

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

The Board of County Commissioners met in regular session at 9:00 a.m. on November 21, 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:

Knebel moved, Medhaug seconded to approve the agenda for November 21, 2023. All members voted aye.

MINUTES:

Medhaug moved, Luttrell seconded to approve the minutes for November 7, 2023. All members voted aye.

CLAIMS:

Jones moved, Medhaug seconded to approve and pay the following claims. All members voted aye. PAYROLL by department: November 9, 2023: Commissioners 1645.20; Auditor 3873.41; Treasurer 5352.17; States Attorney 1819.24; Courthouse 2273.32; Director 5179.32; Register 3589.23; VSO 797.55; Community Building 450.00; Sheriff 15835.22; Welfare 549.27; Nurse 673.60; Extension 1010.40; Weed 829.18; Zoning 2047.32; Highway 15171.99; E911 7860.61; Emergency Management 461.54;

EMPLOYER FICA & MEDICARE: First Savings Bank 5238.04

EMPLOYER SOUTH DAKOTA RETIREMENT SYSTEM: 4004.36

ADAM OKROI	325.89
ALL FLAGS, LLC	75.68
ARAMARK	11.53
AVERA PATIENT FINANCIAL SE	2,631.95
BIEL, MEGAN	304.56
BRITTON CITY WATER DEPT	40.13
BRITTON INSURANCE AGENCY,	80.00
BUTLER MACHINERY CO	2,475.51
CARLSON CRUSHING & EXCAVAT	5,818.85
CENEX FLEETCARD	217.03
CENTURY LINK	288.15
CIVIL AIR PATROL MAGAZINE	155.00
COTEAU DES PRAIRIE HEALTH	129.00
DAKOTA MAILING & SHIPING E	169.21
DAMAR FARMERS ELEVATOR	1,648.01
DAVID HUNTER	107.42
DEPT OF ANIMAL SCIENCES	87.00
DINGER, SANDY	274.44
DOLLAR GENERAL-REGIONS 410	25.50
GROTON FORD LLC	75.85

HH DESIGN	200.00
HOLLAND BROS OIL COMPANY	219.86
HOLLOWAY BRIDGE AND CULVER	74,350.00
I & S GROUP, INC.	33,500.00
JENNIFER RINGKOB	80.32
JOHN DEERE FINANCIAL	6,580.35
KENS FOOD FAIR	100.41
LEHR SANITATION SERVICE LL	300.00
LYLE SIGNS INC	2,608.50
MARC	169.58
MARCO INC	118.45
MARSHALL COUNTY HEALTHCARE	630.08
MATTHEW BENDER & CO., INC.	537.30
MEYER HARDWARE HANK	6.97
MICROFILM IMAGING SYSTEMS	80.00
MONTE HOGLUND	20.00
OPITZ GRAVEL	1,522.50
OTTER TAIL POWER COMPANY	203.72
PHARMCHEM, INC.	95.85
PUB 605	362.00
QUILL CORPORATION	446.54
ROBERTS COUNTY SHERIFF'S O	300.00
SD ASSOCIATION COUNTY OFFI	865.08
SD ASSOCIATION OF	350.00
SD SHERIFFS ASSOCIATION	809.18
SHELBY THOMPSON	288.36
THOMSON REUTERS - WEST	174.85
TRITECH SOFTWARE SYSTEMS	9,210.17
VENTURE COMMUNICATIONS	2,378.55
WERNER AUTOMOTIVE	479.17
WHITNEY SLEEP DIAGNOSTICS	134.70

PUBLIC COMMENT:

No one was present to make public comment.

FIRST READING: Zoning Regulations

Luttrell moved, Knebel seconded to approve the first reading of the proposed Zoning regulations. Second reading will be held December 5. All members voted aye.

SECOND READING: Flood Ordinance

Erin Collins-Miles, Zoning Director and Ryan Patterson, Upper Crow Creek were present for the discussion of the Second Reading of the Flood Ordinance that FEMA is requiring Counties to pass in order for individuals in a floodplain to receive a federally backed loan. This may also affect entities abilities to receive FEMA finding for a flood disaster. Medhaug moved, Jones

seconded to postpone the second reading of the Flood Ordinance to allow more time to investigate possible ramifications. All members voted aye.

HIGHWAY:

Dustin Hofland, Highway superintendent met with the board to discuss highway department business. Hofland discussed drafting a snow policy as guidance for when the Highway department should or should not attempt to clear roads taking into account current and predicted weather conditions. Hofland will also look into who should decide when County roads should be designated “no travel advised” and where this information can be posted for the public. Hofland discussed some old equipment that is no longer used, including the Osh Kosh snowblower and other equipment. Hofland will compile a list for the Commissioners to declare surplus to be sold.

Knebel moved, Medhaug seconded to approve the down payment of \$1,250 for the Cat Motor Grader to Butler Cat. All members voted aye.

Medhaug moved, Luttrell seconded to accept a quote from Midwest Pump & Tank for \$15,580.60 for a fuel Keytrol system. Marshall County will pay \$4,614.18 toward this purchase as a down payment on the system. All members voted aye.

Medhaug moved, Luttrell seconded to authorize Sandy Dinger, Highway Secretary to sign the 2024 Dware software agreement at a cost of \$4,570. All members voted aye.

FUEL QUOTES:

Sandy Dinger, Highway Secretary received the following quotes for #1 diesel for the Veblen shop on November 7: Eden Oil \$3.90, Full Circle Ag \$4.098, Holland Bros. \$3.99. Diesel fuel was delivered to the Veblen shop by Eden Oil.

Sandy Dinger received the following quotes for gasoline for the Britton bulk tank on November 16; DaMar Elevator \$2.95, Eden Oil \$2.80, Full Circle Ag \$2.72. Gasoline was delivered to the Britton bulk tank by Full Circle Ag.

4-H PROGRAM ADVISOR:

Jennifer Ringkob, 4-H Program Advisor met with the board to give an update on 4H activities in the County. Ringkob informed the board that there were 175 youth in Marshall County enrolled in 4H in 2023, along with 39 volunteers in the program. Ringkob estimates that a total of 2,220 volunteer hours were completed.

EXTENSION/COMMUNITY HEALTH NURSE SECRETARY:

Jennifer Ringkob, 4-H Program Advisor and Larissa Heitmann, Extension/ Community Health Nurse Secretary met with the board and Cari Price, Community Health Nurse met via conference call to discuss the reorganization that the Department of Health has done for County Health Nurse Offices and how this might affect Heitmann’s duties. Heitmann will continue her duties in each office as needed over the next year and track her time in each office so that the County is better prepared to budget her time in the future.

TRAVEL:

Medhaug moved, Knebel seconded to authorize the following travel expenses: Jennifer Ringkob to Regional Advisor Planning Meetings once per month from December to May and to

Watertown December 2 for a Regional Youth Mixer; Karole Chapin to Aberdeen November 27-28 for CAA testing. All members voted aye.

ALCOHOLIC BEVERAGE LICENSE RENEWAL:

Luttrell moved, Medhaug seconded to approve a liquor license renewal for Prairie Sky Game Ranch and Guest Lodge. All members voted aye.

LEPC:

Medhaug moved, Luttrell seconded to authorize the chair to sign the LEPC grant agreement. All members voted aye.

PROJECT BOUNDARY FENCE:

Jones moved, Luttrell seconded to authorize Auditor Biel to sign the Security Assessment Agreement with Dakota State University to allow them to do penetration testing of the Courthouse Computer systems to find weaknesses in the cybersecurity and to appoint Auditor Biel as the point of contact for this assessment. All members voted aye.

NACO CENTER FOR PUBLIC LANDS:

Schuller moved, Medhaug seconded to donate \$1,000 of LACTF funds to NACO for the National Center for Public Lands. All members voted aye.

CASH TRANSFER:

Jones moved, Knebel seconded to approve a budgeted cash transfer of \$38,788 to the Emergency Management fund. All members voted aye.

ADJOURN:

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

ATTEST:

Matthew Schuller, Chairman

Megan Biel, Auditor

Published once at the total approximate cost of_____.