

Unapproved
MARSHALL COUNTY COMMISSION MEETING
Britton, South Dakota

The Board of County Commissioners met in regular session at 9:00 a.m. on December 5, 2023 at the Marshall County Courthouse. Members present were Knebel, Schuller, Jones and Medhaug. Commissioner Luttrell was absent. Commissioner Schuller presided. State's Attorney Victor Rapkoch was present. The meeting was open to the public. The Pledge of Allegiance was recited by everyone in attendance.

AGENDA:

Medhaug moved, Knebel seconded to approve the agenda for December 5, 2023. All members present voted aye.

MINUTES:

Jones moved, Medhaug seconded to approve the minutes for November 21, 2023. All members present voted aye.

CLAIMS:

Knebel moved, Medhaug seconded to approve and pay the following claims. All members present voted aye. PAYROLL by department: November 22, 2023: Commissioners 4265.20; Auditor 8252.37; Treasurer 9573.32; States Attorney 2819.24; Courthouse 4596.53; Director 11179.32; Register 7578.71; VSO 1297.55; Community Building 950.00; Sheriff 33749.18; Coroner 889.00; Welfare 1049.27; Nurse 742.01; Ambulance 15925.66; Extension 2941.99; Weed 217.51; Zoning 4447.32; Highway 17486.74; E911 16006.85; Emergency Management 461.54;

EMPLOYER FICA & MEDICARE: First Savings Bank 10828.39

EMPLOYER SOUTH DAKOTA RETIREMENT SYSTEM: 7312.67

A & B BUSINESS INC SOLUTIO	40.72
ARAMARK	49.48
BRITTON CITY WATER DEPT	238.89
CENEX FLEETCARD	334.49
CENTURYLINK	102.00
COLE PAPERS INC	101.32
CONSUMER REPORTS	30.00
DAVID HUNTER	107.42
DELANEY NIELSEN SANNES PC	855.00
DOUG MEDHAUG	83.84
FIRST NATIONAL BANK	1,336.92
GRAHAM TIRE CO INC	561.92
JOSHUA LEE HALSEY	9,000.00
KEVIN JONES	36.68
KRISTI BRANDT, PRP	77.70
LAKE REGION ELECTRIC	147.41
LARISSA HEITMANN	243.33
LERON KNEBEL	144.10

LYNDA LUTTRELL	31.44
MARCO INC	207.51
MARCO TECHNOLOGIES LLC	174.48
MARSHALL COUNTY JOURNAL	369.00
MEYER HARDWARE HANK	18.98
MIDWEST PUMP & TANK	4,614.18
OTTER TAIL POWER COMPANY	1,226.63
PITNEY BOWES GLOBAL	186.00
QUILL CORPORATION	271.64
RAPKOCH LAW, PROFF L.L.C.	4,267.12
SD ASSN COUNTY COMMISSIONE	1,000.00
SD DEPT TRANSPORTATION	58,510.29
SONNEL TECHNOLOGIES, LLC	533.40
TALIAFERRO LAW FIRM P.C.	1,498.60
TRITECH SOFTWARE SYSTEMS	3,120.00
VANGUARD APPRAISALS, INC	12,119.00
VERIZON WIRELESS	320.12
WERNER AUTOMOTIVE	160.21

PUBLIC COMMENT:

No one was present to make public comment.

UTILITY LOCATION:

Jones moved, Medhaug seconded to approve a quote from Blood Hound for \$3,432 to locate all utilities on the Courthouse lot. All members voted aye.

ALCOHOLIC BEVERAGE LICENSE RENEWAL:

Knebel moved, Jones seconded to approve Retail (on-sale) and Package (off-sale) liquor license renewals for Todd’s Tavern. All members present 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. The maps proposed by FEMA are still not finalized and will not be finalized until December 21. The second reading will remain postponed.

HIGHWAY:

Dustin Hofland, Highway Superintendent met with the board to discuss Highway Department business. Hofland informed the board that the department has been working on finishing mowing ditches. Logan Roehr, Emergency Manager was present to discuss winter road closures. Roehr informed the board that the State 511 system will now allow the State and County to mark roads as closed. This should carry over to navigation apps to prevent motorists from being directed to drive on roads that are impassable. Roehr and Hofland will work together to learn how to log in to this site and make these designations. The board approved the advertisement of

a budget supplement hearing for the highway department of \$860,000. The hearing will be held December 19.

TRAVEL:

Jones moved, Knebel seconded to authorize the following travel expenses: all highway department employees to MSHA annual refresher in Aberdeen February 13 & 14 or Sisseton February 27; Ian MacDonald, Austin Steiner and Dave Hunter to Sisseton for ARIDE training November 15 & 16. All members present voted aye.

EMERGENCY MANAGEMENT:

Logan Roehr met with the board to discuss insurance on the drone. Jones moved, Medhaug seconded to proceed with insurance coverage at \$646.88 for liability and property coverage. All members present voted aye. Roehr also discussed back up options for a point of contact for emergency situations if Roehr is out of town. Roehr will talk with other Emergency Managers and report back to the board. Roehr also informed the board that he had been informed of potential legislation that would make the Emergency Management position a state employee split out into regions rather than a county employee. Roehr will continue to track this legislation.

E911 DISPATCH:

Deb Skonberg met with the board to inform them that Bailee Yule has been hired as a dispatcher at a rate of \$19.50/hour.

EXECUTIVE SESSION:

Knebel moved, Medhaug seconded to enter into executive session at 10:47 am to discuss legal matters. The chairman called the board out of executive session at 11:26 am. No action was taken.

SHERIFF VEHICLE:

Medhaug moved, Knebel seconded to approve payment of \$9,000 to Custom Installation Solutions to outfit the Sheriff's department pick up for duty. All members present voted aye.

ORDINANCE 63

Jones moved, Medhaug seconded to approve the second reading of the Ordinance 63. A copy of the proposed zoning revision is available in its entirety for public review during normal business hours in the offices of the County Zoning Administrator, Erin Collins-Miles and the County Auditor, Megan Biel. All members present voted aye.

NOTICE OF ADOPTION:

ORDINANCE NO.63 ESTABLISHING PERMANENT ZONING REGULATIONS FOR MARSHALL COUNTY SOUTH DAKOTA, PROVIDING FOR THE ADMINISTRATION, ENFORCEMENT, AND AMENDMENTS THEREOF; AND REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT THEREWITH.

Notice is hereby given that Ordinance No. 63 establishing permanent zoning regulations for Marshall County, South Dakota, with such regulations being set forth in the document titled Zoning Regulations; providing for restrictions, district boundaries, and providing for repeal of all

ordinance or parts thereof in conflict therewith. Marshall County is adopting this ordinance in order to protect the public health, safety, and general welfare. This ordinance was duly adopted by the County Commission on December 5, 2023, and will become effective on the 26th day of December, 2023.

First Reading: November 21, 2023
Second Reading: December 5, 2023
Publication Date: December 6, 2023
(Notice of Adoption)
Effective Date: December 26, 2023
(20 days after Notice of Adoption)
Dated this 6th day of December 2023.

PRISONER TRANSPORT:

Medhaug moved, Knebel seconded to authorize Becky Hunter to ride along on female prisoner transports as a second female is required to be present. All members present voted aye.

SDSU EXTENSION:

Medhaug moved, Knebel seconded to authorize the chair to sign the Memorandum of Understanding with SDSU Extension for the provision of a 4H Youth Program Advisor for 2024. Marshall County's share of this cost is \$11,200. All members present voted aye.

PAY RAISE:

Per a 1-year anniversary, Medhaug moved, Knebel seconded to approve a pay raise for Karole Chapin, County Assessor from \$18.80/hour to \$19.58/hour effective November 5. All members present voted aye.

SURPLUS:

Knebel moved, Jones seconded to declare an HP 17z Laptop serial number 5CG0162MG6 previously used in the Auditors office surplus to be destroyed. All members present voted aye.

ADJOURN:

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

ATTEST:

Matthew Schuller, Chairman

Megan Biel, Auditor

Published once at the total approximate cost of_____.