

AGENDA
HAND COUNTY BOARD OF COMMISSIONERS
REGULAR BUSINESS MEETING –TUESDAY, APRIL 7, 2020 – 9 AM
HAND COUNTY COURTHOUSE, MILLER, SD
HELD IN THE COURTROOM TO MAINTAIN SOCIAL DISTANCING
(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: 9:00 Meeting Brought to Order by Chair

- Review of the Consent Calendar / Agenda
- Review and act upon the minutes of [the regular meeting held on March 3, 2020](#)
- Review and act upon the minutes of [the special meeting held on March 24, 2020](#) (Convid-19) Ordinance
- Approval of Claims, Vouchers and Payments
- Acknowledgement of Building Permits as follows: (Provided 3-23-20)
 - 11-27-2019: Tyler & Cam Fagerhaug, Wessington: Hoop Building (\$18,000)
 - 12-20-2019: Lorna Watkins, St. Lawrence: House (\$160,000)
 - 12-23-2019: Gregory Levtzow, Rockham: Garage (\$60,000)
 - 01-22-2020: Mark & Paul Fulton, Miller: Calving Shed (\$20,000)
 - 03-03-2020: Polo Legion, Orient: Storage Area (\$5,000)
 - 03-09-2020: Lee Nolz, Miller: Bin (\$11,000)
- Review and Approve the [Register of Deeds financial report for February 2020](#).
- Approval of [Wilbur-Ellis Company's request](#) to land on county highways for air operations.

B: 9:05 4-H Office – Mike Moncur

- Review and accept the [resignation of Shae Knox](#) as 4-H Office employee.
- Request the hire of Ann Price as 4-H director. Beginning as hourly and moving to full-time.
 - Ann was an alternate during the original hiring process and falls within the six months for alternate hires.
 - Current part-time / hourly rate is: \$15.71.
 - Full-time wage is \$2,722.67 per pay period.

C: 9:15 Highway Department – Jeff Hargens

- Summer / Seasonal Help Request for at least 2 persons.
- Discussion of the Rubble Site (held over from March unless moved to May)
 - Current land use, future land needs, fee structures and direct management.
- Drainage Board Request (Harrison Township) was cancelled and moved to May
- Drainage Board Request (Gilbert Township) was cancelled and moved to May.

D: 9:30 Courthouse Safety Projects / [March Projects Report](#) – Will Page

- Result of Corona Virus Outbreak
 - Request for installation of a drop box / mail slot for guests to leave materials behind when the doors are locked.
 - Request to approve / support a plan to reintroduce hot water to the public restrooms.
 - When available, hand sanitizer stations will be placed at both entrances and the stair landings.
 - Other discussion / ideas
- 3rd Floor toilet repair project update (See Notes)
- Boiler maintenance schedule / project update
- Painting of the staircase railings.

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- E: 10:00 Arlen Gortmaker – Emergency Manager
- Response to the Corona Virus
 - Taskforce Creation and Function
 - Concerns to be addressed for future events
 - Purchase of Personal Protective Equipment. Ratify purchases during interim.
 - Masks \$?
 - Face shield \$350 ish
 - Gowns \$650 ish
 - Hand sanitizer \$300 ish
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- F: 10:15 The treasurer asked if the Commission would waive the fees on mailing of registration renewals for county residents. This would help facilitate less face to face traffic at the counter. The fee is set by the Department of Revenue but the proceeds are retained locally so there is only an impact to the county.

The commissioners each, individually supported the waiver of the fee. It now requires that the board formally ratify the request to waive the fees for mailing registrations to county residents. Non-residents would still pay the fee.

- G: 10:30 Second Reading of [Ordinance 2020-01](#)
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- H: 10:45 Register of Deeds – Suzy Wernsmann (Not present unless requested)
- Request for spending authority up to \$500 to facilitate the migration to the new Taylor Technologies platform.
 - [Document from Tyler Technologies](#)
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- I: 11:00 Library / Library Board member – Andrea Fiala
- Discussion on Creating Project Specifications and by whom.
 - Request for Proposals
 - Bid Specifications Hand Out
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- J: 11:15 Care of the Poor Application – Doug DeBoer as Welfare Director
- Not response from SD-DSS because their office was closed, employees working from home. Seriously Delays in processing. No action requested.
 - Two applications for hospitalization returned because the hospitals failed to provide all the data.
 - Discussion on County Burials to be moved to May
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- K: 11:30 WEB Water Development Association, Inc.
- [Request / application to occupy rights of way for placement of water utilities](#)
 - Resolution 2020-04 Included above for review
 - Publication Required of Notices (under review by the States Attorney)
 - SDCL [31-26-24](#) & [31-26-25](#)
 - Hearing to be held on May 5th with your direction.
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- L: 11:45 Plat Review for
- [Sweetland Operations & Maintenance Building](#) on 205th, just west of 369th Ave.
 - [Google Earth Image](#)
 - [Keck Tract 1 on US HWY 14](#) / East 3rd Avenue Miller, (Former Stobbs property)
 - [Google Earth Image](#)

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M: 12:00 Commission's 30-minute Work Period for unfinished business

- 2020 Wheel Tax / [Review mock up - template](#) & [Other Wheel Tax Ordinances](#) (Via Google Drive)
- Ultra County Management software / server request of purchase:
 - Our firewall is out of date / unable to update. A replacement is \$2,102.20 via Connecting Point
 - Our network switch has also failed, currently using a loaner from Connecting Point
 - The replacement switch is \$535.00
 - I would permission to replace them both. Both items can be used if we upgrade our telephone and internet distribution system.
- Director of Equalization – Appointment in compliance with SDCL 10-3-3 “Appointment of County Director – Mayor Participating”
 - [Administration of Oath](#) and deposit of bond in compliance with SDCL 10-3-4
 - Certificate of Appointment upon approval of commission.

N: Wage Requests by department heads for consideration in the 2021 budget process.

- [Register of Deeds Letter](#)
- [4H Office Letter](#)
- [Auditor's Office Letter](#)
- [Sheriff's Office](#) worksheet
- [Director of Equalization Email](#)
- [Treasurer's Office letter](#)

O: Ratio, LLC

- [Ratio Tree Plan from Hand County Conservation District](#)
- Governor's Office of Economic Development / [South Dakota Reinvestment Payment Program Agreement](#)

V: Minutes from subordinate boards or committees (Available via URL, not in binders)

- LEPC – No Report
- [Library Board Minutes / Report for February 24, 2020](#)
- Weed & Pest Board – No Report

W: Correspondence (Available via URL, small files printed, large files not in binders)

- Gimbel's Wolf Creek Ranch ([Notice Organic Farming to Weed & Pest](#))
- State School and Public Lands auction will be at 2p on April 17 in the commissioner chambers.

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.

Y: Reserved for Commissioner Comment / Closing Discussion

- REMINDER:
 - Notice of Appeal to local boards due by 2nd Thursday of March [[10-11-16](#)]
 - As of April 6, Pearl Klages reported that no appeals had been received from local boards.
 - For the “[County Board of Equalization](#)”, is [Tuesday April 14](#) at 7 PM.
 - This will actually be one meeting called “[Consolidated Board of Equalization](#)”
 - Pearl Klages reported that two properties in Ree Heights will be discussed by the D.O.E.
- Other “OLD BUSINESS”

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

- Next regular meeting is May 5, 2020 at 9:30 AM.
- Moved by _____, seconded by _____ to adjourn.
 - All in favor: _____, those opposed: _____
 - Time of adjournment: _____

DRAFT