OFFICIAL PROCEEDINGS KINGSBURY COUNTY BOARD OF COUNTY COMMISSIONERS

De Smet, South Dakota
May 19, 2026

The Kingsbury County Board of County Commissioners met on Tuesday, May 19, 2026, at 8:30 A.M. in the courtroom of the County Courthouse. Commissioners Kyle Lee, Roger Walls, Corey Lundquist, Steve Spilde, and Troy Nelson were present. Chairman Lee presided.

Attending by Zoom were Amy Halverson of the Kingsbury Journal; Michelle Longville, Treasurer; Tammy Anderson, Director of Equalization; Kristen Longville, Emergency Manager; Jennifer Krueger, Deputy Auditor; Andrew Kangas of CDI; and Zach Peterson of Richardson Law Firm.

Chairman Lee called the meeting to order.

PLEDGE OF ALLEGIANCE
Those present recited the Pledge of Allegiance.

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

Commissioner Nelson requested that the agenda include a discussion on lifting the burn ban.

Motion by Lundquist, second by Nelson, to approve the agenda as amended. All present voted aye. Motion carried.

MINUTES
Chairman Lee asked whether there were any changes to the May 5, 2026, minutes.

Echo Steffensen, Auditor, advised the Board that the Safety Committee section needed to be corrected because it listed Steve Spilde as Sheriff instead of Steve Strande.

Motion by Spilde, second by Walls, to approve the May 5, 2026, minutes as corrected. All present voted aye. Motion carried.

PUBLIC COMMENT
Chairman Lee called for public comment. There was none.

CONFLICT OF INTEREST
Chairman Lee asked whether any Board member had a conflict of interest. There was none.

APPROVE CLAIMS
Motion by Lundquist, second by Spilde, to approve the following claims and direct the County Auditor to issue warrant checks for payment. All present voted aye. Motion carried.

APPEARA 81.46 REPAIRS, AT&T 87.49 UTILITIES, BADGER OIL COMPANY 659.45 SUPPLIES, MARK BURMEISTER 850.00 SNOW, CENTURY BUSINESS PRODUCTS 87.70 PROF SERV, CENTURYLINK 973.02 UTILITIES, CITY OF DESMET 215.96 UTILITIES, CITY OF DESMET 150.00 MAINT, COOK'S WASTEPAPER & RECYCLING 584.09 UTILITIES, COOK'S WASTEPAPER & RECYCLING 71.23 UTILITIES, EFRAIMSON ELECTRIC INC 2107.67 PROF SERV, CARYN HOJER 250.00 TRAVEL, INTERLAKES COMMUNITY ACTION 602.92 COM SERV WORKER, I-STATE TRUCK CENTERS 247870.00 EQUIPMENT, KINGSBURY ELECTRIC COOP 512.60 UTILITIES, NORTHWESTERN ENERGY 403.73 UTILITIES, NORTHWESTERN ENERGY 270.77 UTILITIES, OTTERTAIL POWER COMPANY 497.65 UTILITIES, OTTERTAIL POWER COMPANY 172.68 UTILITIES, SD ASSOC OF COUNTY OFFICIALS 300.00 WORKSHOP, SDN COMMUNICATIONS 917.00 PROF SERV, SD PUBLIC ASSURANCE ALLIANCE 2454.34 INSURANCE, ECHO STEFFENSEN 245.00 TRAVEL, DEAN STEFFENSEN 125.32 TRAVEL, THOMSON REUTERS 339.57 PROF SERV, VALLEY FIBERCOM 175.03 UTILITIES, VERIZON 294.46 UTILITIES, VISA - PUR 4717.70 SUPPLIES, APPEARA 81.46 REPAIRS, AT&T 87.49 UTILITIES, BADGER OIL COMPANY 659.45 SUPPLIES, MARK BURMEISTER 850.00 SNOW, CENTURY BUSINESS PRODUCTS 87.70 PROF SERV, CENTURYLINK 973.02 UTILITIES, CITY OF DESMET 215.96 UTILITIES, CITY OF DESMET 150.00 MAINT, COOK'S WASTEPAPER & RECYCLING 584.09 UTILITIES, COOK'S WASTEPAPER & RECYCLING 71.23 UTILITIES, EFRAIMSON ELECTRIC INC 2107.67 PROF SERV, CARYN HOJER 250.00 TRAVEL, INTERLAKES COMMUNITY ACTION 602.92 COM SERV WORKER, I-STATE TRUCK CENTERS 247870.00 EQUIPMENT, KINGSBURY ELECTRIC COOP 512.60 UTILITIES, NORTHWESTERN ENERGY 403.73 UTILITIES, NORTHWESTERN ENERGY 270.77 UTILITIES, OTTERTAIL POWER COMPANY 497.65 UTILITIES, OTTERTAIL POWER COMPANY 172.68 UTILITIES, SD ASSOC OF COUNTY OFFICIALS 300.00 WORKSHOP, SDN COMMUNICATIONS 917.00 PROF SERV, SD PUBLIC ASSURANCE ALLIANCE 2454.34 INSURANCE, ECHO STEFFENSEN 245.00 TRAVEL, DEAN STEFFENSEN 125.32 TRAVEL, THOMSON REUTERS 339.57 PROF SERV, VALLEY FIBERCOM 175.03 UTILITIES, VERIZON 294.46 UTILITIES, VISA - PUR 4717.70 SUPPLIES, SD DEPT OF REVENUE 157804.68 STATE REMITTANCE, AMERICAN BANK & TRUST 1092.59 BOND COSTS, KINGSBURY COUNTY TREASURER 917.20 ADVANCE TAX

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

Sorenson reported that the highway department had begun paving, completed repairs in the Spirit Lake area, and then moved on to Miner County.

Sorenson requested approval for the mastic project on 441st Street after receiving the piggyback bid from Perkins County.

Motion by Lundquist, second by Walls, to proceed with the mastic installation at a maximum cost of $150,000.00. All present voted aye. Motion carried.

Sorenson reported that the County received a state transportation study grant with an 80/20 cost share. He estimated the total project cost at about $180,000.00, with the County responsible for about $36,000.00, though the exact amount will not be known until the grant paperwork is finalized. He added that total costs in other counties ranged from $180,000.00 to $250,000.00.

Sorenson said the project would require a three-member committee. He would serve as one member as Highway Superintendent and suggested Chairman Lee and Commissioner Walls as the other two members.

Motion by Lundquist to proceed with the transportation study at a maximum County cost of $50,000.00 and to appoint the proposed committee members. All present voted aye. Motion carried.

Sorenson also updated the Board on the delivery of the new truck, a warranty extension for one of the blades, and the need to purchase a new blade in 2027. The Board also discussed possibly contracting out some blading. No action was taken.

Sorenson presented a revised estimate of $11,359.97 for robotic lawn mowers. Chairman Lee noted that the Board had already approved up to $11,000.00 and directed Sorenson to renegotiate.

The Board discussed purchasing AEDs for the highway department. Steffensen, Auditor, said she had applied for a grant online and expected to know by the end of the quarter whether the project qualified.

Sorenson requested travel approval to attend LTAP and DOT meetings in Pierre.

Motion by Lundquist, second by Nelson, to approve the travel request. All present voted aye. Motion carried.

AUDITOR

The Board discussed finding someone to mow the County-owned lots in Oldham. Chairman Lee will follow up with a possible candidate.

EMERGENCY MANAGEMENT
Kristen Longville, Emergency Manager, met with the Board to discuss office matters.

Longville reported that she had contacted O'Keefe Implement about the windshield gasket recall on the County's Emergency Management vehicle discussed at the May 5, 2026, meeting. O'Keefe told her the gasket repairs were not covered by the recall. Longville said she had received an estimate from Jay's Auto Body for $386.38 and was still waiting for an estimate from O'Keefe. No action was taken.

Longville presented an $8,622.18 quote from Two Way Radio Solutions for the east 911 tower near Arlington. The Board asked whether funds were available in the 911 budget. Steffensen said she would review the budget and asked that the item be revisited at the June 4, 2026, meeting. No action was taken.

Longville also presented an $11,412.93 quote from Two Way Radio Solutions to upgrade the 911 line from copper to fiber optic. She said the cost would be included in her 2027 911 budget request.

Longville reviewed the quarterly LEMPG matrix with the Board.

Longville recommended lifting the current burn ban.

Motion by Spilde, second by Nelson, to lift the current burn ban. All present voted aye. Motion carried.

Longville presented the Basic Plan for the Kingsbury County Local Emergency Operations Plan for Board approval.

Motion by Nelson, second by Spilde, to approve the plan. All present voted aye. Motion carried.

Longville discussed the highway department's AED request and said Emergency Management could not seek grants for that department. The Board informed her that a grant application had already been submitted and that the discussion would be added to the July 7, 2026, meeting agenda.

425th AVE PROJECT
Andrew Kangas of Civil Design joined the meeting by Zoom.

Kangas reported that work on the box culvert was ongoing, the cement-treated base had begun, and the project remained on schedule.

AUDITOR
Steffensen presented the 2027 Victim Witness/Diversion Program agreement for approval and the Chairman's signature at a cost of $6,550.00 to be included in the 2027 budget.

Motion by Walls, second by Nelson, to approve the agreement and authorize the Chairman to sign it. All present voted aye. Motion carried.

STATES ATTORNEY
Todd Wilkinson, Deputy States Attorney, joined the meeting and introduced Grace Casper, an intern with his law firm.

Wilkinson requested an executive session for legal matters.

Motion by Lundquist, second by Nelson, to adjourn from regular session and move into executive session for legal matters at 9:57 A.M. All present voted aye. Motion carried.

Chairman Lee declared the Board out of executive session at 10:44 A.M.

AUDITOR
Steffensen discussed the Zoom contract renewal and SB42, which requires all discussion items to appear on the agenda.

MILLS PROPERTY MANAGEMENT
Chad Ebsen of Mills Property Management presented a $2,260.00 estimate from G & R Controls to relocate the temperature sensor for the Clerk of Court's office inside the glass partition. The Board asked Ebsen to investigate other possible solutions.

Ebsen discussed the basement flooring project and other possible repair projects with the Board. The Board informed Ebsen that any future projects, including the basement flooring, would need to be added to the 2027 budget.

Caryn Hojer, Register of Deeds, joined the meeting and discussed needed window repairs. Hojer said she had contacted the installer and supplier to make the repairs. The Board asked Ebsen to follow up with the installer and supplier.

Hojer brought other repair items to the Board's attention, including the carpet extractor and painting the garages.

Hojer updated the Board on backup power for the Sheriff's office to ensure internet access during a power outage. She said the current battery backup would last only four hours. The Board discussed possibly wiring the router to the Sheriff's generator. No action was taken.

PLANNING AND ZONING

Motion by Spilde, second by Nelson, to adjourn from regular session and move into Planning and Zoning at 11:30 A.M. All present voted aye. Motion carried.

Chairman Lee declared the Board out of Planning and Zoning and back into regular session at 11:55 A.M.

INFORMATION TECHNOLOGY

Caryn Hojer, IT Coordinator, informed the Board that migration to the new email system would begin on May 20, 2026.

Hojer informed the Board that the software migration to the server was scheduled for June 3, 2026. As a result, the Register of Deeds office would be unable to record documents that day.

Hojer requested an executive session for security matters.

Motion by Spilde, second by Lundquist, to adjourn from regular session and move into executive session for security matters at 11:57 A.M. All present voted aye. Motion carried.

Chairman Lee declared the Board out of executive session at 12:09 A.M.

Hojer presented a quote from Central Business Products for a copier for the 4-H/Extension office in the amount of $5,297.86.

Motion by Lundquist, second by Nelson, to approve the purchase of a new copier for the 4-H/Extension office in an amount not to exceed $5,500.00. All present voted aye. Motion carried.

HUMAN RESOURCES

Jessica Bingham, HR Consultant, requested to move into executive session for personnel matters.

Motion by Lundquist, second by Spilde, to adjourn from regular session and move into executive session for personnel matters at 12:12 P.M. All present voted aye. Motion carried.

Chairman Lee declared the Board out of executive session at 12:17 P.M.

Bingham informed the Board that a candidate had been identified for the Veteran Services Officer position and recommended offering the position to Charles Johnson at a rate of $26.39 per hour.

Motion by Nelson, second by Spilde, to authorize Human Resources to offer the Veteran Services Officer position to Charles Johnson at a rate of $26.39 per hour. All present voted aye. Motion carried.

ZONING ORDINANCE REVIEW
Todd Kayes of First District reviewed proposed changes to the County zoning ordinance with the Board.

The Board discussed whether storage units should be permitted uses and, if not, when and where they should require a conditional use permit. No action was taken.

The Board adjourned until Tuesday, June 4, 2026, at 8:30 A.M.

SIGNED ________________________
Kyle Lee, Chairman

ATTEST ________________________
Echo Steffensen, County Auditor

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