

Commission Chairman Vance was absent. Vice Chairman Hohn was present by phone, but not able to run the meeting. Moved by Hohn and seconded by Abernathy to appoint Commissioner Brown as acting chair. Brown called to order the meeting of the Hughes County Board of Commissioners at 5:30 PM with members Tom Rounds and Bill M. Abernathy present. County Manager Kevin Hipple, Planning/Building Official Eric Booth, States Attorney Jessica LaMie, Highway Superintendent Trent Arbach, Sheriff Patrick Callahan, and Veterans Service Officer Janet Beck were also present. The meeting began with a prayer by County Manager Kevin Hipple and the Pledge of Allegiance.

AGENDA: Moved by Abernathy and seconded Rounds to approve the agenda. All voted aye by roll call vote. Motion passed.

MINUTES: Moved by Rounds and seconded by Abernathy to approve the minutes of the October 18, 2021 Commission meeting. All voted Aye. Motion passed.

EXECUTIVE SESSION: Consult with Counsel 1-25-2(3) Moved by Rounds and seconded by Abernathy to move the meeting into executive session. All voted Aye. Motion passed. Commissioner Brown declared the meeting out of executive session.

OLD BUSINESS:

HARROLD HIGHWAY SHOP FUEL TANK: A bid was received from Todd's Electric Service for \$3,225.00 for the installation of one 20A breaker/trenching, material, labor, wiring permit and excise tax.

Two bids were received for a 2,000 gallon fuel tank: Dockendorf Equipment Co. for \$11,773.77 and CHS for \$10,120.00.

Moved by Hohn and seconded by Rounds to approve the purchase of the tank from CHS for \$10,120 and the electrical work estimate from Todd's Electric for \$3,225. All voted Aye. Motion passed.

SHERIFF'S VEHICLE PURCHASE: Sheriff Callahan informed the commission that the vehicle approved at the October 18, 2021 meeting is not available, and recommended purchasing a Ford Explorer off state bid. Moved by Abernathy seconded by Rounds to approve the purchase of a 2022 Ford Explorer from Lamb Auto in the amount of \$36,381.00 to be paid in 2022. All voted Aye. Motion passed.

PLANNING & ZONING:

FIRST READING: REZONE AND PLAT SPAID TRACT 1 IN E1/2 SE SEC 5 112-77: Neil and Andrea Spaid are requesting to create a residential parcel for their son and daughter-in-law for a residential home. The E1/2 SE Sec 5-112-77 will be rezoned to PUD with Ag A rules and plat Spaid Tract 1, a 40 acre parcel for a single residential home. Moved by Rounds and seconded by Abernathy to set a public hearing for November 15, 2021 at 5:35 pm. All voted Aye. Motion passed.

FIRST READING: AMENDMENT TO THE PUD FOR ROYAL RIDGE ESTATES IN NW SEC 8 ANS SW SEC 9 110-78. Matthew & Amanda Falk are requesting to amend the existing PUD document for Royal Ridge Estates to allow an existing home to be placed on Lot 3. The PUD states that a majority of the lot owners may amend the PUD document. Signatures have been acquired from seven of the eleven lot owners. Moved by Rounds and seconded by Abernathy to set a public hearing for November 15, 2021 at 5:30 pm. All voted Aye. Motion passed.

FIRST READING: REZONE AND PLAT LOTS 28, 29, 35, & 41 OF FALCON RIDGE SUBDIVISION IN SEC 15 111-79. Becker Johnson LLP represented by Bruce Johnson is requesting to plat four lots of the original fourteen lots that were proposed for Phase 3 and rezone to Ag-B2. The Planning Commission recommended approval of the four lot plat with the construction of a cul-de-sac at the south end of lots 29 & 41 and easements acknowledged in the PUD document concerning access to Lot 35 and future roads in Phase 3. The four lot proposal is dictated based on the amount of water available for the development. The engineering for this phase was completed with the earlier phases, with the exception of the proposed cul-de-sac. Moved by Rounds and seconded by Abernathy to set a public hearing for November 15, 2021 at 5:45 pm. All voted Aye. Motion passed.

FIRST READING: ADMENDMENT TO PUD FOR OAHE ACRES LOTS 62-95 AND 97 IN SEC 32 112-79. Randy Vance & Mike Schmidt are requesting to amend the existing PUD document for Oahe Acres Lots 62-95 and Lot 97 Section 32 112-79 to allow metal roofs on residential and utility structures. The PUD document allows amendments if agreed to by 51% of the lot owners and Hughes County Planning Commission and County Commission approval. Mr. Vance circulated a petition to change the PUD document to allow metal roofs. Staff affirms that the minimum signatures have been obtained and submitted. Moved by Rounds and seconded by Abernathy to set a public hearing for November 15, 2021 at 5:40 pm. All voted Aye. Motion passed.

PERSONNEL: Moved by Abernathy and seconded by Rounds to approve hiring Lori Leighton, Correctional Officer for the Jail, Pay Grade 14 Step 1 \$19.37 per hour with \$1,000.00 sign on bonus beginning November 8, 2021. All voted Aye. Motion Passed.

Moved by Abernathy and seconded by Rounds to approve hiring Christine Leonard, Correctional Officer for the Jail, Pay Grade 14 Step 1 \$19.37 per hour with \$1,000.00 sign on bonus beginning Nov 8, 2021. All voted Aye. Motion passed.

Moved by Abernathy and seconded Rounds by to approve hiring Ariel Alberto Rayes, Correctional Officer for the Jail, Pay Grade 14 Step 1 \$19.37 per hour with \$1,000.00 sign on bonus. Start date to be determined. All voted Aye. Motion passed.

Moved by Rounds and seconded by Abernathy to approve the resignation of Randy Meier, Custodian at the Courthouse, effective December 24, 2021, and to authorize advertising for a replacement. All voted Aye. Motion passed.

Moved by Rounds and seconded by Abernathy to approve the resignation of Tina Boxley, part time nurse at the Jail effective November 12, 2021 and the resignation of Nicole Hofeldt, Registered Nurse at the Jail effective November 17, 2021. All voted Aye. Motion passed.

Moved by Rounds and seconded Abernathy by to approve hiring of Casey Deibert, Deputy States Attorney at Grade 22 step 4, \$80,315.78 annually, effective December 1, 2021. All voted Aye. Motion passed.

JAIL RATES: No action taken.

HIGHWAY DEPARTMENT PICKUP PURCHASE: Highway Superintendent Trent Arbach presented two proposals off state contracts for a Highway Department pickup. One was for a 2022 Dodge Ram ¾ Ton 4X4 pickup from Wegner Auto for \$49,550. The second was for a 2022 Ford F250 ¾ Ton 4X4 pickup from Lamb Auto for \$48,955. Moved by Rounds and seconded Abernathy by to approve the purchase of a 2022 Ford F250 ¾ ton 4x4 pickup from Lamb Auto off contract 17619 to be paid in 2022. All voted Aye. Motion Passed. Arbach informed the Commission that Wegners can't order the Dodge right now due to supply issues, but Lambs can order the Ford.

COURTHOUSE BASEMENT FLOORING: Moved by Rounds and seconded by Abernathy to approve a quote from Country Carpet and Flooring for \$6,663.93 to include the flooring product, adhesives, primer, and vinyl base as well as a floor scraper machine to help clean off the old flooring. Staff will replace the flooring in the basement hallway, the maintenance office and the break room on the second floor. All voted Aye. Motion passed.

PERSONNEL POLICY MANUAL CHANGE: Moved by Hohn and seconded by Abernathy to approve the addition of a second paragraph in section 5.3- Donated Sick Leave. In the event of the death of an immediate family member of an employee and upon approval by the County Commission, an employee who has used all of their sick and annual leave will be eligible to receive up to 40 hours of donated sick leave or vacation leave in any 12 month period. All voted Aye. Motion passed.

DONATED SICK LEAVE: The mother of one of our County employees died this past weekend. That employee has only worked here for a couple months, so does not have much vacation or sick leave built up. Some of his coworkers would like to donate leave to him. Our policy manual allows the donation of up to 40 hours of leave for the death of a family member. Moved by Hohn and seconded by Abernathy to approve the donation of leave. All voted Aye. Motion passed.

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

AIRTECH HEATING AND COOLING 1333.91 EXPO COMPRESSOR MAINTENANCE, ANDERSON DENTAL 379.80 JAIL- DENTIST, APPLIED CONCEPTS INC 2261.00 SD EQUIP (LIDAR), ASSMANS SHOP SUPPLY 763.89 REPAIRS 109 & 21A, AT & T MOBILITY 1463.22 INV 287283130494X10232021, AVERA ST MARYS HOSPITAL 506.63 SEXUAL ASSAULT EXAM, AVERA ST MARYS HOSPITAL 1623.56 JAIL -HOSPITAL SY6000003357, BACHAND & HRUSKA, P.C. 1807.00 OCTOBER LEGAL SERVICES (PART), BLUE 360 MEDIA 92.82 TRAINING IN2107081342, BLUNT REPAIR 38.00 REPAID 641 INV 13595, BOB BARKER CO INC

95.36 JAIL INMATE SUPPLY, BOTTOM LINE WELDING 105.30 REPAIRS #90 14053,14064, BRENDA LOUNSBURY 1920.00 BAC DRAWS FOR AUG& SEPT, BROSZ ENGINEERING 3185.00 GRAVEL TESTING & BRIDGE DESIGN, BUREAU OF ADMINISTRATION 153.48 APRIL OUTSTAND BILL TL103003, BUREAU OF ADMINISTRATION 121.22 POSTAGE & ACCESS, CAPITAL ONE 136.40 OFFICE SUPPLIES, CAPS TRAIL SERVICE 139.75 FUEL, CENTURY BUSINESS PRODUCTS INC 706.43 SERVICES, CENTURYLINK 361.24 PHONES, CHRIS BOXLEY 24.68 REPAIR TIRE DURING SF TRIP, CNA SURETY DIRECT BILL 50.00 NOTARY BOND#62581223N, COLE PAPERS INC 4325.91 SUPPLIES/INMATE SUPPLY, COMM TECH INC 34.99 ADAPTER INV 12762, CONCORDANCE 544.87 JAIL INMATE SUPPLY INV 2195254, DAVISON COUNTY SHERIFFS OFFICE 50.00 SERVICE OF SUBPEONA 21-01428, DEPARTMENT OF CORRECTIONS 1875.20 C18D2156, C18D2128, DEPT OF HEALTH 4165.00 BAC'S INV56331-092021, DEPARTMENT OF TRANSPORTATION 3659.79 FUEL INV S00121190, DIAMOND DRUGS INC 1241.07 JAIL-MEDS 001171800, DONS SINCLAIR 24764.79 FUEL #2, DUSTBUSTERS 1603.81 MAG WATER 25% INV 68357, ERIC BOOTH 557.78 TRAVEL FOR PLANNERS CONF, GOVERNMENT FORMS & SUPPLIES 193.25 VIT REC ENVELOPES 0330298, GRAHAM TIRE 1583.83 TIRES #112&21A, GROSSENBURG IMPLEMENT 376.91 REPAIRS#32 INV1428592, JANET BECK 26.88 ATTENDED AMERICAN LEG ONEIDA, JC OFFICE SUPPLIES 1728.43 SERVICES, MARK KATTERHAGEN 15.00 MENTAL ILLNESS BOARD, LEWIS & CLARK BHS 184.00 MENTAL ILLNESS, LUCILLE M LEWNO 166.53 MENTAL ILLNESS, DARCY LOCKWOOD 15.00 MENTAL ILLNESS BOARD, MEDICINE CREEK 102.01 FUEL INV 1023900,1028609, MENARDS 14.99 JAIL REPAIRS ACC:17778, MENARDS 173.67 BUILDING MATS INV 17251, MENARDS 159.99 JAIL REPAIRS ACC:33210252, MICROFILM IMAGING SYSTEMS 1140.00 ROD SOFTWARE RENTAL INV87345, MIDSTATES GROUP 55.25 COPIER PAPER INV 371619, MIDWESTERN MECHANICAL IN 665.00 JAIL REPAIRS INV:161061, MINNEHAHA COUNTY AUDITORS 47.50 MENTAL ILLNESS INV 2735, MONTANA DAKOTA UTILITIES 530.44 76456310002, 30990010008, MONUMENT HEALTH 56.38 MENTAL ILL INV#M41004800791, NAPA AUTO PARTS 4.99 SD REPAIRS INV453792, NEXSTAR BROADCASTING 999.00 JAIL JOB LISTING, NTEC 2749.52 REPAIR #52&57 INV SF1034831, OAHE ELECTRIC COOP INC 380.84 ACC:90400, ONE STAFF MEDICAL 5988.75 MED CON SERVICES, PHEASANTLAND INDUSTRIES 40.70 JAIL OFFICE INC 080844, PIERRE CITY 360.00 MED DIR SEP INV 202110201118, PIERRE CITY 2867.90 EMERGENCY SURCHARGE TAX DIST, PRECISION REPORTING 217.00 INV 1A5534, 1A5542, REDWOOD TOXICOLOGY LAB 1842.20 24/7 PROGRAM ACC107905, CURTIS C REES III 207.00 RADIO REPAIR INV 6685, RELX INC DBA LEXIS NEXIS 249.00 SUBSCRIPTION INV 3093503390, SDAAO 150.00 2022 MEMBERSHIP DUES, SDML 117498.00 WORKERS COMP FUND, SECURITY LOCK SERVICE 34.00 REPLACEMENT KEYS INV 8820, SERVALL UNIFORM & LINEN CO 89.34 SERVICES INV.

PUBLIC COMMENT: None

EXECUTIVE SESSION: PERSONNEL SDCL 1-25-2: Moved by Abernathy and seconded by Rounds to go into executive session. All voted Aye. Motion passed. Commissioner Brown declared the board to be out of executive session.

**COMMISSIONER PROCEEDINGS
HUGHES COUNTY, SOUTH DAKOTA**

NOVEMBER 1, 2021

Moved by Abernathy and seconded by Rounds to approve the Sheriff's incentive program for the jail. All voted Aye. Motion passed.

The following salaries and benefits were paid by department in the month of October 2021:

Commissioners-\$25,155.22, Auditor-\$17,087.93, Treasurer-\$18,547.91, States Attorney-\$27,684.86, Govt Buildings-\$9,876.17, Equalization-\$15,815.84, Register of Deeds-\$10,170.53, Veterans Service-\$7,163.25, Sheriff-\$42,184.47, Jail-\$186,042.43, Coroner-\$269.12, Juvenile Services-\$52,928.50, Weed & Pest-\$4,052.75; Planning & Zoning-\$6,426.45, Road & Bridge-\$61,810.61, Emergency Management-\$13,113.51. Total payroll \$498,329.55.

Auditor's Account with the Treasurer October 31, 2021: Cash on hand-\$711,614.58, Checks in the Treasurer's possession less than three days-\$701,425.95 Cash items-\$49.66, Demand deposits: American State Bank-\$16,093,744.17, First Dakota National \$700,000.00; Bad Checks Outstanding-\$1,252.99, and Investments-\$1,575,000.00. Total Cash Assets-\$19,081,611.74

Register of Deeds Fees Collected in October 2021: Recording Fees-\$7,753.00, Transfer Fees-\$16,979.50, Copy Fees-\$652.50, Credit Card Fees-\$60.00, and Vitals-\$4,145.00. Total \$29,590.00.

Moved by Rounds and seconded by Abernathy to adjourn the meeting until **Monday at 5:30 PM on November 15, 2021.** All voted Aye. Motion passed.

ATTEST:

Randy Brown, Acting Chairman
Hughes County Commission

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