

AGENDA
HAND COUNTY BOARD OF COMMISSIONERS
REGULAR BUSINESS MEETING –TUESDAY, DECEMBER 3, 2019 – 1 p.m.
HAND COUNTY COURTHOUSE, MILLER, SD
(URL / LINKS are provided when documentation has been provided to us in advance.)

Item | Approximate time

- A: 1:00 Meeting Brought to Order by Chair / Stand for the Pledge of Allegiance
- Review Consent Calendar Items:
 - Approve the [minutes of the November 5, 2019 meeting](#).
 - Approve of the claims / warrants for payment of debts (in folders)
 - Receive [Register of Deeds' Statement of Fees](#) Collected October 2019
 - No building permits were requested or issued.
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- B: 1:15 On Hand Economic Development Corp – Kecia Beranek, Executive Director
- Summary of Strategic Plan and 1st of Quarterly Reports to the Commission
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- C: 1:30 Auditor Doug DeBoer
- [Summary of County Burial Expenses](#) (question raised by three funeral directors so far)
 - Replacement of server used by Treasurer, Auditor and Assessor
 - [Connecting Point Proposal](#) (Software provider, IT support provider)
 - Workers Compensation review was October 23, 2019, billing was calculated and paid
 - attachment.
 - The “old” Automark (11 units) voting machines and the “old” M100 tabulators (2 units) were recovered by a transportation contractor named “Secure Enterprise Asset Management” through the Secretary of State’s Office. The following machines need to be recorded and removed from our inventory.
 - ES&S, M100 Tabulator: SN: 218722 / S.O.S. Property Tag: 000956
 - Sturdy black enclosure with same serial number
 - Metal stand / ballot box with wheels
 - ES&S, M100 Tabulator: SN: 215186 / S.O.S. Property Tag: 000957
 - Sturdy black enclosure with same serial number
 - Metal stand / ballot box with wheels
 - A100 Automark Voting Machines:
 - Serial numbers: (compiled by Will Page)
 - AM0105500924 (With CD, Power Cord and headphones)
 - AM0105500456 (With CD, Power Cord, but no headphones)
 - AM0105500962 (With CD, Power Cord, but no headphones)
 - AM0105500938 (With CD, Power Cord and headphones)
 - AM0105500913 (With CD, Power Cord and headphones)
 - AM0105500977 (With CD, Power Cord and headphones)
 - AM0105500428 (With CD, Power Cord, but no headphones)
 - AM0105500949 (With CD, Power Cord and headphones)
 - AM0105500958 (With CD, Power Cord and headphones)
 - AM0105500976 (With Power Cord, headphones but no CD)
 - AM0105500816 (With CD, Power Cord and headphones)
 - Travel permissions for December 4 overnight for classes on December 5 in Watertown
 - Doug DeBoer to Ultra / ConnectingPoint Users Group / software training for Auditors
 - Sheri Koeck to Ultra / ConnectingPoint Users Group / software training for Treasurers

- South Dakota Public Assurance Alliance (The Risk Pool) [Property - Liability Coverage Recap](#)
 - 4-H Advisor Position
 - The position closed on November 15.
 - The sheriff assisted in running background checks on applicants. All 6 applicants were “clean”.
 - Interviews were conducted between November 18 and November 27th
 - Recommendation of the interview committee on applicant 1 and alternate 1:
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- D: 2:15 Emergency Manager – Arlen Gortmaker
- Discussion on “DR-4440” (Disaster Recovery 2020 Flooding project number)
 - Stockpiling Sand (200 tons) / resolution between County and Cities
 - Hazard Mitigation Project: Placement of Generator at the Armory for shelter
 - Host / Sponsor on behalf of school
 - Additional [Notification of Hazard Mitigation Grant](#) funds
 - Update on 911’s West Tower repairs from Weather / Wind damage
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- E: 2:30 Tyler Fagerhaug, Wessington. 605-280-1416
- Plat Review: [Plating the area around the home](#)
 - West ½ of 14-109 – 66 (just over 2 acres)
 - SPN Engineering of Mitchell, consultant
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- F: 2:45 30-minute Commission Work Period:
- Two people declared their interest in the soon to be vacant commissioner district
 - BJ Hughes
 - Jim Eschenbaum
 - Executive Session
 - For the purpose of review and discussion of commissioner applicant qualifications.
 - Requires a motion to include the purpose and a full vote of the members present.
 - Return to regular session does not require a motion but is recommended for the record. Requires a vote of the members.
 - Conclusion of executive session, if any:
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 - Any unfinished business from prior meetings
 - Budget Activities:
 - States Attorney’s Budget
 - L.E.P.C.
 - Transfer of Grant Funds: \$2,645.96
 - 24/7 Sobriety Testing
 - Transfer 24/7 Revenues
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- G: 1:45 Custodian Will Page
- Discussion on Original / Old Doors to courthouse, disposition
 - [Invoice from Hand County to Marilyn Hines](#) for the doors
 - Discussion on boiler repairs / operation
 - Project Update
 - Revisit the final inspection of the roof replacement
 - Budget shortfall / supplement of budget or transfer of funds from contingency

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- H: 2:30 Highway Department – Jeff Hargens
- Discuss FEMA recovery process / monthly update
 - Cement crushing bid
 - Mower
 - Pressure washer
 - Discuss formulation of road haul agreements for current and pending projects
 - Ratio, LLC
 - Sweetland Wind Farm
 - Also, application for utility crossings of right of way (discussion)
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- I: 2:45 Register of Deeds – Suzy Wernsmann
- Use of M&P Funds for software (Document Pro) updating and document imaging
 - Spending Authority up to \$3,200 (presently estimated about \$2,900)
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- J: 3:00 Scout Clean Energy – Sweetland Wind Farm, LLC – Pat Landess – Associate Project Manager
- Consideration of application to occupy the county right of ways for placement of electrical infrastructure / “Utility Facilities”.
 - Review of application
 - Index of Crossing Points
 - Review of Map
 - Review of Affirmation of Permit
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- K: 3:15 Avera-Hand County Memorial Hospital / Hand County Memorial Hospital Inc.
- Report to the commissioners
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- L: 3:30 Sheriff – Shane Croeni
- Discuss extension of probation on employee, Deputy Laidlaw to 9 months.
 - [Monthly Report](#)
 - Request Over-Night Travel for Deputy Bowsher to attend training Deadwood
 - The 2008 Chevy Trailblazer struck a deer causing major front end damage.
 - Temporary Help during Chelsea Price’s leave of absence.
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- V: Correspondence (Information received but not required for discussion)
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- W: Reserved for Chairman’s Statutory Period for Public Comment (SDCL: 1-25-1)
- Instructions:
 - Persons wishing to speak should raise their hand to be recognized by the chairman.
 - Once recognized by the chairman, please state your name for the record.
 - Please state the purpose or topic of your discussion at the onset.
 - The chairman reserves the right to limit the time for discussion by any or all persons.
 - Items presented during public discussion will not be acted upon but may be tabled until the next meeting.
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- X: Reserved for Executive Session if needed:
- Request of:
 - Either: SDCL 1-25-2(1) for personnel
 - SDCL 1-25-2(3) to consult on legal matter with attorney

- Motion must specify one of the two the reasons above.
- Motion requires majority vote
- Decisions / resolution must be in OPEN session.

Y: Reserved for Commissioner Comment / Closing Discussion OPEN

Z: Adjourn meeting. Next regular meeting is December ____, 2019 (1p or 1:30p final meeting of year)?