

## District 5 Quarterly Meeting Minutes

Wednesday October 26<sup>th</sup>, 2022 @ 11:00 AM

Brookings, SD

Those present were Rick Becker of Lake County, Tammy Anderson & Maggie Purinton of Kingsbury County, DeAnna Berke & Kendra Eng of Moody County, Chris Lilla of Minnehaha County, Cori Kaufman of McCook County, and Reid Squires & Jacob Brehmer of Brookings County.

The meeting was called to order @ 11:00 by Chairperson Jacob Brehmer. Discussion started with how each office handles keeping track of employee worked, leave, and compensated hours. Many commented on using the honor system, and allowing employees to flex their hours within reason.

January 1 COLA pay adjustments were then discussed, and were recorded as follows. Miner Co 2-3%, Kingsbury 3% with one time retention bonuses paid in 2022 using ARPA funds, Lake 3%, Moody 8-9%, Brookings 5%, and Minnehaha TBD. Pay rates have been a hot topic, with higher than average turnover throughout the association, and some counties within District 5 having a hard time getting good applicants for open positions.

Discussion shifted to current projects each office is working on. ProVal users have been applying updated cost tables to their systems, with Minnehaha County doing this last year, McCook County is currently in the process of updating commercial & residential costs, Brookings County is updating commercial costs. Most of these projects were needed, as cost tables were 10+ years old, and the market conditions trending values upward.

Class 4 soil conversion was discussed. Jeff (DOR) has visited with all of the District 5 DOE offices, and discussed the options. There was a mix of whether Class 4 soils were currently crop or grass rated in each office. A lot of the Class 4 soils were located near waterways. The general consensus was that each office was cleaning up Table 1 and % reduction data, before converting.

It was noted that Moody County DOE had been contacted by an attorney in an effort to negotiate values for a client for the 2023 assessment year. This is not common practice, nor viewed as an ethical means in setting values. Each office sets values based on cost & market data, and the time to approach value concerns is through the appeal process.

Finally, staffing & parcel count was discussed for each county. IAAO standards indicate a benchmark of 2,700 parcels per employee. Each county provided their numbers. Minnehaha 77,500 parcels & 22 FT employees, Brookings County has 18,000 parcels & 7 FT employees, Lake County has 11,000 parcels & 4 FT employees, Kingsbury has 8,500 parcels & 2 FT employees, McCook County has 6,500 parcels & 1 FT employee (1 open position), and Moody County has 5,000 parcels & 2 FT employees. Some counties also split their time between assessment & zoning, which can be time consuming.

The next quarterly meeting will be scheduled at a date TBD in late January 2023 with Brookings County as host.

Motion to adjourn by Cori Kaufman, 2<sup>nd</sup> by Tammy Anderson. Chairperson Jacob Brehmer declared the meeting adjourned @ 1:09 PM.