

**DRAFT AGENDA FOR TUESDAY MAY 10, 2022**

1 P.M. in the Commission Chambers, 2nd Floor of the Courthouse

Online access: [Facebook and YouTube](#)

**HAND COUNTY PLANNING & ZONING COMMISSION and BOARD OF ADJUSTMENT  
HAND COUNTY BOARD OF COMMISSIONERS**

Audio or Video Participation Available if Arranged in Advance

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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)

**The Commission Reserves the ability to have an executive session without it appearing on the agenda.**

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

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**PLANNING AND ZONING COMMISSION and BOARD OF ADJUSTMENT**

- Call to Order as such
  - Jaime Russell - Zoning Administrator
    - Plats for Consideration
      - [“Corrective Replat of Tracts 1, 2, 3, 4, & 5 of Peterka’s Addition”](#)
    - Building Permits - None Submitted
    - Q & A
  - Public Inquiry
  - If no business - Motion to Adjourn as P & Z Commission
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**BOARD OF COMMISSIONERS**

**CALL TO ORDER**

**CONSENT AGENDA ITEMS:**

- Acknowledgements:
  - Receipt of the [Register of Deeds financial statement for February 2022](#)
  - Receipt of the [payroll ledger for April](#)
  - Receipt of the [Library Boards Report for March 2022](#)
- Approvals:
  - [Minutes of the April 5, 2022 commission meeting](#)
  - [Minutes of the April 12, 2022 combination Equalization and Commission meeting](#)
  - Claims / Vouchers for payment of bills
  - [Application for Public Display of Fireworks](#) - Miller Civic & Commerce Association
  - [Request from the Treasurer’s Office](#) to purchase a [Canon document scanner for \\$845.50](#)
    - Required for processing documents on new system

**STATES ATTORNEY**

- Review of Documents related to a quit claim deed issued by Hand County
  - “A strip of land located in the Northeast quarter (NE 1/4) of Section twenty-one (21), Township One hundred fifteen (115) North, of Range Seventy (70), West of the 5th P.M., Bounded as follows; Commencing at a point 429 feet east of the northwest corner of said section twenty-one (21) thence south 2,310 feet, thence east 66 feet, thence running north 2,310 feet, thence west 66 feet to the point of beginning.”
  - Statement of Reversion after Abandonment
  - [William & Katherine Ortmeier to Hand County \(June 1952\) Image of Quit Claim Deed](#), maps, and Trustee’s Deed from Ortmeier Trust to Baloun Sunset Ag, LLC
  - [Quit Claim Deed from Hand County to Baloun Sunset Ag, LLC](#)
  - [Certificate of Real Estate Value on sale of property](#)
  - ACTION: Authority for the Commission Chair to Execute the documents.

**AMERICA RESCUE PLAN ACT -**

- [Revenue Replacement \(Exemption from Rules\) for Counties](#)
- Request the following action to satisfied the requirements of the American Rescue Plan Act
  - It was moved by commissioner \_\_\_\_\_, seconded by commissioner \_\_\_\_\_ to instruct the Hand County Auditor to elect the final rule allowing counties

to use up to \$10 million of the ARPA Recovery Funds as “loss revenue” for the provisions of the general government services without needing to use the Treasury revenue loss formula. The county has elected to use salaries and benefits as an expense of the American Rescue Plan in the amount up to the \$10 million.

## **2023 BUDGET PREPARATION / REVIEW / Q&A - FOCUSING ON OPERATIONS (No Payroll)**

- [Commissioner's Expenditure Budget](#)
  - Funding request of On-Hand Development Corporation
    - [Cover Letter for Request](#)
    - [Budget Worksheet](#)
    - [PowerPoint Presentation](#)
  - Decision on Group Insurance (Health) line item 415
- Library
  - [Resignation of Mary Breitling as library director & request to consider replacement](#)
    - Discussion on restaffing probably in Executive Session
  - Acceptance or Denial of Resignation from Mary Breitling
    - Action on either interim or long term appointment of library director
- Emergency Management
  - Emergency Management
    - [Certified EM Credentialing Plan](#) (Handed out in April 2022)
    - [Budget Proposal for 2023](#)
    - [911 Operations](#) (no significant change from 2022)
    - [Local Emergency Planning Committee](#) (up \$1,200 from last year, self funded)
- Capital Projects
  - Courthouse - Will Page
    - [Windows \(2021 to 2022 Estimate changes\)](#)
    - Tuckpointing
    - Parking lot
    - Cement repairs
    - Foundation repairs
    - Elevator fund is short at least \$150,000 to cover replacement
  - Library - Library Board
    - [Research Underway to line and insulate the interior walls](#)
  - Weed & Pest - Weed Board
    - Walk-through doors and some shop windows need replaced
  - Highway Department - Jeff Hargens
    - Construction of new shop, repurpose the other shop
- [Sheriff](#) up \$40,634 from 2021
  - [Jail](#) Up \$500 from 2021
  - 24-7 Sobriety Program - Nothing Received Yet
- Veteran Services
  - [Budget Prepared by Doug DeBoer with no changes in operations.](#)
- Auditor
  - [Elections](#) - Enough in case there is one “special election”
  - [Judicial Services](#) - No changed from 2022
  - [Court Appointed Attorney](#) - Up \$10,000 to covered increased requests
  - [Abused and Neglected Children Defense](#) - Up from \$750 to \$1,500
  - [Predatory Animal Control](#) - Set by statute, no significant change.
  - [Care of the Poor](#) - No significant change
  - [Social Services](#) - I have requested zero for the third year
  - [Community Health Nurse](#) - lowered \$600
  - [Mental Health](#) - No change from 2022

- [Domestic Abuse](#) - No change from 2022
- [Tax Incremental Financing District](#) - Set by Contract and Statute (slight increase)
- [America Rescue Program Act](#) - Cash Fund (to be transferred when used)
- [Coroner](#) - No significant change from 2022
- [Rubble Site](#) - Nothing Turned In

**BUDGET HEARING - No Action Can be taken, it was not "NOTICED CORRECTLY"**

- The following General Fund Budgets are in need of additional funding:
  - 101-154 - Defense of Abused and/or Neglected Children
    - Original Budget: \$750.00
    - Current Budget: \$72.50
    - Requested Transfer Authority from Contingency: \$750.00
      - Probably \$375 now and up to \$375 later.
  - 101-153 - Court Appointed Attorney
    - Original Budget: \$20,000
    - Current Budget: \$6,723.42
    - Request Transfer Authority from Contingency : \$20,000
      - Probably \$10,000 and up to \$10,000 later.

**BUDGET TRANSFER HEARING**

- From 101-911-911 - General Fund Operating Transfers Out to:
  - Beginning Budget: 1,000,000
  - Requested Transfer amount: \$500,000
- To 201-
- From 295-311 - Rural Access Infrastructure to:
  - 295-311-422.10 - Engineering
    - Original Budget: \$0.00
    - Current Overage: \$14,843.60
    - Request Transfer Authority between funds up to \$25,000
- From M&P to purchase a copier
- Law Library 766-0-101 (cash fund) Originally had \$10,052.98.
  - Sound system exceeded that by \$5,964.72
  - Request contingency transfer to the black

**BUDGET MODIFICATION**

- 101-421-422: Nurse Professional Services - Beginning budget was \$31,000
- 101-421-424: Nurse Rentals was \$0.00, currently \$2,400 over budget.
- Request in budget modification to reduce 422 by \$7,200 and increase 424 by \$7,200

**ROAD & BRIDGES** - Jeff Hargens

- Roads & Bridges
  - Debt Service Fund
  - Rural Access Infrastructure Grant Program

**CUSTODIAN** - Will Page

- [Monthly Update Report](#)
- Discussion about the elevator
  - [Pierce and Harris Document](#)
- FYI - [SD Historical Society - \\$10,000 award letter](#) (check received)

**COMMISSIONER WORK PERIOD** - Chairman Palmer

- Old Business
  - a. Reserved

**AUDITOR** - Doug DeBoer

- Application for Abatement and/or Refund of Property Taxes

- Applicant: Sweetland Wind Farm LLC, 5775 Flatiron Parkway Suite 120, Boulder, CO 80301
  - Legal: SE4 18-111-66, "Sweetland Substation Tract 1"
  - This property is outside of any municipality
- Applicant Bill: [Number 7071 on Record Number 9616](#)
- Amount of Tax Billed: \$23.53
- Amount of Tax to be Abated if approved: \$23.53
- Recommendation of the Auditor and Director of Equalization: Approve Application as "Erroneous" for the entire amount of \$23.53 under SDCL 10-18-1 (1).
  - This property is centrally assessed by the Department of Revenue
- Justification: The former Assessor assessed this property but it should have been centrally assessed.
- Action: It is moved by \_\_\_\_\_, seconded by \_\_\_\_\_ to approve the application for Abatement presented by Sweetland Wind Farm LLC, in the amount of \$23.53 as it was "erroneous" entered against the property.
- Decluttering
  - [Request for surplus telephones and telephone accessories.](#)
  - [Request for surplus printers and printer accessories.](#)

Budget Prep Meeting & Limited other business - Requested for Tuesday 17, 2022 @ 7pm

**ELECTION** - Doug DeBoer

- Ballot Production & Timeline
  - May 23, 2022 - End of Voter Registry Changes
  - June 6, 2022 - Last day for absentee voting / Precinct "set-up" day
  - June 7, 2022 - Election day
  - June 8, 2022 - Proposed Precinct Validation count / planned precinct "tear down" day.
  - June 9, 2022 commissioner meeting plus vote canvassing.
- All commissioners are invited and encouraged to participate in all aspects of the election process so that questions of integrity can be answered with confidence.
- I plan to broadcast all public activities via the Auditor's YouTube Channel

**GOLDEN WEST TECHNOLOGIES** - Eric Eisenbraun & James Van Loan (Video Discussion @ 4 PM)

- Cyber Security
- Data Protection
- Liability Issues

**ELECTION SECURITY** -

- Voter Fraud
  - Emery Situation
  - Measures to prevent such events
- Action of the Board: Eschenbaum moved, \_\_\_\_\_ seconded to conduct a manual count the ballots of one of the five precincts, to be drawn by roll of die, on Wednesday June 8th, 2022.  
Result: \_\_\_\_\_ yeas, \_\_\_\_\_ nays.

**EXECUTIVE SESSION** - Reserved / If Needed

- Board Requested - Contractual Item x 4

**INFORMATION / CORRESPONDENCE (No action needed)**

- The next "regular" commission meeting is set for Thursday June 9, 2022 at 1 pm.