

February 20, 2024

The Grant County Commission met at 8 AM with Commissioners Buttke, Mach, Stengel, Tostenson, and Street present. Chairman Tostenson called the meeting to order. Motion by Buttke and seconded by Street to approve the February 6, 2024 minutes. Motion carried 5-0. Minutes filed. Motion by Mach and seconded by Stengel to approve the agenda. Motion carried 5-0.

Present from the public were Scott O’Konek with Summit Carbon Solutions and Ed and Jan Dooley. State Auditor Maria Schwader attended by teleconference. Staff members present were Commissioner Assistant Layher, Hwy Supt Peterson, EM Director Schuelke, and States Attorney Schwandt. Drainage Officer Berkner attended by teleconference.

Public Comment: Chairman Tostenson called for public comment three times. There were no comments. Chairman Tostenson closed the public comment.

The Auditor’s Account with the Treasurer for January 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 January, 2024.

Cash on Hand	\$1,366.00
Checks in Treasurer's possession	
less than 3 days	\$50,370.05
Cash Items	\$0.00
TOTAL CASH ASSETS ON HAND	\$51,736.05
RECONCILED CHECKING	
First Bank & Trust	\$4,917.31
Interest	\$0.00
Credit Card Transactions	\$2,741.73
First Bank & Trust (Svgs)	\$9,094,822.77
CERTIFICATES OF DEPOSIT	
First Bank & Trust	\$0.00
First Bank & Trust (TIF)	\$0.00

TOTAL CASH ASSETS **\$9,154,217.86**

GENERAL LEDGER CASH BALANCES:

General	\$3,087,711.89
General restricted cash	\$2,350,000.00
Cash Accounts for Offices General Fund	\$656.00
Sp. Revenue	\$2,157,712.12
Sp. Revenue restricted cash	\$0.00
Ambulance District	\$2,853.41
Henze Road District	\$0.00
TIF Milbank	\$0.00
TIF Rosewood Mil-3	\$0.00
TIF Water Dist.	\$0.00
Special Assessment Land Rent	\$0.00
Trust & Agency	\$1,555,284.44
(schools 209,619.10, twps 30,367.52, city/towns 44,339.12)	
ACH Correction	\$0.00

TOTAL GENERAL LEDGER CASH **\$9,154,217.86**

Dated this 9th day of February, 2024

Kathy Folk
County Auditor

The Register of Deeds fees for the month of January were \$24,394.25. The Clerk of Courts fees for the month of January were \$10,004.60. The Sheriff fees for the month of January were \$6,612.64 with \$3,112.64 received into the General Fund. Statistics for the month of January 2024 for the Sheriff's Office were presented by report. Average Daily inmate population 8.29; Number of bookings 17; Work release money collected \$220.00; 24/7 Preliminary Breath Test (PBT) fees collected \$476.00; SCRAM (alcohol detecting bracelet) fees collected \$516.00; 24/7 PBT participants 6; SCRAM (Sobriety Program) participants 4; UA participants 11; Calls for Service (does not include walk-in traffic) 243; Accidents investigated 3; Civil papers served 72; Cumulative miles traveled 11,742; 911 calls responded to (including Milbank) 65.

HWY: CDL Classes: Supt Peterson asked the Commission if the county could pay for CDL classes for new hires initially with the prorated cost of training and expenses to be reimbursed to the county if the employee does not stay two years with the county. Motion by Mach and seconded by Stengel for the county to pay for CDL classes initially for new hires with the prorated cost of training and expenses to be reimbursed to the county if the employee does not complete two years employment with the county. Supt Peterson said some applications he is receiving do not have a CDL and he would like to have that option for the applicants. States Attorney Schwandt has prepared a Reimbursement Agreement

for the employee to sign upon employment. Supt Peterson explained the different locations of classes and their cost. He would also like to send some of the county's seasoned drivers to classes so they will be able to train new drivers under the new regulations. Chairman Tostenson called for the vote. Motion carried 5-0.

Approve Bridge Reinspection: Motion by Mach and seconded by Street to approve Resolution 2024-04 with SDDOT for consultant selection. Supt Peterson recommended using Banner Associates for the bridge reinspection's. Chairman Tostenson called for the vote. Motion carried 5-0. Resolution adopted.

2024-04
BRIDGE REINSPECTION
PROGRAM RESOLUTION
FOR USE WITH SDDOT RETAINER CONTRACTS

WHEREAS, 23 CFR 650 Subpart C, requires initial inspection of all bridges and reinspection at intervals not to exceed two years with the exception of reinforced concrete box culverts that meet specific criteria. These culverts are reinspected at intervals not to exceed four years.

THEREFORE, Grant County is desirous of participating in the Bridge Inspection Program.

The County requests SDDOT to hire Banner Associates, Inc. (Consulting Engineers) for the inspection work. SDDOT will secure federal approvals, make payments to the Consulting Engineer for inspection services rendered, and bill the County for 20% of the cost. The County will be responsible for the required 20% matching funds.

Dated this 20th day of February, 2024, at Milbank, South Dakota.

Board of County Commissioners
Of Grant County

ATTEST:

Kathy Folk
County Auditor

William Tostenson
Chairman of the Board

Biannual Audit: The closing audit conference was held by teleconference with State Auditor Maria Schwader for the period of 2021-2022. She reported all staff members were very helpful in providing the data she requested. She reviewed the letter of governance, the representation letter, the management letter, and the schedule of comments. The State Auditor recommends that the county strengthen internal controls over financial reporting. Motion by Mach and seconded by Stengel that the county acknowledges the issue and will continue to take measures

to ensure this is corrected in future years. Chairman Tostenson called for the vote. Motion carried 5-0.

Summit Carbon: Scott O’Konek with Summit Carbon Solutions (SCS) presented their project overview of the proposed pipeline. POET, including the Big Stone plant, has recently joined the project. SCS is planning to have one single pipeline starting from the ethanol plant going southeast of Milbank then west into Watertown. There will be approximately 25 miles of pipeline in Grant County. It would be a one-million-dollar annual increase in property taxes to be split between the towns, townships, schools, and county. Along with safety, SCS’ top priority is collaborating with landowners in IA, MN, NE, SD, and ND to drive growth in ethanol, agriculture, and energy.

Omitted Property Hearing: The hearing to add omitted property to the 2024 assessment year was held at 9:30 AM. The appellants were not present. The home was purchased by the new owner on August 11, 2023. Motion by Buttke and seconded by Street to add the assessed value of \$148,528 and taxes of \$1,002.38 to the new property owner based on the sale date of 8-11-2023 for omitted property application OP 2024-01. Chairman Tostenson called for the vote. Motion carried 5-0.

P & Z: Director Berkner via Zoom proposed the county’s zoning ordinance should have the definitions updated. With changes in technology and utilities there is wording like pipeline, powerline, solar, etc. that are not defined in the current zoning ordinance. The Commission discussed updating the definitions. It was decided to continue this discussion at their next meeting on March 5, 2024.

Executive Session: Motion by Mach and seconded by Stengel to enter executive session at 11:16 AM for the purpose of a personnel issue(s) pursuant to SDCL 1-25-2 (1). Motion carried 5-0. States Attorney Schwandt was present. Chairman Tostenson declared the meeting open to the public at 1:15 PM. No action was taken because of the executive session.

Travel: None

County Assistance: None

Copier Lease: The Treasurer’s office is requesting a small Xerox copier for their office. The quote from Valley Office Products is \$25.26 per month for 48 months. This includes all materials and supplies except paper. Motion by Buttke and

seconded by Stengel to approve the Xerox copier lease for \$25.26 per month for 48 months for the Treasurer's office. Chairman Tostenson called for the vote. Motion carried 5-0.

Website Quote: Commissioner Assistant Layher received a quote to update the county website from Ginger Thompson for \$1,600 to \$2,500. Motioned by Stengel and seconded by Buttke to approve Ginger Thompson to update the county website for \$1,600 to \$2,500. Chairman Tostenson called for the vote. Motion carried 5-0.

P & Z Board: The Commission discussed the appointment of Steve Spors to the P & Z Board. Motion by Mach and seconded by Buttke to appoint Steve Spors to the P & Z Board on the condition of him accepting the position. Chairman Tostenson called for the vote. Motion carried 5-0.

Unfinished Business: The Commission discussed purchasing a different EM vehicle. There is a used GMC Yukon at Unzen's available. They would like EM Director Schuelke to look at it before deciding.

New Business: Chairman Tostenson gave them an update on the Grant County Development Corporation.

Correspondence: None

Claims: Motion by Stengel and seconded by Buttke to approve the claims. Motion carried 5-0. A-OX WELDING, supplies 102.04; ADVANCED TECHNOLOGIES, supplies 35.99; MNB CLEANING, prof services 700.00; AUSTIN, STRAIT, BENSON, THOLE, court appt atty 1,514.80; AVERA MCKENNAN, health services 360.00; BANNER, hwy projects 436.00; BITUMINOUS PAVING, seal coating 62,211.90; BORNS GROUP, mailing expense 1,050.98; BUTLER, supplies 74.77; CARTNEY CORP, supplies 103.42; CCP INDUSTRIES, supplies 267.53; CENTER POINT, books 226.50; CODY KELLY, prof services 250.00; COLEPAPERS, supplies 322.38; CRAIG DEBOER, car wash usage 157.06; CRIMESTAR USA, support renewal 2,800.00; DENNIS AMBERG, minor equip 2,766.57; FISHER SAND & GRAVEL, riprap 202.30; FOOD-N-FUEL, inmate meals 1,332.00; GRANT COUNTY REVIEW, publishing 206.00; GRANT-ROBERTS RURAL WATER, water usage 40.10; HELSPER, MCCARTY & RASMUSSEN, court appt atty 3,268.85; INGRAM, books 1,066.87; INSIGHT, supplies 52.50; INTER-LAKES COMM ACTION, service worker 2,628.00; ITC, phone & internet 2,191.27; INTOXIMETERS, supplies 200.00; LUCILLE YOUNGBERG, prof services 203.30; MCLEOD'S, supplies 604.88;

MICROMARKETING, audio/visual 137.97; MILBANK AUTO PARTS, supplies 27.98; MILBANK SCHOOL, allocations 1,370.87; MILBANK WINWATER WORKS, parts 180.54; MOTOROLA SOLUTIONS, computer repairs & maint 618.75; NORTHWESTERN ENERGY, natural gas 684.53; NOVAK SANITARY SERVICE, shredding services 48.83; OTTER TAIL POWER, electricity 4,112.29; PETERS DISTRIBUTING, minor equip, repairs & maint 1,254.15; PREMIER TAX SERVICE, prof services 400.00; R.D. OFFUTT, repairs & maint 1,362.00; RC TECHNOLOGIES, 911 transport & tower rent 95.96; REDWOOD TOXICOLOGY, supplies 425.08; RIVER STREET PETROLEUM, ethanol & diesel 5,108.46; ROBERTS CO SHERIFF, inmate housing 9,775.74; ROCKMOUNT RESEARCH & ALLOYS, supplies 576.50; RUNNINGS, supplies 432.75; SAFETY-KLEEN SYSTEMS, supplies 250.71; SANDRA FONDER, prof services 58.33; SANITATION PRODUCTS, parts 3,083.60; SCANTRON, minor equip & prof services 13,692.83; SD ASSN COUNTY OFFICIALS, registration 400.00; SD DEPT OF HEALTH, blabs 775.00; SDACES, dues 45.00; SDAE4-HP, registration 65.00; SHANE LARSON, health services 2,250.00; ST WILLIAMS CARE CENTER, inmate laundry 226.00; STEPP MFG, parts 1,228.28; TRAPP PLUMBING, repairs & maint 180.54; TWIN VALLEY TIRE, repairs & maint 31.73; VALLEY OFFICE PRODUCTS, supplies 783.32; VALLEY SHOPPER, publishing 28.83; VERIZON, hotspot 38.52; WEST CENTRAL COMMUNICATIONS, repairs & maint 369.50; WHETSTONE HOME CENTER, supplies 354.41; WHETSTONE VALLEY ELECTRIC, electricity 1,014.00; XEROX, copier rent 745.29. TOTAL: \$137,609.30.

JANUARY 2024 MONTHLY FEES: SDACO, ROD modernization fee 214.00; SD DEPT OF REVENUE, monthly fees 177,948.91. TOTAL: \$178,162.91.

Payroll for the following departments and offices for the February 14, 2024, payroll are as follows: COMMISSIONERS 7,861.04; AUDITOR 9,691.90; ELECTION 327.45; TREASURER 6,143.24; STATES ATTORNEY 7,571.14; CUSTODIANS 3,609.78; DIR. OF EQUALIZATION 5,094.95; REG. OF DEEDS 5,191.53; VET. SERV. OFFICER 1,359.60; SHERIFF 15,640.69; COMMUNICATION CTR 7,714.85; PUBLIC HEALTH NURSE 1,364.40; ICAP 76.25; VISITING NEIGHBOR 1,915.59; LIBRARY 8,490.96; 4-H 4,034.43; WEED CONTROL 2,221.40; P&Z 1,875.80; DRAINAGE 113.00; ROAD & BRIDGE 31,836.00; EMERGENCY MANAGEMENT 2,603.25. TOTAL: \$124,737.25.

Payroll Claims: FIRST BANK & TRUST, Fed WH 8,795.51; FIRST BANK & TRUST, FICA WH & Match 14,892.92; FIRST BANK & TRUST, Medicare WH

& Match 3,483.10; ACCOUNTS MANAGEMENT, deduction 80.76; AMERICAN FAMILY LIFE, AFLAC ins. 1,615.51; ARGUS DENTAL, ins. 605.97; WELLMARK-BLUE CROSS OF SD, Employee health ins. 2,895.60; OFFICE OF CHILD SUPPORT ENFORCEMENT, child support 210.00; SDRS SUPPLEMENTAL, deduction 1,208.33; SDRS SUPPLEMENTAL, special pay 5,652.00; SDSR SUPPLEMENTAL, fee 45.00; SDRS, retire 14,127.38. TOTAL: \$53,612.08.

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

1. Approve cash transfer from General Fund to the EM Fund # 226 in the amount of \$40,000 as per the 2024 budget
2. Approve list of volunteers for library, weather spotters, POD, snowmobile club and LEPC as per insurance requirements
3. Approve GoDaddy SSL certificate with Secur-Serv for a single domain license at \$79.99 for 1-year

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 March 5 and 19 and April 2, 9 (Equalization) and 16, 2024 at 8 AM in the basement meeting room. Motion by Stengel and seconded by Street to adjourn the meeting. Motion carried 5-0. Meeting adjourned.

Kathy Folk, Grant County Auditor

William Tostenson, Chairman, Grant County Commissioners