

The Deuel County Commissioners met in regular session on Tuesday, January 19th at 9:00 a.m. in the Commission Room of the Courthouse with Chairman DeJong presiding. Those present were Commissioners Jaeger, Kreutner, Rhody and DeJong. Commissioner Homan was present through Zoom platform. Also present was Auditor Mary Korth. The meeting began with prayer and the Pledge of Allegiance. Chairman DeJong declared all motions to be made by roll call vote because of the Zoom platform.

Approval of Agenda

1) Jaeger moved, seconded by Kreutner to approve the agenda as presented. Roll call vote, all yes and motion carried.

APPOINTMENTS

9:00 Jamie Broksieck Highway Superintendent

Broksieck met with the Commissioners to discuss several items. 2) Kreutner moved, seconded by DeJong to surplus the battery backup from the Highway Department at no value as it quit working. Roll call vote, all yes and motion carried.

Discussion was held on Capital Outlay Accumulations within the Road and Bridge Fund for items beginning 2021. Funds would be used for equipment and/or a salt sand shed. A resolution for capital outlay funds will be drafted and presented at next meeting. Broksieck will bring some more specifics on a shed by next meeting.

Discussion was held on recent happenings within the department. Road conditions from the wind tower companies are being watched closely as well as the progress of the projects. Bridge work for 2021 in the County was discussed as well.

9:30 Treasurer Jen Mewherter

Mewherter met with the Commissioners to discuss tax abatements for 2021. 3) Jaeger moved, seconded by Rhody to abate the taxes on a mobile home on leased site located in NE1/4 of 32-115-50 in the amount of \$339.34 due to documents filed by dealer prior to the November 1st deadline. Roll call vote, all yes and motion carried. Mewherter presented four applications for the Elderly Assessment Freeze for the 2020 payable 2021 assessment year. All four applicants missed the April 1 deadline in 2020 but otherwise qualify for the real property tax assessment freeze provided under SDCL 10-6A-4. 4) Kreutner moved seconded by Rhody to approve the Elderly Assessment Freeze for 2020 payable 2021 and abate difference in taxes (in 2021) on each parcel due to lower valuation. Roll call vote, all yes and motion carried. Also presented were three abatements for tax deeds taken at the end of 2020. 5) Jaeger moved, seconded by Rhody to abate all taxes delinquent and current and special assessments on the following properties: W1/2 Lot 4 & Lot 5 Blk 2 Original Plat, Town of Toronto for a total of \$4438.92; W1/2 of Lot 9 and Lot 10 in Blk 10 Original Plat, Town of Astoria for a total of \$9601.43; and W1/2 of Lot 9 & Lot 10 Blk 7 Original Plat, Town of Astoria for a total of \$13766.55. Roll call vote, all yes and motion carried. State's Attorney Gass will be contacted for putting up the properties for sale by advertising on sealed bids.

Mewherter further discussed two properties within Clear Lake that have set up contracts with the County for delinquent property tax payments. One property is a rental and the owner that set up the contract has passed away, so the contract is now in question. The property is currently up for tax deed and could possibly be up for sale by a realtor. Mewherter will start the tax deed process on the property this summer if it hasn't been sold. The second property in question was under a contract for the County to set up a garnishment for tax payments. The employer of the property owner has now stated they will no longer be honoring this garnishment. The owner will be encouraged to continue keeping current with their property taxes.

9:45 Zoning Officer Jodi Theisen

Theisen presented the 2020 building permits that are on file in her office and the Auditor's Office. Building permits report contained the following: 9 new homes up from last year; Mobile homes were up;

Additions remained the same; 16 plats; firework permits down; shelter belt permits up. Wind towers were the biggest share of permits this year. They have all been permitted for each turbine. Not all are generating power, some are in the testing phase. She has contacted them for the decommission plan. She also presented the Zoning Board recommended fees for Zoning and Building Permit Fees for 2021. Fees remained the same this year. 6) Kreutner moved, seconded by DeJong to approve the Zoning fees as presented. Roll call vote, all yes and motion carried.

Deuel County Zoning & Building Permit Fees (Effective January 19, 2021)

Residential Structures Including Mobile Homes -----	\$.07 per square foot	\$25 Min Fee
Additional with basement -----	\$.05 per square foot	\$25 Min Fee
Additional with attached garage -----	\$.05 per square foot	\$25 Min Fee
Non agricultural buildings-----	\$.05 per square foot	\$25 Min Fee
Agricultural use buildings -----	\$.05 per square foot	\$25 Min Fee
Grain Storage Bins -----	\$50 for (< \$50,000 cost of construction) \$100 for (= or > \$50,000) (New/moved)	
Commercial buildings -----	\$.06 per square foot	\$25 Min Fee
Special Exception -----	\$200	
Variance -----	\$200	
Shelter Belt-----	\$100	
Lake Park District Grading Permit -----	\$50	
Lake Park Tree Removal -----	\$25	
Lake Park Landscaping Permit -----	\$25	
Fireworks permits, short term -----	\$25	
Fireworks permits, long term -----	\$250	
Concentrated animal feeding operations ----- (includes Special Exception fee)	\$1500 - Class A \$1000 - Class B \$ 500 - Class C & D	
Wind Energy Systems-----	\$1/\$1,000 Est. Construction Cost, incl. labor	
Rezoning any district -----	\$200	
Special meeting -----	\$625	
Moving building off, Land Reclamation Deposit -----	\$1000	
Shelterbelt permits -----	\$0	

Ag Easement for new home, Register of Deeds-----	\$30
Final Plat, Register of Deeds -----	\$60
Zoning Plat fees -----	\$25, plus \$5 per lot in a Subdivision

7) Rhody moved, seconded by Jaeger to approve the Zoning Board pay to remain at \$125 per meeting plus mileage; Weed Board members to remain at \$50.00 per meeting plus mileage. Roll call vote, all yes and motion carried.

Theisen reported on her recent Zoning Board meeting with First District to start rewriting the Zoning Ordinance. They are hoping for completion by mid-summer. The meeting went well with a new technology speaker system that was quite impressive. Theisen, along with First District suggested the County get a similar type of system for the County meetings. Theisen invited the Commissioners to the next Zoning Meeting Feb. 3rd to see how the new technology works.

8) Homan moved, seconded by Kreutner to surplus two outdated HP laptops from the Zoning Office that are not in working order at no value. Roll call vote, all yes and motion carried.

10:15 Community Health Nurse Tammy Baer Quarterly Report

Baer met with the Commissioners and gave them a quarterly update of the Community Health Nurse Office activities. Flu shots are down due to seasonal averages. All neighboring communities have been vaccinated for flu. WIC numbers down, they are still on phone visits due to pandemic. Covid vaccines started December 23rd with frontline staff. Deuel County receives the Moderna vaccine because of easier storage. A tier system is being used for vaccines. Patients are being contacted if they have been Sanford patients within the last three years; otherwise patients are encouraged to contact Sanford to be on the list. Booster doses are given 4 weeks after initial dose. Covid.sd.gov is an excellent website for resources and answers questions the public may have. There is a team in place at Sanford Clear Lake handling the roll out of vaccines and sorting through information. Baer opened up discussion for questions. She answered questions about WIC and the shingles vaccine. To receive the Covid vaccine, you should not have had any vaccines within the last 14 days. If you've had Covid, you still can receive the vaccine after you are fully recovered. Patients may be on different lists depending on residence and where they normally receive their healthcare. The first vaccine builds up immunity 50% and the booster shot helps with full immunity (95%) so she stressed everyone should still take precautions against Covid during the vaccination period.

10:30 Deuel Area Development Director Joan Sacrison

Sacrison met with the Commissioners to give updates on Deuel Area Development Inc. (DADi). The DADi annual meeting is February 10th. She was hoping for a collaborative effort between the DADi Board, the County and the City of Clear Lake. The City had pulled their donation funds in November; she does not know if they would still be interested in funding a full time position after Sacrison retires. The DADi Board will still budget for a part time position and continuation of Sacrison's duties to a new person. Without support from Clear Lake, their budget has been reduced by \$10,000. She spoke of Wildlife Estates and development. There are 11.8 acres west of the water tower that will not be developed but rather DADi is planning on selling the property for \$12,000 per acre. Those 11.8 acres do have services (water, gas, etc.). It is zoned ag for small business or residential. Sacrison will be retiring June 1, 2021.

10:45 Sheriff Cory Borg

Borg met with the commissioners for several items.

9) Jaeger moved, seconded by Homan to accept the resignation of Sargent Laurie Smith whose last day is Jan. 19, 2021 and to advertise for a new Officer that would meet all the qualifications given by Sheriff Borg, salary to be determined. Roll call vote, all yes and motion carried.

Borg presented three policy updates given to him by the South Dakota Public Assurance Alliance. 10) Kreutner moved, seconded by Homan to update the Sheriff's Policy on "Chokeholds and Neck Restraints" by the guidelines of the South Dakota Public Assurance Alliance (SDPAA). Roll call vote, all yes and motion carried. 11) Jaeger moved, seconded by DeJong to update the Sheriff's Policy on the "Duty to Intervene" by the guidelines of the South Dakota Public Assurance Alliance (SDPAA). Roll call vote, all yes and motion carried. 12) Rhody moved, seconded by Kreutner to update the Sheriff's Policy on "Drones" in accordance with the guidelines of the SDPAA. Roll call vote, all yes and motion carried. The policy measures are kept in the Deuel County Sheriff's Office with a copy filed at the Deuel County Auditor's Office.

Borg gave an update on grant funds for 2021. 13) Homan moved, seconded by Kreutner to approve the allocation of the \$25,000 Otter Tail Grant to go to the following purchases for the Sheriff's Office: A car camera (from Sturgis) in the amount of \$1904.50, Five radars from Fleet Safety for a total of \$8995.00, a truck box for weather proof storage from Fleet Safety in the amount of \$4329.00, four body cameras from WatchGuard in the amount of \$3300.00, five Sony cameras ordered off Amazon in the amount of \$1440.00, five portable radios from Two Way Solutions in the amount of \$3824.95, and to Clear Lake Building Center \$1000.00 to build a dog kennel at Deputy Kellen's residence for the K-9. Roll call vote, all yes and motion carried. 14) Rhody moved, seconded by Jaeger to auto supplement back into the Sheriff's budget \$25,000 for the Otter Tail Grant received. Roll call vote, all yes and motion carried.

Borg presented the 2020 year end totals for his office. 23059 calls (up); 1279 cases (down); 574 traffic stops (up); 239 crashes (down); 27043 contract hours with cities (up). Discussion was held on the numbers presented.

Discussion was held on security during the Presidential Inauguration. Borg considers Deuel County to be safe and has discussed safety plans in place with the school as well.

Borg updated the Commissioners on the 2021 vehicle that will arrive in February and vehicle switching between departments will happen at that time.

10:30 State's Attorney Jared Gass

Gass presented a resolution to contribute to the Deuel County Crisis Fund. Discussion was held on the specifics of the fund; who oversees the fund; what the money is to be used for, or what are the qualifications and limits on the fund. The Commissioners reviewed the resolution but will not proceed with adoption until further information is given.

Gass also drafted an easement agreement between property owners David and Julie Cook and the County regarding the property line between Cooks and the County West Extension Building. Discussion was held on the agreement. Gass will send a copy of the agreement to the Cooks to review for their satisfaction before the Commissioners make a motion or sign. Upon satisfaction of the agreement, the Commissioners will approve at the next meeting.

Deuel County is passing a new salary resolution which abolishes the previous longevity scale maintained by the County. All longevity is now rolled into a Step and Grade Scale for each department similar to the Highway Salary Scale adopted in 2020. 15) Jaeger moved, seconded by Rhody to approve and sign Resolution #21-02 Abolishing the Longevity Pay Policy and Incorporating Longevity Pay into the Compensation Plan for County Employees. Roll call vote, all yes and motion carried.

RESOLUTION ABOLISHING THE LONGEVITY PAY POLICY AND INCORPORATING LONGEVITY PAY INTO THE COMPENSATION PLAN FOR COUNTY EMPLOYEES RESOLUTION #20-02

WHEREAS, the Deuel County Personnel Policy Manual currently provides for longevity pay for full-time and permanent part-time County employees. As part of its regular review of employee compensation the County has determined that it is necessary to abolish the current longevity pay policy and to adopt a new pay scale for full-time and permanent part-time employees.

WHEREAS, the County desires to continue to award employee longevity and has determined that it is appropriate and beneficial to adopt a new employee compensation plan and schedule taking into consideration the longevity pay that was formerly contained within the Deuel County Personnel Policy Manual.

WHEREAS, the compensation plan the County intends to adopt for all full-time and permanent part-time employees, approved by the Board of County Commissioners under Salary Resolution #2021-01, removes the former longevity pay policy, but takes into consideration length of employment.

NOW, THEREFORE, BE IT RESOLVED THAT, the Board of County Commissioners hereby abolishes the longevity pay policy set forth in the Deuel County Personnel Policy Manual.

BE IT FURTHER RESOLVED THAT, as of January 1, 2021, full-time and permanent part-time County employee longevity pay is included in and incorporated with the regular pay for each employee according to the compensation plan adopted by the Board of County Commissioners under Salary Resolution #2021-01.

Adopted by the Deuel County Board of County Commission on January 19, 2021.

Deuel County Board of Commissioners

Attest:

Mary Korth
Deuel County Auditor

Gary DeJong
Chairman

Deuel County has followed federal regulations and guidelines concerning leave and pay for employees during the coronavirus pandemic. Those guidelines expired December 30, 2020. Resolution #20-33 followed the guidelines of the SD Department of Health and the US CDC. Gass informed the Board these guidelines have been extended to March 31, 2021. 16) Rhody moved, seconded by Homan to continue to follow the federal guidelines and extend the leave and pay for employees during the pandemic until March 31, 2021 following the federal extension. Pay guidelines remain as outlined in Resolution #20-33. Roll call vote, all yes and motion carried.

Gass presented a quote for items needed for his office. 17) Jaeger moved, seconded by Kreutner to approve the purchase of a transcription kit from dictationone off of Amazon in the amount of \$948.97. Roll call vote, all yes and motion carried.

OLD BUSINESS

No old business.

NEW BUSINESS

Approve Cash Balance Sheet

18) Kreutner moved, seconded by Homan to approve the cash balance sheet for the month of December. Roll call vote, all yes and motion carried.

DEUEL COUNTY AUDITOR'S ACCOUNT WITH TREASURER

END OF MONTH CASH BALANCE	Dec 2020
CASH TOTAL	\$ 1,185.00
CHECKS TOTAL	\$ 17,029.98
CASH ITEM	\$ 0
CASH CHANGE SHERIFF	\$ 50.00
TOTAL CASH ASSETS ON HAND	\$ 18,264.98
CHECKING ACCOUNT BALANCE	\$ 349,720.24
MM DNB NATIONAL BANK	\$ 4,063.12
PREMIUM MM FIRST BANK & TRUST OF TORONTO	\$4,743,141.80
CREDIT CARDS	\$ 255.07
CD'S \$250,000 DNB	\$ 250,000.00
\$0 FIRST BANK & TRUST	
REVOLVING LOAN	\$ 23,851.84
GRAND TOTAL CASH ASSETS	\$5,389,297.11
GL CASH BALANCE BY FUNDS:	
GENERAL	\$3,621,963.13
SP REVENUE FUNDS	\$1,457,254.73
TRUST & AGENCY FUNDS	\$ 310,079.25
townships \$38,627.35 cities \$10,806.55	
schools \$29,564.60 rural fire \$400.97	
TOTAL GENERAL LEDGER CASH	\$5,389,297.11

19) Kreutner moved, seconded by DeJong to approve and implement the salary step and grade scale for all employees as on file in the Auditor's Office. Step and Grades are department specific for Highway, Sheriff, Treasurer, Register of Deeds, Director of Equalization, Auditor, State's Attorney, Commissioners, Custodian, Emergency Manager, Zoning, and Weed Supervisor. Hourly employees that do not fall under the department specific scales will follow the hourly Admin step and grade scale set forth and those employees have been placed on the scale by the Deuel County Commissioners in accordance with length of employment

and duties; date of increase is December 20, 2020 which is a part of the January 2021 pay period; the 2021 Specific Pay Grade Scale will be used for most new hires in the County. Roll call vote, all voted yes.

20) Jaeger moved, seconded by Kreutner approve Resolution 2021-01 Salary Resolution. Roll call vote, all yes and motion carried.

**#2021-02
SALARY RESOLUTION**

WHEREAS, the Deuel County Commission must establish and publish salaries of all officials and employees of the county in January following the statutes set forth under SDCL 6-1-10. (Monthly or hourly where applicable)

Gary Jaeger 1749.00; Gary DeJong 1693.00; Roger Kreutner 1688.00; Steve Rhody 1703.00; Judith Homan 1688.00; Mary Korth 4617.60; Shirley Quail 22.71 hr.; Brittane Collins 15.83 hr.; Jennifer Mewherter 3853.20; Theresa Martinmaas 15.83 hr.; Jared Gass 4515.33; Rita Schiefelbein 17.95 hr.; Scott Ruby 18.63 hr.; Jamie Hintz \$17.70 hr.; Donna Rhody 4743.20; Debra Meguire 15.83 hr.; Casey Severson 3995.33; Renae Engelkes 15.96 hr.; Dennis Evenson 1197.91; Cory Borg 4787.50; Kory Kellen 3511.75; Tyrel Wik 3600.17; Laurie Smith 4158.25; Derek Hoefert 3359.17; Mindi Dailey 17.79 hr.; Sandy Koenecke 22.89 hr.; Jamie Broksieck 4298.67; Lisa Jorvig 16.34 hr.; Richard Eidet 20.17 hr.; Marty Brown 23.13 hr.; Kirk Berge 21.29 hr.; Justin Bolden 21.76 hr.; Dana Nelson 19.92 hr.; Dallas Olson 20.17 hr.; Jeff Swanz 19.75 hr.; Jaime Araiza 18.54 hr.; Andrew Nosbush 18.15 hr.; Ryan Severson 17.90 hr.; Aaron Wipf 17.76 hr.; Matt Fieber 17.51 hr.; Dawn Fritz 21.07 hr.; Keith Goens 1470.40 (18.50 hr. spraying); Tim Koppman 17.30 hr.; Jodi Theisen 3830.67 plus 125.00 per zoning meeting; Sheila Monnier 21.04 hr.

Longevity pay as given in the past is now included in the hourly or salary rate of each employee according to their continued years of service.

The county pays the single health insurance premium benefit for full time employees (and an additional \$100 for two party and family policy) and life insurance benefits through a 125-cafeteria plan. Clothing allowance for the Emergency Manager will be \$125 paid in lump sum with first payroll check of the year.

TRAVEL EXPENSE

Mileage	.42 per mile (plus lodging and registration)
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MEALS AT STATE RATE

Breakfast	6.00
Lunch	14.00
Dinner	20.00

NOW THEREFORE BE IT RESOLVED, that the Deuel County Commission of Deuel County does hereby adopt the Salary Resolution 2021-01 for the year 2021.

Dated this 19th day of January, 2021.

Mary J. Korth Auditor

Chairman

Johnson Controls Contract/County West Building Sign/Memorandum of Understanding/SDPAA Report and Recent Falls in Courthouse/Approve Cell Phone Stipends and County Welfare Pay/Approve 4-H Service Center Rent and Copies

21) Rhody moved, seconded by Jaeger to approve and sign the annual contract with Johnson Controls for facility maintenance of the courthouse. The new contract continues the same amount of \$9112.00 annually and expires 12/31/2021. Roll call vote, all yes and motion carried.

Discussion was held in regards to a sign at the County West Building as well as an official name for the building. Deb Lessman will be contacted to get quotes on signs and a decision will be made next meeting.

22) Kreutner moved, seconded by Rhody to approve and sign the Memorandum of Understanding between SDSU Extension and Deuel County for 2021 for partial salary support of a part time 4-H Advisor position in the amount of \$10,310. Roll call vote, all yes and motion carried.

Auditor Korth presented the loss run report for year 2020 from SDPAA. Continuing recent falls on the first floor landing steps were discussed.

23) Rhody moved, seconded by Homan to approve reimbursement for Emergency Manager, Four Sheriff's Deputies, Highway Superintendent, Director of Equalization and Auditor \$50.00 per month and Custodian \$25.00 per month for cell phone expense. Roll call vote, all yes and motion carried.

24) Homan moved, seconded by Kreutner to approve County Welfare pay of \$305.00 per month to Auditor. Roll call vote, all yes and motion carried.

25) Jaeger moved, seconded by Rhody to approve Extension Office Service Center Rental \$125.00 and copies at .10 each. Roll call vote, all yes and motion carried.

Approval of Warrants

26) Rhody moved, seconded by DeJong to approve all warrants as presented and those paid early to avoid service charge. Roll call vote, all yes and motion carried. *Warrants To:* A Appera 117.77 Rental, B-D Rural Water 287.80 Utilities, Bjerke Sanitation 40.00 Utilities, Bratland Law 921.50 Caa, Century Link 358.79 Utilities, City of Wtn Fin Office 3971.41 911 Surcharge, Clear Lake Courier 1392.33 Publishing/Supplies, Codington County Auditor 4080.00 Prisoner Care, Codington Co Search And Rescue 1500.00 Annual Fee, Dakota Data Shred 50.84 Rental, Dakotabilities 360.00 Pro Service, Deuel County Conservation Dist 2250.00 Support, Deuel County Treasurer 69650.53 Prepay Tax, Dcn Insurance 1904.75 Insurance, First Bank & Trust 1233.87 Credit Card; First Dist. Assoc Local Gov't 7000.00 Support, Fritz Chevrolet Inc 750.80 Repair, Glacial Lakes And Prairies 449.00 Support, H-D Electric 2308.20 Utiilities, Human Service Agency 3276.25 Support, Inter-Lakes Comm Action Inc 2635.75 Support, ITC 2093.20 Utilities, M Lindner 69.67 Overpayment, Maynards 675.99 Supplies, Microfilm Imaging Systems 90.00 Rental, Mid-States Organized Crime 100.00 Annual Fees, Northwestern 1532.45 Utilities, Multi Business Solutions Inc 1500.00 Pro Service, Byron Nogelmeier 70.00 Scram, Office Peeps Inc 1396.14 Supplies/Minor Equip, Ottetail Power Co 1136.58 Utilities, Mindy Or Kevin Pruitt 9.44 Refunding Tax, Sanford Flex 950.00 Flex Fees, Sanford Clinic 2861.10 Nurse Contract, Sd Assn County Weed & Pest Sup 150.00 Annual Fee, Sd Dept Of Transportation 1054.10 Supplies, Paul E. Bachand, Executive Dir 721.00 Dues, RC Technologies 150.00 Utilities, Sdml Worker's Comp Fund 31775.00 Workers Comp, Dept. Of Animal Sciences 50.00 Supplies, Craig Smith 327.82 Overpayment, Timothy P Begalka 144.00 Supplies, Ultra-Connecting Point 1768.00 Pro Service/Minor Equipt, USPS 2000.00 Postage, Tri State Water 9.51 Utilities, City Of Watertown 500.00 Pro Service, Western States Sheriffs' Assoc 100.00 Member Fee, SD Dept of Revenue 105866.37 Fees to State. *Taxes:* Schools 29564.60, Towns 15344.24, Townships 48290.35, EDWDD 95.40, Rural Fire District 400.97.

There being no further business, 27) Rhody moved, seconded by Kreutner to adjourn. Roll call vote, all yes and motion carried.

Gary DeJong, Chairman
Deuel County Commission Chairman

ATTEST:

Mary Korth, Auditor

Published one time at the approximate cost of _____.