

**SPINK COUNTY COMMISSION PROCEEDINGS  
REDFIELD, SOUTH DAKOTA**

The Spink County Board of Commissioners met at 8:30 AM on Tuesday, September 20, 2022, at the Spink County Courthouse. Present were Commissioners Dave Albrecht, Brian Johnson, Dustin Rische, and Suzanne Smith. Commissioner Brett Knox joined the meeting at 8:33 AM. Chair Suzanne Smith opened the meeting with the Pledge of Allegiance.

**ADOPT AGENDA**

Motion was made by Albrecht, seconded by Johnson, to adopt the agenda. All members voted aye. Motion carried.

**MINUTES APPROVED**

Motion was made by Johnson, seconded by Albrecht, to approve the minutes of the September 6, 2022, Commission meeting. All members voted aye. Motion carried.

**CORRESPONDENCE**

- Spink County Conservation District Re: Legislative Banquet 10/24/22

**PUBLIC COMMENT**

No one was present.

**EXECUTIVE SESSION**

At 8:32 AM, motion was made by Johnson, seconded by Rische, to enter into executive session for personnel purposes, with Amy Michlitsch, Treasurer, and Theresa Hodges, Auditor, present. Commissioner Knox entered at 8:33 AM. At 8:37 AM, Chair Smith declared the Board out of executive session with no action taken.

**SHERIFF**

Frank Krumm, Sheriff, gave an update of activities and requested a pay step increase for an employee.

**PERSONNEL**

Motion was made by Knox, seconded by Johnson, to approve the pay step increase for Christine Michlitsch, E911 Dispatcher, to \$19.10/hr effective 9/20/22. All members voted aye. Motion carried.

**HEALTH INSURANCE**

Motion was made by Johnson, seconded by Rische, to renew the Avera 2000 plan with a monthly premium of \$37,739.26 with HUB International as the agent. All members voted aye. Motion carried.

**REGISTER OF DEEDS**

Sonja Muellenberg, Register of Deeds, discussed upcoming office coverage needs. No action was taken, options will be reviewed.

**PERSONNEL**

Motion was made by Knox, seconded by Johnson, to approve the pay step increase for Yvette Albrecht, Assessor, to \$19.25/hr effective 9/20/22. D. Albrecht abstained, 4 ayes. Motion carried.

**RADIO SERVICE**

Motion was made by Johnson, seconded by Albrecht, to give authorization to the Emergency Manager to process any documentation needed to update FCC licensing for radio services. All members voted aye. Motion carried.

**PERSONNEL**

Theresa Hodges, Auditor, discussed a request from an independent agent to offer supplemental insurance benefits to employees. Due to benefits already being offered by another agent and near the end of the open enrollment period the consensus of the board was to decline the offer.

**SUMMIT CARBON SOLUTIONS**

Kaylee Langrell, Aaron Eldridge, and Rod Dillon, Summit Carbon Solutions, gave a project update.

**DRAINAGE**

At 9:45 AM a motion was made by Rische, seconded by Johnson, to recess as a Board of Commissioners and convene as a County Drainage Board. All members voted aye. Motion carried.

The Board of County Commissioners reconvened at 10:38 AM after having adjourned as the Planning and Zoning Board.

**MAINTENANCE QUOTE**

Lisa Otto, Custodian, filed a quote from Swanson Electric for wiring an outlet in the 3<sup>rd</sup> floor women’s bathroom for an on demand hot water heater. Motion was made by Rische, seconded by Knox, to the Swanson Electric’s quote of \$825.00 for materials and labor. All members voted aye. Motion carried.

**FAIR BOARD**

A letter was filed drafted by Jim Ellenson, Fair Board Chairman, reviewing unexpected expenses and the need for additional expenditure budget authority. No action was taken at this time, the Fair budget will be monitored through year end.

**RECORDS REQUEST**

Theresa Hodges, Auditor, filed a copy of Lincoln County’s Public Records Request form and requested to draft a similar form for Spink County. Commission granted permission to proceed in drafting a form.

**RESOLUTION (#22-25)**

**ADOPTION OF ANNUAL BUDGET FOR SPINK COUNTY, SOUTH DAKOTA**

Whereas, (7-21-5 through 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, 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, eliminations and additions have been made thereto,

NOW, THEREFORE BE IT RESOLVED, that such provisional budget as amended and all its purposes, schedules, appropriations, amounts, estimates and all matters therein set forth, SHALL BE APPROVED AND ADOPTED AS THE ANNUAL BUDGET OF THE APPROPRIATIONS AND EXPENDITURES FOR SPINK COUNTY, SOUTH DAKOTA and all its institutions and agencies for calendar year beginning January 1, 2023 and ending December 31, 2023 and the same is hereby approved and adopted by the Board of County Commissioners of Spink County, South Dakota, this 20th day of September, 2022.

The Annual Budget so adopted is available for public inspection during normal business hours at the office of the County Auditor, Spink County, South Dakota. The accompanying taxes are levied by Spink County for the year January 1, 2023 through December 31, 2023.

Motion was by made by Johnson, seconded by Albrecht, to approve the 2023 Budget with the following amendment: to capture growth on the tax revenue, to increase from a 5% to a 5.5% raise for employees, excluding commissioners, increase the grant to Spink County Ambulance from \$10,000 to \$15,000, and reduce department budgets to reflect a lower than anticipated health insurance renewal. All members voted aye. Motion carried. Changes to the 2023 Provisional Budget as they appear below:

Tax levy increase due to growth:

	PROVISIONAL	ADOPTED
2023 General Fund Levy	\$3,539,410	*\$3,550,751
2023 Secondary Road Levy	\$31,000	*\$31,368

\*County Valuation of 2,076,078,181 will have a 1.710 mil levy assessed for the General Fund; Secondary Road Valuation of 39,807,796 will have a 0.788 mil levy assessed.

**2023 SPINK COUNTY BUDGET**

**PROVISIONAL**

**ADOPTED**

**GENERAL FUND:**

**EXPENDITURES**

Elections	10,982.00	10,980.00
Auditor	212,805.00	212,752.00
Treasurer	192,492.00	192,406.00
States Attorney	149,609.00	149,566.00
General Government Building	166,045.00	165,998.00
Director of Equalization	272,241.00	272,160.00
Register of Deeds	92,674.00	92,656.00
Veteran's Service Officer	29,413.00	29,532.00
Sheriff	980,632.00	980,836.00
Jail	125,749.00	125,702.00
Support of Poor	23,765.00	23,759.00
County Nurse	61,339.00	61,297.00
Ambulance	17,000.00	22,000.00
WIC	7,079.00	7,074.00
County Extension	81,701.00	81,654.00
Planning and Zoning	67,675.00	67,628.00

**Other Uses**

Operating Transfers Out	1,806,508.00	1,806,416.00
Cash Balance Applied	1,247,256.00	1,240,870.00

**ROAD & BRIDGE FUND**

Highways, Roads, & Bridges	5,856,522.00	5,856,311.00
Cash Balance Applied	821,247.00	820,657.00
Current Property Tax Levy	31,000.00	31,368.00

**E911 FUND**

E911 Services	282,259.00	282,183.00
Other Financing Sources (Transfers)	203,259.00	203,183.00

**EMERGENCY MANAGEMENT FUND**

Emergency and Disaster Services	98,741.00	98,727.00
Other Financing Sources (Transfers)	69,741.00	69,727.00

**24/7 SOBRIETY FUND**

24/7 Program	8,463.00	8,461.00
Other Financing Sources (Transfers)	3,963.00	3,961.00

**ASSIGNMENT OF CASH**

Motion was made by Knox, seconded by Rische, to assign \$20,000 in general fund cash balance for the future purchase of ambulances. All members voted aye. Motion carried.

**OFFICE HOURS**

The hours courthouse offices are to be remain open were discussed, current hours are Monday through Friday 8 AM to 5 PM.

**EXPENSE REQUESTS**

Motion was made by Albrecht, seconded by Johnson, to approve the following expense requests:

- Larry Tebben, Emergency Manager, Credentialing System Training, Watertown, SD;
- Tracey Millar, Director of Equalization, Traci Clemens and Yvette Albrecht, Assessors, SDAAO School, Pierre, SD;

All members voted aye. Motion carried.

**CLAIMS AND REPORTS ALLOWED**

Motion was made by Johnson, seconded by Knox, to approve the following claims and reports. All members voted aye. Motion carried.

COMMISSIONERS		POSTAGE BY PHONE	2000.00
APPEL OIL COMPANY	44.38		
CENTURY LINK	17.53	STATES ATTORNEY	
THE REDFIELD PRESS	240.20	CENTURY LINK	52.59
		CONNECTING POINT COMPUTER	28.00
ELECTION		EXECUTIVE MANAGEMENT	7.89
APPEL OIL COMPANY	43.03	NORTHERN VALLEY COMMUNICATIONS	4.05
POSTAGE BY PHONE	100.00	POSTAGE BY PHONE	200.00
		SD DEPARTMENT OF HEALTH	365.00
JUDICIAL SYSTEMS			
CERTIFIED LANGUAGE	14.85	CT APPT ATTY & CLERP	
		KRISTEN KOCHKIAN	589.17
AUDITOR			
A & B BUSINESS SOLUTIONS, INC	32.17	GOVERNMENT BUILDINGS	
CENTURY LINK	17.53	ALLIED CLIMATE PROFESSIONALS	3253.10
CONNECTING POINT COMPUTER	56.00	APPEL OIL COMPANY	44.09
EXECUTIVE MANAGEMENT	11.56	BALOUN-ARTHURS PLUMBING	988.25
NORTHERN VALLEY COMMUNICATIONS	12.15	CENTURY LINK	35.05
POSTAGE BY PHONE	600.00	CINTAS	96.25
		COLE PAPERS, INC.	330.14
TREASURER		CONNECTING POINT COMPUTER	28.00
A & B BUSINESS SOLUTIONS, INC	64.25	CONSOLIDATED READY MIX, INC.	1519.50
CENTURY LINK	17.53	EXECUTIVE MANAGEMENT	4.46
CONNECTING POINT COMPUTER	84.00	NORTHERN VALLEY COMMUNICATIONS	4.05
EXECUTIVE MANAGEMENT	20.95	NORTHWESTERN ENERGY	3187.57
NORTHERN VALLEY COMMUNICATIONS	12.15	POWER PLAN (RDO)	59.94

SBS LUMBER & HARDWARE	112.25		
REDFIELD ACE HARDWARE	29.77	DEVELOPMENTALLY DISA	
REDFIELD CITY	2015.00	SD DEPARTMENT OF REVENUE	60.00
TRUGREEN	359.00		
		COUNTY FAIR	
DIRECTOR EQUALIZ.		AUTO PARTS OF REDFIELD	17.79
A & B BUSINESS SOLUTIONS, INC	46.76	NORTHWESTERN ENERGY	158.69
APPEL OIL COMPANY	80.31	REDFIELD CITY	254.75
CENTURY LINK	35.05		
CONNECTING POINT COMPUTER	358.33	EXTENSION	
EXECUTIVE MANAGEMENT	22.15	A & B BUSINESS SOLUTIONS, INC	120.33
NORTHERN VALLEY COMMUNICATIONS	16.20	CENTURY LINK	35.05
POSTAGE BY PHONE	2000.00	CONNECTING POINT COMPUTER	56.00
		EXECUTIVE MANAGEMENT	6.74
REGISTER OF DEEDS		NORTHERN VALLEY COMMUNICATIONS	8.10
A & B BUSINESS SOLUTIONS, INC	53.60		
ACTIVE DATA SYSTEMS	190.50	WEED CONTROL	
CENTURY LINK	35.05	CONNECTING POINT COMPUTER	56.00
CONNECTING POINT COMPUTER	84.00	REDFIELD CITY	34.75
EXECUTIVE MANAGEMENT	12.15		
NORTHERN VALLEY COMMUNICATIONS	8.10	PLANNING BOARD	
POSTAGE BY PHONE	200.00	A & B BUSINESS SOLUTIONS, INC	46.75
		CENTURY LINK	17.53
VETERANS SERVICE		CONNECTING POINT COMPUTER	28.00
CENTURY LINK	35.05	NORTHERN VALLEY COMMUNICATIONS	4.05
CONNECTING POINT COMPUTER	28.00	THE REDFIELD PRESS	9.82
EXECUTIVE MANAGEMENT	4.37		
NORTHERN VALLEY COMMUNICATIONS	4.05	INDUSTRIAL DEVELOP.	
		CENTURY LINK	17.53
INFO TECHNOLOGY			
CONNECTING POINT COMPUTER	583.34	RD & BRG - ADMIN	
PITNEY BOWES GLOBAL FINANCIAL	810.00	APPEL OIL COMPANY	17855.30
		BURDICK BROS. MACHINE & REPAIR	56.00
SHERIFF		CENTURY LINK	52.59
A & B BUSINESS SOLUTIONS, INC	48.53	CINTAS	15.00
ANIMAL HEALTH CENTER	184.20	CONNECTING POINT COMPUTER	112.00
APPEL OIL COMPANY	2412.73	CRAWFORD TRUCKS & EQUIP., INC	1712.43
CENTURY LINK	207.93	DOLAND CITY FINANCE OFFICE	60.08
CONNECTING POINT COMPUTER	662.33	EXECUTIVE MANAGEMENT	5.16
EXECUTIVE MANAGEMENT	137.38	FULL CIRCLE AG	98.23
GALLS, LLC	239.03	HARR'S REDFIELD	468.99
HARR'S REDFIELD	137.64	HOLLOWAY BRIDGE & CULVERT, INC	61296.03
POSTAGE BY PHONE	200.00	NORTHERN VALLEY COMMUNICATIONS	39.95
REDFIELD CITY	77.00	NORTHWESTERN ENERGY	688.84
		POSTAGE BY PHONE	200.00
JAIL		POWER PLAN (RDO)	1309.85
CURA HOSPITALITY	32.00	SBS LUMBER & HARDWARE	9.59
FAULKTON AREA MEDICAL CENTER	84.07	REDFIELD CITY	87.00
		TRANSOURCE TRUCK & EQP, INC	5244.28
CORONER			
SANFORD HEALTH	2455.00	E-911	
		JAMES VALLEY TELECOMMUNICATION	209.10
CARE OF POOR			
CENTURY LINK	17.53	EMERGENCY MANAGEMENT	
CONNECTING POINT COMPUTER	28.00	APPEL OIL COMPANY	180.74
NORTHERN VALLEY COMMUNICATIONS	4.05	CENTURY LINK	35.05
		CONNECTING POINT COMPUTER	28.00
PUBLIC WELFARE		NORTHERN VALLEY COMMUNICATIONS	4.05
POSTAGE BY PHONE	1200.00	REDFIELD ACE HARDWARE	14.99

**REPORTS**

- August 2022 Register of Deeds Statement of Fees Collected: \$7,670.55
- August 2022 Report of Payments Received to Reimburse CAA: \$546.02
- September 2022 Quotes on Diesel Fuel

Chair Smith declared the meeting adjourned at 11:25 AM until 8:30 AM, Tuesday, October 4, 2022.

Suzanne Smith, Chair  
Spink County Board of Commissioners

**ATTEST:**

Theresa Hodges, Auditor  
Spink County, South Dakota

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