

DRAFT AGENDA FOR THURSDAY JULY 5, 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

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.

PLANNING AND ZONING COMMISSION and BOARD OF ADJUSTMENT

- Call to Order as such
 - Jaime Russell - Zoning Administrator
 - Brief summary of meeting with Eric Senger (NECOG) on procedural methods.
 - Plats for Consideration
 - [HALL ADDITION](#) (Larry & Carolyn Hall)
 - S1/2 of Sect 27, T116N, R70W
 - Harrison Township
 - Staff requests motion to approve said plat, referring to the commission.
 - Building Permits Issued (FYI)
 - [Daniel & LeAnne Keck](#) - Used Grain bin
 - [Grouped Building Permits](#) (one list, three parties)
 - Andrew & Jessica Roeber - Well House
 - Marlen & Sandra Winter - Garage
 - Gary Schmidt - Garage
 - Public Inquiry / Comment
 - If no business - Motion to Adjourn as P & Z Commission
-

BOARD OF COMMISSIONERS

CALL TO ORDER

FILLING OF VACANCY

- SDCL 7-7-1:** Except when otherwise expressly provided, the regular term of office for all county officers, when elected for a full term, shall commence on the first Monday in January next succeeding their election, except the office of county auditor, the term of which shall begin on the first Monday of March next succeeding his election. If the office to which any officer was elected be vacant at the time of his election, or becomes vacant after such election, even if he was not elected to fill a vacancy, he shall forthwith qualify and enter upon the duties of his office.

- OATH of OFFICE FOR COMMISSIONER DANIEL JENSEN**

CONSENT AGENDA ITEMS:

- Acknowledgements:
 - Receipt of the Register of Deeds financial statement for the preceding month (paper)
 - Receipt of the [Library's Report](#) for May 2022
 - Receipt of the [payroll ledger for June](#)
- Approvals:
 - [Minutes of the June 9th, 2022 meeting](#)
 - Claims / Vouchers for payment of bills
 -

1:15: RISTY BENEFITS, INC - Roger Risty & Sonja Nordbye

1:45: SD-Department of Revenue - Wendy Semler

- Letter regarding [SB162](#) about changes to the "discretionary formula for Commercial Residential, Affordable Housing, or Residential within a Redevelopment Neighborhood"

- [Mandatory Requirements specified](#) and possible need for resolution.

2:00: SCOUT CLEAN ENERGY - Zach Lasek & Mark Wengierski

- [Sweetland "laydown" access map](#)
- [Sweetland "road study" - Westwood Proposal](#)
- [Sweetland "laydown yard" road survey](#)
- [Sweetland "Road Condition Study"](#)

2:45: ON HAND DEVELOPMENT CORPORATION - Kecia Beranek - Exec. Director

- Quarterly Report

3:00: DICE FINANCIAL SERVICES - Mike LaBrun

- Avera Health Insurance Plans (Plan 1, 2 and 3) No increase from 2022
- Health Partners Insurance Plan
- Wellmark Health Insurance Plan

RESIDENT INPUT ON THE PROPOSED CARBON PIPELINE

- Open Forum

PLATS - Planning and Zoning Commission & Board of Adjustment

- Plats for Consideration
 - [HALL ADDITION](#) (Larry & Carolyn Hall)
 - S1/2 of Sect 27, T116N, R70W (Harrison Township)
 - Staff requests motion to approve said plat.

2023 BUDGET PREPARATION / REVIEW / Q&A - FOCUSING ON REVENUES for 2023

- [General Fund](#) - (101)
- [Road & Bridge Fund](#) - (201)
- [E-911 Services](#) Fund - (207)
- Emergency Management Fund - (226) → Under Construction
- [Domestic Violence](#) Fund - (229)
- [Library](#) Fund - (244)
- [24/7 Sobriety Testing](#) Fund - (248)
- [Modernization & Preservation Fund](#) - (250)
- [Tax Incremental Financing Fund](#) - (290)
- [American Rescue Plan Act "ARPA" Fund](#) - (291)
- [Rural Access Infrastructure Grant Fund](#) - (295)
- [Hospital Debt Service Fund](#) - (401)
- [Local Emergency Planning Committee "LEPC" Fund](#) - (748)
- [GLOBAL REVENUE BUDGET ESTIMATE](#) (SUMMARY)

2023 PROVISIONAL EXPENDITURE BUDGET REVIEW (Round 1)

- General Fund Expenditures [* Insurance is adjusted]
 - 111 - [Commissioners](#)*
 - 112 - Contingency
 - 120 - [Elections](#)
 - 130 - [Judicial Functions](#)
 - 141 - [Auditor](#)*
 - 151 - [Attorney](#)*
 - 153 - [Court Appointed Attorney](#)
 - 154 - [Defense of Abused or Neglected Children](#)
 - 165 - [Veteran Services](#)*
 - 166 - [Predatory Animal Control](#)
 - 213 - [Coroner](#)
 - 411 - [Care of Poor](#)
 - 412 - No Longer Used
 - 421 - [Nurse](#)
 - 440 - [Mental Health](#)

- 611 - [4-H*](#)
- 800 - Debt Service (currently none)
- 911 - [Transfers out of General Fund](#)
- Special Fund Expenditures
 - 207 - [E-911 Services*](#)
 - 229 - [Domestic Violence](#)
 - 250 - [Modernization and Preservation](#)
 - 290 - [Other Economic Development \(Miller Terminal\)](#)
 - 290 - [Miller Terminal Contractual Fee](#)
 - 401 - [Hospital Debt Service](#)
 - 748 - [Local Emergency Planning Committee](#)

2023 GENERAL FUND BUDGETS TO BE REVIEWED FOR THE FIRST TIME

- 211 - [Sheriff](#)
- 212 - [Prisoner Care](#)
- 322 - [Rubble Site*](#)
- 615 - [Weed & Pest](#)
- 711 - [Zoning](#)

2023 GENERAL FUND BUDGETS TO HAVE INSURANCE / PAYROLL FINISHED

- 142 - [Treasurer](#)
- 161 - [Custodian](#)
- 162 - [Equalization](#)
- 162 - [Equalization](#) - Amended (staff changes)
- 163 - [Register of Deeds](#)
- 511 - [Library](#)
- 511 - [Library](#) - Amended after restructure

2023 SPECIAL FUND BUDGETS TO BE REVIEWED FOR THE FIRST TIME

- 201 - Road & Bridge
- 201 - [R & B Debt Service](#)
- 226 - [Emergency Management](#) (waiting on answer on wage scale)
- 248 - [24/7 Sobriety](#)
- 291 - American Rescue Plan (will be resolved when received)
- 295 - Rural Access Infrastructure (will be resolved when received)
- 602 - Unemployment - not used
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ROAD & BRIDGES - Jeff Hargens

- [Lease \(with option to purchase\) John Deere tractor from C&B Operations.](#)

SHERIFF - Shane Croeni

- Resignation of Lisa Hohn - uncertified part time deputy.
 - Last Day in Payroll was April 21, 2022
 - Request to advertise for a part time deputy less than 20 hours a week.
- I will be in Sturgis Aug 5th through 14th
- New tires on the explorer paid for by the SD Soy Bean Grant

CUSTODIAN - Will Page

- [Email Report](#)
- Boiler Maintenance
- Elevator Project
 - [Draft drawing of work on the roof](#) (FYI)
 - Approval to advertise for contractors for the elevator project
 - [Invitation to Bid](#) (requires approval of the board)

[SCOPE OF WORK from the engineer](#)

DRAFT NOTICE TO PUBLISH

COMMISSIONER WORK PERIOD - Chairman Palmer

Old Business

Summit Carbon Solutions

[Letter Planning and Zoning from the ethanol industry](#) (Dakota Ethanol, Redfield Energy, Ringneck Energy, & Glacial Lakes Energy).

[Letter to the Commission from the ethanol industry](#) (Dakota Ethanol, Redfield Energy, Ringneck Energy, & Glacial Lakes Energy).

Open forum / discussion

Planning and Zoning handbook committee report

Request to switch to twice monthly payroll and direct deposit. - Commissioner Eschenbaum

Employee Questionnaire (Results)

AUDITOR - Doug DeBoer

TRAINING - Hosted by the Elections Division of the Secretary of State's Office

Pierre on Thursday, August 4, 2022 ([tentative agenda](#)), no lodging.

CYBER SECURITY

Venture Communications is our ISP in the Courthouse, Weed Office, Highway Department and Library. The coroner, state's attorney and rubble-site are not part of our systems.

Golden West Technologies

AMERICA RESCUE PLAN ACT

The original tranche was received after the first certification on July 26, 2021.

The second can not be within 1 year of the first, so I have to wait.

DECLUTTERING

We have sold a number of ballot boxes but have many more to sell. Additionally, there may be other entities who can use the boxes for their own elections. I would **like permission** to offer them to local government boards and also to other counties.

SURPLUS PROPERTY

(1) 1996 Chevy S10 pickup, blue, 4WD, VIN: 1GCDT19X8T8123601

RICOH Aficio MP3350B, SN: M6285400130, to be recycled

ELECTION - Doug DeBoer

Modification of Precincts ([SDCL 12-14](#))

Complaints:

Miller Township Residents going to SBA

Plato, Linn, Wheaton, Carlton not being able to go to Zell

Ree Heights, Ree Heights Township and Midland Township going to Polo

Analysis: [Auditor DeBoer's handout](#)

Modification of Commission Districts - Not involved.

EXECUTIVE SESSION -

Personnel from April - Postponed to July

Personnel from May - Postponed to July

Legal Matter - June

Reserved / If Needed

INFORMATION / CORRESPONDENCE (No action needed)

South Dakota Department of Transportation [Invitation to STIP meetings](#)

The next "regular" commission meeting is set for TUESDAY August 2nd, 2022 at 1 pm.