

Chairman Randy Vance called the Monday December 7, 2020 meeting of the Hughes County Board of Commissioners to order at 5:30 PM with members Norm Weaver, Roger Inman, Bill Abernathy, and Connie Hohn. Planning Director and Building Official Eric Booth, Director of Equalization Melissa Flottmeyer, and Sheriff Darin Johnson were also present; County Manager Kevin Hipple was present via phone. The meeting began with the Pledge of Allegiance and a prayer by Pastor John Fette.

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

MINUTES: Moved by Weaver and seconded by Inman to approve the minutes of the November 16, 2020 meeting. All voted aye. Motion passed.

NEW FACILITY DISCUSSION: Loren Schaefer from Brosz Engineering outlined a proposal to evaluate the needs and potential sites for a new facility. Moved by Weaver and seconded by Inman to approve the proposal from Brosz Engineering to evaluate the facilities, programs and possible alternate sites for a new court facility not to exceed \$27,000 and begin work in January 2021 and complete the final report within six weeks. All voted aye. Motion passed.

PICTOMETRY AERIAL IMAGERY CONTRACT: Moved by Inman and seconded by Abernathy to table until January. Commissioners Inman, Weaver, Abernathy and Vance voted aye. Commissioner Hohn voted nay. Motion passed.

SURPLUS PROPERTY COW SPRING CREEK SANITARY SYSTEM: Moved by Weaver and seconded by Abernathy to approve the Cow/Spring Creek Sanitary System Surplus Resolution 2020-29. All voted aye. Motion passed.

WHEREAS Hughes County currently operates the Cow / Spring Creek Sanitary System, the System, without express authority of South Dakota State Law; and

WHEREAS Hughes County faces the possibility of liability from potential issues which may arise in the operation of the System and has determined that it must discontinue operating the System; and

WHEREAS it appears that significant future expansion of the System will occur into Sully County, increasing the number of customers outside of Hughes County, and

WHEREAS Hughes County finds that property used for operating the System would no longer serve a public purpose insofar as Hughes County is involved, and

WHEREAS the Spring / Cow Creek Sanitary District has been approved by the voters and officially organized as a governmental subdivision and recognized by both Hughes and Sully Counties and recognized by the SD Secretary of State;

BE IT RESOLVED that the Board of Hughes County Commissioners declares as surplus property the entirety of the Cow/Spring Creek Sanitary System. That includes all of the water and sewer services

operated by Hughes County, to include the buildings, structures, water lines, water tanks, pumping stations, sewer lines, lift stations, wastewater treatment lagoons, and other system facilities.

That it is the intent of the Hughes County Commission to transfer the Cow/Spring Creek Sanitary System to the newly created Spring/ Cow Creek Sanitary District. Hughes County will work with the sanitary district to develop the necessary transfer documentation to legally transfer the entirety of the system and to transfer all necessary permits, licenses, easements and other associated documentation.

That this resolution replaces Surplus Resolution 2018-12, which dealt with the same topic.

COW SPRING CREEK SANITARY SYSTEM ASSET TRANSFER AGREEMENT: Moved by Inman and seconded by Weaver to approve and authorize the chairman to sign the Asset Transfer Agreement with Spring Creek/ Cow Creek Sanitary District and to set a closing date and sign whatever documents are necessary to complete the transfer. The official transfer date would be January 1, 2021. All of the assets of the system would be transferred, to include real property, all of the water and sewer services, to include the buildings, structures, water lines, water tanks, pumping stations, sewer lines, lift stations, wastewater treatment lagoons, and other system facilities. All of the funds in the accounts associated with the System will also be transferred, with a portion paid at closing and the remainder paid in February 2021 after the end of year bills are paid. All voted aye. Motion passed.

PLANNING & ZONING:

VOIGT MULTI LOT CONVENANT – BECKS RESIDENTIAL LOTS 34 & 35 AND BECKS RESIDENTIAL LOTS 39 & 40 IN SW NE AND SE NW SEC 4 112-80: Charles and Lara Voigt are requesting to combine lots 34 & 35 into one lot and lots 39 & 40 into one lot. Moved by Weaver and seconded by Abernathy to approve the covenants to combine lots 34 & 35 into a single lot and combine lots 39 & 40 into a single lot and record the covenant with the Register of Deeds. All voted aye. Motion passed.

FIRST READING: LIGHTHOUSE ADDITION LOTS 1A, 1B, 1C AND 2R IN THE NW SEC 4 112-80: Bruce & Linda Peterson are requesting to amend the current PUD Document to allow short term rentals. Moved by Inman and seconded by Weaver to set a public hearing for Dec. 21, 2020 at 5:30 pm. to consider amending the PUD Document to allow short term rental of the duplex units on Lot 2R of Lighthouse Addition. All voted aye. Motion passed.

BUILDING PERMIT REQUEST ROBINSON ACRES LOT 3B IN NW SEC 29 112-80: Byron & Nicole Eaton at 28210 Cyrus Place are requesting a building permit to allow them to legally complete the home build they started in 2018 and they are also requesting to occupy the home during this period of completing the home to the point of issuing a Certificate of Occupancy with no exceptions. Moved by Weaver and seconded by Abernathy to issue a new permit for \$500 with a completion date of May 1, 2021 and directed Booth to inspect every thirty days. All voted aye. Motion passed.

RIGHT OF WAY ORDINANCE: Moved by Weaver and seconded by Hohn to set a public hearing for Dec 21, 2020 at 5:35 pm to consider an Ordinance to prohibit the obstruction of County Highway Right of Ways. All voted aye. Motion passed.

PERSONNEL: Moved by Weaver and seconded by Abernathy to approve hiring Kyrissa Sandal, Correctional Officer at Jail at Pay Grade 14 Step Min \$18.45 per hour beginning Dec. 28, 2020. All voted aye. Motion passed.

Moved by Weaver and seconded by Abernathy to approve hiring Kassie Tronvold, Correctional Officer at Jail at Pay Grade 14 Step Min \$18.45 per hour beginning January 1, 2021. All voted aye. Motion passed.

Moved by Weaver and seconded by Abernathy to approve hiring Carrie Huwe, Correctional Officer at Jail at Pay Grade 14 Step 1 \$18.81 per hour beginning Dec. 9, 2020. All voted aye. Motion passed.

Move by Hohn and seconded by Abernathy to approve terminating Alexandra Wright effective Nov. 18, 2020 and authorize advertising for a replacement. All voted aye. Motion passed.

Moved by Abernathy and seconded by Weaver to offer Val Eaton, part time nurse at the jail \$25.00 per hour as needed. All voted aye. Motion passed.

Moved by Weaver and seconded by Abernathy to authorize advertising for a LPN Jail Nurse. All voted aye. Motion passed.

Moved by Abernathy and seconded by Inman to approve adding to the Salary Schedule- Jail Deputy at Pay Grade 16. All voted aye. Motion passed. Moved by Weaver and seconded by Abernathy to approve the Jail Deputy Job description and authorize advertising for the position. All voted aye. Motion passed.

SD DEPARTMENT OF HEALTH COMMUNITY NURSES AGREEMENT: Moved by Hohn and seconded by Abernathy to approve a contract with the State of South Dakota for community health nursing services for \$10,898.00 beginning January 1, 2021 through December 31, 2021. All voted aye. Motion passed.

ENHANCEMENT DISTRICT: Moved by Weaver and seconded by Inman to approve and authorize the Chairman sign the Joint Cooperative Agreement and Financial Commitment for the Central South Dakota Enhancement District support in 2021 in the amount of \$14,750.55. All voted aye. Motion passed.

STEP INCREASES: Moved by Hohn and seconded by Weaver to approve the following step increases for October, November and December. All voted aye. Motion passed. **October:** Jesse Parsons, Deputy Sheriff to Pay Grade 16 Step 1 \$21.94; Loraine Waller, Jail Correction Officer to Pay Grade 14 Step 2 \$19.28; Wyatt Alexander, Jail Correction Officer to Pay Grade 14 Step 2 \$19.28; Dalton Sack, Deputy Sheriff to Pay Grade 16 Step 4 \$23.62; Eric Booth, Director of Planning and Zoning to Pay Grade 18 Step 4 \$57,315.04 annually. **November:** None. **December:** Gary Naylor, Jail Correction Officer to Pay Grade 14 Step 3, \$19.76; Ashton Pederson, JSC Correction Officer to Pay Grade 14 Step 2 \$19.28. All voted aye. Motion passed.

CHRISTMAS HOLIDAY: Moved by Weaver and seconded by Inman to approve four hours of administrative leave for county employees on December 24, 2020 for Christmas Eve. All voted aye. Motion passed.

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

A-OX WELDING 34.15 CYLANDER RENTAL, AERO INDUSTRIES 1801.29 REPAIRS INV 813671, AMERICAN MEDICAL RESPONSE 4050.00 INV 247974 CONTRACT, ASSMANS SHOP SUPPLY 42.16 INV 18961, 19081 SUPPLIES, AUTOMATIC BUILDING CONTROLS 240.00 INV 177542 MAINTENANCE, AVERA MCKENNAN HOSPITAL 68.79 ACCT PAT205PO10123 M.E.F., AVERA MEDICAL ASSOC CLINIC 4590.00 CONTRACT SEPT & OCT, AVERA ST MARYS HOSPITAL 190.14 ACCT SY0001914088 INMATE, BB&T GOV FINANCE 364943.82 JAIL BOND PAYMENT, BLUNT RURAL FIRE DEPT 8191.12 , BOB BARKER CO INC 1594.84 JAIL SUPPLIES/UNIFORM, BOTTOM LINE WELDING 65.05 INV 13136, 13156 SUPPLIES, BPRO INC 5700.00 INV 13154 EPOLL BOOKS, BROSZ ENGINEERING 1880.00 INV P23666 ENGINEERING, BUREAU OF ADMINISTRATION 1644.65 SERVICES, BUTLER MACHINERY CO 432.04 FILTERS & REPAIRS, CAPITAL AREA REFUSE 519.25 ACCT 3077 GARBAGE, CAPITAL JOURNAL 351.88 ACCT 509374 PUBLISHING, CAPS TRAIL SERVICE 232.40 FUEL & TIRES, CENTRAL CULVERT SUPPLY 4980.00 INV 958 CULVERTS, CENTURY BUSINESS PRODUCTS INC 652.41 SUPPLIES, CENTURYLINK 181.77 PHONE, CHANDLERS GLASS 40.00 INV I054741 WINDSHIELD, CLEARFLY 383.38 INV 321333, COLE PAPERS INC 4336.88 SUPPLIES, COMM TECH INC 2439.98 INV 9371, 9565, 8404 SUPPLIES, CONCORDANCE 512.20 SUPPLIES, COOKS CORRECTIONAL 28.77 INV N666202 SUPPLIES, DAKOTA SUPPLY GROUP 9.09 INV S100533690 SUPPLIES, DEPARTMENT OF CORRECTIONS 1777.35 C18D1047 UTILITIES, DEPT OF HEALTH 575.00 BAC, DEPT OF REVENUE 2.13 SALES & USE TAX, DEPARTMENT OF TRANSPORTATION 2204.32 S00116398 FUEL, DIAMOND DRUGS INC 437.15 INV 001080978 INMATE MEDS, DISABLED AMERICAN VETERANS 200.00 TRANSPORTATION, DONS SINCLAIR 14569.25 INV 71499, 71514 FUEL, DONS SINCLAIR 35.00 SHERIFF CAR WASHES, ELECTION SYSTEMS & SOFTWARE 1710.77 INV 1171843,1171845,1171848, FLOYDS TRUCK CENTER 9054.06 EQUIPMENT & REPAIR, FOX & YOUNGBERG PC 201.32 MI - K.C., FRIMAN OIL & GAS CO INC 1035.00 REF 30856, 30868 FUEL, GROSSENBURG IMPLEMENT 472.19 REPAIRS #28, GUNDERSON PALMER NELSON & 244.95 STATEMENT 104390, H & H REPAIR 769.31 INV 42508, 42512 REPAIRS, HARROLD RURAL FIRE DEPT 9366.71 , HOFFMAN OIL 1832.45 INV 67481, 65558 FUEL, HOLTER, KYLA 45.20 WITNESS, INGRAM PEST SERVICE 60.00 INV 38683 PEST CONTROL, JC OFFICE SUPPLIES 1115.31 SUPPLIES, JC PRINTING 49.00 BUSINESS CARDS HWY DEPT, JOHNNYS TOWING 130.50 INV 22044 SERVICE CALL, KARLS TV & APPLIANCE 1299.99 WASHER / DRYER COMBO, MARK KATTERHAGEN 27.00 MI - Z.P., J.I., KENNEDY PIER KNOFF & LOFTUS 475.30 MI - M.G., C.D., C.W., KIMBALL MIDWEST 130.46 INV 8306239 SUPPLIES, LEWIS & CLARK BHS 920.00 MI - QMHP EVALS X5, LUCILLE M LEWNO 321.50 MI - Z.P., J.I., DARCY LOCKWOOD 27.00 MI - Z.P., J.I., BRENDA LOUNSBURY 660.00 BAC, MARSHALL LAWN SRV 214.55 INV 5900, 5901 WINTERIZE SPRIN, MEDICAL WASTE TRANSPORT INC 248.25 INV 77447 MEDICAL CONTRACT, MEDINE EAGLE, GABRIEL 20.00 WITNESS, MIDCO 240.00 UTILITIES, MIDSTATES GROUP 45.50 INV 349326 COPIER PAPER, MINNEHAHA CO JAIL 1460.10 INV 2166 OCT/NOV HOUSING, MONTANA DAKOTA UTILITIES 1306.24

UTILITIES, MORENO BACHAND HRUSKA & 9999.00 INV 635, 673, 778 CONTRACT, NACVSO 50.00 NACVSO 2021 MEMBERSHIP DUES, NAYLOR, JANE 126.14 SUPPLIES, OAHE ELECTRIC COOP INC 523.94 UTILITIES, OFFICE DEPOT INC 275.34 SUPPLIES, JESSICA PAULSEN 41.80 COURT REPORTING, PERRE RURAL FIRE DEPT 15084.07 , DARLIS D PERRY 1740.00 BAC, PIERRE CITY 6307.58 UTILITIES, PIERRE CITY 514.42 MED DIRECTOR & FIRE ST #4, PUBLIC HEALTH LAB 15.00 SPRING CREEK WATER TESTS, RELX INC DBA LEXIS NEXIS 249.00 SUBSCRIPTION, ROBINS WATER CONDITIONING INC 96.50 SUPPLIES, SD SHERIFFS ASSOC 1010.66 INV 20-0010058 DUES, SERVICE EXPERTS 1165.00 ROOFTOP UNIT REPAIRS, SHANES PHARMACY 981.07 INMATE MEDICATIONS, SOUTH DAKOTA 811 12.32 INV SD20-3208, STATE BAR OF SOUTH DAKOTA 725.00 INV 8370 ANNUAL SUBSCRIPTION, STATE BAR OF SOUTH DAKOTA 290.00 DUES J. LAMIE, SUMMIT FOOD SERVICES 25529.36 SUPPLIES, THE RIGHT TURN INC 3000.00 2020 BUDGET REQUEST, TODD LAW OFFICE PROF LLC 8365.00 INV 446, 451 CONTRACT, VENTURE COMMUNICATIONS 203.52 DISPATCH SERVICES, W W TIRE 2926.65 ACCT 3964 TIRES, WALMART COMMUNITY 26.24 SUPPLIES, WALMART COMMUNITY 26.57 SUPPLIES, MONA WEIGER 293.80 COURT REPORTING, YANKTON CO SHERIFF 50.00 MI - A.B. SERVE PAPERS.

PUBLIC COMMENT: None

EXECUTIVE SESSION: Moved by Abernathy and seconded by Weaver to go into executive session to discuss Care of Poor per SDCL 1-25-2 (3) and HIPAA. All voted aye. Motion passed. Chairman Vance declared the commission out of executive session.

Moved by Abernathy and seconded by Hohn to deny claim #20201028-01 from Avera McKenna Hospital for NL date of admission 04/10/2020 to 04/17/2020 for \$10,483.15. All voted aye. Motion passed.

Moved by Abernathy and seconded by Hohn to deny the claim #20201028-02 from Avera St. Mary's Hospital for NL date of admission 04/06/2020 to 04/10/2020 for \$5,709.84. All voted aye. Motion passed.

Moved by Abernathy and seconded by Hohn to deny the claim #20200826-01 from Avera Heart Hospital for DG date of admission 03/04/2020 to 03/07/2020 for \$4,103.11. All voted aye. Motion passed.

Moved by Abernathy and seconded by Hohn to deny the claim #20200611-01 from Avera Heart Hospital for CW date of admission 12/06/2019 for \$4,360.42. All voted aye. Motion passed.

The following salaries and benefits were paid by department in the month of November 2020:

Commissioners-\$27,160.47, Auditor-\$22,054.81, Treasurer-\$24,471.10, States Attorney-\$34,523.34, Govt Buildings-\$9,943.56, Equalization-\$13,856.00, Register of Deeds-\$13,020.92, Veterans Service-\$9,281.51, Sheriff-\$50,229.32, Jail-\$221,154.74, Coroner-\$970.88, Juvenile Services-\$51,598.55, Planning & Zoning-\$7,401.23, Road & Bridge-\$86,377.47, Emergency Management-\$15,738.61. Total payroll \$587,782.51.

Auditor's Account with the Treasurer November 30, 2020: Cash on hand-\$2,727.98, Checks in the Treasurer's possession less than three days-\$156,967

**COMMISSIONER PROCEEDINGS
HUGHES COUNTY, SOUTH DAKOTA**

DECEMBER 7, 2020

98, Cash items-\$68.95, Demand deposits: American State Bank-\$8,251,190.69, Bad Checks Outstanding-\$1,185.99, Investments-\$2,575,000.00. Total Cash Assets-\$10,987,141.59.

Register of Deeds Fees Collected in November 2019: Recording Fees-\$9,160.00, Transfer Fees-\$8,445.00, Copy Fees-\$526.00, Credit Card Fees-\$1955.00, and Vitals-\$4,100.00. Total \$22,426.50.

Moved by Hohn and seconded by Abernathy to adjourn the meeting until **Monday at 5:30 PM on December 21, 2020.** All voted aye. Motion passed.

ATTEST:

Randy Vance, Chairman
Hughes County Commission

Jane Naylor, Finance Officer
Hughes County, South Dakota