

OFFICIAL PROCEEDINGS KINGSBURY COUNTY BOARD OF COUNTY COMMISSIONER

De Smet, South Dakota
July 2, 2024

The Kingsbury County Board of County Commissioners met Tuesday, July 2, 2024, at 8:30 AM in the Courtroom of the County Courthouse with Commissioners Kyle Lee, Roger Walls, Steve Spilde, Corey Lundquist, and Troy Nelson present. Chairman Lee presided.

Attending via Zoom were Michelle Longville - Treasurer, Abbi Steeke - 4H Advisor, Steve Strande - Sheriff, Cindy Bau - Emergency Management and Amy Halverson - Kingsbury Journal.

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 June 18, 2024 minutes.

One spelling correction was noted.

Motion by Walls and seconded by Lundquist to approve the minutes of June 18, 2024 with correction. 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 Lundquist and seconded 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 78.68 HWY SUPPLIES, ASPHALT PAVING & MATERIALS 42694.29 HWY PATCHING SUPPLIES, AT&T 99.20 UTILITIES, AVERA OCCUPATIONAL MEDICINE-MI 170.00 HWY PROFESSIONAL SERV, BADGER OIL COMPANY 1414.00 HWY FUEL, JENNIFER BARNARD 25.00 POST ELECTION AUDIT BOARD, CINDY BAU 74.00 UTILITIES, BEADLE COUNTY SHERIFF 2755.00 PRISONER CARE, BOB BODE CONSTRUCTION 3061.23 HWY SUPPLIES -CULVERTS, BOWES CONSTRUCTION, INC 171318.86 HWY SUPPLIES-PATCHING, BROOKINGS COUNTY SHERIFF'S OFF 3705.00 PRISONER CARE, BUTLER MACHINERY COMPANY 13348.78 REPAIRS/SUPPLIES, CENTURY BUSINESS PRODUCTS 538.15 PROFESSIONAL SERV, CENTURY BUSINESS PRODUCTS 112.19 COPIER SERV, COWBOY COUNTRY STORE-DESMET 45.01 FUEL, CR CORNER LLC 107.79 HWY SUPPLIES, DAKOTA FLUID POWER, INC 16.52 HWY SUPPLIES, DE SMET FARM MUTUAL 5969.17 FAIR BOARD INSURANCE, AVERA DESMET HOSPITAL 57.00 PRO SERVICES, DE SMET WELDING 195.19 HWY REPAIRS/SUPPLIES, DIAMOND MOWERS LLC 846.95 HWY REPAIRS/SUPPLIES, ELECTION SYSTEMS & SOFTWARE IN 76.81 ELECTION EXPENSE, PATRICIA J. HARTSEL, RPR 102.90 COURT TRANSCRIPTS, LAURA HILDEBRANDT 25.00 POST ELECTION AUDIT BOARD, INTERSTATE POWER SYSTEMS 857.20 PROFESSIONAL SERV, MICHAEL JENKINS 535.20 TRAVEL REIM, JOE JENSEN 188.70 TRAVEL, KINGBROOK RURAL WATER 43.05 UTILITIES, KINGSBURY JOURNAL 210.00 HWY PUBLISHINGS, KINGSBURY JOURNAL 1352.87 PUBLISHINGS, LAKE COUNTY SHERIFF'S OFFICE 2340.00 PRISONER CARE, LEWIS DRUG STORES 18.74 PRISONER CARE, LINDE GAS & EQUIPMENT INC 189.19 HWY SUPPLIES, LYCOX ENTERPRISES, INC 32080.00 HWY EQUIPMENT, MACK METAL SALES, INC 78.32 HWY SUPPLIES, RICHARD MCGUIRE 33.16 POST ELECTION AUDIT BOARD, MIDSTATE AGRONOMY 586.00 MAINT/REPAIRS, MULTI BUSINESS SOLUTIONS, INC 2250.00 PROFESSIONAL SERVICES, EASTLINE SUPPLY 72.69 HWY SUPPLIES, EASTLINE SUPPLY 18.65 REPAIRS, NEW HORIZON LOUNGE 75.00 EMPLOYEE PICNIC, NORTHWESTERN ENERGY 13.69 HWY UTILITY, O'KEEFE IMPLEMENT 1457.98 HWY SUPPLIES, O'KEEFE IMPLEMENT 106.13 REPAIRS/MAINT, OFFICE PEEPS INC 38.52 SUPPLIES, OFFICE PEEPS INC 109.66 SUPPLIES, OWEN G DUNN CO INC/PRINT ELECT 57.78 ELECTION SUPPLIES, PRAIRIE AG PARTNERS 25.00 REPAIRS, LYNN POPHAM 169.88 HORSE JUDGE-4H, ROXANA POPPEN 1500.00 EQUIPMENT FOR WELLNESS RM, MAGGIE PURINTUN 75.76 POST ELECTION AUDIT BOARD, NATALIE REMUND 125.21 SUPPLIES, RFD NEWS GROUP 299.13 PUBLISHINGS, RUNNINGS -HURON 329.95 HWY SUPPLIES, RHONDA SIEFKER 15.00 ELECTION SUPPLIES, SPENCER QUARRIES/ 17942.20 HWY SEALING SUPPLIES, STEVE STRANDE 5.85 POSTAGE, STRYKER SALES, LLC 805.75 SUPPLIES, THE FIRST NATIONAL BANK 417.15 INSURANCE, THOMSON REUTERS 613.78 SUPPLIES, TRANSOURCE 631.96 HWY SUPPLIES, TRUSTWORTHY HARDWARE 144.75 HWY SUPPLIES, TRUSTWORTHY HARDWARE 9.98 SUPPLIES, USPS-POSTAGE BY PHONE 1500.00 POSTAGE FOR METER, ABI VAN REGENMORTER 25.00 POST ELECTION AUDIT BOARD, VERIZON 237.13 UTILITIES, VERIZON 210.65 UTILITIES, VISA 155.05 TRAVEL/SUPPLIES, VISA 2175.19 TRAV,SUPPLIES,ELECTION, WASTE OIL FURNACE DISTRIBUTING 173.12 HWY SUPPLIES, WW TIRE 2140.36 HWY SUPPLIES, ZELL MANUFACTURING 110.15 HWYSUPPLIES,

END OF MONTH

COURTHOUSE SALARIES	\$68,324.45
HIGHWAY SALARIES	34,123.99

PAYROLL DEDUCTIONS	
Wellmark Health Plan	38,929.66
Three Fivers Benefits	6,746.36
AFLAC	1,302.24
AFLAC	337.18
Reliance Life Insurance	184.84
Reliance Matrix Dental	1,952.55
Reliance Matrix Vision	265.00
SD Retirement Supplement Pretax	637.00
SD Retirement System	15,451.70
SD Retirement Supplement	540.00
AFSCME	139.56
Kingsbury County	29,818.71

OFFICE REPORTS

The Register of Deeds, Sheriff's and Director of Equalization's Reports of Fees Collected during the month of June 2024 were reviewed by the Board. Motion by Spilde and seconded by Lundquist that the Auditor's report with the Treasurer as of the close of business June 28, 2024 be accepted as follows. All present voting aye. Motion carried.

Cash on Hand	\$ 2,168.50
Checks in Treas. Possession less than 3 days	19,382.04
Credit Card	3,275.41
Uncollected Credit Cards	1,276.07
Demand Deposits	\$118,497.23
Savings Account	3,414,440.08
Revolving Loan Fund	201,471.76
Big Ditch MM	357,860.48
Time Deposits	1,657,523.80
TOTAL	\$5,775,895.37

BREAKDOWN OF MONEY BY FUNDS

County General Fund	\$3,001,237.96
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)	2,140,147.40
Drainage Ditch #4	164,713.64
Drainage Ditch Debt Service Cash	10,050.63
Amount held for School Dist.	109,627.75

Amount held for Townships	88,882.75
Amount held for Cities	24,603.95
Amount held for East Dakota Water Dist.	42.30
State Remittance	201,700.35
Amount held for others	34,888.64
TOTAL	\$5,775,895.37

DISASTER DECLARATION

Cindy Bau, Emergency Management, presented a Disaster Declaration resolution due to the excessive rain for the Boards approval.

Echo Steffensen, Auditor, read the resolution:

RESOLUTION 2024-13

**KINGSBURY COUNTY
DISASTER DECLARATION RESOLUTION**

WHEREAS, Kingsbury County, South Dakota on June 19, 2024 and ongoing has suffered damage caused by excessive rainfall and

WHEREAS, this excessive rainfall caused county-wide damage and

WHEREAS, the excessive rainfall has affected all of Kingsbury County, and

NOW IT BE RESOLVED THAT THE Kingsbury County Commissioners do hereby declare a disaster for the area/population the rainfall impacted.

The Kingsbury County Commissioners respectfully request that any and all assistance that may be available from State and Federal agencies be provided to all local governments to include Kingsbury County, the local businesses and the general population as we work to overcome this disaster.

BE IT ALSO RESOLVED THAT THE Kingsbury County Commissioners do hereby declare an excessive rainfall disaster causing flooding and respectfully request the Governor of the State of South Dakota to declare a disaster area and to request a Presidential Declaration of Disaster to ensure that the maximum amount of assistance is made available to local governments, businesses and residents affected.

Dated this 2nd day of July 2024.

Motion by Lundquist and seconded by Nelson to accept and adopt Resolution 2024-13 and for Chairman Lee to sign the same.

Chairman Lee called for discussion. There was none.

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

AUDITOR

Steffensen requested permission from the Board to set up the County health insurance payment to Wellmark Insurance as an ACH payment.

Motion by Lundquist and seconded by Spilde to approve and allow the Auditor to set up the Wellmark Insurance payment as an ACH payment.

INFORMATION TECHNOLOGY

Caryn Hojer, Register of Deeds/IT Manager, requested cybersecurity training for all employees. Jim Edman, Cybersecurity, and Infrastructure Security Agency will present the training on August 20, 2024 with two sessions, 10:00 A.M.- 12:00 P.M. and 1:00 P.M. - 3:00 P.M. Hojer suggested the cities also be invited to the training and that any new employees should be required to take an online training course.

Motion by Walls and seconded by Nelson to approve the cybersecurity training and for it to be mandatory for all employees with access to a computer to attend one of the training sessions on August 20, 2024 and that all new employees be required to take an online course. All present voting aye. Motion carried.

AUDITOR

Steffensen requested the Board approve a budgeted cash transfer from the General Fund to the Emergency Management fund in the amount of \$30,000.00.

Motion by Spilde and seconded by Nelson to approve a cash transfer of \$30,000.00 from the General Fund to the Emergency Management Fund. All present voting aye. Motion carried.

Steffensen requested the Board unassign the \$500,000.00 that they assigned at the end of 2023 (General Fund \$250,000.00 and Highway Fund \$250,000.00) to capital outlay as it was done incorrectly.

Motion by Nelson and seconded by Lundquist for the Auditor to unassign the \$250,000.00 General Funds and \$250,000.00 Highway Funds. All present voting aye. Motion carried.

KINGBROOK RURAL WATER

Brian Callies and Mike Warner presented an easement for the Board's approval on the property owned by the County located in the NE1/4, except the N295' of the S240' of the E295' thereof, in Section 17, Township 111, Range 56 West of the 5th P.M. in Kingsbury County, South Dakota. Callies explained the new easement is necessary because larger pipes would be installed.

Motion by Lundquist and seconded by Nelson to approve the easement and for the Chairman to sign the same.

Chairman Lee called for discussion.

Walls inquired if Kingbrook Rural Water would pay for crop damage. Callies stated they would.

Motion carried.

MAINTENANCE

Lonny Palmlund, Building and Grounds Supervisor, met with the Board and 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 9:36 A.M. All present voting aye. Motion carried.

Chairman Lee declared the Board back into regular session at 10:12 A.M.

4-H/EXTENSION

Abbi Steeke, 4-H Advisor, Kathy DeDyne, 4-H Office Assistant and Sterling Eschenbaum, 4- Board Member discussed the 4-H and Extension 2025 budget request with the Board.

SHERIFF

Sheriff Strande and Michele Strande, Office Manager discussed the 2025 budget request with the Board.

Sheriff Strande asked the Board to declare a 2013 Ford Explorer as surplus property.

Motion by Lundquist and seconded by Nelson to surplus the 2013 Ford Explorer. All present voting aye. Motion carried.

WEED BOARD AND CONSERVATION

Erland Weerts and Ryan Olson discussed the Weed Board and Conservation budget request with the Board.

4-H

Ron Blachford met with the Board to request authorization to hire a temporary seasonal employee on an as needed basis at \$12.00/hr. to help with repairs at the 4-H Building.

Motion by Spilde and seconded by Nelson to allow Blachford to hire a temporary seasonal employee at \$12.00/hr. Up to a maximum of 100 hrs. All present voting aye. Motion carried.

PLANNING AND ZONING

Motion by Lundquist and seconded by Spilde to adjourn from regular session and move into Planning & Zoning at 11:28 A.M. All present voting aye. Motion carried.

Chairman Lee declared the Board out of Planning & Zoning and back into regular session at 12:10 P.M.

RESOLUTION 2024-12

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

RESOLUTION # 2024-12

WHEREAS, The Kingsbury County Planning & Zoning Board met to review the Plat of Redstone Creek Addition in the SW1/4 of Section 4, Township 110 North, Range 57 West of the 5th P.M., Kingsbury County, South Dakota on July 2, 2024; 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 the Plat of Redstone Creek Addition in the SW1/4 of Section 4, Township 110 North, Range 57 West of the 5th P.M., Kingsbury County, South Dakota

Dated this 2nd day of July 2024 at Kingsbury County, SD.

Motion by Lundquist and seconded by Walls to accept and adopt Resolution 2024-12 and for Chairman Lee to sign the same.

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

GRAVEL PIT ACCESS

Todd Albrecht met with the Board to discuss access to the gravel pit to haul fill for the Riverview Dairy project. Albrecht stated he would only be using the product that is left over after mining and not usable on roads.

It was the consensus of the Board to allow access within the boundaries as established by the highway superintendent.

STATES ATTORNEY

Gary Schumacher, States Attorney, met with the Board to present an estimate to purchase 2 radios, one for himself and one for the Deputy States Attorney at a cost of \$4,717.16 per radio from Motorola Solutions.

Schumacher stated the radios were like the ones Emergency Management and the Sheriff's departments.

Motion by Spilde and seconded by Walls to approve the purchase of one radio at the cost of \$4,717.16. All present voting aye. Motion carried.

Schumacher discussed the State's Attorney and Veteran Services 2025 budget requests with the board.

TREASURER

Michelle Longville, Treasurer, discussed the Treasurer's 2025 budget request with the Board.

Longville provided an update to the Board on the status of allowing tax payments to be made online with Catalyst. She has received and reviewed the contract. The contract has been forwarded to the States Attorney for review.

Longville requested the Board allow her to sign said contract once approved by the States Attorney.

Motion made by Lundquist and seconded by Nelson to allow Longville to sign said contract with Catalyst once approved by Schumacher, State's Attorney. All present voting aye.

AUDITOR

Steffensen requested a special meeting date to finalize the provisional budget. The Board set the date for Tuesday, July 23, 2024 at 8:30 A.M.

Steffensen requested executive session for personnel.

Motion by Lundquist and seconded by Nelson to adjourn from regular session and move into executive session for personnel at 1:39 P.M. All present voting aye. Motion carried.

Chairman Lee declared the Board back into regular session at 2:04 P.M.

The Board adjourned to Tuesday, July 16, 2024, at 8:30 A.M.

SIGNED _____
Kyle Lee, Chairman

ATTEST _____
Echo Steffensen, County Auditor

Published 1 week at the total approximate cost of _____.