

OFFICIAL PROCEEDINGS KINGSBURY COUNTY BOARD OF COUNTY COMMISSIONER

De Smet, South Dakota
April 8, 2025

The Kingsbury County Board of County Commissioners met Tuesday, April 8, 2025, at 8:30 AM in the Courtroom of the County Courthouse with Commissioners Kyle Lee, Corey Lundquist, Steve Spilde, Roger Walls and Troy Nelson present. Chairman Lee presided.

Attending via Zoom were Michelle Longville - Treasurer, Steve Strande - Sheriff, Tammy Anderson - Director of Equalization, Abbi Steeke - 4-H Advisor and, Amy Halverson - Kingsbury Journal.

PLEDGE OF ALLEGIANCE

Those present stood and recited the Pledge of Allegiance.

APPROVE AGENDA

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

Echo Steffensen, Auditor, requested to add office reports to the agenda.

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

MINUTES

Motion by Lundquist and seconded by Nelson to approve the minutes of March 18, 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 Spilde and seconded by Walls 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.

AT & T MOBILITY 100.06 HWY UTILITIES-PHONE, ALCOPRO, INC. 177.00 SUPPLIES, ANDERSON LUMBER, LLC 364.91 REPAIRS, TAMMY ANDERSON 108.54 DOE TRAVEL, ANDERSON-CRANE RUBBER CO, INC 118.24 HIGHWAY SUPPLIES, APPEARA 75.32 HIGHWAY SUPPLIES, AXON ENTERPRISE, INC 165.68 SUPPLIES, BADGER OIL COMPANY 5264.55 HWY SUPPLIES, BEADLE COUNTY SHERIFF 1470.00 PRISONER CARE, BROOKINGS AREA CPR CTC 50.00 PROFESSIONAL SERVICES, BROOKINGS COUNTY SHERIFF'S OFF 241.18 PRISONER CARE, BUTLER MACHINERY COMPANY 1552.41 HWY SUPPLIES/REPAIRS, CENTURY BUSINESS PRODUCTS 361.36 COPIER SERV CONTRACT, COMPLETE AUTOMOTIVE LLC 1344.00 REPAIRS & MAINTENANCE, COWBOY COUNTRY STORE-DESMET 44.73 SUPPLIES, DAKOTA ALIGNMENT & FRAME SERV 1046.15 HWY REPAIRS, DE SMET WELDING 1395.36 HWY REPAIRS, TONYA DORNS 80.00 PROFESSIONAL SERVICES, GREG DUFFY 132.16 WEED BOARD TRAVEL, EQUIPMENT BLADES, INC 9360.00 HWY SUPPLIES, FLEET PRIDE 369.81 HWY SUPPLIES, MATTHEW FURNESS 100.67 WEED BOARD TRAVEL, G & R CONTROLS, INC 6389.00 REPAIRS & MAINTENANCE, GENERAL EQUIPMENT & SUPPLIES 945.72 HWY SUPPLIES, GOVERNMENT FORMS & SUPPLIES 167.27 SUPPLIES, HILLYARD/SIOUX FALLS 1345.34 SUPPLIES, CARYN HOJER 153.83 TRAVEL/SUPPLIES, HURON REGIONAL MEDICAL CENTER 8618.68 PRISONER CARE, I STATE TRUCK CENTER 77.96 HWY SUPPLIES, INFOTECH SOLUTIONS 4689.98 PROFESSIONAL SERVICES/SUPPLIES, INTERLAKES COMMUNITY ACTION 543.50 COMMUNITY SERVICE WORKER, JAY'S AUTOBODY 11945.80 REPAIRS/MAINTENANCE, KENNEDY PIER LOFTUS & 324.00 BMI, KINGBROOK RURAL WATER 44.25 HWY UTILITIES, KINGSBURY JOURNAL 1498.42 PUBLICATIONS, KINGSBURY JOURNAL 78.05 HWY-PUBLISHINGS, KYLE LEE 85.76 TRAVEL, LEWIS & CLARK BEHAVIORAL 450.00 BMI, LINDE GAS & EQUIPMENT INC 222.74 HWY SUPPLIES, COREY LUNDQUIST 215.74 TRAVEL, MACS INC 63.19 HWY SUPPLIES, MAYNARD'S FOOD CENTER 9.18 SUPPLIES, MED-TECH RESOURCE LLC 80.75 SUPPLIES, MULTI BUSINESS SOLUTIONS, INC 2915.00 PROFESSIONAL SERVICES, EASTLINE SUPPLY 277.53 HWY SUPPLIES, NATIONAL SHERIFFS' ASSOCIATION 125.00 MEMBERSHIP DUES, TROY NELSON 121.94 TRAVEL, NIMBLE WASH, LLC 169.56 REPAIRS/MAINTENANCE, NORTHWESTERN ENERGY 13.59 HWY UTILITIES ELECTRIC, O'KEEFE IMPLEMENT 164.11 HWT SUPPLIES, OFFICE PEEPS INC 307.15 SUPPLIES, RYAN OLSON 122.78 WEED BOARD TRAVEL, OUTLAW GRAPHICS 127.50 REPAIRS/MAINTENANCE, PRAIRIE AG PARTNERS 6162.11 HWY UTILITIES/FUEL, PROSTROLLO AUTO MALL 369.15 REPAIRS/MAINTENANCE, QUILL 443.47 SUPPLIES, RFD NEWS GROUP 1530.82 PUBLISHING, ROBERTS COUNTY SHERIFFS OFFICE 2516.18 PRISONER CARE, RUNNING SUPPLY INC. 144.58 HWY SUPPLIES, SANFORD HEALTH 2391.00 CORONER, DEAN SCHAEFER COURT REPORTING 36.00 BMI, SD DEPARTMENT OF PUBLIC SAFETY 2340.00 TELETYPE SERVICES, SD DEPT OF REVENUE 187.50 STATE REMITTANCE, SD DEPT OF TRANSPORTATION 2187.12 HWY SUPPLIES/BRIDGE, SDACES 15.00 PROFESSIONAL SERVICES, SDN COMMUNICATIONS 917.00 PROFESSIONAL SERVICES, SDSU EXTENSION 11525.00 4-H EDUCATOR SALARY, DAVID SORENSON 54.00 TRAVEL, SPENCER QUARRIES/ 33694.11 HWY SEALING SUPPLY & SNOW, STEVEN L. SPILDE 211.05 TRAVEL, STAN HOUSTON EQUIPMENT COMPANY 44.40 HWY SUPPLIES, ABBIGALE STEEKE 184.48 TRAVEL REIM, STEVENS CONSTRUCTION, LLC 3867.00 HWY MAINTENANCE, STEVE STRANDE 345.75 REPAIRS/CORONER/SUPPLIES, SHELLEY STRANDE 63.54 TRAVEL, ANTHONY J. TEESDALE 450.90 CAA FEES, THE LODGE AT DEADWOOD 210.00 TRAVEL, TRANSOURCE 888.90 HWY SUPPLIES, TRUCK &TRAILER SPECIALISTS LLC 2128.77 REPAIRS-HWY,

TRUENORTH STEEL 77.22 HWY SUPPLIES, TRUSTWORTHY HARDWARE 109.86 REPAIRS
AND SUPPLIES, TRUSTWORTHY HARDWARE 86.65 HWY SUPPLIES, VERIZON 429.86
UTILITES, VISA 183.49 HIGHWAY SUPPLIES, VISA 1.05 SUPPLIES, ROGER WALLS
155.40 TRAVE, ERLAND WEERTS 126.80 WEED BOARD TRAVEL, WW TIRE 4421.28 HWY
SUPPLIES, YANKTON COUNTY 430.25 BMI, ZELL MANUFACTURING 38.20 HWY REPAIRS,

END OF MONTH

| | |
|---------------------|-------------|
| COURTHOUSE SALARIES | \$76,017.63 |
| HIGHWAY SALARIES | 32,114.56 |

PAYROLL DEDUCTIONS

| | |
|---------------------------------|-----------|
| Wellmark Health Plan | 44,599.40 |
| IBC | 6,727.98 |
| AFLAC | 1,299.12 |
| AFLAC | 337.18 |
| Reliance Life Insurance | 399.76 |
| Reliance Matrix Dental | 2,073.84 |
| Reliance Matrix Vision | 280.80 |
| SD Retirement Supplement Pretax | 237.00 |
| SD Retirement System | 16,896.20 |
| SD Retirement Supplement | 690.00 |
| AFSCME | 288.36 |
| Kingsbury County | 30,985.00 |

OFFICE REPORTS

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

| | |
|--|--------------|
| Cash on Hand | \$ 1,757.50 |
| Checks in Treas. Possession less than 3 days | 106,510.06 |
| Credit Card | 1,472.32 |
| ISF Check | -1,565.82 |
| Demand Deposits | 298,568.76 |
| Savings Account | 4,502,512.83 |
| Revolving Loan Fund | 126,483.68 |
| Big Ditch MM | 362,084.45 |
| Time Deposits | 1,657,523.80 |
| TOTAL | 7,055,347.58 |

BREAKDOWN OF MONEY BY FUNDS

| | |
|--|----------------|
| County General Fund | \$2,920,498.97 |
| 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) | 2,391,425.21 |
| Drainage Ditch #4 | 164,561.69 |
| Drainage Ditch Debt Service Cash | 15,373.61 |
| Amount held for School Dist. | 1,029,984.83 |
| Amount held for Townships | 206,519.24 |
| Amount held for Cities | 115,760.08 |
| Amount held for East Dakota Water Dist. | 4,587.01 |
| State Remittance | 158,210.07 |
| Amount held for others | 48,426.87 |
| TOTAL | 7,055,347.58 |

HIGHWAY

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

Sorenson informed the Board he would be holding a meeting with the townships to discuss the Rural Access Infrastructure Funds available to them on Thursday, April 24, 2025.

Sorenson discussed repairs that are necessary on the Highway Shop building. He would be looking into getting the roof and windows done.

Sorenson requested to move into an executive session for personnel.

Motion by Lundquist and seconded by Spilde to adjourn from regular session and move into executive session for personnel at 9:04 A.M. All present voting aye. Motion carried.

Chairman Lee declared the Board back into regular session at 9:11 A.M.

Sorenson presented an estimate on a truck in the amount of \$247,000.00. The bid was received through Sourcewell. It includes the box but not the snow equipment.

Motion by Nelson and seconded by Walls to accept the bid and approve the purchase of a truck for an amount up to \$250,000.00. All present voting aye. Motion carried.

Commissioner Walls discussed the Osceola Road project that had been brought before the Board by Dalin Fast. Walls stated the first step would be for the County to do the necessary paperwork to take over the road since it is currently a township road, also the County would need to be willing to obligate approximately \$100,000.00 or 20% before a grant could be applied for.

It was the consensus of the Board to not move forward on this project at this time unless new information develops.

MAINTENANCE

Lonny Palmlund, Building and Grounds Superintendent, met with the Board to discuss maintenance matters.

Palmlund requested approval to purchase a tablet for his use on the HVAC system. The Board requested he check into a used one. No action was taken.

OPEN DISCUSSION

The Board discussed the possible improvements needed to CR9 if the Conditional Use Permit application for Whitewood Dairy is approved at the hearing on April 22, 2025.

PLANNING AND ZONING

Motion by Lundquist and seconded by Nelson to adjourn from regular session and move into Planning and Zoning at 10:02 A.M. All present voting aye. Motion carried.

Chairman Lee declared the Board out of Planning and Zoning and back into regular session at 10:10 A.M.

RESOLUTION 2025-10

Echo Steffensen, Auditor, read the following resolution for the Plat of Bunker's Addition forwarded to the Board by the Planning and Zoning Commission:

RESOLUTION # 2025-10

WHEREAS, The Kingsbury County Planning & Zoning Board met to review the Plat of Bunker's Addition in the N1/2 of Section 6, Township 110 North, Range 53 West 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, that the Kingsbury County Board of County Commissioners accepts and approves the Plat of Bunker's Addition in the N1/2 of Section 6, Township 110 North, Range 53 West of the 5th P.M. Kingsbury County South Dakota.

Motion by Lundquist and seconded by Walls to accept and adopt Resolution 2025-10 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.

AUDITOR

Echo Steffensen, Auditor, discussed the purchase of a timeclock kiosk for the highway department. The kiosk without a camera would cost \$1,409.25 with an annual maintenance contract of \$253.67, with a camera would cost \$1,634.25 with an annual maintenance contract of \$294.17. The Board requested Steffensen to investigate the cost of using an IPAD instead.

DIRECTOR OF EQUALIZATION

Tammy Anderson, Director of Equalization, to discuss office matters.

Anderson requested travel approval for Maggie Purintun, Deputy Director of Equalization to Madison on April 23, 2025, for their district meeting.

Motion by Lundquist and seconded by Nelson to approve travel for the Deputy Director of Equalization to Madison on April 23, 2025, for their district meeting. All present voting aye. Motion carried.

Anderson informed the Board she would be providing an education session on the assessment process at the May 20, 2025 meeting at 11:30 A.M. Employees from the SD Department of Revenue will also be presenting information.

BOARD OF EQUALIZATION

Motion by Lundquist and seconded by Nelson to adjourn from regular session and move into Board of Equalization at 10:28 A.M. All present voting aye. Motion carried.

Chairman Lee declared the Board out of Equalization and back into regular session at 11:15 A.M.

SHERIFF

Steve Strande, Sheriff, presented estimates from Karl Chevrolet, Ankeny, IA, for the purchase of a Chevrolet Tahoe. A 2024 carryover vehicle that is fully equipped for \$75,000.00 and for a 2025 base vehicle for \$52,384.20 with a destination charge of \$1,995.00, a total of \$54,379.20.20, which is less than the state bid for a Chevrolet Suburban. Strande also presented an estimate from Independence Upfitters in Brookings to equip the base vehicle for \$8,118.51.

Motion by Spilde and seconded by Nelson to approve the purchase of a base vehicle for up to \$55,000.00. All present voting aye. Motion carried.

AUDITOR

Steffensen requested to move into executive session for legal matters.

Motion by Nelson and seconded by Lundquist to adjourn from regular session and move into executive session for legal matters at 11:33 A.M. All present voting aye. Motion carried.

Chairman Lee declared the Board back into regular session at 11:36 A.M.

Steffensen requested approval to establish a fund for the Medical Expense Reimbursement Plan (MERP) and authorization to void check #63271 for \$6,925.42, 63427 for \$6,758.45 and #63580 for \$6,727.98 totaling \$20,411.85 payable to Innovative Business Consultants, the third-party administrator for the County's MERP and deposit these funds into the newly established fund to keep control of these funds at the County level.

Motion by Lundquist and seconded by Nelson to approve the establishment of said fund, void said checks and deposit said funds into the MERP fund. All present voting aye. Motion carried.

Steffensen informed the Board that the Governor of South Dakota had granted administrative leave to all state employees for Good Friday, April 18, 2025, and Easter Monday, April 21, 2025. As it is Kingsbury County's policy to observe any other proclaimed days by the Governor of South Dakota as a legal holiday the Courthouse will be closed on Friday, April 18, 2025, and Monday, April 21, 2025.

Steffensen presented a request for permission to land aircraft on Kingsbury County highways for the purpose of servicing said aircraft in preparation for aerial application of chemical or fertilizer materials from Dakota Air Spray, Huron, SD for the Board's approval.

Motion by Walls and seconded by Spilde to approve the request from Dakota Air Spray to land on Kingsbury County highways for the purpose of servicing aircraft in preparation for aerial application of chemical or fertilizer materials. All present voting aye. Motion carried.

Steffensen presented quotes from Office Peeps, Inc, Watertown, SD for new chairs in the old commissioner room. No action was taken.

OPEN DISCUSSION

Chairman Lee advised the Board of information he had received from USFWS for acquiring additional Waterfowl Protection Area acres.

HUMAN RESOURCES

Natalie Remund, Human Resource Consultant, met with the Board to discuss a phone stipend for specific employees that would need to use their personal cell phone for the upcoming time clock program. The Board requested more input from the department head of these employees and no action was taken.

Remund requested to move into an executive session for personnel.

Motion by Lundquist and seconded by Nelson to adjourn from regular session and move into executive session for personnel at 1:05 P.M. All present voting aye. Motion carried.

Chairman Lee declared the Board back into regular session at 1:45 P.M.

The Board adjourned to Tuesday, April 22, 2025, at 8:30 A.M.

SIGNED

Kyle Lee, Chairman

ATTEST

Echo Steffensen, County Auditor

Published 1 week at the total approximate cost of _____.