

DRAFT AGENDA for the HAND COUNTY BOARD OF COMMISSIONERS  
REGULAR MEETING –THURSDAY, September 1, 2020 – 9:30 A.M  
Location: County Commission Chambers, Facebook Live and Zoom meeting.

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**PLEASE NOTE:**

(URL / LINKS are provided when documentation has been provided to us in advance.)  
The chairman has declared the entire meeting as the statutory period of public comment (SDCL 1-25-1)  
**Interactive participation is available by ZOOM and Facebook. Advanced notice required.**

**All documents are available for download. Paper copies are available upon request.**

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- | Item  | &     | Approximate time   |
|-------|-------|--|
| A:    | 9:30  | Consent Agenda Items:  |
|       |       | <ul style="list-style-type: none"><li>● <a href="#">Review &amp; Approval of the August 4, 2020 minutes</a></li><li>● <a href="#">Review &amp; Acknowledgement of Register of Deeds July Fee report.</a></li><li>● Reconsider the threshold for insurance benefits. Set at 30 last meeting, request to change to 25 hours per week as the threshold.</li><li>● Review &amp; Acknowledgment of <a href="#">Library Board Meeting minutes &amp; Financial Report</a> for July</li></ul>  |
| <hr/> |       |  |
| B:    | 9:35  | Assessor – Terry Augspurger  |
|       |       | <ul style="list-style-type: none"><li>● Execution of agreements with 1st District for creation of G.I.S. parcel mapping data.<ul style="list-style-type: none"><li>○ <a href="#">Countywide Parcel Mapping</a></li><li>○ <a href="#">Rural Only Parcel Mapping</a></li></ul></li><li>● <a href="#">Email from SD-DLA / Rod Fortin stating bidding is not required.</a></li></ul>   |
| <hr/> |       |  |
| C:    | 9:45  | Conference Call - Hyde County Commissioners & Kevin Bowen - SD Dept of Veteran Affairs   |
|       |       | <ul style="list-style-type: none"><li>● Dial in: 605-852-6100 Code: 23154</li><li>● Discuss potential for sharing our Veteran Service Office with Hyde County</li><li>● Take action as needed</li></ul>  |
| <hr/> |       |  |
| D:    | 10:00 | Emergency Management - Arlen Gortmaker   |
|       |       | <ul style="list-style-type: none"><li>● Review and hopeful approval of the L.E.M.P.G.<ul style="list-style-type: none"><li>○ Local Emergency Management Performance Grant</li><li>○ Funding source from the federal government, administered by the state.</li></ul></li><li>● Review FEMA Reimbursement on DR-440-SD [2019 Spring Blizzard / Flooding]<ul style="list-style-type: none"><li>○ Federal funds in the amount of \$7,292.04</li><li>○ State funds in the amount of \$972.27</li><li>○ Total: \$8,264.31</li></ul></li><li>● Hazard Mitigation Summary from Tuesday August 25, 2020<ul style="list-style-type: none"><li>○ Request permission to have the following statement included in the Minutes for compliance reasons. Please formalize by use of a motion to publish.<ul style="list-style-type: none"><li>■ <b>Hand County Mitigation Meeting Update:</b><br/><br/>Members from Miller, Ree Heights, St Lawrence and Hand County attended a mitigation planning meeting at the Miller Community Center on August 25, 2020. Staff from NEOG led the meeting. The purpose of the mitigation planning meetings is to collect input and information for the County’s Mitigation plan. Having an updated Hazard Mitigation Plan is a requirement by FEMA for any jurisdiction (city, county, State, tribe)</li></ul></li></ul></li></ul> |

that desires to remain eligible for FEMA disaster mitigation funding. FEMA disaster mitigation funding is a grant program that covers 75% of the costs to complete mitigation projects. The funding can be used for construction of projects that mitigate (reduce or eliminate) the threat of natural hazards or prevent loss of life, loss of property, or loss of infrastructure. Examples of eligible activities include: powerline burial, construction of storm shelters, construction of or improvements to storm sewers, acquisition or relocation of homes or businesses located in flood prone areas, and installation of backup generators to run critical facilities in the event of power loss. There are many other types of projects that are eligible for consideration in this program. Through the mitigation process, projects are identified for each participating jurisdiction. After the projects are identified, they are prioritized, and included in the mitigation strategy section of the plan. NCEOG requested that participating jurisdictions (city and county officials) as well as members of the public provide information and/or comments about possible mitigation projects to be included in the plan. Written comments can be emailed to [alison@necog.org](mailto:alison@necog.org) or mailed to NCEOG at 416 Production Street N., Suite #1, Aberdeen SD 57401.

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E: 10:15 Shane Croeni - Sheriff

- Request approval to purchase Chevrolet Tahoe (no documents provided)
- Request approval to purchase accessories for Chevrolet Tahoe if approved. (no document provided)
- Request approval to hire a deputy sheriff (no information provided)
- [Review other items on report](#)
- [Sheriff's Activity Report](#)

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F: 10:30 Brian Hines and Michelle Benette

- Spring Hill Township / Green Valley Road - Requests, Issues and Questions
  1. Request: Bridge (NBI: 30-015-358) Inspection
    - a. The bridge was last inspected in 1990
    - b. The bridge was signed / posted for weight limits (by the township or county?)
    - c. Need to know the status of the structure
      - i. Who it belongs to now / who is responsible for it
        1. Photos: [1](#), [2](#), [3](#), [4](#)
  2. Request: Snow Removal
    - a. Spring Hill Township board members told them they would not remove snow
      - i. Costs too much & no one lives on the farmstead
      - ii. Access is still needed for property use and management
      - iii. Township board members told them the county has a policy which allows the township to no remove snow
  3. Request for clarification & Request to occupy right of way
    - a. Spring Hill Township stopped them from erecting a fence along Green Valley Road
      - i. Said they needed a variance or permission from the county to build in the ROW
      - ii. Provided a document telling them to stop under authority or advice of the HC-SA
      - iii. Photos: [1](#) & [2](#)
    - b. Formal request to the county to permit occupancy of the Green Valley Road right of way to build and maintain a fence along owned properties.
  4. Request for clarification on road closure still in effect.

- a. Spring Hill Township has posted road closed signs on both ends of the Green Valley Road between 209th Street (Cedar Hall Road) and Lingscheit Place

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H: 11:00 Jeff Hargens – Highway Supt Discussion

- Work started on the bridge replacement on 185th (between 370th & 371st Avenues) in Burdette Twp.
- Discuss pending gravel “royalties” / possible action by way of motion
- Review bids received for pea gravel
  - Bid request advertised for 6,000 tons
  - Bids opened on August 31, 2020
  - Award or Decline bids
- Revisit the Drainage / Road Flooding Issues
  - Harrison Township / bypass
  - Plato Township / bypass
- Revisit the Pearl Creek Dike restoration project
- Structure of authority / Interview Process and appointment process, setting of wage.
  - May be postponed to the end of the meeting for an executive session if dealing with specific personnel.
  - Rubble Site Manager for 2021
  - Assistant Highway Superintendent, Foreman or

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I: 11:45 Chairman - Jim Jones

- Possible statute / anonymous donor

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J: 12:00 Custodian - Will Page

- [Revised proposal from Schumacher Elevator Company to replace elevator \(Now: \\$248,179.00\)](#)
  - Capital Reserve Fund at \$150,000
  - Shortfall of \$98,179 (Easily offset by possible inject of the CARES reimbursement)
- [Monthly Activity / Project Report](#)
  - Midwest Pipe Lining
  - Clock Project
    - Interior Clocks Installed
    - Request approval for Mantle Clock Repairs \$1,800 estimate (no document provided)

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K: 12:15 Auditor - Doug DeBoer

- The SD-DENR initial approved the use of the incinerator. They subsequently withdrew it because the Federal EPA considers our paper waste as “Industrial Waste” and want to set conditions for approval.
- Policy changes requested in July will be on the October agenda (due to my being on Covid-19 leave)
- Setting of special meeting for adoption of the 2021 Adopted Budget
  - Request for September 22 @ 7:00 P.M. to allow for two full weeks of publication
  - Delay caused by my being off due to contracting COVID-19
- Review and approve [General Ledger Account Changes done in August](#)
  - Renamed several to reflect current operation (IE: Extension renamed to 4H)
    - 28 pages divided by the five commissioners
- [Court Appointed Attorney & Abused or Neglected Children expenditure report for State FY 2020](#)
- [Quoin Financial Bank - ACH \(direct deposit / electronic payment\) agreement.](#)
  - Review and Approve if acceptable
  - Confidential Financial Data Removed

- Telephone / Internet rebuild & status report
    - We have secured “handcountysd.org” as our county-specific domain. Official email addresses will be [user@handcountysd.org](mailto:user@handcountysd.org)
    - The bulk of wire runs have been completed.
    - There will be 15 deskset telephones as follows:
      - Basement: Custodian-1
      - First Floor: VSO-1, 4H-1, EM-1, Sheriff-4
      - Second Floor: Auditor-2, Treasurer-2, Assessor-2 & Registrar-2
      - Third Floor: None
      - Attic: Jack for access only
    - Some offices will be requesting a cordless phone or converter to use present cordless phones
  - [SDML-Workers Compensation Coverage / Employee Audit Report](#)
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L: 12:30 Information / Correspondence

- [Agenda for Annual Conference](#)
  - [Advertisement / Brochure for Road Groomer](#)
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M: 12:45 Commissioner Work Period / Old Business

- Wheel Tax (continuing item)
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N: 1:00 4-H Parents - Mike Moncur (president)

- [Request to extend probationary period due to covid and reduced activities](#)
    - Has no impact on wages
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M: 1:15 Library - Mary Breitling

- Report on two staff voluntarily reducing hours
  - Report / request to hire two part-time staff and set their wage.
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X. Closing comments / commission discussion

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Y: Executive Session - Requested by:

- Possibly at the request of the Highway Department to discuss options for the full time department head at the Rubble Site
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Z: Declaring next meeting and moving to adjourn:

- Next regular meeting is October 6, 2020 at 9:30 AM
- Moved by \_\_\_\_\_, seconded by \_\_\_\_\_ to adjourn.
- All in favor: \_\_\_\_\_, those opposed: \_\_\_\_\_
- Time of adjournment: \_\_\_\_\_