

DRAFT AGENDA for the HAND COUNTY BOARD OF COMMISSIONERS
REGULAR MEETING –TUESDAY, October 6, 2020 – 9:30 A.M
Location: County Commission Chambers, Facebook Live and Zoom meeting.

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.

Item / Approximate time

9:30 Consent Agenda Items:

- Rescheduling of Regular Commission Meetings to 1 P.M. starting in November
- Review & Approve the [minutes of the September 1, 2020 regular meeting](#)
- Review & Approve the [minutes of the September 23, 2020 special meeting](#)
- [Receipt of the building permits from the Zoning Official](#)
- [Review & Acknowledgement of Register of Deeds July Fee report.](#)
- Deputy Sheriff Zachory West's entry pay was \$18.30.
- Review & Acknowledgment of [Library Board Meeting minutes & Financial Report](#) for
- Approval / [declaration of "Surplus Property"](#) from the highway department.
 - No other departments requested items for sale
 - Includes approval for public sale on October 9, 2020 at 10:00 A.M.
 - 1986 IHC F1954 – SN: 1HTLKVR7GHA56728
 - 1995 Dump Truck – SN: 1FDYU82E7SVA44903
 - Accumulated Bridge Decking
 - Accumulated Scrap Iron
 - Accumulated Used Tires

9:35 4-H Office - Ann Price

- Activities Update

9:45 Sheriff's Office - Shane Croeni

- Clarification Action: [The actual Iowa contract for purchase of a 2021 Police Package Tahoe 4x4](#)
 - Contract Number: Iowa "20472" Effective 06-24-2020 to 10-16-2021
 - Contract Price: \$36,216 (Trim Package 9C1)
 - Vender: Karl Chevrolet Inc (Dennis Karl) 1101 SE Oralabor Road, Ankeny, Iowa 50021-3950
 - 515-299-4409 & d.rudolph@karlchevrolet.com
 - [Brown County's Minutes for purchasing off the Iowa contract are not published yet.](#)
- Classification Change: Colleen Peterman. Make the cap for hours 24.75 up from 19 to allow for better scheduling and emergency call-ins or call-backs.
- Request approval to hire Joshua Zweber as a deputy sheriff, working part-time up to 19 hours per week on a weekly basis.
 - Set the rate of pay at \$19.85 per hour as he is already certified.
- Regular month report items

10:00 Auditor - Doug DeBoer

- Reconsideration and hopeful approval of the [revised funeral leave policy.](#)

- Reconsideration and hopeful approval of the revised annual leave policy
 - [Payment of accumulated leave upon separation](#)
 - [Accumulation schedule by “type” of employee](#)
- Reconsideration and hopeful approval of the revised sick leave policy
 - [Sick leave defined and by employee type](#)
- [Formal adoption of previous policy change on use of annual / sick leave after six months.](#)
- Surplus Voting Equipment
 - I would like to offer to another governmental agency the following election equipment
 - 8 “auto mark” plastic / resin tables (no serial numbers)
 - 2 canvas and aluminum collapsible voting booths. (no serial numbers)
 - [Photograph 1](#) and [Photograph 2](#)
 - No charge. If unclaimed, I would like to destroy them.
- I have applied for consideration on a grant from the “Center for Tech and Civic Life” entitled “CTCL Covid-19 Response Grant Application”
 - Amount: Minimum of \$5,000
 - [Notice of Interest in Grant](#)
 - Request Approval to Enter into Grant if awarded.

10:15 On Hand Development Corp - Kecia Beranek

- New program to discuss

10:30 Veteran Services Officer agreement with Hyde County

- [Review Document prepared by Hyde County](#) for Hand County to provide them services.
- Changes resulting from agreement
 - Hours of Operations
 - Sharing of Expenses

11:00 Road & Bridge - Jeff Hargens

- Bob LeGrand
 - [Notice of Resignation](#)
 - Letter requesting nullification of Notice of Resignation
- Ratify the purchase of a [Landpride 84 Angle Broom](#) (SN: 731861)
 - Vendor: [Mid-Dakota Rural Water, Price: \\$3,500](#)
- Project Status Updates
 - Burdette Township (185th Street Bridge) 30-263-130
 - [Pay Request from True-North Steel in the amount of \\$176,680.43](#)
 - Approve the Transfer Funds from Federal Grants to R&B expenditure accounts
 - Spring Hill Township / Green Valley Road (Hines / Bennett Complaint)
 - Bridge Inspection & Conclusion
 - Status of complaint
 - Harrison Township Bypass Project (Aesoph Property)
 - Plato Township Bypass Project (Muellenberg Property)
 - Pearl Creek Dike restoration project in Gilbert Township
- Gravel Royalty Submission by Lee Alan Teveldahl
 - \$2.75 per ton
 - Motion to either approve or deny
- Review and approve a full time new hire
 - Calvin “Cal” Novacek

- Start October 15, 2020
 - Create Job Description and Announcement for “Assistant Highway Superintendent” or in the alternative, “operations foreman”
 - Hourly (under supervision of another)
 - Salaried (answers directly to the commission)
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11:15 Library - Mary Breitling via Doug DeBoer

- The library applied for an received a grant
 - Approval to “auto supplement” the un-anticipated revenues into the library expenditure budget
 - [Check issued by the State](#) (\$2,000)
 - Ratify the purchase of the equipment
 - [Library Report \(Minutes & Financials\) for August 2020](#)
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11:30 Rubble Site - Review Job Description from Walworth County

- Advertise for Manager’s Position beginning January 1
 - Setting of wage for manager’s position (hourly or salaried?)
 - Authority to Hire & Fire?
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 - Fee Structure changes
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11:45 Custodian - Will Page

- Elevator Renovation
 - Midwest Construction and Pierce and Harris Engineering Interested in being General Contractors
 - Third Floor Renovations
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12:00 Commissioner Work Period / Old Business

- Wheel Tax Ordinance Review and First Reading of Title (number still be assigned)
 - [Wheel Tax Ordinance Notice](#)
 - [Wheel Tax Ordinance](#)
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12:30 Closing comments / commission discussion

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12:45 Executive Session - Requested by:

1:00 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: _____