

OFFICIAL PROCEEDINGS KINGSBURY COUNTY BOARD OF COUNTY COMMISSIONER

De Smet, South Dakota  
March 4, 2025

The Kingsbury County Board of County Commissioners met Tuesday, March 4, 2025, at 8:30 AM in the Courtroom of the County Courthouse with Commissioners Kyle Lee, Corey Lundquist, Steve Spilde and Troy Nelson present. Chairman Lee presided.

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

PLEDGE OF ALLEGIANCE

Those present stood and recited the Pledge of Allegiance.

APPROVE AGENDA

Chairman Lee asked if there were any additions to the agenda.

Echo Steffensen, Auditor, requested to add an executive session for contract negotiations for Natalie Remund, Human Resource Consultant.

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

MINUTES

Motion by Lundquist and seconded by Nelson to approve the minutes of February 18, 2025. 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 and seconded by Lundquist 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.

ANDERSON-CRANE RUBBER COMPANY 452.40 HWY SUPPLIES, APPEARA 81.18 HWY  
 SUPPLIES, BADGER OIL COMPANY 2954.84 HWY FUEL & UTILITIES, CINDY BAU 60.00  
 UTILITIES, BEADLE COUNTY SHERIFF 8110.00 PRISONER CARE, BROOKINGS COUNTY  
 SHERIFF'S OFF 1140.00 PRISONER CARE, BROOKINGS ENGRAVING 80.00 SUPPLIES,  
 JEFF BURNS 2618.24 COURT APPOINTED ATT FEES, BUTLER MACHINERY COMPANY  
 2363.29 HWY SUPPLIES & REP, CENTRALSQUARE TECHNOLOGIES 9423.17 SHERIFF  
 EQUIP, BRIAN CHRISTENSEN 94.84 WEED & PEST MEETING, CITY OF DESMET 208.52  
 UTILITIES, COMMUNITY COUNSELING SERVICES 15000.00 PROFFESIONAL SERV,  
 COWBOY COUNTRY STORE-DESMET 32.53 FUEL, CREATIVE PRODUCT SOURCING INC  
 638.78 DARE SUPPLIES, DAKOTA RIGGERS & TOOL SUPPLY 78.75 HWY SUPPLIES, DE  
 SMET WELDING 60.83 HWY REPAIRS, WENDY DENISON 300.00 4-H CLEANING, DESMET  
 FLOWERS 37.17 SUPPLIES, GREG DUFFY 92.16 WEED & PEST MEETING, TANYA FLEGEL  
 164.82 WEED BOARD TRV, MATTHEW FURNESS 60.67 WEED & PEST MEETING, MATTHEW  
 FURNESS 322.23 CONFERENCE TRV, ANTHONY HALVERSON 50.00 CORONER, TIM HOGAN  
 936.49 COURT APPOINTED ATTORNEY FEE, HURON REGIONAL MEDICAL CENTER 6669.38  
 PRISONER CARE MED, CHRISTOPHER JACKSON 50.00 CORONER, JOE JENSEN 281.40 P  
 & Z TRV REIMB, KINGSBURY CONSERVATION DIST 10000.00 CONTRIBUTION 2025,  
 KINGSBURY ELECTRIC COOP 137.71 HWY REPAIRS, LEWIS & CLARK BEHAVIORAL  
 450.00 BMI, LINDE GAS & EQUIPMENT INC 241.28 HWY SUPPLIES, MIDWAY SERVICE  
 DBA VOLLAN OIL 816.72 HWY SUPPLIES, MJ DUNN COMPANY 916.37 HWY SUPPLIES,  
 MULTI BUSINESS SOLUTIONS, INC 2915.00 PROF SERV, NANCY MIKLOS 300.00  
 PRISONER CARE, EASTLINE SUPPLY 98.22 HWY SUPPLIES, NIMBLE WASH, LLC 70.63  
 MAINTENANCE, O'KEEFE IMPLEMENT 404.84 HWY SUPPLIES, O'KEEFE IMPLEMENT  
 40.02 REPAIRS, OFFICE PEEPS INC 409.33 SUPPLIES, RYAN OLSON 82.78 WEED &  
 PEST MEETING, RYAN OLSON 172.95 WEED BOARD TRV, PRAIRIE AG PARTNERS 113.80  
 REPAIRS, SD PUBLIC HEALTH LABORATORY 40.00 PRO SERVICES, QUILL 94.65  
 SUPPLIES, RAMKOTA HOTEL & CONFERENCE CEN 109.00 TRAVEL, RFD NEWS GROUP  
 730.16 PUBLISHINGS, RICK RIBSTEIN 2063.25 COURT APPOINTED ATTORNEY FEE,  
 ROBERTS COUNTY SHERIFFS OFFICE 3983.93 PRISONER CARE, RUNNING SUPPLY INC.  
 62.77 HWY SUPPLIES, SD FEDERAL PROPERTY AGENCY 260.00 HWY SUPPLIES, SD  
 ASSOC COUNTY HIGHWAY 150.00 HWY TRAVEL, SDACO 125.00 TRES TRAV 2025 CONF,  
 SPENCER QUARRIES/ 16884.03 HWY SEALING, STEVE STRANDE 411.12  
 CORONER/SUPPLIES, ANTHONY J. TEESDALE 192.30 CT APPT ATTORNEY FEES,  
 TRANSOURCE 9421.31 HWY SUPPLIES/REPAIRS, TRUSTWORTHY HARDWARE 37.06 HWY  
 SUPPLIES, TWO WAY SOLUTIONS, INC. 2235.00 REPAIRS, TYLER TECHNOLOGIES,  
 INC. 4267.77 PROF SERV, US POSTAL SERVICE 117.00 POSTAGE, VERIZON 429.86  
 UTILITIES, VISA 2449.24 SUPPLIES, EQUIP, REPAIRS, ROGER WALLS 76.08 WEED &  
 PEST MEETING, WARNE APPLIANCE & VIDEO 799.00 EQUIPMENT, ERLAND WEERTS  
 86.80 WEED & PEST MEETING, YESIKA MUNOZ 223.70 COURT INTERPRETOR, ZELL  
 MANUFACTURING 2177.10 HWY SUPPLIES/REPAIRS,

END OF MONTH

COURTHOUSE SALARIES

\$74,882.86

HIGHWAY SALARIES

32,347.56

PAYROLL DEDUCTIONS

Wellmark Health Plan

45,245.37

IBC	6,758.45
AFLAC	1,299.12
AFLAC	337.18
Reliance Life Insurance	397.84
Reliance Matrix Dental	2,029.88
Reliance Matrix Vision	288.08
SD Retirement Supplement Pretax	612.00
SD Retirement System	16,923.42
SD Retirement Supplement	565.00
AFSCME	288.36
Kingsbury County	31,212.99

#### OFFICE REPORTS

The Register of Deeds, Sheriff's and Director of Equalization's Reports of Fees Collected during the month of February 2025 were reviewed by the Board. Motion by Spilde and seconded by Nelson that the Auditor's report with the Treasurer as of the close of business February 28, 2025, be accepted as follows. All present voting aye. Motion carried.

Cash on Hand	\$ 1,690.22
Checks in Treas. Possession less than 3 days	28,187.56
Credit Card	4,400.18
Demand Deposits	371,171.90
Savings Account	3,344,088.51
Revolving Loan Fund	124,174.27
Big Ditch MM	361,044.98
Time Deposits	1,657,523.80
TOTAL	\$5,892,281.42

#### BREAKDOWN OF MONEY BY FUNDS

County General Fund	\$2,849,574.99
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)	2,308,370.55
Drainage Ditch #4	164,561.69
Drainage Ditch Debt Service Cash	13,436.95
Amount held for School Dist.	210,063.99
Amount held for Townships	26,716.41
Amount held for Cities	28,027.99
Amount held for East Dakota Water Dist.	993.99
State Remittance	150,978.62
Amount held for others	139,556.24
TOTAL	\$5,892,281.42

#### HIGHWAY

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

#### TREASURER

Michelle Longville, Treasurer, met with the Board to request travel approval for the New Officials Workshop April 9- 10, 2025 in Pierre, SD.

Motion by Spilde and seconded by Nelson to approve travel for the Treasurer to Pierre, SD for the New Officials Workshop April 9-10, 2025. All present voting aye. Motion carried.

#### AUDITOR

Echo Steffensen, Auditor, requested travel approval for herself, the Treasurer and the Register of Deeds to Brookings, SD April 2, 2025, for the Sioux Valley Commission meeting.

Motion by Lundquist and seconded by Spilde to approve for the Auditor, Treasurer and Register of Deeds to Brookings, SD for the Sioux Valley Commission meeting April 2, 2025. All present voting aye. Motion carried.

#### MAINTENANCE

Lonnie Palmlund, Building and Grounds Superintendent, met with the Board to discuss maintenance matters.

Palmlund requested approval to purchase an IPAD Pro for \$1,451.00 for his use with the HVAC system and the upcoming TimeClock system. The Board tabled the matter until the March 18, 2025 meeting.

#### AUDITOR

Steffensen, provided updates to the Board on the progress with the TimeClock system and unassigned county funds.

#### DIRECTOR OF EQUALIZATION

Tammy Anderson, Director of Equalization, informed the Board they would be interviewing for the part-time temporary position in her office this week and requested approval to offer the position if a good candidate is found.

Motion by Lundquist and seconded by Nelson to allow Anderson to offer the position for a part-time temporary position at the rate of \$18.08 per hour upon finding a good candidate. All present voting aye. Motion carried.

Anderson shared information with the Board on unofficial growth in Kingsbury County for 2025.

#### LAND LEASE AUCTION

Those present for the auction were Chad Dylla and Blake Koehlmoes.

Chairman Lee read the legal notice and the description of each piece of land being auctioned as follows:

Cropland in SWNE, NENE and NWNE 28-111-56 except three (3) acres located in the N 610' of the W 610' of the NE1/4 thereof (approx. 20.5 acres). The winning bid went to Koehlmoes for \$2,050.00 annually for a period of 3 years.

NE ¼ 17-111-56 (approximately 100 acres more or less). The winning bid went to Dylla for \$5,000.00 annually for a period of 3 years.

South five acres more or less of Out Lot 3 in 32-111-56 (hay land south of highway shop on Hwy 14). The winning bid went to Koehlmoos for \$250.00 annually for a period of 3 years.

#### STATES ATTORNEY

Todd Wilkinson, Deputy States Attorney, requested to move into an executive session for possible litigation.

Motion by Lundquist and seconded by Nelson to adjourn from regular session and move into executive session for possible litigation at 9:56 A.M. All present voting aye. Motion carried.

Chairman Lee declared the Board back into regular session at 10:24 A.M.

#### SHERIFF

Steve Strande, Sheriff, met with the Board to request travel approval for the Sheriff's Conference on Sex Offender training May 14- 15, 2025 in Chamberlain, SD.

Motion by Lundquist and seconded by Nelson to approve travel for the Sheriff to Chamberlain, SD for the Sheriff's conference on Sex Offender Training May 14-15, 2025. All present voting aye. Motion carried.

Sheriff Strande requested to move into executive session for personnel.

Motion by Lundquist and seconded by Nelson to adjourn from regular session and move into executive session for personnel at 10:28 A.M. All present voting aye. Motion carried.

Chairman Lee declared the Board back into regular session at 10:40 A.M.

#### VETERAN SERVICES OFFICER

Motion by Lundquist and seconded by Nelson to appoint Louis DuRandt as Kingsbury County Veteran Services Officer. All present voting aye. Motion carries.

Chairman Lee administered the Oath of Office to the newly appointed Veteran Services Officer - Louis DuRandt.

#### REGISTER OF DEEDS/IT

Caryn Hojer, Register of Deeds and IT Administrator, met with the Board to request approval to purchase a laptop from Infotech for \$1499.99 and a printer/copier from Office Peeps for \$401.00 for the Veteran Services Officer.

Motion by Lundquist and seconded by Spilde to approve the purchase of a laptop from Infotech for \$1499.99 and a printer/copier from Office Peeps for \$401.00 for the Veteran Services Officer. All present voting aye. Motion carried.

Hojer requested to move into an executive session for personnel.

Motion by Nelson and seconded by Lundquist to adjourn from regular session and move into executive session for personnel at 10:57 A.M. All present voting aye. Motion carried.

Chairman Lee declared the Board back into regular session at 11:15 A.M.

#### APPOINTMENT OF TEMPORARY PLANNING AND ZONING OFFICER

Motion by Nelson and seconded by Spilde to appoint Corey Lundquist as temporary Planning and Zoning Officer due to the resignation of Joe Jensen. All present voting aye. Motion carried.

#### PLANNING AND ZONING

Motion by Spilde and seconded by Nelson to adjourn from regular session and move into Planning and Zoning at 11:17 A.M. All present voting aye. Motion carried.

Chairman Lee declared the Board out of Planning and Zoning and back into regular session at 11:23 A.M.

#### RESOLUTION 2025-5

Steffensen read the following resolution for the Plat of Leonhardt Family Addition forwarded to the Board by the Planning and Zoning Commission:

WHEREAS, The Kingsbury County Planning & Zoning Board met to review the Plat of Leonhardt Family Addition located in the West half (W1/2) of Section 4, T109, R54 West of the 5<sup>th</sup> P.M., Kingsbury County, South Dakota March 3, 2025; and

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, that the Kingsbury County Board of County Commissioners accepts and approves the Plat of Leonhardt Family Addition located in the West half (W1/2) of Section 4, T109, R54 West of the 5<sup>th</sup> P.M., Kingsbury County, South Dakota.

Motion by Lundquist and seconded by Nelson to accept and adopt Resolution 2025-1 and for Chairman Lee to sign the same.

All present voting via roll call. Lee - aye, Nelson - aye, Spilde - aye, and Lundquist - aye. Motion carried.

#### HUMAN RESOURCES

Natalie Remund, Human Resource Consultant, met with the Board to discuss updated Highway Department job descriptions.

Remund reviewed the changes with the Board.

Motion by Lundquist and seconded by Spilde to approve the updated Highway Department job descriptions. All present voting aye. Motion carried.

Remund requested to move into an executive session for possible litigation.

Motion by Spilde and seconded by Nelson to adjourn from regular session and move into executive session for possible litigation at 11:30 A.M. All present voting aye. Motion carried.

Chairman Lee declared the Board back into regular session at 12:00 P.M.

Remund requested to move into an executive session for personnel.

Motion by Lundquist and seconded by Nelson to adjourn from regular session and move into executive session for personnel at 12:01 A.M. All present voting aye. Motion carried.

Chairman Lee declared the Board back into regular session at 1:10 P.M.

The Board adjourned to Tuesday, March 18, 2025, at 8:30 A.M.

SIGNED \_\_\_\_\_  
Kyle Lee, Chairman

ATTEST \_\_\_\_\_  
Echo Steffensen, County Auditor

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