

OFFICIAL PROCEEDINGS KINGSBURY COUNTY BOARD OF COUNTY COMMISSIONERS

De Smet, South Dakota
September 16, 2025

The Kingsbury County Board of County Commissioners met Tuesday, September 16, 2025, at 8:30 A.M. in the Commissioner Room of the County Courthouse with Commissioners Kyle Lee, Troy Nelson, Steve Spilde, Corey Lundquist and Roger Walls present. Chairman Lee presided.

Attending via Zoom were Amy Halverson- Kingsbury Journal, Steve Strande - Sheriff, and Michelle Longville - Treasurer

Chairman Lee called the meeting to order.

Also in attendance were Josh Schmidt, Doug Kazmerzak, Jane Zaloudek, Chuck Zaloudek, Adam Gaspar, Sonja Nordbye, Roger Risty, Justin Odegard, Chad Ebsen - Mills Property Management, Jerae Wire - East River Electric, and Evan Buckmiller - Kingsbury Electric.

PLEDGE OF ALLEGIANCE

Those present stood and recited the Pledge of Allegiance.

AGENDA

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

Echo Steffensen, Auditor, requested to add a Petition to Vacate a plat for the Board's approval.

Commissioner Lundquist requested adding an easement for County owned property from East River Electric with possible action.

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

MINUTES

Motion by Lundquist and seconded by Spilde to approve the minutes of September 2, 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

Steffensen requested to add the following claim

NORTHWESTERN ENERGY 31.77 UTILITIES

Motion by Spilde and seconded by Lundquist that the following claims with said addition 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.

CENTURYLINK 947.23 PHONE UTILITIES, CITY OF DESMET 220.46 WATER UTILITIES, COMPLETE EQUITY MARKETS, INC 4329.00 INSURANCE, COOK'S WASTEPAPER & RECYCLING 736.30 WASTE SERV-UTILITIES, COOK'S WASTEPAPER & RECYCLING 74.23 HWY UTILITIES- WASTE, INNOVATIVE BUSINESS CONSULTANT 1793.11 FEES AND HEALTH CLAIMS, INFOTECH SOLUTIONS 4153.96 IT SERV & EQUIPMENT, JIM HARVEY 9.62 CLEANING SUPPLIES, NORTHWESTERN ENERGY 15.36 UTILITIES-GAS, NORTHWESTERN ENERGY 69.62 HWY UTILITIES - GAS, OTTERTAIL POWER COMPANY 2403.47 UTILITIES-ELEC, OTTERTAIL POWER COMPANY 246.48 HWY UTILITIES - ELEC, SDACO 204.00 AUGUST FEES, SDN COMMUNICATIONS 917.00 IT PRO SERVICES, KINGSBURY COUNTY TREASURER 163.04 ADVANCE TAX, INNOVATIVE BUSINESS CONSULTANTS 383.59 MERP DISBUSEMENT, CRAWFORD OTHUS FUNERAL HOME 2000.00 INDIGENT CARE, KINGSBURY COUTY TREASURER 181.94 ADVANCE TAX, SD DEPT OF REV 130795.11 STATE REMITTANCE

TRAVEL

Motion by Walls and seconded by Nelson that the following travel requests presented to the Board be approved. All present voting aye.

4-H - September 27, 2025, Watertown, Zoo-m In event

ROD and Highway Supt- Nov 12 & !3, 2025, Pierre, Safety Benefits Conf

AUDITOR

Steffensen presented a resolution to continue support for the First District Association of Local Governments for approval and Chairman's signature.

Motion by Nelson and seconded by Spilde to approve said resolution and for the Chairman to sign the same. All present voting aye. Motion carried.

HIGHWAY

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

Sorenson provided the Board with a draft of a haul road agreement with Whitewood Dairy for their review. No action was taken.

HIGHWAY 5-YEAR PLAN

The Public Hearing for the Kingsbury County 5-Year Highway Plan was held.

Doug Kazmerzak and Josh Schmidt joined the meeting.

A discussion was held on the contents of the plan.

Kazmerzak brought up concerns on how the Highway Superintendent determines what areas of the County need work and asked the Board to consider identifying special projects and put money aside for those projects.

Sorenson explained the road system is divided into quarters and on a 5-year rotation for repairs, etc. unless something special is determined.

The 5-Year plan will be adopted and accepted on October 7, 2025.

The public hearing was closed.

BOARD OF ADJUSTMENT

Motion by Spilde and seconded by Lundquist to adjourn from regular session and move into Board of Adjustment at 9:36 A.M. All present voting aye. Motion carried.

Chairman Lee declared the Board out of Board of Adjustment and back into regular session at 9:59 A.M.

RISTY BENEFITS

Sonja Nordbye and Roger Risty met with the Board to discuss employee benefit options. They presented information on an HSA plan, a Flex 125 plan and a medical transportation plan. The Board requested further information and a comparison of the County's current health plan. No action was taken on health plans. It was the consensus of the Board to move forward with offering the medical transport coverage in 2026.

BOARD OF ADJUSTMENT

Motion by Lundquist and seconded by Spilde to adjourn from regular session and move into Board of Adjustment at 10:49 A.M. All present voting aye. Motion carried.

Chairman Lee declared the Board out of Board of Adjustment and back into regular session at 10:54 A.M.

MILLS PROPERTY MANAGEMENT

Chad Ebsen, Mills Property Maintenance Foreman, met with the Board to discuss maintenance matters.

Ebsen presented an estimate from Kingsbury Electric for \$2,015.00 on the electrical work on a new HVAC system at the County 4-H building and a bid from Bau Plumbing & Heating, LLC. For \$13,747.00 to install the HVAC system.

The Board discussed the previous bids from Kramer Electric for \$30,000.00, CR Mechanical for \$24,000.00 and the new bid from Bau Plumbing.

Motion by Lundquist and seconded by Nelson to accept the bids from Bau Plumbing at \$13,747.00 and Kingsbury Electric at \$2,015 to be funded with the 4-H Buildings 2025 budget and for the General Fund to match 50/50 of any amount more than the budget and the 4-H using donation funds set aside for their half. All present voting aye. Motion carried.

Ebsen presented a bid from Fonder Excavating and Dirtwork, LLC for \$25,812.83 to regrade around the highway shop.

Lundquist voiced concerns about the likelihood of the drain tile freezing and wanted clarification on how it would be installed.

Ebsen will investigate.

Motion by Nelson and seconded by Spilde to accept the bid from Fonder Excavating for \$25,812.83 with clarification of the drain tile installation. All present voting aye. Motion carried.

Ebsen presented an estimate from Whitten's Paint and Repair Handyman Service for \$3,971.00 to repair the ceiling in the balcony of the courtroom.

Motion by Lundquist and seconded by Spilde to accept the bid from Whitten's Paint and Repair Handyman Service for \$3,971.00 to repair the ceiling in the balcony of the courtroom. All present voting aye. Motion carried.

EAST RIVER ELECTRIC

Jerae Wire, Construction & Permitting Coordinator East River Electric, met with the Board to present the Petition for Franchise renewal for East River Electric to continue operating in Kingsbury County.

Commissioner Walls asked if the current project was included and voiced concerns about said project and road conditions.

Wire explained the petition was only to allow East River to continue operating n Kingsbury County and did not contain the new project.

The Board deferred action to later in the meeting.

EXECUTIVE SESSION

Motion by Spilde and seconded by Nelson to adjourn from regular session and move into executive session for possible litigation at 12:18 P.M. All present voting aye. Motion carried.

Chairman Lee declared the Board back into regular session at 12:55 P.M.

EAST RIVER ELECTRIC cont.

Steffensen read Resolution 2025-16

RESOLUTION NO. 2025-16
AUTHORIZATION TO CONSTRUCT ELECTRIC TRANSMISSION
AND DISTRIBUTION LINES ON THE PUBLIC HIGHWAYS OF KINGSBURY
COUNTY

WHEREAS, East River Electric Power Cooperative, Inc., of Madison, South Dakota, on the 8TH day of August 2025 filed with the County Auditor of Kingsbury County, South Dakota, its duly verified Petition for the purpose of obtaining and acquiring one franchise for both its existing transmission lines and system and the planned extension and future expansion thereof, from Kingsbury County, South Dakota, by and through its County Commissioners, for the right to maintain its existing and future system and to erect and maintain poles and wires for the purpose of transmitting and distributing electricity for lighting, heating and power purposes, in, along, and over the public highways of Kingsbury County, South Dakota, for rural electrification throughout said County and State for a period of twenty years;

WHEREAS, said application was heard and considered by the members of the Board of County Commissioners of said County of Kingsbury, in South Dakota, on the 16th Day September 2025, at the hour of 11:30 o'clock a.m., in the Commissioners' Room, in the Courthouse, in the City of DeSmet, Kingsbury County, South Dakota, due notice of said hearing having been given by mail as provided by law to all persons,

firms or corporations owning or operating transmission, telegraph or telephone lines on or along any part of the highways of said County;

WHEREAS, no person, firm or corporation having appeared in opposition to the granting of such application, and it appearing to the satisfaction of the Board of County Commissioners of said County that the request contained in said Petition should be granted;

THEREFORE, BE IT RESOLVED, by the Kingsbury County Board of Commissioners that the right to construct, maintain and operate poles and wires, both for its existing transmission lines and system, and also for its future extension and expansion, for the purpose of transmitting and distributing electricity for lighting, heating and power purposes, over, upon, along and across the public highways within Kingsbury County, South Dakota, for rural electrification, on a county-wide basis, for a period of twenty (20) years from and after the date and passage hereof, be, and it hereby is, granted to said East River Electric Power Cooperative, Inc., of Madison, South Dakota, subject to the terms and conditions of Chapter 31-26 of the South Dakota Codified Laws (1984 Revisions).

Dated 16th day of September 2025.

Motion by Lundquist and seconded by Spilde to accept and adopt Resolution 2025-16 and for Chairman Lee to sign the same.

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

EASEMENT

Steffensen presented an easement for East River Electric on County land located in the NE1/4, exc. N295' of the S340' of the E295', in Section 17, Township 111, Range 56 W. of the 5th P.M.

Motion by Lundquist and seconded by Walls to accept the easement and for the Chairman to sign the same. All present voting aye. Motion carried.

PETITION TO VACATE PLAT

Steffensen presented a Petition to Vacate the following plat:

Tract 1 of Manchester Substation Addition in the NE1/4 of Section 30, Township 110 North, Range 57 West of the 5th P.M., Kingsbury County, South Dakota.

Motion by Nelson and seconded by Spilde to approve the Petition to Vacate. All present voting aye. Motion carried.

EMERGENCY MANAGEMENT

Kristen Longville, Emergency Manager, informed the Board of an Active Shooter Training scheduled for Friday, October 17, 2025, 9:00 A.M. to noon for all employees and requested permission to close the courthouse for those hours.

Motion by Nelson and seconded by Walls to close the courthouse on Friday, October 17, 2025, from 9:00 A.M. to Noon for employee training. All present voting aye. Motion carried.

Longville revisited the discussion on the signs in Prairie View Heights from the September 2nd meeting. The Board discussed signs that need to be replaced and/or moved. The consensus of the Board was to ask the highway superintendent to perform said work.

PLANNING AND ZONING

Motion by Spilde and seconded by Walls to adjourn from regular session and move into Planning & Zoning at 1:18 P.M. All present voting aye. Motion carried.

Chairman Lee declared the Board out of Planning & Zoning and back into regular session at 1:30 P.M.

RESOLUTION 2025-15

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

RESOLUTION # 2025-15

WHEREAS, The Kingsbury County Planning & Zoning Board met to review the Plat of Clarence and Lillie Addition Located in the Southeast $\frac{1}{4}$ of Section 6 in T111, R53W 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 Clarence and Lillie

Addition Located in the Southeast $\frac{1}{4}$ of Section 6 in T111, R53W of the 5th P.M., Kingsbury County, South Dakota

Motion by Walls and seconded by Spilde to accept and adopt Resolution 2025-15 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.

INFORMATION TECHNOLOGY

Caryn Hojer, Register of Deeds/IT, met with the Board to inform them the County has been awarded a grant from Secure SD in the amount of \$11,500.00 for the new server.

The Board thanked Hojer and congratulated her on receiving the grant.

Hojer informed the Board it was recommended to change County emails to .gov. The change would increase the cost from \$18.00 per month to \$45.00 per month. Hojer is looking into the matter further.

HUMAN RESOURCES

Natalie Remund, Human Resources Consultant, presented an update to the County credit card policy. Adding purchases with a County credit card could not be made on an employee's personal account and not delivered to their personal address. This change was recommended only for audit purposes.

Motion by Lundquist and seconded by Nelson to approve and adopt the change to the credit card policy. All present voting aye. Motion carried.

Remund requested authorization to advertise for a Highway Administrative Assistant II at \$19.34 per hour.

Motion by Nelson and seconded by Spilde to authorize advertising for a Highway Administrative Assistant II at \$19.34 per hour. All present voting aye. Motion carried.

Remund requested approval to pay 45.5 hrs. vacation accrual at \$20.30 per hour to retiree, Diane Mulder.

Motion by Lundquist and seconded by Spilde to pay out 45.5 hrs. vacation accrual at \$20.30 per hour to Diane Mulder. All present voting aye. Motion carried.

Remund requested authorization to retain Boyce Law Firm, Sioux Falls, as outside council specializing in employment law for a union grievance to

include payment of any expenses retroactive to September 11, 2025.

Motion by Walls and seconded by Nelson to authorization to retain Boyce Law Firm, Sioux Falls, as outside council specializing in employment law for a union grievance to include payment of any expenses retroactive to September 11, 2025. All present voting aye. Motion carried.

AUDITOR

BUDGET RESOLUTION

Steffensen presented the 2026 Budget with the following changes to the provisional budget:

Emer Management	Professional services	increased \$3625 for TextmyGov
Treasurer	Professional services	increased \$3625 for TextmyGov
Extension	Salaries	increased \$3,760 for new 4-H position
Auditor	Furniture/Equipment	increased \$4125 for copier
ROD	Furniture/Equipment	increased \$4125 for copier

Motion by Lundquist and seconded by Nelson for Steffensen to read the 2026 Budget Resolution and to accept and adopt the 2026 Budget with noted changes. All present voting aye. Motion carried.

Steffensen read the following resolution:

ANNAL BUDGET FOR KINGSBURY COUNTY, SD			
For the Year January 1, 2026 through December 31, 2026			
Tax Levy in			RESOLUTION
COUNTY TAX LEVIES	Dollars	\$'s/1,000	
WITHIN GENERAL PURPOSE LEVIES:			
* General County Purposes (10-12-9)	2,732,673.00	1.521	ADOPTION OF ANNUAL BUDGET FOR Kingsbury County, South Dakota
Library			
Opt Out			Whereas, (7-21-5 thru 13), SDCL provides that the Board of County Commissioners shall each year prepare a Provisional Budget of all contemplated expenditures and revenues of the County and all its institutions and agencies for such fiscal year and,
			Whereas, the Board of County Commissioners did prepare a Provisional Budget and cause same to be published by law , and
WITHIN GENERAL PURPOSE LEVIES (10-12-21) - SUB-TOTAL	2,732,673.00	1.521	Whereas, due and legal notice has been given to the meeting of the Board of County Commissioners for the consideration of such Provisional Budget and all changes, elimination's and additions have been made thereto.
OUTSIDE GENERAL PURPOSE LEVIES:			
County Snow Removal and Special Emergency Fund (34-5-2)			NOW THEREFORE BE IT RESOLVED, That such provisional budget
County Road and Bridge* (10-12-13)	1,196,925.89	0.666	as amended and all its purposes, schedules, appropriations, amounts, estimates and all matters therein set forth, SHALL BE
Courthouse, Jail, etc., Bldg. (7-25-1)			APPROVED AND ADOPTED AS THE ANNUAL BUDGET OF THE
Bond Redemption (7-24-18)			APPROPRIATION AND EXPENDITURES FOR Kingsbury
Ag Building (7-27-1)			County, South Dakota and all its institutions and agencies for calendar year beginning January 1, 2026 and ending December 31, 2026 and the same is hereby approved and adopted by the
			Board of County Commissioners of Kingsbury
			County, South Dakota, this 16th day of September, 2026.
			The Annual Budget so adopted is available for public inspection
OUTSIDE GENERAL PURPOSE LEVIES - SUB-TOTAL	1,196,925.89	0.666	during normal business hours at the office of the county auditor
WITHIN GENERAL PURPOSE AND OUTSIDE GENERAL PURPOSE LEVIES -	3,929,598.89	2.187	Kingsbury County, South Dakota. The accompanying
			taxes are levied by Kingsbury County for the year
			January 1, 2026 through December 31, 2026.
OTHER SPECIAL LEVIES:			
Secondary Road (Unorg. PT-76) (31-12-27)			BOARD OF COUNTY COMMISSIONERS OF
Fire Protection (34-31-3)			Kingsbury County, South Dakota
			Chairman
			Commissioner
			Commissioner
			Commissioner
			Commissioner
TOTAL TAXES LEVIED BY COUNTY	3,929,598.89	2.187	
* These Amounts include the 25% to be distributed to cities.			ATTEST
			County Auditor
As of _____ 20_____ these levies are(are not) approved by the Department of Revenue			

OPEN DISCUSSION

Commissioner Lundquist visited with the Board about a request to put a camper on a property to help with an elderly parent, other campground situations and a previous conditional use permit for Rex Geyer concerning storage units.

OTHER BUSINESS

Chairman Lee presented an application for occupancy on the right of way of county highways from East River Electric for approval and signature.

Motion by Lundquist and seconded by Spilde to approve said application and

for the Chairman to sign the same.

HUMAN RESOURCES

Remund requested to move into executive session for personnel.

Motion by Spilde and seconded by Lundquist to adjourn from regular session and move into executive session for personnel at 2:13 P.M. All present voting aye. Motion carried.

Chairman Lee declared the Board back into regular session at 2:55 P.M.

The Board adjourned to Tuesday, October 7, 2025, at 8:30 A.M.

SIGNED

Kyle Lee, Chairman

ATTEST

Echo Steffensen, County Auditor

Published 1 week at the total approximate cost of _____.