

January 21, 2020

The Grant County Commission met at 8AM with Commissioners Buttke, Mach, Stengel and Street. Chairman Mach called the meeting to order. Motion by Street and seconded by Stengel to approve the minutes of the January 7, 2020 meeting. Motion carried 4-0. Minutes filed. Motion by Buttke and seconded by Street to approve the agenda as presented. Motion carried 4-0. Commissioner Tostenson arrived at 8:06 AM.

Members of the public present was Al Robish, Raymond Beutler, Jerome Schuelke, Jay Elsberry, and Bobbie Bohlen.

The Auditor's Account with the Treasurer for the month of December 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 December, 2019

Cash on Hand	\$735.25
Checks in Treasurer's possession less than 3 days	\$45,680.43
Cash Items	\$0.00
<b>TOTAL CASH ASSETS ON HAND</b>	<b>\$46,415.68</b>
RECONCILED CHECKING	
First Bank & Trust	\$12,341.33
Interest	\$0.00
Credit Card Transactions/TIF Fee	\$131.50
First Bank & Trust (Svgs)	\$4,701,084.27
CERTIFICATES OF DEPOSIT	
First Bank & Trust	\$0.00
First Bank & Trust (TIF)	\$0.00
<b>TOTAL CASH ASSETS</b>	<b>\$4,759,972.78</b>
<b>GENERAL LEDGER CASH BALANCES:</b>	
General	\$1,996,372.08
General restricted cash	\$1,500,000.00
Cash Accounts for Offices General Fund	\$605.00
Sp. Revenue	\$731,817.97
Sp. Revenue restricted cash	\$0.00

Henze Road District	\$107.44
TIF Apportioning Northern Lights	\$0.00
TIF Milbank	\$0.00
TIF Northern Lights	\$0.00
Special assessment Land Rent	\$0.00
Trust & Agency (schools 42,961.27, twps 1,919.25, city/town 5,050.98)	\$531,070.29
<b>TOTAL GENERAL LEDGER CASH</b>	<b>\$4,759,972.78</b>

Dated this 13th day of January, 2020

Karen M. Layher

County Auditor

The Register of Deeds fees for the month of December were \$12,393.50, the Clerk of Courts fees for the month of December were \$7,555.47 and the Sheriff Fees for the month of December were \$6,516.05 with \$5,495.05 received into the General Fund.

The Sheriff Dept statistics for December: Average Daily inmate population 2.80; Number of bookings 11; Work release money collected \$20.00; 24/7 Preliminary Breath Test (PBT) fees collected \$296.00; SCRAM (alcohol detecting bracelet) fees collected \$54.00; 24/7 PBT participants 4; SCRAM (Sobriety Program) participants 1; Calls for Service (does not include walk-in traffic) 496; Accidents investigated 6; Civil papers served 32; Cumulative miles traveled 15,908; 911 calls responded to (including Milbank) 82.

**CHN:** Clerical assistant Jessica Anderson reported the flu clinic (POD exercise) went well. A new aspect of the training was a traveling team who went to the Big Stone School to give flu shots. She also reported that South Dakota ranks 3<sup>rd</sup> in the nation of flu shots given per capita, but over the whole US, the trend is a decline in the number of people receiving a flu vaccine. The office work load remains steady.

The Chairman called for public comment. Ray Beutler spoke on the high water level at the Kaufman Slough site on 158<sup>th</sup> St. and his concern of the township and the county road being under water this spring. He indicated there are two signs put in by Game and Fish that are now submerged under water. His suggestion is an open ditch in the county ROW to lower the water. Supt Schultz spoke on upsizing the tile in the ditch. The site may be eligible for a Mitigation Grant. The Commission will continue to work with Game and Fish on the issue.

**Highway:** A discussion was held on a reduced speed limit or a weight restriction or having both a speed limit and weight restriction on the asphalt roads during the spring thaw. Motion by Tostenson and seconded by Street to adopt the following

resolution. Commissioner Street brought forth the idea of exempting a portion of the asphalt roads by the LaBolt and the Reville elevators. Commissioner Tostenson called the question. Motion carried 5-0. Resolution adopted.

2020-01

GRANT COUNTY WEIGHT / SPEED LIMIT ENFORCEMENT RESOLUTION

WHEREAS, seasonal climatic changes can be detrimental to our highways, and

WHEREAS, The Grant County Board of County Commissioners desires to protect existing Grant County Highways, ultimately saving tax dollars, and

WHEREAS, the Grant County Board of County Commissioners desires the enforcement of weight limitations on Grant County roads as set forth and posted by the Grant County Highway Superintendent.

NOW THEREFORE BE IT RESOLVED:

WHEREAS the limits on Grant County roadways shall be set at a maximum load limit of seven tons per axel on all asphalt surface roads during the spring thaw period from March 1, 2020 to April 30, 2020, inclusive, when weight limit signs are in place. The South Dakota Highway Patrol be, and hereby is, authorized and requested to enforce the weight limitations on Grant County roads.

BE IT FURTHER RESOLVED that the penalty for the violation of the load restrictions should be as set forth in SDCL 32-22-55 and 32-22-56.

Vote of Grant County Commission: AYE: 5 NAY: 0

Dated this 21<sup>st</sup> day of January, 2020 at Milbank, SD.

Michael Mach, Commission Chairman

ATTEST:

Karen M. Layher  
Grant County Auditor

Motor Carrier: Motion by Stengel and seconded by Buttke to authorize the Chairman to sign the letter to be sent to the Motor Carrier Division requesting assistance with enforcing the weight restrictions on asphalt roads during the spring thaw. Motion carried 5-0.

ROW Application: Supt Schultz presented two right-of-way applications from WVEC to bore under or trench through County Road 4 to replace the wire between Section 24 and 13 in Melrose Twp. The second location is County Road 19

between Section 11 and 12. Commissioner Tostenson recused himself from this item of business. Motion by Street and seconded by Stengel to approve right-of-away applications ROW 2020-01 and ROW 2020-02 as presented. Motion carried 4-0.

Snow Removal: Commissioner Mach asked for consideration to hire an outside contractor to assist with snow removal on County Road 34 from Hwy 109 going west for approximately 2 miles to the Power Plant. The reason for the request is the number of employees traveling to the two plants before 7 AM in the morning. This would just be needed to open the traffic lanes until the county workers open the road fully during their normal route schedule. Commissioner Stengel stated the Big Stone City Council had concerns with keeping the Dike road open. If the county is considering an outside contractor, this road should be included. Motion by Tostenson and seconded by Stengel to contract with Ronglien Excavating at a rate of \$140 per hour for snow removal on the designated roads described above with the condition the Hwy Supt approves the expense before it is incurred. Motion carried 5-0.

		BIDS FOR FUEL		
DATE	BIDDER	ETHANOL	DIESEL #1	DIESEL #2
12/02	UPI	2.24		2.625
	Cenex	2.33		2.85
UPI was the low bidder for Ethanol at 2.24 and for a blend of Diesel 1 and 2 at 2.625.				
12/03	UPI			2.625
	Cenex			2.85
UPI was the low bidder for a blend of Diesel 1 and 2 at 2.625.				
12/19	UPI	2.179		
	Cenex	No Bid		
UPI was the only bidder for Ethanol at 2.179.				
12/27	UPI			2.525
	Cenex			2.70
UPI was the low bidder for a blend of Diesel 1 and 2 at 2.525.				
12/27	UPI			2.525
	Cenex			2.70
UPI was the low bidder for a blend of Diesel 1 and 2 at 2.525.				

**Dept Reports:** Treasurer Raynelle Mueller stated her office is working on filing the 2019 pay 2020 tax cards, the mailing service has sent out some of the tax statements, advance taxes are being processed and escrow lists for financial institutions are being pulled. DOE Kathy Steinlicht reported her office is working

on the assessment notices for mailing by March 1<sup>st</sup>, the reappraisal for Madison and Vernon Township and the Original Townsite in Milbank is complete. The priority for next year will be to complete the reappraisal for Milbank. ROD Becky Wellnitz reported her office is working on the SDDOT plats, easements and deed recordings for the Highway 15 project and issuance of vital records such as birth and death certificates. Auditor: Karen Layher stated the Dept of Revenue approved the levies the 3<sup>rd</sup> week of December, tax bills were generated and the PT 76 is being prepared for Revenue, other areas of work include W-2's, 1099's, 1095's switching to the semi-monthly payroll routine and the election season has begun with petition processing.

**Economic Development:** Executive Director Bobbie Bohlen reported the Milbank City Council has formally passed the resolution on the creation of a TIF. The next step is the developer's agreement and to determine what expenses can be used for the TIF. The financing is in place and construction on the apartment complex at the prior hospital site will begin in the spring. An invitation was extended to attend the Energize! Exploring Innovative Rural Communities Conference on May 5 and 6 being hosted here in Milbank. Several local uptown businesses will be hosting breakout sessions in their stores.

**Executive Session:** Motion by Tostenson and seconded by Buttke to enter into executive session at 9:16 AM for the purpose of a personnel issue pursuant to SDCL 1-25-2 (1) and for the purpose of litigation issues pursuant to SDCL 1-25-2(3). Motion carried 5-0. Auditor Layher, States Attorney Reedstrom and Sheriff Owen were present. Chairman Mach declared the meeting open to the public at 10:47AM. No action taken as a result of the executive session.

**Shelter:** Commissioner Buttke reported the cost of electricity including the heat costs approximately \$1500 per year. The county owns the property and Ken Dahlgren, the owner of the trailer park, pays for the heat and lights and cleaning of the building. A concern was brought forth to the Commission on the building of a small office room. Auditor Layher was requested to send a letter to Mr. Dahlgren asking him to meet with the Commission upon his return to Milbank.

**Fee Schedule:** No changes were made to the current fee structure for the county as the schedule continues to be studied. The P & Z Officer was asked to review and present some revisions in fees at the next meeting for the Commission's consideration.

**Travel:** Motion by Tostenson and seconded by Stengel to approve travel expenses for Deputy Assessor Casey Cameron to attend Conference and USPAP Course in Sioux Falls, for Weed Supervisor Nathan Mueller and Alternate delegate Blain Gatz to attend Annual Weed and Pest Conference in Aberdeen and for Deputy Auditors John Gill and Kathy Folk to attend Annual Report workshop in Mitchell. Motion carried 5-0.

**Lien:** Motion by Street and seconded by Buttke to approve an administrative lien release on account number 6002 in the amount of \$403.95. Motion carried 5-0.

**Executive Session:** Motion by Buttke and seconded by Street to enter into executive session at 12:07 PM for the purpose of a personnel issue pursuant to SDCL 1-25-2 (1) and for the purpose of litigation issues pursuant to SDCL 1-25-2(3). Motion carried 5-0. Auditor Layher was present. P & Z Administrator Krista Atyeo-Gortmaker was present for a portion of the session. Chairman Mach declared the meeting open at 1 PM. Motion by Stengel and seconded by Buttke to approve Marie Loutsch and Linda Raffety as Co-Coordiators of the Visiting Neighbor Program and to approve \$600 per month for each coordinator with each to receive their hourly pay for providing client care. Motion carried 5-0.

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

1. Approve Tim Rabe to the Weed Board replacing Roger McCulloch who has resigned
2. Approve step increase for Dispatcher Ashley Hanson to Step 6 rate of \$16.25 effective 12/30/2019
3. Approve step increase for Dispatcher James Beyer to 6 month rate of \$15.50 effective 1/4/2020
4. Approve a correction in salary for Brian Greiner to \$19.30 for 2020
5. Approve a correction in salary for Dave Athey to \$18.85 for 2020
6. Approve Cheryl Conrad and Jeanne Tietjen for reappointment to the Library Board for a 3 year term
7. Approve contract with First District of Local Gov't for the maintenance of the parcel layer at \$6000 for 2020
8. Approve contract with First District of Local Gov't for the maintenance of the GIS Website hosting at \$2500 for 2020

**Unfinished Business:** None

**New Business:** None

**Correspondence:** None

**Claims:** Motion by Stengel and seconded by Tostenson to approve the claims as presented. Motion carried 5-0. ACCESS ELEVATOR, repair & maint. 450.00; AVERA QUEEN OF PEACE, DOT testing 70.55; BEACON CENTER, allocation 625.50; BRENDA L HOLTQUIST, prof services 84.00; BUREAU OF INFORMATION, email & internet 532.00; CENTER POINT, books 476.07; CENTURYLINK, phones 592.39; CRAIG DEBOER, car wash 42.42; CRAIG STEINLY, registration 315.00; CRIMESTAR, support renewal 550.00; DELORIS J RUFER, lib rent 100.00; DEMCO, supplies 43.55; ELECTION SYSTEMS & SOFTWARE, supplies 1,064.34; FIRST DISTRICT, prof. services 8,500.00; GJT, inmate meals 393.75; GRANT/ROBERTS AMBULANCE, allocation 2,458.33; HARTMAN'S, prisoner groceries 327.70; HUMAN SERVICE AGENCY, allocation 9,035.78; INGRAM LIBRARY SERVICES, books 73.24; INTER-LAKES COMM ACT, service worker 2,414.42; ITC, internet 159.71; JOURNEY GROUP, hwy project 1,058.52; LEON'S CLEANING SERVICE, prof. services 755.60; LEWIS, supplies 14.99; MICROMARKETING, books 77.98; MILBANK AREA HOSPITAL AVERA, BLABS 535.00; MILBANK AUTO PARTS, supplies 1,471.37; MILBANK COMMUNICATIONS, repair & maint. 510.30; MOMAR, supplies 241.25; O'CONNOR, maint. agreement 2,180.62; OTTER TAIL, electricity 4,104.77; PB ELECTRONICS, repairs 342.50; PCMG, supplies 530.00; PETTY CASH, postage 23.24; QUICK PRO LUBE, supplies 195.25; QUILL, supplies 50.96; RC TECHNOLOGIES, 911 transport & tower rent 95.96; SCOTT R BRATLAND, court appt atty allocation 4,088.98; SD DEPT OF HEALTH, BLABS 120.00; THE SHOP, repairs 4,439.30; ST WILLIAMS CARE CENTER, prisoner laundry 144.00; STAR TRIBUNE, subscription 177.84; STATE OF SD, minor equip. 375.00; TRAPP PLUMBING, prof. services 68.34; TWIN VALLEY TIRE, tire repair 1,337.90; UPI, diesel fuel 9,610.50; VALLEY OFFICE PRODUCTS, supplies 44.15; VALLEY RENTAL & RECYCLING, allocation 650.00; VERIZON WIRELESS, hotspot 38.52; WEED & PEST CONFERENCE, registration 360.00; WHETSTONE VALLEY ELECTRIC, electricity 1,955.48; WITTROCK & SON, garbage service 157.50; XEROX, copier rent 872.36. TOTAL: 64,936.93.

Monthly Fees: SDACO, ROD modernization fee 374.00; SD DEPT OF REVENUE, monthly fees 104,793.05; SD DEPT OF REVENUE, sales & use tax 178.87. TOTAL: \$105,345.92.

Payroll for the following departments and offices for the January 14, 2020 payroll are as follows: COMMISSIONERS 2708.40; AUDITOR 10,123.20; TREASURER 5253.26; STATES ATTORNEY 6002.75; CUSTODIANS 2856.65;

DIR. OF EQUALIZATION 3722.00; REG. OF DEEDS 3726.46; VET. SERV. OFFICER 762.13; SHERIFF 13,753.13; COMMUNICATION CTR 8306.78; PUBLIC HEALTH NURSE 660.89; ICAP 283.20; VISITING NEIGHBOR 915.80; LIBRARY 6351.56; 4-H 3089.66; WEED CONTROL 1860.60; PLANNING & ZONING 1061.50; ROAD & BRIDGE 31,989.75; EMERGENCY MANAGEMENT 1764.00. TOTAL: \$105,191.72.

Payroll Claims: FIRST BANK & TRUST, Fed WH 8907.80; FIRST BANK & TRUST, FICA WH & Match 12,921.36; FIRST BANK & TRUST, Medicare WH & Match 3022.00; AMERICAN FAMILY LIFE, AFLAC ins. 1371.35; OFFICE OF CHILD SUPPORT ENFORCEMENT, child support 262.50; SDRS SUPPLEMENTAL, deduction 1195.83; SDRS, retire 11,783.96. TOTAL: \$39,464.80.

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 February 4 and 18 and March 3 and 17, 2020 at 8 AM. Motion by Stengel and seconded by Buttke to adjourn the meeting. Motion carried 5-0. Meeting adjourned.

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Karen M. Layher, Grant County Auditor

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Mike Mach, Chairman, Grant County Comm.