

OFFICIAL PROCEEDINGS KINGSBURY COUNTY BOARD OF COUNTY COMMISSIONER

De Smet, South Dakota  
August 6, 2024

The Kingsbury County Board of County Commissioners met Tuesday, August 6, 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, Tammy Anderson - Director of Equalization, Steve Strande - Sheriff, Cindy Bau - Emergency Management and Amy Halverson - Kingsbury Journal, Eddie Higgins and Sandra Hume.

PLEDGE OF ALLEGIANCE

Those present stood and recited the Pledge of Allegiance

APPROVE AGENDA

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

MINUTES

Motion by Walls and seconded by Spilde to approve the minutes of July 16, 2024. All present voting aye. Motion carried.

Motion by Walls and seconded by Lundquist to approve the minutes of July 23, 2024. 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.

1ST DIST ASSC OF LOCAL GOV'T. 3581.82 4TH QTR DUES, Richard Abrahamson  
30.96 JUROR FEES, ANDERSON LUMBER, LLC 311.60 REPAIRS/MAINT, STEPHANIE  
ANDERSON 10.00 JUROR FEES, TAMMY ANDERSON 179.50 DOE TRAVEL, APPEARA 78.68  
HWY SUPPLIES, ANTONIO ARAGON 125.02 COURT TRANSLATOR, AT&T 99.98 UTILITIES  
- HWY, BADGER OIL COMPANY 5725.00 FUEL & SUPPLIES, BEADLE COUNTY SHERIFF  
665.00 PRISONER CARE, BEADLE COUNTY SHERIFF 3230.00 PRISONER CARE, MARK  
BIRKEL 11.31 JUROR FEES, BLUE WHEELER & BANKS LLP 152.58 BMI, BOB BODE  
CONSTRUCTION 357.14 HWY REPAIRS, BOWES CONSTRUCTION, INC 185663.42 HWY  
SUPPLIES PATCHING, BROOKINGS COUNTY SHERIFF'S OFF 3559.13 PRISONER CARE,  
JACQUELINE BROWN 51.31 JUROR FEES, BUTLER MACHINERY COMPANY 7745.33 HWY  
MAINT/REPAIRS, JENNIFER CARSTENSEN 70.96 JUROR FEES, JON CASPER 32.27  
JUROR FEES, CENTURY BUSINESS PRODUCTS 82.15 COPIER SERV, DANA CHAPIN 40.13  
JUROR FEES, CITY OF DESMET 278.94 UTILITIES, CITY OF DESMET 55.00 SHERIFF  
-RENT, COWBOY COUNTRY STORE-DESMET 676.25 SUPPLIES, DAVID CRONKHITE 65.72  
JUROR FEES, BREANNA DAMM 44.06 JUROR FEES, AVERA DESMET HOSPITAL 60.00  
JAIL-PRO SERV, DE SMET WELDING 649.81 HWY REPAIRS, KATHY DEDEYNE 44.54  
TRAVEL, RYAN DOYLE 70.96 JUROR FEES, TANNER DUFFY 76.20 JUROR FEES, CHAD  
DYLLA 13.93 JUROR FEES, ELECTION SOURCE 56.85 ELECTION SUPPLIES, ELECTION  
SYSTEMS & SOFTWARE IN 76.81 ELECTION SUPPLIES, FOX REPAIR LLC 6145.85 HWY  
REPAIRS, MICHAEL FREY 11.31 JUROR FEES, MATTHEW FURNESS 150.00 PRO SER-  
WEEDBOARD, G & R CONTROLS, INC 2220.93 REPAIRS, PATRICIA J. HARTSEL, RPR  
29.50 COURT REPORTER, HELSPER, MCCARTHY, & RASMUSSEN 3455.93 COURT APPT  
ATTORNEY FEES, GREG HESBY 33.11 HWY FUEL, HORIZON STRIPING SERVICES, LLC  
1075.51 PROFESSIONAL SERVICES, CITY OF HURON 4058.15 PROFESSIONAL  
SERVICES, I STATE TRUCK CENTER 520.38 HWY SUPPLIES, INTERSTATE POWER  
SYSTEMS 583.67 REPAIRS, INTERLAKES COMMUNITY ACTION 541.33 ICAP/COMMUNITY  
SERVICE, JEBRO, INCORPORATED 375801.07 HIGHWAY-SEALING, JOE JENSEN 170.30  
TRAVEL- ZONING OFFICER, TRACY JOHNSON 10.00 JUROR FEES, MICHAEL KEATING  
69.65 JUROR FEES, KINGBROOK RURAL WATER 38.00 HWY UTILITIES, KINGSBURY  
JOURNAL 587.75 PUBLISHINGS, MARY LEE 27.03 JUROR FEES, LINDE GAS &  
EQUIPMENT INC 184.60 HWY SUPPLIES, M R TIKKA CONSTRUCTION LLC 1111.26 HWY  
REPAIRS, MAYNARD'S FOOD CENTER 271.66 SUPPLIES, MCGRATH HUMAN RESOURCES  
GROUP 4195.00 PROFESSIONAL SERVICES, MCLEODS PRINTING & OFFICE SUPP 86.56  
ELECTION SUPPLIES, MCMASTERS GRAVEL CONSTRUCTION 153.80 FAIRBOARD REPAIRS,  
MEGEN MENZEL 61.79 JUROR FEES, MICRO COMPUTER SYSTEMS 181.50 PROFESSIONAL  
SERVICES, SHELLEY STRANDE 124.45 TRAVEL-SHERIFF, MULTI BUSINESS SOLUTIONS,  
INC 2250.00 HR PROFESSIONAL SERV, EASTLINE SUPPLY 29.94 REPAIRS, EASTLINE  
SUPPLY 212.37 SUPPLIES, NDAA INSURANCE SERVICES 2470.00 STATES ATTY  
INSURANCE, NIMBLE WASH, LLC 226.05 CARWASHES, JORDAN NORGAARD 33.58 JUROR  
FEES, O'KEEFE IMPLEMENT 142.35 REPAIRS-GEN MAINT, O'KEEFE IMPLEMENT 927.67  
HWY SUPPLIES, OFFICE PEEPS INC 4457.44 SHERIFF SUPPLIES, OTTERTAIL POWER  
COMPANY 27.79 HWY UTILITIES, OXBOW RESTAURANT 71.40 SUPPLIES, OXBOW  
RESTAURANT 32.90 SUPPLIES, PRAIRIE AG PARTNERS 56.40 REPAIRS, PRAIRIE AG  
PARTNERS 2793.77 HWY SUPPLIES/FUEL, PITNEY BOWES 207.12 POSTAGE METER,  
PRIA 199.00 ROD CONFERENCE & MEMBERSHIP, SD PUBLIC HEALTH LABORATORY  
165.00 PROFESSIONAL SER, SD PUBLIC HEALTH LABORATORY 80.00 PRO SERVICE,  
QUILL 254.09 DOE SUPPLIES, QUILL 581.81 HWY SUPPLIES, REDWOOD TOXICOLOGY

LABORATORY 37.25 PRISONER CARE -SUPPLIES, RENTAL DEPOT 129.99 SUPPLIES,  
 RFD NEWS GROUP 474.57 PUBLISHINGS, LEROY ROTH 450.00 MAINTENANCE-GEN BLDG,  
 RUNNINGS 419.99 HWY SUPPLIES, JAIME RYDBOM 61.79 JUROR FEES, IRENE  
 SCHROEDER 29.65 JUROR FEES, AMY SCOFIELD 51.31 JUROR FEES, SD DEPT OF  
 TRANSPORTATION 76.96 HWY BRIDGES, SDACO 270.00 FEES, DAVID SHEPHERD 11.31  
 JUROR FEES, BRAYDEN SPILDE 40.13 JUROR FEES, SPRING LAKE TOWNSHIP  
 TREASURER 500.00 PRO SERV- WEED SPRAYING, STAN HOUSTON EQUIPMENT CO 99.30  
 HWY SUPPLIES, ECHO STEFFENSEN 134.25 REIM ELECTION SUPPLIES, STERN OIL  
 COMPANY, INC. 11163.20 HWY FUEL/SUPPLIES, STEVENS CONSTRUCTION, LLC  
 9909.19 HWY REPAIRS, STEVE STRANDE 416.87 CORONER FEE/SUPPLIES/UNIFORMS,  
 ANTHONY J. TEESDALE 12544.56 COURT APPT ATTORNEY FEES, THOMSON REUTERS  
 463.03 SUPPLIES, TYSON TOUCEDO 38.82 JUROR FEES, TRANSOURCE 10847.48 HWY  
 REPAIRS/SUPPLIES, TRUSTWORTHY HARDWARE 211.53 SUPPLIES/REPAIRS GEN BLDG,  
 TRUSTWORTHY HARDWARE 193.32 FAIR BOARD-SUPPLIES, TRUSTWORTHY HARDWARE  
 13.84 HWY SUPPLIES, COREY TVINNEREIM 73.58 JUROR FEES, TWO WAY SOLUTIONS,  
 INC. 922.70 SUPPLIES-HWY, TWO WAY SOLUTIONS, INC. 203.97 SHERIFF SUPPLIES,  
 PENNY URE 20.48 JUROR FEES, USPS-(POSTAGE BY PHONE) 200.00 DOE POSTAGE,  
 VERIZON 243.56 UTILITIES, VERIZON 213.40 SHERIFF UTILITIES, VISA 1284.80  
 SHERIFF SUPPLIES, CYNTHIA WARNE 78.82 JUROR FEES, CRAIG WEBER 83.36 JUROR  
 FEES, BRODRICK WENDLAND 60.48 JUROR FEES, DAVID WHEELER 779.24 COURT APPT  
 ATTY FEES, WILKINSON & SCHUMACHER LAW 9975.00 STATTY/REP, UTILITIES  
 SUPPLIES, SHAYLA ZELLER 23.10 JUROR FEES, CLUBHOUSE HOTEL & SUITES 214.76  
 TRAVEL, SD DEPT OF REVENUE 96.46 SALES TAX, KINGSBURY COUNTY TREASURER  
 170.00 ADVANCE TAX

END OF MONTH

COURTHOUSE SALARIES	\$67,856.83
HIGHWAY SALARIES	34,868.21

PAYROLL DEDUCTIONS

Wellmark Health Plan	37,969.72
Three Fivers Benefits	6,663.33
AFLAC	1,302.24
AFLAC	337.18
Reliance Life Insurance	182.64
Reliance Matrix Dental	1,909.51
Reliance Matrix Vision	265.00
SD Retirement Supplement Pretax	637.00
SD Retirement System	15,651.22
SD Retirement Supplement	540.00
AFSCME	139.56
Kingsbury County	30,096.74

OFFICE REPORTS

The Register of Deeds, Sheriff's and Director of Equalization's Reports of Fees Collected during the month of July 2024 were reviewed by the Board.

Motion by Lundquist and seconded by Spilde that the Auditor's report with the Treasurer as of the close of business July 31, 2024 be accepted as follows. All present voting aye. Motion carried.

Cash on Hand	\$ 1,599.84
Checks in Treas. Possession less than 3 days	52,794.29
Credit Card	2,560.36
Uncollected Credit Cards	527.07
Demand Deposits	153,805.39
Savings Account	3,283,913.42
Revolving Loan Fund	203,188.50
Big Ditch MM	358,008.79
Time Deposits	1,657,523.80
TOTAL	\$5,713,921.46

BREAKDOWN OF MONEY BY FUNDS

County General Fund	\$2,941,650.10
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)	2,267,250.83
Drainage Ditch #4	164,713.64
Drainage Ditch Debt Service Cash	10,198.94
Amount held for School Dist.	46,131.23
Amount held for Townships	8,858.28
Amount held for Cities	10,742.97
Amount held for East Dakota Water Dist.	141.19
State Remittance	155,914.62
Amount held for others	108,319.66
TOTAL	\$5,713,921.46

HIGHWAY

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

AUDITOR

Echo Steffensen presented the Victim Services/Diversion Program agreement for approval and the chairman to sign.

Motion by Lundquist and seconded by Nelson to approve the Victim/Services Diversion Program agreement and for the chairman to sign said agreement.

Steffensen presented information on shredding services from GoodShred and requested permission for the Auditor office to use this service at the cost of \$44.75 per pickup for a 96-gallon tote. It was the consensus of the Board to allow the Auditor to begin using this service

Steffensen provided information on the current postage meter and other options that would be available. The current meter contract expires in 2024. The cost of upgrading to a different style of meter would be significant. The Board agreed the County should stay with the same model.

Steffensen requested approval for herself, the Register of Deeds and the Treasurer to travel to Watertown to attend the Sioux Valley Commission District meeting on August 14, 2024.

Motion by Spilde and seconded by Nelson to approve the travel request. All present voting aye. Motion carried.

#### MAINTENANCE

Lonny Palmlund, Building & Grounds Supervisor, met with the Board to discuss maintenance matters.

Palmlund requested approval to purchase new ceiling tiles and light fixtures for the Emergency Management Office at an approximate cost of \$6,000.00.

Motion by Walls and seconded by Nelson to approve the purchase. All present voting aye. Motion carried.

#### AUDITOR

Steffensen requested permission to make an offer to an applicant for the part-time Deputy Auditor position.

Motion by Lundquist and seconded by Nelson to allow Steffensen to make said offer. All present voting aye. Motion carried.

#### REGISTER OF DEEDS

Caryn Hojer, Register of Deeds, met with the Board to inform them of upcoming training in Chamberlain.

Hojer asked the Board if she could order cookies for the upcoming Cyber Security Training on August 20, 2024. It was the consensus that she order the cookies.

EMERGENCY MANAGEMENT

Cindy Bau, Emergency Management, presented the updated Haz-Mat plan for the Board to adopt and for the Chairman to sign the Certificate of Adoption.

Motion by Walls and seconded by Spilde to adopt the updated plan and for the Chairman to sign said certificate. All present voting aye. Motion carried.

BOARD OF ADJUSTMENT

Motion by Lundquist and seconded by Walls to adjourn from regular session and move into Board of Adjustment at 9:57 A.M. All present voting aye. Motion carried.

Chairman Lee declared the Board out of Board of Adjustment and back into regular session at 11:06 A.M.

ORDINANCE 70- SECOND READING

Steffensen read the following ordinance:

Ordinance 70

AN ORDINANCE ENTITLED, an ordinance to amend Section 1.03.01 adopted by Ordinance 45, March 3, 2015, as amended, of the Zoning Ordinance of Kingsbury County

Be it ordained by the Board of County Commissioners of Kingsbury County, South Dakota: that Section 1.03.01 adopted by Ordinance 45, March 3, 2015, as amended, of the Zoning Ordinance of Kingsbury County be amended to classify the following property: Redstone Creek Addition in the Southwest Quarter (SW1/4) of Section 4, Township 110, Range 57 West of the 5<sup>th</sup> P.M. in Kingsbury County, South Dakota.

To "CI" Commercial from "AG" Agricultural

Effective Date:

This ordinance shall take effect and be in full force and effect twenty (20) days after its passage.

All ordinances or parts of ordinances in conflict therewith are hereby repealed.

Motion by Lundquist and seconded by Spilde to adopt Ordinance 70. All present voting aye. Motion carried.

**BOARD OF ADJUSTMENT**

Motion by Nelson and seconded by Spilde to adjourn from regular session and move into Board of Adjustment at 11:13 A.M. All present voting aye. Motion carried.

Chairman Lee declared the Board out of Board of Adjustment and back into regular session at 11:18 A.M.

**SHERIFF**

Steve Strande, Sheriff, met with the Board to discuss contract law negotiations and the status of a new vehicle purchase.

**DE SMET DEVELOPMENT CORPORATION**

Jamie Lancaster and Ann Lesch from the De Smet Development Corporation met with the Board to discuss the possibility of transferring County property located at Front St and Prairie Ave. to the Development Corporation. No action was taken at this time.

**SDPAA**

Becky Brunsing, South Dakota Public Assurance Alliance, met with the Board to provide property insurance updates. Brunsing provided new replacement values for County buildings and quotes for vehicle deduction changes. The consensus of the Board was to move to the new replacement values and change the vehicle deduction to 500/1000.

**PLANNING AND ZONING**

Motion by Spilde and seconded by Walls to adjourn from regular session and move into Planning & Zoning at 1:40 P.M. All present voting aye. Motion carried.

Chairman Lee declared the Board out of Planning & Zoning and back into regular session at 1:48 P.M.

**RESOLUTION 2024-17**

Steffensen read the following resolution for the Plat of Marv's Landing forwarded to the Board by the Planning and Zoning Commission:

**RESOLUTION # 2024-17**

WHEREAS, The Kingsbury County Planning & Zoning Board met to review the Plat of Marv's Landing located in Government Lots 5 and 6 of Section 30, Township 112 North, Range 56 West of the 5<sup>th</sup> P.M., Kingsbury County, South Dakota on August 6, 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 approves the Plat of Marv's Landing located in Government Lots 5 and 6 of Section 30, Township 112 North, Range 56 West of the 5<sup>th</sup> P.M., Kingsbury County, South Dakota

Motion by Nelson and seconded by Lundquist to accept and adopt Resolution 2024-17 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.

HUMAN RESOURCES AND MCGRATH CONSULTING- Executive Session for Personnel Motion by Lundquist and seconded by Spilde to adjourn from regular session and move into executive session for personnel at 1:55 P.M.

Chairman Lee declared the Board back into regular session at 3:05 P.M.

#### WAGE STUDY

Motion by Lundquist and seconded by Spilde to adopt the McGrath Wage study as presented and for the study to be presented to the employees as adopted on Wednesday, August 7, 2024. All present voting aye. Motion carried.

#### RIVERVIEW LLP

Jim Nieland, Riverview LLP and Andrew Kangas, Civil Design Inc. attended the meeting. Brady Janzen, Riverview LLP joined the meeting via Zoom.

Nieland and Kangas provided an update on items discussed at the July 16, 2024 meeting. A draft of a haul road agreement and steps needed to start a TIF district were presented to the Board for review. Other funding options were discussed. Further discussion will follow with Toby Morris, Colliers Securities LLC, at a future meeting.

The Board adjourned to Tuesday, August 20, 2024, at 8:30 A.M.

SIGNED

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

ATTEST

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



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