

OFFICIAL PROCEEDINGS KINGSBURY COUNTY BOARD OF COUNTY COMMISSIONERS

De Smet, South Dakota

September 10, 2019

The Kingsbury County Board of County Commissioners met Tuesday, September 10, 2019, at 8:30 A.M. in the Commissioners meeting room in the Courthouse with Commissioners Shelley Nelson, Roger Walls, Joe Jensen, Steve Spilde, and Delmer Wolkow present. Chairman Nelson presided.

PLEDGE OF ALLEGIANCE

Those present recited the Pledge of Allegiance.

APPROVE AGENDA

Jennifer Barnard, Auditor, requested to add travel reimbursement issues to the agenda. Nelson also needed to add a travel request for the Sheriff's office.

Walls moved and Jensen seconded to approve the agenda as amended. All present voting aye, motion carried.

PUBLIC COMMENT

Chairman Nelson asked for public comment. Nelson welcomed Donna Palmlund back from the De Smet News.

MINUTES

Walls moved and Wolkow seconded to approve the minutes of August 20, 2019. All present voting aye, motion carried.

Jensen moved and Spilde seconded to approve the minutes of September 3, 2019. All present voting aye, motion carried.

HIGHWAY

David Sorenson, Highway Superintendent, was unable to attend the meeting. The Board discussed phone conversations that had been had with Sorenson.

APPROVE CLAIMS

Wolkow moved and Spilde seconded 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.

MISCELLANEOUS

APPEARA 51.45 SUPPLIES, ANTONIO ARAGON 325.70 INTERPETER, AT&T 81.43 UTILITIES, BACHMAN PARKING & PAINTING,LLC 537.05 REPAIRS/MAINTENANCE, BADGER OIL COMPANY 4687.25 REPAIRS/SUPPLIES/FUEL, BARRETT'S FLOORING 1379.20 CARPET IN TREASURER'S OFFICE, CINDY BAU 21.42 SUPPLIES/TRAVEL REIMBURSEMENT, BEADLE COUNTY SHERIFF 5850.00 PRISONER CARE, KELLY BITTIKER 256.12 REPAIRS/MAINTENANCE, RON BLACHFORD 31.25 TRACTOR RENTAL, BOB BODE CONSTRUCTION 841.84 REPAIRS/SUPPLIES/CULVERTS, RANDALL BOHN 50.84 JUROR FEES, BOWES CONSTRUCTION, INC 117026.93 SUPPLIES, BOYER FORD TRUCKS 52.86 SUPPLIES, CIVIL DESIGN INC 9405.00 PROFESSIONAL SERVICES, CENTURY BUSINESS PRODUCTS 153.29 COPIER MAINTENANCE, CENTURLINK 372.58 UTILITIES, BRIAN CHRISTENSEN 81.84 WEED BOARD TRAVEL REIMBURSEMEN, COLE PETROLEUM 31290.46 FUEL, CONSOLIDATED READY MIX, INC 377.00 REPAIRS/MAINTENANCE, COOK'S WASTEPAPER & RECYCLING 343.48 UTILITIES, COWBOY COUNTRY STORE-DESMET 12.20 SUPPLIES, DEUEL COUNTY AUDITOR 77.00 DISTRICT MEETING, SMITH'S LUMBER 2375.61 SUPPLIES, SMITH'S LUMBER 250.11 REPAIRS/MAINTENANCE, DE SMET CITY 117.04 UTILITIES, DESMET EMERGENCY RESCUE UNIT 300.00 PROFESSIONAL SERVICES, AVERA DESMET HOSPITAL 117.00 PROFESSIONAL SERVICES, DE SMET NEWS 1359.84 PUBLISHING, DE SMET NEWS 299.25 4-H ACHIEVEMENT DAYS AD, DE SMET WELDING 2241.61 REPAIRS/MAINTENANCE/SUPPLIES, JOHN R. DELZER 332.50 CAA FEES, JARED ERSTAD 72.68 JUROR FEES, ETERNAL SECURITY PRODUCTS, LLC 471.94 REPAIRS/MAINTENANCE, GASS LAW OFFICE 31.50 SUPPLIES, REX GEYER 58.40 JUROR FEES, ROBERT GREENE 56.72 JUROR FEES, ELAINE GROON 66.80 JUROR FEES, PATRICIA J. HARTSEL, RPR 166.60 PROFESSIONAL SERVICES, CARYN HOJER 57.12 TRAVEL REIMBURSEMENT, CITY OF HURON 3574.48 911 EMERGENCY SURCHARGE, HURON REGIONAL MEDICAL CENTER 1710.48 CARE OF POOR, INFOTECH SOLUTIONS 3789.44 TECHNOLOGY PROF SERVICES, INTERLAKES COMMUNITY ACTION 727.00 COMMUNITY SERVICE, JEBRO, INCORPORATED 129273.01 SEALING, BRETT JODOZI 68.48 JUROR FEES, CHARLES JOHNSON 141.80 CORONER CALL, MARK KATTERHAGEN 15.00 BMI, KINGBROOK RURAL WATER 37.10 UTILITIES, DIANNE LARSON 188.34 REPLACE CK # 51098, LUCY LEWNO 166.50 BMI, DARCY LOCKWOOD 15.00 BMI, LAKE PRESTON TIMES 1294.84 PUBLICATIONS, MARK MADSEN 200.00 REPAIRS/MAINTENANCE, LISA MALONE 59.24 JUROR FEES, MARSHALL & SWIFT 2204.10 PROFESSIONAL SERVICES, MAYNARD'S FOOD CENTER 80.91 SUPPLIES, MINNEHAHA COUNTY AUDITOR 307.00 BMI, MORGAN THEELER LLP 140.00 CAA FEES, COLE MUNGER 50.84 JUROR FEES, NAPA AUTO PARTS 205.72 SUPPLIES, NAPA AUTO PARTS 17.94 SUPPLIES, NDAA INSURANCE SERVICES 2710.00 LIAILITY INSURANCE, SHELLEY NELSON 78.12 TRAVEL REIMBURSEMENT, BYRON NOGELMEIER 322.00 AUG 2019 CAM FEES, NORTHWESTERN 11.33 UTILITIES, O'KEEFE IMPLEMENT 201.17 SUPPLIES, O'KEEFE IMPLEMENT 4000.00 4-H MOWER, OFFICE PEEPS INC 60.11 SUPPLIES, PRAIRIE AG PARTNERS 2137.50 FUEL, PRAXAIR DISTRIBUTION INC. 119.74 SUPPLIES, PRIA 60.00 MEMBERSHIP DUES, QUILL 159.81 SUPPLIES, QUILL 73.26 SUPPLIES, RFD NEWS GROUP 256.05 PUBLICATIONS, RICH'S GAS & SERVICE 10.95 SUPPLIES, RICH'S GAS & SERVICE 21.89 SUPPLIES, SDACO 150.00 DB/CR WORKSHOP, SD DEPARTMENT OF PUBLIC SAFETY 2340.00 TELETYPE SERVICE, SD SHERIFF'S ASSOC 155.00 FALL CONF REGISTRATION, SDACO 408.00 JUL & AUG 2019 MP&R REMITTANCE, SHARPER IMAGE BARBERSHOP 65.00 REPAIRS/MAINTENANCE, SIRCHIE 47.83 SUPPLIES, SJOLIE CONSTRUCTION LLC 3998.73 REPAIRS/MAINTENANCE/SUPPLIES, SPENCER QUARRIES,

INC 16541.30 SEALING, STEVE STRANDE 125.00 CORONER CALL, SHANE SUMPTER  
 11.00 REPLACE CK #52055, SD COUNTIES 1295.00 2019 COUNTY CONVENTION,  
 TRANSOURCE 1983.85 REPAIRS/MAINTENANCE/SUPPLIES, TRUENORTH STEEL 2158.02  
 CULVERTS, TRUSTWORTHY HARDWARE 154.83 SUPPLIES, TRUSTWORTHY HARDWARE 51.45  
 SUPPLIES, TWO WAY SOLUTIONS, INC. 75.98 SUPPLIES, VERDON ROOFING &  
 CONSTRUCTION 8160.00 REPAIRS/MAINTENANCE, VERIZON WIRELESS 222.80  
 UTILITIES, VERIZON WIRELESS 183.05 UTILITIES, VISA 59.32 SUPPLIES, VISA  
 468.35 SUPPLIES, ROGER WALLS 70.08 WEED BOARD, ERLAND WEERTS 76.80 WEED  
 BOARD, DAVID WHEELER 2236.84 CAA FEES, JON WIENK 58.40 JUROR FEES, MARY  
 WILKINSON 63.44 JUROR FEES, DELMER WOLKOW 318.78 TRAVEL REIMBURSEMENT,  
 WILKINSON & SCHUMACHER LAW 602.35 CAA FEES, WW TIRE 654.84  
 REPAIRS/MAINTENANCE/SUPPLIES, YANKTON COUNTY SHERIFF OFFICE 50.00 BMI,

OPEN DISCUSSION

Chairman Nelson informed the Board Sheriff Strande and Shelley Strande, Sheriff's Office Manager, needed to have travel approved for the annual Fall Conference. This will be held in Pierre September 30 thru October 3, 2019.

Spilde moved and Walls seconded to approve travel expenses for the Sheriff's Fall Conference in Pierre. All present voting aye, motion carried.

END OF MONTH

COURTHOUSE SALARIES	\$50,525.82
HIGHWAY SALARIES	30,748.89

PAYROLL DEDUCTIONS

Sanford Health Plan	26,709.57
AFLAC	1,083.39
AFLAC	724.62
Office of Child Support Enforcement	403.00
Kingsbury County Treasurer	8,800.00
The Principal Financial Group	265.99
Delta Dental	800.00
Avesis Third Party Administrators	176.70
SD Retirement Supplement Pretax	50.00
SD Retirement System	13,950.94
SD Retirement Supplement	3,850.00
AFSCME	236.00
Kingsbury County	26,821.43

OFFICE REPORTS

The Register of Deeds, Sheriff's and Director of Equalization's Reports of Fees Collected during the month of August 2019 were reviewed by the Board. Wolkow moved and Spilde seconded that the Auditor's report with the Treasurer as of the close of business Friday, August 30, 2019 be accepted as follows. All present voting aye, motion carried.

Cash on Hand	\$ 1,599.30
Checks in Treas. Possession less than 3 days	25,041.02
Cash Items - Postage	10.70
Credit Card	1,038.37
Cash Short	467.26
Cash Long	0.00
Demand Deposits	26,990.94
Savings Account	2,290,751.24
Revolving Loan Fund	293,783.17
Big Ditch MM	354,745.35
Time Deposits	1,657,523.80
TOTAL	4,651,951.15

#### BREAKDOWN OF MONEY BY FUNDS

County General Fund	2,413,179.23
Special Revenue Funds (Road & Bridge, E911 Fund CH Bldg., Revolving Loan, Emergency Management, Domestic Abuse Funds 24/7 & M&P Fund)	1,728,491.65
Drainage Ditch #4	187,265.45
Drainage Ditch Debt Service Cash	-8,051.34
Amount held for School Dist.	36,286.32
Amount held for Townships	5,635.84
Amount held for Cities	11,297.94
Amount held for East Dakota Water Dist.	108.18
State Remittance	126,157.79
Amount held for others	167,328.13
TOTAL	4,651,951.15

#### AUDITOR

Barnard discussed expense reimbursements for county employees with the Board.

Spilde moved and Jensen seconded to adjourn from regular session and move into Executive Session for personnel at 9:11 A.M. All present voting aye, motion carried.

Chairman Nelson declared the Board out of Executive Session at 9:23 A.M.

Jensen moved and Spilde seconded to amend the employee policy manual to include meals provided by an event cannot be claimed for reimbursement when the employee chooses not to partake of said meal.

#### BOARD OF ADJUSTMENT

Spilde moved and Jensen seconded to adjourn from regular session and move into Board of Adjustment to approve minutes from August 20, 2019 at 9:30 A.M. All present voting aye, motion carried.

Chairman Nelson declared the Board out of Board of Adjustment at 9:30 A.M.

#### AUDITOR

Barnard discussed the Help America Vote Act (HAVA) funds being reimbursed to the county's availability being held by the State.

The county used a portion of the available funds to purchase new election equipment for the 2018 election totaling \$26,325.00. The full amount is being reimbursed with additional HAVA funding being provided to the State of South Dakota.

Barnard requested to purchase new privacy boards for the ExpressVote machines, totaling \$165.00 for the six needed, and the possible purchase of new lighter ballot boxes for the polling location. Barnard also informed the Board of some concerns regarding the new ballot boxes for \$159.95 each. These purchases would be reimbursed to the county from the available HAVA funds.

Spilde moved and Wolkow seconded to approve the purchase of the privacy boards and one ballot box in order to test Barnard's concerns. All present voting aye, motion carried.

Barnard informed the Board of an email received regarding flu shots for covered employees. OccMed can be scheduled to come to the county to provide flu shots.

Walls moved and Jensen seconded to schedule OccMed to provide flu shots for covered employees.

Barnard provided updated budget information after adjustments made during the Budget Hearing.

#### DIRECTOR OF EQUALIZATION

Tammy Anderson, Director of Equalization, and Gregg Gass, State's Attorney, met with the Board to discuss tax abatements on farmland.

Gass suggested the Board move into Executive Session for possible litigation.

Spilde moved and Walls seconded to adjourn from regular session and move into Executive Session for possible litigation at 9:50 A.M. All present voting aye, motion carried.

Chairman Nelson declared the Board out of Executive Session at 10:18 A.M.

Anderson informed the Board the GIS revenue was \$4,974.00 so far, and that almost all the property cards had been scanned and loaded.

The Board requested a list of duties a possible seasonal third hire would perform during assessment season. Anderson listed filing, answering the phone and processing transfers.

Reed Hauck, a realtor present for the Plat meeting, was asked if the office being closed for most of the summer was a true hindrance. Hauck said it was.

#### PLANNING AND ZONING

Wolkow moved and Spilde seconded to adjourn from regular session and move into Planning and Zoning to review the Plat of Lot 24, Vantage Point Development - Second Addition at 10:28 A.M. All present voting aye, motion carried.

Chairman Nelson declared the Board out of Planning and Zoning at 10:47 A.M.

#### TREASURER

Elaine Blachford, Treasurer, met with the Board to provide an update on a possible property tax deed in Iroquois. The owner is paying the back taxes, and the property will not be taken.

Blachford also indicated a need to update the office inventory list and will have several items to declare surplus.

#### MAINTENANCE

Lonny Palmlund, Maintenance, met with the Board to provide updates on various projects.

Palmlund requested advisement on the placement of the Purple Heart / Veteran signs for the parking lot.

Jensen moved and Wolkow seconded to place the signs on one parking space on both the north and south parking lots with the signs stacked on one post. All present voting aye, motion carried.

Palmlund reported to the Board the roof project had been completed. The final bill was \$8000.00 and included clean-up of the paint chips in the gutters to prevent clogging. There was an increase of \$3000.00 from the original bid due to the need to rent a taller lift.

Palmlund requested the Board advise him on the window style to move forward with the request for bids on the project. The current windows are double hung and a more expensive replacement cost. Palmlund and the board discussed the pros and cons of various window styles.

It was the consensus of the Board to keep the double hung style for the replacement windows. Palmlund will verify replacement specifications with the Historical Society.

Palmlund and the Board discussed the lawn and trees on the property. Palmlund informed the Board there are 35 trees on the property needing to be removed and replaced.

It was the consensus of the Board for TruGreen to treat the lawn for weeds and fertilizer for \$500.00.

The Board adjourned to Tuesday, September 24, 2019 at 8:30 A.M.

SIGNED \_\_\_\_\_  
Shelley Nelson, Chairman

ATTEST \_\_\_\_\_  
Jennifer Barnard, County Auditor

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