

MARSHALL COUNTY PLANNING & ZONING COMMISSION

Proposed Agenda

Regular Scheduled Meeting

December 28, 2021– 9:10 AM

Marshall County Courthouse, Commissioners Chambers

- I. Call to Order
- II. Roll Call
- III. Review & Approval of Minutes from November 16 & 30, 2021
- IV. Matters for Board Discussion
- V. Open
- VI. Approval of Agenda
- VII. Disclosure of Conflicts/Ex Parte Communication
- VIII. New Business:
 - A. Rezone permit #49 (Nordquist/Anderson)
 - 1) Staff report by E. Collins-Miles
 - 2) Open Public hearing
 - a) Testimony from applicant
 - b) Testimony from proponents and opponents
 - c) Applicant back up for questions (if needed)
 - 3) Close public hearing
 - 4) Board Discussion
 - a) Questions for audience (No new topics to be discussed)
 - 5) Motion and roll call vote for recommendation to County Commission
 - 6) County Commission to hold 1st Reading (if recommended by P&Z Board)
 - B. Rezone permit #50 (Tchida)
 - 1) Staff report by E. Collins-Miles
 - 2) Open Public hearing
 - a) Testimony from applicant
 - b) Testimony from proponents and opponents
 - c) Applicant back up for questions (if needed)
 - 3) Close public hearing
 - 4) Board Discussion
 - a) Questions for audience (No new topics to be discussed)
 - 5) Motion and roll call vote for recommendation to County Commission
 - 6) County Commission to hold 1st Reading (if recommended by P&Z Board)
 - C. Rezone permit #51 (Westby, Stieha, Klefstad, and Koeppe)
 - 1) Staff report by E. Collins-Miles
 - 2) Open Public hearing
 - a) Testimony from applicant
 - b) Testimony from proponents and opponents

- c) Applicant back up for questions (if needed)
- 3) Close public hearing
- 4) Board Discussion
 - a) Questions for audience (No new topics to be discussed)
- 5) Motion and roll call vote for recommendation to County Commission
- 6) County Commission to hold 1st Reading (if recommended by P&Z Board)

D. Plats

- a. Hans Addition

Plat of Hans Addition Located in the NW1/4NE1/4 of Section 34, T129N, R53W of the 5th P.M., Marshall County, South Dakota

- b. Swanson Homestead Second Addition

Swanson Homestead Second Addition Located in the Southwest Quarter of the Southeast Quarter of Section 11, Township 125 North, Range 58 West of the 5th P.M., Marshall County, South Dakota

IX. Building Permits

X. Other

XI. Old Business

XII. Adjourn

MARSHALL COUNTY PLANNING & ZONING BOARD
PO BOX 9
BRITTON, SOUTH DAKOTA
UNAPPROVED MINUTES
November 16, 2021

The Marshall County Planning & Zoning Board met at 9:00 AM, November 16, 2021, at the Marshall County Courthouse. Present at the hearing were the following Board members: Doug Medhaug, LeRon Knebel, Lynda Luttrell, Kevin Jones, and Matthew Schuller. Others present at the hearing were Kassi Jones, Director of Equalization, Shelby Thompson, Deputy Auditor, and Corrine Zorn. Megan Biel and Sandy Dinger were present via zoom and conference call. Luttrell motioned; Schuller seconded to adjourn as Board of Adjustment and Convene as Planning and Zoning Board. All members voted aye; motion carried.

AGENDA:

Knebel motioned; Jones seconded to approve the agenda. All members voted aye; motion carried.

MINUTES:

Jones motioned; Schuller seconded to approve the minutes from October 19, 2021. All members voted aye; motion carried.

BUILDING PERMITS:

Knebel motioned; Schuller seconded to accept building permits for the following applicants: Samuel Pitzl, Donald Schuster, and Paul Symens. All members voted aye; motion carried.

ADJOURN:

Knebel motioned; Jones seconded to adjourn as Planning and Zoning Board and convene as Marshall County Commission at 9:06 AM. All members voted aye; motion carried.

ATTEST:

Shelby Thompson
Marshall County Deputy Auditor
Marshall County, South Dakota
Published at the approximate cost of

Unapproved
MARSHALL COUNTY COMMISSION MEETING
Britton, South Dakota

The Board of County Commissioners met in regular session at 9:00 a.m. on November 30, 2021 in the Commissioner Meeting room and via Zoom video conference. Members present were Medhaug, Jones, Schuller, Luttrell and Knebel. Commissioner Medhaug presided. The meeting was open to the public and was offered via Zoom on computer and conference call. The Chairman called the meeting to order and the Pledge of Allegiance was recited by everyone in attendance. Shelby Thompson Kalissa Stelzer and Sandy Dinger were present for portions of the meeting via Zoom.

AGENDA:

Schuller moved, Jones seconded approve the agenda for November 30, 2021. All members voted aye.

MINUTES:

Luttrell moved, Knebel seconded to approve the minutes for November 16, 2021. All members voted aye.

CLAIMS:

Jones moved, Luttrell seconded to approve and pay the following claims. All members voted aye. PAYROLL by department: November 24, 2021: Commissioners 1464.35; Auditor 3378.40; Treasurer 3276.05; States Attorney 1508.29; Courthouse 2843.22; Director 4279.90; Register 2845.95; VSO 681.33; Sheriff 15892.03; Jail 4941.07; Coroner 275.00; Welfare 475.56; County Nurse 510.62; Ambulance 7284.15; Extension 839.78; Weed 221.44; Zoning 1972.57; Highway 14312.94; E911 2810.99; Emergency Management 576.30;

EMPLOYER FICA & MEDICARE: First Savings Bank 5110.83

EMPLOYER SOUTH DAKOTA RETIREMENT SYSTEM: 3754.92

4H LEADERS 70.00

A & B BUSINESS INC SOLUTIO 33.65

AMERICAN INCOME LIFE INSUR 45.00

ARAMARK 8.09

AVERA PATIENT FINANCIAL SE 278.00

AXON ENTERPRISE, INC. 375.00

BRITTON COUNTRY CLUB 564.51

BUTLER MACHINERY CO 789.94

CENTURY LINK 288.15

COGLEY LAW OFFICE, PROF LL 1,615.50

COLE PAPERS INC 62.91

CREDIT COLLECTIONS BUREAU 7.53

DAMAR FARMERS ELEVATOR 26.62

DAVID HUNTER 137.76

DEENA HEITMANN 15.00

DINGER, SANDY 220.48

DOUG MEDHAUG 71.68

ELECTION SYSTEMS & SOFTWARE 5,095.00

HH DESIGN 210.00

KEVIN JONES 15.68

KONICA MINOLTA PREMIER FIN 304.17

KRAUSE BROS CONSTRUCTION 1,948.41

LARISSA HEITMANN 30.24

LERON KNEBEL 92.40
LYNDA LUTTRELL 26.88
MAHRER CONST INC,BERNARD 4,439.29
MARCO INC 115.91
MARCO TECHNOLOGIES LLC 31.14
MARSHALL CO TREASURER 148.31
MEYER HARDWARE HANK 50.94
OFFICE OF CHILD & FAMILY S 1,090.00
OPITZ GRAVEL 20,052.76
OTTER TAIL POWER COMPANY 27.27
PATTERSON, TAWNA 20.00
PRICE FUNERAL CHAPEL 3,450.00
RAMKOTA INN 196.00
SAFETY SERVICE 82,869.90
SDML WORKERS COMPENSATION 21,128.00
SHARE CORPORATION 124.12
SOUTH DAKOTA LTAP 125.00
TRANSOURCE TRUCK & EQUIPME 119,500.00
TYLER TECHNOLOGIES 23,533.54
VENTURE COMMUNICATIONS 2,329.21
WERNER AUTOMOTIVE 73.41
WHEELER TRUCKING 49,170.00

PUBLIC COMMENT:

No one was present to make public comment.

EXECUTIVE SESSION:

Jones moved, Schuller seconded to enter into executive session at 9:04 am to discuss legal matters. All members voted aye. The chairman called the board out of executive session at 9:26. Schuller moved, Luttrell seconded to authorize State's Attorney Rapkoch to negotiate a welfare claim with Avera St. Luke's. All members voted aye.

HIGHWAY:

Dustin Hofland, Highway Superintendent met with the board and Sandy Dinger, Highway Secretary met via Zoom to discuss Highway Department business. Steven Myer and Chelsey Sheridan, IMEG met with the board to go over the 2021 Marshall County Bridge inspections. 23 bridges in Marshall County were inspected in 2021. Of those 11 received a "poor" condition rating. Average estimated replacement cost of these 11 bridges would be \$640,533 per bridge according to IMEG. If Marshall County can get Bridge Improvement grants for these bridges, Marshall County would be responsible for 20% of the replacement cost or an average of \$128,107 per bridge.

Dinger asked the board for an update on the COVID policy if an employee tests positive or has to quarantine due to close contact. The board stated that they will continue with the current policy of following CDC guidelines for isolation and quarantine. Employees will be paid for time required to be taken off of work but are asked to perform work duties as they are able and are allowed to work while quarantined if they are able to do so without being in contact with other individuals.

FUEL QUOTES:

Sandy Dinger received the following quote for unleaded gasoline for the Britton shop on November 23: Da Mar Elevator \$3.00; Eden Oil \$2.92. Dinger requested a quote from Holland Bros, but no other quotes were received at the time delivery was needed.

Gasoline was delivered to the Britton Shop by Eden Oil.

AMBULANCE:

Lori Amerman met with the board to request permission to purchase various items for the Ambulance department including new pediatric CPR mannequins, CPR education, AED and First Aid packets, and a Stryker Powerload system for the third ambulance. The total purchase amount for these items is \$35,392. Schuller moved, Jones seconded to authorize Amerman to make these purchases. All members voted aye. Auditor Biel will look into a grant for the Stryker Powerload.

VETERAN'S SERVICE OFFICER:

Knebel moved, Schuller seconded to re-appoint Dave Daberkow to a 4-year term as Veteran's Service Officer, through the first Monday in January 2026. All members voted aye.

EXECUTIVE SESSION:

Jones moved, Knebel seconded to enter into executive session at 11:12 am to discuss personnel issues. All members voted aye. The chairman called the board out of executive session at 11:31 am. No action was taken.

TRAVEL:

Jones moved, Luttrell seconded to authorize the following travel expenses: Justin Yablonski, Tanner Schiferl, David Hunter and Logan Roehr to Aberdeen December 13-17 for Crisis Intervention Training. All members voted aye.

TAX DEED:

Auditor Biel informed the board that the following property had been taken on Tax Deed: Lots 5 and 6, Block 22, City of Langford, Marshall County, South Dakota.

SURPLUS:

Knebel moved, Jones seconded to declare Lots 5 and 6, Block 22, City of Langford, Marshall County, South Dakota and accept sealed bids on the property until January 18, at which time bids will be opened and publicly read and considered for the sale of such property. All members voted aye.

Knebel moved, Jones seconded to declare six (6) iPhone 8 smartphones and two (2) iPhone 6 smartphones previously used in the sheriff's office surplus and offer them for sale on December 10, 2021. The cost of the iPhone 8s will be \$25 and the iPhone 6s will be \$10. Phones will be offered on a first come-first serve basis beginning at 10:00 am. Purchasers are limited to purchasing one item if there are others in line to purchase. All members voted aye.

4H YOUTH ADVISOR:

Luttrell moved, Jones seconded to authorize the chair to sign the 2022 Memorandum of Understanding with SDSU Extension for a 4H Youth Advisor. Marshall County will pay \$10,567.75 toward Jennifer Ringkob's salary. Ringkob will work 50% of the time in Marshall County. All members voted aye.

PLATS:

Luttrell moved, Schuller seconded to approve the following plat: Plat of Quamen Farm Building Addition located in the NW1/4 of Section 26, T128N, R57W of the 5th P.M., Marshall County, South Dakota. All members voted aye.

Medhaug moved, Jones seconded to approve the following plat: Plat of Buffalo Lake

Lutheran Addition in the NE1/4NW1/4 and the NW1/4NE1/4 of Section 24, T125N, R53W of the 5th P.M., Marshall County, South Dakota. All members voted aye.

ADJOURN:

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

ATTEST:

Doug Medhaug, Chairman

Megan Biel, Auditor

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