

OFFICIAL PROCEEDINGS KINGSBURY COUNTY BOARD OF COUNTY COMMISSIONERS

De Smet, South Dakota
August 2, 2022

The Kingsbury County Board of County Commissioners met Tuesday, August 2, 2022, at 8:30 A.M. in the Courtroom of the County Courthouse with Commissioners Roger Walls, Kyle Lee, Steve Spilde, and Doug Kazmerzak present. Chairman Kazmerzak presided.

Also attending was Shawn Geyer, De Smet.

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

PLEDGE OF ALLEGIANCE

Those present stood and recited the Pledge of Allegiance.

APPROVE AGENDA

Echo Steffensen, Auditor, requested to add the following items to the consent agenda:

- Executive Session for Poor Relief Application 2022-01
- Support letter for Lake Thompson Area Water District
- Road Levy Comparison

Motion by Walls and seconded by Spilde to approve the agenda with additions. All present voting aye. Motion carried.

MINUTES

Correction to July 19, 2022, minutes under the Lake Thompson discussion the name should be McMasters.

Motion by Spilde and seconded by Lee to approve the minutes of July 19, 2022, with correction. All present voting aye. Motion carried.

Correction to July 26, 2022, minutes under Open Discussion add the \$30,000.00 salary to the HR discussion.

Motion by Lee and seconded by Walls to approve the minutes of July 26, 2022, with correction. All present voting aye. Motion carried.

PUBLIC COMMENT

Chairman Kazmerzak asked for public comment. There was none.

CONFLICT OF INTEREST

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

AUDITOR

Steffensen requested the Board approve an increase of the starting wage for support staff to \$16.00 per hour and increase the current rate of pay by \$1.00 per hour for the Deputy Treasurer, Treasurer Clerk, Deputy Register of Deeds, Deputy Auditor, Deputy Director of Equalization, Director of Equalization Clerk, 4H-Assistant and Highway Secretary.

Motion by Lee and seconded by Walls to increase the starting wage for support staff to \$16.00 per hour and increase the current rate of pay by \$1.00 per hour for the Deputy Treasurer, Treasurer Clerk, Deputy Register of Deeds, Deputy Auditor, Deputy Director of Equalization, Director of Equalization Clerk, 4-H Assistant and Highway Secretary effective the current pay period, July 23 through August 5, 2022. All present voting aye. Motion carried.

Lee requested the 2nd meeting of September to be moved to Thursday, September 22, 2022. It was the consensus of the Board to move the meeting.

HIGHWAY

Dave Sorenson, Highway Superintendent, met with the Board to update them on highway matters.

Sorenson requested to move into executive session for personnel.

Motion by Lee and seconded by Spilde to adjourn from regular session and move into Executive Session for personnel at 9:11 A.M. All present voting aye. Motion carried.

Motion by Walls and seconded by Lee to adjourn from Executive Session. Chairman Kazmerzak declared the Board out at 9:34 A.M.

MAINTENANCE

Lonny Palmlund, Maintenance, met with the Board to update them on Courthouse maintenance matters.

COLONIAL LIFE

Steven Melnick and Brenda Bosch, Colonial Life Agents, met with the Board to explain options available through Colonial Life and requested approval to be able to offer their products to County employees.

Motion by Lee and seconded by Spilde to allow Colonial Life to present and offer their products to County employees. All present voting aye. Motion carried.

PLANNING AND ZONING

Motion by Lee and seconded by Spilde to adjourn from regular session and move into Planning and Zoning at 10:12 A.M. for a discussion on Medical Cannabis. All present voting aye. Motion Carried.

Chairman Kazmerzak declared the Board out of Planning and Zoning at 10:42 A.M.

Motion by Lee and seconded by Spilde to schedule the public hearing and 1st reading of Ordinance 64 to amend Article V adopted by Ordinance 45, as amended concerning Cannabis Dispensaries and Cannabis Cultivation Facilities for September 6, 2022, at 10:00 A.M. All present voting aye. Motion carried.

STATES ATTORNEY/VSO

Gary Schumacher, States Attorney/Veteran Services Officer, met with the Board to request travel approval for VSO training in Pierre August 15-17, 2022, and for States Attorney training October 4-5, 2022.

Motion by Spilde and seconded by Lee to authorize travel for Schumacher to attend VSO training, August 15-17, 2022, and States Attorney training, October 4-5, 2022. All present voting aye. Motion carried.

OFFICE REPORTS

The Register of Deeds, Sheriff's and Director of Equalization's Reports of Fees Collected during the month of July 2022 were reviewed by the Board. Motion by Lee and seconded by Walls that the Auditor's report with the Treasurer as of the close of business July 30, 2022, be accepted as follows. All present voting aye. Motion carried.

Cash on Hand	\$ 1,986.01
Checks in Treas. Possession less than 3 days	20,176.23
Credit Card	1,229.95
Uncollected Credit Card	81.00
Cash Long/short	0.25
Demand Deposits	80,325.96
Savings Account	5,347,211.63

Revolving Loan Fund	295,757.79
Big Ditch MM	343,464.60
American Rescue Plan MM	104,945.75
Time Deposits	1,657,523.80
TOTAL	7,852,702.97

BREAKDOWN OF MONEY BY FUNDS

County General Fund	2,971,261.05
Special Revenue Funds (Road & Bridge, E911 Fund Dare, Revolving Loan, Emergency Management, Domestic Abuse Funds 24/7 & M&P Fund American Rescue, Rural Infrastructure)	4,258,725.04
Drainage Ditch #4	165,746.79
Drainage Ditch Debt Service Cash	2,210.25
Amount held for School Dist.	55,431.37
Amount held for Townships	7,571.56
Amount held for Cities	25,421.11
Amount held for East Dakota Water Dist.	174.04
State Remittance	168,928.01
Amount held for others	197,233.75
TOTAL	7,852,702.97

APPROVE CLAIMS

The Board reviewed the vouchers submitted by the Auditor.

Motion by Walls 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.

1ST DIST ASSC OF LOCAL GOVT. 3376.10 PROFESSIONAL SERVICES, APPEARA 72.65 SUPPLIES, ASPHALT PAVING & MATERIALS 124160.60 ASPHALT PAVING MATERIALS, AT&T 112.25 UTILITIES, AVERA OCCUPATIONAL MEDICINE-MI 234.00 PROFESSIONAL SERV, CINDY BAU 60.00 UTILITIES, BOB BODE CONSTRUCTION 1683.68 SUPPLIES & REPAIRS, BOWES CONSTRUCTION, INC 3850.00 PATCH SUPPLIES, JEFF BURNS 1552.00 COURT APPOINTED ATTY FEES, BUTLER MACHINERY COMPANY 1656.57 REPAIRS & SUPPLIES, BRIAN CHRISTENSEN 81.84 WEED BOARD MTG, COLES PETROLEUM 34575.10 FUEL, COWBOY COUNTRY STORE-DESMET 108.21 SUPPLIES, GREG DUFFY 80.16 WEED BOARD MTG, EFRAIMSON ELECTRIC INC 2377.53 REPAIRS, FARMERS STATE BANK 90.30 PROFESSIONAL SERV, TANYA FLEGEL 15.96 TRAVEL, G & R CONTROLS, INC 672.88 REPAIRS, GOOD GUYS GARAGE 1167.95 REPAIRS, INTERSTATE BATTERY 88.20 SUPPLIES, JOE JENSEN 68.80 TRAVEL, DOUG KAZMERZAK 222.60 TRAVEL, KENNEDY PIER LOFTUS & 191.90 BMI COURT APPT ATTY, KINGSBURY CONSERVATION DIST 46.83 PUBLISHING, KINGSBURY CO 4-H LEADERS ASSOC 750.00 SUPPLIES, KINGBROOK RURAL WATER 40.55 UTILITIES, KINGSBURY JOURNAL 63.00

PUBLISHINGS, KINGSBURY JOURNAL 1369.19 PUBLISHINGS, KYLE LEE 52.92 TRAVEL,
 LEWIS & CLARK BEHAVIORAL 368.00 BMI, LINDE GAS & EQUIPMENT INC 167.67
 SUPPLIES, COREY LUNDQUIST 267.12 TRAVEL, MAYNARD'S FOOD CENTER 28.55
 SUPPLIES, RONALD NESSIEM 56.72 JURY DUTY PAY 1/7/22, NORTHWESTERN 3.72
 UTILITIES, O'KEEFE IMPLEMENT 807.06 SUPPLIES, O'KEEFE IMPLEMENT 239.26
 REPAIRS, OFFICE PEEPS INC 181.98 SUPPLIES, OFFICE PEEPS INC 31.84
 SUPPLIES, PITNEY BOWES 207.12 PROFESSIONAL SERV, POINSETT GARDENS INC
 100.00 SUPPLIES, QUILL 94.26 SUPPLIES, RFD NEWS GROUP 1286.08 PUBLISHINGS,
 RICH'S GAS & SERVICE 6.30 SUPPLIES, RUNNING SUPPLY INC. 139.99 SUPPLIES,
 DEAN SCHAEFER COURT REPORTING 60.00 PROF SERV - BMI, SD DEPT OF
 TRANSPORTATION 351.08 BRIDGE INSPECTIONS, SDACC 498.00 PROFESSIONAL SERV,
 STEVEN L. SPILDE 245.70 TRAVEL, SPRING LAKE TOWNSHIP TREASURER 500.00 WEED
 SPRAYING, STEVE STRANDE 125.00 CORONER CALL, TRAV'S OUTFITTER 36.00
 UNIFORMS, TRUENORTH STEEL 16442.40 CULVERTS, TRUGREEN 1113.56 PROFESSIONAL
 SERV, TSCHETTER & ADAMS LAW FIRM 601.00 COURT APPOINTED ATTY FEES, TWO WAY
 SOLUTIONS, INC. 299.00 SUPPLIES, TYLER TECHNOLOGIES, INC. 337.71
 PROFESSIONAL SERV, VERIZON 209.95 UTILITIES, VISA 516.66 SUPPLIES, VISA
 1319.47 EQUIPMENT/SUPPLIES/TRAVEL, ROGER WALLS 255.72 TRAVEL REIM, ERLAND
 WEERTS 151.80 TRAVEL FOR WEED BOARD, DAVID WHEELER 331.03 COURT APPT ATTY
 FEES,

MISCELLANEOUS

END OF MONTH

COURTHOUSE SALARIES	\$104,122.06
HIGHWAY SALARIES	50,922.19

PAYROLL DEDUCTIONS

Sanford Health Plan	25,408.04
AFLAC	927.31
AFLAC	460.83
The Principal Financial Group	315.54
Garnishment	668.60
Delta Dental	676.80
Avesis Third Party Administrators	225.50
SD Retirement Supplement Pretax	225.00
SD Retirement System	22,722.06
SD Retirement Supplement	840.00
AFSCME	249.00
Kingsbury County	44,587.88

REGISTER OF DEEDS

Caryn Hojer, Register of Deeds, informed the Board a software presentation with Tyler Technologies has been scheduled for August 17, 2022.

Hojer updated the Board on IT matters.

AUDITOR

Steffensen presented a letter of support for the Lake Thompson Area Water District for Chairman Kazmerzak's signature.

Motion by Lee and seconded by Spilde to approve and have Chairman Kazmerzak sign the letter of support for the Lake Thompson Area Water District. All present voting aye. Motion carried.

Steffensen asked if there were any budget changes that were needed. The Board did not have any changes at this time.

SHERIFF

Shelley Strande, Sheriff Dispatcher, met with the Board to request payment of CPR training for Kingsbury County employees. The cost would be \$25.00 per participant. The date is to be determined.

Motion by Walls and seconded by Lee to approve paying \$25.00 per participant for CPR training for Kingsbury County employees. All present voting aye. Motion carried.

Strande updated the Board on other Sheriff's Office matters.

AUDITOR

Steffensen requested to move into Executive Session to discuss an application for Poor Relief Case # 2022-01.

Motion by Walls and seconded by Spilde to adjourn from regular session and move into Executive Session for consideration of Poor Relief application #2022-01 at 11:57 A.M. All present voting aye. Motion carried.

Motion by Spilde and seconded by Lee to adjourn from Executive Session. Chairman Kazmerzak declared the Board out at 12:07 P.M.

Motion by Walls and seconded by Splide to approve Poor Relief application #2022-01 for an amount up to \$2,000.00. All present voting aye. Motion carried.

EXECUTIVE SESSION

Motion by Walls and seconded by Lee to adjourn from regular session and move into Executive Session for personnel at 12:08 P.M. All present voting aye. Motion carried.

Motion by Lee and seconded by Walls to adjourn from Executive Session. Chairman Kazmerzak declared the Board out at 2:14 P.M.

The Board adjourned to Tuesday, August 16, 2022, at 8:30 A.M.

SIGNED _____
Doug Kazmerzak, Chairman

ATTEST _____
Echo Steffensen, County Auditor

Published 1 week at the total approximate cost of _____.