

Unapproved
MARSHALL COUNTY COMMISSION MEETING
Britton, South Dakota

The Board of County Commissioners met in regular session at 9:00 a.m. on May 8, 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 May 8, 2018. All members voted aye.

MINUTES:

Schuller moved, Knebel seconded to approve the minutes for April 24, 2018. All members voted aye.

CLAIMS:

Luttrell moved, Symens seconded to approve and pay the following claims. All members voted aye. PAYROLL by department: May 3, 2018: Commissioners 1511.50; Auditor 2885.19; Treasurer 3478.10; States Attorney 1396.15; Courthouse 1770.60; Director 4179.91; Register 2804.21; VSO 454.58; Community Building 609.96; Welfare 476.56; Nurse 446.60; Extension 1276.00; Zoning 1041.86; Highway 18419.40; Emergency Management 489.70;

EMPLOYER FICA & MEDICARE: First Savings Bank 9868.74

EMPLOYER SOUTH DAKOTA RETIREMENT SYSTEM: 3613.94

A & B BUSINESS INC SOLUTIO	370.84
ABERDEEN CHRYLSER CENTER	14.95
ALL FLAGS, LLC	80.44
AMERIPRIDE SERVICES INC	52.64
APEX SOFTWARE	235.00
AREA IV SENIOR NUTRITION	222.00
ASHI & 24-7 EMS REMITTANCE	138.04
BARD, BRIAN	116.44
BRITTON CITY WATER DEPT	318.69
BRITTON JOURNAL	471.13
BUHLS VALET DRYCLEANERS	16.00
CARI PRICE	24.49
CENEX	89.97
CENEX FLEETCARD	332.64
CLIFF'S ONE STOP	568.55
COLE PAPERS INC	76.32
COMPUTER FORENSIC RESOURCE	360.00
DACOTAH PAPER COMPANY	136.84
DAKOTA COUNSELING GROUP	1,800.00
DAKOTA ELECTRONICS	25.50
DAVID DEUTSCH	22.47

DELANEY NIELSEN SANNES PC	6,109.21
DOUG MEDHAUG	131.89
DOUG OELKERS	99.50
DWARE INC	135.00
EDEN OIL	6,375.00
EE REIN CONSTRUCTION INC	315.40
FIRST NATIONAL BANK	82.12
FROHLING LAW OFFICE	3,605.00
FULL CIRCLE AG	511.43
GRAHAM TIRE CO INC	2,445.60
GROTON FORD LLC	43.65
HIGH POINT NETWORKS	489.02
HOFLAND, DUSTIN	1,062.15
HOLLAND BROS OIL COMPANY	270.59
HOLLAND NAPA AUTO PARTS	82.16
HOUSE OF GLASS INC	1,372.72
JENNIFER RINGKOB	219.75
KENS FOOD FAIR	139.09
LAKE REGION ELECTRIC	166.98
LANGFORD BUGLE	486.24
LANGFORD TOWN	193.68
LEHR SANITATION SERVICE LL	200.00
LERON KNEBEL	267.05
LYNDA LUTTRELL	177.67
MARCO INC	100.80
MARSHALL COUNTY HEALTHCARE	29.18
MATTHEW SCHULLER	44.69
MEYER HARDWARE HANK	284.76
MICROFILM IMAGING SYSTEMS	40.00
MILBANK COMMUNICATIONS	348.00
NORTHSIDE IMP LLC	671.56
OTTER TAIL POWER COMPANY	2,104.72
OVERHEAD DOOR COMPANY	45.00
PAUL SYMENS	119.90
PCC INC	2,868.98
QUARVE DRUG	200.52
QUILL CORPORATION	206.75
RC COMMUNICATIONS	309.84
ROBERTS COUNTY DETENTION C	195.00
SD DEPT TRANSPORTATION	10,590.38
SIEGEL BARNETT & SCHUTZ LL	1,344.73
SUNTRUST	35,666.36
THOMSON REUTERS	406.64

TRI STATE WATER, INC.	58.10
TYLER TECHNOLOGIES	2,858.87
VERIZON WIRELESS	607.51
WERNER AUTOMOTIVE	519.18

ZONING:

Shannon Lee, Zoning Director met with the board to discuss zoning business. Dale Normandin was present for a variance hearing on his requested 15 foot variance from the 30 foot right of way line setback requirement to replace an existing shed. Knebel moved, Luttrell seconded to approve the variance as requested. All members voted aye.

BUILDING PERMITS:

Knebel moved, Symens seconded to approve building permits for the following applicants: Renald & Allison Tank, Len Kretchman, and Jim Tisher. All members voted aye.

HIGHWAY:

Dustin Hofland, Highway Superintendent and Sandy Dinger, Highway Secretary met with the board to discuss Highway Department business. Darin Zuehlke, Doug Carlson and Chad Morgan, Butler Equipment were present for the bid opening for the sale of the 2000 Caterpillar 140H Motor Grader with Snow Wing. The following bids were opened and publicly read for the sale of the County owned Motor Grader: Darin Zuehlke \$66,550; Doug Carlson \$68,101; RDO Equipment \$61,000. Luttrell moved, Symens seconded to accept the bid from Doug Carlson. All members voted aye.

Hofland informed the board that he has received an approach application from Brad Morehouse. He will look at the area and decide the best location for the approach. Hofland had the gravel quality at all pits that submitted annual bids in Marshall County tested and all of the gravel meets state specifications.

Luttrell moved, Knebel seconded to purchase the engines and emissions extended warranty on the Mack trucks at \$2,575 per truck for 60 months of coverage. All members voted aye.

Schuller moved Symens seconded to accept bids until June 7, 2018 for the purchase of a new 2019 Mack Tandem truck chassis. All members voted aye.

Dinger presented the April Highway budget reports and informed the board that the county will be receiving \$164,859.59 in STP funds (\$148,505.01 in Federal STP funds and \$16,354.58 in State funds.)

Knebel moved, Luttrell seconded to authorize the chair to sign the 2018 Pavement Marking agreement for 8 miles of county road: 16AW (7 miles) and 18A (1 mile). All members voted aye.

Schuller moved, Luttrell seconded to authorize the chair to sign the Joint County Agreement between Day, Marshall and Roberts Counties. All members voted aye.

Luttrell moved, Schuller seconded to make the following change to the personnel policy: **MAXIMUM PTO HOURS EXCEPTION:** Due to department shortages and necessity to work with a full staff during the spring and summer months, the policy for days in excess of 35 days (280) at the end of the last pay period in June will be waived for the Highway Department, so total PTO (vacation time) accrued can exceed the 280 hours but the

maximum 35 days (280) must be met by the last pay period in December. The Maximum hours payable upon termination of employment with the Highway Department between January-December will remain at the 35 days (280).

All members voted aye.

Schuller moved, Symens seconded to authorize the chair to sign the Notice to Proceed for the chip seal project on county roads 16AE (east of Eden) and 01AS. All members voted aye.

FUEL QUOTES:

Sandy Dinger received the following quotes for unleaded gasoline for the Britton shop on May 2: DaMar Elevator- \$2.69; Eden Oil- \$2.55; Full Circle Ag- \$2.56. Gasoline was delivered to the Britton shop by Eden Oil.

4-H:

Jennifer Ringkob, 4-H Youth Program Advisor met with the board to give a quarterly update on 4-H. Ringkob informed the board that Farm Safety Day was held at the Britton School on May 7. 120 students participated in 11 safety lessons. Also, 26 youth from Marshall County attended the Shooting Sports State Shoot April 27-29.

TRAVEL:

Knebel moved, Luttrell seconded to authorize the following travel expenses: Jennifer Ringkob to Brookings June 4-8 for Teen Leadership Conference, to Aberdeen June 8-9 for Triple Threat Livestock Expo, to Lake Poinsett June 11-13 for 4-H Camp, to Huron July 23-25 for the SD State 4-H Horse Show, and to Huron August 28-September 3 for the SD State Fair. Marshall County splits all travel expenses for Ringkob with Day County. All members voted aye.

WEED CHEMICAL BIDS:

The following bids were opened and publicly read for an annual supply of weed chemicals: Muskrat Farm Supply: Tordon 22K \$51.25/gal, Generic Round Up \$12.90/gal, NI Surfactant \$16.90/gal. Dakota Ag Service: 2-4D Amine \$13.95/gal, Tordon 22K \$59.99/gal, Rodeo \$21.75/gal, Generic Round Up \$14.00/gal, NI Surfactant \$16.85/gal. Symens moved, Knebel seconded to accept the bid for Tordon and Round Up from Muskrat Farm Supply and for all other chemicals from Dakota Ag Service. All members voted aye.

COURTHOUSE:

Jerry Spethman, DA Davidson, and Todd Meierhenry, Meierhenry Law met with the board to present options for funding a new Courthouse/Law Enforcement Center and to offer their services to Marshall County. Dale Elsen, Sheriff; Kalissa Stelzer, Register of Deeds; Shannon Lee, Director of Equalization; Deb Skonberg, E911 Director were also present. The board will call a meeting with the Courthouse Committee on May 22 to discuss options.

LAW ENFORCEMENT CONTRACT:

State's Attorney Dana Frohling met with the board to discuss the Law Enforcement contract with cities. The board clarified with Frohling that each city should sign a separate contract rather than all cities signing one contract. Frohling will send letters to all members of the Law Enforcement Committee to meet about the Law Enforcement Contracts.

ZONING DIRECTOR/E911 POSITION:

Shannon Lee, Zoning Director and Deb Skonberg, E911 Coordinator met with the board about advertising for a position that would take over Zoning, Floodplain Administrator, E911 Addressing and Drainage issues. This individual would take over the duties of the Planning and Zoning and Floodplain Administration currently handled by Lee, E911 Addressing handled by Skonberg and Cody Sunderland, and Drainage handled in the Auditor's office. These duties will be expanding in the near future as new legislation and initiatives are put in place and Lee and Skonberg want to ensure that they continue to be fulfilled. The board asked that Lee advertise for the position. Hours and pay are to be determined.

ALCOHOLIC BEVERAGE LICENSES:

Knebel moved, Luttrell seconded to approve the following beverage license renewals: Roy View Golf Course-retail (on-off sale) malt beverage, China Town-retail (on-off sale) malt beverage. All members voted aye.

WIC:

Schuller moved, Knebel seconded to authorize the chair to sign the sub-recipient agreement between Marshall County and the State of South Dakota Department of Health for WIC services. All members voted aye.

RESIGNATION:

The board accepted the resignation of Diane Lentsch, Deputy Register of Deeds effective May 31, 2018.

TAX DEED PROPERTY:

The board was given an offense report by Sheriff Elsen regarding items found inside a property owned by the County that had been taken on tax deed. The house appears to have been broken into and multiple oxygen tanks and medications were found inside the house. The items have been removed and the oxygen tanks have been turned in to Praxair Gas Company.

ADJOURN:

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

ATTEST:

Doug Medhaug, Chairman

Megan Biel, Auditor

Published once at the total approximate cost of_____.