

November 19, 2019

The Grant County Commission met at 8AM with Commissioners Buttke, Mach, Stengel, Street and Tostenson. Chairman Stengel called the meeting to order. Motion by Buttke and seconded by Street to approve the minutes of the November 5, 2019 meeting with the correction of the following inserted for the Highway section of the minutes. Supt Schultz reported he has been receiving calls concerning ownership of culverts and bridges due to the FEMA disaster declaration. He reports the construction or replacing of any bridge or the placing or replacing of any culvert with an opening of less than sixteen square feet upon a secondary road within a township shall be at the total expense of the township. If a township board of supervisors or county highway superintendent requests the board of county commissioners to construct or replace in its entirety any bridge or the placing or replacing of any culvert with an opening of sixteen square feet or more including material upon the secondary roads within the township, the board of county commissioners may cause the work to be done. Finally, any structure over 20 feet in length and inspected is the County's ownership. Adams Township Supervisor, Todd Lounsbery, discussed with Supt Schultz replacing two bridges with culverts. No formal request has been made.

Motion carried 5-0. Minutes filed. Motion by Tostenson to approve the agenda with the addition of discussion item of haul roads and haul road agreement under the Highway section of the agenda, seconded by Buttke. Motion carried 5-0.

Members of the public present were Todd Lounsbery, Jim DeVaal, Kathy Tyler and Bobbie Bohlen.

The Chairman called for public comment. Kathy Tyler invited the commission members to attend the 3rd Annual CAFO Forum sponsored by Dakota Rural Action Vitality Committee in Watertown on December 3rd. Kathy also addressed the Commission on having a document drafted outlining the procedure to follow for the formal complaint process under the P & Z Ordinance or forming a complaint committee to alleviate the workload for the office staffed by one.

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

Cash on Hand	\$3,409.09
Checks in Treasurer's possession	
less than 3 days	\$256,710.45
Cash Items	\$0.00
TOTAL CASH ASSETS ON HAND	\$260,119.54

RECONCILED CHECKING

First Bank & Trust	\$5,428.45
Interest	\$0.00
Credit Card Transactions/TIF Fee	\$10,863.51
First Bank & Trust (Svgs)	\$7,323,449.00

CERTIFICATES OF DEPOSIT

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

TOTAL CASH ASSETS **\$7,599,860.50**

GENERAL LEDGER CASH BALANCES:

General	\$2,817,943.55
General restricted cash	\$1,500,000.00
Cash Accounts for Offices General Fund	\$605.00
Sp. Revenue	\$464,799.37
Sp. Revenue restricted cash	\$0.00
Henze Road District	\$4,507.14
TIF Apportioning Northern Lights	\$0.00
TIF Milbank	\$0.00
TIF Northern Lights	\$0.00
Special assessment Land Rent	\$0.00
Trust & Agency	\$2,812,005.44
(schools 2,006,074.13, twps 143,843.61, city/town 292,773.73)	

TOTAL GENERAL LEDGER CASH **\$7,599,860.50**

Dated this 9th day of November, 2019

Karen M. Layher
County Auditor

The Register of Deeds fees for the month of October were \$12,984.50, the Clerk of Courts fees for the month of October were \$7,437.41 and the Sheriff Fees for the month of October were \$3,683.00 with \$2,612.00 receipted into the General Fund. The Sheriff Dept. statistics for September: Average Daily inmate population 5.20; Number of bookings 16; Work release money collected \$300.00; 24/7 Preliminary Breath Test (PBT) fees collected \$403.00; SCRAM (alcohol detecting bracelet) fees collected \$438.00; 24/7 PBT participants 5; SCRAM (Sobriety Program) participants 2; Calls for Service (does not include walk-in traffic) 457; Accidents

investigated 5; Civil papers served 63; Cumulative miles traveled 6,421; 911 calls responded to (including Milbank) 13. The Sheriff Dept. statistics for October: Average Daily inmate population 5.77; Number of bookings 15; Work release money collected \$490.00; 24/7 Preliminary Breath Test (PBT) fees collected \$372.00; SCRAM (alcohol detecting bracelet) fees collected \$294.00; 24/7 PBT participants 5; SCRAM (Sobriety Program) participants 2; Calls for Service (does not include walk-in traffic) 518; Accidents investigated 4; Civil papers served 64; Cumulative miles traveled 10,017; 911 calls responded to (including Milbank) 9.

Highway: Supt Schultz, Adams Twp Supervisor Todd Lounsbury and Drainage Officer Krista Atyeo-Gortmaker were present. Todd stated Adams Twp is working with FEMA on damage reimbursement incurred from the spring flood. He needs two items from the county as per FEMA's request. One is a written statement if a flood plain permit is required and the second item is a letter from the Commission if any financial assistance will be provided by the county on the repairs. Krista stated any change in a culvert size would require a drainage permit as per FEMA regulations. Since there will not be any change in the size of the culverts, the Commission asked Krista to issue a letter to the Supervisors stating a flood plain permit is not required. Through the discussion, it was noted under SDCL 31-14-27 if the township board of supervisors or county highway superintendent requests the board of county commissioners to construct or replace in its entirety any bridge or the placing or replacing of any culvert with an opening of sixteen square feet or more including material upon the secondary roads within the township, the board of county commissioners may cause the work to be done. After the placement or the replacement of any culvert as provided in this section of law, the culvert shall be maintained and kept clean at the expense of the township. After a declared disaster, FEMA provides assistance for damages to repair to pre-disaster condition. Motion by Tostenson and seconded by Mach to issue a letter to the Supervisors of Adams Township stating the county will not be providing any financial assistance toward the repairs of the two structures. Motion carried 5-0.

Haul Road / Agreements: Commissioner Tostenson asked if Supt Schultz had contacted the silage haulers to ask if they are willing to share in the cost of repair to the road that the county incurred after the silage hauling was done. Discussion at the previous meeting was that the majority of the commission did not want to pursue recovery of the cost of damages. The discussion continued to draft a plan for future use in the form of an ordinance, resolution or a permit that would be an agreement with the contract hauler to share in the cost of repairs, if road damages occur. Motion by Tostenson to authorize Supt Schultz to adjudicate the \$32,000 in expenses incurred with the additional repair to the roads with the contract silage haulers. No second. Motion died. Discussion continued on the road repair being a

cost of doing business for the contractors with the other side of the issue being the contractors did make a good faith effort to clean the mud from the roads and blade the ruts.

BIDS FOR FUEL				
DATE	BIDDER	ETHANOL	DIESEL #1	DIESEL #2
10/07	UPI	2.22		2.26
	Cenex	2.47		2.40
UPI was the low bidder for Ethanol at 2.22 and Diesel 2 at 2.26.				
10/17	UPI			2.40
	Cenex			2.35
Cenex was the low bidder for Diesel 2 at 2.35.				
10/24	UPI		2.68	
	Cenex		2.80	
UPI was the low bidder for Diesel 1 at 2.68.				
10/29	UPI	2.269		
	Cenex	2.47		
UPI was the low bidder for Ethanol at 2.269.				

Treasurer: Raynelle Mueller reported all the delinquent tax notices have been mailed to the taxpayers in accordance with state law. She informed the Commission of a problem with a taxpayer’s check being short the full tax amount due with penalties. As advised by the States Attorney, payment was applied to all but one parcel for the second half with a delinquent letter being sent. Any taxes not paid in accordance with the letter will accrue interest and penalties with the delinquent list to be published in December.

States Attorney: Mark Reedstrom reported he had intended to request a financial commitment from the Commission for legal expenses incurred outside of the SDPAA insurance coverage maximum allowance. He explained correspondence was received from the county’s insurance carrier stating a new claim file had been established for the additional four complaints filed with the P & Z officer and because of the new claim status, his request does not require any action.

Economic Development: Executive Director Bobbie Bohlen reported on the housing study completed which indicated two-thirds of the work force live outside of Milbank. The Development Board has been working on various solutions to housing and are now working with a developer on a proposed 36 unit apartment complex to be built on grounds where the previous hospital was located. The City Council was approached to approve the formation of a Tax Increment Financing (TIF) district to assist this housing project to move forward. The Milbank P & Z

will hold a hearing in December on whether to recommend the formation of the TIF district. The purpose of a TIF is to assist with public improvements related to infrastructure improvements for affordable housing and workforce developments. Bobbie asked the Commission for their support of Milbank forming a TIF district for this housing project. Motion by Street and seconded by Buttke to offer the support of the County Commission in favor of the formation of the TIF district for the 36 unit apartment complex. Motion carried 5-0.

Unfinished Business: None

New Business: Auditor Layher discussed with the Commission changing payroll to a semi-month occurrence and to discontinue the mid-month draw. A memo will be sent out the department supervisors for their input on the change.

Correspondence: The Lake Region District meeting will be held on Thursday, November 21, in Sisseton. Commissioners and officials will be in attendance.

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

1. Approve step increase for part-time librarian Yvette Johnson to step 1 at \$13.90 per hr effective 10-22-19; approve step increase for part-time librarian Pat Rench to step 1 at \$13.90 per hr effective 10-22-19; approve step increase for part-time librarian Tammy Rufer to step 2 at \$14.00 per hr effective 10-22-19; approve step increase for highway worker Jason Tiesing to 6 month step at \$17.65 per hr effective 11-13-19; approve step increase for dispatcher Madison Rosenthal to 6 month step at \$15.05 per hr effective 11-10-19
2. Declare surplus: BE 750G UPS(not on inventory); 1995 Polaris Explorer 4X4, fixed asset 07679; W7 OEM License, fixed asset 10166; W7 operating disk, fixed asset 0071A; Blade and mounting kit for 4 wheeler, fixed asset 08096; (9) W7 licenses, fixed asset 00017; Daktech Gen 67, fixed asset 15104; Highway Daktech PC, fixed asset 15177; Daktech PC, fixed asset 09452; HP 1012 printer, fixed asset 09074; Zip 250 drive, fixed asset 08537
3. Approve renewal of ArcView contract with ESRI for 1 year for \$1000
4. Approve Pre-Disaster Mitigation Plan – grant award of \$13,905 with First District assisting EM Director in preparing the plan

Executive Session: Motion by Mach and seconded by Tostenson to enter into executive session at 10:17 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 was present for the session and Treasurer

Mueller was present for a portion of the session. Chairman Stengel declared the meeting open at 11:17 AM. No action taken as a result of the executive session.

Claims: Motion by Mach and seconded by Buttke to approve the claims as presented. Motion carried 5-0. A-OX WELDING SUPPLY, supplies 15.55; AUTOVALUE, repairs 164.85; BERENS, supplies 84.58; BERNIE HUNHOFF, subscription 59.00; BOB BARKER, supplies 99.14; BORNS GROUP, mailing expense 1,377.36; BRENDA L HOLTQUIST, prof. services 84.00; BREWSTER BUILDING CENTER, supplies 28.23; BROWLEE CONSTRUCTION, hwy project 94,849.80; BUREAU OF INFORMATION, internet & email 532.00; BUTLER MACHINERY, repairs 547.88; CENTER POINT, books 361.32; CENTURYLINK, phones 593.63; CERTIFIED LANGUAGES, prof. services 11.55; CHS, diesel 4,505.00; CLIMATE AIR, maint & support 2,354.77; COLEPAPERS, supplies 241.82; CONSOLIDATED READY MIX, hwy projects 1,275.00; CRAIG DEBOER, car wash 14.28; DAKTECH, minor equip 6,558.00; DESIGN ELECTRONICS, supplies 15.00; EQUIPMENT BLADES, supplies 3,412.00; FARM & HOME PUBLISHERS, reference books 576.00; FREMAREK, supplies 441.77; GALL'S, supplies 33.58; GJT, prisoner meals & supplies 801.23; GRANT CO TREASURER, over/under account 3.00; GREY HOUSE PUBLISHING, reference book 154.00; HARTMAN'S, supplies 850.09; INGRAM LIBRARY SERVICES, books 843.12; INTER-LAKES COMMUNITY ACTION, worker 2,337.17; INTERSTATE TELECOMM, phones 1,206.81; JOHNSON FEED, hwy projects 2,830.50; KIBBLE EQUIPMENT, repairs & maint 603.27; LEWIS FAMILY DRUG, supplies 95.50; MACK STEEL WAREHOUSE, hwy projects 973.28; MCLEOD'S PRINTING & OFFICE, supplies 1,489.18; MICROFILM IMAGING SYSTEMS, scanner rent 472.00; MICROMARKETING, cd books 256.43; MILBANK AUTO PARTS, supplies 555.51; MINNEHAHA COUNTY AUDITOR, mental illness board 211.00; MUNDWILER FUNERAL HOME, prof services 3,100.00; NORTHWESTERN ENERGY, natural gas 23.96; NOVAK SANITARY SERVICE, shredding service 65.06; OTTER TAIL POWER, electricity 3,224.31; OVERDRIVE, maint. 1,000.00; PCMG, minor equip 697.88; PETERS DISTRIBUTING, minor equip 970.66; PETTY CASH, postage 3.66; RC TECHNOLOGIES, 911 transport & tower rent 95.96; REGENCY MIDWEST VENTURES, motel 154.00; RELX, online charges 727.00; RYAN MAGEDANZ, prof services 165.53; SANFORD HEALTH, prof services 2,455.00; SD DEPT OF REVENUE, sales & use tax 569.49; ST WILLIAMS CARE CENTER, prisoner laundry 138.60; STATE BAR OF SOUTH DAKOTA, dues 490.00; TECH ONE, postage 13.16; TRAPP PLUMBING COMPANY, prof services 114.24; TROY HOYLES, prof services 500.00; TRUENORTH STEEL, hwy projects 6,975.62; TWIN VALLEY TIRE, oil

chg 34.15; UPI PETROLEUM, diesel 5,988.36; VALLEY OFFICE PRODUCTS, supplies 72.72; VALLEY SHOPPER, publishing 26.58; VAN DIEST SUPPLY, mosquito chemicals 810.00; VERIZON WIRELESS, hotspot 38.52; VISA, supplies, motel, gas, minor equip 3,846.03; WHETSTONE HOME CENTER, repairs & maint 391.71; WHETSTONE VALLEY ELECTRIC, electricity 1,130.92; WILBUR ELLIS AIR, weed chemicals 1,681.12; WILLIAM E. COESTER, mental illness bd 1,150.00; WITTROCK & SON, garbage service 192.50; XEROX, copier rent 895.13; ZEM'S FRESH STARTS, supplies 40.40. TOTAL: 169,700.47.

Monthly Fees: SDACO, ROD modernization fee 484.00; SD DEPT OF REVENUE, monthly fees 114,516.57; TOTAL: \$115,000.57.

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 3, 17 and 31, 2019 at 8 AM. Motion by Mach and seconded by Buttke to adjourn the meeting. Motion carried 5-0. Meeting adjourned.

Karen M. Layher, Grant County Auditor

Doug Stengel, Chairman, Grant County Comm.