

**COMMISSIONER PROCEEDINGS
HUGHES COUNTY, SOUTH DAKOTA**

FEBRUARY 06, 2023

Chairman Connie Hohn called the Monday, February 6, 2023 meeting of the Hughes County Board of Commissioners to order at 07:00 AM with members Bill M. Abernathy and Randy Brown present. Tom Rounds & Rob Fines were unavailable. County Manager Lori Jacobson, Director of Equalization/Planning Director/ Building Official Eric Booth, Sheriff Patrick Callahan, Highway Superintendent Trent Arbach, and States Attorney Jessica LaMie 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 Abernathy and seconded by Brown to approve the agenda. All voted Aye. Motion passed.

MINUTES: Moved by Abernathy and seconded by Brown to approve the minutes of the January 19, 2023 Commission meeting. All voted Aye. Motion passed.

CLAIMS: Moved by Abernathy and seconded by Brown to approve the following claims. All voted Aye. Motion passed. ADVANCE CORRECTIONAL HEALTH 965.93 JAIL MEDICATIONS, AT & T MOBILITY 1360.15 WIRELESS PHONES, AVERA MATERNAL FETAL MEDICINE 99.97 JAIL DOCTOR/DOSPITAL, AVERA MCKENNAN HOSPITAL 790.00 MENTAL HEALTH HOLD, AVERA MCKENNAN HOSPITAL 790.00 MENTAL HEALTH HOLD, AVERA MCKENNAN HOSPITAL 790.00 MENTAL HEALTH HOLD, AVERA ST MARYS HOSPITAL 55.15 JAIL DOCTOR/HOSPITAL, AVERA ST MARYS HOSPITAL 225.11 JAIL DOCTOR/HOSPITAL, BACHAND & HRUSKA PC 5833.34 LEGAL SERVICES, BECK MOTORS 173.25 S.O REPAIRS/LABOR, BOB BARKER CO INC 119.97 JAIL UNIFORMS, BUREAU OF ADMINISTRATION 136.54 , BUTLER MACHINERY CO 2725.45 HWY SUPPLIES/EQUIP, CAPITAL AREA REFUSE 529.63 GARBAGE SERVICES, CAPITAL AREA COUNSELING 120.00 JAIL DOCTOR /HOSPITAL, CAPITAL ONE - WALMART 5.88 SUPPLIES, CAPITAL ONE - WALMART 47.52 JAIL LAUNDRY/INMATE SUPPLIES, CDW GOVERNMENT INC 33.93 JAIL OFFICE EQUIPMENT, CELERITY BROADBAND 926.38 INTERNET SERIVCE, CENTURY BUSINESS PRODUCTS INC 482.42 OFFICE EQUIPMENT, CENTURYLINK 308.86 PHONE SERVICE, CLEARFLY 384.42 INV 487535, COLE PAPERS INC 1270.06 MULTIPLE DEPT SUPPLIES, COLE PAPERS INC 1342.71 JAIL CLEANING/OFFICE/INMATE, COLE PAPERS INC 1517.48 JAIL SUPPLIES/REPAIRS, COLE PAPERS INC 917.37 JAIL CLEAN/IMATE/OFFICE SUPPLI, COMM TECH INC 90.00 JUV SERVICES REPAIRS, COOK IMPLEMENT LLC 827.06 BOBCAT BROOM, COUNTRY CARPET & FLOORING 11611.57 BASEMENT FLOORING, CREIGHTON A THURMAN 214.08 MENTAL ILLNESS, DAKOTA FOOD SERVICE 31454.79 JAIL FOOD SERVICES, DAKOTA FOOD SERVICE 1735.73 JUV FOOD SERVICE, DAKOTA SUPPLY GROUP 322.74 JAIL REPAIRS/MAINTENANCE, DAKOTABILITIES 360.00 MENTAL ILLNESS, DARREN BOYLE SALES 2850.00 EQUIPMENT, DEPARTMENT OF CORRECTIONS 1719.60 S.O UTILITIES, DEPARTMENT OF TRANSPORTATION 2377.48 FUEL, BRYON EATON 1189.45 JAIL REPAIR/MAINTENANCE, FLOYDS TRUCK CENTER 192.69 PARTS, FRIMAN OIL &

GAS CO INC 525.25 JAIL UTILITIES, GRAHAM TIRE 67.35 JAIL REPAIR/MAINTENANCE, GUARDIAN FRID 1435.52 JAIL INMATE SUPPLIES, GUNDERSON PALMER NELSON & 1100.90 MENTAL ILLNESS LEGAL REP, HARMELINK & FOX LAW 186.84 MENTAL ILLNESS, HOGENS HARDWARE HANK 47.31 SUPPLIES, IDEMIA IDENTITY & SECURITY 2356.00 JAIL EQUIPMENT, INGRAM PEST SERVICE 211.00 PEST CONTROL, INLAND TRUCK PARTS 247.31 PARTS, JC OFFICE SUPPLIES 553.16 OFFICE SUPPLIES, KIMBALL MIDWEST 1044.22 SUPPLIES, RENAE S KRUSE 1312.10 MENTAL ILLNESS BOARD, LANGUAGE LINE SERVICES 259.65 INTERPRETER SERVICES, LAWSON PRODUCTS INC 955.87 HWY TOOL SUPPLIES, LINCOLN COUNTY 1970.81 MENTAL ILLNESS, LYLE SIGNS INC 70.89 HWY SIGNS, M&R SIGNS 1810.00 EXPO SIGNS, MENARDS 46.80 JAIL REPAIRS, MENARDS 62.75 JSC SERVICE REPAIRS, MENARDS 91.90 JAIL CLEAN/OFFICE SUPPLIES, MENARDS 25.98 JAIL REPAIR/MAINTENANCE, MENARDS 22.23 , MENARDS 93.50 JAIL CLEANING/REPAIRS, MENARDS 35.82 , MIDCO 300.78 ACCT 140339001, MIDWEST CONTRACTING 430289.00 FINAL PAY APP HUSTEAD BRIDGE, MIDWEST TIRE & MUFFLER INC 79.19 SO GAS AND OIL, MONTANA DAKOTA UTILITIES 5054.16 GAS HEAT, MONTGOMERY TECHNOLOGY 4951.46 JAIL REPAIR/MAINTENANCE, MORRIS INC 251.41 HWY SUPPLIES, MOTOROLA SOLUTIONS 3348.51 RADIO EQUIP, NORIX GROUP INC 1419.50 JUV SERVICE REPAIRS, OAHE ELECTRIC COOP INC 1076.03 ELECTRICAL SERVICES, OAHE GLASS 112.00 , JESSICA PAULSEN 112.70 TRANSCRIPTS, PIERRE CITY 27256.04 , PRORATE SERVICES LLC 110.12 D/A TESTING, QUALITY QUICK PRINT 1563.00 TREASURER ENVELOPES, RDO EQUIPMENT CO 566.74 FILTERS, REDWOOD TOXICOLOGY LAB 1032.00 JAIL 24/7 FUND, ROBINS WATER CONDITIONING INC 149.30 JAIL/JSC, RUNNINGS SUPPLY 876.14 HWY ACCT, RUNNINGS SUPPLY 56.78 JAIL ACCT, SCACHS 200.00 SDACHS SHORT COURSE 2023, SDAAO 75.00 ASSESSING ANNUAL DUES, SECRETARY OF STATE 30.00 NOTARY PUBLIC APPLICATION, SECURITY LOCK SERVICE 110.50 , SERVALL UNIFORM & LINEN CO 417.67 , SMALL ENGINE HOUSE 159.66 HWY SUPPLIES, ULINE 84.83 JAIL OFFICE SUPPLIES, VENTURE COMMUNICATIONS 298.78 PHONE SERVICES, WEGNER AUTO CO 1295.14 S.O REPAIRS / LABOR, MONA WEIGER 190.85 TRANSCRIPTS, WHEEL HOUSE PLUMBING 252.80 BLUNT SHOP PIT, YANKTON COUNTY 100.00 , YOUNGBERG LAW 212.70 MENTAL ILLNESS, ZANDER AUTO PARTS 729.45 HWY, ZANDER AUTO PARTS 17.98 SHERIFF.

PERSONNEL: Moved by Brown and seconded by Abernathy to approve the hire of Cornell Jordan as a Correctional Officer at the Jail effective February 06, 2023 at Pay Grade 16 Step 2 \$24.58 per hour. All voted Aye. Motion passed.

Moved by Brown and seconded by Abernathy to approve the hire of Doyle Patrick as a Correctional Officer at the Jail effective January 23, 2023 at Pay Grade 16 Step Minimum \$22.84 per hour. All voted Aye. Motion passed.

Moved by Abernathy and seconded by Brown to approve the resignation of Shadow Garber, Correctional Officer at the Jail effective February 27, 2023, and authorize advertisement of the position for hire. All voted Aye. Motion passed.

Moved by Abernathy and seconded by Brown to approve the resignation of Paul Kimbrel, Correctional Officer at the Jail effective February 19, 2023, and authorize advertisement of the position for hire. All voted Aye. Motion passed.

Moved by Abernathy and seconded by Brown to approve the resignation of Todd Leimser, Correctional Officer at the Jail effective January 31, 2023, and authorize advertisement of the position for hire. All voted Aye. Motion passed.

Moved by Abernathy and seconded by Brown to approve the resignation of Dugan Petersen Weed & Pest Supervisor effective February 01, 2023, and authorize advertisement of the position for hire. All voted Aye. Motion passed.

COURTHOUSE SECURITY UPDATE: The Honorable Judge Christina Klinger gave an update to the Commission on the last Courthouse Security Committee meeting, and some update on Courthouse Security grants.

CENTRAL SOUTH DAKOTA ENHANCEMENT DISTRICT: No action taken.

SD DOT US HWY 14 PROJECT AND COUNTY LAND PURCHASE REQUEST: Cheri Bartlett with SD DOT appeared before the Commission to discuss Project No. 0014 (185) 229, PCN No. 026Z the purchase of Lot H1 in Lot 26 Block 4 First Railway Addition to the City of Pierre, containing 165 square feet, more or less from Hughes County in the amount of \$1,980.00. As well as a temporary easement agreement in Lot 1 Block 4 First Railway Addition to the City of Pierre in the amount of \$472.00.

EQUALIZATION/PLANNING & ZONING EQUIPMENT PURCHASE REQUEST: Moved by Brown and seconded by Abernathy to approve the purchase of a 1 year software license for Vanguard Appraisals, Inc. in the amount of \$3,000.00, and the purchase of a Surface Pro computer in the amount of \$899.71 to operate the Vanguard software for the Equalization & Planning & Zoning Offices. All voted Aye. Motion passed.

**RESOLUTION 2023-4
BRIDGE REINSPECTION
PROGRAM RESOLUTION FOR USE WITH SDDOT RETAINER CONTRACTS**

WHEREAS, 23 CFR 650 Subpart C, requires initial inspection of all bridges and re-inspection at intervals not to exceed two years with the exception of reinforced concrete box culverts that meet specific criteria. These culverts are re-inspected at intervals not to exceed four years.

THEREFORE, Hughes County is desirous of participating in the Bridge Inspection Program.

The County requests SDDOT to hire Brosz Engineering (Consulting Engineers) for the inspection work. SDDOT will secure federal approvals, make payments to the Consulting

Engineer for inspection services rendered, and bill the County for 20% of the cost. The County will be responsible for the required 20% matching funds.

Moved by Abernathy and seconded by Brown to approve Resolution 2023-4 and participate in the bridge re-inspection program with SDDOT. All voted Aye. Motion passed.

WESTERN STATES FIRE PROTECTION AGREEMENT: Moved by Brown and seconded by Abernathy to approve the agreement with Western States Fire Protection for Courthouse fire sprinkler inspections and related equipment in the amount of \$2,945.00. All voted Aye. Motion passed.

LONG TERM CONTRACTS:

HUGHES COUNTY JAIL 2023 CONTRACT: Moved by Abernathy and seconded by Brown to approve and authorize the Chairman to sign a contract with Walworth County for using the Hughes County Jail at the rate of \$95 per day. All voted Aye. Motion passed.

STATES ATTORNEY CONTRACT: States Attorney Jessica LaMie presented the Commission with the independent contractor agreement between Bachand & Hruska, P.C. and Hughes County for legal services on civil and care of the poor cases in the amount of \$2,916.67 per month. Moved by Brown and seconded by Abernathy to approve the independent contractor agreement. All voted Aye. Motion passed.

EMERGENCY MANAGEMENT CONTRACT: Moved by Abernathy and seconded by Brown to approve the agreement between Hughes and Stanley County for Emergency Management Services and support between Counties. Stanley County shall pay \$6,975.00 to Hughes County for the services from the Hughes County Emergency Manager for the period January 1, 2023 through December 31, 2023. All voted Aye. Motion passed.

PROPERTY TAX ABATEMENTS: Moved by Brown and seconded by Abernathy to approve the abatement of \$9,601.56 for 2022 taxes payable 2023 for Avera St. Mary's Hospital. Carla Burke Addition W 66.6' Lot 3 & Lot 4. Avera St. Mary's qualifies for tax exempt status. All voted Aye. Motion passed.

Moved by Brown and seconded by Abernathy to approve the abatement of \$766.60 for 2022 taxes payable 2023 for Bryan & Jessica Nelson. Airbase Acres Addition Block 2 (Building on leased site). The structure was removed from the site in 2021. All voted Aye. Motion passed.

Moved by Brown and seconded by Abernathy to approve the abatement of \$1,804.78 for 2022 taxes payable 2023 for Steven & Allysen Kerr. Heritage Ridge Addition Lot 13. This is a partial abatement due to a house fire in 2022.

Moved by Brown and seconded by Abernathy to approve the abatement of \$897.68 for 2022 taxes payable 2023 for Keith Williams. Wymans Addition Block 23 Lots 20 through 23

(Building on leased site). The mobile home was removed from the site in 2021. All voted Aye. Motion passed.

Moved by Brown and seconded by Abernathy to approve the abatement of 2022 taxes payable 2023 for Alewelt Construction. Park Addition Blocks 1 & 2 Boes Second Subdivision (Building on leased site). The mobile home was removed from the site in 2021. All voted Aye. Motion passed.

COMMISSION COMPUTER QUOTES: Tabled for further discussion.

WILDLAND FIRE DESIGNEE: Moved by Abernathy and seconded by Brown to approve Emergency Management Director Cathy Strudle, Sheriff Patrick Callahan, and Commissioner Connie Hohn to act as the Commission appointed designees on behalf Wildland Fire Division. All voted Aye. Motion passed.

CURRENT CONTRACTS: Commissioner Hohn suggested that each department provide documentation of their current contracts between Hughes County and other entities to have a more complete list for the County.

EXECUTIVE SESSION: SDCL 1-25-2 (6(h)) - No action taken.

The following salaries and benefits were paid by department in the month of January 2023: Commissioners-\$21,965.36, Auditor-\$19,636.86, Treasurer-\$25,147.80, States Attorney-\$53,186.83, Govt Buildings-\$11,679.13, Equalization-\$20,998.39, Register of Deeds-\$10,555.81, Veterans Service-\$8,582.10, Sheriff-\$49,626.60, Jail-\$239,763.54, Coroner-\$269.13, Juvenile Services-\$73,673.74, Weed & Pest-\$1127.74, Road & Bridge-\$59,465.04, Emergency Management-\$6,757.16. Total payroll \$602,435.23.

Auditor's Account with the Treasurer January 31, 2023: Cash on hand-\$6,865.99, Checks in the Treasurer's possession less than three days-\$155,773.19, Cash items\$136.61, Demand deposits: American State Bank-\$10,704,698.21, Bad Checks Outstanding-\$1,256.59, First Dakota National Bank \$700,000.00, Investments-\$1,575,000.00 Total Cash Assets-\$13,143,730.59.

Register of Deeds Fees Collected in January 2023: Recording Fees-\$4,280.00, Transfer Fees-\$3,485.50, Copy Fees-\$291.50, Credit Card Fees-\$25.00, and Vitals-\$3,255.00 Total \$11,337.00.

Moved by Brown and seconded by Abernathy to adjourn the meeting until **Tuesday at 5:30 PM on February 21, 2023.** All voted aye. Motion passed.

ATTEST:

Connie Hohn, Chairman
Hughes County Commission

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