

May 14, 2024

The meeting of the McCook County Commission was called to order in their Meeting Room by Chairman Charles Liesinger. Members present: Marc Dick, Dean Koch, Chuck Mehlbrech, and Steve Gordon.

Chairman Liesinger led the Pledge of Allegiance.

Chairman Liesinger called for approval of the agenda. Motion Koch to approve the agenda as posted. Second Dick. Motion carried.

The minutes from the April 16<sup>th</sup> & April 23<sup>rd</sup> meetings were sent to Board members for review prior to publication. Motion Gordon to approve the minutes for publication. Second Dick. Motion carried.

Public input: none.

Commissioner Reports: Koch – food pantry operations going well but there are concerns about the backpack program. Koch, Gordon, and Mehlbrech attended the SE Central District Meeting held last week. Katie Buschbach spoke on the Juvenile Diversion program she has been running in Davison County for the last 5 years. She works with the States Attorney Office, local Judge, and the school system to fine tune this into a successful program. This program has been successful helping kids and parents make life changes to stay out of the court/legal system. Gordon noted the VBWWD meeting will be held here at the Courthouse tomorrow, May 15<sup>th</sup>, at 3pm.

Conflict of Interest: none noted.

Travis Raap, Hwy Supt, informed Board that the 451<sup>st</sup> Ave paving project is complete and payment will be made following a repair in the new mat. Hwy Dept rented Lake County's paver and will trade work with them to cover costs. The microsurfacing project begins on June 3<sup>rd</sup>. The new trucks are to be delivered in July, they will be 2 years old, because it's taken two years to get the boxes on them. Mag chloride will be put down in 8 locations. Kenny Tschetter will start work on Monday, May 20<sup>th</sup>.

Cori Kaufmann, Dir of Equalization, Anna Flogstad, Certified Appraiser, and Michelle Stubkjaer, HR Consultant, met with the Commission. Kaufmann informed the Board that Flogstad completed courses to become a certified appraiser effective March 1, 2024. Stubkjaer added that when Flogstad was hired, an increase in pay was discussed upon this certification. Based upon the existing Pay Scale, the hourly rate of pay would go from \$23.00 to \$24.37, a 6% pay increase. Motion Mehlbrech to increase Flogstad's hourly rate of pay to \$24.37, effective March 1, 2024. Second Dick. Motion carried.

Michelle Stubkjaer, Alternative HR Consultant, met with the Board to update them on new Fair Labor Standard Act (FLSA) regulations and the impact it may have on several budgets. Stubkjaer has been communicating with Lisa Marso, an employment attorney and will also reach out to Brian Mundahl, Investigator with the Dept of Labor, Wage & Hour Division.

Motion Mehlbrech, second Koch, and carried, to pay claims: GENERAL FUND: Bi-Weekly Payroll: 4/27/24: Commissioners 2079.80 mileage 140.76; Auditor 6038.14; Treasurer 4811.88; States Attorney 3598.21; Custodian 1390.90; Dir of Equalization 4640.67; Register of Deeds 2447.86; Veterans Service Officer 325.20; Sheriff 15698.54; Contract Law 8311.39; Care of Poor 228.16; Welfare 340.89; Community Health Nurse Secretary 1521.10; 4-H Youth Assistant 1481.90; Weed 21.68; Drainage 222.45; Planning & Zoning 630.35. SD Dept of Revenue, SD Developmental Center-Redfield 60.00; A&B Business, monthly copier contract 76.65; Affordable Auto Body, repairs 2013 Chevy Tahoe 525.04, Alternative HR, April and May services 10228.75, AutoEx, vehicle maintenance 2769.62; Avera McKennan Hospital, mental health hold 3362.45, Avera Queen of Peace Hospital, blood alcohol testing 548.00; Blindert Insurance Agency, April food pantry rent 200.00; Brule County, April jail services 144.00; Card Service Center, gas and lodging, meth kits, dog food, election and office supplies 2822.21; Central Farmers Coop, tire repair 31.18; Century Business Products, 3 monthly copier contracts 463.07; Charles Mix County Sheriff, April jail services 270.00; Chesterman Co, water 108.00; City of Bridgewater, May ambulance appropriation 3866.67; Corporate Translation, translation services 31.87; Dailey Law Prof, court appointed attorney for

Heather Andrade, 698.11, Monica Demir 952.00 (4 claims); Dakota Data Shred, shredding service 64.09; Election Systems & Software, election media set up & ballots 1788.47; Mike Fink, April expenses 569.82; Gordon Flesch Company, monthly copier contract 27.00; Kathryn Heumiller, blood alcohol service, 140.00; Inter-Lakes Community Action, May Community Service Worker funds 1101.58; Iron Wheel, faucets for bathrooms 659.87; Kinzley Funeral Home, burial service 1200.00; Michael Kreutzfeldt, mileage for investigating drainage complaint 19.89; KW Electrical, install outlet (Auditor's Office) 388.90; Lake County Sheriff, April jail services 180.00; Lincoln County Auditor, mental health evaluations & serving papers 563.50; The Lodge at Deadwood, lodging-sheriff conference 340.00; McCook County EMS, May ambulance appropriation 13831.82; McCook County Treasurer, postage 35.00; McLeod's Printing, election supplies 186.50 office supplies 101.44; Meyer Motor, vehicle maintenance 493.18; Microfilm Imaging, scanning equipment rent 626.00; MidAmerican Energy, utilities 360.90; Morgan Theeler LLP, court appointed attorney for Jill Jorgensen 923.34 Royce McCarroll, 652.50 Raedawn Garneaux, 207.00; New Century Press, publishing 981.33; ODP Business Solutions, office supplies 751.78; Pomp's Tire Service, two tires 670.00; Presto-X, food pantry pest control 48.71; RBS Sanitation, food pantry garbage service 106.00 courthouse 109.00; Salem City, utilities 141.30; SD Achieve/dba LifeScape, services for six residents 360.00; SD Public Health Laboratory, lab services 160.00; SD Sheriff's Association, patches 29.15; SDAAO, conference registration 470.00; SDACC, CLERP, county reimbursement for lien payments received from defendant 847.23; Geralyn Sherman, convention lodging for six 2227.92; Stacey Sieverding, binders 22.68, Tech Solutions, Managed IT services 3530.00; Triotel Communications, telephone/internet service 738.09; Two-Way Solutions, radio supplies 9.99; United Laboratories, cleaning supplies 725.66; US Postal Service, box rent 100.00; Van Diest Supply, CB 4# Amine 6025.00; Verizon Wireless, cell phone service 469.10 I-pad service 40.01; Wash 'N' Go, car wash tokens 200.00; Dava Wermers, court appointed attorney for Sean McCormack, 755.25; Xcel Energy, utilities 636.09; Zapp Hardware, courthouse supplies 37.96.

COUNTY ROAD & BRIDGE FUND: Bi-Weekly Payroll: 4/27/24: Hwy Dept 18809.63. New hire: Claude Robert Edwards, Hwy Maintenance Worker, \$19.91/hour, 5/1/2024. Aaron Swan & Associates, material testing 1000.00; Appera, mat & towel rent 84.08; Auto Value, parts & supplies 1821.40; Avera Occupational Health, DOT screens 404.00; Bierschbach Equipment, sign-prepare to stop 144.00; Butler Machinery, parts and labor 15231.81; Capital One Trade Credit, parts and supplies 141.95; Card Service Center, travel expenses & supplies 1062.53; Central Farmers Coop, LP gas 289.54 O rings 21.00; Century Business Products, monthly copier contract 146.55; Chesterman Company, water 6.00; Commercial Asphalt, hot mix 25393.20; Diesel Machinery, filler cap 108.66; First Rate Excavate, gravel crushing 71250.00; GWorks, PubWorks annual support 4125.00; Hollaway Construction, bridge project BRO 8044, 35447.85; IMEG Corp, engineering design 28720.82; IState Truck Center, parts and supplies 766.87; Knife River, asphalt 3430.50; McCormick Motors, vehicle maintenance 1159.50; MidAmerican Energy, utilities 136.98; Northwestern Energy, utilities 40.38; Pomp's Tire Service, tires 210.00; Puthoff Sales & Service, parts and supplies 54.99; RBS Sanitation, garbage pickup 81.00; Richard Roling, gravel royalties 28750.00; Running Supply, truck box lid 479.99; Salem City, utilities 202.60; Salem Lumber, supplies and materials 102.66; Sioux Falls Truck and Trailer, socket assembly 19.96; Southeastern Electric, utilities 38.41; Spencer Quarries, mixed aggregate 231.05; Stern Oil Co., oil and fuel 2984.76; Transource Truck and Equipment, radio and supplies 899.20; Triotel Communications, telephone/internet service 104.13; Verizon Wireless, cell phone service 81.92; Xcel Energy, utilities 558.23, Zapp Hardware, supplies 17.94.

911 SERVICE FUND: Golden West Telecommunications, 911 telephone service 200.00; Triotel Communications, 911 telephone service 199.20.

EMERGENCY MANAGEMENT FUND: Bi-Weekly Payroll: 4/27/24: EDS Director 1497.26. Brad Stiefvater Jr, April expenses 99.12; Triotel Communications, telephone & internet service 143.40.

24/7 SOBRIETY FUND: Bi-Weekly Payroll: 4/27/24: Sheriff Secretary/Dispatcher 220.14. Card Services, Scram supplies 17.97; PharmChem, sweat patch analysis 63.90.

PAYROLL CONTRIBUTIONS – ALL FUNDS: 4/27/24: Dir of IRS, county share of FICA 4364.87, Medicare 1020.82; SD Retirement System, county share of retirement contribution, 4367.24; Wellmark BlueCross/BlueShield of SD, county share of health insurance premium 4585.10.

The Auditor's Account with the County Treasurer for the month of April 2024: deposits in banks, \$8,229,336.40; cash to deposit, \$429.87; checks to deposit, \$501,360.34; CC payments, \$2727.85; Cash Items (postage) \$35.00; Treasurer's Cash, \$1,535.00; Register of Deeds, \$450.00; Sheriff, \$500.00; CD's, \$700,000.00. The total deposits on hand: \$9,436,374.46.

Geralyn Sherman, Welfare Director, and the Commissioners reviewed the list of lien payments received in April. Sherman applied for reimbursement from Catastrophic County Poor Relief for claims paid by the county in 2018. A reimbursement of \$9071.02 was received.

Motion Dick to convene as Planning Commission. Second Koch. Motion carried.

Cori Kaufmann, Zoning Administrator, Anna Flogstad, Certified Staff Appraiser, and Brad Engbarth met with the Board. Kaufmann informed the Board that Brad Engbarth is here to have conversation about a preliminary plat for Sunrise Ridge Estates in the NW4 & NE4 of Section 27, Greenland Twp, and answer questions that the Board may have.

Cori Kaufmann, Zoning Administrator, presented a plat for approval. Following review of the plat review form, motion Dick to approve the plat. Second Koch. Motion carried.

BE IT RESOLVED by the County Planning Commission of McCook County, South Dakota, that the plat showing Tract 1 of Melton Addition in the Northeast Quarter of Section 14, Township 103 North, Range 56 West of the 5<sup>th</sup> Principal Meridian, McCook County, South Dakota, having been examined, is approved in accordance with the provisions of SDCL of 1967, Chapter 11-6, and any amendments thereof.

Adopted this 14<sup>th</sup> day of May 2024.

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Chair, County Planning Commission  
McCook County, South Dakota

Zoning Administrator Kaufmann presented a 2<sup>nd</sup> plat for approval. Following review of the plat review form, motion Koch to approve the plat. Second Gordon. Motion carried.

BE IT RESOLVED by the County Planning Commission of McCook County, South Dakota, that the plat showing Tract 1 of Rotert Addition in the North Half of the Northeast Quarter of Section 36, Township 103 North, Range 55 West of the 5<sup>th</sup> Principal Meridian, McCook County, South Dakota, having been examined, is approved in accordance with the provisions of SDCL of 1967, Chapter 11-6, and any amendments thereof.

Adopted this 14<sup>th</sup> day of May 2024.

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Chair, County Planning Commission  
McCook County, South Dakota

The Board reconvened as Board of County Commissioners.

Auditor Sherman informed the Board that Drainage Administrator Kreutzfeldt asked that she present a request for a motion to schedule a drainage hearing for Josh & Dolly Ann Hanson on the May 28<sup>th</sup> meeting. Motion Koch to set 9:45 a.m. on May 28<sup>th</sup> as time for a drainage hearing for Josh & Dolly Ann Hanson. Second Gordon. Motion carried.

Kevin Blagg, Fair Board Member, and Stacey Sieverding, 4-H Youth Assistant, met with the Commission to provide updates. Work will begin on 30x45 indoor building, and the Barn Raisin' Event is scheduled for June 29<sup>th</sup>, featuring numerous activities. The Fair Board is working with Salem Summer Rec Program and will split proceeds with them. Blagg asked if the county is responsible for

mowing the Fair Grounds. Yes, the custodian takes care of mowing the grounds but with the rain we've received there will be delays.

Sieverding asked the Board if they would consider hiring her daughter, Ava, to work in the Extension Office this summer. Yes.

The following building permits were issued the month of April:

24-024	Tim Even/Even Farm LLC	35x40 storage/workshop	Tr 1A of Twedt's Add NE4 35-103-53
24-025	Allen & Debrah Waldner	40x60 pole barn	Lot2BlkTr2 Heumillers Add W2SW4SW4 24-103-55
24-026	Laverne Raap, Carole Living Trust	grain bin	S2NW4 32-103-53
24-027	Ortman Family Farms Partnership	cattle feeding barn	Tr 5 Nugteren Add N2 33-101-53
24-028	Jerry & Barbara Gottlob	replace machine shed	S667' of N1499' of E1525' of NE4 31-103-55
24-029	Joshua & Dolly Ann Hanson	shop w garage & bedroom	Tr 9 B BattleCreek Shores 2 <sup>nd</sup> Add S2SW4 34-102-53
24-031	Steven & Karen Lounsberry	finish basement	E820' of N870' of SE4 25-103-54

The Southeast Enterprise Facilitation Project Monthly Facilitator Report for April was noted and filed.

The April 2024 Law Enforcement Report and a report showing the breakdown of calls made, and hours worked in each community was noted and filed. A daily log, by officer, type of call, and type of citation, was also provided, showing a total of 1020 stops being made in April.

Auditor Sherman presented bid information for Courtroom Audio Upgrade to the Board. Upgrading the McCook County Courtroom audio is a high priority project due to the large magistrate court numbers, and the UJS has made funds available to go forward with this project this year. The total project cost is \$25126.70 and once the county has paid for the entire cost of the project, UJS agrees to reimburse them \$10000 of the amount. McCook County currently has over \$16000 available in it's Law Library Fund that the Circuit Judges will authorize to be used for McCook County's share of this project. Motion Koch to authorize Chairman Liesinger to sign the Agreement. Second Gordon. Motion carried.

Auditor Sherman presented two abatements for approval. Following review and discussion, motion Koch to approve the following abatements: Abatement #18, parcel 07.23.2001, Brent & Kelly Deters, reason-Assessor error-landowner request / commission decision, \$1867.76 and Abatement #19, parcel 07.23.2002, Brent & Kelly Deters, reason-Assessor error-landowner request / board decision, \$1046.30. Second Gordon. Ayes: Koch, Gordon, Dick. Abstain: Mehlbrech. Nays: Liesinger. Motion carried.

Beth Skaff and Glenda Blindert met with the Commission to discuss food pantry options. Blindert told the Board that she would like to offer the current building & location to the County, noting that the lot does run back (east) to Main St. Blindert added that utilizing a building on Main St would cause issues for businesses due to the parking. Skaff noted items that need to be checked out such as building repairs, heating & cooling, a parking lot which would be needed behind the building, and the garage. Blindert added that there are plans to have DGR Engineering survey this area because of issues of standing water and flooding when heavy rains are received. The Board thanked Blindert for the offer of the building. No action was taken at this time.

Brad (BJ) Stiefvater, Emergency Manager, and Mark Norris, Sheriff, joined the meeting to discuss a building.

Julie Dykstra (in person) and Wade Huntington (via phone), Community Health Services, Jess Klinkhammer, CHS Secretary, States Attorney, Mike Fink (via phone), and Michelle Stubkjaer, HR Consultant, joined the meeting. Huntington began with explaining that WIC services and Community Health services were split out due to WIC operating costs. Previously, 50-70 % of a nurse's time was spent in WIC services. WIC will now be handled by a case manager with the current WIC Contract ending end of May. Dykstra noted that the CHN Secretary will work in 3 domains: Pregnancy Care, Immunizations, and School Health Services. Huntington added that Jess will still assist WIC clients if heights and weights are needed or if they lose their WIC card, as well as make appointments for the Community Health Nurse. HR Stubkjaer asked about available data which will help the Commission understand how this position is now being utilized and if it should be PT or FT. Huntington stated that he's working on data collection. Dykstra added that it is beneficial to have staff in the office to assist those who may call or stop in as well as to refer individuals to other social service supports that may be available. Dykstra indicated 3 days/week in the office may be sufficient due to the restructuring of the position. Huntington noted other

counties have shared clerical staff between offices (i.e. part of the time in Community Health and the remainder of time in other offices if there is a need for additional help. Stubkjaer asked what the job includes now, given the job description has changed. Klinkhammer stated that she has time to do things she couldn't do before. Stubkjaer asked the Commission if they'd like a monthly Community Health utilization report. Yes. Dykstra noted that she and Jess did discuss the hours and feel that 24 hours/week would be sufficient.

The meeting adjourned subject to call.

Dated this 14<sup>th</sup> day of May 2024.

Charles Liesinger \_\_\_\_\_  
Chairman, McCook County Commission

ATTEST:

Geralyn Sherman \_\_\_\_\_  
Auditor, McCook County