

April 7, 2020
Regular Meeting

The Deuel County Commissioners met in regular session on Tuesday, April 7 at 9:00 a.m. with Chairman Jaeger presiding through Zoom, an online meeting platform. This platform will be used for Commission meetings going forward due to the coronavirus and to slow the spread of COVID-19. Those present through video were Commissioners DeJong, Rhody, Jaeger, Kreutner and Homan. Also present was Auditor Mary Korth. The meeting was recorded through the Zoom platform. The meeting began with prayer and virtual Pledge of Allegiance. Commissioner Jaeger announced that because the meeting was held on a virtual platform, any and all votes will be approved by roll call only.

Approval of Agenda

1) DeJong moved, seconded by Rhody to approve the agenda as presented. Roll call vote, all yea and the motion carried.

Approval of Minutes:

2) Homan moved, seconded by Rhody to approve the minutes of the regular meetings of March 2nd and 17th as well as the Special Meeting minutes of March 2nd, 16th, 18th and 26th. Roll call vote, all yea and the motion carried.

APPOINTMENTS

9:00 Highway Superintendent Jamie Hintz

Hintz met with the Commissioners to discuss highway related issues.

Hintz presented a contract for engineering services between Banner Associates and Avangrid (Tatanka) Wind for the project. It details evaluations, scope of services and labor rates. 3) Rhody moved, seconded by DeJong to approve Banner Services contract with Avangrid Wind for engineering services. Roll call vote, all yea and the motion carried.

Hintz had a second contract for approval between Ulteig Engineers and Crown Ridge II Wind Farm. 4) Kreutner moved, seconded by Homan to approve Ulteig Engineers contract with Crown Ridge II Wind Farm for engineering services. Roll call vote, all yea and the motion carried.

Commissioner Jaeger questioned the haul road agreement signed with Invenergy but it wasn't with the subcontractors. Hintz explained subcontractors are put on a list, and if they are used for the project they should fall under the agreement as well.

9:30 Emergency Management Sheila Monnier

Monnier met with the Commissioners to discuss several issues and give updates. Discussion was held on the wind tower projects in the county and people coming from other states to work them. The public has expressed concerns of spreading the COVID-19 virus to our county from other states. Monnier presented operational guidelines through Wanzeck. The wind tower companies follow these guidelines closely and do what they can to stop the spread of the virus. Codington County COVID task force has concerns as Deuel has projects in which uses Codington hotels. Commissioner Homan expressed concerns with out of state construction workers as well. Discussion was held on who is essential workers and if they need permits to be in our state. Sheriff Borg was present for discussion and stated at this time they do not. DeJong questioned the Otter Tail project near Astoria. Borg has had contact with equipment moving and stated he doesn't think the Governor will advise no travel or shutdowns in place. Borg stated it is

a balance between social distancing and the economy. Discussion was held on what is happening in larger counties and good guidelines to follow. The virus spread has not affected Deuel County greatly at this time as it has in other counties. Commissioner DeJong stated wind tower companies should practice social distancing and should be aware of the COVID-19 situation. Chairman Jaeger thought they would be considered essential services and it's important they know and follow CDC guidelines. Monnier stated she will be following this situation closely as Codington County has concerns.

Sheriff Borg reported a business in Deuel County was not following a resolution in place as they received a call of noncompliance. Overall, he feels all businesses are being compliant with resolutions and social distancing and CDC guidelines. Borg is working on getting the county supplies for masks, hand sanitizer and other needed items. Expenses will be more than the \$500.00 approval limit but time is of the essence for ordering and he will likely order as much as needed when he can. Ambulance and Fire Departments have a small supply. The nursing home is struggling with supplies. Many businesses are having trouble getting hand sanitizer and toilet paper. Monnier expressed concerns for the smaller communities in the county and getting things to people that need them. Discussion was held on Feeding South Dakota and having the giveaway go as smoothly as possible.

Borg has not changed the operations of his office but he has changed some practices. He's limiting one man per car and explained some practices changed in courts, jails and giving tickets. He has plans in place in case some of his staff gets sick by hiring others and reserve officers.

Monnier reported State EM said FEMA will be getting checks to the townships. She hasn't spoken to townships about this yet to see how things are going as far as FEMA is concerned. She also reminded tracking county expenses for FEMA reimbursement for COVID-19 related items.

Monnier stated she has been putting in full time hours during the crisis and wants the commissioners to consider putting her on full time status with full time benefits. She stated her hours are considerable and doesn't see this ending any time soon and would like them to heavily consider.

10:15 Community Health Nurse Tammy Baer Quarterly Report

Baer met with the Commissioners by teleconference and gave them a quarterly update of the Community Health Nurse Office activities. With her was Supervisor Elly Schmidt, RN and infection control nurse Shelia Pitts, RN. She presented her statistics for the quarter. Her contacts and immunizations have been very consistent. Due to the virus however, some of the immunizations and WIC cases have dropped with what they should be normally. In January she had a presentation in the school with some of the grades on heart month. She said WIC, on a federal level, waived some of the regulations like physical presence and some of the food packages for services but they still have to qualify and have the same eligibility.

Baer and Pitts have daily communication with EM Manager Monnier with any concerns about COVID-19. Commissioner Rhody questioned the status of our one positive case in Deuel County. They said she is resting at home. Pitts explained that the SD Dept of Health are the ones who determine recovery of patients. Pitts stated Deuel County has given about 30 tests for a variety of reasons. Baer also explained that a benefit of social distancing shows that influenza numbers are actually decreasing. Rhody questioned if our hospital is equipped for cases. Pitts

explained we do not have ventilators here and they would have to go to Watertown or Sioux Falls if a ventilator is needed.

10:45 Drainage Board/Toben Ltd Partnership

5) Kreutner moved, seconded by Rhody to adjourn as County Commission and reconvene as Drainage Board. Roll call vote, all yea and the motion carried.

Toben Ltd Partnership requested a permit to drain on the NE1/4 of 35-117-49. Proposed length of the drain is 2500 feet using 5-6" tile, Area affected for drainage will be 13 acres. Adjoining landowners had signed Permission To Drain. 6) Homan moved, seconded by Kreutner to approve and issue Drainage Permit #D20-06 to Toben Ltd Partnership to drain on above described property. Roll call vote, all yea and the motion carried.

Toben Ltd Partnership also requested a permit to drain on the N1/2 of 36-117-49. Proposed length of the drain is 2000 feet using 6" tile, Area affected for drainage will be 10 acres. Adjoining landowners had signed Permission To Drain. 7) Kreutner moved, seconded by Rhody to approve and issue Drainage Permit #D20-07 to Toben Ltd Partnership to drain on above described property. Roll call vote, all yea and the motion carried.

11:00 Drainage Board/Lyndon Limberg

Lyndon Limberg requested a permit to drain on the SE1/4 of 31-117-47 from NE1/4SE1/4 of 36-117-48 in Lowe Township. Proposed length of the drain is 3970 feet using 5" tile, and 4898 feet using 6" tile. Area affected for drainage will be 40 acres. Adjoining landowners had signed Permission To Drain. 8) Rhody moved, seconded by DeJong to approve and issue Drainage Permit #D20-08 to Lyndon Limberg to drain on above described property. Roll call vote, all yea and the motion carried.

Lyndon Limberg also requested a permit to drain on the SE1/4 of 31-117-47 from NW1/4SW1/4 of 31-117-47 in Antelope Valley Township. Proposed length of the drain is 3970 feet using 5-6" tile. Area affected for drainage will be 80 acres. Adjoining landowners had signed Permission To Drain. 9) Kreutner moved, seconded by Homan to approve and issue Drainage Permit #D20-09 to Lyndon Limberg to drain on above described property. Roll call vote, all yea and the motion carried.

11:15 Drainage Board/Betty Strohschein

Michael Schulte representing Betty Strohschein requested a permit to drain on the NW1/4 of 22-114-49 and the N1/2SW1/4 of 22-114-49. Proposed length of the drain is 4000-5000 feet using 5-6" tile, Area affected for drainage will be 8-10 acres. Adjoining landowners had signed Permission To Drain. 10) Rhody moved, seconded by DeJong to approve and issue Drainage Permit #D20-10 to Betty Strohschein to drain on above described property. Roll call vote, all yea and the motion carried.

11) Rhody moved, seconded by DeJong to adjourn as Drainage Board and reconvene as County Commission. Roll call vote, all yea and the motion carried.

11:30 State's Attorney John Knight

State's Attorney John Knight met with the Commissioners to discuss several issues.

After discussion and direction from State and Federal officials, a decision was made to continue closure of the courthouse due to containing the spread of the COVID-19 virus.

There are concerns of keeping the courthouse doors open due to upcoming elections and absentee voting. Auditor Korth reported on her findings. The Secretary of State of South Dakota has no authority to move the primary election date. That is only at the hands of the Governor's

Office. As it stands, the primary election is still to be held on June 2, 2020 which means absentee voting is to start April 17, 2020. Korth, as nearly all auditors across the state has concerns with opening the courthouse and her office to absentee voting on that day. The State, as well as all of the counties in the state will be encouraging any and all absentee voting to occur only by mail. Absentee ballot requests by mail can be sent by the State or by the Auditor's Office. Hopefully this will be the route most registered voters will take to reduce the spread of COVID-19. In the event, starting April 17th if there are those who want to vote in person, Korth requested her office remain closed, but she will take phone call appointments to set up a time to vote in person. She requested the north entrance to the Courthouse be set up for absentee voting, by appointment only and only one voter allowed in at a time at the booth. The north entrance area will be equipped with a voting booth and ExpressVote machine. All disinfecting and sanitizing practices will be implemented at the booth and a one time writing utensil will be provided for the voters.

State's Attorney John Knight as well as the Commissioners felt this was a good way to provide in-person absentee voting for Deuel County. The Commissioners agreed to allow the Auditor's Office to remain closed during absentee voting and encouraging voters to request ballots by mail. Furthermore, those who wish to vote in person will need to set up a time to come to the north entrance of the Courthouse to vote allowing only one voter at a time. The handicap ramp entrance will also be available for those in need as to be in compliance with all ADA guidelines.

Discussion was held on how election school and the primary in June will be handled. More information will be coming out and changes may be made to polling place locations for the June primary. This will be discussed at future meetings.

12) Kreutner moved, seconded by Rhody to close the Deuel County Courthouse, Extension Office and Highway (office only) to the general public through May 5, 2020 to contain the spread of COVID-19. The courthouse building and outlying county buildings and offices will be closed to the public through that day and the decision on extending the closure will be re-evaluated by the Board on a month to month basis. All offices will remain staffed and business will be conducted through phone or email if possible, or by appointment in special circumstances. This would include allowing a specified number of voters (one) at a time into the courthouse building through the north entrance or the east handicap entrance to allow for absentee voting after contacting the Auditor's Office for assistance. Absentee voting begins April 17, 2020. Roll call vote, all yea and the motion carried.

Further discussion was held on clarifying pay for employees who have been sent home as to have the least number of employees possible per office to limit exposure and encourage social distancing in accordance with CDC recommendations.

Chairman Jaeger said employees will be paid at 100% for administrative hours unless they are sick in which they would need to use their accrued sick time first; or if a vacation was scheduled in advanced, they would need to use their vacation time. Otherwise employees who must be home are being paid administrative pay at 100%. It will be encouraged for those who are home during administrative pay time, to work from home if they can, otherwise it is understood the employee should remain at home unless it is of a necessity (grocery store trips, doctor visits, etc.). The Sheriff's Department and Highway Department fall under essential employees and would need to remain working and practicing social distancing. No overtime will be allowed without permission from the department head in advance. Staggered schedules and employee working hours or admin hours will be solely up to the Department Head and how it benefits their office specifically.

Discussion was held on the lighting in the Courthouse stairwells. Knight feels the lighting is very dim and inadequate and many are unable to see the steps which leads to falls and accidents that can be prevented. Knight has witnessed falls of others, usually elderly due to the poor lighting. When the courthouse is used at night, whether for zoning meetings or special meetings the lighting is extremely poor causing a dangerous situation that needs to be addressed. Discussion was held about different lighting suggestions for the courthouse steps and the north entrance.

13) Rhody moved, seconded by Kreutner to approve a motion to contact Stee Electric to add lighting and perform the necessary work to the courthouse stairwells and the north entrance to improve the visibility at all times. Roll call vote, all yea and the motion carried.

Knight reported Invenergy needs to make application to the Commissioners for a utility permit to run utility lines. They will be contacted for the April 21st or May 5th Commission meeting.

Public Comments

Comments from the public were welcome through obtaining a Zoom meeting code through the Auditor's Office or by call in. There were no public comments at this meeting.

UNFINISHED BUSINESS

Courthouse Windows

The Window Place from Milbank, SD sent in quotes to replace the windows in the Courthouse. The total amount for all three floors is \$114,382.85. Deuel County has reserve Capital Outlay funds specifically for replacing windows in the Courthouse. Discussion was held on the style of windows that the courthouse would be getting. Commissioner Rhody will be checking with other places and search other bids before a decision can be made. Window replacement in our courthouse would likely take longer than a year.

NEW BUSINESS

Approve Cash Balance Sheet

14) Rhody moved, seconded by Homan to approve the cash balance sheet for the month of March. Roll call vote. All voted yes and motion carried.

DEUEL COUNTY AUDITOR'S ACCOUNT WITH TREASURER

END OF MONTH CASH BALANCE

MAR 2020

CASH TOTAL	\$ 1,000.00
CHECKS TOTAL	\$ 17,558.81
CASH ITEM	\$ 0

CASH CHANGE SHERIFF	\$ 50.00
TOTAL CASH ASSETS ON HAND	\$ 18,608.81
CHECKING ACCOUNT BALANCE	\$ 570,931.73
MM DNB NATIONAL BANK	\$ 4,062.70
PREMIUM MM FIRST BANK & TRUST OF TORONTO	\$5,006,206.21
CREDIT CARDS	\$ 72.40
CD'S \$250,000 DNB	\$ 250,000.00
FIRST BANK &	
\$0 TRUST	
REVOLVING LOAN	\$ 117,556.13
GRAND TOTAL CASH ASSETS	\$5,967,438.14
GL CASH BALANCE BY FUNDS:	
GENERAL	\$2,488,219.23
SP REVENUE FUNDS	\$2,764,677.60
TRUST & AGENCY FUNDS	\$ 714,541.31
townships \$86,057.64 cities \$41,978.13	
schools \$423,532.40 rural fire \$6,776.93	
TOTAL GENERAL LEDGER CASH	\$5,967,438.14

Surplus Items

15) DeJong moved, seconded by Rhody to surplus the following items for Emergency Management: Six high roll back chairs and one metal desk for future county surplus sale. And for Zoning: LENOVOCOMPUTER 0870AGU to be surplused back to DADi; and HP Printer DJET6940 MY84ICS07D for future county sale. Roll call vote. All voted yes and motion carried.

Shredding Service for Courthouse

Research was done on a central shredding service for use for all offices in the Courthouse. Quotes were presented from Dakota Data Shred. 16) Homan moved, seconded by Kreutner to approve Dakota Data Shred as a shredding service for the Courthouse offices. The fees are .22 cents per pound with a minimum of \$40.00 monthly. The Courthouse would be getting a 95 gallon container with full weight capacity of 300 lbs. which is provided by the company. The shred bin will be centrally located for all offices. Roll call vote, all yea and the motion carried.

Courthouse Water Fountains

Discussion was held on either repair or replacing the two existing water fountains in the courthouse. The fountains are very old and in need of replacement. The first floor water fountain is \$625 and the second floor fountain would have water filtration for \$1700.00. 17) Rhody moved, seconded by DeJong to replace the water fountains in the courthouse for the quoted prices from Warne plumbing. Roll call vote, all yea and the motion carried.

APPROVAL OF WARRANTS:

18) Homan moved, seconded by DeJong to approve all warrants as presented and those paid early to avoid service charge. Roll call vote, all yea and the motion carried.
A&B Business Solutions 266.31 Supplies, A-Ox Welding Supply Company In 48.11
Rental, Agri Partners 3353.40 Supplies, At&T Mobility 381.48 Utilities, Banner Associates Inc 1876.00 Prof Service, Bjerke Sanitation 135.00 Utilities, Bobcat Of Brookings 58.76
Repair, Cory Borg 500.00 2020 Deductible Met, Bratland Law 4004.55 Pro Service,
Brian's Glass & Door Inc 107.48 Pro Service, Brock White 7907.69 Repairs/Supplies,
Butler Machinery Co 25.90 Repairs, City of Watertown 3958.94 911 Fees, Credit
Collections Bureau 1.70 Lien, Clear Lake Building Center 2833.86 Supplies/Repairs, City
Of Clear Lake 222.82 Utilities, Clear Lake Courier 1144.04 Publishing, Clear Lake
Veterinary Clinic 47.85 Pro Service, Codington County Auditor 5718.00 Prisoner Care, D
& L Digging Inc 12029.93 Contract Service, Dakotabilities 360.00 Pro Service, Deuel
County Ambulance Inc 54000.00 Support, Deuel County Conservation Dist 2250.00
Support, Deuel County Farmers Union Oil 20501.28 Supplies/Utilities, Deuel County
Motor Supply Inc 679.04 Repairs/Supplies, Deuel County Treasurer 1788.74 Apply To
Past Due Taxes, Deuel Area Development Inc 3750.00 2nd Quarter Funding, Deuel Area
Development Inc 8000.00 Economic Devel. Funding, Dnb National Bank 50.00 Rental,
Dust-Tex Service Inc 83.85 Rental, Equipment Blades Inc 2916.36 Supplies, First Bank &
Trust 4783.12 Credit Card, Fritz Chevrolet Inc 125.55 Repair, Galls, Llc 235.28 Supplies,
Gary Legion 750.00 Gary Legion Basball, Glacial Lakes Radiator 1150.00 Repairs,
Gunderson & Evenson, Llp 304.85 Reimburse Vso Travel, H-D Electric Coop, Inc 926.62
Repair, Hidewood Township 106.50 Gopher Bounty, Hillyard/Sioux Falls 684.21 Supplies,
Holiday Inn 150.00 Travel, Houseman Funeral & Cremation 2600.00 County Assist,
Human Service Agency 2781.00 2nd Qrt Funds Agency/Ser Hills, Inter-Lakes Comm
Action Inc 3333.50 Support Mar/April, Itc 2161.24 Utilities, Johnson Controls 1401.42
Repair, Kibble Equipment Llc 293.16 Repairs/Supplies, Phil Kooima 1673.52
Overpayment Taxes, Marilyn J Korth 500.00 2020 Deductible Met, Kullman Family Trust
42.67 Overpayment Taxes, L G Everist Inc 42684.63 Supplies, Lyle Signs Inc 2634.57
Supplies, Blue Tarp Financial, Inc 241.46 Supplies, Macksteel Warehouse, Inc. 1010.00

Repair/Supplies, Matthew Bender & Co., Inc. 175.32 Books, Maynards 46.17 Supplies, Mcleod's 560.50 Supplies, Menards 168.89 Repair/Supplies, Microfilm Imaging Systems 180.00 Rental, Midwest Truck Parts Inc 99.20 Repairs, Milbank Communications Inc 147.50 Supplies, Byron Nogelmeier 125.00 24/7 Due To State, Northwestern Energy 1906.49 Utilities, Office Peeps Inc 909.97 Supplies, Ottetail Power Co 1348.05 Utilities, Pests B Dead Llc 165.00 Pro Service, Powerplan Oib 727.60 Repairs, Quadient Leasing Usa Inc 672.63 Rental, Best Western Ramkota Hotel 367.96 Travel And Conference, Rc First Aid 708.00 Supplies, Rc Technologies 150.00 Utilities, Running's Supply Inc 238.47 Supplies, Sanford Health 142.00 Pro Service, Sanford Health Plan 25.00 and 306.28 Flex, Sanford Clinic 2805.00 Health Nurse, Save Your Fork Bakery 32.00 Supplies, Sd Dept Of Transportation 2170.47 Fuel, Sdaco 272.00 M&P Replacement Check, Sdacc 2818.00 Clerp, Sioux Valley Co-Op 318.77 Supplies, Sirchie 202.80 Supplies, Star Laundry 349.14 Rental, Stee Electric Llc 4331.98 Pro Service, Sturdevant's Auto Parts 774.15 Supplies, Swenson Ford Sales Inc 66.79 Repair, Titan Machinery-Watertown 416.84 Repairs, Tri State Water Inc 185.87 Supplies, Twin Valley Tire Inc 454.71 Repair, Ultra-Connecting Point 2388.48 Repair/Major Supply/Pro Serv, Vantek Communications 13.75 Repair, Warne Plumbing & Heating 3887.05 Repairs, Wheelco Truck & Trailer Parts 120.65 Repair, Sally Winrow 91.74 Overpayment Taxes. Payroll: Commissioners 8547.45, Election 132.92, Auditor Office 13168.80, Treasurer Office 8255.62, State's Atty Office 7730.30, Gen Building 4250.27, Dir of Equal Office 13180.05, Reg of Deeds Office 7162.25, VSO 1216.56, GIS 654.74, Sheriff's Dept 27488.77, County Assist 398.74, 4-H 359.72, Extension 3326.16, Weed 1750.68, Drainage 113.89, Zoning 4594.25, Hwy Dept 63961.36, Emerg Mngmt 4034.88, DNB National Bank 12.87 Payroll Proc.

19) Rhody moved, seconded by Kreutner to adjourn. Roll call vote. All voted yes. Meeting adjourned.

Mary J Korth, County Auditor

Gary Jaeger, Chairman

Published One Time at the Approximate Cost of _____.