

Chairman Randy Brown called the Monday December 5, 2022 meeting of the Hughes County Board of Commissioners to order at 5:30 PM with members Tom Rounds, Bill M. Abernathy, Randy Vance and Connie Hohn present. County Manager Lori Jacobson, Planning Director and Building Official Eric Booth, Highway Superintendent Trent Arbach, Sheriff Patrick Callahan, Veterans Service Officer Janet Beck, and States Attorney Jessica LaMie were also present. The meeting began with the Pledge of Allegiance and a prayer by Pastor John Fette.

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

MINUTES: Moved by Rounds and seconded by Hohn to approve the minutes of the November 21, 2022 meeting. All voted Aye. Motion passed.

CONFLICT OF INTEREST: No conflicts declared.

NEW BUSINESS:

PLANNING & ZONING:

FIRST CONSIDERATION OF PLAT: TRACTS DT-3A & DT-3B A SUBDIVISION OF DT-3 IN THE NW1/4 SEC 29 111-78: Phuvadol & Sonya Leeraksakiat, owners of DT-3, are requesting a plat to split the approximately 20 acre parcel into two 10 acre parcels. The proposed subdivision is done at the approach shared with DT-2. A 45 feet access easement is included in the proposed plat, outside of the approach, to allow wiggle room to all parties entering their respective parcels from the approach. Matt & Amy Eldridge, owners of DT-2, are aware of the proposal. The Leeraksakiats and Eldridges agreed to create a written agreement on the shared approach that will address responsibilities of the property owners for the shared approach. The agreement will be filed with the plat and is intended to be binding on current and future parties to this shared approach. This proposal fits Ag-B2 zoning and will not require rezoning. Final consideration will be on December 19, 2022 at 5:30 pm. Dorn Barnes representing Phuvadol & Sonya Leeraksakiat was available for questions.

FIRST READING: ORDINANCE TO AMEND BUILDING PERMIT FEES AND OTHER PLANNING & ZONING RELATED FEES: Amend building permit and other fees adopted in Ordinance 2018-01. The increase in permit fees is to cover inspection expenses incurred by Hughes County. For permits other than new homes the minimum fee is proposed to increase from \$50.00 to \$60.00. Agricultural out buildings permit fees are proposed to increase from \$60.00 to \$100.00. This is a flat fee thus us the same for all Ag buildings in A, B, and A2 zoning, regardless of size or estimated construction costs. Permits for grain bins are proposed to increase from \$60.00 for the first bin with a charge of \$10.00 for each additional bin to \$75.00 for the first bin with a charge of \$20.00 for each additional bin. Board of Adjustment (variance requests) & Planning Commission fees are proposed to increase from \$125.00 to \$200.00. Platting fees are proposed to increase from \$200.00 and \$30 per lot to \$250.00 and \$50.00 per lot. Conditional Use Permit fees for smaller requests are proposed to increase from \$750.00 to \$1500.00 with larger requests such as wind farms, large CAFO's, and aquaculture

operations increasing from \$1,500.00 to \$5,000.00 with a disclaimer that the County may charge more if expenses exceed \$5,000.00. A public hearing date has been set for December 19, 2022 at 5:35 pm.

RIGHT OF WAY REQUEST: NORTHWESTERN ENERGY APPLICATION FOR WORK IN THE RIGHT-OF-WAY ALONG 197TH ST AND 198TH ST BETWEEN 304TH AVE AND 306TH AVE: Northwestern Energy is requesting to occupy the County right-of-way from the Logan Substation to the intersection of 306th Ave and US Hwy 14. The path is from the substation east along 197th St to US Hwy 83 then south along 83 to 198th St. from there it follows 198th east for a mile to 306th Ave then south to US Hwy 14. The County controls ROW along 197th and 198th Streets. The ROW along 14 & 83 is SD DOT ROW. SD DOT has granted the access. This project is all underground except for three poles immediately north of the substation. The poles will be where the switches are located and will remain above ground for access. When crossing roads and non-ag approaches the lines will be bored underneath. Northwestern Energy will restore the ROW and any Ag approaches before concluding the project. This will improve the electric reliability for the residents in Blunt, Harrold, and surrounding properties in the Northwestern Energy service area. Hughes County has no liability for any poles in the ROW. Franchise agreements between utility providers and SD Counties transfer the liability from counties to the utility companies. The poles will be as far as possible from the road minimizing risk to those traveling on 197th St. Moved by Rounds and seconded by Vance to approve the application for work within the right-of-way. All voted Aye. Motion passed.

2022 HUGHES COUNTY BRIDGE INSPECTIONS: Spencer Docktor with Brosz Engineering presented the Commission with the bridge inspections completed for 2022 and went over each structure in detail.

BRIDGE IMPROVEMENT GRANT APPLICATION: Moved by Rounds and seconded by Vance to approve and authorize the chairman to sign the Bridge Improvement Grant Program (BIG) application for Structure Number 33-340-016 a bridge 5 miles E and .4 miles N of Blunt, SD South Medicine Creek. All voted Aye. Motion passed.

PAY APPLICATION #1 STRUCTURE NUMBER 33-440-102 MIDWEST CONTRACTING; CAST IN PLACE CULVERT: Moved by Rounds and seconded by Abernathy to authorize and allow the Chairman to sign the pay application in the amount of \$408,850.55 for Structure Number 33-440-102 Chapelle Creek Precast Concrete Box Culvert Project. With the addition of \$1,600.00 to pay for the traffic control sign portion of the project for a final cost of \$410,450.55. All voted Aye. Motion passed. Robert Williams with Brosz Engineering appeared to give the Commission an update on the project.

VETERAN SERVICE OFFICER REAPPOINTMENT: Moved by Hohn and seconded by Abernathy to approve the reappointment of Janet Beck as the Hughes County Veterans Service Officer for a period of four years ending the first Monday in January, 2027. All voted Aye. Motion passed.

HCSO JAIL/ JSC 2023 CONTRACTS: Moved by Vance and seconded by Abernathy to approve and authorize the Chairman to sign a contract with Hyde, Jones, Potter, Sully, Stanley, and Tripp Counties for using the Hughes County Jail at the rate of \$95 per day. All voted Aye. Motion passed.

Moved by Vance and seconded by Abernathy to approve and authorize the Chairman to sign a contract with Bennett, Brule, Gregory, Hyde, Jackson, Jones, Lyman, Mellette, Potter, Sully, Todd, Stanley, and Tripp Counties for prisoners housed in the Hughes County JSC at the rate of \$295 per day. All voted Aye. Motion passed.

CONTINGENCY TRANSFER: Moved by Hohn and seconded by Rounds to approve a contingency transfer for the Court Appointed Attorney budget in the amount of \$131,050.00. All voted Aye. Motion passed.

BUDGETED CASH TRANSFERS: Moved by Hohn and seconded by Abernathy to approve the budgeted cash transfers of \$45,000 from the General Fund to the Emergency Management Fund; \$31,000 from the General Fund to the Road & Bridge Fund; \$15,000 from the General Fund to Rural Fire Fund; \$27,769.41 from the Harrold TIF Fund to the Road & Bridge Fund; \$27,769.41 from the Harrold TIF Fund to the Harrold Terminal; \$363,291.31 from the General Fund to the Debt Service Fund: \$315,337.71 Principal and \$47,953.60 Interest. All voted Aye. Motion passed.

2023 CALENDAR: Moved by Hohn and seconded by Abernathy to approve the 2023 calendar of meetings for the Hughes County Commission, Board of Adjustment, and Planning Commission. All voted Aye. Motion passed.

PERSONNEL: Moved by Abernathy and seconded by Vance to approve the hire of Josh Nelson as the Jail Administrator effective immediately at Pay Grade 21 Step Minimum \$32.57 per hour with overtime only when approved by the Sheriff. All voted Aye. Motion passed.

Moved by Abernathy and seconded by Vance to approve the resignation of Raven Soulliere a Correctional Officer at the Jail effective November 30, 2022 and authorize the advertisement of the position for hire. All voted Aye. Motion passed.

Moved by Abernathy and seconded by Vance to approve the resignation of Derrick Iwan a Correctional Officer at the Jail effective immediately and authorize the advertisement of the position for hire. All voted Aye. Motion passed.

Moved by Abernathy and seconded by Vance to approve the resignation of Tia Drinkhouse a Correctional Officer at the Jail effective December 12, 2022 and authorize the advertisement of the position for hire. All voted Aye. Motion passed.

Moved by Abernathy and seconded by Vance to approve the hire of Roger Fuller as a temporary part time employee in the Equalization office at \$30.00 per hour effective December 5, 2022. All voted Aye. Motion passed.

Moved by Abernathy and seconded by Vance to approve the hire of Lacey Boxley as the JDAI Youth Diversion Coordinator at Pay Grade 15 Step 2 \$22.09 per hour salaried at \$45,943.50 per year effective December 6, 2022. All voted Aye. Motion passed.

EMPLOYEE HEALTH INSURANCE: Zach Clark with Clark Insurance appeared to go over his insurance renewal proposal for Hughes County in 2023.

Sonja Nordbye and Roger Risty from Risty Benefits appeared to go over their insurance proposal for Hughes County for 2023.

Moved by Hohn and seconded by Rounds to approve the proposal from Risty Benefits for Health Insurance for Hughes County employees for 2023 to exclude the employer paid vision, Aflac, and whole life insurance policies. Hohn, Rounds, and Abernathy voted Aye. Vance opposed. Motion passed.

CLAIMS: Moved by Abernathy and seconded by Rounds to approve the following claims. All voted Aye. Motion passed. ACE STEEL & RECYCLING INC 9.89 CUST 185, ALLIED PLUMBING & HEATING INC 491.13 CUST 1919, ANDERSON DENTAL 486.90 ID 43090 G MENDOZA, ANDERSON DENTAL 398.70 ID 43090 A. BENNETT, ASHTON PEDERSON 36.72 , AT & T MOBILITY 1651.34 , AUTOMATIC BUILDING CONTROLS 231.00 EXPO CENTER, BLUNT RURAL FIRE DEPT 8202.22 ALLOTMENT, BROSZ ENGINEERING 408850.55 HUSTEAD BRIDGE, BUREAU OF ADMINISTRATION 1539.98 , BUTLER MACHINERY CO 671.15 C45841, CAPITAL I INDUSTRY 63500.00 ORDER 2758, CAPITAL JOURNAL 2663.44 CLIENT 509196, CAPITAL ONE - WALMART 43.34 STATE ATTORNEY CASE, CAPITAL ONE - WALMART 301.89 ACCT 644207, CENTURY BUSINESS PRODUCTS INC 965.11 LEASE, CENTURYLINK 176.87 , CHASE ROOFING & SHEET MEATL 16920.00 INV 14453, CHOLIK SIGN CO 200.00 SO REPAIR AND LABOR, CNA SURETY DIRECT BILL 50.00 , COLE PAPERS INC 798.75 HUGHES CO JAIL, COLE PAPERS INC 230.77 HUGHES CO JAIL, COLE PAPERS INC 839.62 HUGHES CO JAIL, COLE PAPERS INC 936.86 HUGHES CO JAIL, COLE PAPERS INC 839.62 HUGHES CO JAIL, COLE PAPERS INC 1273.22 HUGHES CO JAIL, COMM TECH INC 22.44 INV REFER 16057, DAKOTA FOOD SERVICE 8864.40 JAIL FOOD SERVICES, DAKOTA SUPPLY GROUP 17.74 CUSTOMER NO 785, DAYTON SWISHER 20.00 , DEPARTMENT OF TRANSPORTATION 1461.92 INV S00126556, BRYON EATON 425.41 JAIL REPAIRS AND MAINTENANCE, ELECTION SYSTEMS AND SOFTWARE 21.56 CUSTOMER NO 34205, ERIC BOOTH 125.00 ONLINE COURSE, FISCHER ROUNDS & ASSOCIATES 80.00 JAIL OFFICE SUPPLIES, GROSSENBURG IMPLEMENT 12577.84 , HARROLD RURAL FIRE DEPT 9300.40 ALLOTMENT, INGRAM PEST SERVICE 268.00 , JC OFFICE SUPPLIES 109.20 CHECK RE-ISSUE, JC OFFICE SUPPLIES 44.05 , JESS PAULSEN 57.00 TRANSCRIPT, JESSICA LAMIE 284.40 ST ATT ASSN BOARD MEETING, KONEXUS 1783.00 YEARLY CONTRACT, LINCOLN COUNTY 2331.28 SEPT 22 & OCT 22, LINCOLN COUNTY 4036.93 MENTAL ILLNESS, LYLE SIGNS INC 53.85 HUGHES CO HWY, M & R SIGN 110.00 HUGHES CO JAIL, MEDICAL WASTE TRANSPORT INC 143.10 JAIL MED CONTRACT SERVICES, MENARDS 39.95 INV 34632, MENARDS 21.97 INV 34557, MENARDS 81.38 INV 34510, MENARDS 31.69 INV 34843, MENARDS 92.03 INV 34792, MENARDS 103.00 INV 34286, MIDCO 300.78 ACCT 140339001, MONA WEIGER 171.00 , MONTANA DAKOTA UTILITIES 2341.08 , MOTOROLA SOLUTIONS 5039.92 CUST NO 1000232348, NAPA AUTO PARTS 122.99 , OFFICE DEPOT 708.29 OFFICE SUPPLIES, PHEASANT LAND INDUSTRIES 16.25 , PIERRE CITY 360.00 NOV MEDICAL DIRECTOR, PIERRE RURAL FIRE DEPT 16171.46 ALLOTMENT, PRORATE SERVICES LLC 79.88 2023 DRUG/ALCOHOL RENEWAL, RANDY BROWN 71.11 REIMBURSEMENT, RUNNINGS SUPPLY 261.64 , RUNNINGS SUPPLY 174.23 , RUNNINGS SUPPLY 81.11 , SECURITY LOCK SERVICE

**COMMISSIONER PROCEEDINGS
HUGHES COUNTY, SOUTH DAKOTA**

DECEMBER 5, 2022

77.50 , SERVALL UNIFORM & LINEN CO 129.49 ACCT 402350-00002, SHEILA CARPENTER 262.68 TRAVEL TO SF FOR VA ID CARD, SNO ENVIRO INC 160.00 PO 2235, SNO ENVIRO INC 5075.00 PROPOSAL, THOMAS OLIVA 109.30 REIMBURSEMENT, TITAN MACHINERY 89.50 , VENTURE COMMUNICATIONS 394.24 , W W TIRE 2111.78 , WHEEL HOUSE PLUMBING 135.00 JAIL REPAIR, ZANDER AUTO PARTS 2608.13.

PUBLIC COMMENT: None

The following salaries and benefits were paid by department in the month of November 2022: Commissioners-\$30,328.63, Elections- \$41.16, Auditor-\$18,360.26, Treasurer-\$24,448.31, States Attorney-\$47,015.20, Govt Buildings-\$9,443.91, Equalization-\$10,886.00, Register of Deeds-\$10,995.71, Veterans Service-\$8,514.68, Sheriff-\$54,959.38, Jail-\$229,679.91, Coroner-\$134.56, Juvenile Services-\$74,147.50, Planning & Zoning-\$8,141.49, Road & Bridge-\$54,072.18, Emergency Management-\$6,706.04. Total payroll \$590,417.39.

Auditor's Account with the Treasurer November 30, 2022: Cash on hand-\$4,060.29, Checks in the Treasurer's possession less than three days-\$125,784.92, Cash items-\$47.17, Demand deposits: American State Bank-\$11,294,316.24, Bad Checks Outstanding-\$7,434.17, First Dakota National Bank \$700,000.00, Investments-\$1,575,000.00. Total Cash Assets-\$13,706,642.79.

Register of Deeds Fees Collected in November 2022: Recording Fees-\$5,160.00, Transfer Fees-\$14,701.50, Copy Fees-\$590.00, Credit Card Fees-\$15.00, and Vitals-\$2,435.00. Total \$22,901.50.

Moved by Hohn and seconded by Rounds to adjourn the meeting until **Monday at 5:30 PM on December 19, 2022.** All voted aye. Motion passed.

ATTEST:

Randy Brown, Chairman
Hughes County Commission

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