

OFFICIAL PROCEEDINGS KINGSBURY COUNTY BOARD OF COUNTY COMMISSIONER

De Smet, South Dakota
May 6, 2025

The Kingsbury County Board of County Commissioners met Tuesday, May 6, 2025, at 8:30 AM in the Courtroom of the County Courthouse with Commissioners Kyle Lee, Corey Lundquist, Roger Walls and Troy Nelson present. Chairman Lee presided.

Attending via Zoom were Michelle Longville - Treasurer, Tammy Anderson - Director of Equalization, Cindy Bau, Emergency Manager 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 or changes to the agenda.

Echo Steffensen, Auditor, informed the Board Lonny Palmlund, Maintenance could be removed from the agenda.

Commissioner Lundquist requested the addition of an executive session for personnel.

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

MINUTES

Motion by Lundquist and seconded by Walls to approve the minutes of April 22, 2025. All present voting aye. Motion carried.

Motion by Walls and seconded by Lundquist to approve the minutes of April 24, 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 Nelson and seconded by Lundquist 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.

1ST DIST ASSC OF LOCAL GOVT. 3689.28 DUES, ANDERSON LUMBER, LLC 8.80
SUPPLIES, ANDERSON LUMBER, LLC 932.58 HWY SUPPLIES, APPEARA 79.23 HIGHWAY
SUPPLIES, AT&T 108.07 HWY PHONE UTILITY, AXON ENTERPRISE, INC 189.68
SHERIFF SUPPLIES, SHERRY BELL 66.08 FEES, JOHN BERG 51.34 FEES, NICHOLAS
BJORKMAN 12.68 FEES, BROOKINGS COUNTY SHERIFF'S OFF 1102.50 PRISONER CARE,
BROOKINGS ENGRAVING 55.00 SUPPLIES, JEFF BURNS 1996.17 CAA FEES, BUTLER
MACHINERY COMPANY 2498.16 HWY SUPPLIES & REPAIRS, COMMERCIAL ASPHALT
1266.50 HWY SUPPLIES, COWBOY COUNTRY STORE-DESMET 55.19 FUEL, CR CORNER
LLC 354.06 HWY FUEL & PATCHING SUPPLIES, MICHAEL CROMWELL 76.80 FEES,
AVERA DESMET HOSPITAL 282.00 SHERIFF FEES, KATHY DEDEYNE 95.74 TRAVEL,
WENDY DENISON 300.00 MAINTENANCE, EQUIPMENT BLADES, INC 1219.02 HWY BLADE
SUPPLIES, G & R CONTROLS, INC 3233.68 COURTHOUSE MAINTENANCE, GARY ZELL'S
AUTO GLASS INC 1200.00 HWY REPAIRS, GOOD GUYS GARAGE 190.99 SHERIFF
REPAIRS, GOVERNMENT FORMS & SUPPLIES 13.00 ROD SUPPLIES, GREEN ACRES
EQUIPMENT 850.00 HWY SUPPLIES, PATRICIA J. HARTSEL, RPR 51.10 CAA FEES,
KRISTA HAUG 86.18 FEES, HIGH PLAINS SYSTEMS 630.97 HWY- EQUIP REPAIRS,
HILLYARD/SIOUX FALLS 385.04 REPAIRS, CARYN HOJER 62.98 TRAVEL, INTERLAKES
COMMUNITY ACTION 543.50 APRIL FEES, JOHN KINDER 68.76 FEES, KINGSBURY
JOURNAL 673.02 PUBLISHING, KINGSBURY COUNTY ROD 120.00 REIMBURSEMENT,
LINDE GAS & EQUIPMENT INC 241.28 SUPPLIES, THE LODGE AT DEADWOOD 255.00
TRAVEL, CHAD MALONE 11.34 FEES, MAYNARD'S FOOD CENTER 34.78 SUPPLIES,
MULTI BUSINESS SOLUTIONS, INC 2915.00 PROF SERV, EASTLINE SUPPLY 29.94
SUPPLIES, NIMBLE WASH, LLC 127.13 MAINTENANCE, O'KEEFE IMPLEMENT 245.10
REPAIRS, O'KEEFE IMPLEMENT 383.61 HWY SUPPLIES, OFFICE PEEPS INC 1109.78
SUPPLIES, PRAIRIE AG PARTNERS 160.68 REPAIRS, DAMIAN PAUL 63.40 FEES, JEAN
PENNEY 51.34 FEES, TRICIA PETERS 79.48 FEES, PROSTROLLO MOTOR SUPPLY
369.15 REPAIRS, QUILL 185.33 SUPPLIES, QUILL 184.72 HWY OFFICE SUPPLIES,
RAMKOTA HOTEL 721.00 TRAVEL, RFD NEWS GROUP 450.46 PUBLISHING, SCHAEFER
HOME IMPROVEMENTS 2500.00 REPAIRS, JESSICA SCHLIESMAN 39.48 FEES, ABIGAIL
SCHULTZ 90.20 FEES, SCOTT'S AUTO BODY 1426.23 REPAIRS HWY VEHICLE, SD
DEPARTMENT OF PUBLIC SAFETY 6117.67 FEES, SD FEDERAL PROPERTY AGENCY
272.00 HWY SUPPLIES, SD ASSOC OF ASSESSING OFFICERS 500.00 TRAVEL, SD
ASSOC OF COUNTY OFFICIALS 154.00 FEES, SD DEPARTMENT OF HEALTH 285.00 PROF
SERV, SOUTH DAKOTA PUBLIC ASSURANCE 480.25 PROF SERV, SPENCER QUARRIES/
18534.25 HWY SEALING SUPPLIES, JUANITA SPILDE 43.50 FEES, STERN OIL
COMPANY, INC. 20865.60 FUEL, STEVE STRANDE 96.00 TRAVEL, BRIAN TANDE 20.72
FEES, TK ELEVATOR CORP 210.80 REPAIRS, TRUSTWORTHY HARDWARE 22.74 REPAIRS,
ULTRA-CHEM INC. 238.46 SUPPLIES, USPS POSTAGE BY PHONE 100.00 POSTAGE,
VERIZON 214.60 UTILITIES, DARIAN VIRCHOW 11.34 FEES, VISA 832.10 SUPPLIES,
VISA 63.11 HWY- FUEL, MIDWAY SERVICE DBA VOLLAN OIL 15458.58 HWY FUEL,

LINDA WESTERGREN 79.48 FEES, DAVID WHEELER 2250.41 CAA FEES, SHAWN WOLKOW 11.34 FEES, YANKTON COUNTY 430.25 BMI, ZELL MANUFACTURING 6201.87 HWY REPAIRS, TONYA DORRIS \$80.00 PROFESSIONAL SERVICES, SDACO 168.00 FEES, KINGSBURY COUNTY TREASURER 2,901.95 ADVANCE TAX

END OF MONTH

COURTHOUSE SALARIES	\$74,253.06
HIGHWAY SALARIES	31,626.52

PAYROLL DEDUCTIONS

Wellmark Health Plan	44,103.65
IBC	6,639.02
AFLAC	1,299.12
AFLAC	337.18
Reliance Life Insurance	394.26
Reliance Matrix Dental	2,029.88
Reliance Matrix Vision	280.80
SD Retirement Supplement Pretax	237.00
SD Retirement System	16,455.70
SD Retirement Supplement	690.00
AFSCME	288.36
Kingsbury County	30,281.09

OFFICE REPORTS

The Register of Deeds, Sheriff's and Director of Equalization's Reports of Fees Collected during the month of April 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 April 30, 2025, be accepted as follows. All present voting aye. Motion carried.

HIGHWAY

Commissioner Lee provided an update on highway matters.

MAINTENANCE

Commissioner Lundquist provided an update on building and grounds matters.

EXECUTIVE SESSION

Motion by Nelson and seconded by Walls to adjourn from regular session and move into executive session for personnel at 8:45 A.M. All present voting aye. Motion carried.

Chairman Lee declared the Board back into regular session at 9:35 A.M.

Motion by Nelson and seconded by Lundquist to move into an executive session for cybersecurity at 9:35 A.M. All present voting aye. Motion carried.

Chairman Lee declared the Board back into regular session at 9:47 A.M.

OPEN SESSION

Commissioner Lee informed the Board he had listened in on the call between the state and the county treasurers concerning the new motor vehicle program and that the issues are statewide.

AUDITOR

Echo Steffensen, Auditor, presented Jerry's Country Estate 2025-2026 Uniform Alcoholic Beverage License renewal application for approval.

Motion by Nelson and seconded by Lundquist to approve Jerry's Country Estate renewal application for the 2025-2026 Uniform Alcoholic Beverage License. All present voting aye. Motion carried.

Steffensen presented a sample letter to send to taxpayers on the Big Ditch special assessment error that was discussed at the February 18, 2025 Commissioner meeting. The Board requested Steffensen to add a statement as to when more accurate data should be available. It was the consensus of the Board for Steffensen to send the letters with this addition.

Steffensen requested approval to auto supplement the Sheriff's budget for reimbursement of unanticipated expenses of \$11,093.05 due to the receipt of insurance proceeds for vehicle repairs.

Motion by Lundquist and seconded by Nelson to approve an auto supplement to the Sheriff's budget for reimbursement of unanticipated expenses of \$11,093.05 due to the receipt of insurance proceeds for vehicle repairs. All present voting aye. Motion carried.

4-H

Abbigale Steeke, 4-H Advisor, met with the board to request approval to use the Extension supply budget to purchase supplies for the school programs she has been providing as the leaders were not willing to continue paying for these supplies. She stated she would also like to add a line on the budget to cover these supplies. She also stated her travel budget would also be short

The Board informed Steeke if her supply and/or travel budget went over a budget supplement could be done. Steffensen informed them this could be

reanalyzed closer to year end. Any additions to the future budget would need to be discussed during the budget process.

Steeke requested travel approval to Watertown on May 21, May 29 and June 18, 2025 to attend Northeast Conference meetings.

Motion by Nelson and seconded by Lundquist to approve travel for Steeke to Watertown on May 21, May 29 and June 18 to attend Northeast Conference meetings. All present voting aye. Motion carried.

BOARD OF ADJUSTMENT

Motion by Nelson and seconded by Walls to adjourn from regular session and move into Board of Adjustment at 10:27 A.M. All present voting aye. Motion carried.

Chairman Lee declared the Board out of Board of Adjustment and back into regular session at 11:40 A.M.

Motion by Lundquist and seconded by Nelson to accept and adopt the recommendation from the Board of Adjustment for the East River Electric conditional use permit and for Chairman Lee to sign the same.

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

EXECUTIVE SESSION

Todd Wilkinson, Deputy States Attorney, requested to move into executive session for contract negotiations.

Motion by Lundquist and seconded by Nelson to adjourn from regular session and move into executive session for personnel at 11:44 A.M. All present voting aye. Motion carried.

Chairman Lee declared the Board back into regular session at 11:58 A.M.

PLANNING AND ZONING

Motion by Nelson and seconded by Lundquist to adjourn from regular session and move into Planning and Zoning at 11:59 A.M. All present voting aye. Motion carried.

Chairman Lee declared the Board out of Planning and Zoning and back into regular session at 12:05 P.M.

RESOLUTION 2025-11

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

RESOLUTION # 2025-11

WHEREAS, The Kingsbury County Planning & Zoning Board met to review the Plat of Manchester Switchyard Addition in the Southeast Quarter of Section 13, Township 110 North, Range 58 West of the 5th Principal Meridan, 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 Manchester Switchyard Addition in the Southeast Quarter of Section 13, Township 110 North, Range 58 West of the 5th Principal Meridan, Kingsbury County, South Dakota

Motion by Nelson and seconded by Walls to accept and adopt Resolution 2025-11 and for Chairman Lee to sign the same.

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

HUMAN RESOURCES

Natalie Remund, Human Resource Consultant, met with the Board to request approval to hire Kristin Longville as Emergency Manager and 911 Coordinator at \$24.89 per hour as Emergency Manager and \$5,200.00 annually as 911 Coordinator to start on June 2, 2025.

Motion by Nelson and seconded by Lundquist to approve hiring Kristin Longville as Emergency Manager and 911 Coordinator at \$24.89 per hour as Emergency Manager and \$5,200.00 annually as 911 Coordinator to start on June 2, 2025.

Chairman Lee asked for any discussion.

Commissioner Walls requested Commissioner Nelson amend his motion to add the statement that the Emergency Management position is full-time.

Nelson amended his motion to state to approve hiring Kristin Longville as full-time Emergency Manager and 911 Coordinator at \$24.89 per hour as Emergency Manager and \$5,200.00 annually as 911 Coordinator to start on

June 2, 2025. Seconded by Lundquist. All present voting aye. Motion carried.

Remund presented a 1st quarter report for the Board's review.

Remund requested to move into an executive session for personnel.

Motion by Walls and seconded by Nelson to adjourn from regular session and move into executive session for personnel at 12:21 P.M. All present voting aye. Motion carried.

Chairman Lee declared the Board back into regular session at 12:54 P.M.

The Board adjourned to Tuesday, May 13, 2025, at 8:30 A.M.

SIGNED _____
Kyle Lee, Chairman

ATTEST _____
Echo Steffensen, County Auditor

Published 1 week at the total approximate cost of _____.