC. 9676.12 REPAIRS, TYLER TECHNOLOGIES, INC. 475.94 PRO SERVICES, USPS 90.00 PO BOX RENTAL, USPS POSTAGE BY PHONE 2960.00 POSTAGE, VERIZON 439.57 PHONE UTILTY, VERIZON 255.67 PHONE UTILITY, VISA 50.95 SUPPLIES, VISA 100.20 HWY SUPPLIES, ZELL MANUFACTURING 166.73 HWY SUPPLIES, SDML WORKER'S COMP 38444.00 WORKMANS COMP INS, AMERICAN BANK & TRUST 35.00 FEES, SD UNEMPLOYMENT 133.21 UNEMPLOYMENT INSURANCE, MICRO-COMPUTER SYSTEMS 1371.52 EQUIPMENT, SD DEPT OF REVENUE 155489.07 MV, INNOVATIVE BUSINESS SOLUTIONS 1598.19 HEALTH INS CLAIMS, ROGER WALLS 79.32 REPLACE LOST CHECK, SD DEPT OF REVENUE 467.86 FEES, KINGSBURY COUNTY TREASURER 28.70 FEES

TRAVEL REQUESTS

Motion by Spilde, second by Nelson to approve the following travel requests. All present voting aye. Motion carried.

Director of Equalization and Deputy Director as follows:

February 11, 2026, Executive Board and Education Committee, Pierre
June 7-12 SDAAO Conference, Sioux Falls
September 14-18 SDAAO School, Pierre

OPEN DISCUSSION
A discussion was held on the request from Oldham to pay for mowing on property owned by Kingsbury County in Oldham at rate a of $100.00/hour for the first hour and $50.00 for every additional hour. Commissioner Lundquist will contact Oldham to get clarification on if the rate is per parcel and the Auditor was tasked to request information on the parcels from the Treasurer.

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

Sorenson informed the Board the new truck would arrive sometime in February, and he would be looking into purchasing new snow equipment for it. No action was taken.

Sorenson reported he has been in contact with Redstone Dairy and Civil Design to discuss plans for 425th Avenue.

Sorenson requested to move into executive session for personnel.

Motion by Lundquist, second by Walls to adjourn from regular session and move into executive session for personnel at 9:05 A.M. All present voting aye. Motion carried.

Chairman Lee declared the Board out of executive session at 9:16 A.M.

EMERGENCY MANAGEMENT
Kristen Longville, Emergency Manager, reported to the Board projects that have been completed with her quarterly report and requested approval of said report and for the Chairman to sign.

Motion by Lundquist, second Nelson to approve the quarterly report and for the Chairman to sign the same. All present voting aye. Motion carried.

Longville presented standard operating procedures for Text my Gov for approval and the Chairman to sign.

Motion by Lundquist, second by Nelson to approve the standard operating procedures for Text my Gov and for the Chairman to sign the same. All present voting aye. Motion carried.

Longville requested to move into executive session for personnel.
Motion by Nelson, second by Spilde to adjourn from regular session and move into executive session for personnel at 9:48 A.M. All present voting aye. Motion carried.

Chairman Lee declared the Board out of executive session at 9:55 A.M.

Longville requested approval to purchase a push bumper from Independent Uplifters, Brookings, for the Emergency Management vehicle.

Motion by Nelson, second by Spilde to approve up to $1200.00 to purchase and install a push bumper from Independent Uplifters. All present voting aye. Motion carried.

COLLIERS SECURITIES AND CIVIL DESIGN
Toby Morris, Colliers Securities and Andreq Kangas, Civil Design presented contracts to the Board for approval and for the Chairman to sign.

Morris provided a recap of the process so far to create the Tax Increment Financing (TIF) district for improvements to 425th Ave.

Kangas provided the board with an estimated schedule for the project. The plan is to have the final plans and bid documents to the Highway Superintendent for review this week, advertise for bids for 2 weeks starting next week with a possible bid opening on February 15, 2026 and awarding on February 17, 2026.

Morris reported with this schedule in place he would need to move forward with requesting closing documents on the bond from the bank.

Chairman Lee informed Morris and Kangas he would defer action on the contracts to allow the Board to discuss with Todd Wilkinson, Deputy States Attorney, later in the meeting.

UNION CONTRACT
The 2026 Union Contract was presented for approval and for the Chairman to sign.

With the approval of this contract an adjustment to the previous schedule of 2026 Wages for the union employees would be set as follows:

Highway Foreman- $26.16; Highway Shop Foreman Mechanic- $25.14; Highway Operator- $25.17; Heavy Equipment Operator (3)- $23.97

Motion by Nelson, second by Lundquist to approve the 2026 Union Contract, to make the adjusted salaries for the union employes retroactive to January 1, 2026, and for the Chairman to sign said contract. All present voting aye. Motion carried.

DIRECTOR OF EQUALIZATION

Tammy Anderson, Director of Equalization, requested an abatement on record #3191 explaining this was the tax record a refund was granted to last year due to an error in value and the 2025 due in 2026 taxes also needed to be adjusted to that value.

Motion by Walls, second by Lundquist to approve the abatement for record #3191. All present voting aye. Motion carried.

Anderson provided an update on values and requested to set the Equalization Boards to April 15, 2026, starting at 8:30 A.M.

MILLS PROPERTY MANAGEMENT

Chad Ebsen, Mills Property Maintenance Foreman, met with the Board to provide updates on maintenance matters.

Ebsen informed the Board he had requested a bid from Active Heating for replacing the compressor versus the entire unit of the heating unit in the Director of Equalization office and jury room. He also reported they are looking into a possible cause of why the compressors are failing.

HUMAN RESOURCES

Jessica Bingham, HR Consultant, requested to move into executive session for personnel.

Motion by Lundquist, second by Nelson to adjourn from regular session and move into executive session for personnel at 11:02 A.M. All present voting aye. Motion carried.

Chairman Lee declared the Board out of executive session at 11:25 P.M.

Bingham informed the Board of a candidate for the open custodian position.

Motion by Lundquist, second by Nelson to offer the position to the candidate with a start date of February 2, 2026, and a pay rate of $20.12/hour for up to 20 hrs. per week and a confirmed schedule with a minimum of 3 days per week. All present voting aye. Motion carried.

SECURITY COMMITTEE
Caryn Hojer, Register of Deeds and Kristen Longville, Emergency Manager requested to move into executive session for contract negotiations.

Motion by Lundquist, second by Nelson to adjourn from regular session and move into executive session for personnel at 11:29 A.M. All present voting aye. Motion carried.

Chairman Lee declared the Board out of executive session at 12:16 P.M.

REGISTER OF DEEDS
Caryn Hojer, Register of Deeds, met with the Board to inform them the sheriff's building would need to have the same Wi-Fi Access updates that had been approved for the Courthouse, increasing the total by $225.00 and an additional $10.00 per month.

The Commissioners requested Hojer to check in to new tablets for the Board.

PLANNING AND ZONING
Motion by Spilde, second by Nelson to adjourn from regular session and move into Planning & Zoning at 12:19 P.M. All present voting aye. Motion carried.

Chairman Lee declared the Board out of Planning & Zoning and back into regular session at 12:38 P.M.

RESOLUTION 2026-3
Steffensen read the following resolution for the Plat of Ingalls Addition forwarded to the Board by the Planning and Zoning Commission

RESOLUTION # 2026-3

WHEREAS, The Kingsbury County Planning & Zoning Board met to review the Plat of Ingalls Addition located in the Northeast Quarter (NE ¼) of Section 3, Township 110 North, Range 56 W of the 5th P.M., Kingsbury County, South Dakota

WHEREAS the Kingsbury County Planning & Zoning Commission recommended approval of the same to the Kingsbury County Board of County Commissioners, and

Now, Therefore, be it resolved, the Kingsbury County Board of County Commissioners accepts and approves the Plat of Ingalls Addition located in the Northeast Quarter (NE ¼) of Section 3, Township 110 North, Range 56 W of the 5th P.M., Kingsbury County, South Dakota

Motion by Nelson, second by Walls to accept and adopt Resolution 2026-3 and for Chairman Lee to sign the same.

All present voting via roll call. Lee – aye, Spilde – aye, Walls – aye, Lundquist – aye. Motion carried.

RESOLUTION 2026-4
Steffensen read the following resolution for the Plat of Sullivan's Addition forwarded to the Board by the Planning and Zoning Commission

RESOLUTION 2026-4

WHEREAS, The Kingsbury County Planning & Zoning Board met to review the Plat of Sullivan's Addition located in S1/2SE1/4 of Section 34, Township 110 North, Range 56 W of the 5th P.M., Kingsbury County, South Dakota

WHEREAS the Kingsbury County Planning & Zoning Commission recommended approval of the same to the Kingsbury County Board of County Commissioners, and

Now, Therefore, be it resolved, the Kingsbury County Board of County Commissioners accepts and approves the Plat of Sullivan's Addition located in S1/2SE1/4 of Section 34, Township 110 North, Range 56 W of the 5th P.M., Kingsbury County, South Dakota

Motion by Lundquist, second by Spilde to accept and adopt Resolution 2026-4 and for Chairman Lee to sign the same.

All present voting via roll call. Lee – aye, Spilde – aye, Walls – aye, Lundquist – aye. Motion carried.

STATES ATTORNEY
Todd Wilkinson, Deputy States Attorney, met with the Board to review the Open Meeting Laws with the Board. Wilkinson reminded the Board an executive session can only be called for specific reasons and that reason should be in the motion. He cautioned the Board about electronic correspondence such as texts and emails which could be perceived as discussing public policy and informed them any materials provided to them

for the meeting that are public must be provided to the public at the meeting.

Chairman Lee inquired if Wilkinson had reviewed the proposed contracts with Colliers Securities and Civil Design. Wilkinson informed the Board he had reviewed them, and he saw no issues with them.

CONTRACTS

Motion by Walls, second by Lundquist to approve the contract with Colliers Securities to perform the duties of Placement Agent for the proposed TIF for 425th Ave. and for the Chairman to sign said contract. All present voting aye. Motion carried.

Motion by Lundquist, second by Spilde to approve the contract with Civil Design, Inc for engineering serviced on 425th Ave and for the Chairman to sign said contract. All present voting aye. Motion carried.

AUDITOR

Steffensen requested approval for an employee to take leave without pay.

Motion by Nelson, second by Spilde to approve leave without pay for said employee. All present voting aye. Motion carried.

Steffensen presented the 2026 Law Enforcement contract with the city of Arlington for approval and the Chairman to sign.

Motion by Spilde, second by Nelson to approve the 2026 Law Enforcement contract with the city of Arlington and the Chairman to sign said contract. All present voting aye. Motion carried.

Steffensen presented the agreement with First District of Local Governments for County GIS Website Hosting and Director of Equalization Parcel Updates for approval and the Chairman to sign.

Motion by Lundquist, second by Walls to approve the agreement with First District of Local Governments for County GIS Website Hosting and Director of Equalization Parcel Updates and the Chairman to sign same. All present voting aye. Motion carried.

Steffensen presented the agreement with First District of Local Governments for GIS 911 Data Maintenance for approval and for the Chairman to sign.

Motion by Walls, second by Nelson to approve the agreement with First District of Local Governments for GIS 911 Data Maintenance and for the Chairman to sign same. All present voting aye. Motion carried.

Steffensen presented the state form to request state aid for the salary of the County's Veterans Service Officer for the Chairman to sign.

Motion by Lundquist, second by Nelson to approve the Chairman to sign said form. All present voting aye. Motion carried.

Steffensen requested approval to purchase a printer/copier from Century Business projects for $8,241.25 to be split between the Auditor and Register of Deeds offices as budgeted.

Motion by Lundquist, second by Nelson to approve the purchase of a printer/copier from Century Business projects for $8,241.25 to be split between the Auditor and Register of Deeds offices as budgeted. All present voting aye. Motion carried.

Steffensen requested to set the fee for combined elections with cities and schools at $500.00.

Motion by Spilde, second by Nelson to set the fee for combined elections with cities and schools at $500.00. All present voting aye. Motion carried.

CHAIRMAN
Chairman Lee requested Commissioner Walls and Commissioner Lundquist attend a meeting with Redstone Dairy on February 9, 2026, at 9:00 A.M.

The Board adjourned to Monday, February 3, 2026, at 8:30 A.M.

SIGNED _____
Kyle Lee, Chairman

ATTEST _____
Echo Steffensen, County Auditor

Published 1 week at the total approximate cost of _____.