

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

The Board of County Commissioners met in regular session at 9:00 a.m. on October 10, 2023 at the Marshall County Courthouse. Members present were Knebel, Schuller, Luttrell, Jones and Medhaug. Commissioner Schuller presided. The meeting was open to the public. The Pledge of Allegiance was recited by everyone in attendance.

**AGENDA:**

Jones moved, Medhaug seconded to approve the agenda for October 10, 2023. All members voted aye.

**MINUTES:**

Knebel moved, Jones seconded to approve the minutes for September 19, 2023. All members voted aye.

**CLAIMS:**

Medhaug moved, Knebel seconded to approve and pay the following claims. All members voted aye. PAYROLL by department: September 28, 2023: Commissioners 1685.20; Auditor 3862.89; Treasurer 4573.33; States Attorney 1819.24; Courthouse 2131.55; Director 5179.33; Register 3562.92; VSO 398.78; Community Building 450.00; Sheriff 15770.24; Coroner 225.00; Welfare 549.27; Nurse 747.28; Ambulance 10447.22; Extension 936.73; Weed 1637.67; Zoning 2647.32; Highway 14130.59; E911 7185.05; Emergency Management 461.54;  
EMPLOYER FICA & MEDICARE: First Savings Bank 5777.24  
EMPLOYER SOUTH DAKOTA RETIREMENT SYSTEM: 3932.91

A & B BUSINESS INC SOLUTIO	40.72
ADAM OKROI	289.17
ARAMARK	97.07
BAUS OIL CO	474.98
BIEL, MEGAN	36.65
BOUND TREE MEDICAL LLC	158.97
BRITTON CITY WATER DEPT	284.21
CARLSON CRUSHING & EXCAVAT	44,068.10
CENEX FLEETCARD	271.95
CENTURYLINK	102.00
CLIFF'S ONE STOP	22.36
DAKOTA AG SERVICE	2,835.00
DAMAR FARMERS ELEVATOR	102.64
DAVID HUNTER	107.42
DAY COUNTY SHERIFF'S OFFIC	3,075.00
DEAN SCHAEFER COURT REPORT	36.00
DELANEY NIELSEN SANNES PC	297.50
DETCO	1,018.97
DOUG MEDHAUG	83.84
EDEN OIL	6,289.40

EXPETEC TECHNOLOGY SERVICE	269.00
FIRST NATIONAL BANK	689.05
FULL CIRCLE AG	206.18
HOLLAND BROS OIL COMPANY	100.00
HOLLAND NAPA AUTO PARTS	78.59
JENNIFER RINGKOB	173.62
JENSEN FEED & GRAIN	4,812.68
KEVIN JONES	18.34
KRAUSE BROS CONSTRUCTION	3,546.32
KRISTI BRANDT, PRP	456.60
LAKE REGION ELECTRIC	380.01
LAMPERT LUMBER	16.49
LANGFORD TOWN	197.25
LARISSA HEITMANN	145.45
LERON KNEBEL	72.05
LYNDA LUTTRELL	31.44
MAC'S HARDWARE	305.74
MARCO INC	207.51
MARCO TECHNOLOGIES LLC	171.52
MARSHALL COUNTY JOURNAL	765.21
MATHESON TRI-GAS INC	111.10
MATTHEW SCHULLER	235.84
MCLEODS PRINTING	725.73
MEYER HARDWARE HANK	93.52
MICROFILM IMAGING SYSTEMS	80.00
MINNEHAHA COUNTY AUDITOR	163.50
OTTER TAIL POWER COMPANY	1,537.78
PCC INC	2,464.25
QUILL CORPORATION	132.42
RAPKOCH LAW, PROFF L.L.C.	4,267.08
RC TECHNOLOGIES	309.84
REIN CONSTRUCTION INC	7,315.83
SAFE HARBOR	562.50
SAFETY BENEFITS INC	150.00
SAFETY SERVICE, INC	380.63
SANFORD	197.92
SD DEPARTMENT OF PUBLIC SA	5,430.00
SD DEPT TRANSPORTATION	454.86
SDEMSA	210.00
SHOP 4-H/NATIONAL 4-H COUN	336.96
STENVOLD CONSTRUCTION LLC	6,384.71
STERLING WHEELER	29,737.50
TALIAFERRO LAW FIRM P.C.	3,611.85

TRI STATE WATER, INC.	133.05
VENTURE COMMUNICATIONS	333.26
VERIZON WIRELESS	2,431.78
WERNER AUTOMOTIVE	118.38
WOLFCOM ENTERPRISES	5,975.00

**PUBLIC COMMENT:**

No one was present to make public comment.

**HIGHWAY:**

Dustin Hofland, Highway Superintendent met with the board to discuss Highway department business. Hofland stated that he needed to correct his statement from the last meeting. Sisseton Township was the only Township to turn in a 5-year plan for the Rural Access Infrastructure Fund, not Hickman Township as previously stated. Hofland also informed the board that the Highway department has been working on blading and mowing. The Chip Seal project on County Road 16AE is completed. The patching and striping on County Roads is also completed.

Jerry Burger, Stena Township; Wayne Nelson and Neil Foote, Hickman Township; Don Roehr, Lowell Township; and Jay Hagen, Hamilton Township were present for the public 5-year plan meeting. Hofland went through the current plan, explaining that this plan is required by the State in order to apply for Bridge Improvement Grants.

Don Roehr informed Dustin of a bridge that needs some planks replaced in Lowell Township.

Hofland said the Bridge inspections have not come back yet, but he will take a look at it.

Jay Hagen discussed a bridge that should be inspected. Hofland informed Hagen that the bridge in question is not a County inspected bridge and is the responsibility of the Township. That would be a structure that the Township could apply for a Rural Infrastructure Grant for. Burger asked about County Road 11 asphalt north as he had heard that the State wants to haul on it. Hofland stated that if the State wants to haul on it, they will be required to have a haul road agreement. He has not yet been contacted by the State about it.

Medhaug moved, Jones seconded to approve the Highway Department 5-year plan. All members voted aye.

The following bids were opened and publicly read for the annual supply of propane to all highway shops, the Courthouse, Community Building, and Ambulance Building (price per gallon): Full Circle Ag: Britton, Veblen, Langford-\$1.44, Eden-no bid; Agtegra: All locations \$1.38; Damar Farmers Elevator: Britton, Eden, Langford \$1.25, Veblen-no bid; Economy Propane: All locations \$1.45. Luttrell moved, Knebel seconded to accept the bids from DaMar for the Britton, Eden and Langford locations and from Agtegra for the Veblen location. All members voted aye.

The board authorized Hofland to advertise for bids for the purchase of a payloador to be opened at the next Commissioner meeting. Knebel moved, Medhaug seconded to declare the 2001 New Holland Payloador surplus and offer it for sale at the next Commissioner meeting. All members voted aye.

**FUEL QUOTES:**

Sandy Dinger received the following quotes for #2 dyed diesel fuel for the Eden, Langford and Veblen shops on September 19: DaMar Elevator \$3.75-Eden & Langford; Eden Oil \$3.72-Eden

and Langford, \$3.82-Veblen; Full Circle Ag \$3.956-Veblen; Holland Bros Oil \$3.90-All locations. Diesel fuel was delivered to the Eden, Langford and Veblen shops by Eden Oil. Sandy Dinger received the following quotes for unleaded gasoline for the Britton shop on October 3: Eden Oil \$3.18, Full Circle Ag \$3.208. No other quotes were available at the time delivery was needed. Gasoline was delivered to the Britton Shop by Eden Oil.

**PARAMEDIC:**

Nick Fosness and Toni Mattson, Marshall County Healthcare Center and Pam Bard, Marshall County Ambulance met with the board to discuss moving forward with having a paramedic on staff with the Ambulance. Logan Roehr and Lori Amerman were out on a call and were unable to attend, so the group agreed to meet at the next Commissioner Meeting.

**EXECUTIVE SESSION:**

Medhaug moved, Jones seconded to enter into executive session to discuss personnel issues at 10:50 am. All member voted aye. The chairman called the board out of executive session at 11:10 am. No action was taken.

**TRAVEL:**

Jones moved, Luttrell seconded to authorize the following travel expenses: All Commissioners to Britton for LEPC meeting October 18; Megan Biel and Shelby Thompson to Pierre October 18 & 19 for Election Training; Erin Collins-Miles and Sandy Dinger to Pierre for Safety Conference November 1-2; Leron Knebel to Webster for A Conservation District Banquet October 16; Jennifer Ringkob to Watertown September 30 for a 4-H Dash Meeting and to Pierre September 25-28 for an Annual Conference. All members voted aye.

**SECOND READING:**

Knebel moved, Jones seconded to pass the following Ordinance at this, it's second reading: AN ORDINANCE AMENDING TITLE 4, CHAPTER 4.2 AS AMENDED TO REZONE CERTAIN DESCRIBED PROPERTY. All members voted aye.

**NOTICE OF ADOPTION: ORDINANCE NO. 61**

Notice is hereby given that Ordinance No. 61, An Ordinance Amending Title 4 chapter 4.2 adopted by Ordinance No.32, September 28, 2021, As Amended, Of the Zoning Ordinance of Marshall County was duly adopted by the Board of County Commissioners on the 10<sup>th</sup> of October, 2023, and will become effective on the 31<sup>st</sup> of October, 2023.

ORDINANCE NO. 61

AN ORDINANCE AMENDING TITLE 4, CHAPTER 4.2

AS AMENDED TO REZONE CERTAIN DESCRIBED PROPERTY

BE IT ORDAINED by the Board of County Commissioners of Marshall County, South Dakota: that Title 4 chapter 4.2 adopted by Ordinance No.32, September 28, 2021 as amended, of the Zoning Ordinance of Marshall County be amended to classify the following property:

**Proposed Lot 11 Westby Lakeside Addition in Gov't Lots 2 & 3, Section 19, T126N, R53W of the 5th P.M., Marshall County, South Dakota.**

**(Proposed drawing available in the office of the Zoning Administrator.)**

**To “R-3” Lakefront Residential District from “AG” Agricultural District**

BE IT FURTHER ORDAINED by the Marshall County Commission, Britton, South Dakota, that the zoning official for the County of Marshall is hereby authorized to change the official zoning map for the County of Marshall to reflect this Ordinance.

Notice of Hearing                               September 6, 2023  
Passed First Reading                        \_ September 19, 2023  
Passed Second Reading                     \_\_October 10, 2023  
Adopted   \_\_                                \_                     \_\_\_\_October 10, 2023  
Published   \_                                \_                     \_\_\_\_October 11, 2023  
Effective Date                                \_\_\_\_October 31, 2023

Matthew Schuller, Chairman, Marshall County Commission

**PAY RAISE:**

Sheriff Sam Swanson, E911 Coordinator Deb Skonberg and Emergency Manager/E911 Dispatcher Logan Roehr met with the board regarding a pay proposal drafted by Swanson. Medhaug moved, Luttrell seconded to change the starting pay for a new E911 Dispatcher without certification to \$18.50/hour. Upon completion of 911 Basic class, EMD certification and 6 months probation, employees will be eligible for a 0.50 raise per each item completed. All members voted aye.

Per completion of 911 Basic classes and 6 months probationary period, Medhaug moved, Luttrell seconded to authorize a pay raise for Sam Sanderson, E911 Dispatcher, from \$16.00/hour to \$19.50/hour effective October 8. All members voted aye.

Jones moved, Medhaug seconded to raise Logan Roehr and Shari Schock, E911 Dispatchers pay to \$21.00/hour effective October 8. All members voted aye.

**2023 WIC CONTRACT:**

Medhaug moved, Knebel seconded to approve the 2023 WIC contract. All members voted aye.

**SURPLUS:**

Luttrell moved, Knebel seconded to declare the following items surplus for disposal: HP Officejet Pro 8610 Printer; Hp LaserJet 1320; Hp Officejet Pro 6978. All members voted aye.

**ADMISSION OF SERVICE:**

Medhaug moved, Luttrell seconded to authorize the chair to sign an admission of service on legal papers for a foreclosure on a property in which Marshall County has a taxing interest. All members voted aye.

**COURTHOUSE PROJECT:**

Jones moved, Medhaug seconded to authorize the chair to sign a proposal for Professional services from ISG, Inc. including Schematic Design, Design Development, Construction Documents, Civil Engineering, Landscape Architecture, Architecture; Structural, Mechanical, and Electrical Engineering; Technology Design, Permitting & Plan Review; and Bidding and Construction Administration at a cost of \$700,000. All members voted aye.

**BRITTON CITY REQUEST:**

Medhaug moved, Luttrell seconded to request \$5,000 for the Ambulance fund from the City of Britton as has been done in the past. All members voted aye.

**ADJOURN:**

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

**ATTEST:**

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Matthew Schuller, Chairman

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Megan Biel, Auditor

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