

Chairman Hohn called the Monday, December 18, 2023 meeting of the Hughes County Board of Commissioners to order at 5:30 PM with members Rob Fines, Tom Rounds, and Bill Abernathy present. Randy Brown was available by telephone. County Manager Lori Jacobson, Emergency Manager Troy Blevins, Highway Superintendent Trent Arbach, Sheriff Patrick Callahan, Jail Administrator Gerald Wasko, 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

AGENDA: Moved by Rounds and seconded by Abernathy to approve the agenda with the addition of the 2024 Salary Schedule. All voted Aye. Motion passed.

MINUTES: Moved by Rounds and seconded by Abernathy to approve the minutes of the December 4, 2023 Commission meeting. All voted Aye. Motion passed.

CLAIMS: Moved by Rounds and seconded by Abernathy to approve the following verified claims. All voted Aye. Motion passed. A-OX WELDING 37.57 CYLINDERS, AIRTECH 47.65 JAIL REPAIR/MAINTENANCE, ALTERNATIVE HR 294.00 JOB POSTINGS, AMERICAN BANK & TRUST 2880.21 JAIL/SHERIFF OFFICE, AMERICAN BANK & TRUST 332.97 MAINTENANCE BLD SUPPLY, AMERICAN BANK & TRUST 204.43 EQUA TRAINING CLASSES, AMERICAN BANK & TRUST 1076.84 ST ATT CREDIT CARD, ANIMAL CLINIC OF PIERRE 176.50 SO ANIMAL CONTROL, APPLIED CONCEPTS 68.00 SO EQUIPMENT, AVERA MEDICAL ASSOC CLINIC 125.42 JAIL DOCTOR/HOSPITAL, AXON ENTERPRISE 192.00 JAIL OFFICE SUPPLIES, BACHAND & HRUSKA PC 5416.67 LEGAL/JUV DELQ MATTERS, BACHAND & HRUSKA PC 215.41 COURT APPOINTED ATTORNEY, BALCO UNIFORM CO 1800.35 SO UNIFORMS, BLACK HILLS TOWERS 7200.00 ANTENNA SIDE ARM MOUNT, BOB BARKER CO INC 1997.61 SUPPLIES, BUILDERS FIRST SOURCE 178.20 ACCT 844853, BUREAU OF ADMINISTRATION 209.33 SO SUPPLY, BUREAU OF ADMINISTRATION 46.50 ACCESS FEE, BUREAU OF ADMINISTRATION 46.50 ACCESS FEE, CAPS TRAIL SERVICE 259.29 FUEL / BATTERY REPLACEMENT, CENTRALSQUARE TECHNOLOGIES 203.89 SO SOFTWARE MAINTENANCE, CENTURY BUSINESS PRODUCTS INC 534.29 COPIER LEASE, CENTURLINK 140.10 JAIL TELEPHONE, CHARM-TEX 494.70 JAIL INMATE SUPPLIES, CHOLIK SIGN CO 200.00 JAIL IMPROVEMENTS, COLE PAPERS INC 2861.47 SUPPLIES, COLE PAPERS INC 1388.81 JAIL SUPPLIES, COLE PAPERS INC 1809.26 JAIL SUPPLIES, COLUMN SOFTWARE PBC 209.81 PUBLISHING, COMM TECH INC 352.99 CAMERA/ROD MONITOR, DAKOTA FOOD SERVICE 17969.50 JAIL/JSC FOOD, DAKOTA RADIO GROUP 315.00 JAIL RECRUITMENT TRAVEL, DEANNA TURNEY 480.00 BLOOD DRAWS, DEPARTMENT OF CORRECTIONS 1396.49 SO UTILITIES, DEPARTMENT OF TRANSPORTATION 1673.16 FUEL, DEPARTMENT OF TRANSPORTATION 36795.33 2023 PAVEMENT MARKING, DONS SINCLAIR 47.45 FUEL, DONS SINCLAIR 35.00 SO GAS AND OIL, FISCHER LAW OFFICE PROF LLC 2295.82 COURT APPOINTED ATTORNEY, FOX & YOUNGBERG PC 162.88 MENTAL HEALTH, FRIMAN OIL & GAS CO INC 882.00 FUEL HWY DEPT, GOLDEN WEST TECHNOLOGIES 1382.50 OFFSITE BACKUP/MICROSOFT EXCHG, GRAHAM TIRE 211.55 SO REPAIRS / LABOR, GT UPFITTING 2500.00 SO EQUIPMENT, GUNDERSON PALMER NELSON & 2311.20 MENTAL ILLNESS BOARD, HOGENS HARDWARE HANK 11.96 KEYS, HUGHES COUNTY 22000.00 LEGISLATIVE AUDIT FUNDS, INLAND TRUCK PARTS 698.56 HWY REPAIRS, INMANS WATER TECHNOLOGIES 416.25 WATER COOLERS, INTOXIMETERS

1600.00 24/7 FUND, JC OFFICE SUPPLIES 1232.39 SUPPLIES, KALLEO TECHNOLOGIES LLC 560.00 JAIL SOFTWARE MAINTENANCE, MARK KATTERHAGEN 15.00 MENTAL HEALTH, LATRESE BLACKLANCE 20.00 WITNESS FEES, LEXIS NEXIS 111.60 JAIL OFFICE SUPPLIES, LIV GUERUE 20.00 WITNESS FEE, MAHER LAW OFFICE LLP 11813.77 COURT APPOINTED ATTORNEY, MAY ADAM GERDES & THOMPSON 4361.80 COURT APPOINTED ATTORNEY, MCKESSON MEDICAL-SURGICAL 279.53 JAIL MEDICATIONS, MENARDS 433.36 SUPPLIES/REPAIRS, MENARDS 525.75 SUPPLIES, MIDWEST WELLNESS INSTITUTE 2400.00 COURT ORDERED EVAL, MINIHAHA CO 215.16 MENTAL ILLNESS, NORTHER SAFETY TECH INC 2164.66 SO EQUIPMENT, OAHE ELECTRIC COOP INC 620.04 UTILITIES, OAHE GLASS 196.43 NEW DOOR HANDLE, PEDCO 150.00 SO DUES, PHEASANTLAND INDUSTRIES 400.50 CLOTHING/UNIFORM, REDSAIL TECHNOLOGIES 392.50 JAIL IMPROVEMENTS, REDWOOD TOXICOLOGY LAB 1170.06 24/7 FUND, RITER ROGERS LLP 3702.63 COURT APPOINTED ATTORNEY, ROBINS WATER CONDITIONING INC 10.00 JSC FOOD, ROWE LAW & MEDIATION CTR 4987.50 LEGAL SERVICES, RUNNINGS SUPPLY 13.98 JAIL REPAIRS, RUNNINGS SUPPLY 231.98 SUPPLIES, SANDY STEFFEN 2003.64 COURT APPOINTED ATTORNEY, JOAN BOOS SCHUELLER 1337.50 COURT APPOINTED ATTORNEY, WILLIAM SCHUMACHER 15.00 MENTAL ILLNESS, SD ACHIEVE DBA LIFESCAPE 60.00 PERSONS SERVED NOV 2023, SD ATTORNEY GENERAL'S OFFICE 878.00 24/7 PROGRAM, SOUTH DAKOTA DEPART OF HEALTH 1755.00 DRUG/ALCOHOL TESTING, SD STATES ATT ASSOCI 1197.95 STATE'S ATTORNEY DUE, SERVALL UNIFORM & LINEN CO 462.69 RUGS/ COVERALLS, SHANES PHARMACY 769.48 JAIL MEDICATIONS, THE SHARP FIRM, PROF LLC 4830.25 COURT APPOINTED ATTORNEY, DAVID W SIEBRASSE 10526.48 COURT APPOINTED ATTORNEY, SOILD WASTE FACILITY 16.00 RECYCLING ELECTRONICS, THE HILLTOP 172.78 FUEL, THE PAINT STORE TOO 295.00 PAINTING SUPPLIES, THOMAS OLIVA 17.34 OFFICE PENS TREAS, K THOMPSON LAW PROF LLC 28934.53 COURT APPOINTED ATTORNEY, THOMSOM REUTERS WEST PAYMENT 310.24 WEST LAW SUBSCRIPTION, TIESZEN LAW OFFICE PROF LLC 5367.84 COURT APPOINTED ATTORNEY, TOM HUBER 5000.00 JAIL DOCTOR, TRENT ARBACH 42.70 REIMBURSEMENT, W W TIRE 573.27 HWY DEPT REPAIRS, WEGNER AUTO CO 19.99 JAIL REPAIRS/MAINTENANCE, MONA WEIGER 191.85 TRANSCRIPTS, WESTERN COMMUNICATIONS INC 1770.00 SO EQUIPMENT, WHISTLESTOP 14.76 JAIL OFFICE SUPPLIES, YANKTON CO SHERIFF 50.00 CIVIL PAPERS SERVED, YANKTON COUNTY 135.00 MENTAL HEALTH, YANKTON COUNTY 124.30 MENTAL HEALTH, YOUNGBERG LAW 1692.70 COURT APPOINTED ATTORNEY, ZANDER AUTO PARTS 51.42 HWY SUPPLIES.

NEW BUSINESS:

LEGISLATIVE AUDIT REPORT: Maria Schwader with Legislative Audit appeared to ask the Commission if they had any questions relating to the pending 2021- and 2022-years audit for Hughes County.

ULTRA SOFTWARE UPDATE: Bob Gleason with Connecting Point Computer and Managed IT Services appeared before the Commission to inform them of some updates coming to the Ultra software used by the Auditor, Treasurer, Register of Deeds, and Equalization Offices.

BROSZ BRIDGE INSPECTION UPDATE: Bruce Wilsey with Brosz Engineering presented the Commission with the bridge inspections completed for 2023 and went over each structure in detail.

JAIL CONTRACTS: Moved by and seconded by to approve the amendments to the contract between Hughes County and the South Dakota Department of Corrections for housing prisoners at the Jail and authorize the Chairman to sign all related documents. All voted Aye, Motion passed.

JAIL CONTRACTS: Moved by Rounds and seconded by Abernathy to approve and authorize the Chairman to sign a contract with Hyde, Jones, Potter, Sully, Stanley, Haakon, and Tripp Counties for using the Hughes County Jail at the rate of \$97.50 per day. All voted Aye. Motion passed.

Moved by Rounds and seconded by Rounds to approve and authorize the Chairman to sign a contract with Sully and Tripp Counties for prisoners housed in the Hughes County JSC at the rate of \$375 per day. All voted Aye. Motion passed.

PERSONNEL: Moved by Fines and seconded by Rounds to approve the hire of Colton Beck as a 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 Fines and seconded by Rounds to approve the hire of Jennifer Gray as a part-time Qualified Mental Health Professional at the Jail effective December 19 at Pay Grade 24 Step 5 \$48.99 per hour. All voted Aye. Motion passed.

CONTINGENCY TRANSFERS: Moved by Rounds and seconded by Abernathy to approve the contingency transfers to the following budgets; Commission- \$26,500.00, Auditor- \$2,700.00, Register of Deeds- \$500.00, Juvenile Services Center- \$20,600.00, Mentally Ill- \$12,300.00, Mental Illness Board Expenses- \$4,000.00, Rural Fire- \$7,500.00, CDAP Missouri Shores- \$210.00, and Harrold TIF- \$17,000.00. All voted Aye. Motion passed.

PUBLIC COMMENT: None

EXECUTIVE SESSION: SDCL 1-25-2 (1) Personnel & 1-25-2 (3) Care of the Poor: 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 Rounds and seconded by Abernathy to approve adopting a 4% raise for Hughes County Employees in 2024, and eliminate the current salary schedule. All voted Aye.

Moved by Brown and seconded by Abernathy adopt the following as Hughes County policy;

Work on Holiday- An employee required to work on a paid holiday observed by the County will receive 2 times their rate of pay for those hours worked regardless of the total number of hours worked in the work week. All voted Aye. Motion passed.

Moved by Rounds and seconded by Fines to adopt the State of South Dakota's Longevity Policy effective December 25, 2023. All voted Aye. Motion passed.

**COMMISSIONER PROCEEDINGS
HUGHES COUNTY, SOUTH DAKOTA**

DECEMBER 18, 2023

Moved by Rounds and seconded by Fines to deny a claim received from Avera for SDZ in the amount of \$166.83. All voted Aye. Motion passed.

Moved by Rounds and seconded by Fines to adjourn the meeting until **9:00 AM on Friday, December 29, 2023.** All voted Aye. Motion passed.

ATTEST:

Connie Hohn, Chairman
Hughes County Commission

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