

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

The Board of County Commissioners met in regular session at 9:00 a.m. on November 19, 2019 at the Marshall County Courthouse. Members present were Schuller, Luttrell, Jones, Medhaug and Knebel. Commissioner Medhaug presided.

**AGENDA:**

Knebel moved, Schuller seconded to approve the agenda for November 19, 2019. All members present voted aye.

**MINUTES:**

Jones moved, Luttrell seconded to approve the minutes for November 5, 2019. All members present voted aye.

**CLAIMS:**

Schuller moved, Knebel seconded to approve and pay the following claims. All members voted aye. PAYROLL by department: November 14, 2019: Commissioners 1375.70; Auditor 3625.95; Treasurer 3736.09; States Attorney 1425.47; Courthouse 1552.68; Director 4466.89; Register 2714.88; VSO 654.42 Community Building 646.45; Welfare 500.64; Nurse 469.84; Weed 1382.40; Zoning 1423.20; Highway 13143.52; Emergency Management 514.98;

EMPLOYER FICA & MEDICARE: First Savings Bank 4600.14

EMPLOYER SOUTH DAKOTA RETIREMENT SYSTEM: 3856.86

A & B BUSINESS INC Solutio	315.77
AGTEGRA COOPERATIVE	20.00
AMERIPRIDE SERVICES INC	49.44
AW DIESEL SERVICE INC	6,037.26
BCBSNM-FBO-IHS	652.60
BIEL, MEGAN	211.40
BOUND TREE MEDICAL LLC	132.44
BRITTON CITY WATER DEPT	41.35
BRITTON JOURNAL	736.98
CDJ ELECTRIC PLUMBING	70.41
CENTRAL PLAINS BAT REMOVAL	33,892.00
CENTURY LINK	334.61
DAMAR FARMERS ELEVATOR	256.04
DARBY DENTAL SUPPLY, LLC	96.45
DAVID N NELSON	20.00
DOHRER LAW OFFICE	1,614.00
EXPETEC TECHNOLOGY SERVICE	1,207.00
FULL CIRCLE AG	93.79
GOVERNORS INN	539.00
HOLLAND BROS OIL COMPANY	1,506.38
HOLLAND NAPA AUTO PARTS	212.36

HOUSE OF GLASS INC	637.40
JENNIFER RINGKOB	51.29
JENSEN FEED & GRAIN	2,043.75
JOHN DEERE FINANCIAL	3,955.86
KENS FOOD FAIR	230.77
KRAUSE BROS CONSTRUCTION	1,482.61
LAKE REGION ELECTRIC	214.04
LANGFORD BUGLE	597.89
LEHR SANITATION SERVICE LL	250.00
LINDA HAALAND	218.08
MARC	477.69
MARCO INC	113.81
MARSHALL COUNTY HEALTHCARE	72.95
MAXWELL ELECTRIC LLC	157.92
MEYER HARDWARE HANK	208.33
MICROFILM IMAGING SYSTEMS	130.00
OTTER TAIL POWER COMPANY	158.39
PITNEY BOWES	2,018.50
QUARVE DRUG	88.29
QUILL CORPORATION	400.95
RICHARD BENDA	137.60
ROBERTS COUNTY TREASURER	78.00
RON JARRETT	20.00
SAFETY SERVICE	40.50
SD PUBLIC HEALTH LABORATOR	80.00
SD SHERIFFS ASSOCIATION	639.68
SEROCKI EXCAVATING INC	5,023.76
SOUTHSIDE EQUIPMENT	34.20
THOMSON REUTERS	487.97
VENTURE COMMUNICATIONS	2,253.52
VERIZON WIRELESS	240.06

**PUBLIC COMMENT:**

No one was present to make public comment.

**ZONING:**

Erin Collins-Miles, Zoning Director, met with the board to discuss Zoning department business. Knebel moved, Luttrell seconded to approve the following plat: Plat of Lots 1-6 in Block 1, Sandy Beach Subdivision Located in Gov't Lot 3 and Parcel 4; & Roadway Located in Gov't Lot 3, Parcel 4, NE1/4NW1/4SE1/4, and SE1/4NW1/4SE1/4, All in Section 11, T125N, R53W of the 5<sup>th</sup> P.M., Marshall County, South Dakota. All members voted aye.

Jones moved, Luttrell seconded to approve a building permit for Jordan Deutsch. All members voted aye.

The board discussed a building permit application that was received for Kidder. Collins-Miles will check the area to make sure that all ordinance requirements and previous stipulations have been met before presenting the application for approval at the next meeting.

**TRAVEL:**

Schuller moved, Knebel seconded to authorize the following travel expenses: Doug Medhaug, Erin Collins-Miles, Matt Schuller and Lynda Luttrell to Watertown December 6 for the 3<sup>rd</sup> Annual CAFO Forum; Dave Daberkow to Aberdeen November 14 for a Regional Aging Council meeting. All members voted aye.

**CASH TRANSFER:**

Schuller moved, Jones seconded to approve a budgeted cash transfer of \$154,480 from the General Fund to the E911 fund and \$32,800 from the General Fund to the Emergency Management Fund. All members voted aye.

**HIGHWAY:**

Dustin Hofland, Highway Superintendent and Sandy Dinger, Highway Secretary, met with the board to discuss Highway Department business. Hofland reported that the Highway Department has been working on blading roads when they are able. Knebel moved, Schuller seconded to approve two approach permits for East River Electric in Pleasant Valley Township in County Road 6GC. All members voted aye.

Dinger reported that the Marshall County Five Year Road and Bridge Improvement Plan was accepted by the South Dakota DOT.

Schuller moved, Jones seconded to authorize Dinger to sign the 2020 Lease Agreement for the DWare, Inc. Software used by the Highway Department. The rate will be \$3,050 for the year. All members voted aye.

**FUEL QUOTES:**

Sandy Dinger received the following quotes for #1 diesel fuel for the Langford and Veblen shops on November 6: DaMar Elevator \$2.66-Langford, \$2.71-Veblen; Eden Oil \$2.68-Langford, \$2.71-Veblen; Holland Bros Oil \$2.69-Langford, \$2.69-Veblen. Diesel fuel was delivered to the Langford shop by DaMar Elevator and to the Veblen Shop by Holland Bros Oil.

Sandy Dinger received the following quotes for a split transport of gasoline and # diesel fuel for the Britton shop on November 6: Eden Oil \$2.37-gasoline, \$2.54-diesel; Full Circle Ag \$2.3658-gasoline, \$2.5198-diesel. DaMar Elevator stated that they were unable to quote because prices were fluctuating and all transports were booked. Gasoline and diesel were delivered to the Britton shop by Full Circle Ag.

**SURPLUS:**

Schuller moved, Jones seconded to declare the following items surplus and offer them for sealed bids:

1-500 gallon propane tank located in Eden. Tank does not leak and has no known issues, but is fairly old. Purchaser would be responsible for picking up in Eden. Tank may have residual propane left in it.

1-Approximately 1,000 gallon propane tank located at the Marshall County Community Building. This tank does leak and has not been used for a few years. Tank may have residual propane left in it.

All members voted aye. Bids will be opened and publicly read for these tanks on December 17.

**ADMISSION OF SERVICE:**

Luttrell moved, Schuller seconded to authorize the chair to sign an admission of service regarding an estate that Marshall County may have an interest in. All members voted aye.

**LEPC:**

Todd Landmark, Emergency Manager, met with the board to discuss Emergency Management department business. Knebel moved, Schuller seconded to authorize the chair to sign the annual LEPC grant application. All members voted aye.

**COURTHOUSE PHONE SYSTEM:**

Schuller moved, Knebel seconded to approve a quote from Venture Communications for the purchase of a phone system to link the Treasurer, Auditor, Register of Deeds, Zoning and Director of Equalization offices together in order to be able to transfer phone calls. All individual office phone numbers will remain the same. The initial install is quoted at \$1,300-\$1,560, with the monthly fee totaling \$457.20. All members voted aye.

**LIQUOR LICENSE RENEWAL:**

Luttrell moved, Jones seconded to approve a retail (on-sale) liquor license renewal for Prairie Sky Game Ranch and Guest Lodge, LLC. All members voted aye.

**EXECUTIVE SESSION:**

Jones moved, Knebel seconded to enter into executive session at 10:01 am regarding personnel matters. All members voted aye. The Chairman called the board out of executive session at 10:40 am. No action taken.

**HOLIDAY:**

Per Marshall County Employee Policy, Jones moved, Schuller seconded follow the Governor's holiday declaration for the Thanksgiving and Christmas holidays. County offices will be closed November 28 & 29 and December 23, 24 & 25, 2019. All members voted aye.

**COURTHOUSE:**

The board discussed Courthouse plans previously submitted by HKG Architects. The board will continue to review and revise plans in future meetings.

**ADJOURN:**

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

**ATTEST:**

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Doug Medhaug, Chairman

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Megan Biel, Auditor

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