

May 5, 2020

The Grant County Commission met at 8AM by telephonic conference with the public. The meeting was held in the Courthouse Community Room.

Commissioners Buttke, Mach, Stengel, Street and Tostenson were present at the meeting site. Chairman Mach called the meeting to order. Motion by Stengel and seconded by Tostenson to approve the minutes of the meeting for April 21, 2020. Chairman Mach called for a roll call vote. Buttke aye, Street aye, Stengel aye, Tostenson aye and Mach aye. Motion carried 5-0. Minutes filed. Motion by Stengel and seconded by Street to approve the agenda with additions under new business of deregulation of the P & Z ordinance and Community Transit Bus Barn addition, and under EM a discussion of adding the county road by the Kaufman Slough to the Pre-Disaster Mitigation Plan. Chairman Mach called for a roll call vote. Buttke aye, Street aye, Stengel aye, Tostenson aye and Mach aye. Motion carried 5-0.

Member of the public who joined telephonically was Glenda Goens.

**Highway:** Supt Schultz presented a ROW occupancy application from WVEC for the replacement of underground electrical wire in Section 24 of Melrose Township on the south side of 145<sup>th</sup> St (AKA County Road 4). Motion by Street and seconded by Buttke to approve ROW 2020-18 for WVEC as presented in the application. Chairman Mach called for a roll call vote. Buttke aye, Street aye, Stengel aye, and Mach aye. Motion carried 4-0 with Commissioner Tostenson excusing himself from the item of consideration. Supt Schultz presented a ROW occupancy application from Codington Clark Electric for boring under 455<sup>th</sup> Ave between Section 1 and 6 in Lura Township. Motion by Buttke and seconded by Stengel to approve permit ROW 2020-19 for Codington Clark Electric as presented in the application. Chairman Mach called for a roll call vote. Buttke aye, Street aye, Stengel aye, and Mach aye. Motion carried 4-0 with Commissioner Tostenson excusing himself from the item of consideration. **Pavement Marking:** The 2020 pavement striping agreement with DOT for the striping of the center line of asphalt roads was reviewed. The agreement is for approximately 81 miles of striping. The county's 40% share is \$3,780.91. The county's amount over the allocated limit is \$12,147.67 for a total cost to the county of \$15,928.58. Motion by Street and seconded by Stengel to authorize Chairman Mach to sign agreement number 2020-11 for pavement marking. Chairman Mach called for a roll call vote. Buttke aye,

Street aye, Stengel aye, Tostenson aye and Mach aye. Motion carried 5-0. Sealed Bid: The bid opening for the declared surplus 2011 140M motor grader with wing and lift group was held with one bid received from RDO Equipment for a purchase price of \$53,000.00. Motion by Tostenson and seconded by Buttke to accept the bid of \$53,000.00 submitted by RDO Equipment for the 140M motor grader, serial number CAT0140MCB9G01042. Chairman Mach called for a roll call vote. Buttke aye, Street aye, Stengel aye, Tostenson aye and Mach aye. Motion carried 5-0.

DATE	BIDDER	BIDS FOR FUEL		
		ETHANOL	DIESEL #1	DIESEL #2
04/09	UPI	1.266		1.89
	Cenex	1.72		1.895

UPI was the low bidder for Ethanol at 1.266 and for a blend of Diesel 1 and 2 at 1.89.

04/30	UPI	1.166		1.20
	Cenex	1.369		1.479

UPI was the low bidder for Ethanol at 1.166 and for a blend of Diesel 1 and 2 at 1.20.

**DOE:** Kathy Steinlicht requested approval to purchase a membership for Deputy Casey Cameron in IAAO as online classes are available to complete his required certification. Motion by Street and seconded by Stengel to approve the 2020 prorated membership fee of \$112.50 for Deputy Cameron. Chairman Mach called for a roll call vote. Buttke aye, Street aye, Stengel aye, Tostenson aye and Mach aye. Motion carried 5-0.

**Board of Equalization:** Chairman Mach adjourned the Board of Commissioners and reconvened the County Board of Equalization for the purpose of reviewing a property in Stockholm. DOE Steinlicht reported she had been contacted to discuss the condition of the house which is not inhabitable as the water and electrical have been turned off. She is recommending lowering the value to \$1000 for the house and garage with the lot value to remain at \$179. Motion by Tostenson and seconded by Stengel to approve DOE Steinlicht's recommendation for the buildings and the lot for Parcel 22.05.03.15, Berg's Second Addition, Lot 15, Block 3, Town of Stockholm. Chairman Mach called for a roll call vote. Buttke aye, Street aye, Stengel aye, Tostenson aye and Mach aye. Motion carried 5-0. Motion by Stengel and seconded by Tostenson to adjourn as the County Board of Equalization for 2020. Chairman Mach called for a roll call vote. Buttke aye, Street aye, Stengel aye, Tostenson aye and Mach aye. Motion carried 5-0. Chairman Mach reconvened the Board of County Commissioners.

**EM:** Director Kevin Schuelke provided an update on the COVID-19 pandemic. He reported the City of Milbank offices are still closed and a resolution had been passed by the City Council to allow businesses to operate more openly. Kevin suggested keeping the Courthouse closed as this area will not be impacted until approximately May 10. Treasurer Mueller expressed concerns on maintaining social distancing with customers and stated plexiglass guards will be installed across the customer windows in her office. Auditor Layher asked to have staff return to normal working hours due to the workloads some offices are experiencing. Motion by Tostenson and seconded by Stengel to have the staff resume normal in house hours at the Courthouse following the CDC guidelines of social distancing, hand washing and sanitizing, to allow businesses outside of any municipal boundaries to return to limited operation provided the CDC guidelines are maintained and finally to recognize conditions due to the virus may warrant a change in policy. Chairman Mach called for a roll call vote. Buttke aye, Street aye, Stengel aye, Tostenson aye and Mach aye. Motion carried 5-0. **Kaufman Slough:** Commissioner Street stated he would like to see this section of county road by the slough added as a mitigation project on the PDM plan being prepared by First District personnel as it is a safety factor of water next to the county road. The purpose of the plan is to identify areas where road or bridge problems resurface anytime a disaster event is recognized, and FEMA provides funds to repair. Commissioner Tostenson suggested the township should add their road to the PDM plan as the township has had continuous issues of flooding, washouts and have had to build up the road. EM Director Schuelke will contact the supervisors.

**2017-2018 Audit:** Glenda Goens with the Department of Legislative Audit presented the audit findings for the years of 2017-2018. She stated the county would not have any formal adjustments for the financials. Motion by Stengel and seconded by Street to authorize Chairman Mach to sign the representation letter from Legislative Audit. Chairman Mach called for a roll call vote. Buttke aye, Street aye, Stengel aye, Tostenson aye and Mach aye. Motion carried 5-0. The audit report will be on file in the Auditor's Office when available.

**Software:** Motion by Stengel and seconded by Buttke to approve the contract with Tyler Technologies, the county's software provider, to host and install the software updates in their data center for an approximate cost of \$6,800 per year. Chairman Mach called for a roll call vote. Buttke aye, Street aye, Stengel aye, Tostenson aye and Mach aye. Motion carried 5-0.

**New Business:** Commissioner Tostenson reported Community Transit would like to move forward with applying for grant funding for an addition on the bus garage and would like to meet with County personnel to discuss land donation. Another item Commissioner Tostenson brought forth was to ask the Commission if they should review the P & Z ordinance with the States Attorney to determine if some sections of the County's Ordinance are a duplication of items managed by the PUC and if the Commission should consider deregulation of areas in the zoning ordinance. Auditor Layher was asked to schedule this discussion item with the States Attorney for June 4.

**Sheriff:** The following statistics for the month of March for the Detention Center and Sheriff's Office were presented by report. Average Daily inmate population 4.80; Number of bookings 10; Work release money collected \$120.00; 24/7 Preliminary Breath Test (PBT) fees collected \$146.00; SCRAM (alcohol detecting bracelet) fees collected \$302.00; 24/7 PBT participants 3; SCRAM (Sobriety Program) participants 0; Calls for Service (does not include walk-in traffic) 388; Accidents investigated 3; Civil papers served 58; Cumulative miles traveled 9,441; 911 calls responded to (including Milbank) 76. The 1<sup>st</sup> quarter stats for the Visiting Neighbor Program was noted.

**Consent:** Motion by Stengel and seconded by Buttke to approve the consent agenda. Chairman Mach called for a roll call vote. Buttke aye, Street aye, Stengel aye, Tostenson aye and Mach aye. Motion carried 5-0.

1. Approve agreement with SD Dept of Health for WIC clerical services for the period of 6-1-2020 to 5-31-2021 in the amount of \$3,280.00
2. Approve the Township Clerk and Treasurer bonds for 2020
3. Approve step increase to 1 year rate of \$15.75 for Madison Rosenthal, Dispatcher, effective 05-10-2020
4. Approve step increase to 1 year rate of \$18.40 for Jason Tiesing, Highway Dept, effective 05-13-2020
5. Approve contract with Roberts County for housing prisoners at a cost of \$80 per day for adults and \$195 per day for juvenile
6. Declare surplus items to be removed from inventory as no longer working or needed. List on file in the Auditor's Office

**Claims:** Motion by Tostenson and seconded by Stengel to approve the claims as presented. Chairman Mach called for a roll call vote. Buttke aye, Street aye, Stengel aye, Tostenson aye and Mach aye. Motion carried 5-0. AL'S BODY SHOP, repair 160.00; AUTOVALUE, supplies 152.14; BOOS JENNEN LAW FIRM, court appt atty 1,686.25; BRENDA HOLTQUIST, prof. services 84.00; BUTLER MACHINERY, parts 50.21; CITY OF MILBANK, water & sewer

546.28; CITY OF WATERTOWN, 911 surcharge 6,229.89; COLONIAL RESEARCH CHEMICAL, supplies 68.55; DELORIS RUFER, lib rent 100.00; ELITE DRAIN & SEWER CLEANING, repair 269.50; FOX & YOUNGBERG PC, prof. services 211.02; GRANT CO EC & DEV BOARD, allocation 8,750.00; GRANT/ROBERTS AMBULANCE, allocation 2,458.33; HEARST BUSINESS MEDIA, ref books 180.00; INSIGHT, minor equip 485.00; KENNEDY PIER LOFTUS & REYNOLDS, prof services 148.50; KEVIN MEYER, supplies 76.99; LARRY HOLTON, prof. services 19,000.00; LIBRARY STORE, supplies 244.86; MCLEOD'S, supplies 1,174.96; MICROMARKETING, dvds 41.97; MIDCONTINENT, internet 90.53; MILBANK AUTO PARTS, supplies & parts 595.58; MOTOROLA SOLUTIONS, minor equipment 48,359.73; NORTHWESTERN ENERGY, natural gas 799.72; RELX, online charges 725.00; RUNNINGS, supplies, 175.77; SCANTRON, prof. services 4,610.46; SCOTT BRATLAND, court appt atty 4,088.98; THE SHOP, prof services 337.00; TRACY GRANT, web maint 240.00; VALLEY RENTAL & RECYCLING, allocation 650.00. TOTAL: \$102,791.22

Payroll for the following departments and offices for the April 28, 2020 payroll are as follows: COMMISSIONERS 2,708.40; AUDITOR 8,237.51; ELECTION 754.04; TREASURER 5,253.26; STATES ATTORNEY 6002.75; CUSTODIANS 2,933.03; DIR. OF EQUALIZATION 3,722.00; REG. OF DEEDS 4,101.37; VET. SERV. OFFICER 762.13; SHERIFF 12,555.13; COMMUNICATION CTR 6,562.60; PUBLIC HEALTH NURSE 738.63; ICAP 436.60; VISITING NEIGHBOR 600.00; LIBRARY 5,668.93; 4-H 3,084.11; WEED CONTROL 1,984.80; P & Z/Drainage 1,153.18; ROAD & BRIDGE 31,921.48; EMERGENCY MANAGEMENT 1,842.40. TOTAL: \$101,022.35.

Payroll Claims: FIRST BANK & TRUST, Fed WH 8,279.62; FIRST BANK & TRUST, FICA WH & Match 12,264.88; FIRST BANK & TRUST, Medicare WH & Match 2,868.42; AMERICAN FAMILY LIFE, AFLAC ins. 1,390.29; WELLMARK-BLUE CROSS OF SD, Employee and Commission health ins. 48,602.24; COLONIAL LIFE INS, ins 101.51; DEARBORN NATIONAL, life ins. 287.34; LEGAL SHIELD, deduction 63.75; OFFICE OF CHILD SUPPORT ENFORCEMENT, child support 210.00; OPTILEGRA, ins 422.45; SDRS SUPPLEMENTAL, deduction 1,195.83; SDRS, retire 11,344.32;. TOTAL: \$87,030.65.

**Executive Session:** Motion by Stengel and seconded by Tostenson to enter executive session at 10:32 AM for the purpose of a personnel(s) issue pursuant to SDCL 1-25-2 (1). Chairman Mach called for a roll call vote. Buttke aye, Street

aye, Stengel aye, Tostenson aye and Mach aye. Motion carried 5-0. Auditor Layher was present. Chairman Mach declared the meeting open to the public at 11:25 AM and the telephonic connection was re-established. 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 May 19 and June 4 (Thursday) and 16 2020 at 8 AM. Chairman Mach called for a motion to adjourn. Motion by Stengel and seconded by Buttke to adjourn. Chairman Mach called for a roll call vote. Buttke aye, Street aye, Stengel aye, Tostenson aye and Mach aye. Motion carried 5-0. Meeting adjourned.

---

Karen M. Layher, Grant County Auditor

---

Michael J. Mach, Chairman, Grant County Comm.