

OFFICIAL PROCEEDINGS KINGSBURY COUNTY BOARD OF COUNTY COMMISSIONERS

De Smet, South Dakota
January 6, 2026

The Kingsbury County Board of County Commissioners met Tuesday, January 6, 2026, at 8:30 AM in the Courtroom of the County Courthouse with Commissioners Kyle Lee, Roger Walls, Troy Nelson, Steve Spilde, and Corey Lundquist present.

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

Echo Steffensen, Auditor, called the meeting to order.

PLEDGE OF ALLEGIANCE

Those present stood and recited the Pledge of Allegiance

NOMINATIONS

Steffensen called for nominations for the Chairman of the Board.

Motion by Spilde, second by Lundquist to nominate Kyle Lee as Chairman of the Board.

Steffensen asked if there were any other nominations.

Motion by Lundquist, second by Walls to nominate Kyle Lee as Chairman and to cease nominations and cast a unanimous vote in favor of Lee as Chairman. All present voting aye. Motion carried.

Commissioner Lee chaired the remainder of the meeting.

Chairman Lee called for nominations for Vice Chairman.

Motion by Nelson, second by Spilde to nominate Corey Lundquist as Vice Chairman.

Motion by Spilde, second by Walls to cease nominations and to cast a unanimous vote in favor of Lundquist as Vice Chairman. All present voting aye. Motion carried.

COMMISSION BOARD APPOINTMENTS

The Board reviewed and discussed the duties of the previous Board Appointments.

Motion By Walls, second by Lundquist for Board appointments to remain the same. All present voting aye. Motion carried.

The assignments for 2026 are as follows:

Nelson - Contract Law, Health Insurance, Courthouse Assistant, Emergency Management, Railroad Authority

Lundquist - First Planning District and Labor Negotiations

Walls - Weed Board, Glacial Lakes, SD Public Assurance Alliance, 4-H & Fair Board

Lee - Courthouse Assistant, Child Protection, ICAP Liaison, Health Insurance Alternate

Spilde - Courthouse, Human Services, Labor Negotiation, SD Public Assurance Alliance

NEW YEAR REORGANIZATION

Depositories

The current banks used by the Treasurer's office are American Bank & Trust in De Smet, Citizens State Bank and CorTrust Bank in Arlington, American Bank & Trust in Iroquois, First National Bank in Oldham, and First National in Lake Preston. Though no money may currently be held at any one of the banks listed, all main branches of these banks are contacted for CD rates on a random basis.

Motion by Nelson, second by Spilde to keep the depositories the same. All present voting aye. Motion carried.

Newspapers

The county currently has The Kingsbury Journal and The Arlington Sun listed as the official county newspapers.

Motion by Lundquist, second by Nelson the official newspapers remain the same. All present voting aye. Motion carried.

AGENDA

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

Steffensen asked to change the travel request date for the Director of Equalization from January 28, 2026 to January 29, 2026.

Motion by Spilde, second by Lundquist to approve the agenda with said change. All present voting aye. Motion carried.

MINUTES

Motion by Lundquist, second by Spilde to approve the minutes of December 30, 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 Lundquist, second by Nelson. 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 UTILITY, VERIZON 255.67 PHONE UTILITY, VISA 50.95 SUPPLIES, VISA 100.20 HWY SUPPLIES, ZELL MANUFACTURING 166.73 HWY SUPPLIES,

END OF MONTH

COURTHOUSE SALARIES	\$75,612.34
HIGHWAY SALARIES	33,206.83

PAYROLL DEDUCTIONS

Wellmark Health Plan	45,836.43
MASA	300.00
IBC (MERP)	6,130.70
AFLAC	1,543.68
AFLAC	362.64
Reliance Life Insurance	267.14
SD Retirement Supplement Pretax	449.00
SD Retirement System	16,902.82
SD Retirement Supplement	549.00
AFSCME	288.36
Kingsbury County	31,969.87

OFFICE REPORTS

The Register of Deeds, Sheriff's and Director of Equalization's Reports of Fees Collected during the month of December 2025 were reviewed by the Board. Motion by Spilde, second by Walls that the Auditor's report with the Treasurer as of the close of business December 31, 2025, be accepted as presented. All present voting aye. Motion carried.

HIGHWAY

Chairman Lee provided an update on highway matters.

REGISTER OF DEEDS

Caryn Hojer, Register of Deeds, met with the Board to inform them she would be purchasing a new paper shredder for her office.

INFORMATION TECHNOLOGY

Caryn Hojer, IT, met with the Board to inform them of the need to update all the Wi-Fi access points and add one in the basement for a cost of \$525.00.

Motion by Nelson, second by Spilde to approve an amount up to \$600.00 to update the Wi-Fi access points and add the one in the basement. All present voting aye. Motion carried.

TREASURER

Michelle Longville, Treasurer, met with the Board informing them that she does not contact all depositories for CD Rates, only the main branches and per policy only secures 3 quotes and calculates for the best rate.

Longville informed the Board that a stop payment was needed on an expense paid April 8, 2025, issued for \$430.25 due to a duplicate payment per Legislative Audit. The fee for stopping payment will be \$35.00. No action was taken.

Longville informed the Board she had received payment on 2 delinquent mobile homes.

Longville discussed the possible post office problems with the new changes.

STATES ATTORNEY

Todd Wilkinson, Deputy States Attorney, met with the Board to updated them on legal matters.

Wilkinson requested to move into executive session for possible litigation.

Motion by Nelson, second by Lundquist to adjourn from regular session and move into executive session for possible litigation at 9:17 A.M. All present voting aye. Motion carried.

Chairman Lee declared the Board out of executive session at 9:46 A.M.

Wilkinson requested authorization to purchase a laptop computer.

Motion by Lundquist, second by Nelson to authorize an amount up to \$2,000.00 to purchase a laptop computer for the States Attorney's office. All present voting aye. Motion carried.

FIRST DISTRICT

Todd Kays, Executive Director of First District Association of Local Governments, met with the Board to provide an overview of the services that were provided in 2025 for local governments.

Kays informed the Board of the need to review and update the County Zoning Ordinance in 2026.

BID OPENING

In attendance for the bid opening were Chris Anderson, Comm Tech, Pierre and Mitchell Price, On Sight 24/7, Mitchell.

Two bids were received for the security project in the Courthouse. They are as follows:

Comm Tech, Pierre	\$174,382.00
On Sight 24/7, Mitchell	\$253,644.00

The bid will be awarded on February 3, 2026.

SHERIFF

Steve Strande, Sheriff, presented 2026 contracts with Lake Preston and De Smet for contract law and with Beadle County for inmate housing.

Motion by Nelson, second by Lundquist to approve the 2026 contract law agreement with the City of Lake Preston and for the Chairman to sign said contract. All present voting aye. Motion carried.

Motion by Spilde, second by Walls to approve the 2026 contract law agreement with the City of De Smet and for the Chairman to sign said contract. All present voting aye. Motion carried.

Motion by Lundquist, second by Nelson to approve the 2026 inmate housing contract with Beadle County at \$105.00 per day. All present voting aye. Motion carried.

PLANNING AND ZONING

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

Chairman Lee declared the Board out of Board of Adjustment and back into regular session at 11:41 A.M.

HUMAN RESOURCES

Jessica Bingham, Multi-Business Solutions, joined the meeting. Natalie Remund, HR Consultant, joined the meeting via conference call.

Bingham requested to move into executive session for contract negotiations.

Motion by Nelson, second by Spilde to adjourn from regular session and move into executive session for contract negotiations at 11:42 A.M. All present voting aye. Motion carried.

Chairman Lee declared the Board out of executive session at 12:15 P.M.

Commissioner Nelson left the meeting.

Bingham presented updates to the policy manual for the \$400.00/month stipend in lieu of county offered health insurance and the 2026 Salary schedule with a 1% step increase.

Motion by Lundquist, second by Spilde to approve the updates to the policy manual for the \$400.00 stipend in lieu of county offered health insurance and the 2026 Salary schedule. All present voting aye. Motion carried.

RESOLUTION 2026-1

WHEREAS, The Kingsbury County Planning & Zoning Board met to review the Plat of Darlene's Pass Addition located in the South 5 Acres of the East Half (E1/2) of the Northwest Quarter (NW1/4) of Section 22, T110, R55 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 Darlene's Pass Addition located in the South 5 Acres of the East Half (E1/2) of the Northwest Quarter (NW1/4) of Section 22, T110, R55 W of the 5th P.M., Kingsbury County, South Dakota

Motion by Lundquist, second by Walls to accept and adopt Resolution 2026-1 and for Chairman Lee to sign the same.

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

AUDITOR

Steffensen presented a lost check affidavits requesting authorization to void Check #62852 in the amount of \$79.32 and reissue a replacement check.

Motion by Spilde, second by Lundquist to authorize the Auditor to void Check #62852 in the amount of \$79.32 and reissue a replacement check. All present voting aye. Motion carried.

Steffensen requested approval to set election worker pay for 2026 and read the following resolution:

RESOLUTION 2026-2

WHEREAS, the Board of County Commissioners of Kingsbury County shall set the fee and mileage allowance for Judges of each election and the canvassing board, pursuant to SDCL 12-15-11.

NOW THEREFORE BE IT RESOLVED that the following rates shall be paid:

- Superintendents and Judges of each election shall be paid \$18.00 per hour for each hour worked prior to the polls opening and after polls close.
- The person delivering the poll books and ballot boxes to the proper authority at the County seat where the ballots are tabulated shall receive the County rate for mileage of .70 per mile, for mile actually traveled in going to and returning from making the delivery.
- For attendance at the Election School, Superintendents and Judges will receive \$18.00 per hour plus the county rate for mileage (\$0.70) per mile, for miles necessarily traveled in going to and from the election school.
- Resolution Board members shall be paid \$18.00 per hour.
- Provisional Ballot Board members shall be paid \$18.00 per hour for counting Provisional Ballots, if needed.
- Counting Board members (when automatic tabulation machines are used for counting) shall be paid \$18.00 per hour.
- Precinct Assistants shall be paid minimum wages for hours needed for assistance at the polling places.
- In the event that paper ballots are used and the Precinct Officials are required to count ballots, the Precinct Officials shall be paid \$18.00 for each hour required after the polls are closed for counting ballots.
- Post Election Audit Board members shall be paid \$25.00 per hour for each hour required plus county rate for mileage of (\$0.70) per mile for mile necessarily traveled, any necessary meal costs and any other costs established in SD Administrative Rule 05:02:23:15
- Polling places shall be paid \$100, or actual rental costs, for use of facilities for election day

Polling places for the Election will be Arlington precinct at the Arlington City Hall in Arlington; Badger precinct at the Badger American Legion in Badger; De Smet precinct at the Kingsbury County 4-H Building in

De Smet; Iroquois precinct at the Iroquois Fire Hall in Iroquois; Lake Preston precinct at the Lake Preston Community Center in Lake Preston; Oldham precinct at the Oldham Community Center in Oldham and absentee voting at the Kingsbury County Courthouse in De Smet.

Motion by Spilde, second by Walls to accept and adopt Resolution 2026-2 and for Chairman Lee to sign the same.

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

Steffensen presented the 2026 schedule of wages for county employees, elected officials, and Board members.

2026 Pay Scale

Chairman-\$22,011.01; District 1 Commissioner-\$18,342.51; District 2 Commissioner-\$18,242.51, District 4 Commissioner-\$19,083.55; District 5 Commissioner-\$18,709.36 Auditor-\$76,322.06; Treasurer-\$74,830.50; Register of Deeds-\$79,410.24; Director of Equalization-\$79,410.24; Sheriff-\$89,136.94; Highway Superintendent-\$84,977.36; State's Attorney-\$63,002.99; Deputy Auditor/Welfare Director- \$23.50/hr.; Deputy Auditor-\$21.96/hr.; Deputy Treasurer (2)-\$21.96/hr.; Administrative Assistant I-Treasurer-\$20.52/hr.; Deputy Register of Deeds-\$22.85/hr.; Deputy Director of Equalization/GIS Coordinator-\$23.97/hr.; Administrative Assistant I-Equalization - \$20.52/hr.; Administrative Assistant III-Sheriff \$23.97/hr.; Administrative Assistant II- Highway-\$21.96/hr.; 4-H Program Coordinator-\$24.45/hr.; Emergency Management Director-\$26.92/hr.; 911 Coordinator-\$5,200.00; Veteran's Service Officer-\$26.92/hr.; Courthouse Custodian-\$20.12; 4-H Custodian-\$21.35/hr.; Deputy Sheriff-\$28.56/hr.; Deputy Sheriff-\$28.00/hr.; Deputy Sheriff (3)-\$26.92/hr.; Deputy State's Attorney-\$40.85/hr.; Paralegal/Administrative Assistant- \$24.94/hr.; Planning and Zoning Officer-\$33.58/hr.; Weed & Pest Supervisor-\$23.97; IT-\$5,200.00; Highway Custodian- \$22.22/hr.; Highway Foreman \$25.39/hr.; Highway Shop Foreman Mechanic- \$24.40/hr.; Highway Operator- \$24.44/hr. Highway Heavy Equipment Operator (1) \$25.44/hr.; Heavy Equipment Operator (1)-\$23.97; Heavy Equipment Operator (3)-\$23.28; Highway Seasonal-Flagger \$15.10/hr. Highway Seasonal-Mower \$20.52/hr.

Motion by Lundquist and seconded by Nelson to accept, approve and publish the 2026 salaries as presented. All present voting aye. Motion carried.

The Board adjourned to Tuesday, January 20, 2026, at 8:30 A.M.

SIGNED _____
Kyle Lee, Chairman

ATTEST _____
Echo Steffensen, County Auditor
Published 1 week at the total approximate cost of _____.