

AGENDA  
HAND COUNTY BOARD OF COMMISSIONERS  
**REGULAR MEETING –TUESDAY, May 7, 2019 – 09:30 A.M.**  
HAND COUNTY COURTHOUSE, MILLER, SD

“\*” Document available at <http://hand.sdcounties.org/commission>

“\*\*” No hearing required for renewals unless legal action has occurred.

- 09:30 Meeting Brought to Order by Chair
- 09:31 Jennifer Sietsema/ NECOG about Pre Disaster Mitigation Grant contract approval\*
- <http://hand.sdcounties.org/files/2019/04/2019.04.23-NECOG-HazMitGrantDox.pdf>
- 09:35 Review Consent Calendar Items:
- Approval of the minutes as published in the Miller Press\*
    - <http://hand.sdcounties.org/files/2019/04/Minutes-April-9-2019-Corrected-misspelling.pdf>
  - Approval of the claims / warrants for payment of bills
  - Approval of the Register of Deeds Fees for the month of March (\$2,364.00)\*
    - <http://hand.sdcounties.org/files/2019/04/2019.04.15-ROD-March-Statement-of-Fees.pdf>
  - Receipt of the building permits from the Zoning office (four for April)\*
    - <http://hand.sdcounties.org/files/2019/04/2019.05.07-Zoning-AprilBuildingPermits.pdf>
  - Setting of the next regular meeting for June 4th, 2019 at 9:30 A.M.
  - Malt Beverage & SD Wine license renewal for Miller Central Speedway, Dale Hargens, Miller (\$300)\*\*
    - <http://hand.sdcounties.org/files/2019/04/2019.04.25-MaltBevLicApp-Speedway-HiwayStore.pdf>
  - Malt Beverage & SD Wine license renewal for Hiway Store, Mike Ames, Miller (\$300)\*\*
    - <http://hand.sdcounties.org/files/2019/04/2019.04.25-MaltBevLicApp-Speedway-HiwayStore.pdf>
  - Travel Permission for ROD, AUD, and TREAS for Annual Spring Workshop May 14/15 (Rooms, etc)
    - <http://hand.sdcounties.org/commission/2019-springworkshopagenda/>
- 09:40 Plat Review – Adam Barka – Christiansen Farms land purchase
- 507 227-6539 or 605-261-0362
- 09:50 Easement (70-028) Request from Mid-Dakota Rural Water (install at Ree Heights Shop)\*
- <http://hand.sdcounties.org/files/2019/04/2019.05.07-MidDakota-ReeHeights-Easement.pdf>
  - <http://hand.sdcounties.org/files/2019/04/2019.05.07-MidDakota-Ree-Heights-Shop.pdf>
- 09:50 Auditor:
- Status update of C.O.P. (Avera Heart Hospital) appeal. No news on the appeal.
    - New Notices: (Names are kept in confidence until lien filing)
      - 2019-05 Avera-Mitchell in the amount of \$2000 billing
      - 2019-06 Avera-Heart in the amount of \$200,000 estimate
      - 2019-07 Avera-McKenna in the amount of \$40,000 estimate
  - Revisit Media Policy – SDPAA (No One Accepted my Invite)
  - Agenda preparation and preferences for same
    - Request to add the Pledge of Allegiance at the beginning of each meeting.
    - Request for approval for 72 hours (excludes weekends and holidays)
    - Reservation of 24 hours’ notice for amendments w/approval of commission chair.
    - Presentation of materials in advance and placement on website / link Facebook page.
    - Proposal to allow for telephonic or video conferencing.
    - SDCL: 1-27-1.17 – posting of audio of meetings in lieu of draft minutes
  - Computer replacement via Ultra Inc. / Connecting Point (Watertown) 605.882.1555\*
    - <http://hand.sdcounties.org/files/2019/04/2019.05.07-HandCoAuditor-Replace-PCx2-ConnectingPt.pdf>
    - HP Elite Desktop 800 G4 i5. \$890 per machine
    - Upgrade to MS-Office 2019 (Currently 2013) \$245 per machine (discuss)
    - Monitors: Retain what is presently used (otherwise, HP Elite Display was \$159 each.
    - Delivery, install, County Mgt. Software, update and connect: \$533.60 per machine.

- Per machine estimate: \$1668.60
  - Request permission to purchase
  - Copier replacement
    - There are three bids for consideration and awarding, if appropriate.
      - Connecting Point (Watertown) HP-M725F - \$5,515.20
      - A&B Business (Aberdeen) Toshiba 4518A - \$2,975.00
      - Office Peeps (Huron) Toshiba 4518A - \$4,223.00
    - <http://hand.sdcounties.org/files/2019/05/2019.05.07-Auditor-Copier-Purchase.pdf>
- 10:05 Pipestone Vet Services - Nick Fitzgerald: Pearl Twp (Sec 32), Sow Production Facility
- 319-631-9316
  - <http://hand.sdcounties.org/files/2019/05/Hand-Co-5-6-19-Introduction.pptx>
- 10:15 Custodian
- G&R Controls, Review quote on replacement parts for heating system.\*
    - <http://hand.sdcounties.org/files/2019/04/2019.04.25-Custodian-GR-Controls-Quote-1933.40.pdf>
  - Pro-Tec Roofing (contractual documents)\*
    - <http://hand.sdcounties.org/files/2019/04/2019.04.25-Custodian-ProTecWorkAgree.pdf>
- 10:30 Highway Department
- Discussion on “Sod – Buster” grooming implement
    - <https://capitali.ca/our-products/pull-mulcher/> (Manufacturer’s URL)
    - [https://www.youtube.com/results?search\\_query=capital+i+industries](https://www.youtube.com/results?search_query=capital+i+industries) (YouTube Videos of Equipment)
    - <http://hand.sdcounties.org/files/2019/05/2019.05.07-Capital-Ind-Sod-Mulcher.pdf> (document)
  - Discuss belly-dump trailer
  - Approve hiring of Ed Pfeifer as “temporary rubble site attendant”, it was not an advertised hire but done because the present staff is out for medical needs.
    - Set Ed Pfeifer’s wage at \$10.52 per hour as a part-time employee.
  - Discuss bridge replacement in Greenleaf Township
  - Approve June 7 & June 8 as Free Rubble Site access weekend (9a-8 and 12p-8p)
  - Discussion on crushing materials, movement of equipment and opting into source change
  - Notice to protect county rights-of-way (review and discussion)
    - <http://hand.sdcounties.org/files/2019/05/2019.05.07-Notice-to-protect-rights-of-way.pdf>
- 10:45 Commission Work Period:
- Reserved time for commissioners to work on formatting WES ordinance\*
    - <http://hand.sdcounties.org/files/2019/04/2019.04.19-HandCoZoning-WES-ordinance-work-dox.pdf>
  - Reserved between 10:45 AM and 11:15 AM (unless more or less time is needed)
- 11:15 Emergency Management:
- Mutual Aid Radio System (project update)
    - <http://hand.sdcounties.org/files/2019/05/2019.05.07-MutAidRadioSystem-upgrade-SF.pdf>
    - <http://hand.sdcounties.org/files/2019/05/2019.05.07-HCEM-Monthly-Newsletter.pdf>
  - Disaster declaration / data gathering update
- 11:30 GROW SD / NESCAP: Lori Moen:
- Presentation on programming, held over from last month.

- Hand-outs: (added 5.2.19)
    - [http://hand.sdcounties.org/files/2019/05/2019.05.07-GrowSD-2018\\_Hand-County.pdf](http://hand.sdcounties.org/files/2019/05/2019.05.07-GrowSD-2018_Hand-County.pdf)
    - [http://hand.sdcounties.org/files/2019/05/2019.05.07-GrowSD-2018\\_Hand-County.pdf](http://hand.sdcounties.org/files/2019/05/2019.05.07-GrowSD-2018_Hand-County.pdf)
  - 605-698-7654 / www.growsd.org
- 11:45 Weed & Pest
- Hire seasonal help and set wage (Bob Miller, Alan Adkins and Jake Hudson)
    - Starting pay is \$10 until licensed sprayer
  - SD-DENR underground fuel storage tank removal program\*
    - 1-800-GET-DENR
    - <http://hand.sdcounties.org/files/2019/04/2019.05.07-AbanTankRemProgram.pdf>
  - Review and award chemical bids / bid letting
    - <http://hand.sdcounties.org/files/2019/04/2019.05.07-Weed-Chemical-Bids.pdf>
  - Ratify the purchase of a replacement cell phone exceeding \$300 spending threshold. AT&T
- 12:00 DRAINAGE: Jim Keeter, Gilbert Township / Turtle Creek drainage
- Possibly adjourn as commission to convene as Drainage Board, or
    - Possibly hear comments and refer to special meeting of drainage board
    - <http://hand.sdcounties.org/files/2019/05/2019.05.07-Keeter-GoogleMap-GilbertTwp.pdf>
    - <http://hand.sdcounties.org/files/2019/05/2019.05.07-Keeter-GoogleMap-GilbertTwpColor.pdf>
    - <http://hand.sdcounties.org/2019-05-07-keeter-creek-system-color/>
    - Reconvene as Commission following discussion
- 12:15 4-H Advisor Position: Mike Moncur
- Present options on hiring
    - One person, Hand County only and secretarial help
    - One person, Hand County only combining secretary and directorship together
    - One person, Hand County only, seasonal help during summer/fall events
    - Continue to explore options with other counties.
    - Discussion
- 12:30 SHERIFF:
- Chelsea Price attended training on Sex Offender Registration (April 30 & May 1)
  - Deputy Bryton Black has completed “certification” with SD Law Enf Std’s & Training.
    - <http://hand.sdcounties.org/files/2019/04/2019.05.07-Sheriffs-May-Report.pdf>
      - Request to move from part-time to full time.
      - Request to change hourly rate from PT- \$18.38 to FT Cert-\$19.38
      - Approved for Grant to replace traffic radar units.
- 12:45 Treasurer:
- Attend Motor Vehicle training in Pierre (both Sheri and Kim) on May 13, 2019
    - Permission to close office for training during this time.
  - Review and Ratify Delinquent Property Tax payment agreement with Gary Spicer\*
    - <http://hand.sdcounties.org/files/2019/04/2019.05.07-Spicer-Gary-AgreementtoPayTaxes.pdf>
- 1:00 Chairman’s Statutory Period for Public Comment (SDCL: 1-25-1)
- Instructions:
    - Person’s wishing to speak to the commission should raise their hand to be recognized by the chairman.
    - You will be asked to identify yourself for the record.
    - You should / may be asked to state the purpose of your discussion at the onset.

- The chairman reserves the right to limit the time for discussion by any or all persons.
- No items presented during public discussion will be acted upon but may be tabled until the next meeting.

1:15 Executive Session under SDCL 1-25-2. (1) for personal, (3) consultation with council

- Motion must contain the reason
- Motion requires majority vote

Planned adjournment of meeting.