

**COMMISSIONER PROCEEDINGS
HUGHES COUNTY, SOUTH DAKOTA**

MAY 1, 2023

Chairman Connie Hohn called the Monday May 1, 2023 meeting of the Hughes County Board of Commissioners to order at 5:30 PM with members Tom Rounds, Rob Fines, and Randy Brown present. Bill Abernathy was unavailable. County Manager Lori Jacobson, Sheriff Patrick Callahan, Director of Equalization/Director of Planning and Zoning Eric Booth, Highway Superintendent Trent Arbach, States Attorney Jessica LaMie, Emergency Manager Cathy Strudle, and Veterans Service Officer Janet Beck were also present. The meeting began with a prayer by Pastor John Fette and the Pledge of Allegiance.

CONFLICT OF INTEREST: No conflicts declared.

PUBLIC COMMENT: None

AGENDA: Moved by Brown and seconded by Rounds to approve the agenda with the removal of the Weed & Pest Supervisor Position & the addition of the States Attorney Legal Administrative Assistant resignation. All voted Aye. Motion passed.

MINUTES: Moved by Brown and seconded by Rounds to approve the minutes of the April 17, 2023 Commission meeting and the April 17, 2023 County and Consolidated Boards of Equalization. All voted Aye. Motion passed.

CLAIMS: Moved by Brown and seconded by Fines to approve the following verified claims with the removal of a voucher in the amount of \$6,270 for a sod mulcher: All voted Aye. Motion passed. ABEL'S A-1 DOORS 3750.00 HWY SHOP REPAIR, ADVANCE CORRECTIONAL HEALTH 136.87 JAIL MEDICATIONS, ADVANCE CORRECTIONAL HEALTH 2290.59 JAIL OFFCE SUPPLY/MEDICATION, ADVANCE CORRECTIONAL HEALTH 185.18 JAIL MEDICAL SUPPLIES, ADVANCE CORRECTIONAL HEALTH 65.31 JAIL MEDICATIONS, ANDERSON RUMPCA DENTAL 115.20 JAIL DENTIST, ANIMAL CLINIC OF PIERRE 136.50 S.O ANIMAL CONTROL, ASSMANS SHOP SUPPLY 212.50 TOOLS, ASSOC OF SD COUNTY 200.00 2023 DUES, BLACKSTRAP INC 15.87 SALT, BOB BARKER CO INC 396.48 JAIL INMATE SUPPLIES, BROSZ ENGINEERING 14437.50 SN 33-410-024 REIDINGS, BUREAU OF ADMINISTRATION 1599.31 POSTAGE/FLAG, BUTLER MACHINERY CO 926.00 HWY REPAIRS, BUTLER MACHINERY CO 1130.02 HWY, CAPITAL JOURNAL 255.00 COMMISSION SUBSCRIPTION, CAPITAL ONE - WALMART 36.50 JAIL INMATE/CLEANING/MEDS, CAPITAL ONE - WALMART 458.16 HC OFFICE WALMART CARD, CENTURY BUSINESS PRODUCTS INC 1129.18 COPIER LEASES, CENTURYLINK 241.60 TELEPHONES, CHANDLERS 766.00 WINDSHIELD/DOOR REPAIRS, COLE PAPERS INC 491.00 COURT HOUSE SUPPLIES, COLE PAPERS INC 1350.36 JAIL SUPPLIES, COLE PAPERS INC 734.46 JAIL SUPPLIES, COLE PAPERS INC 1766.34 JAIL OFFICE SUPPLIES, COMM TECH INC 163.98 EQUIPMENT, DAKOTA RADIO GROUP 658.38 JAIL JOB ADS, DAKOTA SUPPLY GROUP 41.43 JAIL REPAIRS/MAINTANENCE, DEPARTMENT OF CORRECTIONS 1713.50 SO UTILITIES/ CLEANING, DEPARTMENT OF TRANSPORTATION 4637.67 SHARED COSTS, ELECTION SYSTMES & SOFTWARE 8793.95 ELECTION ITEMS, AT&T MOBILITYT 1324.16 WIRELESS, FISCHER ROUNDS AND ASSOCIATES 80.00 SO SUPPLY, FRIMAN OIL & GAS CO INC 1448.00 CANNING SHOP, GARCIA CLINICAL LAB 26.00 JAIL LABORATORY, GR CONRTOOLS 995.95 THERMOSAT, GRAHAM TIRE 83.83 SO GAS AND OIL, GROSSENBURG IMPLEMENT 372.71 HWY DEPT, GROUP RESOURCES OF IOWA LLC 633.50 MAY ADMIN FEE, HOFFMAN OIL 11934.60 FUEL, HOGENS HARDWARE HANK 20.94 SUPPLIES, INGRAM PEST SERVICE 146.00 JAIL MAINTENANCE, INGRAM PEST SERVICE 65.00 EXPO BLDG, INTOXIMETERS

1500.00 24/7 FUND, JANE NAYLOR 299.70 EQUALIZATION DYMO PRINTER, JC OFFICE SUPPLIES 485.74 SUPPLIES, JOE BOXLEY 50.01 CLOTHING, KIMBALL MIDWEST 526.26 SHOP SUPPLIES, LACEY BOXLEY 150.82 TRAVEL REIMBURSEMENT, LORI JACOBSON 180.00 MEAL REIMBURSEMENT, MEDICAL WASTE TRANSPORT INC 143.10 JAIL MEDICATIONS, MENARDS 262.57 GOVT BUILDING, MENARDS 222.39 JAIL SUPPLIES, MONTANA DAKOTA UTILITIES 5526.42 UTIITIES, MORRIS INC 19.79 TOP SOIL, NATL INSTITUTE FOR JAIL OPERAT 7785.00 JAIL OFFICE SUPPLY, NYSTROM ELECTRIC 48.40 EXPO REMAINING INV BALANCE, O'REILLY AUTO PARTS 349.99 CODE READER, OVERHEAD DOOR 1494.90 SO REPAIRS AND LABOR, JESSICA PAULSEN 436.10 TRANSCRIPTS, PENNINGTON COUNTY JAIL 1612.34 SO PRISONER TRANSPORT, PHEASANTLAND INDUSTRIES 1077.19 SO SUPPLY, PIERRE CITY 2985.15 911 SERVICE FUND, PIERRE CITY 16038.45 , PIERRE SOLID WASTE 14.40 JAIL CLEANING, REESE COMMUNICATIONS 634.00 2022 LIGHTNING CLAIM, ROBERTS CO SHERIFF OFFICE 460.00 SO PRISONER TRANSPORT, RUDE TRANSPORTATION 490.98 JAIL OFFICE SUPPLIES, RUNNINGS SUPPLY 103.33 GOVT BUILDING, RUNNINGS SUPPLY 988.80 HWY DEPT, SD SHERIFFS ASSOCIATION 345.00 SO TRAVEL/CONFERENCE, SDACO 600.00 23 SPRING WORKSHOP, SERVALL UNIFORM & LINEN CO 158.69 JAIL CLEANING SUPPLIES, SERVALL UNIFORM & LINEN CO 108.26 RUGS/COVERALLS, SIGN SOLUTIONS USA LLC 1268.75 CULVERT MARKERS, SUNMASTER AUTO GLASS 415.00 HWY REPAIRS, SUNMASTER AUTO GLASS 75.00 SO REPAIRS, TITAN MACHINERY 100.00 HWY SUPPLIES, TRAFFICE SOLUTIONS INC 1227.00 ROAD TABS, ZADIA POILE 20.00 WITNESS FEE, ZANDER AUTO PARTS 604.63 HWY SUPPLIES.

OLD BUSINESS:

NEW BUSINESS:

MALT BEVERAGE LICENSE RENEWALS: Moved by Rounds and seconded by Brown to approve and authorize the chairman to sign the following renewal applications for malt beverage licenses: McCarty Investments for the Grey Goose Store – 28886 Merry Rd; The Hilltop, Inc. – 19865 US Hwy 83, Terry Etzkorn for Etzkorn Goose Camp – 21444 Catfish Place; 1 Stop Plaza Inc. – 29265 E Hwy 14; Dakota Sky RV Park LLC – 212 Landing Ave. All voted Aye. Motion passed.

DOT & SHARPE ROAD HAUL AGREEMENT: Moved by Brown and seconded by Fines to approve the agreement between Hughes County, the State DOT, & Sharpe Enterprises for project numbers NH0014(237)245, PCN 06K7 & NH0034(176)123, PCN 04XY and authorize the Chairman to sign all related documents. All voted Aye. Motion passed.

SUPPLEMENT TO AGREEMENT FOR ROAD USE: Moved by Rounds and seconded by Fines to approve the engineering and signatory supplement to the agreement for road use, repair, and improvements between North Bend Wind Project, LLC and Hughes County. All voted Aye. Motion passed.

KUSSER AMENDMENT: Moved by Fines and seconded by Rounds to approve the amendment to the 2023 Spray Application Contract between Hughes County and David Kusser DBA Kusser Spraying to allow for a change to the commercial general liability and business automobile liability insurance limits from \$2,000,000 to \$1,000,000. All voted Aye. Motion passed.

SUPERVISOR POSITION: No action taken.

OVERTIME BY DEPARTMENT: Commissioner Hohn stated that the Commission will be looking at overtime trends by department to see how that can be better managed.

PERSONNEL:

Moved by Brown and seconded by Rounds to approve the hire of Anne Rasmussen as a Correctional Office at the Jail effective April 25, 2023 at Pay Grade 16 Step Minimum \$22.84 per hour. All voted Aye. Motion passed.

Moved by Brown and seconded by Rounds to approve the hire of Tonia Jacobs as a Correctional Office at the Jail effective May 1, 2023 at Pay Grade 16 Step Minimum \$22.84 per hour. All voted Aye. Motion passed.

Moved by Brown and seconded by Rounds to approve the hire of Carol Andrade as a Correctional Office at the Jail effective May 3, 2023 at Pay Grade 16 Step Minimum \$22.84 per hour. All voted Aye. Motion passed.

Moved by Brown and seconded by Fines to approve the hire of Matthew Winckler as a Highway Maintenance Worker effective May 2, 2023 at Pay Grade 14 Step Minimum \$19.58 per hour. All voted Aye. Motion passed.

Moved by Brown and seconded by Rounds to approve the resignation of Starletta Aalbers, States Attorney Legal Administrative Assistant effective May 24, 2023 and authorize the advertisement of the position for hire. All voted Aye. Motion passed.

EXECUTIVE SESSION: SDCL 1-25-2(3) & HIPPA- Moved by Brown and seconded by Rounds to move into executive session. All voted Aye. Motion passed.

Chairman Hohn declared the board to be out of executive session.

The following salaries and benefits were paid by department in the month of April 2023:

Commissioners-\$19,579.76, Auditor-\$17,448.97 Treasurer-\$22,244.41, States Attorney-\$52,376.08, Govt Buildings-\$11,106.38, Equalization-\$12,059.22, Register of Deeds-\$10,480.80, Veterans Service-\$8,135.50, Sherriff-\$55,463.76, Jail-\$204,875.96, Coroner-\$538.25, Juvenile Services-\$67,410.72, Planning & Zoning-\$8,121.85, Road & Bridge-\$70,227.91, and Emergency Management-\$6,757.16. Total payroll-\$566,826.73.

Auditor's Account with the Treasurer April 30, 2023: Cash on hand-\$7,120.83, Checks in the Treasurer's possession less than three days-\$644,042.30, Cash items-\$42.32, Demand deposits: American State Bank-\$16,446,174.30, Bad Checks Outstanding-\$5,689.33, First Dakota National Bank-\$700,000.00, and Investments-\$1,550,000.00. Total Cash Assets-\$19,353,069.08.

Register of Deeds Fees Collected in April 2023: Recording Fees-\$3,856.00, Transfer Fees-\$4,375.50, Copy Fees-\$43.00, Credit Card Fees-\$0.00, and Vitals-\$2,100.00. Total \$10,374.50.

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MAY 1, 2023

Moved by Brown and seconded by Rounds to adjourn the meeting until **Monday at 5:30 PM on May 15, 2023.** All voted Aye. Motion passed.

ATTEST:

Connie Hohn, Chairman
Hughes County Commission

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