

August 17, 2021

The Grant County Commission met at 8 AM with Commissioners Buttke, Mach, Stengel, Street and Tostenson present. Chairman Tostenson called the meeting to order with a quorum present and asked for a motion to approve the minutes. Motion by Stengel and seconded by Buttke to approve the minutes of the August 3 meeting with a correction to add the following motion that was mistakenly omitted from the minutes. Motion by Street and seconded by Mach to approve the request from Adams Township Supervisors to replace an 18-inch culvert with a 24-inch culvert north and east of Revillo on 163<sup>rd</sup> St between Section 14 and 23 as the upstream and downstream culverts are both a 24-inch culvert. Motion carried 5-0. Corrected minutes filed. Motion by Stengel and seconded by Mach to approve the agenda with the addition of a discussion on the Drainage Ordinance. Motion carried 5-0.

Members of the public present were Willis Hanson and Darin Mertens.

Public Comment: The Chairman called for public comment. No member of the public present offered any comment.

The Auditor's Account with the Treasurer for the month of July was noted.

**AUDITOR'S ACCOUNT WITH THE COUNTY TREASURER**

To the Honorable Board of County Commissioners,  
Grant County:

I hereby submit the following report of my examination of the cash and cash items in the hands of the County Treasurer of the County of Grant as of the last day of July, 2021

Cash on Hand	\$2,540.33
Checks in Treasurer's possession less than 3 days	\$12,196.77
Cash Items	\$0.00
<b>TOTAL CASH ASSETS ON HAND</b>	<b>\$14,737.10</b>

RECONCILED CHECKING

First Bank & Trust	\$3,610.97
Interest	\$0.00
Credit Card Transactions/TIF Fee	\$1,456.35
First Bank & Trust (Svgs)	\$7,678,332.00

CERTIFICATES OF DEPOSIT

First Bank & Trust	\$0.00
First Bank & Trust (TIF)	\$0.00

**TOTAL CASH ASSETS** **\$7,698,136.42**

**GENERAL LEDGER CASH BALANCES:**

General	\$3,732,342.56
General restricted cash	\$2,250,000.00
Cash Accounts for Offices General Fund	\$656.00
Sp. Revenue	\$482,788.40
Sp. Revenue restricted cash	\$0.00
Henze Road District	\$0.00
TIF Apportioning Northern Lights	\$0.00
TIF Milbank	\$0.00
TIF Northern Lights	\$0.00
Special assessment Land Rent	\$0.00
Trust & Agency	\$1,232,349.46
(schools 29,254.14, twps 28,537.45, city/town 14,978.96)	

**TOTAL GENERAL LEDGER CASH** **\$7,698,136.42**

Dated this 10<sup>th</sup> day of August, 2021

Karen M. Layher

County Auditor

The Clerk of Courts fees for the month of July were \$5,140.00 and the Sheriff fees for the month of July were \$4,419.05 with \$2,970.05 receipted into the General Fund.

**Drainage Ordinance:** Chairman Tostenson asked the Commissioners to comment on the drainage permit process from the prior meeting. They discussed the pros and cons of the administrative form developed as a tool for evaluating the permit application. It was suggested having the applicant answer the questions on the form prior to the hearing. The Drainage Board would then review the form during the hearing. Additional discussion on how to implement following the ordinance as requested by the voters. No action was taken.

**Highway:** Supt Schultz presented a right-of-way occupancy application for Grant Street for crossing the county road #35 AKA 486<sup>th</sup> Avenue between Section 8 and 9 in Adams East Township for a tile to be trenched through the road as discussed with drainage permit DR2021-19. Motion by Stengel and seconded by Buttke to approve ROW 2021-53 for Grant Street as presented. Motion carried 4-0 with Commissioner Street recusing himself from the discussion and vote. Supt Schultz reported on the following items: bid opening for culvert project 26-320-053 is on August 25<sup>th</sup> with action on the bid to be held August 31<sup>st</sup>; repair of asphalt on County Road #35 due to ruts in the road caused by farm implement equipment; Kerwin is in discussion with wind energy personnel on repair of county roads used

during the building phase of towers; asphalt overlay on County Road #19 (by West-Con); the cost of mowing the ROW where farming is occurring in the ROW and the penalty per the ordinance.

**4-H:** Present for the bid opening on the Static Building declared surplus was Educator Sara Koepke and Darin Mertens. Chairman Tostenson opened and read the following bids: Kenny Schumacher \$619.00 and Darin Mertens \$3,500.00. Motion by Mach and seconded by Stengel to accept the bid from Darin Mertens for the 4-H Static building to be removed from the present site to allow the construction of the new building to begin September 1<sup>st</sup>. Motion carried 5-0. A certificate of insurance, waiver of liability and an agreement of deadline to have the building moved offsite to be determined. Grant: Motion by Stengel and seconded by Buttke to accept the grant awarded to the county for the new 4-H building from Farm Credit Services in the amount of \$10,000. Motion carried 5-0. Thank you to Sara for applying for the grant. Report: Sara reported on the successful Achievement Days and plans for the State Fair. A discussion was held on the rental and cleanup of the 4-H grounds. The rental contract will be revised to include a rental fee plus a deposit for cleaning up the grounds, if not done by the renter. If the grounds are cleaned, the deposit will be returned.

**Travel:** Motion by Mach and seconded by Street to approve travel expenses for Commissioners, Auditor, Treasurer and Hwy Supt to attend annual convention in Rapid City. Motion carried 5-0.

**Cash Transfers:** Motion by Street and seconded by Buttke to approve the cash transfer from General Fund to the EM Fund as per the 2021 budget. Motion carried 5-0.

FROM	TO	AMOUNT
101 General	226 EM Fund	25,000

**Special Meeting:** Motion by Mach and seconded by Buttke to set a special joint hearing on August 31, 2021, at 8 AM with the P & Z Board to take testimony on the Cannabis Ordinance, for the Commission to hold a hearing on the licensing provisions for cannabis and to consider action on the box culvert project #26-320-053 by DeVaal's. Motion carried 5-0.

**NorthWestern Franchise:** An application was received from NorthWestern for the purpose of renewing its franchise to erect and maintain its present and future transmission lines in, along and over the county's public highway system. Motion

by Stengel and seconded by Street to set September 21<sup>st</sup> at 10:30 AM for the public hearing for the renewal of the NorthWestern 20-year lease. Motion carried 5-0.

**Scantron:** Motion by Buttke and seconded by Stengel to approve a contract with Scantron to implement security awareness training for employees through email education at a monthly cost of \$116.25 per month and an installation fee of \$295.00. Motion carried 5-0.

**2022 Budget:** Auditor Layher informed the Commission the 2022 health insurance premium came in at a 2.5% increase. The Provisional Budget was prepared with a 15% increase and the insurance line item will be decreased by \$67,600 when the final budget corrections are approved in September.

**Reports:** EM Kevin Schuelke reported on wind tower safety training with first responders and personnel from the wind tower safety team; the regional training was held in July; the LEPC meeting with the area fire chiefs in attendance; the text calling software I Am Responding has been installed; shared information on the booster shots for the COVID vaccine and Tommy the Turtle program for school children. **ROD:** Becky Wellnitz reported the fees collected for the month of July were \$21,977.25 indicating a busy month of recording. The office had two days with technicians replacing two computer towers and those two were moved to the public computers. Software was updated also. Some of the functions are not working on all the computers, but the situation is being addressed. The Vital Records Department provided new Marriage License Application forms as of July 1, to conform to the changes made with House Bill 1067. Twelve marriage licenses were issued in July. **DOE:** Kathy Steinlicht reported the reappraisal in Milbank is being done in the area west of Hwy 15 and north of Hwy 12. The inspection of new construction and appraisal based on the building permits will be started later this fall. **Treasurer:** Karla DeVaal reported the adding of tax receipts by taxpayer for the second half tax totals has been completed, the staff processed 304 title transfers in July and escrow companies have started requesting tax information for paying second half taxes. **Auditor:** Karen Layher reported the cost of publications for the referendum election was \$2,389.15 and the election payroll expense was \$5,501.31. The office staff is working on the bi-annual list maintenance process for voter registration; preparing the lien records for mailing; online software training will be held for staff this week and computer hardware issues have been a priority this month.

**Unfinished Business:** None

**New Business:** None

**Correspondence:** None

**Consent:** Motion by Mach and seconded by Stengel to approve the consent agenda. Motion carried 5-0.

1. Approve Plats: 2021-26
  - a. LOT 1 OF HANSON FARM ADDITION LOCATED IN THE SE1/4 OF SECTION 2, TOWNSHIP 121 NORTH, RANGE 50 WEST OF THE 5<sup>TH</sup> P.M., GRANT COUNTY, SOUTH DAKOTA, as described above and hereon be approved and accepted and the Chairman is hereby instructed to endorse on such plat this resolution and to certify the same.

William J. Tostenson, Chairman  
Board of Commissioners  
Grant County, South Dakota

2021-27

- b. BE IT RESOLVED by the Board of County Commissioners of Grant County, South Dakota, that the plat entitled: "LOT 1 OF BETSY DORSETT ADDITION IN THE COUNTY OF GRANT, SOUTH DAKOTA, Located in the Southwest Quarter (SW1/4) of Section 20, T121N, R52W of the 5<sup>th</sup> P.M., in the former Sisseton Wahpeton Indian Reservation, Grant County, South Dakota", which has been submitted for examination pursuant to law, and it appearing that all taxes and special assessments have been paid and that such plat and the survey thereof have been made and executed according to law, the plat is hereby approved, and the County Auditor is hereby authorized and directed to endorse on such plat a copy of this Resolution and certify the same.  
Dated this 17<sup>th</sup> day of August, 2021.

Karen M. Layher  
County Auditor  
Grant County, South Dakota

2. Approve appointment of Eric Ternus and Darcie O'Farrell to the Visiting Neighbor Board to fill the positions of Margaret Skoog and Char Eliason
3. Approve hiring of PT Librarian Joan Sacrison effective August 17 at a rate of \$14.70
4. Approve 2022 Local EM Performance Grant for 50% of the EM Director's salary and benefits
5. Approve auto supplement of revenue and expense for EM for Code Red Grant of \$1,916.25 and EM Grant of \$4,782.30 for commercial washer and dryer
6. Declare surplus model 900W Gateway monitor, serial number 02822 and (3) APC Smart UPS battery backups for phone system, State and County systems

**Claims:** Motion by Street and seconded by Buttke to approve the claims as presented. Motion carried 5-0. Payroll for the following departments and offices for the August 13, 2021, payroll are as follows: COMMISSIONERS 3,223.90; AUDITOR 7,252.92; ELECTION 890.10; TREASURER 3,868.57; STATES ATTORNEY 6,051.42; CUSTODIANS 3,028.63; DIR. OF EQUALIZATION 3,974.57; REG. OF DEEDS 4,233.69; VET. SERV. OFFICER 1,171.50; SHERIFF 13,020.62; COMMUNICATION CTR 6,819.00; PUBLIC HEALTH NURSE 792.00; ICAP 101.20; VISITING NEIGHBOR 1,770.25; LIBRARY 7,381.48; 4-H 4,357.08; WEED CONTROL 2,401.50; P&Z 1,225.50; DRAINAGE 437.00; ROAD & BRIDGE 31,361.26; EMERGENCY MANAGEMENT 2,288.00. TOTAL: \$105,650.19.

Payroll Claims: FIRST BANK & TRUST, Fed WH 8,224.90; FIRST BANK & TRUST, FICA WH & Match 12,853.94; FIRST BANK & TRUST, Medicare WH & Match 3,006.12; AAA COLLECTIONS, deduction 33.42; ACCOUNTS MANAGEMENT, deduction 96.43; AMERICAN FAMILY LIFE, AFLAC ins. 1,468.71; WELLMARK-BLUE CROSS OF SD, Employee health ins. 985.12; OFFICE OF CHILD SUPPORT ENFORCEMENT, child support 210.00; SDRS SUPPLEMENTAL, deduction 1,195.83; SDRS, retire 11,939.37. TOTAL: \$40,013.84.

Special Referendum Election payroll: \$5,183.15.

MONTHLY FEES: SDACO, ROD modernization fee 500.00; SD DEPT OF REVENUE, monthly fees 162,913.09. TOTAL: \$163,413.09.

A-OX WELDING, supplies 16.15; ADVANCED TECHNOLOGIES, postage & supplies 255.50; AUTOVALUE, supplies 591.37; AVERA QUEEN OF PEACE, health services 73.00; BANNER ASSOC, contracted proj 3,929.00; BERENS MARKET, supplies 56.33; BITUMINOUS PAVING, seal coating 165,132.50; BOOS JENNEN LAW FIRM, prof services 198.00; BORNS, mailing expense 1,114.36; BUTLER, repairs & maint 272.52; CENGAGE LEARNING, books 101.05; CENTER POINT, books 452.05; CENTURYLINK, phone 151.08; CITY OF WATERTOWN, 911 surcharge 6,168.85; CITY OF WATERTOWN, prof services 317.64; CONSOLIDATED READY MIX, gravel 5,116.50; CRAIG DEBOER, car wash usage 17.22; DAY COUNTY AUDITOR, seal coating 12,688.12; GRANT COUNTY REVIEW, publishing 3,078.64; GRANT-ROBERTS RURAL WATER, water usage 32.20; GREEN ROBY OVIATT, court appt atty 407.70; HARTMAN'S, supplies 79.89; HMN ARCHITECTS, prof services 1,425.70; INGRAM, books 743.27; INTER-LAKES COMM ACT,

service worker 2,565.92; ITC, phone, internet, & 911 transport 1,424.48; KATHLEEN PARISOT, reference books 60.00; LEWIS, supplies 255.01; LINCOLN COUNTY AUDITOR, prof services 59.40; MCLEOD'S, supplies 55.00; MICROFILM IMAGING SYSTEMS, scanner rent 620.00; MICROMARKETING, audio/visuals 56.03; NORTHWESTERN ENERGY, natural gas 14.52; OFFICE PEEPS, repairs & maint 57.84; OTTER TAIL POWER, electricity 3,086.26; PETERS DISTRIBUTING, repair & maint 672.38; POSTMASTER, postage 214.00; R.D. OFFUTT, repair & maint, supplies 1,463.76; RC TECHNOLOGIES, 911 transport & tower rent 95.96; RELX, reference books 162.43; RIVER STREET PETROLEUM, gas & diesel fuel 5,140.45; RUNNINGS, supplies 259.62; SAFETY-KLEEN SYSTEMS, supplies 234.26; SCANTRON, prof services 5,001.55; SD ASSN CO COMMISSIONERS, registration 740.00; STATE OF SD, supplies & mosquito control 130.00; STATE OF SOUTH DAKOTA, major equipment 32,000.00; STREET GRAPHEX, supplies 181.57; TRANSOURCE TRUCK, repairs & maint 634.57; TRUENORTH STEEL, bridge & culverts 49,572.00; VALLEY OFFICE, supplies 1,429.69; VALLEY SHOPPER, publishing 217.92; VERIZON WIRELESS, hotspot 38.52; VISA, books, commissary, gas, registration 1,194.61; WASTE MANAGEMENT, garbage service 257.90; WHETSTONE HOME CENTER, supplies 159.35; WHETSTONE VALLEY ELECTRIC, electricity 570.11; XEROX, copier rent 689.43; ZEM'S FRESH STARTS, supplies 31.41. TOTAL: \$311,764.59.

**Executive Session:** Motion by Mach and seconded by Stengel to enter executive session at 10:53 AM for the purpose of a personnel issue pursuant to SDCL 1-25-2 (1). Motion carried 5-0. Auditor Layher was present. Chairman Tostenson declared the meeting open to the public at 11:45 AM. No action was taken because of the executive session.

It is the policy of Grant County, South Dakota, not to discriminate against the handicapped in employment or the provision of service.

The next scheduled meeting dates will be August 31, September 7 and 21, 2021, at 8 AM. Motion by Stengel and seconded by Mach to adjourn the meeting. Motion carried 5-0. Meeting adjourned.