

AGENDA
HAND COUNTY BOARD OF COMMISSIONERS
REGULAR BUSINESS MEETING – TUESDAY, MARCH 3, 2020 – 1 PM
HAND COUNTY COURTHOUSE, MILLER, SD

(URL / LINKS are provided when documentation has been provided to us in advance.)

*** PLEASE NOTE: The chairman has declared the entire meeting as the statutory period of public comment (SDCL 1-25-1) ***

Item & Approximate time

A: 1:00 Meeting Brought to Order by Chair

- Review of the Consent Calendar / Agenda
- Approval of Claims, Vouchers and Payments
- Review and Approve the [Register of Deeds Financials for January 2020](#)
- Review and Approve the [Register of Deeds Summary of Financials for 2019](#)
- Approval of [the minutes from February 4, 2020 commission meeting](#).
- Accept the [resignation of Bernie Huisman](#), who served the county for 18 years.
- Equalization Process begins in March, the result of which is setting meeting dates:
 - Local (townships and municipalities, school board “shall meet on 3rd Monday in March” [[10-11-13](#)])
 - Notice of Appeal to local boards due by 2nd Thursday of March [[10-11-16](#)]
 - Delivery of assessment roll from local boards to D.O.E. is the 4th Monday in March [[10-11-21](#)]
 - For the “[County Board of Equalization](#)”, [[Tuesday April 14](#)].
 - For “[Consolidated Board of Equalization](#)”, in lieu of regular / individual boards. No resolution in place. Deadline is in preceding November.
- Set the date for the Closing of Board Records for Tuesday May 5 (same day as regular commissioner mtg)
- Approve [the composite oaths of office](#) for the purpose of equalization boards.

B: 1:15 Joe Lutter – Zell. Request review and approval of plat 605-460-3176

- Selling the St. Mary’s convent / school
- Documents not available yet, expected

C: 1:30 Highway Department – Jeff Hargens

- Tony Moss has reached his sixth month anniversary and was moved to \$17.78 per hour.
- Discussion of the Rubble Site
 - Current land use status
 - Future needs
 - Fee Structure
 - Management
- Bid Review, Discussion and Action
 - Awards:
 - Declinations:
 - Other:
- National Bridge Inventory – Deletion of two County Owned Bridges (<https://bridgereports.com/sd/hand/>)
 - Resolution 2020-02 – [Deletion of bridge 30-257-400](#), 14S & 9.7E of Miller.
 - On the historical bridge list
 - On 212th Street east of 369th Avenue / west of 370th Avenue (Rose Hill Township)
 - [Images for reference](#)
 - Resolution 2020-03 – [Deletion of bridge 30-220-193](#), 6E & 5.7N of Miller
 - No historical notation
 - On 366th Avenue, south of 191st Street / north of 192nd Street (York Township)
 - [Images for reference](#)

- Bridge Improvement Project –
 - SD-DOT Bridge Inspection List for 2020
 - [List of Bridges to be Inspected](#)
 - Another file to be uploaded when received.
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D: 1:45 On-Hand Economic Development – Kecia Beranek

- Quarterly Update / Report

- E: 2:00 Auditor – Doug DeBoer
- Request modification of how insurance is paid to our providers in 2021.
 - Pull property and liability amounts from individual general fund budgets
 - Pull workman’s comp from each individual general fund budget
 - Place in Commissioner’s Budget as a central expenditure.
 - This is what many counties are doing.
 - The non-general fund funds would still be apportioned individually rather than by employee
 - Highway and Bridge
 - Emergency Management
 - I completed the Department of Labor Occupational Survey ([available for download](#), not in packets)
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- F: 2:30 Weed & Pest – Randy Peck
- [Annual “Info Show”](#) will be on March 16th in the Ree Heights Auditorium (Shared project with Hyde Co.)
 - Permission to advertise for bids for chemicals and other supplies.
 - Permission to advertise the annual notice of intent to inspect properties.
 - Notice from SD-DENR about the fuel tank removal at the weed shop
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- G: 2:45 Register of Deed – Suzy Wernsmann
- Discussion on Easter Holiday “[administrative leave](#)” or extended leave – days off
 - Discussion and request for computer purchase ([Proposal from Connecting Point](#))
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- H: 3:00 DRAINAGE / Drainage Board - Jeff Hargens
- Harrison Township
 - [FHP Harrison Township Sections 1 to 24](#)
 - [FHP Harrison Township Sections 1 to 13](#)
 - [TotalAddress Harrison Township Image 1](#)
 - [TotalAddress Harrison Township Image 2](#)
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- I: 3:30 Library / Library Board member – Mike Donlin
- Improvements to parking lot, curb-lines, sidewalks
 - [Photograph 1](#) and [Photograph 2](#)
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- J: 3:45 Care of the Poor Application – Doug DeBoer as Welfare Director
- Applicant Name is Confidential
 - Recommend Approval in the amount of \$ yet to be finalized.
 - Avera Heart Hospital
 - Request to attend the “Welfare Officials Workshop” on March 12 in Pierre. \$60 fee / no lodging
 - Application for County Burial per SDCL 28-17
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- K: 4:00 Auditor – Doug DeBoer
- Request to attend the annual conference for auditors and others.

- Request to close the office between 11am and 1pm on March 12 so Carolyn can attend the “[Bring Your A Game](#)” workshop at the Miller Community Center (lunch provided, no fee).
 - State School and Public Lands auction will be at 2p on April 17 in the commissioner chambers.
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L: 4:15 Assessor – Terry Augspurger

- Update on GIS implementation / possible visit from state official on soil survey GIS data
 - Equalization Board meetings and timelines
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M: 4:30 Commission’s 30-minute Work Period for unfinished business

- 2020 Wheel Tax / [Review mock up - template](#) & [Other Wheel Tax Ordinances](#) (Via Google Drive)
 - Doug Kinniburg (SD-DOT) will be present to field questions, offer comment.
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N: 4:45 Custodian – Will Page

- Update on the drain problems for the 3rd Floor, Southeast toilet.
 - Hiring of local contractors to tear open wall and then rebuild wall in Auditor’s vault.
 - [Photographs 1](#) and [Photograph 2](#)
 - Light fixtures on front entrance, update
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O: 5:00 Sheriff – Shane Croeni

- [Newsletter](#)
 - Request deputy Bowsher moving from temporary full time to regular full time, taking Laidlaw’s place as a full time deputy sheriff. (two motions please)
 - Request to move deputy Bowsher from probationary status to regular full time and grant a \$0.75/hour wage increase (to \$20.60).
 - Chelsea Price’s expected last day before leave is March 4.
 - Request to send Deputy Bowsher to training on March 10-12 (lodging and meals?)
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V: Minutes from subordinate boards or committees (Available via URL, not in binders)

- Library Board Minutes / Report for February 2020 (published independently)
 - Local Emergency Planning Committee Minutes from February 2020
 - Weed & Pest Board Minutes from February 2020
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W: Correspondence (Available via URL, small files printed, large files not in binders)

- South Dakota Department Of Revenue – [Compliance of Levies with State Law](#)
 - Mid-Dakota Rural Water System – Notice of Pre-Construction Meeting (previously sent by email)
 - [Letter 1](#)
 - [Letter 2](#)
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X: Reserved for Executive Session if needed:

- Justification of closed or executive session available to commissioners:
 - Reason 1: SDCL 1-25-2(1) for personnel
 - Reason 2: SDCL 1-25-2(3) consult attorney
 - Motion must specify one of the reasons above.
 - Motion requires majority vote
 - Decisions / resolution must be in OPEN session.
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Y: Reserved for Commissioner Comment / Closing Discussion

Z: Setting of date and time of next meeting and adjournment to close meeting.

- Next regular meeting is April 7, 2020 at 1 o’clock.
- Moved by _____, seconded by _____ to adjourn.
 - All in favor: _____, those opposed: _____

○ Time of adjournment: _____

DRAFT