

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

The Spink County Board of Commissioners met at 8:30 AM on Tuesday, May 9, 2023, at the Spink County Courthouse. Present were Commissioners Dave Albrecht, Brian Johnson, Brett Knox, Kevin Siebrecht and Suzanne Smith. Chair Suzanne Smith opened the meeting with the Pledge of Allegiance.

ADOPT AGENDA

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

MINUTES APPROVED

Motion was made by Johnson, seconded by Knox, to approve the minutes of the April 25, 2023 Commission meeting. All members voted aye. Motion carried.

PERSONNEL

Tracey Millar, Director of Equalization, has met all requirements necessary to hold the professional designation of Certified Appraiser Assessor effective 5/1/2023.

PUBLIC COMMENT

Ed Fischbach, Leroy Braun, Brad Fischbach, Lance Fischbach, Jamie Fisk, Kari Harmon, Nicole Henjum, and Jessica Henjum, Spink County residents, spoke on Summit Carbon Solutions serving land owners with eminent domain papers.

SHERIFF

Frank Krumm, Sheriff, gave an update of activities, filed an employee resignation, and requested the board approving the personnel policy board's recommendation of adding a pay step for new hire certified deputies with over 2 years of experience.

PERSONNEL

Motion was made by Knox, seconded by Johnson, to approve the resignation of Elizabeth Adema, E911 dispatcher, effective 5/19/2023, and to advertise the position. All members voted aye. Motion carried.

STRIPING & CONTINUING MAINTENANCE AGREEMENT

Motion was made by Knox, seconded by Johnson, to sign the state of South Dakota's Agreement to Provide for the Striping and Continuing Maintenance of County Roads within Spink County. All members voted aye. Motion carried.

TREASURER/PERSONNEL

Amy Michlitsch, Treasurer, requested personnel pay step increases for two employees. Motion was made by Albrecht, seconded by Johnson, to approve the following pay step increases: Kayla Haigh, to Deputy one year at \$20.47/hr effective 4/26/23; and Mellisa Taylor, to Deputy one year at \$20.47/hr effective 5/9/23. All members voted aye. Motion carried.

PERSONNEL

Tracey Millar, Director of Equalization, Sonja Muellenberg, Register of Deeds, and Amy Michlitsch, Treasurer, were present to discuss adding a fulltime position of Equalization/Register of Deeds Clerk to work primarily in the Director of Equalization Office, but will cover daily lunch hours and as needed vacation and sick leave in the Register of Deeds Office. The current deputy shared between the Treasurer and Register of Deeds would then be back up coverage for the Register of Deeds Office. Motion was made by Johnson, seconded by Knox, to create the full-time position of Director of Equalization/Register of Deeds Clerk, to set the starting rate of pay at \$19.43/hr and to advertise the position. All members voted aye. Motion carried.

UTILITY CERTIFICATES

Motion was made by Albrecht, seconded by Johnson, to certify that Spink County will move and/or adjust or will cause to be moved, and/or adjusted, any and all utilities, whether publicly or privately owned, lying in the path of or conflicting with said projects within the limits of said county; utility companies have been notified and are aware of the following nine projects: BRO-B 8058(30) PCN 086L; BRO-B 8058(25) PCN 086E; BRO-B 8058(28) PCN 086J; BRO-B 8058(26) PCN 086F; BRO-B 8058(27) PCN 086G; BRO-B 8058(23) PCN 086A; BRF-B 6173(07) PCN 086C; BRO-B 8058(24) PCN 086D; and BRO-B 8058(29) PCN 086K. All members voted aye. Motion carried.

FINANCIAL STATEMENTS

Financial statements for Area IV Senior Citizen Planning Council, Inc., a supported entity, were filed.

ABATEMENT APPLICATION

Motion was made by Knox, seconded by Siebrecht, to approve the abatement application for the property described as lease site bin & shed in the SE ¼ 35-118-60, abating \$771.68 in 2022 taxes payable 2023, due to an error in valuation. All members voted aye. Motion carried.

GRANT APPLICATION

Motion was made by Johnson, seconded Knox, to approve applying for the SD Dept. of Health’s West Nile Prevention funding grant. All members voted aye. Motion carried.

ELECTION SERVICES AGREEMENT

Motion was made by Knox, seconded by Johnson, to approve the Elections Systems & Software, LLC Election Services Agreement for ballot layout, coding, voice file services and ballot printing service for a term through 12/31/26. All members voted aye. Motion carried.

EXTENSION OFFICE/LEASE AGREEMENT

Motion was made by Johnson, seconded by Siebrecht, to approve the copier lease agreement with A&B Business Solutions, Aberdeen, for a Toshiba E-Studio4528A for a term of 60 months at a monthly rate of \$83.81 plus a \$26.36 monthly rate for managed print services. All members voted aye. Motion carried.

PERSONNEL

Heather Jatton, Deputy Auditor, gave an update from the personnel policy board meeting held 5/4/23. The consensus of the Board of Commissioners was that work shall continue on drafting a more detailed policy regarding pay steps and credit for experience for new hires, along with a detailed review of pay steps for all positions during the 2024 budget process.

Motion was made by Johnson, seconded by Siebrecht, to add a pay step to the 2023 salary schedule, Deputy Sheriff, Certified over 6 months, at \$23.83/hr. All members voted aye. Motion carried.

Motion was made by Johnson, seconded by Knox, to give a pay step increase to Tonya Mayou, Deputy Sheriff, to Deputy Sheriff, Certified over 6 months at \$23.83/hr. effective 5/9/23. All members voted aye. Motion carried.

LEGISLATIVE AUDIT

Chris Theroux, SD Legislative Audit, held an opening conference for the audit of fiscal years 2021 and 2022. The Chair signed the audit engagement letter.

PLANNING & ZONING

At 10:02 AM a motion was made by Albrecht, seconded by Knox, to recess as a Board of Commissioners and convene as a County Planning & Zoning Board. All members voted aye. Motion carried.

The Board of County Commissioners reconvened at 11:20 AM after having adjourned as the Planning and Zoning Board.

EXECUTIVE SESSION/PERSONNEL

At 11:30 AM, motion was made by Johnson, seconded by Siebrecht, to enter into executive session to discuss personnel. Frank Krumm, Sheriff, was also present. At 2:00 PM, Chair Smith declared the board out of executive session with no action taken.

EXPENSE REQUESTS

Motion was made by Knox, seconded by Siebrecht, to approve the following expense requests:

- Tracey Millar, DOE, Sally Schwab, Traci Clemens and Yvette Albrecht, Assessors, Vanguard User Group Meeting, Chamberlain, SD;
- Tracey Millar, DOE, Sally Schwab and Traci Clemens, Assessors, Annual Assessor School, Rapid City, 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.

APRIL PAYROLL		Register of Deeds	7381.79
Commissioners	5269.34	Veterans Service	1558.83
Auditor	16190.32	Sheriff	40515.88
Treasurer	13895.39	Jail	1310.31
States Attorney	10897.57	Coroner	1080.99
Government Building	4848.19	Welfare Director	406.43
Director of Equalization	15479.77	County Nurse	4374.43

WIC	560.76
Extension	4935.19
Weed	815.11
Planning & Zoning	4932.10
Highway	85001.62
E-911	19779.46
Emergency Management	3909.87
24/7 Sobriety	314.06
Heartland State Bank-ACH FEE	25.00
COMMISSIONERS	
MIDCONTINENT COMMUNICATIONS	43.79
ELECTION	
E S & S, INC.	5449.75
JUDICIAL SYSTEMS	
KATHY ADAMS	121.60
ANN HEARNEN	121.60
AUSTIN HEARNEN	121.60
SANDRA HOOPS	121.60
JURORS - JURY TRIAL	2699.82
BELVA LACHER	121.60
DALE LACHER	121.60
TYLER MAAS	40.40
JAMES MORTENSON	162.40
REDFIELD FOOD CENTER	66.65
ALEX WORLIE	60.80
SARA ZAHN	333.00
AUDITOR	
MIDCONTINENT COMMUNICATIONS	47.95
TREASURER	
MIDCONTINENT COMMUNICATIONS	50.31
STATES ATTORNEY	
MIDCONTINENT COMMUNICATIONS	142.24
CT APPT ATTY & CLERP	
KRISTEN KOCHKIAN	1961.83
TALIAFERRO LAW FIRM P.C.	1670.16
RON VOLESKY	1172.75
GOVERNMENT BUILDINGS	
COLE PAPERS, INC.	29.51
DAKOTA DATA SHRED	67.05
GARRATT CALLAHAN CO	357.99
MIDCONTINENT COMMUNICATIONS	90.00
ODLAND GRAVEL, LLC	347.20
REDFIELD CITY	461.50
DIRECTOR EQUALIZ.	
APPEL OIL COMPANY	42.24
EXECUTIVE MANAGEMENT	6.25
MIDCONTINENT COMMUNICATIONS	94.13
SDAO	1050.00
REGISTER OF DEEDS	
GOVERNORS INN	77.00
MIDCONTINENT COMMUNICATIONS	72.59

VETERANS SERVICE	
AT & T MOBILITY	42.59
MIDCONTINENT COMMUNICATIONS	90.98
SHERIFF	
ANIMAL HEALTH CENTER	83.00
APPEL OIL COMPANY	1472.40
AT & T MOBILITY	465.80
AUTO VALUE REDFIELD	31.47
FRANK KRUMM	80.00
MIDCONTINENT COMMUNICATIONS	436.41
REDFIELD CITY	87.00
WELLS FARGO REMITTANCE CENTER	677.90
JAIL	
CURA HOSPITALITY	48.00
FAULKTON AREA MEDICAL CENTER	150.06
FAULKTON REXALL DRUG	431.50
CARE OF POOR	
MIDCONTINENT COMMUNICATIONS	43.79
AREA IV NUTRITION	
AREA IV SENIOR NUTRITION PROJ	5000.00
MENTALLY HANDICAPPED	
AVERA MCKENNAN HOSPITAL	790.00
MENTAL ILLNESS BOARD	
KENNEDY PIER LOFTUS & REYNOLDS	374.50
COUNTY FAIR	
HILLYARD/SIOUX FALLS	88.28
REDFIELD CITY	194.75
EXTENSION	
AT & T MOBILITY	40.04
KIM MCGRAW	140.78
MIDCONTINENT COMMUNICATIONS	88.17
OFFICE PEEPS	100.30
WEED CONTROL	
AUTO VALUE REDFIELD	6.17
NUTRIEN SOLUTIONS INC	9137.50
WEED & PEST CONFERENCE	200.00
PLANNING BOARD	
MIDCONTINENT COMMUNICATIONS	43.79
DEBT SERVICE	
AMERICAN BANK & TRUST	79784.82
RD & BRG - ADMIN	
AGTEGRA COOPERATIVE	6549.89
APPEL OIL COMPANY	518.22
AT & T MOBILITY	127.35
BAUMANN LUMBER INC	263.20
BUTLER MACHINERY CO.	48158.28
CAPITAL ONE TRADE CREDIT	33.80
DOLAND CITY FINANCE OFFICE	65.13

EXECUTIVE MANAGEMENT	14.43	SS& H INC	5083.00
AUTO PARTS OF REDFIELD	141.77	THE SHOP	1241.06
HANLON BROTHERS	140.00	THEE GLASS DOKTOR, LLC	1174.90
AUTO VALUE REDFIELD	80.92	TRANSOURCE TRUCK & EQP INC	617.45
JOHNSON OIL COMPANY, INC.	28234.00	ULTEIG ENGINEER'S INC	9933.67
BRYAN KEGLER	210.00	WELLS FARGO REMITTANCE CENTER	721.94
ROSE KEGLER	420.00		
MENARDS	102.54	EMERGENCY MANAGEMENT	
DAWN KEGLER OCHS	210.00	APPEL OIL COMPANY	379.73
POWER PLAN (RDO)	300.21	AT & T MOBILITY	64.58
REDFIELD CITY	100.50	MIDCONTINENT COMMUNICATIONS	87.59
SD DEPT OF TRANSPORTATION	322.61		

REPORTS

- April 2023 Sheriff's Report
- April 2023 Register of Deeds Statement of Fees Collected: \$4,571.25
- April 2023 Comp & OT Report
- April 2023 Report of Payments Received to Reimburse Poor Liens: \$0.00
- May 2023 Fuel Quotes
- April 2023 Highway Superintendent Report of Collections Made:

Road & Bridge Fund	\$3437.50
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- Auditor's Account with the County Treasurer – 4/30/2023

Checking Accounts	\$8,772,688.16
Savings Accounts	881,394.28
Certificates of Deposits	1,830,000.00
Cash Change Accounts	100.00
Cash & Cash Items	<u>782,601.94</u>
Total	\$12,266,784.38

Chair Smith declared the meeting adjourned at 2:02 PM until 8:30 AM, Tuesday, May 23, 2023.

Suzanne Smith, Chairman
Spink County Board of Commissioners

ATTEST:

Theresa Hodges, Auditor
Spink County, South Dakota

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