

Chairman Randy Vance called the Monday, January 3, 2021 meeting of the Hughes County Board of Commissioners to order at 5:30 PM with members Randy Brown, Tom Rounds, Bill M. Abernathy, and Connie Hohn present. County Manager Kevin Hipple, Sheriff Patrick Callahan, Director of Equalization Melissa Flottmeyer, States Attorney Jessica LaMie, Planning Director/Building Official Eric Booth, Emergency Management Director Rob Fines, Highway Superintendent Trent Arbach, and Veterans Service Officer Janet Beck were also present. The meeting began with a prayer by Pastor John Fette and the Pledge of Allegiance.

AGENDA: Moved by Abernathy and seconded by Hohn to approve the agenda with the addition of an executive session to consult with counsel. All voted Aye. Motion passed.

MINUTES: Moved by Brown and seconded by Hohn to approve the minutes of the December 20 & 30, 2021 commission meetings. All voted Aye. Motion passed.

PUBLIC HEARING: 320TH AVENUE ROAD VACATION REQUEST: 5:35- Time set for a public hearing to consider a petition received to vacate a portion of 320th Avenue in the East Half of Section 30 in Snake Butte Township, T110N-R74W of the 5th Principle Meridian. Mike Ogan appeared to testify in favor of the vacation request. No one appeared to oppose the vacation request. Hipple presented a letter of opposition from adjoining property owner Joseph Welch. Commissioner Brown indicated that Mid Dakota Water services their meter from the South rather than from this road.

VACATE PETITION: RESOLUTION NO. 2022-2 Moved by Rounds and seconded by Hohn to approve Resolution No. 2022-2, the petition to vacate a portion of 320th Avenue in the East Half of Section 30 in Snake Butte Township, T110N-R74W of the 5th Principle Meridian. The full resolution is available in the Finance Office. All voted Aye. Motion passed.

ELECTION OF CHAIRMAN/VICE CHAIRMAN for 2022: Commissioner Vance opened up the nominations for Chairman for 2022. Commissioner Abernathy nominated Commissioner Brown to serve as Chairman and Commissioner Rounds seconded the nomination. Moved by Abernathy and seconded by Rounds to cease nominations and cast a unanimous vote for Commissioner Brown to serve as Chairman of the Commission in 2022. All voted Aye. Motion passed.

Commissioner Brown opened up the nominations for Vice Chairman. Commissioner Abernathy nominated Commissioner Hohn to serve as Vice Chairman for 2022, Commissioner Rounds seconded the nomination. Moved by Commissioner Abernathy and seconded by Rounds to cease nominations and cast a unanimous vote for Commissioner Hohn to serve as Vice Chairman in 2022. All voted Aye. Motion passed.

APPOINTMENTS: Moved by Vance and seconded by Abernathy to reappoint Emergency Management Director Rob Fines for one year, expiring in January 2023 per SDCL 34-48A-40. All voted Aye. Motion passed.

Moved by Vance and seconded by Abernathy to reappoint Director of Equalization Melissa Flottmeyer for one year, expiring in January 2023 per SDCL 10-3-5. All voted Aye. Motion passed.

Moved by Vance and seconded by Abernathy to reappoint Highway Superintendent Trent Arbach for two years expiring January 2024 per SDCL 33A-1-22. All voted Aye. Motion passed.

PLANNING & ZONING: First Consideration of a proposed plat of Peoria Flats Tracts 1 & 2 a subdivision of the N1/2 of Sec. 22, LYING SOUTH OF S.D. HWY 1804 EXC. NEW ERA CO. LOT 1 & the E1/2 E1/2 NE1/4 Section 22, Township 112 North, Range 80 West of the 5th P.M. Hughes County, South Dakota. Matt & Sarah Dybedahl and Peoria Flats Cattle Company, represented by Shane Cowan. Matt appeared for questions.

EMERGENCY MANAGEMENT CONTRACT WITH STANLEY COUNTY: Moved by Vance and seconded by Rounds to approve the agreement between Hughes and Stanley County for emergency management services for a fee of \$6,975.00 to Hughes County. All voted Aye. Motion Passed.

OPIOID SETTLEMENT: Moved by Vance and seconded by Hohn to approve the participation of Hughes County in the opioid settlement with that States Attorney's Office and the Attorney General's Office, and allow the Chairman to sign documents related to the lawsuit on Hughes County's behalf. All voted Aye. Motion passed.

FELONY CNTRACTS: Moved by Hohn and seconded by Rounds to approve and authorize the Chairman to sign a contract as the Primary Representation of Indigents with Dave Siebrasse of Siebrasse Law Office for \$113,340.00 annually, Jeromy Pankratz of Pankratz Law Professionals LLC for \$46,668.00 annually, Katie J. Thompson and K. Thompson Law LLC for \$113,340.00 annually, and Jason Glodt of Gunderson, Palmer, Nelson & Ashmore, LLP for \$66,672.00 annually effective Jan 1, 2022 to Dec 31, 2022 with the change to Item 11 in the agreement giving a 90 notice of termination at the approval of the Commission, and deleting the second sentence of that section. All voted Aye. Motion passed.

COMBINED ELECTION AGREEMENT: Moved by Vance and seconded by Rounds to authorize the chairman to sign the combined election agreement with City of Pierre and Pierre School District for the June 7, 2022 primary election. All voted Aye. Motion passed.

SALARIES: RESOLUTION NO. 2022 – 1: Moved by Hohn and seconded by Abernathy to approve the following salaries reflecting a 3% increase for 2022 effective December 25, 2021. All voted Aye. Motion passed.

RESOLUTION NO. 2022 – 1

The following annual and hourly salaries will be paid in 2022: Commissioners- Bill M. Abernathy-16,917.00, Randy Vance-16,917.00, Connie Hohn-16,917.00, Tom Rounds-16,917.00, Randy Brown-16,917.00, County Manager Kevin Hipple-96,212.94, Commission Administrative Assistant/Welfare Director Karla Pickard-21.43; Finance Officer Thomas Oliva-61,800.00, Chief Deputy Auditor Jennifer Deyo-22.58, Deputy Auditor Tony Hatlestad-17.60; Chief Deputy Treasurer Linda Lafrentz-24.99, Chief Deputy Treasurer Tammy Frost-19.95, Deputy Treasurer Ann Norden-18.48; Deputy Treasurer Kendra Kuiper-17.60; Chief Deputy Register of Deeds Patty Williams-22.64, Deputy Register of Deeds Kristi Schmidt-18.48; States Attorney Jessica LaMie-91,618.00, Deputy States Attorney Casey Diebert- 39.77;

States Attorney Administrative Assistant Kristi Schuchard-23.14, States Attorney Administrative Assistant Sarah Burger -20.39, States Attorney Administrative Assistant – Rose Gravatt -19.41; Victim/Witness Assistant Denise Richards – 24.99; Maintenance Supervisor Patrick Steber – 24.99; Director of Equalization Melissa Flottmeyer-63,883.82, Equalization Administrative Assistant Dawn Van Sickle -21.43, Field Appraiser Melissa Vance-20.45; Veteran’s Office Administrative Assistant Sheila Carpenter-22.58, Veterans Service Officer Janet Beck- 23.27; Sheriff Patrick Callahan-74,263.00, Chief Deputy Sheriff Dustin Drew-27.07, Sheriff Deputies: Jesse Parsons – 24.45, Dalton Sack – 25.69, Daniel Eilers- 25.06, Gary Nickerson – 25.69, Sheriff Administrative Assistant Alicia Hall -21.43, Part-time Sheriff Deputy’s and Court Security Officers – Michael Thorson- 25.00, Jeffrey Hill- 25.00, James Carpenter- 25.00, James Halling- 25.00, Jason Hamil- 25.00, Matthew Shaver- 25.00, David Estes- 25.00; PREA Coordinator/ Jail Administrator Ronald Nelson-30.80, Deputy Jail Administrator Josh Larson- 25.76, Records/Corrections Officer Deborah Pease-23.14, Sergeants: Elizabeth Hausmann- 24.99, Gary Naylor- 22.09, Kevin Donovan- 21.55; Part Time Corrections Officer- Paula Tronvold- 19.00, Corrections Officers: Donita Taylor- 23.14, Audrea Fischer-23.14, Jesse Kiepke-23.14, Raymond Lyons-23.14, Kyler Bolin-22.58, Karryn Agneau-23.14, Zach Knowlton-20.96, Brant Billings 20.45, Colby Buckles – 22.09, Shadow Garber – 20.45, Wyatt Alexander- 20.96, Mitch Meyers- 20.45, Starlene Flax- 19.95, Chase Lewis-19.00, Zane Hesse- 19.95, Cody Hall- 23.27, Harlie Petrak- 19.95, John Bonnacarrere- 19.95, Christine Leonard- 19.95, Raynee Adson- 19.95, Tate Fremo- 19.00; Corrections Nurse -Temporarily Monthly-Ashleigh Eiltz – 16,428.50; Corrections Nurse- Hollie Stoesser- 30.16, Part-time Jail Nurse- Vicki Warne- 30.00; Juvenile Services Center Supervisor Chad Seidel – 24.99, Juvenile Services Center Correction Officers- Curtis Nelson-23.14, Greg Hansmann – 22.02, Ashton Pederson-20.96, Cindy Herber-19.95, Melanie Bowlin- 19.00, Melissa Bettcher- 19.00, Patrick Crain- 23.14; Part-time 24/7 & Visitation- Jason Schuchard- 13.97, Kelli Fleagle- 13.97, Hannah Carda- 13.97, Michell Boe- 13.97, Judi Davidson-Primary Hourly- 19.00, Gary Waak- 13.97, Part-Time Transports Jason Schuchard- 19.00, Kathleen Keys- 22.17; Emergency Manager Rob Fines- 70,719.38, Deputy EMS Colby Jensen-23.86; Highway Superintendent Trent Arbach-62,723.42, Highway Maintenance Lead Worker Chris Boxley – 21.55, Highway Maintenance Workers Dean Ritter-23.14, Robert Warne-23.14, Michael Roman-23.14, Nicholas Dooley-23.14, Richard Doyle- 23.14, Robert Arbach-23.14, Troy Meyer-23.14, Warren Wilson- 23.14, Joseph Boxley-20.45, Shane DeLange- 19.00, DaWayne Bellander- 19.00, Richard Schmitz- 19.00, Highway Administrative Assistant Shelly Stanley- 19.90; Weed & Pest Supervisor Dugan Petersen- 20.96; Planning Director/Building Official Eric Booth- 62,375.67.

OFFICIAL NEWSPAPER AND DEPOSITORY: Moved by Abernathy and seconded by Rounds to approve the following miscellaneous items: The official newspaper of Hughes County is the daily Capital Journal. The following are designated as official depositories for Hughes County: Bank West-Pierre, First National Bank-Pierre, First Dakota National Bank-Pierre, American Bank and Trust, and Raymond James Financial Pierre. All voted Aye. Motion passed.

JSC CONTRACT: Moved by Abernathy and seconded by Vance to approve and authorize the Chairman to sign a contract with Brule County for using the Hughes County JSC at the rate of \$295.00 per day. All voted Aye. Motion passed.

SD PUBLIC ASSURANCE ALLIANCE INTERGOVERNMENTAL CONTRACT: Moved by Hohn a seconded by Abernathy to approve the revisions to the continued Inter Governmental agreement with SDPAA and Hughes County. All voted Aye. Motion Passed.

2022 VOLUNTEER BOARDS: Moved by Rounds and seconded by Abernathy to approve the reappointment of Mark Smith to the Hughes County Board of Adjustment. All voted Aye. Motion passed.

Moved by Rounds and seconded by Abernathy to approve the reappointment Roger Inman and Brent Pries to the Hughes County Planning Board. All voted Aye. Motion Passed.

Moved by Rounds and seconded by Abernathy to approve the reappointment of Bryan Tipton & Terry Ness to the Hughes County Weed Board. All voted Aye. Motion Passed.

LIAISON APPOINTMENTS: Tabled for further discussion.

AMR NOTIFICATION OF RATE INCREASE: Moved by Hohn and seconded by Abernathy to approve rate increase with AMR of 1.01% effective January 1, 2022 for their customer rate charge schedule.

PUBLIC COMMENT: None

CLAIMS: Moved by Abernathy and seconded Rounds to approve verified claims. All voted Aye. Motion passed. AMR AMBULANCE 1408.64 MED CONTRACT SERVICES AK, WS, BECK MOTORS 163.15 REPAIRS SO#357725, BOB BARKER CO INC 172.45 INMATE SUPPLY, BUREAU OF ADMINISTRATION 1983.47 RECORDS MANAGEMENT RM209143, CAPITAL ONE 336.58 SUPPLIES 1639352243, CENTRAL SOUTH DAKOTA 15488.08 2022 MEMBERSHIP, CENTURY BUSINESS PRODUCTS INC 857.98 JAIL OFFICE SUPP 599882,599484, CENTURYLINK 61.17 PHONES 2242232109, CHANDLERS INC 295.00 WINDSHIELD REPAIR I056948, CLEARFLY 382.82 INV398005, COLE PAPERS INC 791.26 SERVICES 10081801, CONCORDANCE 13.77 JAIL INMATE SUPPLY 22385501, DEPARTMENT OF CORRECTIONS 1174.56 JAIL- LAUNDRY C18D2240, DEYO, JENNIFER 35.13 REIMBURSE SUPPLIES, DONS SINCLAIR 15.00 DEC WASHES, ELECTION SYSTEM & SOFTWARE 8240.00 SERVICES CD2012273, GALLS 570.35 020039092,020039091,019985923, PAUL MARSO 881.13 SERVICES CONTRACT 2021, MENARDS 471.51 DRONE TRAILERS, MONTANA DAKOTA UTILITIES 2369.60 GAS - 76456320002, ONE STAFF MEDICAL 2436.00 JAIL MED CONTRACT 156023, PENNINGTON COUNTY JAIL 1603.49 PRISONER TRANSPORT, ROBINS WATER CONDITIONING INC 10.00 SERVICES, SERVALL UNIFORM & LINEN CO 107.39 JAIL CLEANING SUPPLY 0576001, WW TIRE 64.15 SERVICES 23433, YANKTON CO SHERIFF 100.00 MENTAL ILLNESS.

EXECUTIVE SESSION: PERSONNEL SDCL 1-25-2(1): Moved by Rounds and seconded by Vance to move into executive session. All voted Aye. Motion passed.

The Chairman declared the Commission out of executive session.

SALARY SCHEDULE: Moved by Vance and seconded by Rounds to move all Sheriff's Office employees up two pay grades and stay in their same step. That would move the Law Enforcement Administrative Assistant from pay grade 13 to pay grade 15; Corrections Officer, Jail Court Officer and LPN Jail Nurse from pay grade 14 to pay grade 16; Corrections Sergeant from pay grade 15 to pay grade 17, Deputy Sheriff and Jail Deputy Sheriff from pay grade 16 to pay grade 18, Chief Deputy Sheriff and PREA Coordinator/Deputy Jail Administrator from pay grade 17 to pay grade 19, Jail Administrator from pay grade 19 to pay grade 21 and Registered Jail Nurse from pay grade 22 to pay grade 24. All voted Aye. Motion passed.

FELONY CONTRACTS: States Attorney LaMie presented a counter offer from the Public Defenders on their proposed felony contracts. Moved by Vance and seconded by Hohn to approve the felony contracts with the language as originally presented but moving the cap on the case numbers from 150 to 175. All voted Aye. Motion passed.

The following salaries and benefits were paid by department in the month of December 2021: Commissioners-26,188.32, Auditor-17,015.28, Treasurer-19,887.27, States Attorney-37,419.39, Govt Buildings-9,768.64, Equalization-16,941.62, Register of Deeds-10,569.15, Veterans Service-7,498.05, Sheriff-46,453.44, Jail-199,451.15, Coroner-807.38, Juvenile Services-53,274.17, Weed & Pest-1,402.04, Planning & Zoning-6,681.72, Road & Bridge-66,897.93, Emergency Management-13,856.45. Total payroll \$534,112.00.

Auditor's Account with the Treasurer December 31, 2021: Cash on hand-\$923.65, Checks in the Treasurer's possession less than three days-\$133,426.10, Demand deposits: American State Bank-\$9,723,780.30, Bad Checks Outstanding-\$1,170.99, Cash Items-53.68, First Dakota National Bank-700,000.00, Investments-\$1,575,000.00. Total Cash Assets-\$12,134,354.72.

Register of Deeds Fees Collected in December 2021: Recording Fees-\$7,370.00, Transfer Fees-\$12,180.50, Copy Fees-\$242.00, Credit Card Fees-\$30.00, Vitals-\$2,910.00. Total \$22,732.50.

Total Register of Deeds Fees Collected in 2021: Recording Fees-\$95,195.00, Transfer Fees-\$139,427.50, Copy Fees-\$5,149.75, Credit Card Fees-\$1,045.00, Vitals-\$43,000.00. Total \$283,817.25.

Moved by Vance and seconded by Abernathy to adjourn the meeting until **Tuesday at 5:30 PM on January 18, 2022.** All voted aye. Motion passed.

ATTEST:

Randy Brown, Chairman
Hughes County Commission

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

