OFFICIAL PROCEEDINGS KINGSBURY COUNTY BOARD OF COUNTY COMMISSIONERS

unapproved draft minutes

De Smet, South Dakota
September 1, 2026

The Kingsbury County Board of County Commissioners met Tuesday, September 1, 2026, at 8:30 AM in the Courtroom of the County Courthouse with Commissioners Kyle Lee, Roger Walls, Troy Nelson, Steve Spilde, and Corey Lundquist present. Chairman Lee presided

Also in attendance was Jessica Bingham, Human Resources Consultant, Josh Schmidt, Riverview LLP and Brad Stanghor, Ultieg.

Also attending via Zoom were Michelle Longville, Treasurer; Kristen Longville, Emergency Manager; Tammy Anderson, Director of Equalization; Jennifer Krueger, Deputy Auditor; Steve Strande, Sheriff; Amy Halverson, Kingsbury Journal; Andrew Kangas, Civil Design Inc. and Toby Morris, Colliers Securities.

PLEDGE OF ALLEGIANCE

Those present stood and recited the Pledge of Allegiance

AGENDA

Chairman Lee asked if there were any additions or changes to the agenda.

Echo Steffensen, Auditor, requested to add for the Emergency Manager a Regional Staffing Agreement, Mutual Aide Agreement and the 2027 LEMPG agreement for approval and signature; and a discussion to surplus a blade for the Highway department.

Motion by Lundquist, second by Nelson to approve the agenda with said amendments. All present voting aye. Motion carried.

MINUTES

Chairman Lee asked if there were any changes to the minutes from August 18, 2026. There were none.

Motion by Lundquist, second by Walls to approve the minutes of August 18, 2026. All present voting aye. Motion carried.

PUBLIC COMMENT

Chairman Lee asked for public comment.

There was none.

CONFLICT OF INTEREST
Chairman Lee asked the Board if there was any conflict of interest.

There was none.

APPROVE CLAIMS
Motion by Spilde, second by Walls, to approve the claims presented to the Board and direct the County Auditor to issue warrant checks for payment. All present voting aye. Motion carried.

ALCOPRO, INC. 829.70 SUPPLIES, APPEARA 91.58 REPAIR, ASPHALT PAVING & MATERIALS 1776982.52 REPAIRS & MAINT. 425TH AVE, AT&T 80.50 UTILITIES, VICKY AUGHENBAUGH 58.00 4H JUDGE, BAU PLUMBING & HEATING 244.90 Repairs, BEADLE COUNTY SHERIFF 3045.00 PRISONER CARE, JAN BIRKELAND 119.71 4H JUDGE, GARRET BISCHOFF 208.80 4H JUDGE, DONNA BITTIKER 75.40 4H JUDGE, BOBCAT OF BROOKINGS 204.45 SUPPLIES, BOWES CONSTRUCTION, INC 1650.53 SUPPLIES, CARRIE BOYD 129.60 4H JUDGE, BROOKINGS COUNTY SHERIFF'S OFF 577.50 PRISONER CARE, ACCESS HEALTH-BROOKINGS 1802.04 PROF SERVICES, JEFF BURNS 1142.90 PROF SERV, LAURIE CASPER 51.00 4H JUDGE, CASTLEROCK CONSTRUCTION 33490.88 REPAIRS, CASTLEROCK CONSTRUCTION 2321.43 REPAIRS, CEDAR SHORE RESORT 153.09 TRAVEL, CENTURY BUSINESS PRODUCTS 71.51 SUPPLIES, CIVIL DESIGN INC. 24236.50 PROF SERV INV 21923, CIVIL DESIGN INC. 18713.75 PROF SERV, COWBOY COUNTRY STORE-DESMET 27.47 REPAIRS, CR MECHANICAL LLC 12863.33 REPAIRS, DAKOTA ALIGNMENT & FRAME SERV 223.00 REPAIRS, DIAMOND MOWERS LLC 737.92 SUPPLIES, BRANDON DUFFY 16.00 SUPPLIES, EFRAIMSON ELECTRIC INC 16695.78 REPAIRS, DANIEL P. FELDHAUS REPORTING 176.40 PRO SERV, MARIA FELDHAUS 74.75 4H JUDGE, WAYNE FISCHER 142.00 4H JUDGE, CHARLENE FLEMING 77.55 4H JUDGE, FORTE' 5730.27 SOUND SYSTEM, MIKE GRANN 149.20 4H JUDGE, CARYN HOJER 274.20 TRAVEL, INNOVATIVE BUSINESS CONSULTANT 6723.13 HEALTH CLAIMS, INFOTECH SOLUTIONS 2659.99 PROF SERV, INTERSTATE POWER SYSTEMS 1010.39 REPAIRS, INTERSTATE BATTERY 556.85 SUPPLIES, JOHN DEERE FINANCIAL 960.28 SUPPLIES, KINGSBURY CONSERVATION DIST 5360.78 DONATION, SUSAN KINSLEY 49.70 4H JUDGE, KLINKHAMMER PLUMBING & HEATING 320.00 REPAIRS, LARSEN OVERHEAD DOOR SERVICE 204.00 REPAIRS, LINDE GAS & EQUIPMENT INC 3.56 SUPPLIES, LAURIE MARCUS, RN 80.00 PROF SERVICE, MAYNARD'S FOOD CENTER 12.99 SUPPLIES, MILLS PROPERTY MANAGEMENT 813.78 PROF SERV, DAPHNE MOELLER 65.00 4H JUDGE, BYRON NOGELMEIER 83.15 FEES, NORTHWESTERN ENERGY 16.02 UTILITIES, OFFICE PEEPS INC 1808.58 FURNITURE, ON SIGHT LLC 33293.76 SECURITY CAMERAS, BRANT PETTIGREW 255.00 4H JUDGE, PHEASANTLAND INDUSTRIES 113.12 SUPPLIES, JENNIFER PICKARD 99.95 4H JUDGE, SD PUBLIC HEALTH LABORATORY 100.00 PROF SERIVCES, QUILL 87.98 SUPPLIES, PAM RAEDER 38.51 4H JUDGE, RFD NEWS GROUP 810.35 PUBLISHING, LEROY ROTH 600.00 REPAIRS, BRAD RUDEN 103.40 4H JUDGE, RUNNING SUPPLY INC. 41.97 SUPPLIES, SD DEPT OF TRANSPORTATION 66.30 PROF SERVICES, SDN

COMMUNICATIONS 2751.00 PROF SERVICES, SIGN SOLUTIONS USA, LLC 1197.88 SUPPLIES, STEVENS CONSTRUCTION, LLC 8418.45 PROF SERV, STEVE STRANDE 137.65 CORONER/SUPPLIES, LAURIE TANGEN 91.55 4H JUDGE, KRISTYNE THULL 35.55 4H JUDGE, TRANSOURCE 28234.10 SUPPLIES, TRUSTWORTHY HARDWARE 8.69 SUPPLIES, TRUSTWORTHY HARDWARE 63.93 SUPPLIES, BETH VANDERWAL 67.05 4H JUDGE, VERIZON 439.57 UTILITIES, VIRCHOW REPAIR LLC 2543.49 REPAIRS, VISA 935.32 SUPPLIES, VISA 1.05 SUPPLIES, MIDWAY SERVICE DBA VOLLAN OIL 28863.76 SUPPLIES, WW TIRE 725.28 REPAIRS, WW TIRE 3120.58 REPAIRS, JONATHON YDSTIE 216.40 4H JUDGE, ZELL MANUFACTURING 753.56 SUPPLIES,SDACC 250.00 TRAVEL

END OF MONTH	
COURTHOUSE SALARIES	$84,945.10
HIGHWAY SALARIES	37,045.39

PAYROLL DEDUCTION	
Wellmark Health Plan	47,745.58
MASA	291.00
IBC (MERP)	6,643.02
AFLAC	1,623.80
AFLAC	1,183.48
AFLAC Dental	1,439.62
Optilegra Vision	688.68
Reliance Life Insurance	279.72
SD Retirement Supplement Pretax	499.00
SD Retirement System	18,700.12
SD Retirement Supplement	574.00
AFSCME	296.64
Kingsbury County	35,498.57

OFFICE REPORTS

The Board reviewed the August 2026 fee reports from the Sheriff, Register of Deeds and Director of Equalization. Motion by Nelson, second by Lundquist, to accept the Auditor’s report with the Treasurer as of the close of business on August 31, 2026, as presented. All present voting aye. Motion carried.

TRAVEL

Motion by Spilde, second by Nelson to approve travel for the Auditor to Aberdeen to meet with Secretary of State Candidates on September 25, 2026, and for the Register of Deeds to Pierre to attend the Safety Conference in November 2026.

HIGHWAY

Dave Sorenson, Highway Superintendent, met with the Board to update them on highway matters.

Andrew Kangas, Civil Design, Inc., joined via Zoom to update the Board on the 425th Ave. project. The Board discussed the current payment request and change orders. Kangas reported all invoices except one should be paid or included in the current draw request except for the seeding bill.

Toby Morris, Colliers Securities, Inc., Brad Stanghor, Ultieg, Josh Schmidt, Riverview LLC and Madeline Reints, Paralegal joined the meeting to discuss the proposed 215th St project. Sorenson informed the Board Riverview would contribute $30,000- 35,000.00 towards the approximate engineering cost of $80,000.00. This was confirmed by Josh Schmidt. Further discussion on what needs to be done was held. Toby Morris informed the Board the County had options for the financing of the project. Madeline Reints informed the Board with the project being outside the TIF District the money could not be used for a project outside the district. Morris informed the Board there are 3 revenue streams available, the TIF District income, Riverview's contribution and the projected RPP money. The Board requested Morris meet with Todd Wilkinson, Deputy States Attorney, to discuss the legal side of the project before moving forward.

Sorenson informed the Board he would be setting up a meeting with the DOT the week of September 22 to discuss the road study grant previously approved May 19, 2026.

Sorenson presented an extended warranty quote for Patrol 12 Model 12M 3 AWD. The estimate provided an option for 1 yr. for $5,320.00, 2 yrs. for $10,930.00 and 3 yrs. for $14,650.00. Sorenson recommended going with the 2 years.

Motion by Walls, second by Spilde to approve purchase of a 2-year warranty for $10,930.00. All present voting aye. Motion carried.

Sorenson requested approval to surplus a 2008 blade Model #M007512 140M and place on Purple Wave Auction.

Motion by Nelson, second by Lundquist to surplus the 2008 blade Model #M007512 140M and place it on Purple Wave Auction for sale. All present voting aye. Motion carried.

Sorenson requested to move into executive session for personnel.

Motion by Lundquist, second by Nelson to adjourn from regular session and move into executive session for personnel at 9:16 A.M. All present voting aye. Motion carried.

Chairman Lee declared the Board out of executive session at 9:22 A.M.

Sorenson requested approval for a highway employee to borrow 80 hours from the sick leave bank.

Motion by Spilde, second by Nelson to approve and allow a highway employee to borrow 80 hours from the sick leave bank. All present voting aye. Motion carried.

Sorenson presented an application for occupancy on the right of way on 425th Ave from Valley FiberCom.

Motion by Lundquist, second by Nelson to approve the application for occupancy on the right of way on 425th Ave from Valley FiberCom and for the Chairman to sign the same. All present voting aye. Motion carried.

Sorenson informed the Board the 5-Year Plan hearing is scheduled for September 22, 2026, at 9:00 A.M.

The Board reviewed Draw #6 to pay Asphalt Paving $1,776,982.52 and Civil Design Inc. $24,236.50 on the 425th Ave project.

Motion by Lundquist, second by Spilde to approve payment of Draw #6 and directed the Auditor to issue warrant checks for Asphalt Paving $1,776,982.52 and Civil Design Inc. $24,236.50. All present voting aye. Motion carried.

STATES ATTORNEY

Madeline Reints, Paralegal, requested to move into executive session for contract negotiations.

Motion by Lundquist, second by Spilde to adjourn from regular session and move into executive session for contract negotiations at 9:27 A.M. All present voting aye. Motion carried.

Chairman Lee declared the Board out of executive session at 9:32 A.M.

2027 BUDGET HEARING

Chairman Lee opened the public budget hearing at 9:39 A.M.

Lee asked if there were any proponents. There were none.

Lee asked if there were any opponents. There were none.

No one was in attendance.

Lee asked for Board discussion. There was none.

Chairman Lee closed the public hearing at 9:41 A.M.

Approval and acceptance of the 2027 budget is scheduled for the September 22, 2026, meeting.

DIVERSION PROGRAM AGREEMENT

Motion by Lundquist, second by Nelson to accept the 2027 Diversion Program Agreement at $3,000.00. All present voting aye. Motion carried,

AUDITOR

Echo Steffensen, Auditor, reminded the Board of a request to observe October 6, 2026, as James K. Perkins Day. It was the consensus of the Board to do so and directed the Auditor to prepare a resolution for the September 22, 2025, meeting.

ICAP

Sarah Stertz, Community Service & Community Health Worker, met with the Board to request permission for ICAP to place a commercial freezer in their office in the courthouse to store frozen meals for the 60's Plus program. Chairman Lee asked that there be an alarm installed on the freezer in case of a loss of power. It was the consensus of the Board to allow the freezer in the office to support the 60's Plus program.

REGISTER OF DEEDS

Caryn Hojer, Register of Deeds, met with the Board to request permission to purchase a computer for $1357.75 for the scanning system in her office.

Motion by Nelson, second by Lundquist to approve the purchase of a computer up to $1400.00. All present voting aye. Motion carried.

Hojer requested to move into executive session for security and safety matters and contract negotiations.

Motion by Spilde, second by Lundquist to adjourn from regular session and move into executive session for security and safety matters and contract negotiations at 9:54 A.M. All present voting aye. Motion carried.

Chairman Lee declared the Board out of executive session at 9:59 A.M.

BOARD OF ADJUSTMENT

Motion by Lundquist, second by Nelson, to adjourn from regular session and move into Board of Adjustment at 10:00 A.M. All present voting aye. Motion carried.

Chairman Lee declared the Board out of Board of Adjustment and asked for a motion to move into Planning and Zoning 10:15 A.M.

PLANNING AND ZONING
Motion by Nelson, second by Curt Lundquist, to adjourn from Board of Adjustment and move into Planning and Zoning at 10:15 A.M. All present voting aye. Motion carried.

Chairman Lee declared the Board out of Planning and Zoning and back into regular session at 10:24 A.M.

RESOLUTION 2026-16
Steffensen read the following resolution:

RESOLUTION # 2026-16

WHEREAS, The Kingsbury County Planning & Zoning Board met to review the Plat of Vantage Point Development Third Additon Located in Government Lot 2 in the Southeast Quarter of Section 28, Township 110 North, Range 55 West of the 5^{th} P.M., Kingsbury County, South Dakota.

WHEREAS the Kingsbury County Planning & Zoning Commission recommended approval of the same to the Kingsbury County Board of County Commissioners, and

Now, Therefore, be it resolved, the Kingsbury County Board of County Commissioners accepts and approves the Plat of Vantage Point Development Third Additon Located in Government Lot 2 in the Southeast Quarter of Section 28, Township 110 North, Range 55 West of the 5^{th} P.M., Kingsbury County, South Dakota.

Motion by Lundquist, second by Nelson, to accept and adopt Resolution 2026-16 and authorize Chairman Lee to sign the same.

All present voted by roll call: Lee – absent, Nelson – aye, Spilde – aye, Walls – aye, Lundquist – aye. Motion carried.

RESOLUTION 2026-17
Steffensen read the following resolution:

RESOLUTION # 2026-17

WHEREAS, The Kingsbury County Planning & Zoning Board met to review the Plat of Milo Addition in the SE ¼ of Section 29, T111N, R56W of the 5th P.M., Kingsbury County, South Dakota.

WHEREAS the Kingsbury County Planning & Zoning Commission recommended approval of the same to the Kingsbury County Board of County Commissioners, and

Now, Therefore, be it resolved, the Kingsbury County Board of County Commissioners accepts and approves the Plat of Milo Addition in the SE ¼ of Section 29, T111N, R56W of the 5th P.M., Kingsbury County, South Dakota.

Motion by Spilde, second by Walls, to accept and adopt Resolution 2026-17 and authorize Chairman Lee to sign the same.

All present voted by roll call: Lee – absent, Nelson – aye, Spilde – aye, Walls – aye, Lundquist – aye. Motion carried.

EMERGENCY MANAGEMENT

Kristen Longville, Emergency Manager, presented the Region 6 mutual aid agreement for approval and the chairman to sign.

Motion by Lundquist, second by Nelson to approve the agreement and for Chairman Lee to sign the same. All present voting aye. Motion carried.

Longville presented the OEM Region 6 EOC 2026 Staffing plan for approval and the chairman to sign.

Motion by Nelson, second by Lundquist to approve the plan and for Chairman Lee to sign the same. All present voting aye. Motion carried.

Longville presented the 2027 LEMPG agreement which supplements the Emergency Management salary for up to 50% for approval and the chairman to sign.

Motion by Walls, second by Nelson to approve the agreement and for Chairman Lee to sign the same.

Longville requested to move into executive session for security and safety matters.

Motion by Nelson, second by Walls to adjourn from regular session and move into executive session for security and safety matters at 10:30 A.M. All present voting aye. Motion carried.

Chairman Lee declared the Board out of executive session at 10:57 A.M.

AUDITOR
Steffensen asked the Board to consider implementing a purchase policy with a dollar amount at which department heads need to request permission to purchase items. Steffensen provided examples of other counties policies and will continue to investigate and provide more information to the Board at a future meeting.

HUMAN RESOURCES
Jessica Bingham, HR Consultant, requested to move into executive session for personnel
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Motion by Nelson, second by Lundquist to adjourn from regular session and move into executive session for personnel at 11:15 A.M. All present voting aye. Motion carried.

Chairman Lee declared the Board out of executive session at 11:22 A.M.

The Board adjourned to Tuesday, September 22, 2026, at 8:30 A.M.

SIGNED _______________________
Kyle Lee, Chairman

ATTEST _______________________
Echo Steffensen, County Auditor

Published 1 week at the total approximate cost of ________.