

Chairman Connie Hohn called the Monday December 4, 2023 meeting of the Hughes County Board of Commissioners to order at 5:30 PM with members Tom Rounds, Bill Abernathy, and Rob Fines present. Randy Brown was available via zoom. County Manager Lori Jacobson, Director of Equalization/Planning Director and Building Official Eric Booth, Highway Superintendent Trent Arbach, Sheriff Patrick Callahan, Veterans Service Officer Janet Beck, and Jail Administrator Gerald Wasko were also present. The meeting began with the Pledge of Allegiance and a prayer by Pastor John Fette.

CONFLICT OF INTEREST: No conflicts declared.

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

MINUTES: Moved by Rounds and seconded by Abernathy to approve the minutes of the November 20, 2023 meeting. All voted Aye. Motion passed.

CLAIMS: Moved by Rounds and seconded by Abernathy to approve the following claims. All voted Aye. Motion passed. ANIMAL CLINIC OF PIERRE 316.50 ANIMAL CONTROL, AVERA MEDICAL ASSOC CLINIC 11.59 JAIL DOCTOR, BALCO UNIFORM CO 240.79 SO UNIFORMS, BOB BARKER CO INC 2134.05 JAIL INMATE SUPPLIES, BUREAU OF ADMINISTRATION 161.46 SO - POSTAGE, BUTLER MACHINERY CO 41.93 HWY EQUIP SUPPLIES, CAPITAL ONE - WALMART 102.47 SUPPLIES, CAPITAL ONE - WALMART 253.15 JAIL/JUV SUPPLIES, CENTRALSQUARE TECHNOLOGIES 193.03 SO SOFTWARE MAINTENANCE, CENTURY BUSINESS PRODUCTS INC 265.88 COPIER LEASES, CHOLIK SIGN CO 800.00 SIGNS/REMOVAL, CLEARFLY 1487.38 PHONES, COLE PAPERS INC 1314.67 JAIL SUPPLIES, COLE PAPERS INC 715.97 SUPPLIES, COLE PAPERS INC 1448.23 JAIL SUPPLIES, COLUMN SOFTWARE PBC 323.41 PUBLISHING, COMM TECH INC 1299.99 SA COMPUTER, CORRECTEC INC 925.00 JAIL SOFTWARE MAINTENANCE, DAKOTA FOOD SERVICE 19204.12 JAIL/JSC FOOD, DEFENSIVE EDGE TRAINING 550.00 SO TRAINING, DEN HERDER LAW OFFICE PC 311.71 MENTAL HEALTH ATTORNEY, DEPARTMENT OF CORRECTIONS 5000.00 SO BLD MAINTENANCE FUND, DEPARTMENT OF TRANSPORTATION 2420.31 FUEL, DEPARTMENT OF TRANSPORTATION 895.62 SN 33-410-112 BRAUNAMAN BDG, DIAMOND MOWERS LLC 6913.49 HWY SUPPLIES, DONS SINCLAIR 25.56 FUEL, AT&T MOBILITYT 1520.21 CELLPHONES/ WIFI, FISCHER ROUNDS & ASSOCIATES 80.00 NOTARY REVEWAL/ SURETY, FLOYDS TRUCK CENTER 610.94 HWY PARTS, FRIMAN OIL & GAS CO INC 336.00 JAIL PROPANE, GROUP RESOURCES OF IOWA LLC 586.50 JULY ADMIN BILL, GROUP RESOURCES OF IOWA LLC 605.50 DEC GROUP ADMIN FEE, HARROLD TERMINAL 28329.05 TAX FROM TIF, INGRAM PEST SERVICE 65.00 EXPO PEST CONTROL, INTOXIMETERS 1600.00 24/7 FUND - MOUTH PIECES, JC OFFICE SUPPLIES 290.57 SUPPLIES, KIESLER POLICE SUPPLY 1716.00 JAIL EQUIPMENT, KIM BUHL 59.97 PROPERTY TAX OVERPAY, KIMBALL MIDWEST 480.03 HWY SUPPLIES, LLOYD LANGDEAU-AZEVEDO 62.00 4% VEHICLE TAX REFUND, MCKESSON MEDICAL-SURGICAL 205.38 JAIL MEDICATIONS, MENARDS 1005.62 SUPPLIES, MENARDS 43.91 SUPPLIES, MIDWEST TIRE & MUFFLER INC 172.40 SO REPAIR/LABOR/OIL, MITCHELL FOX 20.00 WITNESS FEE, MONTANA DAKOTA UTILITIES 1478.42 UTILITIES - NATURAL GAS, MOTOROLA SOLUTIONS 91.00 SO RADIO REPAIRS, NAPA CENTRAL 3.99 PARTS, PENNINGTON

COUNTY JAIL 1087.88 PRISONER TRANSPORT, PIERRE CITY 8185.98 UTILITIES, PIERRE CITY 3540.12 MED DIRECTOR/ 911 FUNDS, PRORATE SERVICES LLC 85.00 RENEWAL, REDSAIL TECHNOLOGIES 35450.00 JAIL MEDICAL CONTRACT, RIVER CITIES TRANSIT 1458.33 DEC 2023 ALLOCATION, RUNNINGS SUPPLY 134.96 SUPPLIES, RUNNINGS SUPPLY 44.76 HWY SUPPLIES, SD SHERIFFS ASSOCIATION 1032.95 SO DUES - ANNUAL, SERVALL UNIFORM & LINEN CO 108.84 RUGS/COVERALLS, SHANES PHARMACY 1808.30 JAIL MEDICATIONS, TRUIST GOVERNMENTAL FINANCE 366256.32 ACH JAIL BOND, WW TIRE 1564.85 HWY REPAIRS, WEGNER AUTO CO 7402.50 JAIL REPAIRS/MAINTENANCE, MONA WEIGER 49.20 TRANSCRIPTS, WELLS FARGO 4.63 # 8132 TAX OVERPAYMENT.

OLD BUSINESS:

SNOW POLICY: No action taken.

NEW BUSINESS:

RISTY BENEFITS: Sonja Nordbye & Roger Risty with Risty Benefits informed the Commission about Heath Savings Accounts, Health Reimbursement Accounts, Life Style Savings Account, and Health Flexible Savings Accounts and how they could benefit Hughes County employees.

Moved by Rounds and seconded by Fines to approve a stipend of \$250 per month for Hughes County Employees who have reached age 65 and qualify for Medicare coverage and choose to go off the County's qualifying health plans. All voted Aye.

VETERAN SERVICE OFFICER UPDATE: Veterans Service Officer Janet Beck spoke to the Commission about the number of veterans that are being served, and the amount of Federal and State dollars the office has brought in to support the local veterans. She also asked to hire a full-time Claims Assistant in the Veterans Service Office.

2024 CALENDAR: Moved by Fines and seconded by Rounds to approve the 2024 calendar of meetings for the Hughes County Commission, Board of Adjustment, and Planning Commission. All voted Aye. Motion passed.

VOLUNTEERS: Moved by Abernathy and seconded by Brown to approve the lists of volunteers submitted by the Pierre Rural Fire Department. All voted aye. Motion passed.

SNAKE BUTTE ANTENNA: County Manager Lori Jacobson informed the Commission about an insurance claim that was submitted relating to wind damage to the communications tower located at Snake Butte.

PERSONNEL: Moved by Brown and seconded by Rounds to approve the hire of Troy Jensen Highway Maintenance Worker at Pay Grade 14 Step 1 \$20.56 per hour effective December 26, 2023. All voted Aye. Motion passed.

Moved by and seconded by to approve the hire of Laura Graves Highway Administrative Assistant at Pay Grade 13 Step 7 \$22.07 per hour effective December 11, 2023. All voted Aye. Motion passed.

**COMMISSIONER PROCEEDINGS
HUGHES COUNTY, SOUTH DAKOTA**

DECEMBER 4, 2023

Moved by Rounds and seconded by Abernathy to approve the hire of Kylee Gilmour Correctional Officer at the Jail effective January 02, 2024 at Pay Grade 16 Step 1 \$23.98 per hour. All voted Aye. Motion passed.

Moved by Rounds and seconded by Abernathy to approve the hire of Stanley Williams Correctional Officer at the Jail effective January 02, 2024 at Pay Grade 16 Step Minimum \$22.84 per hour. All voted Aye. Motion passed.

Moved by Abernathy and seconded by Fines to approve the hire of Troy Blevins Emergency Management Administrator effective December 12, 2023 at Pay Grade 19 Step 2 salaried at \$64,394.24 per year. All voted Aye. Motion passed.

Moved by Rounds and seconded by Fines to approve the hire of Paige Smit Law Enforcement Administrative Assistant effective December 13, 2023 at Pay Grade 15 Step 3 \$23.32 per hour. All voted Aye. Motion passed.

PUBLIC COMMENT: Bill Johnston spoke to the Commission about the Veterans Service Office and how he hopes the the Commission realizes the work the office does for the local veterans.

The following salaries and benefits were paid by department in the month of November 2023: Commissioners-\$21,025.97, Auditor-\$18,376.81, Treasurer-\$22,319.88, States Attorney-\$40,123.56, Govt Buildings-\$11,027.81, Equalization-\$9,288.69, Register of Deeds-\$11,300.05, Veterans Service-\$3,625.77, Sheriff-\$57,680.74, Jail-\$290,234.13, Coroner-\$822.75, Juvenile Services-\$76,109.45, Planning & Zoning-\$10,731.93, Road & Bridge-\$65,495.45. Total payroll \$638,162.99.

Auditor's Account with the Treasurer November 30, 2023: Cash on hand-\$2,073.93, Checks in the Treasurer's possession less than three days-\$43,797.94, Cash items-\$0.00, Demand deposits: American Bank & Trust-\$12,127,186.37, Bad Checks Outstanding-\$1,341.42, First Dakota National Bank \$700,000.00, Investments-\$1,500,000.00. Cash Short \$.10 Total Cash Assets-\$14,374,399.76.

Register of Deeds Fees Collected in November 2023: Recording Fees-\$4,040.00, Transfer Fees-\$6,417.50, Copy Fees-\$366.00, Credit Card Fees-\$15.00, and Vitals-\$2,690.00. Total \$13,528.50.

EXECUTIVE SESSION: SDCL 1-25-2 (1) Employees: Moved by Rounds and seconded by Abernathy to go into executive session.

The chairman declared the board to be out of executive session.

Moved by Hohn and seconded by Rounds to adjourn the meeting until **Monday at 5:30 PM on December 18, 2022.** All voted aye. Motion passed.

ATTEST:

Connie Hohn, Chairman
Hughes County Commission

**COMMISSIONER PROCEEDINGS
HUGHES COUNTY, SOUTH DAKOTA**

DECEMBER 4, 2023

Thomas J. Oliva, Finance Officer
Hughes County, South Dakota