

Chairman Connie Hohn called the Monday October 2, 2023 meeting of the Hughes County Board of Commissioners to order at 5:30 PM with members Tom Rounds, Randy Brown, Bill Abernathy and Rob Fines present. County Manager Lori Jacobson, Director of Equalization/Planning Director/ Building Official Eric Booth, Highway Superintendent Trent Arbach, Jail Administrator Gerald Wasko, Veterans Service Officer Janet Beck, and Sheriff Patrick Callahan were also present. The meeting began with a prayer by Pastor John Fette and the Pledge of Allegiance.

**CONFLICT OF INTEREST:** No conflicts declared.

**AGENDA:** Moved by Abernathy and seconded by Rounds to approve the agenda with the removal of the executive session. All voted Aye. Motion passed.

**MINUTES:** Moved by Fines and seconded by Rounds to approve the minutes of the September 18 & September 20, 2023 Commission meetings. All voted Aye. Motion passed.

**VERIFIED CLAIMS:** Moved Fines and seconded by Rounds to approve the following verified claims. All voted Aye. Motion passed. AARMS 150.00 JAIL OFFICE SUPPLIES, ADVANCE CORRECTIONAL HEALTH 8.76 JAIL MED SERV/MEDICATIONS, AIRTECH HEATING & COOLING 1214.14 REPAIRS/MAINTENANCE, ALTERNATIVE HR LLC 21508.40 EXTENDED CONTRACT, AVERA MEDICAL ASSOC CLINIC 13.68 JAIL DOCTOR, AVERA MEDICAL ASSOC CLINIC 168.27 JAIL DOCTOR, AVERA MEDICAL ASSOC CLINIC 44.81 JAIL DOCTOR, AVERA ST MARYS HOSPITAL 587.78 EXAM, AVERA ST MARYS HOSPITAL 201.22 JAIL DOCTOR, AVERA ST MARYS HOSPITAL 1639.58 JAIL DOCTOR, AVERA ST MARYS HOSPITAL 181.29 JAIL DOCTOR, AVERA ST MARYS HOSPITAL 442.46 JAIL DOCTOR, AVERA ST MARYS HOSPITAL 470.02 JAIL DOCTOR, AVERA ST MARYS HOSPITAL 589.96 EXAM, AXON ENTERPRISE INC. 545.00 JAIL REPAIRS/MAINTENANCE, BECK MOTORS 43397.00 SO EQUIPMENT, BOB BARKER CO INC 69.98 JAIL UNIFORMS, BOB BARKER CO INC 1678.44 JAIL SUPPLIES, BOICE'S PLUMBING 185.85 SERVICES AT EXPO CENTER, BOTTOM LINE WELDING 91.68 PARTS FOR MULCHER, BROSZ ENGINEERING 670.00 NYSTROM RD EASEMENT, BUREAU OF ADMINISTRATION 46.50 ACCESS FEES, BUREAU OF ADMINISTRATION 1565.15 SO UTILITIES, BUREAU OF ADMINISTRATION 46.50 ACCESS FEES, BUREAU OF ADMINISTRATION 1223.04 POSTAGE CHARGES, CAPITAL ONE - WALMART 521.91 SHERIFF W-MART CARD, CAPS TRAIL SERVICE 287.96 HWY FUEL, CENTURY BUSINESS PRODUCTS INC 232.77 COPIER LEASE, CENTURYLINK 63.53 PHONE @ EXPO, CINDY HERBER 120.00 SHOE ALLOWANCE, CLEARFLY 383.87 TELEPHONE - JAIL, CLEARFLY 1112.42 TELEPHONES, COLE PAPERS INC 1208.00 JAIL SUPPLIES, COLE PAPERS INC 1802.65 JAIL SUPPLIES, COLUMN SOFTWARE PBC 49.20 TAX DEED PUBLIC NOTICE, COLUMN SOFTWARE PBC 41.54 TAX DEED PUBLIC NOTICE, COLUMN SOFTWARE PBC 46.65 TAX DEED PUBLIC NOTICE, COLUMN SOFTWARE PBC 42.81 TAX DEED PUBLIC NOTICE, COLUMN SOFTWARE PBC 40.90 TAX DEED PUBLIC NOTICE, COLUMN SOFTWARE PBC 268.44 MEETING MINUTES PUBLISHING, COMMUNICATIONS CENTER 90.00 QTR ALARM MONITORING, CORRECT RX PHARMACY SERVICES 75.16 JAIL MEDICATIONS, DAKOTA FOOD SERVICE 20559.78 JAIL/JSC FOOD, DELUX 508.93 JAIL OFFICE SUPPLIES, DEPARTMENT OF TRANSPORTATION 7708.87 ENGINEERING COSTS, DONS SINCLAIR 88.29 SO GAS & OIL, ERIC BOOTH 393.80 TRAVEL REIMBURSEMENT, GALLS 117.67 JAIL UNIFORMS, GOLDEN WEST TECHNOLOGIES 14691.00 MICROSOFT OFFICE PACKAGE, GRAHAM TIRE 3024.87 SO REPAIRS/MAINTANENCE, GROUP

RESOURCES OF IOWA LLC 3500.00 MEDICAL BUY BACK, GROUP RESOURCES OF IOWA LLC 579.50 OCT GROUP ADMIN FEES, HOGENS HARDWARE HANK 8.97 JAIL REPAIR & MAINTENANCE, INGRAM PEST SERVICE 69.03 EXPO PEST CONTROL, JANE PAGE 1370.16 HUGHES CO ESCROW REFUND, KIESLER POLICE SUPPLY 559.48 JAIL EQUIPMENT, KIMBALL MIDWEST 858.31 SHOP SUPPLIES, KRISTI SCHUCHARD 30.00 REIMBURSEMENT FILING FEE, LARRY OR JOYCE LANTZ 400.00 4% EXCISE TAX REFUND, LINDA LAFRENTZ 254.48 TRAVEL REIMBURSEMENT, LORI JACOBSON 225.42 TRAVEL REIMBURSEMENT, LYLE SIGNS INC 70.89 HWY SUPPLIES, MCKESSON MEDICAL 1188.54 MEDICAL SERVICES, MEDICAL WASTE TRANSPORT INC 143.10 JAIL MEDICAL CONTRACT, MENARDS 5.98 GOV BLDG SUPPLY, MENARDS 52.04 JAIL REPAIR & MAINTENANCE, MENARDS 72.96 JAIL SUPPLIES, MIDCO 300.78 INTERNET SERVICES, MIKE'S TIRE & REPAIR LLC 263.50 TIRE REPAIR UNIT # 45, MINNEHAHA CO AUD 232.04 MENTAL ILLNESS, MORRIS INC 10.00 SCALE CHARGE, NORTHWEST PIPE FITTING, INC 310.37 JAIL REPAIRS & MAINTENANCE, NORTHWEST PIPE FITTING, INC 112.15 JAIL REPAIRS & MAINTENANCE, OFFICE DEPOT 481.71 OFFICE SUPPLIES, JESSICA PAULSEN 166.60 TRANSCRIPTS, PENNINGTON COUNTY JAIL 2365.13 SO PRISONER TRANSPORT, PIERRE CITY 58193.96 IT PERSONEL BUDGET, ROB FINES 300.60 TRAVEL REIMBURSEMENT, RUNNINGS SUPPLY 36.98 TOOLS, RUNNINGS SUPPLY 13.98 NEW MULCHER PARTS, RUNNINGS SUPPLY 64.99 BATTERY, SAFETY-KLEEN SYSTEMS INC 232.00 BULK OIL FILTER SET, SECURITY LOCK SERVICE 9.00 DUPLICATE KEY X3, SERVALL UNIFORM & LINEN CO 108.84 RUGS / COVERALLS, SERVALL UNIFORM & LINEN CO 185.79 RUGS, SHANE KRAMME 2000.00 CLEANING APRIL-SEPT 2023, SHANES PHARMACY 6907.70 JAIL MEDICATIONS, SUN MASTER AUTO GLASS 40.00 SO ROCK CHIP REPAIR, THE MAIN STREET AMERICA GROUP 50.00 SURETY NEW BOND, THOMAS OLIVA 254.48 TRAVEL REIMBURSEMENT, THUNDER BASIN FORD 37.10 REG REFUND, TITAN MACHINERY 1905.15 HWY SUPPLIES APPLIED CREDIT, TOM HUBER 6000.00 MEDICAL CONSULT CONTRACT, TRIPP COUNTY 50.50 QMHP REFERRING, US, SD, POW/MIA 76.21 OUT OF ORDER FLAGS RECEIVED, W W TIRE 241.84 VEHICLE MAINTENANCE '10 FORD, W W TIRE 65.00 TIRE REPAIR # 41, WARREN WILSON 249.93 CLOTHING REIMBURSEMENT, MONA WEIGER 240.10 TRANSCRIPTS, WILL CLARK ELECTRIC 5189.23 ELEVATOR WIRING/FIRE ALRM, WORD RECLAMATION & FENCING INC 1350.00 EROSION CONTROL WATTLES, YANKTON CO SHERIFF 50.00 CIVIL PAPERS SERVED.

**NEW BUSINESS:**

**PUBLIC HEARING: FIVE YEAR TRANSPORTATION PLAN:** Time set for 5:30 PM to consider public testimony for the County Road & Bridge Five Year Transportation Plan. Kyle Kurth from Brosz Engineering was present to answer any questions. Nobody appeared to testify. Moved by Brown and seconded by Rounds to approve and authorize the Chairman to sign the Road & Bridge Five Year Transportation Plan. All voted Aye. Motion passed.

**TAX DEED PROPERTIES:** Hughes County Finance Officer Thomas J. Oliva reviewed potential Tax Deed properties with the Commission.

**BIG BEND RAFFLE REQUEST:** Moved by Rounds and seconded by Brown approve the request from South Dakota Landowner & Outfitter Alliance to hold a statewide raffle October 21 through December 30, 2023 with a drawing to be held January 1, 2024. All voted Aye. Motion passed.

**EMERGENCY MANAGEMENT SIGNATORY FOR REIMBURSEMENT:** County Manager Lori Jacobson reviewed the quarterly wage reimbursement certificate from the South Dakota Department of Public Safety for the Local Emergency Management Performance Grant with the Commission.

**LATE FEE PAYMENTS:** Moved by Rounds and seconded by Fines to require that all vouchers submitted that include a penalty or late fee will need to have further explanation from the department head before payment will be issued. All Voted Aye. Motion passed.

**COURTHOUSE OFFICE HOURS:** Commissioner Rounds reviewed with the Commission his thoughts on changing the Courthouse office hours.

**PERSONNEL:** Moved by Brown and seconded by Abernathy to approve the promotion of Brant Billings to Jail Maintenance Supervisor at Pay Grade 17 Step 3 \$27.21 per hour effective September 25, 2023 and authorize for the advertisement of a replacement Correctional Officer at the Jail. All voted Aye. Motion passed.

Moved by Brown and seconded by Abernathy to approve the resignation of Susan Fuller RN at the Jail effective September 29, 2023 and authorize for the advertisement of the position for hire. All voted Aye. Motion passed.

Moved by Brown and seconded by Abernathy to approve the reclassification of Tonya Jacobs Correctional Officer at the Jail to Correctional Officer at the Juvenile Services Center effective September 25, 2023. All voted Aye. Motion passed.

Moved by Brown and seconded by Abernathy to approve the retirement of Sheila Carpenter Veterans Administrative Assistant effective October 24, 2023. All voted Aye. Motion passed.

Moved by Brown and seconded by Abernathy to approve the resignation of Cathy Strudle Emergency Manager effective October 31, 2023 and authorize for the advertisement of the position for hire. All voted Aye. Motion passed.

**INSURANCE RISTY BENEFITS:** Sonja Nordbye and Roger Risty reviewed the different health insurance options available for 2024 with the Commission.

**EXECUTIVE SESSION:** No action taken.

**PUBLIC COMMENT:** Ralph Fischer appeared before the Commission to discuss the Veterans Service Office and whether or not the retirement of Sheila Carpenter will have an impact on our local veterans. He also inquired if the position would be filled.

George Allen appeared before the Commission to discuss the Courthouse hours of operation and his thoughts on it.

The following salaries and benefits were paid by department in the month of September 2023:  
Commissioners-\$19,782.03, Auditor-\$17,533.63, Treasurer-\$21,261.70, States Attorney-\$36,732.69,  
Govt Buildings-\$10,714.83, Equalization-\$5,337.11, Register of Deeds- \$10,142.63, Veterans Service-

**COMMISSIONER PROCEEDINGS  
HUGHES COUNTY, SOUTH DAKOTA**

**OCTOBER 2, 2023**

\$8,086.62, Sheriff- \$53,007.47, Jail-\$244,771.04, Coroner- \$269.12, Juvenile Services-\$66,350.72, Planning & Zoning \$11,900.36, Road & Bridge-\$58,555.58, Emergency Management-\$6,757.17. Total payroll \$571,202.70.

Auditor's Account with the Treasurer September 30, 2023: Cash on hand-\$2,689.69, Checks in the Treasurer's possession less than three days-\$87,422.87, Cash Items-\$119.36, Demand deposits: American Bank & Trust-\$9,313,974.81, First Dakota National Bank- \$700,000.00, Bad Checks Outstanding-\$1,680.28, Investments-\$1,500,000.00. Total Cash Assets-\$11,605,887.01.

Register of Deeds Fees Collected in September 2023: Recording Fees-\$5,310.00, Transfer Fees-\$7,516.50, Copy Fees-\$703.00, Credit Card Fees-\$10.00, and Vitals-\$2,550.00. Total \$16,089.50.

Moved by Fines and seconded Abernathy to adjourn the meeting until **Monday at 5:30 PM on October 16, 2023.** All voted Aye. Motion passed.

ATTEST:

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Connie Hohn, Chairman  
Hughes County Commission

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