

Chairman Roger Inman called the Monday November 4, 2019 meeting of the Hughes County Board of Commissioners to order at 5:30 PM with members Norm Weaver, Randy Vance, Connie Hohn, and Bill M. Abernathy present. County Manager Kevin Hipple, Planning and Zoning Official Eric Booth, Emergency Manager Rob Fines and Sheriff Darin Johnson were also present. The meeting began with the Pledge of Allegiance.

AGENDA: Moved by Abernathy and seconded by Vance to approve the agenda. All voted aye. Motion passed.

MINUTES: Moved by Vance and seconded by Weaver to approve the minutes of the October 21, 2019 Commission meeting. All voted aye. Motion passed.

SPECIAL BUSINESS: 5:10 PM: EMERGENCY MANAGEMENT DRONE DEMONSTRATION

OLD BUSINESS:

SALARY SCHEDULE: Moved by Vance and seconded by Weaver to approve the 2020 salary schedule with a 3% cost of living increase including elected officials. All voted aye. Motion passed.

NEW BUSINESS:

2020 LIQUOR LICENSES: Moved by Abernathy and seconded by Hohn to approve the 2020 renewal applications for the retail (on-off sale) liquor licenses from Cattleman's Club, McCarty's Investments, River Rock Lodge and Spring Creek Ventures, and the 2020 Retail Wine and Cider (on-off sale) license for 1 Stop Travel Plaza. All voted aye. Motion passed.

SURPLUS EQUIPMENT: Moved by Hohn and seconded by Vance to approve to surplus the following election equipment: 16 Automarks: Serial Numbers: AM0105510441; AM0105500637; AM0105500367; AM0205500495; AM0105500161; AM0105500630; AM0105500333; AM0105500405; AM0105500625; AM0105500164; AM0105500454; AM0105491258; AM0105500458; AM0105500364; AM0105500494 and two M650 Tabulators: Serial Numbers 3067423 and 10067469 and 16 tan free standing voting tables. Also the following equipment from Planning and Zoning a Dell Precision M4400 Laptop Computer Serial Number: 34015813381 and HP Color Laserjet CP5225 Printer Serial Number: CNGCG1J0W and one office chair from the Commissioner's office. All voted aye. Motion passed.

STEP INCREASES: Moved by Weaver and seconded by Hohn to approve the following Step increases for July, August, September, October, November and December 2019. **July** - Karryn Agneau, Jail Corrections Officer, Step 14 Grade 7 - \$21.18 per hour; Robin Brunmeier, Highway, Grade 15 Step 7 - \$22.87 per hour; Troy Meyer, Highway, Grade 14 Step 6 - \$20.66 per hour; Warren Wilson, Highway, Grade 14 Step 6 - \$20.66 per hour; Vicki Spaid, JSC Corrections Officer, Grade 14 Step 7 - \$21.18 per hour. **August**- Kyler Bolin, Jail Corrections Officer, Grade 14 Step 5 - \$20.16 per hour; Shelby Maskovich, Jail Corrections Officer, Grade 14 Step 2 - \$18.72 per hour; Jose Bonilla, jail Corrections Officer, Grade 14, Step 2 - \$18.72 per hour. **September** - Cody Hall, Deputy Sheriff, Grade

16 Step 1 - \$21.30 per hour; Dustin Drew, Deputy Sheriff, Grade 16 Step 3 - \$22.38 per hour; Greg Hansmann, JSC Correction Officer, Grade 14 Step 3 - \$19.18 per hour; Darrick Nitschke, Highway, Grade 14 Step 3 - \$19.18 per hour; Susan Stahl, Jail Corrections Officer, Grade 14 Step 5 - \$20.16 per hour; John Keefe, Jail Corrections Officer, Grade 14 Step 3 - \$19.18 per hour; Shelly Stanley, Highway Dept. Administrative Assistant, Grade 13 Step 2, \$17.33. **October** - Dalton Sack, Deputy Sheriff to Pay Grade 16 Step 3 \$22.38 per hour; Eric Booth, Planning & Zoning Director to Pay Grade 18 Step 3 \$54,288.46 annually; **December** - Gary Naylor, Jail Correction Officer to Pay Grade 14 Step 2 \$18.72; Melissa Betone, Jail Correction Officer to Pay Grade 14 Step 2 \$18.72; Ashton Pederson, JSC Correction Officer to Pay Grade 14 Step 1 \$18.26. All voted aye. Motion passed.

PERSONNEL: Moved by Weaver and seconded by Vance to approve promoting Robin Brunmeier to Assistant Highway Superintendent Grade 17 Step 3 \$24.17 per hour beginning November 25, 2019. All voted aye. Motion passed.

INVESTMENTS: No action taken.

BUDGET SUPPLEMENT: Moved by Weaver and seconded by Hohn to approve a supplement of \$37,640.42 to the Government Building Budget for the insurance claim to repair the Fire/Hwy Shop in Blunt. All voted aye. Motion passed. The cost to repair the other two sides not covered under the insurance claim is estimated at \$24,157.00. The commissioners requested an estimate to paint the other two sides.

CHRISTMAS HOLIDAY: Moved by Weaver and seconded by Vance to approve four hours of administrative leave for county employees on December 24, 2019 for Christmas Eve. All voted aye. Motion passed.

HAZARD MITIGATION GRANT APPLICATION AGENT: Moved by Abernathy and seconded by Hohn to approve County Manager Kevin Hipple as the authorized applicant agent for the purpose of signing documents and assuring the completion of all the application documents. All voted aye. Motion passed.

CLAIMS: Moved by Abernathy and seconded by Vance to approve the following claims. All voted aye. Motion passed.

ADVANCED AUTO PARTS 62.04 REPAIRS #2201-334407, AMERICAN MEDICAL RESPONSE 4050.00 INV 236415 CONTRACT, ANDERSON NILL & ASSOC INC 19.60 INV 6162, AT & T MOBILITY 1028.62 PHONES / WI FI, AVERA MCKENNAN HOSPITAL 2109.00 ACCT MK4559295 MI - S.K., AVERA ST MARYS HOSPITAL 565.01 INMATE DOCTOR/HOSPITAL, BEARSTOPS, RENEE 120.00 EXPERT WITNESS, BECK MOTORS 595.00 PICK UP BED LINER #335343, BENJAMIN BEIERLE 29.38 COMMERCIAL REFUND, BFS - PIERRE 114.28 INV 5607883 SUPPLIES, BILLION AUTO S.F. 420.57 INV 251032 REPAIRS/LABOR, BLUNT RURAL FIRE DEPT 10107.36 TAXES, BOB BARKER CO INC 1571.23 SUPPLIES, BRUNMEIER, ROB 359.96 TRAVEL, BUREAU OF ADMINISTRATION 1214.88 POSTAGE, BUTLER MACHINERY CO 464.76 REPAIRS, CAPITAL AREA REFUSE 529.25 ACCT 3077 GARBAGE, CAPS TRAIL SERVICE 269.43 FUEL 9.30.19, CENTURY BUSINESS PRODUCTS INC 387.84 SUPPLIES, CENTURYLINK 229.71 PHONE, COLE PAPERS INC 1926.26 SUPPLIES, COMM TECH INC 771.75 SUPPLIES, COMMUNICATIONS CENTER 171.78 INV 6152 LIGHTS ON TOWER,

CORRECT RX PHARMACY SRV 21.24 INV 45887 INMATE MEDS, COUNTRY CARPET & FLOORING 87.29 INV 27008 CARPET, DEPT OF HEALTH 346.00 SPRING CREEK WATER TEST, DEPT OF HEALTH 1860.00 BAC, DIAMOND DRUGS 458.82 INV 000968520 INMATE MEDS, GALLS 24.09 INV 013966219 UNIFORMS, GOVERNMENT FORMS & SUPPLIES 220.00 INV 0317486 ENVELOPES, GRAHAM TIRE 1293.50 TIRES / SUPPLIES, GROSSENBURG IMPLEMENT 378.39 REPAIRS 10.25.19, HAMMOND, ROXANNE 69.23 SUPPLIES, HARMELINK FOX & RAVNSBORG LAW 214.15 MI - T.J., HARROLD RURAL FIRE DEPT 12353.88 TAXES, HOFFMAN OIL 1986.90 FUEL INV 64780, HYDRO KLEAN 9901.18 INV 62916 REPAIRS, INGRAM PEST SERVICE 130.00 INV 35708 SERVICES, JC OFFICE SUPPLIES 571.36 SUPPLIES, MARK KATTERHAGEN 15.00 MI - T.W., KIMBALL MIDWEST 532.08 INV 7479246 SUPPLIES, LARRYS PLUMBING 668.00 INV 7335 EXPO REPAIRS, DANA LARSON 50.00 MI - T.W., LAWSON PRODUCTS INC 645.59 SUPPLIES, LESS LETHAL LLC 57.00 INV 4201 SUPPLIES, LUCILLE M LEWNO 93.25 MI - T.W., LINCOLN COUNTY 849.00 MI - X7, DARCY LOCKWOOD 15.00 MI - T.W., LYLE SIGNS INC 285.01 SIGNS INV 1434420, MARK & TERRI UNDEBERG 420.00 TAX OVERPAY DOE# 12578, MATTHEW BENDER CO INC 26.50 INV 13027522 SUPPLIES, MENARDS 105.33 ACCT 33210252, MENARDS 89.42 ACCT 33210280, MENARDS 140.98 ACCT 33210252 SUPPLIES, MIDCO 255.60 UTILITIES, MIDWEST OIL CO 5844.90 INV 1001207 DEF/PURAMAX, MIDWESTERN MECHANICAL INC 665.00 INV 150562 JAIL, MONTANA DAKOTA UTILITIES 1449.00 UTILITIES, MORRIS INC 1560.30 TAX OVERPAY DOE# 12013, MORRIS INC 40.50 INV 609418 BOBCAT SUPPLIES, MORTON BUILDINGS 14265.00 CO SHOP REPAIRS DOWN PAY, NORTHWEST PIPE FITTINGS 36.12 INV 350934 SUPPLIES, NORTHWESTERN ENERGY 146.88 UTILITIES, OAHE ELECTRIC COOP INC 406.20 UTILITIES, OAHE GLASS INC 18.90 INV 06912 SUPPLIES, OFFICE DEPOT INC 100.76 SUPPLIES, PIERRE CITY 4860.00 MED DIR / MOSQUITO CONT, PIERRE CITY 7144.38 UTILITIES, PIERRE RURAL FIRE DEPT 23383.74 TAXES, QUALITY QUICK PRINT 37.66 INV 318251 SUPPLIES, RIVER CITIES TRANSIT 25000.00 MATCH, RUNNINGS SUPPLY 211.19 ACCT 2610414, RUNNINGS SUPPLY 1545.90 SUPPLIES, S A MCLEAN & SONS 650.00 SNOW WHEEL REPAIR, SDACC 4691.00 CLERP, SDML 122471.00 INV 18281 RENEWAL, SHANES PHARMACY 2417.60 ACCT 526 INMATE MEDS, SOCIAL SECURITY ADMIN 400.00 EIN 46600357 S. RADEMACHER, STATE BAR OF SD 725.00 SUBSCRIPTION INV 064, SUMMIT FOOD SERVICES 13920.68 MEALS INV 2000060804, 61406, VANCE, RANDY 20.00 MEETING REGISTRATION, W W TIRE 58.16 ACCT 53843 GAS/OIL, WALK N ROLL 735.39 REPAIRS INV 620, MONA WEIGER 53.20 COURT REPORTING, WEST PLAINS ENGINEERING 648.00 INV BR18002-001014 HEATING SYS, WHEELHOUSE PLUMBING 554.17 INV 46518 EXPO REPAIR, YANKTON CO SHERIFF 50.00 MI - C.W.

PUBLIC COMMENT: None

The following salaries and benefits were paid by department in the month of October 2019:

Commissioners-\$24,371.74, Auditor-\$16,828.46, Treasurer-\$20,319.68, States Attorney-\$33,606.84, Govt Buildings-\$10,136.15, Equalization-\$10,828.76, Register of Deeds-\$10,253.75, Veterans Service-\$7,593.97, Sheriff-\$37,183.43, Jail-\$187,553.88, Coroner-\$672.82, Juvenile Services-\$54,678.20, Planning & Zoning-\$5,996.70, Road & Bridge-\$74,373.94, Emergency Management-\$12,999.54.Total payroll \$507,397.86.

**COMMISSIONER PROCEEDINGS
HUGHES COUNTY, SOUTH DAKOTA**

NOVEMBER 4, 2019

Auditor's Account with the Treasurer October 31, 2019: Cash on hand-\$3,875.19, Checks in the Treasurer's possession less than three days-\$790,981.43 Cash items-\$36.47, Demand deposits: American State Bank-\$9,682,818.79, Bad Checks Outstanding-\$3,454.49, and Investments-\$2,575,000.00. Total Cash Assets-\$17,556,166.37.

Register of Deeds Fees Collected in October 2019: Recording Fees-\$7,400.00, Transfer Fees-\$8,840.50, Copy Fees-\$476.50, Credit Card Fees-\$125.00, and Vitals-\$2,830.00. Total \$19,672.00.

EXECUTIVE SESSION: Moved by Abernathy and seconded by Hohn to go into executive session to discuss Courthouse Audit per SDCL 1-25-2(6) and Consult with Counsel SDCL 1-25-2(3). All voted aye. Motion passed. Chairman Inman declared the board to be out of executive session.

Moved by Vance and seconded by Weaver to adjourn the meeting until **Monday at 5:30 PM on November 18, 2019.** All voted aye. Motion passed.

ATTEST:

Roger Inman, Chairman
Hughes County Commission

Jane Naylor, Finance Officer
Hughes County, South Dakota