

April 7, 2020
HAND COUNTY BOARD OF COMMISSIONERS
COURTROOM & FACEBOOK LIVE
MILLER, SOUTH DAKOTA

The Commissioners convened at 9 A.M. on Tuesday April 7, 2020 in regular session to conduct county business.

Commissioners present included Chairman Jim Jones, Luke Wernsmann, Greg Palmer and Jim Eschenbaum. Gib Rodgers was present by speakerphone.

A motion was made by Palmer, seconded by Wernsmann with all voting in favor thereof to approve the consent agenda as follows:

Minutes of the March 3, 2020 regular meeting, minutes of the special meeting on March 24, 2020 [COVID-19 Ordinance 2020-01], claims, vouchers and payments, building permits for Fagerhaug,s, Watkins', Lvtzow's, Fulton's, Polo Legion, and Nolz'es. The agenda also included the Register of Deeds statement for February 2020, and an application for Wilbur-Ellis Air to land on county roads.

Mike Moncur met with the board to discuss the 4-H office. He informed the board that Shae Knox had resigned to take another job. Knox had not yet started as a full-time employee. Moncur requested the board consider Ann Price, who was an alternate for hire when Knox was hired. Moncur explained that Price would start as an hourly employee, completing obligations she has with her current employers, and then move to full time later this spring. It was moved by Wernsmann, seconded by Eschenbaum with all voting in favor there of to hire Ann Price as the 4-H director. Price's pay will be the same as Knox, which is \$15.71 while hourly and \$2,722.67 per pay period, once full time, plus allowable benefits.

It was moved by Wernsmann, seconded by Palmer with all voting in favor thereof to accept the resignation of Shae Knox.

Highway Superintended Jeff Hargens was unable to meet with the board so Auditor DeBoer presented his request to hire at least two "summer seasonal" employees to help with work projects in the department. The commissioners agreed and added that should other applicants be found suitable; they would consider hiring more given the works project load for this summer. The drainage discussions in Harrison and Gilbert townships was moved to the May agenda.

Custodian Will Page met with the board to discuss current projects and the building needs in response to the COVID-19 pandemic. Page explained that had installed a lockable box in the west entry for people to drop off items for the building. The box will be checked by staff frequently. Page also discussed a plan to restore hot water to the rest rooms in the building by using "on demand" water heaters. Apparently, the hot water distribution system has been in disrepair for years and the only hot water source is in the basement. The commission supported Page in locating more information and cost estimates. Page also said intends to purchase sanitizing stations to remain at the entries once available. A loaner was borrowed from the 4-H property. Plexiglas spit / sneeze guards will be installed in offices on counters as portable devices to offer separation between individuals.

Page then addressed the plumbing problem in the third-floor toilet. A repair was started on the drain when it was discovered the pipe above was also broken and in need of replacement. The commissioners agreed the project needs to be completed, even with the added expense and time. Page spoke about the boiler maintenance. He has G&R Controls coming soon and based on his research and their advice, he believes that repairing the

damage heat tubes is the best course of action. Lastly, Page presented the board with discussion painting the ironworks in the staircase. The ironwork had been painted in the past and is need of it again. There was some complaints heard about the project so Page wanted the commission to over the final decision which they did. It was moved by Palmer, seconded by Eschenbaum to paint the ironwork in a matching color through the entire staircase in a brighter copper color. All voted in favor thereof. Before departing, Page told the commission the lights on the east entry are repaired.

Emergency Manager Arlen Gortmaker met with the board to discuss the response to the COVID-19 pandemic. Gortmaker explained that a task-force of about 25 public safety, public works, health care and governmental officials came together to meet weekly on how to best respond to the movement of the pandemic into our county. The group has no authority but seeks to gather information from each other and formulate how their responses can work in concert for the benefit of the county. Gortmaker also explained some purchases he made between this and the previous meeting. The commissioners agreed that purchasing personal protective equipment (PPE) is an allowable expense and that Gortmaker should continue to find and secure it as best he can. Gortmaker said he has spent about \$1,500 on products so far. The commission agreed that Gortmaker would continue to check with the chairman as products are found and before purchasing. Gortmaker's last request was to purchase a new printer as his current printer does not provide adequate services under the current demands. The commission approved the purchase.

Auditor DeBoer ask the commission to ratify a question which was presented by the treasurer between meetings. The request was that they be allowed to waive the mailing fee for county residents who renew registrations by mail (in response to the pandemic). It was moved by Palmer, seconded by Eschenbaum, will all voting in favor thereof to ratify their individual support of the request as a collective group.

Auditor DeBoer provided an update on pending applications for county assistance for indigent persons. The Department of Social Service (DSS) office in Pierre that helps review applications is closed and the employees are working from home. The resources needed to work on our submissions is not available in their homes so the process is on pause. This means current applications are also on pause.

DeBoer also reported that he returned two applications because the hospitalization reports were incomplete. The county and the DSS can not process claims when data is missing. The discussion related to county burials was moved to a future meeting.

DeBoer then presented a request from WEB Water Development Association, Inc for an underground water distribution project. DeBoer requested the commission approve his advertisement of the project in accord with statute so other interested parties can offer input. A hearing date on the application was set for May 5 during the regular meeting.

DeBoer presented two plats for consideration and approval. The first being from Sweetland Energy for their Operations and Maintenance facility. The plat lacked information about access to the land from the adjoining county road. The plat was, upon motion of Wernsmann, seconded by Palmer, with all voting in favor thereof, tabled to the May meeting. Jason Resel, land owner was notified.

The second plat was for Clayton Keck who was partitioning off a piece of property along US HWY 14 / East 3rd Street Miller. The commissioner reviewed a copy of the plat and found no apparent issues. It was moved by Wernsmann, seconded by Eschenbaum with all voting in favor thereof to approve the Keck Tract 1 plat request.

Andrea Fiala and Mary Brietling with the library met with the board to discuss their request to have the east parking lot removed and replaced. Fiala addressed the board by recapping what Mike Donlin presented last month. The group then discussed the projected costs (\$22,980 in materials & \$23,000 for Donlin's labor). During the discussion it was concluded that the project may depend on availability of funds and that the project may need to be amended to accommodate available funds, if there be any. It was suggested that the library staff get the utilities located to see if any cross the parking lot, to see if Mr. Donlin would do elevations on the property to determine drainage and bring that information back to the board. The board also decided to include Highway Superintendent Jeff Hargens in the discussion as he would likely be involved and has more experience than anyone in the room.

The commission entered their 30-minute work period. Chairman Jones brought up the wheel tax discussion and checked with the other members how they felt about the situation given the intrusion the COVID-19 pandemic is going to have. The group all stated their support of the funding mechanism but agreed that the discussion should continue by having the states attorney draw up the language for the proposed tax ordinance, that being the beginning and the end but leave the dollar formulation empty. The commission can then throttle their progress based on the economic climate.

Auditor DeBoer brought up the ongoing issue of the server which services the Treasurer, Auditor and Assessor. During the server install it was noted that our firewall, a device that monitors incoming and outgoing network traffic and is programmed to filter out harmful and pass acceptable traffic to users. The firewall is very old and not up to current standards. Connecting Point, the providers of our Ultra County Management program quoted a replacement at \$2,102.20 installed for a managed firewall. Additionally, the network switch we currently have is in similar condition for age and usefulness. A replacement for the switch is quoted at \$535 but if we purchase them together, we can eliminate two service trips and reduce the labor expense. Additionally, if the courthouse moves to a new phone system, both devices would be used on that system. After some discussion on the potential for a new phone system, it was moved by Palmer, seconded by Wernsmann with all voting in favor thereof to approve the purchase of both items and to allow for the expense to be spread across the budgets of all users.

The next item was also from a previous meeting and it involved the annual appointment of Terry Augspurger as Director of Equalization. It was moved by Wernsmann, seconded by Eschenbaum with all voting in favor thereof to appoint Augspurger as Director of Equalization. A certificate will be made. Anticipating the appointment, DeBoer was able to administer an oath of office for Augspurger.

Auditor DeBoer informed that their packets contained the wage adjustment requests from six department heads. The requests were due before March 31 and were designed to give the commission an opportunity to study them between meetings and prior to budget preparations for 2021.

There was a report received from the Hand County Soil Conservation District as it related to Ratio, LLC (Pipestone Vet Services) swine production facility. The report indicated the district had approved the tree plan for the facility.

The Governor's Office of Economic Development and Ratio, LLC also sent to the county the "South Dakota Reinvestment Payment Program Agreement" which allows for the county to acquire the taxes paid on construction of the project. The agreement needed the signature of the chairman and a request was made for approval. It was moved by Palmer, seconded by Eschenbaum to give the chairman authority to execute the agreement. All members voted in favor thereof.

Terry Augspurger had received notice from the states attorney that the agreement appeared to be in order.

The commission reviewed the topic of correspondence and minutes of the library board prior to moving into an executive session for the sole purpose of discussion personnel (SDCL 1-25-2(1)) It was moved by Wernsmann, seconded by Palmer with all voting in favor thereof to convene in executive session. [The Facebook livestream was terminated at this time]

Upon motion of Wernsmann, seconded by Eschenbaum it was moved to reconvene in open session. All voting in favor thereof. There was no action taken as the matter was found be a policy issue.

The commission discussed briefly whether their stance on the COVID-19 was appropriate as it related to the employees. It was concluded that the auditor would compile available data from the CDC and other sources and inform the departments of their need to follow those suggestions as well as tighten precautions to protect visitor and the staff of the county offices.

It was moved by Wernsmann, seconded by Eschenbaum with all voting in favor thereof to adjourn the meeting.

The next regular meeting will be on May 5, 2020 at 9:30 A.M.

The claims approved for payment are:

For: BOARD OF COUNTY COMM

OFFICE PEEPS, INC.	SUPPLIES	3.77
ON HAND ECONOMIC DEVELOPMENT	MONTHLY SUPPORT	2500.00
THE MILLER PRESS	PUBLISHING	610.93

		3114.70

For: ELECTIONS*****

DOUGLUS DEAN DE BOER	MILEAGE TO EE & S TRAINING	35.61
ELECTION SYSTEMS &	DS200 & EXPRESS VOTE TRAINING	425.00
THE MILLER PRESS	PUBLISHING	40.91

		501.52

For: JUDICIAL SYSTEM*****

SDACC	CATASTROPHIC LEGAL FUND	3636.00

		3636.00

For: AUDITOR*****

A & B BUSINESS, INC.	COPIER MAINTENANCE CONTRACT	53.60
CARDMEMBER SERVICES	SUPPLIES	2.55
DOUGLUS DEAN DE BOER	POSTAGE METER RENT (2)	643.68
DOUGLUS DEAN DE BOER	POSTAGE	27.50

HAND COUNTY TREASURER	POSTAGE	13.40
OFFICE PEEPS, INC.	SUPPLIES	30.33
THE MILLER PRESS	PUBLISHING	379.30

1150.36

For: STATES ATTORNEY*****

ANSON LAW	RENT	325.00
ANSON LAW	SUPPLIES	312.50
ANSON LAW	UTILITIES	300.00
AVERA HAND CO. MEMORIAL HOSPIT	BLOOD TEST	97.00
MARIE H. BALES	TRANSCRIPTS	209.60
BEADLE COUNTY AUDITOR	VICTIM & WITNESS COORDINATOR	1375.00
SD DEPARTMENT OF HEALTH	BLOOD TEST	40.00

2659.10

For: COURT APP. ATTORNEY*

CHURCHILL, MANOLIS, FREEMAN,	COURT APPOINTED ATTORNEY	1311.60
SCHREIBER LAW FIRM, PROF LLC	COURT APPOINTED ATTORNEY	100.13
RON J. VOLESKY	COURT APPOINTED ATTORNEY	1746.00

3157.73

For: GOV. BUILDING*****

AGTEGRA COOPERATIVE	DIESEL FOR GENERATOR	28.49
AMERIPRIDE SERVICES, INC.	SUPPLIES	196.18
BOB'S DISPOSAL SERVICE	GARBAGE DISPOSAL	100.00
COWBOY COUNTRY STORES	GAS	16.00
FISCHER PLUMBING	REPAIRS	269.64
HUGHES ELECTRIC, LLC	REPAIRS & INSTALLATION	711.35
MID AMERICAN RESEARCH CHEMICAL	SUPPLIES	252.92
CITY OF MILLER	UTILITIES	685.82
STURDEVANT'S AUTO PARTS	SUPPLIES FOR GENERATOR	151.55

2411.95

For: DIR. OF EQUAL*****

A & B BUSINESS, INC.	COPIER MAINTENANCE CONTRACT	27.50
AMERICAN SOLUTIONS FOR BUSINES	SUPPLIES	361.44
MILLER REXALL DRUG	SUPPLIES	11.06

400.00

For: REG. OF DEEDS*****

MCLEODS PRINTING & OFFICE SUP.	SUPPLIES	97.68
OFFICE PEEPS, INC.	SUPPLIES	51.51
SD ASS'N COMPUTER EQUIPMENT	MEMBERSHIP DUES	15.00
KYLE WERNSMANN	COMPUTER UPGRADES	201.00

365.19

For: SHERIFF*****

316 SUPPLY & UPFITTING, LLC	EQUIPMENT INSTALLATION ON PU	3346.00
A+ TIRE & AUTO SERVICE CENTER	REPAIRS	66.18
A+ TIRE & AUTO SERVICE CENTER	REPAIRS	505.45
BROOKINGS AREA CPR CTC	SUPPLIES	60.00
COWBOY COUNTRY STORES	GAS	225.88
COWBOY COUNTRY STORES	GAS	112.27
HAND COUNTY TREASURER	TITLE	15.00

OFFICE PEEPS, INC.	SUPPLIES	37.45
VISA	SUPPLIES	20.21
VISA	TRAVEL EXPENSES	288.00
VISA	CELL PHONES	167.23

4843.67

For: JAIL*****

BEADLE COUNTY SHERIFF	PRISONER CARE	3920.00
FAULK COUNTY SHERIFF DEPT	PRISONER CARE	2465.00
VISA	POSTAGE & GAS	41.54

6426.54

For: CORONER*****

TIFFANY A. HOFER	CORONER FEE	58.00
TIFFANY A. HOFER	SUPPLIES	76.00
TIFFANY A. HOFER	MILEAGE	1.26

135.26

For: SOLID WASTE*****

THE MILLER PRESS	SUPPLIES	531.00
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531.00

For: CARE OF POOR (CARE)*

DOUGLUS DEAN DE BOER	MILEAGE TO WELFARE WORKSHOP	60.64
OFFICE PEEPS, INC.	SUPPLIES	20.84

81.48

For: COUNTY NURSE*****

HAND CO MEMORIAL HOSPITAL INC.	COUNTY HEALTH NURSE	2954.21
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2954.21

For: MENTAL HEALTH*****

BLUE, WHEELER & BANKS LLP	MENTAL HEALTH CONSULTS	169.75
CENTER FOR INDEPENDENCE	MONTHLY SUPPORT	180.00
VISA	MH TRAVEL	67.10

416.85

For: LIBRARY*****

A & B BUSINESS, INC.	COPIER MAINTENANCE CONTRACT	50.46
BOB'S DISPOSAL SERVICE	GARBAGE DISPOSAL	42.00
BOB'S GAS	PROPANE	150.00
HUGHES ELECTRIC, LLC	INSTALLING FAX LINE	337.04
INGRAM LIBRARY SERVICES	BOOKS	560.11
CITY OF MILLER	UTILITIES	370.11
RECORDED BOOKS, LLC	AUDIO BOOKS	132.26

1641.98

For: WEED CONTROL*****

AA MOTORSPORTS, LLC	SUPPLIES	200.82
AT & T	CELL PHONE	73.78
CK WELDING & REPAIR LLC	SUPPLIES	135.15
FARNAM'S GENUINE PARTS, INC.	SUPPLIES	56.89
HAND COUNTY TREASURER	TITLE	15.00
CHRIS JOHNSEN	MILEAGE	21.00

CITY OF MILLER	UTILITIES	452.69
OAKLEY FARM & RANCH SUPPLY	SUPPLIES	23.02
PUMP N PAK	GAS	111.72
RAMKOTA INN	TRAVEL EXPENSE	106.64
MATT ROGERS	MILEAGE (2)	42.00
BRETT STEVENS	MILEAGE	18.48
WARNE CHEMICAL & EQ CO	SUPPLIES	43.32

1300.51

For: HWY RDS BRIDGES*****

A+ TIRE & AUTO SERVICE CENTER	REPAIRS	443.90
A-OX WELDING SUPPLY CO INC	REPAIRS	55.00
BOB'S DISPOSAL SERVICE	GARBAGE DISPOSAL	100.00
BOB'S GAS	PROPANE	98.00
BOB'S GAS	PROPANE	1775.00
CARDMEMBER SERVICES	SUPPLIES	137.39
CK WELDING & REPAIR LLC	REPAIRS	22.50
CK WELDING & REPAIR LLC	SUPPLIES	88.88
DAKOTA OIL	SUPPLIES	255.75
FARM TECH INC	SUPPLIES	22.38
FARNAM'S GENUINE PARTS, INC.	SUPPLIES	166.72
FARNAM'S TRUCK PARTS	SUPPLIES	1040.40
C & B OPERATIONS LLC	LEASING 4 TRACTORS	10000.00
JENSEN ROCK & SAND INC.	COLD MIX	6375.60
MIDCO BUSINESS	PHONE & INTERNET SERVICE	175.53
CITY OF MILLER	UTILITIES	536.01
NEWMAN TRAFFIC SIGNS	SUPPLIES	998.11
OAKLEY FARM & RANCH SUPPLY	SUPPLIES	129.87
OAKLEY REPAIR	REPAIRS	2871.26
RICK OLIGMUELLER	SUPPLIES	8.35
PRORATE SERVICES	DRUG TEST RESULTS	40.00
THE MILLER PRESS	PUBLISHING	136.42
TONY'S REPAIR	REPAIRS	534.95
TRUENORTH STEEL, INC.	SUPPLIES	9749.95
WW TIRE SERVICE	MAINTENANCE	964.53

36726.50

For: DEBT SERVICE*****

KS STATE BANK	PAYMENT PRIN.	25257.36
KS STATE BANK	PAYMENT INTEREST	2317.93

27575.29

For: E-911*****

CITY OF HURON	E-911 CHARGES	2720.62
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2720.62

For: EMERG. & DIS. SERV.*

KESSLER'S	SUPPLIES	14.98
OAKLEY FARM & RANCH SUPPLY	SUPPLIES	13.47
PUMP N PAK	GAS	202.50
VISA	CELL PHONE	50.19

281.14

Total Checks: 103031.60

The Auditor's Account with the Treasurer per SDCL 7-10-3 is, as of the close of business on the last day of February 2020, the treasurer had \$755.64 of cash on hand, \$41,714.31 of checks in possession less than 3 days, \$0.00 of checks in possession more than 3 days, \$43.40 of cash items, \$300.00 of petty cash.

Reconciled Demand Deposits: \$178,468.79 in the American Bank & Trust and \$293,667.43 in the Quoin Financial Bank.

Time Deposits: \$1,126,038.04 in the American Bank & Trust and \$1,952,074 in the Quoin Financial Bank.

Investments: \$11,995.86 in the library checking account, \$12,400.00 in library certificates of deposit and \$7,551.00 in library stocks.

Total cash assets equal \$3,625,034.84

Jim Jones, Commission Chairman

(SEAL)

Doug DeBoer, County Auditor

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