

December 20, 2022

The Grant County Commission met at 8:00 AM with Commissioners Buttke, Mach, Stengel and Tostenson. Commissioner Street joined the meeting at 8:10 AM. Chairman Stengel called the meeting to order with a quorum present. Motion by Mach and seconded by Tostenson to approve the minutes of the December 6, 2022, meeting as presented. Motion carried 4-0. Minutes filed. Motion by Tostenson and seconded by Buttke to approve the agenda with the addition of MOU Agreement and a Rescanned Image contract with the Grant County Title Co. Motion carried 4-0.

No members of the public were present. Staff members present were States Attorney Schwandt and Deputy Auditor Folk.

Public Comment: Chairman Stengel called for public comment. There were no comments. Chairman Stengel closed the public comment.

The Auditor's Account with the Treasurer for November 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 November, 2022.

Cash on Hand	\$2,387.41
Checks in Treasurer's possession less than 3 days	\$32,835.52
Cash Items	\$0.00
TOTAL CASH ASSETS ON HAND	\$35,222.93
RECONCILED CHECKING	
First Bank & Trust	\$3,098.37
Interest	\$0.00
Credit Card Transactions	\$7,586.72
TIF Fees	\$0.00
First Bank & Trust (Svgs)	\$8,180,053.00
CERTIFICATES OF DEPOSIT	
First Bank & Trust	\$0.00
First Bank & Trust (TIF)	\$0.00
TOTAL CASH ASSETS	\$8,225,961.02

GENERAL LEDGER CASH BALANCES:

General	\$3,761,524.01
General restricted cash	\$2,050,000.00
Cash Accounts for Offices General Fund	\$656.00
Sp. Revenue	\$1,076,157.81
Sp. Revenue restricted cash	\$0.00
Henze Road District	\$273.18
TIF Apportioning	\$0.00
TIF Milbank	\$1,620.98
TIF Milbank Rosewood	\$0.00
Special Assessment Land Rent	\$0.00
Trust & Agency (schools 2,816,903.66 twps 203,672.95, city/towns 351,580.91)	\$1,335,729.04
ACH Correction	\$0.00

TOTAL GENERAL LEDGER CASH

\$8,225,961.02

Dated this 13th day of December, 2022

Karen M. Layher
County Auditor

The Register of Deeds fees for the month of November were \$10,307.00. The Clerk of Courts fees for the month of November were \$9,774.18. The Sheriff fees for the month of November were \$3,329.00 with \$2,629.00 receipted into the General Fund.

Highway: Supt Daren Peterson reported on the cost of adding the white pavement line on each side of the asphalt roads. In addition to the 30 miles of pavement marking done by the county each year, it would cost \$21,000.00 for the white lines. The Commission asked Daren to include the white pavement marking on the next contract for the Commission's final decision. Daren also reported when all the equipment is out moving snow between 400 to 600 gallons of fuel is used per day at an approximate cost of \$1,800.00. There are 915 miles in the snow routes.

BIG Grant: Supt Daren Peterson presented an application resolution, utilities certificate and a ROW certificate to apply for a BIG grant for bridge 26-270-237 located on 476th Ave (Hwy 27), 0.3 miles north of 166th St. in Georgia Twp. The second bridge is 26-310-177 located on 480th Ave (Hwy 31), 0.3 miles north of 160th St. in Vernon West Twp. If the county is awarded a BIG grant, the construction date for the bridges would be in 2024 or 2025. Motion by Tostenson and seconded by Buttke to approve signing the documents for the two grant applications with the county's cost share being 20%. Motion carried 5-0. Resolutions adopted.

2022-20
Bridge Improvement Grant Program
Resolution Authorizing Submission of Applications

WHEREAS, Grant County wishes to submit an application(s) for consideration of award for the Bridge Improvement Grant Program:

STRUCTURE NUMBER(S) AND LOCATION(S):

Structure No. 26-270-237 located on 476th (Hwy 27) Ave., 0.3 miles north on 166th St.

and WHEREAS, Grant County certifies that the project(s) are listed in the county's Five-Year County Highway and Bridge Improvement Plan*;

and WHEREAS, Grant County agrees to pay the **20% match** on the Bridge Improvement Grant funds;

and WHEREAS, Grant County hereby authorizes the Bridge Improvement Grant application(s) and any required funding commitments.

NOW THEREFORE BE IT RESOLVED: That the South Dakota Department of Transportation be and hereby is requested to accept the attached Bridge Improvement Grant application(s).

Vote of Commissioners: Yes : 5 No: 0

Dated at Milbank, SD this 20th day of December 2022.

ATTEST:

Karen M. Layher
County Auditor

Doug Stengel
Chairman

2022-21
Bridge Improvement Grant Program
Resolution Authorizing Submission of Applications

WHEREAS, Grant County wishes to submit an application(s) for consideration of award for the Bridge Improvement Grant Program:

STRUCTURE NUMBER(S) AND LOCATION(S):

Structure No. 26-310-177 located on 480th (Hwy 31) Ave., 0.3 miles north on 160th St.

and WHEREAS, Grant County certifies that the project(s) are listed in the county's Five-Year County Highway and Bridge Improvement Plan*;

and WHEREAS, Grant County agrees to pay the **20% match** on the Bridge Improvement Grant funds;

and WHEREAS, Grant County hereby authorizes the Bridge Improvement Grant application(s) and any required funding commitments.

NOW THEREFORE BE IT RESOLVED: That the South Dakota Department of Transportation be and hereby is requested to accept the attached Bridge Improvement Grant application(s).

Vote of Commissioners: Yes : 5 No: 0

Dated at Milbank, SD this 20th day of December 2022.

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Karen M. Layher
County Auditor

Doug Stengel
Chairman

Vernon Twp: Supervisors John Loeschke and Tim Wollschlager discussed with the Commission the county’s policy on replacing culverts/bridges on township roads. The question asked was will the county provide the culvert or do the work to replace the culvert. Under SDCL 31-14-27 it states the Commission may cause the work to be done by the county. In prior years the requests from township supervisors have been considered on a case-by-case basis as what the county will do. With the Small Structure Inventory funding program, the townships are encouraged to apply for these funds. Supt Peterson reported that SDLTAP will assist the townships that qualify to apply for the Small Structure funds to fill out their forms on January 4 at 10:30 AM here in the Courthouse.

Cash Transfer: Motion by Mach and seconded by Buttke to approve the cash transfer as per the 2022 budget. Motion carried 5-0.

FROM	TO	AMOUNT
101 General Fund	201 Highway Fund	\$250,000

Auto Supplement: Motion by Mach and seconded by Buttke to approve an auto supplement of revenue and expense fund #246 for the Lowthian donation of \$2,000.00 and the AT&T grant of \$4,000.00 for library programming, tables and chairs. Motion carried 5-0.

Budget Supplement: Motion by Tostenson and seconded by Buttke to set January 17, 2023, at 9 AM for a budget supplement hearing to adopt additional budget authority in the amount of \$50,000.00 for #523 4-H building. Motion carried 5-0.

Public Defender: The bid opening for the 2023 Public Defender contract was held at 9 AM. The following bids were received. Gregory P. Grajczyk Law Office for an annual fee of \$40,800.00. Attorney Teree A. Nesvold with the firm Helsper, McCarty & Rasmussen, P.C. for an annual fee of \$50,000.00. Motion by Tostenson and seconded by Buttke to accept the bid of \$40,800.00 from Grajczyk Law Office. Motion carried 5-0.

ROD: Motion by Tostenson and seconded by Buttke to approve signing the Memorandum of Understanding Agreement for the sharing of documents, books and indexes and the Rescanned Image contract for the scanning cost of documents for the Grant County Title Co effective January 1, 2023. Motion carried 5-0.

Unfinished Business: Drainage Officer Berkner reported he had received permission to go onsite of the Grant Street drainage project in Adams East Twp and will contact Grant to discuss if the tile project is complete and ask for a final tile map. When all the information is received, he will present a final report to the Commission.

Commissioner Buttke reported on the courthouse copper roof as an insurance adjuster had inspected the hail damage. The report indicates there is only cosmetic damage and with the quality of the copper any repair work is not suggested.

New Business: None

Correspondence: None

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

1. Approve letter of agreement for 2023 with First District to provide administrative and technical assistance for the Planning Commission, Board of Adjustment and Commission-contract maximum of \$7,000
2. Approve 2023 contract with First District for GIS website hosting for \$2,500
3. Approve 2023 contract with First District for the parcel layer database updates for \$6,000

Executive Session: Motion by Mach and seconded by Street to enter executive session at 9:52 AM for the purpose of a personnel(s) issue pursuant to SDCL 1-25-2(1). Motion carried 5-0. Auditor Layher and Deputy Auditor Folk were present. Chairman Stengel declared the meeting open to the public at 10:20 AM. Motion by Mach and seconded by Street to record administrative hours earned by the eligible highway employees due to the closing of the Courthouse be recorded in the employee's vacation accrual. Motion carried 5-0.

Claims: Motion by Mach and seconded by Street to approve the claims. Motion carried 5-0. A-OX WELDING, supplies 17.11; ADRIAN BARRADAS, repair & maint 238.78; BERENS MARKET, supplies & inmate groc 294.97; BORNS GROUP, mailing expense 1,224.37; BUTLER, repair & maint 233.01; CENTER POINT, books 474.27; CENTURYLINK, phone 152.28; CERTIFIED

LANGUAGES INTERN, prof services 37.95; CHS, diesel 3,585.27; CITY OF MILBANK, prof services 361.00; CITY OF WATERTOWN, 911 surcharge 6,300.34; CLAIMS ASSOCIATES, insurance reimburse 5,000.00; CRAIG DEBOER, car wash usage 295.96; CREATIVE CO, books 330.40; CREATIVE EDUCATION, books 136.69; ELECTION SYSTEMS & SOFTWARE, prof services 3,100.81; FIRST BANK & TRUST/VISA, gas, supplies, motel 3,004.67; FREMAREK, supplies 140.89; GALL'S, supplies 681.85; FOOD-N-FUEL, inmate meals 282.00; GRANT-ROBERTS RURAL WATER, water usage 40.90; INGRAM LIBRARY SERVICES, books 993.36; INSIGHT PUBLIC SECTOR, supplies 684.50; INTER-LAKES COMMUNITY ACT, service worker 2,605.25; ITC, phone & internet 2,666.84; JASON SACKREITER, garbage service 230.00; JEREMY WIESE, supplies 6.80; KEVIN MEYER, supplies 132.06; KJ & K FLOWERS, supplies 56.50; KNOX ASSOC, minor equipment 1,890.00; LEWIS FAMILY DRUG, supplies 406.20; MACK STEEL WAREHOUSE, supplies 209.94; MARSHALL COUNTY AUDITOR, prof services 11,093.37; MICROFILM IMAGING SYSTEMS, scanner rent 620.00; MICROMARKETING, audio/visual 93.98; MILBANK WINWATER WORKS, supplies 275.75; NATIONAL 4-H COUNCIL, ref books 2,299.37; OTTER TAIL POWER, electricity 3,366.51; R.D. OFFUTT, repair & maint 222.50; RC TECHNOLOGIES, 911 transport & tower rent 95.96; REDWOOD TOXICOLOGY, supplies 221.15; RELX, online charges 725.00; RIVER STREET PETROLEUM, diesel 2,400.92; ROBERTS CO TREASURER, repair & maint 876.37; ROY STOLPMAN, gravel 92,000.00; RUNNINGS, supplies 1,200.59; SANDRA FONDER, prof services 58.33; SCANTRON, prof services 5,541.30; SD ATTORNEY GENERAL, SCRAM & PBT fees 1,826.00; SD DEPT TRANSPORTATION, hwy project 4,582.78; SDSU EXTENSION, mileage 185.71; TITAN MACHINERY, repair & maint 9,955.91; TRAPP PLUMBING, supplies 131.33; VALLEY OFFICE PRODUCTS, supplies 1,307.47; VALLEY SHOPPER, publishing 26.58; VERIZON, hotspot 38.52; WHETSTONE HOME CENTER, supplies 267.86; WHETSTONE VALLEY ELECTRIC, electricity 688.89; XEROX, copier rent 930.50. TOTAL: \$176,847.62.

MONTHLY FEES: SDACO, ROD modernization fee 196.00; SD DEPT OF REVENUE, monthly fees 158,054.94; SD DEPT OF REVENUE, sales & use tax 100.13. TOTAL: \$158,250.94.

Payroll for the following departments and offices for the December 14, 2022, payroll are as follows: COMMISSIONERS 3,335.90; AUDITOR 9,750.88; ELECTION 522.20; TREASURER 5,441.25; STATES ATTORNEY 7,116.60; CUSTODIANS 3,257.38; DIR. OF EQUALIZATION 4,219.20; REG. OF DEEDS

4,374.71; VET. SERV. OFFICER 1,211.10; SHERIFF 14,613.36; COMMUNICATION CTR 7,700.33; PUBLIC HEALTH NURSE 1,452.50; ICAP 136.50; VISITING NEIGHBOR 1,852.61; LIBRARY 7,191.64; 4-H 3,806.75; WEED CONTROL 2,023.40; P&Z 1,353.28; DRAINAGE 457.88; ROAD & BRIDGE 32,410.45; EMERGENCY MANAGEMENT 2,403.00. TOTAL: \$114,630.92.

Payroll Claims: FIRST BANK & TRUST, Fed WH 8,637.93; FIRST BANK & TRUST, FICA WH & Match 13,905.70; FIRST BANK & TRUST, Medicare WH & Match 3,252.16; ACCOUNTS MANAGEMENT, deduction 115.76; AMERICAN FAMILY LIFE, AFLAC ins. 1,463.82; WELLMARK-BLUE CROSS OF SD, Employee health ins. 1,476.73; OFFICE OF CHILD SUPPORT ENFORCEMENT, child support 210.00; SDRS SUPPLEMENTAL, deduction 1,380.83; SDRS, retire 12,757.34. TOTAL: \$43,200.27.

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 December 29, 2022, and January 3 and 17, 2023 at 8 AM. Motion by Mach and seconded by Street to adjourn the meeting. Motion carried 5-0. Meeting adjourned.

Karen M. Layher, Grant County Auditor

Doug Stengel, Chairman, Grant County Commission