

OFFICIAL PROCEEDINGS KINGSBURY COUNTY BOARD OF COUNTY COMMISSIONERS

De Smet, South Dakota
September 8, 2020

The Kingsbury County Board of County Commissioners met Tuesday, September 8, 2020 at 8:30 A.M. in the Courtroom in the County Courthouse with Commissioner Steve Spilde attending via Zoom. Commissioners Delmer Wolkow, Roger Walls, Joe Jensen, and Shelley Nelson present. Chairman Walls presided.

This meeting was recorded and available in the Auditor's office for listening.

PLEDGE OF ALLEGIANCE

Those present stood and recited the Pledge of Allegiance.

APPROVE AGENDA

Wolkow moved and Jensen seconded to approve the agenda. All present voting aye - 5, nay - 0, motion carried.

PUBLIC COMMENT

Chairman Walls asked for public comment. There was none.

CONFLICT OF INTEREST

Chairman Walls asked the Board if there was any conflict of interest. Nelson stated she would be abstaining from the Planning and Zoning votes for the Vantage Point and Hauck's Bay Addition Plats.

MINUTES

Jensen moved and Nelson seconded to approve the minutes of August 18, 2020. All present voting aye - 5, nay - 0. Motion carried.

Nelson moved and Spilde seconded to approve the minutes of September 1, 2020. All present voting aye - 5, nay - 0. Motion carried.

OPEN DISCUSSION

The Board discussed the progress of the Lake Thompson Outlet Maintenance. Sediment was removed and the work was halted on Thursday with the flow reaching the 6% limit. The sediment that was removed will be spread on fields when soybeans are harvested.

HIGHWAY

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

Sorenson informed the board the crew would be working on graveling north of Highway 14 and replacing a culvert north of Badger. Sorenson also gave an update on the Federal Signage Project to include the maintenance of the highway shop grounds.

Sorenson requested authorization to attend the North Central Regional Conference on October 20-22, 2020 in Rapid City, on the condition it is not cancelled.

Jensen moved and Wolkow seconded to approve the travel expenses for the North Central Regional Conference on October 20-22, 2020 in Rapid City on the condition the conference is not cancelled. All present voting aye - 5, nay - 0. Motion carried.

Sorenson requested to move into executive session for personnel.

Jensen moved and Nelson seconded to adjourn from regular session and move into Executive Session for personnel at 9:12 A.M. All present voting aye - 5, nay - 0. Motion carried.

Nelson moved and Jensen seconded to adjourn from Executive Session and return to regular session. Chairman Walls declared the Board out at 9:45 A.M.

APPROVE CLAIMS

Jensen 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 - 5, nay - 0. Motion carried.

MISCELLANEOUS

CINDY ALBRECHT 35.04 4-H JUDGE, ALEXANDRIA ANDERSON 85.44 4-H JUDGE, TAMMY ANDERSON 14.00 TRAVEL REIMBURSEMENT, APPEARA 52.04 SUPPLIES, ANTONIO AROGAN 104.40 INTERPETER, ASPHALT PAVING & MATERIALS 407.54 PATCHING, AT&T 96.85 UTILITIES, BADGER OIL COMPANY 2044.90 SUPPLIES/FUEL, CINDY BAU 60.00 UTILITIES, BEADLE COUNTY SHERIFF 5240.00 PRISONER CARE, PMB 0112 6.25 PROFESSIONAL SERVICES, RONALD BLACHFORD 200.70 TRACTOR RENTAL/SUPPLIES, BOB BODE CONSTRUCTION 2015.31 REPAIRS/MAINTENANCE/SUPPLIES, BOWES CONSTRUCTION, INC 27912.33 PATCHING, MICKEALA BOYD 108.60 4-H JUDGE, BUTLER MACHINERY COMPANY 16249.48 REPAIRS/MAINTENANCE/SUPPLIES, BUTLER MACHINERY COMPANY 675.54 REPAIRS/MAINTENANCE/SUPPLIES, CENTURY BUSINESS PRODUCTS 104.06 UTILITIES, CODINGTON COUNTY SHERIFF 85.00 PRISONER CARE,

JANEY CRONIN 104.40 4-H JUDGE, SMITH'S LUMBER 135.99
 REPAIRS/MAINTENANCE/SUPPLIES, AVERA DESMET HOSPITAL 390.00 PROFESSIONAL
 SERVICES, DE SMET WELDING 12.70 SUPPLIES, BRANDON DUFFY 10.00 EQUIPMENT
 REIMBURSEMENT, CAGNEY EFFLING 234.84 4-H JUDGE, MIKE GRANN 118.68 4-H
 JUDGE, BRENDA GUTHMILLER 63.60 4-H JUDGE, HILLYARD/SIOUX FALLS 987.51
 SUPPLIES, CITY OF HURON 3792.00 911 EMERGENCY SURCHARGE, JEBRO,
 INCORPORATED 207748.16 SEALING, JOE JENSEN 67.20 COMMISSONER TRAVEL,
 KINGBROOK RURAL WATER 41.40 UTILITIES, KINGSBURY JOURNAL 96.00
 PUBLICATION/SUBSCRIPTION, KINGSBURY COUNTY TREASURER 4284.63 ADVANCE TAX,
 LAKE COUNTY SHERIFF'S OFFICE 1125.00 PRISONER CARE, LYLE SIGNS, INC.
 180.88 SIGNS, MAYNARD'S FOOD CENTER 63.88 SUPPLIES, MILLER FUNERAL HOME
 2000.00 CARE OF POOR, EASTLINE SUPPLY 72.01 SUPPLIES, O'KEEFE IMPLEMENT
 174.62 SUPPLIES, O'KEEFE IMPLEMENT 1171.24 REPAIRS/MAINTENANCE/SUPPLIES,
 O'KEEFE IMPLEMENT 68.28 REPAIR/MAINTENANCE, OFFICE PEEPS INC 290.75
 SUPPLIES, PALMLUND AUTOMOTIVE 58.50 REPAIRS/MAINTENANCE, PRAIRIE AG
 PARTNERS 476.96 REPAIRS/MAINTENANCE/SUPPLIES, PRAIRIE AG PARTNERS 139.20
 REPAIRS/MAINTENANCE, PIERCE AND HARRIS ENG. CO. 2953.37 BRIDGE
 INSPECTIONS, PRAIRIE STATES TRUCKING INC 21320.55 SEALING, PRAXAIR
 DISTRIBUTION INC. 136.08 SUPPLIES, PRIA 60.00 PROFESSIONAL SERVICES,
 MAGGIE PURINTUN 34.61 SUPPLIES REIMBURSEMENT, REDWOOD TOXICOLOGY
 LABORATORY 362.18 SUPPLIES, RFD NEWS GROUP 309.84 PUBLICATIONS, RICH'S GAS
 & SERVICE 16.07 SUPPLIES, JUSTIN RINGKOB 239.04 4-H JUDGE, GARY W.
 SCHUMACHER 523.98 TRAVEL REIMBURSEMENT, KEVIN M. SCOTTING 1500.00 LABOR ON
 NEEW POLICE CAR, SD DEPARTMENT OF PUBLIC SAFETY 2340.00 TELETYPE SERVICE,
 STACI ACKERMAN 80.00 CONF REGISTRATION, SDACO 196.00 8/2020 MP & R, SDN
 COMMUNICATIONS 916.00 PROFESSIONAL SERVICES, SPENCER QUARRIES/ 26971.91
 SEALING, KEN SPLETT 154.80 4-H JUDGE, STEVE STRANDE 100.62 REIMBURSEMENT,
 TRANSOURCE 147.58 SUPPLIES, TRUSTWORTHY HARDWARE 217.59
 REPAIRS/MAINTENANCE/SUPPLIES, TWO WAY SOLUTIONS, INC. 487.99
 REPAIRS/MAINTENANCE, TYLER TECHNOLOGIES, INC. 531.31 PROFESSIONAL
 SERVICES, USPS - Postage by Phone 1300.00 Postage, VERIZON 209.90
 UTILITES, DE SMET VETERINARY SERVICE 48.56 DOG CARE, VISA 1450.41
 SUPPLIES, VISA 111.04 REPAIRS/MAINTENANCE, DAVID WHEELER 907.40 CAA FEES,
 WW TIRE 585.20 REPAIRS/MAINTENANCE,

BOARD OF ADJUSTMENT

Jensen moved and Nelson seconded to adjourn from regular session and move
 into Board of Adjustment for the Spring Lake Hutterian Brethren
 Conditional Use Hearing at 9:52 A.M. All present voting aye - 5, nay - 0.
 Motion carried.

Chairman Walls declared the Board out at 9:56 A.M.

END OF MONTH

COURTHOUSE SALARIES	\$52,188.00
HIGHWAY SALARIES	33,615.04

PAYROLL DEDUCTIONS

Sanford Health Plan	27,845.37
AFLAC	1,425.58
AFLAC	456.40
Office of Child Support Enforcement	403.00
The Principal Financial Group	255.95
Delta Dental	736.80
Avesis Third Party Administrators	217.22
SD Retirement Supplement Pretax	3,250.00
SD Retirement System	13,514.28
SD Retirement Supplement	525.00
AFSCME	283.20
Kingsbury County	26,101.31

OFFICE REPORTS

The Register of Deeds, Sheriff's and Director of Equalization's Reports of Fees Collected during the month of August 2020 were reviewed by the Board. Wolkow moved and Nelson seconded that the Auditor's report with the Treasurer as of the close of business August 31, 2020 be accepted as follows. All present voting aye - 5, nay - 0. Motion carried.

Cash on Hand	\$ 1,533.03
Checks in Treas. Possession less than 3 days	16,892.54
Credit Card	2,148.30
Cash Short	
Cash Long	-130.54
Demand Deposits	27,837.71
Savings Account	2,324,809.15
Revolving Loan Fund	295,039.08
Big Ditch MM	361,569.27
Time Deposits	1,657,523.80
TOTAL	4,687,222.34

BREAKDOWN OF MONEY BY FUNDS

County General Fund	2,003,275.98
Special Revenue Funds (Road & Bridge, E911 Fund CH Bldg, Revolving Loan, Emergency Management, Domestic Abuse Funds 24/7 & M&P Fund)	2,078,422.58
Drainage Ditch #4	188,053.70
Drainage Ditch Debt Service Cash	-2,272.02
Amount held for School Dist.	82,572.70
Amount held for Townships	10,861.25
Amount held for Cities	14,292.56
Amount held for East Dakota Water Dist.	280.35

State Remittance	147,021.58
Amount held for others	164,713.66
TOTAL	4,687,222.34

OPEN DISCUSSION - REOPENING THE COURTHOUSE

Tammy Anderson - Director of Equalization, Jennifer Malone - Clerk of Courts, Mary Claire Bauer - Extension/4H, Cindy Bau - Emergency Management/E911, Elaine Blachford - Treasurer, Caryn Hojer - Register of Deeds, and Lonny Palmlund - Maintenance, met with the Board to discuss the status of the courthouse.

Jennifer Barnard, Auditor, provided information on a drop box to be placed outside, made of weather resistant material, and could potentially be used by all offices. Barnard had spoken to various offices regarding the drop box. The box would need to be placed in an area that is under surveillance for possible tampering and time deadlines would need to be implemented for various items being placed in the drop box to include property tax payments.

Those present discussed the need to reopen the courthouse soon due to the weather changes and the implementation of the necessary changes to the inside of the courthouse.

It was the consensus of the Board to tentatively schedule the reopening of the courthouse on Monday, October 5, 2020, with the understanding of a possible reclosure due to Covid-19 cases rising in the county.

PLANNING AND ZONING

Spilde moved and Wolkow seconded to adjourn from regular session and move into Planning and Zoning to review the Plat of Lot 28 of Vantage Point Development, the Plat of Tract 1 of Waldow Farmstead Addition, and the Plat of Lots 10 & 25 of Hauck's Bay Addition at 10:34 A.M. All present voting aye - 5, nay - 0. Motion carried.

Chairman Walls declared the Board out at 10:51 A.M.

Spilde moved and Jensen seconded to accept the Plat of Lot 28, Vantage Point Development, Second Addition as recommended by the Planning and Zoning Board. All present voting aye - 4, nay - 0 with Nelson abstaining. Motion carried.

Jensen moved and Nelson seconded to accept the Plat of Tract 1 of Waldow Farmstead Addition as recommended by the Planning and Zoning Board. All present voting aye - 5, nay - 0. Motion carried.

Wolkow moved and Jensen seconded to accept the Plat of Lots 10 & 25 of Hauck's Bay Addition of Hauck's Landing Development as recommended by the Planning and Zoning Board. All present voting aye - 4, nay - 0 with Nelson abstaining. Motion carried.

MAINTENANCE

Palmlund met with the Board to discuss the need to update the PA system in the courtroom. The currents system is outdated and uses a frequency that is no longer used. The quote received from Audio Connection, of Brookings, would replace the entire system to include 2 lapel microphones, 3 handheld microphones, speakers, and control box for \$10,875.84. This would also include the ITV Court System and conference phone to be wired into the system.

Jensen moved and Nelson seconded to approve the purchase of the new sound system. All present voting aye - 5, nay - 0. Motion carried.

Paul Doohen, with G&R Controls, joined the meeting to discuss a potential Preventative Maintenance option with the Board and Palmlund. It was the consensus of the Board to discuss the matter with State's Attorney Gass prior to making a decision. This will be readdressed at the September 22, 2020 meeting.

AUDITOR

Barnard met with the Board to discuss various items.

Barnard asked for a motion for the purchase of a county shared drop box that had been discussed earlier in the meeting.

Nelson moved and Jensen seconded to approve the purchase of a drop box with a partial screen for the cost of \$2029.00. All present voting aye - 5, nay - 0. Motion carried.

Barnard presented the Emergency Management PDM Grant application on behalf of Bau and requested a signature on the same.

Nelson moved and Jensen seconded for Chairman Walls to sign the PDM Grant application. All present voting aye - 5, nay - 0. Motion carried.

Barnard informed the Board the timeframe for residents to refer Ordinance 53 to a vote had passed with the first and second reading be on July 7 and July 21, 2020, respectively. The ordinance was published on July 29 and August 5, 2020.

Wolkow moved and Nelson seconded to make Ordinance 53 effective on September 8, 2020. All present voting aye - 5, nay - 0. Motion carried.

Barnard read the following resolution submitted by First District in Watertown.

RESOLUTION TO CONTINUE SUPPORT FOR THE
FIRST DISTRICT ASSOCIATION OF LOCAL GOVERNMENTS
DURING FISCAL YEAR 2021

(October 1, 2020 - September 30, 2021)

The Kingsbury County Board of County Commissioners, having adopted and signed a Joint Cooperative Agreement on the 8th day of June, 1972, creating the First Planning and Development District, Model Rural Development Program, do hereby agree to renew their participation in the Joint Cooperative Agreement for Fiscal Year 2021 (October 1, 2020 - September 30, 2021). To support the Joint Cooperative Agreement and the activities of the District staff, the Kingsbury County Board of County Commissioners will provide \$13,111.07 to the First District Association of Local Governments during the aforementioned Fiscal Year 2021 period.

Wolkow moved and Nelson seconded to approve the Resolution to Continue Support for the First District Association of Local Government for the upcoming fiscal year. All present voting aye - 4, nay - 0, with Jensen abstaining.

Barnard inquired if the Board had any changes to the 2021 Budget. There were none.

EXECUTIVE SESSION

Wolkow moved and Spilde seconded to adjourn from regular session and move into Executive Session for personnel at 12:51 P.M. All present voting aye - 5, nay - 0. Motion carried.

Nelson moved and Jensen seconded to adjourn from Executive Session and return to regular session. Chairman Walls declared the Board out at 1:13 P.M.

REGISTER OF DEEDS

Hojer met with the Board to discuss various items.

Hojer requested authorization to attend a virtual cyber security conference on September 30, 2020. The registration fee is \$30.00.

Nelson moved and Wolkow seconded to approve the registration for the cyber security conference. All present voting aye - 5, nay - 0. Motion carried.

Hojer informed the Board of a CSC Agreement to make it easier for individuals to scan and send documents directly into the office system. There is no fee for the county and all fees would be paid by the individual submitting the documents.

Hojer stated there were 35 bound books still needing to be scanned into the system. A company is able to come to the courthouse and scan the books for \$14,000.00 and would be paid out of the M&P Fund, with no cost to the county. Those doing the work would need access to the courthouse after regular business hours.

The Board adjourned to Tuesday, September 22, 2020 at 8:30 A.M.

SIGNED _____
Roger Walls, Chairman

ATTEST _____
Jennifer Barnard, County Auditor

Published 1 week at the total approximate cost of _____.