

**Unapproved**  
**MARSHALL COUNTY COMMISSION MEETING**  
**Britton, South Dakota**

The Board of County Commissioners met in regular session at 9:00 a.m. on April 10, 2018 at the Marshall County Courthouse. Members present were Luttrell, Schuller Medhaug, Knebel and Symens. Commissioner Medhaug presided.

**AGENDA:**

Luttrell moved, Symens seconded to approve the agenda for April 10, 2018. All members voted aye.

**MINUTES:**

Schuller moved, Knebel seconded to approve the minutes for March 27, 2018. All members voted aye.

**CLAIMS:**

Luttrell moved, Symens seconded to approve and pay the following claims. All members voted aye. PAYROLL by department: April 5, 2018: Commissioners 1431.50; Auditor 2852.56; Treasurer 3541.90; States Attorney 1396.15; Courthouse 1800.51; Director 4167.94; Register 2844.09; VSO 622.05; Community Building 656.88; Welfare 612.72; Nurse 574.20; Extension 1276.00; Weed 340.82; Zoning 721.86; Highway 13666.13; Emergency Management 489.70;

EMPLOYER FICA & MEDICARE: First Savings Bank 8213.08

EMPLOYER SOUTH DAKOTA RETIREMENT SYSTEM: 3692.14

3-D SPECIALTIES INC	2,149.02
A & B BUSINESS INC SOLUTIO	565.19
AMERIPRIDE SERVICES INC	8.74
AREA IV SENIOR NUTRITION	252.00
AVERA ST LUKE'S CLINIC DIV	1,200.44
AVERA ST LUKES	4,318.38
BARD, BRIAN	121.44
BRITTON CITY WATER DEPT	354.59
BRITTON JOURNAL	497.51
BRITTON LUMBER COMPANY	39.13
CENEX	258.17
CENEX FLEETCARD	174.51
CLIFF'S ONE STOP	670.44
COLE PAPERS INC	32.18
CRAWFORD TRUCKS	502.17
DAKOTA COUNSELING GROUP	3,600.00
DAKOTA ELECTRONICS	258.40
DEAN SCHAEFER COURT REPORT	45.00
DELANEY NIELSEN SANNES PC	351.00
DOUG MEDHAUG	198.97
DOUG OELKERS	89.88

ELECTION SYSTEMS & SOFTWARE	3,720.00
FIRST NATIONAL BANK	153.64
FROHLING LAW OFFICE	3,605.00
FULL CIRCLE AG	1,690.76
JUROR FEES	479.80
GROTON FORD LLC	43.65
HOFLAND ENGINEERING INC	12,069.64
HOLLAND BROS OIL COMPANY	467.76
HOLLAND NAPA AUTO PARTS	570.53
JENNIFER RINGKOB	101.65
KENS FOOD FAIR	114.41
KRISTI BRANDT, PRP	109.05
LAKE REGION ELECTRIC	410.24
LANGFORD BUGLE	425.51
LANGFORD TOWN	187.85
LEHR SANITATION SERVICE LL	180.00
LINDA HAALAND	50.40
LYNDA LUTTRELL	95.42
MAC S INC	143.46
MARSHALL & SWIFT/BOECKH LL	1,159.95
MARSHALL CO TREASURER	100.00
MARSHALL COUNTY HEALTHCARE	485.77
MATTHEW BENDER & CO., INC.	150.00
MEYER HARDWARE HANK	175.72
MICROFILM IMAGING SYSTEMS	40.00
MILBANK COMMUNICATIONS	88.00
MINN KOTA COMMUNICATIONS I	79,565.18
MOREST MOTEL	210.00
OTTER TAIL POWER COMPANY	2,140.08
PAUL SYMENS	89.93
QUARVE DRUG	148.12
QUILL CORPORATION	161.14
R & D MOTORSPORTS	156.91
RC COMMUNICATIONS	309.84
SD COUNTIES	2,677.00
SD DEPT OF MOTOR VEHICLES	21.20
SD VSOA	165.00
TALIAFERRO LAW FIRM P.C.	206.80
THE LODGE AT DEADWOOD	273.00
THOMSON REUTERS	406.64
TRANSOURCE TRUCK & EQUIPME	76.08
TRI STATE WATER, INC.	58.10
VERIZON WIRELESS	528.29

**EQUALIZATION:**

The County Board of Equalization met beginning at 9:00 AM to hold their annual equalization meeting. Present were Commissioners Medhaug, Knebel, Symens, Luttrell, Schuller and Director of Equalization Shannon Lee.

Chairman Medhaug called to order the County Board of Equalization and oaths of office were completed.

**ASSESSMENT FREEZE: Disabled and Senior Citizens**

Luttrell moved, Knebel seconded to instruct the Director of Equalization to reduce values on all properties qualifying for assessment freeze for Elderly and Disabled. Total exemption is in the amount of \$317,304. Taxable base years are \$722,033. All members voted aye.

**DISABLED VETERAN EXEMPTION:**

Schuller moved, Luttrell seconded to instruct the Director of Equalization to reduce values on all properties qualifying for Veteran exemption. No new exemptions were given. All members voted aye.

**RENEWABLE ENERGY CREDITS:**

Symens moved, Knebel seconded to instruct the Director of Equalization to approve 2 new 2018 renewable energy credits for a total of \$121,871. All members voted aye.

**TAX EXEMPT PROPERTY:**

Schuller moved, Symens seconded to approve the list of tax exempt property. All members voted aye. Knebel moved, Schuller seconded to approve two new applications. All members voted aye. A complete list is on file at the office of the County Auditor and Director of Equalization and can be seen during regular office hours.

**OWNER OCCUPIED STATUS:**

Luttrell moved, Symens seconded to approve changing status to owner occupied for 3 applications received after assessment notices were sent out. All members voted aye.

**ADJOURNMENT:**

Knebel moved, Symens seconded to adjourn as County Board of Equalization and enter into regular session. All members voted aye.

**APPOINTMENT:**

Knebel moved, Luttrell seconded to appoint Commissioners Schuller, Symens and Luttrell to the Consolidated Board of Equalization. All members voted aye.

**HIGHWAY:**

Dustin Hofland, Highway Superintendent and Sandy Dinger, Highway Secretary met with the board to discuss Highway business. Randy Hofland, Hofland Engineering, Mark Bates, Bates Construction and Gary Johnson, A.G.E. Corporation were present for the

following bid openings. The following bids were opened and publicly read for Surface Repair and Asphalt Surface Treatment (16AE & 01AS): Bituminous Paving, Inc. \$373,803.50; Jensen Rock & Sand, Inc. \$373,062.17. The board postponed awarding the bid to a later date.

The following bids were opened and publicly read for MC-BRF (2018) 01 – Structure Replacement & Approach Grading (replacement of bridge 46-030-114 on 11AC or middle bridge) A.G.E. Corporation original bid \$330,910.26, when figures re-added and corrected, bid amount \$333,430.26; Bates Construction Company, Inc., \$270,902.00. The board postponed awarding the bid to a later date.

Schuller moved, Luttrell seconded to surplus a blade previously used by the Highway Department and offer the blade for sale by sealed bids to be opened at 9:30 on May 8, 2018. All members voted aye.

Commissioner Symens reported that NECOG is looking into different Grants to be used to improve County Road 4AW (104<sup>th</sup> St) from County road 9AN (423<sup>rd</sup> Ave) to the Brown County line (412<sup>th</sup> Ave) per improvements requested by Westwood Colony. Grants are not a quick funding method, so even if awarded this improvement would take quite a while to complete.

Dustin Hofland and Randy Hofland will meet with representatives from Eden Township this afternoon to discuss 438<sup>th</sup> avenue between 120<sup>th</sup> and 122<sup>nd</sup> street.

Mike Atkinson has contacted the Highway department to request that caps be placed on culverts in county road 11AN (416<sup>th</sup> Ave) near his shop in order to make water run down the East road ditch rather than the West ditch, to hopefully prevent water from flooding his shop. The board approved the request but reserves the right to remove the caps should problems arise or if this solution doesn't work.

Dinger reported that the Highway Department had received a permit number from the Minnesota Department of Administration and is now able to purchase off the State of Minnesota's bids. They will proceed with the purchase of the motor grader.

Dinger presented the board with Highway budget reports for January-March.

The board accepted the resignation of Highway Laborer Leroy Nelson effective April 26, 2018.

### **FUEL QUOTES:**

Sandy Dinger received the following quotes for #1 diesel for the Langford, Eden and Veblen shops on April 3: DaMar Elevator-Langford \$2.42, Eden \$2.49, Veblen \$2.60; Eden Oil-Langford and Eden \$2.40, Veblen \$2.50; Holland Bros. Oil-unable to get #1 diesel at this time. Diesel fuel was delivered to the Langford, Eden and Veblen shops by Eden Oil.

### **EXECUTIVE SESSION:**

Luttrell moved, Schuller seconded to enter in to executive session to discuss legal matters at 10:18. State's Attorney Dana Frohling, Deputy State's Attorney Victor Rapkoch and Welfare Director Linda Haaland were present. All members voted aye.

The Chairman called the board out of executive session at 10:53 am.

### **WELFARE:**

Luttrell moved, Symens seconded to pay the following welfare claims: Claim 1: Avera St. Luke's \$16,656.99; Claim 2: Avera St. Luke's \$9,520.76, Court Costs \$458.39; Claim 3: Avera St. Luke's \$3,003.02, Avera McKennan \$11,926.49, Court Costs \$406.88. All members voted aye.

**STATE'S ATTORNEY:**

Dana Frohling, State's Attorney requested to purchase a 4 TB hard drive in order to back up videos that may be needed as evidence for \$829.98 from Grand Slam Computers, Inc. Knebel moved, Schuller seconded to purchase the hard drive as presented. All members voted aye.

**RECESS:**

Symens moved, Luttrell seconded to recess out of regular session at 11:10 am.

**CONSOLIDATED BOARD:**

Symens, Luttrell, Schuller, and Bill Deutsch met as the Britton City, Britton-Hecla School and Marshall County Consolidated Board of Equalization. Misty Fredrickson was absent. Luttrell moved, Deutsch seconded to approve the assessment book as presented. All members present voted aye.

Schuller moved, Symens seconded to adjourn out of Consolidated Board and enter back into regular session. All members present voted aye.

**PERFORMANCE OF DUTIES:**

The board met with Shannon Lee in reference to the performance of her duties as Director of Equalization pursuant to SDCL 10-3-14.

Lee discussed the news article in the Aberdeen American News that stated that Marshall County was inappropriately using neighborhoods to determine values. Lee informed the board that this article was incorrect and that she had talked with Michael Houdyshell from the Department of Revenue. Houdyshell assured Lee that he was misquoted in the article. Marshall County has not in the past, nor are they currently assessing land over productivity.

**TRAVEL:**

Luttrell moved, Schuller seconded to authorize the following travel expenses: All Commissioners to Britton for a James River Water Development District meeting April 12, and for an LEPC meeting April 18; All Commissioners, Shannon Lee, Ruby Hagen, Kalissa Stelzer and Megan Biel to Sisseton for a Lake Region District meeting April 19; Shannon Lee to Rapid City May 22-25 for an SDAAO Conference; Ruby Hagen, Kalissa Stelzer and Megan Biel to Pierre for Spring Workshop May 15-16. All members voted aye.

**EMERGENCY MANAGEMENT:**

Todd Landmark, Emergency Manager met with the board to discuss changes that will be effective next year for the SLA Agreement. Schuller moved, Symens seconded to authorize the chair to sign the timecards, SLA Quarterly Agreement and Civil Disturbance Annex as presented. All members voted aye.

Landmark also informed the board that he has applied for a drone through the Transcanada Community Investment Initiative. Landmark will check in to trading in the EOC trailer for a smaller trailer that can be pulled by one of the Sheriff's pick-ups.

**EXECUTIVE SESSION:**

Luttrell moved, Knebel seconded to enter into executive session to discuss personnel issues at 12:05 pm. Phil Hannasch, Maintenance was present. The chairman called the board out of executive session at 12:15 pm.

**SHERIFF:**

Sheriff Dale Elsen met with the board to inform them that Marshall County has been awarded \$9,725.17 from Drug Control Fund to purchase seven tasers, holsters, power sources and smart cartridges. Symens moved, Knebel seconded to automatically supplement this money to the Sheriff budget for the purchase of the specified equipment. All members voted aye.

**DRIVER'S LICENSING:**

The Marshall County Auditor's office will begin processing driver license applications the first and third Wednesday of the month beginning April 18, 2018. If you need to renew your driver license or are transferring in from another state, you can now apply at the Community Building, 909 S Main St, on Wednesday's between the hours of 9:00 am and 3:00 pm. No drive tests and no CDL testing will be available at our location. All first time CDL applicants must apply at a State Exam Station. Any lawful permanent resident or non-US citizens will also need to apply at a State Exam Station. For more information regarding your driver license, you can visit the Department of Public Safety's website at <https://dps.sd.gov/> or by giving them a call at 605-773-6883.

**COMMUNITY BUILDING:**

Knebel moved, Luttrell seconded to accept a quote from CDJ Electric, Plumbing and Heating, Inc. to replace a water fountain in the Community Building for \$850.00. All members voted aye.

**JOHNSON CONTROLS:**

Luttrell moved, Knebel seconded to accept a proposal from Johnson Controls to provide labor and material to install a new motor and seal kit so the pump will operate correctly for \$3,431.25. All members voted aye.

**FUTURE MEETINGS:**

The board set the following dates for future Commission meetings: May 8 & 22, June 7 & 19, July 10 & 24.

**ADJOURN:**

Schuller moved, Knebel seconded to adjourn. All members voted aye.

**ATTEST:**

\_\_\_\_\_  
Doug Medhaug, Chairman

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Megan Biel, Auditor

Published once at the total approximate cost of\_\_\_\_\_.